

AGENDA

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

November 20, 2018

3:00 p.m.

COMMISSIONERS

CHERIE KIDD, ANNA MANILDI, BILL PEACH, RANDY JOHNSON, MICHAEL MERIDITH

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Agenda Items Only

ACTION ITEMS

- 1a Minutes of October 23, 2018
- 1b Ratification of the October 31, 2018 bill payments in the amount of \$224,549.71
- 1c Adoption of Resolution 15-2018. A Resolution adopting the 2019 Tax Levy
- 1d Adoption of Resolution 16-2018. A Resolution adopting the 2019 Budget

ITEMS FOR DISCUSSION

- 2a Executive Director Report
 - 1. Expansion Status Report
 - 2. SPARK Squad Financial Report
 - 3. Name Change Recommendations
- 2b Financial Report
- 2c Staff Report
- 2d Advisory Committee Report

PUBLIC COMMENT

NEXT MEETING DATE

The next WSMPD meeting will be held on January 22, 2019 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

MINUTES
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS
 Clallam County Courthouse, Room 160
 Port Angeles, Washington
October 23, 2018
3:00 p.m.

COMMISSIONERS

CHERIE KIDD, ANNA MANILDI, BILL PEACH, RANDY JOHNSON, MICHAEL MERIDITH

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Commissioner Bill Peach called the meeting to order at 3:00 p.m. Also present were Commissioners Kidd, Manildi, Meredith and Johnson.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CRJm to approve agenda, CCKs, mc

PUBLIC COMMENT – Agenda Items Only

None

ACTION ITEMS

- 1a Minutes of September 25, 2018
ACTION TAKEN: CRJm to approve, CCKs, mc
- 1b Ratification of the September 30, 2018 bill payments in the amount of \$129,513.89
ACTION TAKEN: CRJm to approve, CMMs, mc
- 1c Approval of Commerce Contract #19-96619-093 (\$1,500,000 Capital Budget Appropriation)
Steve Burke explained this is a contract to receive the Capital Budget Appropriation from the state capital budget through the Commerce.
ACTION TAKEN: CAMm to approve, CMMs, mc
- 1d Approval of ARC Contract for Additional Services (AIA G801-2017)
Steve Burke explained this contract is to add additional services, related to the after-school program, to already existing contract with ARC Architects.
ACTION TAKEN: CRJm to approve, CCKs, mc
- 1e Approval of Use Agreement with Port Angeles School District
ACTION TAKEN: CAMm to approve, CMMs, mc
- 1f Motion to Introduce Resolution 15-2018. A resolution to Approve the 2019 Property Tax Levy.
A discussion took place with the Board regarding the 2019 Property Tax Levy.
ACTION TAKEN: CRJm to approve introduction, CAMs, mc
- 1g Motion to Introduce Resolution 16-2018. A resolution to Approve the 2019 Budget.
A discussion took place with the Board regarding the 2019 Budget.
ACTION TAKEN: CRJm to approve introduction, CCKs, mc



MINUTES for the Meeting of October 23, 2018
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS
Page 2

ITEMS FOR DISCUSSION

- 2a Project Accounting (Randy Johnson)
Randy Johnson shared his concerns and recommendations on accounting details pertaining to the expansion, including the need for additional accounting services.
- 2b Executive Director Report
Steve Burke shared that he will be meeting with the architects tomorrow to go through the next design decisions.
- 2c Financial Report
Charlie McClain explained the budget and finance report in detail and answered questions from the board.
- 2d Staff Report
Molly Barnes shared details of the S.P.A.R.K. Squad and answered questions from the board.

Jessica shared the following:

- Pumpkin Patch at the Pool, October 27th from 1-4 p.m.
- Girls swim meet is currently going on.
- Plans for November are coming together, including Movie at the Pool
- Swim Lesson registrations for next session begin tomorrow
- Free swim lessons for Boys & Girls Club is continuing

- 2e Advisory Committee Report
Greg Shield explained the Advisory Committee has rescheduled their meeting for tomorrow. Overall, he is pleased with how the expansion process has gone so far.

PUBLIC COMMENT

None

NEXT MEETING DATE

The next WSMPD meeting will be held on January 22, 2019 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

Bill Peach adjourned the meeting at 4:30 p.m.

PASSED AND ADOPTED this twentieth of November, 2019

William Shore Memorial Pool District Commissioners

MINUTES for the Meeting of October 23, 2018
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS
Page 3

Bill Peach, President

ATTEST:

Rachelle Sires, Clerk.

William Shore Memorial Pool District
Payment Ratification and Approval
For the month ending October 31, 2018

**WILLIAM SHORE POOL DISTRICT
PAYMENT RATIFICATION AND APPROVAL**

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed. I am authorized to approve/ratify/certify payments of the William Shore Pool District on the attached listed claims and the annual budget shall be adjusted if needed reflect these payments.

DATES: October 1, 2018 to October 31, 2018

GENERAL FUND

General Payments	Begin Check #	End Check #	Total
Accts Payable Checks (computer):	8114	8133	\$18,974.27 BC
Payroll Checks 10-05	8080	8113	\$12,411.67 AB
Payroll Checks 10-20	8134	8169	\$13,320.45 CD
Direct Deposit Payroll	DD	DD	\$18,234.22 GH
Manual Checks:			\$50,440.00
Voided/Zero Checks:			\$0.00
Wire Transfer/ACH's			\$893.78
Payroll Tax ACH Transfers			\$13,567.03
Total General Fund Payments			\$127,841.42

CAPITAL FUND

Capital/Debt Service Payments	Begin Check #	End Check #	Total
Payable Checks (computer):	1026	1032	\$96,703.29 F
Manual Checks:			\$0.00
Voided/Zero Payable Checks:			\$0.00
Wire Transfer/ACH's			\$5.00
Total General Expenses			\$96,708.29

Date of Approval: November 20, 2018

District Treasurer

Executive Director

Commissioner Peach*

Commissioner Minaldi

Commissioner Johnson*

Commissioner Kidd**

Commissioner Meredith**

*Recused from Clallam County Payments
**Recused from City of Port Angeles Payments



Ordinance / Resolution No. 15-2018
RCW 84.55.120

10

WHEREAS, the Commissioners of William Shore Memorial Pool District has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2019; and,

WHEREAS, the districts actual levy amount from the previous year was \$ \$750,000.00; and,
(Previous year's levy amount)

WHEREAS, the population of this district is more than or less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2019 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ \$500,000.00 which is a percentage increase of 66.66 % from the previous year. This increase is exclusive of
(Percentage increase)
additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 13th day of November, 2018.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users, please call (360) 705-6718. For tax assistance, call (360) 534-1400.

1d

William Shore Memorial Pool District

225 E. 5th St.
Port Angeles, WA 98362-3015
Fax: 360.417.2493

COMMISSIONERS

RANDY JOHNSON, BILL PEACH, ANNA MINALDI, MICHAEL MERIDETH, CHERI KIDD

RESOLUTION N^o 16-2018

A RESOLUTION FOR ADOPTING THE 2019 ANUAL BUDGET

THE WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS find as follows:

1. The District Executive Director and District Treasurer has recommended a balanced annual budget and estimate of monies required to meet public expenses for the 2018 calendar year.
2. The Clerk of the Board, in accordance with RCW 84.55.120, gave notice that the Board would have a public hearing on the 2019 budget at the regular meeting on October 23, 2018 giving taxpayers the opportunity to be heard regarding the proposed 2019 annual budget and the 2019 property tax levy.
3. The Board of Commissioners conducted a public hearing at the regular meeting on October 23, 2018, to consider all relevant evidence and testimony regarding the 2019 annual budget and the 2019 levy.
4. The 2019 annual budget does not exceed the lawful limit of taxation as allowed to be levied by the William Shore Memorial Pool District for the purposes set forth in this budget, the estimated expenditures set forth in this budget being necessary to provide for the safe operation of the William Shore Pool facility and its programs during the 2019 calendar year.

NOW, THEREFORE, BE IT RESOLVED by the William Shore Memorial Pool District Board of Commissioners, in consideration of the above findings of fact:

1. Approve and adopt the 2019 Annual Budget in the amounts of **\$6,800,575** in revenue and **\$16,802,187** in expenditures.
2. Details of the budget are noted in exhibit A attached to and incorporated to this resolution.

PASSED AND ADOPTED this _____ day of _____ 2018

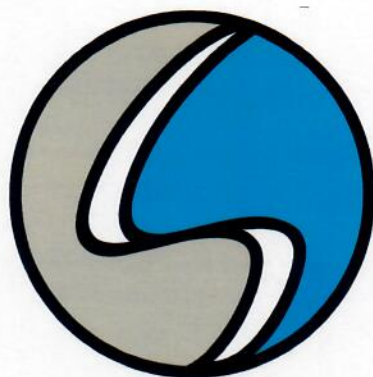
WSMPD PRESIDENT

ATTEST:

Rachelle Sires, Board Clerk

Bill Peach, President

CC: Clallam County Treasurer, Budget Director and Auditor



SHORE
AQUATIC CENTER

William Shore Memorial
Pool District

2019 Budget

This page is intentionally left blank

2019 Annual Budget

Prepared by:

Steven D. Burke
Executive Director

Jessica Compton
Aquatics Manager

James Schultz
Assistant Aquatics Manager

Charlie McClain
District Treasurer

Rachelle Sires
District Clerk

Finance Committee and Citizens Advisory Committee
William Shore Memorial Pool District

This page is intentionally left blank

TABLE OF CONTENTS

READER'S GUIDE TO THE BUDGET	6
SECTION 1: BUDGET MESSAGE	7
SECTION 2: BUDGET SUMMARY AND HIGHLIGHTS.....	9
2019 BUDGET SUMMARY AND ENDING CASH BALANCE	9
2019 BUDGET HIGHLIGHTS	10
SECTION 3: ORGANIZATIONAL STRUCTURE.....	11
MISSION, VISION AND CORE VALUES	12
SECTION 4: GENERAL FUND.....	13
GENERAL FUND CASH BALANCE	13
2019 GENERAL FUND REVENUE.....	13
GENERAL FUND REVENUE COMPARISON BY YEAR	16
2019 GENERAL FUND EXPENSES	17
EXPENSE COMPARISON BY YEAR	19
SECTION 5: CAPITAL FUND.....	22
CAPITAL FUND CASH BALANCE	22
CAPITAL FUND REVENUE	22
CAPITAL FUND EXPENSES	24
SECTION 6: LONG TERM FINANCIAL FORECAST.....	26
FINANCIAL FORECASTING	26
SECTION 7: TAXING AUTHORITY.....	28
DISTRICT STATUTORY TAXING CAPACITY.....	28
HISTORICAL PROPERTY TAX FOR DISTRICT AND ALL LEVY AMOUNTS	28
2019 LEVY	28
DISTRICT HISTORICAL PROPERTY VALUES AND LEVY RATES.....	28
SECTION 8: LONG TERM DEBT.....	30
DEBT MANAGEMENT POLICY	30
DEBT ISSUED.....	30
DISTRICT STATUTORY DEBT LIMITS AND AVAILABLE CAPACITY	30
2019 DEBT SERVICE PAYMENTS	30
SECTION 9: PERSONNEL.....	31
MINIMUM WAGE AND SICK LEAVE CHANGES	31
ATTACHMENT 1: EXPANSION COST BREAKDOWN.....	32

TABLE OF CHARTS AND GRAPHS

CHART 1: 2018-2019 BUDGET COMPARISON	7
CHART 2: 2019 BUDGET SUMMARY	9
CHART 3: GENERAL FUND ENDING BALANCES BY YEAR GRAPH	13
CHART 4: 2019 GENERAL FUND REVENUE BY CATEGORY.....	14
CHART 5: 2019 GENERAL FUND REVENUE BY CATEGORY GRAPH	15
CHART 6: GENERAL FUND EARNED REVENUE BY CATEGORY	16
CHART 7: GENERAL FUND REVENUE COMPARISON BY YEAR.....	16
CHART 8: 2019 GENERAL FUND EXPENSE BY CATEGORY	19
CHART 9: 2019 GENERAL FUND EXPENSE BY CATEGORY GRAPH	19
CHART 10: GENERAL FUND EXPENSE COMPARISON BY YEAR	21

CHART 11: CAPITAL FUND ENDING BALANCES BY YEAR GRAPH22

CHART 12: 2019 CAPITAL FUND REVENUE BY CATEGORY23

CHART 13: 2019 CAPITAL FUND REVENUE BY CATEGORY GRAPH23

CHART 14: 2019 CAPITAL FUND EXPENDITURES BY CATEGORY25

TABLE 15: 10-YEAR FINANCIAL FORECAST.....27

CHART 16: PROPERTY VALUES AND LEVY RATES BY YEAR29

CHART 17: LEVY RATES COMPARISON BY YEAR GRAPH29

CHART 18: DEBT LIMITS AND AVAILABLE CAPACITY30

CHART 19: BOND AND LOAN PAYMENTS FOR 201930

CHART 20: FUTURE CHANGES IN MINIMUM WAGE AND DISTRICT STARTING PAY RATE31

Reader’s Guide to the Budget

WSMPD’s budget is divided into the following sections:

Budget Message

This is an overview of the Executive Director’s budget recommendations to the Board of Commissioners and the community.

Budget Summary

This section provides an overview of the District’s fund balances and revenue and expenditures for the 2017 fiscal year.

General Fund

This section provides the details of revenue and expenditures for the District’s General Fund, including assumptions, major changes, and challenges.

Capital Fund

This section provides the details of the revenue and expenditures for the District’s Capital Fund, including assumptions, major changes, and challenges.

Taxing Authority

This section covers the details of our taxing authority and our levy amounts.

Long-Term Debt

This section covers our current debt position and how it affects current and future budget priorities.

Personnel

This section provides an overview of our personnel, FTE requirements and wage schedules.

Section 1: Budget Message

I am pleased to present for your consideration the proposed 2019 William Shore Memorial Pool District (District) budget for the fiscal year beginning January 1, 2019 and ending December 31, 2019. The District budget serves three primary purposes: 1) financial accountability; 2) strategic planning; 3) public accountability. This document assists the District in maintaining high quality service at the lowest possible cost while addressing the strategic goals of the District. The District's budget is in compliance with the provisions of the Washington State Revised Code (RCW) relating to tax levies and budgets of Metropolitan Park Districts and District policy. All required hearings have been held with the appropriate notice provided.

This document serves as a single guiding document for the District's:

1. Financial priorities and planning;
2. Short and long-term financial forecasting;
3. Capital Projects planning.

Therefore, the annual budget document provides annual updates in all four during our budget development process. The budget represents our fiscal priorities for the upcoming twelve months of operation based on our strategic and capital improvement plans, which moves the District closer to achieving its mission and vision. Approval of the annual budget is one of the most important responsibilities of the Board of Commissioners (Board) due to its comprehensive nature.

The District follows the nationally recognized guidelines for effective budget presentation by the Government Finance Officers Association of the United States (GFOA) and the Washington Finance Officers Association (WFOA). These guidelines are designed to enable the District's budget document to serve as a financial policy document, financial plan, operations guide, strategic plan and a communications device. Financial excellence and accountability is one of the five core values of the District and using these guidelines results in receiving annual recognition for the quality and effectiveness of our annual budget document. This recognition represents a significant achievement by the District; it reflects the commitment of our Board of Commissioners and District staff to meeting the highest principles of governmental budgeting.

In 2019, the District will be undertaking an extensive renovation and expansion project that will require the facility to be closed for 9-10 months. As a result, budget revenue and expenses will not align with previous years. The facility is scheduled to close on April 1, 2019 and will reopen after December 31, 2019.

William Shore Pool District			
	2018 Budget	2018 Est.	2019 Budget
REVENUES:	\$13,057,242	\$12,952,192	\$6,800,575
EXPENSES:	\$2,352,097	\$2,432,716	\$16,802,187

Chart 1: 2018-2019 Budget Comparison

The District is fiscally healthy, with sufficient revenue to meet operational and capital needs, debt service and maintaining an adequate ending balance in the General Fund and Capital Fund for our policy reserve requirements. In 2018, the District updated its Financial Policy in preparation for the issuance of General Obligation Bonds for the renovation and expansion project. This policy created a Capital Fund to be used for capital projects and debt service. It also updated our cash reserve amounts for each fund.

Because programming has reached the maximum potential due to space constraints, the District Commissioners committed to a major expansion and renovation project. The District selected ARC Architects and Neeley Construction to complete the project. The estimated cost of the project is \$16,621,000 and will be financed with bond issues and state grants and cash reserves. The construction is scheduled to begin April 2019 and finish in December 2019.

The assessed value (AV) of taxable property is starting to increase from the low in 2014. In 2019, the AV is estimated to increase by 9.8%. With the upcoming expansion project and Bond issues totaling \$12,498,941 million in bonds, the 2019 budget recommends to raise our District tax levy from \$0.24 to \$0.36 per \$1,000 of assessed value, estimated at \$1,250,000 for operations and debt service.

We welcome feedback on the design of the budget document and its content. Feel free to contact me via e-mail (sburke@williamshorepool.org), telephone (360) 417-9767 or stop by our office at 225 E. 5th St., Port Angeles.

I look forward to working with the Board of Commissioners in the coming year.

Respectfully,



Steven D Burke, AFO
Executive Director
William Shore Memorial Pool District

Section 2: Budget Summary and Highlights

The District strives to maximize effectiveness, efficiency, and value to the community. In addition, we endeavor to be transparent in our decision-making and financial affairs to allow our taxpayers and the District's voters to have the ability to assess if we are making efficient use of public funds and providing good value for the cost of our services.

2019 BUDGET SUMMARY AND ENDING CASH BALANCE

OPENING BALANCE	\$554,741	\$10,073,236	\$10,627,977
Description	General Fund (001)	Capital Fund (003)	All Funds
Operational Revenue	\$1,470,775	\$0	\$1,470,775
Non Operational Revenue	\$39,800	\$5,290,000	\$5,329,800
Total Revenue	\$1,510,575	\$5,290,000	\$6,800,575
			\$0
Operational Expense	\$528,075	\$0	\$528,075
Non-Operational Expense	\$0	\$0	\$0
Total Expense	\$528,075	\$0	\$528,075
Income (Loss) Before Capital Commitments	\$982,500	\$5,290,000	\$6,272,500
Debt Service	\$0	\$831,348	\$831,348
Capital Projects	\$0	\$15,377,000	\$15,377,000
Total Capital Commitments	\$0	\$16,208,348	\$16,208,348
INCREASE (LOSS) IN NET POSITION	\$982,500	\$10,918,348	-\$9,935,848
Transfer In from Other Funds	\$0	\$1,060,000	
Transfer Out to Other Funds	\$1,060,000		
ENDING BALANCE	\$477,241	\$214,887	\$692,128

Chart 2: 2019 Budget Summary

EXPANSION PROJECT

Construction for the renovation and expansion project will start April 1, 2019. The 2019 project cost estimate is \$15,377,000. The District will receive over \$4,250,000 in grant and state capital appropriations. The total project cost is estimated at \$16,621,000. The District will use the General Contractor/Contract Management (GC/CM) procurement method for the project. Neeley Construction has been selected as the General Contractor for the project. Part of the project will be to relocate the Horizon Center to their new location on 8th St. to make room for expanded parking. See Attachment 1 for the current project budget.

FACILITY CLOSURE

The facility will be closed for 9 months of the year. Staffing will be reduced to only cover the SPARK Squad program that will remain in operation at a City of Port Angeles facility. The Executive Director will be assuming the role as the Project Manager and the Aquatics Manager and Assistant Manager will remain full-time to manage the remaining staff.

OPERATING EXPENSES

Operating expenses will be low due to only having 3 months of full facility operations.

PROGRAM CHANGES AND REVENUE

The SPARK Squad will remain operational for the entire year with over 60 children. A summer camp and lunch program will continue as well. Estimated 2019 revenue from this program is \$130,000.

