

AGENDA

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Clallam County Courthouse, Room 160

Port Angeles, Washington

October 26, 2010 3:00 – 4:00 p.m.

COMMISSIONERS

MICHAEL CHAPMAN, MIKE DOHERTY, PATRICK DOWNIE, GARY HOLMQUIST, CHERIE KIDD

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT – Agenda Items Only

ACTION ITEMS

- 1 Minutes of September 28, 2010
- 2 Vouchers for the Period Ending October 26, 2010

ITEMS FOR DISCUSSION

- 3 Introduction of Executive Director Finalists
- 4 Financial Committee Update
 - 2011 Budget
 - 2011 Levy Certification
- 5 WSMPD Staff Update
- 6 Citizens Advisory Committee Update

PUBLIC COMMENT

FUTURE AGENDA ITEMS

NEXT MEETING DATE

The next meeting will be held on November 23, 2010 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
September 28, 2010 3:00 – 4:00 p.m.

1
10/24/10

COMMISSIONERS

MICHAEL CHAPMAN, MIKE DOHERTY, PATRICK DOWNIE, GARY HOLMQUIST, CHERIE KIDD

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

CMC called the meeting to order at 3:03 p.m. All Commissioners were present.

EXECUTIVE SESSION 3:05 – 3:15p.m.

Craig Miller requested a 10 minute executive session to discuss personnel matters with a possible proposed action to be taken as noted on agenda item 3. The Board went into executive session at 3:05 p.m., executive session concluded at 3:15 and the board reconvened in open session at 3:16 p.m.

RCW 42.30.110 (1) (i) expressly authorize a governing body to convene an executive session for the above-described purposes. The WSMPD Board of Commissioners may recess from this executive session and reconvene in open session in order to take action in connection with one or more administrative and/or substantive matters related to the above-referenced matter. Thereafter, the WSMPD Board of Commissioners may reconvene in executive session based upon the statutory authority set forth above in order to conclude its discussion with legal counsel.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CCKm to approve the agenda as presented, CGHs, mc

PUBLIC COMMENT – Agenda Items Only

There was no public comment

ACTION ITEMS

- 1 Minutes of August 24, 2010
ACTION TAKEN: CPDm to approve as presented, CCKs, mc
- 2 Vouchers for the Period Ending September 28, 2010
Charlie McClain explained the invoices for the month. He discussed the invoice from the City of Port Angeles which includes supplies and a 15% mark-up. The decision was made the district will buy the supplies and save the 15% cost, Steve Burke will speak to the city to convey they will no longer be purchasing the supplies for the district.
ACTION TAKEN: CGHm to approve the vouchers for the period ending September 28, 2010 for a total of \$59,091.47, CCKs, mc
- 3 Possible Personnel Action
The Interim Pool Director was put on paid administrative leave two weeks ago by chairman, CMC who had the authority to do so under the necessity doctrine. Craig Miller would like for the board to ratify the decision of the chairman.
ACTION TAKEN: CGHm to ratify the decision of CMC to place the Interim Pool Director on administrative leave under the necessity doctrine, CMDs, CCK commented that he had the full support and backing of the entire board, CMC abstained from the motion, mc

AGENDA for the Meeting of September 28, 2009
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS
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Craig Miller shared discussions have been ongoing with the current Interim Executive Director concerning the personnel issue. He received an email stating she would be out of town for the next week to ten days and discussion will continue when she returns.

The finance committee met and discussed the duties that still need to be accomplished in the absence of the director. Their recommendation is a pay increase of \$400 per month for the current supervisors under a temporary duty assignment.

ACTION TAKEN: CMDm to approve the recommendation of the finance committee to increase the pay of the current supervisors, Erika Bryant and Leah Gould by \$400 per month for the added temporary duties until a decision has been made regarding the director position, CGHs, mc. CCK thanked Leah and Erika for taking on the added duties and being good team members of the district.

ITEMS FOR DISCUSSION

4 Executive Director Search Update

CMC shared that nine applications have been received for the part-time executive director for the WSMPD. CMC, CGH, Charlie McClain and Tom Bock will meet next week to discuss and pick finalists for preliminary interviews. CPD shared that he has confidence in the committee to bring back their top picks to the full board. CMC envisions an interview/hiring process that involves board and citizens advisory committee members, current staff of the pool, users of the pool and citizens. CMC shared they would like to have someone on board by November 1 so the new hire can get up to date and be involved with the budget process for 2011. The clerk has all of the applications if any of the board members are interested in looking through them or giving their input or suggestions.

