

Public Notice

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT
REGULAR MEETING
JOHN VANDERZICHT MEMORIAL POOL
Tuesday, October 27, 2020
6:30pm

Meeting Called to Order:

- I. **Board Issues:**
- II. **Agenda Changes:**
- III. **Public Comments:**
- IV. **Approval of Minutes:**
09.22.2020 Regular Meeting
- V. **Voucher Review:**
Expense Vouchers: #8769 – #8799 \$22,868.90
Payroll: \$10,500.65
TOTAL: \$33,369.55
- VI. **Staff Reports:**
- VII. **Committee Reports:**
- VIII. **Unfinished Business:**
 - A) Barron Heating and Air Conditioning Contract
 - B) Pool Opening Discussion
 - C) Maintenance Plan
 - D) MWR Contract
- IX. **New Business:**
 - A) Budget Review
- X. **Action Item/Review:**
- XI. **Final Board Comments:**

Next Meeting: Tuesday, November 24, 2020

Adjournment:

Please Note: The Commissioners will be attending via Zoom. We strongly encourage members of the public to attend the meeting to use the Zoom instructions below to observe the meeting remotely. However, we will have the meeting available via speaker phone at the pool as well. The meeting will begin at 6:30pm, but the Zoom room will be open at 6:00pm to ensure everyone has sufficient time to enter.

Directions to Accessing the meeting through Zoom:

Topic: North Whidbey Pool, Park, and Recreation Regular Board Meeting

Time: Oct 27, 2020 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88304584511?pwd=Z1hNTUhMeWxFdkJGR0JPQk1oMkw3UT09>

Meeting ID: 883 0458 4511

Passcode: 657414

One tap mobile

+12532158782,,88304584511# US (Tacoma)

+16699006833,,88304584511# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 883 0458 4511

Find your local number: <https://us02web.zoom.us/j/88304584511>

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|---|-----------------------------|----------------------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Approval of Minutes |
| Agenda No: IV. | Presented by: BOC | |
| BACKGROUND: Approval of Minutes | | |
| RECOMMENDED MOTION: I move to approve the minutes from the Regular Board Meeting 09.22.2020. | | |
| | | |

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

REGULAR MEETING

JOHN VANDERZICHT MEMORIAL POOL

Tuesday, September 22, 2020

Meeting Called to Order: Meeting was called to order at 6:33pm by the Chair Commissioner Wiegenstein. Commissioners in attendance, Brooks-Leete, Chargualaf, Hardin, Merrill, and Wiegenstein. Also, in attendance: Wanda Grone, Island Country Treasurer; Director of Finance and Administration; and Director of Maintenance.

- I. **Board Issues:** None
- II. **Agenda Changes:** Amend Section 9, Item IX, Section C, Unfinished Business, to say Employee Manual Update and I move to add Quotation Response & Award MWR to New Business. Director of Finance and Administration will discuss MWR quote.
- III. **Public Comments:** None
- IV. **Approval of Minutes:** Commissioner Merrill motioned to approve the minutes from August 14, 2020 and August 25th, 2020 as written. Commissioner Hardin seconds the motion. Commissioner Merrill amends his motion that we approve minutes as changed by Commissioner Hardin for August 14 and 25, 2020. Commissioner Hardin seconds the motion. Discussion. Motion passes unanimously.
- V. **Voucher Review:** Commissioner Hardin moved that we approve expense vouchers #8736 to #8768 in the amount of \$34,126.95 and Payroll Transfers in the amount of \$21,723.25 for a total of \$55,850.20. Commissioner Brooks-Leete seconds the motion. Discussion. Motion passes unanimously.
- VI. **Staff Reports:** Director of Maintenance reported that the pool chemistry is being kept up during the closure. All showers are working. Still sourcing ADA slide bars. All the toilets have been remounted. Some minor work remains on a few with reinstalling the flushing assemblies. We continue to work towards becoming fully code compliant. On September 14, he met with the city's cross connection and backflow compliance officer and has learned of two urgent issues needing rectifying for Department of Health standards. Spa modification is completed and perfectly operational. Island County Department of Health has inspected the modernization and they approve and are very impressed. The jet nozzles will need replacing at some point in the future. He is putting together pricing for equipment replacement in the mechanical room for next year's budget. Roofs are bad, flat roofs are really bad. Rainy season is coming. We need to deal with it. Dog Park and Baseball Field needs maintenance. Maintenance Assistant is going out once a week for about 1 hour for cleanup. Would like to go out more often, but with reduction in hours makes it difficult. Commissioner Merrill stated that we need a Comprehensive Maintenance Plan.

Director reported that she has been working on the Roof Repair/Replacement Project (RFP). We need to have a Small Works Roster for public works and consultants as required by the State. Contracting with MRSC is the most cost-effective way to accomplish this. MRSC will check that they are bonded, licensed, following licensing as they should be with the State, and in this area. They have enrollment periods twice a year. Need to adopt a resolution. We have received the bond from the Insurance company. After going back and forth for a couple of weeks, they conceded that the Director is an employee of the district. Originally, we were told that Director was not covered as Commissioners

are. We cancelled the bond and will not need to pay separately. MWR requested a quote for the next five years. We will get recommendations on pricing structures when we go through the Master Plan process. Employers Council Contract has been included in your packet. This is a cost-effective resource of a pool of lawyer's that deal with HR, policies, etc. There is no one in Washington to do this. Ryan Nelson, from Employers Council has suggested going with their sister company Archbright. They are based out of Seattle, more expensive per year but provided a deal to do our employee manual. If we join this week, they will wave September payment. We would pay October, November, and December and end contract to get Employee Manual done by end of year. Cost would be about \$1038.00 total. More cost effective than working with our attorney. The school district has given the green light to create an agreement where we share facilities. Director will create an IGA. Meeting with them tomorrow to discuss marketing. CARES Act - We have applied for \$12,400 part of that was to cover our cost to refund participants who started swim school and could not finish due to COVID; unemployment expenses from being closed; COVID related supplies; and zoom meetings. Turned it in yesterday. Started a second recreation program Kickball in one week's time, contacted 234 parents, ad on Facebook, flyers, School District website. First day was last Saturday. It was a lot of fun. We asked parents to dress children in costumes on October 17th. Applied for waiver through County, only changes were grammatical errors. Moving Forward – Director of Finance and Administration and Director of Maintenance will not be involved in meetings from tonight forward to use their time more effectively. Let Director know how the blue sheets work for you. Any feedback appreciated. Questions.

Director of Finance and Administration – Received a rate increase effective October 1. Puget Sound Energy 2.14% also about 50% of the time we get “estimated read”. The goal is to obtain statements showing only actual reads in the future. She spoke with Ms. Grant at the Employment Security Department (ESD) regarding our Benefit Charging Statement at the end of August. ESD is still in the process of applying credits and directed her to pay the statement balance and if there is a credit will be refunded. Five individuals have applied for unemployment benefits. Refund for the first quarter will be 50%. She also created a new template for the P&L. MWR contractually runs October through September. In the past, we received a draft contract. This year they have asked for a request for quotation from us. Asking for up to a 5-year quote.

Investment Presentation with slideshow given by Wanda Grone, Island County Treasurer. Discussion.

VII. **Committee Reports:** Commissioner Chargualaf discussed Bylaws and Insurance Bond issues. Amount of Insurance Bond is not the issue, the issue is what does it cover?

IX. A) No additional Discussion.

B) Special Event and Facility Use Application – Change made to “Conditions of Use”, page 4, B. Fees, 3rd section down. Attorney said looks good. Route we should be going.

Commission Merrill motioned to approve Special Event and Facility Use Application form as written. Commissioner Brooks-Leete seconds the motion. Discussion. Motion passes unanimously.

C) Employees Manual Update

Commissioner Hardin moves that we contract with Archbright until the end of year, so we can get our Employees Manual completed. Commissioner Merrill seconds the motion. Discussion. Motion passes unanimously.

D) Resolution 2020-06

Commissioner Merrill motioned to approve Resolution 2020-06 authorizing the investment of North Whidbey Pool, Park, and Recreation District monies in the Island County Treasurer Investment Pool. Commissioner Brooks-Leete seconds the motion. Discussion. Motion passes unanimously.

D.2) Investment Authorization Form

Commissioner Brooks-Leete motioned to approve that the investment Authorization Form authorizing the withdrawal of authorized funds out of the Investment Pool as needed, be approved as written. Commissioner Merrill seconds the motion. Discussion. Motion passes unanimously.

X.A) Review Resolution 99-71 because Director Cochran is recommending repealing and replacing this resolution with Resolution 2020-07, and then a purchase resolution in the future that she is currently working on.

B) Discussion and review of Resolution 2020-07.

Commissioner Hardin moves that we approve the MRSC Contract as written. Commissioner Merrill seconds the motion. Discussion. Commissioner Hardin moves to withdraw the motion to approve the MRSC Contract. Motion withdrawn. Commissioner Hardin moves to accept the MRSC Resolution 2020-07. Commissioner Merrill seconds the motion. Motion passes unanimously.

C) Review the contract for MRSC.

Commissioner Brooks-Leete motioned to approve the Contract with MRSC to have our Small Public Works and Consulting Services Roster posted on their online database. Commissioner Merrill seconds the motion. Discussion. Motion passes unanimously.

D) Request for Proposal, Roof Repair/Replacement Services at John Vanderzicht Memorial Pool.

Commissioner Merrill motioned to approve going out for Request for Proposal, Roof Repair/Replacement Service at John Vanderzicht Memorial Pool. Commissioner Chargualaf seconds the motion. Discussion. Motion passes unanimously.

E) Approval of Yearly Barron Heating and Air Conditioning Contract.

Commissioner Chargualaf motioned to approve the Barron Heating and Air Conditioning Contract as written. Commissioner Brooks-Leete seconds the motion. Discussion. Commissioner Chargualaf withdraws his motion to approve Barron Heating and Air Conditioning Contract as written.

XI. **Final Board Comments:** Commissioner Wiegenstein thanked everyone for hanging in there tonight.

Next Regular Meeting: Tuesday, October 27, 2020.

Commissioner Hardin moves that we adjourn. Commissioner Merrill seconds the motion. Motion passes unanimously. Meeting is adjourned at 9:08pm.

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|---|-----------------------------|-----------------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Voucher Review |
| Agenda No: V. | Presented by: BOC | |
| BACKGROUND: Approval of vouchers and payroll expenses. | | |
| RECOMMENDED MOTION: I move to approve expense vouchers #8769 to #8799 in the amount of \$22,868.90 and Payroll Transfers for \$10,500.65 for a total of \$33,369.55. | | |
| | | |

| <i>County Warrant #</i> | <i>Processed:</i> | <i>Dist. Voucher #</i> | <i>Amount</i> |
|-------------------------|-------------------|------------------------|--------------------|
| 587115-587122 | 09.09.2020 | 8769-8780 | \$ 11,706.94 |
| 587464-587469 | 09.16.2020 | 8781-8788 | \$ 4,134.09 |
| 587918-587922 | 09.23.2020 | 8789-8794 | \$ 2,815.45 |
| 588049-588052 | 09.30.2020 | 8795-8799 | \$ 4,212.42 |
| | | | \$22,868.90 |

Payroll, Payroll Processing Fee, L&I Transfers from M & O Account to Payroll Account of \$10,500.65

Total of Voucher #s 8769-8799 & Payroll Transfer (Including Payroll Processing Fee and L&I) \$33,369.55

TO: Island County Auditors

FROM: North Whidbey Pool, Park, and Recreation District, Board of Commissioners

SUBJECT: Voucher Certification / Payroll Transfer and Approval

Vouchers and Payroll Transfers audited and certified by the Auditing Officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Board.

As of this date the Board, by a (unanimous, majority) vote, does approve review of those vouchers and Payroll Transfers included in the above list.

APPROVED October 27, 2020

Christopher Wiegenstein, Commissioner

John Chargualaf, Commissioner

Juli Brooks-Leete, Commissioner

Sean Merrill, Commissioner

Patricia (Pat) Hardin, Commissioner

North Whidbey Pool, Park & Recreation District
Voucher Report

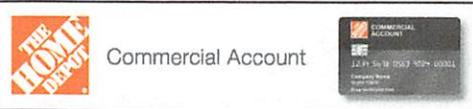
September 2020

| Date | Num | Name | Memo | Amount |
|---------------|------|---|----------------------------------|------------------|
| Sep 20 | | | | |
| 09/03/2020 | 8769 | 5000108 Airgas-Norpac | CO2 Food Grade Micro Bulk | 1,638.48 |
| 09/03/2020 | 8770 | 5000850 Oak Harbor, City of | Pool Water | 695.97 |
| 09/03/2020 | 8771 | 5000850 Oak Harbor, City of | Patron Water | 660.42 |
| 09/03/2020 | 8772 | 5000850 Oak Harbor, City of | CVP Water | 246.43 |
| 09/03/2020 | 8773 | 5000911 Comcast | Internet Service | 167.02 |
| 09/03/2020 | 8774 | 5001152 Diamond Rentals | Portable Toilets | 305.00 |
| 09/03/2020 | 8775 | 5001318 Employment Security Department | Unemployment Benefit Charges | 4,469.71 |
| 09/03/2020 | 8776 | 5002726 Puget Sound Energy | Electric Bill | 2,020.10 |
| 09/03/2020 | 8777 | 5007369 R1 Whidbey Tech Solutions | IT Monthly Service Agreement | 416.81 |
| 09/03/2020 | 8778 | 5010506 Brite Water Lawn Care LLC | Mow/Trim Ballfield July 2020 | 434.80 |
| 09/03/2020 | 8779 | 5010506 Brite Water Lawn Care LLC | Mow/Trim Ballfield Aug 2020 | 434.80 |
| 09/03/2020 | 8780 | 5010506 Brite Water Lawn Care LLC | Mow/Trim JVMP Aug 2020 | 217.40 |
| 09/09/2020 | 8781 | 5002046 R1 Island Disposal Inc. | CVP Garbage | 118.59 |
| 09/09/2020 | 8782 | 5002140R2 Pacific Grace Tax & Accounting | Payroll Processing | 575.00 |
| 09/09/2020 | 8783 | 5005446/R1 Airgas-Norpac | Cylinder Rental for Hot Tub | 94.98 |
| 09/09/2020 | 8784 | 5003694 Visa | J. Cochran CC | 1,566.40 |
| 09/09/2020 | 8785 | 5003694 Visa | S. Hoffmire CC | 89.28 |
| 09/09/2020 | 8786 | 5003694 Visa | J. Millang CC | 991.86 |
| 09/09/2020 | 8787 | 5010159 Law Office of Christon C. Skinner | Legal Fees | 487.50 |
| 09/09/2020 | 8788 | 5010552 Nextiva, Inc. | Phone Bill | 210.48 |
| 09/17/2020 | 8789 | 5000126 All Island Lock & Key | CVP Keys | 5.77 |
| 09/17/2020 | 8790 | 5000738 R1 Cascade Natural Gas | Gas Bill: Pool | 951.35 |
| 09/17/2020 | 8791 | 5000738 R1 Cascade Natural Gas | Gas Bill: Ofc,Lk Rm, Lobby | 22.86 |
| 09/17/2020 | 8792 | 5002986 Oak Harbor Hardware-Ace | Plumbing Repair Parts | 125.47 |
| 09/17/2020 | 8793 | 5003316 State Auditor's Office | 16-19 Accountability Audit | 995.28 |
| 09/17/2020 | 8794 | 5007814 WMS Aquatics | Hot Tub Work | 714.72 |
| 09/24/2020 | 8795 | 5000365 Barron Heating, Inc. | Filter Change/Belt Adjustment | 1,425.11 |
| 09/24/2020 | 8796 | 5000365 Barron Heating, Inc. | Pool Temp Fluctuating | 598.95 |
| 09/24/2020 | 8797 | 5001855 Home Depot | Maint Mat/Bee Traps | 181.68 |
| 09/24/2020 | 8798 | 5003014 Scotties Plumbing & Repair | Backflow,Boiler Pressure Reducer | 1,948.79 |
| 09/24/2020 | 8799 | 5003073 Sharp Business Systems | Copy Machine Service | 57.89 |
| Sep 20 | | | | 22,868.90 |

North Whidbey Pool, Park, and Recreation District
Voucher Report Notes
September 2020

| | |
|-------|--|
| #8769 | CO2 Food Grade Micro Bulk (Volume: 950 lbs.) for Pool. |
| #8770 | Pool Water (Consumption 7.00) & JVMP Garbage |
| #8771 | Patron Water (Consumption 25.00) |
| #8772 | Clover Valley Park Water (Consumption 27.00) |
| #8773 | Internet Service |
| #8774 | Portable Toilets. |
| #8775 | Unemployment Benefit Charges |
| #8776 | Electric Bill- Billing statement included Notice of Corrected Charges with adjustments made for June & July; estimated reads in those months resulted in excess payments which were reflected on this billing statement. |
| #8777 | IT Monthly Service Agreement |
| #8778 | Emergency Mowing of Clover Valley Ballfield (July 2020) |
| #8779 | Mowing and Trimming for August 2020 at Clover Valley Ballfields |
| #8780 | Mowing and Trimming for August 2020 at JVMP |
| #8781 | Clover Valley Garbage |
| #8782 | Payroll Processing for August 2020 Services |
| #8783 | CO2 Cylinder Rental for Hot Tub |
| #8784 | Please see attached statement for details |
| #8785 | Please see attached statement for details |
| #8786 | Please see attached statement for details |
| #8787 | Legal Fees- Review and revise employee manual director job description, review bylaws regarding same, phone conference with Julie; emails and phone with Jay regarding unbudgeted expenses. |
| #8788 | Phone Bill |
| #8789 | Keys for Clover Valley Park |
| #8790 | Gas Bill – Pool (Therms Used: 1033) |
| #8791 | Gas Bill – Offices, Lobby, Locker Rooms (Therms Used: 10) |

- #8792 Plumbing Parts
- #8793 16-19 Accountability Audit
- #8794 Hot Tub Work: U-3 Skimmer Lid, Glass Overlay, Installation Kit for Glass Overlay, 6" Vinyl Stickon depth markers, Installation kit for Vinyl, Prevailing Wage (2 hours), Travel Fee
- #8795 Invoice Notes: Preventative Maintenance. Filter change and belt adjustment between full services on front area units. During service there was no power to test equipment operations. There is an electrical issue from supply panel down in the hot water heater area. Changed belt on Carrier package unit.
- #8796 Invoice Notes: Alarms present on security panel and pool temperature fluctuating. Alarms are present on the building alarm panel but thermostats are blank in changing rooms and offices. I checked the units on the roof and found no power to both rooftop units and exhaust fan. I found the panel that supplies rooftop units and no power is present to the panel. The panel is labeled as BH 277/480 v 3 phase. An electrician will need to be called to figure out the electrical issue. Alarms should fix themselves when power is reestablished.
- Boiler was operating temperature perfectly when I was on site. Set at 80deg and pool was at 82 deg which is what they are trying to target. I show Anthony where the sensor is located and what to check the next time it occurs. There is to many scenarios that could be occurring. I'm having him check controller readout and set point, to see if the boiler is running with or without a call from the controller. Also having him check pool temp compared to temperature at the boiler to boil heat exchanger.
- They are also going to work on getting the interface for the controls back up to access the settings and try to figure out sequence of operations.
- #8797 Please see attached statement for details
- #8798 Install backflow device; Install boiler pressure reducer.
- #8799 Copy Machine Service for 06.10-09.10.2020



ACCOUNT ACTIVITY STATEMENT

5001855

RETURN MAIL ADDRESS
PO BOX 790420
ST. LOUIS, MO 63179

Commercial Account: 6035 3225 3883 5483
Statement Date 09/13/20
Credit Line \$5,000
Credit Available \$4,751

NORTH WHIDBEY POOL PARK
85 SE JEROME STREET
OAK HARBOR, WA 98277-3770

Account Balance **\$248.22**

Account Information

Please see Payment Page(s) for Amount Due and Payment Due Date(s)

| | |
|--|----------|
| Current Payments and Unapplied Payments | \$0.00 |
| Current Purchases and Debits | \$181.68 |
| Current Returns, Exchanges and Adjustments | \$0.00 |
| Previously Billed Invoices | \$66.54 |



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SPECIAL NOTICE

Don't forget, 1-Year returns credited back to your Home Depot Card*

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- **60-day Terms:** On new purchases, receive net 60 payment terms with no late fees if paid in full
- **Fuel savings:** Earn Fuel savings for every \$100 of qualifying purchases made using your The Home Depot Commercial Account

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*Refer to The Home Depot Returns Policy for details

Important Changes: Our Privacy Notice has changed and can be found at www.citi.com/privacy.