BOND AND LOAN OBLIGATIONS

In June of 2018, the District issued \$10 million in General Obligation Bonds to finance the renovation and expansion project. The District will issue \$2.5 million in additional bonds during 2019 to finish the financing of the project. The District currently has three General Obligation Bonds and two Washington State LOCAL Loans that require a 2019 payment of \$831,348 for principle and interest. At the end of 2019 our total debt balance will be \$12,615,768.

RESERVE CASH BALANCE

The District is maintaining a cash balance of approximately \$692,128, which is in excess of the minimum financial policy of three months operating fund reserves (\$120,000) and six months of debt service payments (\$416,000).

PROPERTY TAX LEVY

The 2019 budget recommends a District tax levy at \$0.36 per \$1,000 of assessed value, estimated at \$1,250,000. This increase is necessary to make the debt service payments from the Bonds issued for the renovation and expansion project.

PASSAGE OF INITIATIVE I-1433

The District will see an increase of personnel costs in 2019 and 2020 to cover the costs associated with the minimum wage increases required in Initiative I-1433. In 2019, the District is also required to provide sick leave to all part time and full time employees. The minimum wage will increase an additional 8% in 2019 and 2020.

2019 BUDGET HIGHLIGHTS

The 2019 budget highlights are:

- District assessed property values increase by 9.8% for 2019
- Increase the tax levy from \$0.24 to \$0.36 per \$1,000 of assessed value.
- Increase of \$38,000 (8.5%) in personnel costs to cover new sick leave and minimum wage increases required by I-1433.
- Health benefits for full time employees of \$33,000
- Maintaining General Fund reserves of approximately \$120,000
- Maintaining Capital Fund reserves of \$416,000.
- Complete facility closure for 9 months for the renovation and expansion project
- Completion of the renovation and expansion project (\$16,621,000)
- Grant awards of \$1,250,000 for the renovation and expansion project
- Bond and loan debt service payment of \$831,348 with an ending debt of \$12,615,768 for 2019.

Section 3: Organizational Structure

DISTRICT OFFICES
225 E. 5th St.
Port Angeles, WA 98362

BOARD OF COMMISSIONERS

Bill Peach
President

Cherie Kidd
Vice President

Michael Merideth
Commissioner

Randy Johnson
Commissioner

Anna Minaldi
Commissioner

CITIZEN ADVISORY COMMITTEE

Greg Shields
Chairperson

Chris Murray Mary Doherty Todd Clayton Dave LaSorsa Steve Zenovic

STAFF

Steven Burke
Executive Director

Jessica Compton
Aquatics Manager

Charlie McClain
District Treasurer

Craig Miller
District Attorney

James Shultz
Assistant Aquatics Manager

Rachelle Sires
District Clerk

MISSION, VISION AND CORE VALUES

DISTRICT MISSION STATEMENT

To provide high quality, safe, and accessible aquatic programs, services, and facilities that enhances the quality of life for all ages, cultures, and abilities, which encourages health, wellness, learning and fun.

DISTRICT VISION STATEMENT

To provide a well-functioning and well-maintained aquatic center that enhances quality of life by offering a diversity of recreational opportunities for people of all ages and needs.

DISTRICT CORE VALUES

- **People Focused:** *Provide the aquatic recreational needs of our community that strengthens the body, sharpens the mind, and renews the spirit of current and future generations.*
- **Sustainable Excellence:** *Deliver the highest quality sustainable product, service, facility and experience financially possible.*
- **Integrity:** *Operate with an objective, honest, and balanced perspective.*
- **Collaborative:** *Work in cooperation with all stakeholders including residents, communities, public and private organizations, and policymakers.*
- **Diversity:** *Support the public we serve, and offer suitable programs, activities, and services that are accessible.*
- **Dedication:** *Commit to getting the job done the right way, no matter what it takes.*
- **Fun:** *Provide fun and enjoyable activities for all ages and abilities.*

Section 4: General Fund

The General Fund is the general operating fund of the District. It is used to account for all financial revenue and expenditures of the District. Taxes and program revenue are the major sources of revenue. The year-end 2019 General Fund balance/reserves is estimated at \$555,241, an increase from the estimated 2018 year-end projection.

The District, by policy, is to maintain a cash balance in excess of three months operating fund reserves (\$120,000). This will be exceeded due to the renovation and expansion project and the anticipation of a 9-month facility closure.

GENERAL FUND CASH BALANCE

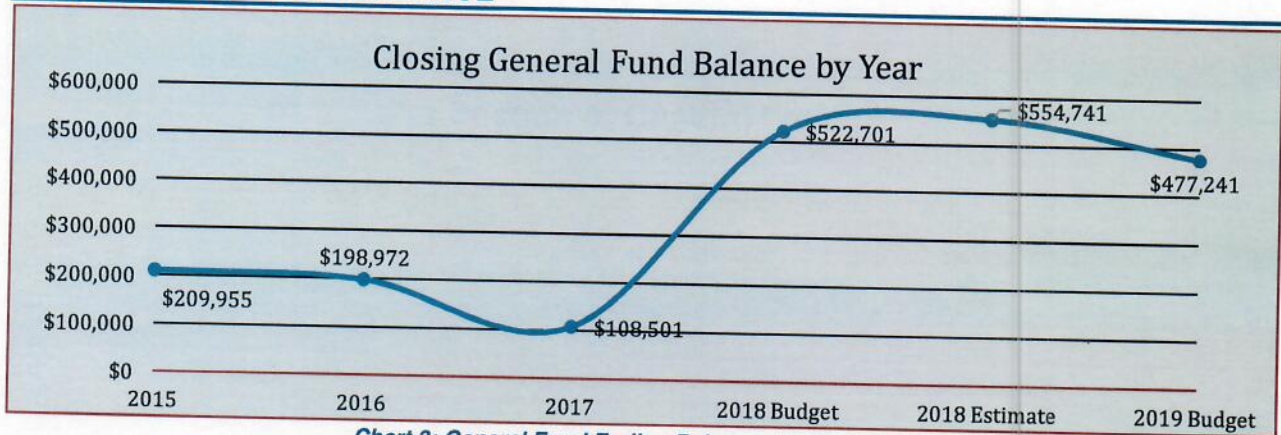


Chart 3: General Fund Ending Balances by Year Graph

2019 GENERAL FUND REVENUE

Due to the complete closure of the facility for 9 months, the 2019 General Fund revenue will be artificially low. The only program that will run for the entire year will be the SPARK Squad, which will utilize a City of Port Angeles facility to operate. SPARK Squad revenue will be \$130,000 for 2019.

The 2019 District levy will increase \$500,000 (66%). With the estimated increase of assessed property values (AV) of 9.8% it will increase the levy rate from \$0.24 to \$0.36 per \$1,000 of AV. The District's Assessed Value (AV) is estimated to increase over the next 3-5 years. The District will collect 98% of property taxes in the year in which they are levied (based on historical data for tax collection within the District). Delinquent property tax payments in prior years have a total outstanding balance to the District of less than \$10,000.

GENERAL FUND REVENUES

Description	2018 Budget	2018 Estimate	2019 Budget	% Change
OPERATIONAL REVENUE				
Property Tax	\$750,000	\$750,000	\$1,250,000	66.67%
Sale of Tax Title Property	\$0	\$0	\$0	
Total General Property Tax	\$750,000	\$750,000	\$1,250,000	66.67%
Vending Revenue	\$300	\$300	\$75	-75.00%
Sales of Taxable Merchandise	\$7,500	\$7,500	\$1,875	-75.00%
Total Sales of Merchandise	\$7,800	\$7,800	\$1,950	-75.00%
Pass Sales	\$74,000	\$74,000	\$19,000	-74.32%

General Admissions	\$54,000	\$54,000	\$13,500	-75.00%
Total Activity/Use Fees	\$128,000	\$128,000	\$32,500	-74.61%
Swim Classes/Instruction	\$98,500	\$98,500	\$20,400	-79.29%
Exercise Classes	\$65,000	\$65,000	\$20,500	-68.46%
Camps and Special Events	\$13,500	\$21,000	\$3,375	-83.93%
After School Program	\$144,000	\$125,000	\$130,000	4.00%
Total Recreation Programing	\$321,000	\$309,500	\$174,275	-43.69%
Rentals (Short-Term)	\$11,000	\$11,000	\$2,750	-75.00%
Equipment and Locker Rentals	\$5,200	\$5,200	\$1,300	-75.00%
Lease of County Land (DNR Other)	\$0	\$0	\$0	
Rentals (Contracted)	\$35,000	\$40,000	\$8,000	-80.00%
Total Rentals	\$51,200	\$56,200	\$12,050	-78.56%
Private Gifts (non-gov.)	\$0	\$0	\$0	
Total Gifts from Private Sources	\$0	\$0	\$0	
Misc. Other	\$500	\$500	\$500	0.00%
Total Other Misc. Revenue	\$500	\$500	\$0	-100%
TOTAL OPERATIONAL REVENUE	\$1,258,500	\$1,252,000	\$1,470,775	17.47%
NON-OPERATIONAL REVENUE				
Leasehold Excise Taxes	\$6,250	\$6,250	\$6,250	10.23%
Timber/Harvest Excise Tax	\$3,550	\$5,000	\$3,550	-43.99%
Sale of County Timber	\$30,000	\$15,000	\$30,000	312.94%
Opportunity Fund Grant	\$0	\$0	\$0	100.00%
Misc./PILT	\$0	\$0	\$0	
Total County Shared Revenue/Grants	\$39,800	\$26,250	\$39,800	-32.86%
General Obligation Bond Proceeds	\$0	\$0	\$0	
Line of Credit	\$0	\$50,000	\$0	
LOCAL Loan Proceeds	\$0	\$0	\$0	
Total Proceeds of Long Term Debt	\$0	\$50,000	\$0	
NON OPERATIONAL REVENUE	\$39,800	\$76,250	\$39,800	51.48%
TOTAL REVENUE	\$1,298,300	\$1,328,250	\$1,510,575	30.13%

Chart 4: 2019 General Fund Revenue by Category

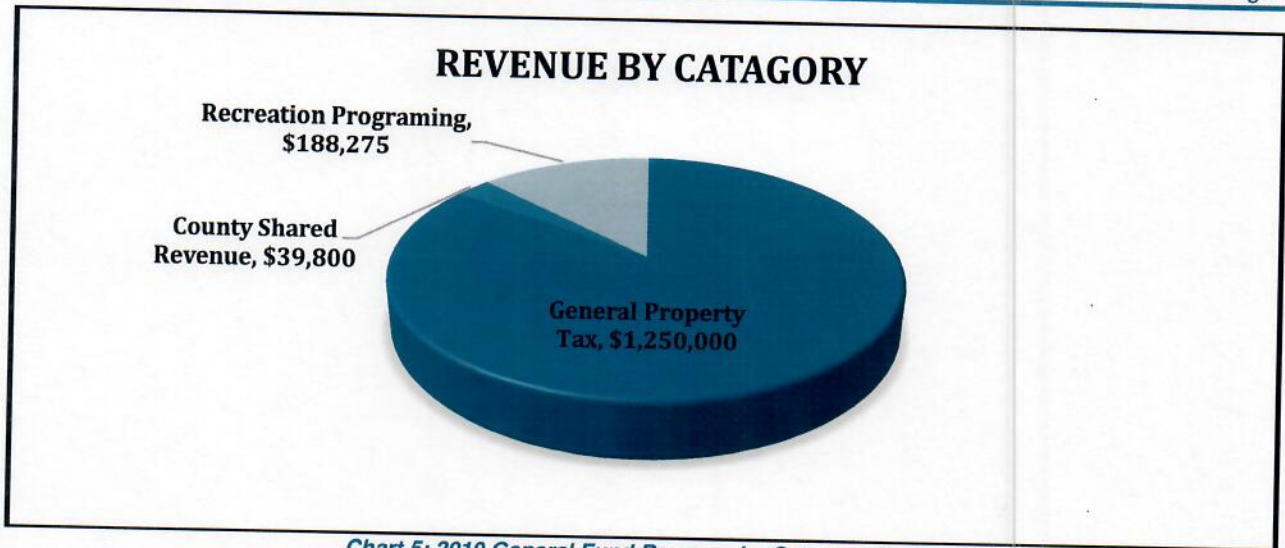


Chart 5: 2019 General Fund Revenue by Category Graph

GENERAL FUND REVENUE ANALYSIS AND ASSUMPTIONS

The four following revenue assumptions were used in developing the District budget:

- Timber revenue can range from \$0 to \$30,000 without any notice. In 2019 timber revenue is estimated to increase over 2018 due to increased levy rate.
- Previous years' property tax payments that have not been paid total less than \$10,000.
- The Revised Code of Washington (RCW) limits Metropolitan Park Districts to a maximum regular property tax rate of \$0.75/\$1000 of assessed value (RCW 36.61.210). In 2019, the District will have a regular property tax rate of \$0.36/\$1,000 of assessed value.
- Program revenue will be reduced by approximately 75% due to facility closure.

EARNED REVENUE

In determining the financial health of a Park District, the key indicator is the growth of the District's earned revenue or non-tax revenue. Earned revenue incorporates all the charges for service and program revenues for the District. Even though the largest single source of revenue for all Park Districts will be property tax revenue, earned revenue is always the best indicator of the financial health of the District. In 2019, District earned revenue will be down 75% due to facility closure. The chart below shows the earned revenue in each category.

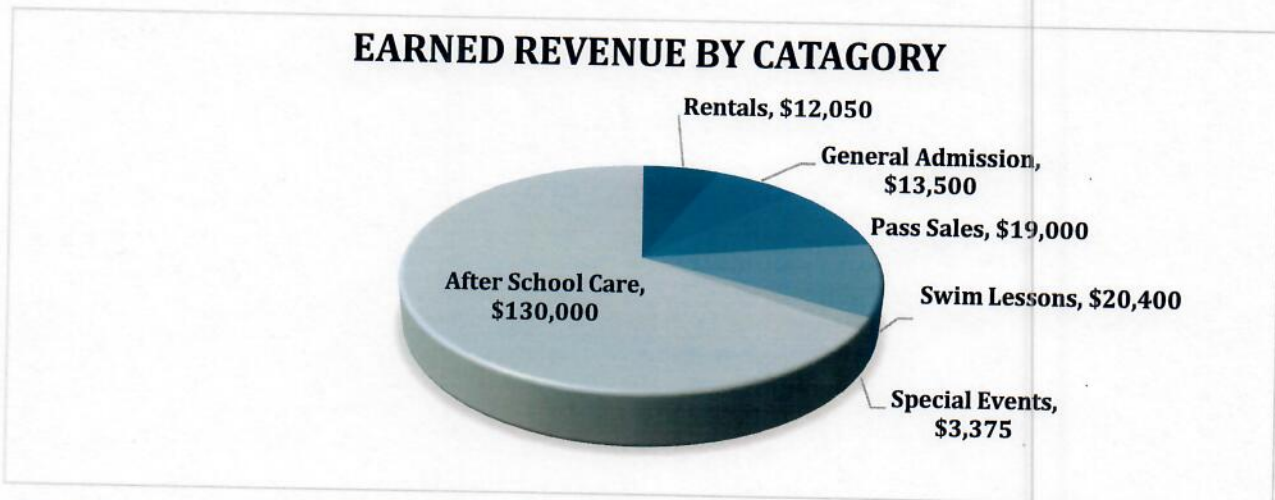


Chart 6: General Fund Earned Revenue by Category

GENERAL FUND REVENUE COMPARISON BY YEAR

Description	2015	2016	2017	2018 Budget	2018 Estimate	2019 Budget
OPERATIONAL REVENUE						
Property Tax	\$479,946	\$496,475	\$527,298	\$750,000	\$750,000	\$1,250,000
Sale of Tax Title Property	\$0	\$0	\$5	\$0	\$0	\$0
Total General Property Tax	\$479,946	\$496,475	\$527,303	\$750,000	\$750,000	\$1,250,000
Vending Revenue	\$357	\$458	\$326	\$300	\$300	\$75
Sales of Taxable Merchandise	\$8,029	\$7,288	\$6,913	\$7,500	\$7,500	\$1,875
Total Sales of Merchandise	\$8,386	\$7,746	\$7,239	\$7,800	\$7,800	\$1,950
Pass Sales	\$70,635	\$85,504	\$69,793	\$74,000	\$74,000	\$19,000
General Admissions	\$51,230	\$64,445	\$51,271	\$54,000	\$54,000	\$13,500
Total Activity/Use Fees	\$121,865	\$149,949	\$121,064	\$128,000	\$128,000	\$32,500
Swim Classes/Instruction	\$84,575	\$93,195	\$96,410	\$98,500	\$98,500	\$20,400
Exercise Classes	\$64,353	\$70,197	\$61,660	\$65,000	\$65,000	\$20,500
Camps and Special Events	\$12,483	\$9,034	\$13,242	\$13,500	\$21,000	\$3,375
After School Program			\$20,035	\$144,000	\$125,000	\$130,000
Total Recreation Programing	\$161,411	\$172,426	\$191,347	\$321,000	\$309,500	\$174,275
Rentals (Short-Term)	\$6,913	\$11,189	\$9,844	\$11,000	\$11,000	\$2,750
Equipment and Locker Rentals	\$4,368	\$5,547	\$4,974	\$5,200	\$5,200	\$1,300
Lease of County Land (DNR Other)	\$181	\$200	\$168	\$0	\$0	\$0
Rentals (Contracted)	\$28,572	\$31,635	\$34,377	\$35,000	\$40,000	\$8,000
Total Rentals	\$40,034	\$48,571	\$49,363	\$51,200	\$56,200	\$12,050
Private Gifts (non-gov.)	\$250	\$272	\$79,238	\$0	\$0	\$0
Total Gifts from Private Sources	\$250	\$272	\$79,238	\$0	\$0	\$0
Misc. Other	\$433	\$282	\$1,308	\$500	\$500	\$500
Total Other Misc. Revenue	\$433	\$282	\$1,308	\$500	\$500	\$0
TOTAL OPERATIONAL REVENUE	\$812,325	\$875,721	\$976,862	\$1,258,500	\$1,252,000	\$1,470,775
NON-OPERATIONAL REVENUE						
Leasehold Excise Taxes	\$5,777	\$4,785	\$5,670	\$6,250	\$6,250	\$6,250
Timber/Harvest Excise Tax	\$2,551	\$2,583	\$6,338	\$3,550	\$5,000	\$3,550
Sale of County Timber	\$9,163	\$36,297	\$7,265	\$30,000	\$15,000	\$30,000
Opportunity Fund Grant	\$0	\$0	\$39,960	\$0	\$0	\$0
Misc./PILT	\$44	\$49	\$50	\$0	\$0	
Total County Shared Revenue/Grants	\$17,535	\$43,714	\$59,283	\$39,800	\$26,250	\$39,800
General Obligation Bond Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Line of Credit	\$0	\$0	\$0	\$50,000	\$50,000	\$0
LOCAL Loan Proceeds	\$0	\$0	\$0	\$0	\$0	\$0
Total Proceeds of Long Term Debt	\$0	\$0	\$0	\$50,000	\$50,000	\$0
NON OPERATIONAL REVENUE	\$17,535	\$43,714	\$59,283	\$89,800	\$76,250	\$39,800
TOTAL REVENUE	\$829,860	\$919,435	\$1,036,145	\$1,348,300	\$1,328,250	\$1,510,575

Chart 7: General Fund Revenue Comparison by Year

2019 GENERAL FUND EXPENSES

Expenses in the 2019 General Fund budget reflects the 9-month facility closure and show a decrease in operating expenses of -48%.

