

# THE RANCH

Belvedere Tiburon Joint Recreation Committee

## AGENDA

Monday, March 18, 2024 at 7pm

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

The public is invited to attend in person at Dairy Knoll Center, Room 1

### REGULAR MEETING – 7pm

#### Call Meeting to Order and Roll Call

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

#### 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 January 22, 2024 - ITEM A

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ VOTE \_\_\_\_\_

#### 3. Staff Introduction – Olivia Ruth, Youth Recreation Coordinator

#### 4. Board Member Report – RUSD Update by Liz Webb

#### 5. Board Member Report - Ad Hoc Committee Report – Victoria Gazulis, Sally Wilkinson, and Dan Fletcher

#### 6. ACTION ITEM – Update to Staff Discount Policy –

- a. Item B – Current Staff Discount Policy document
- b. Item C – Staff Report from Recreation Director Hotchkiss with recommendations for Policy update

MOTION \_\_\_\_\_ SECOND \_\_\_\_\_ VOTE \_\_\_\_\_

**7. DISCUSSION ITEM –Winter, Spring, Summer 2024 Program and Organization Updates**  
STAFF REPORT given by Recreation Director Hotchkiss

**8. DISCUSSION ITEM – The Ranch Financials**

**ITEM D- January financials year to date 2023-2024**

STAFF REPORT – Recreation Director Hotchkiss

## **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](http://www.theranchtoday.org) and at Dairy Knoll Center, Tiburon Town Hall and Belvedere City Hall.

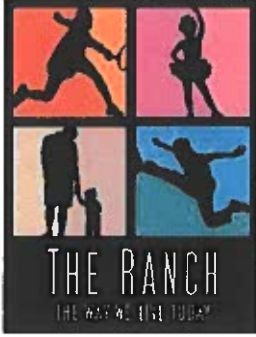
#### **TIMING OF ITEMS ON AGENDA**

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](mailto: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**

**REGULAR MEETING  
MINUTES**

**Monday, January 22, 2024 at 7pm**

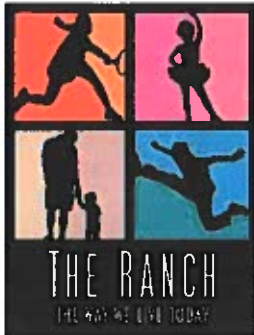
Dairy Knoll Center, Room 1, 600 Ned's Way,  
Tiburon

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

### **CLOSED SESSION MEETING - 6:37 PM**

- I. **Public Employee Performance Review of Recreation Director, Jessica Hotchkiss**  
Recreation Director, Jessica Hotchkiss, received a raise. To be reflected in the 2024-2025 budget.
- II. **Adjourn: 7:21 PM**

Action Taken: Recreation Director review given and raise given. To be included and adopted within approval of 2024-2025 Budget.



**THE  
RANCH**

**Belvedere Tiburon Joint Recreation  
Committee**

**REGULAR MEETING  
MINUTES**

**Monday, January 22, 2024 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 – 7:21 PM**

**Call Meeting to Order and Roll Call**

- Board Chair, Victoria Gazulis of Tiburon Present
- Vice Chair, Dan Fletcher of Tiburon Present
- Tiburon Town Council Rep, Issac Nikfar Present
- Belvedere City Council Rep, Sally Wilkinson Absent
- Reed Union School District Rep, Liz Webb Present
- Belvedere Rep, Melissa Feder Present
- Belvedere Rep, Chelsea Schlunt Present
- Tiburon Rep, Dan Fletcher Present
- Tiburon Rep, Albert Yu Present
- Belvedere Rep, Julianne Schaefer Present

**I. PUBLIC COMMENT**

Board Chair, Victoria Gazulis suggested that The Ranch shortens its Board Terms from four years to three years. Vice Chair, Dan Fletcher also added that he'd like to see The Ranch follow a more formal compensation structure.

