



Greater Vallejo Recreation District

GVRD promotes wellness and healthy lifestyles
by providing safe parks and innovative and fun
recreation programs for all residents.

BOARD OF DIRECTORS

Rizal Aliga
Robert Briseño
Thomas Judt
Stacey Kennington
Tom Starnes

GENERAL MANAGER

Gabe Lanusse

Budget and Finance Committee – Meeting Minutes Monday, January 08, 2024 6:30 p.m. Administrative Office – Board Room 401 Amador Street

In attendance: Director Briseño, Director Kennington
General Manager Lanusse, Finance Director Parkhurst & Finance
Financial Consultant Sue Casey

Meeting began: 6:30 p.m.

1. Public Comment

There was no public attendance/ Comment at this meeting.

2. Preliminary FY23-24 Adjusted Budget

Finance Director Parkhurst distributed a hard copy of the updated Adjusted FY23-24 Budget which included CIP balances separated from the Operating Expense portion of the budget. A summary of CIP projects already initiated in FY 23/24 was provided to the committee as well.

The Adjusted Budget was approved by the committee with some minor corrections to be made. Director Briseno want to make sure that the Board is made aware of the budgeted used of funds and cash balance for FY23/24.

Cash Flow concerns were brought up by Director Briseno. Discussed the need for Cash Flow Projections going through the first 6 months of subsequent fiscal year (FY24/25). An Estimated \$3.3M cash need for first 5 months of next fiscal year based on an estimated \$8M Annual Operating Expenditure need.

Director Briseno requested a report to be presented to the Board that shows major CIP projects initiated in the last 3 fiscal years and to provide the driving needs for these projects.

3. Finance & HRIS Software RFP Update

Director Parkhurst updated the committee on the progress of the RFP process. 3 proposals were submitted. Director Kennington asked if the RFP can be extended and to allow for an adequate number of qualified proposals.



4. Transition to New Server Web Host provider for Cougar Mountain (Financial Software)

Finance Director Parkhurst updated committee on status of the migration to a new cloud hosted server. Phase II is starting this week which included live testing of functionality and stability.

5. Budget Calendar

Finance Director Parkhurst discussed the creation of the FY 24/25 Budget calendar. The process cannot start until the committee meeting dates have been finalized. Aiming for end of January.

Adjourned 7:35 p.m.