

SRD Board Meeting Notice and Agenda
Tuesday, June 30, 2020

5:30 p.m. Open Session

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff and the public may participate remotely via the Zoom app with the following:
Dial 669 900 9128 and enter Meeting ID: 821 3865 7458, Password: 364296

You may also view video during the meeting via live stream:

<https://us02web.zoom.us/j/86360819963?pwd=R05RRk9Qc2VmNkZoMWlCeTBXOU9aZz09>

Public Comment: Public comment may be made by using the above instruction during the meeting.

Public comment also may be submitted in advance of the meeting via email to GM@strawberryrec.org. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Directors before or during the meeting. Please submit public comments as soon as possible so that they can be provided to the Directors before, and, as feasible, during the meeting. Comments that require a response may be deferred for staff reply. To request an Agenda Packet prior to the meeting, email GM@strawberryrec.org or call (415) 383-6494.

Accessibility for Individuals with Disabilities

Upon request, District will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested. Requests will be granted whenever possible and resolved in favor of accessibility.

1. Call to Order and Roll Call
2. Open Time for Public Expression - Non-Agenda Items (limit: three mins per person).
While members of the public are welcome to address the Board, under the Brown Act, Board members may not deliberate or take action on items not on the agenda, and generally may only listen.
3. **OPEN SESSION AGENDA** – Members of the public may comment on any agenda item (limit: three mins per person).
 - A. New Business Items
 - B. Approval of the Minutes of June 2 and 19, 2020
 - C. General Manager's Report
 - a. Fiscal Reports: Approval & Confirmation of Expenditures, Disbursements, Payroll, and Warrants; Review Weekly Deposit Reports; Transfer of Funds
 - b. Financial and Operations Summary
 - c. Discussion of COVID-19 updates and impact to SRD
 - d. Draft Proposed Budget
 - D. Discussion/Action: Approval of annual budget including elimination of three positions resulting in three layoffs.
Recommended Action: Adopt.
 - E. Discussion/Action: Approval of Zone IV item - Zone IV action: Darell Krasnoff's request to dredge up to 400 cubic yards with permission to use SRD/Zone IV permit No. M2004.028.04
Recommended Action: Adopt.
4. Adjournment.
5. Next Regular Session Board Meeting is July 14, 2020 at 6:30 p.m.



American Sign Language interpreters may be requested by calling (415)-927-5071(TDD) or (415)-383-6494(voice) at least 72 hours in advance. Copies of documents are available in accessible formats upon request

**Strawberry Recreation District
Special Board Meeting Minutes**

June 2, 2020

DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC DID NOT ATTEND THIS MEETING IN PERSON BUT WERE ABLE TO AND DID ATTEND VIA TELECONFERENCE (ZOOM Meeting).

Attendees:

- A) Strawberry Recreation District Board Members
 - a. Chair - Pam Bohner, Jeff Francis, Marc Lieberman, Cale Nichols, Peter Teese
- B) SRD Staff
 - a. Nancy Shapiro (General Manager)
- C) Public
 - a. Barbara Wombach - Zone IV
 - b. Lew

Public meeting called to order: 7:10 PM

- 1) Public Expression
 - a. None.

OPEN SESSION

- 1) New Business
 - a. None.
- 2) Approval of Minutes of May 28, 2020
 - a. (JF / CN) - all in favor
- 3) General Manager's Report
 - a. Barbara spoke on the Zone IV dredging schedule. They may have to escalate the cycle due to increased silt levels. Subject to the hydro survey to be done next year.
 - b. Budget Draft Summary.
 - i. ML and NS will work together on refining the budget and trying to save more money.
- 4) Action to extend furlough of non-essential employees through August 1, 2020
 - a. (PB / CN) - all in favor

Next regular meeting: June 30, 2020 at 6:30PM

Adjourned at 8:10 PM

**Strawberry Recreation District
Special Board Meeting Minutes**

June 19, 2020

DUE TO COVID-19, THIS MEETING WAS CONDUCTED AS A TELECONFERENCE PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20, WHICH SUSPEND CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC DID NOT ATTEND THIS MEETING IN PERSON BUT WERE ABLE TO AND DID ATTEND VIA TELECONFERENCE (ZOOM Meeting).

Attendees:

- A) Strawberry Recreation District Board Members
 - a. Chair - Pam Bohner, Jeff Francis, Marc Lieberman, Cale Nichols, Peter Teese
- B) SRD Staff
 - a. Nancy Shapiro (General Manager)
- C) County Counsel
 - a. Renee Brewer
- D) Public

Closed session open: 5:00 PM

Closed session closed: 6:25 PM

Public meeting called to order: 6:34PM

- 1) Public Expression
 - a. None.

OPEN SESSION

- 1) Announcement from Closed Session
 - a. Gave direction to county counsel.
 - b. Nothing to report

Next regular meeting: June 30, 2020 at 6:30PM

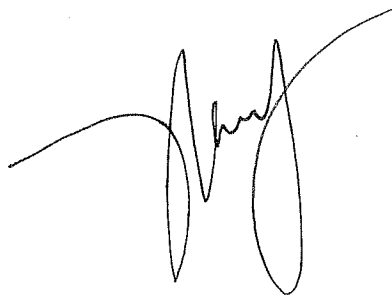
Adjourned at 6:35 PM

Strawberry Recreation District
 Internal Revenue Summary Sheet
 Week Ending:

