



THE RANCH

Belvedere Tiburon Joint Recreation Committee

AGENDA

Monday, July 17, 2023 at 7pm

Dairy Knoll Center, Room 1, 600 Ned's Way, Tiburon

The public is invited to attend in person at Dairy Knoll Center

REGULAR MEETING – 7pm

Call Meeting to Order and Roll Call

- Board Chair, Julianne Schaefer of Belvedere
- Vice Chair, Victoria Gazulis of Tiburon
- Tiburon Town Council Rep, vacant
- Belvedere City Council Rep, Sally Wilkinson
- Reed Union School District Rep, Liz Webb
- Belvedere Rep, Melissa Feder
- Belvedere Rep, Chelsea Schlunt
- Tiburon Rep, Dan Fletcher
- Tiburon Rep, Jerry Riessen

1. PUBLIC COMMENT

The public may direct questions or comments related to The Ranch business to the Board and Director concerning matters not listed on the agenda for up to three minutes. The Board can take no action unless the matter is placed on a subsequent agenda.

2. MINUTES Approval of Minutes from Regular Board Meeting on May 15, 2023

MOTION _____ SECOND _____ VOTE _____

3. DISCUSSION ITEM – Tiburon Master Parks and Recreation Update

STAFF REPORT – Community Parks and Recreation Survey and site visits

4. DISCUSSION ITEM – Legal Representation for The Ranch

STAFF REPORT – The Ranch is seeking new legal representation. Recreation Director Hotchkiss seeking subcommittee to tackle this project.

5. DISCUSSION ITEM – Programming Updates

STAFF REPORT – Spring programs, summer camps, adult sport leagues, and special event updates.

6. DISCUSSION ITEM – The Ranch Financials

STAFF REPORT

- 2022-2023 fiscal year report
- 2023-2024 March year to date report

ADJOURN

GENERAL PUBLIC INFORMATION

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Director of Belvedere-Tiburon Joint Recreation (415) 435-4355 ext.1004. Notification 48 hours prior to the meeting will enable BTJR to make reasonable accommodation for full participation. (28 CFR 35,102-35,104 ADA Title II)

Upon request, The Ranch will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least 5 days before the meeting. Requests should be sent to the Director of Belvedere-Tiburon Joint Recreation at the above address.

AVAILABILITY OF INFORMATION

Copies of all agenda reports and supporting data are available for viewing and inspection at Dairy Knoll Center, 600 Neds Way, Tiburon. Agendas and Minutes are posted on our website www.theranchtoday.org and at Dairy Knoll Center, Tiburon Town Hall and Belvedere City Hall.

TIMING OF ITEMS ON AGENDA

While The Ranch Board of Directors attempts to hear all items in order as stated on the agenda, it reserves the right to take items out of order. No set times are assigned to items appearing on the agenda.

PUBLIC COMMENT

The public may also submit comments in advance of the meeting by emailing The Ranch Administrative Assistant at: officeadmin@theranchtoday.org

Please write "Public Comment" in the subject line. Comments submitted one hour prior to the commencement of the meeting will be presented to the Board and included in the public record for the meeting. Those received after this time will be added to the record and shared with Board Members after the meeting.



THE RANCH
(Belvedere Tiburon Joint Recreation Committee)
DRAFT Meeting Minutes
Monday, May 15, 2023, 7:00 p.m.
Dairy Knoll, 600 Ned's Way, Tiburon CA 94920

Regular Meeting – 7pm

1. Call to Order and Roll Call

Julianne Schaefer called the meeting to order at 7:07p.m., with the following Board Members present:

Julianne Schaefer - Tiburon Representative, Chair	Present
Victoria Gazulis - Tiburon Representative, Vice-Chair	Present
Jerry Riessen– Tiburon Representative	Present
Dan Fletcher – Tiburon Representative	Present
Melissa Feder – Belvedere Representative	Absent
Chelsea Schlunt – Belvedere Representative	Present
Sally Wilkinson – Belvedere Council Member	Present
Liz Webb – RUSD Representative	Absent

Staff:

Jessica Hotchkiss, Recreation Director

2. Public Comment

No Public Comment

3. Approval of Minutes for March 30, 2023

**Motion Chelsea Schlunt Second Jerry Reissen Vote 4 In Favor, 2 Abstained, 2 Absent
Motion Passed.**

4. Welcome new Tiburon Representative Board Member Dan Fletcher. Dan is relatively new to Tiburon, and along with his wife chose Tiburon as a close knit community where they could raise their two young children. They have been enjoying Ranch events and looking for ways to give back to the community and get involved.

Welcome new board member Alex Lionetti Walton, local Marin parent, that has joined The Ranch as our new Office Administrator.

Hiring for our summer and office positions have been going well and we have not been experiencing hiring struggles.

6. **Discussion Item – Master Plan for Parks and Recreation and POSCL Visit**

The Ranch is working with the Town of Tiburon and City of Belvedere in respect to their Parks and Open Space Commissions. Director Hotchkiss attended Belvederes POSCL Commission to give a recreation update which is a new relationship. Director Hotchkiss is also currently a committee member of Tiburon's Parks and Recreation Master Plan. This plan is a 13 month study, conducted by an outside consulting firm, with the purpose of providing the Town of Tiburon with guidance for growth or development in the areas of parks and recreation. By participating in this study, The Ranch is assisting in creating the community survey and will receive the results of the survey and the final assessment of Tiburon's parks and recreation services, at no cost. She is encouraging all community members to fill out the survey when the time comes.

