# NCRD Board Meeting

## May 13, 2021

## NCRD Kitchen/Gallery 6:00 p.m.

**(ZOOM link available by emailing admin@ncrdnehalem.org in advance)**

**AGENDA**

*The mission of North County Recreation District is to promote the educational, recreational, social and physical well-being of the entire north Tillamook County community by offering activities for all ages and abilities in an inviting environment.*

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Consent Agenda**
- 3.1 Board Meeting Minutes April 8, 2021
- 3.2 Executive Director's Report - April
- 3.3 Financial Report - April

**4. Operations Reports**
- 4.1 Departments - April

**5. New Business**
- 5.1 Adopt Approved FY 21/22 Budget
- 5.2 New Pool Construction Planning Update
- 5.3 Parking Lot Construction/ Design Planning
- 5.4 Repurposing Old Natatorium
- 5.5 Citizens Advisory Committee

**6. Old Business**
- 6.1. ORPA ADA Title II: Webinar Series Self-Evaluations and Transition Plans for Parks and Recreation
- 6.2 Pool Financing/Campaign Update
- 6.3 PAC Lobby Update
- 6.4 Executive Director Recruitment
- 6. 5 Cyber Security
- 6.6 Relocation of the Skate Ramp

**7. Committee Reports**
- 7.1 Capital Improvements Plan – W. Burton

**8. Correspondence/Publicity**

**9. Public Comments**

**10. Board Comments**

**11. Announcements / Calendar**
- 11.1 May 18, Election Day
- 11.2 May 31, Memorial Day
- 11.3 June 10, Public Budget Hearing and Board Meeting

**12. Adjournment**

Aquatics | Fitness
Activities for Adults
Performing Arts Center
Rex Champ Ball Field
Youth Center

PO Box 207
36155 9th Street
Nehalem OR 97131

855.444.6273
www.ncrd.org

NCRD BOARD MEETING

April 8, 2021

6:00 pm

Location: Kitchen and Zoom

Called to order by Jack Bloom at 6:03

Pledge of Allegiance

Attendance: Jack Bloom, Wally Burton, Jennifer Holm, Frankie Knight III and Mary Gallagher.

Interim Executive Director: Barbara McCann

Staff: Bill Devlin, (On Zoom):, Kiley Konruff, Sue Dindia-Gray

Public: (on Zoom) Constance Shimek, Dianne Bloom, John Coopersmith, Kimber Lundy

(In Person) Barbara Scott-Brier, Steven Brier, Mary Moran, Linda Makohon

Consent Agenda: Minutes from the March 2021 Meeting, March Financial Report and March 2021 Executive Director's report were approved by motion from Frankie with second by Wally. Passed unanimously.

Operations Reports:

Barbara commented about the potential progress of the new pool project. The architect is not able to commit to a timeline. Probably will not break ground until 2022. Earlier ground breaking is not ruled out but is unlikely. Funds have been received. NCRD was well prepared and has an A+ credit rating. Wally thanked Bill and Jack for their work on getting the funds in place.

The old pool woes continue due to mechanical breakdown. Everything possible is being done to get it back up and running. It was noted that Senator Betsy Johnson has reached out and informed us of the Oregon Community Foundation that has grant money specifically allocated to help keep aging pools going. NCRD is committed to keeping the swim program going until the new pool is built and in use.

The Youth Department is starting camps and sports events for the kids.

The PAC is starting to book acts for the year 2022. Pacific Quartet is planned for January 2022.

NEW BUSINESS:

The OCF (Oregon Community Foundation) is offering a grant opportunity that NCRD may qualify for. Many of the expenses repairing and maintaining the old pool may be eligible for grant money. OCF helps individuals, families, businesses and organizations create charitable funds to help Oregonians and the organizations that serve them, connecting donors with projects or organizations.

Zoom meeting about the New Pool Construction project with Carl Sherwood. This was a meeting to reacquaint everyone with the project, introduce pool designers and discuss the scope of the project. Building the pool will be a huge job and may require the Board to have extra meetings to facilitate the progress. There are solar energy panels planned to help supply hot water for the bathrooms. There is a state mandate that 15% of energy in new construction must be green energy. New ADA regulations dictate many design elements of the building. Frankie asked about grants that are specific to the pool. Bill is directing the grant possibilities and applications.

OLD BUSINESS:

The first two ORPA Title II webinar series have been attended by Board members and staff. This training is in addition to prior ADA planning and training at NCRD. Jennifer asked if there is a document that lists all of the ADA improvements that have been made over the years. There isn't one dedicated document completed at this time, but it is being compiled and it will include future projects as well as those that have been completed.

Pool Financing/Campaign Update: Bill gave a very detailed update regarding the finances and the funds that have been received. The Bond sale closed on April 7, 2021 and netted $8,200,000. The pool finance dollars have been transferred to a dedicated account with Local Government Investment Pool (LGIP). Detailed documents of expenses will be continually produced for complete transparency and auditable financial disclosure.

PAC Lobby Update: The report is attached. The project is coming along very well. The Board is well satisfied with the progress and the professionalism of the contractors working on the job.

Executive Director Recruitment: The deadline to receive applications is April 16, 2021. It is hoped that at least six applicants will be handed over to the review/interview committee, then two will be selected for the Board to interview in order to make a selection.

Cyber Security: It is noted that NCRD must be on guard. Bill is working with our network services provider. A dedicated server needs to be installed to manage end point security on all computers. Implementation of security and control is in progress. SDAO has support and guidance available by providing a webinar and resources to assist cybersecurity planning and prevention. Once a plan is in place, strict compliance will be required by all users.

COMMITTEE REPORT: CIP

Wally reported that the committee met and established a list of items that will be slated for work in 2021/2022 fiscal year.

New Pool
Pac Addition
Rex Champ Field upgrades
Stage Lift
Eastside siding and windows deferred to 22/23 FY.

He also noted that it was suggested that NCRD should work with the City of Nehalem to share parking. During the building of the new pool the parking will be an issue. It was also noted that better estimating of jobs is important. There was discussion about what to do with the old pool footprint.

Jack reported that the Halmark trailer will be moved to the Manzanita Water Department.

CORRESPONDENCE: Included in the packet. Barb noted that a letter was received from Bobbie Riccio, a former resident and pool patron, who sent a donation for the new pool along with notification that NCRD is included in her will at 25% of her estate. Many thanks to Bobbie.

PUBLIC COMMENT:

Barbara Scott-Brier commented that she is impressed with and very thankful for NCRD during the pandemic. She and her husband, Steve, are fans of the pool and the new Pickleball courts. "NCRD is a great place."

Linda Makohon reports that Friends of NCRD has a plant sale planned for May 15 and the Riverbend Players have shows scheduled on Facebook this weekend – "Dog Logs".

Kimber Lundy sent thanks to Bill for helping her get into the meetings on Zoom and doing everything possible to get the sound quality improved for the meetings.

Constance Shimek commented as a community member about a perceived affront that she received from a Board member regarding accessibility. The item in question is the lift to allow disabled folks access to the stage. As noted above the Lift is part of the 21/22 fiscal year projects and all the options are being investigated. Budgeting will include funds for "as yet unspecified lift". The project has not been forgotten. There was a request that if a person has an issue with a specific Board member it should be addressed separately as personal issues have no place in a public Board Meeting. Jennifer and Frankie both pointed out that during these traumatic times of COVID grace and upholding one another is something that should always be practiced. We are a team and there are always mistakes but applying grace to a situation is the way to come to good conclusions. Positive attitudes are the way to handle contentious issues. We have finally realized an incredible goal with the New Pool. Focus on the good.

Steve Brier commented that NCRD is one of the vital institutions in our community and that the Pickleball courts are a magnet drawing people to the community.

The Budget Committee Meeting is May 6, 2021 at 6:00 p.

The next meeting is May 13, 2021 at 6:00 pm.

The meeting was adjourned at 7:55 pm

Respectfully submitted,

Jennie Meyers, Recording Clerk

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**North County Recreation District**
**Interim Executive Director's Report**
**May 13, 2021**

**New Pool**

We have continued to make progress over this past month. Our architect and the surveyors are continuing to work together to develop the site plan. We had another zoom meeting on Tuesday, May 4th with our pool architect Carl Sherwood. We received a tentative timeline for the project. After careful consideration regarding the rainy season and diverting the water during construction it was decided it would not be advisable to begin construction during the winter months. At this point we can expect to go out for bid in early Fall. We are looking at breaking ground in the Spring of next year. For your information I have included the agendas from our first two zoom meetings in the packet.

We now have the money to build the new pool in hand. On April 7th the proceeds from our very successful Bond sale were deposited with LGIP in a special designated pool fund. The members of the Budget Committee will also serve on our New Pool Financial Oversight Committee.

**Other Projects**

The PAC Lobby and ADA restroom project is steadily progressing. I have included David's progress report as an agenda item.

Bruce has been working at Rex Champ Field. He is doing clean up and getting things ready for the upcoming season.

The gardens and beds around the building are looking great thanks to the green thumb of Nancy Smith, with help from the Youth Department and a donation from Friends of NCRD.

**Staff**

The deadline for accepting applications for the Executive Director position closed on April 16th. There was a total of 17 applicants who met the basic criteria to be considered by the screening committee. By the time you receive this report the screening committee meeting will have taken place on May 6th. They are charged with choosing the top 4 to 6 candidates to be forwarded on to the interview

committee. The interview committee will conduct a first interview and choose 2 to 3 finalists to be interviewed by the full Board. The Board will conduct the final interviews and hire our new Executive Director.

We have hired Ben Ballou to fill the part time janitorial position. He started on April 14th. He is working Monday through Friday afternoons. He seems to be a good fit and has already made a big difference in the daily cleanliness and upkeep of the facility. He has a pleasant disposition and has told me he really enjoys being here. Judy Davidson is still working primarily on weekends. Between them and the rest of our staff we are now able to stay on top of all the cleaning required throughout the facility.

**Training**

We completed the last two webinars in the ADA Title II: Self-Evaluations and Transition Plans for Parks and Recreation training series on April 14th and 28th.

Bruce Townsend and Will Grimes attended a Pool Operators Training and Certification class in Portland on April 26th and 27th. Bruce renewed his certification, which is required every 5 years. This was the first time Will took the training and he scored a 98% missing only one answer. He is very pleased, and I am very excited to have another staff member trained in pool chemistry.

