



GREATER VALLEJO RECREATION DISTRICT

Mission Statement: *Building community and enhancing quality of life through people, parks, and programs.*
Website: www.gvrd.org

Board of Directors
Gary Salvadori
Sheryl Pannell Lea
Ron Bowen
Robert Briseno

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General Manager
Gabe Lanusse

Budget and Finance Committee Minutes Tuesday, February 16, 2021

Due to Solano County and the State of California's shelter in place orders our Committee Meeting was held remotely via Zoom Meetings

In attendance: Director Briseno, Director Salvadori,
General Manager Lanusse, Finance Director Harman

Meeting began: 1:30 PM

1. Budget

Finance Director Harman reported that with the cuts and freezes we are on track to come out okay at end of year. Director Briseno asked to have the Revenue and Expense Variance Report, which shows the end of year projections, included every month. Finance Director Harman assured him it will be included from now on.

2. Draft Budget Calendar for Fiscal Year 2021-2022

Finance Director Harman and General Manager Lanusse presented the committee with a draft of the Budget Calendar for fiscal year 2021-2022. There was some discussion in general about the new budget – including that using the same numbers as last year doesn't reflect what it might really be. We need to build a budget based on what we expect to be happening. Director Salvadori asked if we can move the Board's first look at the Preliminary Budget to the 2nd Board Meeting in April. He also requested that item #8 "Public Inspection of the Budget" be changed to read "Public Comment on the Budget." Finance Director Harman will make these changes to the calendar and it will be presented to the full Board at the February 25th meeting.

There was a discussion regarding monies carried over from previous years which is not considered part of the required reserve. Director Salvadori would like to see what is left of that. Director Briseno said that it could be a 2nd reserve that could be used for capital improvements. We would have 2 reserves – one

that we need to get by while waiting for the county tax apportionments, and another we can spend on other stuff.

3. Measure K Audit

Finance Director Harman stated she is working with Mike Fink of Fechter & Assoc. to complete the FY18-19 Measure K audit. She has requested from him a list of any outstanding items that are holding up the completion of the audit. They have requested copies of several invoices which we will scan and send to them. Once this audit is completed, MUN CPAs, our new auditing firm, will be able to complete the audit for FY 19-20.

There was discussion on the Measure K Oversight Committee. General Manager Lanusse reported he is trying to schedule a meeting of the Oversight Committee before the next Budget and Finance Committee meeting. Prior to FY 18-19, a full audit of Measure K was not done. Finance Director Harman will request the reports concerning Measure K from Fechter & Assoc.

4. Discussion on Proposed COVID Leave

FFCRA (Families First Coronavirus Relief Act) ended on Dec. 31, 2020. A discussion was held on assisting employees who are required to be off work due to exposure to COVID-19. If exposed, an employee could be out for as much as 10 days. Use of the Catastrophic Leave Bank (which is filled with hours donated by employees) was discussed. Director Salvadori stated he would like to see what the legislature is planning to do. They may vote to bring back the FFCRA, or something similar. Both Director Salvadori and Director Briseno felt we should research what other cities/special districts are doing.

Adjourned 2:10 PM