118 East Strawberry Drive
 Mill Valley, California 93931

6/3/2020

Youth Contract Classes	0.00	Total Cash	0.00
Youth Daycamp	0.00	Total Checks	1080.00
Special Events Sponsors	0.00	<u>Subtotal</u>	<u>1080.00</u>
Special Events Income	0.00		
Adult Contract Classes	0.00		
Aquatics Pool Pass S/S	0.00		
Aquatics Pool Pass F/W	0.00		
Aquatics Guest Fees	0.00	<u>Receipts By Source - All</u>	
Aquatics Pool Classes	0.00		
Aquatics Drop in	0.00	Adult Recreation	0.00
Aquatics Miscellaneous	0.00	"Special Events	0.00
Tennis Classes	0.00	Youth Recreation	0.00
Tennis Keys/Passes	0.00	Aquatics	0.00
Tennis Guest	0.00	Tennis	0.00
Tennis Rental/Lessons	0.00	Facilities	1080.00
Facilities Rental	0.00	Deposits	0.00
Deposits Held on Rental	0.00	Admin	0.00
Facilities Field Rental	1080.00	Other	0.00
Facilities Property Rental	0.00	Credit Card Transfer	0.00
Snack Shack	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		1080.00
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Credit Transfer	0.00		
	1080.00		



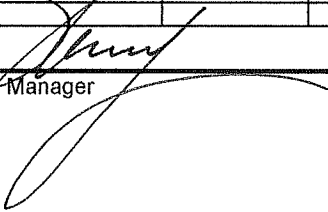
LIST OF PAYROLL CHECKS ISSUED - Page 1 of 1
 STRAWBERRY RECREATION DISTRICT
 TO: THE BOARD OF DIRECTORS
 PAYROLL WARRANTS BACKUP

Payroll Date 6-5-20

*** PAYROLL CLEARING***

On the 9th day of June 2020, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
	Bohner, Catherine E.	Paystub	681.50
	Bohner, Pamela G	Paystub	365.40
	Boyd, Brittney L	Paystub	1169.92
	Creager, Dorian A	Paystub	1429.24
	Francis., Jeff	Paystub	365.40
	Lieberman, Marc	Paystub	365.40
	Nichols, Cale B	Paystub	365.40
	Rankin, Sarah M	Paystub	732.34
	Shapiro, Nancy R	Paystub	3093.00
	Sousa, Nicholas M	Paystub	1635.86
	Woodall, Jacqueline Q	Paystub	1272.60
	Griswold, Loren M	Paystub	2855.31
9015	Teese, Peter	payroll Checks	365.40
	CAL PERS	payroll Checks	2,248.65
	Quickbooks	Quickbooks Payroll fees	149.50
	Federal Taxes	1947.00 Payroll Taxes FWT	5018.16
		582.12 Payroll Taxes FICA	
		2489.04 Payroll Taxes MCARE	
	State taxes	656.96 Payroll taxes SWT	923.98
		66.29 Payroll Taxres SUI	
		200.73 Payroll Taxes SDI	
			23037.06



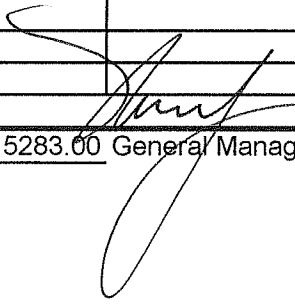
 General Manager

TO:
 RICHARD ARROW, AUDITORCONTROLLER
 County of Marin
 Civic Center
 San Rafael, CA 94903

On the 30th day of June 2020, The Board of Directors of the Strawberry Recreation District ratified,
 confirmed and approved the following Warrants:

Warrant in Favor of		Purpose		Amount
809310965	Landesign Construction and Maint. Inc.		Zone V Contract Service	568.00
809310966	Marin IT, Inc.	93.50	Admin Web Site	281.00
		187.50	Admin Contract Services/Consult	
809310967	Planeteria Media LLC		Admin Web Site	50.00
809310968	Shred Defense		Facilities Repairs & Maintenanc	135.00
809310969	John Eloff		Youth Daycamp Refund Covid 19	1,770.00
809310970	Christie Coleman		Youth Daycamp Refund Covid 19	185.00
809310971	Courtney Weissensee		Youth Daycamp Refund Covid 19	295.00
809310972	Joanna Olszowski		Youth Daycamp Refund Covid 19	295.00
809310973	Nira Doherty		Youth Daycamp Refund Covid 19	295.00
809310974	Dorothea Kent		Youth Daycamp Refund Covid 19	819.00
809310975	Shay Kenjora		Youth Daycamp Refund Covid 19	590.00
Total				5,283.00

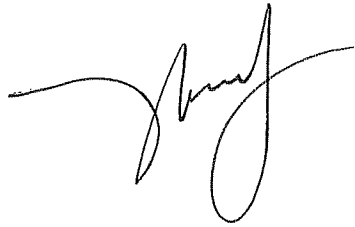
5283.00
General Manager



Strawberry Recreation District
 Internal Revenue Summary Sheet
 Week Ending:

118 East Strawberry Drive
 Mill Valley, California 93931
 6/10/2020

Youth Contract Classes	0.00	Total Cash	200.00
Youth Daycamp	8400.00	Total Checks	16196.04
Special Events Sponsors	0.00	<u>Subtotal</u>	<u>16396.04</u>
Special Events Income	0.00		
Adult Contract Classes	0.00		
Aquatics Pool Pass S/S	363.00		
Aquatics Pool Pass F/W	0.00		
Aquatics Guest Fees	0.00	<u>Receipts By Source - All</u>	
Aquatics Pool Classes	0.00	Adult Recreation	0.00
Aquatics Drop in	0.00	"Special Events	0.00
Aquatics Miscellaneous	0.00	Youth Recreation	8400.00
Tennis Classes	0.00	Aquatics	363.00
Tennis Keys/Passes	0.00	Tennis	200.00
Tennis Guest	0.00	Facilities	5433.04
Tennis Rental/Lessons	200.00	Deposits	0.00
Facilities Rental	5280.00	Admin	2000.00
Deposits Held on Rental	0.00	Other	0.00
Facilities Field Rental	0.00	Credit Card Transfer	0.00
Facilities Property Rental	153.04		
Snack Shack	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		16396.04
Grants	2000.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Credit Transfer	0.00	0	
	16396.04		



