



# 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, April 16, 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: 1:02 P.M.**

#### **1. Public Comment**

There was no public attendance/ Comment at this meeting. Financial Consultant Sue Casey was present to take part in the discussion regarding the Cash Flow Projections reports being presented today.

#### **2. FY 23/24 Year to Date Budget Comparison Review**

Finance Director Parkhurst presented the first draft Cash Flow Projections Report for FY 23/24 through the end of FY 24/25 to the committee. In that report, the FY 23/24 YTD cash flow projections were presented, as well.

It is noted that additional formatting changes need to be completed on the report itself. The nature of the Restricted Balance was discussed by Director Starnes; these funds are the Retirement Benefit Funds. Mrs. Casey and Director Starnes discussed the need to transfer Benefit Retirement Funds into an interest earning trust.

The content of the Cash Flow Projections was discussed, including the projection that The District will begin dipping into the 15% Reserve Funds in September. If no changes are made to the current budget and spending trends, The District will exhaust the 15% Reserve Funds by mid-November. However, by the end of Fiscal Year 24/25, the 15% Reserve Fund will be replenished and the Unrestricted Fund balance will build back up to a similar balance projected at the beginning of the Fiscal Year 24/25. Finance Director Parkhurst summarized the plan to course-correct The District's spending to prevent the exhaustion of the FY24/25 Budget and to begin re-building the unrestricted balances in the subsequent years.



Director Starnes suggested involving all leadership staff of the district to come up with cost reduction ideas that will minimally impact programs and events. Finance Director Parkhurst and General Manager Lanusse discussed the main target of reduced spending will happen in CIP projects, supplies and other purchases, and part time salaries. In addition, work towards the Cash receiving end of the equation. Director Briseno discussed the desire not to close programs to balance the budget and to be careful of cutting staff. He suggested considering the pyramid of costs and reviewing costs to run Cunningham Pool. Director Briseno also suggested that General Manager Lanusse send a letter to the City of Vallejo to demand payment of unpaid Impact Fees and to be more aggressive towards collecting the payment.

**Adjourned 2:08 p.m.**