

AGENDA- REGULAR MEETING

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

March 23rd, 2021

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, Virginia Smith at Virginia@sacpa.org.

COMMISSIONERS

RANDY JOHNSON, BILL PEACH, LATRISHA SUGGS, CHARLIE MCCAUGHAN, GREG SHIELD

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

PUBLIC COMMENT

CONSENT AGENDA

- Minutes for February 23rd, 2021
- Ratification of the February 1-28th bill payments in the amount of \$211,899.79.

ITEMS FOR DISCUSSION

- 2a Executive Director Report
- 2b Financial Report
- 2c Staff Report
- 2d Advisory Committee Report

PUBLIC COMMENT

NEXT MEETING DATE

The next WSMPD meeting will be held on April 27th, 2021 at 3:00 p.m.

ADJOURNMENT

MINUTES- REGULAR MEETING

WILLIAM SHORE MEMORIAL POOL DISTRICT BOARD of COMMISSIONERS

Port Angeles, Washington

February 23rd, 2021

3:00 p.m.

COMMISSIONERS

CHARLIE MCCAUGHAN, BILL PEACH, RANDY JOHNSON, LATRISHA SUGGS, GREG SHIELD

CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL

Commissioner Charlie McCaughan called the meeting to order at 3:01pm. Also present were Commissioners Peach, Johnson, & Shield. Commissioner Suggs was not present.

REQUEST FOR MODIFICATIONS/APPROVAL OF AGENDA

ACTION TAKEN: CBPm to approve agenda, CGSs, mc

CONSENT AGENDA

- Minutes for January 26th, 2021
- Ratification of the January 1-31st bill payments in the amount of \$153,494.51

ACTION TAKEN: CRJm to approve consent agenda, CBPs, mc

ITEMS FOR DISCUSSION

1. District reservation and point of sale system (at the request of Commissioner Suggs)
Commissioner Suggs was not present. Steve discussed with the Board feedback from the community about our reservation system, both positive and negative. Jessica assured the Board that the system we have in place is the best we can during this time and explained the need for the liability waiver, capacity limitations, etc.
2. Remote meetings or in-person meetings going forward
Commissioners unanimously decided on returning to in-person Board meetings starting in March in the pool's new multi-purpose space, the Olympic Room, offering the Zoom link also for members of the Board or community not comfortable during COVID-19.
3. Executive Director Report
Steve has been working through the warranty process and reported Neeley & subs being very responsive to issues. He also let the Board know about a recent leak in the tunnels that was pumped and fixed with no effect on swim reservations.
4. Financial Report
Steve gave the report in Chris's absence. He answered questions from the Board about the tax increase and is comfortable with it based on revenue projections and consistent expenses. The only reason for a raise at this point would be related to the increase in minimum wage. Steve will also table a budget comparison for March's meeting.
5. Staff Report
Jessica, Manager, reported to the Board that 96% of reservations were filled this week, with 86 sessions per week offered, plus consistently full water aerobics classes. Shore Aquatic Center will be holding a Easter egg coloring contest and will display for the community and a panel of judges, with pool prizes for the winner. Sarah, Aquatics Coordinator, updated the Board on overwhelming swim lesson attendance with \$8,000 earned, positive reviews from parents about lessons and instructors, an upcoming lifeguard class.

6. Advisory Committee Report

President Steve Zenovic- "...nothing to report except that Advisory members have heard only positive reviews and are all consistent pool users who enjoy it and love the staff."

PUBLIC COMMENT- none

NEXT MEETING DATE

The next WSMPD meeting will be held on March 23rd, 2021 at 3:00 p.m. in the Olympic Room at Shore Aquatic Center.

ADJOURNMENT

Commissioner McCaughan adjourned the meeting at 3:47 p.m.

PASSED AND ADOPTED this twenty-third of March, 2021.