TO:
RICHARD ARROW, AUDITORCONTROLLER
County of Marin
Civic Center
San Rafael, CA 94903

Warrant Date 6-17-20

On the 30th day of June 2020, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of			Purpose		Amount
809310976	Bank of Marin	48.34	Admin Employee Relations		10,351.36
		87.90	Youth Daycamp:Covid-19		
		324.43	Sanitation covid-19		
		25.25	Admin Employee Relations		
		2,439.00	Sanitation covid-19		
		384.00	Admin Public Relations		
		134.21	Sanitation covid-19		
		191.23	Youth Daycamp:Covid-19		
		14.99	Admin Office Supplies		
		246.81	Youth Rec Supplies/Daycamp		
		4,572.00	Youth Daycamp:Covid-19		
		432.34	Pool Repairs & Maintenance		
		97.40	Youth Rec Supplies/Daycamp		
		26.48	Admin Other Adv/Promo		
		1,070.00	Admin Contract Services/Consult		
		1.75	Youth Daycamp:Covid-19		
		255.23	Admin Print/copy		
809310977	Fishman Supply Company		Supplies		119.08
809310978	Richardson Bay Sanitary District		Facilities Utilities		17,468.90
809310979	Screenmobile		Measure A Expense		1,440.00
809310980	Kate Morse		Youth Daycamp Refund Covid 19		590.00
809310981	Martin Gustavson		Pool Pass Refund Covid 19		565.00
809310982	Nancy Shapiro	81.24	Youth Rec Supplies/Daycamp		136.21
		54.97	Admin Office Supplies		
809310983	Gail Woolaway		Pool Pass Refund Covid 19		493.00
809310984	Bill Duane		Pool Pass Refund Covid 19		418.45
809310985	Jennifer DiPasquale		Youth Daycamp Refund Covid 19		885.00
809310986	Catherine Gore		Youth Daycamp Refund Covid 19		1,770.00
809310987	Natalya Davick		Youth Daycamp Refund Covid 19		590.00
809310988	Susan Warburg		Youth Daycamp Refund Covid 19		295.00
809310989	Gonzalez-Alvarez, Citlalli		Admin Fingerprinting		25.00
809310990	Strawberry Recreation District		Payroll Clearing Account		22,000.00
809310991	CAL PERS-medical	1,729.11	Pool Full Time Medical		4,623.39
		768.49	Admin Medical		
		768.49	Facilities Full Time Medical		
		1,344.85	Youth Medical		
		12.45	Admin Medical		
Total					61,770.39

Total 61,770.39 General Manager

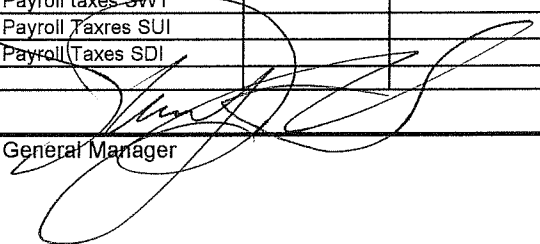
LIST OF PAYROLL CHECKS ISSUED - Page 1 of 1
 STRAWBERRY RECREATION DISTRICT
 TO: THE BOARD OF DIRECTORS
 PAYROLL WARRANTS BACKUP

Payroll Date 6-19-20

*** PAYROLL CLEARING***

On the 30th day of June 2020, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
	Alber, Mary C	Paystub	51.38
	Bohner, Catherine E.	Paystub	778.84
	Boyd, Brittney L	Paystub	2075.02
	Delaney, Carlin J	Paystub	29.24
	Gonzalez-Alvarez, Citlalli	Paystub	29.24
	Hood, Charles H	Paystub	24.67
	Hood, Kyle C	Paystub	32.89
	Kamperin, Alexander M	Paystub	29.24
	Rankin, Sarah M	Paystub	1039.49
	Reade, Benjamin T	Paystub	17.13
	Reade, Samuel R	Paystub	17.13
	Sampiere-Prochnow, Noah E	Paystub	29.24
	Shan, Maleena S	Paystub	29.24
	Solin, Malena WQ	Paystub	29.24
	Sousa, Nicholas M	Paystub	1701.64
	Creager, Dorian A	Paystub	1415.81
	Griswold, Loren M	Paystub	2855.30
	Shapiro, Nancy R	Paystub	3093.00
9016	Pares, Tessa J	payroll Checks	16.43
	CAL PERS	payroll Checks	2,227.52
	Quickbooks	Quickbooks Payroll fees	60.00
	Federal Taxes	2166.00 Payroll Taxes FWT	5059.12
		2344.76 Payroll Taxes FICA	
		548.36 Payroll Taxes MCARE	
	State taxes	764.98 Payroll taxes SWT	1000.57
		46.50 Payroll Taxes SUI	
		189.09 Payroll Taxes SDI	
			21641.38


 General Manager

Strawberry Recreation District
 Internal Revenue Summary Sheet
 Week Ending:

118 East Strawberry Drive
 Mill Valley, California 93931

6/24/2020

Youth Contract Classes	0.00	Total Cash	600.00
Youth Daycamp	0.00	Total Checks	6258.00
Special Events Sponsors	0.00	<u>Subtotal</u>	6858.00
Special Events Income	0.00		
Adult Contract Classes	0.00		
Aquatics Pool Pass S/S	0.00		
Aquatics Pool Pass F/W	0.00		
Aquatics Guest Fees	0.00		
Aquatics Pool Classes	0.00	<u>Receipts By Source - All</u>	
Aquatics Drop in	0.00	Adult Recreation	0.00
Aquatics Miscellaneous	1848.00	"Special Events	0.00
Tennis Classes	0.00	Youth Recreation	0.00
Tennis Keys/Passes	0.00	Aquatics	1848.00
Tennis Guest	0.00	Tennis	600.00
Tennis Rental/Lessons	600.00	Facilities	4410.00
Facilities Rental	0.00	Deposits	0.00
Deposits Held on Rental	0.00	Admin	0.00
Facilities Field Rental	4410.00	Other	0.00
Facilities Property Rental	0.00	Credit Card Transfer	0.00
Snack Shack	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		6858.00
Grants USTA	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Credit Transfer	0.00	0	
	6858.00		

SRD 1-Year YTD Financials
June '19 - June '20 vs. June '19 - June '18

	2019/2020			2018/2019		
OPERATING	Revenue	Expenses	Net Inc./Loss	Revenue	Expenses	Net Inc./loss
Youth Recreation	\$ 199,652	\$ 232,772	\$ (33,120)	\$ 415,270	\$ 209,226	\$ 206,044
Special Events	\$ 723	\$ 13,650	\$ (12,927)	\$ 3,280	\$ 8,263	\$ (4,983)
Adult Rec. Classes	\$ 18,032	\$ 13,650	\$ 4,382	\$ 14,925	\$ 8,263	\$ 6,662
Aquatics	\$ 315,483	\$ 422,167	\$ (106,684)	\$ 372,434	\$ 576,193	\$ (203,759)
Tennis	\$ 38,662	\$ 1,549	\$ 37,113	\$ 42,950	\$ 1,716	\$ 41,234
Facilities	\$ 140,552	\$ 335,555	\$ (195,003)	\$ 183,785	\$ 351,653	\$ (167,868)
Employer Taxes			\$ -			
Administration	\$ 3,851	\$ 408,821	\$ (404,970)	\$ 40,754	\$ 378,156	\$ (337,402)
Total Operating	\$ 718,830	\$ 1,428,164	\$ (709,334)	\$ 1,073,398	\$ 1,533,470	\$ (460,072)
						\$ -
NON-OPERATING						\$ -
Other Funds	\$ 870,777	\$ 160,896	\$ 709,881	\$835,276	\$ 251,525	\$ 583,751
Zone IV	\$ 160,159	\$ 215,278	\$ (55,119)	\$ 359,425	\$ 251,525	\$ 107,900
Zone V	\$ (22)	\$ 6,045	\$ (6,067)	\$ 7,210	\$ 6,430	\$ 780
			\$ -			\$ -
Total Zone V	\$ (22)	\$ 6,663	\$ (6,685)	\$ 7,210	\$ 6,468	\$ 742
Total Non-Operating	\$ 1,030,914	\$ 382,219	\$ 648,695	\$ 1,201,911	\$ 509,480	\$ 692,431
			\$ -			\$ -
Net Income (less Zone IV)	\$ 1,589,607	\$ 1,589,060	\$ 547	\$ 1,908,674	\$ 1,784,995	\$ 123,679
Notes:						
Financial information is preliminary, and will be adjusted						
Furlough Salary Svgs	April - June					
Plus payroll taxes	\$ 80,300					
Covid 19 Refunds	\$ 130,967					
Day Camp Refunds	26798					
Youth Class Refunds	51167					
Adult Class Refunds	8766					
Pool Lesson Refunds	39045					
Pool Pass Refunds	5191 (estimate total \$25,000)					
Approximately \$35K more in refunds will be included in 2019/2020 P&L						
2019/2020 Summer camp revenue less refunds is 53% of previous year (\$151K vs. \$286K)						
Camp is almost full, but only at 50% capacity of normal year						

General Manager's Report – June 30, 2020

Financials: see attached

Facilities:

- The installation of a CCTV DVR and monitor were completed last week, allowing for improved ease of monitoring from the office server room.
- The entire server area has been revamped, with all routers, switches and drives placed on an easy to access metal shelving system. This will also allow for better air flow around the units, for improved longevity.
- We received the new doors from Mission Woods. The good news is that they look great, the bad news is they decided that they were unqualified to perform the hardware installation on the doors (after promising us that it was within their skill set). We have spoken and emailed the owner to assist with an amicable solution.

COVID -19 Updates:

- The Sanitation Specialist job position has been created and thanks to a collaboration between SRD and our existing janitorial vendor (Peak Services), we were able to get Maria Maldonado started in the position immediately. We're happy to report that she's a focused, skilled worker that has quickly fit into the team.
- We've installed hand sanitizer dispensers on both sets of tennis courts; as well as, at three locations on the pool deck. Signage has been placed above the units
- We have purchased and are waiting on the delivery of twelve disposable sanitary wipe dispensers. They will be strategically placed at the buildings, aquatic facility and tennis courts. A weather resistant enclosure will be constructed for them and signs will provide a description of their use.

Athletic Fields:

- True North Landscapers will be performing the field fertilization on July 6th.