7. **Discussion Item- Dairy Knoll Parking Lot Update**

Dairy Knoll Center opened in 2013 and since then many non customer community members park or abandon vehicles in our lot leading to an unsafe environment and lack of parking for our participants. Recreation Director had a glad of correcting this issue this year and along with the Town of Tiburon Public Works Department, 3 hour parking signs were put in place. Moving forward, the hourly lot will be patrolled and enforced by the Tiburon Police Department which will help keep our lot open for our participants.

8. **Discussion Item – Accountant Update**

In March the Ranch was informed that the City of Belvedere would no longer be able to provide free accounting services. They have an increased work load and accounting projects in their city that demand all their attention. The Ranch has moved forward with hiring local bookkeeper Mary Hayden. Mary has been a bookkeeper for over 20 years and most recently was at the Belvedere Tennis Club. Mary is working with Helga, our current City of Belvedere bookkeeper, in this transition. In hiring our own bookkeeper is a new expense for The Ranch. Director Hotchkiss believes the expense will be absorbable in this fiscal year and will have to make budget adjustments in the future to take on this additional expense. Both Recreation Director and new bookkeeper Mary Hayden have access to financial accounts and are checked regularly. Recreation Director feels that having a new bookkeeper to solely focus our financials we will receive monthly financials on a more timely basis.

9. **Discussion Item – Financials**

During our accountant transition we do not currently up to date financials to report and we are still working on the 22-23FY audit, however The Ranch, to date, is experiencing a good financial year and seen strong Spring and Summer registration. With that being said Recreation Director Hotchkiss anticipates to end the fiscal year not as strong as budgeted, due to the loss of taekwondo revenue and the expense of a bookkeeper, but still end the year in the positive at \$40,000.

Adjourn at 7:47pm

THE RANCH - BELVEDERE-TIBURON JOINT RECREATION COMMITTEE
Proposed Budget for FY 22-23 - March 1, 2022 - February 28, 2023
 Year End Final P/L Financials

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
PROGRAM SUMMARY							
Academy Revenues	644,433	653,735	294,263	609,226		646,500	907,751
Academy Expenses	399,166	388,492	165,702	384,497		401,500	602,673
Net Academy Program	245,267	265,243	128,561	224,729		245,000	305,078
Adult Revenues	166,601	201,635	58,518	165,548		175,000	219,603
Adult Expenses	97,129	128,018	49,154	108,114		109,000	140,281
Net Adult Program	69,472	73,617	9,364	57,434		66,000	79,322
Camps Revenues	557,195	649,337	149,497	487,533		597,945	632,965
Camps Expenses	333,914	350,130	78,734	247,369		370,494	353,155
Net Camps Program	223,281	299,207	70,763	240,164		227,451	279,810
Other Program Revenues	424,690	388,244	188,318	382,311		394,600	431,842
Other Program Expenses	289,484	265,567	113,223	252,942		246,740	278,813
Net Other Program	135,206	122,677	75,095	129,369		147,860	153,029
Interest Income	-	-	2,412	244		-	4,554
Net non Program	-	-	2,412	244		-	4,554
Facility Rental Income	18,658	20,999	858	3,823		8,500	4,490
Facility Rental Expense	790	2,566	118	105		1,000	18
Total Facility Rental	17,868	18,433	740	3,718		7,500	4,472
Subtotal Program Revenue	1,811,577	1,913,950	691,454	1,648,441		1,822,545	2,201,205
Subtotal Program Expense	1,120,483	1,134,773	406,931	993,027		1,128,734	1,374,940
PROGRAM NET REVENUE	691,094	779,177	284,523	655,414		693,811	826,265

ADDITIONAL REVENUE

Fees Revenue	-	-	-	67,022		47,250	69,960
Community Contributions Revenue	-	-	124,730	68,600		-	-

EXPENSES

Administrative Expenses	(678,565)	(654,680)	(475,920)	(632,141)		(667,354)	(723,551)
Dairy Knoll Expenses	(57,012)	(55,855)	(23,975)	(33,669)		(43,325)	(40,546)

YEAR END Net Gain/Loss	(44,362)	87,631	(90,642)	125,226		30,382	132,128
Year End Reserves from Audit	125,359	214,285	165,783	274,581			

18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through Feb
End Financials	End Financials	End Financials	End Financials		FY22-23	

ACADEMY

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
Spring 2022(AC3)							
Academy Revenues	163,111	150,982	14,264	95,406		155,000	160,026
Academy Expenses and Contractor Payouts	65,416	57,458	10,661	34,425		64,000	72,603
Academy Payroll	43,645	36,090	17,236	32,010		35,000	41,554
Net Academy III	54,050	57,434	(13,633)	28,971		56,000	45,869
Fall 1 & 2 2022(AC1)							
			<i>Distance Learning</i>				
Academy Revenues	151,539	200,180	209,178	226,698		215,000	337,111
Academy Expenses and Contractor Payouts	66,234	86,598	43,052	100,860		94,000	146,756
Academy Payroll	35,570	39,002	52,060	44,673		45,000	76,413
Net Academy I	49,735	74,580	114,066	81,165		76,000	113,942
Winter 2023 (AC2)							
Academy Revenues	166,912	151,278	65,720	165,346		160,000	313,693
Academy Expenses and Contractor Payouts	76,299	69,629	21,333	72,852		70,000	165,073
Academy Payroll	34,944	28,520	17,395	31,834		32,000	46,604
Net Academy II	55,669	53,129	26,992	60,660		58,000	102,016
Dance/Ballet Program Revenue	22,546	35,405	5,888	23,359		18,000	25,612
Dance/Ballet Program Expenses and Payroll	6,945	9,722	2,079	8,124		9,000	12,171
Net Ballet Program	15,601	25,683	3,809	15,235		9,000	13,441
Toddler Revenue	11,008	9,268	5	5,629		6,500	7,049
Toddler Expenses and Payroll	3,720	3,504	567	3,631		4,500	2,543
Net Toddler Program	7,288	5,764	(562)	1,998		2,000	4,506
Teen Revenue	18,562	19,209	378	9,868		12,000	11,884
Teen Expense	12,356	16,620	1,319	8,114		8,000	5,360
Net Teen Zone Program	6,206	2,589	(941)	1,754		4,000	6,524
Cotillion Program Revenue	80,635	83,058	(1,170)	82,920		80,000	52,376
Cotillion Program Expense	35,418	37,179	-	47,974		40,000	33,596
Net Cotillion Program	45,217	45,879	(1,170)	34,946		40,000	18,780
Total Academy Program							
Revenue	644,433	653,735	294,263	609,226		646,500	907,751
Expenses	399,166	388,492	165,702	384,497		401,500	602,673
Net	245,267	265,243	128,561	224,729		245,000	305,078

