

STRAWBERRY RECREATION DISTRICT
118 East Strawberry Drive / Mill Valley / California 94941 Tel # (415) 383-6494

SRD Board Meeting Notice and Agenda Tuesday, August 13, 2024
Closed Session: 5:30 PM Open Session: 6:00 PM

Location: Strawberry Recreation District – 1st 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. **CONVENE IN CLOSED SESSION: CLOSED SESSION AGENDA**
 - a. **Closed Session Conference with Legal Counsel – Anticipated Litigation**
Significant exposure to litigation pursuant to § 54956.9(b) (two matters)
3. **CONVENE IN OPEN SESSION:** Announcement from closed session.
4. **Open Time for Public Expression - Non-Agenda Items** (limit: two 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: two mins per person).
 - A. New Business Items – Board members to provide brief updates
 - B. Approval of the Minutes of July 9, 2024
 - 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
6. **Discussion/Action:** SRD Board Seminary Development Statement
Recommended Action: Approve.
7. **Discussion/Action:** Review/revise pickleball guest policy and sport court times
Recommended Action: Approve and give direction to staff
8. **Discussion/Action:** Discuss/revise SRD Staff Memberships policy
Recommended Action: Approve
9. **Discussion/Action:** Give GM approval to begin new playground project @ SRD
Recommended Action: Approve

Next Regular Session Board Meeting is September 10, 2024, at 6:00 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.

SRD Board Meeting Minutes

July 9, 2024

Closed session started at 5:30 pm
Meeting called to order at 6:27 pm

Roll Call: Bohner, Saghezchi, Teese, Michael

Closed session: Report out for staff pay increases were Sam received a 4% pay increase. Trinity, Justin, and Nancy all received an 8% pay increase. Ryan received a 7% pay increase.

Public expression: Alex Johnson is concerned about the new paywall for the new sport court. They feel that it goes against the community access and cohesiveness that we should be promoting. They suggest that instead of going to an immediate fee on day one, the club should encourage more community access in the next six months.

Item #8. Strawberry Cove Park

Alex Smith is proposing to replace the existing workout equipment at Strawberry Cove Park with a playground for children. The playground would have two separate structures, one for younger children and one for older children, and would be accessible to children of all abilities. The resident has already consulted with the Strawberry Recreation District and has received preliminary estimates for the cost of the playground. The resident is now seeking approval from the Strawberry Recreation District to move forward with the project. The resident is also proposing to add some workout equipment to the playground, such as a pull-up bar and a bench, to accommodate those who currently use the park for exercise. The resident is also proposing to install a fence around the playground to protect children from the nearby marsh. The resident is confident that the community will support the project and is willing to help fundraise for it.

Action: Discussion, no formal action.

Item #6. Adding a Staff Position

Proposal to add a coordinator or supervisor position, depending on the candidate's experience. The new hire will take over responsibilities from Ryan, who will focus on youth programs. The new hire will handle adult programs, rentals, building maintenance, children and events, and some administrative work. This includes outreach for rentals, marketing, and advertising. The goal is to grow areas that lack focus and bring in more people for community events. There may also be some work at the pool to fill in for lifeguarding.

Action: Michael motioned, Teese seconded, and all board members unanimously approved the position

Item #7. Revised Budget

The grant money for the sport court was not received in the last fiscal year, but it is expected to be received in the next fiscal year. The grant from prop 68 will be \$177,000, which will help offset the cost of the sport court.

Action: Bohner motioned, Saghezchi seconded, and all board members unanimously approved the budget

Open Session Items

June minutes were unanimously approved with change to a typo from 2014 to 2024.

We will create a separate account for the playground funds to prevent them from being mixed with the general fund. We need to send a letter to the county to request this. This is already being done for other types of donations like stocks. There are no further questions. Payroll is high due to the summer season, with increased staff for summer camps, swim lessons, and lifeguarding.

Action: Bohner motioned, Teese seconded, and all board members unanimously approved the fiscal reports.

GM Report was reviewed including that the fall programs are full, with some enrichment spots left. Play Club spots are being opened up to accommodate more children, especially those from Strawberry Point and TK. This is likely due to changes in demographics and the optional hour from 5 to 6, making it more affordable. Staffing is a concern, but there are backup counselors. Adult programs are seeing varied interest, with pickleball and Spanish being popular, while others have low enrollment.