**II. Minutes approved from Regular Board Meeting on November 13, 2023**

**Motion Schlunt Second Schaefer Vote 6 In Favor, 0 Against, 2 Abstained, 1 Absent**

**Motion Passed**

Voted on as follows:

AYES: Schlunt, Schaefer, Gazulis, Fletcher, Webb, Yu

NAYS: None

ABSTAINED: Nikfar, Feder

ABSENT: Wilkinson

**III. Action Item- Resolution 2024-1 Removal of Restricted Line Items in Financials**

Recreation Director, Hotchkiss discovered restricted financial amounts being associated with capital finances. Hotchkiss was unable to find where these restrictions were once adopted, so after discussion, it was suggested we adopt a resolution to remove these restrictions from our financials as they no longer align with our current financial goals or reserve policies.

Feder made a motion to remove the restrictions completely.

**Motion Feder Second Yu Vote All in Favor**

**Motion Passed**

Voted on as follows:

AYES: Gazulis, Fletcher, Nikfar, Webb, Feder, Schlunt, Yu, Schaefer

NAYS: None

ABSTAINED: None

ABSENT: Wilkinson

**IV. Discussion Item- Winter and Summer Program Updates**

Hotchkiss excitedly announced that we have hired a new Recreation Coordinator, Olivia Ruth, who joined us in November. She runs all the Bel Aire Elementary School programs, Del Mar Middle School programs, Teen programs, 1-2 grade Basketball League and will be our Angel Island Day Camp Director.

The Ranch Winter programming started on January 9<sup>th</sup>. The Ranch Director noted that our Winter Cotillion program had a large enrollment versus our low attended Fall Cotillion. Our 1st-2nd grade Basketball League has very low enrollment versus last year, so we are

looking into perhaps what changed there. Ranch has been able to add some new successful toddler soccer programs this fall and winter that are held at Belvedere Park.

This past holiday season we held our sold out 90 child Gingerbread with Santa event at Malibu Farms and we have our Father Daughter Dance coming up on February 3<sup>rd</sup> 2024, first time since 2020. We are also holding a new event Parent Child Paint night coming up on Sunday, March 3<sup>rd</sup>.

Director Hotchkiss stated that Summer Camp registration opens for residents of 94920 and 94925 on Monday February 5<sup>th</sup> at 6 PM and non-residents on Tuesday February 6<sup>th</sup> at 6 PM. We have not had a priority resident registration in years, but based upon resident feedback, we thought we would give this registration style a try as many residents felt that they were being displaced by nonresidents leading to frustration.

We have added several new PreK camps this summer along with our usual popular Angel Island Day Camp, Fantastical Adventures Day Camps, Art and Garden, and CIT programs.

**V. Discussion Item- The Ranch Financials Year to Date**

The Ranch Director noted that The Ranch is still on track to meet our financial goals and exceed them.

Hotchkiss added that she has allowed staff to attend conferences and purchase supplies needed with excess and we are actively putting ads in the Ark newspaper to help promote our adult programs.

The Ranch did do better year to date mostly due to going without a recreation coordinator for 6 months between May and November saving us in the areas of health plans and retirement.

Hotchkiss notes that we did not know how the Adult programming would do this year with our last Adult Supervisor leaving after being with The Ranch for 7 years, but Heather has done a great job keeping things on track and has exceeded our financial goals, kept our Marin Social Sport Leagues sold out and successful along with keeping adult programming on track and creating a great rapport with our adult customers.

**VI. Action Item- PROPOSED 2024-2025 Budget**

Director Hotchkiss stated that we discussed our proposed 24-25 fiscal year budget at our November meeting very thoroughly, but wanted to point out some changes that were made in between then and the proposed draft tonight. The original bottom line net at the November meeting was \$28,000 and tonight the bottom line is \$21,000 for two main reasons. Hotchkiss explained that the cost of health care plans effective January 1<sup>st</sup> of 2024 have gone up significantly and therefore that line item has seen an increase since that November draft. Also, we are planning on adding a full-time staff member to the team within this fiscal year in order to support the growing demand for our Youth Programs. This is also adding the health benefit and retirement expense line items. That employee's payroll is within programming expenses and not administrative expenses, so you will not

see that increase in program expense line item. Budget approved contingent upon the Recreation Director's raise being added to the administration line item.

