

**South Whidbey Parks & Recreation District  
Vouchers for November 15, 2017**

Vouchers scheduled prior to the November Board meeting:

**MAINTENANCE & OPERATIONS FUND**

<u>VENDOR</u>	<u>AMOUNT</u>	<u>TOTAL</u>	<u>DESCRIPTION</u>
<b><u>Bi-Monthly Payroll</u></b>			
Carter, Austin - Payroll	\$1,543.01	\$1,543.01	
Coutts, Doug - Payroll	\$2,475.22		
Coutts, Doug - Expenses	\$0.00	\$2,475.22	<b>Total for Coutts</b>
Everson, Jeffery - Payroll	\$260.77	\$260.77	<i>Basketball Coordinator</i>
Fallon, Tom - Payroll	\$2,187.24	\$2,187.24	
McMains, Samantha - Payroll	\$274.34	\$274.34	
Monforte, Carrie - Payroll	\$1,813.05	\$1,813.05	
Nelson, Peggy - Payroll	\$1,666.63	\$1,666.63	
Robinson, Clay - Payroll	\$1,043.25	\$1,043.25	
<b>Total Bi-Monthly Payroll</b>	<b>\$11,263.51</b>	<b>\$11,263.51</b>	
<b><u>Champion Bolt &amp; Supply</u></b>			
Invoice #659620	\$236.44		Multi-Meter
Invoice #660352	\$265.59		Jump Box
<b>Total Champion Bolt &amp; Supply</b>		<b>\$502.03</b>	
<b><u>Heather Dubendorf</u></b>			
Invoice dated 10/25/17	\$624.00		Youth Tennis Instruction
<b>Total Heather Dubendorf</b>		<b>\$624.00</b>	
<b><u>Georgia Edwards</u></b>			
Invoice dated 10/26/17	\$3,060.00		Dog Nosework Instruction
<b>Total Georgia Edwards</b>		<b>\$3,060.00</b>	
<b><u>Quinn Fitzpatrick</u></b>			
Invoice #157	\$580.00		Zentangle and Ukulele Instruction
<b>Total Quinn Fitzpatrick</b>		<b>\$580.00</b>	
<b><u>Miles Sand and Gravel</u></b>			
Invoice #1586837	\$791.70		Sand
<b>Total Miles Sand and Gravel</b>		<b>\$791.70</b>	
<b><u>Oasys, Inc.</u></b>			
Invoice #137794	\$71.38		Monthly Copies
<b>Total Oasys, Inc.</b>		<b>\$71.38</b>	
<b><u>Puget Sound Energy</u></b>			
Account #200020863003	\$65.35		Electrical Service
Account #200010294276	\$44.03		Electrical Service
Account #300000003172	\$234.37		Electrical Service
<b>Total Puget Sound Energy</b>		<b>\$343.75</b>	
<b><u>Ric Ulloa Cleaning</u></b>			
Invoice #1336823	\$335.40		Monthly Office Janitorial Service
<b>Total Ric Ulloa Cleaning</b>		<b>\$335.40</b>	
<b><u>RMT Equipment</u></b>			
Invoice #30369	\$227.30		Utility Vehicle Repair
<b>Total RMT Equipment</b>		<b>\$227.30</b>	
<b><u>South Whidbey Record</u></b>			
Account #SW-217462	\$65.00		Subscription Renewal
<b>Total South Whidbey Record</b>		<b>\$65.00</b>	

<b>Verizon Wireless</b>			
Invoice #9795130402	\$164.16		Cell Phone Service
<b>Total Verizon Wireless</b>		<u>\$164.16</u>	
<b>DRS - Deferred Compensation Plan</b>			
Employer Portion	\$890.60		Deferred Compensation
Employee Portion	\$779.40		Deferred Compensation
<b>Total DRS - Deferred Comp Plan</b>		<u>\$1,670.00</u>	
	<u>\$19,698.23</u>	<u>\$19,698.23</u>	<b>Total M &amp; O Fund Vouchers prior to 11/15/17</b>

Vouchers to be approved at the November 15, 2017, Board meeting:

**MAINTENANCE & OPERATIONS FUND:**

**Bi-Monthly Payroll**

Carter, Austin - Payroll	\$1,527.83	\$1,527.83	
Coutts, Doug - Payroll	\$2,475.22		
Coutts, Doug - Expenses	\$16.05	\$2,491.27	<b>Total for Coutts</b>
Everson, Jeffery - Payroll	\$268.36	\$268.36	<i>Basketball Coordinator</i>
Fallon, Tom - Payroll	\$2,187.24	\$2,187.24	
McMains, Samantha - Payroll	\$254.10	\$254.10	
Monforte, Carrie - Payroll	\$1,813.05		
Monforte, Carrie - Expenses	\$0.00	\$1,813.05	<b>Total for Monforte</b>
Nelson, Peggy - Payroll	\$1,666.63		
Nelson, Peggy - Expenses	\$103.79	\$1,770.42	<b>Total for Nelson</b>
Robinson, Clay - Payroll	\$970.74	\$970.74	
<b>Total Monthly Payroll</b>	<u>\$11,283.01</u>	<u>\$11,283.01</u>	

**A-1 South Island Lock & Key**

Invoice #13144	\$467.30		Re-Key Concession Stand
<b>Total A-1 South Island Lock &amp; Key</b>		<u>\$467.30</u>	

**All Whidbey Topsoil**

Invoice #130786	\$290.77		Topsoil
Invoice #130792	\$290.77		Topsoil
<b>Total All Whidbey Topsoil</b>		<u>\$581.54</u>	

