

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

SRD Board Meeting Notice and Agenda Tuesday, January 14, 2025
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) (one matter)
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 agendized matter (limit: two mins per person).**
 - A. New Business Items – Board members to provide brief updates
 - B. Approval of the Minutes of December 3, 2024, meeting
 - 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:** Sport court courtyard change order
Recommended Action: Approve
7. **Discussion/Action:** Roofing Quote for Exterior Buildings
Recommended Action: Approve
8. **Discussion/Action:** 2025 TPLL Contract
Recommended Action: Approve
9. **Discussion/Action:** Form Ad Hoc Committee to assist GM with new playground bid
Recommended Action: Note Committee Members – Give Direction to Staff
10. **Discussion/Action:** Form Ad Hoc Committee to begin discussions with Tiburon re: possible partnership for Aquatics Facility improvements.
Recommended Action: Committee Members – Give Direction to Staff

Next Regular Session Board Meeting is February 11, 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

December 3, 2024

No closed session

Meeting called to order at 6:04 pm

Roll Call: Nichols, Teese, Michael, Waterfield

Public expression: No public comments

- **Oath of Office**

Nicholas, Michael, and Waterfield took the oath of office for their new board terms.

- **Election of Officers**

The following slate of officers was proposed:

President: Teese

Vice President: Nicholas

Secretary: Michael

Motion to approve the proposed slate by Nicholas and seconded by Teese and unanimously approved.

B. Approval of the Minutes from November 2024 - Motion to approve minutes by Teese, and seconded by Michael and unanimously approved.

C. General Manager's Report

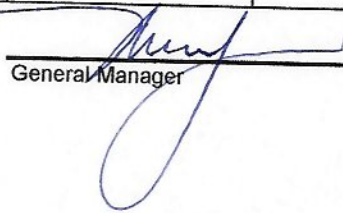
Discussed community center improvements, focusing on a new camera system and a planned playground renovation. Discussed the camera system's usability and support. The playground project faces challenges with the bidding process, site constraints, and ADA compliance, with an estimated cost of \$750,000. It was proposed to form an ad hoc committee to assist with planning and explore fundraising options, including potential collaboration with Tiburon. Expanding the pool and upgrading its systems were also discussed.

Meeting adjourned at 6:50pm.

*** PAYROLL CLEARING***

On the 14th day of January 2025, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD4304	Dohoney, Trinity J	Paystub	2385.90
DD4305	Khaliq-Baporia, Faizal	Paystub	1769.1
DD4306	Law, Ryan J	Paystub	2,057.87
DD4307	McCall, Justin M	Paystub	2,341.45
DD4308	Mitchell, Morgan	Paystub	2,132.22
DD4309	Sacchetto, Marco J	Paystub	2,046.33
DD4310	Shapiro, Nancy R	Paystub	4,256.23
DD4311	Woods, Samuel A	Paystub	2,344.21
	CAL PERS	payroll Checks	4471.94
	Quickbooks	Quickbooks Payroll fees	154.00
	3332.00	Payroll Taxes FWT	7712.32
	3550.06	Payroll Taxes FICA	
	830.26	Payroll Taxes MCARE	
	State taxes	1373.26	Payroll taxes SWT
		484.81	Payroll Taxres SUI
		343.56	Payroll Taxes SDI
			33873.20



 General Manager

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

118 East Strawberry Drive
Mill Valley, California 93931

1/8/2025

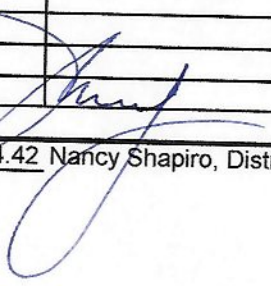
Youth Playclub	2184.00	Total Cash	1315.00
Jr Berries	0.00	Total Checks	14045.69
Youth Contract Class	0.00	<u>Total</u>	15360.69
Adult Basketball	50.00		
Holiday Cheer	0.00		
Adult Group Ex	640.00		
Adult Enrichment	985.00		
Pool Drop-In	20.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	2369.00		
Aquatics Guest Fees	0.00		
Pool Lessons	0.00		
Pool Adult classes	240.00		
Pool Swim Team fees	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	2200.00		
Tennis Membership	1023.00		
Facilities Rental	4649.69		
Deposits Held on Rental	1000.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other	0.00		
Other 2	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	15360.69		