CURRENT PURCHASES AND DEBITS

| Date | Purchase Location/Description | Invoice # | Purchase Order/Job Name | Customer Agreement # | Amount | Due Date |
|--------------|-------------------------------|-----------|-------------------------|----------------------|-----------------|----------|
| 08/22/20 | THE HOME DEPOT OAK HARBOR, WA | 3022567 | | | \$41.43 | 10/01/20 |
| 08/22/20 | THE HOME DEPOT OAK HARBOR, WA | 3512208 | | | \$67.09 | 10/01/20 |
| 08/23/20 | THE HOME DEPOT OAK HARBOR, WA | 2512309 | | | \$11.91 | 10/01/20 |
| 08/23/20 | THE HOME DEPOT OAK HARBOR, WA | 2522707 | | | \$26.68 | 10/01/20 |
| 08/23/20 | THE HOME DEPOT OAK HARBOR, WA | 2615234 | | | \$17.85 | 10/01/20 |
| 09/04/20 | THE HOME DEPOT OAK HARBOR, WA | 621414 | | | \$16.72 | 10/01/20 |
| TOTAL | | | | | \$181.68 | |

Questions About Your Account
ACCT MGR HOME DEPOT CREDIT SERVICES
PHONE 1-800-395-7363
FAX 1-877-969-6751
EMAIL WWW.HOMEDEPOT.COM/MYCOMMERCIALACCOUNT

Send Billing Inquiries to:
HOME DEPOT CREDIT SERVICES
PO Box 790340
St. Louis, MO 63179-0340

Send a SECURE MESSAGE right now to a customer service professional online at myhomedepotaccount.com





Commercial Account



Remit payment and make checks payable to: HOME DEPOT CREDIT SERVICES DEPT. 32 - 2538835483 PO BOX 9001043 LOUISVILLE, KY 40290-1043

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 3883 5483
NORTH WHIDBEY POOL
PARK

| | | | |
|--------------------|--------------------|------------------------------------|-------------------------------------|
| Amount Due: | Trans Date: | DUE DATE: | Invoice #: 3022567 |
| \$41.43 | 08/22/20 | 10/01/20 | |
| PO: | | Store: 8563, OAK HARBOR, WA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|-----------------------------------|----------------------|-----------|------------|-------------|
| 3/8ODX1/4IDX25' POLY TUBE | 00003017620000100028 | 1.0000 EA | \$7.12 | \$7.12 |
| MILWAUKEE SDS BIT 5/16" X 4" X 6" | 00005242660000700008 | 1.0000 EA | \$7.97 | \$7.97 |
| GRID DRAIN | 10000488790000100050 | 1.0000 EA | \$15.48 | \$15.48 |
| MILWAUKEE SDS BIT 1/4" X 4" X 6" | 00005242390000700008 | 1.0000 EA | \$7.47 | \$7.47 |

Purchased by: HOFFMIRE CHRISTOPHER
Customer #: 00004

| | |
|-----------------|---------|
| SUBTOTAL | \$38.04 |
| TAX | \$3.39 |
| TOTAL | \$41.43 |

BILL TO:
Acct: 6035 3225 3883 5483
NORTH WHIDBEY POOL
PARK

| | | | |
|--------------------|--------------------|------------------------------------|-------------------------------------|
| Amount Due: | Trans Date: | DUE DATE: | Invoice #: 3512208 |
| \$67.09 | 08/22/20 | 10/01/20 | |
| PO: | | Store: 8563, OAK HARBOR, WA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|---|----------------------|-----------|------------|-------------|
| RESCUE! WHY INSECT TRAP | 00007275010000100029 | 1.0000 EA | \$13.98 | \$13.98 |
| RESCUE! WHY INSECT TRAP | 00007275010000100029 | 1.0000 EA | \$13.98 | \$13.98 |
| ELBOW 45 DEGREE 1-1/2 | 10000502560000100050 | 1.0000 EA | \$3.63 | \$3.63 |
| ELBOW 90 DEGREE 1-1/2 | 10000502580000100050 | 1.0000 EA | \$2.97 | \$2.97 |
| BR WASTE CONNECTOR 1-1/2 | 10000503470000100050 | 1.0000 EA | \$6.21 | \$6.21 |
| SLIP NUT | 10000497400000100050 | 1.0000 EA | \$1.96 | \$1.96 |
| 3/8" OD PTC X 1/4" MIP ADAPTER POLY | 00007621620000100025 | 1.0000 EA | \$4.37 | \$4.37 |
| P TRAP | 10000501380000100050 | 1.0000 EA | \$3.84 | \$3.84 |
| DISCOUNT | 00000000000000000005 | 1.0000 EA | -\$0.60 | -\$0.60 |
| TUBE EXTENSION 1-1/2X12 | 10000502700000100050 | 1.0000 EA | \$3.57 | \$3.57 |
| FLANGE, 1-1/2" BOX PATTERN | 10000489740000100050 | 1.0000 EA | \$3.78 | \$3.78 |
| SLEEVE ANCHOR 5/16X1-1/2 HEX, SQL CT | 00009408820000300020 | 1.0000 EA | \$0.98 | \$0.98 |
| SLEEVE ANCHOR 5/16X1-1/2 HEX, SQL CT | 00009408820000300020 | 1.0000 EA | \$0.98 | \$0.98 |
| SLEEVE ANCHOR 5/16X1-1/2 HEX, SQL CT | 00009408820000300020 | 1.0000 EA | \$0.98 | \$0.98 |
| SLEEVE ANCHOR 5/16X1-1/2 HEX, SQL CT | 00009408820000300020 | 1.0000 EA | \$0.98 | \$0.98 |

Purchased by: HOFFMIRE CHRISTOPHER
Customer #: 00004

| | |
|-----------------|---------|
| SUBTOTAL | \$61.61 |
| TAX | \$5.48 |
| TOTAL | \$67.09 |

BILL TO:
Acct: 6035 3225 3883 5483
NORTH WHIDBEY POOL
PARK

| | | | |
|--------------------|--------------------|------------------------------------|-------------------------------------|
| Amount Due: | Trans Date: | DUE DATE: | Invoice #: 2512309 |
| \$11.91 | 08/23/20 | 10/01/20 | |
| PO: | | Store: 8563, OAK HARBOR, WA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|----------------------------|----------------------|-----------|------------|-------------|
| DYNAFLEX 230 WHITE 10.1 OZ | 00002844250000200002 | 1.0000 EA | \$4.68 | \$4.68 |
| DYNAFLEX 230 WHITE 10.1 OZ | 00002844250000200002 | 1.0000 EA | \$4.68 | \$4.68 |
| 1-1/2" PVC EL 90D SXS | 00002941010000100003 | 1.0000 EA | \$1.58 | \$1.58 |

Purchased by: HOFFMIRE CHRISTOPHER
Customer #: 00004

| | |
|-----------------|---------|
| SUBTOTAL | \$10.94 |
| TAX | \$0.97 |
| TOTAL | \$11.91 |

548305





Commercial Account



Remit payment and make checks payable to:
HOME DEPOT CREDIT SERVICES
DEPT. 32 - 2538835483
PO BOX 9001043
LOUISVILLE, KY 40290-1043

INVOICE DETAIL

BILL TO:
Acct: 6035 3225 3883 5483
NORTH WHIDBEY POOL
PARK

| | | | |
|--------------------|--------------------|------------------------------------|-------------------------------------|
| Amount Due: | Trans Date: | DUE DATE: | Invoice #: 2522707 |
| \$26.68 | 08/23/20 | 10/01/20 | |
| PO: | | Store: 8563, OAK HARBOR, WA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|-----------------------------|----------------------|-----------|------------|-------------|
| 1INX2FT PVC | 00002549770000100043 | 1.0000 EA | \$2.34 | \$2.34 |
| 3/4" X 5FT TYPE M COPPER | 00003120960000100027 | 1.0000 EA | \$13.20 | \$13.20 |
| 1 PVC 90 EL | 00001879840000100003 | 1.0000 EA | \$1.14 | \$1.14 |
| 3/4" TECTITE X MALE ADAPTER | 10024295820000100026 | 1.0000 EA | \$6.68 | \$6.68 |
| 1 PVC 90 EL | 00001879840000100003 | 1.0000 EA | \$1.14 | \$1.14 |

Purchased by: HOFFMIRE CHRISTOPHER
Customer #: 00004

| | |
|-----------------|---------|
| SUBTOTAL | \$24.50 |
| TAX | \$2.18 |
| TOTAL | \$26.68 |

BILL TO:
Acct: 6035 3225 3883 5483
NORTH WHIDBEY POOL
PARK

| | | | |
|--------------------|--------------------|------------------------------------|-------------------------------------|
| Amount Due: | Trans Date: | DUE DATE: | Invoice #: 2615234 |
| \$17.85 | 08/23/20 | 10/01/20 | |
| PO: | | Store: 8563, OAK HARBOR, WA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|---|----------------------|-----------|------------|-------------|
| 1" UNIVERSAL PIPE CLAMP GOLD | 00002362270000600014 | 1.0000 EA | \$2.04 | \$2.04 |
| 12 GA STRUT CHANNEL GOLD X 2' | 10041781030000600014 | 1.0000 EA | \$11.21 | \$11.21 |
| SLEEVE ANCHOR 5/16X1-1/2 HEX, SGL CT | 00009408820000300020 | 1.0000 EA | \$0.98 | \$0.98 |
| FENDER WASHER SS 5/16 | 00002084600000300026 | 1.0000 EA | \$1.18 | \$1.18 |
| SLEEVE ANCHOR 5/16X1-1/2 HEX, SGL CT | 00009408820000300020 | 1.0000 EA | \$0.98 | \$0.98 |

Purchased by: HOFFMIRE CHRISTOPHER
Customer #: 00004

| | |
|-----------------|---------|
| SUBTOTAL | \$16.39 |
| TAX | \$1.46 |
| TOTAL | \$17.85 |

BILL TO:
Acct: 6035 3225 3883 5483
NORTH WHIDBEY POOL
PARK

| | | | |
|--------------------|--------------------|------------------------------------|------------------------------------|
| Amount Due: | Trans Date: | DUE DATE: | Invoice #: 621414 |
| \$16.72 | 09/04/20 | 10/01/20 | |
| PO: | | Store: 8563, OAK HARBOR, WA | |

| PRODUCT | SKU # | QUANTITY | UNIT PRICE | TOTAL PRICE |
|---------------------------|----------------------|-----------|------------|-------------|
| 5/8 ROD COUPLING NUT PK 1 | 10000161890000300026 | 1.0000 EA | \$2.38 | \$2.38 |
| RAPID SET 25LB MORTAR MIX | 00008322250000900011 | 1.0000 EA | \$12.97 | \$12.97 |

Purchased by: HOFFMIRE CHRISTOPHER
Customer #: 00004

| | |
|-----------------|---------|
| SUBTOTAL | \$15.35 |
| TAX | \$1.37 |
| TOTAL | \$16.72 |

548306





SCORECARD

**Bonus Points
Available**
4,613

Account Summary

| | | |
|-----------------------|---|----------|
| Billing Cycle | | 08/27/20 |
| Days In Billing Cycle | | 31 |
| Previous Balance | | \$246.94 |
| Purchases | + | 1,566.40 |
| Cash | + | 0.00 |
| Special | + | \$0.00 |
| Balance Transfers | + | \$0.00 |
| Credits | - | \$0.00 |
| Payments | - | \$246.94 |
| Other Charges | + | \$0.00 |
| Finance Charges | + | 0.00 |

NEW BALANCE **\$1,566.40**

Credit Summary

| | |
|-------------------------|-------------|
| Total Credit Line | \$10,000.00 |
| Available Credit Line | \$6,683.00 |
| Available Cash | \$8,226.00 |
| Amount Over Credit Line | \$0.00 |
| Amount Past Due | \$0.00 |
| Disputed Amount | \$0.00 |

Important Information About Your Account

MANAGE YOUR CARD ACCOUNT ONLINE. IT'S FREE! IT'S EASY! SIMPLY GO TO WWW.MYCARDSTATEMENT.COM AND ENROLL IN OUR ONLINE SERVICE. YOU CAN REVIEW ACCOUNT INFORMATION, TRACK SPENDING, SET ALERT SERVICE, NOTIFICATIONS, DOWNLOAD FILES, AND MUCH MORE. MANAGING YOUR ACCOUNT IS FAST, SECURE AND EASY WITH MYCARDSTATEMENT.COM. ENROLL TODAY!

Cardholder Account Summary

| Trans Date | Post Date | MCC Code | Reference Number | Description | Amount |
|------------|-----------|----------|-------------------------|--|----------|
| 08/04/20 | 08/05/20 | 5818 | 24692160217100373576844 | AMZN Digital*MF6HB0521 888-802-3080 WA | \$3.26 |
| 08/11/20 | 08/12/20 | 5533 | 24137460225001257774660 | AUTOZONE #338 OAK HARBOR WA | \$19.59 |
| 08/21/20 | 08/24/20 | 6010 | 1 0237200608000370 | PAYMENT - THANK YOU | \$246.94 |
| 08/25/20 | 08/27/20 | 9399 | 24431060239638105126570 | OPC WA DEPT. OF REVENUE 925-855-5000 WA | \$37.65 |

15

Account Inquiries


Customer Service: (800) 423-7503
Report Lost or Stolen Card: (727) 570-4881

Visit us on the web at:
www.MyCardStatement.com

Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

| | |
|-------------------------|-------------------|
| NEW BALANCE | \$1,566.40 |
| MINIMUM PAYMENT | \$32.00 |
| PAYMENT DUE DATE | 09/21/2020 |

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement



Account Number: ##### 3447
Closing Date: 08/27/20
Credit Limit: \$10,000.00 Available Credit: \$6,683.00

Cardholder Account Summary Continued

| Trans Date | Post Date | MCC Code | Reference Number | Description | Amount |
|------------|-----------|----------|-------------------------|--|------------|
| 08/25/20 | 08/27/20 | 9399 | 24431060239638105126562 | WA DEPT. OF REVENUE 925-855-5000 WA | \$1,505.90 |

DOR Payment for July 2020

Additional Information About Your Account

ScoreCard Bonus Points Information as of 08/26/20

| SCORECARD | Beginning Balance | Points Earned | Points Adjusted | Points Redeemed | Ending Balance |
|-----------|-------------------|---------------|-----------------|-----------------|----------------|
| | 4,677 | -64 | 0 | 0 | 4,613 |

YOU COULD WIN 1,000,000 BONUS POINTS! OR A TRIP FOR TWO TO HAWAII OR ORLANDO/DISNEY, OR ONE OF 30 OTHER PRIZES. YOU'RE AUTOMATICALLY ENTERED IN THE SCOREBIG SWEEPSTAKES. FOR EACH QUALIFYING PURCHASE MADE BETWEEN AUG 1 AND OCT 31, YOU'LL RECEIVE AN ADDITIONAL ENTRY! VISIT WWW.SCORECARDREWARDS.COM FOR DETAILS!

Interest Charge Calculation/Plan Level Information

| Plan Description | ICM ¹ | Balance Subject to Interest Rate | Periodic Rate | Annual Percentage Rate (APR) ² | Interest Charge | Ending Balance |
|----------------------|------------------|----------------------------------|---------------|---|-----------------|----------------|
| CURRENT | | | | | | |
| PURCHASES | E | \$ 0.00 | 0.7708% | 9.25% (V) | \$ 0.00 | |
| CASH | A | \$ 0.00 | 1.5000% | 18.00% | \$ 0.00 | |
| FEES/INTEREST CHARGE | | | | | \$ 0.00 | |
| TOTAL | | | | 0.00% | \$ 0.00 | \$ 1,566.40 |

¹ ICM Interest Charge Method: See reverse side of Page 1 for explanation.
² Your Annual Percentage Rate (APR) is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.



SCORECARD

Bonus Points
Available
1,669

Account Summary

| | | |
|-----------------------|---|----------|
| Billing Cycle | | 08/27/20 |
| Days In Billing Cycle | | 31 |
| Previous Balance | | \$20.14 |
| Purchases | + | 89.28 |
| Cash | + | 0.00 |
| Special | + | \$0.00 |
| Balance Transfers | + | \$0.00 |
| Credits | - | \$0.00 |
| Payments | - | \$20.14 |
| Other Charges | + | \$0.00 |
| Finance Charges | + | 0.00 |

NEW BALANCE **\$89.28**

Credit Summary

| | |
|-------------------------|------------|
| Total Credit Line | \$5,000.00 |
| Available Credit Line | \$4,910.00 |
| Available Cash | \$4,910.00 |
| Amount Over Credit Line | \$0.00 |
| Amount Past Due | \$0.00 |
| Disputed Amount | \$0.00 |

Important Information About Your Account

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Cardholder Account Summary

| Trans Date | Post Date | MCC Code | Reference Number | Description | Amount |
|------------|-----------|----------|-------------------------|---------------------|-----------|
| 08/22/20 | 08/23/20 | 5532 | 24445000236600106916931 | LES SCHWAB #414 | \$89.28 |
| | | | | OAK HARBOR WA | |
| 08/21/20 | 08/24/20 | 6010 | 1 0237200608000740 | PAYMENT - THANK YOU | \$20.14 - |

maintenance parts for sanitation hose Reel

Additional Information About Your Account

Account Inquiries



Customer Service: (800) 423-7503
Report Lost or Stolen Card: (727) 570-4881



Visit us on the web at:
www.MyCardStatement.com



Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

| | |
|------------------|------------|
| NEW BALANCE | \$89.28 |
| MINIMUM PAYMENT | \$15.00 |
| PAYMENT DUE DATE | 09/21/2020 |

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.



Account Number: #### #### #### 3454
Closing Date: 08/27/20
Credit Limit: \$5,000.00 Available Credit: \$4,910.00

| ScoreCard Bonus Points Information as of 08/26/20 | | | | | |
|---|-------------------|---------------|-----------------|-----------------|----------------|
| SCORECARD | Beginning Balance | Points Earned | Points Adjusted | Points Redeemed | Ending Balance |
| | 1,580 | 89 | 0 | 0 | 1,669 |

YOU COULD WIN 1,000,000 BONUS POINTS! OR A TRIP FOR TWO TO HAWAII OR ORLANDO/DISNEY, OR ONE OF 30 OTHER PRIZES. YOU'RE AUTOMATICALLY ENTERED IN THE SCOREBIG SWEEPSTAKES. FOR EACH QUALIFYING PURCHASE MADE BETWEEN AUG 1 AND OCT 31, YOU'LL RECEIVE AN ADDITIONAL ENTRY! VISIT WWW.SCORECARDREWARDS.COM FOR DETAILS!

| Interest Charge Calculation/Plan Level Information | | | | | | |
|--|------------------|----------------------------------|---------------|---|-----------------|----------------|
| Plan Description | ICM ¹ | Balance Subject to Interest Rate | Periodic Rate | Annual Percentage Rate (APR) ² | Interest Charge | Ending Balance |
| CURRENT | | | | | | |
| PURCHASES | E | \$ 0.00 | 0.7708% | 9.25% (V) | \$ 0.00 | |
| CASH | A | \$ 0.00 | 1.5000% | 18.00% | \$ 0.00 | |
| FEES/INTEREST CHARGE | | | | | \$ 0.00 | |
| TOTAL | | | | 0.00% | \$ 0.00 | \$ 89.28 |

¹ ICM Interest Charge Method: See reverse side of Page 1 for explanation.
² Your Annual Percentage Rate (APR) is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.



SCORECARD

**Bonus Points
Available**
59,026

Account Summary

| | | |
|-----------------------|---|------------|
| Billing Cycle | | 08/27/20 |
| Days In Billing Cycle | | 31 |
| Previous Balance | | \$1,096.45 |
| Purchases | + | 1,202.34 |
| Cash | + | 0.00 |
| Special | + | \$0.00 |
| Balance Transfers | + | \$0.00 |
| Credits | - | \$210.48 |
| Payments | - | \$1,096.45 |
| Other Charges | + | \$0.00 |
| Finance Charges | + | 0.00 |

NEW BALANCE \$991.86

Credit Summary

| | |
|-------------------------|------------|
| Total Credit Line | \$2,500.00 |
| Available Credit Line | \$1,508.00 |
| Available Cash | \$1,508.00 |
| Amount Over Credit Line | \$0.00 |
| Amount Past Due | \$0.00 |
| Disputed Amount | \$0.00 |

Important Information About Your Account

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Cardholder Account Summary

| Trans Date | Post Date | MCC Code | Reference Number | Description | Amount |
|------------|-----------|----------|-------------------------|---|------------|
| 07/27/20 | 07/28/20 | 5045 | 24430990209400814037712 | MSFT * E0100BNHJO MSBILL.INFO WA | \$35.95 * |
| 07/29/20 | 07/30/20 | 5310 | 24226380212400005315080 | WAL-MART #2319 OAK HARBOR WA | \$31.45 * |
| 07/29/20 | 07/30/20 | 5734 | 24492150212637693082035 | BUDDY PUNCH HTTPSBUDDYPUN WI | \$159.00 * |
| 07/31/20 | 08/02/20 | 5734 | 24692160213100752232625 | ADOBE *800-833-6687 ADOBE.LY/ENUS CA | \$16.32 * |

Account Inquiries


Customer Service: (800) 423-7503
Report Lost or Stolen Card: (727) 570-4881

Visit us on the web at:
www.MyCardStatement.com

Please send Billing Inquiries and Correspondence to:
PO BOX 30495 TAMPA, FL 33630-3495

Payment Summary

NEW BALANCE \$991.86
MINIMUM PAYMENT \$20.00
PAYMENT DUE DATE 09/21/2020

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.



