



## THE RANCH

(Belvedere Tiburon Joint Recreation Committee)

### Meeting Minutes

Monday, March 15, 2021 7:00 p.m.

Dairy Knoll, 600 Ned's Way, Tiburon CA 94920

#### Call to Order and Roll Call

Chair Rosell called the meeting to order at 7:05p.m., with the following Board Members present:

Jason Rosell - Tiburon Representative, Chair	Present
Chelsea Schlunt - Belvedere Representative, Vice Chair	Present
Erin Burns - Tiburon Representative	Present
Jerry Riessen - Tiburon Representative	Present
Jon Welner - Tiburon Council Member	Present
Melissa Feder - Belvedere Representative	Present
Julianne Schaefer - Belvedere Representative	Absent
Sally Wilkinson - Belvedere Council Member	Present
Sherry Wangenheim - RUSD Representative	Present

#### Staff in attendance:

Jessica Hotchkiss, Recreation Director  
Michelle Barsky, Office Manager & Minutes

#### I. Public Comment

No public comment was made.

#### II. Minutes

##### A. Approval of Minutes for the regular Board Meeting held January 25, 2021

**Motion Schlunt Second Feder Vote 7 In Favor, 2 Absent**

**Motion Passed**

Voted on as follows

AYES:, Rosell, Schlunt, Burns, Riessen, Welner, Feder, Wangenheim

NAYS: None

ABSTAINED: None

ABSENT: Burns, Schaeffer

#### III. The Ranch, Recreation Director Report

Hotchkiss began her report by informing The Board of Marin County having recently moved into the Red Tier and will soon be moving into the Orange Tier. This change in tier level does not greatly impact youth programs, but does allow Adult classes to resume indoors at limited capacity. Instructors have the choice of operating their class indoors and some instructors are

choosing to remain outdoors. Tier restrictions are preventing the highly attended and highly profitable adult programs of Mah Jongg and Bridge.

At this time, The Ranch staff has had the opportunity to receive the COVID-19 vaccine—school teachers are also now eligible which is leading the school district to soon enter Phase 4 of in-person learning. The Ranch is aware of Phase 4 and the changes that it will bring to programming.

Since the last board meeting, a sliding scale processing fee has been added to all credit card transactions to help offset The Ranch's credit card expenses. This processing fee was first added to all summer camp registrations and will be added to all programs moving forward. To date, \$9,000 has been collected in processing fees. So far, only one customer has questioned the processing fees.

Tennis key sales will begin next week. Initially, 200 keys will be sold to Belvedere-Tiburon residents. If the keys sell out, Hotchkiss will assess demand and purchase a few more keys. The cost of the key has increased, as it does each year. The locks on the courts will be changed on April 1, 2021. Since the addition of pickle ball in fall of 2019, there has been a steady gain in popularity. There is public interest in adding more pickle ball courts, beyond the two currently available. Hotchkiss is hesitant to add more courts because many tennis players find the lines distracting and the majority of key holders are tennis players. A noise complaint was received from a resident near the Lagoon Road pickle ball court. The solution was to inform key holders that they will now be limited to playing pickle ball between the hours of 9am to sundown.

Summer camp registration opened on March 1<sup>st</sup> and Art & Garden Camp sold out for the first time. There is high registration in Angel Island Camp, but slower and typical registration for FA and contract camps.

The accountant, Johnson, is working on wrapping up the February financials as that report does serve as the full 20-21 final fiscal year report. The Ranch worked with several outside agencies this year to financially support the distance learning hubs, so it is still waiting for a few grant fund checks to come in for those programs. Overall, Hotchkiss' year-end projections are very close to what the actual year-end will reflect.

Feder asked what the price increase on the tennis key was and how many keys will be sold this year in comparison to last year. The price increased from \$145 to \$165. 200 keys will be sold in contrast to 175. Wilkinson asked how customers were informed of the processing fee and if they could bypass the charge. Hotchkiss informed customers via email of the addition of processing fees. Customers can bypass the charge by setting up ACH or paying by cash or check.

#### **IV. Finance reports**

##### **A. Review of January 2021 Income Statement of Actuals, Year to Date 20/21**

Rosell asked how much cash is currently on hand. Hotchkiss responded that there was about \$400K, but 200K of that was moved over to the LAIF savings account. She reminded The Board that customer credit on account is down from 41K to 35K since March 1. Schlunt asked how long account credit remains on file, Wangenheim responded that in the state of California, it is in perpetuity.

**V. Discussion Item**

**A. RUSD Report, Sherry Wangenheim**

Wangenheim announced that all superintendent applications have been received and interviews begin on Thursday, March 18. Starting in Phase 4, children will be in school more hours per day. Reed and Bel Aire will have their current start times, but dismissal will be staggered. Del Mar will be in person 5 days per week for 5 hours per day. This may increase to 6 hours per day. Kindergarten registration is at about 100 students.

Schlunt asked what enrollment is like in general. Wangenheim reported that since COVID, the district has lost approximately 100 students and about 10% of those have permanently relocated. Hotchkiss asked what Phase 5 is and if it is attainable this school year. Phase 5 is a normal school day and is highly unlikely to occur prior to fall.

Hotchkiss stated that the schools are doing an excellent job referring new families to The Ranch, so it has seen a steady stream of new clients. She also mentioned that in utilizing non-RUSD spaces, she is not limiting program hours and locations to times that would have immediately followed RUSD dismissal times. She is now able to capture more private school children and non-RUSD children.

Feder asked if the vaccine rate goes well, will there be the flexibility to add back large gatherings like beer fest? Hotchkiss says it is possible, but the events would have to be structured much differently. She would prefer to hold several smaller events.

Schlunt asked what the status of ferry service to Angel Island was. Welner said the ferry will transition operators prior to existing service ending. Hotchkiss stated that she is in negotiation with a private ferry company for camp transportation.

**VI. Adjourn**

The next regular meeting is scheduled for Monday, May 17, 2021 at 7:00pm.

There being no further business before the Board, Chair Rosell adjourned the meeting at 7:58 p.m.

Respectfully submitted,  
Michelle Barsky