

AGENDA- REGULAR MEETING

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

January 23rd, 2024

3:00 p.m.

The Shore Metro Park District Board of Commissioners is now meeting in person. The new location for Board meetings is the Shore Aquatic Center at 225 E. 5th. St. Port Angeles, WA. In order to comply with the State of Washington's Governor's rules relating to COVID-19, there is limited space for the public to attend in person. To allow for adequate public attendance and public comment, we are providing a zoom link you can log into and listen in and see the meeting. We will take public comment at the beginning and end of the meeting. Please raise the hand button if you would like to make a public comment. Any questions can be sent to our

Clerk of the Board, Lori Taber lorit@sacpa.org

COMMISSIONERS

RANDY JOHNSON, LATRISHA SUGGS, Navarra Carr, GREG SHIELD, MIKE FRENCH

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT

CONSENT AGENDA

- Minutes for October 31st
- Ratification of the November 1st – 30th
- Ratification of the December 1st – 31st

AGENDA ITEMS

- 1a Elect President
- 1b Policy changes to Policy 340 Financial Aid/Scholarship

ITEMS FOR DISCUSSION

- 2a Executive Director Report
- 2b Financial Report
- 2c Staff Report- 2023 Recap.

PUBLIC COMMENT

NEXT MEETING DATE

The next WSMPD meeting will be held on February 20, 2024 at 3:00 p.m.

ADJOURNMENT

MINUTES- SPECIAL MEETING

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

October 31, 2023

3:00 p.m.

The Shore Metro Park District Board of Commissioners is now meeting in person. The new location for Board meetings is the Shore Aquatic Center at 225 E. 5th. St. Port Angeles, WA. In order to comply with the State of Washington's Governor's rules relating to COVID-19, there is limited space for the public to attend in person. To allow for adequate public attendance and public comment, we are providing a zoom link you can log into and listen in and see the meeting. We will take public comment at the beginning and end of the meeting. Please raise the hand button if you would like to make a public comment. Any questions can be sent to our Interim Clerk of the Board, Lori Taber.lorit@sacpa.org

COMMISSIONERS

RANDY JOHNSON, LATRISHA SUGGS, CHARLIE MCCAUGHAN, GREG SHIELD, MIKE FRENCH

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Commissioner Johnson called the meeting to order at 3:07pm. Also, present were Commissioner Shield, Commissioner McCaughan, and Commissioner French.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CMFm to approve agenda, CCMs, mc.

PUBLIC COMMENT- none

CONSENT AGENDA

Minutes for September 26, 2023, approved -

ACTION TAKEN: CGSm to approve, CMFs, mc.

AGENDA ITEMS-

1A: IFC 2024 Budget, Tax Levy, Resolution

1B: Equipment Purchase.

ITEMS FOR DISCUSSION

Meeting was opened. Agenda approved. Consent agenda approved. Budget and tax levy discussion included a recommendation to increase tax levy by 2%, 1% on old construction and 1% on new construction. Budget issues discussed and approved. Resolution 1-2023 tax levy for \$1,887,000 approved. Next opened discussion on agenda item 1B concerning equipment purchases. Discussed was the need for a new salt generator as well as a backup one. Next was the need to replace the UV light for the lap lanes. Equipment purchased was approved. Discussion was had concerning adding an additional lift chair that would better meet weight issues and accessibility issues for our patrons.

Financial report: Did receive grant for development of childcare planning concerning the expansion of our childcare facility into the new building with the cooperation of OMC Earthquake insurance and increases in liability coming, possible to shop around to see if better rates are available.

PUBLIC COMMENT- none

NEXT MEETING DATE

Shore Metro Park District
Expense Reification Approval

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Shore Metro Park District, and that we are authorized to authenticate and certify to said claim.

SUMMARY TRANSMITTAL FOR:

November 2024

Accounts Payable

For General Expenses and Construction

Accounts Payable \$ 45,500.88

VOIDED/ZERO PAYABLE ACH _____

Total General Expenses and Construction \$ 45,500.88

Date: _____

Clerk of the Board

Executive Director

Commissioner, Randy Johnson

Commissioner, Mike French

Commissioner, LaTrisha Suggs

Commissioner, Navarra Carr

Commissioner, Greg Shields

**William Shore Memorial Pool District
Transactions for Ratification
November 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	11/01/2023	eft u...	Unum Life Ins	Nov. Life in...	Health Insurance	145.90
						145.90
Credit Card Ch...	11/01/2023		Easi Wash Press...	Fix pressue...	3.73 Maintenance Supplies	72.45
						72.45
Credit Card Ch...	11/01/2023		Amazon	storage tote...	3.73 Maintenance Supplies	60.90
						60.90
Credit Card Ch...	11/01/2023		Swains General ...	adapter for ...	3.73 Maintenance Supplies	4.97
						4.97
Credit Card Ch...	11/01/2023		Amazon	hose gaskets	3.73 Maintenance Supplies	4.32
						4.32
Credit Card Ch...	11/01/2023		Amazon		3.42 Party Good & Supplies	143.98
						143.98
Credit Card Ch...	11/01/2023		Amazon		3.11 Office Supplies	73.68
						73.68
Credit Card Ch...	11/01/2023		Safeway Fuel	fuel	3.55 Transportation	65.25
						65.25
Credit Card Ch...	11/01/2023		Disney Plus	movies	3.52 Program/Office Suppli...	10.87
						10.87
Credit Card Ch...	11/01/2023		Walmart	supplies	3.52 Program/Office Suppli...	39.75
						39.75
Credit Card Ch...	11/01/2023		Amazon	office	3.52 Program/Office Suppli...	106.18
						106.18
Credit Card Ch...	11/01/2023		Staples	janitorial	3.72 Janitorial Supplies	32.40
						32.40
Credit Card Ch...	11/01/2023		Amazon	office	3.11 Office Supplies	11.96
						11.96
Credit Card Ch...	11/01/2023		Zoom	subscription	3.13 Subscriptions	17.40
						17.40
Credit Card Ch...	11/01/2023		Amazon	office	3.11 Office Supplies	77.59
						77.59
Credit Card Ch...	11/01/2023		Uline	janitorial	3.72 Janitorial Supplies	946.63
						946.63
Credit Card Ch...	11/01/2023		Poster My Wall	subscription	3.13 Subscriptions	32.59
						32.59
Credit Card Ch...	11/01/2023		Shell Oil	fuel	3.75 Fuel Allowance	58.23
						58.23