William Shore Memorial Pool District Commissioners

Charlie McCaughan, President

ATTEST;

Virginia Smith, Clerk

William Shore Memorial Pool District
Statements of Financial Position
As of February 28, 2021 and 2020

	Feb 28, 21	Feb 29, 20
ASSETS		
Current Assets		
Checking/Savings		
10000 · County Fund Balance	71,332.62	71,150.63
10100 · Cash in Till	1,100.00	100.00
10150 · Kitsap Bank		
10200 · Credit Card Processing Account	233,882.22	20,475.72
10400 · Cash in Operating Account	175,198.12	164,769.55
10500 · Money Market Account	120,065.72	120,095.70
10900 · Receivable from Construct Acct	0.00	18,628.65
Total 10150 · Kitsap Bank	529,146.06	323,969.62
10550 · Construction Funds		
10020 · D A Davidson & Co		
10070 · DADCO - Money Market	837,077.62	6,754,199.18
10050 · DADCO - Capital Improve Acct	0.00	2,544,376.16
Total 10020 · D A Davidson & Co	837,077.62	9,298,575.34
10600 · Kitsap Construction Account		
10080 · Bond Fund-Capitalized Interest	221,317.05	221,317.05
10090 · Bond Reserve Fund	480,682.95	480,682.95
Total 10600 · Kitsap Construction Account	702,000.00	702,000.00
10950 · Payable to Operating Acct	0.00	-18,628.65
Total 10550 · Construction Funds	1,539,077.62	9,981,946.69
Total Checking/Savings	2,140,656.30	10,377,166.94
Accounts Receivable		
11300 · Accounts Receivable	166.45	0.00
Total Accounts Receivable	166.45	0.00
Other Current Assets		
11500 · Employee Receivable	0.00	-948.16
12001 · Undeposited Funds	2,753.50	0.00
12500 · PASD Advance	0.00	301.59
12501 · Tukwila Advance	0.00	659.10
Total Other Current Assets	2,753.50	12.53
Total Current Assets	2,143,576.25	10,377,179.47
Fixed Assets		
15000 · Building and Improvements	1,998,731.72	1,998,731.72
16000 · Equipment	88,291.71	88,291.71
16300 · New Construction		
16305 · Land	88,403.13	86,232.31
16310 · Project Management Services	129,638.53	122,588.53
16320 · Architecture and Engineering	1,350,193.00	1,197,947.64
16330 · Pre-Construction Services	233,833.55	234,418.55
16340 · Permitting	180,142.92	179,983.92
16350 · Construction - Aquatic Center	17,952,631.30	8,400,008.91
16355 · Construction - Horizon Center	356,929.59	356,929.59
16360 · Testing and Inspection	2,242.50	2,242.50
16370 · Survey, Testing & Commissioning	89,974.29	56,807.54
16380 · Equipment and Furnishings	28,726.60	0.00
Total 16300 · New Construction	20,412,715.41	10,637,159.49
Total Fixed Assets	22,499,738.84	12,724,182.92

William Shore Memorial Pool District
Statements of Financial Position
As of February 28, 2021 and 2020

