

SRD Board Special Meeting Notice and Agenda
Tuesday, February 9, 2021
5:30 p.m. Closed Session, 6:30 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:

Meeting ID:, **825 9928 2240** Passcode: **432614**

Or by direct dialing this number 669 900 9128 and entering the above meeting ID and password.

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

<https://us02web.zoom.us/j/82599282240?pwd=a3c0cWdLZ3RGV05VU1BWQThIUmFRUT09>

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. **CLOSED SESSION AGENDA**

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

pursuant to California Government Code Section 54956.9(d)(2). Number of Potential cases: one.

B. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION

Pending Litigation pursuant to California Government Code section 54956.9(d)(1).

Name of Case: *Leanne Kreuzer v. Strawberry Recreation District*, Marin County Superior Court CIV-1902568

3. Announcement from Closed Session
4. 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.
5. **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 January 12, 2021
 - 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. **Discussion/Action:** Development of SRD Five Year plan.
Recommended Action: No recommended action at this time.
 - E. **Discussion/Action:** GM to recommend Resolution to extend worker's compensation insurance for volunteers and Board members
Recommended Action: Adopt Resolution.
 - F. **Discussion/Action/Clarification:** Clarify decision regarding tennis court expansion.
Recommended Action: Give clarification to GM as to whether expansion should include an engineering quote to expand the tennis courts as part of sport court engineering request.
 - G. **Discussion/Action:** Discuss reduction and/or elimination of garbage cans along Ricardo Road in the RBSD pathway and Strawberry Cove Park

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- **Recommended Action:** No recommended action at this time.
 - **H. Discussion/Action:** Cancel existing TPLL contract.
 - **Recommended Action:** Cancel contract.
 - **I. Discussion/Action:** Discuss new rate structure with TPLL.
 - **Recommended Action:** Adopt new rate structure with TPLL.
 - **J. Discussion/Action:** Approve extension of Q1 pool pass pricing for Q2 to include maintaining Q1 pool pass pricing with splash pad and spa to remain closed.
 - **Recommended Action:** Approve.
 - **K. Discussion/Action:** Batting cage fencing quotes.
 - **Recommended Action:** Select/Approve or Deny quotes.
6. Adjournment.
7. Next Regular Session Board Meeting is March 9, 2021 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 Meeting Notes for January 12th 2021 at 6:30pm (Open Session)

In attendance: Alex Johnson, Peter Teese, Cale Nichols, Pam Bohner and Jeff Francis

Meeting opens at 6:37pm

Public expression for 3 minutes: no public to speak

Agenda- Approve meeting notes from previous meeting – move to next meeting

Motion to approve expenditures, warrants and payroll: PB makes motion, PT 2nds, all in favor

Financial Report: as presented

\$432K down in revenue/ \$480K due in property taxes prior to end of fiscal year

Aquatics down \$100K – no swim lessons/Tennis passes \$11,500/Facility rental down \$30K due to COVID (no rentals)

Youth Recreation up- due to educational pods (+\$16K)/Youth expense up\$51K due to higher staffing requirements/ Insurance increased

Part time wages up \$72K due to COVID staffing. 2 staffers are necessary for every group of kids that previously had 1 staffer.

Revenue is expected to be close to \$100K under budget

In 6 months there has been a loss of \$400K. The District must look to property tax revenue to remain solvent.

Manager report: Facility Specialist Dorian is moving to Texas. SRD is looking for a replacement.

Hadley Construction finished the \$12.5K work replacing the dry rot beams. The work came in \$2K less than estimated SRD staff will paint the newly installed wood.

Flowers were planted by the snack shack and tennis courts.

The phone system will switch to Comcast. SRD is looking for bids to rewire to CAT 6 cabling.

The SRD entrance sign was sanded and painted. Reggie Park sign is scheduled next to be redone.

A cement pad was poured by the newly installed Tuff Shed adjacent to the tennis shack. A quote of \$14K came in to replace the baseball infield grass and pitcher's mound. The cost is prohibitive. SRD to reach out to TPLL for participation. A quote of \$25K came in to upgrade the batting cages to full fencing.

The main field grass was treated with herbicide.

Aquatics: The Seals swim program is asking permission to install a plastic storage shed on the pool deck to hold equipment on premises versus carrying it in each day.

One of the sand pool filters ruptured. A new one has been ordered

SRD will discontinue utilizing expensive pool cleaning robots due to poor performance and expensive repairs.