5 Financial Committee Update

Charlie McClain explained the financial statement ending August 31, 2010 and shared it will take approximately three years to fully pay-off the loan from Clallam County. At the last WSMPD meeting the board approved additional funding for the payroll account and that has worked out the problem of having adequate funds in the account prior to being approved at the next WSMPD meeting.

6. WSMPD Staff Update

Leah Gould shared the staff of the pool have been offered additional training and are working on consistency with customer service. They have also hired additional staff including a new lifeguard and head-lifeguard. The patrons have had positive comments regarding new programs, times the programs are offered and consistency of the staff. She and Patty Riefenstahl will be teaching a lifeguarding certification course in December.

Another accomplishment is the implementation of electronic scanning keycards. This will allow staff to keep a better attendance record of the patrons and will be easier and faster for patrons as they will not have to wait in line to get checked-in.

Erika Bryant shared swimming lessons are going well with an estimated 110 kids signed up for the month and the October registration will begin next week. There is an in-service with the

AGENDA for the Meeting of September 28, 2009
WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD OF COMMISSIONERS
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swim lessons staff each month to train them and learn from each other about what works and what doesn't.

The decision was made to close the open swim on Tuesday and Thursday and the staff has received negative comments about the closure. Because of the feedback the open swims are now offered every day of the week.

The 4th annual Pumpkin Patch in the Pool will be held on Saturday, October 23 from 1:00 – 4:00 p.m. Last year approximately 125 people attended the event. Letters have been sent out to local business' asking for donations and they are hoping to get a lot of community support. The staff dresses up in costume and usually follows a "theme" (2009-Wizard of Oz/2008-Charlie and the Chocolate Factory); this year's theme has yet to be decided.

Another special event was the "End of Summer/Back to School Luau" at the pool that was held on September 10th that was attended by over 70 people and was well received. Based on the numbers they are planning on making this an annual event.

The 2010 senior games went really well with more participation and improvements from last year. Both the Port Angeles Swim Club and the Port Angeles High School Swim Team donated their time and equipment to the event.

6 Citizens Advisory Committee Update

Steve Burke said making a pool profitable revolves around swim instruction and affects the lessons line in the budget but also the mission of the pool as the kids want to come back and practice the skills they are learning.

The advisory committee is working with Bob Petty from the City of Port Angeles on the storage needs of the district as much of the storage of the pool is currently filled with items from the City of Port Angeles.

The WSMPD by-laws state there needs to be a capital improvement plan that shows what is happening over a 3-5 year to improve the facility, the finance and advisory committee will be working on a plan.

The City of Port Angeles paid for a redesign of the pool in the 1990's and after looking at the plans there are some very good elements that will save the district time and money. They will be able to adapt the plans to new plans for capital projects for the pool. CGH asked to see a copy of the redesign, Steve Burke email.

7 Structural/Engineer Report Update

Engineers came out to the pool and are currently preparing a report that will be presented at the next WSMPD meeting. They did say the pool is in really good shape and things that need to be addressed are minor.

They will revisit the Energy Services Survey after meeting with the financing committee to take the next steps in taking the survey.

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PUBLIC COMMENT

Donna Brown, 1433 W. 10th Street, Port Angeles, is currently a water fitness instructor at the pool. She is frustrated that the City of Port Angeles does not allow patrons or staff to park in their lot when many of the City of Port Angeles employees and fleet vehicles park in the back parking lot of the pool. CCK will work with the City of Port Angeles to look into the problem.

FUTURE AGENDA ITEMS

Possible special meeting

NEXT MEETING DATE

The next meeting will be held on October 26, 2010 at 3:00 p.m. in the Clallam County Commissioners Board Room, Room 160.

ADJOURNMENT

CGHm to adjourn the meeting at 4:18 p.m., CCKs, mc

PASSED AND ADOPTED this 26th Day of October, 2010

WILLIAM SHORE MEMORIAL POOL DISTRICT COMMISSIONERS

Michael C. Chapman, President

ATTEST:

Tammy Sullenger, Administrative Asst.