**Motion Schaefer Second Fletcher Vote All in Favor**

**Motion Passed**

Voted on as follows:

AYES: Gazulis, Fletcher, Nikfar, Webb, Feder, Schlunt, Yu, Schaefer

NAYS: None

ABSTAINED: None

ABSENT: Wilkinson

**VII. Adjourn**

Next Regular Board meeting scheduled to be Monday, March 18<sup>th</sup>, 2024, at 7 PM.

Board Chair Gazulis adjourned the meeting at 8:02 PM.

Respectfully submitted,  
Alexandra Walton





## **Belvedere-Tiburon Recreation DISCOUNT POLICY**

### **Administrative Staff**

- 1) One tennis key will be issued to each employee each tennis year. Must be used only by the employee and immediate family members residing in the home.
- 2) \$250 annual credit towards any program offered by the department for the employee or an immediate family member residing in the home or a family member accompanied by the employee. A 20% discount will apply thereafter.
- 3) One rental only of a City/Town facility at cost. A deposit is required. Cost to include any required maintenance deemed necessary, and insurance premium.

### **Seasonal / Provisional employees**

- 1) Employees may check out a tennis key for a 72- hour period from the office.
- 2) A 10% discount will be applied to any program or service (including tennis keys) offered by the department. *Discounts may be applied to the enrollment of an immediate family member residing in the employee's household.*
- 3) Facility rentals offered at a 10% discount, excluding insurance premiums.

### **Committee Members**

- 1) A 10% discount will be applied to any program or service (including tennis keys) offered by the department. *Discounts may be applied to the enrollment of an immediate family member residing in the household.*
- 2) Rental of facilities at a 20% discount, excluding insurance premiums.

### **Recreation Program Volunteers (40 hours minimum each year to qualify)**

- 1) A 20% discount will be applied to any program or service (including tennis keys) offered by the department. *Family members excluded.*

### **Employees of Town of Tiburon, City of Belvedere, Tiburon Fire District**

- 1) Each agency may request a tennis key to be checked out by the agency for all employees' use.
- 2) A 10% discount will be applied to any program or service (including tennis keys) offered by the department. *Discounts may be applied to the enrollment of an immediate family member residing in the household.*  
City/Town Employees -One rental only of a City/Town facility at cost. A deposit is required. Cost will include any required maintenance deemed necessary, and insurance premium.

### **Contractors / Instructors Renting Facilities**

Not eligible for discounts.

***To receive your discount, you must ask for it when you register.***

**Effective: 12/20/99**



# THE RANCH

## Belvedere-Tiburon Recreation Proposed DISCOUNT POLICY

### **Administrative Staff - Full Time Employees**

- 1) \$850 annual credit towards any program offered by the department for the employee or an immediate family member residing in the home or a family member accompanied by the employee. A 20% discount will apply thereafter.

### **Seasonal / Provisional employees – Part Time employees after 90 days worked**

- 1) \$425 annual credit towards any program offered by the department for the employee or an immediate family member residing in the home or a family member accompanied by the employee. A 20% discount will apply thereafter.

### **Committee Members**

- 1) A 25% discount will be applied to any program or service (including tennis keys) offered by the department. *Discounts may be applied to the enrollment of an immediate family member residing in the household.*
- 2) Rental of facilities at a 20% discount, excluding insurance premiums.

### **Employees of Town of Tiburon, City of Belvedere, Tiburon Fire District**

- 1) A 25% discount will be applied to any program or service (including tennis keys) offered by the department. *Discounts may be applied to the enrollment of an immediate family member residing in the household.*  
City/Town Employees - Rental of facilities at a 20% discount, excluding insurance premiums.