	Feb 28, 21	Feb 29, 20
Other Assets		
18600 · Bond Expense	179,754.00	182,862.51
Total Other Assets	179,754.00	182,862.51
TOTAL ASSETS	24,823,069.09	23,284,224.90
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20000 · Accounts Payable	3,124.99	1,463,355.30
Total Accounts Payable	3,124.99	1,463,355.30
Credit Cards		
21000 · Visa	108.69	108.69
21005 · Citi Cards	10,863.52	1,475.59
Total Credit Cards	10,972.21	1,584.28
Other Current Liabilities		
2110 · Direct Deposit Liabilities	0.00	135.71
22000 · Wages Payable	22.85	9,608.26
22500 · Accrued Cafeteria Plan Liab	14,103.50	12,026.68
23000 · Deferred Compensation Liability	50.00	2,271.00
24000 · Payroll Liabilities	6,648.42	4,305.45
24500 · Accrued Sales Tax Liability	2,149.22	0.00
26500 · Uncashed old paychecks	1,755.16	5,427.55
Total Other Current Liabilities	24,729.15	33,774.65
Total Current Liabilities	38,826.35	1,498,714.23
Long Term Liabilities		
27100 · Pre-existing Debt		
27200 · Kitsap Bank-Auto Loan	0.00	2,461.23
27300 · Washington LOCAL I	31,306.13	45,823.39
27310 · Washington LOCAL II	154,772.75	208,126.47
27400 · Kitsap Bank Term Loan	183,045.68	252,231.75
Total 27100 · Pre-existing Debt	369,124.56	508,642.84
28000 · New Construction Loans		
28200 · Kitsap Bank Term Loan II	7,565,000.00	7,565,000.00
28100 · Limited General Obligation Bond	9,475,000.00	9,650,000.00
Total 28000 · New Construction Loans	17,040,000.00	17,215,000.00
25700 · Deferred Premium on Issuance	317,980.76	328,376.35
Total Long Term Liabilities	17,727,105.32	18,052,019.19
Total Liabilities	17,765,931.67	19,550,733.42
Equity		
32000 · Unrestricted Net Assets	7,082,269.24	3,726,226.22
Net Income	-25,131.82	7,265.26
Total Equity	7,057,137.42	3,733,491.48
TOTAL LIABILITIES & EQUITY	24,823,069.09	23,284,224.90

William Shore Memorial Pool District
Statements of Activities
for the two months ended February 28, 2021 and 2020

	Feb 21	Feb 20
Income		
3300000 · Operating Income		
3111000 · Real and Property Taxes	67,850.15	53,292.33
3172000 · Leasehold Excise Tax	3,482.47	3,074.61
3417000 · Merchandise Sales		
3417100 · Merchandise Sales	1,140.00	0.00
Total 3417000 · Merchandise Sales	1,140.00	0.00
3470000 · Activities/User Fees		
3476040 · Special Events/Gift Certif.	260.00	0.00
3473011 · Pass Sales	11,303.25	0.00
3473010 · General Admissions	9,142.00	0.00
Total 3470000 · Activities/User Fees	20,705.25	0.00
3500000 · Programming		
3476045 · Exercise Classes	123.50	0.00
3476035 · Swim Instruction	3,298.74	0.00
3500010 · After School Care	857.76	8,836.25
Total 3500000 · Programming	4,280.00	8,836.25
3625000 · DNR - Other than Timber	0.00	164.20
3699000 · Other Miscellaneous Revenue	0.00	295.00
3951030 · Sale of County Timber	0.00	8,030.89
48000 · Investment Income		
48100 · Interest Income from Operating	2.31	4.99
Total 48000 · Investment Income	2.31	4.99
Total 3300000 · Operating Income	97,460.18	73,698.27
48200 · Income from Capital Projects		
48210 · Interest Income	1.10	70.46
48220 · Dividend Income	9.16	10,297.17
48240 · Unrealized Gains and Losses	0.00	975.98
Total 48200 · Income from Capital Projects	10.26	11,343.61
Total Income	97,470.44	85,041.88
Gross Profit	97,470.44	85,041.88
Expense		
57620 · Operating Costs		
100001 · Salaries and Wages		
100000 · Regular Time		
100010 · Clerk Services	60.00	119.00
100020 · Lifeguards/Swim Instructor	11,791.53	0.00
100021 · Spark Squad Personnel Costs		
100027 · Cleaning Services	387.50	0.00
100024 · Spark Squad Coordinator	1,498.50	4,325.83
100025 · Spark Squad Leaders	1,181.39	4,310.39
Total 100021 · Spark Squad Personnel Costs	3,067.39	8,636.22
100030 · Fitness Instructor	930.94	402.88
100040 · Head Guards	3,148.37	1,413.77
100050 · Manager	-90.75	3,386.44
100055 · Coordinators		
100057 · Member Svcs Coordinator	1,598.50	2,709.38
100056 · Aquatics Coordinator	1,694.00	121.88
Total 100055 · Coordinators	3,292.50	2,831.26