GENERAL FUND EXPENDITURES

Description	2018 Budget	2018 Est	2019 Budget
OPERATIONAL EXPENSE			
Clerk of the Board	\$1,500	\$1,500	\$1,750
Sparks Squad Leaders	\$12,000	\$52,290	\$62,000
Sparks Squad Coordinator	\$21,600	\$30,200	\$39,000
Wages Lifeguard	\$170,000	\$188,700	\$37,500
Wages Instructor	\$60,000	\$51,500	\$16,000
Wages Head Guard	\$73,000	\$86,300	\$19,000
Wages Supervisors	\$105,000	\$105,000	\$105,000
Wages Maintenance/Janitorial	\$18,000	\$14,800	\$4,500
Wages Executive Director	\$47,250	\$52,800	\$52,000
Sick Pay	\$3,000	\$0	\$0
Overtime	\$0	\$0	\$0
Salaries and Wages Total	\$511,350	\$583,090	\$336,750
Social Security/Taxes	\$31,500	\$31,500	\$9,000
Cafeteria Plan	\$5,000	\$5,000	\$6,000
Unemployment	\$2,000	\$2,000	\$750
Department of L&I	\$13,000	\$13,000	\$4,000
Health Plan	\$33,000	\$33,000	\$33,000
Personnel Benefits Total	\$84,500	\$84,500	\$52,750
Office Supplies			
Office Supplies	\$9,000	\$11,562	\$6,000
Computers and Supplies	\$2,000	\$300	\$500
Program Supplies and Equipment			
Exercise Classes	\$1,000	\$450	\$300
Swim Classes/Instruction	\$1,000	\$1,500	\$300
Camps and Special Events	\$500	\$500	\$200
After School Care Supplies	\$13,200	\$21,000	\$22,000
Maintenance and Repairs Supplies			
Uniforms and Clothing	\$2,000	\$1,100	\$2,000
Pool Chemicals	\$12,000	\$12,000	\$3,000
Cleaning and Janitorial Supplies	\$6,000	\$8,000	\$1,800
Lifeguard Supplies and Equip.	\$3,500	\$4,800	\$900
Maintenance Supplies	\$3,500	\$5,800	\$900
Miscellaneous Supplies			
Supplies Purchased For Inventory/Resale	\$5,000	\$4,250	\$1,250
Small Tools and Minor Equip.	\$1,500	\$1,200	\$750
Supplies Total	\$60,200	\$72,462	\$39,900
Professional Services			
IT/Computer Service	\$3,600	\$1,500	\$900

Transaction Services/Rec1	\$3,000	\$3,000	\$750
Accounting Services	\$15,600	\$17,650	\$15,600
Legal Services	\$3,500	\$10,100	\$900
Other Professional Services	\$1,500	\$300	\$1,500
Bank Charges	\$0	\$0	\$0
Communications			
Telephone	\$3,500	\$5,800	\$3,500
Postage and Mailing	\$500	\$500	\$250
Website/Internet	\$1,500	\$1,500	\$1,500
Training/Travel			
Training/Conferences	\$6,500	\$5,400	\$1,250
Travel	\$2,400	\$4,800	\$2,400
Travel Misc.	\$0	\$0	\$0
Advertising			
Program Advertising	\$500	\$500	\$500
Rentals and Leases			
Equipment Leases/Rentals	\$2,000	\$2,000	\$2,000
Insurance			
Liability Insurance	\$22,500	\$21,600	\$22,500
Utility			
Electrical/Water/Sewer	\$110,000	\$116,000	\$27,500
Repairs and Maintenance			
Building Repairs	\$5,000	\$5,000	\$1,250
Equipment Repairs	\$20,000	\$3,500	\$5,000
Miscellaneous			
Printing and Copying Supplies	\$500	\$2,100	\$500
Memberships and Dues	\$3,000	\$5,000	\$3,000
Subscriptions	\$0	\$0	\$0
Merchant/Credit Card Service Fees	\$9,000	\$13,400	\$2,250
Misc. Service/Discrepancies	\$0	\$0	\$0
Services Total	\$214,100	\$219,650	\$95,100
Intergovernmental Taxes			
External Taxes/Assessments	\$0	\$0	\$0
Clallam County Taxes	\$450	\$900	\$450
B&O Tax/Agency	\$12,500	\$10,000	\$3,125.00
Intergovernmental Taxes Total	\$12,950	\$10,900	\$3,575
OPERATIONAL EXPENSE TOTAL	\$883,100	\$970,602	\$528,075
NON-OPERATIONAL EXPENSE			
Intergovernmental Services			
County Clerk Services	\$0	\$0	\$0
Election Costs	\$0	\$0	\$0
State Auditor	\$0	\$0	\$0
Intergovernmental Services Total	\$0	\$0	\$0
Loans and Bonds (interest)	\$0	\$0	\$0
Line of Credit (interest)	\$1,000	\$1,000	\$0
Debt Service Interest Total	\$1,000	\$1,000	\$0
Debt Service Principle			
Loans and Bonds (principle)	\$0	\$0	\$0
Line of Credit (principle)	\$50,000	\$50,000	\$0

Debt Service Principle Total	\$50,000	\$50,000	\$0
TOTAL NON-OPERATIONAL EXPENSE	\$51,000	\$51,000	\$0
TOTAL EXPENSE	\$934,100	\$1,021,602	\$528,075

Chart 8: 2019 General Fund Expense by Category



Chart 9: 2019 General Fund Expense by Category Graph

GENERAL FUND EXPENSE ANALYSIS AND ASSUMPTIONS

- Complete facility closure of 9 months due to renovation and expansion project.
- The Kitsap Bank line of credit for \$50,000 was used and paid off by the end of 2018.
- An 8.5% increase in labor costs for changes in sick leave and minimum wage.
- Employee benefit costs for providing health insurance for 2019 is \$33,000.
- The Consumer Price Index (CPI) of 3.0% was used for some expense categories.
- The cost of supplies and services not included in the CPI are also likely to increase between 1.5% and 3.0% per year over the next several years.

EXPENSE COMPARISON BY YEAR

Description	2015	2016	2017	2018 Budget	2018 Est	2019 Budget
OPERATIONAL EXPENSE						
Clerk of the Board	\$820	\$1,200	\$1,205	\$1,500	\$1,500	\$1,750
Sparks Squad Leaders	\$0	\$0	\$13,156	\$12,000	\$52,290	\$62,000
Sparks Squad Coordinator	\$0	\$0	\$7,276	\$21,600	\$30,200	\$39,000
Wages Lifeguard	\$130,809	\$150,696	\$165,289	\$170,000	\$188,700	\$37,500
Wages Instructor	\$48,801	\$49,820	\$51,092	\$60,000	\$51,500	\$16,000
Wages Head Guard	\$50,661	\$63,830	\$73,225	\$73,000	\$86,300	\$19,000
Wages Supervisors	\$98,146	\$95,113	\$95,246	\$105,000	\$105,000	\$105,000
Wages Maintenance/Janitorial	\$13,752	\$15,894	\$16,891	\$18,000	\$14,800	\$4,500
Wages Executive Director	\$47,062	\$47,250	\$47,250	\$47,250	\$52,800	\$52,000
Sick Pay	\$2,810	\$0	\$450	\$3,000	\$0	\$0
Overtime	\$0	\$0	\$0	\$0	\$0	\$0
Salaries and Wages Total	\$392,861	\$423,803	\$471,080	\$511,350	\$583,090	\$336,750

Social Security/Taxes	\$28,812	\$29,788	\$33,375	\$31,500	\$31,500	\$9,000
Cafeteria Plan	\$12,904	\$14,236	\$11,395	\$5,000	\$5,000	\$6,000
Unemployment	\$2,951	\$3,797	\$3,648	\$2,000	\$2,000	\$750
Department of L&I	\$14,123	\$11,495	\$15,520	\$13,000	\$13,000	\$4,000
Health Plan	\$0	\$0	\$12,908	\$33,000	\$33,000	\$33,000
Personnel Benefits Total	\$58,790	\$59,316	\$76,846	\$84,500	\$84,500	\$52,750
Office Supplies						
Office Supplies	\$8,829	\$8,962	\$8,712	\$9,000	\$11,562	\$6,000
Computers and Supplies	\$1,718	\$68	\$954	\$2,000	\$300	\$500
Program Supplies and Equipment						
Exercise Classes	\$759	\$15	\$841	\$1,000	\$450	\$300
Swim Classes/Instruction	\$98	\$1,497	\$360	\$1,000	\$1,500	\$300
Camps and Special Events	\$665	\$334	\$604	\$500	\$550	\$200
After School Care Supplies	\$0	\$0	\$3,801	\$13,200	\$21,000	\$22,000
Maintenance and Repairs Supplies						
Uniforms and Clothing	\$2,620	\$949	\$1,568	\$2,000	\$1,100	\$2,000
Pool Chemicals	\$15,256	\$13,139	\$14,114	\$12,000	\$12,000	\$3,000
Cleaning and Janitorial Supplies	\$5,931	\$5,881	\$6,510	\$6,000	\$8,000	\$1,800
Lifeguard Supplies and Equip.	\$3,646	\$2,427	\$3,021	\$3,500	\$4,800	\$900
Maintenance Supplies	\$3,311	\$2,705	\$3,880	\$3,500	\$5,800	\$900
Miscellaneous Supplies						
Supplies Purchased For Inventory/Resale	\$5,507	\$4,927	\$4,847	\$5,000	\$4,250	\$1,250
Small Tools and Minor Equip.	\$87	\$1,040	\$2,033	\$1,500	\$1,200	\$750
Supplies Total	\$48,427	\$41,944	\$51,245	\$60,200	\$72,462	\$39,900
Professional Services						
IT/Computer Service	\$2,405	\$2,169	\$3,887	\$3,600	\$1,500	\$900
Transaction Services/Rec1	\$3,620	\$1,701	\$3,312	\$3,000	\$3,000	\$750
Accounting Services	\$15,120	\$15,000	\$15,200	\$15,600	\$17,650	\$15,600
Legal Services	\$3,005	\$1,480	\$4,165	\$3,500	\$10,100	\$900
Other Professional Services		\$2,858	\$1,076	\$1,500	\$300	\$1,500
Bank Charges	\$0	\$0	\$257	\$0	\$0	\$0
Communications						
Telephone	\$2,877	\$3,176	\$3,852	\$3,500	\$5,800	\$3,500
Postage and Mailing	\$365	\$500	\$2,246	\$500	\$500	\$250
Website/Internet	\$1,586	\$1,028	\$1,150	\$1,500	\$1,500	\$1,500
Training/Travel						
Training/Conferences	\$3,685	\$2,999	\$2,361	\$6,500	\$5,400	\$1,250
Travel	\$2,400	\$2,400	\$2,400	\$2,400	\$4,800	\$2,400
Travel Misc.	\$0	\$17	\$0	\$0	\$0	\$0
Advertising						
Program Advertising	\$812	\$30	\$1,808	\$500	\$500	\$500
Rentals and Leases						
Equipment Leases/Rentals	\$2,165	\$2,039	\$2,011	\$2,000	\$2,000	\$2,000
Insurance						
Liability Insurance	\$13,155	\$15,519	\$19,830	\$22,500	\$21,600	
Utility						
Electrical/Water/Sewer	\$76,788	\$91,715	\$104,405	\$110,000	\$116,000	\$27,500

Repairs and Maintenance						
Building Repairs	\$19,938	\$18,942	\$44,708	\$5,000	\$5,000	\$1,250
Equipment Repairs	\$4,370	\$4,465	\$1,562	\$20,000	\$3,500	\$5,000
Miscellaneous						
Printing and Copying Supplies	\$133	\$0	\$1,264	\$500	\$2,100	\$500
Memberships and Dues	\$2,100	\$3,247	\$3,072	\$3,000	\$5,000	\$3,000
Subscriptions	\$186	\$610	\$212	\$0	\$0	\$0
Merchant/Credit Card Service Fees	\$9,157	\$10,324	\$9,264	\$9,000	\$13,400	\$2,250
Misc. Service/Discrepancies	\$9	\$24	\$0	\$0	\$0	\$0
Services Total	\$163,876	\$180,243	\$228,042	\$214,100	\$219,650	\$70,550
Intergovernmental Taxes						
External Taxes/Assessments	\$0	\$0	\$17	\$0	\$0	\$0
Clallam County Taxes	\$323	\$376	\$430	\$450	\$900	\$450
B&O Tax/Agency	\$10,228	\$12,800	\$10,688	\$12,500	\$10,000	\$3,125
Intergov. Taxes Total	\$10,551	\$13,176	\$11,135	\$12,950	\$10,900	\$3,575
OPERATIONAL EXPENSE TOTAL	\$674,505	\$718,482	\$838,348	\$883,100	\$970,602	\$503,525
NON-OPERATIONAL EXPENSE						
					0	
Intergovernmental Services						
County Clerk Services	\$2,000	\$0	\$0	\$0	\$0	\$0
Election Costs	\$0	\$0	\$6,956	\$0	\$0	\$0
State Auditor	\$0	\$0	\$4,971	\$0	\$0	\$0
Intergovernmental Services Total	\$2,000	\$0	\$11,927	\$0	\$0	\$0
Loans and Bonds (interest)	\$42,196	\$38,481	\$34,775	\$0	\$0	\$0
Line of Credit (interest)	\$0	\$0	\$0	\$1,000	\$1,000	\$0
Debt Service Interest Total	\$42,196	\$38,481	\$34,775	\$1,000	\$1,000	\$0
TOTAL NON-OPERATIONAL EXPENSE	\$44,196	\$38,481	\$46,702	\$1,000	\$1,000	\$0
TOTAL EXPENSE	\$718,701	\$756,963	\$885,050	\$884,100	\$971,102	\$503,525
Income (Loss) Before Capital Commitments	\$111,159	\$162,472	\$151,095	\$464,200	\$357,148	\$1,007,050
Capital Commitments						
Debt Service Principle						
Loans and Bonds (principle)	\$112,369	\$89,660	\$133,318	\$0	\$0	\$0
Line of Credit (principle)	\$0	\$0	\$0	\$50,000	\$50,000	\$0
Debt Service Principle Total	\$112,369	\$89,660	\$133,318	\$50,000	\$50,000	\$0
Capital Projects						
Building and Structures	\$38,317	\$0	\$0	\$0	\$0	\$0
Machinery and Equipment	\$1,605	\$45,833	\$65,653	\$0	\$0	\$0
Expansion	\$0	\$37,962	\$42,595	\$0	\$0	\$0
Capital Projects Total	\$39,922	\$83,795	\$108,248	\$0	\$0	\$0
TOTAL CAPITAL COMMITMENTS	\$152,291	\$173,455	\$241,566	\$50,000	\$50,000	\$0
OVERALL EXPENSE	\$870,992	\$930,418	\$1,126,616	\$934,100	\$1,021,602	\$503,525

Chart 10: General Fund Expense Comparison by Year

Section 5: Capital Fund

The Capital Fund is used to account for all capital expenditures and debt service payments of the District. Transfers from the General Fund are the major sources of proceeds for the Capital Fund. The Capital Fund was started in 2018 with a zero balance. The year-end 2019 Capital Fund balance/reserves is estimated at \$214,887.

The District, by policy, is to maintain a cash balance of 6 months of debt service payments, which is currently \$416,000.

CAPITAL PROJECTS

In 2019, the District will have only one capital project, the renovation and expansion of the facility. The facility will close and begin construction on April 1, 2019. The project should be done by December 31, 2019.

BOND ISSUES

For the renovation and expansion project, the District issued a public General Obligation Bond for \$10,000,000 in June of 2018. The first payment on this bond will be June 1, 2019. The District is scheduled to issue \$2,500,000 in a private placement Revenue Bond in April of 2019 for the remainder of the financing needed for the project.

BOND PAYMENTS

Currently, the District has three General Obligation Bonds and two Washington State LOCAL Loans that requires a 2019 payment of \$831,348 for principle and interest and will have a remaining debt balance of \$12,615,768 at the end of 2019.

CAPITAL FUND CASH BALANCE

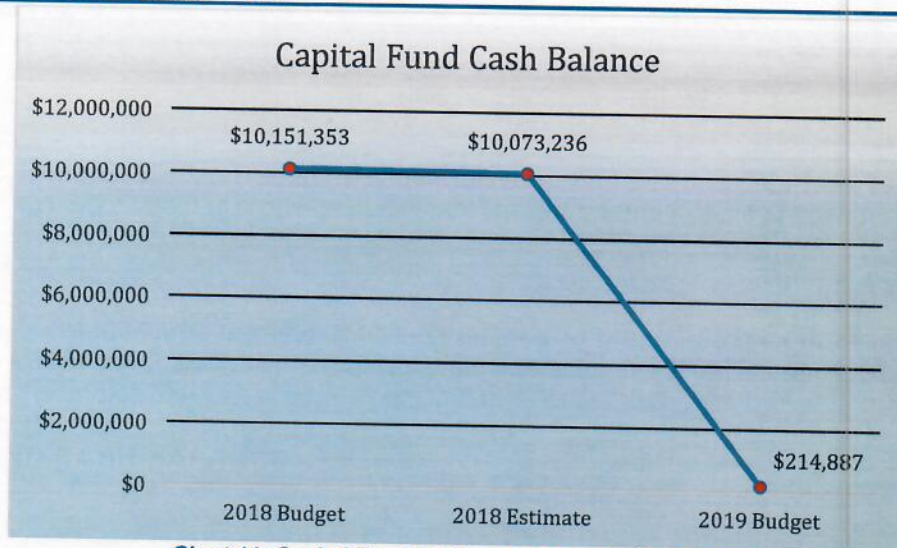


Chart 11: Capital Fund Ending Balances by Year Graph

CAPITAL FUND REVENUE

The Capital Fund receives revenue from transfers from the General Fund and grant proceeds from local, state and federal programs. The Capital Fund does not receive any operational revenue.

CAPITAL FUND REVENUES

Description	2018 Budget	2018 Estimate	2019 Budget
Non Operational Revenue			
RCO Grants	\$0		\$500,000
Commerce Grants	\$0		\$750,000
Direct Appropriations for State Capital Budget	\$1,500,000	\$1,500,000	\$1,500,000
Total State Grants	\$1,500,000	\$1,500,000	\$2,750,000
Opportunity Fund Grant	\$50,000	\$50,000	\$0
Total County Shared Revenue/Grants	\$50,000	\$50,000	\$0
Interest Earnings	\$0	\$0	
Restricted Interest Earnings (Bonds)	\$160,000	\$75,000	\$40,000
Total Interest and Other Earnings	\$160,000	\$75,000	\$40,000
General Obligation/Revenue Bond Proceeds	\$9,665,000	\$9,665,000	\$2,500,000
Line of Credit	\$0	\$0	\$0
LOCAL Loan Proceeds	\$0	\$0	\$0
G.O. Bond Issue Premium	\$333,942	\$333,942	\$0
Total Debt Proceeds	\$9,998,942	\$9,998,942	\$2,500,000
TOTAL NON-OPERATIONAL REVENUE	\$11,708,942	\$11,623,942	\$5,290,000

Chart 12: 2019 Capital Fund Revenue by Category

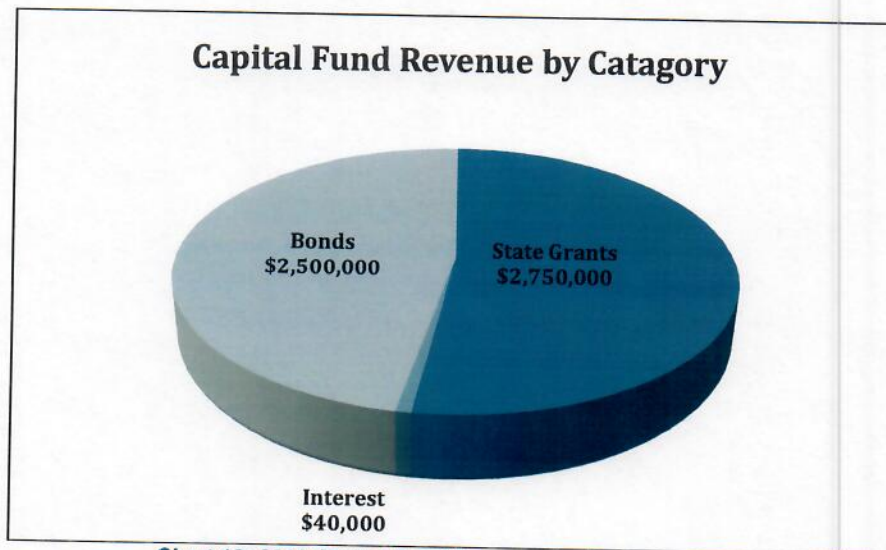


Chart 13: 2019 Capital Fund Revenue by Category Graph

CAPITAL FUND REVENUE ANALYSIS AND ASSUMPTIONS

The following revenue assumptions were used in developing the District budget:

- The District will issue \$2,500,000 in Revenue Bonds in 2019
- A \$750,000 Grant from the Washington Dept. of Commerce's Community Development Block Grant Program will be received as a reimbursement grant.