On the 14th Day of January 2025, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose	Amount
809313674	Cintas Corporation	Supplies(usable)	398.12
		Pool Maint Supplies	
		CIP	6,225.00
809313675	Fowler Electric Service, Inc.	Supplies(usable)	120.52
809313676	Goodman's Building Supply	Youth Contract Service/Daycamp	225.00
809313677	Jeremy Shafer	Admin Acct/Audit/bookkeeping	1,050.00
809313678	Katharine Rittenburg	Facilities Field Contract serv	3,731.00
809313679	Landesign Construction and Maint. Inc.	Zone V Contract Service	
		Pool Chemicals	226.38
809313680	Lincoln Aquatics	CIP	4,700.00
809313681	Lyn Spessard	Facilities Repairs(emp)	768.01
809313682	Mill Valley Refuse Service, Inc.	Facilities Parks Repairs(emp)	
		Pool Utilities	12,282.43
809313683	PG&E	Facilities Utilities	
		Admin IT	1,845.00
809313684	Powerhouse Security	Admin Brochure/Marketing	350.00
809313685	Reach Media Network	Facilites Janitorial/Maintenanc	5,500.00
809313686	Vanguard Cleaning Systems of the Northbay	Admin Medical	72.96
809313687	VSP	Facilities Full Time Medical	
		Pool Full Time Medical	
		Youth Medical	
			37,494.42

Total 37494.42 Nancy Shapiro, District 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 8, 2025

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 Eighty-nine and 00/100 (689.00) TO the Strawberry Recreation District Operating Fund Account #80938551 FROM the Strawberry Recreation District Zone 5 De Silva Account #80958551.

January 14, 2025

Yours sincerely,



Nancy Shapiro
District Manager

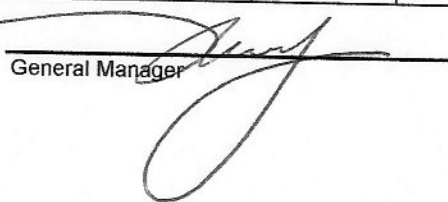
NS/kr

Cc: Bookkeeper

*** PAYROLL CLEARING***

On the 14th day of January 2025, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD4275	Alber, Mary C	Paystub	362.88
DD4276	Diaz, Celeste C	Paystub	93.08
DD4277	Dohoney, Trinity J	Paystub	2,376.02
DD4278	Faust, Chloe H	Paystub	250.95
DD4279	Hardy, Autruyana A	Paystub	378.69
DD4280	Hirschbein, Hannah E	Paystub	57.48
DD4281	Kelly, Henry A	Paystub	123.19
DD4282	Khaliq-Baporia, Faizal	Paystub	1,824.85
DD4283	Kux, Maya J	Paystub	47.69
DD4284	Lacey, Hannah W	Paystub	187.07
DD4285	Law, Ryan J	Paystub	2,063.55
DD4286	May, Grainne C	Paystub	109.50
DD4287	McCall, Justin M	Paystub	2,331.48
DD4288	Mitchell, Morgan	Paystub	2,164.24
DD4289	Narvaez, Jacqueline N	Paystub	568.32
DD4290	Octavio, Eleanor A	Paystub	333.76
DD4291	Padilla, Julianna N	Paystub	259.97
DD4292	Pearson, Nate/lan G	Paystub	164.25
DD4293	Pineda, Georgia M	Paystub	155.13
DD4294	Powell, Tylan D	Paystub	155.13
DD4295	Rosedale, Capri F	Paystub	95.35
DD4296	Sacchetto, Marco J	Paystub	2,036.20
DD4297	Saltzman, Andrew J	Paystub	104.95
DD4298	Sedlak, Claire M	Paystub	712.78
DD4299	Shapiro, Nancy R	Paystub	5,050.42
DD4300	Skomer, Auden R	Paystub	73.00
DD4301	Stephenson, Marley J	Paystub	131.41
DD4302	Vaughan, Wyatt O	Paystub	120.44
DD4303	Woods, Samuel A	Paystub	2,333.25
9449	Hill, Matthew P	payroll Checks	164.25
9450	Judson, Colin L	payroll Checks	60.69
9451	Khaliq-Baporia, Farhan	payroll Checks	60.69
9452	Magenau, Sierra W	payroll Checks	65.71
9453	Samaras, Gianna	payroll Checks	57.48
	CAL PERS	payroll Checks	3361.14
	Quickbooks	Quickbooks Payroll fees	135.75
		3652.00 Payroll Taxes FWT	8015.20
		3369.04 Payroll Taxes FICA	
		994.16 Payroll Taxes MCARE	
	State taxes	1490.49 Payroll taxes SWT	1941.75
		74.18 Payroll Taxres SUI	
		377.08 Payroll Taxes SDI	
			38527.69


 General Manager

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

On the 14th Day of January 2025, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose		Amount
809313669	Academia HRT, Inc.		Tennis Contract Services	5,859.49
809313670	CAL PERS-medical	1,112.90	Admin Medical	7,809.00
		2,225.80	Pool Full Time Medical	
		2,225.80	Facilities Full Time Medical	
		2,225.80	Youth Medical	
		18.70	Admin Medical	
809313671	Delta Dental of California	96.10	Admin Dental	384.4
		96.10	Facilities Full Time Dental	
		96.10	Pool Full Time Dental	
		96.10	Youth Dental	
809313672	RecDesk LLC		Admin Contract Services/Consult	
809313673	Strawberry Recreation District		Payroll Clearing Account	11,387.00
				80,000.00
				105,439.89