**ADA Title II Self-Evaluation and Transition Planning**

I have been working on an ADA Title II Self-Evaluation and Transition Plan document for NCRD. It is coming together but is still a work in progress. It will include improvements, programming, and practices already in place as well as those planned for the future. I am including a draft of the first page to apprise you of my progress and get your feedback. I plan on having a completed document for your review at the June meeting.

Respectfully submitted, Barbara McCann

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# North County Recreation District
## Balance Sheet w/ Prev Month Comparison
**Accrual Basis** — **As of April 30, 2021**

| | Apr 30, 21 | Mar 31, 21 | % Change |
|---|---|---|---|
| **ASSETS** | | | |
| **Current Assets** | | | |
| **Checking/Savings** | | | |
| Columbia Bank - CKNG | 98,679.09 | 29,850.67 | 230.6% |
| Columbia Bank - DEBIT | 6,721.87 | 4,194.06 | 60.3% |
| US Bank #...2075 | 4,230.47 | 4,230.47 | 0.0% |
| LGIP | 3,443,977.00 | 3,680,273.45 | -6.4% |
| LGIP_NEW_POOL | | | |
| FF&C Obligation Proceeds (LGIP) | 3,420,206.80 | 0.00 | 100.0% |
| Bond Proceeds (LGIP) | 4,785,316.70 | 0.00 | 100.0% |
| Total LGIP_NEW_POOL | 8,205,523.50 | 0.00 | 100.0% |
| TLC | 13.18 | 13.18 | 0.0% |
| Edward Jones | 2.70 | 2.70 | 0.0% |
| Petty Cash | 100.00 | 100.00 | 0.0% |
| Total Checking/Savings | 11,759,247.81 | 3,718,664.53 | 216.2% |
| **Other Current Assets** | | | |
| TLC Business Shares | 5.00 | 5.00 | 0.0% |
| Total Other Current Assets | 5.00 | 5.00 | 0.0% |
| Total Current Assets | 11,759,252.81 | 3,718,669.53 | 216.2% |
| **Fixed Assets** | | | |
| Fixed Assets | 3,086,442.55 | 3,086,442.55 | 0.0% |
| Accumulated Depreciation | -792,842.00 | -792,842.00 | 0.0% |
| Total Fixed Assets | 2,293,600.55 | 2,293,600.55 | 0.0% |
| **Other Assets** | | | |
| **Other Assets** | | | |
| GO Bond Debt Issuance Costs | 100,770.99 | 0.00 | 100.0% |
| FF&C Debt Issuance Costs | 93,265.99 | 0.00 | 100.0% |
| Total Other Assets | 194,036.98 | 0.00 | 100.0% |
| Total Other Assets | 194,036.98 | 0.00 | 100.0% |
| **TOTAL ASSETS** | **14,246,890.34** | **6,012,270.08** | **137.0%** |
| **LIABILITIES & EQUITY** | | | |
| **Liabilities** | | | |
| **Current Liabilities** | | | |
| **Accounts Payable** | | | |
| Accounts Payable | -36.00 | 6,189.34 | -100.6% |
| Total Accounts Payable | -36.00 | 6,189.34 | -100.6% |
| **Other Current Liabilities** | | | |
| Accrued Vacation Pay | 21,886.72 | 30,630.20 | -28.6% |
| Payroll Liabilities | | | |
| Med Company | -40.37 | 426.94 | -109.5% |
| Med Employee | -40.37 | 426.94 | -109.5% |
| OR Unemp | -171.20 | -34.36 | -398.3% |
| OR WBF | 47.35 | 165.65 | -71.4% |
| OR Withholding | -173.00 | 1,675.00 | -110.3% |
| Retirement, NCRD Contribution | 224.82 | 112.78 | 99.3% |
| SS Company | -174.76 | 1,823.36 | -109.6% |
| SS Employee | -174.76 | 1,823.36 | -109.6% |
| Withholding | -227.00 | 2,052.00 | -111.1% |
| Payroll Liabilities - Other | 616.39 | 352.70 | 74.8% |
| Total Payroll Liabilities | -112.90 | 8,824.37 | -101.3% |
| Total Other Current Liabilities | 21,773.82 | 39,454.57 | -44.8% |
| Total Current Liabilities | 21,737.82 | 45,643.91 | -52.4% |

# North County Recreation District
## Balance Sheet w/ Prev Month Comparison
Accrual Basis — As of April 30, 2021

| | Apr 30, 21 | Mar 31, 21 | % Change |
|---|---|---|---|
| Long Term Liabilities | | | |
| Premium on FF&C Obligations | 270,202.80 | 0.00 | 100.0% |
| GO Bonds Payable | 4,355,000.00 | 0.00 | 100.0% |
| Premium on Bonds Payable | 540,107.70 | 0.00 | 100.0% |
| FF&C Obligations Payable | 3,250,000.00 | 0.00 | 100.0% |
| Total Long Term Liabilities | 8,415,310.50 | 0.00 | 100.0% |
| Total Liabilities | 8,437,048.32 | 45,643.91 | 18,384.5% |
| Equity | | | |
| Capital Improvement-Assigned | 2,161,140.55 | 2,161,140.55 | 0.0% |
| Capital Improvement-Restricted | 5,235.00 | 5,235.00 | 0.0% |
| Capital Improvement-Unassigned | 2.70 | 2.70 | 0.0% |
| General Fund-Nonspendable | 224.00 | 224.00 | 0.0% |
| General Fund-Unassigned | 91,590.50 | 91,590.50 | 0.0% |
| Retained Earnings | -2,545.35 | -2,545.35 | 0.0% |
| Net Income | 3,554,194.62 | 3,710,978.77 | -4.2% |
| Total Equity | 5,809,842.02 | 5,966,626.17 | -2.6% |
| TOTAL LIABILITIES & EQUITY | **14,246,890.34** | **6,012,270.08** | **137.0%** |

# North County Recreation District
## Budget vs. Actual, Capital Asset Reserve Fund, FY 2020-2021
Accrual Basis — Transactions through April 30, 2021 - 83.3% of budget year

| | Capital Assets Reserve Fund | | | |
|---|---|---|---|---|
| | Jul 1, '20 - May... | Budget | $ Over Budget | % of Budget |
| Ordinary Income/Expense | | | | |
| Income | | | | |
| INCOME | | | | |
| Capital Fund Balance Forward | | | | |
| Working Capital from Prior Yrs. | 741,087.94 | 636,207.00 | 104,880.94 | 116.5% |
| New Pool Fund | 2,013,678.00 | 1,961,628.00 | 52,050.00 | 102.7% |
| East Side Siding Project | 61,996.00 | 61,996.00 | 0.00 | 100.0% |
| Roof Fund | 60,000.00 | 60,000.00 | 0.00 | 100.0% |
| PAC Lobby and ADA Restroom | 50,260.00 | 22,000.00 | 28,260.00 | 228.5% |
| Pickleball Court Construction | -27,397.00 | 18,839.00 | -46,236.00 | -145.4% |
| Total Capital Fund Balance Forward | 2,899,624.94 | 2,760,670.00 | 138,954.94 | 105.0% |
| Grants and Scholarships | | | | |
| Restricted | | | | |
| TillCo PAC Lobby/ADA Grant | 75,000.00 | 0.00 | 75,000.00 | 100.0% |
| Ford Found. PAD/ADA Lobby Grant | 0.00 | 25,000.00 | -25,000.00 | 0.0% |
| OPRD Pickleball Grant | 63,041.00 | 63,041.00 | 0.00 | 100.0% |
| Restricted - Other | 6,583.58 | 5,500.00 | 1,083.58 | 119.7% |
| Total Restricted | 144,624.58 | 93,541.00 | 51,083.58 | 154.6% |
| Total Grants and Scholarships | 144,624.58 | 93,541.00 | 51,083.58 | 154.6% |
| Donations | | | | |
| Restricted | | | | |
| New Pool Fund | 52,965.34 | 75,000.00 | -22,034.66 | 70.6% |
| Total Restricted | 52,965.34 | 75,000.00 | -22,034.66 | 70.6% |
| Total Donations | 52,965.34 | 75,000.00 | -22,034.66 | 70.6% |
| Interest | | | | |
| Capital Reserve Interest | 18,592.07 | 32,688.17 | -14,096.10 | 56.9% |
| Total Interest | 18,592.07 | 32,688.17 | -14,096.10 | 56.9% |
| State Timber Revenue | 220,555.59 | 343,036.00 | -122,480.41 | 64.3% |
| Total INCOME | 3,336,362.52 | 3,304,935.17 | 31,427.35 | 101.0% |
| Total Income | 3,336,362.52 | 3,304,935.17 | 31,427.35 | 101.0% |
| Gross Profit | 3,336,362.52 | 3,304,935.17 | 31,427.35 | 101.0% |
| Expense | | | | |
| CAPITAL OUTLAY | | | | |
| Capital Expansion & Improvement | | | | |
| Gym Building Roof | 0.00 | 50,000.00 | -50,000.00 | 0.0% |
| Hallway Floors | 15,897.97 | 15,000.00 | 897.97 | 106.0% |
| Fire Alarm System | 37,588.63 | 45,000.00 | -7,411.37 | 83.5% |
| Roof Fund | 0.00 | 10,000.00 | -10,000.00 | 0.0% |
| New Pool Fund | 50,000.00 | 50,000.00 | 0.00 | 100.0% |
| PAC Lobby & ADA Restrooms | 284,943.37 | 350,000.00 | -65,056.63 | 81.4% |
| Pickleball Court Construction | 94,950.39 | 130,000.00 | -35,049.61 | 73.0% |
| Website Design | 5,538.75 | 0.00 | 5,538.75 | 100.0% |
| Rex Champ Field Improvements | 14,478.05 | 14,000.00 | 478.05 | 103.4% |
| Additional Future Projects CIP | 0.00 | 30,000.00 | -30,000.00 | 0.0% |
| New Pool Project | 40,419.72 | 0.00 | 40,419.72 | 100.0% |
| Total Capital Expansion & Improvement | 543,816.88 | 694,000.00 | -150,183.12 | 78.4% |
| Total CAPITAL OUTLAY | 543,816.88 | 694,000.00 | -150,183.12 | 78.4% |