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget FY22-23	22-23 FY Actuals through Feb
	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>			
ADULTS							
Adult Spring							
Adult Revenue	48,972	68,564	14,368	49,951		50,000	94,480
Adult Expenses	34,603	39,396	20,460	27,842		30,000	60,969
Net Spring	14,369	29,168	(6,092)	27,967		20,000	33,511

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
Adult Summer							
Adult Revenues	32,465	31,809	14,398	48,444		40,000	59,060
Adult Expenses	13,030	27,736	9,520	32,972		26,000	42,913
Net Summer	19,435	4,073	4,878	15,472		14,000	16,147
Adult Fall							
Adult Revenues	34,503	57,547	12,666	36,319		40,000	29,647
Adult Expenses	26,173	29,670	9,324	24,364		26,000	14,449
Net Fall	8,330	27,877	3,342	11,955		14,000	15,198
Adult Winter							
Adult Revenues	50,661	43,715	17,086	30,834		45,000	36,416
Adult Expenses	23,323	31,216	9,850	22,936		27,000	21,950
Net Winter	27,338	12,499	7,236	7,898		18,000	14,466
Total Adult Program							
Revenue	166,601	201,635	58,518	165,548		175,000	219,603
Supervision Expenses	97,129	128,018	49,154	108,114		109,000	140,281
Net	69,472	73,617	9,364	57,434		66,000	79,322

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget FY22-23	22-23 FY Actuals through Feb
	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>			
CAMPS							
CIT Revenue	22,349	28,831	4,840	21,000		21,000	23,429
CIT Expenses	16,711	15,336	32	1,275		11,800	11,143
Net CIT Camp	5,638	13,495	4,808	19,725		9,200	12,286
Angel Island Revenue	414,904	447,644	42,679	276,093		401,550	418,940
Angel Island Expense	261,067	254,453	11,078	153,776		257,405	242,797
Net Angel Island	153,837	193,191	31,601	122,317		144,145	176,143
Art & Garden Camp Revenue	20,060	25,327	38,325	42,140		38,160	43,914
Art & Garden Camp Expenses	10,141	14,092	17,887	17,327		21,715	23,823
Net Art & Garden camp	9,919	11,235	20,438	24,813		16,445	20,091
Fantastical Adventures Revenue	99,882	147,535	63,653	148,531		137,235	146,682
Fantastical Adventures Expenses	45,995	66,249	49,737	74,991		79,574	75,392
Net Camp FA	53,887	81,286	13,916	73,540		57,661	71,290
	-	-	-	-		-	-
	-	-	-	-		-	-
Net	-	-	-	-		-	-
Total Camps							
Revenue	557,195	649,337	149,497	487,764		597,945	632,965
Expenses	333,914	350,130	78,734	247,369		370,494	353,155
Net	223,281	299,207	70,763	240,395		227,451	279,810

OTHER PROGRAMS

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
	18-19 Year <i>End Financials</i>	19-20 Year <i>End Financials</i>	20-21 Year COVID YR <i>End Financials</i>	21-22 Year <i>End Financials</i>		22-23FY Approved Budget FY22-23	22-23 FY Actuals through Feb
Summer Youth Revenues	26,404	13,000	13,715	21,335		15,000	15,570
Summer Youth Expenses	18,993	5,470	9,129	14,180		9,000	10,277
Net Summer Youth	7,411	7,530	4,586	7,155		6,000	5,293
Taekwondo Program Revenues	45,444	43,738	13,696	35,177		41,000	31,034
Taekwondo Program Expenses	29,712	32,202	9,176	25,475		26,650	16,708
Net Taekwondo Program	15,732	11,536	4,520	9,702		14,350	14,326
Tennis Program Revenues	181,683	175,045	125,894	256,279		250,000	288,307
Tennis Program Expenses	125,465	127,641	77,256	194,100		188,000	225,090
Net Tennis Program	56,218	47,405	48,638	62,179		62,000	63,217
BB League Revenues	19,391	21,627	53	10,785		19,000	23,233
BB League Expenses	7,254	6,528	1,449	5,921		6,000	6,464
Net BB League Courts	12,137	15,099	(1,396)	4,864		13,000	16,769
Tennis Court Revenues	22,348	23,635	32,960	52,609		52,000	58,220
Tennis Courts Expenses	5,212	5,808	5,368	7,223		8,000	8,427
Net Tennis Courts	17,136	17,827	27,592	45,386		44,000	49,793
Special Event Revenues	123,820	107,499	2,000	6,126		17,600	15,478
Special Event Expenses	84,447	69,445	3,841	4,508		9,090	11,847
Net Special Events	39,373	38,053	(1,841)	1,618		8,510	3,631
Clothing/Uniform Sales	-	-	-	-		-	-
Clothing/Uniform Expenses	-	1,993	-	1,535		-	-
Net Clothing Sales	-	(1,993)	-	-		-	-
Brochure Ad Income	5,600	3,700	-	-		-	-
Brochure Expense	18,401	16,480	7,004	-		-	-
	(12,801)	(12,780)	(7,004)				
Total Other Program							
Revenue	424,690	388,244	188,318	382,311		394,600	431,842
Expenses	289,484	265,567	113,223	252,942		246,740	278,813
Net	135,206	122,677	75,095	129,369		147,860	153,029
	18-19 Year <i>End Financials</i>	19-20 Year <i>End Financials</i>	20-21 Year COVID YR <i>End Financials</i>	21-22 Year <i>End Financials</i>		22-23FY Approved Budget FY22-23	22-23 FY Actuals through Feb