William Shore Memorial Pool District
Statements of Activities
for the two months ended February 28, 2021 and 2020

	Feb 21	Feb 20
100060 · Maintenance	187.50	0.00
100065 · Front Desk	4,565.14	0.00
100070 · Executive Director	5,551.50	5,551.50
Total 100000 · Regular Time	32,504.12	22,341.07
100090 · Sick/Vacation Pay	581.75	2,683.87
100001 · Salaries and Wages - Other	0.00	0.00
Total 100001 · Salaries and Wages	33,085.87	25,024.94
200000 · Personnel Benefits		
200020 · Federal Payroll Taxes	2,531.08	1,914.40
200032 · Cafeteria Plan	0.00	555.15
200035 · Health Insurance - Sal Employee	4,688.57	0.00
200040 · Unemployment Compensation	1,448.56	182.17
200045 · Department of Labor & Industry	1,332.61	363.09
Total 200000 · Personnel Benefits	10,000.82	3,014.81
300000 · Supplies		
310020 · Lifeguard Supplies		
310026 · Uniforms and Clothing	0.00	145.96
310027 · Lifeguard supplies & equipment	907.02	0.00
310020 · Lifeguard Supplies - Other	604.02	0.00
Total 310020 · Lifeguard Supplies	1,511.04	145.96
310013 · Front of House		
310018 · Items for Resale	2,267.87	0.00
310015 · Uniforms	1,670.90	0.00
Total 310013 · Front of House	3,938.77	0.00
310000 · Office Supplies		
310010 · Office Supplies	381.85	28.62
310040 · Subscriptions	16.34	46.29
310042 · Memberships and Dues	32.59	0.00
310000 · Office Supplies - Other	17.34	0.00
Total 310000 · Office Supplies	448.12	74.91
310050 · Program Supplies and Equipment		
310330 · After School Program		
310380 · Rent Expense	0.00	720.00
310340 · Program/Office Supplies	0.00	545.56
310350 · Food Service Supplies	0.00	67.85
310370 · Transportation	0.00	168.65
Total 310330 · After School Program	0.00	1,502.06
310400 · Summer Camp Program		
310440 · Program/Office Supplies	0.00	51.85
Total 310400 · Summer Camp Program	0.00	51.85
Total 310050 · Program Supplies and Equipment	0.00	1,553.91
310100 · Maintenance Supplies and Repair		
310030 · Pool Chemicals	300.65	0.00
310035 · Cleaning & Janitorial Supplies	1,852.39	0.00
310135 · Maintenance Supplies	473.07	31.22
Total 310100 · Maintenance Supplies and Repair	2,626.11	31.22
350010 · Small Tools and Minor Equipment	5,780.32	20.92
Total 300000 · Supplies	14,304.36	1,826.92

William Shore Memorial Pool District
Statements of Activities
for the two months ended February 28, 2021 and 2020

	Feb 21	Feb 20
4000000 · Charges for Services		
410020 · Professional Services		
410010 · Bank charges	79.49	42.95
410013 · Network/Computer Service	0.00	130.15
410041 · Accounting Services	1,750.00	1,450.00
410071 · Legal Services	148.00	0.00
410080 · Credit Card Charges	83.35	597.75
Total 410020 · Professional Services	2,060.84	2,220.85
420000 · Communications		
420010 · Telephone	75.00	628.78
420023 · Website and Internet	185.00	192.68
Total 420000 · Communications	260.00	821.46
430000 · Travel		
430015 · Travel Allowance	160.81	655.51
430020 · Training	780.00	660.97
430000 · Travel - Other	13.47	0.00
Total 430000 · Travel	954.28	1,316.48
450000 · Operating Rentals and Leases		
450030 · Office Equipment Leases/Rents	0.00	168.07
Total 450000 · Operating Rentals and Leases	0.00	168.07
470090 · Utilities	0.00	378.07
480000 · Repair and Maint-Contracted		
480010 · Building-Repair and Maintenance	0.00	112.63
480040 · Equipment-Repair & Maintenance	0.00	162.70
Total 480000 · Repair and Maint-Contracted	0.00	275.33
500000 · Intergovernmental Services		
530040 · State Sales and B & O Tax	1,747.48	0.00
Total 500000 · Intergovernmental Services	1,747.48	0.00
Total 4000000 · Charges for Services	5,022.60	5,180.26
Total 57620 · Operating Costs	62,413.65	35,046.93
Total Expense	62,413.65	35,046.93
Net Income	<u>35,056.79</u>	<u>49,994.95</u>

