

**MINUTES OF THE OCTOBER 26, 2021 ZOOM TELECONFERENCE**  
**LAVTA FINANCE AND ADMINISTRATION COMMITTEE MEETING**

**1. Call to Order**

Staff informed the Finance and Administration Committee that Committee Chair Brittnei Kiick was unable to chair the meeting and requested Vice Chair Kathy Narum to oversee the meeting.

Committee Vice Chair Kathy Narum called the meeting to order at 4:01pm.

Committee Vice Chair Kathy Narum informed the public that LAVTA's meeting is being conducted according to the COVID-19 rules that are detailed at the beginning of the agenda explaining why this is a Zoom teleconference.

**2. Roll Call of Members**

**Members Present**

Kathy Narum, City of Pleasanton

Melissa Hernandez, City of Dublin

Brittnei Kiick, City of Livermore

**3. Meeting Open to Public**

No comments.

**4. Minutes of the September 28, 2021 Meeting of the F&A Committee**

Approved: Hernandez/Kiick

Aye: Hernandez, Kiick, Narum

No: None

Abstain: None

Absent: None

**5. Treasurer's Report for September 2021**

The Finance and Administration Committee recommended forwarding the September 2021 Treasurer's Report to the Board for approval.

Approved: Kiick/Hernandez

Aye: Hernandez, Kiick, Narum

No: None

Abstain: None

Absent: None

**6. Fiscal Year 2021 Annual Comprehensive Financial Report (ACFR)**

Staff reported that this is a draft and there will be some minor formatting changes for the final report. Staff informed that Note 6 (Capital Grants) show \$12,124.00 as Prop 1B funds, but should have been indicated as State of Good Repair funds and that will be corrected for

the final report. David Alvey of Maze and Associates highlighted selected pages of the FY2021 Draft Annual Comprehensive Financial Report (ACFR) noting that there were no findings. David Alvey explained that a single audit is in the report this year, because LAVTA received more than \$750,000 in federal funds.

The item was discussed by the Finance and Administration Committee and staff.

The Finance and Administration Committee recommended forwarding the Annual Comprehensive Financial Report (ACFR) for review and acceptance to the Board of Directors, prior to submitting the ACFR to the Government Finance Officers Association (GFOA) for award.

Approved: Kiick/Hernandez

Aye: Hernandez, Kiick, Narum

No: None

Abstain: None

Absent: None

**7. Preview of Upcoming F&A Committee Agenda Items**

**8. Matters Initiated by Committee Members**

None.

**9. Next Meeting Date is Scheduled for: November 23, 2021**

**10. Adjourn**

Meeting adjourned at 4:14pm.