- A \$500,000 Grant from the Washington Recreation and Conservation Office Grant Program will be received as a reimbursement grant
- \$1,500,000 in Washington State Capital Budget appropriations is anticipated
- Interest earnings of 3% may change due to the amount of bond deposit balances.

CAPITAL FUND EXPENSES

CAPITAL FUND EXPENDITURES

Description	2018 Budget	2018 Estimate	2019 Budget
Non-Operational Expense			
Bond Council Fee	\$28,920	\$28,920	\$0
Rating Fee	\$15,500	\$15,500	\$0
Disclosure Council Fee	\$10,000	\$10,000	\$0
Underwriting Fee	\$66,338	\$66,338	\$0
Other Fees	\$3,335	\$3,335	\$0
Total Cost of Debt Issuance	\$124,093	\$124,093	\$0
Debt Service Interest			
2012B LOCAL Loan I	\$13,168	\$13,168	\$2,636
2013A LOCAL Loan II	\$50,798	\$50,798	\$11,488
2013A LTGO Bond Kitsap	\$64,866	\$64,866	\$9,835
2017A Bond Kitsap (van)	\$5,235	\$5,235	\$267
2018A LTGO Bond (Public Issue)	\$0	\$0	\$559,295
2019A LTGO Bond Kitsap	\$0	\$0	\$58,331
Line of Credit	\$0	\$0	\$0
Debt Service Interest Total	\$134,066	\$134,066	\$641,851
Total Non-Operational Expense	\$258,159	\$258,159	\$641,851
Capital Commitments			
Debt Service Principle			
2012B LOCAL Loan I	\$3,278	\$3,278	\$13,809
2013A LOCAL Loan II	\$13,839	\$13,839	\$43,251
2013A LTGO Bond Kitsap	\$11,960	\$11,960	\$66,991
2017A Bond Kitsap (van)	\$478	\$478	\$5,446
2018A LTGO Bond (Public Issue)	\$0	\$0	\$15,000
2019A LTGO Bond Kitsap	\$0	\$0	\$45,000
Line of Credit	\$0	\$0	\$0
Debt Service Principle Total	\$29,555	\$29,555	\$189,497
Completed Capital Projects			
Building and Structures	\$0	\$0	\$0
Machinery and Equipment	\$0	\$0	\$0
Subtotal Capital Projects	\$0	\$0	\$0
In-Progress Capital Projects			
Project Management Services	\$110,000	\$80,000	\$95,000
Architecture and Engineering	\$720,000	\$850,000	\$410,000

Pre-Construction Services	\$300,283	\$175,000	\$125,000
Permitting/Connections	\$0	\$0	\$92,000
Construction	\$0	\$0	\$14,360,000
Geo-tech	\$0	\$18,400	\$0
Commissioning/Testing	\$0	\$0	\$85,000
Equipment and Furnishings	\$0	\$0	\$50,000
Horizon Center Move Project			\$160,000
Subtotal In-progress Capital Projects	\$1,130,283	\$1,123,400	\$15,377,000
Capital Projects Total	\$1,130,283	\$1,123,400	\$15,377,000
Total Capital Commitments	\$1,159,838	\$1,152,955	\$15,566,497
TOTAL EXPENSE	\$1,417,997	\$1,411,114	\$16,208,348

Chart 14: 2019 Capital Fund Expenditures by Category

CAPITAL FUND EXPENDITURE ANALYSIS AND ASSUMPTIONS

The following four expenditure assumptions were used in developing the District budget:

- The District will expend \$15,377,000 in bond proceeds for the capital project and will be completed by December 31, 2019. Delays in construction may push capital expenditures into 2020.
- Debt service will be \$831,348.

Section 6: Financial Forecasting

10-YEAR FINANCIAL FORECAST

The purpose of the financial forecast is to help make informed budgetary and operational decisions by anticipating future revenues and expenditures, and highlighting anticipated fiscal risks and opportunities. The forecast surfaces major known fiscal conditions and projected future conditions to support informed long-term planning and decision-making regarding operational and capital improvement resources. The forecast is not only a necessary strategic planning tool for financial sustainability, but also ensures the District's compliance with current best practices across other local governmental entities.

The forecast is not a budget and does not include any proposed balancing solutions. Instead, it is a planning tool to identify the opportunities and challenges over a longer time frame and take appropriate measures to address them, which will include enhanced revenue resulting from continued economic growth and cost control initiatives.

Unfortunately, forecasting beyond 2019 is difficult because revenue and expenses are difficult to predict when the facility reopens in December of 2019. In order to attempt to make this forecast useful, the model shows new revenue and new expenses as a zero sum gain.

10-YEAR FINANCIAL FORECAST

Ten-Year Financial Forecast									
	2019	2020	2021	2022	2023	2024	2025	2026	2027
Projected Levy	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000	\$1,250,000
GENERAL FUND									
Beginning Fund Balance	\$554,741	\$477,241	\$356,239	\$285,105	\$255,670	\$310,817	\$505,748	\$745,791	\$1,033,092
Program Revenue	\$220,775	\$652,600	\$685,230	\$719,492	\$755,466	\$793,239	\$832,901	\$874,546	\$918,274
Non-Program Revenue	\$1,289,800	\$1,295,000	\$1,333,850	\$1,373,866	\$1,415,081	\$1,457,534	\$1,501,260	\$1,546,298	\$1,592,687
Expenditures	\$528,075	\$1,133,602	\$1,167,610	\$1,202,638	\$1,238,718	\$1,275,879	\$1,314,155	\$1,353,580	\$1,394,187
Net Income/Loss	\$982,500	\$813,998	\$851,470	\$890,719	\$931,830	\$974,894	\$1,020,006	\$1,067,264	\$1,116,773
Transfers Out	\$1,060,000	\$935,000	\$922,604	\$920,154	\$876,683	\$779,963	\$779,963	\$779,963	\$779,963
Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Ending Balance	\$477,241	\$356,239	\$285,105	\$255,670	\$310,817	\$505,748	\$745,791	\$1,033,092	\$1,369,902
CAPITAL FUND									
Beginning Fund Balance	\$10,073,236	\$214,888	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803
Revenue	\$5,290,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Expenditures	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Expenditures	\$15,377,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Service	\$831,348	\$933,085	\$922,604	\$920,154	\$876,683	\$779,963	\$779,963	\$779,963	\$779,963
Transfers Out	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfers In	\$1,060,000	\$935,000	\$922,604	\$920,154	\$876,683	\$779,963	\$779,963	\$779,963	\$779,963
Total Ending Balance	\$214,888	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803	\$216,803
All Funds Ending Balance	\$692,129	\$573,042	\$501,907	\$472,472	\$527,619	\$722,550	\$962,593	\$1,249,894	\$1,586,704

Chart 15: 10-Year Financial Forecast

FORECAST ASSUMPTIONS AND ANALYSIS

1. Forecast model uses an objective view of revenue and expenditures based upon historical data.
2. Due to the facility expansion and the increase in program offerings, revenue and expenses may need to be adjusted after a full year of operating in the new facility.
3. The forecast model shows new revenues being offset by the same amount of new expenditure.
4. The forecast model uses a very conservative estimate of program growth of 5%.
5. The forecast model uses a CPI of 3% to estimate expenditure cost increases in addition to the anticipated expenditures related to an expanded facility.
6. Debt retirement in 2024 will free up \$160,000 in debt service payments.

Section 7: Taxing Authority

DISTRICT STATUTORY TAXING CAPACITY

The maximum lawful tax rate a Metropolitan Park District is allowed by Revised Code of Washington (RCW) section 35.61.210 is \$0.75 per \$1,000 of District assessed valuation. The 2019 levy tax rate is estimated at \$0.36. We aren't anticipating needing the remaining taxing capacity in the operation of the District.

HISTORICAL PROPERTY TAX FOR DISTRICT AND ALL LEVY AMOUNTS

Property taxes are assessed to the citizens in March of each year with the 1st half payment due on April 30th and the 2nd half due on October 30th. Several limitations control the growth of regular property tax levies and revenues:

- Initiative 747 (RCW 84.52.050), voter approved in 2001, requires state and local governments to limit their property tax increases to 1% each year, or the IPD, whichever is less, unless an increase greater than this limit is approved by voters in an election.
- Revised Code of Washington (RCW) 84.52.043(2) limits all regular tax levies within counties to \$5.90 per \$1,000 of assessed value (AV). If the taxes of all districts collectively exceed this amount, a proportionate adjustment is applied until the total is reduced to the 1 percent limit.

Initiative 747 limitations do not apply to the District in the near term because the District has only been using a portion of the maximum lawful levy limit and would only apply when the District reaches its levy limit of \$0.75 per \$1,000 of assessed value.

2019 LEVY

The levy rate is a product of the amount of the total taxes assessed and property values. After the District establishes the levy amount by the District Board of Commissioners rate, the County applies the total assessment to the total property values within the entity that then results in a levy rate per \$1,000 of assessed value

The Clallam County Assessor's Office has certified the property values (assessed values/AV) for the District at 9.8% higher than 2018 assessed values. This increase in property values is still 1% lower than A/V's in 2009 when the District was formed.

The District Board has decided to increase the levy amount from \$0.24 to \$0.36 in anticipation of the new debt service that will begin in June of 2019. The levy increase will provide the needed cash reserves to our Capital Fund and finish the renovation and expansion project.

The District Board has continued to have the District citizen's best interest in mind during the budget process concerning regular property taxes. The table below provides a history of levy rates.

DISTRICT HISTORICAL PROPERTY VALUES AND LEVY RATES

Year	Assessed Property Value	% Increase/Decrease	Levy Amount	A/V per \$1,000	Remaining Banked Capacity	Amount of Banked Capacity
2009	\$3,498,913,138	N/A	\$525,000	\$0.1500	\$0.60	\$2,099,185

2010	\$3,198,254,744	-8.59%	\$475,000	\$0.1485	\$0.60	\$1,923,691
2011	\$3,125,867,763	-2.26%	\$465,000	\$0.1488	\$0.60	\$1,879,401
2012	\$2,908,002,027	-6.97%	\$465,000	\$0.1599	\$0.59	\$1,716,002
2013	\$2,745,879,119	-5.58%	\$465,000	\$0.1693	\$0.58	\$1,594,409
2014	\$2,668,958,264	-2.80%	\$475,000	\$0.1780	\$0.57	\$1,526,719
2015	\$2,672,420,425	0.13%	\$480,000	\$0.1796	\$0.57	\$1,524,315
2016	\$2,747,999,601	2.83%	\$495,000	\$0.1801	\$0.57	\$1,566,000
2017	\$2,854,732,057	3.88%	\$525,000	\$0.1839	\$0.57	\$1,616,049
2018	\$3,089,616,507	8.23%	\$750,000	\$0.2427	\$0.51	\$1,567,212
2019	\$3,394,094,387	9.85%	\$1,250,000	\$0.3683	\$0.38	\$1,295,571
Total Increase/Decrease		-1%				

Chart 16: Property Values and Levy Rates by Year

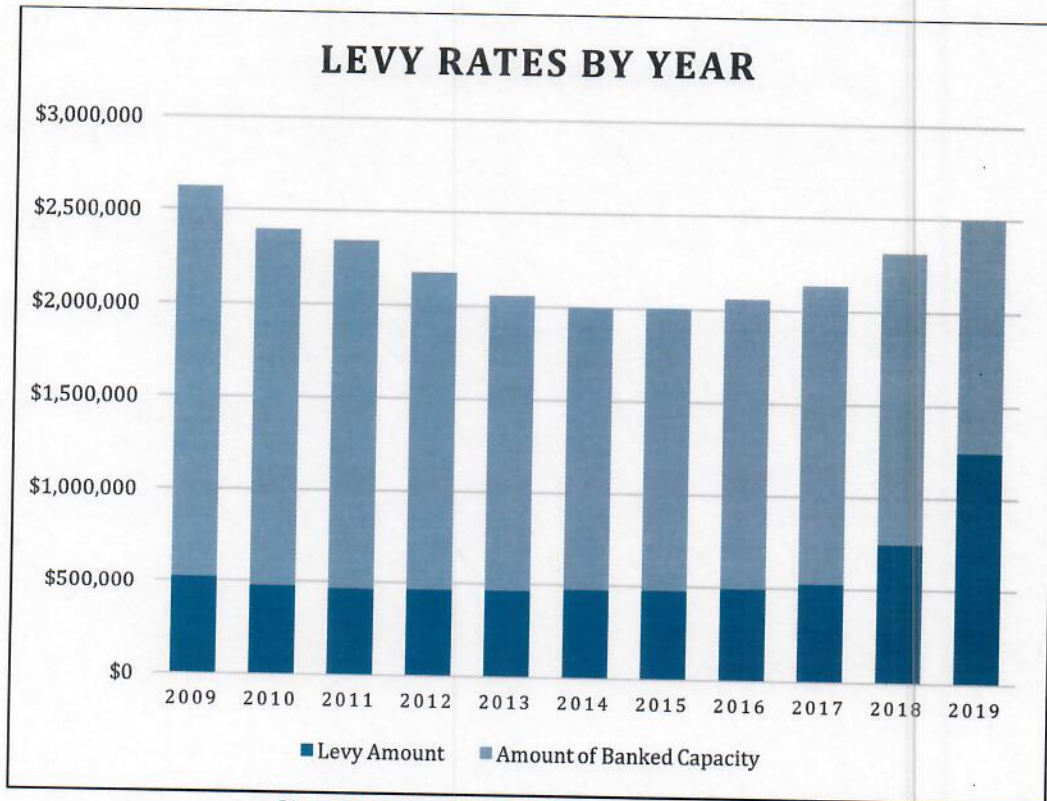


Chart 17: Levy Rates Comparison by Year Graph

OTHER TAXING REVENUE

The District also receives tax revenue from timber harvest taxes and excise taxes and proceeds from the sale of county timber. These revenues vary drastically from year to year and are difficult to predict.

Section 8: Long Term Debt

DEBT MANAGEMENT POLICY

The District's financial policy was updated in 2018 as part of the bond rating process. S&P Global gave a rating of AA stable, which is an excellent rating for a first rating in May of 2018. Debt policy is to plan and direct the use of debt so that debt service payments will be a predictable and manageable part of the annual budget. The District will raise capital at the lowest possible cost through maintenance of a high credit rating and reputation in the credit markets.

DEBT ISSUED

The District issued two Public General Obligation Bonds in 2018. An Unlimited Tax General Obligation Bond was issued for \$3,500,000 and a Limited Tax General Obligation Bond was issued for \$6,165,000 with a \$333,941 premium for a total of \$9,998,941.

The District will issue \$2,500,000 private placement Limited Tax Revenue Bond in 2019. All bond issues were to finance the renovation and expansion capital project.

DISTRICT STATUTORY DEBT LIMITS AND AVAILABLE CAPACITY

In accordance with RCW 35.61.100, the District may incur non-voter approved debt to the maximum of 0.25% of the District assessed valuation. In addition, in accordance to RCW 35.61.110 the District may, together with existing voter-approved indebtedness and nonvoter-approved indebtedness, increase debt to a maximum of 2.5% of the District assessed valuation.

Voter approved Proposition 1 in 2017, approved the District to issue \$3,500,000 in voted debt.

Long Term Debt Limit and Available Capacity			
Type of Debt	Statutory Debt Limit	Existing Debt	Available Capacity
Non-Voter Approved (.25%)	\$8,485,236	\$6,658,749	\$1,826,487
Voter Approved (2.5%)	\$84,852,360	\$3,500,000	\$81,352,360
		Total Available	\$83,178,847

Chart 18: Debt Limits and Available Capacity

2019 DEBT SERVICE PAYMENTS

2019 Debt Payment Schedule			
Debt	Principal	Interest	Payment
LOCAL I (2012B)	\$13,809	\$2,636	\$16,446
LOCAL II (2013A)	\$43,251	\$11,488	\$54,738
Kitsap (2013A)	\$66,991	\$9,835	\$76,826
Kitsap (2017A)	\$5,446	\$267	\$5,713
2018UT Bond	\$0	\$199,500	\$199,500
2018LT Bond	\$15,000	\$359,795	\$374,795
Kitsap (2019A)	\$45,000	\$58,331	\$103,331
TOTAL	\$189,497	\$641,851	\$831,348

Chart 19: Bond and Loan Payments for 2019

Section 9: Personnel

The District Budget for 2019, 77% of the General Fund operational expenditures are dedicated to wages, salaries and benefits. The District has several classifications of employees from part-time to full-time salaried. The District employs approximately 50 full and part-time staff. Currently, the District has no collective bargaining agreements with any classification of employees. In a normal year the District facility is open 103 hours per week, which requires 2.5 FTE's for each staffed position. After the renovation and expansion the District will need to increase lifeguard staff and add a full-time front counter position.

In 2019, District wages and benefits will be lower due to the complete closure of the facility of 9 months. All lifeguards and instructors will be furloughed during the closure. Unemployment will be available for them.

MINIMUM WAGE AND SICK LEAVE CHANGES

The initiative I-1433 affects us by requiring us to adjust minimum wage and to provide sick leave. The minimum wage affects us by needing to raise all tiers since the lowest tier is increasing. The table below shows how the minimum wage increases will occur.