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: February 1, 2021 to February 28, 2021

GENERAL FUND

General Payments

	Begin Check #	End Check #	
Accts Payable Checks (computer):	9686	9698	\$19,850.91
Accts Payable Checks (computer):	9662	9662	\$5,706.20
Accts Payable Checks (computer):	9723	9723	\$1,725.00
Payroll Checks 2-05	9663	9685	\$11,568.98
Payroll Checks 2-19	9699	9721	\$11,898.32
Direct Deposit Payroll	DD	DD	\$31,951.88
Wire Transfer/ACH's			\$16,357.45
Payroll Tax ACH Transfers			\$14,614.90

CAPITAL FUND

Capital/Debt Service Payments

	Begin Check #	End Check #	
Payable Checks (computer):	1156	1162	\$98,226.15
Manual Checks:			
Wire Transfer/ACH's			

Total Disbursements **\$211,899.79**

Date of Approval: March 23, 2021

District Treasurer

Executive Director

Commissioner Peach*

Commissioner Shield

Commissioner Johnson*

Commissioner Suggs**

Commissioner McCaughan**

*Recused from Clallam County Payments

**Recused from City of Port Angeles Payments

William Shore Memorial Pool District Payables

Operating and Capital Accounts As of February 28, 2021

General Fund					
Check	02/03/2021	9686	Bagley Creek Outfitters	310015 · Uniforms	1,670.90
Check	02/04/2021	9687	McClain, Crouse & Co, PS	-SPLIT-	1,750.00
Bill Pmt -Check	02/05/2021	9689	angelles millwork	20000 · Accounts Payable	64.27
Bill Pmt -Check	02/05/2021	9690	Canon Financial Services, Inc	20000 · Accounts Payable	188.59
Bill Pmt -Check	02/05/2021	9691	Chris Jackson	20000 · Accounts Payable	290.00
Bill Pmt -Check	02/05/2021	9692	City of PA	20000 · Accounts Payable	14,038.29
Bill Pmt -Check	02/05/2021	9693	Dan Blood's Creative Landscaping, Inc.	20000 · Accounts Payable	1,088.00
Bill Pmt -Check	02/05/2021	9694	Department of Labor & Industries-Boiler	20000 · Accounts Payable	219.60
Bill Pmt -Check	02/05/2021	9695	Knorr Systems	20000 · Accounts Payable	366.97
Bill Pmt -Check	02/05/2021	9696	Swains General Store	20000 · Accounts Payable	13.85
Bill Pmt -Check	02/05/2021	9697	Thurmans	20000 · Accounts Payable	19.30
Bill Pmt -Check	02/05/2021	9698	Pacific Office Equipment	20000 · Accounts Payable	141.14
Check	02/17/2021	9662	GCM Enterprises	350010 · Small Tools and Minor Equipment	5,706.20
Check	02/23/2021	9723	Chris Cowgill	3500010 · After School Care	1,725.00
Capital Fund					27,282.11
Bill Pmt -Check	02/05/2021	1156	Accurate Gutter Service	20000 · Accounts Payable	222.43
Bill Pmt -Check	02/05/2021	1157	Aquify Systems Corp.	20000 · Accounts Payable	15,249.03
Bill Pmt -Check	02/05/2021	1158	CRTC	20000 · Accounts Payable	934.59
Bill Pmt -Check	02/05/2021	1160	Neeley Construction Co	20000 · Accounts Payable	44,648.23
Bill Pmt -Check	02/05/2021	1161	Neudorfer Engineers, Inc.	20000 · Accounts Payable	12,430.75
Bill Pmt -Check	02/05/2021	1162	TMI Salt Pure Corporation	20000 · Accounts Payable	24,741.12
					98,226.15