**William Shore Memorial Pool District
Transactions for Ratification
November 2023**

Type	Date	Num	Name	Memo	Account	Debit
Credit Card Ch...	11/01/2023		Conoco		3.75 Fuel Allowance	50.47
						50.47
Credit Card Ch...	11/01/2023		Chevron		3.75 Fuel Allowance	31.59
						31.59
Credit Card Ch...	11/01/2023		Walgreens		3.11 Office Supplies	11.30
						11.30
Check	11/02/2023		Gateway Billing		4.17 CC Merchant Fees	30.00
						30.00
Check	11/02/2023			Service Ch...	4.12 Payroll Fees/Bank Ch...	5.95
						5.95
Credit Card Ch...	11/02/2023		Safeway	staff birthday	3.42 Party Good & Supplies	67.62
						67.62
Credit Card Ch...	11/02/2023		Olympic Stationers	paper	3.11 Office Supplies	32.63
						32.63
Credit Card Ch...	11/02/2023		Amazon	janitorial	3.72 Janitorial Supplies	32.49
						32.49
Credit Card Ch...	11/02/2023		Uline	janitorial	3.72 Janitorial Supplies	1,383.99
						1,383.99
Credit Card Ch...	11/02/2023		Amazon	janitorial	3.72 Janitorial Supplies	89.06
						89.06
Credit Card Ch...	11/02/2023		Safeway Fuel		3.75 Fuel Allowance	51.87
						51.87
Credit Card Ch...	11/02/2023		grainger		4.84 Equipment-Repair/Maint	802.02
						802.02
Check	11/03/2023	2705	Kitsap Bank	overdraft	4.12 Payroll Fees/Bank Ch...	34.00
						34.00
Credit Card Ch...	11/03/2023		Uber		4.31 Training/Conferences	147.88
						147.88
Credit Card Ch...	11/03/2023		Bella Rosa	ladies night	3.43 Special Events	13.59
						13.59
Credit Card Ch...	11/03/2023		Dollar Tree	ladies night	3.43 Special Events	33.94
						33.94
Credit Card Ch...	11/03/2023		Walmart	ladies night	3.43 Special Events	32.50
						32.50
Credit Card Ch...	11/03/2023		Costco	ladies night	3.43 Special Events	139.06
						139.06

William Shore Memorial Pool District
Transactions for Ratification
November 2023

Type	Date	Num	Name	Memo	Account	Debit
Credit Card Ch...	11/04/2023		WA DOT	toll at Taco...	4.31 Training/Conferences	5.50
						5.50
Credit Card Ch...	11/04/2023		Door Dash	travel food	4.31 Training/Conferences	49.70
						49.70
Credit Card Ch...	11/04/2023		3 Margaritas Fam...	travel food	4.31 Training/Conferences	48.00
						48.00
Credit Card Ch...	11/04/2023		Safeway	ladies night	3.43 Special Events	9.88
						9.88
Credit Card Ch...	11/04/2023		Safeway	ladies night	3.43 Special Events	11.41
						11.41
Credit Card Ch...	11/04/2023		Safeway	ladies night	3.43 Special Events	60.70
						60.70
Credit Card Ch...	11/05/2023		Microsoft	software lic...	4.11 Licenses and Permits	122.40
						122.40
Credit Card Ch...	11/06/2023		Uber	IDC confere...	4.31 Training/Conferences	47.17
						47.17
Credit Card Ch...	11/06/2023		Door Dash	travel food	4.31 Training/Conferences	55.68
						55.68
Credit Card Ch...	11/06/2023		Comfort Suites	Hotel for ins...	4.31 Training/Conferences	391.82
						391.82
Credit Card Ch...	11/06/2023		Swim Outlet		3.21 Inventory/Resale	1,075.30
						1,075.30
Credit Card Ch...	11/06/2023		Small PDF	subscription	3.13 Subscriptions	108.00
						108.00
Check	11/07/2023	eft re...	Regence Blue Sh...	Nov. emplo...	Health Insurance	6,810.70
						6,810.70
Check	11/07/2023	eft wire	Wire Fees	tax wire tran...	4.17 CC Merchant Fees	14.00
						14.00
Credit Card Ch...	11/07/2023		Panda Express	travel food	4.31 Training/Conferences	16.31
						16.31
Credit Card Ch...	11/07/2023		Denver Airport	travel food	4.31 Training/Conferences	32.15
						32.15
Credit Card Ch...	11/07/2023		Uber	IDC	4.31 Training/Conferences	61.54
						61.54
Credit Card Ch...	11/07/2023		Amazon	screw driver...	3.74 Tools and Equipment	32.62
						32.62

**William Shore Memorial Pool District
Transactions for Ratification
November 2023**

Type	Date	Num	Name	Memo	Account	Debit
Credit Card Ch...	11/07/2023		Amazon		3.11 Office Supplies	60.89
						60.89
Check	11/08/2023	4681	Paul Martin	Refund 12 v...	347.34 · Pass Sales	44.00
						44.00
Check	11/08/2023	4682	City of PA	9/11 -10/6/2...	4.70 Utilities	8,533.85
						8,533.85
Check	11/08/2023	4683	Canon Financial ...	October co...	4.51 Office Copier	188.59
						188.59
Check	11/08/2023	4684	Dan Blood's Crea...	October mo...	4.81 Landscape Maintenanc...	1,088.00
						1,088.00
Check	11/08/2023	4685	Thurmans	ticket #8729...	3.73 Maintenance Supplies	50.24
						50.24
Check	11/08/2023	4686	Angeles Commu...	Invoice 347...	4.21 Telephone/Cellphone	322.04
						322.04
Check	11/08/2023	4687	Cascade Columbi...	Invoice 876...	3.71 Pool Chemicals	2,828.09
						2,828.09
Check	11/08/2023	4688	Kitsap Networkin...	invoice #10...	4.13 IT Service	175.00
						175.00
Check	11/08/2023	4689	Tiemersma, Brian...	Reimburse ...	3.43 Special Events	43.55
						43.55
Check	11/08/2023	4690	Pacific Office Eq...	October co...	3.15 Print and Copying	202.68
						202.68
Check	11/08/2023	4691	Swains General ...	Invoice #31...	3.73 Maintenance Supplies	25.80
						25.80
Check	11/08/2023	4692	Michael P. Ander...	Ryobi Battery	3.74 Tools and Equipment	81.60
						81.60
Check	11/09/2023		QuickBooks Payr...	Fee for 2 dir...	4.12 Payroll Fees/Bank Ch...	3.50
			QuickBooks Payr...	Sales Tax	4.12 Payroll Fees/Bank Ch...	0.31
						3.81
Credit Card Ch...	11/09/2023		AED	pedi pads f...	3.32 Lifeguard Supplies	301.32
						301.32
Credit Card Ch...	11/09/2023		WA DOT	Ferry	3.75 Fuel Allowance	17.90
						17.90
Check	11/10/2023		Burke, Steve	Direct Depo...	Cafeteria Plan	506.75
						506.75
Check	11/10/2023		Burke, Steve	Direct Depo...	Cafeteria Plan	1,584.81
						1,584.81

**William Shore Memorial Pool District
Transactions for Ratification
November 2023**

Type	Date	Num	Name	Memo	Account	Debit
Credit Card Ch...	11/10/2023		Costco	food	3.53 Food Supplies	192.81
						192.81
Credit Card Ch...	11/10/2023		when to work	subscription	3.13 Subscriptions	1,600.00
						1,600.00
Credit Card Ch...	11/10/2023		Arco		3.75 Fuel Allowance	49.78
						49.78
Credit Card Ch...	11/11/2023		Domino's	date night	3.43 Special Events	77.43
						77.43
Credit Card Ch...	11/11/2023		NCSI	background...	4.16 Legal/Background Ch...	111.00
						111.00
Credit Card Ch...	11/11/2023		WA DOT	good to go	3.75 Fuel Allowance	26.00
						26.00
Credit Card Ch...	11/12/2023		Lower Elwha Fuel	fuel to airport	4.31 Training/Conferences	57.86
						57.86
Credit Card Ch...	11/12/2023		Apple		3.13 Subscriptions	14.13
						14.13
Credit Card Ch...	11/12/2023		Home Depot		4.84 Equipment-Repair/Maint	72.16
						72.16
Check	11/14/2023	4693	CivicPlus Inc	CivicRec an...	4.14 POS Services (CivicR...	7,110.13
						7,110.13
Credit Card Ch...	11/14/2023		Rec Supply Co	deck paint	3.73 Maintenance Supplies	391.42
						391.42
Credit Card Ch...	11/14/2023		Amazon		3.73 Maintenance Supplies	63.08
			Amazon		3.43 Special Events	76.04
			Amazon		3.11 Office Supplies	23.93
						163.05
Credit Card Ch...	11/14/2023		Walmart	program	3.52 Program/Office Suppli...	59.74
						59.74
Credit Card Ch...	11/14/2023		Joshua's	PABA	4.92 Misc. Expense	6.60
						6.60
Credit Card Ch...	11/15/2023		Safeway	staff b-day	3.42 Party Good & Supplies	27.61
						27.61
Credit Card Ch...	11/15/2023		Olympic Stationers	paper	3.11 Office Supplies	44.98
						44.98
Credit Card Ch...	11/15/2023		ferguson enterpri...		4.84 Equipment-Repair/Maint	104.36
						104.36
Credit Card Ch...	11/15/2023		keller supply		4.84 Equipment-Repair/Maint	8.03
						8.03