Adjourned at 7:50 pm

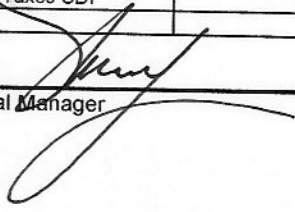
*** PAYROLL CLEARING***

On the 13th day of August 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD3944	Alber, Mary C	Paystub	577.34
DD3945	Allan, Trevor R	Paystub	583.89
DD3946	Amir, Mika	Paystub	684.38
DD3947	Arwin, Reese D	Paystub	41.05
DD3948	Bennerotte, Madisyn M	Paystub	922.70
DD3949	Bohner, Pamela G	Paystub	91.25
DD3950	Brooks, Abigail K	Paystub	841.02
DD3951	Croley, Cameron K	Paystub	205.30
DD3952	Dauphinais, Ryan G	Paystub	604.94
DD3953	Diaz, Celeste C	Paystub	857.23
DD3954	Dohoney, Trinity J	Paystub	2,376.01
DD3955	Dummig, Jose F	Paystub	1,606.00
DD3956	Duvernell, Onatah M	Paystub	492.75
DD3957	Fieber, Emily C	Paystub	344.93
DD3958	Gazzola, Jesse M	Paystub	674.08
DD3959	Hakman, Josh O	Paystub	628.43
DD3960	Harlow, Georgia M	Paystub	719.29
DD3961	Hill, James C	Paystub	657.82
DD3962	Hirschbein, Hannah E	Paystub	168.35
DD3963	Jampol, Alexaandra J	Paystub	180.68
DD3964	Johnson, Kendall S	Paystub	273.75
DD3965	Johnston, Andie G	Paystub	657.81
DD3966	Kelly, Cian J	Paystub	73.91
DD3967	Kelly, Mia E	Paystub	377.10
DD3968	Khaliq-Baporla, Faizal	Paystub	1,328.01
DD3969	Khan, Danielle D	Paystub	606.04
DD3970	Kuhns, Audrey I	Paystub	896.64
DD3971	Law, Ryan J	Paystub	2,169.82
DD3972	Leitch, Madeline A	Paystub	230.86
DD3973	Lynch, Nora	Paystub	1,233.12
DD3974	McCall, Justin M	Paystub	2,331.48
DD3975	McCubbin, Emma M	Paystub	861.56
DD3976	Miyano, Christi A	Paystub	1,022.11
DD3977	Octavio, Amelia L	Paystub	88.63
DD3978	Octavio, Samantha	Paystub	121.37
DD3979	Pielert, Michael M	Paystub	628.41
DD3980	Pineda, Georgia M	Paystub	365.00
DD3981	Plante, Anna K	Paystub	246.85
DD3982	Rosedale, Capri F	Paystub	589.13
DD3983	Ruliffson, Sofia	Paystub	1,289.25
DD3984	Sacchetto, Marco J	Paystub	2,060.65
DD3985	Saltzman, Andrew J	Paystub	747.01
DD3986	Scheeline, Owen A	Paystub	1,120.85
DD3987	Shapiro, Nancy R	Paystub	4,246.76
DD3988	Skomer, Auden R	Paystub	214.45
DD3989	Slack, Dylan M	Paystub	917.68
DD3990	Sofnas, Tyler G	Paystub	328.50
DD3991	Teese, Peter	Paystub	91.25
DD3992	Vaughan, Wyatt O	Paystub	717.60
DD3993	Wells, Tucker F	Paystub	220.37

STRAWBERRY RECREATION DISTRICT
 TO: THE BOARD OF DIRECTORS
 PAYROLL WARRANTS BACKUP

DD3994	Wheaton, Elizabeth M		Paystub		913.23
DD3995	Wilson, Ryan A		Paystub		165.62
DD3996	Woods, Samuel A		Paystub		2,263.05
DD3997	Wright, Owen B		Paystub		503.69
9371	DeBerry, Clio V		payroll Checks		492.75
9372	Hill, Matthew P		payroll Checks		615.94
9373	Judson, Colin L		payroll Checks		294.73
9374	Magenau, Sierra W		payroll Checks		604.93
9375	Noel, Elizabeth C		payroll Checks		1,184.24
9376	Philippart, Chloe A		payroll Checks		567.87
9377	Samaras, Gianna		payroll Checks		197.10
9378	Schaefer, Quinn		payroll Checks		492.75
9379	Schiller, Karuna		payroll Checks		492.75
9380	Schuman, Zachary R		payroll Checks		91.02
9381	Segura Nava, Hilary		payroll Checks		1,070.21
	CAL PERS		payroll Checks		3876.85
	Quickbooks		Quickbooks Payroll fees		377.00
		4174.00	Payroll Taxes FWT		13699.00
		7719.62	Payroll Taxes FICA		
		1805.38	Payroll Taxes MCARE		
	State taxes	1585.39	Payroll taxes SWT		2835.51
		565.26	Payroll Taxres SUI		
		684.86	Payroll Taxes SDI		
					70051.65



 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

August 7, 2024

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

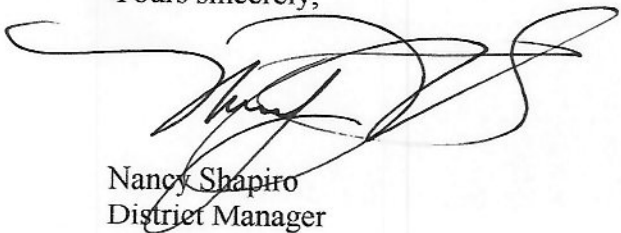
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of Seven hundred Twenty-Eight and 00/100 (728.00) TO the Strawberry Recreation District Operating Fund Account #80938551 FROM the Strawberry Recreation District Zone 5 De Silva Account #80958551.