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
FACILITY RENTALS							
Tiburon Community Room Revenue	1,977	3,200	510	-		500	-
Tiburon Community Room Expense	135		-	-		-	-
Net Tiburon Community Room	1,842	3,200	510	-		500	-
Belvedere Community Ctr Revenues	7,165	10,201	183	1,213		4,000	3,470
Belvedere Community Ctr Expense	416	2,186	118	-		-	-
Net Belvedere Community Ctr	6,749	8,015	65	1,213		4,000	3,470
Dairy Knoll Rental Revenue	9,516	7,598	165	2,610		4,000	1,020
Dairy Knoll Rental Expenses	239	380	-	-		-	18
Net Dairy Knoll	9,277	7,217	165	2,610		4,000	1,002
Total Facility Rentals							
Revenue	18,658	20,999	858	3,823		8,500	4,490
Expenses	790	2,566	118	-		-	18
Supervision	-	-	-	105		1,000	-
Net	17,868	20,999	740	3,718		7,500	4,472

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget FY22-23	22-23 FY Actuals through Feb
DAIRY KNOLL	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>			
PG&E Electricity/Gas/ Solar	(7,351)	(6,685)	(5,799)	(7,369)		(8,000)	(8,187)
Water/Sewer	(1,167)	(1,271)	(1,174)	(1,211)		(1,500)	(1,542)
Internet	(3,000)	(3,000)	(3,547)	(3,250)		(3,000)	(2,750)
Telephone/Communication/Fire	(3,927)	(4,109)	(3,704)	(3,424)		(4,325)	(3,691)
Email service	(2,599)	(1,719)	(2,855)	(2,189)		(3,000)	(2,755)
Tech Support	(2,830)	(2,061)	(1,692)	-		(2,500)	(705)
Bldg Maintenance Expenses	(7,807)	(2,115)	(1,796)	(4,159)		(5,000)	-
Building Supplies	(4,502)	(2,586)	(501)	(1,142)		(2,000)	(6,171)
Custodial Supplies	(2,057)	(1,428)	(1,899)	(2,791)		(3,000)	(3,174)
Custodian	(21,772)	(30,881)	(1,008)	(8,134)		(11,000)	(11,571)
Total Dairy Knoll	(57,012)	(55,855)	(23,975)	(33,669)		(43,325)	(40,546)

ADMINISTRATIVE EXPENSES

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget FY22-23	22-23 FY Actuals through Feb
	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>	<i>End Financials</i>			
Accounting and Payroll Charges/ADP	(4,101)	(6,124)	(5,560)	(5,317)		(6,500)	(6,472)
Audit	(9,900)	(10,300)	(11,000)	(11,400)		(11,700)	(12,000)
Auto Mileage Allowance	(2,216)	(1,694)	(196)	(1,251)		(2,500)	(1,945)
Bank Charges and Bank Purchases	(837)	(976)	(1,006)	(947)		(1,300)	(1,243)
Copy Machine	(7,703)	(7,650)	(8,669)	(7,824)		(7,800)	(7,253)
Credit Card Charges	(11,134)	(48,744)	(28,435)	(66,310)		(50,000)	(87,149)
Equipment	(3,368)	(4,110)	(117)	(22,757)		(3,000)	(3,296)

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
Fingerprinting	(980)	(1,327)	(392)	(784)		(800)	(788)
Office Supplies	(5,155)	(3,955)	(253)	(520)		(3,000)	(648)
Payroll Taxes	(23,453)	(27,399)	(23,760)	(26,302)		(29,500)	(27,583)
Postage	(6,890)	(3,835)	(1,543)	(5,324)		(4,000)	(6,101)
Professional Services	(7,125)	(2,950)	(2,575)	(6,375)		(3,000)	(150)
Publicity	(8,938)	(9,618)	(3,829)	(7,089)		(9,000)	(13,755)
Recognition	(5,848)	(6,267)	(1,500)	(4,210)		(5,000)	(6,454)
Registratrrion Software	(42,500)	(17,793)	(17,448)	(17,598)		(17,448)	(17,448)
Workers Comp Insurance	(19,738)	(16,901)	(14,992)	(13,182)		(17,000)	(9,877)
Unemployment	-	(1,069)	(14,078)	(3,282)		(3,000)	(1,897)
Administrative Staff Payroll	(385,931)	(358,105)	(278,552)	(337,056)		(379,444)	(396,825)
Health & Dental	(87,612)	(83,166)	(54,050)	(58,751)		(68,544)	(73,199)
Conferences and Meetings	(1,749)	(3,510)	(613)	(1,026)		(1,750)	(9,344)
Mass Mutual Retirement Benefits	(43,129)	(38,917)	(7,352)	(30,169)		(37,818)	(37,573)
Administrative Expense	(258)	(270)	-	(20)		(250)	(348)
Brochures (used to be in OTHER section)	-	-	-	(4,647)		(5,000)	(2,203)
Administrative Personnel Costs	(678,565)	(654,680)	(475,920)	(632,141)		(667,354)	(723,551)