**William Shore Memorial Pool District
Transactions for Ratification
November 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	11/16/2023		QuickBooks Payr...	Fee for 1 dir...	4.12 Payroll Fees/Bank Ch...	1.75
			QuickBooks Payr...	Sales Tax	4.12 Payroll Fees/Bank Ch...	0.15
						1.90
Credit Card Ch...	11/16/2023		Platt Electric		4.84 Equipment-Repair/Maint	13.13
						13.13
Credit Card Ch...	11/16/2023		Platt Electric		4.84 Equipment-Repair/Maint	173.25
						173.25
Check	11/17/2023	eft	Finta, Dina	instructor fe...	3.43 Special Events	214.50
						214.50
Credit Card Ch...	11/17/2023		IAM SGE Stargu...	BLS certs	4.31 Training/Conferences	100.00
						100.00
Credit Card Ch...	11/18/2023		union 76		3.75 Fuel Allowance	109.79
						109.79
Credit Card Ch...	11/19/2023		Amazon	santa suppli...	3.22 Promotional	106.91
						106.91
Credit Card Ch...	11/19/2023		Safeway Fuel		3.75 Fuel Allowance	45.52
						45.52
Credit Card Ch...	11/19/2023		Safeway Fuel		3.75 Fuel Allowance	50.60
						50.60
Credit Card Ch...	11/20/2023		Safeway Fuel	fuel	3.55 Transportation	25.99
						25.99
Credit Card Ch...	11/21/2023		IAM SGE Stargu...	LG certs	4.31 Training/Conferences	100.00
						100.00
Credit Card Ch...	11/21/2023		IAM SGE Stargu...	BLS certs	4.31 Training/Conferences	275.00
						275.00
Credit Card Ch...	11/22/2023		Safeway	staff b-day	3.42 Party Good & Supplies	42.37
						42.37
Credit Card Ch...	11/22/2023		Swim Outlet		3.21 Inventory/Resale	596.64
						596.64
Credit Card Ch...	11/22/2023		Sunrise Pest	pest services	4.83 Building Repair/Maint	126.21
						126.21
Credit Card Ch...	11/22/2023		Harbor Freight		3.73 Maintenance Supplies	19.57
						19.57
Credit Card Ch...	11/22/2023		grainger		4.84 Equipment-Repair/Maint	184.55
						184.55
Credit Card Ch...	11/22/2023		grainger		4.84 Equipment-Repair/Maint	366.97
						366.97

**William Shore Memorial Pool District
Transactions for Ratification
November 2023**

Type	Date	Num	Name	Memo	Account	Debit
Credit Card Ch...	11/22/2023		CED		4.84 Equipment-Repair/Maint	34.36
						34.36
Check	11/23/2023	eft w...	Wave	auto pay No...	4.23 Website/Internet	204.00
						204.00
Check	11/24/2023	eft veri	Verizon	November ...	4.21 Telephone/Cellphone	282.50
						282.50
Credit Card Ch...	11/24/2023		Safeway	staff	3.42 Party Good & Supplies	4.58
						4.58
Credit Card Ch...	11/24/2023		Amazon	file cabinets	3.11 Office Supplies	346.50
						346.50
Credit Card Ch...	11/24/2023		Walmart	program	3.52 Program/Office Suppli...	54.30
						54.30
Credit Card Ch...	11/24/2023		Michaels	program	3.52 Program/Office Suppli...	32.64
						32.64
Credit Card Ch...	11/24/2023		Red Carpet		3.75 Fuel Allowance	18.74
						18.74
Credit Card Ch...	11/24/2023		WA DOT	ferry	3.75 Fuel Allowance	70.10
						70.10
Credit Card Ch...	11/24/2023		Shell Oil		3.75 Fuel Allowance	117.70
						117.70
Credit Card Ch...	11/24/2023		Home Depot		3.73 Maintenance Supplies	36.95
						36.95
Credit Card Ch...	11/26/2023		Amazon	tape dispen...	3.11 Office Supplies	22.72
						22.72
Check	11/27/2023	3398	Bank error	duplicate ch...	4.92 Misc. Expense	741.99
						741.99
Credit Card Ch...	11/27/2023		Amazon	program	3.52 Program/Office Suppli...	93.50
						93.50
Credit Card Ch...	11/27/2023		E-Pact	subscription...	3.13 Subscriptions	850.00
						850.00
Credit Card Ch...	11/27/2023		wsdot	good to go	3.75 Fuel Allowance	13.50
						13.50
TOTAL						45,500.88

Shore Metro Park District
Expense Reification Approval

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered, or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due, and unpaid obligation against the Shore Metro Park District, and that we are authorized to authenticate and certify to said claim.

SUMMARY TRANSMITTAL FOR:

December 2023

Accounts Payable

For General Expenses and Construction

Accounts Payable \$ 397,500.78

VOIDED/ZERO PAYABLE ACH _____

Total General Expenses and Construction \$ 397,500.78

Date: _____

Clerk of the Board

Executive Director

Commissioner, Randy Johnson

Commissioner, Mike French

Commissioner, LaTrisha Suggs

Commissioner, Navarra Carr

Commissioner, Greg Shields

**William Shore Memorial Pool District
Transactions for Ratification
December 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	12/26/2023	DOR ...	Department of Re...	Nov 2023	4.95 State Sales/B & O Tax	6,245.50
						6,245.50
Credit Card Ch...	12/24/2023		Amazon		3.11 Office Supplies	18.99
						18.99
Check	12/23/2023	eft as...	Wave	autopay de...	4.23 Website/Internet	204.00
						204.00
Credit Card Ch...	12/22/2023		Safeway		3.53 Food Supplies	16.71
						16.71
Credit Card Ch...	12/22/2023		Uline		3.72 Janitorial Supplies	1,144.98
						1,144.98
Credit Card Ch...	12/21/2023		grainger		3.73 Maintenance Supplies	1,143.49
						1,143.49
Credit Card Ch...	12/20/2023		Dollar Tree	grama/grap...	3.22 Promotional	31.22
						31.22
Credit Card Ch...	12/19/2023		Walmart	adopt a gra...	3.43 Special Events	121.15
						121.15
Check	12/18/2023	4727	Angeles Commu...	#34850	4.21 Telephone/Cellphone	161.02
						161.02
Credit Card Ch...	12/18/2023		Aquatic Access	new pool lift...	4.84 Equipment-Repair/Maint	6,578.00
						6,578.00
Credit Card Ch...	12/17/2023		Safeway	staff birthday	3.42 Party Good & Supplies	16.07
						16.07
Credit Card Ch...	12/17/2023		Amazon	cups	3.22 Promotional	70.30
						70.30
Credit Card Ch...	12/16/2023		Amazon	goodie bags	3.42 Party Good & Supplies	35.88
						35.88
Credit Card Ch...	12/15/2023		Exxon Mobile	Fuel	3.55 Transportation	56.22
						56.22
Credit Card Ch...	12/15/2023		IAM SGE Stargu...	certs	4.31 Training/Conferences	400.00
						400.00
Credit Card Ch...	12/15/2023		Amazon	goodie bags	3.42 Party Good & Supplies	551.36
						551.36
Credit Card Ch...	12/15/2023		Safeway	Santa suppl...	3.43 Special Events	7.98
						7.98
Check	12/14/2023	4715	Thurmans	#882066 pl...	3.73 Maintenance Supplies	22.03
						22.03