Pool passes have opened for purchase. Sales are robust and the process has been smooth.

There is a need for morning and mid-day lifeguards. The job has been posted on Indeed but there has been little response to date

Brittney wants to restart youth swim lessons but the no face to face policy make it difficult to achieve.

Tennis: 71 passes have been sold to date. SRD looking to hold the sales at 71 due to competition for the courts. SRD reviewing the possibility of charging for cancellation of reservations.

SRD is looking to hire additional part time afternoon staff for afternoon programming. This is necessary due to existing staff not having capacity to effectively service existing programming.

Summer Camp is expected to be like 2020 due to COVID. This consists of 1-to-2-week formats capped at 14 kids.

Facility Rentals: Tennis court rentals for teaching are strong and expected to further grow. Field rental for various activities remains strong. Gym rental has significant demand but there is no access allowed due to COVID.

Arcsign has notified SRD that the pool house permit is ready and can be activated for \$30K. The permit may be extended for up to 2 years at a cost of \$300/year.

Playground Project: RFQ is going out to landscape architects. The base plan will be used to determine cost and phasing. SRD looking into building a sport court at existing playground location.

Tennis Court Project: A price came in at \$170K to move existing fence line further out from court. SRD is looking to get quotes to resurface the upper court and potentially bring power to the middle of the court. BOD votes to authorize Director to get pricing. PB 1st, CN 2nd, all those in favor

Director wants authority to hire recreation specialist. CN 1st PB 2nd, All those in favor

Board Positions: PB Chair, CN Vice Chair, Alex is secretary. JF 1st, CN 2^d, all those in favor

PB and CN on HR and PR ad hoc committee. Alex and PT on ad hoc finance Committee. PT and JF on ad hoc facility committee.

Facility issue: the bridge by the public dock is still closed down but people are taking down protective boards. Bridge is not in jurisdiction of SRD.

Brickyard Park is in need of maintenance. Tree trimming and repainting of bench and picnic table estimated at approximately \$1,500. Funds are currently not available

Meeting adjourned at 8:34pm. Next Meeting is on February 9th.

TO:
 RICHARD ARROW, AUDITOR/CONTROLLER
 County of Marin
 Civic Center
 San Rafael, CA 94903

Warrant Date 2-3-21

On the 9th day of February 2021, The Board of Directors of the Strawberry Recreation District ratified,
 confirmed and approved the following Warrants:

Warrant In Favor of			Purpose			Amount
809311397	ASCAP		Admin Subs/Dues			371.05
809311398	Cintas Corporation	132.21	Supplies			264.42
		132.21	Pool Maint Supplies			
809311399	County of Marin Central Collections		Admin Legal Fees			5,145.35
809311400	Downing Heating & Air Conditioning, Inc		Pool Repairs & Maintenance			475.00
809311401	Golden State Lumber		Facilities Parks Repairs/Mainte			747.25
809311402	Katharine Rittenburg		Admin Acct/Audit/bookkeeping			828.75
809311403	Marin IT, Inc.		Admin Web Site			93.50
809311404	R. J. Ricciardi, CPA Inc.		Admin Acct/Audit/bookkeeping			845.00
809311405	RecDesk LLC		Admin Contract Services/Consult			1,281.00
809311406	Goodman's Building Supply	48.92	Facilities Maint Supplies			370.04
		283.70	Facilities Repairs & Maintenanc			
		18.65	Pool Maint Supplies			
		18.77	Admin Office Supplies			
Total						10,421.36

[Handwritten Signature]
10421.36 General Manager

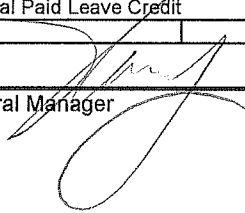
LIST OF PAYROLL CHECKS ISSUED - Page 1 of 1
 STRAWBERRY RECREATION DISTRICT
 TO: THE BOARD OF DIRECTORS
 PAYROLL WARRANTS BACKUP

