



**FINANCE COMMITTEE MEETING
REMOTE MEETING
Wednesday, July 21, 2021
4:30 p.m.**

AGENDA

PLEASE TAKE NOTICE

DUE TO THE PROVISION OF THE GOVERNOR'S EXECUTIVE ORDERS N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF MENDOCINO TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE MCRPD FINANCE COMMITTEE MEMBERS WILL BE PARTICIPATING BY TELECONFERENCE IN THE MCRPD FINANCE COMMITTEE MEETING SCHEDULED FOR August 18, 2021.

In compliance with the Shelter-in-Place Orders of the County and State, this meeting will be closed to the public. The meeting will be accessible to the public via the following URL and sign in code.

Meeting URL:

<https://us02web.zoom.us/j/86882653357?pwd=MG5PWWgrck1UTnhxMzRpUUpQVmwvUT09>

- The meeting ID is: 868 8265 3357
- The meeting password is: 304469
- People who are calling in: Audio conferencing participant will need to call (415) 762-9988 or (646) 568-7788 and follow the verbal direction.

1.0. CALL TO ORDER AND ROLL CALL

2.0 PUBLIC PARTICIPATION NON-AGENDA ITEMS

Public Comment regarding matters on the Finance Committee Meeting Agenda be made by attendees at the teleconference meeting or may be made written and sent to Carly Wells, MCRPD/CVSCC Administrative Supervisor: cwells@mcrpd.us at any time prior to the scheduled meeting. Written comments may also be delivered by using the USPS to 300 S Lincoln St Fort Bragg CA 95437. All comments received prior and during the meeting will be read aloud. The Board is prohibited from discussion or acting on matters not on the agenda but may briefly respond or ask a question for clarification (Government Code 54954.2).

The District appreciates your patience and willingness to protect the health and wellness of our community. If you have any questions regarding this meeting, please contact the Administrative Supervisor by phone at (707) 964-9446 Ext. 106 or by email at cwells@mcrpd.us.

3.0 INFORMATION/DISCUSSION

3.1 MCRPD Financial Statement June 2021 (p. 1)

3.2 CVSCC Financial Statement June 2021 (p. 2)

3.3 MCRPD Check Register June 2021 (p. 3)

3.4 CVSCC Check Register June 2021 (p. 5)

4.0 ADJOURNMENT

NOTICE TO THE PUBLIC

All disabled persons requesting disability related modifications for accommodations including auxiliary aids or service may make such a request in order to ensure full participation in a MCRPD public meeting. Such a request should be made to Moneque Wooden, District Business Manager, 300 South Lincoln St., Fort Bragg, CA 95437.

PLEASE NOTE: At least 48 hours in advance of standing committee meetings, agendas are posted at the District Office, C. V. Starr Community Center, 300 South Lincoln Street, Fort Bragg, California and at mendocoastrec.org; and emailed to individuals upon request and to the Fort Bragg Advocate and Mendocino Beacon.

MCRPD
Income Statement with Budget Comparison with Midyear Adjustments
Month Ending June 30, 2021