August 12, 2024

Yours sincerely,



Nancy Shapiro
District Manager

NS/kr

Cc: Bookkeeper

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

On the 13th Day of August 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of			Purpose		Amount
809313423	Alek Cordeiro		Youth Contract Serv/Jr. Berries		5,733.00
809313424	Brian Scott		Youth Contract Service/Daycamp		400.00
809313425	Cintas Corporation	201.09	Supplies(usable)		402.17
		201.08	Pool Maint Supplies		
809313426	Ground Control		Facilities Contract Service		400.00
809313427	Home Depot		Supplies(usable)		4,680.68
809313428	Katharine Rittenburg		Admin Acct/Audit/bookkeeping		1,293.75
809313429	Kathryn Johnston		Youth Contract Serv/Jr. Berries		1,470.00
809313430	Kone San Francisco U381	245.00	Facilities Contract Service		561.24
		316.24	Facilities Contract Service		
809313431	Landesign Construction and Maint. Inc.	689.00	Zone V Expense		3,614.00
		2,925.00	Facilities Field Contract serv		
809313432	O'Neill Built Construction		CIP		9,990.00
809313433	Varun Sanjeev		Youth Contract Services/Contrac		85.00
809313434	Kristin Graham		Youth Daycamp		394.00
809313435	Stefanie Grossman		Youth Daycamp		419.00
809313436	Strawberry Recreation District		Payroll Clearing Account		71,000.00
					100,442.84

Total 100442.84 Nancy Shapiro, District Manager

(7)

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

8/7/2024

118 East Strawberry Drive
Mill Valley, California 93931

Youth Playclub	850.00	Total Cash	1072.00
Jr Berries	0.00	Total Checks	53698.70
Youth Contract Class	0.00	<u>Total</u>	54770.70
Adult Basketball	20.00		
Pool Party	0.00		
Adult Group Ex	0.00		
Adult Enrichment	36.00		
Pool Drop-In	10.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	60.00		
Swim team fees	7578.75		
Pool Adult classes	96.00		
Pool Side Jam	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	158.00		
Facilities Rental	0.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Youth contract class reimb.	0.00		
Other 2 Otis Elev. Refund	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	45961.95		
Measure A	0.00		
Credit Transfer	0.00		0
	54770.70		



Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

7/31/2024

118 East Strawberry Drive
Mill Valley, California 93931

Youth Playclub	322.00	Total Cash	64.00
Jr Berries	0.00	Total Checks	584.00
Youth Contract Class	0.00	<u>Total</u>	648.00
Adult Basketball	40.00		
Pool Party	0.00		
Adult Group Ex	0.00		
Adult Enrichment	96.00		
Pool Drop-In	0.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	0.00		
Aquatics Pool Classes	0.00		
Pool Adult classes	0.00		
Pool Side Jam	190.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	0.00		
Facilities Rental	0.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Youth contract class reimb.	0.00		
Other 2 Otis Elev. Refund	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	648.00		



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

On the 13th Day of August 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose	Amount
809313408	ABC	Community Night Expense	50.00
809313409	Astro Jump of Northbay	Youth Contract Service/Daycamp	1,487.00
		439.00 Youth Contract Service/Daycamp	
		439.00 Youth Contract Service/Daycamp	
		609.00 Youth Contract Service/Daycamp	
809313410	CPRS	Admin Subs/Dues	165.00
809313411	Fowler Electric Service, Inc.	CIP	1,961.14
809313412	Landesign Construction and Maint. Inc.	Facilities Field Contract serv	829.40
809313413	Lincoln Aquatics	Pool Chemicals	1,903.17
		902.45 Pool Chemicals	
		1,000.72 Pool Chemicals	
809313414	Marin Copier Co.	Admin Print/copy	400.00
809313415	Marin County Sheriff's Office	Admin Fingerprinting	420.00
809313416	Marin County Tax Collector	Admin Legal Fees	526.00
809313417	Maya Kandell	Youth Contract Services/Contra	399.00
809313418	Mike Testa Plumbing	Facilities Contract Service	978.04
809313419	Carol Rogers	Deposits Held on Rental	500.00
809313420	Kelly Larkan	Youth Daycamp	394.00
809313421	Torrey Holmes	Youth Daycamp	209.50
809313422	Hydrex Pest Control	Facilities Contract Service	70.00
			10,292.25