Date	Hourly Rate Under I-1433	District Starting Rate
2017	\$11.00	\$11.25
2018	\$11.50	\$12.30
2019	\$12.00	\$13.00
2020	\$13.50	\$14.50
2021	\$13.86	\$14.86
2022	\$14.23	\$15.23

Chart 20: Future Changes in Minimum Wage and District Starting Pay Rate

Attachment 1: Expansion Cost Breakdown

TOTAL PROJECT BUDGET WORKSHEET						
MACC and TCC Worksheet						
Bid Package (or CSI) #	Description of Bid Package or CSI	PreDesign Estimate (1-6-2017)	SD Estimate (8-13-2018)	SD Estimate W/ VE	SD Estimate w/Sparks	DD Estimate
	Construction	\$5,331,964				
	Sitework	\$1,427,360				
	Phase 1		\$3,754,258			
	Phase 2		\$5,825,543			
	No Phases					
	Sparks Squad Space (3200 sqft @ \$275 per sqft)			\$8,319,747	\$8,319,747	\$8,319,747
					\$980,000	\$980,000
Line	Subtotal for Direct Subcontract Costs	\$6,759,324	\$9,579,801	\$8,319,747	\$9,299,747	\$9,299,747
2	Estimating/Design Contingency (% of Line 1): 15.0%	\$1,351,865	\$1,436,970	\$1,247,962	\$1,394,962	\$1,394,962
3	Escalation (% a year times years x Line 1) 3.0% Years: 0.5	\$291,811	\$143,697	\$124,796	\$139,496	\$139,496
4	Subcontractor Bonds (% of total for Lines 1, 2 and 3): 1.5%	\$186,987	\$143,697	\$124,796	\$139,496	\$139,496
5	Subtotal for Other Subcontract Costs (Lines 2,3,4)	\$1,830,663	\$1,724,364	\$1,497,554	\$1,673,954	\$1,673,954
6	Total for Subcontract Costs (Add Lines 1-5)	\$8,589,987	\$11,304,165	\$9,817,301	\$10,973,701	\$10,973,701
7	Negotiated Support Services	\$0	\$562,435	\$483,695	\$671,657	\$671,657
8	Risk Contingency (% x Line 6): 2.5%	\$0	\$282,604	\$245,433	\$274,343	\$274,343
9	Maximum Allowable Construction Cost (MACC)(Add Lines 6-8)	\$8,589,987	\$12,149,204	\$10,546,429	\$11,919,701	\$11,919,701
10	Percent Fee Percentage (% x Line 9 MACC): 5.5%	\$316,167	\$668,206	\$580,054	\$655,584	\$655,584
11	Fixed Amount for Specified General Conditions(Fixed Fee)	\$921,958	\$308,974	\$308,974	\$334,102	\$334,102
12	Total Contract Cost (TCC)(Add lines 9,10,11)	\$9,828,106	\$13,126,384	\$11,435,457	\$12,909,387	\$12,909,387
13	Preconstruction Services(Fixed Fee)	\$0	\$300,283	\$300,283	\$300,283	\$300,283
14	TCC and Precon Total	\$9,828,106	\$13,426,667	\$11,735,740	\$13,209,670	\$13,209,670
15	Washington State Sales Tax (WSST): 8.7%	\$855,045	\$1,168,120	\$1,021,009	\$1,149,241	\$1,149,241
	TCC and PreCon with WSST(Add Lines 14,15)	\$10,683,151	\$14,594,787	\$12,756,749	\$14,358,911	\$14,358,911
Soft Costs Worksheet						
	Architectural /Engineering(A/E)	10.37%	\$976,549	\$976,549	\$976,549	\$1,076,632
	Civil Design		\$8,250	\$8,250	\$8,250	\$9,350
	Cost Estimating		\$11,935	\$11,935	\$11,935	\$11,935
	Aquatics Engineering		\$130,680	\$130,680	\$130,680	\$130,680
	A&E Additional Services		\$18,280	\$18,280	\$19,070	\$19,070
	Reimbursable Expenses		\$6,900	\$6,900	\$6,900	\$6,900
	Architectural /Engineering(A/E) Total		\$1,110,765	\$1,152,594	\$1,152,594	\$1,254,567
	Construction Contingency(%MACC)	3%	\$257,700	\$364,476	\$316,393	\$357,591
	Project Management		\$84,749	\$84,749	\$84,749	\$84,749
	GC/CM Consultation		\$87,255	\$87,255	\$87,255	\$87,255
	Utility Connection Fees		\$19,164	\$19,164	\$19,164	\$19,164
	Testing/Commissioning		\$85,900	\$84,364	\$84,364	\$84,364
	Permit Fees		\$72,000	\$72,000	\$72,000	\$72,000
	Site Survey		\$6,000	\$6,000	\$6,000	\$6,000
	Environmental Assessment/Geotech		\$12,400	\$12,400	\$12,400	\$12,400
	Horizon Center Move		\$153,500	\$157,019	\$157,019	\$158,324
	Attorney Costs			\$3,850	\$3,850	\$3,850
	Misc. Costs			\$1,384	\$1,384	\$1,384
	Bond Issue Costs			\$120,633	\$120,633	\$120,633
	Soft Costs Subtotal		\$778,667	\$1,013,294	\$965,211	\$1,007,714
	Soft Costs Total (A/E+Soft Costs)		\$1,889,432	\$2,165,888	\$2,117,805	\$2,262,281
	TOTAL PROJECT COST		\$12,572,584	\$16,760,675	\$14,874,554	\$16,621,192
PROJECT FUNDING						
	Cash Reserves				\$500,000	\$500,000
	2018 LTGO Bonds Public Issue		\$9,878,941	\$9,998,941	\$9,998,941	\$9,998,941
	2019 LTGO Bond Interest Earning		\$0	\$0	\$0	\$0
	2019 LTGO Private Issue Kitsa		\$1,000,000	\$1,000,000	\$2,000,000	\$2,000,000
	Legislative Appropriation		\$2,950,000	\$2,950,000	\$2,950,000	\$2,950,000
	Land and Water Conservation Fund (LWCF) (RCO)(\$500,000)		\$0	\$500,000	\$500,000	\$500,000
	Community Development Block Grants (CDBG) (\$750,000)		\$0	\$0	\$750,000	\$750,000
	Opportunity Fund		\$50,000	\$50,000	\$50,000	\$50,000
	4 Seasons Lot Sale (\$50,000)		\$0	\$0	\$50,000	\$50,000
	Total Funding Available		\$13,878,941	\$14,498,941	\$14,998,941	\$16,798,941



Renovation and Expansion Project Status Report

SUMMARY

SCOPE OF PROJECT CHANGES: The following changes to scope occurred during Design Development Phase (60%):

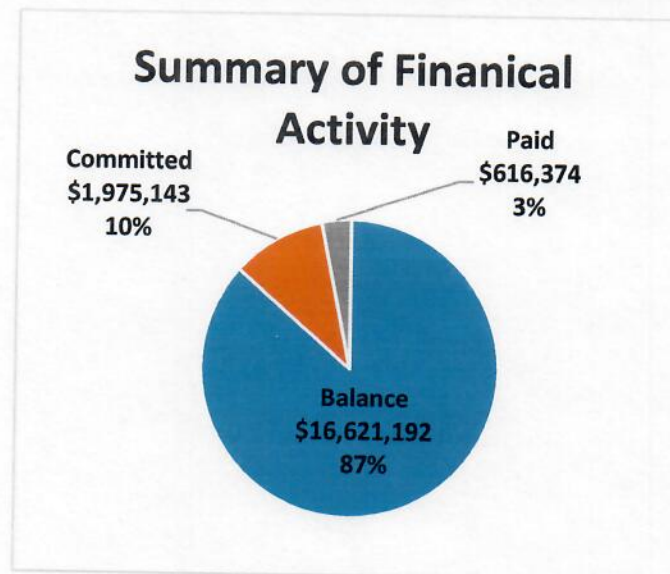
1. 3,100 Sqft. was added to project for the after school program (SPARK Squad) due to grant award of \$1,250,000.
2. Phasing was removed from scope during SD Phase due to cost (\$750,000)
3. Existing Hydronic Loop will be reused and expanded
4. Existing HVAC for Natatorium will be reused

UPCOMING MILESTONES:

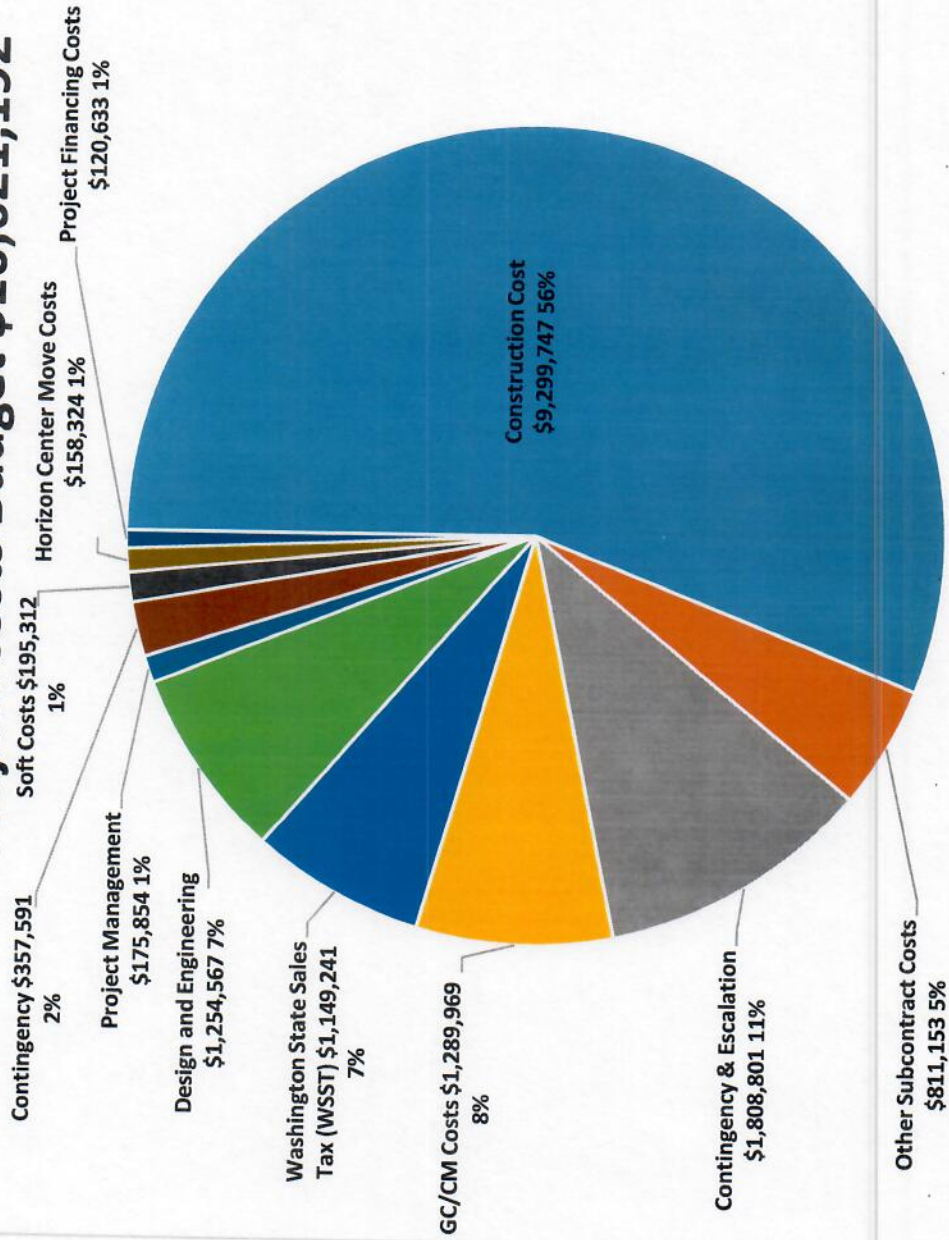
1. Pre-application meeting with City of Port Angeles and Washington Dept. of Health for Permitting (November 2018)
2. Completion of Construction Documents (January 2019)
3. MACC Negotiations with Neeley (February 2019)
4. Construction Contract agreement with Neeley (March 2019)
5. Submissions for permitting (February 2019)
6. Release of Subcontract Bid Packages (March 2019)
7. Project Construction Start Date: April 1, 2019

Project Financial Summary							
ACCOUNTING CATEGORIES	Budget			Committed Costs		Paid Costs	
	Budget	Changes	New Budget	Committed Costs	(Over) Under Budget	Paid Costs	(Over) Under Committed Costs
Total Project Funding	\$13,998,941	\$2,840,000	\$16,838,941				
Building and Sitework	\$8,319,747			\$0	\$8,319,747	\$0	\$0
Spark Squad Facility		\$980,000		\$0	\$980,000	\$0	\$0
Total Construction Cost	\$8,319,747	\$980,000	\$9,299,747	\$0	\$9,299,747	\$0	\$0
Design Contingency:	\$1,497,554	\$176,400	\$1,673,954	\$0	\$1,673,954	\$0	\$0
Support Services	\$483,695	\$187,962	\$671,657	\$0			
Risk Contingency	\$245,433	\$28,910	\$274,343	\$0			
General Conditions	\$308,974	\$25,128	\$334,102				
GC/CM Contract Costs	\$880,337	\$75,530	\$955,867	\$300,283	\$655,584	\$29,796	\$270,487
Washington State Sales Tax (WSSST)	\$1,021,009	\$128,232	\$1,149,241	\$0	\$1,149,241	\$0	\$0
TOTAL CONSTRUCTION COST	\$12,756,749	\$1,602,163	\$14,358,911	\$300,283	\$14,058,628	\$29,796	\$270,487
Design and Engineering	\$1,152,594	\$101,973	\$1,254,567	\$1,254,566	\$1	\$258,013	\$996,553
Project Management	\$175,854	\$0	\$175,854	\$175,854	\$0	\$87,156	\$88,698
Project Contingency	\$316,393	\$41,198	\$357,591	\$0	\$357,591	\$0	\$0
Soft Costs	\$315,945	\$0	\$315,945	\$19,784	\$175,528	\$19,558	\$226
Horizon Center Move Costs	\$157,019	\$1,305	\$158,324	\$104,023	\$54,301	\$101,218	\$2,805
Total Project Budget	\$14,874,554	\$1,746,639	\$16,621,192	\$1,975,143	\$14,646,049	\$616,374	\$1,358,769
Difference (Shortfall)	(\$875,613)	\$1,093,361	\$217,749				

Statement of Financial Activity	
Project Funding Available	
Bonds	\$12,498,941
Grants	\$1,300,000
Legislative	\$2,950,000
Bond Interest	\$40,000
Property Sale	\$50,000
Total Funding	\$16,838,941
Project Budget	
Initial Budget	\$14,874,554
Budget Changes	\$1,746,639
Total Budget	\$16,621,192
Net Difference(Over)	\$217,749
Committed Costs	
Contracts	\$1,653,980
Change Orders	\$101,973
Non-Contract Purchase Commitments	\$219,190
Total Committed Costs	\$1,975,143
Commitments Paid	
Paid on Contracts	\$397,184
Paid on Non-Contract Purchases	\$219,190
Retainage Held	\$0
Total Commitments Paid	\$616,374



Project Costs Budget \$16,621,192





SPARK Squad Financial Report

SPARK SQAUD FINANCIAL STATEMENT		
	2017/2018	2018/2019 Projected
Enrollment		
After School Program (60 Max)	25	58
Summer Camp Program (60 Max)	45	56
Income		
After School Program	\$67,185	\$135,000
After School Program Swim Lessons		\$14,920
CACFP Food Program		\$8,837
Summer Camp Program	\$39,144	\$63,600
Summer Food Program	\$13,953	\$12,900
Total Income	\$120,282	\$235,257
Expense		
After School Program		
Payroll	\$50,361	\$83,100
Supplies and Equipment	\$7,250	\$5,000
Food	\$1,500	\$8,558
Transportation	\$350	\$1,300
Field Trips	\$1,087	\$2,100
Total Afterschool Expense	\$60,548	\$100,058
Summer Camp Program		
Payroll	\$15,674	\$18,500
Supplies and Equipment	\$1,358	\$3,700
Food	\$9,384	\$12,142
Transportation	\$4,654	\$5,000
Field Trips	\$0	\$1,100
Total Summer Camp Expense	\$31,070	\$40,442
Total Expense	\$91,618	\$140,500
NET INCOME/(LOSS)	\$28,664	\$94,757

Assumptions:

1. Programs qualify for USDA food reimbursement program



2. Scholarships for 2018 Summer Camp was \$15,413
3. Scholarships for 2018/2019 After School Program projected to be \$19,660
4. Scholarships for 2019 Summer Camp projected to be \$16,000

William Shore Memorial Pool District
FINANCIAL STATEMENTS

As of October 31, 2018



McClain, Crouse & Co, PS

127 W. L. 24th Street • Port Angeles, WA 98107 • Tel: 360-733-1303 • FAX: 360-733-1715

Certified Public Accountants

Charles S. McClain • char@mcclaincrouse.com

Karen L. Crouse • karen@mcclaincrouse.com

Board of Directors

William Shore Memorial Pool District

Management is responsible for the accompanying financial statements of William Shore Memorial Pool District (a nonprofit organization), which comprise the statements of financial position as of October 31, 2018 and 2017, and the related statements of activities for the ten months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements. The budget comparison is presented for supplementary analysis purposes only. The financial statements showing New Construction transactions are presented for supplementary analysis only.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Organization's financial position and changes in equity. Accordingly these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to William Shore Memorial Pool District.

McClain, Crouse and Co. P.S.

November 17, 2018

William Shore Memorial Pool District
Statements of Financial Position
As of October 31, 2018 and 2017

	Oct 31, 18	Oct 31, 17
ASSETS		
Current Assets		
Checking/Savings		
10000 · County Fund Balance	265,917.29	178,858.46
10100 · Cash in Till	100.00	100.00
10150 · Kitsap Bank		
10200 · Credit Card Processing Account	2,112.71	3,463.23
10400 · Cash in Operating Account	38,921.00	20,343.19
10500 · Money Market Account	95,079.80	35,088.94
Total 10150 · Kitsap Bank	136,113.51	58,895.36
10550 · Construction Funds		
10600 · Kitsap Construction Account	892,370.36	0.00
10050 · DADCO - Capital Improve Acct		
10060 · DADCO Accrued Income	27,072.52	0.00
10050 · DADCO - Capital Improve Acct - Other	8,508,030.07	0.00
Total 10050 · DADCO - Capital Improve Acct	8,535,102.59	0.00
Total 10550 · Construction Funds	9,427,472.95	0.00
Total Checking/Savings	9,829,603.75	237,853.82
Accounts Receivable		
11300 · Accounts Receivable	2,777.30	3,112.10
Total Accounts Receivable	2,777.30	3,112.10
Other Current Assets		
11500 · Employee Receivable	0.00	-2,647.93
12001 · Undeposited Funds	4,727.75	1,887.75
12500 · PASD Advance	301.59	301.59
12501 · Tukwila Advance	659.10	659.10
Total Other Current Assets	5,688.44	0.51
Total Current Assets	9,838,069.49	240,966.43
Fixed Assets		
14000 · Land - Investment	80,895.00	80,000.00
15000 · Building and Improvements	1,998,731.72	1,998,731.72
16000 · Equipment	65,653.21	65,653.21
16300 · Construction of Capital Assets		
16305 · Land	86,232.31	0.00
16310 · Project Management Services	82,515.86	0.00
16320 · Architecture and Engineering	330,016.84	39,960.00
16330 · Pre-Construction Services	35,820.72	1,875.00
16340 · Permitting	402.84	0.00
Total 16300 · Construction of Capital Assets	534,988.57	41,835.00
Total Fixed Assets	2,680,268.50	2,186,219.93
Other Assets		
18600 · Bond Expense	57,361.76	7,800.00
Total Other Assets	57,361.76	7,800.00
TOTAL ASSETS	12,575,699.75	2,434,986.36
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 · Accounts Payable	20,568.90	23,414.34
Total Accounts Payable	20,568.90	23,414.34

William Shore Memorial Pool District
Statements of Financial Position
As of October 31, 2018 and 2017

	Oct 31, 18	Oct 31, 17
Credit Cards		
21000 · Visa	6,003.87	2,591.80
Total Credit Cards	6,003.87	2,591.80
Other Current Liabilities		
22000 · Wages Payable	20,516.11	17,518.67
22500 · Accrued Cafeteria Plan Liab	7,106.64	4,605.26
23000 · Deferred Compensation Liability	1,566.00	1,875.99
24000 · Payroll Liabilities	12,156.78	10,895.31
24500 · Accrued Sales Tax Liability	0.00	669.50
26500 · Uncashed old paychecks	3,427.91	1,935.89
27000 · Kitsap Bank - Line of Credit	50,000.00	0.00
Total Other Current Liabilities	94,773.44	37,500.62
Total Current Liabilities	121,346.21	63,506.76
Long Term Liabilities		
27100 · Pre-existing Debt		
27200 · Kitsap Bank-Auto Loan	10,657.04	16,000.00
27300 · Washington LOCAL I	59,632.50	72,800.11
27310 · Washington LOCAL II	251,377.04	302,175.25
27400 · Kitsap Bank Term Loan	351,917.26	415,745.95
Total 27100 · Pre-existing Debt	673,583.84	806,721.31
28000 · New Construction Loans		
28100 · Limited General Obligation Bond	9,665,000.00	0.00
Total 28000 · New Construction Loans	9,665,000.00	0.00
25700 · Deferred Premium on Issuance	266,770.10	0.00
Total Long Term Liabilities	10,605,353.94	806,721.31
Total Liabilities	10,726,700.15	870,228.07
Equity		
32000 · Unrestricted Net Assets	1,501,547.36	1,356,077.12
Net Income	347,452.24	208,681.17
Total Equity	1,848,999.60	1,564,758.29
TOTAL LIABILITIES & EQUITY	12,575,699.75	2,434,986.36