Total 105439.89 *Nancy Shapiro*, District Manager

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

Warrant Date 12-18-24

On the 14th Day of January 2025, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose	Amount
809313642	Academia HRT, Inc.	Youth Contract Services/Contrac	8,724.80
809313643	Alek Cordeiro	3,694.60 Youth Contract Services/Contrac	8,952.30
809313644	Brady Industries	5,257.70 Youth Contract Serv/Jr. Berries	
		41.14 Supplies(usable)	215.65
		174.51 Supplies(usable)	
809313645	Brian Scott	Youth Contract Service/Daycamp	200.00
809313646	Chess Wizards, Inc.	Youth Contract Services/Contrac	1,041.60
809313647	Daina C Selph	Youth Contract Services/Contrac	2,768.50
809313648	Darlene Elko	Youth Contract Services/Contrac	2,520.00
809313649	Department of Justice	Admin Fingerprinting	32.00
809313650	Elly Hakami	Youth Contract Services/Contrac	1,459.20
809313651	Fast Signs	Admin Office Supplies	81.94
809313652	Hydrex Pest Control	Facilities Contract Service	70.00
809313653	Karen Bohlin	Adult Contract Services	234.00
809313654	Katherine Hale	Youth Contract Serv/Jr. Berries	2,520.00
809313655	Katia McHaney	Youth Contract Services/Contrac	6,244.00
809313656	Keith A Pollack	Youth Contract Services/Contrac	1,459.20
809313657	L&M Distribution, Inc.	Tennis Supplies	559.23
809313658	Lincoln Aquatics	290.30 Pool Chemicals	1,482.17
		1,139.93 Pool Chemicals	
		51.94 Pool Chemicals	
809313659	Marco Torresi	Adult Contract Services	2,154.60
809313660	Marin Municipal Water District	1,254.00 Facilities Utilities	6,270.01
		3,135.01 Pool Utilities	
		1,881.00 Facilities Field Utilities	
809313661	Megan Scott	Adult Contract Services	600.00
809313662	Nancy Mimms	Adult Contract Services	375.00
809313663	Play-Well TEKologies	Youth Contract Services/Contrac	3,171.70
809313664	Rebecca Callaway	Pool Contract Services	487.20
809313665	Town of Tiburon	Admin Other Adv/Promo	175.00
809313666	Wee Yogis	Youth Contract Services/Contrac	1,176.00
809313667	Your Language and Cultural Center, Inc.	Youth Contract Services/Contrac	2,998.80
809313668	Joanna Lovett	Deposits Held on Rental	1,000.00
			56,972.90

Total


56972.90 Nancy Shapiro, District Manager

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

12/18/2024

118 East Strawberry Drive
Mill Valley, California 93931

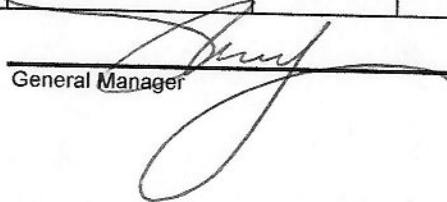
Youth Playclub	1974.00	Total Cash	5107.00
Jr Berries	0.00	Total Checks	41290.00
Youth Contract Class	0.00	<u>Total</u>	46397.00
Adult Basketball	0.00		
Holiday Cheer	116.00		
Adult Group Ex	0.00		
Adult Enrichment	0.00		
Pool Drop-In	80.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	35209.00		
Aquatics Guest Fees	40.00		
Pool Lessons	0.00		
Pool Adult classes	96.00		
Pool Swim Team fees	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	4500.00		
Tennis Membership	734.00		
Facilities Rental	3648.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Zone IV Cove	0.00		
Other 2	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	46397.00		



*** PAYROLL CLEARING***

On the 14th day of January 2025, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Payroll Checks:

Number	Warrant in favor of	Purpose	Amount
DD4245	Alber, Mary C	Paystub	190.93
DD4246	Bohner, Pamela G	Paystub	182.5
DD4247	Brown-Ross, Cole D	Paystub	91.25
DD4248	Cunningham, Dean	Paystub	82.12
DD4249	Diaz, Celeste C	Paystub	459.89
DD4250	Dohoney, Trinity J	Paystub	2,376.01
DD4251	Faust, Chloe H	Paystub	301.12
DD4252	Gazzola, Jesse M	Paystub	41.99
DD4253	Hardy, Autruyana A	Paystub	45.63
DD4254	Kelly, Henry A	Paystub	65.70
DD4255	Khaliq-Baporla, Faizal	Paystub	1,767.15
DD4256	Kux, Maya J	Paystub	39.01
DD4257	Lacey, Hannah W	Paystub	223.55
DD4258	Law, Ryan J	Paystub	2,047.73
DD4259	McCall, Justin M	Paystub	2,331.49
DD4260	Mitchell, Morgan	Paystub	2,139.54
DD4261	Narvaez, Jacqueline N	Paystub	427.06
DD4262	Nichols, Cale B	Paystub	273.75
DD4263	Octavio, Eleanor A	Paystub	86.68
DD4264	Padilla, Julianna N	Paystub	120.46
DD4265	Powell, Tylan D	Paystub	109.50
DD4266	Rosedale, Capri F	Paystub	95.37
DD4267	Sacchetto, Marco J	Paystub	2,036.18
DD4268	Sanger, Shivali	Paystub	237.25
DD4269	Sedlak, Claire M	Paystub	270.83
DD4270	Shapiro, Nancy R	Paystub	4,754.40
DD4271	Skomer, Auden R	Paystub	82.13
DD4272	Stephenson, Marley J	Paystub	73.91
DD4273	Teese, Peter	Paystub	273.75
DD4274	Woods, Samuel A	Paystub	2,333.25
9443	Hill, Matthew P	payroll Checks	57.48
9444	Judson, Colin L	payroll Checks	125.69
9445	Khaliq-Baporla, Farhan	payroll Checks	69.35
9446	Magenau, Sierra W	payroll Checks	82.12
9447	Scott, Charles E	payroll Checks	86.69
9448	Weingart, Nathan T	payroll Checks	73.91
	CAL PERS	payroll Checks	3361.14
	Quickbooks	Quickbooks Payroll fees	262.50
		3537.00 Payroll Taxes FWT	8348.12
		3844.30 Payroll Taxes FICA	
		966.82 Payroll Taxes MCARE	
	State taxes	1468.28 Payroll taxes SWT	1894.60
		59.56 Payroll Taxes SUI	
		366.76 Payroll Taxes SDI	
			37921.73


 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

December 11, 2024

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

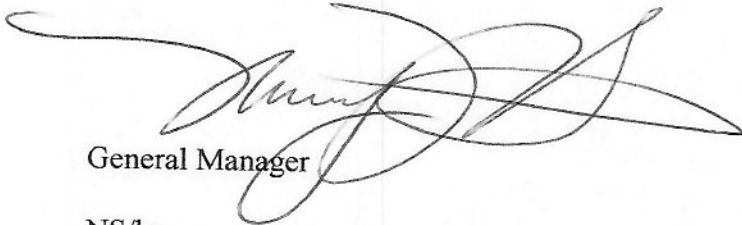
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of Twenty-four Thousand Five Hundred Forty-Two and 85/100 (24542.85) FROM the Strawberry Recreation District Operational Fund Account #80938551 TO the Strawberry Recreation District Zone IV 04 Measure B Fund Account #81018551

This action will be confirmed and ratified at the Regular Meeting of the Board of Directors on January 14, 2025.

Yours sincerely,



General Manager

NS/kr

Cc: Bookkeeper

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

12/11/2024

118 East Strawberry Drive
Mill Valley, California 93931

Youth Playclub	5754.00	Total Cash	28.00
Jr Berries	0.00	Total Checks	39359.85
Youth Contract Class	8063.00	<u>Total</u>	39387.85
Adult Basketball	0.00		
Halloween	0.00		
Adult Group Ex	0.00		
Adult Enrichment	0.00		
Pool Drop-In	0.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	0.00		
Pool Lessons	0.00		
Pool Adult classes	28.00		
Pool Swim Team fees	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	0.00		
Facilities Rental	1000.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other Zone IV Cove	24542.85		
Other 2	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	39387.85		



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

December 4, 2024

Auditor-Controllers Office
Civic Center
San Rafael, CA 94903

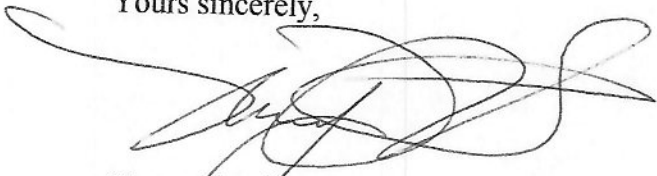
Attn: Phil Scott
Special District Auditor

Dear Sir;

This letter authorizes the County of Marin to transfer the amount of Six hundred Eighty-nine and 00/100 (689.00) TO the Strawberry Recreation District Operating Fund Account #80938551 FROM the Strawberry Recreation District Zone 5 De Silva Account #80958551.