HERITAGE BANK

Account Number: ##### 3465
Closing Date: 08/27/20
Credit Limit: \$2,500.00 Available Credit: \$1,508.00

| Cardholder Account Summary Continued | | | | | |
|--------------------------------------|-----------|----------|-------------------------|---|------------|
| Trans Date | Post Date | MCC Code | Reference Number | Description | Amount |
| 08/01/20 | 08/02/20 | 5045 | 24765010214207491725799 | PPC COMMUNICATIONS CINCINNATI OH <i>POS SYSTEM</i> | \$140.00 |
| 08/04/20 | 08/05/20 | 7399 | 24765010217726620480346 | DOG WASTE DEPOT 800-789-2563 CA <i>DOG Waste Bags</i> | \$289.65 |
| 08/04/20 | 08/05/20 | 5045 | 24430990218400815020765 | MSFT * E0100BNKLY 800-642-7676 WA <i>Online Exchange plan 1</i> | \$65.34 |
| 08/08/20 | 08/09/20 | 7399 | 24906410221099971735643 | CFK*PF PRO 877-7232689 CA <i>Background checks</i> | \$25.00 |
| 08/08/20 | 08/10/20 | 7392 | 24492150221637556553865 | SLICKTEXT.COM SLICKTEXT.COM NY <i>Bulk Sms Text</i> | \$49.00 |
| 08/18/20 | 08/19/20 | 5968 | 24493980232026918582612 | ZOOM.US 888-799-9666 CA <i>zoom subscription</i> | \$32.65 |
| 08/21/20 | 08/23/20 | 4225 | 24194330234017043435030 | NORTHWEST MINI STORAGE 360-679-0661 WA <i>Storage Unit</i> | \$120.00 |
| 08/21/20 | 08/24/20 | 6010 | 1 0237200608000140 | PAYMENT - THANK YOU | \$1,096.45 |
| 08/23/20 | 08/25/20 | 9402 | 24137460238001255507984 | USPS KIOSK 5460209550 OAK HARBOR WA <i>Stamps</i> | \$27.50 |
| 08/25/20 | 08/26/20 | 4814 | 24906410238101152304826 | NEXTIVA*VOIP SERVICE 800-9834289 AZ <i>Phone Service</i> | \$210.48 |
| 08/26/20 | 08/27/20 | 4814 | 74906410239101260615216 | CREDIT VOUCHER NEXTIVA*VOIP SERVICE 800-9834289 AZ | \$210.48 |

Additional Information About Your Account

| ScoreCard Bonus Points Information as of 08/26/20 | | | | | |
|---|-------------------|---------------|-----------------|-----------------|----------------|
| SCORECARD | Beginning Balance | Points Earned | Points Adjusted | Points Redeemed | Ending Balance |
| | 57,824 | 1,202 | 0 | 0 | 59,026 |

YOU COULD WIN 1,000,000 BONUS POINTS! OR A TRIP FOR TWO TO HAWAII OR ORLANDO/DISNEY, OR ONE OF 30 OTHER PRIZES. YOU'RE AUTOMATICALLY ENTERED IN THE SCOREBIG SWEEPSTAKES. FOR EACH QUALIFYING PURCHASE MADE BETWEEN AUG 1 AND OCT 31, YOU'LL RECEIVE AN ADDITIONAL ENTRY! VISIT WWW.SCORECARDREWARDS.COM FOR DETAILS!

| Interest Charge Calculation/Plan Level Information | | | | | | |
|--|------------------|----------------------------------|---------------|---|-----------------|----------------|
| Plan Description | ICM ¹ | Balance Subject to Interest Rate | Periodic Rate | Annual Percentage Rate (APR) ² | Interest Charge | Ending Balance |
| CURRENT | | | | | | |
| PURCHASES | E | \$ 0.00 | 0.7708% | 9.25% (V) | \$ 0.00 | |
| CASH | A | \$ 0.00 | 1.5000% | 18.00% | \$ 0.00 | |
| FEES/INTEREST CHARGE | | | | | \$ 0.00 | |
| TOTAL | | | | 0.00% | \$ 0.00 | \$ 991.86 |

¹ ICM Interest Charge Method: See reverse side of Page 1 for explanation.
² Your Annual Percentage Rate (APR) is the annual interest rate on your account.
(V) = Variable Rate. If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.

2:58 PM

09/09/20

North Whidbey Pool, Park and Recreation District
Payroll Summary-Semi-Monthly
September 15, 2020 For Pay Period 08.16-08.31.2020

| | TOTAL | | |
|---|---------------|------|-----------------|
| | Hours | Rate | Sep 15, 20 |
| Employee Wages, Taxes and Adjustments | | | |
| Gross Pay | | | |
| Director Salary | 88.00 | | 3,333.33 |
| Administrative Specialist | 23.47 | | 352.05 |
| Aerobics Instructor | | | 0.00 |
| Aquatics Director | 9.80 | | 147.00 |
| Director of Client Services | 59.65 | | 1,133.35 |
| Director of Finance & Admin | | | 0.00 |
| Lifeguard | | | 0.00 |
| Maintenance Assistant | 30.27 | | 469.19 |
| Maintenance Director | 26.00 | | 832.00 |
| Private Instructor | | | 0.00 |
| Senior Lifeguard | | | 0.00 |
| Training Aquatics | | | 0.00 |
| Youth Instructor | | | 0.00 |
| Total Gross Pay | <u>237.19</u> | | <u>6,266.92</u> |
| Adjusted Gross Pay | 237.19 | | 6,266.92 |
| Taxes Withheld | | | |
| Federal Withholding | | | -165.00 |
| Medicare Employee | | | -90.88 |
| Social Security Employee | | | -388.54 |
| L&I Office Employee 5306-07 | | | -6.13 |
| L&I Pool Employee-1501-00 | | | -14.64 |
| Medicare Employee Addl Tax | | | 0.00 |
| WA - Paid Fam Med Leave | | | -15.89 |
| Total Taxes Withheld | | | <u>-681.08</u> |
| Net Pay | <u>237.19</u> | | <u>5,585.84</u> |
| Employer Taxes and Contributions | | | |
| Federal Unemployment | | | 0.00 |
| Medicare Company | | | 90.88 |
| Social Security Company | | | 388.54 |
| WA - Unemployment | | | 0.00 |
| L&I Office Employer 5306-07 | | | 14.85 |
| L&I Pool Employer 1501-00 | | | 176.28 |
| Total Employer Taxes and Contributions | | | <u>670.55</u> |

2:54 PM

09/24/20

North Whidbey Pool, Park and Recreation District
Payroll Summary-Semi-Monthly
September 30, 2020 for Pay Period 09.01-09.15.2020

| | TOTAL | | |
|---|---------------|------|-----------------|
| | Hours | Rate | Sep 30, 20 |
| Employee Wages, Taxes and Adjustments | | | |
| Gross Pay | | | |
| Director Salary | 88.00 | | 3,333.33 |
| Administrative Specialist | 19.70 | | 295.50 |
| Aerobics Instructor | | | 0.00 |
| Aquatics Director | 8.32 | | 124.80 |
| Director of Client Services | 44.32 | | 842.08 |
| Director of Finance & Admin | | | 0.00 |
| Lifeguard | | | 0.00 |
| Maintenance Assistant | 35.04 | | 543.12 |
| Maintenance Director | 30.00 | | 960.00 |
| Private Instructor | | | 0.00 |
| Senior Lifeguard | | | 0.00 |
| Training Aquatics | | | 0.00 |
| Youth Instructor | | | 0.00 |
| Total Gross Pay | 225.38 | | 6,098.83 |
| Adjusted Gross Pay | 225.38 | | 6,098.83 |
| Taxes Withheld | | | |
| Federal Withholding | | | -131.00 |
| Medicare Employee | | | -88.42 |
| Social Security Employee | | | -378.14 |
| L&I Office Employee 5306-07 | | | -4.72 |
| L&I Pool Employee-1501-00 | | | -16.25 |
| Medicare Employee Addl Tax | | | 0.00 |
| WA - Paid Fam Med Leave | | | -15.45 |
| Total Taxes Withheld | | | -633.98 |
| Net Pay | 225.38 | | 5,464.85 |
| Employer Taxes and Contributions | | | |
| Federal Unemployment | | | 0.00 |
| Medicare Company | | | 88.42 |
| Social Security Company | | | 378.14 |
| WA - Unemployment | | | 0.00 |
| L&I Office Employer 5306-07 | | | 11.44 |
| L&I Pool Employer 1501-00 | | | 184.63 |
| Total Employer Taxes and Contributions | | | 662.63 |



KeyBank
P.O. Box 93885
Cleveland, OH 44101-5885

Public Sector Statement
September 30, 2020
page 1 of 2



13 T 363 00000 R EM AO
ISLAND COUNTY TREASURER
N WHIDBEY PARK & RECREATION DIST PAYROLL
PO BOX 699
COUPEVILLE WA 98239-0699

Questions or comments?
Call our Key Business Resource Center
1-888-KEY4BIZ (1-888-539-4249)

Public Transaction 
ISLAND COUNTY TREASURER
N WHIDBEY PARK & RECREATION DIST PAYROLL

| | |
|-------------------------------|-------------------|
| Beginning balance 8-31-20 | \$8,389.34 |
| 2 Additions | +10,500.65 |
| 4 Subtractions | -14,779.57 |
| Ending balance 9-30-20 | \$4,110.42 |

Additions

| Transfers | Date | Serial # | Source | |
|------------------------|------|----------|----------------------------------|--------------------|
| | 9-14 | | Trf Fr DDA 0000473631001525 4731 | \$6,948.90 |
| | 9-29 | | Trf Fr DDA 0000473631001525 4731 | 3,551.75 |
| Total additions | | | | \$10,500.65 |

Subtractions

| Withdrawals | Date | Serial # | Location | |
|---------------------------|------|----------|---|--------------------|
| | 9-4 | | Direct Withdrawal, Irs Usat taxpymt | \$2,582.18 |
| | 9-14 | | Direct Withdrawal, Intuit Payroll Squickbooks | 5,597.27 |
| | 9-18 | | Direct Withdrawal, Irs Usat taxpymt | 1,123.84 |
| | 9-29 | | Direct Withdrawal, Intuit Payroll Squickbooks | 5,476.28 |
| Total subtractions | | | | \$14,779.57 |

Fees and charges

See your Account Analysis statement for details.

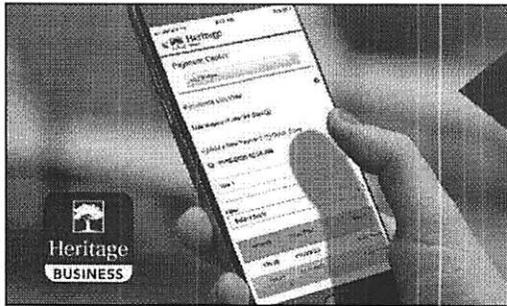


Heritage
BANK

14807 Highway 99 | Lynnwood, WA 98087

| | |
|-----------------|------------|
| Statement Start | 09-01-2020 |
| Statement End | 09-30-2020 |
| Account Number | 947025706 |
| Page | 1 of 2 |

NORTH WHIDBEY PARK & RECREATION DIS
85 SE JEROME ST
OAK HARBOR WA 98277-3770



HERITAGE DIRECT MOBILE

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Equal Housing Lender | Member FDIC

| PUBLIC NOW CHECKING | | | | | | | Account No. 947025706 | | | |
|--------------------------------------|---|------------|---|---------------|---|-------------|---------------------------|-----------------|---|----------------|
| | | | | | | | Interest Paid YTD: \$0.44 | | | |
| Annual Percentage Yield Earned 0.01% | | | | | | | | | | |
| Beginning Balance | + | Deposits | + | Interest Paid | - | Withdrawals | - | Service Charges | = | Ending Balance |
| \$992.14 | | \$1,832.77 | | \$0.01 | | \$1,852.86 | | \$8.00 | | \$964.06 |

Deposit and Withdrawal totals include paid transactions only

| DEPOSITS AND OTHER CREDITS | | |
|----------------------------|--|--------|
| Posted Date | Transaction Detail | Amount |
| 09/02/20 | External Deposit CNI MLLNGTN DET EFT 090120 EFT04 - EFT PAYMNT ISA*00*NV *00*NV *ZZ*NV *ZZ*NV *200901*1 | 216.25 |
| 09/14/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 152.00 |
| 09/14/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 216.00 |
| 09/15/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 54.00 |
| 09/17/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 324.00 |
| 09/17/20 | Deposit | 6.52 |
| 09/18/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 108.00 |
| 09/21/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 324.00 |
| 09/21/20 | External Deposit BANKCARD - SETTLEMENT 628044000466460 | 432.00 |



DEPOSITS AND OTHER CREDITS

| Posted Date | Transaction Detail | Amount |
|-------------|--------------------|--------|
| 09/30/20 | Credit Interest | 0.01 |

WITHDRAWALS AND OTHER DEBITS

| Posted Date | Transaction Detail | Amount |
|-------------|--|----------|
| 09/02/20 | External Withdrawal BANKCARD - MTHLY FEES 628044000466463 | 73.60 |
| 09/02/20 | External Withdrawal BANKCARD - MTHLY FEES 628044000466460 | 64.13 |
| 09/02/20 | External Withdrawal AUTHNET GATEWAY - BILLING 113478497 | 30.80 |
| 09/24/20 | Withdrawal Internet Transfer to 957018989 CK | 1,656.38 |
| 09/30/20 | External Withdrawal BANKCARD PCI FAPS PCI NON COMP - NON COMPLY 28038579 | 27.95 |
| 09/30/20 | Monthly Maintenance Fee | 8.00 |

DAILY BALANCE SUMMARY

| Date | Balance | Date | Balance | Date | Balance |
|-------|----------|-------|----------|-------|----------|
| 09/01 | 992.14 | 09/15 | 1,461.86 | 09/21 | 2,656.38 |
| 09/02 | 1,039.86 | 09/17 | 1,792.38 | 09/24 | 1,000.00 |
| 09/14 | 1,407.86 | 09/18 | 1,900.38 | 09/30 | 964.06 |

| Summary of Overdraft and Returned Item Fees | | |
|---|-----------------------|--------------------|
| | Total For This Period | Total Year-To-Date |
| Total Overdraft Fees | \$0.00 | \$0.00 |
| Total Returned Item Fees | \$0.00 | \$0.00 |

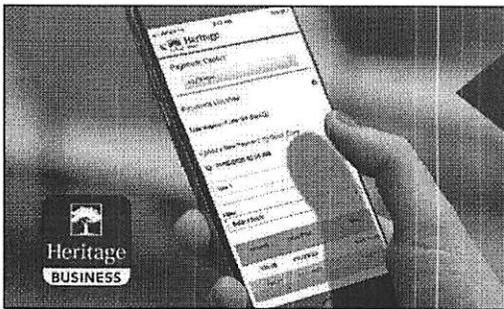


Heritage BANK

14807 Highway 99 | Lynnwood, WA 98087

| | |
|-----------------|------------|
| Statement Start | 09-01-2020 |
| Statement End | 09-30-2020 |
| Account Number | 5000277821 |
| Page | 1 of 2 |

NORTH WHIDBEY POOL PARK
AND RECREATION DISTRICT
85 SE JEROME ST
OAK HARBOR WA 98277-3770



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PUBLIC NOW CHECKING Account No. 5000277821
Interest Paid YTD: \$0.15

| | | | | | | | | | | |
|-------------------|---|----------|---|---------------|---|-------------|---|-----------------|---|----------------|
| Beginning Balance | + | Deposits | + | Interest Paid | - | Withdrawals | - | Service Charges | = | Ending Balance |
| \$647.81 | | \$0.00 | | \$0.00 | | \$3.20 | | \$8.00 | | \$636.61 |

Deposit and Withdrawal totals include paid transactions only

WITHDRAWALS AND OTHER DEBITS

| Posted Date | Transaction Detail | Amount |
|-------------|--|--------|
| 09/30/20 | External Withdrawal WA DEPT REVENUE - TAX PYMT 3865217 | 3.20 |
| 09/30/20 | Monthly Maintenance Fee | 8.00 |

DAILY BALANCE SUMMARY

| Date | Balance | Date | Balance |
|-------|---------|-------|---------|
| 09/01 | 647.81 | 09/30 | 636.61 |



Heritage
BANK

14807 Highway 99 | Lynnwood, WA 98087

| Account Number | Page |
|----------------|--------|
| 00027782 | 2 of 2 |

Statement Start Date: 09-01-2020
Statement End Date: 09-30-2020

| Summary of Overdraft and Returned Item Fees | | |
|---|-----------------------|--------------------|
| | Total For This Period | Total Year-To-Date |
| Total Overdraft Fees | \$0.00 | \$0.00 |
| Total Returned Item Fees | \$0.00 | \$0.00 |



Account Balances September 2020

| | |
|--|---------------------|
| M&O Operating | \$ 284,124.32 |
| Bond Fund | \$ 230.40 |
| Reserve Fund | \$ 41,669.34 |
| Capital Project Fund | \$ 3,230.65 |
| Petty Cash Account | \$ 636.61 |
| Payroll Account | \$ <u>4,110.42</u> |
| | |
| Total Balance of Accounts as of 09.30.2020 | \$334,001.74 |