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through December
	End Financials	End Financials	End Financials	Projections		FY22-23	
Spring Carnival Revenue	-	3,875	-	770		4,000	4,186
Spring Carnival Expense	1,247	3,058	1,247	108		3,000	4,208
Spring Carinval Staffing	-	184	-	-		200	-
Net Spring Carnival	(1,247)	633	(1,247)	662		800	(22)
Tiburon Car Show	-	19,926	-	-		-	-
Tournament Expense	-	15,642	-	-		-	-
Tournament Staffing	-	-	-	-		-	-
Net Golf Tournament	-	4,284	-	-		-	-
Tiburon Taps Revenue	2,000	39,731	2,000	-		-	-
Tiburon Taps Expense	2,445	16,283	2,445	-		-	-
Tiburon Taps Staffing	-	542	-	-		-	-
Net Tiburon Taps	(445)	22,906	(445)	-		-	-
Half Marathon Revenue	-	13,371	-	-		5,000	2,705
Half Marathon Expense	-	3,651	-	-		-	266
Half Marathon Staffing	-	552	-	-		-	-
Net Half Marathon	-	9,168	-	-		5,000	2,439
Halloween Carnival Revenue	-	5,060	-	2,908		4,000	4,128
Halloween Carnival Expense	-	2,548	-	2,281		2,500	3,416
Halloween Carinval Staffing	-	-	-	-		300	-
Net Halloween Carnival	-	2,512	-	627		1,200	712
Ging@bread Houses Revenue	-	1,440	-	2,448		2,100	2,920
Ging@bread Houses Expenses	-	1,139	-	1,969		1,300	2,483

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year		22-23FY Approved Budget	22-23 FY Actuals through February
Gingerbread Houses staffing	-	230	-	-		200	-
Net Gingerbread	-	71	-	479		600	437
Father Daughter Dance Revenue	-	2,765	-	-		2,500	-
Father Daughter Dance Expense	-	1,162	-	-		1,500	-
Father Daughter Dance Staffing	-	-	-	-		90	-
Net Father Daughter Dance	-	1,603	-	-		910	-
Misc Revenue	-	-	-	-		-	1,539
Misc Expense	149	7,664	149	150		-	1,474
Net Misc (SE-Misc)	(149)	(7,664)	(149)	(150)		-	65
Total Special Event Revenue	2,000	86,168	2,000	6,126		17,600	15,478
Total Special Event Expense	3,841	51,147	3,841	4,508		8,300	11,847
Total Special Event Staffing	-	1,508	-	-		790	-
Net Special Event	(1,841)	33,513	(1,841)	1,618		8,510	3,631

THE RANCH - BELVEDERE-TIBURON JOINT RECREATION COMMITTEE
Approved Budget for FY 23-24 - March 1, 2023 - February 29, 2024
Mar-23

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year	22-23 Year	Approved Budget 23-24	March Actuals	Predicted Year End
PROGRAM SUMMARY								
Academy Revenues	644,433	653,735	294,263	609,226	907,751	828,000	212,870	871,132
Academy Expenses	399,166	388,492	165,702	384,497	602,673	526,000	17,052	575,866
Net Academy Program	245,267	265,243	128,561	224,729	305,078	302,000	195,818	295,266
Adult Revenues	166,601	201,635	58,518	165,548	219,603	111,000	52,477	154,000
Adult Expenses	97,129	128,018	49,154	108,114	140,281	74,450	23,273	100,100
Net Adult Program	69,472	73,617	9,364	57,434	79,322	36,550	29,204	53,900
Camps Revenues	557,195	649,337	149,497	487,533	632,965	605,100	588,668	633,598
Camps Expenses	333,914	350,130	78,734	247,369	353,155	359,000	1,078	359,000
Net Camps Program	223,281	299,207	70,763	240,164	279,810	246,100	587,590	274,598
Other Program Revenues	424,690	388,244	188,318	382,311	431,842	411,500	154,597	353,500
Other Program Expenses	289,484	265,567	113,223	252,942	278,813	269,950	73,378	232,200
Net Other Program	135,206	122,677	75,095	129,369	153,029	141,550	81,219	121,300
Interest Income	-	-	2,412	244	4,554	-	-	-
Net non Program	-	-	2,412	244	4,554	-	-	-
Facility Rental Income	18,658	20,999	858	3,823	4,490	5,000	400	5,000
Facility Rental Expense	790	2,566	118	105	18	800	-	800
Total Facility Rental	17,868	18,433	740	3,718	4,472	4,200	400	4,200
Subtotal Program Revenue	1,811,577	1,913,950	691,454	1,648,441	2,201,205	1,960,600	1,009,012	2,017,230
Subtotal Program Expense	1,120,483	1,134,773	406,931	993,027	1,374,940	1,230,200	114,781	1,267,966
Program Net	691,094	779,177	284,523	655,414	826,265	730,400	894,231	749,264

REVENUE								
Fees Revenue	-	-	-	67,022	69,960	60,000	60,000	70,000
Community Contributions Revenue	-	-	124,730	68,600	-	-	-	-

EXPENSES								
Administrative Expenses	(678,565)	(654,680)	(475,920)	(632,141)	(723,551)	(677,487)	(49,696)	(706,637)
Branding/Grand Opening/New Bldg Exp	-	-	-	-	-	-	-	-
Dairy Knoll Expenses	(57,012)	(55,855)	(23,975)	(33,669)	(40,546)	(49,000)	(872)	(49,300)
Check adjustments (2019)	121	34,284						
Strategic planning expenses (2019)		(2,295)						
tennis court resurface (2019)		(13,000)						
Solar Panel Buy Out								
Net Gain/Loss	(44,362)	87,631	(90,642)	125,226	132,128	63,913	903,663	63,327
Depreciation		27,180	18,399					
Net Operating Income after depreciati	(44,362)	60,451	(109,041)					
Year End Reserves from Audit	125,359	214,285	165,783	274,581				