KEY TO ABBREVIATIONS:

CCK	Commissioner Cherie Kidd	m	moved
CDD	Commissioner Patrick Downie	mc	motion carried
CGH	Commissioner Gary Holmquist	s	seconded
CMC	Commissioner Mike Chapman		
CMD	Commissioner Mike Doherty (Howard V. Doherty, Jr.)		
WSMPD	William Shore Memorial Pool District		

Page 1 Total: 43,944.87
 Page 2 Total: 0.00
 Page 3 Total: 0.00
 Grand Total: 43,944.87

I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due, and unpaid obligation against the district. I am authorized to auth

Signature _____ Secretary, William Shore Memorial Pool District _____ Title _____ Date _____

Board Authorization: As the duly appointed board member for the the district named above, we reviewed the claims listed above. We hereby certify that the services or merchandise herein specified have been received and that the claims listed above are he

Michael C. Chapman	Commissioner	_____	Date	_____	Recused from any bills related to Clallam County
Patrick Downie	Commissioner	_____	Date	_____	Recused from any bills related to the City of Port Angeles
Howard V. Doherty, Jr.	Commissioner	_____	Date	_____	Recused from any bills related to Clallam County
Gary Holmquist	Commissioner	_____	Date	_____	
Cherie Kidd	Commissioner	_____	Date	_____	Recused from any bills related to the City of Port Angeles

STEVEN D. BURKE

**5097 DEER PARK RD., PORT ANGLES, WA 98362
(360)460-3526**

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10/26/10

PROFILE

I have lived in Port Angeles since 2002 and am married with two kids, ages 17 and 14. My work experience is broad-spectrum; in the private sector owning and operating a manufacturing company as well as a swimming pool construction and management company, and in the public sector, employment with the U.S .Department of Justice as a Special Agent. Additionally, I have experience working with and developing a variety of programs for several non-profit organizations in Port Angeles. I am interested in securing employment which can benefit from the experiences I have gained throughout my career and better serve our community.

EXPERIENCE

Business Partner, Exceldyne Engineering

Exceldyne Engineering designed and manufactured titanium engine components in race cars for NASCAR and Formula One teams. As part owner I facilitated the growth of this new company into the largest supplier of speciality titanium engine components in the industry, achieving multi-million dollars in sales each year.

As Production and Sales Manager, I was responsible for:

- Establishing business partnerships with race teams on the East coast, Europe and Asia
- Managing the production and distribution facility in an industry with stringent specifications and deadlines
- Managing 35 employees
- Developing and implementing the business marketing strategy
- Financial budgeting, payroll, and accounts receivable and payable

Co-Owner Burke Enterprises and Pool Care Ltd.

As a co-owner of a swimming pool service and construction business, I was responsible for:

- Marketing, sales and new contracts, meeting with potential clients, writing bids and responding to RFPs
- The design and construction of new commercial and residential swimming pool facilities
- Renovating older commercial and residential swimming pool facilities

STEVEN D. BURKE

5097 DEER PARK RD., PORT ANGLES, WA 98362

(360)460-3526

- The maintenance and management of both commercial and residential swimming pools, including multi-pool commercial facilities

Ministry Leader, Independent Bible Church

Non-Profit experience includes:

- Developing and managing a successful contemporary young adult Worship Service (The Upper Room) with an average weekly attendance of 200
- Building a leadership team of 20 adults and young adult volunteers to facilitate the worship service
- Developing numerous community service programs to engage young adults in our community
- Coordinating volunteers for the weekly Friendship Dinners, a Homeless dinner program hosted by area churches
- Participating on the committee which started the a summer lunch program in Port Angeles for elementary school-aged children in our community. This successful program has fed over 1,000 kids each summer of the last two years
- Developing and running a weekend summer camp program for high risk and underprivileged kids

Special Agent, US Department of Justice

As a Special Agent with the U.S. Department of Justice, I was responsible for:

- Investigating national and international criminal organizations which involved violations of federal criminal statutes
- Managing and Supervising new Special Agents and coordinating training programs
- Assisting local agencies in identifying and obtaining for federal grant funding for their respective local enforcement programs
- Budgeting and financial management of the criminal investigations and logistical operations
- Working in cooperation with local, state and federal agencies in developing investigations which affected their cities and counties

EDUCATION

University of Northern Colorado, Bachelor of Arts in Political Science/Public Administration - 1988