Aquatics:

- The pool opening has gone relatively smoothly. The only item still on the docket is the fabrication of a couple lane line dividers to break the main pool into separate sections.
- We painted some kitsch strawberries - with a 6' arrow in the middle – on the concrete in front of the pool entrance, to improve social distancing.
- We are getting pricing from Watershape to address suction flow issues that have been a concern since the splitting of the main drains.

Parks:

- Due to an inordinate amount of trash being left at Harbor Cove Park, we have installed two 33 gallon trash receptacles at the dock. Mill Valley Refuse will empty them twice a week (Tuesday, Thursday).
- The new bollard was installed at the entrance to Brickyard by June 3rd and the (5) cypress trees are scheduled for pruning on July 20th.
- True North Landscapers completed all the park rough mowing and vegetation management from June 8th-12th.

Aquatics Update:

- Brittney returned to work starting, June 8th
 - During her first week, we determined a reopening date of June 17th. This date gave enough to bring back lifeguard staff, rewrite protocols, send email blasts to notify pool pass holders about the pool's reopening, create online reservations and not interfere with Camp's first day.
 - June 16th, returning lifeguards were trained on new sanitizing protocols, and member check in standards.
 - June 17th pool re-opened successfully. We are listening to patrons' feedback and making necessary changes on a day-to-day basis.
 - Limited hours for a slow reopening. Monday's 9:00a-2:45p & Tuesday- Saturdays 9:00am-4:45pm.
 - Beginning July 8th, pool hours will be extended
 - Monday-Friday, 8:00am-5:45pm
 - Saturday & Sunday, 9 am – 5:45 pm.
- This will add more reservation times for Lap Swim and Family/Rec swim.

Camp Update:

- Session 1 was fully booked with 48 campers (pre-covid capacity 136 campers)
- Session 1 is in its third week – activities running smoothly
- Counselors and campers in a good routine
- More than 50% outdoors
- Feedback from parents is positive
- Preparing for Session 2 & 3
- Session 2 booked with 60 regular + waiting list and 10 Athletic X campers – 2 spots available
 - o Have had about half a dozen cancellations and able to fill with wait list

Facility Rental Update:

- Session 1
 - o Lacrosse camp: am camp on the Minors field and pm camp on the Majors field, Monday – Wednesday
 - o Volleyball practice/camp field A 3 afternoons/week
 - o Baseball using Majors 5 afternoons/week and Minors 2 afternoons/week
 - o Tennis camp 3 days per week & private lessons 5 days/week
- Session 2
 - o Baseball camp majors/minors all day
 - o Soccer am camp Practice Field A
 - o Volleyball pm camp Practice Field A
 - o Tennis camp 3 days per week & private lessons 5 days/week
 - o Baseball camp pm Majors 5 afternoons/week, Minors 2 afternoons/week

Misc.

- Still waiting on direction from Marin County about the viability of afterschool programs in the fall
- The Dock continues to be an issue.
 - o The neighbors with adjacent homes are working to meet with the sheriff regarding late night and inappropriate activities in the surrounding area.