William Shore Memorial Pool District
Statements of Activities
for the ten months ended October 31, 2018 and 2017

	Jan - Oct 18	Jan - Oct 17
Income		
3111000 · Real and Property Taxes	703,718.36	496,022.63
3172000 · Leasehold Excise Tax	5,345.57	4,315.70
3174000 · Timber Excise Tax	1,418.91	2,823.46
3370759 · Housing Authority PILT	60.99	50.44
3417000 · Merchandise Sales		
3417010 · Vending Revenue	468.42	244.22
3417100 · Merchandise Sales	6,436.15	6,042.42
Total 3417000 · Merchandise Sales	6,904.57	6,286.64
3470000 · Admissions		
3473010 · General Admissions:		
3473011 · Pass Sales	57,682.33	57,188.00
3473010 · General Admissions - Other	41,805.73	45,206.27
Total 3473010 · General Admissions	99,488.06	102,394.27
3476035 · Swim Instruction	85,598.78	85,490.01
3476040 · Camps and Special Events	19,742.69	11,104.00
3476045 · Exercise Classes	50,470.03	51,197.50
Total 3470000 · Admissions	255,299.56	250,185.78
3500000 · Daycare Income		
3500010 · After School Care	113,004.32	6,898.50
Total 3500000 · Daycare Income	113,004.32	6,898.50
3620000 · Rental Income		
45030 · Facility Rental		
3624010 · One time use Rental	9,795.00	8,208.00
3625062 · Contracted Rental	30,779.57	25,775.97
Total 45030 · Facility Rental	40,574.57	33,983.97
45040 · Miscellaneous Rental		
3624020 · Equipment Rental	3,885.91	4,402.98
3624030 · Locker Rental	0.00	0.00
Total 45040 · Miscellaneous Rental	3,885.91	4,402.98
Total 3620000 · Rental Income	44,460.48	38,386.95
3625000 · DNR - Other than Timber	433.50	136.88
3670000 · Direct Public Support		
3671100 · Individ, Business Contributions	1,000.00	80.00
43440 · Gifts in Kind - Goods	0.00	79,433.15
Total 3670000 · Direct Public Support	1,000.00	79,513.15
3699000 · Other Miscellaneous Revenue	4,252.95	1,307.90
3951030 · Sale of County Timber	10,355.62	5,886.25
44800 · Indirect Public Support		
44850 · Grant	50,000.00	39,960.00
Total 44800 · Indirect Public Support	50,000.00	39,960.00
48000 · Investment Income		
48100 · Interest Income from Operating	36.03	22.72

William Shore Memorial Pool District
Statements of Activities
for the ten months ended October 31, 2018 and 2017

	Jan - Oct 18	Jan - Oct 17
48200 · Income from Capital Projects		
48210 · Interest Income	41,723.19	0.00
48220 · Dividend Income	1,247.09	0.00
48240 · Unrealized Gains and Losses	4,825.75	0.00
48250 · Investment Expenses	-12,602.66	0.00
Total 48200 · Income from Capital Projects	35,193.37	0.00
Total 48000 · Investment Income	35,229.40	22.72
Total Income	1,231,484.23	931,797.00
Gross Profit	1,231,484.23	931,797.00
Expense		
57620 · Operating Costs		
100001 · Salaries and Wages		
100000 · Regular Time		
100010 · Clerk Services	1,030.75	1,000.00
100020 · Lifeguards	163,150.08	138,693.84
100021 · Spark Squad Personnel Costs		
100024 · Spark Squad Coordinator	29,064.66	2,775.13
100025 · Spark Squad Leaders	46,137.87	5,201.14
100026 · Food Service Workers	5,100.34	0.00
Total 100021 · Spark Squad Personnel Costs	80,302.87	8,976.27
100030 · Instructors	47,295.68	44,337.00
100040 · Head Guards	74,520.37	60,204.44
100050 · Supervisors	83,442.80	79,865.32
100060 · Maintenance	12,718.35	14,330.96
100070 · Executive Director	48,099.00	39,375.00
Total 100000 · Regular Time	510,559.90	386,782.83
100090 · Sick/Vacation Pay	4,548.41	98.89
100001 · Salaries and Wages - Other	0.00	0.00
Total 100001 · Salaries and Wages	515,108.31	386,881.72
200000 · Personnel Benefits		
200020 · Federal Payroll Taxes	37,720.73	27,175.49
200032 · Cafeteria Plan	4,809.90	10,607.65
200035 · Health Insurance - Sal Employee	21,584.93	9,828.31
200040 · Unemployment Compensation	3,985.72	3,635.53
200045 · Department of Labor & Industry	11,809.68	11,839.85
Total 200000 · Personnel Benefits	79,910.96	63,086.83
300000 · Supplies		
310000 · Office Supplies		
310010 · Office Supplies	8,877.16	7,444.96
310028 · Computer Supplies	303.69	897.35
310000 · Office Supplies - Other	0.00	0.00
Total 310000 · Office Supplies	9,180.85	8,342.31
310050 · Program Supplies and Equipment		
310300 · Exercise Classes	295.81	841.31
310310 · Swim Instruction	2,026.86	196.75
310320 · Camps and Specials Events	1,060.77	219.46

William Shore Memorial Pool District
Statements of Activities
for the ten months ended October 31, 2018 and 2017

	Jan - Oct 18	Jan - Oct 17
310330 · After School Program		
310340 · Program/Office Supplies	6,956.28	0.00
310350 · Food Service Supplies	11,870.62	0.00
310360 · Field Trips	115.50	0.00
310370 · Transportation	72.27	0.00
310330 · After School Program - Other	0.00	2,605.42
Total 310330 · After School Program	19,014.67	2,605.42
310400 · Summer Camp Program		
310440 · Program/Office Supplies	59.91	0.00
310470 · Transportation	4,214.05	0.00
Total 310400 · Summer Camp Program	4,273.96	0.00
Total 310050 · Program Supplies and Equipment	26,672.07	3,862.94
310100 · Maintenance Supplies and Repair		
310026 · Uniforms and Clothing	893.80	1,476.93
310030 · Pool Chemicals	7,685.91	11,543.67
310035 · Cleaning & Janitorial Supplies	7,002.77	5,336.21
310056 · Lifeguard supplies & equipment	4,344.55	2,974.44
310135 · Maintenance Supplies	5,205.54	3,299.53
Total 310100 · Maintenance Supplies and Repair	25,132.57	24,630.78
340035 · Items for Resale	3,368.54	4,846.55
350010 · Small Tools and Minor Equipment	1,106.21	1,872.90
Total 300000 · Supplies	65,460.24	43,555.48
4000000 · Charges for Services:		
410020 · Professional Services		
410010 · Bank charges	764.10	242.31
410013 · Network/Computer Service	1,584.14	4,631.95
410030 · Transaction Services (Rec1)	2,719.12	2,705.23
410041 · Accounting Services	14,100.00	12,700.00
410071 · Legal Services	10,784.50	3,972.50
Total 410020 · Professional Services	29,951.86	24,251.99
420000 · Communications		
420010 · Telephone	5,453.19	3,118.89
420020 · Postage, Mailing Service	191.40	2,195.61
420023 · Website and Internet	928.10	946.22
Total 420000 · Communications	6,572.69	6,260.72
430000 · Travel		
430010 · Conference, Convention, Meeting	3,415.88	3,754.81
430015 · Travel Allowance	2,805.76	0.00
430020 · Training	2,118.61	1,468.80
Total 430000 · Travel	8,340.25	5,223.61
440010 · Advertising	881.53	1,808.40
450000 · Operating Rentals and Leases		
450030 · Office Equipment Leases/Rents	1,679.63	1,676.10
Total 450000 · Operating Rentals and Leases	1,679.63	1,676.10
460030 · Insurance-Property & Liability	21,588.00	19,630.00
470090 · Utilities	100,554.56	86,798.73
480000 · Repair and Maint-Contracted		
480010 · Building-Repair and Maintenance	6,212.92	43,630.13
480040 · Equipment-Repair & Maintenance	2,692.10	905.29
Total 480000 · Repair and Maint-Contracted	8,905.02	44,535.42

William Shore Memorial Pool District
Statements of Activities
for the ten months ended October 31, 2018 and 2017

	Jan - Oct 18	Jan - Oct 17
49000 · Miscellaneous Expense		
490031 · Print and Copying Service	1,843.67	937.13
490040 · Memberships and Dues	5,174.68	2,891.60
490041 · Subscriptions	0.00	207.96
490090 · Credit Card Charges	11,902.77	7,223.59
66900 · Reconciliation Discrepancies	-5.00	0.00
Total 49000 · Miscellaneous Expense	18,916.12	11,260.28
500000 · Intergovernmental Services		
530040 · State Sales and B & O Tax	8,637.70	9,029.61
530050 · External Taxes/Operating Assess	432.50	16.75
530070 · Clallam County Treas - Prop Tax	454.75	429.92
Total 500000 · Intergovernmental Services	9,524.95	9,476.28
Total 4000000 · Charges for Services	206,914.61	210,921.53
Total 57620 · Operating Costs	867,394.12	704,445.56
5850000 · Nonoperational Expenses		
66000 · Amortization Expense	390.00	0.00
830020 · Interest Expense	16,247.87	18,670.27
Total 5850000 · Nonoperational Expenses	16,637.87	18,670.27
Total Expense	884,031.99	723,115.83
Net Income	347,452.24	208,681.17

William Shore Memorial Pool District
New Construction
Statement of Cash Flows

For the ten months ended October 31, 2018

William Shore Memorial Pool District
Statement of Cash Flows
 January through October 2018

	Jan - Oct 18
OPERATING ACTIVITIES	
Net Income	-6,042.42
Net cash provided by Operating Activities	-6,042.42
INVESTING ACTIVITIES	
16300 · Construction of Capital Assets:16305 · Land	-85,508.00
16300 · Construction of Capital Assets:16310 · Project Management Services	-82,515.86
16300 · Construction of Capital Assets:16320 · Architecture and Engineering	-289,296.84
16300 · Construction of Capital Assets:16330 · Pre-Construction Services	-33,945.72
18600 · Bond Expense	-53,461.76
Net cash provided by Investing Activities	-544,728.18
FINANCING ACTIVITIES	
28000 · New Construction Loans:28100 · Limited General Obligation Bond	9,931,770.10
Net cash provided by Financing Activities	9,931,770.10
Net cash increase for period	9,380,999.50
Cash at end of period	<u>9,380,999.50</u>

William Shore Memorial Pool District
Budget Analysis
For the month ending October 31, 2018

William Shore Memorial Pool District
Statement of Revenue and Expense and Budget
for the month ending October 31, 2018

	Oct 18	Budget	Jan - Oct 18	YTD Budget	Annual Budget
Income					
3111000 · Real and Property Taxes	263,662.71	275,000.00	703,718.36	710,000.00	750,000.00
3111010 · Delinquent Property Tax	0.00	520.84	0.00	5,208.34	6,250.00
3172000 · Leasehold Excise Tax	61.01		5,345.57		
3174000 · Timber Excise Tax	0.00	295.84	1,418.91	2,958.34	3,550.00
3370759 · Housing Authority PILT	0.00	650.00	60.99		
3417000 · Merchandise Sales	521.59		6,904.57	6,500.00	7,800.00
3470000 · Admissions					
3473010 · General Admissions	6,945.00	10,666.66	99,488.06	106,666.66	128,000.00
3476035 · Swim Instruction	7,042.75	8,708.34	85,598.78	82,063.34	98,500.00
3476040 · Camps and Special Events	1,423.34	1,125.00	19,742.69	11,250.00	13,500.00
3476045 · Exercise Classes	4,962.50	5,416.66	50,470.03	54,166.66	65,000.00
Total 3470000 · Admissions	20,373.59	25,416.66	255,299.56	254,166.66	305,000.00
3500000 · Daycare Income	23,107.23	12,000.00	113,004.32	120,000.00	144,000.00
3620000 · Rental Income	4,721.56	4,266.66	44,460.48	42,666.66	51,200.00
3625000 · DNR - Other than Timber	132.89		433.50		
3670000 · Direct Public Support	0.00		1,000.00		
3699000 · Other Miscellaneous Revenue	1,199.00	41.66	4,252.95	416.66	500.00
3951030 · Sale of County Timber	2,044.85	2,500.00	10,355.62	25,000.00	30,000.00
44800 · Indirect Public Support	0.00		50,000.00		
48000 · Investment Income					
48100 · Interest Income from Operating	17.85		36.03		
48200 · Income from Capital Projects	19,947.82		35,193.37		
Total 48000 · Investment Income	19,965.67		35,229.40		
Total Income	335,790.10	320,691.66	1,231,484.23	1,166,916.66	1,298,300.00
Gross Profit	335,790.10	320,691.66	1,231,484.23	1,166,916.66	1,298,300.00
Expense					
57620 · Operating Costs					
100001 · Salaries and Wages	108.50	125.00	1,030.75	1,250.00	1,500.00
100000 · Regular Time	16,071.90	14,166.66	163,150.08	141,666.66	170,000.00
100010 · Clerk Services	6,816.16	2,800.00	80,302.87	28,000.00	33,600.00
100020 · Lifeguards					
100021 · Spark Squad Personnel Costs					

William Shore Memorial Pool District
Statement of Revenue and Expense and Budget
for the month ending October 31, 2018

	Oct 18	Budget	Jan - Oct 18	YTD Budget	Annual Budget
100030 · Instructors	7,070.04	5,000.00	47,295.68	50,000.00	60,000.00
100040 · Head Guards	7,155.25	6,083.34	74,520.37	60,833.34	73,000.00
100050 · Supervisors	8,344.28	8,750.00	83,442.80	87,500.00	105,000.00
100060 · Maintenance	1,432.71	1,500.00	12,718.35	15,000.00	18,000.00
100070 · Executive Director	5,551.50	3,937.50	48,099.00	39,375.00	47,250.00
Total 100000 · Regular Time	52,550.34	42,362.50	510,559.90	423,625.00	508,350.00
100090 · Sick/Vacation Pay	1,041.69	250.00	4,548.41	2,500.00	3,000.00
100001 · Salaries and Wages - Other	0.00				
Total 100001 · Salaries and Wages	53,592.03	42,612.50	515,108.31	426,125.00	511,350.00
200000 · Personnel Benefits	8,295.76	7,041.66	79,910.96	70,416.66	84,500.00
300000 · Supplies					
310000 · Office Supplies					
310010 · Office Supplies	545.40	750.00	8,877.16	7,500.00	9,000.00
310028 · Computer Supplies	128.83	166.66	303.69	1,666.66	2,000.00
Total 310000 · Office Supplies	674.23	916.66	9,180.85	9,166.66	11,000.00
310050 · Program Supplies and Equipment					
310300 · Exercise Classes	0.00	83.34	295.81	833.34	1,000.00
310310 · Swim Instruction	766.21	83.34	2,026.86	833.34	1,000.00
310320 · Camps and Specials Events	189.09	41.66	1,060.77	416.66	500.00
310330 · After School Program	1,164.45	1,100.00	19,014.67	11,000.00	13,200.00
310400 · Summer Camp Program	0.00		4,273.96		
Total 310050 · Program Supplies and Equipment	2,119.75	1,308.34	26,672.07	13,083.34	15,700.00
310100 · Maintenance Supplies and Repair					
310026 · Uniforms and Clothing	0.00	166.66	893.80	1,666.66	2,000.00
310030 · Pool Chemicals	526.60	1,000.00	7,685.91	10,000.00	12,000.00
310035 · Cleaning & Janitorial Supplies	995.75	500.00	7,002.77	5,000.00	6,000.00
310056 · Lifeguard supplies & equipment	0.00	291.67	4,344.55	2,916.66	3,500.00
310135 · Maintenance Supplies	715.88	291.67	5,205.54	2,916.66	3,500.00
Total 310100 · Maintenance Supplies and Repair	2,238.23	2,250.00	25,132.57	22,499.98	27,000.00
340035 · Items for Resale	0.00	416.66	3,369.54	4,166.66	5,000.00
350010 · Small Tools and Minor Equipment	68.48	125.00	1,106.21	1,250.00	1,500.00
Total 300000 · Supplies	5,100.69	5,016.66	65,460.24	50,166.64	60,200.00

William Shore Memorial Pool District
Statement of Revenue and Expense and Budget
for the month ending October 31, 2018

	Oct 18	Budget	Jan - Oct 18	YTD Budget	Annual Budget
4000000 · Charges for Services					
410020 · Professional Services					
410010 · Bank charges	10.95	300.00	764.10	3,000.00	3,600.00
410013 · Network/Computer Service	494.14	250.00	1,584.14	2,500.00	3,000.00
410030 · Transaction Services (Rec1)	303.43	1,300.00	2,719.12	13,000.00	15,600.00
410041 · Accounting Services	1,450.00	291.67	14,100.00	2,916.67	3,500.00
410071 · Legal Services	1,072.50	125.00	10,784.50	1,250.00	1,500.00
410020 · Professional Services - Other	0.00	2,266.67	0.00	22,666.67	27,200.00
Total 410020 · Professional Services	3,331.02	2,266.67	29,951.86	22,666.67	27,200.00
420000 · Communications	647.55	458.32	6,572.69	4,583.32	5,500.00
430000 · Travel	1,577.19	741.66	8,340.25	7,416.66	8,900.00
440010 · Advertising	337.50	41.66	881.53	416.66	500.00
450000 · Operating Rentals and Leases					
450030 · Office Equipment Leases/Rents	168.07	166.66	1,679.63	1,666.66	2,000.00
Total 450000 · Operating Rentals and Leases	168.07	166.66	1,679.63	1,666.66	2,000.00
460030 · Insurance-Property & Liability	0.00	0.00	21,588.00	22,500.00	22,500.00
470090 · Utilities	8,009.00	9,166.66	100,554.56	91,666.66	110,000.00
480000 · Repair and Maint-Contracted	512.01	2,083.34	8,905.02	20,833.34	25,000.00
490000 · Miscellaneous Expense	1,353.12	1,041.66	18,916.12	10,416.66	12,500.00
500000 · Intergovernmental Services	0.00	1,266.67	9,524.95	10,866.66	12,950.00
Total 4000000 · Charges for Services	15,935.46	17,233.30	206,914.61	193,033.29	227,050.00
Total 57620 · Operating Costs	82,923.94	71,904.12	867,394.12	739,741.59	883,100.00
5850000 · Nonoperational Expenses					
66000 · Amortization Expense	0.00	0.00	390.00		29,555.00
830020 · Interest Expense	0.00	0.00	16,247.87	14,778.00	29,555.00
Total 5850000 · Nonoperational Expenses	0.00	0.00	16,637.87	14,778.00	29,555.00
Total Expense	82,923.94	71,904.12	884,031.99	754,519.59	912,655.00
Net Income	252,866.16	248,787.54	347,452.24	412,397.07	385,645.00

