

**SRD Board Meeting Notice and Agenda**  
**Tuesday, October 12, 2021**  
**Open Session 7:00 p.m**

**In compliance with the Brown Act (Cal. Government Code Section 54950 et seq.) and in light of the expiration of Governor Newsom's Executive Order N-29-20, this meeting will be in-person.**

**Location:** Strawberry Recreation District –1<sup>st</sup> Floor Meeting Room, 118 E. Strawberry Dr., Mill Valley, CA 94941

**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 agendized matter (limit: three mins per person).
    - A. New Business Items
    - B. Approval of the Minutes of July 13 and September 14, 2021.
    - C. General Manager's Report
      1. Fiscal Reports: Approval & Confirmation of Expenditures, Disbursements, Payroll, and Warrants; Review Weekly Deposit Reports; Transfer of Funds
      2. Financial and Operations Summary
      3. Discussion of COVID-19 updates and impact to SRD.
      4. Discuss Ethics and Anti-Harassment Training deadline
    - D. **Discussion/Action:** Discuss 2022 Pricing Structure, non-resident/resident pricing, and non-profit/for-profit pricing.  
**Recommended Action:** Decide whether to keep distinctions in pricing.
    - E. **Discussion/Action:** Review plumbing proposal to repair gas line.  
**Recommended Action:** Accept proposal.
- Adjournment.
4. Next Regular Session Board Meeting is November 9, 2021 at 7:00 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

REGULAR MEETING OF THE STRAWBERRY RECREATION DISTRICT BOARD OF DIRECTORS HELD TUESDAY, JULY 6, 2021

CALLED TO ORDER BY DIRECTOR BOHNER AT 6:38 P.M.

1. Roll Call

Present: Director Bohner (Chair)  
Director Nichols  
Director Francis  
Director Johnson

No public expression

3. Open Session Agenda

- a. Payments for Operating Expenses
  - a. Motion to Approve Regular Payments, Payroll and Warrants
  - b. Approved unanimously
- b. General Manager Report
  - a. General Manager Nancy Shapiro provided a fiscal and operational update
- c. Disbursements
  - a. Motion to approve
  - b. Approved unanimously
- d. Proposal to increase staff pay providing for a 3-5% annual increase
  - a. Motion to approve
  - b. Approved unanimously
- e. Proposal for updated soccer field rates and upstairs rental rates
  - a. Motion to approve
  - b. Approved unanimously
- f. Proposal to approve 1 year General Manager Contract
  - a. Motion to approve
  - b. Approved unanimously
- g. Proposal for tennis court improvements
  - a. Discussion of value of investment and opportunities to expand public access to tennis facilities
  - b. Discussion of updated proposal of resurfacing, fencing, hillside adjustments and other general improvement, without line items for pre-wiring for keycards, with total budgeted disbursement of [\$131,200] for courts 1 and 2 and [ \$142,000] for courts 3 and 4.
  - c. Motion to approve
  - d. Approved unanimously
- h. Director Nichols left the meeting
- i. Motion to approve removal of trash cans along Ricardo / RBSD pathway
  - a. Approved by Directors Bohner, Francis and Johnson

THE MEETING WAS ADJOURNED AT 8:50 PM

ATTEST:

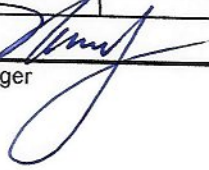
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Alexander L. Johnson  
Board Secretary

\*\*\* PAYROLL CLEARING\*\*\*

On the 12th day of October 2021, The 7/30/2021  
 confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD1878	Bennerotte, Madisyn M	Paystub	147.66
DD1879	Benyon, Skye L	Paystub	67
DD1880	Brooks, Abigail K	Paystub	69.74
DD1881	Butler, Owen N	Paystub	62.00
DD1882	Cottrell, Kenneth R	Paystub	718.85
DD1883	Ernst, Brittney L	Paystub	2,445.53
DD1884	Feliciano, Justin A	Paystub	1,766.65
DD1885	Griswold, Loren M	Paystub	3,108.09
DD1886	Harlow, Georgia M	Paystub	61.97
DD1887	Johnson, Tristan E	Paystub	142.20
DD1888	May, Grainne C	Paystub	135.35
DD1889	Sacchetto, Marco J	Paystub	1,979.31
DD1890	Shapiro, Nancy R	Paystub	3,303.65
DD1891	Smith, Michael M	Paystub	1,422.42
DD1892	Troup, Taylor M	Paystub	419.29
DD1893	Wolin, Annie K	Paystub	85.23
DD1894	Wright, Owen B	Paystub	228.55
9101	Gazzola, Jesse M	payroll Checks	174.31
9102	Franchise Tax Board	payroll Checks	200.00
	CAL PERS	payroll Checks	2943.84
	Quickbooks	Quickbooks Payroll fees	165.75
		2261.00 Payroll Taxes FWT	5810.24
		2876.50 Payroll Taxes FICA	
		672.74 Payroll Taxes MCARE	
	State taxes	995.51 Payroll taxes SWT	1301.85
		27.97 Payroll Taxes SUI	
		278.37 Payroll Taxes SDI	
		National Paid Leave Credit	0.00
			26759.48