Payroll Date 1-29-21

*** PAYROLL CLEARING***

On the 9th day of February 2021, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:						
Number	Warrant in favor of	Purpose				Amount
DD1403	Bennerotte, Madisyn M	Paystub				242.69
DD1404	Benyon, Skye L	Paystub				123.97
DD1405	Bohner, Catherine E.	Paystub				220.13
DD1406	Bohner, Pamela G	Paystub				91.15
DD1407	Boyd, Brittny L	Paystub				2,136.03
DD1408	Brooks, Sophia P	Paystub				126.46
DD1409	Creager, Dorian A	Paystub				1,488.68
DD1410	Francis., Jeff	Paystub				91.15
DD1411	Glenn, Nicholas K	Paystub				46.48
DD1412	Griswold, Loren M	Paystub				2,975.11
DD1413	Heller, Asher J	Paystub				197.56
DD1414	Johnson, Alexander L	Paystub				91.15
DD1415	Kuhrman, Kaye F	Paystub				793.25
DD1416	Lindsay, Megan E	Paystub				674.15
DD1417	May, Grainne C	Paystub				123.97
DD1419	Pares, Tessa J	Paystub				727.44
DD1420	Rankin, Sarah M	Paystub				902.98
DD1421	Shapiro, Nancy R	Paystub				3,167.85
DD1422	Sousa, Nicholas M	Paystub				1,820.16
DD1423	Ventura, Evelyn M	Paystub				539.06
DD1424	Wright, Lucas C	Paystub				656.28
9039	Nichols, Cale B	payroll Checks				91.15
9040	Teese, Peter	payroll Checks				91.15
	CAL PERS	payroll Checks				2442.80
	Quickbooks	Quickbooks Payroll fees				71.25
		2352.00 Payroll Taxes FWT				5856.93
		2814.55 Payroll Taxes FICA				
		690.38 Payroll Taxes MCARE				
	State taxes	836.80 Payroll taxes SWT				1473.96
		351.49 Payroll Taxes SUI				
		285.67 Payroll Taxes SDI				
		National Paid Leave Credit				-2216.00
						25046.94

General Manager



TO:
 RICHARD ARROW, AUDITOR/CONTROLLER
 County of Marin
 Civic Center
 San Rafael, CA 94903

Warrant Date 1-27-21

On the 9th day of February 2021, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

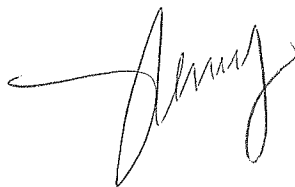
Warrant In Favor of			Purpose		Amount
809311381	arcsine Architecture, Inc.		CIP		21.82
809311382	AT&T Internet		Admin Telephone		84.90
809311383	At&t Telephone		Admin Telephone		520.10
809311384	CAL PERS-medical	813.64	Pool Full Time Medical		2,446.78
		813.64	Facilities Full Time Medical		
		813.64	Youth Medical		
		5.86	Admin Medical		
809311385	Dorian Creager - Expense		Facilities Auto		221.59
809311386	Firemaster		Facilities Repairs & Maintenanc		393.00
809311387	Hadley General Contractors, Inc.		Measure A Expense		2,020.15
809311388	Loren Griswold-Expense		Facilities Auto		142.10
809311389	Mill Valley Refuse Service, Inc.	205.26	Facilities Repairs & Maintenanc		410.52
		205.26	Facilities Parks Repairs/Mainte		
809311390	Otis Elevator Company		Facilities Repairs & Maintenanc		1,349.85
809311391	Peak Building Services	599.80	Facilities Contract Service		2,999.00
		2,399.20	Youth Contract Service/Daycamp		
809311392	PG&E	6,678.22	Pool Utilities		8,046.05
		1,367.83	Facilities Utilities		
809311393	Planeteria Media LLC		Admin Web Site		50.00
809311394	Transbay Security Service, Inc.	1,731.66	Tennis Keys Expense		1,925.74
		194.08	Facilities Repairs & Maintenanc		
809311395	Strawberry Recreation District		Payroll Clearing Account		25,000.00
809311396	Delta Dental of California	49.54	Admin Dental		198.16
		49.54	Facilities Full Time Dental		
		49.54	Pool Full Time Dental		
		49.54	Youth Dental		
Total					45,829.76