STEVEN D. BURKE

**5097 DEER PARK RD., PORT ANGELES, WA 98362
(360)460-3526**

REFERENCES

Dan Wilder

Owner, Wilder Auto Group, Port Angeles, WA (360) 457-3651

Dr. D. Mike Jones

Senior Pastor, Independent Bible Church, Port Angeles, WA (360) 457-4707

Hon. George Wood

Judge, Clallam County Superior Court, Port Angeles, WA (360) 457-1915

Wendy Lea Burwell
221 South Eunice
Port Angeles, WA 98362
(360)457-1718
wendyb@olypen.com

PERSONAL INFORMATION:

Age 39, Birth date March 1st, 1970
Married & two girls

Education:

Graduate of P.A.S.H.-1988
Attended Peninsula College 1988-1989

Special Studies:

High School-Algebra 1-4, Office Machines, Biology 1-4, Elementary Aid,
Computer Programming, typing 1-4
College-Child development, Sign Language & Adv. Signing.

WORK EXPERIENCE

June 2008-August 2010-Owned Mc Hugh Realtors & work as a receptionist Tues – Thurs.

Duties-Advertising, & advertising log, updating website, filing, phones, reader board, book keeping, monthly letters & cards to clients.

2002-Current-William Shore Pool-Swimming lesson & Water Aerobic Instructor

Duties-Private and regular swimming lesson, **WSI cert.**

Water Aerobic & Deep Water Aerobic, **CPR cert. & First Aid Cert.**

2003-Current-Jefferson Elementary PTO- president 2 years, vice president, and 2 years of treasury

Duties- Leading meetings, organize parents, teachers, staff & kids to work together for fundraisers, school functions. Seeing a project from the beginning to the end. Including their biggest fundraiser. Lots of multitasking!

2001-Current-Coach both of my girls soccer teams, spring & fall season.

Duties-Leadership, plan drills, communicate with both parents & children.

Making soccer fun & positive experience while learning the game, the rules & to play with others.

2000-2001 George Symonds OD-Vision Care

Duties-Receptionist, patient testing & documentation of medical history, sales, dispensing of glasses & training of contacts.

1996-1999 Wal*mart Vision Dept.

Duties-Sales, Doctor Assistance, lab tech, dispensing & training.

1993-1996 Family Medicine

Duties: Receptionist & billing

1990-1993 Clinicare

Duties- Receptionist & billing

1991-1993 Vision Tech- Dr Wehrli

Duties-Receptionist, tech, billing, ordering, sales & dispensing.

1986-1992 Pay-N-Save

Duties-Cashiering & stocking.

References:

Nonie Childres-Neighbor 457-9354

Michelle Olsen-Principal Jefferson Elementary 457-4231

Jeri Boe-Friend, Coach 452-9972

Rochelle McHugh W/ McHugh Realtors & McHugh Rentals-Boss, & Friend
460-4089

Eric Kovatch-Friend 452-6932 (unlisted)

ANNA LUISA MANILDI
145 Bigelow Rd.
Port Angeles, WA 98362
360-452-5004/360-808-1664
curveandtangent@gmail.com

PROFESSIONAL HISTORY STATEMENT:

Ten years as executive director for local arts organization overseeing all aspects of Festival's programming, finances, marketing and community relations. Thirty years in program development, event organization, fundraising, and marketing for non-profit public service organizations.

EMPLOYMENT HISTORY

2001 – July, 2010: Executive Director, Juan de Fuca Festival of the Arts, Port Angeles, WA
Produce a major arts festival, including six stages of performing artists, student art show, film festival, school science programs, and an arts and crafts street fair over Memorial Day weekend. Responsibilities: fiscal management and development of annual budget; fundraising and grant writing; liaison to JFFA Board of Directors and community organizations; booking, programming, and contract negotiation with artists; coordinating all site logistics and working with city and private contractors and volunteers; writing and producing all printed promotional materials; creating and implementing marketing strategies; supervising staff and large volunteer base.

1993 -2003: Program and Marketing Director, Olympic Park Institute, Port Angeles, WA
Conceive, plan, market, and implement summer family and adult field seminar programs integrating the natural sciences, the creative arts, and cultural history of the Olympic Peninsula. Write, edit and produce promotional materials. Facilitate on-site programs. Plan and execute all public relations and advertising campaigns, including special events. Build partnerships in the community.

