



**FINANCE COMMITTEE MEETING
REMOTE MEETING
Wednesday, January 19, 2022
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 JANUARY 19, 2022.

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/81436453182?pwd=VG5WT29vS3RxcmE2eENJb2cxLzQvUT09>

- The meeting ID is: 814 3645 3182
- The meeting password is: 986424
- 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 November 2021

3.2 CVSCC Financial Statement November 2021

3.3 MCRPD Check Register November 2021

3.4 CVSCC Check Register November 2021

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.

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	1,200	2,879	(1,679)	1,200	8,122	(6,922)	49,456
Youth Sports	2	5,725	4,723	1,002	6,391	5,873	518	3,242
Special Events	3	-	9,647	(9,647)	10,499	9,647	852	1,898
Adult Sports	4	-	1,200	(1,200)	338	1,470	(1,133)	13,618
Drop In	5	870	1,125	(255)	3,863	4,191	(328)	7,424
Other Income	6	2,960	1,387	1,573	7,540	5,376	2,164	7,382
Total Revenue		10,755	20,961	(10,206)	29,830	34,679	(4,849)	83,020
Other Revenues								
Property Tax	7	-	-	-	22,706	-	22,706	301,622
Total Other Revenue		-	-	-	22,706	-	22,706	301,622
Total Revenues		10,755	20,961	(10,206)	52,537	34,679	17,858	384,642
Operating Expense								
Wages and Benefits	8	21,228	26,154	4,926	112,943	130,768	17,824	292,243
Programs	9	27	500	473	875	1,300	425	2,546
Sports	10	0	0	-	124	1,930	1,806	9,598
Marketing	11	0	0	0	456	1,084	628	2,570
Operations	12	4,634	5,496	862	19,393	21,750	2,357	68,617
Events	13	51	156	105	7,387	4,024	(3,363)	4,274
Other Expenses	14	0	0	-	1,832	2,201	369	7,928
Total Operating Expense		25,940	32,306	6,366	143,010	163,057	20,047	387,775
Other Expenses								
Area Funding Grant	15	-	-	-	-	-	-	2,500
Total Other Income / Expense		-	-	-	-	-	-	2,500
Total Expenses		25,940	32,306	6,366	143,010	163,057	20,047	390,275
Net Revenue (Expense)		(15,184)	(11,344)	(16,572)	(90,474)	(128,378)	(2,189)	(5,634)

Footnotes

- 1 Enrichment is under for the month and year due to not being able to run the programs as in years past.
- 2
- 3 Special Events is under for the month due to not having the Aquathon and Silent Auction as in years past.
- 4 Adult Sports are under for the month due to not having Men's Basketball League as in years past.
- 5 Drop In Revenues are under for the month due lower than anticipated attenddnce to Skate Night.
- 6 Other Income is over for the month due to obtaining Coast Youth Basketball T-Shirt Sponsorships.
- 7
- 8 Wages and Benefits are under for the month due to staffing shortages and not being able to run programs that were offered in the past.
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Description	Current Month Actual	Current Month Budget	Current Month Difference favorable / (unfavorable)	Year to Date Actual	Year to Date Budget	Year to Date Difference favorable / (unfavorable)	Available
Operating Revenue							
General Admission 1	\$ 24,806	\$ 28,978	\$ (4,172)	\$ 134,090	\$ 155,155	\$ (21,065)	\$ 241,866
Rentals 3	\$ 589	\$ 785	\$ (196)	\$ 8,757	\$ 11,564	\$ (2,807)	\$ 20,666
Registration 4	\$ 2,782	\$ 2,781	\$ 1	\$ 15,147	\$ 13,496	\$ 1,651	\$ 18,039
Merchandise 5	\$ 439	\$ 96	\$ 342	\$ 2,484	\$ 1,448	\$ 1,036	\$ 1,112
Miscellaneous 6	\$ 51	\$ 272	\$ (222)	\$ (115)	\$ 1,155	\$ (1,269)	\$ 2,868
Total Revenue	28,666	32,913	(4,247)	160,363	182,818	(22,454)	284,551
Operating Expense							
Wages and Benefits 7	55,597	80,182	24,584	304,345	400,909	96,564	657,836
Utilities 8	21,723	19,236	(2,487)	129,181	105,552	(23,629)	142,816
Outreach 9	510	1,264	754	5,207	7,740	2,533	16,993
Maintenance 10	1,411	1,648	237	14,034	12,047	(1,987)	151,491
Operations 11	13,056	12,454	(602)	82,630	85,601	2,971	127,697
Other Expenses 12	2,500	2,500	-	5,000	5,550	550	10,350
Total Operating Expense	94,797	117,284	22,487	540,396	617,399	77,003	1,107,184
Total Expenses	94,797	117,284	22,487	540,396	617,399	77,003	(540,396)
Net Revenue (Expense)	(66,131)	(84,371)	18,240	(380,033)	(434,581)	54,548	824,947
Enterprise Fund Allocation for Operations	66,131						
Net Operating Income	-						