# North County Recreation District
## Budget vs. Actual, Capital Asset Reserve Fund, FY 2020-2021
**Accrual Basis** — **Transactions through April 30, 2021 - 83.3% of budget year**

| | Capital Assets Reserve Fund | | | |
|---|---|---|---|---|
| | Jul 1, '20 - May... | Budget | $ Over Budget | % of Budget |
| New Pool Fundraising | 6,218.65 | 10,000.00 | -3,781.35 | 62.2% |
| Project Management | 41,125.79 | 44,500.00 | -3,374.21 | 92.4% |
| Total Expense | 591,161.32 | 748,500.00 | -157,338.68 | 79.0% |
| Net Ordinary Income | 2,745,201.20 | 2,556,435.17 | 188,766.03 | 107.4% |
| **Net Income** | **2,745,201.20** | **2,556,435.17** | **188,766.03** | **107.4%** |

# North County Recreation District
## Budget vs. Actual, General Fund, FY 2020 - 2021
Accrual Basis — Transactions through April 30, 2021 - 83.3% of budget year

| | TOTAL | | | |
|---|---|---|---|---|
| | Jul '20 - Jun ... | Budget | $ Over Budget | % of Budget |
| Ordinary Income/Expense | | | | |
| Income | | | | |
| INCOME | | | | |
| Beginning Fund Balance | | | | |
| NWC - Restricted | | | | |
| Scholarships | 8,119.00 | 200.00 | 7,919.00 | 4,059.5% |
| Trust Manag. | 4,599.00 | 4,250.00 | 349.00 | 108.2% |
| Staff Training | 1,000.00 | 1,000.00 | 0.00 | 100.0% |
| NWC - Restricted - Other | 15,720.00 | 14,000.00 | 1,720.00 | 112.3% |
| Total NWC - Restricted | 29,438.00 | 19,450.00 | 9,988.00 | 151.4% |
| NWC - Unrestricted | 459,255.92 | 316,384.00 | 142,871.92 | 145.2% |
| Total Beginning Fund Balance | 488,693.92 | 335,834.00 | 152,859.92 | 145.5% |
| User Fees and Charges | | | | |
| Activities Fees | 250.00 | 500.00 | -250.00 | 50.0% |
| Aquatics User Fees | 11,899.39 | 45,000.00 | -33,100.61 | 26.4% |
| Fitness User Fees | 37,307.91 | 96,000.00 | -58,692.09 | 38.9% |
| Youth Program | 12,995.00 | 21,000.00 | -8,005.00 | 61.9% |
| Youth Sports | 1,102.62 | 11,000.00 | -9,897.38 | 10.0% |
| Youth Camps | | | | |
| Forest to the Sea Camp | 0.00 | 625.00 | -625.00 | 0.0% |
| Youth Camps - Other | 78.00 | 2,800.00 | -2,722.00 | 2.8% |
| Total Youth Camps | 78.00 | 3,425.00 | -3,347.00 | 2.3% |
| Pre-School Swim Fees | 640.00 | 2,250.00 | -1,610.00 | 28.4% |
| Trip Fees & Transport - Cirque | 0.00 | 5,000.00 | -5,000.00 | 0.0% |
| Total User Fees and Charges | 64,272.92 | 184,175.00 | -119,902.08 | 34.9% |
| Ticket Sales | 0.00 | 20,000.00 | -20,000.00 | 0.0% |
| Riverbend Players | 0.00 | 3,800.00 | -3,800.00 | 0.0% |
| Fundraising Income | | | | |
| Restricted | | | | |
| Pool-a-Thon | 500.00 | 18,500.00 | -18,000.00 | 2.7% |
| Total Restricted | 500.00 | 18,500.00 | -18,000.00 | 2.7% |
| Unrestricted | | | | |
| Beach Run - Participants | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| Beach Run - Sponsors | 0.00 | 2,000.00 | -2,000.00 | 0.0% |
| Total Unrestricted | 0.00 | 4,000.00 | -4,000.00 | 0.0% |
| Total Fundraising Income | 500.00 | 22,500.00 | -22,000.00 | 2.2% |
| Grants and Scholarships | | | | |
| Restricted | | | | |
| School Swim Program NKN #56 | 2,000.00 | 0.00 | 2,000.00 | 100.0% |
| Friends of NCRD | | | | |
| Scholarship Fund-Aquatics | 396.00 | 2,000.00 | -1,604.00 | 19.8% |
| Scholarship Fund-Fitness | 180.00 | 0.00 | 180.00 | 100.0% |
| Scholarship Fund-Youth | 2,490.00 | 4,300.00 | -1,810.00 | 57.9% |
| Total Friends of NCRD | 3,066.00 | 6,300.00 | -3,234.00 | 48.7% |
| Restricted - Other | 209,161.81 | 15,000.00 | 194,161.81 | 1,394.4% |
| Total Restricted | 214,227.81 | 21,300.00 | 192,927.81 | 1,005.8% |
| Total Grants and Scholarships | 214,227.81 | 21,300.00 | 192,927.81 | 1,005.8% |
| Preschool Teacher Reimbursement | 21,380.00 | 31,500.00 | -10,120.00 | 67.9% |

3.3/5

# North County Recreation District
## Budget vs. Actual, General Fund, FY 2020 - 2021
Accrual Basis — Transactions through April 30, 2021 - 83.3% of budget year

| | TOTAL | | | |
|---|---|---|---|---|
| | Jul '20 - Jun ... | Budget | $ Over Budget | % of Budget |
| Dedicated Space Rental | | | | |
| Community Center Room Rentals | 3,207.50 | 12,800.00 | -9,592.50 | 25.1% |
| Preschool Rental | 2,100.00 | 2,760.00 | -660.00 | 76.1% |
| Total Dedicated Space Rental | 5,307.50 | 15,560.00 | -10,252.50 | 34.1% |
| Event Sponsorship | 0.00 | 1,000.00 | -1,000.00 | 0.0% |
| TBCC Contract | 6,201.58 | 6,600.00 | -398.42 | 94.0% |
| Concessions Income | 522.00 | 2,390.00 | -1,868.00 | 21.8% |
| Donations | | | | |
| Restricted | | | | |
| Team Sports Sponsors | 0.00 | 3,300.00 | -3,300.00 | 0.0% |
| Restricted - Other | 18,925.90 | 1,500.00 | 17,425.90 | 1,261.7% |
| Total Restricted | 18,925.90 | 4,800.00 | 14,125.90 | 394.3% |
| Unrestricted | 344.54 | 0.00 | 344.54 | 100.0% |
| Total Donations | 19,270.44 | 4,800.00 | 14,470.44 | 401.5% |
| Interest | | | | |
| General Fund | 3,623.75 | 8,800.00 | -5,176.25 | 41.2% |
| Total Interest | 3,623.75 | 8,800.00 | -5,176.25 | 41.2% |
| Taxes (previously levied) | 24,435.99 | 26,000.00 | -1,564.01 | 94.0% |
| Taxes (current year) | 1,008,139.58 | 1,049,446.00 | -41,306.42 | 96.1% |
| Misc Income | 273.25 | 2,300.00 | -2,026.75 | 11.9% |
| Copier Fees | 43.61 | 0.00 | 43.61 | 100.0% |
| Total INCOME | 1,856,892.35 | 1,736,005.00 | 120,887.35 | 107.0% |
| Total Income | 1,856,892.35 | 1,736,005.00 | 120,887.35 | 107.0% |
| Gross Profit | 1,856,892.35 | 1,736,005.00 | 120,887.35 | 107.0% |
| Expense | | | | |
| PERSONNEL SERVICES | | | | |
| ACTIVITIES | | | | |
| Activities Coordinator | 8,967.90 | 18,982.00 | -10,014.10 | 47.2% |
| Total ACTIVITIES | 8,967.90 | 18,982.00 | -10,014.10 | 47.2% |
| ADMINISTRATION | | | | |
| Executive Director | 53,086.88 | 72,001.00 | -18,914.12 | 73.7% |
| Finance Manager | 44,521.00 | 52,500.00 | -7,979.00 | 84.8% |
| Welcome Center Staff | 38,116.98 | 30,746.53 | 7,370.45 | 124.0% |
| Pre-School Teacher | 26,500.00 | 32,445.00 | -5,945.00 | 81.7% |
| Custodial Staff | 10,517.51 | 17,425.54 | -6,908.03 | 60.4% |
| Member Services Director | 32,593.89 | 40,705.60 | -8,111.71 | 80.1% |
| Maintenance Supervisor | 31,427.20 | 36,849.28 | -5,422.08 | 85.3% |
| Maintenance and Gardening | 1,229.93 | 0.00 | 1,229.93 | 100.0% |
| Total ADMINISTRATION | 237,993.39 | 282,672.95 | -44,679.56 | 84.2% |
| AQUATICS | | | | |
| Aquatics Director/Ast. Ex. Dir. | 47,720.97 | 60,286.93 | -12,565.96 | 79.2% |
| Swim Program Manager | 38,785.68 | 51,417.60 | -12,631.92 | 75.4% |
| Aquatics Instructors | 21,295.47 | 52,337.40 | -31,041.93 | 40.7% |
| Aquatics Maintenance | 35,706.69 | 28,279.68 | 7,427.01 | 126.3% |
| Lifeguards | 71,384.11 | 73,368.96 | -1,984.85 | 97.3% |
| Total AQUATICS | 214,892.92 | 265,690.57 | -50,797.65 | 80.9% |