Total 10292.25 Nancy Shapiro, District Manager

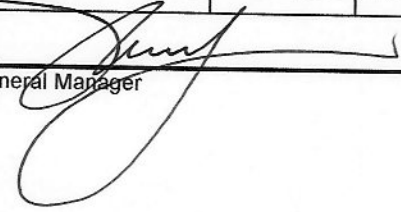
*** PAYROLL CLEARING***

On the 13th day of August 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD3891	Alber, Mary C	Paystub	577.32
DD3892	Allan, Trevor R	Paystub	299.08
DD3893	Amir, Mika	Paystub	611.37
DD3894	Arwin, Reese D	Paystub	209.43
DD3895	Bennerotte, Madisyn M	Paystub	873.36
DD3896	Block, Kathleen M	Paystub	365.00
DD3897	Brooks, Abigail K	Paystub	800.92
DD3898	Croley, Cameron K	Paystub	340.83
DD3899	Dauphinais, Ryan G	Paystub	604.93
DD3900	Diaz, Celeste C	Paystub	965.79
DD3901	Dohoney, Trinity J	Paystub	2,376.00
DD3902	Dummig, Jose F	Paystub	1,606.00
DD3903	Duvernell, Onatah M	Paystub	604.94
DD3904	Fieber, Emily C	Paystub	398.31
DD3905	Gazzola, Jesse M	Paystub	204.63
DD3906	Goldman, Zoe I	Paystub	628.43
DD3907	Hakman, Josh O	Paystub	1,176.98
DD3908	Hakman, Sydney	Paystub	1,120.85
DD3909	Hammami, Yasmine S	Paystub	604.94
DD3910	Harlow, Georgia M	Paystub	733.63
DD3911	Hill, James C	Paystub	1,233.12
DD3913	Hirschbein, Hannah E	Paystub	410.63
DD3914	Jampol, Alexaandra J	Paystub	293.86
DD3915	Johnson, Kendall S	Paystub	1,233.12
DD3916	Johnston, Andie G	Paystub	657.82
DD3917	Kelly, Cian J	Paystub	147.82
DD3918	Kelly, Mia E	Paystub	450.77
DD3919	Khaliq-Baporla, Faizal	Paystub	1,783.39
DD3920	Khan, Danielle D	Paystub	596.82
DD3921	Lacey, Hannah W	Paystub	736.87
DD3922	Law, Ryan J	Paystub	2,229.47
DD3923	Leitch, Madeline A	Paystub	441.65
DD3924	McCall, Justin M	Paystub	2,331.49
DD3925	McCubbin, Emma M	Paystub	604.95
DD3926	Miyano, Christi A	Paystub	685.72
DD3927	Octavio, Samantha	Paystub	73.67
DD3928	Pineda, Georgia M	Paystub	867.80
DD3929	Plante, Anna K	Paystub	577.38
DD3930	Poncet, Dylan J	Paystub	628.42
DD3931	Porzio, Francesca C	Paystub	628.43
DD3932	Rosedale, Capri F	Paystub	1,148.98
DD3933	Royal, Anna I	Paystub	530.42
DD3934	Sacchetto, Marco J	Paystub	2,036.19
DD3935	Saltzman, Andrew J	Paystub	687.21
DD3936	Shapiro, Nancy R	Paystub	4,246.79
DD3937	Skomer, Auden R	Paystub	273.75
DD3938	Slack, Dylan M	Paystub	634.10
DD3939	Sofnas, Tyler G	Paystub	604.93
DD3940	Wells, Tucker F	Paystub	303.34
DD3941	Wilson, Ryan A	Paystub	613.06

STRAWBERRY RECREATION DISTRICT
 TO: THE BOARD OF DIRECTORS
 PAYROLL WARRANTS BACKUP

DD3942	Woods, Samuel A		Paystub			2,263.05
DD3943	Wright, Owen B		Paystub			482.72
9362	Bennerotte, Madisyn M		payroll Checks			797.34
9363	Hill, Matthew P		payroll Checks			615.94
9364	Noel, Elizabeth C		payroll Checks			628.43
9365	Philippart, Chloe A		payroll Checks			407.20
9366	Samaras, Gianna		payroll Checks			325.38
9367	Schaefer, Quinn		payroll Checks			882.60
9368	Schuman, Zachary R		payroll Checks			121.36
9369	Vaughan, Wyatt O		payroll Checks			336.25
9370	Hill, Matthew P		payroll Checks			985.50
	CAL PERS		payroll Checks			3979.85
	Quickbooks		Quickbooks Payroll fees			241.00
		4447.79	Payroll Taxes FWT			14161.69
		7872.70	Payroll Taxes FICA			
		1841.20	Payroll Taxes MCARE			
	State taxes	1625.70	Payroll taxes SWT			2896.13
		572.08	Payroll Taxres SUI			
		698.35	Payroll Taxes SDI			
						71919.15


 General Manager

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

7/24/2024

118 East Strawberry Drive
Mill Valley, California 93931

Youth Playclub	0.00	Total Cash	220.00
Jr Berries	0.00	Total Checks	1855.00
Youth Contract Class	0.00	<u>Total</u>	2075.00
Adult Basketball	30.00		
Pool Party	350.00		
Adult Group Ex	0.00		
Adult Enrichment	264.00		
Pool Drop-In	0.00		
Youth Daycamp	245.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	10.00		
Aquatics Pool Classes	0.00		
Pool Adult classes	36.00		
Pool Side Jam	60.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	0.00		
Facilities Rental	80.00		
Deposits Held on Rental	1000.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Youth contract class reimb.	0.00		
Other 2 Otis Elev. Refund	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	2075.00		



Strawberry Recreation District
 Internal Revenue Summary Sheet
 Week Ending:

118 East Strawberry Drive
 Mill Valley, California 93931

7/17/2024

Youth Playclub	0.00	Total Cash	323.00
Jr Berries	0.00	Total Checks	83.00
Youth Contract Class	0.00	<u>Total</u>	406.00
Adult Basketball	10.00		
Pool Party	0.00		
Adult Group Ex	15.00		
Adult Enrichment	60.00		
Pool Drop-In	0.00		
Youth Daycamp	83.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	190.00		
Aquatics Pool Classes	0.00		
Pool Adult classes	48.00		
Pool Seals rental	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	0.00		
Faciliites Rental	0.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Youth contract class reimb.	0.00		
Other 2 Otis Elev. Refund	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	406.00		