Footnotes

- 1 General Admissions are under for the month likely due to public hesitancy from COVID-19.
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- 7 Wages and benefits are significantly under for the month due to staffing vacancies.
- 8 Utilities are over year-to-date due to significantly higher than anticipated propane bills. The propane increase is still being investigated.
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**Mendo Coast Rec Park District
Check Register**

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

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
DD1088	11/1/21	Michela Sarti	1020	278.76
1302	11/1/21	Cynthia Farrel-Lane	1020	263.78
1303	11/2/21	ANNA-KRISTINA ROSENQUIST	1020	65.07
1304	11/2/21	BETH PINE	1020	1,063.96
1305	11/2/21	Law Office of Jacob R. Patterson	1020	3,605.00
1306	11/2/21	Moneque Wooden	1020	2,133.01
1307	11/2/21	Law Offices of Nelson J. Lee	1020	220.00
1308	11/2/21	US CELLULAR	1020	131.26
DD1088	11/11/21	Employee Payroll	1020	137.02
DD1089	11/11/21	Employee Payroll	1020	347.71
DD1090	11/11/21	Employee Payroll	1020	1,207.82
DD1091	11/11/21	Employee Payroll	1020	73.34
DD1092	11/11/21	Employee Payroll	1020	538.17
DD1093	11/11/21	Employee Payroll	1020	410.55
DD1094	11/11/21	Employee Payroll	1020	212.38
DD1095	11/11/21	Employee Payroll	1020	1,249.74
DD1096	11/11/21	Employee Payroll	1020	109.62
DD1097	11/11/21	Employee Payroll	1020	188.41
DD1098	11/11/21	Employee Payroll	1020	362.95
DD1099	11/11/21	Employee Payroll	1020	763.39
DD1100	11/11/21	Employee Payroll	1020	369.97
DD1101	11/11/21	Employee Payroll	1020	419.75
DD1102	11/11/21	Employee Payroll	1020	522.85
DD1103	11/11/21	Employee Payroll	1020	2,198.28
1309	11/11/21	Employee Payroll	1020	369.97
1310	11/11/21	Employee Payroll	1020	78.10
1311	11/11/21	Employee Payroll	1020	27.50
1312	11/11/21	Employee Payroll	1020	496.45
1313	11/11/21	Employee Payroll	1020	487.92
1314	11/11/21	Employee Payroll	1020	324.96
1315	11/11/21	Employee Payroll	1020	43.84
1316	11/11/21	Employee Payroll	1020	498.77
1317	11/11/21	Employee Payroll	1020	311.73
1318	11/11/21	Employee Payroll	1020	126.75
1319	11/11/21	Employee Payroll	1020	164.43
1320	11/11/21	Employee Payroll	1020	1,291.04
1321	11/11/21	Employee Payroll	1020	49.87
1322	11/11/21	Employee Payroll	1020	493.37
1323	11/11/21	Employee Payroll	1020	260.35
	11/11/21	EFTPS	1020	3,930.95
	11/11/21	Employment Development Dept.	1020	680.06
1324	11/12/21	Employee Payroll	1020	412.03
1325	11/12/21	Employee Payroll	1020	131.99
1326	11/12/21	Employee Payroll	1020	150.73
	11/14/21	Mendocino Community Network	1020	116.29
DD1104	11/24/21	Employee Payroll	1020	100.48
DD1105	11/24/21	Employee Payroll	1020	347.71
DD1106	11/24/21	Employee Payroll	1020	201.89
DD1107	11/24/21	Employee Payroll	1020	1,180.13
DD1108	11/24/21	Employee Payroll	1020	73.34
DD1109	11/24/21	Employee Payroll	1020	501.15
DD1110	11/24/21	Employee Payroll	1020	410.55
DD1111	11/24/21	Employee Payroll	1020	354.51
DD1112	11/24/21	Employee Payroll	1020	232.94
DD1113	11/24/21	Employee Payroll	1020	43.84