Description	Current Month Actual	Current Month Budget	Current Month Difference <i>favorable / (unfavorable)</i>	Year to Date Actual	Year to Date Budget	Year to Date Difference <i>favorable / (unfavorable)</i>	Available	
Operating Revenue								
Enrichment	1	-	3,000	(3,000)	-	3,000	(3,000)	3,000
Youth Sports	2	-	507	(507)	225	1,638	(1,413)	1,413
Special Events	3	-	-	-	-	-	-	0
Adult Sports	4	-	9,800	(9,800)	-	9,800	(9,800)	9,800
Drop In	5	-	-	-	-	-	-	0
Other Income	6	1,449	762	686	16,618	12,732	3,886	(3,886)
Total Revenue		1,449	14,069	(12,621)	16,843	27,170	(10,327)	10,327
Other Revenues								
Cal-Recycle Grant	7	-	-	-	22,001	20,673	1,328	(22,001)
Property Tax	8	-	-	-	298,229	285,753	12,476	(298,229)
Total Other Revenue		-	-	-	320,229	306,426	13,803	-
Total Revenues		1,449	14,069	(12,621)	337,073	333,596	3,476	(51,320)
Operating Expense								
Wages and Benefits	9	17,509	36,096	18,587	178,128	233,474	55,346	55,346
Programs	10	-	920	920	977	2,845	1,868	1,868
Sports	11	-	1,960	1,960	-	4,140	4,140	4,140
Marketing	12	655	200	(455)	655	1,100	445	445
Operations	13	5,280	4,811	(469)	88,351	91,796	3,445	3,445
Events	14	-	250	250	1,032	1,982	950	950
Other Expenses	15	11,225	12,543	1,318	19,883	31,400	11,517	11,517
Total Operating Expense		34,670	56,780	22,110	289,026	366,736	77,710	77,710
Other Expenses								
Cal Recycle Grant	16	-	-	-	22,001	22,001	-	-
Area Funding Grant	17	2,500	2,500	2,500	2,500	2,500	-	-
Planning Grant	18	-	-	-	76,627	76,627	-	-
Total Other Income / Expense		2,500	2,500	2,500	101,128	101,128	-	-
Total Expenses		37,170	59,280	24,610	390,154	467,864	77,710	77,710
Net Revenue (Expense)		(35,721)	(45,211)	(37,231)	(53,082)	(134,268)	(74,234)	(129,030)

* All operating revenues and expenses are off due to not being able to offer programs as hoped due to the COVID-19 restrictions and limited staff.

Footnotes	1
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Description	Current Month Actual	Current Month Budget	Current Month Difference <i>favorable / (unfavorable)</i>	Year to Date Actual	Year to Date Budget	Year to Date Difference <i>favorable / (unfavorable)</i>	Available
Operating Revenue							
General Admission 1	\$ -	\$ (83)	\$ 83	\$ (426)	\$ (1,000)	\$ 574	\$ (574)
Rentals 2	\$ -	\$ -	\$ -	\$ (125)	\$ -	\$ (125)	\$ 125
Registration 3	\$ 1,050	\$ -	\$ 1,050	\$ 719	\$ -	\$ 719	\$ (719)
Merchandise 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous 5	\$ 19	\$ 40	\$ (21)	\$ 590	\$ 480	\$ 110	\$ (110)
Total Revenue	1,069	(43)	1,112	758	(520)	1,278	(1,278)
Operating Expense							
Wages and Benefits 6	31,367	43,274	11,907	251,264	288,227	36,963	36,963
Utilities 7	13,559	11,076	(2,483)	76,967	77,942	975	975
Outreach 8	-	5,450	5,450	-	12,800	12,800	12,800
Maintenance 9	11,225	26,038	14,813	34,650	67,586	32,935	32,935
Operations 10	34,108	49,203	15,095	132,467	152,041	19,574	19,574
Other Expenses 11	2,500	4,500	2,000	10,000	18,107	8,107	8,107
Total Operating Expense	92,759	139,541	46,782	505,348	616,703	111,354	111,354
Other Expenses							
Leisure Pool Boiler 11	-	-	-	-	20,000	20,000	20,000
HVAC Programmer 12	-	-	-	-	15,327	15,327	15,327
IT System Update 13	-	-	-	15,123	15,282	159	159
Pool Vacuum 14	-	-	-	4,986	5,400	414	414
Total Other Income / Expense	-	-	-	20,110	56,009	35,899	35,899
Total Expenses	92,759	139,541	46,782	525,458	672,712	147,254	(525,458)
Net Revenue (Expense)	(91,690)	(139,584)	(45,670)	(524,700)	(673,232)	(145,976)	524,180
Enterprise Fund Allocation for Operations	91,690						
Net Operating Income	-						

*All operating revenues and expenses are off due to not re-opening in June as projected at midyear, along with obstacles in the hiring process.

