



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
Stacey Kennington
Wendell Quigley

GENERAL MANAGER

Gabe Lanusse

Budget and Finance Committee – Special Meeting Minutes
Monday, October 16th, 2023
6:30 p.m.
Administrative Office – Board Room
401 Amador Street

In attendance: Director Briseño, Director Kennington
General Manager Lanusse, Finance Director Parkhurst

Meeting began: 6:30 p.m.

1. Public Comment

There was no Public Comment at this meeting.

2. Introduction to the new Finance Director, Noel Parkhurst

Noel Parkhurst is excited to join the team. He grew up in Vallejo, worked with non-profits and companies in the private sector most of his career in addition to internship with the U.S. Navy Comptroller at Mare Island. There are some challenges ahead, especially with the limitations with our current software. Consultant Sue Casey discussed her continuing role as a contractor for GVRD to work on getting the audits completed, and special tasks such as Budget Adjustments, Audits & researching finance software. She is impressed with Noel's background.

3. Fiscal Year 2023-2024 Budget

Much financial information needs to be manually entered and generating reports is also a manual task as well, which has frustrated staff. Staff are also pursuing updating monthly financial reports to fall in line with standard reporting. The committee had a discussion of items that would like to view in the monthly reports so that the balance sheet would provide a best guess as we go along the year. Issues occurred when previous Directors could not predict if we would be over budget or under. This made it difficult to budget for the next year.

4. Audit-FY21/22

Staff have a scheduled meeting with the auditors to clarify what is needed. Some items remaining are internal and can be done quickly. Some are needing outside assistance, such as GASB and OPEB. Those items are on the contractors time line. Once that audit is completed, staff will work on getting the FY22/23 audit started and completed.

5. Proposition 68 Grant

The award amount was \$7.5 million. We will adjust next years' budget to account for that. The committee was wondering when it would begin, and why



next year's budget. Staff is working with the state to obtain funds ahead of phases, and most likely will not be able to receive these until sometime after July.

6. Other items

The committee welcomed Noel, and asked what items he would like to see. He would like to finish the audit, work on internal procedures and controls, and see improvements in our software processes. Integration with HR would also be a positive move forward. He is impressed with the staff's willingness and being open to learning and change where needed. The entire office was very welcoming. He looks forward to working with Sue Casey improving the department.

Adjourned 6:56 p.m.