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Check #	Date	Payee	Cash Account	Amount
DD1114	11/24/21	Employee Payroll	1020	1,275.93
DD1115	11/24/21	Employee Payroll	1020	287.75
DD1116	11/24/21	Employee Payroll	1020	311.70
DD1117	11/24/21	Employee Payroll	1020	771.88
DD1118	11/24/21	Employee Payroll	1020	287.75
DD1119	11/24/21	Employee Payroll	1020	522.85
DD1120	11/24/21	Employee Payroll	1020	624.60
DD1121	11/24/21	Employee Payroll	1020	50.47
1327	11/24/21	Employee Payroll	1020	349.40
1328	11/24/21	Employee Payroll	1020	26.03
1329	11/24/21	Employee Payroll	1020	318.35
1330	11/24/21	Employee Payroll	1020	418.96
1331	11/24/21	Employee Payroll	1020	55.01
1332	11/24/21	Employee Payroll	1020	488.73
1333	11/24/21	Employee Payroll	1020	487.92
1334	11/24/21	Employee Payroll	1020	599.44
1335	11/24/21	Employee Payroll	1020	205.54
1336	11/24/21	Employee Payroll	1020	287.75
1337	11/24/21	Employee Payroll	1020	212.38
1338	11/24/21	Employee Payroll	1020	1,188.51
1339	11/24/21	Employee Payroll	1020	246.64
1340	11/24/21	Employee Payroll	1020	517.66
1341	11/24/21	Employee Payroll	1020	332.29
1342	11/24/21	Employee Payroll	1020	41.11
DD1122	11/24/21	Employee Payroll	1020	47.46
DD1123	11/24/21	Employee Payroll	1020	2,198.28
1343	11/24/21	Afterschool Guru	1020	4,480.00
1344	11/24/21	BETH PINE	1020	285.16
1345	11/24/21	CV STARR CENTER	1020	23,855.64
1346	11/24/21	Kim Ramey	1020	34.95
1347	11/24/21	Moneque Wooden	1020	527.53
1348	11/24/21	PROVENCHER & FLATT LLP	1020	200.00
1349	11/24/21	Sandra Carmichael	1020	126.17
1350	11/24/21	US CELLULAR	1020	136.26
	11/25/21	EFTPS	1020	4,252.77
	11/25/21	Employment Development Dept.	1020	822.61
Total				<u>77,641.91</u>