*** PAYROLL CLEARING***

On the 12th day of July 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD3847	Alber, Mary C	Paystub	337.59
DD3848	Allan, Trevor R	Paystub	842.52
DD3849	Amir, Mika	Paystub	301.13
DD3850	Arwin, Reese D	Paystub	188.88
DD3851	Brooks, Abigail K	Paystub	511.93
DD3852	Cunningham, Dean	Paystub	209.41
DD3853	Dauphinais, Ryan G	Paystub	369.57
DD3854	Diaz, Celeste C	Paystub	543.50
DD3855	Dohoney, Trinity J	Paystub	2,376.02
DD3856	Fieber, Emily C	Paystub	201.20
DD3857	Galaich, Sawyer W	Paystub	684.21
DD3858	Gazzola, Jesse M	Paystub	936.05
DD3859	Goldman, Zoe I	Paystub	628.43
DD3860	Hakman, Josh O	Paystub	390.09
DD3861	Hakman, Sydney	Paystub	303.86
DD3862	Harlow, Georgia M	Paystub	664.84
DD3863	Hill, James C	Paystub	657.81
DD3864	Hill, Matthew P	Paystub	615.94
DD3865	Hirschbein, Hannah E	Paystub	131.40
DD3866	Kelly, Cian J	Paystub	262.80
DD3867	Kelly, Mia E	Paystub	151.70
DD3868	Khaliq-Baporia, Faizal	Paystub	1,775.76
DD3869	Lacey, Hannah W	Paystub	855.44
DD3870	Law, Ryan J	Paystub	2,214.16
DD3871	Leitch, Madeline A	Paystub	1,098.79
DD3872	McCall, Justin M	Paystub	2,331.48
DD3873	Miyano, Christi A	Paystub	694.17
DD3874	Mostafavi, James C	Paystub	582.29
DD3875	Pielert, Michael M	Paystub	429.12
DD3876	Pineda, Georgia M	Paystub	736.87
DD3877	Plante, Anna K	Paystub	811.77
DD3878	Poncet, Dylan J	Paystub	390.10
DD3879	Rosedale, Capri F	Paystub	665.72
DD3880	Royal, Anna I	Paystub	873.53
DD3881	Ruliffson, Sofia	Paystub	687.21
DD3882	Sacchetto, Marco J	Paystub	1,108.69
DD3883	Saltzman, Andrew J	Paystub	1,053.68
DD3884	Shapiro, Nancy R	Paystub	4,246.76
DD3885	Skomer, Auden R	Paystub	182.50
DD3886	Sofnas, Tyler G	Paystub	369.57
DD3887	Wank, Lainey S	Paystub	49.28
DD3888	Wheaton, Elizabeth M	Paystub	744.77
DD3889	Wilson, Ryan A	Paystub	401.50
DD3890	Woods, Samuel A	Paystub	2,263.05
9353	DeBerry, Clio V	payroll Checks	369.57
9354	Judson, Colin L	payroll Checks	268.73
9355	Magenau, Sierra W	payroll Checks	589.53
9356	McCubbin, Emma M	payroll Checks	903.66
9357	Noel, Elizabeth C	payroll Checks	628.43
9358	Samaras, Gianna	payroll Checks	131.40
9359	Schiller, Karuna	payroll Checks	604.94
9360	Slack, Dylan M	payroll Checks	394.20
9361	Vaughan, Wyatt O	payroll Checks	511.92
	CAL PERS	payroll Checks	3754.56
	Quickbooks	Quickbooks Payroll fees	329.50
		3865.79 Payroll Taxes FWT	11795.71
		6426.86 Payroll Taxes FICA	
		1503.06 Payroll Taxes MCARE	
	State taxes	1426.83 Payroll taxes SWT	2416.65
		419.73 Payroll Taxes SUI	
		570.09 Payroll Taxes SDI	
			58573.89

General Manager

(17)

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

July 10, 2024

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

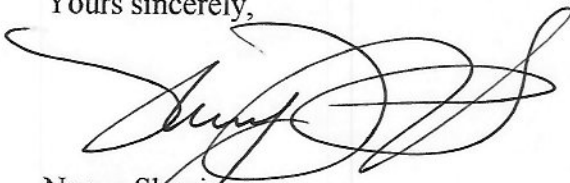
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of Six hundred Fifty and 00/100 (650.00) TO the Strawberry Recreation District Operating Fund Account #80938551 FROM the Strawberry Recreation District Zone 5 De Silva Account #80958551.

August 12, 2024

Yours sincerely,



Nancy Shapiro
District Manager

NS/kr

Cc: Bookkeeper

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

On the 12th Day of July 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of			Purpose		Amount
809313375	Astro Jump of Northbay	439.00	Youth Contract Service/Daycamp		1,487.00
		609.00	Youth Contract Service/Daycamp		
		439.00	Youth Contract Service/Daycamp		
809313376	Bank of Marin 5590	172.85	Admin Office Supplies		6,832.20
		16.23	Admin IT		
		1,782.30	Youth Rec Supplies/Daycamp		
		15.99	Admin IT		
		1,518.64	Admin IT		
		243.55	Pool Supplies		
		394.56	Recruiting		
		292.93	Supplies(usable)		
		185.96	Youth Rec Supplies/Daycamp		
		460.00	Pool Supplies		
		630.00	Youth Rec Supplies/Daycamp		
		995.79	Tennis Supplies		
		123.40	Youth Rec Supplies/Daycamp		
809313377	CAL PERS-Unfund		Admin Pension Expense		1,755.00
809313378	CAL PERS-Unfund		Admin Pension Expense		22,660.00
809313379	CAPRI	24,473.75	Pool Business Insurance		48,947.50
		24,473.75	Admin Business Insurance		
809313380	CAPRI	1,184.77	Admin Workman's Comp		5,099.25
		888.74	Facilities Workman's Comp		
		1,534.15	Pool Workman's Comp		
		1,412.97	Youth Workman's Comp		
		31.72	Youth Workman's Comp		
		46.90	Admin Workman's Comp		
809313381	CARPD		Admin Subs/Dues		3,000.00
809313382	Comcast Elevator		Admin Telephone		107.32
809313383	Department of Justice		Admin Fingerprinting		32.00
809313384	Fowler Electric Service, Inc.		Facilities Contract Service		350.00
809313385	Kathryn Johnston		Youth Contract Classes		1,960.00
809313386	Kone San Francisco U381		Facilities Contract Service		245.00
809313387	Landesign Construction and Maint. Inc.	13,984.16	Facilities Parks contract serv		14,673.16
		689.00	Zone V Contract Service		
809313388	VSP	9.12	Admin Medical		45.60
		9.12	Facilities Full Time Medical		
		9.12	Pool Full Time Medical		
		18.24	Youth Medical		
809313389	Usha Bukkapatnam		Youth Daycamp		394.00
809313390	Strawberry Recreation District		Payroll Clearing Account		59,000.00
					166,588.03