Treasurer's Report
Transactions from 9/1/2020 to 9/30/2020

646 - NO WHID POOL PARK REC MAINT

| | | | | | |
|----------------------------------|--------------------------------|-------------|-------------------------|-----------|-------------------|
| Cash Balance at 8/31/2020 | | | | | 301,347.22 |
| 09/24/2020 | IS CO TREASURER WIB DEPOSITS 9 | WB | 0.00 | 1,656.38 | |
| 09/30/2020 | SEP 20 PROP TAX DISTRIBUTION | | 0.00 | 16,431.42 | |
| | Revenue Total | | 0.00 | 18,087.80 | 18,087.80 |
| | | | | | |
| 09/02/2020 | CASCADE NATURAL NO WHIDBEY POO | KY 00586936 | 1,386.11 | 0.00 | |
| 09/02/2020 | CASCADE NATURAL NO WHIDBEY POO | KY 00586936 | 23.75 | 0.00 | |
| 09/02/2020 | HOME DEPOT NO WHIDBEY POOL PAR | KY 00586938 | 66.54 | 0.00 | |
| 09/02/2020 | COCHRAN, JAMIE NO WHIDBEY POOL | KY 00586937 | 200.00 | 0.00 | |
| 09/02/2020 | BARRON HEATING NO WHIDBEY POOL | KY 00586935 | 264.75 | 0.00 | |
| 09/09/2020 | PUGET SOUND ENE NO WHIDBEY POO | KY 00587120 | 2,020.10 | 0.00 | |
| 09/09/2020 | CITY OF OAK HAR NO WHIDBEY POO | KY 00587117 | 695.97 | 0.00 | |
| 09/09/2020 | CITY OF OAK HAR NO WHIDBEY POO | KY 00587117 | 660.42 | 0.00 | |
| 09/09/2020 | CITY OF OAK HAR NO WHIDBEY POO | KY 00587117 | 246.43 | 0.00 | |
| 09/09/2020 | COMCAST COMMUNI NO WHIDBEY POO | KY 00587118 | 167.02 | 0.00 | |
| 09/09/2020 | DIAMOND RENTALS NO WHIDBEY POO | KY 00587119 | 305.00 | 0.00 | |
| 09/09/2020 | WA ST EMPLOYMEN NO WHIDBEY POO | KY 00587121 | 4,469.71 | 0.00 | |
| 09/09/2020 | BRITE WATER LAW NO WHIDBEY POO | KY 00587116 | 434.80 | 0.00 | |
| 09/09/2020 | BRITE WATER LAW NO WHIDBEY POO | KY 00587116 | 434.80 | 0.00 | |
| 09/09/2020 | BRITE WATER LAW NO WHIDBEY POO | KY 00587116 | 217.40 | 0.00 | |
| 09/09/2020 | AIRGAS NORPAC NO WHIDBEY POOL | KY 00587115 | 1,638.48 | 0.00 | |
| 09/09/2020 | WHIDBEY TECH SO NO WHIDBEY POO | KY 00587122 | 416.81 | 0.00 | |
| 09/14/2020 | IRS - PK1MT | | 6,948.90 | 0.00 | |
| 09/16/2020 | PACIFIC GRACE T NO WHIDBEY POO | KY 00587468 | 575.00 | 0.00 | |
| 09/16/2020 | ISLAND DISPOSAL NO WHIDBEY POO | KY 00587465 | 118.59 | 0.00 | |
| 09/16/2020 | LAW OFFICE OF C NO WHIDBEY POO | KY 00587466 | 487.50 | 0.00 | |
| 09/16/2020 | NEXTIVA INC NO WHIDBEY POOL PA | KY 00587467 | 210.48 | 0.00 | |
| 09/16/2020 | AIRGAS USA LLC NO WHIDBEY POOL | KY 00587464 | 94.98 | 0.00 | |
| 09/16/2020 | VISA NO WHIDBEY POOL PARK & RE | KY 00587469 | 89.28 | 0.00 | |
| 09/16/2020 | VISA NO WHIDBEY POOL PARK & RE | KY 00587469 | 1,566.40 | 0.00 | |
| 09/16/2020 | VISA NO WHIDBEY POOL PARK & RE | KY 00587469 | 991.86 | 0.00 | |
| 09/23/2020 | OAK HARBOR ACE NO WHIDBEY POOL | KY 00587920 | 125.47 | 0.00 | |
| 09/23/2020 | CASCADE NATURAL NO WHIDBEY POO | KY 00587919 | 951.35 | 0.00 | |
| 09/23/2020 | CASCADE NATURAL NO WHIDBEY POO | KY 00587919 | 22.86 | 0.00 | |
| 09/23/2020 | WMS AQUATICS-WM NO WHIDBEY POO | KY 00587922 | 714.72 | 0.00 | |
| 09/23/2020 | ALL ISLAND LOCK NO WHIDBEY POO | KY 00587918 | 5.77 | 0.00 | |
| 09/23/2020 | STATE AUDITORS NO WHIDBEY POOL | KY 00587921 | 995.28 | 0.00 | |
| 09/29/2020 | PAYROLL - PK1MT | | 3,551.75 | 0.00 | |
| 09/30/2020 | HOME DEPOT NO WHIDBEY POOL PAR | KY 00588050 | 181.68 | 0.00 | |
| 09/30/2020 | BARRON HEATING NO WHIDBEY POOL | KY 00588049 | 598.95 | 0.00 | |
| 09/30/2020 | BARRON HEATING NO WHIDBEY POOL | KY 00588049 | 1,425.11 | 0.00 | |
| 09/30/2020 | SCOTTIES PLUMBI NO WHIDBEY POO | KY 00588051 | 1,948.79 | 0.00 | |
| 09/30/2020 | SHARP BUSINESS NO WHIDBEY POOL | KY 00588052 | 57.89 | 0.00 | |
| | Expenditure Total | | 35,310.70 | 0.00 | -35,310.70 |
| | | | | | |
| Ending Cash Balance | | | Calculated Total | | 284,124.32 |
| | | | Book Total | | 284,124.32 |
| | | | Difference | | 0.00 |

Treasurer's Report
Transactions from 9/1/2020 to 9/30/2020

648 - NO WHID POOL PARK REC BOND

| | | |
|---------------------------|------------------|--------|
| Cash Balance at 8/31/2020 | | 230.40 |
| Ending Cash Balance | Calculated Total | 230.40 |
| | Book Total | 230.40 |
| | Difference | 0.00 |

Treasurer's Report
Transactions from 9/1/2020 to 9/30/2020

649 - NO WHID POOL PARK REC RESERVE

| | | | |
|---------------------------|--|------------------|-----------|
| Cash Balance at 8/31/2020 | | | 41,669.34 |
| Ending Cash Balance | | Calculated Total | 41,669.34 |
| | | Book Total | 41,669.34 |
| | | Difference | 0.00 |

Treasurer's Report
Transactions from 9/1/2020 to 9/30/2020

788 - NO WHID POOL PARK REC CAPITAL

| | | | |
|---------------------------|--|------------------|----------|
| Cash Balance at 8/31/2020 | | | 3,230.65 |
| Ending Cash Balance | | Calculated Total | 3,230.65 |
| | | Book Total | 3,230.65 |
| | | Difference | 0.00 |

| | Sep-20 | Jan-Sept 2020 | Budget | \$ Over Budget | % of Budget |
|---|----------|---------------|--------------|----------------|-------------|
| Ordinary Income/Expense | | | | | |
| Income | | | | | |
| 310.00 LEVIES | | | | | |
| 311.00 General Property Taxes | 16431.42 | 502,929.48 | 863,550.00 | -360,620.52 | 58.24% |
| 312.00 Timber Harvest Taxes | 0.00 | 30.43 | | | |
| Total 310.00 LEVIES | 16431.42 | 502,959.91 | 863,550.00 | -360,590.09 | 58.24% |
| 340.00 JVMP Revenue | | | | | |
| 347.30 Fees | | | | | |
| 31 Daily Admission | 0.00 | 19,987.49 | 106,570.15 | -86,582.66 | 18.76% |
| 33 Passes | 0.00 | 3,930.44 | 14,464.80 | -10,534.36 | 27.17% |
| 34 Punch Cards | 0.00 | 2,467.17 | 8,454.46 | -5,987.29 | 29.18% |
| 36 Kayak Lessons | 0.00 | 3,375.00 | 4,500.00 | -1,125.00 | 75.0% |
| 37 ARC Classes | 0.00 | 400.00 | 5,400.00 | -5,000.00 | 7.41% |
| 38 Aerobics | 0.00 | 3,250.66 | 13,858.00 | -10,607.34 | 23.46% |
| 39 Swim Lessons | | | | | |
| School Group | 1890.00 | 1,890.00 | 4,800.00 | -2,910.00 | 39.38% |
| Private | 0.00 | 4,205.00 | 18,000.00 | -13,795.00 | 23.36% |
| Youth | 0.00 | 10,323.22 | 93,120.00 | -82,796.78 | 11.09% |
| Total 39 Swim Lessons | 1890.00 | 16,418.22 | 115,920.00 | -99,501.78 | 14.16% |
| Total 347.30 Fees | 1890.00 | 49,828.98 | 269,167.41 | -219,338.43 | 18.51% |
| Total 340.00 JVMP Revenue | 1890.00 | 49,828.98 | 269,167.41 | -219,338.43 | 18.51% |
| 350.00 Recreation Revenue | | | | | |
| Splash Camp | 0.00 | 0.00 | 2,700.00 | -2,700.00 | 0.0% |
| Recreation Activities | 1610.00 | 1,656.82 | | | |
| Special Events/Programs | 0.00 | 0.00 | 3,000.00 | -3,000.00 | 0.0% |
| Total 350.00 Recreation Revenue | 1610.00 | 1,656.82 | 5,700.00 | -4,043.18 | 29.07% |
| 360.00 Miscellaneous Revenue | | | | | |
| Prepaid Accounts | 0.00 | 531.96 | | | |
| Other Miscellaneous Revenue | 5.99 | 5.99 | | | |
| 361.00 Interest | 0.00 | 0.15 | | | |
| 362.00 Rents & Concessions | | | | | |
| Private Party Rental | 0.00 | 782.00 | 7,425.00 | -6,643.00 | 10.53% |
| Open Swim Party Rental | 0.00 | 1,794.00 | 8,580.00 | -6,786.00 | 20.91% |
| Viewing Room Rental | 0.00 | 44.85 | 540.00 | -495.15 | 8.31% |
| Candy&Snacks | 0.00 | 860.00 | 5,500.00 | -4,640.00 | 15.64% |
| OHHS | 0.00 | 11,475.00 | 11,475.00 | 0.00 | 100.0% |
| BHBC | 0.00 | 0.00 | 35,824.00 | -35,824.00 | 0.0% |
| Lockers | 0.00 | 455.42 | 4,674.45 | -4,219.03 | 9.74% |
| Pool Group Rentals | 0.00 | 13.80 | 2,992.00 | -2,978.20 | 0.46% |
| Retail | 0.00 | 212.93 | 2,200.00 | -1,987.07 | 9.68% |
| Total 362.00 Rents & Concessions | 0.00 | 15,638.00 | 79,210.45 | -63,572.45 | 19.74% |
| 367.00 Contributions/Donations | 0.00 | 9.50 | | | |
| 369.00 Other Misc Revenues | | | | | |
| Cashier over/short | 0.00 | 4.32 | | | |
| Total 369.00 Other Misc Revenues | 0.00 | 4.32 | | | |
| Total 360.00 Miscellaneous Revenue | 5.99 | 16,189.92 | 79,210.45 | -63,020.53 | 20.44% |
| Total Income | 19937.41 | 570,635.63 | 1,217,627.86 | -646,992.23 | 46.87% |
| Gross Profit | 19937.41 | 570,635.63 | 1,217,627.86 | -646,992.23 | 46.87% |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| | Aug-20 | Jan-Aug 20 | Budget | \$ Over Budget | % of Budget |
|---|-----------------|-------------------|-------------------|--------------------|---------------|
| Expense | | | | | |
| Payroll Expenses | | 680.64 | | | |
| 570.00 RECREATION SERVICES | | | | | |
| 576.20 NWPRD Expenses | | | | | |
| 576.20.10 Salary & Wages | | | | | |
| Unemployment Paid to ESD | 4469.71 | 4,469.71 | | | |
| 500507 Deck Coordinator (COVID) | 0.00 | 1,311.27 | | | |
| 100101 Director | 6666.66 | 39,239.65 | 66,000.00 | -26,760.35 | 49.4% |
| 100102 Aquatic Director | 271.80 | 9,091.42 | 36,404.00 | -27,312.58 | 24.2% |
| 100104 Client Service Spc | 0.00 | 23,821.41 | 74,368.00 | -50,546.59 | 32.03% |
| 100105 Dir of Finance & Admin | 0.00 | 14,362.56 | 9,500.00 | 4,862.56 | 151.19% |
| 100106 Dir of Client Services | 1975.43 | 10,864.51 | 28,500.00 | -17,635.49 | 38.12% |
| 100107 Admin Specialist | 647.55 | 5,901.15 | 15,000.00 | -9,098.85 | 39.34% |
| 200201 Aerobics Inst JVMP | 0.00 | 1,313.89 | 4,200.00 | -2,886.11 | 31.28% |
| 200207 Lifeguard Training Instr | 0.00 | 71.52 | 2,184.00 | -2,112.48 | 3.28% |
| 200208 Kayak Inst JVMP | 0.00 | 57.00 | 1,972.00 | -1,915.00 | 2.89% |
| 200210 Private Lessons | 0.00 | 1,036.32 | 5,040.00 | -4,003.68 | 20.56% |
| 200212 Youth Instructor | 0.00 | 4,663.45 | 21,714.00 | -17,050.55 | 21.48% |
| 200222 Training CSS | 0.00 | 871.63 | 2,688.00 | -1,816.37 | 32.43% |
| 200221 Training - Other | 0.00 | 2,774.01 | 14,780.00 | -12,005.99 | 18.77% |
| Total 200221 Training | 0.00 | 3,645.64 | 17,468.00 | -13,822.36 | 20.87% |
| 300301 Lifeguard | 0.00 | 35,760.09 | 133,898.00 | -98,137.91 | 26.71% |
| 300303 Sr. Lifeguards | 0.00 | 2,749.90 | 10,203.00 | -7,453.10 | 26.95% |
| 500501 Director of Maintenance | 1792.00 | 17,457.42 | 38,000.00 | -20,542.58 | 45.94% |
| 500502 Janitorial Staff | 0.00 | 5,805.28 | 21,600.00 | -15,794.72 | 26.88% |
| 500505 Shut Down Maintenance | 0.00 | 2,089.99 | 2,240.00 | -150.01 | 93.3% |
| 500506 Maintenance Assistant | 1012.31 | 10,440.67 | 15,500.00 | -5,059.33 | 67.36% |
| Total 576.20.10 Salary & Wages | 16835.46 | 194,152.85 | 503,791.00 | -309,638.15 | 38.54% |
| 576.20.11 Payroll Benefits | | | | | |
| 20.111 Retirement | | | | | |
| Executive Director | 0.00 | 0.00 | 1,980.00 | -1,980.00 | 0.0% |
| Total 20.111 Retirement | 0.00 | 0.00 | 1,980.00 | -1,980.00 | 0.0% |
| 20.112 Sick Pay | 0.00 | 270.50 | 4,530.00 | -4,259.50 | 5.97% |
| 20.113 Vacation | | | | | |
| Executive Director | 0.00 | 0.00 | 2,750.00 | -2,750.00 | 0.0% |
| Aquatics Director | 0.00 | 0.00 | 760.00 | -760.00 | 0.0% |
| Director of Maintenance | 0.00 | 0.00 | 760.00 | -760.00 | 0.0% |
| Director of Finance | 0.00 | 0.00 | 190.00 | -190.00 | 0.0% |
| Director of Client Services | 0.00 | 0.00 | 570.00 | -570.00 | 0.0% |
| Total 20.113 Vacation | 0.00 | 0.00 | 5,030.00 | -5,030.00 | 0.0% |
| Total 576.20.11 Payroll Benefits | 0.00 | 270.50 | 11,540.00 | -11,269.50 | 2.34% |
| 576.20.12 Payroll Taxes | | | | | |
| Social Security | | 6,532.18 | | | |
| Medicare | | 1,527.71 | | | |
| Quarterly L & I | | 4,051.51 | | | |
| 576.20.12 Payroll Taxes - Other | | 9,994.35 | 71,267.00 | -61,272.65 | 14.02% |
| Total 576.20.12 Payroll Taxes | 1333.18 | 22,105.75 | 71,267.00 | -49,161.25 | 31.02% |
| 576.20.20 Personnel Benefits | | | | | |
| Cell phone | 200.00 | 200.00 | 480.00 | -280.00 | 41.67% |
| Emp Award Program | 0.00 | 0.00 | 600.00 | -600.00 | 0.0% |
| Emp Uniforms | 0.00 | 0.00 | 1,200.00 | -1,200.00 | 0.0% |
| Medical | 0.00 | 0.00 | 10,597.84 | -10,597.84 | 0.0% |
| Total 576.20.20 Personnel Benefits | 0.00 | 200.00 | 12,877.84 | -12,677.84 | 1.55% |

| | Aug-20 | Jan-Aug 20 | Budget | \$ Over Budget | % of Budget |
|--|---------|------------|-----------|----------------|-------------|
| 576.20.30 Minor Purchases | | | | | |
| 20.31 JVMP | | | | | |
| Equipment Purchase | 0.00 | 8,152.95 | 1,000.00 | 7,152.95 | 815.3% |
| Aquatics Equipment | 0.00 | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| Retail Expense | 0.00 | 0.00 | 800.00 | -800.00 | 0.0% |
| Aerobic supplies | 0.00 | 0.00 | 600.00 | -600.00 | 0.0% |
| Cleaning & Sanitation | 21.74 | 2,674.54 | 5,000.00 | -2,325.46 | 53.49% |
| First Aide supplies | 0.00 | 242.49 | 500.00 | -257.51 | 48.5% |
| Event Food | 0.00 | 0.00 | 300.00 | -300.00 | 0.0% |
| Office supplies JVMP | 0.00 | 629.41 | 1,000.00 | -370.59 | 62.94% |
| Pool Chemicals | 1733.46 | 17,676.49 | 28,000.00 | -10,323.51 | 63.13% |
| Pool supplies | 0.00 | 29.23 | | | |
| Total 20.31 JVMP | 1755.20 | 29,405.11 | 39,700.00 | -10,294.89 | 74.07% |
| 20.33 Vehicle Maintenance | | | | | |
| Repair | 0.00 | 19.59 | 1,000.00 | -980.41 | 1.96% |
| Routine Maitnenace | 0.00 | 0.00 | 650.00 | -650.00 | 0.0% |
| Fuel Expense | 0.00 | 100.29 | 1,000.00 | -899.71 | 10.03% |
| Total 20.33 Vehicle Maintenance | 0.00 | 119.88 | 2,650.00 | -2,530.12 | 4.52% |
| 20.34 Concession Expense | 0.00 | 472.94 | 3,000.00 | -2,527.06 | 15.77% |
| 20.35 Sm Tools/Equip | 44.80 | 1,249.53 | 2,200.00 | -950.47 | 56.8% |
| 20.36 Kayak Equip | 0.00 | 0.00 | 650.00 | -650.00 | 0.0% |
| 576.20.30 Minor Purchases - Other | 97.62 | 1,734.31 | 1,000.00 | 734.31 | 173.43% |
| Total 576.20.30 Minor Purchases | 1800.00 | 32,981.77 | 49,200.00 | -16,218.23 | 67.04% |
| 576.20.40 Other Services | | | | | |
| 20.41 Professional Services | | | | | |
| Storage Unit | 0.00 | 980.00 | 1,440.00 | -460.00 | 68.06% |
| Web Hosting | 0.00 | 333.28 | 3,150.00 | -2,816.72 | 10.58% |
| Training Courses & Tuition | 0.00 | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| IT Service Contract | 416.81 | 3,673.00 | 3,000.00 | 673.00 | 122.43% |
| POS System | 0.00 | 980.00 | 1,680.00 | -700.00 | 58.33% |
| Emp Background Checks | 0.00 | 230.50 | 400.00 | -169.50 | 57.63% |
| Credit Card Processing | 267.50 | 2,706.92 | 7,370.00 | -4,663.08 | 36.73% |
| Accounting Consultant | 0.00 | 0.00 | 4,800.00 | -4,800.00 | 0.0% |
| Security System - Annual | 0.00 | 508.72 | 468.00 | 40.72 | 108.7% |
| Security System - Service Calls | 0.00 | 0.00 | 500.00 | -500.00 | 0.0% |
| Bank Fees | 8.00 | 72.00 | 500.00 | -428.00 | 14.4% |
| Computer Maintenance | 0.00 | 3,401.78 | 2,500.00 | 901.78 | 136.07% |
| Copy Machine Maint | 0.00 | 142.41 | 700.00 | -557.59 | 20.34% |
| Dues & Memberships | 0.00 | 250.00 | 935.00 | -685.00 | 26.74% |
| ARC Classes & Fees | 0.00 | 300.00 | 1,260.00 | -960.00 | 23.81% |
| HVAC PMS | 0.00 | 2,160.42 | 5,234.58 | -3,074.16 | 41.27% |
| JVMP Landscape Maint | 217.40 | 658.85 | 770.00 | -111.15 | 85.57% |
| Legal | 487.50 | 8,830.00 | 11,700.00 | -2,870.00 | 75.47% |
| Payroll Processing | 575.00 | 4,630.54 | 3,500.00 | 1,130.54 | 132.3% |
| Pest Control | 0.00 | 361.05 | 400.00 | -38.95 | 90.26% |
| Porta-Potty | 305.00 | 1,085.00 | 1,800.00 | -715.00 | 60.28% |
| 20.41 Professional Services - Other | 0.00 | 200.00 | | | |
| Total 20.41 Professional Services | 2009.71 | 31,504.47 | 54,107.58 | -22,603.11 | 58.23% |
| 20.42 Communication | | | | | |
| Email | 0.00 | 719.00 | 1,100.00 | -381.00 | 65.36% |
| Advertising | 0.00 | 1,556.97 | 3,000.00 | -1,443.03 | 51.9% |
| Internet & Telephone | 377.50 | 2,854.05 | 3,960.00 | -1,105.95 | 72.07% |
| Postage | 0.00 | 149.45 | 300.00 | -150.55 | 49.82% |
| 20.42 Communication - Other | 0.00 | 392.00 | | | |
| Total 20.42 Communication | 377.50 | 5671.47 | 8,360.00 | -2,688.53 | 67.84% |

| | 20-Aug | Jan-Aug 20 | Budget | \$ Over Budget | % of Budget |
|--|-----------|------------------|-------------------|--------------------|---------------|
| 20.43 Travel | 0.00 | 1,199.82 | 2,000.00 | -800.18 | 59.99% |
| 20.46 Insurance | 0.00 | 46,666.11 | 72,000.00 | -25,333.89 | 64.81% |
| 20.47 Utilities | | | | | |
| Boiler | 2337.46 | 31,800.24 | 66,000.00 | -34,199.76 | 48.18% |
| Electricity | 2020.10 | 25,524.34 | 46,200.00 | -20,675.66 | 55.25% |
| Garbage | 0.00 | 254.00 | | | |
| CVP Water | 246.43 | 641.63 | 300.00 | 341.63 | 213.88% |
| Patron Water | 660.42 | 10,711.18 | 19,842.68 | -9,131.50 | 53.98% |
| Pool Water/Garbage | 695.97 | 9,388.52 | 18,384.00 | -8,995.48 | 51.07% |
| Spa Boiler | 46.61 | 3,108.81 | 9,240.00 | -6,131.19 | 33.65% |
| Total 20.47 Utilities | 6006.99 | 81,428.72 | 159,966.68 | -78,537.96 | 50.9% |
| 20.48 NWPRD Repair & Maint | | | | | |
| Clover Valley Ball Fields | 0.00 | 0.00 | 10,000.00 | -10,000.00 | 0.0% |
| Clover Valley Dog Park | 188.59 | 6,226.45 | 5,000.00 | 1,226.45 | 124.53% |
| 20.48 NWPRD Repair & Maint - Other | 1110.71 | 49,090.72 | 26,000.00 | 23,090.72 | 188.81% |
| Total 20.48 NWPRD Repair & Maint | 1229.30 | 55,317.17 | 41,000.00 | 14,317.17 | 134.92% |
| Total 576.20.40 Other Services | 9623.50 | 221,787.76 | 274,966.68 | -53,178.92 | 80.66% |
| 576.20.50 Intergovernmental | | | | | |
| Audit | 995.28 | 9,235.20 | 8,000.00 | 1,235.20 | 115.44% |
| Clean Water Utility | 0.00 | 78.26 | 470.00 | -391.74 | 16.65% |
| Business Tax | 0.00 | 1,415.51 | | | |
| Gov't Service Fees | 0.00 | 0.00 | 11.00 | -11.00 | 0.0% |
| Refunds | 0.00 | 5,559.22 | 3,000.00 | 2,559.22 | 185.31% |
| Water Rec Facility Permit | 0.00 | 811.00 | 815.00 | -4.00 | 99.51% |
| 576.20.50 Intergovernmental - Other | 0.00 | 84.34 | | | |
| Total 576.20.50 Intergovernmental | 995.28 | 17,183.53 | 12,296.00 | 4,887.53 | 139.75% |
| 576.20.80 Park & Rec Services | | | | | |
| 80.40 Non Aquatic Rec Prog | | | | | |
| Special Events/Programs | 0.00 | 0.00 | 1,500.00 | -1,500.00 | 0.0% |
| Total 80.40 Non Aquatic Rec Prog | 0.00 | 0.00 | 1,500.00 | -1,500.00 | 0.0% |
| 80.41 Professional Services | | | | | |
| Landscape Maint | 869.60 | 1,521.80 | | | |
| Mowing | 0.00 | 245.03 | | | |
| Total 80.41 Professional Services | 869.60 | 1,766.83 | | | |
| Total 576.20.80 Park & Rec Services | 869.60 | 1,766.83 | 1,500.00 | 266.83 | 117.79% |
| Total 576.20 NWPRD Expenses | 31657.02 | 490,448.99 | 999,906.10 | -509,457.11 | 49.05% |
| Total 570.00 RECREATION SERVICES | 31657.02 | 490,448.99 | 999,906.10 | -509,457.11 | 49.05% |
| Total Expense | 31657.02 | 491,129.63 | 999,906.10 | -508,776.47 | 49.12% |
| Net Ordinary Income | -11719.61 | 79,506.00 | 217,721.76 | -138,215.76 | 36.52% |
| Net Income | -11719.61 | 79,506.00 | 217,721.76 | -138,215.76 | 36.52% |