Total 45829.76 General Manager

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

118 East Strawberry Drive
Mill Valley, California 93931
1/27/2021

Youth Playclub	376.00	Total Cash	0.00
Youth Daycamp	0.00	Total Checks	1015.16
Special Events Sponsors	0.00	Subtotal	1015.16
Special Events Income	0.00	Total Credit Card	0.00
Adult Contract Classes	0.00	Total	1015.16
Aquatics Pool Pass S/S	0.00		
Aquatics Pool Pass F/W	0.00		
Aquatics Guest Fees	0.00		
Aquatics Pool Classes	275.00	Receipts By Source - All	
Aquatics Swim Team Fees	0.00	Adult Recreation	0.00
Aquatics Miscellaneous	0.00	"Special Events	0.00
Tennis Classes	0.00	Youth Recreation	376.00
Tennis Keys/Passes	150.00	Aquatics	275.00
Tennis Guest	0.00	Tennis	150.00
Tennis Rental/Lessons	0.00	Facilities	214.16
Facilities Rental	0.00	Deposits	0.00
Deposits Held on Rental	0.00	Admin	0.00
Facilities Field Rental	0.00	Other	0.00
Facilities Property Rental	182.16	Credit Card Transfer	0.00
Other Pool maint supplies	32.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		1015.16
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Activenet	0.00		
Groupon	0.00		
Credit Transfer	0.00	0	
	1015.16		



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

Payroll Date 1-15-21

*** PAYROLL CLEARING***

On the 9th day of February 2021, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD1363	Bennerotte, Madisyn M	Paystub	34.18
DD1364	Bohner, Catherine E.	Paystub	172.27
DD1365	Boyd, Brittney L	Paystub	2,136.04
DD1366	Brooks, Sophia P	Paystub	34.18
DD1367	Creager, Dorian A	Paystub	1,426.03
DD1368	Glenn, Nicholas K	Paystub	81.36
DD1369	Griswold, Loren M	Paystub	2,975.10
DD1370	Hamner, Sofia C	Paystub	36.46
DD1371	Heller, Asher J	Paystub	81.36
DD1372	Kuhrman, Kaye F	Paystub	469.98
DD1373	Lindsay, Megan E	Paystub	553.05
DD1374	May, Grainne C	Paystub	38.73
DD1375	Pares, Tessa J	Paystub	41.02
DD1376	Rankin, Sarah M	Paystub	130.34
DD1377	Shapiro, Nancy R	Paystub	3,167.85
DD1378	Sousa, Nicholas M	Paystub	2,012.68
DD1379	Ventura, Evelyn M	Paystub	348.64
DD1380	Wright, Lucas C	Paystub	86.14
	CAL PERS	payroll Checks	2442.80
	Quickbooks	Quickbooks Payroll fees	167.50
	2195.00	Payroll Taxes FWT	5205.52
	2439.90	Payroll Taxes FICA	
	570.62	Payroll Taxes MCARE	
	822.39	Payroll taxes SWT	1412.69
	354.18	Payroll Taxres SUI	
	236.12	Payroll Taxes SDI	
			23053.92


 General Manager

TO:

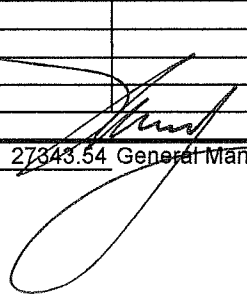
RICHARD ARROW, AUDITORCONTROLLER
 County of Marin
 Civic Center
 San Rafael, CA 94903

Warrant Date 1-13-21

On the 9th day of February 2021, The Board of Directors of the Strawberry Recreation District ratified,
 confirmed and approved the following Warrants:

Warrant In Favor of			Purpose		Amount
809311375	Bank of Marin 5590	1,488.44	Tools		2,276.32
		90.00	Admin Subs/Dues		
		28.14	Pool Repairs & Maintenance		
		30.05	Pool Rec supplies		
		14.06	Admin Subs/Dues		
		19.50	Supplies		
		98.50	Tennis Supplies		
		179.79	Admin Telephone		
		21.81	Supplies		
		260.95	Tools		
		14.99	Admin Office Supplies		
		30.09	Pool Rec supplies		
809311376	Bay Planning Coalition		Zone IV 04 bond - sold 2014		150.00
809311377	L&M Distribution, Inc.		Supplies		213.64
809311378	Landesign Construction and Maint, Inc.		Zone V Contract Service		568.00
809311379	Nancy Shapiro		Sanitation covid-19		135.58
809311380	Strawberry Recreation District		Payroll Clearing Account		24,000.00
Total					27,343.54