3.3/6

# North County Recreation District
## Budget vs. Actual, General Fund, FY 2020 - 2021
Accrual Basis — Transactions through April 30, 2021 - 83.3% of budget year

| | TOTAL | | | |
|---|---|---|---|---|
| | Jul '20 - Jun ... | Budget | $ Over Budget | % of Budget |
| FITNESS | | | | |
| Fitness Director | 43,957.60 | 52,749.00 | -8,791.40 | 83.3% |
| Fitness Supervisor | 29,448.05 | 31,893.00 | -2,444.95 | 92.3% |
| Fitness Attendant | 38,156.66 | 51,584.00 | -13,427.34 | 74.0% |
| Fitness Instructor | 20,626.90 | 24,548.00 | -3,921.10 | 84.0% |
| Total FITNESS | 132,189.21 | 160,774.00 | -28,584.79 | 82.2% |
| PERFORMING ARTS CENTER | | | | |
| PAC Coordinator | 7,054.86 | 21,514.60 | -14,459.74 | 32.8% |
| PAC Assistants | 0.00 | 764.40 | -764.40 | 0.0% |
| Total PERFORMING ARTS CENTER | 7,054.86 | 22,279.00 | -15,224.14 | 31.7% |
| YOUTH | | | | |
| Youth Program Director | 34,762.69 | 38,532.00 | -3,769.31 | 90.2% |
| Youth Program Assistants | 59,007.63 | 50,325.00 | 8,682.63 | 117.3% |
| Youth Sports Coordinator | 6,253.84 | 21,840.00 | -15,586.16 | 28.6% |
| Youth Sports Assistants | 1,550.96 | 5,400.00 | -3,849.04 | 28.7% |
| Total YOUTH | 101,575.12 | 116,097.00 | -14,521.88 | 87.5% |
| Salary Adjustments | 0.00 | 6,060.00 | -6,060.00 | 0.0% |
| Overtime | 1,784.95 | 6,289.40 | -4,504.45 | 28.4% |
| Employee Benefits | -6,075.90 | 0.00 | -6,075.90 | 100.0% |
| Payroll Expenses | 49,904.82 | 71,068.86 | -21,164.04 | 70.2% |
| Health Insurance | 74,278.77 | 94,938.00 | -20,659.23 | 78.2% |
| Workers' Comp. Insurance | 5,232.89 | 6,500.00 | -1,267.11 | 80.5% |
| Retirement, NCRD Contribution | 19,493.35 | 22,584.00 | -3,090.65 | 86.3% |
| Total PERSONNEL SERVICES | 847,292.28 | 1,073,935.78 | -226,643.50 | 78.9% |
| MATERIALS & SERVICES | | | | |
| Equipment Maintenance | 912.14 | 1,000.00 | -87.86 | 91.2% |
| Maintenance Equipment/Repairs | 7,626.83 | 7,000.00 | 626.83 | 109.0% |
| Maintenance Materials/Supplies | 1,459.41 | 3,000.00 | -1,540.59 | 48.6% |
| Main Bldg. - Groundskeep/Maint | 8,205.17 | 11,000.00 | -2,794.83 | 74.6% |
| Janitorial Supplies | 4,678.00 | 4,000.00 | 678.00 | 117.0% |
| Champ Fld. - Groundskeep/Maint | 2,258.59 | 2,750.00 | -491.41 | 82.1% |
| Inspections & Licenses | 2,015.15 | 2,700.00 | -684.85 | 74.6% |
| Concessions Expenses | 124.35 | 2,500.00 | -2,375.65 | 5.0% |
| Artist Fees | 148.50 | 22,000.00 | -21,851.50 | 0.7% |
| Equipment | 7,643.14 | 9,000.00 | -1,356.86 | 84.9% |
| Office/Program Equipment | 6,595.33 | 3,000.00 | 3,595.33 | 219.8% |
| Pool Chemicals | 7,521.93 | 13,000.00 | -5,478.07 | 57.9% |
| Pool Materials | 21,170.43 | 17,000.00 | 4,170.43 | 124.5% |
| Supplies | | | | |
| Office/Program Supplies | 16,895.40 | 12,500.00 | 4,395.40 | 135.2% |
| Classroom Supplies | 2,632.01 | 3,200.00 | -567.99 | 82.3% |
| Printing & Supplies | 15.79 | 2,000.00 | -1,984.21 | 0.8% |
| Sports Supplies | 2,287.25 | 4,000.00 | -1,712.75 | 57.2% |
| Supplies - Other | 11,061.22 | 3,750.00 | 7,311.22 | 295.0% |
| Total Supplies | 32,891.67 | 25,450.00 | 7,441.67 | 129.2% |
| Fundraising Expenses | | | | |
| Beach Run Fundraising | 0.00 | 2,500.00 | -2,500.00 | 0.0% |
| Fundraising Expenses - Other | 83.99 | 1,700.00 | -1,616.01 | 4.9% |
| Total Fundraising Expenses | 83.99 | 4,200.00 | -4,116.01 | 2.0% |
| Advertising | 800.00 | 12,000.00 | -11,200.00 | 6.7% |
| Ads/Print/Newsletter/PR/Promo | 2,863.26 | 5,000.00 | -2,136.74 | 57.3% |
| Administrative Expenses | 33.75 | 0.00 | 33.75 | 100.0% |

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# North County Recreation District
## Budget vs. Actual, General Fund, FY 2020 - 2021
Accrual Basis — Transactions through April 30, 2021 - 83.3% of budget year

| | TOTAL | | | |
|---|---|---|---|---|
| | Jul '20 - Jun ... | Budget | $ Over Budget | % of Budget |
| Camps and Workshops | | | | |
| Supplies | 264.04 | 0.00 | 264.04 | 100.0% |
| Camps and Workshops - Other | 1,586.45 | 15,000.00 | -13,413.55 | 10.6% |
| Total Camps and Workshops | 1,850.49 | 15,000.00 | -13,149.51 | 12.3% |
| Activity/Event Fees | 0.00 | 500.00 | -500.00 | 0.0% |
| Property and Casualty Insurance | 24,837.00 | 24,500.00 | 337.00 | 101.4% |
| Professional Services | | | | |
| Attorney fees & charges | 650.00 | 0.00 | 650.00 | 100.0% |
| Consultant fees & charges | 300.00 | 0.00 | 300.00 | 100.0% |
| Professional Services - Other | 10,800.00 | 8,800.00 | 2,000.00 | 122.7% |
| Total Professional Services | 11,750.00 | 8,800.00 | 2,950.00 | 133.5% |
| Training/Certifications | 4,982.09 | 10,000.00 | -5,017.91 | 49.8% |
| Transportation/Lodging/Mileage | 565.79 | 1,400.00 | -834.21 | 40.4% |
| Bank Charges | | | | |
| Credit Card Fees | 985.23 | 0.00 | 985.23 | 100.0% |
| Bank Charges - Other | 1,109.05 | 3,500.00 | -2,390.95 | 31.7% |
| Total Bank Charges | 2,094.28 | 3,500.00 | -1,405.72 | 59.8% |
| Utilities | | | | |
| Electricity | 16,151.95 | 23,300.00 | -7,148.05 | 69.3% |
| Garbage | 1,947.87 | 2,800.00 | -852.13 | 69.6% |
| Oil | 14,910.28 | 28,000.00 | -13,089.72 | 53.3% |
| Sewer | 2,268.00 | 2,450.00 | -182.00 | 92.6% |
| Internet/Phone | 5,699.57 | 6,320.00 | -620.43 | 90.2% |
| Water | 2,701.35 | 3,600.00 | -898.65 | 75.0% |
| Propane | 467.78 | 550.00 | -82.22 | 85.1% |
| Total Utilities | 44,146.80 | 67,020.00 | -22,873.20 | 65.9% |
| Total MATERIALS & SERVICES | 197,258.09 | 275,320.00 | -78,061.91 | 71.6% |
| CONTINGENCIES | | | | |
| General Operating Contingency | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| Total CONTINGENCIES | 0.00 | 40,000.00 | -40,000.00 | 0.0% |
| Total Expense | 1,044,550.37 | 1,389,255.78 | -344,705.41 | 75.2% |
| Net Ordinary Income | 812,341.98 | 346,749.22 | 465,592.76 | 234.3% |
| Other Income/Expense | | | | |
| Other Income | | | | |
| Refunds | 2,230.00 | 0.00 | 2,230.00 | 100.0% |
| Total Other Income | 2,230.00 | 0.00 | 2,230.00 | 100.0% |
| Net Other Income | 2,230.00 | 0.00 | 2,230.00 | 100.0% |
| **Net Income** | **814,571.98** | **346,749.22** | **467,822.76** | **234.9%** |

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05/10/21

# North County Recreation District
## Accrued Bills, Not Yet Payable

| Type | Due Date | Open Balance |
|---|---|---|
| **Northwest Control Company** | | |
| Credit | | -36.00 |
| Total Northwest Control Company | | -36.00 |
| **TOTAL** | | **-36.00** |

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# North County Recreation District
## Transaction List by Vendor
### April 2021