December 10, 2024

Yours sincerely,



Nancy Shapiro
District Manager

NS/kr

Cc: Bookkeeper

Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

12/4/2024

118 East Strawberry Drive
Mill Valley, California 93931

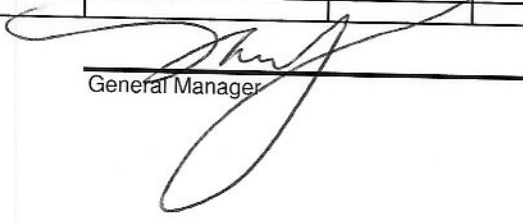
Youth Playclub	455.00	Total Cash	152.00
Jr Berries	0.00	Total Checks	2259.00
Youth Contract Class	1340.00	<u>Total</u>	2411.00
Adult Basketball	0.00		
Halloween	0.00		
Adult Group Ex	440.00		
Adult Enrichment	0.00		
Pool Drop-In	40.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	20.00		
Pool Lessons	0.00		
Pool Adult classes	116.00		
Pool Swim Team fees	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 CAPRI WC refund	0.00		
Other 2	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	2411.00		



*** PAYROLL CLEARING***

On the 10th day of December 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
DD4218	Alber, Mary C	Paystub	280.96
DD4219	Brown-Ross, Cole D	Paystub	63.87
DD4220	Diaz, Celeste C	Paystub	610.38
DD4221	Dohoney, Trinity J	Paystub	2,376.01
DD4222	Faust, Chloe H	Paystub	301.13
DD4223	Gazzola, Jesse M	Paystub	283.32
DD4224	Guyer, Cynara	Paystub	222.41
DD4225	Hardy, Autruyana A	Paystub	241.81
DD4226	Kelly, Henry A	Paystub	98.55
DD4227	Khaliq-Baporla, Faizal	Paystub	1,767.15
DD4228	Kux, Maya J	Paystub	39.01
DD4229	Lacey, Hannah W	Paystub	123.20
DD4230	Law, Ryan J	Paystub	2,139.61
DD4231	McCall, Justin M	Paystub	2,331.47
DD4232	Mitchell, Morgan	Paystub	2,148.22
DD4233	Narvaez, Jacqueline N	Paystub	573.26
DD4234	Octavio, Eleanor A	Paystub	65.02
DD4235	Padilla, Julianna N	Paystub	314.19
DD4236	Pearson, Nate/han G	Paystub	173.37
DD4237	Powell, Tylan D	Paystub	301.12
DD4238	Rosedale, Capri F	Paystub	190.71
DD4239	Sacchetto, Marco J	Paystub	2,068.80
DD4240	Sanger, Shivali	Paystub	391.46
DD4241	Sedlak, Claire M	Paystub	501.82
DD4242	Shapiro, Nancy R	Paystub	4,609.52
DD4243	Stephenson, Marley J	Paystub	213.53
DD4244	Woods, Samuel A	Paystub	2,333.24
9438	Hill, Matthew P	payroll Checks	238.16
9439	Khaliq-Baporla, Farhan	payroll Checks	203.71
9440	Magenau, Sierra W	payroll Checks	197.09
9441	Scott, Charles E	payroll Checks	52.02
9442	Weingart, Nathan T	payroll Checks	119.09
	CAL PERS	payroll Checks	3361.14
	Quickbooks	Quickbooks Payroll fees	127.25
		3652.00 Payroll Taxes FWT	9055.24
		4379.10 Payroll Taxes FICA	
		1024.14 Payroll Taxes MCARE	
	State taxes	1493.86 Payroll taxes SWT	1971.78
		89.49 Payroll Taxes SUI	
		388.43 Payroll Taxes SDI	
			40088.62


 General Manager

Strawberry Recreation District
 Internal Revenue Summary Sheet
 Week Ending:

11/26/2024

118 East Strawberry Drive
 Mill Valley, California 93931

Youth Playclub	0.00	Total Cash	106.00
Jr Berries	0.00	Total Checks	16359.50
Youth Contract Class	0.00	<u>Total</u>	16465.50
Adult Basketball	50.00		
Halloween	0.00		
Adult Group Ex	0.00		
Adult Enrichment	36.00		
Pool Drop-In	0.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	0.00		
Pool Lessons	0.00		
Pool Adult classes	20.00		
Pool Swim Team fees	3690.00		
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	3334.50		
Facilities Property Rental	0.00		
Other CAPRI WC refund	9335.00		
Other 2	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	16465.50		



Strawberry Recreation District
Internal Revenue Summary Sheet
Week Ending:

11/20/2024

118 East Strawberry Drive
Mill Valley, California 93931

Youth Playclub	560.50	Total Cash	134.00
Jr Berries	0.00	Total Checks	560.50
Youth Contract Class	0.00	<u>Total</u>	694.50
Adult Basketball	50.00		
Halloween	0.00		
Adult Group Ex	0.00		
Adult Enrichment	48.00		
Pool Drop-In	0.00		
Youth Daycamp	0.00		
Aquatics Pool Pass	0.00		
Aquatics Guest Fees	0.00		
Pool Lessons	0.00		
Pool Adult classes	1.00		
Pool Swim Team fees	0.00		
Tennis Classes & Clinics	0.00		
Tennis rental	0.00		
Tennis Membership	35.00		
Faciliites Rental	0.00		
Deposits Held on Rental	0.00		
Facilities Field Rental	0.00		
Facilities Property Rental	0.00		
Other	0.00		
Other 2	0.00		
Admin Advertising	0.00		
Admin Donations	0.00		
Other Licenses & Permits	0.00		
Measure A	0.00		
Credit Transfer	0.00		0
	694.50		