### **Contractors / Instructors**

- 1) A 25% discount will be applied to any program or service (including tennis keys) offered by the department. *Discounts may be applied to the enrollment of an immediate family member residing in the household.*

***To receive your discount, you must ask for it when you register.***

**Effective: 2024**



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

	21-22 Year	22-23 Year	Approved Budget 23-24	Year to date	Predicted Year End
<b>PROGRAM SUMMARY</b>					
Academy Revenues	609,226	907,751	828,000	1,011,127	1,019,231
Academy Expenses	384,497	602,673	526,000	555,679	692,703
<b>Net Academy Program</b>	<b>224,729</b>	<b>305,078</b>	<b>302,000</b>	<b>455,448</b>	<b>326,528</b>
Adult Revenues	165,548	219,603	111,000	167,592	175,320
Adult Expenses	108,114	140,281	74,450	101,143	111,083
<b>Net Adult Program</b>	<b>57,434</b>	<b>79,322</b>	<b>36,550</b>	<b>66,449</b>	<b>64,237</b>
Camps Revenues	487,533	632,965	605,100	671,022	670,799
Camps Expenses	247,369	353,155	359,000	397,567	397,706
<b>Net Camps Program</b>	<b>240,164</b>	<b>279,810</b>	<b>246,100</b>	<b>273,455</b>	<b>273,093</b>
Other Program Revenues	382,311	431,842	411,500	370,630	373,374
Other Program Expenses	252,942	278,813	271,950	252,919	258,017
<b>Net Other Program</b>	<b>129,369</b>	<b>153,029</b>	<b>139,550</b>	<b>117,711</b>	<b>115,357</b>
Interest Income	244	4,554	-	-	-
<b>Net non Program</b>	<b>244</b>	<b>4,554</b>	<b>-</b>	<b>-</b>	<b>-</b>
Facility Rental Income	3,823	4,490	5,000	7,216	7,255
Facility Rental Expense	105	18	800	-	200
<b>Total Facility Rental</b>	<b>3,718</b>	<b>4,472</b>	<b>4,200</b>	<b>7,216</b>	<b>7,055</b>
Subtotal Program Revenue	1,648,441	2,201,205	1,960,600	2,227,587	2,245,979
Subtotal Program Expense	993,027	1,374,940	1,232,200	1,307,308	1,459,709
<b>Program Net</b>	<b>655,414</b>	<b>826,265</b>	<b>728,400</b>	<b>920,279</b>	<b>786,270</b>

**REVENUE**

Fees Revenue	67,022	69,960	60,000	52,690	74,464
Community Contributions Revenue	68,600	-	-	-	-

**EXPENSES**

Administrative Expenses	(632,141)	(723,551)	(677,487)	(637,354)	(727,602)
Branding/Grand Opening/New Bldg Exp	-	-	-	-	-
Dairy Knoll Expenses	(33,669)	(40,546)	(49,000)	(39,165)	(51,800)
<b>Net Gain/Loss</b>	<b>125,226</b>	<b>132,128</b>	<b>61,913</b>	<b>296,450</b>	<b>81,332</b>
<b>Year End Reserves from Audit</b>	<b>274,581</b>	<b>406,234</b>			