1987-1993: Director of Marketing and Public Relations, Resource Institute, Seattle, WA
Program and promote season of arts and natural history field seminars aboard a historic wooden schooner in the Northwest Coastal waters of Puget Sound and Alaska. Create major arts and lecture series in Seattle featuring well-known musicians, writers and environmentalists. Organize fundraising events. Produce all promotional pieces and write grants for special projects. Cook and crew aboard boat during summer season.

1984-1987: Director of Marketing, KUOW public radio, University of Washington, Seattle, WA

Produce on-air promotional campaigns, write and edit monthly newsletter, plan on-air fundraising campaigns, and organize special events, including "A Prairie Home Companion."

1980-1983: Assistant Marketing Director, School of Music, University of Southern California, CA

Coordinate and promote all school concerts and recitals; create arts calendar for the various campus performing arts groups; work with music staff to facilitate events.

PROFESSIONAL SKILLS

- Excellent verbal and written communication skills
- Team player with an emphasis on problem solving, creative thinking, and program development
- Astute fiscal planner and manager
- Organized and self motivated with ability to prioritize and follow projects through completion
- Successful fundraiser
- Respected leadership ability and clear management style
- Community and organizational networker

COMMUNITY WORK

- Yoga instructor, 1998-present
- Member of Northwest Woman's Chorale, 2009-present
- Advisory board member, Pacific Woodrush, 2001-2002
- Volunteer, special needs swimming program, 1999-2001
- Board member, JFFA, 1995-1998
- Board member, Seattle Pro Musica, 1990-1993

EDUCATION

California State University, Dominguez Hills B.S. Music, Magna cum Laude
University of Southern California B.S. English Literature

REFERENCES

References available upon request.

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10/26/10

William Shore Memorial Pool District
FINANCIAL STATEMENTS

As of September 30, 2010



McClain, Crouse & Co, PS

227 W. Eighth Street Port Angeles, WA 98162 (360) 457-3303 FAX (360) 457-7415

Certified Public Accountants
Charles S. McClain
Karen L. Crouse

October 20, 2010

Board of Directors
William Shore Memorial Pool District
Port Angeles, Washington

Dear Board Members:

We have compiled the accompanying statement of financial position of William Shore Memorial Pool District (a nonprofit corporation) as of September 30, 2010 and the related statements of activities - actual and budgeted for the one and nine months then ended in accordance with Statement on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The budgeted statement of activities is presented for supplementary analysis purposes only.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them. In addition, the budgeted statement of activities information for the same period has not been audited or reviewed by us, and, accordingly, we do not express an opinion or any other form of assurance on it.

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

McClain, Crouse and Co. P.S.

**William Shore Memorial Pool District
Statement of Financial Position**

As of September 30, 2010

	<u>Sep 30, 10</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · County Fund Balance	26,530.02
10100 · Cash in Till	350.67
10200 · Credit Card Processing Account	8,992.96
10400 · Cash in Payroll Account	642.01
Total Checking/Savings	<u>36,515.66</u>
Accounts Receivable	
11300 · Credit Card Receivable	2,254.00
Total Accounts Receivable	<u>2,254.00</u>
Total Current Assets	<u>38,769.66</u>
TOTAL ASSETS	<u>38,769.66</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
22000 · Wages Payable	7,556.45
24000 · Payroll Liabilities	15,338.67
25000 · Due to Others	6,605.17
26000 · Due for Professional Services	3,847.00
27000 · Due to the City of Port Angeles	20,089.39
Total Other Current Liabilities	<u>53,436.68</u>
Total Current Liabilities	53,436.68
Long Term Liabilities	
27200 · Loan from Clallam County	195,674.03
Total Long Term Liabilities	<u>195,674.03</u>
Total Liabilities	249,110.71
Equity	
32000 · Unrestricted Net Assets	-244,701.57
Net Income	34,360.52
Total Equity	<u>-210,341.05</u>
TOTAL LIABILITIES & EQUITY	<u>38,769.66</u>

William Shore Memorial Pool District
Statement of Activities
for the one month and nine months ending September 30, 2010