- Footnotes
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**Mendo Coast Rec Park District
Check Register**

For the Period From Jun 1, 2021 to Jun 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
06012021	6/1/21	Mendocino Community Network	1020	126.80
06012021	6/1/21	Amazon	1020	2,009.73
1095	6/2/21	CV STARR CENTER	1020	9,742.32
1096	6/2/21	Employment Development Dept.	1020	208.45
1097	6/2/21	BETH PINE	1020	1,636.70
1098	6/2/21	JACKSON LAW OFFICE	1020	58.50
1099	6/2/21	JJACPA, INC.	1020	9,000.00
1100	6/2/21	Moneque Wooden	1020	1,034.00
1101	6/2/21	PROVENCHER & FLATT LLP	1020	320.00
1102	6/2/21	Sonya Shaffer	1020	80.00
1103	6/2/21	US CELLULAR	1020	273.02
1104	6/3/21	EDWARD JONES	1020	2,190.48
1124	6/10/21	CV STARR CENTER	1020	14,568.23
1125	6/10/21	BETH PINE	1020	3,412.64
1126	6/10/21	JACKSON LAW OFFICE	1020	78.00
1127	6/10/21	MENDOCINO CO. AUDITOR	1020	11,224.92
1128	6/10/21	Moneque Wooden	1020	477.00
1129	6/10/21	PROVENCHER & FLATT LLP	1020	440.00
	6/10/21	Employment Development Dept.	1020	747.77
	6/10/21	EFTPS	1020	4,376.21
DD1000	6/10/21	Employee Payroll	1020	1,829.85
DD1001	6/10/21	Employee Payroll	1020	73.34
DD1002	6/10/21	Employee Payroll	1020	1,611.44
DD1003	6/10/21	Employee Payroll	1020	321.56
DD1004	6/10/21	Employee Payroll	1020	410.55
DD1005	6/10/21	Employee Payroll	1020	616.81
1114	6/10/21	Employee Payroll	1020	405.12
1115	6/10/21	Employee Payroll	1020	176.79
1116	6/10/21	Employee Payroll	1020	629.54
1117	6/10/21	Employee Payroll	1020	560.52
1118	6/10/21	Employee Payroll	1020	933.89
1119	6/10/21	Employee Payroll	1020	1,188.51
1120	6/10/21	Employee Payroll	1020	683.56
1121	6/10/21	Employee Payroll	1020	756.89
1122	6/10/21	Employee Payroll	1020	522.85
DD1006	6/10/21	Employee Payroll	1020	2,425.08
DD1007	6/10/21	Employee Payroll	1020	1,772.12
1123	6/10/21	Employee Payroll	1020	283.64
1130	6/10/21	Employee Payroll	1020	321.56
DD1003V	6/11/21	Employee Payroll	1020	-321.56
1131	6/17/21	CITY OF FORT BRAGG	1020	625.00
1132	6/17/21	US CELLULAR	1020	273.02
1147	6/22/21	CITY OF FORT BRAGG	1020	100.00
1144	6/24/21	CV STARR CENTER	1020	13,430.54
1145	6/24/21	EDWARD JONES	1020	2,339.98
1146	6/24/21	BETH PINE	1020	195.31
1133	6/24/21	Employee Payroll	1020	217.41
1134	6/24/21	Employee Payroll	1020	173.82
DD1008	6/24/21	Employee Payroll	1020	1,182.56
1135	6/24/21	Employee Payroll	1020	97.84
1136	6/24/21	Employee Payroll	1020	401.13
1137	6/24/21	Employee Payroll	1020	98.87
1138	6/24/21	Employee Payroll	1020	364.94
1139	6/24/21	Employee Payroll	1020	588.37
1140	6/24/21	Employee Payroll	1020	397.80

**Mendo Coast Rec Park District
Check Register**

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Check #	Date	Payee	Cash Account	Amount
DD1009	6/24/21	Employee Payroll	1020	1,321.67
DD1010	6/24/21	Employee Payroll	1020	116.92
1141	6/24/21	Employee Payroll	1020	1,303.72
DD1011	6/24/21	Employee Payroll	1020	234.83
DD1012	6/24/21	Employee Payroll	1020	487.19
1142	6/24/21	Employee Payroll	1020	388.24
1143	6/24/21	Employee Payroll	1020	299.75
DD1013	6/24/21	Employee Payroll	1020	2,198.28
DD1014	6/24/21	Employee Payroll	1020	1,772.12
	6/24/21	EFTPS	1020	3,459.56
	6/24/21	Employment Development Dept.	1020	493.13
1148	6/25/21	CITY OF FORT BRAGG	1020	750.00
1150	6/30/21	CITY OF FORT BRAGG	1020	750.00
Total				<u>111,268.83</u>