2020/2021 Budget

	TOTAL	Avg/Month	FY 19/20	Avg/Month	FY 18/19	Avg/Month	FY 17/18	Avg/Month
Ordinary Income/Expense								
Income								
Youth Recreation Revenue								
Youth Daycamp Refund Covid 19			(26,798)					
Youth Class Refund Covid-19			(51,168)					
Youth Contract Classes	42,500.00	4,250	99,872	8,323	129,207	10,767	45,448	3,787
Youth Daycamp	150,000.00	15,000	177,746	14,812	286,062	23,839	340,221	28,352
Total Youth Recreation Revenue	192,500.00	19,250	199,652	16,638	415,269	34,606	385,669	32,139
Special Events	0.00	0						
Spring Fair	500.00	50	-	-	425	35		
Strawberry Festival	2,000.00	200						
Halloween Fair	0.00	0						
Winter Festival	0.00	0						
Special Events Income	0.00	0	723	60	2,855	238	6,486	541
Total Special Events	2,500.00	250	723	60	3,280	273	6,486	541
Adult Contract Classes	0.00	0						
Adult Class Refund Covid-19			(8,766)					
Pickleball	5,600.00	560	2,742	229	-	-		
Adult Contract Classes - Other	10,400.00	1,040	24,056	2,005	14,925	1,244	14,992	1,249
Total Adult Contract Classes	16,000.00	1,600	18,032	1,503	14,925	1,244	14,992	1,249
Aquatics/Pool Revenue	0.00	0						
Pool Pass Refund Covid 19			(5,191)					
Pool Class Refund Covid 19			(39,045)					
Pool Drop-In	1,650.00	165	510	43	-	-		
Pool Pass S/S	131,000.00	13,100	159,455	13,288	164,176	13,681	281,568	23,464
Pool Pass F/W	22,500.00	2,250	47,277	3,940	17,362	1,447	20,851	1,738
Pool Guest Fees	2,150.00	215	6,733	561	5,012	418	5,503	459
Pool Classes	92,500.00	9,250	119,244	9,937	161,479	13,457	191,843	15,987
Pool Swim Team Fees	22,500.00	2,250	17,082	1,424	14,653	1,221	20,788	1,732
Pool Miscellaneous	4,200.00	420	9,418	785	9,751	813	7,887	657
Total Aquatics/Pool Revenue	276,500.00	27,650	315,483	26,290	372,433	31,036	528,440	44,037
Tennis Revenue	0.00	0						
Tennis Pass Refund Covid-19			(310)					
Tennis Class-Pickleball	0.00	0	40	3	-	-		
Tennis Keys	17,350.00	1,735	10,564	880	16,019	1,335	17,487	1,457
Tennis Guests	0.00	0	77	6	296	25	150	13
Tennis Rental	31,000.00	3,100	28,290	2,358	26,635	2,220	32,856	2,738
Total Tennis Revenue	48,350.00	4,835	38,661	3,222	42,950	3,579	50,493	4,208
Facilities Revenue	0.00	0						
Facilities Refunds - CV19	0.00	0	(42,605)	(3,550)				
Facilities Rental	68,500.00	6,850	95,755	7,980	96,860	8,072	69,264	5,772
Facilities Field Rental	83,000.00	8,300	83,566	6,964	80,089	6,674	82,516	6,876
Facilities Property Rentals	750.00	75	1,837	153	1,836	153	1,683	140
Facilities Grants	0.00	0	2,000	167	5,000	417	5,000	417
Total Facilities Revenue	152,250.00	15,225	140,552	11,713	183,785	15,315	158,463	13,205
Administration Revenue	0.00	0						
Snack Shack	4,000.00	400	597	50				
Admin Miscellaneous	0.00	0	1,125	94	37,590	3,133		
Admin Advertising	2,500.00	250			1,425	119	2,440	203
Admin Donations	0.00	0			1,566	131		
Restricted	800.00	80	800	67				
Total Admin Donations	800.00	80	800	67				
Total Administration Revenue	7,300.00	730	2,522	210	40,581	3,382	2,440	203
Other Funds Revenue	0.00	0						
Measure A Income	70,334.00	7,033	93,584	7,799	92,818	7,735	87,070	7,256
Other Property Tax	386,700.00	38,670	402,107	33,509	418,621	34,885	398,701	33,225
Other Interest Income	30,000.00	3,000	30,289	2,524	30,846	2,571	15,426	1,286
Other Grants	0.00	0			10,000	833		
Other Licenses and Permits	147,000.00	14,700	157,598	13,133	147,869	12,322	140,747	11,729
Other Education Revenue	140,000.00	14,000	187,199	15,600	168,673	14,056	164,873	13,739
Total Other Funds Revenue	774,034.00	77,403	870,777	72,565	868,827	72,402	806,817	67,235
Zone IV Revenue	0.00	0						
Zone IV Measure B Special TAX	287,400.00	28,740	143,043	11,920	145,993	12,166	129,978	10,832
Zone IV Income-04	0.00	0	17,104	1,425	228,752	19,063	49	4
Zone IV Income-2014	0.00	0	12	1	7,018	585	216,145	18,012
Total Zone IV Revenue	287,400.00	28,740	160,159	13,347	381,763	31,814	346,172	28,848
Zone V Income	0.00	0						
Zone V Income	7,165.00	717	(22)	(2)	7,212	601	7,007	584
Total Zone V Income	7,165.00	717	(22)	(2)	7,212	601	7,007	584
Total Income	1,763,999.00	176,400	1,746,540	145,545	2,331,025	194,252	2,306,979	192,248
Employer Taxes	0.00	0	(3,693)	(308)				