	Sep 10	Jan - Sep 10
Income		
41110 · Real and Property Taxes	10,597.01	266,994.79
41120 · Leasehold Excise Tax	0.00	2,998.74
41130 · DNR Other than Timber	0.00	158.19
41140 · Sale of County Timber	23.54	19,128.43
45000 · Rental Income		
45030 · Facility Rental	935.25	24,302.23
45050 · Locker Rental	191.75	932.19
45060 · Equipment Rental	27.00	378.76
Total 45000 · Rental Income	1,154.00	25,613.18
46400 · Merchandise Sales		
46450 · Sale Items	592.75	4,285.57
Total 46400 · Merchandise Sales	592.75	4,285.57
47200 · Admissions		
47240 · Admissions	8,435.50	103,636.16
47250 · Aerobic Classes	1,940.00	1,955.00
47260 · Swimming Instruction	5,524.06	42,616.65
Total 47200 · Admissions	15,899.56	148,207.81
47981 · Cash Overages and Shortages	0.00	112.18
47990 · Other Miscellaneous Revenue	56.27	2,507.33
Total Income	28,323.13	470,006.22
Cost of Goods Sold		
50010 · Items for Resale	529.18	3,144.63
Total COGS	529.18	3,144.63
Gross Profit	27,793.95	466,861.59
Expense		
60900 · Operating Costs		
62100 · Personnel		
62110 · Regular Time	37,505.50	217,215.10
62150 · Overtime	0.00	2,355.70
62160 · Benefits	2,869.16	24,770.67
62170 · Cafeteria Plan - Salaried	0.00	1,202.69
62180 · Unemployment Compensation	523.19	7,247.15
62190 · Department of Labor & Industry	2,889.97	3,334.28
Total 62100 · Personnel	43,787.82	266,125.59
65000 · Supplies		
65010 · Office Supplies	1,718.81	9,213.43
65020 · Postage, Mailing Service	0.00	25.40
65030 · Printing and Copying	942.20	1,454.02
65040 · Operating Supplies	953.50	11,762.11
65060 · Cleaning and Sanitation Supplie	0.00	4,102.96
Total 65000 · Supplies	3,614.51	26,557.92
66000 · Small Tools and Minor Equipment	0.00	184.85
68000 · Charges for Services		
68100 · Telephone	494.97	2,670.92
68300 · Travel and Meetings		
68310 · Conference, Convention, Meeting	0.00	86.46
68320 · Travel - Training	173.85	1,329.65
Total 68300 · Travel and Meetings	173.85	1,396.11
68500 · Advertising	496.06	1,081.52
Total 68000 · Charges for Services	1,164.90	5,148.55
Total 60900 · Operating Costs	48,567.23	288,016.91
60901 · Maintenance Costs		
62101 · Personnel		
62111 · Regular Time	2,400.00	16,713.66
62151 · Overtime	0.00	1,362.38
62161 · Benefits	0.00	3,382.66
62171 · Retirement	0.00	377.37
Total 62101 · Personnel	2,400.00	21,836.07

William Shore Memorial Pool District
Statement of Activities
for the one month and nine months ending September 30, 2010

	Sep 10	Jan - Sep 10
62800 · Facilities and Equipment		
62830 · Repair and Maintenance		
62840 · Building-Repair and Maintenance	0.00	1,495.17
Total 62830 · Repair and Maintenance	0.00	1,495.17
Total 62800 · Facilities and Equipment	0.00	1,495.17
65001 · Supplies		
65041 · Maintenance Supplies	2,722.45	10,233.24
65050 · Chemicals	0.00	7,127.52
Total 65001 · Supplies	2,722.45	17,360.76
Total 60901 · Maintenance Costs	5,122.45	40,692.00
62890 · Utilities	5,946.70	66,008.09
65120 · Insurance-Property & Liability	0.00	8,318.00
65150 · State Sales Tax	422.39	4,497.15
65160 · Professional Services		
65170 · Legal Services	997.50	12,072.50
65180 · Accounting Services	800.00	4,795.00
65190 · County Clerk Services	336.00	3,360.00
Total 65160 · Professional Services	2,133.50	20,227.50
65500 · Other Expenses		
65510 · Miscellaneous Expense	121.67	1,596.03
65515 · Interest Expense	2,900.51	2,900.51
65550 · State Excise Tax	81.62	244.88
Total 65500 · Other Expenses	3,103.80	4,741.42
Total Expense	66,296.07	432,501.07
Net Income	-38,502.12	34,360.52

William Shore Memorial Pool District
Statement of Activities - Actual and Budgeted
 January through September 2010

