



**EAST BAY REGIONAL PARK DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA STAFF REPORT**

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<b>DATE</b>	January 8, 2025
<b>TITLE</b>	Approval of the Minutes for the Board Finance Committee Meeting October 23, 2024
<b>DIVISION</b>	General Manager's Office
<b>FROM</b>	Debra Fuller, Assistant Clerk of the Board

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**RECOMMENDATION**

Recommend approval of the minutes for the Board Finance Committee Meeting of October 23, 2024.

**COMMITTEE MINUTES**

The October 23, 2024 Board Finance Committee Meeting was held in-person and via video conference pursuant to the Brown Act, as amended by AB 2449.

Members of the public can watch the meeting on the Park District's website here:

<https://www.ebparks.org/calendar/public-meetings>

The meeting was called to order at 10:32 a.m.

**1. Roll Call**

Recording Clerk Debra Fuller conducted a roll call. Present were the following Directors and staff:

Committee: Chair John Mercurio, Director Dee Rosario, and Director Olivia Sanwong

Staff: Deborah Spaulding (Remote), Lynne Bourgault, Katie Dignan, Debra Fuller, Yulie Padmore, Katie Dignan, Juancho Juarez, Kimberly Balingit, David Sumner, and Meadow Darcy

Consultant: Lindsey Zimmerman with Brown Armstrong (remote)

Public: Bruce Henry and Kelly Abreu

**2. Approval of Minutes**

None.

**3. Public Comments on Items Not on the Agenda**

None.

#### 4. Action items

##### a. Recommendation to the Board of Directors to Accept the 2023 Annual Comprehensive Financial Report

Assistant General Manager Deborah Spaulding and Lindsey Zimmerman with Brown Armstrong presented a PowerPoint highlighting the 2023 Annual Comprehensive Financial Report and Audit.

In response to Committee questions, Assistant General Manager Deborah Spaulding and Ms. Zimmerman explained the minor changes between the two drafts; 23 years of receiving the GFOA Certificate of Achievement; lower percentage for Alameda County property tax revenues; and test of internal controls.

Director Mercurio thanked staff for the presentation; commended the District on its clean audit; and expressed appreciation for charts and good management regarding the pension funding percentage.

Kelly Abreu commended the District for regularly changing its auditing firm; and expressed concern with the lack of detail in the Comprehensive Financial Report and allocation of funds on projects that were not completed.

Director Rosario and Director Sanwong thanked staff and commended the GFOA achievement.

#### MOTION

Director Rosario moved and Director Sanwong seconded a motion to recommend the Board of Directors accept the 2023 Annual Comprehensive Financial Report. The motion carried unanimously.

#### 5. Informational Items

##### a. Update on Implementation of Policy 8.0 Environmentally Sustainable Purchasing

Facility Manager Juancho Flores presented a PowerPoint outlining Policy 8.0 on environmentally sustainable purchasing.

In response to Committee questions, Facility Manager Flores explained the coming soon electric heavy duty box truck; efforts to reduce plastics; and BearSaver liners.

Director Sanwong suggested expansion to assist City and Special District partners.

The Committee thanked staff for the presentation and efforts for environmental sustainability.

Kelly Abreu suggested sustainability expand to capital purchases.

#### 6. Announcements

None.

**7. Adjournment**

There being no further business, Chair Mercurio declared the meeting adjourned at 11:36 a.m.

Respectfully submitted,

Yolande Barial Knight, Clerk of the Board