William Shore Memorial Pool District
2019 Budget Calculation Worksheet

The General Fund (001)						
Statement of Revenues, Expenses and Changes in Fund Balances						
308.00		OPENING BALANCE	\$108,501	\$358,717	\$805,457	
Account/BARS	Description	2018 Budget	2018 Estimate	2019 Budget	% Increase	
OPERATIONAL REVENUE						
311.10	Property Tax	\$750,000	\$750,000	\$1,250,000	66.67%	
311.30	Sale of Tax Title Property	\$0	\$0	\$0		
311.00	Total General Property Tax	\$750,000	\$750,000	\$1,250,000	66.67%	
341.70	Vending Revenue	\$300	\$300	\$75		
341.71	Sales of Taxable Merchandise	\$7,500	\$7,500	\$1,875		
341.70	Total Sales of Merchandise	\$7,800	\$7,800	\$1,950		
347.31	Pass Sales	\$74,000	\$74,000	\$19,000	-74.32%	
347.32	General Admissions	\$54,000	\$54,000	\$13,500	-75.00%	
	Total Activity/Use Fees	\$128,000	\$128,000	\$32,500	-74.61%	
347.61	Swim Classes/Instruction	\$98,500	\$98,500	\$20,400	-79.29%	
347.62	Exercise Classes	\$65,000	\$65,000	\$20,500	-68.46%	
347.63	Camps and Special Events	\$13,500	\$21,000	\$3,375	-83.93%	
347.64	After School Program	\$144,000	\$125,000	\$130,000	4.00%	
347.00	Total Recreation Programing	\$321,000	\$309,500	\$174,275	-43.69%	
362.41	Rentals (Short-Term)	\$11,000	\$11,000	\$2,750	-75.00%	
362.42	Equipment and Locker Rentals	\$5,200	\$5,200	\$1,300	-75.00%	
362.51	Lease of County Land (DNR Other)	\$0	\$0	\$0		
362.52	Rentals (Contracted)	\$35,000	\$40,000	\$8,000	-80.00%	
362.00	Total Rentals	\$51,200	\$56,200	\$12,050	-78.56%	
367.10	Private Gifts (non-gov.)	\$0	\$0	\$0		
367.10	Total Gifts from Private Sources	\$0	\$0	\$0		
369.90	Misc. Other	\$500	\$500	\$500	0.00%	
369.00	Total Other Misc. Revenue	\$500	\$500	\$0	-100.00%	
	TOTAL OPERATIONAL REVENUE	\$1,258,500	\$1,252,000	\$1,470,775	17.47%	
NON-OPERATIONAL REVENUE						
337.10	Leasehold Excise Taxes	\$6,250	\$6,250	\$6,250	0.00%	
337.11	Timber/Harvest Excise Tax	\$3,550	\$5,000	\$3,550	-29.00%	
337.12	Sale of County Timber	\$30,000	\$15,000	\$30,000	100.00%	
337.13	Opportunity Fund Grant	\$0	\$0	\$0		
337.15	Misc./PILT	\$0	\$0	\$0		
337.00	Total County Shared Revenue/Grants	\$39,800	\$26,250	\$39,800	51.62%	
391.10	General Obligation Bond Proceeds	\$0	\$0	\$0		
391.11	Line of Credit	\$0	\$50,000	\$0		
391.90	LOCAL Loan Proceeds	\$0	\$0	\$0		
391.00	Total Proceeds of Long Term Debt	\$0	\$50,000	\$0		
	NON OPERATIONAL REVENUE	\$39,800	\$76,250	\$39,800		
	TOTAL REVENUE	\$1,298,300	\$1,328,250	\$1,510,575	13.73%	
Account/BARS	Description	2018 Budget	2018 Est	2019	% Increase over Est.	
OPERATIONAL EXPENSE						
576.20.8	Clerk of the Board	\$1,500	\$1,500	\$1,750	16.67%	
576.20.9	Sparks Squad Leaders	\$12,000	\$52,290	\$62,000	18.57%	
576.20.10	Sparks Squad Coordinator	\$21,600	\$30,200	\$39,000	29.14%	
576.20.11	Wages Lifeguard	\$170,000	\$188,700	\$37,500	-80.13%	
576.20.12	Wages Instructor	\$60,000	\$51,500	\$16,000	-68.93%	
576.20.13	Wages Head Guard	\$73,000	\$86,300	\$19,000	-77.98%	

The General Fund (001)					
Statement of Revenues, Expenses and Changes in Fund Balances					
308.00	OPENING BALANCE	\$108,501	\$358,717	\$805,457	
Account/BARS	Description	2018 Budget	2018 Estimate	2019 Budget	% Increase
576.20.14	Wages Supervisors	\$105,000	\$105,000	\$105,000	0.00%
576.20.15	Wages Maintenance/Janitorial	\$18,000	\$14,800	\$4,500	-69.59%
576.20.16	Wages Executive Director	\$47,250	\$52,800	\$52,000	-1.52%
576.20.17	Sick Pay	\$3,000	\$0	\$0	
576.20.18	Overtime	\$0	\$0	\$0	
576.20.10	Salaries and Wages Total	\$511,350	\$583,090	\$336,750	-42.25%
576.20.21	Social Security/Taxes	\$31,500	\$31,500	\$9,000	-71.43%
576.20.22	Cafeteria Plan	\$5,000	\$5,000	\$6,000	20.00%
576.20.23	Unemployment	\$2,000	\$2,000	\$750	-62.50%
576.20.24	Department of L&I	\$13,000	\$13,000	\$4,000	-69.23%
576.20.25	Health Plan	\$33,000	\$33,000	\$33,000	0.00%
576.20.20	Personnel Benefits Total	\$84,500	\$84,500	\$52,750	-37.57%
576.20.31	Office Supplies				
576.20.31.1	Office Supplies	\$9,000	\$11,562	\$6,000	-48.11%
576.20.31.2	Computers and Supplies	\$2,000	\$300	\$500	66.67%
576.20.32	Program Supplies and Equipment				
576.20.32.1	Exercise Classes	\$1,000	\$450	\$300	-33.33%
576.20.32.2	Swim Classes/Instruction	\$1,000	\$1,500	\$300	-80.00%
576.20.32.3	Camps and Special Events	\$500	\$0	\$200	
576.20.32.4	After School Care Supplies	\$13,200	\$21,000	\$22,000	4.76%
576.20.33	Maintenance and Repairs Supplies				
576.20.33.1	Uniforms and Clothing	\$2,000	\$1,100	\$2,000	81.82%
576.20.33.2	Pool Chemicals	\$12,000	\$12,000	\$3,000	-75.00%
576.20.33.3	Cleaning and Janitorial Supplies	\$6,000	\$8,000	\$1,800	-77.50%
576.20.33.4	Lifeguard Supplies and Equip.	\$3,500	\$4,800	\$900	-81.25%
576.20.33.5	Maintenance Supplies	\$3,500	\$5,800	\$900	-84.48%
576.20.34	Miscellaneous Supplies				
576.20.34.1	Supplies Purchased For Inventory/Resale	\$5,000	\$4,250	\$1,250	-70.59%
576.20.35.2	Small Tools and Minor Equip.	\$1,500	\$1,200	\$750	-37.50%
576.20.30	Supplies Total	\$60,200	\$71,962	\$39,900	-44.55%
576.20.41	Professional Services				
576.20.41.1	IT/Computer Service	\$3,600	\$1,500	\$900	-40.00%
576.20.41.2	Transaction Services/Rec1	\$3,000	\$3,000	\$750	-75.00%
576.20.41.3	Accounting Services	\$15,600	\$17,650	\$15,600	-11.61%
576.20.41.4	Legal Services	\$3,500	\$10,100	\$900	-91.09%
576.20.41.5	Other Professional Services	\$1,500	\$300	\$,500	400.00%
576.20.41.5	Bank Charges	\$0	\$0	\$0	
576.20.42	Communications				
576.20.42.1	Telephone	\$3,500	\$5,800	\$3,500	-39.66%
576.20.42.2	Postage and Mailing	\$500	\$500	\$250	-50.00%
576.20.42.3	Website/Internet	\$1,500	\$1,500	\$1,500	0.00%
576.20.43	Training/Travel				
576.20.43.1	Training/Conferences	\$6,500	\$5,400	\$1,250	-76.85%
576.20.43.2	Travel	\$2,400	\$4,800	\$2,400	-50.00%
576.20.43.3	Travel Misc	\$0	\$0	\$0	
576.20.44	Advertising				
576.20.44.1	Program Advertising	\$500	\$500	\$500	0.00%
576.20.45	Rentals and Leases				
576.20.45.1	Equipment Leases/Rentals	\$2,000	\$2,000	\$2,000	0.00%

The General Fund (001)						
Statement of Revenues, Expenses and Changes in Fund Balances						
308.00	Account/BARS	Description	2018 Budget	2018 Estimate	2019 Budget	% Increase
		OPENING BALANCE	\$108,501	\$358,717	\$806,467	
	576.20.46	Insurance				
	576.20.46.1	Liability Insurance	\$22,500	\$21,600		-100.00%
	576.20.47	Utility				
	576.20.47.1	Electrical/Water/Sewer	\$110,000	\$116,000	\$27,500.00	-76.29%
	576.20.48	Repairs and Maintenance				
	576.20.48.1	Building Repairs	\$5,000	\$5,000	\$1,250	-75.00%
	576.20.48.2	Equipment Repairs	\$20,000	\$3,500	\$5,000	42.86%
	576.20.49	Miscellaneous				
	576.20.49.1	Printing and Copying Supplies	\$500	\$2,100	\$500	-76.19%
	576.20.49.2	Memberships and Dues	\$3,000	\$5,000	\$3,000	-40.00%
	576.20.49.3	Subscriptions	\$0	\$0	\$0	
	576.20.49.4	Merchant/Credit Card Service Fees	\$9,000	\$13,400	\$2,250	-83.21%
	576.20.49.5	Misc. Service/Discrepancies	\$0	\$0	\$0	
		Services Total	\$214,100	\$219,650	\$70,550	-67.88%
	576.20.50	Intergovernmental Taxes				
	576.20.50.1	External Taxes/Assessments	\$0	\$0	\$0	
	576.20.50.2	Clallam County Taxes	\$450	\$900	\$450	-50.00%
	576.20.50.3	B&O Tax/Agency	\$12,500	\$10,000	\$3,125.00	-68.75%
		Intergov Taxes Total	\$12,950	\$10,900	\$3,575	-67.20%
	576.20	OPERATIONAL EXPENSE TOTAL	\$883,100	\$970,102	\$503,525	-48.10%
		NON-OPERATIONAL EXPENSE				
	576.20.50	Intergovernmental Services				
	576.20.50.4	County Clerk Services	\$0	\$0	\$0	
	576.20.50.5	Election Costs	\$0	\$0	\$0	
	576.20.50.6	State Auditor	\$0	\$0	\$0	
		Intergovernmental Services Total	\$0	\$0	\$0	
	592.76.71	Loans and Bonds (interest)	\$30,480	\$0	\$0	
	592.76.73	Line of Credit (interest)	\$0	\$1,000	\$0	
		Debt Service Interest Total	\$30,480	\$1,000	\$0	
		TOTAL NON-OPERATIONAL EXPENSE	\$30,480	\$1,000	\$0	
		TOTAL EXPENSE	\$913,580	\$971,102	\$503,525	-48.15%
		Income (Loss) Before Capital Commitments	\$384,720	\$357,148	\$1,007,050	181.97%
		Capital Commitments				
		Debt Service Principle				
	591.76.71	Loans and Bonds (principle)	\$134,504	\$0	\$0	
	591.76.72	Line of Credit (principle)	\$0	\$50,000	\$0	
		Debt Service Principle Total	\$134,504	\$50,000	\$0	
		Capital Projects				
	594.76.61	Building and Structures	\$0	\$0	\$0	
	594.76.62	Machinery and Equipment	\$0	\$0	\$0	
	594.76.63	Expansion	\$0	\$0	\$0	
		Capital Projects Total	\$0	\$0	\$0	
		TOTAL CAPITAL COMMITMENTS	\$134,504	\$50,000	\$0	
		OVERALL EXPENSE	\$1,048,084	\$1,021,102	\$503,525	-50.69%
		INCREASE (LOSS) IN NET POSITION	\$250,216	\$307,148	\$1,007,050	227.87%
	397.00	Transfer in from Capital Fund		\$139,592		
	597.00	Transfer to Capital Fund	\$0	\$0	\$1,059,017	

The General Fund (001)						
Statement of Revenues, Expenses and Changes in Fund Balances						
308.00	OPENING BALANCE	\$108,501	\$358,717	\$805,457		
Account/BARS	Description	2018 Budget	2018 Estimate	2019 Budget	% Increase	
508.00	ENDING BALANCE	\$358,717	\$805,457	\$753,490	-6.45%	

The Capital/Debt Service Fund (003)				
Statement of Revenues, Expenses and Changes in Fund Balances				
308	Total Opening Balance	\$0	\$0	\$10,073,236
Account/BARS	Description	2018 Budget	2018 Estimate	2019 Budget
Non Operational Revenue				
334.02.40	RCO Grants	\$0		\$500,000
334.04.20	Commerce Grants	\$0		\$750,000
334.04.21	Direct Appropriation for State Capital Budget	\$1,500,000	\$1,500,000	\$1,500,000
334	Total State Grants	\$1,500,000	\$1,500,000	\$2,750,000
337	Opportunity Fund Grant	\$50,000	\$50,000	\$0
337	Total County Shared Revenue/Grants	\$50,000	\$50,000	\$0
361.1	Interest Earnings	\$0	\$0	
361.2	Restricted Interest Earnings (Bonds)	\$160,000	\$75,000	\$40,000
361	Total Interest and Other Earnings	\$160,000	\$75,000	\$40,000
391	General Obligation Bond Proceeds	\$9,665,000	\$9,665,000	\$2,500,000
391	Line of Credit	\$0	\$0	\$0
391	LOCAL Loan Proceeds	\$0	\$0	\$0
392	G.O. Bond Issue Premium	\$333,942	\$333,942	\$0
391	Total Debt Proceeds	\$9,998,942	\$9,998,942	\$2,500,000
TOTAL NON-OPERATIONAL REVENUE		\$11,708,942	\$11,623,942	\$5,290,000
Non-Operational Expense				
Cost of Debt Issuance				
	Bond Council Fee	\$28,920	\$28,920	
	Rating Fee	\$15,500	\$15,500	
	Disclosure Council Fee	\$10,000	\$10,000	
	Underwriting Fee	\$66,338	\$66,338	
	Other Fees	\$3,335	\$3,335	
	Total Cost of Debt Issuance	\$124,093	\$124,093	\$0
Debt Service Interest				
592.76.71.1	2012B LOCAL Loan I	\$13,168	\$13,163	\$2,636
592.76.71.2	2013A LOCAL Loan II	\$50,798	\$50,793	\$11,488
592.76.71.3	2013A LTGO Bond Kitsap	\$64,866	\$64,866	\$9,835
592.76.71.4	2017A Bond Kitsap (van)	\$5,235	\$5,235	\$267
592.76.71.5	2018A LTGO Bond (Public Issue)	\$0	\$0	\$559,295
592.76.71.6	2019A LTGO Bond Kitsap	\$0	\$0	\$100,000
592.76.72	Line of Credit	\$0	\$0	\$0
592.76.70	Debt Service Interest Total	\$134,066	\$134,066	\$683,520
Total Non-Operational Expense		\$258,159	\$258,159	\$683,520
Capital Commitments				
Debt Service Principle				
591.76.71.2	2012B LOCAL Loan I	\$3,278	\$3,278	\$13,809
591.76.71.3	2013A LOCAL Loan II	\$13,839	\$13,839	\$43,251
591.76.71.1	2013A LTGO Bond Kitsap	\$11,960	\$11,960	\$66,991
591.76.71.4	2017A Bond Kitsap (van)	\$478	\$478	\$5,446

The Capital/Debt Service Fund (003)				
Statement of Revenues, Expenses and Changes in Fund Balances				
308 Total Opening Balance		\$0	\$0	\$10,073,236
Account/BARS	Description	2018 Budget	2018 Estimate	2019 Budget
591.76.71.5	2018A LTGO Bond(Public Issue)	\$0	\$0	\$15,000
591.76.71.6	2019A LTGO Bond Kitsap	\$0	\$0	\$75,000
591.76.72	Line of Credit	\$0	\$0	\$0
591.76.70	Debt Service Principle Total	\$29,555	\$29,555	\$219,497
	Capital Projeccts			
594.76.61	Building and Structures	\$0	\$0	\$0
594.76.62	Machinery and Equipment	\$0	\$0	\$0
	Subtotal Capital P ojects	\$0	\$0	\$0
	In-progress Capital Projects			
594.76.63.1	Project Management Services	\$110,000	\$80,000	\$95,000
594.76.63.2	Architecture and Engineering	\$720,000	\$850,000	\$410,000
594.76.63.3	Pre-Construction Services	\$300,283	\$175,000	\$125,000
594.76.63.4	Permitting/Connections	\$0	\$0	\$92,000
594.76.63.5	Construction	\$0	\$0	\$14,360,000
594.76.63.6	Geotech	\$0	\$18,400	\$0
594.76.63.7	Commissioning/Testing	\$0	\$0	\$85,000
594.76.63.8	Equipment and Furnishings	\$0	\$0	\$50,000
594.76.68.3	Horizon Center Move Project			\$160,000
	Subtotal In-progress Capital Projects	\$1,130,283	\$1,123,400	\$15,377,000
594.76.60	Capital Projects Total	\$1,130,283	\$1,123,400	\$15,377,000
	Total Capital Commitments	\$1,159,838	\$1,152,955	\$15,596,497
	TOTAL EXPENSE	\$1,417,997	\$1,411,114	\$16,280,017
	Increase (Loss) in Net Position	\$10,290,945	\$10,212,828	-\$10,990,017
397	Transfer from General Fund			\$1,059,017
597	Transfer to General Fund	\$139,592	\$139,592	\$0
508.1	Unrestricted Ending Balance	\$0	\$0	\$0
508.8	Restricted Ending Balance	\$10,151,353	\$10,073,236	\$142,235
508	Total Ending Balance	\$10,151,353	\$10,073,236	\$142,235

A

William Shore Memorial Pool District

11/9/2018 10:00 AM

Register: 10150 - Kitsap Bank:10400 - Cash n Operating Account

From 10/01/2018 through 10/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/01/2018			57620 · Operating Cost...		5.95	X		100,603.87
10/01/2018	8079	Katharyn Rivers	20000 · Accounts Paya...		90.00	X		100,513.87
10/01/2018			12000 · Deposit in Tra...	Funds Transfer		X	1,039.25	101,553.12
10/01/2018			12000 · Deposit in Tra...	Funds Transfer		X	6,093.98	107,647.10
10/02/2018	8116	William Shore Memo...	10550 · Construction F...		50,000.00	X		57,647.10
10/03/2018			12000 · Deposit in Tra...	Funds Transfer		X	1,878.50	59,525.60
10/04/2018		QuickBooks Payroll ...	-split-	Created by Pay...	9,227.42	X		50,298.18
10/05/2018		QuickBooks Payroll ...	-split-	Created by Dir...	1.90	X		50,296.28
10/05/2018	8080	Deferred Compensati...	23000 · Deferred Com...	562-55-8022	1,516.00	X		48,780.28
10/05/2018	8081	Brandt, Anna C	-split-		304.89	X		48,475.39
10/05/2018	8082	Burke, Steven D.	-split-		1,248.68	X		47,226.71
10/05/2018	8083	Burwell, Wendy L.	-split-		38.20			47,188.51
10/05/2018	8084	Clark, Benjamin R	-split-		119.28	X		47,069.23
10/05/2018	8085	Clark, Chris	-split-		417.36	X		46,651.87
10/05/2018	8086	Corey, Caleb J	-split-		22.20			46,629.67
10/05/2018	8087	Corey, Faithlynn	-split-		388.36	X		46,241.31
10/05/2018	8088	Corey, Hannah L.	-split-		204.09	X		46,037.22
10/05/2018	8089	Corey, Josiah	-split-		113.54	X		45,923.68
10/05/2018	8090	Corey, Mairyn C	-split-		101.39	X		45,822.29
10/05/2018	8091	Coville, Trinadey E.	-split-		231.10	X		45,591.19
10/05/2018	8092	Davis, Tristan	-split-		202.81	X		45,388.38
10/05/2018	8093	Hill, Clara S	-split-		194.17	X		45,194.21
10/05/2018	8094	Hjelmeseth, Abigail M	-split-		85.22	X		45,108.99
10/05/2018	8095	Hjelmeseth, Julie	-split-		182.76	X		44,926.23
10/05/2018	8096	Hunt, Karen C.	-split-		90.50	X		44,835.73
10/05/2018	8097	Hunter, Sierra N.	-split-		192.70	X		44,643.03
10/05/2018	8098	Johnson, Naomi	-split-		447.39	X		44,195.64
10/05/2018	8099	Jones, Shekinah	-split-		234.58	X		43,961.06
10/05/2018	8100	Joseph, Lindsey	-split-		790.12	X		43,170.94
10/05/2018	8101	LaBlond, Danette R.	-split-		38.20			43,132.73
10/05/2018	8102	Lacy, Drake A	-split-		294.12	X		42,838.61
10/05/2018	8103	Larsen, Maxfield L	-split-		209.72	X		42,628.89
10/05/2018	8104	Lidback, Natalie T	-split-		430.68	X		42,198.21
10/05/2018	8105	Lidback, Nathan	-split-		278.17	X		41,920.04
10/05/2018	8106	Lidback, Nicole	-split-		336.48	X		41,583.56
10/05/2018	8107	Rockett, Lisabeth	-split-		162.98	X		41,420.58
10/05/2018	8108	Saiz, Madison A	-split-		269.72	X		41,150.86
10/05/2018	8109	Scott, Riley	-split-		152.29	X		40,998.57
10/05/2018	8110	Singhose, Patrick G.	-split-		515.63	X		40,482.94
10/05/2018	8111	Smith, Virginia	-split-		819.59	X		39,663.35