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|--|-------------------------------------|---------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Staff Reports |
| Agenda No: VI. | Presented by: Jay Cochran | |
| <p>BACKGROUND: Maintenance, Admin, Recreation/Aquatics, Director Reports</p> <p>Director's Report:</p> <ul style="list-style-type: none"> • School District Update, the Athletic Director was sitting down with the Superintendent at the end week to re-visit if we will be allowed to use the school for programs. I have let him know that if we are unable to use the school that we will need to charge fee rentals until we are able to use the school for programming • Christian School Update, they have tabled our request until Nov. • Capital Projects 2021 • Energy Efficiency Grant Program-Opens Nov 2020, Closes Jan 2021, Decisions and Awards 2021 • Roof RFP update-financing strategy • Aquatics Manager • Budget Process-workbooks, how to read them, set a budget special meeting date, state auditor conversation • Levy Meeting with County | | |
| <p>RECOMMENDED MOTION: None needed.</p> | | |
| | | |

MAINTENANCE REPORT

After working with the Oak Harbor public works and Scotties Plumbing, we agree under contract to have the code required backflow preventer installed on the 3" water main in the front mechanical room.

We have continued to move ahead with completing various and previously discussed projects along with performing all the required continual maintenance. Our chemistry controls can now be monitored from anywhere in the world. I will attach a digital chemistry report just for referencing an example of what is available.

Here is a list of the major emergent repairs that I am working with various companies and countless experts to get pricing on so we can prioritize and budget for these projects in the coming year.

- Outside air handler motor replacement/ Variable Frequency Drive install/ Installation of code required electrical disconnect
- Sump pump replacement/ Electrical reconfiguration
- Boiler Installation/ Positive temperature controls for both pools/ Required electrical work
- Retrofit power supply so that variable flow drive for pool circulation pump is operable
- Install double doors for maintenance room
- Repair and upgrade all exterior lighting
- Repair and Reinstallation of Chlor King UV System
- Investigate need to replace locker room heater

The following is a list of some projects we will be looking towards this month:

Air gap water main at surge tank connection, Order and install ada shower wand slide bars, source missing parts for 1 men's shower, Install temp probe for main ips controller, Install remaining emergency lights, Finish assembling toilet flushometers and install new seats, Build pool deck vacuum, plumb in drain for spa, snake out drain in boiler room, extend drain pipe off of prv to boiler supply, remove broken bulb in sump vault and replace, acid wash spa deck, get spa operational, get lighting over training pool rebuilt, repair light near spa atop natatorium, Finish painting doors, replace worn parts on dolphin vacuum.

We were also able to make it out to Clover Valley Park for some required safety work. We removed over 30 dead trees from the off-leash portion of Clover Valley Park. These trees varied in size from just a mere 2 inches in diameter to over 2 feet. We also trimmed hazardous branches off another half dozen trees. There are other areas of the park which will need the same treatment but for now this should mitigate the risk to the general public.

Dave Hardin came in with his truck and trailer and we hauled off 4 HUGE loads to get the job done. The hauling off process would have been so much more arduous without Dave and like always there is no way to thank him enough.

All of our public interactions during this job were very positive. We are looking forward to spending much more time at CVP as the budget allows.

Controller Reading

**John Vanderzicht Memorial Pool
Controller**

**for
10/14/2020 - 11/14/2020**

| | Report Time | pH Level | pH State | ORP 1 Level | ORP 1 Status | ORP 2 Status | PPM |
|-------|----------------------|----------|------------------|-------------|--------------|--------------|------|
| Pools | 10/14/2020 9:13:49PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 9:03:41PM | 7.50 | Demand, Feeding | 822 | Normal | Normal | 3.44 |
| Pools | 10/14/2020 8:53:31PM | 7.50 | Normal | 825 | Normal | Normal | 3.62 |
| Pools | 10/14/2020 8:43:22PM | 7.50 | Demand, In Delay | 822 | Normal | Normal | 3.44 |
| Pools | 10/14/2020 8:33:12PM | 7.49 | Normal | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 8:23:03PM | 7.48 | Feeding | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 8:12:53PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 8:02:44PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 7:52:34PM | 7.49 | Normal | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 7:42:24PM | 7.50 | Feeding | 825 | Normal | Normal | 3.62 |
| Pools | 10/14/2020 7:32:15PM | 7.50 | Demand, Feeding | 825 | Normal | Normal | 3.62 |
| Pools | 10/14/2020 7:22:06PM | 7.50 | Feeding | 825 | Normal | Normal | 3.62 |
| Pools | 10/14/2020 7:11:57PM | 7.50 | Demand, In Delay | 822 | Normal | Normal | 3.44 |
| Pools | 10/14/2020 7:01:48PM | 7.49 | Demand, Feeding | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 6:51:39PM | 7.49 | Normal | 822 | Normal | Normal | 3.34 |
| Pools | 10/14/2020 6:41:31PM | 7.48 | Normal | 822 | Normal | Normal | 3.25 |
| Pools | 10/14/2020 6:31:22PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 6:21:13PM | 7.48 | Normal | 822 | Normal | Normal | 3.25 |
| Pools | 10/14/2020 6:11:04PM | 7.49 | Normal | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 6:00:55PM | 7.49 | Feeding | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 5:50:46PM | 7.49 | Normal | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 5:40:36PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 5:30:27PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 5:20:16PM | 7.48 | Normal | 825 | Normal | Normal | 3.43 |
| Pools | 10/14/2020 5:10:07PM | 7.49 | Feeding | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 4:59:58PM | 7.49 | Feeding | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 4:49:49PM | 7.49 | Normal | 825 | Normal | Normal | 3.53 |
| Pools | 10/14/2020 4:39:41PM | 7.49 | Normal | 822 | Normal | Normal | 3.34 |

John Vanderzicht Memorial Pool

| Controller | Report Time | pH Level | pH State | ORP 1 Level | ORP 1 Status |
|------------|----------------------|----------|----------|-------------|--------------|
| Pools | 10/14/2020 4:29:32PM | 7.49 | Normal | 825 | Normal |
| Pools | 10/14/2020 4:19:23PM | 7.49 | Normal | 825 | Normal |
| Pools | 10/14/2020 4:09:14PM | 7.49 | Normal | 822 | Normal |
| Pools | 10/14/2020 3:59:03PM | 7.49 | Normal | 825 | Normal |

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|---|--|--------------------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Committee Reports |
| Agenda No: VII. | Presented by: BOC-Jay | |
| <p>BACKGROUND: Jay contacted Leavitt Group and Clear Risk. The person who handles all the bonding has been out since before our last board meeting and they do not when when she will return. Jay met with Jeff Olson from the Leavitt Group and talked with what we are trying to figure out. Olsen will hopefully have more information for us by the meeting.</p> | | |
| <p>RECOMMENDED MOTION: None needed.</p> | | |
| | | |

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|---|-------------------------------------|---|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Barron Heating and Air Conditioning Contract |
| Agenda No: VIII.A. | Presented by: Jay Cochran | |
| <p>BACKGROUND: Approval of Barron Heating and Air Conditioning Contract. We found the 2020 Barron Contract signed in 2019 in the last Maintenance Director’s old papers. The 2020 price was \$5,234.58. The 2021 price of \$7,856 is a 50% increase. I asked Barron’s Commercial Rep, Stewart Good, should we expect an increase of that amount every year? Good does not believe so but had said they had not raised prices in a long time. I asked him to look more closely at our account because we had seen an increase in 2020, and the increase from 2020 to 2021 is over \$2500, and we would like to understand why. Mainly they need to bring their staff up to prevailing wages.</p> | | |
| <p>RECOMMENDED MOTION: I motion to approve the 2021 Barron Heating and Air Conditioning Contract in the amount of \$8,224.13.</p> | | |
| | | |



5100 Pacific Highway Suite 103, Ferndale, WA 98248
t. 360 676-1131 800-328-7774 f. 360-671-3713

560 S Burlington Blvd, Burlington, WA 98233
t. 360-424-4962 800-328-7774 f. 360-671-3713

SUBMITTED TO:
Customer North Whidbey Parks and Rec
Address 85 SE Jerome Street
Oak Harbor, WA 98277
Customer Contact Jay Cochran
Phone (W) 425-350-4099 (FAX) _____

EQUIPMENT LOCATION:
Site Name Same
Site Address _____
Site Contact _____
Date: 09/17/2020 Email: JCochran@OAKHARBORF

BARRON HEATING & AIR CONDITIONING proposes to furnish Maintenance & Service on the equipment specified in the "EQUIPMENT LIST". Maintenance & Service will be performed by a Qualified and Skilled HVAC\R Technician.

- We will maintain and service all equipment subject to this agreement. Maintenance and Service will be performed **Four** times per year; at regular intervals and during our normal working hours. Maintenance will be provided according to our itemized "MAINTENANCE CHECK LIST".
- Filter service will be provided (4) time(s) per year using pleated filters.
4" Filters replaced 3 times a year. 2" Filters are done quarterly
- *You may select a pre-approved amount for necessary repairs found on a scheduled maintenance visit. This amount is \$ _____. If repairs exceed this amount a written estimate will be provided.*

YOUR ANNUAL MAINTENANCE & SERVICE AGREEMENT INVESTMENT IS: \$7,856 + tax.
Payment for this Maintenance & Service Agreement is: Net, within 30 days of invoice. Billing will be Quarterly (Power washing and or chemical cleaning condenser coils are not included in this agreement). All repairs, parts and labor are additional & will be quoted separately.

The term of this agreement shall be for a period of One(1) years and will begin in the month of December 2020 . Unless cancelled by agreement holder, the term will automatically renew for a period of 1 year each anniversary date. Any changes to scope or labor to be approved by owner. The "TERMS AND CONDITIONS" on the following page are part of this agreement. The customer acknowledges that he/she has read this agreement, understands it and agrees to be bound by its "TERMS AND CONDITIONS". The terms of this agreement may not be amended, modified, or rescinded except in writing and signed by both parties.

The pricing for this Maintenance & Service Agreement is valid for 90 days.

BARRON HEATING AND AIR CONDITIONING

By Justin Palmer Date 09/17/2020

This Agreement is hereby accepted by, (customer authorization and title)
By _____ PO# (if required) _____ Date _____



5100 Pacific Highway Ferndale, WA 98248
ph: (800) 328-7774 fax: (360) 671-3717

Scope of Coverage

Customer: NORTH WHIDBEY PARKS AND REC

Date: 3/29/16

Site: JEROME STREET

Scope:

RTUs GET ONE FULL HEATING, ONE FULL COOLING AND QUARTERLY FILTER CHANGES. AIR FILTERS FOR DEHUMIDIFICATION SYSTEM GET REPLACED 3 TIMES PER YEAR. ALL BOILERS, MODINE HANGING HEATERS, EXHAUST FANS AND MAKE UP AIR UNIT GET SERVICED ON SUMMER SHUT DOWN. -----SUMMER SHUT DOWN VISIT-14 hrs, HEATING/COOLINGRTU SERVICE 7 HRS, QUARTERLY FILTER CHANGES 5.5 hrs.

Visits per year: 4

Hours Estimated (per visit): ABOVE

Part(s):

20@24/24/4DEHUMIDIFICATION x3

2@20/30/2

4@20/20/2

1@16/20/2

ALL BELTS DONE ONCE A YEAR.

3@BX98

3@AX26

2@AX22

1@AX53

2@5VX950

TERMS AND CONDITIONS

1. Customer agrees to provide availability of equipment during normal business hours, Monday through Friday, 8:00 A.M. to 5:00 P.M., except holidays. Service performed during normal business hours, as well as after hours, weekends or holidays will be billed at an hourly rate and terms, including travel time or special assessments then in effect. If a service call is made at the customer's request and an inspection does not reveal any defect for which BARRON HEATING AND AIR CONDITIONING is responsible, customer will be responsible for the charges relating to said service call.
2. Cancellation of this agreement must be at least thirty (30) days written notice prior to any anniversary date. In the event of cancellation customer is responsible for any remaining balances for any remaining maintenance or service work. Upon anniversary date a price increase may be added to the price schedule listed below. The amount of increase will be subject to the increased cost of labor and materials. In the event of any price change, BARRON HEATING AND AIR CONDITIONING will notify customer in writing thirty (30) days in advance of such change.
3. Customer agrees to operate all equipment serviced by BARRON HEATING AND AIR CONDITIONING according to our instructions.
4. Customer will promptly notify BARRON HEATING AND AIR CONDITIONING if said equipment fails or is operating in an unusual manner.
5. Unless otherwise agreed to in writing only persons authorized by BARRON HEATING AND AIR CONDITIONING are permitted to work on equipment maintained by BARRON HEATING AND AIR CONDITIONING
6. Customer is entitled to a signed copy of the service report whenever technicians perform maintenance or respond to a call for service.
7. BARRON HEATING AND AIR CONDITIONING is not responsible for the design of equipment, equipment obsolescence or for building design where equipment is located.
8. This annual agreement is based upon the equipment being in a maintenance condition. If the initial inspection indicates repairs are required, a written proposal will be submitted for customer approval.
9. Excluded from this agreement are items not normally maintainable such as but not limited to ductwork, cabinets, heat exchangers, coils, structural supports, hinges, door gaskets or boiler shell and tubes, etc.
10. Under the terms of this agreement, BARRON HEATING AND AIR CONDITIONING is not responsible for:
 - The service or repair of any water lines or drain lines external to subject equipment.
 - Electrical work external to the equipment including main or branch fuses and disconnects.
 - Service interruption caused by low voltage or power outages.
 - Damage caused by freezing.
 - Service calls caused by false alarms from energy management or control systems.
 - Service calls or repairs to equipment located in an unsafe or hazardous environment.
 - Power washing of condenser or evaporator coils.

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|--|-------------------------------------|--------------------------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Pool Opening Discussion |
| Agenda No: VIII.B. | Presented by: Jay Cochran | |
| BACKGROUND: Pool Opening Discussion. Finance Director provided the board with the estimation of M & O, at the end of the March it is projected that we will have \$397,066.49 left in our M & O account after. As directed this includes no revenue. We are currently at \$284,124.32, and have not received our next distribution so the amount realized in the documented is based on last years distribution in Oct. We do have a lot of big ticket maintenance items we need to accomplish, but that we remained closed we think we are now in a better position to get these accomplished in the remaining 14 months before 2022. The projects we need to accomplish are included in the Capital Worksheet provided in the budget notebook. The schedule provided is modified an includes not opening on Sundays and only opening on Saturdays for limited hours. This is based on the lack of swimmers we saw this summers on the weekend. If lane hours become filled and we need to add more we can, but the lane hours we have listed are based on where we saw numbers being this summer, but are willing to add hours if lane times become filled. | | |
| RECOMMENDED MOTION: | | |
| | | |

**North Whidbey Park & Recreation District
Profit & Loss Budget vs. Actual**

| | November | December | January | February | March | April | Notes: |
|---|------------------|------------------|------------------|------------------|------------------|------------------|--|
| 576.20.10 Salary & Wages | | | | | | | |
| 100101 Director | 6,666.66 | 6,666.66 | 6,666.66 | 6,666.66 | 6,666.66 | 6,666.66 | |
| 100102 Aquatic Director (LG Supervisor) | 1,800.00 | 1,800.00 | 3,559.33 | 3,559.33 | 3,559.33 | 3,559.33 | |
| 100104 Client Service Spc | 658.00 | 658.00 | 658.00 | 658.00 | 658.00 | 658.00 | |
| 100105 Dir of Finance & Admin/Client Services | 3,344.00 | 3,344.00 | 3,344.00 | 3,344.00 | 3,344.00 | 3,344.00 | |
| 100107 Admin Specialist | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 | 1,200.00 | |
| 200201 Aerobics Inst JVMP | 261.00 | 261.00 | 261.00 | 261.00 | 261.00 | 261.00 | |
| 200221 Training | | | | | | | |
| 200222 Training CSS | 81.00 | 81.00 | 81.00 | 81.00 | 81.00 | 81.00 | One hour training at min wage for six front desk staff |
| 200221 Training - Other | 648.00 | 648.00 | 648.00 | 648.00 | 648.00 | 648.00 | Four hours training at min wage for 12 staff |
| Total 200221 Training | 729.00 | 729.00 | 729.00 | 729.00 | 729.00 | 729.00 | |
| 300301 Lifeguard | 1,316.00 | 1,316.00 | 1,316.00 | 1,316.00 | 1,316.00 | 1,316.00 | |
| Maintenance | 2,944.00 | 2,944.00 | 2,944.00 | 2,944.00 | 2,944.00 | 2,944.00 | |
| 500502 Janitorial Staff | 1,080.00 | 1,080.00 | 1,087.60 | 1,095.20 | 1,095.20 | 1,095.20 | |
| Assistant | 1,860.00 | 1,860.00 | 1,860.00 | 1,860.00 | 1,860.00 | 1,860.00 | |
| Total 576.20.10 Salary & Wages | 21,858.66 | 21,858.66 | 23,628.59 | 23,633.19 | 23,633.19 | 23,633.19 | |
| 576.20.11 Payroll Benefits | | | | | | | |
| 20.111 Retirement | | | | | | | |
| Executive Director | 466.67 | 466.67 | 466.67 | 466.67 | 466.67 | 466.67 | |
| 576.20.12 Payroll Taxes | 3,278.80 | 3,278.80 | 3,544.29 | 3,544.98 | 3,544.98 | 3,544.98 | |
| 576.20.20 Personnel Benefits | | | | | | | |