	21-22 Year End Financials	22-23 Year End financials	Approved Budget 23-24 23-24	Jan-24	Predicted Year End 23-24
<b>ACADEMY</b>					
<b>Spring 2023(AC3)</b>					
Academy Revenues	95,406	160,026	223,000	250,080	250,437
Academy Expenses and Contractor Payroll	34,425	72,603	92,000	138,800	138,800
Academy Payroll	32,010	41,554	48,000	49,654	49,654
<b>Net Academy III</b>	<b>28,971</b>	<b>45,869</b>	<b>83,000</b>	<b>61,626</b>	<b>61,983</b>
<b>Fall 1 &amp; 2 2023(AC1)</b>					
Academy Revenues	226,698	337,111	296,000	423,368	423,000
Academy Expenses and Contractor Payroll	100,860	146,756	125,000	223,748	223,748
Academy Payroll	44,673	76,413	75,000	61,261	61,261
<b>Net Academy I</b>	<b>81,165</b>	<b>113,942</b>	<b>96,000</b>	<b>138,359</b>	<b>137,991</b>
<b>Winter 2024 (AC2)</b>					
Academy Revenues	165,346	313,693	220,000	223,193	231,000
Academy Expenses and Contractor Payroll	72,852	165,073	90,000	20,805	84,288
Academy Payroll	31,834	46,604	50,000	14,788	61,000
<b>Net Academy II</b>	<b>60,660</b>	<b>102,016</b>	<b>80,000</b>	<b>187,600</b>	<b>85,712</b>
Ballet Program Revenue	23,359	25,612	28,000	32,563	32,563
Ballet Program Expenses and Payroll	8,124	12,171	10,000	11,035	12,000
<b>Net Ballet Program</b>	<b>15,235</b>	<b>13,441</b>	<b>18,000</b>	<b>21,528</b>	<b>20,563</b>
Toddler Revenue	5,629	7,049	3,000	11,235	11,235
Toddler Expenses and Payroll	3,631	2,543	1,000	1,693	7,302
<b>Net Toddler Program</b>	<b>1,998</b>	<b>4,506</b>	<b>2,000</b>	<b>9,542</b>	<b>3,933</b>
Teen Revenue	9,868	11,884	8,000	21,237	21,237
Teen Expense	8,114	5,360	5,000	6,564	14,650
<b>Net Teen Zone Program</b>	<b>1,754</b>	<b>6,524</b>	<b>3,000</b>	<b>14,673</b>	<b>6,587</b>
Cotillion Program Revenue	82,920	52,376	50,000	49,451	49,759
Cotillion Program Expense	47,974	33,596	30,000	27,331	40,000
<b>Net Cotillion Program</b>	<b>34,946</b>	<b>18,780</b>	<b>20,000</b>	<b>22,120</b>	<b>9,759</b>
<b>Total Academy Program</b>					
Revenue	609,226	907,751	828,000	1,011,127	1,019,231
Expenses	384,497	602,673	526,000	555,679	692,703
<b>Net</b>	<b>224,729</b>	<b>305,078</b>	<b>302,000</b>	<b>455,448</b>	<b>326,528</b>

	21-22 Year	22-23 Year	Approved Budget	Jan-24	Predicted Year
	End Financials		23-24		End
					23-24
<b>ADULTS</b>					
<b>Adult Spring</b>					
Adult Revenue	49,951	94,480	40,000	85,843	85,843
Adult Supervision					
Adult Expenses	27,842	60,969	26,000	58,893	58,893
<b>Net Spring</b>	<b>27,967</b>	<b>33,511</b>	<b>14,000</b>	<b>26,950</b>	<b>26,950</b>
<b>Adult Summer</b>					
Adult Revenues	48,444	59,060	23,000	45,129	45,129
Adult Supervision	-				
Adult Expenses	32,972	42,913	16,100	29,010	29,010
<b>Net Summer</b>	<b>15,472</b>	<b>16,147</b>	<b>6,900</b>	<b>16,119</b>	<b>16,119</b>
<b>Adult Fall</b>					
Adult Revenues	36,319	29,647	25,000	24,848	24,848
Adult Supervision	-	-	-	-	-
Adult Expenses	24,364	14,449	16,250	11,066	11,067
<b>Net Fall</b>	<b>11,955</b>	<b>15,198</b>	<b>8,750</b>	<b>13,782</b>	<b>13,781</b>
<b>Adult Winter</b>					
Adult Revenues	30,834	36,416	23,000	11,772	19,500
Adult Supervision					
Adult Expenses	22,936	21,950	16,100	2,174	12,113
<b>Net Winter</b>	<b>7,898</b>	<b>14,466</b>	<b>6,900</b>	<b>9,598</b>	<b>7,387</b>
<b>Total Adult Program</b>					
Revenue	165,548	219,603	111,000	167,592	175,320
Supervision	-	-			
Expenses	108,114	140,281	74,450	101,143	111,083
<b>Net</b>	<b>57,434</b>	<b>79,322</b>	<b>36,550</b>	<b>66,449</b>	<b>64,237</b>