3.3/10

| Type | Date | Num | Memo | Account | Split | Amount |
|---|---|---|---|---|---|---|
| **AFLAC** | | | | | | |
| Liability Ch... | 04/29/2021 | 20650 | | Columbia Bank - CK... | -SPLIT- | -301.24 |
| **Amazon** | | | | | | |
| Check | 04/02/2021 | DEBIT | Ord #114-7553055-1018606 | Columbia Bank - DE... | Office/Program Equipment | -175.94 |
| Check | 04/20/2021 | DEBIT | Ord #113-0943811-0049008 | Columbia Bank - DE... | Maintenance Equipment/R... | -304.84 |
| **Asiflex** | | | | | | |
| Liability Ch... | 04/02/2021 | 20531 | | Columbia Bank - CK... | Payroll Liabilities | -50.00 |
| Check | 04/10/2021 | EFT | Monthly Admin Fee | Columbia Bank - CK... | Administrative Expenses | -3.75 |
| **Big 5 Sporting Goods** | | | | | | |
| Check | 04/21/2021 | DEBIT | Receipt# 00441002063820210421 | Columbia Bank - DE... | Sports Supplies | -480.70 |
| **Booth Landscape Maintenence** | | | | | | |
| Bill | 04/25/2021 | 7951 | Invoice # 7951 | Accounts Payable | Main Bldg. - Groundskeep/... | -520.00 |
| Bill Pmt -C... | 04/29/2021 | 20651 | Invoice # 7951 | Columbia Bank - CK... | Accounts Payable | -520.00 |
| **Brittell Architecture Inc.** | | | | | | |
| Bill | 04/01/2021 | 6110 | INV# 6110 | Accounts Payable | -SPLIT- | -1,560.00 |
| Bill Pmt -C... | 04/15/2021 | 20577 | INV# 6110 | Columbia Bank - CK... | Accounts Payable | -1,560.00 |
| **Charter Communications** | | | | | | |
| Bill | 04/18/2021 | 00103... | ACCT 8752 20 009 0010314, INV #0010314... | Accounts Payable | -SPLIT- | -109.99 |
| Bill Pmt -C... | 04/30/2021 | 20632 | ACCT 8752 20 009 0010314, INV #0010314... | Columbia Bank - CK... | Accounts Payable | -109.99 |
| **Childcare Resource & Referral** | | | | | | |
| Check | 04/16/2021 | DEBIT | 1552104164532015 | Columbia Bank - DE... | Training/Certifications | -60.00 |
| **CIS Trust** | | | | | | |
| Bill | 04/30/2021 | 43005 | May 2021 invoice #42228 | Accounts Payable | -SPLIT- | -7,356.58 |
| Bill Pmt -C... | 04/30/2021 | 20645 | May 2021 invoice #42228 | Columbia Bank - CK... | Accounts Payable | -7,356.58 |
| Liability Ch... | 04/30/2021 | 20646 | | Columbia Bank - CK... | -SPLIT- | -991.02 |
| **CIT** | | | | | | |
| Bill | 04/08/2021 | 37530... | CUST: 1844814; INV: 37530523 | Accounts Payable | Office/Program Supplies | -437.05 |
| Bill Pmt -C... | 04/15/2021 | 20578 | CUST: 1844814; INV: 37530523 | Columbia Bank - CK... | Accounts Payable | -437.05 |
| **City of Manzanita.** | | | | | | |
| Bill Pmt -C... | 04/30/2021 | 20633 | 536.01 | Columbia Bank - CK... | Accounts Payable | -129.75 |
| **City of Nehalem** | | | | | | |
| Bill | 04/12/2021 | 20210... | Permit to perform operations in a City street. | Accounts Payable | PAC Lobby & ADA Restroo... | -4,260.00 |
| Bill Pmt -C... | 04/13/2021 | 20601 | Permit to perform operations in a City street. | Columbia Bank - CK... | Accounts Payable | -4,260.00 |
| Bill Pmt -C... | 04/15/2021 | 20579 | Rt: 2; Accnt: 506; Service from 2/19/2021 to... | Columbia Bank - CK... | Accounts Payable | -189.00 |
| **Costco** | | | | | | |
| Bill | 04/13/2021 | 11030... | 110300001987 | Accounts Payable | -SPLIT- | -98.36 |
| Bill Pmt -C... | 04/13/2021 | DEBIT | 110300001987 | Columbia Bank - DE... | Accounts Payable | -98.36 |
| **Country Media** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20580 | Cust Acct #34373 Inv. #497301, 497968, 49... | Columbia Bank - CK... | Accounts Payable | -139.00 |
| **Cove Built** | | | | | | |
| Bill | 04/01/2021 | 4 | PAC Lobby Porject - Progress payment #4 | Accounts Payable | PAC Lobby & ADA Restroo... | -62,441.51 |
| Bill Pmt -C... | 04/15/2021 | 20581 | PAC Lobby Porject - Progress payment #4 | Columbia Bank - CK... | Accounts Payable | -62,441.51 |
| **David Wiegan** | | | | | | |
| Bill | 04/25/2021 | 3 | PAC Lobby Project Management Consultant | Accounts Payable | PAC Lobby & ADA Restroo... | -872.00 |
| Bill Pmt -C... | 04/30/2021 | 20634 | PAC Lobby Project Management Consultant | Columbia Bank - CK... | Accounts Payable | -872.00 |
| **Devlin Consulting, LLC** | | | | | | |
| Bill | 04/25/2021 | 753 | Inv. #753 | Accounts Payable | -SPLIT- | -8,887.50 |
| Bill Pmt -C... | 04/30/2021 | 20635 | Inv. #753 | Columbia Bank - CK... | Accounts Payable | -8,887.50 |

# North County Recreation District
## Transaction List by Vendor
### April 2021

| Type | Date | Num | Memo | Account | Split | Amount |
|---|---|---|---|---|---|---|
| **Duluth Trading** | | | | | | |
| Check | 04/15/2021 | DEBIT | Ord #WEB13089942 | Columbia Bank - DE... | Office/Program Supplies | -200.00 |
| **Elizabeth Carroll** | | | | | | |
| Bill | 04/25/2021 | 20210... | Paid annually | Accounts Payable | Training/Certifications | -8.00 |
| Bill Pmt -C... | 04/30/2021 | 20636 | Paid annually | Columbia Bank - CK... | Accounts Payable | -8.00 |
| **Embassy Suites** | | | | | | |
| Check | 04/26/2021 | DEBIT | Conf #82821324, Ref #111601001300 | Columbia Bank - DE... | Training/Certifications | -56.00 |
| Check | 04/27/2021 | DEBIT | Conf #82821324 | Columbia Bank - DE... | Training/Certifications | -478.19 |
| Check | 04/27/2021 | DEBIT | Conf #82821324, Ref #111702402377 | Columbia Bank - DE... | Training/Certifications | -71.00 |
| **Google Play** | | | | | | |
| Check | 04/01/2021 | DEBIT | Google Drive additional storage subscription... | Columbia Bank - DE... | Supplies | -1.99 |
| **GRI** | | | | | | |
| Bill | 04/09/2021 | 29297 | Inv. #29297 | Accounts Payable | New Pool Project | -4,817.50 |
| Bill Pmt -C... | 04/30/2021 | 20637 | Inv. #29297 | Columbia Bank - CK... | Accounts Payable | -4,817.50 |
| **Hillsboro Pump Service** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20582 | POOL PUMP - Impeller, motor, parts and la... | Columbia Bank - CK... | Accounts Payable | -3,525.60 |
| **Home Depot** | | | | | | |
| Bill | 04/13/2021 | 40230... | 4023 01 69730 04/13/2021 0079 | Accounts Payable | -SPLIT- | -88.59 |
| Bill Pmt -C... | 04/30/2021 | 20638 | 4023 01 69730 04/13/2021 0079 | Columbia Bank - CK... | Accounts Payable | -88.59 |
| **IconiPro** | | | | | | |
| Bill | 04/01/2021 | 35482 | Cust. #1508, Inv. #35482 | Accounts Payable | Office/Program Equipment | -146.97 |
| Bill Pmt -C... | 04/15/2021 | 20583 | Cust. #1508, Inv. #35482 | Columbia Bank - CK... | Accounts Payable | -146.97 |
| Bill | 04/23/2021 | 35560 | Cust. #1508, Inv. #35560 | Accounts Payable | PAC Lobby & ADA Restroo... | -1,155.17 |
| Bill Pmt -C... | 04/30/2021 | 20639 | Cust. #1508, Inv. #35560 | Columbia Bank - CK... | Accounts Payable | -1,155.17 |
| **Janet Paulson** | | | | | | |
| Bill | 04/10/2021 | INV79... | Zoom subscription reimbursement for yoga ... | Accounts Payable | Training/Certifications | -14.99 |
| Bill Pmt -C... | 04/30/2021 | 20640 | Zoom subscription reimbursement for yoga ... | Columbia Bank - CK... | Accounts Payable | -14.99 |
| **Lorraine Ortiz** | | | | | | |
| Bill | 04/24/2021 | P-838... | Monthly Zoom subscription cost for yoga cla... | Accounts Payable | Training/Certifications | -7.49 |
| Bill Pmt -C... | 04/30/2021 | 20641 | Monthly Zoom subscription cost for yoga cla... | Columbia Bank - CK... | Accounts Payable | -7.49 |
| **Lucy Brook** | | | | | | |
| Bill | 04/09/2021 | INV79... | Zoom reimbursement for yoga classes | Accounts Payable | Training/Certifications | -14.99 |
| Bill Pmt -C... | 04/15/2021 | 20584 | Zoom reimbursement for yoga classes | Columbia Bank - CK... | Accounts Payable | -14.99 |
| **Manzanita Fresh Foods** | | | | | | |
| Check | 04/02/2021 | DEBIT | C0002 #7818 11:38:11 2APR2021 | Columbia Bank - DE... | Classroom Supplies | -22.65 |
| Check | 04/16/2021 | DEBIT | C0503 #5177 10:36:28 16APR2021 | Columbia Bank - DE... | Classroom Supplies | -147.82 |
| Check | 04/28/2021 | DEBIT | C0503 #6417 13:27:47 28APR2021 | Columbia Bank - DE... | Classroom Supplies | -35.19 |
| **Manzanita Lumber** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20585 | INV: 118862 | Columbia Bank - CK... | Accounts Payable | -495.84 |
| **Microsoft** | | | | | | |
| Check | 04/20/2021 | DEBIT | MS Office subscriptions 10-user | Columbia Bank - DE... | Maintenance Materials/Sup... | -82.50 |
| **MossyTech** | | | | | | |
| Bill | 04/01/2021 | MT8315 | Network and WiFi management | Accounts Payable | -SPLIT- | -43.90 |
| Bill | 04/09/2021 | MT8343 | Network and WiFi security consult | Accounts Payable | Internet/Phone | -62.50 |
| Bill Pmt -C... | 04/15/2021 | 20586 | | Columbia Bank - CK... | Accounts Payable | -106.40 |
| **MossyTel** | | | | | | |
| Bill | 04/01/2021 | MTL0... | INV # MTL09229 | Accounts Payable | -SPLIT- | -315.30 |
| Bill Pmt -C... | 04/15/2021 | 20587 | INV # MTL09229 | Columbia Bank - CK... | Accounts Payable | -315.30 |

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# North County Recreation District
## Transaction List by Vendor
### April 2021