**North Whidbey Park & Recreation District
Profit & Loss Budget vs. Actual**

| | | | | | | | |
|-------------------------------------|----------|-----------|----------|-----------|----------|----------|---|
| Cell phone | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | 40.00 | |
| 576.20.30 Minor Purchases | | | | | | | |
| 20.31 JVMP | | | | | | | |
| Cleaning & Sanitation | 214.00 | 214.00 | 214.00 | 214.00 | 214.00 | 214.00 | Usage decreased approximately 50% due to closure of locker rooms; additional 50% reduction during |
| Pool Chemicals | 2,618.00 | 2,618.00 | 2,618.00 | 2,618.00 | 2,618.00 | 2,618.00 | Assumes 50% of average usage during closure |
| 576.20.40 Other Services | | | | | | | |
| 20.41 Professional Services | | | | | | | |
| Storage Unit | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | 120.00 | |
| IT Service Contract | 416.81 | 416.81 | 416.81 | 416.81 | 416.81 | 416.81 | |
| POS System | 140.00 | 140.00 | 140.00 | 140.00 | 140.00 | 140.00 | |
| Emp Background Checks | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | 35.00 | Monthly fee + 2 checks per month |
| Credit Card Processing | 361.00 | 361.00 | 361.00 | 361.00 | 361.00 | 361.00 | Based on processing fees during previous opening - this will vary depending on credit card usage |
| Bank Fees | 16.00 | 16.00 | 16.00 | 16.00 | 16.00 | 16.00 | |
| JVMP Landscape Maint | 0.00 | 0.00 | 0.00 | 0.00 | 217.40 | 217.40 | |
| Email & 365 Subscription | 81.66 | 81.66 | 81.66 | 81.66 | 81.66 | 81.66 | |
| Advertising | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | FB Advertisements and boosted posts to promote |
| Internet & Telephone | 377.50 | 377.50 | 377.50 | 377.50 | 377.50 | 377.50 | Nextiva & Comcast |
| Bulk SMS Text Service | 49.00 | 49.00 | 49.00 | 49.00 | 49.00 | 49.00 | Slicktext |
| 20.46 Insurance | 0.00 | 32,453.75 | 0.00 | 17,110.91 | 0.00 | 0.00 | 10% increase from previous year premium |
| 20.47 Utilities | | | | | | | |
| Boiler | 4,262.62 | 6,221.60 | 6,648.49 | 4,309.08 | 5,783.35 | 3,680.56 | |
| Electricity | 5,550.99 | 369.65 | 3,917.17 | 3,057.09 | 3,279.19 | 2,943.11 | 5% increase from previous year actuals |
| CVP Water | 122.68 | 39.38 | 46.06 | 46.06 | 39.38 | 46.06 | |
| Patron Water | 867.82 | 1,132.62 | 1,236.86 | 1,451.47 | 2,282.85 | 2,510.99 | 10% increase starting in January |

**North Whidbey Park & Recreation District
 Profit & Loss Budget vs. Actual**

| | | | | | | | |
|---|-----------|-----------|-----------|-----------|-----------|-----------|--|
| Pool Water/Garbage | 1,375.61 | 1,539.40 | 1,414.89 | 1,697.85 | 1,513.71 | 1,600.06 | 10% increase starting in January |
| Spa Boiler | 674.88 | 1,157.48 | 1,296.48 | 684.04 | 684.04 | 684.04 | February amount for March & April due to partial |
| 20.48 NWPRD Repair & Maint | | | | | | | |
| 20.48 NWPRD Repair & Maint - Other | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | 1,000.00 | |
| 80.41 Professional Services | | | | | | | |
| Landscape Maint | 0.00 | 0.00 | 0.00 | 0.00 | 434.80 | 434.80 | |
| CVP Garbage | 118.59 | 118.59 | 118.59 | 118.59 | 118.59 | 118.59 | |
| Total Projected Monthly Expenses | 45,185.29 | 75,244.57 | 48,926.06 | 62,727.90 | 48,606.12 | 46,488.42 | |

North Whidbey Park & Recreation District
Profit & Loss Budget vs. Actual

| M&O Balance By Month | | | | | | |
|--|---------------------|--|---|---------------------|--|--|
| M&O Balance as of 09.30.2020 | \$284,124.32 | | Projected January Expneses | \$48,926.06 | | |
| October Expenses through 10.22.2020 | \$23,443.43 | | Projected January Property Tax Distribution | \$1,420.47 | | |
| Estimated M&O Balance as of 10.22.2020 | \$260,680.89 | | Projected M&O Balance as of 1.31.2021 | \$444,761.60 | | |
| Projected Payroll for 10.31.2020 | \$7,500.00 | | Projected February Expenses | \$62,727.90 | | |
| Projected Property Tax Distribution 10.31.2020 | \$313,650.00 | | Projected February Property Tax Distribution | \$14,716.62 | | |
| Projected M&O Balance as of 10.31.2020 | \$566,830.89 | | Projected M&O Balance as of 2.28.2021 | \$396,750.32 | | |
| Projected November Expenses | \$45,185.29 | | Projected March Expenses | \$48,606.12 | | |
| Projected November Property Tax Distribution | \$43,581.51 | | Projected March Property Tax Distribution | \$48,329.34 | | |
| Projected M&O Balance as of 11.30.2020 | \$565,227.11 | | Projected M&O Balance as of 03.31.2021 | \$396,473.54 | | |
| Projected December Expenses | \$75,244.57 | | Projected April Expenses | \$46,369.83 | | |
| Projected December Property Tax Distribution | \$2,284.65 | | | | | |
| Projected M& O Balance as of 12.31.2020 | \$492,267.19 | | | | | |
| We normally see the next larger distribution in April and see it from Treasuer report in May | | | | | | |

November 1, 2020 - November 7, 2020

| November 2020 | | | | | | | December 2020 | | | | | | |
|---------------|----|----|----|----|----|----|---------------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 27 | 28 | 29 | 30 | 31 | | |
| 29 | 30 | | | | | | | | | | | | |

| | SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
|-------|---------------------------|--|---|--|---|--|---|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 6 AM | Closed 6 a.m form.-9 p.m. | Staff Hours 10.75 Staff Wages 21.00 Total Wages 225.75 | Lap Swim 6-9 a.m. 3 hrs. 48 people possible 3 Staff= 10.75 hrs. | Staff Hours 10.75 Staff Wages 21.00 Total Wages 225.75 | Lap Swim 6-9 a.m. 3 hrs. 44 people possible 3 Staff= 10.75 hrs. | Staff Hours 10.75 Staff Wages 21.00 Total Wages 225.75 | Lap Swim 6-9 a.m. 3 hrs. 44 people possible 3 Staff= 10.75 hrs. |
| 7 | | | | | | | |
| 8 | | | | | | | Lap Swim 8 a.m.-11 a.m. 3 hrs 48 people possible |
| 9 | | Closed 9a.m.-3 p.m. | Closed 9a.m.-3 p.m. | Closed 9a.m.-3 p.m. | Closed 9a.m.-3 p.m. | Closed 9a.m.-3 p.m. | |
| 10 | | | | | | | |
| 11 | | | | | | | Open Swim 11:15 a.m. 41 possible people |
| 12 PM | | | | | | | Open Swim 12:30-1:30 p.m. 41 possible people |
| 1 | | | | | | | |
| 2 | | | | | | | Closed |
| 3 | | Staff Hours 14.50 Staff Wage 21.00 Total 304.50 | H.S. Swim Team 3-5 | Staff Hours 14.50 Staff Wage 21.00 Total 304.50 | H.S. Swim Team 3-5 | Staff Hours 14.50 Staff Wage 21.00 Total 304.50 | H.S. Swim Team 3-5 |
| 4 | | | | | | | |
| 5 | | Lap 5:15-8p 48 people possible people | NWAC 5:15-6:45 p.m. | Lap 5:15-8p 48 people possible people | NWAC 5:15-6:45 p.m. | Lap 5:15-8p 48 people possible people | NWAC 5:15-6:45 p.m. |
| 6 | | | | | | | Lap Swim 5:15-6:30 p.m. 12 people possible |
| 7 | | | | | | | Open Swim 7-8 p.m. 41 possible people |
| | | | | | | | Staff Hours 14.5 Staff Wage 21.00 Total 304.50 -the front desk staff person here needs to be guard certified |
| | | | | | | | 9:00pm - 9:30pm Custodial Wage 20 hrs. = \$420.00 |
| | | | | | | | 9:30pm - 10:00pm Total Staff Wages \$3,381 Per Week |

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|--|-------------------------------------|-------------------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Maintenance Plan |
| Agenda No: VIII.C. | Presented by: Jay Cochran | |
| BACKGROUND: Discussion of Maintenance Plan. The Capital budget worksheet has information regarding what the loan options look like for the roof if based on a \$250k project. This is just a number I picked to have something to understand what we would be looking at. The RFP closes on Nov. 6th. We will open the bids that day and review them on Monday, November 9 th . The projects have been prioritized as we think need to happen. We have deferred some other projects until 2022. | | |
| RECOMMENDED MOTION: None Needed. | | |
| | | |

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|--|--|-------------------------------|
| Meeting Date: 10/28/2020 | Page 1 of 1 | Item: Maintenance Plan |
| Agenda No: VIII.D. | Presented by: Jay Cochran | |
| BACKGROUND: We are still waiting to receive this back from MWR, we have reached out but they have not made the updates as we requested. | | |
| RECOMMENDED MOTION: None Needed. | | |
| | | |

North Whidbey Pool, Park, and Recreation District Commissioner Communication

| | | |
|------------------------------------|--|----------------------------|
| Meeting Date: 10/27/2020 | Page 1 of 1 | Item: Budget Review |
| Agenda No: IX. | Presented by: Jay Cochran | |

BACKGROUND: Budget Review and Discussion.

I want to schedule a budget workshop for the week of Nov 9th. I have provided some preliminary numbers. Part of the budget discussion will also include a presentation on the bids we received from the RFP. After the budget workshop, we would move into a Special Meeting to decide if the board wants to accept any of the bids, then a motion regarding the budget. If approved, we would then move onto a motion about the levy's resolution. The roof RFP, budget, and levy will be the only items for the Special Meeting. I am giving you to review and give feedback over the next couple of weeks by either calling me or shooting me an email.

When looking at the budget, I wanted it clear what we were discussing and how it is laid out could be even better. I have created separate budget worksheets, but you are only getting two right now with all the numbers. However, I would like in the future for them to be divided down by department according to BARS. Reading page after page of budget numbers can be daunting to understand, and I want to make sure our numbers are clear, and you see the method. You are also getting the program worksheets. By the budget workshop, I hope to have Recreation, Pool, and Parks as their pages. The individual breakdown is more in line with what I have seen, although we are working on getting it even better. The current layout needs to be fixed to be more in line with BARS, but I have started the process. I have been talking with the State Auditor Office to understand how the BARS system works to ensure our GL numbers line up with their prescribed accounting numbers. We will be changing numbers to line up throughout the year, so if you have questions, please let us know. Rearranging our GL numbers is a big job to happen slowly, but this is the first step.

I have also gone through the levy training and am almost done with it, but I will need to create the resolution.

I do not have the past year's numbers reflected, but we will try and make this happen. I wanted to finish mine before I did this.

I have completed a Swim School School plan, but it hinges on having more WSI staff than we currently have on hand. I am not sure I could implement it by January because we do not have a WSI instructor on staff, and we currently only have two certified WSI staff. We did not use the Red Cross Swimming Lesson program in our most recent class offering, but I believe we should move to it. The class schedule I created allows five people in the class throughout the year to keep within current guidelines. The schedule is also a mix of how we have offered classes in the past and how I have offered classes in the past to program the pool as much as we can. The program I scheduled is also based on if/when we are allowed to open fully. I would offer classes where we have current

staff and lane availability in a limited opening, but I wanted you to see what I want us to move to once we can fully open.

I got word this past Thursday. The School District will allow us to move forward with offering sports programs in the school. I will be trying to get basketball going for January. I have completed that budget and provided you with expense and program planning worksheets to review. Basketball and NFL Flag Football would be leagues we run here, and in 2021, South Whidbey will be looking to join us. In the meantime, they will make our program available to those parents who want to travel from their district and advertise for us down there. Ultimate Frisbee is a program that South Whidbey already started and has seen some success. They currently offer just a couple of teams bc most games are played tournament style in Seattle. However, if we also have a couple of teams, we could play games between us, and then when tournaments become available, our teams could travel. Kickball and Pickleball will be offered in the summer as a non-league. Kickball will run like we did this fall, but we offer age groups through middle school over more days. Pickle will be instructional and gameplay. For now, the cost is \$100.00. The cost is what my YMCA parents paid. I wanted you to see what the revenue looked like, but this does not need to be the amount, but I would like to discuss it.

Many of the other numbers are the same as last year. I have increased attorney fees bc we will need to review contracts and IGA.

RECOMMENDED MOTION: I make a motion that we approved charging \$100.00 for each sport for we offer for 2021. (This is only a sample, but I need to advertise soon and would like to know a number the BOC is comfortable with.)

Please propose a date and time for the workshop.

| GL | | 2019 Actual | 2020 Budget | 2020 Actual | 2021 Budget | Notes |
|------------------|--------------------------------|---------------|---------------|---------------|---------------------|---|
| | Revenue | | | | | |
| 310.00 | Taxes-Levies | | | | | |
| 311.00 | Property taxes - M & O | | | | \$890,883.63 | |
| 312.00 | Timber excise taxes | | | | \$0.00 | |
| 310.00 | Total Taxes | \$0 | \$0 | \$0 | \$890,883.63 | |
| 361.40.00 | Interest | | | | | Island County, will get a number from Wanda |
| | Interest from M & O | | | | \$0.00 | |
| | Interest from Reserve Fund | | | | \$0.00 | |
| | Interest from Capital Fund | | | | \$0.00 | |
| 361.40.00 | Total Interest | | | | \$0.00 | |
| 340.00 | JVMP Revenue | | | | | |
| 347.30 | Fees | | | | | |
| 347.31 | Daily Admission | | | | \$118,428.00 | based on new schedule |
| | Silver Sneakers | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 347.31 | Total Daily Admission | \$0.00 | \$0.00 | \$0.00 | \$118,428.00 | 33708@ \$3.50 and 300 at \$1.50 |
| 347.33 | Passes | \$0.00 | \$0.00 | \$0.00 | \$0.00 | I would recommend we stop the sale of passes at this time due to COVID |
| 347.34 | Punch Cards | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 347.36 | Kayak Lessons | \$0.00 | \$0.00 | \$0.00 | \$0.00 | the college is not offering |
| 347.37 | ARC Classes | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 347.38 | Aerobics | \$0.00 | \$0.00 | \$0.00 | \$910.00 | 30 people possible but most have passes |
| 347.39 | Swim Lessons | | | | | |
| | School Group | \$0.00 | \$0.00 | \$0.00 | \$0.00 | working on IGA to allow use of pool for use of district properties |
| | Private | \$0.00 | \$0.00 | \$0.00 | \$8,100.00 | this is an average of 2019 swim lessons, please see the swim school schedule. |
| | Youth | \$0.00 | \$0.00 | \$0.00 | | |
| 347.39 | Total Swim Lessons | \$0.00 | \$0.00 | \$0.00 | \$8,100.00 | |
| 340.00 | Total JVMP Fees Revenue | | | | \$127,438.00 | |

| | | | | | | |
|------------------|-------------------------|--|--|--|--------------------|--|
| 350.00 | Recreation Revenue | | | | | This line will come out bc it not a BARS GL |
| 347.60.00 | Program Fees-Recreation | | | | | |
| 347.60.01 | Basketball | | | | \$28,000.00 | information |
| 347.60.02 | Ultimate Frisbee | | | | \$3,000.00 | information |
| 347.60.03 | Kickball | | | | \$18,200.00 | information |
| 347.60.04 | Pickleball | | | | \$8,000.00 | information |
| 347.60.05 | NFL Flag Football | | | | \$32,400.00 | information |
| | Special Events | | | | \$0.00 | not offering at this time |
| | Splash Camp | | | | \$0.00 | not offering at this time |
| 347.60.00 | Total Revenue | | | | \$89,600.00 | |
| 360.00 | Misc. Revenue | | | | \$500.00 | Sale of Surplus Items/Rebates/Reimb-City of Oak Harbor does believe they will hold a auction this year, we have 3 vehicles |
| | Prepaid Accounts | | | | \$0.00 | We will create a punch pass that people can use instead of acting as bank. |
| 361.00 | Interest | | | | | |
| 362.00 | Rents and Concession | | | | | |
| | Private Party Rental | | | | \$7,425.00 | |
| | Open Swim Party Rental | | | | \$8,580.00 | |
| | Viewing Room Rental | | | | \$540.00 | |
| | Candy and Snacks | | | | \$500.00 | |
| | OHHS | | | | \$0.00 | |
| | BHBC (NWAC) | | | | \$35,824.00 | |
| | Lockers | | | | \$0.00 | |
| | Pool Group Rentals | | | | \$0.00 | physical therapy we are reaching out to instructor |

| | | | | | | |
|----------------------|---|---|---|---|-----------------------|---|
| | Retail | | | | \$400.00 | swim diapers, goggles |
| 362.00 | Total Rents and Concessions | | | | \$53,269.00 | |
| | Contributions/Donations | | | | \$0.00 | |
| 369.00 | Other Misc. Revenue | | | | \$0.00 | |
| | Cashier over/short | | | | \$0.00 | |
| 369.00 | Total Misc. Revenue | | | | \$0.00 | |
| 918.00.0 | Intergovernmental Loan | | | | \$250,000.00 | USDA-wont know until RFP /this number might change to 391.10.00 which is BARS General Obligation Bond, amount would be the same |
| 3340420 | State Grant from Dept. of Commerce | | | | \$100,000.00 | CERB Master Planning Grant & Energy Efficiency Grant to replace boiler |
| Total Revenue | | | | | \$1,511,190.63 | |
| Gross Profit | | | | | \$1,511,690.63 | |
| | | | | | | |
| | | | | | | |
| Expense | | | | | | |
| 570.00.00 | Recreation Services | | | | | We are taking this out by it is not BARS |
| 573.60.00 | | | | | | |
| 573.60.00 | Expense-Recreation-Sports | | | | | The GL # is BARS Specific to Sports |
| 573.60.10 | Salary & Wages | 0 | 0 | 0 | | |
| | Basketball | 0 | 0 | 0 | \$8,133.84 | this is w/o payroll tax, in the workbook it shows the tax |
| | Ultimate Frisbee | 0 | 0 | 0 | \$1,530.00 | this is w/o payroll tax, in the workbook it shows the tax |
| | Kickball | 0 | 0 | 0 | \$6,319.91 | this is w/o payroll tax, in the workbook it shows the tax |
| | Pickleball | 0 | 0 | 0 | \$2,823.10 | this is w/o payroll tax, in the workbook it shows the tax |

| | | | | | | | |
|------------------|-----------------------------------|---|---|---|--------------------|---|---------------------------------------|
| | NFL Flag Football | 0 | 0 | 0 | \$6,209.10 | this is w/o payroll tax, in the workbook it shows the tax | |
| 573.60.10 | Total Salary and Wages | 0 | 0 | 0 | \$25,015.95 | | |
| 573.60.00 | Sports Expense | 0 | 0 | 0 | | | |
| 573.60.01 | Basketball | 0 | 0 | 0 | \$7,573.56 | | |
| 573.60.02 | Ultimate Frisbee | 0 | 0 | 0 | \$1,336.20 | | |
| 573.60.03 | Kickball | 0 | 0 | 0 | \$2,703.84 | | |
| 573.60.04 | Pickleball | 0 | 0 | 0 | \$1,498.27 | | |
| 573.60.05 | NFL Flag Football | 0 | 0 | 0 | \$10,284.58 | | |
| 573.60.00 | Total Sports Expense | 0 | 0 | 0 | \$23,396.45 | | |
| | Payroll Benefits | | | | | Need BARS #'s waiting on feedback from State Auditor | |
| | Sick Pay | | | | \$648.19 | | |
| | Payroll Benefits Total | | | | \$648.19 | | |
| | Payroll Taxes-Other | | | | \$0.00 | | |
| 573.60.12 | Sports Payroll Taxes | | | | | | |
| | Social Security | | | | \$0.00 | | |
| | Medicare | | | | \$0.00 | | |
| | Quarterly L & I | | | | \$0.00 | | |
| | Payroll Taxes-Other | | | | \$0.00 | | |
| 572.20.12 | Total Payroll Taxes | | | | \$3,358.47 | out yet | |
| 573.60.41 | Non-Aquatic Professional Services | | | | | Review School District IGA This is a new # based on BARS | |
| | Attorney | | | | \$900.00 | Agreement | |
| 573.60.00 | Total Expense | | | | \$53,319.06 | Does not include shipping of taxes | |
| 576.20.00 | Expenses- JVMPool | | | | | | Changing Name to be in line with BARS |
| 576.20.10 | Salary & Wages | | | | | | |
| 500507 | COVID Supervisor | | | | | I will break this out more specifically, for now all wages are together Sports= \$9174.63 | |
| 100101 | Wages - Director | | | | \$80,000.00 | | |
| 100102 | Aquatics Director (Recreation) | | | | \$42,712.00 | Salary Exempt | |