**William Shore Memorial Pool District
Transactions for Ratification
December 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	12/14/2023	4716	Guardian Securit...	AES first qtr...	4.83 Building Repair/Maint	212.17
						212.17
Check	12/14/2023	4717	WMS Aquatics	#29764	4.84 Equipment-Repair/Maint	274.84
						274.84
Check	12/14/2023	4718	Dan Blood's Crea...	118166 Oct	4.81 Landscape Maintenanc...	1,088.00
						1,088.00
Check	12/14/2023	4719	Hartnagel Buildin...	861114	3.73 Maintenance Supplies	14.10
						14.10
Check	12/14/2023	4720	Kitsap Networkin...	11119 it ser...	4.13 IT Service	245.00
						245.00
Check	12/14/2023	4721	TMI Salt Pure Co...	15807 com...	4.84 Equipment-Repair/Maint	42,626.42
						42,626.42
Check	12/14/2023	4722	Trotter & Morton	18055 Nove...	4.84 Equipment-Repair/Maint	233.38
						233.38
Credit Card Ch...	12/14/2023		Sound Publishing...		4.40 Marketing/Advertising	250.00
						250.00
Check	12/12/2023	4703	Clallam County E...	Annual dues	3.14 Memberships and Dues	300.00
						300.00
Check	12/12/2023	4704	Bagley Creek Out...	Shirt order	3.31 Uniforms and Clothing	4,473.86
			Bagley Creek Out...	ladies night ...	3.43 Special Events	140.00
						4,613.86
Check	12/12/2023	4705	Hartnagel Buildin...	maint suppli...	3.73 Maintenance Supplies	57.98
						57.98
Check	12/12/2023	4706	angeles millwork	drill & bolts	4.83 Building Repair/Maint	60.24
						60.24
Check	12/12/2023	4707	Angeles Commu...	monthly ser...	4.21 Telephone/Cellphone	161.02
						161.02
Check	12/12/2023	4708	hi tech	comm fire a...	4.92 Misc. Expense	400.00
						400.00
Check	12/12/2023	4709	Thurmans	mech. suppl...	4.83 Building Repair/Maint	124.44
						124.44
Check	12/12/2023	4710	Pacific Office Eq...	Sept contract	3.15 Print and Copying	154.21
						154.21
Check	12/12/2023	4711	Chemical Product...	3779 Quart...	4.84 Equipment-Repair/Maint	380.80
						380.80
Check	12/12/2023	4712	Canon Financial ...	Nov 23 cont...	4.51 Office Copier	188.59
						188.59

**William Shore Memorial Pool District
Transactions for Ratification
December 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	12/12/2023	4713	Cascade Columbi...	pool chemic...	3.71 Pool Chemicals	1,347.06
						1,347.06
Check	12/12/2023	4714	A&A Appliance S...	Spark equip...	4.84 Equipment-Repair/Maint	141.39
						141.39
Credit Card Ch...	12/12/2023		Apple		3.13 Subscriptions	14.13
						14.13
Credit Card Ch...	12/12/2023		Amazon	life vest for ...	3.21 Inventory/Resale	67.37
						67.37
Credit Card Ch...	12/12/2023		Amazon	copy paper	3.11 Office Supplies	82.14
						82.14
Check	12/11/2023	4702	City of PA	10/06-11/02	4.70 Utilities	10,684.20
						10,684.20
Credit Card Ch...	12/11/2023		Shell Oil		3.75 Fuel Allowance	74.80
						74.80
Credit Card Ch...	12/11/2023		Kamil Trading Post		3.75 Fuel Allowance	93.09
						93.09
Credit Card Ch...	12/11/2023		Swim Outlet	goggles, etc	3.21 Inventory/Resale	878.76
						878.76
Credit Card Ch...	12/10/2023		Safeway Fuel		3.75 Fuel Allowance	47.10
						47.10
Credit Card Ch...	12/10/2023		Amazon	goodie bag ...	3.42 Party Good & Supplies	39.08
						39.08
Credit Card Ch...	12/10/2023		Amazon	goodie bags	3.42 Party Good & Supplies	398.69
						398.69
Credit Card Ch...	12/09/2023		Dominos	date night p...	3.43 Special Events	49.96
						49.96
Credit Card Ch...	12/09/2023		Dominos	date night	3.43 Special Events	49.96
						49.96
Credit Card Ch...	12/09/2023		Amazon	rulers	3.11 Office Supplies	10.87
						10.87
Credit Card Ch...	12/09/2023		Amazon	B-cake infla...	3.22 Promotional	45.69
						45.69
Check	12/08/2023	DOR ...	Department of Re...	Oct 2023	4.95 State Sales/B & O Tax	4,099.87
						4,099.87
Check	12/08/2023		Clallam County T...	DD fee	4.12 Payroll Fees/Bank Ch...	14.00
						14.00

**William Shore Memorial Pool District
Transactions for Ratification
December 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	12/08/2023	4731	Verizon	Nov/Dec cel...	4.21 Telephone/Cellphone	293.96
						293.96
Credit Card Ch...	12/08/2023		Fred Meyer		3.75 Fuel Allowance	109.06
						109.06
Credit Card Ch...	12/07/2023		Safeway	staff birthday	3.42 Party Good & Supplies	13.33
						13.33
Credit Card Ch...	12/07/2023		Optsigns		3.13 Subscriptions	405.00
						405.00
Credit Card Ch...	12/07/2023		Uline		3.72 Janitorial Supplies	321.38
						321.38
Check	12/06/2023	eft re...	Regence Blue Sh...	dec 23 med...	Health Insurance	5,589.10
						5,589.10
Credit Card Ch...	12/06/2023		Sun Butter Direct		3.53 Food Supplies	251.94
						251.94
Credit Card Ch...	12/06/2023		Amazon		3.52 Program/Office Suppli...	16.40
						16.40
Credit Card Ch...	12/06/2023		Costco		3.53 Food Supplies	1,034.13
						1,034.13
Credit Card Ch...	12/06/2023		Wayfair	towels for r...	3.21 Inventory/Resale	723.41
						723.41
Credit Card Ch...	12/06/2023		NCSI		4.16 Legal/Background Ch...	55.50
						55.50
Check	12/04/2023		Gateway Billing		4.17 CC Merchant Fees	30.00
						30.00
Check	12/04/2023		Merchant Settlem...		4.17 CC Merchant Fees	63.15
						63.15
Credit Card Ch...	12/04/2023		Safeway Fuel		3.75 Fuel Allowance	69.44
						69.44
Credit Card Ch...	12/04/2023		StarGuard Elite, ...	certs	4.31 Training/Conferences	100.00
						100.00
Credit Card Ch...	12/04/2023		Microsoft	software lic...	4.11 Licenses and Permits	122.40
						122.40
Check	12/02/2023			Service Ch...	4.12 Payroll Fees/Bank Ch...	5.95
						5.95
Check	12/01/2023	eft b...	US Bank	December ...	2018A Bond (Public)	185,218.75
						185,218.75