  
 General Manager

On the 12th day of October 2021, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose		Amount
809311720	Brittney Ernst - Expense	105.20	Covid Tests	132.08
		26.88	Admin Employee Relations	
809311721	Cintas Corporation	218.20	Supplies	436.40
		218.20	Pool Maint Supplies	
809311722	Fast Signs		Admin Brochure/Marketing	423.65
809311723	Fishman Supply Company		Supplies	601.24
809311724	Golden State Lumber		Facilities Parks Repairs/Mainte	52.98
809311725	Goodman's Building Supply	92.72	Facilities Repairs & Maintenanc	266.75
		78.58	Pool Repairs & Maintenance	
		95.45	Facilities Field Repairs & Maint	
809311726	Home Depot	133.18	Pool Repairs & Maintenance	186.93
		53.75	Admin Bank Fees	
809311727	Katharine Rittenburg		Admin Acct/Audit/bookkeeping	1,056.25
809311728	Planeteria Media LLC		Admin Web Site	50.00
809311729	R. J. Ricciardi, CPA Inc.		Admin Acct/Audit/bookkeeping	180.00
809311730	Vanguard Cleaning Systems of the No	751.00	Facilities Repairs & Maintenanc	3,755.00
		3,004.00	Youth Contract Service/Daycamp	
809311731	West Coast Tennis, LLC		Youth Daycamp Supplies	312.37
809311732	Tia Hensler		Pool Classes	64.00
809311733	Valerie Chu		Pool Pass S/S	299.00
809311734	Strawberry Recreation District		Payroll Clearing Account	27,000.00
Total				34,816.65

Total

34,816.65 General Manager



Strawberry Recreation District  
 Internal Revenue Summary Sheet  
 Week Ending:

10/6/2021

118 East Strawberry Drive  
 Mill Valley, California 93931

Youth Playclub	0.00	Total Cash	180.00
Youth Daycamp	0.00	Total Checks	20147.13
Youth Contract Class	0.00	<u>Subtotal</u>	20327.13
Special Events Income	0.00	Total Credit Card	0.00
Adult Contract Classes	45.00	<u>Total</u>	20327.13
Aquatics Pool Pass	0.00		
Pool Cancellation fee	0.00		
Aquatics Guest Fees	0.00		
Aquatics Pool Classes	0.00		
Aquatics Swim Team Fees	18021.97		
Aquatics Miscellaneous	0.00		
Adult Enrichment	150.00		
Tennis Keys/Passes	0.00		
Tennis Guest	0.00		
Tennis Rental/Lessons	0.00		
Facilities Rental	0.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	1928.00		
Facilities Property Rental	182.16		
Other	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Credit Transfer	0.00	0	

Receipts By Source - All

Adult Recreation	45.00
"Special Events	0.00
Youth Recreation	0.00
Aquatics	18021.97
Tennis	150.00
Facilities	2110.16
Deposits	0.00
Admin	0.00
Other	0.00
Credit Card Transfer	0.00

20327.13

20327.13



Strawberry Recreation District  
 Internal Revenue Summary Sheet  
 Week Ending:

118 East Strawberry Drive  
 Mill Valley, California 93931

9/29/2021

Youth Playclub	299.75	Total Cash	86.00
Youth Daycamp	0.00	Total Checks	2234.75
Youth Contract Class	195.00	<u>Subtotal</u>	2320.75
Special Events Income	0.00	Total Credit Card	0.00
Adult Contract Classes	265.00	<u>Total</u>	2320.75
Aquatics Pool Pass	0.00		
Pool Cancellation fee	0.00		
Aquatics Guest Fees	50.00	<u>Receipts By Source - All</u>	
Aquatics Pool Classes	0.00	Adult Recreation	265.00
Aquatics Swim Team Fees	0.00	"Special Events	195.00
Aquatics Miscellaneous	175.00	Youth Recreation	299.75
Adult Enrichment	0.00	Aquatics	225.00
Tennis Keys/Passes	0.00	Tennis	0.00
Tennis Guest	0.00	Facilities	1336.00
Tennis Rental/Lessons	0.00	Deposits	0.00
Facilities Rental	1330.00	Admin	0.00
Deposits Held on Rental	0.00	Other	0.00
Facilities Field Rental	6.00	Credit Card Transfer	0.00
Facilities Property Rental	0.00		
Other	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		2320.75
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Credit Transfer	0.00	0	
	2320.75		

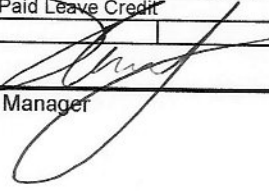
LIST OF PAYROLL CHECKS ISSUED - Page 1 of 1  
 STRAWBERRY RECREATION DISTRICT  
 TO: THE BOARD OF DIRECTORS  
 PAYROLL WARRANTS BACKUP

Payroll Date 9-24-21

\*\*\* PAYROLL CLEARING\*\*\*

On the 12th day of October 2021, The 7/30/2021  
 confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD1854	Bennerotte, Madisyn M	Paystub	200.98
DD1855	Benyon, Skye L	Paystub	129.77
DD1856	Bohner, Pamela G	Paystub	91.15
DD1857	Brooks, Abigail K	Paystub	65.62
DD1858	Brooks, Sophia P	Paystub	32.81
DD1859	Butler, Owen N	Paystub	185.94
DD1860	Cottrell, Kenneth R	Paystub	735.53
DD1861	Ernst, Brittney L	Paystub	2,445.56
DD1862	Feliciano, Justin A	Paystub	1,705.36
DD1863	Francis., Jeff	Paystub	91.15
DD1864	Griswold, Loren M	Paystub	3,108.09
DD1865	Harlow, Georgia M	Paystub	233.35
DD1866	Heller, Asher J	Paystub	337.03
DD1867	Johnson, Alexander L	Paystub	91.15
DD1868	Johnson, Tristan E	Paystub	189.61
DD1869	May, Grainne C	Paystub	212.50
DD1870	Sacchetto, Marco J	Paystub	1,979.31
DD1871	Shapiro, Nancy R	Paystub	3,303.65
DD1872	Smith, Michael M	Paystub	1,398.18
DD1873	Troup, Taylor M	Paystub	754.33
DD1874	Wank, Lainey S	Paystub	69.28
DD1875	Wolin, Annie K	Paystub	399.02
DD1876	Wright, Lucas C	Paystub	629.97
DD1877	Wright, Owen B	Paystub	302.17
9097	Gazzola, Jesse M	payroll Checks	207.84
9098	Nichols, Cale B	payroll Checks	91.15
9099	Teese, Peter	payroll Checks	91.15
9100	Franchise Tax Board	payroll Checks	200.00
	CAL PERS	payroll Checks	2927.97
	Quickbooks	Quickbooks Payroll fees	82.50
		2281.00 Payroll Taxes FWT	6292.82
		3251.42 Payroll Taxes FICA	
		760.40 Payroll Taxes MCARE	
	State taxes	995.14 Payroll taxes SWT	1377.16
		67.37 Payroll Taxres SUI	
		314.65 Payroll Taxes SDI	
		National Paid Leave Credit	0.00
			29962.10

  
 General Manager



Strawberry Recreation District  
 Internal Revenue Summary Sheet  
 Week Ending:

118 East Strawberry Drive  
 Mill Valley, California 93931

9/22/2021

Youth Playclub	4870.25	Total Cash	220.00
Youth Daycamp	0.00	Total Checks	337984.13
Youth Contract Class	1637.00	<u>Subtotal</u>	338204.13
Special Events Income	0.00	Total Credit Card	0.00
Adult Contract Classes	45.00	<u>Total</u>	338204.13
Aquatics Pool Pass	0.00		
Pool Cancellation fee	10.00		
Aquatics Guest Fees	180.00	<u>Receipts By Source - All</u>	
Aquatics Pool Classes	60.00		
Aquatics Swim Team Fees	0.00	Adult Recreation	45.00
Aquatics Miscellaneous	0.00	"Special Events	1637.00
Adult Enrichment	0.00	Youth Recreation	4870.25
Tennis Keys/Passes	0.00	Aquatics	250.00
Tennis Guest	0.00	Tennis	5476.88
Tennis Rental/Lessons	5476.88	Facilities	425.00
Facilities Rental	425.00	Deposits	500.00
Deposits Held on Rental	500.00	Admin	0.00
Facilities Field Rental	0.00	Other	0.00
Facilities Property Rental	0.00	Credit Card Transfer	325000.00
Other	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
			338204.13
Credit Transfer	325000.00	1030	
	338204.13		