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year	22-23 Year	Proposed Budget 23-24	March Actuals	Predicted Year End
	End Financials	End Financials	End Financials	End Financials		23-24	23-24	23-24
ACADEMY								
Spring 2023(AC3)								
Academy Revenues	163,111	150,982	14,264	95,406	160,026	223,000	200,052	264,132
Academy Expenses and Contractor Payo	65,416	57,458	10,661	34,425	72,603	92,000	6,464	137,578

Adult Expenses	26,173	29,670	9,324	24,364	14,449	16,250	-	13,000
Net Fall	8,330	27,877	3,342	11,955	15,198	8,750	-	7,000
Adult Winter								
Adult Revenues	50,661	43,715	17,086	30,834	36,416	23,000	185	20,000
Adult Supervision Expenses	23,323	31,216	9,850	22,936	21,950	16,100	53	13,000
Net Winter	27,338	12,499	7,236	7,898	14,466	6,900	132	7,000
Total Adult Program								
Revenue	166,601	201,635	58,518	165,548	219,603	111,000	52,477	154,000
Supervision Expenses	97,129	128,018	49,154	108,114	140,281	74,450	23,273	100,100
Net	69,472	73,617	9,364	57,434	79,322	36,550	29,204	53,900

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year	22-23 Year	Proposed Budget 23-24	March Actuals	Predicted Year End
	End Financials	End Financials	End Financials	End Financials		23-24	23-24	23-24
CAMPS								
CIT Revenue	22,349	28,831	4,840	21,000	23,429	23,000	18,508	31,598
CIT Expenses	16,711	15,336	32	1,275	11,143	11,500	998	11,500
Net CIT Camp	5,638	13,495	4,808	19,725	12,286	11,500	17,510	20,098
Angel Island Revenue	414,904	447,644	42,679	276,093	418,940	407,100	406,870	430,000
Angel Island Expense	261,067	254,453	11,078	153,776	242,797	250,000	80	250,000
Net Angel Island	153,837	193,191	31,601	122,317	176,143	157,100	406,790	180,000
Art & Garden Camp Revenue	20,060	25,327	38,325	42,140	43,914	30,000	38,885	39,000
Art & Garden Camp Expenses	10,141	14,092	17,887	17,327	23,823	17,500	-	17,500
Net Art & Garden camp	9,919	11,235	20,438	24,813	20,091	12,500	38,885	21,500
Fantastical Adventures Revenue	99,882	147,535	63,653	148,531	146,682	145,000	124,405	133,000
Fantastical Adventures Expenses	45,995	66,249	49,737	74,991	75,392	80,000	-	80,000
Net Camp FA	53,887	81,286	13,916	73,540	71,290	65,000	124,405	53,000
	-	-	-	-	-	-	-	-
Net	-	-	-	-	-	-	-	-
Total Camps								
Revenue	557,195	649,337	149,497	487,764	632,965	605,100	588,668	633,598
Expenses	333,914	350,130	78,734	247,369	353,155	359,000	1,078	359,000
Net	223,281	299,207	70,763	240,395	279,810	246,100	587,590	274,598

	18-19 Year	19-20 Year	20-21 Year COVID YR	21-22 Year	22-23 Year	Proposed Budget 23-24	March Actuals	Predicted Year End
	End Financials	End Financials	End Financials	End Financials		23-24	23-24	23-24
OTHER PROGRAMS								
Summer Youth Revenues	26,404	13,000	13,715	21,335	15,570	12,000	31,749	31,000
Summer Youth Expenses	18,993	5,470	9,129	14,180	10,277	7,800	-	20,150
Net Summer Youth	7,411	7,530	4,586	7,155	5,293	4,200	31,749	10,850
Taekwondo Program Revenues	45,444	43,738	13,696	35,177	31,034	28,000	(4,520)	-
Taekwondo Program Expenses	29,712	32,202	9,176	25,475	16,708	19,600	722	-
Net Taekwondo Program	15,732	11,536	4,520	9,702	14,326	8,400	(5,242)	-
Tennis Program Revenues	181,683	175,045	125,894	256,279	288,307	275,000	103,283	240,000
Tennis Program Expenses	125,465	127,641	77,256	194,100	225,090	212,000	66,829	184,000

