



# 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  
Tom Starnes

## GENERAL MANAGER

Gabe Lanusse

## Budget and Finance Committee – Meeting Minutes Tuesday, October 15, 2024 1:00 p.m. Administrative Office – Board Room 401 Amador Street

**In attendance:** Director Starnes, Director Briseño  
General Manager Lanusse, Finance Director Parkhurst

### Meeting began: 1:00 P.M.

#### 1. Public Comment.

There was one public attendee present at this meeting. Director Thomas Judt participated as a non-engaging member of the public.

#### 2. FY21-22 Audit Update.

Director Parkhurst gave an update of the FY21-22 Audit Status. Auditors awaiting the completion of GASB 68 Pension Item and responses to request for analysis and updated information related to the CIP balance in the Fixed Asset Roll forward Book. Financial Consultant Sue Casey is addressing the GASB 68 item and Direct Parkhurst is addressing the Fixed Asset requests.

#### 3. Finance, Payroll, HR Software RFP Update.

Director Parkhurst informed the Committee that General Manager Lanusse initiated the process to close the current RFP and re-issue an improved version. This will allow more vendors to respond. The new RFP will push the timeline out more to allow more time for staff to prepare for the implementation and provide a longer run way for cash flow purposes. The plan is to release the new RFP in the 3<sup>rd</sup> or 4<sup>th</sup> week of November.



#### **4. Discuss New Spend Reduction Efforts.**

Director Parkhurst notified the Committee that the district has escalated the spend-management efforts through two new exercises carried out by Executive Management. General Manager Lanusse explained to the committee how he is meeting with all staff members that carry out any purchasing on behalf of the district on a one-on-one basis. He will review historical spending trends and Calcard activity along with discussing the need to spend on a “need only” basis and what that means. Director Parkhurst reported to the committee that he had begun weekly “spending preview” meeting with key staff in each department. The format is to review previous weeks spending against what was projected in the previous meeting. Staff would then report to Director Parkhurst in the meeting what their projected needs were for the next week. That gives Director Parkhurst the ability to make the call to defer spending or discuss alternate resources to fulfill the need. This process started in September and the meeting seems to be productive in regulating spending and changing the culture related to district spending and taking the “pre-approval” approach.

#### **5. Topics for October 17 Special Board Meeting.**

Director Parkhurst Shared with the committee the questions from Director Judt that will be addressed during the special meeting. He also asked if there were any additional topics that they wanted to discuss; there were no additional requests from the committee.

#### **6. Meeting Adjourned at 2:14 PM.**