Total

166588.03

Nancy Shapiro, District Manager

(19)

Strawberry Recreation District
 Internal Revenue Summary Sheet
 Week Ending:

7/10/2024

118 East Strawberry Drive
 Mill Valley, California 93931

Youth Playclub	0.00	Total Cash	114.00
Jr Berries	0.00	Total Checks	1792.50
Youth Contract Class	0.00	<u>Total</u>	1906.50
Adult Basketball	0.00		
Pool Party	0.00		
Adult Group Ex	200.00		
Adult Enrichment	0.00		
Pool Drop-In	0.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	0.00		
Aquatics Pool Classes	80.00		
Pool Adult classes	34.00		
Pool Seals rental	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	0.00		
Faciliites Rental	1592.50		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Youth contract class reimb.	0.00		
Other 2 Otis Elev. Refund	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	1906.50		



STRAWBERRY RECREATION DISTRICT

118 East Strawberry Drive / Mill Valley / California 94941-2594
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May 15, 2024

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

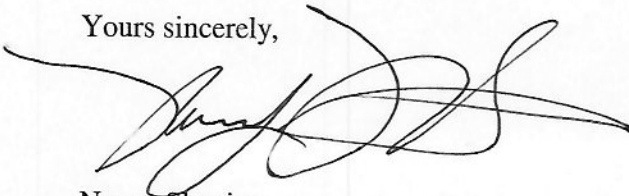
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of Eight Thousand Five hundred Seventy-Eight and 00/100 (8578.00) FROM the Strawberry Recreation District Zone IV 04 Measure B fund Account #81018551 TO 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 August 12, 2024 .

Yours sincerely,



Nancy Shapiro
District Manager

NS/kr

Cc: Bookkeeper

August 2024 GM Board Update

Financial – See Attached

Facilities

- Indoor maintenance shed cleaned out and reorganized
- Outdoor maintenance areas in process of being cleaned out and reorganized
- Irrigation issues on field, ongoing repairs by Landesign
- We determined it's best to leave the tarps off home plates and the pitching mounds during the summer. People are using the fields in the evenings and on weekends and leaving tarps on the grass, causing burns and dead sections of grass
- The strike plate on the lower tennis courts gate cracked and fell off the gate post (or was broken). Vintage fixed it, but it must come back to drill new holes in the gate post and realign.
- The lower court resurfacing project went well and open on schedule
 - Great feedback on the newly resurfaced lower courts
 - We've received feedback that there are a few spots on Court 3 that need repair.
 - The contractor has been notified and will assess
- Beginning to work on bid for Majors fencing project

Aquatics

- Fall (A) swim lessons go on sale August 13 at 10am
 - Total of 41 swim lessons
 - Potential of adding more once new hire swim instructors are trained
- New Hire Status:
 - 2 new lifeguard hires
 - 1 lifeguard/ swim instructor hire
 - 1 swim instructor hire
- Trinity planning to teach a lifeguard class August 30, 31 and September 1
 - Only 1 participant registered right now meaning there is a possibility of canceling
- Strawberry Seals have reserved their fall schedule and paid half their rental balance
- Lycee school will be returning for swim lessons September 2 – November 9, twice a week, 1 hour, Mondays and Wednesdays
- During an inspection on August 5, Marin County shut down our main pool and spa due to GFI issues in the pump room.
 - Fowler Electric responded quickly and was able to do the repairs the following morning. The pool & spa reopened at 9 am on August 6.
 - At no time was anyone in danger

- The GFIs controlled the lights and were left off during the closure

Recreation – Youth

Summer Camps

- Summer sessions 1-8 completed, session 9 in progress.
- Average enrollment of about 102 kids/week

Fall Programs

- Replaced two programs with low enrollment: Friday Tennis with HRT -> Friday Pickleball with HRT; Thursday Katia & Co Acting Out -> Thursday Katia & Co Singing for Swifties
- 11/17 after school classes full, still adding late enrollments
- Researching and contacting potential Fall B/Winter programs (i.e. Marin Trex, Amazing Athletes, Mathnasium)

Play Club

- Enrollment open to anyone who wants to enroll, expecting more kindergarten registrants, preparing for about 50-60 kids per day
- Current enrollments: Monday – 46, Tuesday – 46, Wednesday – 56, Thursday – 41, Friday – 35
- Hired 6 new part-time counselors and 5 summer camp counselors to work Play Club, 1 returning counselor from last year
- Scheduling a Play Club staff training on 8/19

Recreation – Adult

ADULT PROGRAMS & MEMBERSHIPS

- The Adult Programs we are currently offering:
 - Beginning and Intermediate Spanish
 - Fall A Session Scheduled for 9/9 – 9/30
 - Fall B Session Scheduled for 10/21 – 11/18
 - Beginning and Intermediate Bridge Classes
 - Weekly Summer Newcomer games scheduled 6/6/24 – 8/15/24
 - Fall programming scheduled to begin 9/3/24
 - Beginning and Intermediate Pickleball Classes
 - Current Summer session 7/28 – 8/18
 - Planning for next session in late September
 - Jewelry Making
 - Planning for third jewelry making program in Fall/Winter.