Youth Recreation Expenses	0.00	0	-	-	-	-	-	-
Youth Contract Class Wages	0.00	0	859	72	-	-	-	-
Youth Full Time Salary	62,129.60	6,213	95,856	7,988	38,504	3,209	33,386	2,782
Youth Play Club Wages	28,771.75	2,877	-	-	-	-	-	-
Youth Daycamp Wages	83,480.00	8,348	65,912	5,493	80,756	6,730	88,310	7,359
Youth Medical	9,221.88	922	10,487	874	4,639	387	6,076	506
Youth Dental	594.48	59	685	57	529	44	606	51
Youth PERS	4,803.86	480	6,574	548	2,634	220	2,228	186
Youth Employer Taxes	13,950.51	1,395	14,055	1,171	9,368	781	10,850	904
Youth Workman's Comp	6,016.00	602	6,279	523	3,585	299	3,537	295
Youth Contract Services/Contrac	29,750.00	2,975	14,337	1,195	33,253	2,771	17,463	1,455
Youth Contract Service/Daycamp	3,090.00	309	1,546	129	7,952	663	7,605	634
Youth Adv/Promo	0.00	0	4,942	412	7,826	652	13,977	1,165
Youth Rec Supplies/Contract Cla	2,000.00	200	-	-	2,806	234	3,505	292
Youth Rec Supplies/Daycamp	12,800.00	1,280	349	29	23,691	1,974	16,328	1,361
Youth Rec Supplies/Daycamp Covid 19	-	-	9,425	785	-	-	-	-
Youth Rec Supplies/Daycamp - Other	-	-	1,466	122	-	-	-	-
Total Youth Recreation Expenses	256,608.08	25,661	229,078	19,090	215,543	17,962	203,871	16,989
Special Events Expenses	0.00	0	-	-	-	-	-	-
Game Night	0.00	0	890	74	-	-	-	-
Employer Taxes	878.40	88	131	11	-	-	-	-
Wages	3,500.00	350	819	68	-	-	-	-
Pickleball	4,480.00	448	90	8	-	-	-	-
Special Expense/Camp Night	0.00	0	-	-	-	-	-	-
Special Expense/Spring Faire	500.00	50	-	-	-	-	1,081	90
Special Expense/Halloween Faire	0.00	0	2,029	169	-	-	-	-
Special Events/Strawberry Fest.	2,500.00	250	1,778	148	-	-	-	-
Special Events/WinterFest	0.00	0	-	-	-	-	-	-
Special Events/Other Events	0.00	0	377	31	-	-	-	-
Special Events Expenses - Other	0.00	0	338	28	8,263	689	23,978	1,998
Total Special Events Expenses	11,858.40	1,186	6,452	538	8,263	689	25,059	2,088
Adult Recreation Expenses	0.00	0	-	-	-	-	-	-
Adult Contract Services	6,000.00	600	8,736	728	7,193	599	8,079	673
Adult Rec Supplies	1,000.00	100	4,914	410	48	4	-	-
Total Adult Recreation Expenses	7,000.00	700	13,650	1,137	7,241	603	8,079	673
Aquatics/Pool Expense	0.00	0	-	-	-	-	-	-
Pool Full time Salary	84,455.88	8,446	132,982	11,082	221,648	18,471	124,308	10,359
Pool Lifeguard Wages	100,500.00	10,050	35,353	2,946	57,661	4,805	77,675	6,473
Pool Instructor Wages	24,250.00	2,425	21,609	1,801	29,051	2,421	53,939	4,495
Pool Full Time Medical	13,832.92	1,383	23,705	1,975	23,973	1,998	20,155	1,680
Pool Full Time Dental	897.24	90	1,172	98	1,059	88	1,211	101
Pool Full Time PERS	16,175.80	1,618	9,051	754	13,207	1,101	4,578	382
Pool Part Time PERS	0.00	0	90	8	2,249	187	4,496	375
Pool Employer Taxes	17,017.23	1,702	17,725	1,477	27,120	2,260	23,942	1,995
Pool Workman's Comp	8,656.00	866	8,816	735	6,341	528	9,184	765
Pool Contract Services	1,175.00	118	1,001	83	2,702	225	5,304	442
Pool Business Insurance	25,000.00	2,500	17,250	1,438	10,781	898	8,274	690
Pool Chemicals	16,400.00	1,640	14,578	1,215	18,328	1,527	23,177	1,931
Pool Licenses/Fees	0.00	0	1,439	120	-	-	2,109	176
Pool Maint Supplies	1,750.00	175	1,686	140	4,489	374	2,238	187
Pool Professional Development	2,450.00	245	1,203	100	2,443	204	-	-
Pool Rec supplies	1,000.00	100	5,580	465	3,492	291	23,937	1,995
Pool Emergency Prep Sup	0.00	0	-	-	-	-	3,828	319
Pool Repairs & Maintenance	37,500.00	3,750	60,572	5,048	78,726	6,561	56,543	4,712
Pool Utilities	68,700.00	6,870	68,153	5,679	78,537	6,545	75,173	6,264
Pool Refunds	0.00	0	203	17	1,069	89	305	25
Total Aquatics/Pool Expense	419,760.07	41,976	422,168	35,181	582,876	48,573	520,376	43,365
Tennis Expenses	0.00	0	-	-	-	-	-	-
Tennis Supplies	500.00	50	53	4	90	8	4,360	363
Tennis Keys Expense	1,500.00	150	1,405	117	1,691	141	1,341	112
Total Tennis expenses	2,000.00	200	1,459	122	1,781	148	5,701	475
Facilities Expenses	0.00	0	-	-	-	-	-	-
Facilities Full Time Salaries	153,207.35	15,321	137,023	11,419	130,559	10,880	108,556	9,046
Facilities Assistant Wages	0.00	0	-	-	-	-	11,237	936
Facilities Full Time Medical	9,221.88	922	9,221	768	13,914	1,160	12,589	1,049
Facilities Full Time Dental	594.48	59	879	73	794	66	819	68
Facilities Full Time PERS	11,845.99	1,185	9,538	795	8,847	737	7,092	591
Facilities Employer Taxes	12,767.28	1,277	11,609	967	9,965	830	9,140	762
Facilities Workman's Comp	4,148.00	415	4,180	348	3,339	278	5,035	420
Facilities Contract Service	44,100.00	4,410	25,020	2,085	39,019	3,252	45,906	3,826
Facilities Auto	960.00	96	256	21	38	3	-	-
Facilities Maint Supplies	0.00	0	-	-	-	-	-	-
Tools	2,400.00	240	1,181	98	632	53	-	-
Supplies	7,200.00	720	11,006	917	9,149	762	1,008	84
Facilities Maint Supplies - Other	1,000.00	100	2,948	246	2,973	248	23,318	1,943