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

Warrant Date 11-20-24

On the 10th Day of December 2024, The Board of Directors of the Strawberry Recreation District ratified, confirmed and approved the following Warrants:

Warrant in Favor of		Purpose			Amount
809313599	Able Fence Company, Inc.			Capital Improvement Projects	32,670.00
809313600	CAL PERS-medical	1,021.41		Admin Medical	7,167.03
		2,042.82		Pool Full Time Medical	
		2,042.82		Facilities Full Time Medical	
		2,042.82		Youth Medical	
		17.16		Admin Medical	
809313601	Department of Justice			Admin Fingerprinting	79.00
809313602	Downing Heating & Air Conditioning, Inc			Facilities Contract Service	4,551.00
809313603	Flores's General Constuction			CIP	3,120.00
809313604	Katia McHaney			Youth Contract Services/Contra	6,331.28
809313605	Miller Pacific Engineering Group			CIP	2,503.00
809313606	Novato Pool Scene			Pool Repairs & Maintenance	403.70
809313607	PG&E	8,108.34		Pool Utilities	9,769.09
		1,660.75		Facilities Utilities	
809313608	Roto Rooter			Facilities Contract Service	205.00
					66,799.10

Total

66799.10 Nancy Shapiro, District Manager

January 2025 Board Update

Financial – see attached

Facilities

- Season end pool draining and refilling- balancing the chemicals- Making sure the TDS is below 4000 PPM at season opening
- Waterline tile and depth markers cleaned to remove calcium deposits
- Installed 3 new WIFI Chemical pump controllers in the pump room, now able to adjust chemicals from a computer anywhere
- Three new gate locks were installed on the tennis and sport courts. All gates now use the same technology and access cards are easier to program
 - Working through programming bugs and gate lock issues
- Fowler Electric came out and pulled a new electric line to the middle of the two tennis courts so that a new relay can be plugged in for the new gate locks.
- Concrete work was completed in the pool area along with Rust removal from older concrete
- Painted maintenance shed exterior/ snack shed cracks filled and painted/ tennis shed cracks filled and painted. Main building paint touch ups.
- Painted railing going up to the gym North/South side. Now all railings are black to match entire facility
- Sanded and Painted major field backstop, a New pad was added to replace the old
- Majors fencing project about 2/3 complete, to be finished by the end of January
 - Turf damage caused by lift to be paid for by contractor
- Beginning preparation for spring baseball.
 - Sod repair
 - Keeping grass cut as low as possible
 - Getting cinder estimates from Martin Bros

Aquatics

- Winter swim lessons
 - Not all swim lessons filled up, many swim lessons turned into private lessons
 - Total number of lessons: 48
- Annual and Q1 pool memberships went on sale December 11
 - # of Q1 : 40
 - # of Q1 Senior : 18
 - # of Annual : 41
 - # of Annual senior : 41
 - # of Annual senior pool memberships has doubled since 2024
- The pool closed December 18, 2024 and re-opened January 6, 2025
- Trinity has begun drafting Spring (A) swim lesson that are estimated to go on sale the last week of January or first week of February

- Trinity has planned and advertised 3 lifeguard classes between March and June
- Trinity will be conducting an in-service meeting with all current lifeguard and swim instructors to go over pool rules and guidelines, CPR, and swim lesson standards

Recreation – Youth

Play Club

- Began Winter Session (Jan 7 – Mar 21)
 - About 47 kids per day in Play Club
 - About 12 kids per day enrolled in the extra hour 5:00pm - 6:00pm

Afterschool Enrichment

- Began Winter Session (Jan 7 – Mar 21)
 - 242 enrollments across 19 classes – about 13 kids per class
 - 3 new classes, 1 returning class - Mathnasium, Creative Cave (Squishies and Slime Sculpting), Marin Treks, and TinkerTech
- Currently programming the Spring session (3/24/25 – 6/6/25)
 - Still searching for new afterschool programs and currently working with independent contractors to bring their programs to SRD:
 - Challenge Island, Hokali, Mt. Tam Adventures, Jim Olmstead, SunSpanish, ANTS Sports

Jr. Berries

- Currently running Jr. Berries soccer on Wednesdays and Sundays
 - 4 enrollments in Wednesday soccer, 27 in Sunday soccer
- Phonic Boom planning to return in either Spring or the following Fall
- New Jr. Berries Offerings:
 - Parent & Child Yoga
 - Monday mornings (1/27 - 2/24)
 - Little Folkies Childhood Music Class
 - Tuesday mornings (1/7 – 3/18)

Youth Programs (Weekend)