| | | | | | | |
|------------------|---|--|--|--|---------------------|---|
| 100105 | Client Services Spe | | | | \$34,216.00 | Front Desk Staff |
| 100106 | Finance & Admin (will be Business Manager) | | | | \$40,128.00 | Getting rid of Finance and Admin separate position and creating one |
| 100107 | Wages-BOC/Dir Admin Asst. | | | | \$15,600.00 | |
| 200201 | Aerobics Instructor | | | | \$3,393.00 | |
| 200208 | Kayak Instructor | | | | \$0.00 | |
| 200210 | Private Lessons | | | | \$2,160.00 | |
| 200212 | Youth Instructor | | | | | swim school |
| 200221 | Training Rec | | | | | |
| 200221 | Training Other (Aquatic) | | | | \$29,560.00 | 4 hrs. per guard per month |
| 200221 | Total Training | | | | | |
| 200222 | Training CSS | | | | \$2,688.00 | |
| 300301 | Lifeguards Wages | | | | \$68,432.00 | modified from breakdown |
| 300303 | Senior Lifeguards Wages | | | | \$0.00 | |
| | WSI Instructors | | | | \$0.00 | |
| | Maintenance Director | | | | \$38,400.00 | base 23 hrs. per week 29.9 sick hours |
| 500506 | Maintenance Asst. | | | | \$25,792.00 | 15.50 x 30 hrs.x52 weeks-39 hrs. of sick |
| 500502 | Custodial | | | | \$10,908.00 | 19.916 hours of sick time |
| 776.20.10 | Total Salary and Wages | | | | \$393,989.00 | BARS |
| 576.20.11 | Payroll Benefits | | | | | |
| | Director Retirement | | | | \$5,600.00 | |
| | Director Retirement | | | | \$0.00 | someone good we need to go this direction |
| 20.111 | Total Retirement | | | | \$5,600.00 | |
| 576.20.112 | Dir. Sick Pay | | | | \$3,000.24 | |
| 576.20.113 | Dir Vac | | | | \$3,333.60 | |
| 576.20.112 | A/R Dir Sick | | | | \$0.00 | think its an important benefit if we want |
| 576.20.113 | A/R Dir Vac | | | | \$0.00 | |
| 576.20.112 | Maintenance Dir Sick | | | | \$956.80 | |
| 576.20.113 | Maintenance Dir Vac | | | | \$0.00 | |
| 576.20.112 | Finance & Admin (will be Business Manager) Sick | | | | \$1,003.20 | |
| 576.20.112 | Business Manager) Vac | | | | \$760.00 | |

| | | | | | | |
|-------------------|-----------------------------------|--|--|--|--------------------|--|
| | Part-Time Staff Sick Time | | | | \$4,928.98 | Maintenance \$877.15, BOC Admin \$390 Aquatic Staff \$2705.03 |
| 576.20.112 | Total Sick | | | | \$4,960.24 | |
| 576.20.113 | Total Vaca | | | | \$4,093.60 | |
| 576.20.11 | Total Payroll Benefits | | | | \$9,053.84 | |
| 576.20.12 | JVMPool Payroll Taxes | | | | | |
| | Social Security | | | | \$0.00 | |
| | Medicare | | | | \$0.00 | |
| | Quarterly L & I | | | | \$0.00 | |
| | Payroll Taxes-Other | | | | \$0.00 | |
| 572.20.12 | Total Payroll Taxes | | | | \$59,098.35 | will break out at later date, calculated at |
| 576.20.20 | JVMPool Personnel Benefits | | | | | |
| | Cell Phone | | | | \$960.00 | 2 cell phone stipends |
| | Employee Award | | | | \$240.00 | |
| | Employee Uniform | | | | | waiting on cost |
| | Medical | | | | | District could not provide |
| 576.20.20 | Total Personnel Benefits | | | | \$1,200.00 | |
| 576.20.30 | JVMPool Minor Purchases | | | | | |
| 576.20.31 | JVMPool | | | | | |
| 576.20.31 | Equipment Purchase | | | | | |
| 576.20.31 | Aquatics Equipment/Supply | | | | \$417.41 | Lifeguard tubes/ |
| 576.20.31 | Swim School Supplies | | | | \$0.00 | swim certificates |
| 576.20.31 | Office supplies | | | | \$1,000.00 | |
| 576.20.31 | Office Equipment | | | | \$780.64 | Adobe and 365 Web Base Programs |
| 576.20.31 | Retail Expense | | | | \$200.00 | |
| 576.20.31 | Aerobic supplies | | | | \$0.00 | |
| 576.20.31 | Cleaning & Sanitation | | | | \$5,000.00 | |
| 576.20.31 | First Aide supplies | | | | \$500.00 | |
| 576.20.31 | Office supplies JVMP | | | | \$0.00 | |
| 576.20.31 | Pool Chemicals | | | | \$28,000.00 | |

| | | | | | | |
|------------------|----------------------------------|--|--|--|--------------------|---|
| 576.20.31 | Total JVMP | | | | \$35,898.05 | |
| 576.20.33 | Vehicle Maintenance | | | | \$0.00 | |
| | Repair | | | | \$250.00 | |
| | Routine Maintenance | | | | \$60.00 | oil change |
| | Fuel Expense | | | | \$160.00 | |
| 576.20.33 | Total Vehicle Maintenance | | | | \$470.00 | |
| 576.20.34 | Concession Expense | | | | \$125.00 | |
| 576.20.35 | Sm Tools/Equip | | | | \$1,200.00 | |
| 576.20.36 | Kayak Equip | | | | \$0.00 | |
| 576.20.30 | Minor Purchases - Other | | | | \$500.00 | Flags, pool sign, |
| 576.20.30 | Total Minor Purchases | | | | \$38,193.05 | |
| 576.20.40 | JVMPool Other Services | | | | | |
| 576.20.41 | Professional Services | | | | | |
| 576.20.41 | Storage Unit | | | | \$1,440.00 | |
| 576.20.41 | Web Hosting | | | | \$350.00 | |
| 576.20.41 | Training Courses & Tuition | | | | \$520.00 | AFO, CPO |
| 576.20.41 | IT Service Contract | | | | \$5,100.00 | |
| 576.20.41 | POS System | | | | \$1,680.00 | |
| 576.20.41 | Emp Background Checks | | | | \$590.00 | includes recreation coaches \$290.00 |
| 576.20.41 | Credit Card Processing | | | | \$3,650.00 | |
| 576.20.41 | Accounting Consultant | | | | \$4,800.00 | |
| 576.20.41 | Security System - Annual | | | | \$912.00 | |
| 576.20.41 | Security System - Service Calls | | | | \$250.00 | |
| 576.20.41 | Bank Fees | | | | \$500.00 | |
| 576.20.41 | Computer Maintenance | | | | \$4,000.00 | |
| 576.20.41 | Copy Machine Maint | | | | \$700.00 | |
| 576.20.41 | Dues & Memberships | | | | \$935.00 | |
| 576.20.41 | ARC Classes & Fees | | | | \$300.00 | |
| 576.20.41 | HVAC PMS | | | | \$8,224.13 | Barron-this includes the tax, base contract \$7552.00 |

| | | | | | | |
|------------------|------------------------------------|--|--|--|---------------------|---|
| 576.20.41 | JVMP Landscape Maint | | | | \$871.20 | 8 mowing, does not include weed |
| 576.20.41 | Legal | | | | \$16,000.00 | |
| 576.20.41 | Payroll Processing | | | | \$8,808.00 | |
| 576.20.41 | Pest Control | | | | \$400.00 | |
| 576.20.41 | Porta-Potty | | | | \$0.00 | This number is being transferred to CVP |
| 576.20.41 | Professional Services - Other | | | | \$0.00 | |
| 576.20.41 | Total Professional Services | | | | \$60,030.33 | |
| 576.20.42 | Communication | | | | | |
| | Email | | | | \$836.52 | |
| | Advertising | | | | \$3,000.00 | |
| | Phone | | | | \$2,525.76 | |
| | Internet | | | | \$2,004.24 | |
| | Postage | | | | \$300.00 | |
| | Text Svc. | | | | \$588.00 | Text App for participants |
| | Virtual Meeting | | | | \$391.80 | Zoom |
| 576.20.42 | Total Communication | | | | \$9,646.32 | |
| 576.20.43 | Travel | | | | \$1,500.00 | |
| 576.20.46 | Insurance | | | | \$79,200.00 | |
| 576.20.47 | JVMPool Utilities | | | | | |
| 576.20.47 | Boiler | | | | \$75,350.00 | |
| 576.20.47 | Electricity | | | | \$48,510.00 | |
| 576.20.47 | Garbage | | | | \$260.00 | add dump fees |
| 576.20.47 | Patron Water | | | | \$21,826.95 | |
| 576.20.47 | Pool Water/Garbage | | | | \$20,222.40 | |
| 576.20.47 | Spa Boiler | | | | \$10,000.00 | 2017 \$8442 |
| 576.20.47 | Total Utilities | | | | \$176,169.35 | |

| | | | | | | |
|------------------|---------------------------------------|--|--|--|---------------------|--|
| | | | | | | includes the \$88,718 from the capital projects, although it does not include electric for the work. Dahl was delayed in coming, they were suppose to be here the day the island lost power, they came on Thurs. still waiting on quotes for final This name might change bc it should be under a Capital but BARS does not have a Capital Expense for Pools |
| 576.20.48 | JVMPool Repair and Maintenance | | | | \$112,718.00 | |
| 576.20.50 | Intergovernmental | | | | | |
| 576.20.50 | State Audit | | | | \$0.00 | |
| 576.20.50 | Clean Water Utility | | | | \$470.00 | |
| 576.20.50 | Election | | | | \$9,300.00 | |
| 576.20.50 | Business Tax | | | | | |
| 576.20.50 | Government Service Fee | | | | \$0.00 | |
| 576.20.50 | Refunds | | | | \$3,000.00 | |
| 576.20.50 | Water Rec Facility Permit | | | | \$825.00 | |
| 576.20.50 | Intergovernmental-other | | | | | |
| 576.20.50 | Total Intergovernmental | | | | \$13,595.00 | |
| 576.80.00 | General Parks | | | | | Valley is listed now make it appear to auditors that the pool also has a park |
| 576.80.33 | Vehicle Maintenance | | | | | |
| | Repair | | | | \$250.00 | |
| | Routine Maintenance | | | | \$60.00 | |
| | Fuel Expense | | | | \$320.34 | includes trips to park and Waste Station 6xs per year |
| 576.80.33 | Total Vehicle Maintenance | | | | \$630.34 | |
| 576.80.35 | Sm Tools/Equip | | | | \$1,200.00 | |
| 576.80.41 | Professional Services | | | | | |
| 576.80.41 | Landscape | | | | \$5,308.94 | 13 mowing does not include weed |
| 576.80.41 | Weed management | | | | | |
| 576.80.41 | Legal | | | | \$900.00 | MOU with Baseball Non-Profit Review |
| 576.20.41 | Porta-Potty | | | | \$3,660.00 | |

| | | | | | | |
|------------------|---|-----|-----|-----|--------------------|---|
| 576.80.41 | Total Professional Services | | | | \$9,868.94 | |
| 576.80.47 | Utilities | | | | | |
| 576.80.47 | Garbage | | | | \$1,423.08 | already goes into 5,000 for dog park, do we want an additional amount |
| 576.80.47 | CVP Water | | | | \$1,100.00 | This will changed to match BARS |
| 576.80.47 | Dump Fee | | | | \$100.00 | Tree Removal Waste-Mailiards/Or I.C. Solid Waste Complex |
| 576.80.47 | Total Utilities | | | | \$2,623.08 | |
| 576.80.48 | Clover Valley Repair and Maintenance | | | | | |
| 576.80.48 | CVP Baseball Fields | | | | \$10,000.00 | |
| 576.80.48 | CVP Dog Park | | | | \$5,000.00 | |
| 576.80.48 | Total CVP Repair and Maintenance | | | | \$54,984.04 | |
| 582.20.00 | Refund of Retainage Deposits | | | | \$0.00 | for contracts for public works projects surety and performance bonds |
| 576.80.50 | Intergovernmental | | | | | |
| 576.80.50 | State Audit | | | | \$0.00 | Right now all these numbers are reflected in |
| 576.80.50 | Clean Water Utility | | | | \$0.00 | |
| 576.80.50 | Election | | | | \$0.00 | |
| 576.80.50 | Business Tax | | | | \$0.00 | |
| 576.80.50 | Government Service Fee | | | | \$0.00 | |
| 576.80.50 | Refunds | | | | \$0.00 | |
| 576.80.50 | Water Rec Facility Permit | | | | \$0.00 | |
| 576.80.50 | Intergovernmental-other | | | | \$0.00 | |
| 576.80.50 | Total Parks Intergovernmental | | | | \$0.00 | |
| | Total Expenses | | | | \$1,186,406 | Does not include Master Plan Cost |
| | Total Gross Profit | | | | \$1,511,191 | |
| | Net | | | | \$324,785 | |
| | Transfers In | \$0 | \$0 | \$0 | \$0 | |

| | | | | | | |
|--|----------------------------|-----|-----|-----|-----|--|
| | Transfer from Reserve Fund | \$0 | \$0 | \$0 | \$0 | |
| | Total Transfers In | | | | | |
| | | | | | | |
| | Transfers Out | \$0 | \$0 | \$0 | \$0 | |
| | Transfer to Reserve Fund | \$0 | \$0 | \$0 | \$0 | |
| | Transfer to Project Fund | \$0 | \$0 | \$0 | \$0 | |
| | Transfer to Capital Fund | \$0 | \$0 | \$0 | \$0 | |
| | Total Transfers Out | | | | | |

School Year Swim School
 Jan., Feb., Mar., Apr., May, Jun., Sept., Oct., Nov., Dec.,

| School Year Preschool | | | | | | | | | |
|-----------------------|-------------------|--------|--------------------------|------------------------|--------------------------|-----------------------|-----------|-------------|-------------------|
| Days | Class Time | length | Instructor Time | # Kids in Class | # of Classes Per Session | WSI Hours Per Session | Class Fee | Revenue | Payroll w/o taxes |
| M/W | 9:30-10 a.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 9:30-10 a.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 10:15 -10:45 a.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 10:15 -10:45 a.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 5:15-5:45 | 0.5 | 1 | 5 | | | | | |
| M/W | 5:15-5:45 | 0.5 | 1 | 5 | | | | | |
| M/W | 5:15-5:45 | 0.5 | 1 | 5 | | | | | |
| M/W | 5:15-5:45 | 0.5 | 1 | 5 | | | | | |
| M/W | 6-6:30 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6-6:30 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6-6:30 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6-6:30 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6:45-7:15 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6:45-7:15 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6:45-7:15 p.m. | 0.5 | 1 | 5 | | | | | |
| M/W | 6:45-7:15 p.m. | 0.5 | 1 | 5 | | | | | |
| | | 8 | 16 | 80 | 6 | 96 | \$60.00 | \$48,000.00 | \$15,360.00 |
| | | | set-up and student notes | Total Students Session | | | | | |

School Year School Age

| Days | Class Time | length | Instructor Time | # Kids in Class | # of Classes Per Session | WSI Hours Per Session | Class Fee | Revenue | Payroll w/o taxes |
|-------|-------------|--------|--------------------------|------------------------|--------------------------|-----------------------|-----------|-------------|-------------------|
| T/Thr | 5:15-6 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 5:15-6 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 5:15-6 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 5:15-6 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 6:15-7 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 6:15-7 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 6:15-7 p.m. | 0.75 | 1.25 | 5 | | | | | |
| T/Thr | 6:15-7 p.m. | 0.75 | 1.25 | 5 | | | | | |
| | | 6 | 10 | 40 | 6 | 60 | \$90.00 | \$36,000.00 | \$9,600.00 |
| | | | set-up and student notes | Total Students Session | | | | | |

School Year Preschool and School Age on Saturdays

| Days | Class Time | length | Instructor Time | # Kids in Class | # of Classes Per Session | WSI Hours Per Session | Class Fee | Revenue | Payroll w/o taxes |
|------|------------------|--------|--------------------------|------------------------|--------------------------|-----------------------|-----------|------------------|-------------------|
| Sa | 8-9:30 a.m | 0.5 | 1 | 5 | | | | | |
| Sa | 8-9:30 a.m | 0.5 | 1 | 5 | | | | | |
| Sa | 8-9:30 a.m | 0.5 | 1 | 5 | | | | | |
| | | | | 15 | | | \$30.00 | \$4,500.00 | |
| Sa | 8:45-9:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 8:45-9:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 8:45-9:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 9:45-10:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 9:45-10:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 9:45-10:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| | | 9 | 15.5 | 50 | 3 | 46.5 | \$45.00 | \$22,500.00 | \$7,440.00 |
| | | | set-up and student notes | | | | | | |
| | | | | 65 | | | | \$27,000.00 | |
| | | | | Total Students Session | | | | Saturday Revenue | |

\$111,000.00
 School Yr.
 Revenue

Summer Swim School
 June, July, Aug. 5 session 2 weeks per session
 Session Dates 6/28-7/8, 7/12-7/22, 7/26-8/5, 8/9-8/19,8/23-9/2

Summer Swim School Mornings

| Days | Class Time | length | Instructor Time | # Kids in Class | # of Classes Per Session | WSI Hours Per | Class Fee | Revenue | Payroll w/o taxes |
|------|----------------|--------|--------------------------|------------------------|--------------------------|---------------|-----------|-----------------|-------------------|
| M-Th | 8:30-9 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 8:30-9 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 8:30-9 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 8:30-9 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 9:15-9:45 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 9:15-9:45 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 9:15-9:45 a.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 9:15-9:45 a.m. | 0.5 | 1 | 5 | | | | | |
| | | | | 40 | | | \$80.00 | \$16,000.00 | |
| M-Th | 9-9:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 9-9:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 10-10:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 11-11:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 11-11:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 11-11:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 11-11:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 11-11:45 a.m. | 0.75 | 1.25 | 5 | | | | | |
| | | 13.75 | 24.25 | 5 | 8 | 194 | \$120.00 | \$42,000.00 | \$15,520.00 |
| | | | set-up and student notes | 70 | | | | | |
| | | | | 110 | | | | \$58,000.00 | |
| | | | | Total Students Session | | | | Morning Revenue | |

Summer Swim School Afternoons

| Days | Class Time | length | Instructor Time | # Kids in Class | # of Classes Per Session | WSI Hours Per Session | Class Fee | Revenue | Payroll w/o taxes |
|------|----------------|--------|--------------------------|-----------------|--------------------------|-----------------------|-----------|--------------------------|-------------------|
| M-Th | 4:15-4:45 p.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 4:15-4:45 p.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 4:15-4:45 p.m. | 0.5 | 1 | 5 | | | | | |
| M-Th | 4:15-4:45 p.m. | 0.5 | 1 | 5 | | | | | |
| | | | | 20 | | | \$80.00 | \$8,000.00 | |
| M-Th | 5:00-5:45 p.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 5:00-5:45 p.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 5:00-5:45 p.m. | 0.75 | 1.25 | 5 | | | | | |
| M-Th | 5:00-5:45 p.m. | 0.75 | 1.25 | 5 | | | | | |
| | | 5 | 9 | 20 | 8 | 72 | \$120.00 | \$12,000.00 | \$5,760.00 |
| | | | set-up and student notes | | | | | \$20,000.00 | |
| | | | Total Students Session | 40 | | | | Summer Afternoon Revenue | |

Summer Swim School Saturday Mornings

| Days | Class Time | length | Instructor Time | # Kids in Class | # of Classes Per Session | WSI Hours Per Session | Class Fee | Revenue | Payroll w/o taxes |
|------|------------------|--------|--------------------------|-----------------|--------------------------|-----------------------|-----------|------------------------|-------------------|
| Sa | 8-9:30 a.m | 0.5 | 1 | 5 | | | | | |
| Sa | 8-9:30 a.m | 0.5 | 1 | 5 | | | | | |
| Sa | 8-9:30 a.m | 0.5 | 1 | 5 | | | | | |
| | | | | 15 | | | \$30.00 | \$450.00 | |
| Sa | 8:45-9:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 8:45-9:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 8:45-9:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 9:45-10:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 9:45-10:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 9:45-10:30 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| Sa | 10:45-11:15 a.m. | 0.75 | 1.25 | 5 | | | | | |
| | | | 15.5 | 50 | 8 | 124 | \$45.00 | \$2,250.00 | \$9,920.00 |
| | | | set-up and student notes | 65 | | | | \$2,700.00 | |
| | | | | 2 sessions | | | | Sat. Afternoon Revenue | |
| | | | | 130 | | | | \$80,700.00 | |
| | | | | | | | | Summer Revenue | |