William Shore Memorial Pool District

Payroll

February 5, 2021

Paycheck	02/05/2021	9663	Amiot, Ryan	937.05	-937.05
Paycheck	02/05/2021	9664	Arand, Thomas S	25.99	-963.04
Paycheck	02/05/2021	9665	Branscum-Higuera, Jacob M.	963.13	-1,926.17
Paycheck	02/05/2021	9666	Burke, Jessica N.	75.30	-2,001.47
Paycheck	02/05/2021	9667	Burke, Steven D.	1,457.82	-3,459.29
Paycheck	02/05/2021	9668	Burwell, Wendy L.	39.32	-3,498.61
Paycheck	02/05/2021	9669	Clark, Benjamin R	511.71	-4,010.32
Paycheck	02/05/2021	9670	Hjelmeseth, Julie	117.50	-4,127.82
Paycheck	02/05/2021	9671	Hunter, Sage E	378.13	-4,505.95
Paycheck	02/05/2021	9672	Jacobson, Brianna R	711.87	-5,217.82
Paycheck	02/05/2021	9673	Jones, Ramona L	527.10	-5,744.92
Paycheck	02/05/2021	9674	Kenton, Leia K.	161.00	-5,905.92
Paycheck	02/05/2021	9675	Latson-Lacy, Drake A.	136.64	-6,042.56
Paycheck	02/05/2021	9676	Nevaril, Olivia	280.79	-6,323.35
Paycheck	02/05/2021	9677	Pease, Josh Q.	527.09	-6,850.44
Paycheck	02/05/2021	9678	Reid, Emilee F.	491.63	-7,342.07
Paycheck	02/05/2021	9679	Robbins, Samantha M.	394.48	-7,736.55
Paycheck	02/05/2021	9680	Rockett, Lisabeth	80.53	-7,817.08
Paycheck	02/05/2021	9681	Singhose, Patrick G.	1,014.77	-8,831.85
Paycheck	02/05/2021	9682	Smith, Virginia	1,622.82	-10,454.67
Paycheck	02/05/2021	9683	Williams, Salie	211.66	-10,666.33
Paycheck	02/05/2021	9684	Wray, Olivia DJ	646.49	-11,312.82
Paycheck	02/05/2021	9685	Murphy, James H.	256.16	-11,568.98
				<u>11,568.98</u>	<u>0.00</u>