	TOTAL	
	Jan - Sep 10	Budget
Income		
41110 · Real and Property Taxes	266,994.79	295,000.00
41120 · Leasehold Excise Tax	2,998.74	
41130 · DNR Other than Timber	158.19	
41140 · Sale of County Timber	19,128.43	
45000 · Rental Income		
45030 · Facility Rental	24,302.23	19,900.00
45050 · Locker Rental	932.19	
45060 · Equipment Rental	378.76	
Total 45000 · Rental Income	25,613.18	19,900.00
46400 · Merchandise Sales		
46450 · Sale Items	4,285.57	3,000.00
Total 46400 · Merchandise Sales	4,285.57	3,000.00
47200 · Admissions		
47240 · Admissions	103,636.16	81,750.00
47250 · Aerobic Classes	1,955.00	2,100.00
47260 · Swimming Instruction	42,616.65	26,925.00
Total 47200 · Admissions	148,207.81	110,775.00
47981 · Cash Overages and Shortages	112.18	
47990 · Other Miscellaneous Revenue	2,507.33	
Total Income	470,006.22	428,675.00
Cost of Goods Sold		
50010 · Items for Resale	3,144.63	3,000.00
Total COGS	3,144.63	3,000.00
Gross Profit	466,861.59	425,675.00
Expense		
60900 · Operating Costs		
62100 · Personnel		
62110 · Regular Time	217,215.10	228,513.00
62150 · Overtime	2,355.70	
62160 · Benefits	24,770.67	
62170 · Cafeteria Plan - Salaried	1,202.69	
62180 · Unemployment Compensation	7,247.15	
62190 · Department of Labor & Industry	3,334.28	
Total 62100 · Personnel	256,125.59	228,513.00
65000 · Supplies		
65010 · Office Supplies	9,213.43	6,000.00
65020 · Postage, Mailing Service	25.40	
65030 · Printing and Copying	1,454.02	
65040 · Operating Supplies	11,762.11	4,500.00
65060 · Cleaning and Sanitation Supplie	4,102.96	2,400.00
Total 65000 · Supplies	26,557.92	12,900.00
66000 · Small Tools and Minor Equipment	184.85	
68000 · Charges for Services		
68100 · Telephone	2,670.92	1,680.00
68300 · Travel and Meetings		
68310 · Conference, Convention, Meeting	66.46	
68320 · Travel - Training	1,329.65	1,650.00
Total 68300 · Travel and Meetings	1,396.11	1,650.00
68500 · Advertising	1,081.52	1,500.00
Total 68000 · Charges for Services	5,148.55	4,830.00
Total 60900 · Operating Costs	288,016.91	246,243.00

William Shore Memorial Pool District
Statement of Activities - Actual and Budgeted
 January through September 2010

	TOTAL	
	Jan - Sep 10	Budget
60901 · Maintenance Costs		
62101 · Personnel		
62111 · Regular Time	16,713.66	20,100.00
62151 · Overtime	1,362.38	
62161 · Benefits	3,382.66	
62171 · Retirement	377.37	
Total 62101 · Personnel	21,836.07	20,100.00
62800 · Facilities and Equipment		
62830 · Repair and Maintenance		
62840 · Building-Repair and Maintenance	1,495.17	
Total 62830 · Repair and Maintenance	1,495.17	
Total 62800 · Facilities and Equipment	1,495.17	
65001 · Supplies		
65041 · Maintenance Supplies	10,233.24	
65050 · Chemicals	7,127.52	20,319.00
Total 65001 · Supplies	17,360.76	20,319.00
Total 60901 · Maintenance Costs	40,692.00	40,419.00
62890 · Utilities	66,008.09	71,250.00
65120 · Insurance-Property & Liability	8,318.00	13,000.00
65150 · State Sales Tax	4,497.15	
65160 · Professional Services		
65170 · Legal Services	12,072.50	5,602.00
65180 · Accounting Services	4,795.00	4,200.00
65190 · County Clerk Services	3,360.00	3,024.00
Total 65160 · Professional Services	20,227.50	12,826.00
65500 · Other Expenses		
65510 · Miscellaneous Expense	1,596.03	
65515 · Interest Expense	2,900.51	
65550 · State Excise Tax	244.88	
Total 65500 · Other Expenses	4,741.42	
Total Expense	432,501.07	383,738.00
Net Income	34,360.52	41,937.00

William Shore Memorial Pool District
Income / Expense Comparison - 2009 and 2010 Projected