**William Shore Memorial Pool District
Transactions for Ratification
December 2023**

Type	Date	Num	Name	Memo	Account	Debit
Check	12/01/2023	eft kit...	Kitsap Bank	Dec. 2023 b...	2020A Revenue Bond (Kits...	114,243.25
						114,243.25
Check	12/01/2023	eft u...	Unum Life Ins	Dec Life ins...	Health Insurance	160.10
						160.10
Credit Card Ch...	12/01/2023		Disney Plus	movies	3.52 Program/Office Suppli...	10.87
						10.87
Credit Card Ch...	12/01/2023		Swim Outlet	rash guards...	3.41 Instructor Supplies	479.81
						479.81
Credit Card Ch...	12/01/2023		Joann Fabrics	wreath	3.43 Special Events	35.35
						35.35
Credit Card Ch...	12/01/2023		Big Lots	decor items	3.43 Special Events	31.94
						31.94
Credit Card Ch...	12/01/2023		Walmart	Christmas p...	3.42 Party Good & Supplies	84.20
						84.20
Credit Card Ch...	12/01/2023		konp	home show ...	4.40 Marketing/Advertising	665.00
						665.00
Credit Card Ch...	12/01/2023		Zoom		3.13 Subscriptions	17.40
						17.40
Credit Card Ch...	12/01/2023		office depot		3.11 Office Supplies	117.49
						117.49
Credit Card Ch...	12/01/2023		Uline		3.72 Janitorial Supplies	181.70
						181.70
Credit Card Ch...	12/01/2023		Uline		3.72 Janitorial Supplies	702.66
						702.66
TOTAL						397,500.78

CERTIFICATE OF APPOINTMENT

STATE OF WASHINGTON)
) ss.
COUNTY OF CLALLAM)

The undersigned officers of the WILLIAM SHORE MEMORIAL POOL DISTRICT, a Metropolitan Park District organized under Chapter 35.61 RCW, do hereby appoint _____ to the office of Commissioner.

Signed this 23rd of January.

By:

_____	Randy Johnson
(Signature)	(Printed Name,)
_____	_____
(Signature)	(Printed Name)
_____	_____
(Signature)	(Printed Name)
_____	_____
(Signature)	(Printed Name)

OATH OF OFFICE

STATE OF WASHINGTON)
) ss.
COUNTY OF CLALLAM)

I, LaTrisha Suggs, do solemnly swear or affirm that I am a citizen of the United States and State of Washington; that I am legally qualified to assume the office of Commissioner for the WILLIAM SHORE MEMORIAL POOL DISTRICT; that I will support the Constitution and laws of the United States and of the State of Washington; and that I will faithfully and impartially discharge the duties of this office to the best of my ability.

_____ (Signature) _____ (Printed Name)

Subscribed and sworn before me this 25th day of February of 2020

_____ (Signature) Lori Taber, Clerk of the Board _____ (Printed Name, Title of Swearing Officer)



Shore Metro Park District
225 E 5th St. Port Angeles, WA 98362 – Tel. 360-417-9767
www.williamshorepool.org

Item for Consideration by the Board of Commissioners

Agenda Item: Financial Aid/Scholarship Policy Update

Date: 1-23-24

From: Lori Taber, Member Service Manager

Subject: Change to 340 Financial Aid/Scholarship guidelines.

1. **Summary:** Based on findings from review of Scholarships given in 2023 we are requesting changes to the Financial Aid/Scholarship Policy to include change to the percentage of aid offered and the financial base line that we use to determine eligibility. See attached financial grid.
2. **RCW/Policy Requirements:**
3. **Background/Analysis:** In reviewing our scholarships for 2023 I found approximately 10% of those offered scholarships they either didn't accept or accepted, and account closed for non-payment primarily due to financial inability to pay even 50% of the cost of membership.
4. **Proposed changes:**
 - a. Use the federal poverty line for patrons of greatest need at a 75% discount.
 - b. Use 130% of the federal poverty line and a discount of 10-50% for the rest of patrons.
 - c. Use 200% of the federal poverty line for our families who use our Sparks programs.
5. **Financial impact:** None
6. **Recommended Action:** Motion to ratify the changes to 340 Financial Aid/Scholarship policy.

340 Financial Aid/Scholarship Policy

1.0 Purpose

The William Shore Metropolitan Park District understands that families and individuals due to circumstances beyond their control can experience severe financial problems. For this reason, the Financial Aid/Scholarship Program was created enabling residents to have access to the pool and programs at a reduced fee.

Shore Aquatic Center's Financial Aid and Scholarship program exists for the purpose of helping members through periods of financial hardship. Assistance is provided for residents living within the boundaries of the William Shore Metropolitan Park District. The amount of financial aid awarded is done through discounts of 10%-75% for admission passes, swim lessons and Sparks afterschool programs, winter and summer camps. Once qualified, you and/or your child will be allowed to choose to enroll in pool memberships for one year, Sparks programs or enroll in 3 swim lesson sessions per year. All scholarships are awarded on a yearly basis. Eligibility is not automatic as there is limited financial aid available. Families that apply will have to comply with the requirements set forth below. Failure to do so can lead to the termination or lack of eligibility for aid. Any resident interested in this program may stop by Shore Aquatic Center and pick up an application or download from the Shore Aquatic Center website (www.sacpa.org). If you have any questions, please call 360-417-9767.

The District's goal in the Scholarship Policy is to administer a Financial Aid/Scholarship program in which access to the Shore Aquatic Center and programs are available to the entire community regardless of race, color, religion, sex, national origin, age, or disability.

2.0 Eligibility

To be eligible to receive financial assistance, the applicant must meet the following criteria:

- Must be a resident of the William Shore Metropolitan Park District.
- Must apply for assistance in writing using the financial aid form (see attachment A) provided by the District.
- Must provide written documentation if requested by the District.
- If requested, residents must submit a copy of their most recent federal income tax return (Form 1040) and any additional income verification information required.

3.0 Scope of Financial Aid

The financial aid program is intended to benefit residents in temporary financial need. Financial aid may not be available for all programs or for some direct cost as determined by the District Board. These would include contractual programs, special events and ticket-type events. The district offers three types of Financial Aid/Scholarships.

1. Facility admission pass scholarship (not to exceed 75% of pass cost)
2. Swim lesson scholarship (not to exceed 75% of lesson cost, maximum of three lesson per child per year).
3. Sparks afterschool program/winter/summer camp (not to exceed 75% of cost).

The amount of aid may vary, depending on financial need, number of aid applications and money available; however, in no case shall the amount of aid to an individual exceed **75% of the pass fee, 75% of the swim lesson fee or 75% of the SPARK Squad after school program fee**. Financial aid is awarded on a first come, first served basis and approval is dependent on space being available.

4.0 Other

1. All information on the application must be true and accurate. **Financial aid provided is legally recoverable if awarded on the basis of false information.** Any applicant who receives financial aid

340 Financial Aid/Scholarship Policy

based upon false information, shall pay the entire amount back to the District upon demand, and shall also be responsible for the payment of all costs of collection, including attorney's fees and costs.
2. All information received will remain confidential.