Total Facilities Maint Supplies	10,600.00	1,060	15,136	1,261	12,754	1,063	24,326	2,027
Facilities Repairs & Maintenance	42,000.00	4,200	53,895	4,491	80,486	6,707	39,535	3,295
Facilities Field Repairs & Maint	19,500.00	1,950	24,573	2,048	15,172	1,264	7,368	614
Facilities Field Maint Supplies			540	45				
Facilities Parks Repairs/Maintenance	2,538.26	254	2,539	212	10,173	848	12,390	1,033
Facilities Utilities	21,800.00	2,180	33,649	2,804	23,635	1,970	22,235	1,853
Facilities Field Utilities	7,900.00	790	6,831	569	4,189	349	3,481	290
Facilities Parks Utilities	600.00	60	668	56	905	75	871	73
Total Facilities Expenses	341,783.24	34,178	335,555	27,963	353,789	29,482	310,580	25,882
Administration Expenses	0.00	0	-	-	-	-	-	-
Snack Shack Supplies	2,000.00	200	1,593	133	-	-	-	-
Admin Full Time Salaries	134,618.94	13,462	114,102	9,508	192,021	16,002	151,838	12,653
Admin Part Time Wages	19,500.00	1,950	8,262	688	147	12	-	-
Admin Medical	0.00	0	6,668	556	14,050	1,171	13,862	1,155
Admin Dental	594.48	59	590	49	794	66	906	76
Admin PERS	0.00	0	-	-	-	-	14,427	1,202
Admin Pension Expense	11,583.00	1,158	11,583	965	7,443	620	-	-
Admin PERS - Other	11,916.48	1,192	6,979	582	12,799	1,067	-	-
Total Admin PERS	23,499.48	2,350	-	-	-	-	-	-
Admin Employer Taxes	12,890.43	1,289	11,568	964	16,597	1,383	11,287	941
Admin Workman's Comp	5,184.00	518	5,292	441	3,618	302	5,386	449
Admin Employee Relations	950.00	95	1,054	88	2,208	184	1,056	88
Admin Brochure/Marketing	20,031.76	2,003	11,830	986	9,377	781	14,233	1,186
Admin Web Site	750.00	75	6,239	741	9,795	816	30,608	2,551
Admin Other Adv/Promo	8,100.00	810	5,517	460	2,134	178	5,178	432
Admin Acct/Audit/bookkeeping	24,000.00	2,400	22,298	1,858	23,479	1,957	31,925	2,660
Admin Auto	0.00	0	118	10	120	10	-	-
Admin Bank Fees	0.00	0	-	-	-	-	26,515	2,210
RecDesk Fees	12,000.00	1,200	10,306	859	24,153	2,013	-	-
Admin Bank Fees - Other	600.00	60	563	631	584	49	-	-
Total Admin Bank Fees	12,600.00	1,260	-	-	-	-	-	-
Admin Business Insurance	25,000.00	2,500	22,249	1,854	10,782	899	8,274	690
Admin Directors Fees	9,300.00	930	8,525	710	11,375	948	3,900	325
Admin Fingerprinting	240.00	24	201	17	760	63	1,069	89
Admin Legal Fees	0.00	0	-	-	-	-	-	-
Lawsuit	0.00	0	23	2	-	-	-	-
Admin Legal Fees - Other	42,000.00	4,200	47,316	3,943	38,784	3,232	-	-
Total Admin Legal Fees	42,000.00	4,200	-	-	-	-	15,125	1,260
Admin Licenses/Fees	975.00	98	225	19	1,825	152	1,714	143
Admin Office Supplies	4,200.00	420	5,428	452	3,037	253	3,955	330
Admin Postage/Freight	5,168.76	517	1,761	147	5,542	462	13,935	1,161
Admin Print/copy	450.00	45	1,488	124	2,131	178	1,423	119
Admin Professional Development	1,900.00	190	1,926	161	-	-	225	19
Admin Public Relations	350.00	35	691	58	500	42	2,510	209
Admin Subs/Dues	775.00	78	703	59	967	81	700	58
Admin Telephone	8,700.00	870	6,991	583	5,885	490	6,572	548
Admin Contract Services/Consult/Design	13,500.00	1,350	82,147	6,846	25,127	2,094	4,460	372
Total Administration Expenses	377,277.84	37,728	413,887	34,491	426,034	35,503	371,083	30,924
Other Funds Expense	0.00	0	-	-	-	-	-	-
Measure A Expense	118,500.00	11,850	47,457	3,955	17,045	1,420	238,417	19,868
Replacement Reserves	10,000.00	1,000	8,840	737	36,195	3,016	9,230	769
Capital Improvement Projects	0.00	0	-	-	-	-	276,058	23,005
CIP	100,100.00	10,010	104,599	8,717	203,287	16,941	-	-
Total Capital Improvement Projects	100,100.00	10,010	-	-	-	-	-	-
Total Other Funds Expense	228,600.00	22,860	160,896	13,408	256,527	21,377	523,705	43,642
Payroll Expenses	0.00	0	0	0	(0)	(0)	-	-
Zone IV Expenses	0.00	0	-	-	-	-	-	-
Zone IV 04 Bond - sold '14	35,150.00	3,515	150	13	-	-	61,012	5,084
Zone IV 04	8,000.00	800	215,128	17,927	218,848	18,237	216,874	18,073
Total Zone IV Expenses	43,150.00	4,315	215,278	17,940	218,848	18,237	277,886	23,157
Zone V Expense	0.00	0	-	-	-	-	-	-
Zone V Contract Service	6,744.00	674	6,663	555	6,468	539	5,965	497
Total Zone V Expense	6,744.00	674	6,663	555	6,468	539	5,965	497
Total Expense	1,694,781.63	169,478	1,805,085	150,424	2,077,370	173,114	2,252,305	187,692
Net Ordinary Income	69,217.37	6,922	(58,545)	(4,879)	253,655	21,138	54,674	4,556
Net Income	69,217.37	6,922	-58,545	(4,879)	253,655	21,138	54,674	4,556
Operating Revenue	695,400.00	69,540	610,077	50,840	1,073,223	89,435	1,146,983	95,582
Operating Expense	1,416,287.63	141,629	1,420,657	118,388	1,595,527	132,961	1,444,749	120,396
Net Operating Income	-720,887.63	-72,089	(810,580)	(67,548)	(522,304)	(43,525)	(297,766)	(24,814)
Zone IV Revenue	287,400.00	28,740	160,159	13,347	381,763	31,814	346,172	28,848
Zone IV Expenses	43,150.00	4,315	215,278	17,940	218,848	18,237	277,886	23,157
Total Zone IV	244,250.00	24,425	(55,119)	(4,593)	162,915	13,576	68,286	5,691
Total Net - W/O Zone IV	-175,032.63	-17,503	(3,426)	(286)	90,740	7,562	(13,612)	(1,134)