Strawberry Recreation District  
 Internal Revenue Summary Sheet  
 Week Ending:

118 East Strawberry Drive  
 Mill Valley, California 93931

9/15/2021

Youth Playclub	0.00	Total Cash	15.00
Youth Daycamp	0.00	Total Checks	933.51
Youth Contract Class	0.00	<u>Subtotal</u>	948.51
Special Events Income	0.00	Total Credit Card	0.00
Adult Contract Classes	15.00	<u>Total</u>	948.51
Aquatics Pool Pass	216.00		
Pool Cancellation fee	0.00		
Aquatics Guest Fees	0.00		
Aquatics Pool Classes	0.00		
Aquatics Swim Team Fees	0.00		
Aquatics Miscellaneous	0.00		
Adult Enrichment	0.00		
Tennis Keys/Passes	0.00		
Tennis Guest	0.00		
Tennis Rental/Lessons	717.51		
Facilities Rental	0.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other	0.00		
Admin Miscellaneous	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Other Project Donations	0.00		
Credit Transfer	0.00	0	
	948.51		

Receipts By Source - All

Adult Recreation	15.00
"Special Events	0.00
Youth Recreation	0.00
Aquatics	216.00
Tennis	717.51
Facilities	0.00
Deposits	0.00
Admin	0.00
Other	0.00
Credit Card Transfer	0.00

948.51

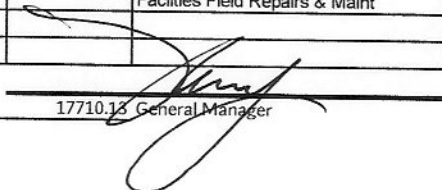


On the 12th day of October 2021, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose	Amount
809311696	Anthony Halligan Plastering, Inc.	Pool Repairs & Maintenance	1,000.00
809311697	Bank of Marin 5590	-100.00 Community Night Expense	6,306.05
		43.28 Youth Rec Supplies/Daycamp	
		50.88 Pool Rec supplies	
		64.08 Youth Rec Supplies/Daycamp	
		43.29 Youth Rec Supplies/Daycamp	
		77.56 Youth Rec Supplies/Daycamp	
		14.06 Admin Office Supplies	
		27.76 Youth Rec Supplies/Daycamp	
		14.94 Youth Rec Supplies/Daycamp	
		1,110.77 Admin IT	
		251.62 Youth Rec Supplies/Daycamp	
		501.37 Recruiting	
		48.70 Youth Rec Supplies/Daycamp	
		30.32 Community Night Expense	
		146.36 Youth Rec Supplies/Daycamp	
		53.15 Community Night Expense	
		14.99 Admin IT	
		749.59 Community Night Expense	
		200.00 Admin Office Supplies	
		15.16 Community Night Expense	
		73.25 Community Night Expense	
		830.30 Community Night Expense	
		92.50 Admin Office Supplies	
		12.94 Youth Rec Supplies/Playclub	
		89.06 Pool Repairs & Maintenance	
		15.83 Admin Office Supplies	
		50.00 Pool Licenses/Fees	
		12.94 Youth Rec Supplies/Daycamp	
		12.94 Youth Rec Supplies/Daycamp	
		14.99 Admin IT	
		16.00 Recruiting	
		503.93 Recruiting	
		35.06 Youth Rec Supplies/Daycamp	
		1,013.20 Admin IT	
		30.31 Youth Rec Supplies/Daycamp	
		144.92 Recruiting	
809311698	CAL PERSmedical	813.64 Pool Full Time Medical	4,078.37
		1,627.28 Facilities Full Time Medical	
		1,627.28 Youth Medical	
		10.17 Admin Medical	
809311699	Department of Justice	Admin Fingerprinting	32.00
809311700	Fast Signs	Admin Brochure/Marketing	209.70
809311701	Home Depot	135.20 Facilities Repairs & Maintenananc	739.01
		603.81 Special Events/Other Events	
809311702	Leigh Claxton	Adult Contract Services	575.00
809311703	LouAnne Harris	Adult Contract Services	195.00
809311704	Marin County Arborists, Inc.	Facilities Parks Repairs/Mainte	1,210.00
809311705	Megan Scott	Adult Contract Services	715.00
809311706	Nancy Mimms	Adult Contract Services	650.00
809311707	Total Compensation Systems, Inc.	Admin Acct/Audit/bookkeeping	1,000.00
809311708	True North Landscapes, Inc.	Facilities Field Repairs & Maint	1,000.00
Total			17,710.13