	21-22 Year	22-23 Year	Approved Budget	Jan-24	Predicted Year
	End Financials		23-24		End
					23-24
<b>CAMPS</b>					
CIT Revenue	21,000	23,429	23,000	33,079	33,079
CIT Expenses	1,275	11,143	11,500	12,059	12,059
<b>Net CIT Camp</b>	<b>19,725</b>	<b>12,286</b>	<b>11,500</b>	<b>21,020</b>	<b>21,020</b>
Angel Island Revenue	276,093	418,940	407,100	457,560	457,400
Angel Island Expense	153,776	242,797	250,000	291,584	291,584
<b>Net Angel Island</b>	<b>122,317</b>	<b>176,143</b>	<b>157,100</b>	<b>165,976</b>	<b>165,816</b>

Art & Garden Camp Revenue	42,140	43,914	30,000	39,320	39,320
Art & Garden Camp Expenses	17,327	23,823	17,500	17,063	17,063
<b>Net Art &amp; Garden camp</b>	<b>24,813</b>	<b>20,091</b>	<b>12,500</b>	<b>22,257</b>	<b>22,257</b>
Fantastical Adventures Revenue	148,531	146,682	145,000	141,063	141,000
Fantastical Adventures Expenses	74,991	75,392	80,000	76,861	77,000
<b>Net Camp FA</b>	<b>73,540</b>	<b>71,290</b>	<b>65,000</b>	<b>64,202</b>	<b>64,000</b>
<b>Total Camps</b>					
Revenue	487,764	632,965	605,100	671,022	670,799
Expenses	247,369	353,155	359,000	397,567	397,706
<b>Net</b>	<b>240,395</b>	<b>279,810</b>	<b>246,100</b>	<b>273,455</b>	<b>273,093</b>
	<b>21-22 Year</b>	<b>22-23 Year</b>	<b>Approved Budget</b>	<b>Jan-24</b>	<b>Predicted Year</b>
	<b>End Financials</b>		<b>23-24</b>		<b>End</b>
			<b>23-24</b>		<b>23-24</b>
<b>OTHER PROGRAMS</b>					
Summer Youth Revenues	21,335	15,570	12,000	30,151	30,151
Summer Youth Expenses	14,180	10,277	7,800	19,452	19,452
<b>Net Summer Youth</b>	<b>7,155</b>	<b>5,293</b>	<b>4,200</b>	<b>10,699</b>	<b>10,699</b>
Taekwondo Program Revenues	35,177	31,034	28,000	(4,520)	(4,520)
Taekwondo Program Expenses	25,475	16,708	19,600	722	722
<b>Net Taekwondo Program</b>	<b>9,702</b>	<b>14,326</b>	<b>8,400</b>	<b>(5,242)</b>	<b>(5,242)</b>
Tennis Program Revenues	256,279	288,307	275,000	267,692	268,692
Tennis Program Expenses	194,100	225,090	212,000	209,111	209,111
<b>Net Tennis Program</b>	<b>62,179</b>	<b>63,217</b>	<b>63,000</b>	<b>58,581</b>	<b>59,581</b>
BB League Revenues	10,785	23,233	22,000	10,255	10,255
BB League Expenses	5,921	6,464	10,000	2,819	6,000
<b>Net BB League Courts</b>	<b>4,864</b>	<b>16,769</b>	<b>12,000</b>	<b>7,436</b>	<b>4,255</b>
Tennis Court Key Revenues	52,609	58,220	55,000	49,059	50,503
Tennis Courts Key Expenses	7,223	8,427	10,000	8,658	9,500
<b>Net Tennis Courts</b>	<b>45,386</b>	<b>49,793</b>	<b>45,000</b>	<b>40,401</b>	<b>41,003</b>
Special Event Revenues	6,126	15,478	19,500	17,993	18,293
Special Event Expenses	4,508	11,847	11,550	11,521	12,032
<b>Net Special Events</b>	<b>1,618</b>	<b>3,631</b>	<b>7,950</b>	<b>6,472</b>	<b>6,261</b>
Clothing/Uniform		-	-	-	-