340 Financial Aid/Scholarship Policy

3. All financial aid shall be awarded solely based upon the individual need of the applicant without regard to race, color, gender, religion or sex.

5.0 Application Procedures

1. Complete the financial aid application form which is available at the District office or the District website. Return the completed form along with all required documentation to:
Shore Aquatic Center
Financial Aid Application
225 E. 5th St.
Port Angeles, WA 98362
2. Upon receipt, the Pool Supervisors and/or Manager will review the application and make a decision of approval/disapproval and if approved, the percentage amount of financial aid to be provided. Aid provided will be based on many factors including, but not limited to, family size, family income, other types/amounts of aid received from agencies and other extenuating circumstances. Another consideration shall be the number of applicants for financial aid.
3. Applications for financial aid will be notified within 2 weeks of receipt of completed application, including all necessary documents as to the grant status.
4. Upon approval, applicants may register for programs through regular District registration procedures.

Financial aid is valid for one calendar year and a new application must be submitted each year.

Youth/Sr/Disabled/Vet
Full Monthly

Household size	Income	Youth/Sr/Disabled/Vet Full/monthly	Adult		Family		Sparks/Splash		Discount	Swim Lessons 1 free/2 at 50%
			Full	Monthly	Full/Monthly	Full/Monthly	Full/Monthly	Full/Monthly		
1	75%	\$0.00 - \$14,580.00	\$59.00/\$5.00	\$100.00/\$9.00						
	50%	\$14581.00 - \$18,960.00	\$118.00/\$11.50	\$200.00/\$17.00						
	40%	\$18,960.00 - \$20,412.00	\$141.00/\$12.00	\$240.00/\$20.00						
	30%	\$20,412.00 - \$21,810.00	\$165.00/\$14.00	\$280.00/\$24.00						
	20%	\$21,811.00 - \$23,328.00	\$188.00/\$16.00	\$320.00/\$27.00						
2	10%	\$23,329.00 - \$26,244.00	\$212.00/\$17.75	\$360.00/\$36.00	\$540.00/\$42.00					
	75%	\$0.00 - \$19,720.00	\$59.00/\$5.00	\$100.00/\$9.00	\$142.00/\$12.00	\$0.00 - \$39,440.00				
	50%	\$19,721.00 - \$27,608.00	\$118.00/\$11.50	\$200.00/\$17.00	\$278.00/\$24.00	\$39,441.00 - \$41,412.00				
	40%	\$27,609.00 - \$29,580.00	\$141.00/\$12.00	\$240.00/\$20.00	\$337.00/\$28.00	\$41,413.00 - \$43,384.00				
	30%	\$29,581 - \$31,552.00	\$165.00/\$14.00	\$280.00/\$24.00	\$389.00/\$33.00	\$43,385.00 - \$45,356.00				
3	20%	\$31,523.00 - \$33,524.00	\$188.00/\$16.00	\$320.00/\$24.00	\$445.00/\$37.00	\$45,357.00 - \$47,328.00				
	10%	\$33,525.00 - \$35,496.00	\$212.00/\$17.75	\$360.00/\$36.00	\$540.00/\$42.00	\$47,329.00 - \$49,300.00				
	75%	\$0.00 - \$24,860.00	\$59.00/\$5.00	\$100.00/\$9.00	\$142.25/\$12.00	\$0.00 - \$49,720.00				
	50%	\$24,861.00 - \$32,328.00	\$118.00/\$11.50	\$200.00/\$17.00	\$278.00/\$24.00	\$49,721.00 - \$52,206.00				
	40%	\$32,329.00 - \$34,804.00	\$141.00/\$12.00	\$240.00/\$20.00	\$337.00/\$28.00	\$52,207.00 - \$57,178.00				
4	30%	\$34,805.00 - \$37,290.00	\$165.00/\$14.00	\$280.00/\$24.00	\$389.00/\$33.00	\$57,179.00 - \$59,664.00				
	20%	\$37,291.00 - \$39,776.00	\$188.00/\$16.00	\$320.00/\$24.00	\$445.00/\$37.00	\$59,665.00 - \$62,150.00				
	10%	\$39,777-\$44,748.00	\$212.00/\$17.75	\$360.00/\$36.00	\$540.00/\$42.00	\$62,151.00 - \$64,168.00				
	75%	\$0.00 - \$30,000.00	\$59.00/\$5.00	\$100.00/\$9.50	\$142.25/\$12.00	\$0.00 - \$60,000.00				
	50%	\$30,001.00 - \$39,000.00	\$118.00/\$11.50	\$200.00/\$17.00	\$278.00/\$24.00	\$60,001.00 - \$63,000.00				
5	40%	\$39,001.00 - \$42,000.00	\$141.00/\$12.00	\$240.00/\$20.00	\$337.00/\$28.00	\$63,001.00 - \$66,000.00				
	30%	\$42,001.00 - \$45,000.00	\$165.00/\$14.00	\$280.00/\$24.00	\$389.00/\$33.00	\$66,001.00 - \$69,000.00				
	20%	\$45,001.00 - \$48,000.00	\$188.00/\$16.00	\$320.00/\$24.00	\$445.00/\$37.00	\$69,001.00 - \$72,000.00				
	10%	\$48,001.00 - \$54,000.00	\$212.00/\$17.75	\$360.00/\$36.00	\$540.00/\$42.00	\$72,001.00 - \$75,000.00				
	75%	\$0.00 - \$35,140.00	\$59.00/\$5.00	\$100.00/\$9.50	\$142.25/\$12.00	\$0.00 - \$70,280.00				
6	50%	\$35,141.00 - \$45,684.00	\$118.00/\$11.50	\$200.00/\$17.00	\$278.00/\$24.00	\$70,281.00 - \$73,784.00				
	40%	\$45,685.00 - \$49,196.00	\$141.00/\$12.00	\$240.00/\$20.00	\$337.00/\$28.00	\$73,785.00 - \$77,308.00				
	30%	\$49,197.00 - \$52,710.00	\$165.00/\$14.00	\$280.00/\$24.00	\$389.00/\$33.00	\$77,309.00 - \$80,822.00				
	20%	\$52,711.00 - \$56,224.00	\$188.00/\$16.00	\$320.00/\$24.00	\$445.00/\$37.00	\$80,823.00 - \$84,336.00				
	10%	\$56,225.00 - \$63,252.00	\$212.00/\$17.75	\$360.00/\$36.00	\$540.00/\$42.00	\$84,337.00 - \$87,550.00				

William Shore Memorial Pool District
Statement of Financial Position
As of December 31, 2023