**C.V. Starr Community Center
Check Register**

For the Period From Jun 1, 2021 to Jun 30, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
1688	6/3/21	Carly Wells	1020	40.00
1689	6/3/21	City of Fort Bragg	1020	2,500.00
1690	6/3/21	Comcast	1020	149.99
1691	6/3/21	Deep Valley Security	1020	77.90
1692	6/3/21	Edward Jones	1020	1,425.88
1693	6/3/21	Integrity Shred LLC	1020	63.00
1694	6/3/21	Moneque Wooden	1020	1,209.49
1695	6/3/21	Office Depot	1020	347.96
1696	6/3/21	Rossi Building Materials	1020	96.95
1699	6/10/21	Eureka Oxygen Co.	1020	115.00
1700	6/10/21	MCRPD	1020	9,709.57
1701	6/10/21	Norvells	1020	219.36
1702	6/10/21	Office Depot	1020	151.53
1703	6/10/21	PACE Supply	1020	84.92
1704	6/10/21	Rossi Building Materials	1020	26.42
	6/10/21	EDD	1020	621.15
	6/10/21	EFTPS	1020	3,467.97
DD3949	6/10/21	Employee Payroll	1020	1,870.73
DD3950	6/10/21	Employee Payroll	1020	1,801.20
DD3951	6/10/21	Employee Payroll	1020	938.76
DD3952	6/10/21	Employee Payroll	1020	1,673.33
DD3953	6/10/21	Employee Payroll	1020	1,648.72
1697	6/10/21	Employee Payroll	1020	1,352.92
1698	6/10/21	Employee Payroll	1020	1,572.71
	6/15/21	Aflac	1020	151.94
1705	6/17/21	Carly Wells	1020	613.39
1706	6/17/21	Ferrell Gas	1020	1,551.81
1707	6/17/21	Fort Bragg Water Works	1020	1,236.02
1708	6/17/21	Grainger	1020	144.16
1709	6/17/21	Kimberly Ramey	1020	499.97
1710	6/17/21	KLH Consulting	1020	1,996.50
1711	6/17/21	Peak Software Systems, Inc	1020	2,832.40
1712	6/17/21	Pacific Gas and Electric	1020	2,527.01
1713	6/17/21	Rossi Building Materials	1020	127.31
1714	6/17/21	Solid Waste of Willits	1020	193.14
1715	6/17/21	Toshiba America Business Solut	1020	252.95
1716	6/17/21	WAXIE Sanitary Supply	1020	5,885.34
1720	6/24/21	AT&T	1020	135.99
1721	6/24/21	Blue Shield of California	1020	5,021.16
1722	6/24/21	Carly Wells	1020	470.00
1723	6/24/21	City of Fort Bragg	1020	27,819.53
1724	6/24/21	Edward Jones	1020	599.92
1725	6/24/21	MCRPD	1020	7,137.70
1726	6/24/21	The Color Mill	1020	100.00
1727	6/24/21	Toshiba America Business Solut	1020	157.87
DD3954	6/24/21	Employee Payroll	1020	1,870.73
DD3955	6/24/21	Employee Payroll	1020	1,801.20
DD3956	6/24/21	Employee Payroll	1020	529.39
DD3957	6/24/21	Employee Payroll	1020	1,486.84
DD3958	6/24/21	Employee Payroll	1020	1,648.72
1717	6/24/21	Employee Payroll	1020	1,157.54
1718	6/24/21	Employee Payroll	1020	1,572.71
1719	6/24/21	Employee Payroll	1020	1,352.92
	6/24/21	EDD	1020	643.22
	6/24/21	EFTPS	1020	3,611.44

**C.V. Starr Community Center
Check Register**

For the Period From Jun 1, 2021 to Jun 30, 2021

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Check #	Date	Payee	Cash Account	Amount
	6/24/21	Mendocino Community Network	1020	<u>83.35</u>
Total				<u><u>106,377.63</u></u>