**Bayview Farm & Garden**

Invoice #1084585	\$208.62		Plants
<b>Total Bayview Farm &amp; Garden</b>		<u>\$208.62</u>	

**Delta Dental**

Invoice #100306	\$356.70		Dental Insurance
<b>Total Delta Dental</b>		<u>\$356.70</u>	

**Great America Financial Services**

Invoice #19650478	\$125.01		Monthly Copier Lease
<b>Total Great America Financial Services</b>		<u>\$125.01</u>	

**Hanson's Building Supply**

Invoice #1710-016226	\$217.88		Lumber
Invoice #1711-018041	\$69.17		T-posts
<b>Total Hanson's Building Supply</b>		<u>\$287.05</u>	

**Island County Property Management**

December 2017	\$500.00		Office Building Lease
<b>Total Island Co Property Mgmt</b>		<u>\$500.00</u>	

**Island County Public Health**

Invoice dated 11/2/17	\$144.00		Food Service Establishment Annual License
<b>Total Island Co Public Health</b>		<u>\$144.00</u>	

<b><u>Island Disposal</u></b>		
Invoice #4956650	\$334.76	Refuse Removal - Park
Invoice #4956767	\$189.49	Refuse Removal - Office Building
<b>Total Island Disposal</b>	<b>\$524.25</b>	
<b><u>Caryn Ploof</u></b>		
Invoice dated 11-9-17	\$624.00	Youth Tennis Instruction
<b>Total Caryn Ploof</b>	<b>\$624.00</b>	
<b><u>Puget Sound Energy</u></b>		
Account #30000011068	\$243.36	Electrical Service
<b>Total Puget Sound Energy</b>	<b>\$243.36</b>	
<b><u>Regence Blue Shield</u></b>		
November Health Insurance	\$3,759.12	All Full Time Employees
<b>Total Regence Blue Shield</b>	<b>\$3,759.12</b>	
<b><u>RMT Equipment</u></b>		
Invoice #30309	\$1,347.70	Mower Repair
<b>Total RMI Equipment</b>	<b>\$1,347.70</b>	
<b><u>Sebo's</u></b>		
Invoice #A875917	\$22.53	Rodent Repellent
Invoice #B292470	\$17.38	Electrical Supplies
Invoice #A877988	\$8.14	Gloves
Invoice #A879224	\$66.26	Janitorial Supplies
<b>Total Sebo's</b>	<b>\$114.31</b>	
<b><u>Skagit Farmers Supply</u></b>		
Invoice #2158399	\$241.81	Propane
<b>Total Skagit Farmers Supply</b>	<b>\$241.81</b>	
<b><u>South Whidbey School District</u></b>		
Invoice #Park2018-01	\$665.70	Fuel
<b>Total South Whidbey School District</b>	<b>\$665.70</b>	
<b><u>Southeastern Security Consultants</u></b>		
Invoice #129167	\$140.00	Background Reports
<b>Total Southeastern Security Cons</b>	<b>\$140.00</b>	
<b><u>TC Span America</u></b>		
Invoice #79289	\$222.62	Little Dribblers T-shirts
<b>Total TC Span America</b>	<b>\$222.62</b>	
<b><u>VISA - Heritage Bank</u></b>		
MRSC Roster	\$120.00	Small Works Roster Renewal
Code 42 Software	\$10.86	Computer Backup
Harnden's Tree Nursery	\$861.60	Trees
Amazon	\$82.64	Basketball Supplies
Constant Contact	\$70.66	Email Newsletter
<b>Total VISA - Heritage Bank</b>	<b>\$1,145.76</b>	
<b><u>WA Dept of Retirement Services</u></b>		
Employer Portion	\$3,600.00	November Retirement Contribution
Employee Portion	\$2,100.00	November Retirement Contribution
<b>Total WA Dept of Retirement Services</b>	<b>\$5,700.00</b>	
<b><u>DRS - Deferred Compensation Pgm</u></b>		
Employer Portion	\$890.60	November Retirement Contribution
Employee Portion	\$779.40	November Retirement Contribution
<b>Total DRS - Deferred Comp Plan</b>	<b>\$1,670.00</b>	

**Washington State Ferries**

October Ferry Trips \$202.15 Maintenance Ferry Trips

**Total Washington State Ferries** \$202.15

**Whidbey Telecom**

Invoice #4192198 \$485.42 Telephone, Internet & Website

**Total Whidbey Telecom** \$485.42

\$50,737.66 \$50,737.66 **TOTAL Maintenance & Operations Fund  
Vouchers for November 2017**

**LOAN PAYMENTS**

Toro Mower Interest Payment \$593.06 2014 Mower  
Kubota & Toro Workman Payment \$721.07 2015 Tractor & Utility Vehicle

\$1,314.13 \$1,314.13 **TOTAL Bi-Annual Loan Payments**

**ELECTRONIC PAYMENTS**

**EFTPS - 941 Payment**

11.30.17 Payroll Tax \$3,900.00 November Payroll Tax Liabilities

**Total EFTPS - 941 Payment** \$3,900.00

**Heritage Bank**

Bank Fees \$120.00 Bi-Monthly Direct Deposit Fees

**Total Heritage Bank** \$120.00

\$4,020.00 \$4,020.00 **TOTAL Electronic Payments for November 2017**

\$56,071.79 \$56,071.79 **TOTAL M&O Fund for November 2017**