3.3/12

| Type | Date | Num | Memo | Account | Split | Amount |
|---|---|---|---|---|---|---|
| **Nehalem Bay Waste Water Agency** | | | | | | |
| Bill | 04/01/2021 | 20210... | ACCNT 2724008 - NCRD Waste water servi... | Accounts Payable | -SPLIT- | -567.00 |
| Bill Pmt -C... | 04/15/2021 | 20588 | ACCNT 2724008 - NCRD Waste water servi... | Columbia Bank - CK... | Accounts Payable | -567.00 |
| **NFHS** | | | | | | |
| Check | 04/18/2021 | DEBIT | INV R721299252 | Columbia Bank - DE... | Training/Certifications | -50.00 |
| Check | 04/19/2021 | DEBIT | INV R631342030 | Columbia Bank - DE... | Training/Certifications | -50.00 |
| Check | 04/19/2021 | DEBIT | INV R631342030 - DUPLICATE CHARGE! | Columbia Bank - DE... | Training/Certifications | -50.00 |
| **North Coast Watchman Services, LLC** | | | | | | |
| Bill | 04/12/2021 | 16779 | INV 16779 | Accounts Payable | Main Bldg. - Groundskeep/... | -275.00 |
| Bill Pmt -C... | 04/15/2021 | 20589 | INV 16779 | Columbia Bank - CK... | Accounts Payable | -275.00 |
| **Office Depot Business Credit** | | | | | | |
| Bill Pmt -C... | 04/12/2021 | | QuickBooks generated zero amount transac... | Columbia Bank - CK... | Accounts Payable | 0.00 |
| Bill Pmt -C... | 04/15/2021 | 20590 | | Columbia Bank - CK... | Accounts Payable | -321.97 |
| **Onion Peak Design** | | | | | | |
| Bill | 04/21/2021 | 20210... | Invoice for survey work | Accounts Payable | New Pool Project | -6,200.00 |
| Bill Pmt -C... | 04/30/2021 | 20642 | Invoice for survey work | Columbia Bank - CK... | Accounts Payable | -6,200.00 |
| **Oregon Department of Revenue** | | | | | | |
| Liability Ch... | 04/01/2021 | ACH | 0514127-8 | Columbia Bank - CK... | OR Withholding | -1,848.00 |
| Liability Ch... | 04/15/2021 | ACH | 0514127-8 | Columbia Bank - CK... | OR Withholding | -1,513.00 |
| Liability Ch... | 04/30/2021 | ACH | 0514127-8 | Columbia Bank - CK... | OR Withholding | -1,758.00 |
| Liability Ch... | 04/30/2021 | ACH | 0514127-8 | Columbia Bank - CK... | -SPLIT- | -368.95 |
| Liability Ch... | 04/30/2021 | ACH | 0514127-8 | Columbia Bank - CK... | Payroll Liabilities | -190.53 |
| **Oregon Recreation & Park Assn.** | | | | | | |
| Check | 04/12/2021 | DEBIT | Inv #300001053 | Columbia Bank - DE... | Training/Certifications | -500.00 |
| **Oregon State Police** | | | | | | |
| Bill | 04/01/2021 | 20210... | Acct#: I-0001361 Background Checks | Accounts Payable | Office/Program Supplies | -10.00 |
| Bill Pmt -C... | 04/15/2021 | 20591 | Acct#: I-0001361 Background Checks | Columbia Bank - CK... | Accounts Payable | -10.00 |
| **Oregonian Media Group** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20592 | Cust. #: 1000832239; Ad. Invoice#: 000270... | Columbia Bank - CK... | Accounts Payable | -825.98 |
| **Pacific Office Automation** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20593 | | Columbia Bank - CK... | Accounts Payable | -91.77 |
| **PoolWeb.com** | | | | | | |
| Check | 04/22/2021 | DEBIT | Order #SO347986 | Columbia Bank - DE... | Pool Materials | -5,110.32 |
| **Recology Western Oregon** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20594 | March 2021 - Billing #1601554 | Columbia Bank - CK... | Accounts Payable | -216.43 |
| **Richard Townsend** | | | | | | |
| Bill | 04/06/2021 | 20210... | Concrete pad for new shed at Rex Champ F... | Accounts Payable | Champ Fld. - Groundskeep... | -1,100.00 |
| Bill Pmt -C... | 04/15/2021 | 20595 | Concrete pad for new shed at Rex Champ F... | Columbia Bank - CK... | Accounts Payable | -1,100.00 |
| **Rosenberg Builders Supply** | | | | | | |
| Check | 04/02/2021 | DEBIT | Misc supplies for Hall Floor project (Deborah) | Columbia Bank - DE... | Office/Program Supplies | -7.63 |
| **Scovel INK** | | | | | | |
| Bill | 04/26/2021 | 1582 | INV 1582 | Accounts Payable | Sports Supplies | -451.22 |
| Bill Pmt -C... | 04/30/2021 | 20648 | INV 1582 | Columbia Bank - CK... | Accounts Payable | -451.22 |
| **Security Benefit** | | | | | | |
| Liability Ch... | 04/15/2021 | 20602 | 801367 | Columbia Bank - CK... | -SPLIT- | -1,668.79 |
| Liability Ch... | 04/30/2021 | 20644 | 801367 | Columbia Bank - CK... | -SPLIT- | -1,616.80 |

# North County Recreation District
## Transaction List by Vendor
### April 2021

3.3/13

| Type | Date | Num | Memo | Account | Split | Amount |
|---|---|---|---|---|---|---|
| **Shell (Bayside Gardens)** | | | | | | |
| Check | 04/09/2021 | DEBIT | 1027351 | Columbia Bank - DE... | Main Bldg. - Groundskeep/... | -18.01 |
| Check | 04/14/2021 | DEBIT | 686782 | Columbia Bank - DE... | Main Bldg. - Groundskeep/... | -16.77 |
| **Sweet Septic & Portable Service** | | | | | | |
| Bill Pmt -C... | 04/15/2021 | 20596 | INV # 33635 | Columbia Bank - CK... | Accounts Payable | -290.00 |
| **Taco Bell** | | | | | | |
| Check | 04/27/2021 | DEBIT | Trans #6800 | Columbia Bank - DE... | Training/Certifications | -25.28 |
| **Theresa Hanks.** | | | | | | |
| Bill | 04/27/2021 | INV99... | Zoom subscription for online yoga classes | Accounts Payable | Training/Certifications | -14.99 |
| Bill Pmt -C... | 04/30/2021 | 20649 | Zoom subscription for online yoga classes | Columbia Bank - CK... | Accounts Payable | -14.99 |
| **Tillamook PUD** | | | | | | |
| Bill | 04/05/2021 | 20210... | ACCNTS: 54438; 29746; 29737 | Accounts Payable | -SPLIT- | -2,027.07 |
| Bill Pmt -C... | 04/15/2021 | 20597 | ACCNTS: 54438; 29746; 29737 | Columbia Bank - CK... | Accounts Payable | -2,027.07 |
| **United States Treasury** | | | | | | |
| Liability Ch... | 04/01/2021 | E-pay | 91-1826428 QB Tracking # 1485257450 | Columbia Bank - CK... | -SPLIT- | -7,209.86 |
| Liability Ch... | 04/13/2021 | E-pay | 91-1826428 QB Tracking # 895332958 | Columbia Bank - CK... | -SPLIT- | -5,963.04 |
| Liability Ch... | 04/30/2021 | E-pay | 91-1826428 QB Tracking # -816103846 | Columbia Bank - CK... | -SPLIT- | -6,881.68 |
| **USPS** | | | | | | |
| Check | 04/01/2021 | DEBIT | Rcpt #840-59700074-2-2943460-2 | Columbia Bank - DE... | New Pool Project | -5.60 |
| **Walter E. Nelson Co.** | | | | | | |
| Bill | 04/12/2021 | 468658 | Cust # 1928; INV #468658 | Accounts Payable | Janitorial Supplies | -162.21 |
| Bill | 04/13/2021 | 468736 | Cust # 1928; INV #468736 | Accounts Payable | Pool Chemicals | -172.75 |
| Bill Pmt -C... | 04/15/2021 | 20598 | | Columbia Bank - CK... | Accounts Payable | -334.96 |
| Bill | 04/23/2021 | 469111 | Cust # 1928; INV #469111 | Accounts Payable | Janitorial Supplies | -432.11 |
| Bill | 04/23/2021 | 469114 | Cust # 1928; INV #469114 | Accounts Payable | Janitorial Supplies | -198.57 |
| Bill Pmt -C... | 04/30/2021 | 20643 | | Columbia Bank - CK... | Accounts Payable | -630.68 |
| **Wendy Bakker** | | | | | | |
| Bill | 04/05/2021 | 114-4... | Reimbursement for Amazon items purchase... | Accounts Payable | Supplies | -20.99 |
| Bill Pmt -C... | 04/15/2021 | 20599 | Reimbursement for Amazon items purchase... | Columbia Bank - CK... | Accounts Payable | -20.99 |
| **Zoom.US** | | | | | | |
| Bill | 04/06/2021 | INV78... | | Accounts Payable | Training/Certifications | -3.70 |
| Bill Pmt -C... | 04/15/2021 | 20600 | VOID: Debit charge mistakenly paid by check | Columbia Bank - CK... | Accounts Payable | 0.00 |
| Bill Pmt -C... | 04/15/2021 | DEBIT | Pro-rated amount for additional license on N... | Columbia Bank - DE... | Accounts Payable | -3.70 |
| Check | 04/15/2021 | DEBIT | Acct: #55703665 / INV80358187 | Columbia Bank - DE... | Office/Program Equipment | -449.70 |

# MONTHLY REPORT
## Activities for Adults Department
## APRIL 2021 Usage Statistics

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | June |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Last Year No. of Patrons | 87 | 108 | --- | --- | --- | --- | 96 | | | | | |
| No. of Patrons | 21 | 20 | 23 | 149 | 22 | 20 | 11 | 35 | 37 | 34 | | |
| No. of Visits | 37 | 43 | 45 | 172 | 29 | 22 | 11 | 75 | 83 | 60 | | |
| Cum Patron visits | 37 | 80 | 125 | 297 | 319 | 341 | 352 | 427 | 510 | 570 | | |
| Cum Volunteer Hours | 4 | 10 | 12 | 16 | 20 | 24 | 28 | 32 | 36 | 40 | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

People are gradually trickling back. There are 3 new members coming to Needlework on Mondays. They are hopeful that we will be able to have the Christmas Faire this year and busily working on handmade items.

The Sketching Group will be hanging their "What I Did This Winter Show" in the Fireside Room this week.

We have added another person to the Great Discussions Group and are avidly watching *Ancient Civilizations of North America*.

I also hung the Methodist Women's Repurposed Art Show in the Gallery. ALL proceeds go to local charities. This is an ongoing project as purchasers are able to take the art with them when it is paid for. This means that every morning I get to fill the empty places on the walls. Since there are 89 pieces and I can only hang about 25 at a time, I won't run out any time soon. Most of the art is not priced and is by donation. Original artworks and signed and numbered prints have a minimum price.

Enjoy the blooming life around us!