- CPR / First-Aid / AED
 - Class scheduled for 9/28/24
- HRT Tennis Clinics
 - Scheduled to begin the week of September 2
 - Additional W3.5 spot added due to high demand
- Memberships:
 - Adult Drop-in Basketball averaging approximately 15 participants per night.
 - Group Exercise averaging approximately 9 participants per meeting.

Workshops

- Planning for bimonthly Beginner's Sewing Pop-up to start in Fall.
 - Pop-ups scheduled for 10/12 – Halloween & 11/23 – Holidays
- Planning for Family Painting workshops in Winter/Spring.

Events

- Planning for Community Night 2024. Scheduled for 8/20/24.
 - Band:
 - Void Where Prohibited
 - 5 food trucks booked + 1 dessert truck, gathering Vendor Contracts and Certificates of Insurance
 - Rock Club Burgers
 - Holy Chile Mole
 - Poke a GoGo
 - Hearth Wood Fired Pizza
 - Infusion Craft Food
 - OG Desserts
 - Zambezi Biltong
 - Alcohol Vendors booked:
 - Otherwise Brewing
 - Leghorn Wine Company
 - Family attractions/activities booked:
 - "Buck" Mechanical Bull
 - Rock Climbing Wall
 - 3 giant inflatables
 - Blooming Photo Booth
 - Buki the Clown
 - Portuguese Soccer with Alek
 - Confirmed Service Providers:
 - SMFD
 - Marin County Sheriff

- MVRS
- Merchandise Vendors/Community Organizations
 - Bom Bom Do Brasil Leggings
 - Buttersky
 - Barefoot Books
 - Terra Linda Ceramic Artists
 - Renata Rodrigues Handmade Jewelry
 - SalonDNA
 - Just For You
 - Uwrap
 - Marin Casa
 - Marin Humane
 - Marin Healthy Youth Partnerships – Raising the Bar
 - Project Awareness and Special Sports
 - Strawberry Seals
 - Strawberry Point PTA
- Sponsorships
 - Grant received from PG&E: \$3,000
 - Payment received from Joan Kermath: \$500

Rentals

- Increasing facility rentals due to end of summer programming.
- Legends Baseball completed their 5th week of summer camp

Marketing

- New Community Night promotional material created for volunteers, sponsors, and event guests, biweekly emails
- Community Night banners/posters posted.
- Community Night T-shirts ordered, set to arrive 8/15.
- Community Night ad running in The Ark.

Misc

- Sport Court
 - Additional work needed to fulfill ADA requirements on path of travel from parking lot to sport court
 - Several documents need to be completed
 - Final inspections will happen after the above issues are completed
 - Had several fence jumpers – who will be subject to SRD Code of Conduct and Trespassing Laws

- New tennis and sport court configuration working well
- New-hire update
 - The offer for Recreation Coordinator was extended and accepted. New person expected start date September 2. This new position brings our full-time number to 8 employees.
- Nancy met with new TPLL President.
 - Open items – scoreboard replacement
 - TPLL Parent Volunteers
- Nancy met with Next Level Strategies to review SRD policies for new Employee Handbook.
 - Expect to have ready for Board to review and approve by September meeting
- Nancy will begin new playground planning once the sport court is open for use.
- Final Prop 68 Grant paperwork submitted to the California State Parks Office. Takes 6 – 8 weeks to receive a check.
- CalRecycle Organics Recycling Annual Reports completed and submitted
 - Thanks to Mill Valley Refuse for help with the information