	Dec 31, 23	Dec 31, 22
ASSETS		
Current Assets		
Checking/Savings		
111 · Cash in Till	1,100.00	1,100.00
112 · Kitsap Bank		
112.1 · Cash in Operating Account	211,326.08	230,798.04
112.2 · Credit Card Processing Account	71,813.24	57,558.99
Total 112 · Kitsap Bank	283,139.32	288,357.03
113 · First Federal		
U.S Treasuries	1,267,165.90	1,209,276.37
Total 113 · First Federal	1,267,165.90	1,209,276.37
114 · D A Davidson & Co		
DADCO - Money Market	0.00	17.26
Total 114 · D A Davidson & Co	0.00	17.26
115 · Kitsap Bond Reserve Fund		
Bond Reserve Fund	0.00	486,461.11
Kitsap CD	480,000.00	0.00
Total 115 · Kitsap Bond Reserve Fund	480,000.00	486,461.11
Total Checking/Savings	2,031,405.22	1,985,211.77
Accounts Receivable		
Accounts Receivable	0.00	7,016.70
Total Accounts Receivable	0.00	7,016.70
Other Current Assets		
Undeposited Funds	32,333.70	3,370.95
Total Other Current Assets	32,333.70	3,370.95
Total Current Assets	2,063,738.92	1,995,599.42
Fixed Assets		
15000 · Building and Improvements		
16000 · Equipment	75,791.71	75,791.71
16300 · Shore Aquatic Center Expansion		
16305 · Land	88,403.13	88,403.13
16310 · Project Management Services	130,788.53	130,788.53
16320 · Architecture and Engineering	1,350,193.00	1,350,193.00
16330 · Pre-Construction Services	233,833.55	233,833.55
16340 · Permitting	180,142.92	180,142.92
16350 · Construction - Aquatic Center	17,935,288.42	17,935,288.42
16355 · County Property Exchange	356,929.59	356,929.59
16360 · Testing and Inspection	2,242.50	2,242.50
16370 · Survey, Testing & Commissioning	89,974.29	89,974.29
16380 · Equipment and Furnishings	28,726.60	28,726.60
Total 16300 · Shore Aquatic Center Expansion	20,396,522.53	20,396,522.53
15000 · Building and Improvements - Other	1,998,731.72	1,998,731.72
Total 15000 · Building and Improvements	22,471,045.96	22,471,045.96
Total Fixed Assets	22,471,045.96	22,471,045.96
TOTAL ASSETS	24,534,784.88	24,466,645.38

William Shore Memorial Pool District
Statement of Financial Position
As of December 31, 2023

	Dec 31, 23	Dec 31, 22
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Credit Cards		
21005 · Citi Cards	17,842.40	4,266.49
Total Credit Cards	17,842.40	4,266.49
Other Current Liabilities		
Current Payroll Liabilities		
Accrued Cafeteria Plan Liab	7,459.15	3,816.58
Deferred Compensation Liability	50.00	50.00
Employment Security	5,668.22	2,632.82
Federal Unemployment	487.35	606.57
Labor & Industries	11,613.35	7,513.15
Payroll Liabilities	5,158.35	0.00
PFML	2,760.16	1,479.52
Uncashed old paychecks	209.35	209.35
Total Current Payroll Liabilities	33,405.93	16,307.99
Total Other Current Liabilities	33,405.93	16,307.99
Total Current Liabilities	51,248.33	20,574.48
Long Term Liabilities		
Debt		
2013A LTGO - Kitsap	0.00	37,798.68
2018A Bond (Public)	8,920,000.00	9,115,000.00
2020A Revenue Bond (Kitsap)	7,175,000.00	7,340,000.00
LOCAL Loan I	0.00	0.13
LOCAL Loan II	0.00	59,348.75
Total Debt	16,095,000.00	16,552,147.56
Total Long Term Liabilities	16,095,000.00	16,552,147.56
Total Liabilities	16,146,248.33	16,572,722.04
Equity		
32000 · Unrestricted Net Assets	7,893,923.34	7,434,324.85
Net Income	494,613.21	459,598.49
Total Equity	8,388,536.55	7,893,923.34
TOTAL LIABILITIES & EQUITY	24,534,784.88	24,466,645.38

William Shore Memorial Pool District
Statements of Activities - Actual and Budgeted
January through December 2023

	Jan - Dec 23	Budget	% of Budget
Income			
311.00 · Property Tax			
311.01 · Property Taxes	1,846,076.15	1,850,000.04	99.8%
311.02 · Sale of Tax Title Property	101.52		
Total 311.00 · Property Tax	1,846,177.67	1,850,000.04	99.8%
337.00 · County Shared Revenue/Grants			
337.01 · Excise Tax	26,395.80	11,600.04	227.5%
337.02 · Lease of Cnty Land (DNR) Other	6,734.70	150.00	4,489.8%
337.03 · County Timber Trust	166,362.71	50,000.04	332.7%
Total 337.00 · County Shared Revenue/Grants	199,493.21	61,750.08	323.1%
341.00 · Merchandise Sales			
341.70 · Merchandise Sales	33,039.38	33,000.00	100.1%
Total 341.00 · Merchandise Sales	33,039.38	33,000.00	100.1%
347.30 · Activity Fees			
347.31 · Special Events/Gift Certif.	17,408.48	17,000.04	102.4%
347.32 · Group Entrance Fees	42,340.38	38,499.96	110.0%
347.33 · General Admissions	179,708.18	162,000.00	110.9%
347.34 · Pass Sales	376,786.33	354,999.96	106.1%
347.35 · Party Room Rentals	40,272.84	37,299.96	108.0%
347.36 · Facility Rental	-45.00		
Total 347.30 · Activity Fees	656,471.21	609,799.92	107.7%
347.60 · Program Fees			
347.61 · Summer Camp	79,171.31	92,000.00	86.1%
347.62 · Swim Instruction	96,634.98	65,000.04	148.7%
347.63 · After School Care	211,453.76	162,000.00	130.5%
347.64 · Full Day Camp	0.00	0.00	0.0%
Total 347.60 · Program Fees	387,260.05	319,000.04	121.4%
361.00 · Interest and Other Earnings			
361.10 · Interest/Dividend Income	81,310.38	39,999.96	203.3%
361.14 · Interest Income Operating Acct.	0.00	2,000.04	0.0%
Total 361.00 · Interest and Other Earnings	81,310.38	42,000.00	193.6%
367.00 · Direct Public Support			
367.10 · Individ, Business Contributions	8.50		
Total 367.00 · Direct Public Support	8.50		
369.00 · Miscellaneous Revenue			
369.90 · Misc. Revenue	0.00	50.04	0.0%
369.00 · Miscellaneous Revenue - Other	-85.00		
Total 369.00 · Miscellaneous Revenue	-85.00	50.04	-169.9%
Total Income	3,203,675.40	2,915,600.12	109.9%
Gross Profit	3,203,675.40	2,915,600.12	109.9%
Expense			
Expense			
57620.1 · Salaries and Wages			
1.1 · Management			
Bookkeeping/Accountant	6,892.50		
Clerk Services	2,564.20	1,500.00	170.9%
Director	71,497.50	75,000.00	95.3%
Executive Director	73,998.96	72,399.96	102.2%
Treasurer	2,750.00	2,450.04	112.2%
Total 1.1 · Management	157,703.16	151,350.00	104.2%
1.2 · Aquatics			
Aquatics Manager	59,020.76	39,200.04	150.6%
Coordinators			
Programs Coordinator	0.00	38,600.04	0.0%
Total Coordinators	0.00	38,600.04	0.0%

William Shore Memorial Pool District
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January through December 2023