Jane Knapp
Activities for Adults Coordinator

4/1/1

# NCRD AQUATICS

MONTHLY REPORT

Submitted by Barbara McCann

Usage Statistics 2020/2021

| | Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Last Year No. of Patrons | 788 | 709 | 491 | 602 | 609 | 568 | 624 | 753 | 549 | 0 | 0 | 72 |
| No of Patrons | 177 | 214 | 221 | 269 | 198 | 148 | 0 | 229 | 234 | 0 | | |
| No. of Visits | 812 | 885 | 907 | 959 | 629 | 388 | 0 | 769 | 716 | 0 | | |
| Last Year Cum. Visits | 3474 | 6644 | 7229 | 10,637 | 13,641 | 15,903 | 19,257 | 22,671 | 24,286 | 24,286 | 24,286 | 24,358 |
| Cum. No. of Visits | 812 | 1697 | 2604 | 3563 | 4192 | 4580 | 4580 | 5349 | 6065 | 6065 | | |
| Volunteer Hours | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |

## April 2021 Activity

Unfortunately we were not open to the public in April. We spent most of the month searching for parts and finding alternative solutions to our mechanical breakdown. After a lot of research we have come up with a modern replacement pump that will work with all of the other components that support pool operations. At this point repairs are underway and we hope to be up and running soon.

We know there are a lot of people out there waiting anxiously to get back in the water and we are doing our best to make that happen. I am really looking forward to being able to announce the pool is open again and being able to welcome our patrons back.

4.1/2

## MONTHLY REPORT FITNESS

### April 2021
### Usage Statistics

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Last Year No. of Patrons | 400 | 375 | 346 | 389 | 396 | 426 | 388 | 392 | 377 | 395 | 378 | 370 |
| No of Patrons (1) | 391 | 370 | 354 | 318 | 295 | 295 | 312 | 302 | 313 | 322 | | |
| No. of Visits (2) | 1280 | 1032 | 932 | 1094 | 714 | 550 | 0 | 998 | 1415 | 1098 | | |
| Last Year Cum. Visits | 1831 | 3657 | 5254 | 6997 | 9822 | 10321 | 10321 | 11632 | 15782 | 0 | | |
| Cum. No. of Visits | 1280 | 2312 | 3244 | 4338 | 5052 | 5602 | 6590 | 7588 | 9068 | 10166 | | |
| Volunteer Hours | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |

| **Membership Review** | **Monthly** | **Fit/ Pool** | **Punchcard** | **Classes** | **Yoga** |
|---|---|---|---|---|---|
| | **142** | **5** | **115** | **5** | **38** |

| **Activity Report the (# of visits)** | **Classes** | **Yoga Classes** | **New Members** | **18** | **Staff** | **23** |
|---|---|---|---|---|---|---|
| | Current Year | Current Year | **Drop-Ins** | **3** | | |
| | **341** | **281** | **Yoga Drop-Ins** | **0** | | |
| | | | **Punchcard** | **27** | | |
| | | | **Fit/Pool** | **11** | | |

All is well in Fitness!

Until next month…

Health & Happiness!

Debbie

4.1/3

**PAC BOARD REPORT FOR APRIL 2021**

PAC LOBBY: The lobby is moving along, walls have been sheetrocked, it looks like a lobby. Of course we still have no idea when we can reopen the theater.

Riverbend Players' Live/Virtual performance of THE DOG LOGS made about $2000 for local charities. A good virtual performance is a bit complicated but it worked.

PACIFICA QUARTET is scheduled to perform at NCRD on January 8, 2022. Our first actually scheduled performance!

Over and out. Mary

4.1/4

# April 2021 BOARD REPORT – YOUTH CENTER

| USAGE STATISTICS | Jul | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **2019/20 # Patrons Youth Prog** (unique number) | 63 | 68 | 49 | 55 | 50 | 44 | 54 | 64 | 26 | 3 | 4 | 17 |
| **2019/20 # Patrons Sports** | 47 | 40 | 60 | 60 | 10 | 10 | 54 | 135 | 143 | 0 | 0 | 0 |
| **2019/20# Visits Youth Prog** | 350 | 364 | 262 | 365 | 263 | 228 | 330 | 361 | 255 | 9 | **51** | 111 |
| **2019/20 # Visits Sports** | 357 | 304 | 150 | 480 | 20 | 20 | 513 | 270 | 3 | 0 | 0 | 0 |
| **2019/20 Cumulative # Visits** (includes Youth Prog & Sports) | 757 | 1425 | 1837 | 2682 | 2965 | 3213 | 4056 | 4687 | 5085 | 5094 | 5145 | 5256 |
| | | | | | | | | | | | | |
| **2020/21 # Patrons Youth Prog** (unique number) | 14 | 12 | 24 | 20 | 21 | 17 | 23 | 18 | 24 | 27 | | |
| **2020/21 # Patrons Sports** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 13 | 37 | 57 | | |
| **2020/21 # Visits Youth Prog** | 155 | 163 | 198 | 243 | 194 | 220 | 203 | 229 | 331 | 357 | | |
| **2020/21 # Visits Sports** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 30 | 145 | 228 | | |
| **2020/21 Cumulative # Visits** (includes Youth Prog & Sports) | 155 | **318** | 516 | 759 | 953 | 1173 | 1376 | 1635 | 2111 | 2696 | | |

## ATTENDANCE

- Play Care operated 22 days in March with an average of **14** kids per day.

## Playcare

- Youth Center hours are Monday - Friday, 7:00AM-5:30PM.
- New regulations from the Oregon Department of Education released March, 3 2021 allow for a stable group of **30** children per day(increased from 20) with a maximum of 34 total in our stable group.
- School ends June 11th, 2021 and our full time summer program will begin.

*Great news: we received a letter from Trust Management Services, LLC letting us know that they chose to grant our request of $7,440 for our summer programs. This means that all of our field trips and "Fishin' Fridays" will be funded. A small portion of that money is dedicated to purchasing ADA sanitation stations for Rex Champ Field and the Pickleball field.*

## Sports

Our Spring soccer clinics are going very well! We've got a wonderful group of volunteer coaches. The season ends May 6th.

## Personnel

- Tara Spires-Bell turned in her resignation notice.
- There are two Youth Assistant positions open for hire.

4.1/5

NCRD
North County Recreation District

# Nehalem Community Swimming Pool

## Project Kick-Off Meeting
**March 30, 2021 – 2:00pm – 4:00pm**

AGENDA — 1-2 hours

1. **Purpose of Meeting**
   Project Design and Scope Confirmation

2. **Site Development**
   a. Topographic Survey –supplemental information
   b. Geotechnical Report – construction recommendations
   c. Development Codes
      i. Zoning
      ii. Parking Requirements and Design
      iii. Bicycle Parking
      iv. Conditional Use Permit

3. **Building Design**
   a. 2019 OSSC (Oregon Structural Specialty Code and related building codes)
      i. ADA Compliance
   b. Special Occupancy Structure
   c. Automatic Fire Sprinkler System Recommended
   d. Building Layout Confirmation
      i. Lobby/Control Desk
      ii. Changing Rooms
      iii. Parent/Spectator Access
      iv. Natatorium
      v. Outdoor Deck
      vi. Mechanical/Electrical Spaces
      vii. Service Access
   e. Design Considerations
      i. Durability/Low Maintenance
      ii. Low profile to preserve view from above
      iii. Sustainable Design Requirements/Goals (solar, daylighting, natural ventilation)

4. **Pool Design**
   a. Oregon Administrative Rules Chapter 333 – Division 60 – Public Swimming Pools
   b. Learner Pool: 1'-6" deep – 2'-6" deep with ramp access
   c. Lanes Pool: 6- Lanes x 25 yards, 3'-6" to 8'-0" deep, waterslide
   d. Spa Pool
   e. Pool Systems

5. **MEP Systems**
   a. Mechanical Systems
      i. Propane/Oil Boilers vs. Electric Boilers vs. HPCH technology
      ii. Ducted forced air systems
      iii. DDC Control System
   b. Plumbing Systems
      i. Domestic Water Heater
      ii. Commercial Grade Design
   c. Fire Protection System
   d. Electrical Systems
      i. Power Distribution/Service Sizing
      ii. LED Lighting
      iii. Fire Alarm Systems
      iv. Network and Communications Systems

NCRD
North County Recreation District

# Nehalem Community Swimming Pool

## Design Development Progress Meeting No. 1

**May 4, 2021 – 2:00pm – 4:00pm**

AGENDA

1. **Purpose of Meeting**
   Project Design Development Progress Review

2. **Site Development**
   a. Topographic Survey –supplemental information
   b. Geotechnical Report – construction recommendations
      i. Wet weather construction issues/possible phasing scenarios
      ii. Best months for construction – May-Sept.; April and Oct. increased risk
   c. Development Codes
      i. Zoning – No variance or CUP required, permitted use
      ii. Parking Requirements and Design - develop recommendations
      iii. Bicycle Parking – develop recommendations

3. **Building Design**
   a. 2019 OSSC (Oregon Structural Specialty Code and related building codes)
   b. Building Layout Review
      i. Lobby/Control Desk
      ii. Office
      iii. Changing Rooms
      iv. Pools
      v. Natatorium
      vi. Pool Storage
         1. Blanket Reels
         2. Lane Line Storage
      vii. Mechanical/Electrical Spaces

4. **Pool Design**
   a. Oregon Administrative Rules Chapter 333 – Division 60 – Public Swimming Pools
   b. Learner Pool: 3'-6" deep – 4'-0" deep with ramp access
   c. Lanes Pool: 6- Lanes x 25 yards, 3'-6" to 8'-0" deep,
   d. Waterslide
   e. Spa Pool
   f. Pool Systems

5. **MEP Systems**
   a. Mechanical Systems
      i. Propane/Oil Boilers
      ii. Ducted forced air systems
      iii. DDC Control System
   b. Plumbing Systems
      i. Domestic Water Heater (heat pump)
   c. Fire Protection System
   d. Electrical Systems
      i. Power Distribution/Service Sizing

# NORTH COUNTY RECREATION DISTRICT
# ADA TITLE II
# SELF-EVALUATION AND TRANSITION PLAN

**NCRD Mission Statement** - The mission of the North County Recreation District is to promote the educational, recreational, social and physical well-being of the entire north Tillamook County community by offering activities for all ages and abilities in an inviting environment.

NCRD's policy of inclusion begins with our Mission Statement. The District has served a diverse population and has practiced policies promoting social equity since it's creation in 1997. Since acquiring ownership of the building which was built in the 1920's, striving to serve everyone and addressing access has been common practice and a constant ongoing effort. In spite of the challenges we face updating a one hundred year old structure we have been steadily making progress and improvements year after year.