- New Youth programs scheduled for 2025:
 - Babysitter's Training Courses
 - 3/9/25: (5/12 participants)
 - 5/3/25 (3/12)
 - Lego Workshops with Play-Well Technologies
 - Battletracks Workshop 1/6/25 (SOLD OUT, 16/16)
 - Mario Day Workshop 3/8/25 (8/16)
 - Earth Day Workshop 4/19/25 (3/16)
 - Star Wars Day Workshop 5/3/25 (3/16)
 - Challenge Island Literacy Adventures family program
 - 1/25/25 (3 participants registered)
- Exploring more potential new programs.
 - Bay Area Disc Association – Ultimate Frisbee
 - SunSpanish – Replacement Spanish Teacher

- HOKALI – miscellaneous programs
- Dragonfly Designs
- Art Attack
- STEMful

Summer Camp

- Summer Camp Registration Opens January 17th
- Job listing for summer camp counselors posted on Indeed
 - 20 counselors from last summer have reached out about returning
 - New counselor role being introduced this summer - Activity Counselors
- Finalizing camp advertising with Marin Mommies, the Marin Independent Journal, Ronnie's Awesome List, and Bay Area Kid Fun
- CIT programming has been completed, CIT weekly topics have been selected.
 - CIT maximum enrollment has increased from 9 to 11 participants

Recreation – Adults

Adult Programs Currently Offered

- Beginning Bridge
 - Henrys session began 1/7 - 7 registrants
 - Peggy's session begins 1/15 - 33 registrants so far
- American Mah-Jongg
 - Beginning February 2/13 - 5 registrants
- Beginning and Intermediate Pickleball Classes
 - 7 registrants so far
- Hosting a free demo class on 1/18 with Zeena Quinn
- Intro to Sourdough Baking 2/8 - 4 registrants
- Arts & Crafts Workshop w JunJun Li 2/22 - Marketing currently
- Line Dance with Laurie – Brand New, Marketing currently
- Planning a monthly coffee & convo
- Adult Tennis – Session 1 registration, slightly below average

Programs in the Works

- Conversational Italian
- Guitar Lessons
- Range of Photography classes
- Monthly Social Dance
- Conversational Spanish

Adult Programs - December

- Alzheimer's Association: Healthy Living for Your Brain and Body 12/12
 - Totaled 14 registrants

Memberships

- Adult drop-in basketball averaging approximately 20 participants per night
 - Likely heavy due to college students returning home for the holidays
- Group exercise averaging approximately 10 participants per meeting

- Drop-In Pickleball averaging approximately 0 participants per Thursday night

Events

- Holiday Cheer
 - Scheduled for 12/10 5pm – 7pm, 195 Registrants
 - Mill Valley Middle School Choir performed 5 short songs, were well received by the audience
 - Crafts ordered from Temu, and Oriental Trading, Amazon
 - Went through 80% of crafts
 - Christmas and Kwanzaa went faster than Hanukkah
 - Raffled off \$550 of household credit, \$100 has been claimed as of 1/10
 - Ordered 200 cookies for decorating, had a surplus of 70
 - Would aim for enough cookies for 75/80% of registrants next year
 - Donated 3 bins of toys to the San Rafael Multicultural Center

Rentals

- December - 4 confirmed
- January – 1 confirmed
- February – 2 confirmed

Marketing

- Programs/Events posted on Facebook, Instagram
- Holiday Cheer was promoted through external sites: Eventbrite, Nextdoor, The Ark

Misc.

- Tennis Court Light replacement due to deterioration of filaments. Courts are not playable at night due to deterioration. Scheduled for week of January 20.
- Met with Marin LAFCo regarding a CSD for Zone IV.
 - Zone IV committee will research and anticipate another meeting with LAFCo this spring
- Upcoming costs to renovate Lifeguard Office, including new roof, gutters, new check in window, beam dry rot repairs. Doing comparison vs. prefab building. Will have more information in Feb meeting.
- Migrating to new security camera system – installation later this week
- Looking at new website design. Will have more information in Feb or March meeting.