Other Expenses

| | | | |
|---------------------------|----------|----|------------|
| WSI Training for 10 Staff | \$130.00 | 10 | \$1,300.00 |
|---------------------------|----------|----|------------|

Still waiting for L and I to help me find a supplier

| | | | |
|---|--------|----|------------|
| L and I Face Shield with cloth attached, required | \$0.00 | 10 | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| Other Expense | | | \$1,300.00 |

| | | | | | | | | | | |
|---|--|--|--|--|--|--|--|--|-----------------------|-------------|
| Total School Year Revenue | | | | | | | | | \$111,000.00 | |
| Total School Year Payroll w/o taxes | | | | | | | | | | \$32,400.00 |
| Total Summer Revenue | | | | | | | | | \$80,700.00 | |
| Total Summer Payroll w/o Taxes | | | | | | | | | | \$31,200.00 |
| Total Revenue | | | | | | | | | \$191,700.00 | |
| Total Payroll w/o Taxes | | | | | | | | | | \$63,600.00 |
| Notes: | | | | | | | | | | |
| During the 10 weeks of summer Lap and Aerobics 12-1 p.m. | | | | | | | | | | |
| During the 10 weeks of summer Open Swim 1-4 p.m. | | | | | | | | | | |
| During the 10 weeks of summer Aerobics/Volleyball 6:00-7:00 p.m. and Open Swim 7:15-9:15 p.m. | | | | | | | | | | |
| Increase in Class Fee is due to increase in insturction from 30 minutes to 45 minutes | | | | | | | | | Board Approval Needed | |
| Class Fee is based on only 5 people per class | | | | | | | | | | |
| we would need to hire additional staff | | | | | | | | | | |
| WSI instructors get \$16.00 per hour | | | | | | | | | | |
| Does not include supplies | | | | | | | | | | |

Program Planning WorkSheet

Program Title

Basketball Jan./Feb.

| | | Hours | Total | | | |
|-----------------------|--------------|------------|--------|------------|--------------------|-------------------|
| | | Per/Season | season | wage | | |
| Expenses | | | | | | |
| Referee k-2nd grade | | | | | | |
| 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| COVID 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| Referee 3rd-4th grade | | | | | | |
| 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| Referee 3-4th grade | | | | | | |
| 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| Referee 5th-6th grade | | | | | | |
| 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | Covid Cost | \$2,711.28 |
| Referee 5th-6th grade | | | | | | |
| 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| COVID 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| COVID 7:45-4:30 | Hourly Rate: | \$20.54 | 66 | \$1,355.64 | | |
| Supervisor | | | | | | |
| 7:45-4:30 | Hourly Rate: | \$22.50 | 66 | \$1,485.00 | | |
| | | | 396 | | Total Staff | \$8,133.84 |

Hourly Wages for Officials and COVID staff are 13.69 \$21 includes the payroll tax

| | | |
|----------------|---------------------------------|--------------------|
| Player Shirts | see expense worksheet | \$1,960.00 |
| Coaches Shirts | see expense worksheet | \$196.00 |
| Supplies | equipment-see expense worksheet | \$5,417.56 |
| | Total Supplies | \$7,573.56 |
| | Total Expenses | \$15,707.40 |
| Fee: | \$ 100.00 | |
| | # of Participants | 280 |
| | Total Revenue | \$28,000.00 |
| | Net Loss/Gain | \$12,292.60 |

Payroll Taxes already included. Does not include COVID supervisor for practices. We have allowed an additional 15 minutes to the end of games to make sure families can completely leave the facility before the next group comes in, and to allow staff to sanitize equipment in between games. This is also based on 3 sites instead

NWPPRD

2021 Budget - Program Supplies

Grand Total Budgeted Amount \$7,573.56

Season Basketball Jan/Feb.

| Age/Division | # Kids | # Coaches | # of Teams | # of Games per day | Schedule |
|--|---------------|------------------|-------------------|---------------------------|-----------------|
| 3-4 year olds Co-Ed (no #'s on back) | 40 | 4 | 4 | | 2 8- 10 a.m. |
| 5 years or Kinder Co-Ed (no #'s on back) | 40 | 4 | 4 | | 2 10-12 noon |
| 1st/2nd Grade Co-Ed (no #'s on back) | 40 | 4 | 4 | | 2 12- 2 p.m. |
| 3rd/4th Grade Girls | 40 | 4 | 4 | | 2 8- 10 a.m. |
| 3rd/4th Grade Boys | 40 | 4 | 4 | | 2 10-12 noon |
| 5/6th Grade Girls | 40 | 4 | 4 | | 2 12-2 p.m. |
| 5/6th Grade Boys | 40 | 4 | 4 | | 2 2- 3 p.m. |
| | | | 28 | 14 | |

Uniforms

| | |
|-------------------------|------------|
| # of kids per season | 280 |
| # of coaches per season | 28 |
| # of staff shirts | 5 |

| | | |
|-----------------------|---------------|-------------------|
| Staff Polos | \$7.00 | \$1,960.00 |
| Coaches Shirts | \$7.00 | \$196.00 |
| | \$0.00 | \$0.00 |
| Total | | \$2,156.00 |

Equipment Cost

| | | | |
|---|----------|-----|-------------------|
| Background checks on coaches | \$5.00 | 28 | \$140.00 |
| Basketballs - Game Ball | \$14.00 | 6 | \$84.00 |
| Ref Pinnes (Champro Referee Pinnie Amazon) | \$6.93 | 8 | \$55.44 |
| Voit Basketball Mini 22" (Gametime) | \$9.99 | 40 | \$399.60 |
| Voit Basketball Rookie 25.5" (Kinder) (Gametime) | \$10.49 | 40 | \$419.60 |
| Voit Basketball Rookie 27.5" (1st/2nd) (Gametime) | \$11.49 | 40 | \$459.60 |
| (Women's) 28.5" (3rd/4th Grade Boys and Girls & 5th Grade Girls) (Gametime) | \$9.79 | 40 | \$391.60 |
| Voit Basketball Official 29.5" (5th/6th Grade Boys) (Gametime) | \$11.49 | 40 | \$459.60 |
| adjustable backboards (Flag House) | \$480.00 | 4 | \$1,920.00 |
| table top scoretables (Flag House) | \$470.00 | 2 | \$940.00 |
| MacGregor Whistle/dz | \$11.00 | 1 | \$11.00 |
| whistle lanyards/dz | \$5.00 | 1 | \$5.00 |
| ball bags (gametime) | \$3.54 | 28 | \$99.12 |
| wristbands (rapid wristbands.com) | \$0.33 | 100 | \$33.00 |
| Total | | | \$5,417.56 |

Program Planning WorkSheet

Program Title

Ultimate Frisbee

| Expenses | Hours Per/Season | Total season wage | |
|----------|---------------------|-------------------------|--------------------|
| Rate: | \$22.50 | 68 | \$1,530.00 |
| | | | tournaments |
| Rate: | \$0.00 | | \$0.00 |
| | | 68 | Total Staff |
| | | | \$1,530.00 |

Covid Cost \$0.00

Total Staff **\$1,530.00**

Hourly Wages for Officials and COVID staff are 13.69 \$21 includes the payroll tax

| | | |
|---------|-----------------------|----------|
| Player | Shirts | \$420.00 |
| | see expense worksheet | |
| Coaches | Shirts | \$42.00 |
| | see expense worksheet | |

Supplies equipment-see expense worksheet \$412.20

Total Supplies **\$462.00**

Total Expenses **\$1,992.00**

Fee: \$ 100.00 # of Participaints 30

Total Revenue **\$3,000.00**

Net Loss/Gain **\$1,008.00**

Payroll Taxes already included. Does not include COVID supervisor for practices.

NWPPRD

2021 Budget - Program Supplies

Grand Total Budgeted Amount \$1,336.20

Season Ultimate-Spring

| Age/Division | # Kids | # Coaches | How many frisbees |
|---------------------|---------------|------------------|--------------------------|
| 4th/5th grade coed | 20 | 2 | 10 |
| 6th/7th grade coed | 20 | 2 | 10 |
| 8th/9th grade coed | 20 | 2 | 10 |
| | | | 30 |

Uniforms

of kids per season **60**
 # of coaches per season **6**
 # of staff shirts

| | | |
|----------------|--------|----------|
| T-shirts | \$7.00 | \$420.00 |
| Coaches Shirts | \$7.00 | \$42.00 |
| | \$0.00 | \$0.00 |
| | | \$462.00 |

Total \$924.00

Equipment Cost

| | | | |
|------------------------------|---------|----|----------|
| Background checks on coaches | \$5.00 | 6 | \$30.00 |
| Ultimate Frisbees | \$12.74 | 30 | \$382.20 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |

Total \$412.20

Program Planning WorkSheet

Program Title

Kickball-July

| Expenses | Hours Per/Season | Total season wage | Payroll Tax | | |
|-----------------|-------------------------|--------------------------|--------------------|--------------------|-------------------|
| 9:45-3 | Hourly Rate: \$22.50 | 82.5 | \$1,856.25 | | |
| 9:45-3 | Hourly Rate: \$20.54 | 82.5 | \$1,694.55 | | |
| 9:45-3 | Hourly Rate: \$20.54 | 82.5 | \$1,694.55 | | |
| 9:45-3 | Hourly Rate: \$20.54 | 82.5 | \$1,694.55 | | |
| 9:45-3 | | | | | |
| COVID | Hourly Rate: \$20.54 | 82.5 | \$1,694.55 | Covid Cost | \$3,389.10 |
| 9:45-3 | Hourly Rate: \$20.54 | 41.25 | \$847.28 | | |
| 9:45-3 | Hourly Rate: \$20.54 | 41.25 | \$847.28 | Total Staff | \$9,481.73 |
| Total Hours | | 495 | | | |

Hourly Wages for Officials and COVID staff are 13.69 \$21 includes the payroll tax

| | | | | | |
|---------------|---------------------------------|---------------------------|------------|-----------------------|--------------------|
| Player Shirts | see expense worksheet | | | | \$1,274.00 |
| Coaches | | | | | |
| Shirts | see expense worksheet | | | | \$35.00 |
| Supplies | equipment-see expense worksheet | | | | \$2,633.84 |
| | | | | Total Supplies | \$3,942.84 |
| | | | | Total Expenses | \$13,424.57 |
| Fee: | \$ 100.00 | # of Participaints | 182 | Total Revenue | \$18,200.00 |
| | | | | Net Loss/Gain | \$4,775.44 |

Payroll Taxes already included. For ages 1st-4th grade we need 5 staff. Little kids need help knowing when to run when to stop running, who to throw it to. For the older division they do not need as many staff, but at least 2 for child abuse prevention, plus COVID and Supervisor hours. This will not be a league, but a show up and play during the week. For the younger kids this will be a ratio of 1 per 5. Teams can be up to 13 players each. We do not need to buy kickball for the younger age groups, but we do need to for the older age groups so they are bigger. Staff would work M-Th., for a total of 82.5 hours, although we would go with 2 less staff for the older division totaling their hours at 41.25 for this program

NWPPRD

2021 Budget - Program Supplies

Grand Total Budgeted Amount \$1,394.84

Season Kickball-July

| Age/Division | # Kids | # Coaches |
|---------------------|---------------|------------------|
| 1st Co-Ed | 26 | |
| 2nd Grade Co-Ed | 26 | |
| 3rd Grade Co-Ed | 26 | |
| 4th Grade Co-Ed | 26 | |
| 5th Grade Co-Ed | 26 | |
| 6th Grade Co-Ed | 26 | |
| 7th Grade Co-Ed | 26 | |
| 8th Grade Co-Ed | 26 | |

Uniforms

| | |
|-----------------------|------------|
| # of kids per season | 182 |
| # of staff per season | 5 |
| # of staff shirts | |

| | | |
|--------------------|--------|------------|
| Staff Polos | \$7.00 | \$1,274.00 |
| Staff Shirts | \$7.00 | \$35.00 |
| | \$0.00 | \$0.00 |
| | | |

Total \$1,309.00

Equipment Cost

| | | | |
|--------------------|---------|---|---------|
| Kickballs -10 inch | \$10.14 | 6 | \$60.84 |
| background checks | \$5.00 | 5 | \$25.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |

Total \$85.84

Program Planning WorkSheet

Program Title

Pickball- August

| Expenses | Hours Per/Season | Total season wage | | |
|------------------|-------------------------|--------------------------|------------|--------------------|
| 8:45 a.m.-3 p.m. | Hourly Rate: \$22.50 | 98.4 | \$2,214.00 | |
| 8:45 a.m.-3 p.m. | Hourly Rate: \$20.54 | 98.4 | \$2,021.14 | |
| | Hourly Rate: \$0.00 | | \$0.00 | |
| | Hourly Rate: \$0.00 | | \$0.00 | |
| | Hourly Rate: \$0.00 | | \$0.00 | Covid Cost |
| | Hourly Rate: \$0.00 | | \$0.00 | \$0.00 |
| | | 196.8 | | Total Staff |
| | | | | \$4,235.14 |

Hourly Wages for Officials and COVID staff are 13.69 \$21 includes the payroll tax

| | | |
|----------------|-----------------------|----------|
| Player Shirts | see expense worksheet | \$560.00 |
| Coaches Shirts | see expense worksheet | \$14.00 |

Supplies equipment-see expense worksheet \$1,460.27

| | |
|-----------------------|-------------------|
| Total Supplies | \$2,034.27 |
| Total Expenses | \$6,269.41 |
| Total Revenue | \$8,000.00 |
| Net Loss/Gain | \$1,730.59 |

Fee: \$ 100.00 **# of Participants** 80

Payroll Taxes already included. Does not include COVID supervisor for practices. I would hire someone to teach kickball and supervisor game play. I have 2 staff for child abuse prevention. This helps also keep a ratio of 1 staff per 8 kids, and I believe they can handle COVID precautions between 2 staff. Staff would work M-Th for a total of 16 days worth of programming, 98.4 hours

NWPPRD

2021 Budget - Program Supplies

Grand Total Budgeted Amount \$924.27

Season Pickleball-August

| Age/Division | # Kids |
|-----------------------------|---------------|
| 1st/2nd Grade Co-Ed | |
| 9-11 a.m. Tu/Th | 16 |
| 3rd/4th Grade Co-Ed | |
| 11:20 a.m. -1:20 p.m. Tu/Th | 16 |
| 5/6th Grade Co-Ed | |
| 1:40-2:40 p.m. Tu/Th | 16 |
| 7th/8th Grade Co-Ed | |
| 9-11 a.m. M/W | 16 |
| 9th/10 Grade Co-Ed | |
| 11:20 a.m. -1:20 p.m. M/W | 16 |
| 11th/12th Grade Co-Ed | |
| 1:40-2:40 p.m. M/W | 16 |

Uniforms

| | |
|-----------------------|-----------|
| # of kids per season | 80 |
| # of staff per season | 2 |
| # of staff shirts | |

| | | |
|----------------|--------|----------|
| Staff Polos | \$7.00 | \$560.00 |
| Coaches Shirts | \$7.00 | \$14.00 |
| | \$0.00 | \$0.00 |
| | | |

Total \$574.00

Equipment Cost

| | | | |
|------------------------|---------|----|----------|
| pickle ball paddle set | \$25.99 | 10 | \$259.90 |
| 12 pack pickleball | \$25.19 | 2 | \$50.38 |
| pickleball caddy | \$29.99 | 1 | \$29.99 |
| background checks | \$5.00 | 2 | \$10.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |

Total \$350.27

Program Planning WorkSheet

Program Title

NFL Flag Football Sept./Oct.

| Expenses | Hours Per/Season | Total season wage | | |
|--|-------------------------|-------------------------------|------------|-----------------------------------|
| Referee k-2nd Grad 7:45-3:30 p.m. | Hourly Rate: \$20.54 | 58 | \$1,191.32 | |
| Referee k-2nd Grad 7:45-2:15 p.m. | Hourly Rate: \$20.54 | 58 | \$1,191.32 | |
| Referee 3rd-4th Grade 7:45-2:15 p.m. | Hourly Rate: \$20.54 | 58 | \$1,191.32 | |
| Referee 3rd-4th Grade 7:45-2:15 p.m. | Hourly Rate: \$20.54 | 58 | \$1,191.32 | |
| Referee 5-6th Grade 7:45-1:15 p.m. | Hourly Rate: \$20.54 | 50 | \$1,027.00 | |
| Referee 5-6th Grade 7:45-1:15 p.m. | Hourly Rate: \$20.54 | 50 | \$1,027.00 | |
| Covid Staff 7:45 a.m.-2:15 p.m. | Hourly Rate: \$20.54 | 58 | \$1,191.32 | Covid Cost \$1,191.32 |
| Supervisor 7:45 a.m.-2:15 p.m. | Hourly Rate: \$22.50 | 58 | \$1,305.00 | |
| | | 448 | | Total Staff \$9,315.60 |
| Player Shirts see expense worksheet | | | | \$8,000.00 |
| Coaches Shirts see expense worksheet | | | | \$168.00 |
| Supplies Equipment-see expense worksheet | | | | \$2,116.58 |
| | | | | Total Supplies \$10,284.58 |
| | | | | Total Expenses \$19,600.18 |
| Fee: \$ 100.00 | | # of Participaints 324 | | Total Revenue \$32,400.00 |
| | | | | Net Loss/Gain \$12,799.82 |

Payroll Taxes already included. Does not include COVID supervisor for practices. Coaches shirts still waiting on numbers from provider

NWPPRD

2021 Budget - Program Supplies

Grand Total Budgeted Amount \$10,284.58

Season NFL Flag-Sept/Oct

| Age/Division | # Kids | # Coaches | # of balls per team | # of games per week | Schedule |
|-------------------------|--------|-----------|---------------------|---------------------|---------------|
| 5 years or Kinder Co-Ed | 40 | 4 | 20 | 2 | 8- 10 a.m. |
| 1st/2nd Grade Co-Ed | 40 | 4 | 20 | 2 | 10-12 noon |
| 3rd/4th Grade Girls | 40 | 4 | 20 | 2 | 12noon 2 p.m. |
| 3rd/4th Grade Boys | 40 | 4 | 20 | 2 | 8- 10 a.m. |
| 5/6th Grade Girls | 40 | 4 | 20 | 2 | 10-12 noon |
| 5/6th Grade Boys | 40 | 4 | 20 | 2 | 12noon 2 p.m. |
| 7th/8th Grade Girls | 40 | 4 | 20 | 2 | 8- 10 a.m. |
| 7th/8th Grade Boys | 40 | 4 | 20 | 2 | 10-12 noon |
| | | | 160 | 16 | |

Uniforms

of kids per season **320**
 # of coaches per season **24**
 # of staff shirts

| | | |
|--|---------|------------|
| Jersey and Flags (provide by NFL Flag) | \$25.00 | \$8,000.00 |
| Coaches Shirts | \$7.00 | \$168.00 |
| | \$0.00 | \$0.00 |
| | | |

Total \$8,168.00

Equipment Cost

| | | | |
|---------------------------------------|----------|-----|------------|
| Background Checks on Coaches | \$5.00 | 24 | \$120.00 |
| Junior Size Footballs (k-2nd) | \$9.50 | 40 | \$380.00 |
| Intermediate size Footballs (3rd-8th) | \$9.50 | 120 | \$1,140.00 |
| End zone pylons (4 sets) | \$24.90 | 4 | \$99.60 |
| Paint (1 cz= 36 cans) | \$199.99 | 1 | \$199.99 |
| Stripping Wand | \$176.99 | 1 | \$176.99 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |
| | \$0.00 | | \$0.00 |

Total \$2,116.58

NWPPRD

2021 Budget - Program Supplies

Grand Total Budgeted Amount \$680.10

Lifeguard

Uniforms

of Guard per year **30**

0

of staff shirts

| | | | |
|-------------------------|---------|----|----------|
| Long Sleeve Tee | \$0.00 | | \$0.00 |
| Short Sleeve Tee | \$0.00 | | \$0.00 |
| Tank Top | \$0.00 | | \$0.00 |
| rubber tip whistles | \$0.84 | 30 | \$25.20 |
| Lanyards (100 per pack) | \$52.99 | 1 | \$52.99 |
| Fanny packs | \$6.15 | 30 | \$184.50 |

Total \$262.69

Equipment Cost

| | | | |
|----------------------------|---------|----|----------|
| New Velcro for Back Boards | \$79.00 | 1 | \$79.00 |
| Velcro Set for Backboard | \$80.00 | 1 | \$80.00 |
| | | | \$0.00 |
| Tubes 50 inch | \$42.95 | 2 | \$85.91 |
| | | | \$0.00 |
| | | | \$0.00 |
| | | | \$0.00 |
| First Aide | | | |
| Pocket Mask | \$5.75 | 30 | \$172.50 |

Total \$417.41