Total

17710.13 General Manager



# October 12, 2021, GM Board Update

**Financials** – see attached

## **Facilities**

### Facilities

- Comcast's fiberoptic team performed the final line splitting and toning on September 14<sup>th</sup>; however, the final connection and switch over should be completed by the end of October.
- On September 29<sup>th</sup>, SRD staff identified a gas leak coming from the planter adjacent to the elevator. Upon further inspection PG&E determined that there was a leak and the gas needed to be shutoff.
- We've received a qualified bid to replace 60' of 2" gas line and restore gas to the main building via the south heater room.
- A new acrylic sign for the front entrance bulletin board has been purchased and will be installed by 10/14.
- As of 10/8, we're instituting the new Key Projects Tracking Scheduler for all larger facilities projects. It includes a daily status report for the GM and Facility/ Property Director to assess fine details in each project.
- The 8' x 6' storage shed in the SRD storage enclosure has arrived and is being assembled this week. The concrete foundation and shed will be completed by the end of October.
- Vintage Contractors is making good progress on the slip sheet of the upper courts 3 and 4, as well as, the new channel drain system. The entire project is on track for November completion.
- CSC Security is providing a bid to add three additional closed circuit security cameras in selected locations. Proposal and installation are anticipated within the next month.

### Athletic Fields

- The new flow meter and flow sensor were tested on 10/7 and they are accurately able to send flow data to the irrigation controller in real time.
- We've determined that the pitching mound runways are not need on the majors or minors, and are going to garner bids to replace the cinder with turf.
- We're looking to purchase (2) new pitching mound tarps for the majors and minors field. They would be larger, and full encompass the entire mound.

### Aquatics / Water

- Two of our three ADA pool lifts require maintenance and we're trying to find a company willing to perform repairs. We will be purchasing a new lift to replace the oldest lift.
- The backflow and mainline inside the pumphoom failed on Friday 10/4. To ensure that the line is stronger, all necessary repairs and upgrades were made to increased resilience to water hammering.
- Pump #1 for the main pool is leaking from the seal plate and is scheduled for repair by 10/15.
- Several vendors will be providing bids to install three blower fans in the north pumphoom wall to improve air flow inside.

### Parks

- The new Harbor Cove Park / Dock signs have been installed and look great.

- Completion of the bench refurbishment at Brickyard has been pushed back until the end of October for the end of August.

## **Aquatics**

- Fall Session B swim lessons sold out and begin 10/11. We are hoping to find a few new swim instructors ASAP.
- Three full-time staff were trained as Lifeguards over the last 3 weeks. All are certified in CPR, First-Aid, AED, and Lifeguard training to help cover open time slots at the pool.
- Another LG training for 2 potential hires will take place Thursday, October 28<sup>th</sup>. We hope that this will begin a relationship with the Marin County Fire Department and possibly get more trained professionals to help at the pool.
- Aquatics In-Service training will be scheduled in the coming 2-3 weeks. Guards will go over practice skills and go over EAP, equipment and pool standards and rules.
- Q4 Pool Passes are sold out and we have many new members. Currently, pool rules remain the same for this session. We sold 250 memberships/\$90K in revenue.
- Rebecca Callaway is back teaching her Shallow Water Aerobics class on Thursday's at 1pm on a trial basis. Her first class on October 7<sup>th</sup> was successful and her patrons are excited to be back in the water.
- We have stopped Pool Platform Fitness for now, due to low attendance. We plan to bring it back again Spring 2022.