Total 27343.54 General Manager



STRAWBERRY RECREATION DISTRICT

118 East Strawberry Drive / Mill Valley / California 94941-2594

Tel # (415) 383-6494

Fax # (415) 383-6635

Website: www.strawberry.marin.org

January 13, 2021

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

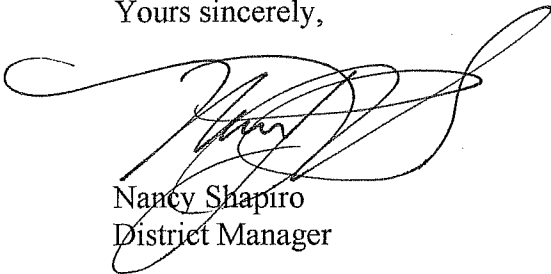
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of Five hundred Sixty-eight and 00/100 (568.00) TO the Strawberry Recreation District Operating Fund Account #80938551 FROM the Strawberry Recreation District Zone 5 De Silva Account #80958551.

This action will be confirmed and ratified at the Regular Meeting of the Board of Directors on February 9, 2021.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Nancy Shapiro', with a large, sweeping flourish extending to the left and right.

Nancy Shapiro
District Manager

NS/kr

Cc: Bookkeeper

STRAWBERRY RECREATION DISTRICT

118 East Strawberry Drive / Mill Valley / California 94941-2594

Tel # (415) 383-6494

Fax # (415) 383-6635

Website: www.strawberry.marin.org

January 13, 2021

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

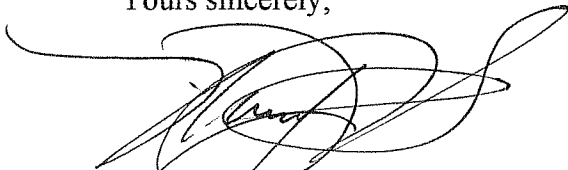
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of One Hundred Fifty and 00/100 (150.00) TO the Strawberry Recreation District Operating Fund Account #80938551 FROM the Strawberry Recreation District Zone IV Measure B Fund Account #80978551.

This action will be confirmed and ratified at the Regular Meeting of the Board of Directors on February 9, 2021.

Yours sincerely,



Nancy Shapiro
District Manager

NS/kr

Cc: Bookkeeper

General Manager Report – February 9, 2021

Financial Update – see attached fiscal year to date

2020/2021 Projected Net Income w/o Zone IV - \$205,093

2020/2021 Budget Net Income w/o Zone IV - \$229,148

Facilities and Properties Update

Staff:

- Dorian's last day at Strawberry will be Friday, February 12th. It has been a fun, growth-oriented year and a half of employment with the District and would like to thank everyone for the opportunity and support.
- Our search for a new Facilities Lead has been fruitful. We received 20 applications and have just finished our second round of interviews. We will be conducting an in-person interview with the final three candidates the week of the 8th.

Facilities:

- J.A Santos will be installing the luxury vinyl flooring in the 3rd floor loft on February 16th - 18th. We've chosen Pecan Shell, which is a soft grey wood grain, with hints of light brown. This will blend well with the new grey cabinets that are soon to be installed as well.
- First & Third floor cabinets were purchased from Ikea and are ready for assembly. We should have them assembled and installed the end of February. Ikea's counter installer will be measuring for the quartz counter tops mid-March and installing them at the end of March.
- The eight existing fluorescent lights in the 3rd floor loft lack the proper illumination for the room and are aesthetically unpleasing. We are looking to purchase lights that will provide the proper illumination and distribution uniformity, as well as, better match the new interior feel and scheme. Another benefit is that they'll be hardwired, instead of the existing units that are plugged into a sockets on the ceiling.
- The front entrance sign on the uphill side should be completely refurbished and installed by mid-February. It will match the newly refurbished sign on the downhill side., with a classic natural wood look.
- We are looking to install a washer, dryer and folding station in the gym kitchen (paid for by Zero Waste Grant). This will eliminate the need for staff to take home aquatics towels, and rags for laundering at home. The plumbing pricing for the installation of a vent and hot water line will be available this week and scheduling soon thereafter.
- Over the past month, we've had six companies perform site walks for the CAT-6 wire upgrades and as of yet, only received one bid. Hopefully we'll receive at least two additional bids in the coming weeks. The bid from EZ-Tel came in at \$11,070.93. This includes testing and certifying the lines prior to installation of the fiberoptic line by Comcast.
- Smaller repair projects include:
 - Install slate on the tennis shack concrete pad, for a cleaner, modern feel
 - Repair old bench on the 2nd level courtyard north
 - Some additional finish work on the outside of the Tennis Shack

Athletic Fields:

- True North Landscaping has provided pricing for the replacement of our old irrigation controller with a new evapotranspiration controller. This new controller can typically reduce water

consumption by 20-30%, through tailoring the daily watering cycle based upon the weather, plant, and soil types. The cost for installation and programming has come in at \$3,975.00.