William Shore Memorial Pool District Payroll February 19, 2021

Paycheck	02/19/2021	9699	Amiot, Ryan	870.20	-870.20
Paycheck	02/19/2021	9700	Arand, Thomas S	38.99	-909.19
Paycheck	02/19/2021	9701	Branscum-Higuera, Jacob M.	705.91	-1,615.10
Paycheck	02/19/2021	9702	Burke, Steven D.	1,456.53	-3,071.63
Paycheck	02/19/2021	9703	Burwell, Wendy L.	39.31	-3,110.94
Paycheck	02/19/2021	9704	Clark, Benjamin R	500.77	-3,611.71
Paycheck	02/19/2021	9705	Dewater, Carlee N.	172.45	-3,784.16
Paycheck	02/19/2021	9706	Edwards, Anne C.	38.99	-3,823.15
Paycheck	02/19/2021	9707	Hjelmeseth, Julie	117.50	-3,940.65
Paycheck	02/19/2021	9708	Hunter, Sage E	325.66	-4,266.31
Paycheck	02/19/2021	9709	Jacobson, Brianna R	765.44	-5,031.75
Paycheck	02/19/2021	9710	Jones, Ramona L	677.30	-5,709.05
Paycheck	02/19/2021	9722	Kenton, Leia K.	263.87	-5,972.92
Paycheck	02/19/2021	9711	Latson-Lacy, Drake A.	482.85	-6,455.77
Paycheck	02/19/2021	9712	Murphy, James H.	412.10	-6,867.87
Paycheck	02/19/2021	9713	Nevaril, Olivia	118.73	-6,986.60
Paycheck	02/19/2021	9714	Pease, Josh Q.	328.91	-7,315.51
Paycheck	02/19/2021	9715	Reid, Emilee F.	408.65	-7,724.16
Paycheck	02/19/2021	9716	Robbins, Samantha M.	523.24	-8,247.40
Paycheck	02/19/2021	9717	Rockett, Lisabeth	107.37	-8,354.77
Paycheck	02/19/2021	9718	Singhose, Patrick G.	1,116.37	-9,471.14
Paycheck	02/19/2021	9719	Smith, Virginia	1,771.60	-11,242.74
Paycheck	02/19/2021	9720	Williams, Sallie	141.12	-11,383.86
Paycheck	02/19/2021	9721	Wray, Olivia DJ	514.46	-11,898.32
				<u>11,898.32</u>	<u>0.00</u>

QuickBooks Payroll Services

Sent: 02/02/2021

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$68.54
Direct Deposit	\$16599.16

Total payment	\$16667.70

to be withdrawn from Kitsap Bank.

Payroll Run Summary for 02/05/2021:

Paychecks

	Direct Deposit
Total	16,599.16
DD3179 Amiot, Jessica L.	414.14
DD3180 Anderson, Michael P.	469.12
DD3181 Anderson, Susan I	163.70
DD3182 Bower, Victoria	196.55
DD3183 Chilson-Hedin, Kira A.	184.45
DD3184 Collins, Trevor	77.98
DD3185 Colville, Caitlin A.	224.19
DD3186 Compton, Jessica R	2,090.75
DD3187 Cunningham, Fiona G.	315.97
DD3188 Gavin, Joshua M.	477.42
DD3189 Gordon, Sarah	384.07
DD3190 Grosz, Elyse	78.62
DD3191 Hinton, Thomas B.	265.42
DD3192 Hogan, Elizabeth M	375.73
DD3193 Holshouser, Mathias L.	64.98
DD3194 Jeffries Johnson, Aubrey F.	927.83
DD3195 Koehler, Stuart P.	534.82
DD3196 Martin, Taylor B.	507.94
DD3197 Matthews, Harlon B.	148.04
DD3198 McClain, Adriana S	491.16
DD3199 Monger, Isabella L.	537.46
DD3200 Murphy, Clara R.	523.27
DD3201 Murphy, Emma O.	1,085.95
DD3202 Nelson, Jilliana R.	575.79
DD3203 Oakes, Trevin M.	282.10
DD3204 Roening, William DM	323.41
DD3205 Rudzinski, Jane	214.73
DD3206 Salas, Sophia M.	610.72
DD3207 Schafer-Murphy, Breanna L.	527.09
DD3208 Schmitt, Kiara A.	477.42
DD3209 Slater, Trisha M.	80.75
DD3210 Smith, Aspen E.	959.68
DD3211 Tiemersma, Brianna J	401.85
DD3212 Tiemersma, Sarah	1,295.23
DD3213 Washke, Hannah L.	206.86
DD3214 Wold, Jayde A	103.97

QuickBooks Payroll Services

Sent: 02/16/2021

Subject: Details of Funds to be Withdrawn

Actual funds to be withdrawn:	
Payroll service fee	\$68.54
Direct Deposit	\$15215.64

Total payment	\$15284.18

to be withdrawn from Kitsap Bank.