SRD Financial Summary
07/01/2024 - 01/10/2025

Operating	FY 2024.2025			FY 2023.2024		
	Revenue	Expenses	Net Inc./Loss	Revenue	Expenses	Net Inc./loss
Youth Recreation	\$ 340,127	\$ 383,985	\$ (43,858)	\$ 335,385	\$ 346,288	\$ (10,903)
Special Events	\$ 4,412	\$ 27,238	\$ (22,826)	\$ 13,809	\$ 22,161	\$ (8,352)
Adult Rec. Classes	\$ 34,570	\$ 13,180	\$ 21,390	\$ 48,512	\$ 39,671	\$ 8,841
Aquatics	\$ 285,558	\$ 339,849	\$ (54,291)	\$ 269,211	\$ 289,582	\$ (20,371)
Tennis	\$ 120,776	\$ 40,775	\$ 80,001	\$ 117,483	\$ 46,088	\$ 71,395
Facilities	\$ 51,031	\$ 259,680	\$ (208,649)	\$ 78,139	\$ 238,594	\$ (160,455)
Administration	\$ 6,950	\$ 329,981	\$ (323,031)	\$ 2,950	\$ 229,847	\$ (226,897)
Total Operating	\$ 843,424	\$ 1,394,688	\$ (551,264)	\$ 865,489	\$ 1,212,231	\$ (346,742)
Non Operating						\$ -
Measure A	\$ 399	\$ -	\$ 399	\$ 56,655	\$ 58,986	\$ (2,331)
Grants	\$ 177,952	\$ -	\$ 177,952	\$ -	\$ -	
Property Tax	\$ 8,715	\$ -	\$ 8,715	\$ 285,169	\$ -	
Other Funds	\$ 174,208	\$ -	\$ 174,208	\$ 284,061	\$ -	\$ 284,061
Capital Improvements	\$ -	\$ 297,699	\$ (297,699)	\$ -	\$ 60,377	\$ (60,377)
Zone IV	\$ 32,194	\$ 88,650	\$ (56,456)	\$ 649,908	\$ 1,486,944	\$ (837,036)
Zone V	\$ 73	\$ 4,823	\$ (4,750)	\$ 142	\$ 4,550	\$ (4,408)
Other Expenses	\$ -	\$ -	\$ -	0	-3116	\$ 3,116
Total Non-Operating	\$ 393,541	\$ 391,172	\$ 2,369	\$ 1,275,935	\$ 1,607,741	\$ (331,806)
			\$ -			\$ -
Net Rev, Exp & Income	\$ 1,236,965	\$ 1,785,860	\$ (548,895)	\$ 2,141,424	\$ 2,819,972	\$ (678,548)
Total Net w/o Zone IV			\$ (492,439)			\$ 158,488
Balance Sheet Cash	Jan-25	Jan-24	Change			
General Fund	\$ 1,298,325	\$ 1,666,371	\$ (368,046)			
Replacement Resv	\$ 1,676,012	\$ 1,616,582	\$ 59,430			
Measure A	\$ 25,798	\$ 159,226	\$ (133,428)			
Payroll Clearing	\$ 94,369	\$ 107,702	\$ (13,333)			
Credit Card Acct.	\$ 311,939	\$ 272,175	\$ 39,764			
	\$ -	\$ -	\$ -			
Total	\$ 3,406,443	\$ 3,822,056	\$ (415,613)			
2025.2024 vs. 2024.2023						
1. Expenses 15% higher - \$182K						
2. No Measure A Revenue Yet - \$55K						
3. No Property tax or Ed. Rev Allocation yet - \$386K						
4. Facility rentals and adult rec revenue lower - added new person for additional focus						
5. Additional \$240K in capital improvements						
6. Add additional grant funds \$177K						
7. Net impact \$686K to Net Income						



Bid proposal 2 No. 1588
 2723 Gallop Dr
 Santa Rosa, CA 95407 United States
 707-393-7208
 CA CSLB License. #1074035
 hector@floresgeneralconstruction.com

Owner's Name: Nancy -GM	Email: gm@strawberryrec.org
Owner's Address: 104 Ricardo Rd	
Owner's City, State, Zip: Mill Valley 94941	
Owner's Phone: 415.383.6494	Owner's Alt Phone:
Project Name & Address: Pave Work	

Item	Description	Amount
Demolition	We need to remove the old concrete hauling and trash area of the concrete of the front of the office around the Circle perimeter 148ft remove the concrete by the pool area total Sqf.t we remove the old concrete 4,820 Sqf.t we need Remove the Dirt about 2" Hauling and Resycle all the concrete and the dir	\$ 7,891.00
Paver installation and prepare work	Pool Side area dimensions 1,160 Sqf.t 870 Sqf.t Court area Dimensions 980 Sqf.t office area 1,130 Sqf.t side next to the Seat area dimensions 680 Total Sqf.t 4,820 Sqf.t 15 % Watage 5,543 Sqf.t Remove the dirt with about 5 in deep as long side of circle Materials will be used for the Prepared work 3" Recycle base 3" concrete sand mixed with cement compact area Install the paver install new border around the Circle and the exterior areas Install on the top polymeric pavers sand we need to Reinstall the Drin and the box will be about two months of work Total Labor Hours 320 the group will for 4 to 5 working guys	\$ 89,890.00

materials paver CHARCOAL TAN Materials prepared	GREY	-LARGE CATALINA GRANA COMBO 120 SQFT /PALLET PALLET CHARGE OUT 52 EA -GATOR MAXX BEIGE 50# BAG (EA) 56/PALLET -3/4" MINUS BLUE SHALE *89 8 CUYD -CONCRETE SAND *56 8 CUYD -COLOR: GREY CHARCOAL TAN **FULL PALLETS ONLY** 5280 sqft total needed 375 of border	\$ 49,664.00
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Subtotal: \$ 147,445.00

Tax Rate: 0

Taxes: 0.00

Total: \$ 147,445.00

Comment: Any Changes will be on Extra cost will be approve by the owner

Date submitted: 12-17-2024

APROVED BY OWNER:

SUBMITTED BY:

(Owner's Signature)

(Contractor's Signature)