- The spring irrigation check will be performed on the third week of February and the contractor has a \$500 NTE approval for immediate on sight repairs.
- The spring field maintenance will be performed by the end of February, which will consist of the fertilization of the turf and installation of up to 1,000 square feet of turf in damaged areas.

Aquatics:

- Pool Scene has been contracted to replace the broken pipes in the Splash Pad encasement vault on Friday the 12th. As soon as this work is completed, we'll pressurize the system and test the new sand filter that was replaced on January 21st.
- In the past week both the Teaching pool and Spa lost flow to the comparator cell for the pool controllers. All tubing lines replaced and flow was restored for proper chemical injection.
- We are looking to purchase one or two new pool cleaner robots, preferable cheaper models, as we have had poor experiences with the longevity and repair costs of the more expensive (\$3,500-5,000) units.

Parks:

- Eleven yards of playground fiber were delivered and spread around the play structure at Brickyard park, as well as, Sixteen yards of playground fiber at Reggie Park in Late January.
- All the benches and picnic tables are receiving refurbishment, which includes replacement of damaged, or dry rotted boards, and painting all seating a more modern grey color. The Boy scouts bench was the only structure that required complete replacement.
- Park stories have been written for all the major parks within the District. They provide a brief description of the amenities provided, historical and environmental significance, and advertisement/branding.
- We continue to assist the Greenwood Bay Association with posting of temporary signage warning of the bridge closure and alternate routes around the area.

Aquatics

Q2 Lottery

- Q2 lottery will open March 8th – March 14th, 2021.
- Same format as Q1 but the pool layout will accommodate more family swims.
 - Prices to stay the same.
 - Date range of April 7 – June 29, 2021
 - Changing rooms to open

Cancellations/Reservations

- Most members are cancelling within a reasonable time.
- Cancellation fees approx. \$400 for the 1st month open.
- Members getting at least 2 reservations, and most are getting 3-4 per week.
- Brittney closely monitors reservations, most passholders dialed into rules and reservation protocol.

Misc.

- Swim lessons planned to begin in April with private/semi-private and small groups of no more than 3 children.
- Hired a new lifeguard to work some weekday mornings. (Piatra Lusen)
- Running small lifeguard course (3 people) the week of February 16th.

- LG staff training/possible LG course April 6th

Recreation

Youth Programs Update:

- Jan 4 – 22nd Pathways cohort shut down for four days due to participant testing positive
 - Staff and students tested – no additional positive cases
 - Fees refunded for the four days missed
- The next session of the Pathways and Steppingstones youth programs will begin on February 22nd and carry on through March 12th.
- Youth program staffing remains a challenge because difficult to predict cohort size until a few days before program begins.
- There will be no youth programming over the “ski week” break from 2/15 – 2/19. This time will be used to clean out the gym, kitchen, and first floor areas.
- Camp Strawberry dates have been tentatively established for the summer – Between June 14th and August 13th, we will have a total of six camp sessions divided into three 1-week and three 2-week sessions. We plan to have online registration available within the next few weeks.
- We are currently interviewing for another Recreation Specialist to provide additional support for Youth and Adult Programming, Summer Camp planning, and various office duties. Hiring status on hold to assess updated needs.

Tennis

- Tennis passes sales are on hold.
- SRD has a waiting list.
- Five additional tennis passes released/sold last week.
- Continuing to monitor court usage/availability to determine if it’s feasible to sell additional passes.
- Tennis rentals remain steady.

Fields

- Field rentals remain steady, although the wet field conditions impact playability/cancellations
- Loren working with renters daily to determine playable areas.

Facilities

- Building indoor rentals remain on hold. Some groups maybe allowed inside in Red Tier.

Misc.