	Jan - Dec 23	Budget	% of Budget
Lifeguards	223,641.30	237,000.00	94.4%
On Site Supervisor	114,633.73	92,000.04	124.6%
Swim Instructor	54,686.58	24,999.96	218.7%
Water Fitness Instructor	18,519.51	20,799.96	89.0%
Total 1.2 · Aquatics	470,501.88	452,600.04	104.0%
1.3 · Dry Land			
Dry Land Fitness Instructors	12,950.00		
Janitors	51,128.64	57,699.96	88.6%
Maintenance Tech	33,516.89	20,000.04	167.6%
Member Srvc Manager	38,664.57	42,900.00	90.1%
Party Crew	6,768.45	6,399.96	105.8%
Party Crew Supervisor	5,093.26	9,000.00	56.6%
Welcome Desk	109,097.74	117,600.00	92.8%
Total 1.3 · Dry Land	257,219.55	253,599.96	101.4%
1.4 · Youth Programs			
Activity Leaders	121,518.62	71,499.96	170.0%
Food Service Workers	0.00	9,999.96	0.0%
Van Driver	9,302.11		
Youth Programs Coordinator	73,537.16	45,099.96	163.1%
Total 1.4 · Youth Programs	204,357.89	126,599.88	161.4%
1.5 · Misc. Wages			
Overtime	2,708.34	500.04	541.6%
Paid Time Off	39,135.81	27,800.04	140.8%
Total 1.5 · Misc. Wages	41,844.15	28,300.08	147.9%
62140 · Premiums	3,547.68		
Total 57620.1 · Salaries and Wages	1,135,174.31	1,012,449.96	112.1%
57620.2 · Benefits			
Cafeteria Plan	8,246.61	5,799.96	142.2%
Department of Labor & Industry	29,287.49	30,800.04	95.1%
Federal Payroll Taxes	86,505.73	79,500.00	108.8%
Health Insurance	67,715.59	59,799.96	113.2%
Paid Family Medical Leave	4,279.34	2,400.00	178.3%
Unemployment Compensation	14,757.02	6,999.96	210.8%
Total 57620.2 · Benefits	210,791.78	185,299.92	113.8%
57620.3 · Supplies			
3.10 Office Supplies			
3.11 Office Supplies	8,135.71	551.25	1,475.9%
3.12 Computer Supplies	1,530.16		
3.13 Subscriptions	9,360.17	9,699.96	96.5%
3.14 Memberships and Dues	2,534.00	1,050.00	241.3%
3.15 Print and Copying	1,937.36	1,899.96	102.0%
Total 3.10 Office Supplies	23,497.40	13,201.17	178.0%
3.20 Front of House			
3.21 Inventory/Resale	18,031.17	25,299.96	71.3%
3.22 Promotional	2,244.80	2,100.00	106.9%
3.23 Coffee Supplies	850.82	699.96	121.6%
Total 3.20 Front of House	21,126.79	28,099.92	75.2%
3.30 Lifeguard Supplies			
3.31 Uniforms and Clothing	8,668.86	4,500.00	192.6%
3.32 Lifeguard Supplies	6,097.13	5,670.00	107.5%
Total 3.30 Lifeguard Supplies	14,765.99	10,170.00	145.2%
3.40 Program Supplies			
3.41 Instructor Supplies	2,940.85	1,100.04	267.3%
3.42 Party Good & Supplies	13,025.03	10,500.00	124.0%
3.43 Special Events	4,585.39	1,800.00	254.7%
Total 3.40 Program Supplies	20,551.27	13,400.04	153.4%

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	Jan - Dec 23	Budget	% of Budget
3.50 Afterschool Program			
3.52 Program/Office Supplies	4,633.05	3,450.00	134.3%
3.53 Food Supplies	13,072.46	9,800.04	133.4%
3.54 Field Trips	89.00		
3.55 Transportation	1,140.46	1,250.04	91.2%
Total 3.50 Afterschool Program	18,934.97	14,500.08	130.6%
3.60 Summer Camp Program			
3.61 Uniforms	2,265.23	3,000.00	75.5%
3.62 Program/Office Supplies	788.61	70.83	1,113.4%
3.63 Food Supplies	497.07	16,800.00	3.0%
3.64 Field Trips	0.00	900.00	0.0%
3.65 Transportation	204.75		
Total 3.60 Summer Camp Program	3,755.66	20,770.83	18.1%
3.70 Maintenance Supplies			
3.71 Pool Chemicals	40,107.29	22,899.96	175.1%
3.72 Janitorial Supplies	28,305.04	29,400.00	96.3%
3.73 Maintenance Supplies	6,310.48	2,850.00	221.4%
3.74 Tools and Equipment	8,660.53	2,349.96	368.5%
3.75 Fuel Allowance	5,724.15	6,600.00	86.7%
Total 3.70 Maintenance Supplies	89,107.49	64,099.92	139.0%
Total 57620.3 · Supplies	191,739.57	164,241.96	116.7%
57620.4 · Services			
4.10 Professional Services			
4.11 Licenses and Permits	1,056.20	1,260.00	83.8%
4.12 Payroll Fees/Bank Charge	-105.71	2,499.96	-4.2%
4.13 IT Service	11,013.49	5,550.00	198.4%
4.14 POS Services (CivicRec)	7,110.13	6,800.04	104.6%
4.15 Accounting Services	17,000.00	19,500.00	87.2%
4.16 Legal/Background Check	1,147.00	1,050.00	109.2%
4.17 CC Merchant Fees	50,525.00	29,400.00	171.9%
Total 4.10 Professional Services	87,746.11	66,060.00	132.8%
4.20 Communications			
4.21 Telephone/Cellphone	10,856.81	8,100.00	134.0%
4.22 Postage, Mailing Service	262.80	50.04	525.2%
4.23 Website/Internet	4,000.93	3,600.00	111.1%
Total 4.20 Communications	15,120.54	11,750.04	128.7%
4.30 Training/Travel			
4.31 Training/Conferences	13,074.92	3,999.96	326.9%
430010 · Conference, Convention, Meeting	90.00		
Total 4.30 Training/Travel	13,164.92	3,999.96	329.1%
4.40 Marketing/Advertising	3,495.84	5,000.04	69.9%
4.50 Equipment Leases			
4.51 Office Copier	2,074.49	2,600.04	79.8%
Total 4.50 Equipment Leases	2,074.49	2,600.04	79.8%
4.60 Insurance	93,291.00	90,000.00	103.7%
4.70 Utilities	145,424.33	158,100.00	92.0%
4.80 Repair/Maintenance			
4.81 Landscape Maintenance	12,075.44	13,299.96	90.8%
4.83 Building Repair/Maint	13,072.63	4,700.04	278.1%
4.84 Equipment-Repair/Maint	100,532.52	63,000.00	159.6%
Total 4.80 Repair/Maintenance	125,680.59	81,000.00	155.2%
4.90 Miscellaneous Expense			
4.92 Misc. Expense	1,606.82		
4.95 State Sales/B & O Tax	60,013.63	63,000.00	95.3%
4.96 Taxes/Assessments	107.46		
4.97 County Tax	3,858.50	4,050.00	95.3%
4.98 State Auditor	18,576.09	20,000.04	92.9%
4.90 Miscellaneous Expense - Other	174.33		
Total 4.90 Miscellaneous Expense	84,336.83	87,050.04	96.9%
Total 57620.4 · Services	570,334.65	505,560.12	112.8%

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	Jan - Dec 23	Budget	% of Budget
59276.7 · Debt Interest			
2013A LTGO Kitsap	614.36	614.04	100.1%
2018A Bond (Public)	370,437.50	370,438.08	100.0%
2020A Revenue Bond (Kitsap)	228,486.50	228,486.96	100.0%
Local Loan I	-0.13		
Local Loan II	1,483.65	1,484.04	100.0%
Total 59276.7 · Debt Interest	601,021.88	601,023.12	100.0%
Total Expense	2,709,062.19	2,468,575.08	109.7%
Total Expense	2,709,062.19	2,468,575.08	109.7%
Net Income	494,613.21	447,025.04	110.6%