Physical Improvements to the Facility

- Upgraded the old freight elevator to enable transporting patrons with mobility issues from the main floor to the Pool and Fitness Center levels
- Installed grab bars in showers, toilet areas, hallways, and corners in the stairwell in the Pool lobby, provide shower stools
- Created a fully ADA accessible restroom in the main lobby
- Renovated the main parking lot to accommodate handicap parking
- Installed an ADA compliant ramp to access the fully ADA accessible entryway and main door
- Purchased a new wheelchair with a 350 lb. capacity for transporting patrons throughout the building
- Purchased a PA system to assist the hearing impaired who attend Board Meetings

Improvements Planned/Underway

- ADA accessible Lobby and Restroom addition to the Performing Arts Center
- ADA Lift for the stage in the Performing Arts Center
- New fully ADA accessible Aquatics Center

6.1/1

**Board Report**

**Consulting Project Manager - NCRD Lobby**

**May 13th, 2021**

The placement of bathroom vents was reviewed and discussed after a question came from the county building inspector. The foreman and I agreed the placement is appropriate and we will advocate for same. The alternate truss strapping locations and were approved by the inspector. The architect and I inspected the moisture barrier being installed prior to siding, and also reviewed the siding transition points above old entrance and the method to tie these together. The foreman recommends that the emergency exit door from the gym be placed on list for replacement within 2 years or so because of deterioration. I contacted Iconipro to coordinate wiring for fire detection system and this was to be done before sheetrock. The architect and I reviewed and signed off on the contractor's invoice #4 and I prepared the payment request for NCRD.

I reviewed and approved the architect's invoice, made copies for project file, prepared the request for payment, and submitted to NCRD for payment.

I reviewed the drawing of the proposed ticket counter, as revised by the architect. I changed the plan so that the counter would also be accessible from the ticket seller's side.

I received requests from the contractor to obtain the permits from the City of Nehalem and Nehalem Bay Wastewater for connections. I completed the applications and obtained a check for the city for system development charges and picked up the permit for the foreman. I picked up the sewer connection permit, had it copied, paid for it, went to the job site and posted it. I reviewed the lighting plan and made a few small changes, and added an outlet adjacent to ticket counter. I had lengthy discussions with the foreman about the rear exit and how the sidewalk would match up to the door. I removed a plan for a step at that door so that a wheelchair user would not have to negotiate it, even though that exit was not intended for that purpose. I discussed the planter box plan alongside the exit sidewalk on north side of lobby with the foreman and contractor. We all agreed to change the plan and reduce the width of the planter box from 36" to 24", which increased the width of the sidewalk by 12", making it easier for wheelchair users. We also reviewed the area adjacent to the beginning of the existing planter next to the accessible sidewalk entrance. This was not specifically addressed in architect's plan. We agreed to have it paved with the sidewalk, about 38 sq.ft, which could then be perfect for a bench placement. The foreman has ideas for a bench, and he may be able to use some of the lumber from the maple that was removed.

We reviewed the water fountain placement and approved a visible outlet next to it.

I called Iconipro and managed to arrange the wiring install for April 15th.

6.3/1

I met with the foreman and excavator regarding the water connection. They advised the city water tech had been there but had their plan incorrect about where the meter should be placed. The meter was to be being taken out of the B street lot and was to be moved on the PAC lot at the property line. The water is now connected correctly, and the foreman showed me the shutoff valve and an extra outlet.

I reviewed the revised ticket counter design by architect. He confirmed in writing that it would be ADA accessible from both sides. However, it was too detailed and would be too expensive. I discussed with the foreman who will propose a simplified and less expensive version.

I met with Iconipro technicians and the foreman at job site. We reviewed fire system installation plan. I returned in the afternoon to video the wiring as back up for the county permit review. The fire system and electric were inspected on the 16th and were all approved.

The insulation installation began on the 21st. The foreman had extra insulation installed between the restrooms at no charge. The sheetrock went up very quickly.

I received a request from Barbara McCann to authorize $3,500 for the interior painting to be completed by the contractor, instead of NCRD staff painting as we had originally planned. I contacted the contractor, arranged the change, and authorized the change order.

I received the invoice from Iconipro for installing wiring for fire detection equipment and prepared the request for payment.

The siding has been installed. The contractor is waiting for the new front door to arrive.

I met with the foreman once again to review the flooring transition between the old PAC and the new floor in the old entry hall. I asked for a minor change in the slope where they connect. I met with the architect and reviewed my plan, and he concurred and will use a laser to make the grade revision plan.

I printed and filed all documents for water connection, sewer connection, and fire system, and provided copies to Bill Devlin.

I received and reviewed the May 1st invoice from the contractor in the amount of $92,367.36. I met with the architect to review completed work and we both sign the authorization for payment. The total billed thus far is $368,884.93, less $18,442.25 retainage.

The schedule for the next several weeks includes concrete work for the entrance, completing sheetrock, and painting.

Respectfully submitted,

David Wiegan.

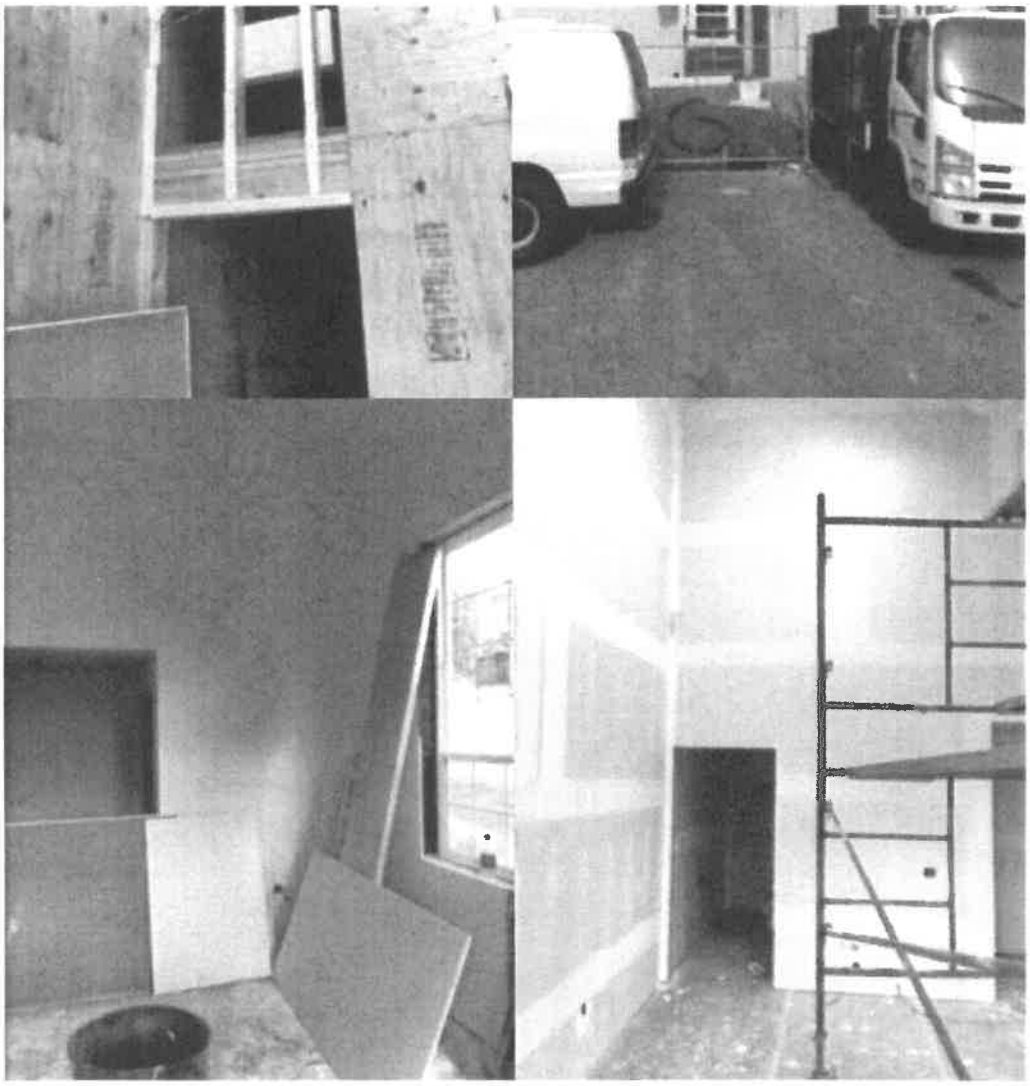
6·3/2

**From:** **guitar12and6** guitar12and6@gmail.com
**Subject:** Lobby Project Board Report
**Date:** May 7, 2021 at 9:24 AM
**To:** Barbara McCann - pool pool@ncrdnehalem.org

Attached

Board report
May 13 21.docx

6.3/3



6.3/4

*The mission of North County Recreation District is to promote the educational, recreational, social and physical well-being of the entire north Tillamook County community by offering activities for all ages and abilities in an inviting environment.*

May 6, 2021

Report on Executive Director Screening Committee Results.

The eight appointed members of the screening committee met in the A.E. Dolye room on May 6th from 1:00 to 2:30pm.

After thoughtful and prudent deliberation, we came up with 5 potential candidates to move forward to the next panel and questioning.

The committee was well prepared and approached the discussion with an open mind, and were very receptive to the different points of view as presented by each member's perceptions or interpretations of the candidates applications. Each committee member's slant was taken into consideration. We also used the NCRD Website ED application questions as our guideline for streamlining the decision process.

The 8 committee members were:

Sue Dindia-Gray (Aquatics staff)

Wally Burton (NCRD Board Member)

Frankie Knight (NCRD Board Member)

Gail Young (Fitness Center Member, public)

Dale Schaffer ( Employee, city of Nehalem, public)

Leslie Vipond (NCRD Youth Staff)

Wendy Bakker (NCRD Fitness Staff)

Jane Knapp (NCRD Senior Staff)

Reported and Facilitated by: Sue Dindia-Gray

Aquatics | Fitness
Activities for Adults
Performing Arts Center
Rex Champ Ball Field
Youth Center

PO Box 207
36155 9th Street
Nehalem OR 97131

855.444.6273
www.ncrd.org

6.4/1