Net Tennis Program

BB League Revenues
BB League Expenses
Net BB League Courts

Tennis Court Revenues
Tennis Courts Expenses
Net Tennis Courts

Special Event Revenues
Special Event Expenses
Net Special Events

Clothing/Uniform
Clothing/Uniform Expenses
Net Clothing Sales

Brochure Ad Income
Brochure Expense

Total Other Program

Revenue
Expenses
Net

	56,218	47,405	48,638	62,179	63,217	63,000	36,454	56,000
BB League Revenues	19,391	21,627	53	10,785	23,233	22,000	-	22,000
BB League Expenses	7,254	6,528	1,449	5,921	6,464	10,000	(428)	10,000
Net BB League Courts	12,137	15,099	(1,396)	4,864	16,769	12,000	428	12,000
Tennis Court Revenues	22,348	23,635	32,960	52,609	58,220	55,000	19,600	42,000
Tennis Courts Expenses	5,212	5,808	5,368	7,223	8,427	10,000	3,220	7,000
Net Tennis Courts	17,136	17,827	27,592	45,386	49,793	45,000	16,380	35,000
Special Event Revenues	123,820	107,499	2,000	6,126	15,478	19,500	4,485	18,500
Special Event Expenses	84,447	69,445	3,841	4,508	11,847	11,550	3,035	12,050
Net Special Events	39,373	38,053	(1,841)	1,618	3,631	7,950	1,450	6,450
Clothing/Uniform	-	-	-	-	-	-	-	-
Clothing/Uniform Expenses	-	1,993	-	1,535	-	(1,000)	-	(1,000)
Net Clothing Sales	-	(1,993)	-	-	-	-	-	-
Brochure Ad Income	5,600	3,700	-	-	-	-	-	-
Brochure Expense	18,401	16,480	7,004	-	-	-	-	-
	(12,801)	(12,780)	(7,004)					
Total Other Program								
Revenue	424,690	388,244	188,318	382,311	431,842	411,500	154,597	353,500
Expenses	289,484	265,567	113,223	252,942	278,813	269,950	73,378	232,200
Net	135,206	122,677	75,095	129,369	153,029	141,550	81,219	121,300

FACILITY RENTALS

Tiburon Community Room Revenue
Tiburon Community Room Expense
Net Tiburon Community Room

Belvedere Community Ctr Revenues
Belvedere Community Ctr Expense
Net Belvedere Community Ctr

Dairy Knoll Rental Revenue
Dairy Knoll Rental Expenses
Net Dairy Knoll

Total Facility Rentals

Revenue
Expenses
Supervision
Net

	18-19 Year End Financials	19-20 Year End Financials	20-21 Year COVID YR End Financials	21-22 Year End Financials	22-23 Year	Proposed Budget 23-24 23-24	March Actuals 23-24	Predicted Year End 23-24
Tiburon Community Room Revenue	1,977	3,200	510	-	-	-	-	-
Tiburon Community Room Expense	135	-	-	-	-	-	-	-
Net Tiburon Community Room	1,842	3,200	510	-	-	-	-	-
Belvedere Community Ctr Revenues	7,165	10,201	183	1,213	3,470	2,000	100	2,000
Belvedere Community Ctr Expense	416	2,186	118	-	-	400	-	400
Net Belvedere Community Ctr	6,749	8,015	65	1,213	3,470	1,600	100	1,600
Dairy Knoll Rental Revenue	9,516	7,598	165	2,610	1,020	3,000	400	3,000
Dairy Knoll Rental Expenses	239	380	-	-	18	400	-	400
Net Dairy Knoll	9,277	7,217	165	2,610	1,002	2,600	400	2,600
Total Facility Rentals								
Revenue	18,658	20,999	858	3,823	4,490	5,000	400	5,000
Expenses	790	2,566	118	-	18	800	-	800
Supervision	-	-	-	105	-	-	-	-
Net	17,868	20,999	740	3,718	4,472	4,200	400	4,200

DAIRY KNOLL

PG&E Electricity/Gas/ Solar
Water/Sewer
Internet
Telephone/Communication/Fire
Email service
Tech Support
Bldg Maintenance Expenses
Building Supplies
Custodial Supplies
Custodian

	18-19 Year End Financials	19-20 Year End Financials	20-21 Year COVID YR End Financials	21-22 Year End Financials	22-23 Year	Proposed Budget 23-24 23-24	March Actuals 23-24	Predicted Year End 23-24
PG&E Electricity/Gas/ Solar	(7,351)	(6,685)	(5,799)	(7,369)	(8,187)	(7,500)	-	(7,500)
Water/Sewer	(1,167)	(1,271)	(1,174)	(1,211)	(1,542)	(1,800)	-	(1,800)
Internet	(3,000)	(3,000)	(3,547)	(3,250)	(2,750)	(3,400)	(250)	(3,400)
Telephone/Communication/Fire	(3,927)	(4,109)	(3,704)	(3,424)	(3,691)	(4,300)	(300)	(4,300)
Email service	(2,599)	(1,719)	(2,855)	(2,189)	(2,755)	(2,500)	(155)	(2,800)
Tech Support	(2,830)	(2,061)	(1,692)	-	(705)	(2,500)	-	(2,500)
Bldg Maintenance Expenses	(7,807)	(2,115)	(1,796)	(4,159)	-	(5,000)	-	(5,000)
Building Supplies	(4,502)	(2,586)	(501)	(1,142)	(6,171)	(2,000)	(28)	(2,000)
Custodial Supplies	(2,057)	(1,428)	(1,899)	(2,791)	(3,174)	(4,000)	(139)	(4,000)
Custodian	(21,772)	(30,881)	(1,008)	(8,134)	(11,571)	(16,000)	-	(16,000)

Total Dairy Knoll	(57,012)	(55,855)	(23,975)	(33,669)	(40,546)	(49,000)	(872)	(49,300)
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ADMINISTRATIVE EXPENSES