Clothing/Uniform Expenses	1,535	-	1,000	636	1,200
<b>Net Clothing Sales</b>	-	-	-	-	-
Brochure Ad Income	-	-	-	-	-
Brochure Expense	-	-	-	-	-
<b>Total Other Program</b>					
Revenue	382,311	431,842	411,500	370,630	373,374
Expenses	252,942	278,813	271,950	252,919	258,017
<b>Net</b>	<b>129,369</b>	<b>153,029</b>	<b>139,550</b>	<b>117,711</b>	<b>115,357</b>

**FACILITY RENTALS**

	21-22 Year End Financials	22-23 Year	Approved Budget 23-24 23-24	Jan-24	Predicted Year End 23-24
Tiburon Community Room Revenue	-	-	-	-	-
Tiburon Community Room Expense	-	-	-	-	-
<b>Net Tiburon Community Room</b>	-	-	-	-	-
Belvedere Community Ctr Revenues	1,213	3,470	2,000	5,061	5,100
Belvedere Community Ctr Expense	-	-	400	-	-
<b>Net Belvedere Community Ctr</b>	<b>1,213</b>	<b>3,470</b>	<b>1,600</b>	<b>5,061</b>	<b>5,100</b>
Dairy Knoll Rental Revenue	2,610	1,020	3,000	2,155	2,155
Dairy Knoll Rental Expenses	-	18	400	-	200
<b>Net Dairy Knoll</b>	<b>2,610</b>	<b>1,002</b>	<b>2,600</b>	<b>2,155</b>	<b>1,955</b>
<b>Total Facility Rentals</b>					
Revenue	3,823	4,490	5,000	7,216	7,255
Expenses	-	18	800	-	200
Supervision	105	-	-	-	-
<b>Net</b>	<b>3,718</b>	<b>4,472</b>	<b>4,200</b>	<b>7,216</b>	<b>7,055</b>

**DAIRY KNOLL**

	21-22 Year End Financials	22-23 Year	Approved Budget 23-24 23-24	Jan-24	Predicted Year End 23-24
PG&E Electricity/Gas/ Solar	(7,369)	(8,187)	(7,500)	(7,272)	(10,000)
Water/Sewer	(1,211)	(1,542)	(1,800)	(1,350)	(1,800)
Internet	(3,250)	(2,750)	(3,400)	(750)	(1,000)
Telephone/Communication/Fire	(3,424)	(3,691)	(4,300)	(2,691)	(4,300)
Email service	(2,189)	(2,755)	(2,500)	(4,446)	(5,000)
Tech Support	-	(705)	(2,500)	(3,876)	(4,000)
Bldg Maintenance Expenses	(4,159)	-	(5,000)	(800)	(4,500)
Building Supplies	(1,142)	(6,171)	(2,000)	(3,113)	(4,000)

Custodial Supplies	(2,791)	(3,174)	(4,000)	(1,462)	(2,200)
Custodian	(8,134)	(11,571)	(16,000)	(13,405)	(15,000)
<b>Total Dairy Knoll</b>	<b>(33,669)</b>	<b>(40,546)</b>	<b>(49,000)</b>	<b>(39,165)</b>	<b>(51,800)</b>