B

William Shore Memorial Pool District

11/9/2018 10:00 AM

Register: 10150 Kitsap Bank:10400 · Cash n Operating Account

From 10/01/2018 through 10/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/05/2018	8112	Springob, Sarah L	-split-		548.74 X		39,114.61
10/05/2018	8113	Barb Oliver	20000 · Accounts Paya...		930.00 X		38,184.61
10/05/2018	DD2477	Barnes, Molly	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2478	Bower, Victoria	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2479	Compton, Jessica R	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2480	DeFrang, Lucas	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2481	Gant, Danell	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2482	Gerhard, Haylen	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2483	Grosz, Elyse	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2484	Hammer, August F	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2485	Kochler, Stuart	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2486	Krause, Charles	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2487	Lingvall, Mollie	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2488	Reick, John W.	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2489	Rudzinski, Jane	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2490	Schultz, James L.	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2491	Sires, Rachelle	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2492	Tiemersma, Matthew	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2493	Tiemersma, Sarah	-split-	Direct Deposit	X		38,184.61
10/05/2018	DD2494	Van Vorst, Dawson	-split-	Direct Deposit	X		38,184.61
10/05/2018			12000 · Deposit in Tra...	Funds Transfer	X	2,215.25	40,399.86
10/08/2018	2	Kitsap Bank	24000 · Payroll Liabilit...	27-0992813	427.69 X		39,972.17
10/09/2018	8133	Jason Ridle	20000 · Accounts Paya...		300.00 X		39,672.17
10/09/2018			12000 · Deposit in Tra...	Funds Transfer	X	1,562.50	41,234.67
10/10/2018	2	Kitsap Bank	-split-	27-0992813	4,669.78 X		36,564.89
10/10/2018			12000 · Deposit in Tra...	Funds Transfer	X	237.00	36,801.89
10/11/2018	8114	Airgas	20000 · Accounts Paya...		310.89 X		36,491.00
10/11/2018	8115	Albright Managed N...	20000 · Accounts Paya...		105.00 X		36,386.00
10/11/2018	8117	angeles millwork	20000 · Accounts Paya...		19.02 X		36,366.98
10/11/2018	8118	Canon Financial Serv...	20000 · Accounts Paya...		168.07 X		36,198.91
10/11/2018	8119	City of PA	20000 · Accounts Paya...		9,361.18 X		26,837.73
10/11/2018	8120	Kitsap Bank-Visa	20000 · Accounts Paya...		6,891.80 X		19,945.93
10/11/2018	8121	Olympic Party & C us...	20000 · Accounts Paya...		311.56 X		19,634.37
10/11/2018	8122	Olympic Springs Inc	20000 · Accounts Paya...		88.60 X		19,545.77
10/11/2018	8123	Olympic Stationers	20000 · Accounts Paya...		25.76 X		19,520.01
10/11/2018	8124	Pacific Office Equip...	20000 · Accounts Paya...		124.39 X		19,395.62
10/11/2018	8125	Strategic Technology	20000 · Accounts Paya...		100.68 X		19,294.94
10/11/2018	8126	Sunset Do It Best	20000 · Accounts Paya...		53.65 X		19,241.29
10/11/2018	8127	Swains General Store	20000 · Accounts Paya...		37.65 X		19,203.64
10/11/2018	8128	Thurmans	20000 · Accounts Paya...		10.39 X		19,193.25

William Shore Memorial Pool District

11/9/2018 10:00 AM

Register: 10150 - Kitsap Bank:10400 - Cash in Operating Account

From 10/01/2018 through 10/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/11/2018	8129	wa cities ins	20000 - Accounts Paya...		25.00	X		19,168.25
10/11/2018	8130	Wave	20000 - Accounts Paya...	May 1-31	35.00	X		19,133.25
10/11/2018	8131	CivicPlus Inc	20000 - Accounts Paya...		303.43	X		18,829.82
10/12/2018			10000 - County Fund ...	Funds Transfer		X	14,407.23	33,237.05
10/12/2018			12000 - Deposit in Tra...	Funds Transfer		X	1,778.09	35,015.14
10/15/2018	8133	Home Guys	20000 - Accounts Paya...		652.20	X		34,362.94
10/15/2018			12000 - Deposit in Tra...	Deposit		X	881.00	35,243.94
10/17/2018			10150 - Kitsap Bank:1...	Funds Transfer		X	22,500.00	57,743.94
10/17/2018			12000 - Deposit in Tra...	Funds Transfer		X	558.05	58,301.99
10/18/2018			57620 - Operating Cost...		2,671.75	X		55,630.24
10/18/2018		QuickBooks Payroll ...	-split-	Created by Pay...	9,006.80	X		46,623.44
10/19/2018	8134	Barb Oliver	20000 - Accounts Paya...		945.00	X		45,678.44
10/19/2018	8135	Katharyn Rivers	20000 - Accounts Paya...		135.00	X		45,543.44
10/19/2018	8136	Brandt, Anna C	-split-		231.33	X		45,312.11
10/19/2018	8137	Burke, Steven D.	-split-		1,247.33	X		44,064.78
10/19/2018	8138	Burwell, Wendy L.	-split-		38.20			44,026.58
10/19/2018	8139	Clark, Benjamin R	-split-		280.69	X		43,745.89
10/19/2018	8140	Clark, Chris	-split-		411.58	X		43,334.31
10/19/2018	8141	Corey, Caleb J	-split-		158.87	X		43,175.44
10/19/2018	8142	Corey, Faithlynn	-split-		525.07	X		42,650.37
10/19/2018	8143	Corey, Hannah L.	-split-		169.16			42,481.21
10/19/2018	8144	Corey, Josiah	-split-		136.24	X		42,344.97
10/19/2018	8145	Corey, Mairyn C	-split-		195.81			42,149.16
10/19/2018	8146	Coville, Trinadey R	-split-		227.43	X		41,921.73
10/19/2018	8147	Davis, Tristan	-split-		223.01	X		41,698.72
10/19/2018	8148	Hill, Clara S	-split-		188.62	X		41,510.10
10/19/2018	8149	Hjelmeseth, Julie	-split-		182.17	X		41,327.93
10/19/2018	8150	Hunt, Karen C.	-split-		90.49	X		41,237.44
10/19/2018	8151	Hunter, Sierra N.	-split-		249.97	X		40,987.47
10/19/2018	8152	Johnson, Naomi	-split-		366.54	X		40,620.93
10/19/2018	8153	Jones, Shekinah	-split-		512.85	X		40,108.08
10/19/2018	8154	Joseph, Lindsey	-split-		831.63	X		39,276.45
10/19/2018	8155	LaBlond, Danette R.	-split-		38.20			39,238.25
10/19/2018	8156	Lacy, Drake A	-split-		233.00	X		39,005.25
10/19/2018	8157	Larsen, Maxfield L.	-split-		151.80	X		38,853.45
10/19/2018	8158	Lidback, Natalie T	-split-		459.02	X		38,394.43
10/19/2018	8159	Lidback, Nathan	-split-		397.74	X		37,996.69
10/19/2018	8160	Lidback, Nicole	-split-		348.68	X		37,648.01
10/19/2018	8161	McGovern, Jake V	-split-		45.84			37,602.17
10/19/2018	8162	Rockett, Lisabeth	-split-		162.97	X		37,439.20

William Shore Memorial Pool District

11/9/2018 10:00 AM

Register: 10150 - Kitsap Bank:10400 - Cash n Operating Account

From 10/01/2018 through 10/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/19/2018	8163	Rux, Baylee A	-split-		34.82	X		37,404.38
10/19/2018	8164	Saiz, Madison A	-split-		242.19			37,162.19
10/19/2018	8165	Scott, Riley	-split-		217.07	X		36,945.12
10/19/2018	8166	Singhose, Patrick G.	-split-		547.19	X		36,397.93
10/19/2018	8167	Smith, Virginia	-split-		924.12	X		35,473.81
10/19/2018	8168	Springob, Sarah L.	-split-		654.82	X		34,818.99
10/19/2018	8169	Deferred Compensati...	23000 - Deferred Com...	562-55-8022	1,516.00	X		33,302.99
10/19/2018	DD2495	Barnes, Molly	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2496	Bower, Victoria	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2497	Compton, Jessica R	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2498	Gant, Danell	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2499	Grosz, Elyse	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2500	Hammer, August P	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2501	Koehler, Stuart	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2502	Krause, Charles	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2503	Musalek, Markus	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2504	Reick, John W.	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2505	Rudzinski, Jane	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2506	Schultz, James L.	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2507	Sires, Rachele	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2508	Tiemersma, Brianna J	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2509	Tiemersma, Matthew	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2510	Tiemersma, Sarah	-split-	Direct Deposit		X		33,302.99
10/19/2018	DD2511	Van Vorst, Dawson	-split-	Direct Deposit		X		33,302.99
10/19/2018			12000 - Deposit in Tra...	Funds Transfer		X	386.50	33,689.49
10/22/2018	7808	City of Port Angeles	57620 - Operating Cost...		350.00	X		33,339.49
10/22/2018			12000 - Deposit in Tra...	Funds Transfer		X	473.25	33,812.74
10/24/2018	2	Kitsap Bank	-split-	27-0992813	4,973.58	X		28,839.16
10/24/2018			12000 - Deposit in Tra...	Funds Transfer		X	104.75	28,943.91
10/26/2018		dept of revenue	24500 - Accrued Sales ...	Memo:WA DE...	887.83	X		28,056.08
10/26/2018			12000 - Deposit in Tra...	Funds Transfer		X	642.25	28,698.33
10/29/2018			12000 - Deposit in Tra...	Funds Transfer		X	720.00	29,418.33
10/30/2018			10150 - Kitsap Bank:1...	Funds Transfer		X	10,000.00	39,418.33
10/31/2018		Employment Securi.y...	24000 - Payroll Liabilit...	Memo:STATE ...	822.33	X		38,596.00
10/31/2018			12000 - Deposit in Tra...	Funds Transfer		X	325.00	38,921.00

E

William Shore Memorial Pool District

11/9/2018 10:01 AM

Register: 10550 · Construction Funds:10600 · Kitsap Construction Account

From 06/01/2018 through 10/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/01/2018	7740	arc architect	20000 · Accounts Paya...	VOID:		X		0.00
06/01/2018	7745	Envirosound Consult...	20000 · Accounts Paya...	VOID: Phase I ...		X		0.00
06/01/2018	7747	Vanir Construction ...	20000 · Accounts Paya...	VOID:		X		0.00
06/26/2018	1001	Envirosound Consult...	20000 · Accounts Paya...	Phase I ESA	2,200.00	X		-2,200.00
06/26/2018	1002	Michael Purdy Assoc...	20000 · Accounts Paya...		17,876.12	X		-20,076.12
06/26/2018	1003	Vanir Construction ...	20000 · Accounts Paya...		10,560.00	X		-30,636.12
06/28/2018		Checkworks	57620 · Operating Cost...		61.19	X		-30,697.31
06/28/2018		Wire Fees	57620 · Operating Cost...		39.00	X		-30,736.31
06/28/2018	935		28000 · New Construc...			X	9,931,770.10	9,901,033.79
06/28/2018	936		10550 · Construction F...		8,500,000.00	X		1,401,033.79
06/28/2018			16300 · Construction o...	Funds Transfer	85,508.00	X		1,315,525.79
06/30/2018			48000 · Investment Inc...	Deposit		X	2.77	1,315,528.56
06/30/2018	1005		10150 · Kitsap Bank:L...	Payee:DEPOSIT	139,592.62	X		1,175,935.94
07/10/2018	1006	Foster Pepper	20000 · Accounts Paya...		37,961.75	X		1,137,974.18
07/10/2018	1007	S & P Global Ratings	20000 · Accounts Paya...		15,500.00	X		1,122,474.18
07/10/2018	1008	Craig L. Miller & As...	20000 · Accounts Paya...	Expansion Proj...	1,305.00	X		1,121,169.18
07/13/2018	1009	arc architect	20000 · Accounts Paya...		79,815.12	X		1,041,354.06
07/13/2018	1010	Michael Purdy Assoc...	20000 · Accounts Paya...		2,557.18	X		1,038,796.88
07/13/2018	1011	Vanir Construction ...	20000 · Accounts Paya...	Pay App R-100...	3,688.70	X		1,035,108.18
07/13/2018	1012	Zenovic & Associates	20000 · Accounts Paya...		1,785.00	X		1,033,323.18
07/13/2018	1013	ZTC LLC	20000 · Accounts Paya...		2,425.00	X		1,030,898.18
07/26/2018	1014	City of PA	16300 · Construction o...	Plan Review Fee	402.84	X		1,030,495.34
07/26/2018	1015	Clallam Title Company	16300 · Construction o...	East 5th Street ...	724.31	X		1,029,771.03
07/31/2018			48000 · Investment Inc...	Deposit		X	24.92	1,029,795.95
07/31/2018			16300 · Construction o...	Service Charge	40.00	X		1,029,755.95
08/07/2018			44800 · Indirect Public...	Deposit		X	50,000.00	1,079,755.95
08/07/2018	1016	arc architect	20000 · Accounts Paya...	Services 5/26-6...	40,723.19	X		1,039,032.76
08/07/2018	1017	Communication Re so...	20000 · Accounts Paya...		3,500.00	X		1,035,532.76
08/07/2018	1018	Michael Purdy Assoc...	20000 · Accounts Paya...		4,185.48	X		1,031,347.28
08/07/2018	1019	Zenovic & Associates	20000 · Accounts Paya...	Services May 2...	3,630.00	X		1,027,717.28
08/07/2018	1020	ZTC LLC	20000 · Accounts Paya...		1,825.00	X		1,025,892.28
08/07/2018	1021	Hobbs Straus Dean ...	20000 · Accounts Paya...		3,850.00	X		1,022,042.28
08/07/2018			16300 · Construction o...	refund		X	40.00	1,022,082.28
08/31/2018			48000 · Investment Inc...	Interest		X	22.11	1,022,104.39
09/14/2018	1022	Craig L. Miller & As...	20000 · Accounts Paya...		1,435.00	X		1,020,669.39
09/14/2018	1023	Neeley Construction ...	20000 · Accounts Paya...		28,274.22	X		992,395.17
09/14/2018	1024	ZTC LLC	20000 · Accounts Paya...		1,225.00	X		991,170.17
09/18/2018	1025	Craig L. Miller & As...	20000 · Accounts Paya...	Expansion Proj...	2,132.50	X		989,037.67
09/28/2018			10150 · Kitsap Bank:L...	Transfer error. ...	50,000.00	X		939,037.67
09/30/2018			48000 · Investment Inc...	Deposit		X	20.67	939,058.34

F

William Shore Memorial Pool District

11/9/2018 10:01 AM

Register: 10550 · Construction Funds:10600 · Kitsap Construction Account

From 06/01/2018 through 10/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/02/2018	8116	William Shore Memo...	10150 · Kitsap Bank:1...	Return of funds...		X	50,000.00	989,058.34
10/02/2018	1026	Envirosound Consult...	20000 · Accounts Paya...	Phase I ESA	2,500.00	X		986,558.34
10/11/2018	1027	arc architect	20000 · Accounts Paya...	Services 5/26-6...	24,289.60	X		962,268.74
10/11/2018	1028	Craig L. Miller & As...	20000 · Accounts Paya...	Expansion Proj...	672.50	X		961,596.24
10/11/2018	1029	Michael Purdy Assoc...	20000 · Accounts Paya...		562.50	X		961,033.74
10/11/2018	1030	ZTC LLC	20000 · Accounts Paya...		1,225.00	X		959,808.74
10/11/2018	1031	Communication Reso...	20000 · Accounts Paya...		278.18	X		959,530.56
10/15/2018	1032	arc architect	20000 · Accounts Paya...	Services 5/26-6...	67,175.51	X		892,355.05
10/31/2018			48000 · Investment Inc...	Deposit		X	20.31	892,375.36
10/31/2018			57620 · Operating Cost...		5.00	X		892,370.36

G

QuickBooks Payroll Services

Sent: 10/01/2018

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$34.24
Direct Deposit	\$9193.18

Total payment	\$9227.42

to be withdrawn from Kitsap Bank.

Payroll Run Summary for 10/05/2018:

Paychecks	Direct Deposit
Total	9,193.18
DD2477 Barnes, Molly	1,306.45
DD2478 Bower, Victoria	203.23
DD2479 Compton, Jessica R	1,743.28
DD2480 DeFrang, Lucas	508.10
DD2481 Gant, Danell	321.85
DD2482 Gerhard, Haylen	60.52
DD2483 Grosz, Elyse	168.06
DD2484 Hammer, August P	208.76
DD2485 Koehler, Stuart	224.68
DD2486 Krause, Charles	188.96
DD2487 Lingvall, Mollie	190.99
DD2488 Reick, John W.	738.93
DD2489 Rudzinski, Jane	451.98
DD2490 Schultz, James L.	1,606.62
DD2491 Sires, Rachelle	49.67
DD2492 Tiemersma, Matthew	147.60
DD2493 Tiemersma, Sarah	430.78
DD2494 Van Vorst, Dawson	602.72

Modified 1 paycheck.

QuickBooks Payroll Services

Sent: 10/16/2018

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$32.34
Direct Deposit	\$8974.46

Total payment	\$9006.80

to be withdrawn from Kitsap Bank.

Payroll Run Summary for 10/19/2018:

Paychecks

	Direct Deposit
Total	8,974.46
DD2495 Barnes, Molly	1,348.10
DD2496 Bower, Victoria	244.06
DD2497 Compton, Jessica R	1,741.90
DD2498 Gant, Danell	375.41
DD2499 Grosz, Elyse	355.22
DD2500 Hammer, August P	164.51
DD2501 Koehler, Stuart	246.88
DD2502 Krause, Charles	196.66
DD2503 Musalek, Markus	133.15
DD2504 Reick, John W.	739.98
DD2505 Rudzinski, Jane	460.55
DD2506 Schultz, James L.	1,603.89
DD2507 Sires, Rachelle	49.66
DD2508 Tiemersma, Brianna J	22.20
DD2509 Tiemersma, Matthew	179.85
DD2510 Tiemersma, Sarah	453.36
DD2511 Van Vorst, Dawson	659.08

Modified 1 paycheck.