SRD Financial Summary
07/01/2024 - 08/09/2024

	FY 2024.2025			FY 2023.2024		
Operating	Revenue	Expenses	Net Inc./Loss	Revenue	Expenses	Net Inc./loss
Youth Recreation	\$ 25,308	\$ 115,629	\$ (90,321)	\$ 50,321	\$ 75,829	\$ (25,508)
Special Events	\$ 1,435	\$ 1,227	\$ 208	\$ 2,140	\$ 1,149	\$ 991
Adult Rec. Classes	\$ 5,790	\$ 675	\$ 5,115	\$ 7,560	\$ 1,449	\$ 6,411
Aquatics	\$ 26,277	\$ 95,352	\$ (69,075)	\$ 12,298	\$ 52,018	\$ (39,720)
Tennis	\$ 21,352	\$ 44,464	\$ (23,112)	\$ 4,955	\$ -	\$ 4,955
Facilities	\$ 3,017	\$ 44,324	\$ (41,307)	\$ 19,094	\$ 49,255	\$ (30,161)
Administration	\$ -	\$ 88,447	\$ (88,447)	\$ 300	\$ 51,573	\$ (51,273)
Total Operating	\$ 83,179	\$ 390,118	\$ (306,939)	\$ 96,668	\$ 231,273	\$ (134,605)
						\$ -
Non Operating						\$ -
Measure A	\$ -	\$ -	\$ -	\$ 53,478	\$ -	\$ 53,478
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	
Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
Other Funds	\$ 45,962	\$ -	\$ 45,962	\$ 42,283	\$ -	\$ 42,283
Capital Improvements	\$ -	\$ 128,156	\$ (128,156)	\$ -	\$ 1,990	\$ (1,990)
Zone IV	\$ -	\$ -	\$ -	\$ 350,000	\$ 338,415	\$ 11,585
Zone V	\$ -	\$ 1,378	\$ (1,378)	\$ -	\$ 1,300	\$ (1,300)
Other Expenses	\$ -	\$ -	\$ -	0	0	\$ -
Total Non-Operating	\$ 45,962	\$ 129,534	\$ (83,572)	\$ 445,761	\$ 341,705	\$ 104,056
			\$ -			\$ -
Net Rev, Exp & Income	\$ 129,141	\$ 519,652	\$ (390,511)	\$ 542,429	\$ 572,978	\$ (30,549)
Total Net w/o Zone IV			\$ (390,511)			\$ (42,134)
Balance Sheet Cash	Aug-24	Aug-23	Change			
General Fund	\$ 2,128,911	\$ 3,195,902	\$ (1,066,991)			
Replacement Resv	\$ 1,630,153	\$ 592,048	\$ 1,038,105			
Measure A	\$ 23,948	\$ 136,997	\$ (113,049)			
Payroll Clearing	\$ 79,860	\$ 82,934	\$ (3,074)			
Credit Card Acct.	\$ 28,797	\$ 58,869	\$ (30,072)			
	\$ -	\$ -	\$ -			
Total	\$ 3,891,669	\$ 4,066,750	\$ (175,081)			

PUBLIC COMMENT SUBMISSION

Project ID: P1490

Document: Draft Environmental Impact Report for the North Coast Land Holdings Master Plan and Community Plan Amendment Project

Submitted to: Michelle Levenson, Principal Planner, EnvPlanning@marincounty.gov

Date: [INSERT]

Submitted by: Strawberry Recreation District (SRD)

COMMENT #1: PROPOSED FITNESS CENTER SHOULD BE LIMITED TO SITE RESIDENTS AND AFFILIATES OF THE ACADEMIC CAMPUS (Page 2-17)

The proposed 17,000-square-foot fitness center, while intended for local residents within walking distance, may attract visitors from further afield due to the impracticality of enforcing the walking-distance restriction. The resulting increase in traffic could strain the local infrastructure, an impact that has not been adequately addressed in the current IER.

Requested Developer Action: Membership to fitness facilities should be limited to on-site residents and affiliates of the academic campus only.

COMMENT #2: NO MITIGATION MEASURES PROPOSED FOR INCREASED DEMAND FOR RECREATIONAL FACILITIES AND SERVICES (IMPACT 3.13-4)

While the EIR acknowledges the proximity of SRD to the proposed Seminary Development and downplays the impact on recreational facilities, the reality is that SRD is already a vital resource for local families. It's a primary destination for the community, but it requires significant improvements to meet existing demand. The influx of new residents from the development will increase demand at SRD and highlights the need for updating the current aging facilities. Based on historical precedent, set by previous developers within the Strawberry Peninsula, we believe North Coast Land Holdings should be required to donate to the Recreation District. In the past, developers have donated land around the Strawberry Peninsula for recreational purposes, while the current need is to renovate the 1970s built hub of Strawberry Recreation District.

Requested Developer Action: Regardless of any new parks created within the development, SRD (owned and maintained by SRD) will remain a central hub for both the existing community and future Seminary residents. We strongly encourage North Coast Land Holdings to recognize and address this potential impact in a revised community engagement plan. Given its proximity Strawberry Recreation District, as a condition of development we urge North Coast Land Holdings to mitigate the strain on SRD by contributing \$5,000,000 towards the development of a new Community Building and Locker Room Facility at SRD. This investment would greatly benefit countless families and the broader community. In recognition of their contribution, North Coast Land Holdings would be honored.

COMMENT #3: NO MITIGATION MEASURES PROPOSED FOR INCREASED USE OF EXISTING NEIGHBORHOOD AND REGIONAL PARKS OR OTHER RECREATIONAL FACILITIES SUCH THAT SUBSTANTIAL PHYSICAL DETERIORATION OF THE FACILITY WOULD OCCUR OR BE ACCELERATED (IMPACT 3.13-6)

Strawberry residents already experience high demand for Strawberry Recreation District programs, often facing sold-out camps, after-school activities, and swim lessons due to our limited facilities. The proposed development is likely to worsen this situation, making it even more difficult for current residents to access recreational facilities like the swimming pool, indoor gym, and various programs for all ages.

Requested Developer Action: We strongly encourage North Coast Land Holdings to acknowledge the potential strain on Strawberry Recreation District facilities and incorporate this into a revised community engagement plan. Furthermore, we urge them to make annual contributions to the Strawberry Recreation District to support ongoing capital improvements. This funding could facilitate projects like the proposed community building expansion, benefiting both existing Strawberry residents and future residents of the Seminary development. This proactive contribution would help alleviate the increased demand for recreational facilities and programs that the development is anticipated to create.

DRAFT