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

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

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Check #	Date	Payee	Cash Account	Amount
2066V	11/2/21	Maria May	1020	-80.00
2106	11/2/21	Maria May	1020	80.00
2107	11/2/21	AT&T	1020	135.08
2108	11/2/21	Carly Wells	1020	212.74
2109	11/2/21	Comcast	1020	149.99
2110	11/2/21	Deep Valley Security	1020	77.90
2111	11/2/21	Edward Jones	1020	599.92
2112	11/2/21	Fort Bragg Electric, Inc	1020	432.88
2113	11/2/21	Grainger	1020	30.53
2114	11/2/21	Kimberly Ramey	1020	699.40
2115	11/2/21	KLH Consulting	1020	225.00
2116	11/2/21	Leticia Segura	1020	350.00
2117	11/2/21	Lincoln Aquatics	1020	3,380.90
2118	11/2/21	Mendocino Coast Clinics	1020	1,005.00
2119	11/2/21	Mendo Mill	1020	43.35
2120	11/2/21	MDMCS	1020	120.00
2121	11/2/21	North Coast Plumbing Heating & Sheet	1020	150.00
2122	11/2/21	Office Depot	1020	229.29
2123	11/2/21	Pacific Gas and Electric	1020	18.74
2124	11/2/21	Nick Barbieri Trucking, LLC	1020	81.17
2125	11/2/21	Rossi Building Materials	1020	66.57
2126	11/2/21	Solid Waste of Willits	1020	39.89
2127	11/2/21	Toshiba America Business Solut	1020	178.23
2128	11/3/21	Pacific Gas and Electric	1020	8,321.73
DD4116	11/11/21	Employee Payroll	1020	1,851.88
DD4117	11/11/21	Employee Payroll	1020	1,740.82
DD4118	11/11/21	Employee Payroll	1020	1,352.92
DD4119	11/11/21	Employee Payroll	1020	1,673.33
DD4120	11/11/21	Employee Payroll	1020	1,648.72
DD4121	11/11/21	Employee Payroll	1020	85.86
DD4122	11/11/21	Employee Payroll	1020	608.83
DD4123	11/11/21	Employee Payroll	1020	54.61
DD4124	11/11/21	Employee Payroll	1020	1,451.85
DD4125	11/11/21	Employee Payroll	1020	1,272.98
DD4126	11/11/21	Employee Payroll	1020	968.21
DD4127	11/11/21	Employee Payroll	1020	486.73
DD4128	11/11/21	Employee Payroll	1020	248.01
DD4129	11/11/21	Employee Payroll	1020	89.64
DD4130	11/11/21	Employee Payroll	1020	145.88
DD4131	11/11/21	Employee Payroll	1020	606.54
DD4132	11/11/21	Employee Payroll	1020	109.08
DD4133	11/11/21	Employee Payroll	1020	101.59
DD4134	11/11/21	Employee Payroll	1020	499.72
DD4135	11/11/21	Employee Payroll	1020	89.64
DD4136	11/11/21	Employee Payroll	1020	163.61
DD4137	11/11/21	Employee Payroll	1020	87.53
DD4138	11/11/21	Employee Payroll	1020	881.65
DD4139	11/11/21	Employee Payroll	1020	1,262.94
2147	11/11/21	Employee Payroll	1020	64.64
2146	11/11/21	Employee Payroll	1020	124.00
2145	11/11/21	Employee Payroll	1020	469.22
2144	11/11/21	Employee Payroll	1020	44.82
2143	11/11/21	Employee Payroll	1020	284.48
2142	11/11/21	Employee Payroll	1020	182.36
2141	11/11/21	Employee Payroll	1020	369.53

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Check #	Date	Payee	Cash Account	Amount
2140	11/11/21	Employee Payroll	1020	211.53
2139	11/11/21	Employee Payroll	1020	115.16
2138	11/11/21	Employee Payroll	1020	415.78
2137	11/11/21	Employee Payroll	1020	329.23
2136	11/11/21	Employee Payroll	1020	1,285.62
2135	11/11/21	Employee Payroll	1020	78.44
2134	11/11/21	Employee Payroll	1020	1,938.82
2133	11/11/21	Employee Payroll	1020	203.99
2132	11/11/21	Employee Payroll	1020	277.19
2131	11/11/21	Employee Payroll	1020	175.06
2130	11/11/21	Employee Payroll	1020	710.62
2129	11/11/21	Employee Payroll	1020	364.72
2150	11/11/21	Kristin Pote	1020	450.00
	11/11/21	EDD	1020	1,125.98
	11/11/21	EFTPS	1020	6,699.95
	11/11/21	EDD	1020	1,043.96
	11/11/21	EFTPS	1020	6,279.40
	11/15/21	Aflac	1020	151.94
DD4140	11/24/21	Employee Payroll	1020	1,851.88
DD4141	11/24/21	Employee Payroll	1020	1,740.82
DD4142	11/24/21	Employee Payroll	1020	1,352.92
DD4143	11/24/21	Employee Payroll	1020	1,504.70
DD4144	11/24/21	Employee Payroll	1020	1,648.72
DD4145	11/24/21	Employee Payroll	1020	85.86
DD4146	11/24/21	Employee Payroll	1020	602.37
DD4147	11/24/21	Employee Payroll	1020	1,267.95
DD4148	11/24/21	Employee Payroll	1020	1,404.42
DD4149	11/24/21	Employee Payroll	1020	988.99
DD4150	11/24/21	Employee Payroll	1020	542.59
DD4151	11/24/21	Employee Payroll	1020	67.22
DD4152	11/24/21	Employee Payroll	1020	27.27
DD4153	11/24/21	Employee Payroll	1020	136.35
DD4154	11/24/21	Employee Payroll	1020	164.81
DD4155	11/24/21	Employee Payroll	1020	1,055.51
DD4156	11/24/21	Employee Payroll	1020	284.48
DD4157	11/24/21	Employee Payroll	1020	67.22
DD4158	11/24/21	Employee Payroll	1020	163.61
DD4159	11/24/21	Employee Payroll	1020	189.65
DD4160	11/24/21	Employee Payroll	1020	881.65
2151	11/24/21	Employee Payroll	1020	1,938.82
2152	11/24/21	Employee Payroll	1020	40.12
2153	11/24/21	Employee Payroll	1020	64.64
2154	11/24/21	Employee Payroll	1020	175.06
2155	11/24/21	Employee Payroll	1020	475.93
2156	11/24/21	Employee Payroll	1020	222.47
2157	11/24/21	Employee Payroll	1020	58.35
2158	11/24/21	Employee Payroll	1020	365.95
2159	11/24/21	Employee Payroll	1020	324.60
2160	11/24/21	Employee Payroll	1020	145.47
2161	11/24/21	Employee Payroll	1020	447.76
2162	11/24/21	Employee Payroll	1020	491.20
2163	11/24/21	Employee Payroll	1020	1,057.94
2164	11/24/21	Employee Payroll	1020	101.99
2165	11/24/21	Employee Payroll	1020	310.01
2166	11/24/21	Employee Payroll	1020	62.00