- Building Permit status – sent extension fees to County, waiting on reply back to see if approved
- RFQ for Sport Court & Playground ready to go out
- RFQ for Tennis Court project expect to be ready to go out in March

Audit

- 2019/2020 Audit in progress. Nancy and Katharine responding to requests and completing documentation

SRD 2021 Financials
7/1 - 02/03/2021 vs. 2020

	2021			2020		
Operating	Revenue	Expenses	Net Inc./Loss	Revenue	Expenses	Net Inc./loss
Youth Recreation	\$ 150,424	\$ 223,166	\$ (72,742)	\$ 182,949	\$ 171,490	\$ 11,459
Special Events	\$ -	\$ 1,403	\$ (1,403)	\$ 723	\$ 6,400	\$ (5,677)
Adult Rec. Classes	\$ -	\$ -	\$ -	\$ 15,870	\$ 10,527	\$ 5,343
Aquatics	\$ 94,592	\$ 221,569	\$ (126,977)	\$ 242,767	\$ 323,256	\$ (80,489)
Tennis	\$ 51,443	\$ 1,830	\$ 49,613	\$ 20,794	\$ 1,459	\$ 19,335
Facilities	\$ 37,775	\$ 205,197	\$ (167,422)	\$ 67,579	\$ 193,835	\$ (126,256)
Administration	\$ 1	\$ 250,989	\$ (250,988)	\$ 1,175	\$ 241,807	\$ (240,632)
Total Operating	\$ 334,235	\$ 904,154	\$ (569,919)	\$ 531,857	\$ 948,774	\$ (416,917)
						\$ -
Non Operating						\$ -
Measure A	\$ 42,919	\$ 14,161	\$ 28,758	\$ 45,803	\$ 43,587	\$ 2,216
Other Funds	\$ 443,510		\$ 443,510	\$ 442,936	\$ (1,875)	\$ 444,811
Capital Improvements		\$ 1,803	\$ (1,803)		\$ 107,063	\$ (107,063)
Zone IV	\$ 159,003	\$ 18,326	\$ 140,677	\$ 95,425	\$ 197,414	\$ (101,989)
Zone V	\$ 7,177	\$ 3,976	\$ 3,201	\$ (17)	\$ 4,408	\$ (4,425)
			\$ -			\$ -
Total Non-Operating	\$ 652,609	\$ 38,266	\$ 614,343	\$ 584,147	\$ 350,597	\$ 233,550
			\$ -			\$ -
Net Rev, Exp & Income	\$ 986,844	\$ 942,420	\$ 44,424	\$ 1,116,004	\$ 1,299,371	\$ (183,367)
Total Net w/o Zone IV			\$ (96,253)			\$ (81,378)
Revenue						
1. Daycamp revenue down \$80K because we have not yet opened 2021 registration						
2. Swim lesson revenue down by \$89K y/y						
3. Annual tennis pass revenue up by \$10K y/y						
4. Tennis rental revenue up \$20K y/y						
5. Field rental income up by \$3K y/y						
6. Facility rental income down \$39K y/y						
7. Total "other revenue" same y/y						
8. Total income down \$129K y/y						
Expenses						
1. Youth FTE salary expense lower \$30K y/y - layoffs						
2. Total youth exp. higher \$52K y/y due to increased staffing for Covid (\$43K for school pod programs v. playclub)						
3. Insurance premiums \$34K higher y/y						
4. Aquatics FTE salary exp. Lower \$40K - layoffs						
5. Swim instructor wages lower by \$19K - no swim lessons; lifeguard wage expense up \$14K due to Covid protocol						
6. Pool repair & maintenance exp. Lower \$45K y/y - last year high pump room						
7. Aquatics expense down \$100K y/y						
8. Parks repair expense higher due to late invoice from prior year.						
9. Facilities FTE up due to full year of additional FTE						
10. Admin FTE wages \$11K lower - layoff						
11. Legal fees expense up \$20K y/y						
12. CIP expense higher y/y - pool resurfacing						
13. Total expenses down \$178K y/y; Net income w/o Zone IV only \$15K lower y/y						

RESOLUTION No. 2021-01

**RESOLUTION OF THE GOVERNING BODY OF
THE STRAWBERRY RECREATION DISTRICT,
DECLARING THAT GOVERNING BODY MEMBERS AND
VOLUNTEERS SHALL BE DEEMED TO BE EMPLOYEES
OF THE DISTRICT FOR THE PURPOSE OF PROVIDING
WORKERS' COMPENSATION COVERAGE FOR SAID
CERTAIN INDIVIDUALS WHILE PROVIDING THEIR
SERVICES**

WHEREAS, Strawberry Recreation District (hereinafter SRD) utilizes the services of Governing Body, the Strawberry Recreation District Board (hereinafter, Board) Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Board wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- All Members of the Board of SRD as presently or hereafter constituted and/or
- All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- Individuals on Work-study programs
- Interns
- Other Volunteers
- _____
[designate]

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of Board and other designated individuals be deemed to be employees of the SRD for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Board and other designated individuals will not be considered an employee of the SRD for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Board or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of SRD.