Payroll Run Summary for 02/19/2021:

Paychecks

	Direct Deposit
Total	15,215.64
DD3215 Amiot, Jessica L.	275.62
DD3216 Anderson, Michael P.	358.52
DD3217 Anderson, Susan I	267.68
DD3218 Bower, Victoria	193.67
DD3219 Catterson, Bridget N.	39.57
DD3220 Chilson-Hedin, Kira A.	427.18
DD3221 Colville, Caitlin A.	181.94
DD3222 Compton, Jessica R	2,089.45
DD3223 Cunningham, Fiona G.	103.67
DD3224 Gavin, Joshua M.	382.49
DD3225 Gordon, Sarah	574.15
DD3226 Grosz, Elyse	77.00
DD3227 Hinton, Thomas B.	293.92
DD3228 Hogan, Elizabeth M	275.11
DD3229 Holshouser, Mathias L.	425.63
DD3230 Jeffries Johnson, Aubrey F.	872.04
DD3231 Koehler, Stuart P.	549.58
DD3232 Martin, Taylor B.	343.45
DD3233 Matthews, Harlon B.	322.17
DD3234 McClain, Adriana S	439.66
DD3235 Monger, Isabella L.	354.09
DD3236 Murphy, Clara R.	385.74
DD3237 Murphy, Emma O.	738.59
DD3238 Nelson, Jilliana R.	405.19
DD3239 Oakes, Trevin M.	126.38
DD3240 Roening, William DM	415.37
DD3241 Rudzinski, Jane	201.32
DD3242 Salas, Sophia M.	212.32
DD3243 Schafer-Murphy, Breanna L.	418.62
DD3244 Schmitt, Kiara A.	373.77
DD3245 Slater, Trisha M.	363.37
DD3246 Smith, Aspen E.	1,044.97
DD3247 Tiemersma, Brianna J	114.07
DD3248 Tiemersma, Sarah	1,416.75
DD3249 Washke, Hannah L.	48.61
DD3250 Wold, Jayde A	103.98

William Shore Memorial Pool District
Wire Transfer/ACH
February 2021

Type	Date	Num	Name	Memo	Account	Split	Credit	Balance
Feb 21								
Check	02/28/2021	eft			10500 · Money Mark...	410010 · Bank ...	5.00	-5.00
Check	02/26/2021	eft	Department of Reve...	January, 2021	10400 · Cash in Ope...	24500 · Accrue...	2,504.17	-2,509.17
Liability Check	02/19/2021	eft	Deferred Compensa...	562-55-8022	10400 · Cash in Ope...	23000 · Defer...	1,110.50	-3,619.67
Check	02/19/2021	eft	compuchecks		10400 · Cash in Ope...	310010 · Office...	89.94	-3,709.61
Check	02/08/2021	eft	Regence Blue Shield		10400 · Cash in Ope...	200035 · Healt...	4,536.81	-8,246.42
Check	02/08/2021	eft	Citi Cards		10400 · Cash in Ope...	21005 · Citi Ca...	6,842.82	-15,089.24
Liability Check	02/05/2021	eft	Deferred Compensa...	562-55-8022	10400 · Cash in Ope...	23000 · Defer...	1,110.50	-16,199.74
Check	02/01/2021	eft	Bill Pay		10400 · Cash in Ope...	410010 · Bank ...	5.95	-16,205.69
Check	02/01/2021	eft	Unum Life Ins		10400 · Cash in Ope...	200035 · Healt...	151.76	-16,357.45
Feb 21							16,357.45	-16,357.45

William Shore Memorial Pool District
Payroll Tax/ACH
February 2021

Type	Date	Num	Name	Memo	Account	Credit	Balance
Feb 21							
Liability Check	02/24/2021	eftps	Kitsap Bank	27-0992813	10400 · Cash in...	7,098.16	-7,098.16
Liability Check	02/10/2021	eftps	Kitsap Bank	27-0992813	10400 · Cash in...	7,516.74	-14,614.90
Feb 21						14,614.90	-14,614.90