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

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Check #	Date	Payee	Cash Account	Amount
2167	11/24/21	Employee Payroll	1020	274.53
2168	11/24/21	Employee Payroll	1020	647.58
2151a	11/24/21		1020	
2169	11/24/21	Art Explorers	1020	98.00
2170	11/24/21	AT&T	1020	131.85
2171	11/24/21	Blue Shield of California	1020	4,195.88
2172	11/24/21	Carly Wells	1020	144.88
2173	11/24/21	Coast Observer	1020	119.20
2174	11/24/21	Eureka Oxygen Co.	1020	1,045.82
2175	11/24/21	Ferrell Gas	1020	17,077.69
2176	11/24/21	Fort Bragg Water Works	1020	1,922.43
2177	11/24/21	Garda World	1020	308.59
2178	11/24/21	Grainger	1020	286.04
2179	11/24/21	Integrity Shred LLC	1020	63.00
2180	11/24/21	Kimberly Ramey	1020	499.85
2181	11/24/21	KLH Consulting	1020	2,756.50
2182	11/24/21	Knorr Systems, Inc	1020	4,531.32
2183	11/24/21	Lake County Record-Bee	1020	373.70
2184	11/24/21	Les Mills United States Trading, Inc	1020	350.00
2185	11/24/21	Lincoln Aquatics	1020	375.08
2186	11/24/21	Mendocino Coast Children's Fund	1020	25.00
2187	11/24/21	MCRPD	1020	5,941.77
2188	11/24/21	Moneque Wooden	1020	90.88
2189	11/24/21	Office Depot	1020	303.16
2189a	11/24/21	VOID	1020	
2190	11/24/21	Parker Pest Pro	1020	65.00
2191	11/24/21	Paul Kelley	1020	29.65
2192	11/24/21	Pacific Gas and Electric	1020	23,112.85
2193	11/24/21	Nick Barbieri Trucking, LLC	1020	81.53
2194	11/24/21	Rossi Building Materials	1020	316.16
2195	11/24/21	Solid Waste of Willits	1020	64.38
2196	11/24/21	Sportsmith	1020	190.05
2197	11/24/21	Svatava Zaspalova	1020	32.40
2198	11/24/21	The Color Mill	1020	143.24
2199	11/24/21	Toshiba America Business Solut	1020	157.87
2200	11/24/21	WAXIE Sanitary Supply	1020	1,611.82
	11/30/21	Mendocino Community Network	1020	83.84
Total				<u>147,190.16</u>