PASSED, APPROVED AND ADOPTED this DATE by the following vote:

AYES:

NOES:

ABSENT:

Name, Pamela Bohner, Chair
STRAWBERRY RECREATION DISTRICT

APPROVED AS TO FORM:

Renee Giacomini Brewer

Assistant County Counsel



Date: February 14, 2019

To: Tiburon Peninsula Little League Board of Directors
c/o: Matt Coleman

Re: 2019-2021 SRD Rental Rates

Dear TPLL Board of Directors,

Thank you for your collaboration as SRD navigates changes in rental rates. SRD values the long standing relationship with TPLL and looks forward to hosting your organization in the coming year.

In response to the recent requests for reconsideration, the SRD Board of Directors has modified the rates for TPLL. The Athletic League Field Rate has been modified to reflect increase of 5% in 2019, 12.5% in 2020 and 12.5% in 2021. Additional Field and facility rates remain as advertised reflecting increases in 2019 by 4%-10%. Detail is provided on the supplemental attachment and 2019 correspondence.

The summary breakdown is below.

Please note the summary breakdown below reflects an addition of one week as 2018 spring use was projected at 21 weeks and use is projected at 22 weeks for 2019, 2020 and 2021.

<u>TPLL YEARLY BREAKDOWN</u>					
Programming		2018	2019	2020	2021
Athletic League Field Rate		\$8,400	\$9,240	\$10,395	\$11,704
Fall Ball		\$3,960	\$4,500	\$5,062.50	\$5,670
Additional Weekend Use (210 Hours)		\$9,240	\$11,000	\$12,375	\$13,860
Additional Friday Use		\$3,234	\$3,850	\$4,331.25	\$4,851
Additional Tuesday Use		\$1,360	\$1,650	\$1,856.25	\$2,079
Additional Wednesday Use		\$1,360	\$1,650	\$1,856.25	\$2,079
Additional Saturday Use		\$1,360	\$1,650	\$1,856.25	\$2,079
TPLL Storage		\$1,200	\$1,380	\$1,574	\$1,740
Snack Shack		\$1,800	\$2,070	\$2,328	\$2,619
Batting Cage South		\$2,310	\$2,640	\$2,970	\$3,300
Batting Cage South		\$2,310	\$2,640	\$2,970	\$3,300
TOTAL YEARLY		\$36,534	\$42,270	\$47,548.5	\$53,281

Payment due date has been extended from your start date of March 1, 2019 to March 31, 2019. Please schedule a meeting to review the field, schedules, and standing policies and procedures.

Warmest Regards,
Leanne Kreuzer
SRD General Manager

GM

From: Supervisor Email
Sent: Monday, November 16, 2020 11:17 AM
To: GM
Subject: Batting Cage Enclosure Bids
Attachments: Batting Cage; Strawberry Batting Cage Drawing 09282020.pdf; Ahlborn Fence Batting Cage Bid 11132020.pdf; Marin Fence Co Batting Cage Bid 11062020.pdf

Hi Nancy,

We just received the final bid for the batting cage fencing installation – see attached. The winning bidder was Able Fence, at \$25,850 for the enclosure of both cages.

Here is the pricing breakdown from all three bidders:

- Able Fence Company: \$25,850
- Ahlborn Fence & Steel: \$27,505
- Marin Fence Company: \$32,719

Only Marin Fence Co. has provided pricing for the other three items requested. I anticipate Able will provide pricing this week; Ahlborn has been unresponsive to the additional items requests.

Let me know if you have any questions, or further considerations.

Thanks,

Loren Griswold

Facilities and Properties Director
Strawberry Recreation District
PH: 415.383.6494

Q2 Pool Pass Rates	
Rates	2021
April 7 - June 29	
Senior Resident	\$ 216
Senior Non-Resident	\$ 252
Regular Resident	\$ 288
Regular Non-Resident	\$ 324
Additional Person	\$ 54
Cancellations	
12 - 1 hr. cancellation	\$ 5
1 hr. or less or no show	\$ 10