#### ADMINISTRATIVE EXPENSES

	21-22 Year End Financials	22-23 Year	Approved Budget 23-24 23-24	Jan-24	Predicted Year End 23-24
Accounting and Payroll Charges/ADP	(5,317)	(6,472)	(6,250)	-18370	(22,000)
Audit	(11,400)	(12,000)	(12,700)	-13225	(13,225)
Auto Mileage Allowance	(1,251)	(1,945)	(2,000)	-1040	(2,000)
Bank Charges and Bank Purchases	(947)	(1,243)	(1,500)	-826	(1,000)
Copy Machine	(7,824)	(7,253)	(9,600)	(12,014)	(13,000)
Credit Card Charges	(66,310)	(87,149)	(75,000)	(66,251)	(95,675)
Equipment	(22,757)	(3,296)	(3,000)	(6,052)	(20,000)
Fingerprinting	(784)	(788)	(1,000)	(706)	(750)
Office Supplies	(520)	(648)	(500)	(690)	(1,000)
Payroll Taxes	(26,302)	(27,583)	(27,000)	(31,520)	(33,500)
Postage	(5,324)	(6,101)	(6,500)	(444)	(800)
Professional Services	(6,375)	(150)	(2,000)	(3,382)	(5,000)
Publicity	(7,089)	(13,755)	(9,000)	(13,506)	(14,000)
Recognition	(4,210)	(6,454)	(5,000)	(6,143)	(7,000)
Registratrion Software	(17,598)	(17,448)	(20,937)	(20,937)	(20,937)
Workers Comp Insurance	(13,182)	(9,877)	(15,000)	(10,065)	(10,065)
Unemployment	(3,282)	(1,897)	(2,000)	(1,695)	(1,700)
Administrative Staff Payroll	(337,056)	(396,825)	(364,000)	(333,030)	(354,000)
Health & Dental	(58,751)	(73,199)	(68,000)	(67,169)	(72,000)
Conferences and Meetings	(1,026)	(9,344)	(2,000)	(3,103)	(6,200)
Retirement Benefits	(30,169)	(37,573)	(37,050)	(26,936)	(33,500)
Administrative Expense	(20)	(348)	(250)	(250)	(250)
Brochures	(4,647)	(2,203)	(7,200)	-	-
<b>Administrative Personnel Costs</b>	<b>(632,141)</b>	<b>(723,551)</b>	<b>(677,487)</b>	<b>(637,354)</b>	<b>(727,602)</b>

#### SPECIAL EVENTS

	21-22 Year Projections	22-23 Year	Approved Budget 23-24 FY22-23	Jan-24	Predicted Year End FY22-23
Spring Carnival Revenue	770	4,186	4,000	4,485	4,485
Spring Carnival Expense	108	4,208	3,000	3,363	3,363
Spring Carinval Staffing	-	-	300	-	-
<b>Net Spring Carnival</b>	<b>662</b>	<b>(22)</b>	<b>700</b>	<b>1,122</b>	<b>1,122</b>
Tiburon Car Show	-	1,500	2,000	-	-
Car Show Expense	-	-	-	-	-

Car Show Staffing	-	-	-	-	-
<b>Net Golf Tournament</b>	-	1,500	2,000	-	-
Half Marathon Revenue	-	2,705	4,000	3,134	3,134
Half Marathon Expense	-	266	500	850	850
Half Marathon Staffing	-	-	-	-	-
<b>Net Half Marathon</b>	-	2,439	3,500	2,284	2,284
Halloween Carnival Revenue	2,908	4,128	4,000	4,109	4,109
Halloween Carnival Expense	2,281	3,416	3,000	3,355	3,355
Halloween Carinval Staffing	-	-	300	-	-
<b>Net Halloween Carnival</b>	627	712	700	754	754
Gingerbread Houses Revenue	2,448	2,920	3,000	-	-
Gingerbread Houses Expenses	1,969	2,483	1,900	-	-
Gingerbread Houses staffing	-	-	300	-	-
<b>Net Gingerbread</b>	479	437	800	-	-
Father Daughter Dance Revenue	-	-	2,500	1,665	1,965
Father Daughter Dance Expense	-	-	2,000	772	1,283
Father Daughter Dance Staffing	-	-	250	-	-
<b>Net Father Daughter Dance</b>	-	-	500	893	682
Misc Revenue	-	39	-	4,600	4,600
Misc Expense	150	1,474	-	3,181	3,181
<b>Net Misc (SE-Misc)</b>	(150)	(1,435)	-	1,419	1,419
Total Special Event Revenue	6,126	15,478	19,500	17,993	18,293
Total Special Event Expense	4,508	11,847	10,400	11,521	12,032
Total Special Event Staffing	-	-	1,150	-	-
<b>Net Special Event</b>	1,618	3,631	7,950	6,472	6,261

(missing AI Ad Race event info)