	Actual	Proj.	Budget	\$ Over/Under	Budget
	Sept 2010 yfd	2010	2010	2010 Budget	2011
<u>Income</u>					
41110-40 Real and Property Taxes	289,280.15	450,000.00	450,000.00	-	450,000.00
45000 Rental Income	25,613.18	30,735.82	26,500.00	4,235.82	31,000.00
46400 Merchandise Sales	4,285.57	5,142.68	4,000.00	1,142.68	6,000.00
47200 Admissions	148,207.81	177,849.37	147,700.00	30,149.37	186,850.00
47981 Cash Overages	112.18	134.62	-	134.62	-
47990 Other Miscellaneous Revenue	2,507.33	3,008.80	-	3,008.80	-
Total Income	470,006.22	666,871.28	628,200.00	38,671.28	673,850.00
<u>Expenses</u>					
50010 Items for Resale	3,144.63	4,191.79	4,000.00	191.79	6,000.00
62100 Personnel	256,125.59	321,500.00	304,684.00	16,816.00	296,200.00
65000 Supplies	26,557.92	35,410.55	17,200.00	18,210.55	25,600.00
66000 Small tools and Equipment	184.85	246.47	-	246.47	-
68100 Telephone	2,670.92	4,006.38	2,240.00	1,766.38	4,000.00
68300 Travel and Meetings	1,396.11	1,861.48	2,200.00	(338.52)	2,200.00
68500 Advertising	1,081.52	1,442.03	2,000.00	(557.97)	2,000.00
62101 Maintenance Labor	21,836.07	29,036.07	26,800.00	2,236.07	28,800.00
62830 Repair and Maintenance	1,495.17	1,993.56	-	1,993.56	-
65001 Maintenance Supplies and Chemicals	17,360.76	23,147.67	27,092.00	(3,944.33)	27,000.00
62890 Utilities	66,008.09	88,010.76	95,000.00	(6,989.24)	90,500.00
65120 Insurance	8,318.00	11,090.66	13,000.00	(1,909.34)	12,000.00

William Shore Memorial Pool District
Income / Expense Comparison - 2009 and 2010 Projected

	Actual		Proj.		Budget		\$ Over/Under		Budget
	Sept 2010	ytd	2010	2010	2010	2010	2010 Budget	2010 Budget	2011
65150 State Sales Tax	4,497.15		5,996.20		-		5,996.20		12,000.00
65160 Professional Services	20,227.50		26,969.99		17,060.00		9,909.99		23,840.00
65500 Other Expenses	4,741.42		6,321.89		-		6,321.89		-
Total Expense	435,645.70		561,225.51		511,276.00		49,949.51		530,140.00
Net Income	34,360.52		105,645.77		116,924.00		(11,278.23)		143,710.00



Ordinance / Resolution No. _____
RCW 84.55.120

WHEREAS, the BOARD of WILLIAM SHUTE MEMORIAL AVE DISTRICT has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2011; and,

WHEREAS, the districts actual levy amount from the previous year was \$ 475,000; 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 2011 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 0
which is a percentage increase of 0 % 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 _____ day of _____, _____.

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>.

For tax assistance, visit <http://dor.wa.gov/content/taxes/property/default.aspx> or call (360) 570-5900. To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users may call 1-800-451-7985.



Levy Certification

Submit this document to the county legislative authority on or before November 30 of the year preceding the year in which the levy amounts are to be collected and forward a copy to the assessor.

In accordance with RCW 84.52.020, I, MIKE CHAPMAN,
(Name)

BOARD PRESIDENT, for WILLIAM SHAW MEMORIAL POOL, do hereby certify to
(Title) (District Name) DISTRICT

the CLALLAM County legislative authority that the BOARD
(Name of County) (Commissioners, Council, Board, etc.)

of said district requests that the following levy amounts be collected in 2011 as provided in the district's
(Year of Collection)

budget, which was adopted following a public hearing held on 11-23-10 :
(Date of Public Hearing)

Regular Levy: 475,000
(State the total dollar amount to be levied)

Excess Levy: _____
(State the total dollar amount to be levied)

Refund Levy: _____
(State the total dollar amount to be levied)

Signature: _____

Date: _____

For tax assistance, visit <http://dor.wa.gov/content/taxes/property/default.aspx> or call (360) 570-5900. To inquire about the availability of this document in an alternate format for the visually impaired, please call (360) 705-6715. Teletype (TTY) users may call 1-800-451-7985.