	18-19 Year End Financials	19-20 Year End Financials	20-21 Year COVID YR End Financials	21-22 Year End Financials	22-23 Year	Proposed Budget 23-24 23-24	March Actuals 23-24	Predicted Year End 23-24
Accounting and Payroll Charges/ADP	(4,101)	(6,124)	(5,560)	(5,317)	(6,472)	(6,250)	(449)	(21,000)
Audit	(9,900)	(10,300)	(11,000)	(11,400)	(12,000)	(12,700)	-	(12,700)
Auto Mileage Allowance	(2,216)	(1,694)	(196)	(1,251)	(1,945)	(2,000)	(76)	(2,000)
Bank Charges and Bank Purchases	(837)	(976)	(1,006)	(947)	(1,243)	(1,500)	(75)	(1,500)
Copy Machine	(7,703)	(7,650)	(8,669)	(7,824)	(7,253)	(9,600)	-	(8,000)
Credit Card Charges	(11,134)	(48,744)	(28,435)	(66,310)	(87,149)	(75,000)	-	(85,000)
Equipment	(3,368)	(4,110)	(117)	(22,757)	(3,296)	(3,000)	-	(3,500)
Fingerprinting	(980)	(1,327)	(392)	(784)	(788)	(1,000)	(34)	(1,000)
Office Supplies	(5,155)	(3,955)	(253)	(520)	(648)	(500)	(341)	(500)
Payroll Taxes	(23,453)	(27,399)	(23,760)	(26,302)	(27,583)	(27,000)	(1,241)	(28,000)
Postage	(6,890)	(3,835)	(1,543)	(5,324)	(6,101)	(6,500)	-	(6,000)
Professional Services	(7,125)	(2,950)	(2,575)	(6,375)	(150)	(2,000)	-	(2,000)
Publicity	(8,938)	(9,618)	(3,829)	(7,089)	(13,755)	(9,000)	(960)	(15,000)
Recognition	(5,848)	(6,267)	(1,500)	(4,210)	(6,454)	(5,000)	(518)	(5,000)
Registratrrion Software	(42,500)	(17,793)	(17,448)	(17,598)	(17,448)	(20,937)	(20,937)	(20,937)
Workers Comp Insurance	(19,738)	(16,901)	(14,992)	(13,182)	(9,877)	(15,000)	(1,803)	(10,000)
Unemployment	-	(1,069)	(14,078)	(3,282)	(1,897)	(2,000)	-	(2,000)
Administrative Staff Payroll	(385,931)	(358,105)	(278,552)	(337,056)	(396,825)	(364,000)	(15,869)	(364,000)
Health & Dental	(87,612)	(83,166)	(54,050)	(58,751)	(73,199)	(68,000)	(4,759)	(72,000)
Conferences and Meetings	(1,749)	(3,510)	(613)	(1,026)	(9,344)	(2,000)	-	(2,000)
Mass Mutual Retirement Benefits	(43,129)	(38,917)	(7,352)	(30,169)	(37,573)	(37,050)	(1,620)	(37,050)
Administrative Expense	(258)	(270)	-	(20)	(348)	(250)	(250)	(250)
Brochures	-	-	-	(4,647)	(2,203)	(7,200)	(764)	(7,200)
Administrative Personnel Costs	(678,565)	(654,680)	(475,920)	(632,141)	(723,551)	(677,487)	(49,696)	(706,637)

SPECIAL EVENTS

	18-19 Year End Financials	19-20 Year End Financials	20-21 Year COVID YR End Financials	21-22 Year Projections	22-23 Year	Proposed Budget 23-24 FY22-23	March Actuals FY22-23	Predicted Year End FY22-23
Spring Carnival Revenue	-	3,875	-	770	4,186	4,000	4,485	4,000
Spring Carnival Expense	1,247	3,058	1,247	108	4,208	3,000	3,035	3,000
Spring Carinval Staffing	-	184	-	-	-	300	-	300
Net Spring Carnival	(1,247)	633	(1,247)	662	(22)	700	1,450	700
Tiburon Car Show	-	19,926	-	-	1,500	2,000	-	2,000
Car Show Expense	-	15,642	-	-	-	-	-	-
Car Show Staffing	-	-	-	-	-	-	-	-
Net Golf Tournament	-	4,284	-	-	1,500	2,000	-	2,000
Tiburon Taps Revenue	2,000	39,731	2,000	-	-	-	-	-
Tiburon Taps Expense	2,445	16,283	2,445	-	-	-	-	-
Tiburon Taps Staffing	-	542	-	-	-	-	-	-
Net Tiburon Taps	(445)	22,906	(445)	-	-	-	-	-
Half Marathon Revenue	-	13,371	-	-	2,705	4,000	-	3,000
Half Marathon Expense	-	3,651	-	-	266	500	-	1,000
Half Marathon Staffing	-	552	-	-	-	-	-	-
Net Half Marathon	-	9,168	-	-	2,439	3,500	-	2,000
Halloween Carnival Revenue	-	5,060	-	2,908	4,128	4,000	-	4,000
Halloween Carnival Expense	-	2,548	-	2,281	3,416	3,000	-	3,000
Halloween Carinval Staffing	-	-	-	-	-	300	-	300
Net Halloween Carnival	-	2,512	-	627	712	700	-	700

Gingerbread Houses Revenue
 Gingerbread Houses Expenses
 Gingerbread Houses staffing
Net Gingerbread

Father Daughter Dance Revenue
 Father Daughter Dance Expense
 Father Daughter Dance Staffing
Net Father Daughter Dance

Misc Revenue
 Misc Expense
Net Misc (SE-Misc)

Total Special Event Revenue
 Total Special Event Expense
 Total Special Event Staffing
Net Special Event
 (missing AI Ad Race event info)

-	1,440	-	2,448	2,920	3,000	-	3,000
-	1,139	-	1,969	2,483	1,900	-	1,900
-	230	-	-	-	300	-	300
-	71	-	479	437	800	-	800
-	2,765	-	-	-	2,500	-	2,500
-	1,162	-	-	-	2,000	-	2,000
-	-	-	-	-	250	-	250
-	1,603	-	-	-	500	-	500
-	-	-	-	39	-	-	-
149	7,664	149	150	1,474	-	-	-
(149)	(7,664)	(149)	(150)	(1,435)	-	-	-
2,000	86,168	2,000	6,126	15,478	19,500	4,485	18,500
3,841	51,147	3,841	4,508	11,847	10,400	3,035	10,900
-	1,508	-	-	-	1,150	-	1,150
(1,841)	33,513	(1,841)	1,618	3,631	7,950	1,450	6,450