## **Recreation**

### **Youth**

- We recently partnered with TGA premier youth golf, and we will be starting a youth golf after school program. This class will be for 1<sup>st</sup> – 5<sup>th</sup> graders and starts on October 21<sup>st</sup> and is full with 8 participants. They use mats and foam balls.
- 23 Elephants Theater company will be another new program starting on October 20<sup>th</sup>. Currently we have 12 students enrolled in this program and they will be performing the Nutcracker in December.
- Finishing our first session of Play Club and we averaged 18 children per day.
- NorthBay Basketball is working with us to create a youth and adult spring basketball league. Currently their program is sold out and has over 20 children on the waitlist.
- We recently hired a new Play Club counselor named Miranda. She will be bringing her athletic background and leadership to Play Club. We look forward for Miranda to start the first week of November.

### **Adult**

- The adult bridge class program has been a huge success with 27 members attending the class. We also have started bridge drop-in play on Mondays that currently 15 members attending.
- Karen's Cardio Core class started on October 9<sup>th</sup> and she had 15 members attend her first class.

- Last Thursday we had our second adult drop-in basketball night and members are happy that this program is back. Our first night we had 8 members attend and the second night we had 6. We are looking for numbers to increase over the next handful of weeks.
- Shallow water aerobics is back with Rebecca as our returning instructor. The first class had a total of 9 attending the class. We received a lot of positive feedback and if the class remains full, we may add an additional day.

## Rentals

- Men's basketball returned to SRD gym
  - One private men's group resumed, second expected to return in November
  - Resumed Thursday Drop-In Basketball (Marco & Justin running SRD program)
  - CYO basketball will start up again in November
- Field Rentals
  - Soccer & Little League programs run through October
  - Baseball Camp and Soccer Kids run through November
  - Volleyball and misc. birthday party/meeting requests for the remainder of the year
- Room Rentals
  - Birthday party requests increasing
  - Third floor loft meetings booked 4 nights and 2 mornings per week
  - Pre-Covid renters coming back slowly
  - SRD will no longer accept indoor soccer rentals due to wear and tear
- Mask policy enforced indoors, except for small private events that are not open to the public, and proof of vaccination is provided for all attendees (max 100 guests).

## **Misc.**

- SRD's Pool House Building Permit application was approved and extended through October 2022
- SRD's application for the Covid-19 Special District Covid relief funds submitted on Friday, 10/8. By January, we should know how much we will receive from the fund.
- Hiring continues to be a challenge but making some progress hiring one more person for afternoon Play Club. Justin & Marco are alternating working in Play Club until we can hire a second person.
- SRD not hosting Halloween event this year due to staff availability.
- Working on restructuring and scheduling 2022 events
- Engineer is beginning work on Sport Court retaining wall plans.







**MIKE TESTA PLUMBING, INC.**  
**4244 REDWOOD HIGHWAY**  
**SAN RAFAEL, CA 94903-2612**

**415-479-0110**  
**Fax 415-479-5434**  
**Contr. License #519618**  
**EMAIL: [mptplumb@att.net](mailto:mptplumb@att.net)**

## **PLUMBING PROPOSAL**

**TO: Strawberry Rec District**  
**Attn. Loren**  
**118 E Strawberry Dr.**  
**Mill Valley, CA**

**DATE: 10-04-2021**

**EMAIL: [supervisor@strawberryrec.org](mailto:supervisor@strawberryrec.org)**

**JOB NAME: Same as above**

**JOB ADDRESS: Same as above**

**THE FOLLOWING IS WHAT WE PROPOSE TO FURNISH AND INSTALL FOR PLUMBING ON THE ABOVE JOB:**

**Estimate One –**

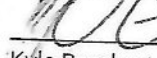
- 1) Replace gas line from ball valve in ground outside pool office into the furnace room of the main office building.
- 2) Trenching and backfill is **included**.
- 3) Concrete saw-cutting and removal is **included**.
- 4) Concrete coring is **included**.
- 5) Basic flat concrete patch is **included**.
- 6) Permits and fees are **included**.
- 7) Repair or rerouting of utilities in pathway of excavation is **not included**.

**FOR THE SUM OF: \$27,000.00**

**PAYMENT TO BE MADE AS FOLLOWS:**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers' Compensation Insurance.

Authorized Signature:

  
Kyle Barnhart  
Vice President

10-4-21  
Date

We may withdraw this proposal if not accepted within 30 days.

Authorized Signature:

\_\_\_\_\_  
Contractor / Owner

\_\_\_\_\_  
Date

**ACCEPTANCE OF PROPOSAL:** The above prices, specifications, and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**WE MUST RECEIVE ONE ORIGINAL, SIGNED PROPOSAL AND A NOTIFICATION TEN WORKING DAYS PRIOR TO START OF JOB, FOR A GUARANTEED SCHEDULE.**