# PARKS \& RECREATION DEPARTMENT 

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Mendon, Massachusetts 01756
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Email: parkcomm@mendonma.gov
mendonma.gov/parks
Meeting Date: 10/8/2020
Meeting Location: Remote Zoom Meeting
Minutes Approved: __1/13/2021 $\qquad$
Members Present: Tom Belland, Dan Byer, AJ Byrne
Members Absent:
Parks Director: Dan Byer
Others:
The meeting was called to order at 7:03pm with Dan and AJ in attendance. The meeting was held by Zoom conference due to the COVID-19 State of Emergency and pursuant to the revisions to the Open Meeting Laws. All votes will be taken by roll call.

The meeting was called to order at 7:03pm.
Dan updated the commission on the summer programs. Things went about as well as could be expected. We ended the year with a loss due to lowered enrollment and additional costs. The revolving account balance started at $\$ 54 \mathrm{~K}$ and ended at $\$ 11 \mathrm{~K}$. Dan shared the financial numbers from the season. (Exhibit A)

Dan updated the commissioners on the summer. Overall the plan for 2021 should be to proceed as if things are back to normal next summer. If not we will need to make some changes, probably mostly with regards to pricing and reduced beach hours. We cannot sustain losses again next year so we'll have to adjust. The final balance in the revolving account is around $\$ 11 \mathrm{~K}$ (started at $\$ 54 \mathrm{~K}$ ).

We are waiting on CARES act reimbursements for COVID related purchase. $\$ 4 \mathrm{k}$ for expenses, $\$ 7 \mathrm{k}$ in staffing, and and additional $\$ 2.5 \mathrm{k}$ for touchless faucets in the bathrooms.

In terms of capital projects the basketball courts are the number 1 priority. Dan would like to work on the cameras next. All other items will need to wait.

Due to COVID we can no longer afford the $\$ 5 \mathrm{k}$ for the baseball batting cage. Dan had reached out to baseball about CPA funds instead. Baseball would like to do a $\$ 50 \mathrm{~K}$ project a redo both the Pezzella and Grant cages. The commission discussed and don't feel this is a good use of CPA funds at this time. Tom says we should wait for bigger projects to request CPA funds. There are several other large projects including lights, the beach drainage, and a $2^{\text {nd }}$ basketball court that should probably take priority. There is concern the batting cages are limited to baseball use vs overall benefits to the facility. We need to evaluate the projects that best serve the community. All agree this is not a good time for this project.

The commission discussed the beach project. We are waiting on a proposal from the engineer. Dan also put a placeholder on the warrant for CPA funds. All agree this is a priority before we open in June 2021.

The commission discussed the beach. Overall things went ok. We lost $\$ 7,600$. There were a lot of non-residents on weekends. Until the travel orders started we were pretty busy with larger state beaches closed. We saw some of the highest numbers ever on the weekends. The earlier hours worked well. We need to do more events. We split the beach in $1 / 2$ to accommodate the rec program COVID restrictions and that worked well.

The commission discussed the lesson program. Dan said he is not in favor of continuing the lesson program. We should look into contracting this out if we want to continue it. All agree. It is not cost effective anymore. We are better off opening the beach earlier.

The commission discussed the rec program. The losses were around $\$ 8 \mathrm{k}$. With the CARES act assistance we will break even. There were about 30 kids per day and we had $1 / 4$ the number of normal registrations. On the bright side COVID forced us to take a look at everything and we came up with some new ideas for next year. We had a much more rigid schedule and ended up dividing by age more. The tentative plans for 2021 are 3 groups of 30 with 3 staff each, 1 full day and $21 / 2$ day plus 2 management level people per day. Pricing will need to increase and we need to take a look at our discounts.

We lost some staff due to COVID but did ok. Alan would like us to consider group interviews next year. The office manager position is up in the air. Without field trips there was not as much for them to do. The rec manager position was awesome and worked really well. Jon Hilton was a really good fit. Overall lots of good plans for next year's staffing.

Overall, lots of new ideas, drive by drop off/pick up, pre-payments, electronic documents, keeping same staff with groups, grouping by age, separate swim times.

The commission discussed the Snack Shack. Thinks went fine. We need to get a price to fix the floor. Will want 2 staff per shift if it's back to normal next summer.

The commission discussed the maintenance program. Dan suggested we solicit bids for all the properties to outsource. Then we can pick and choose. Ideally we could keep the park, Morrison $\mathrm{dr} /$ senior/highway complex, town hall/center of town, and library and do 1 each on 5 days. The equipment would be stored on each site and the crew would not use the parks truck and trailer anymore. We are having difficulties finding staff and it is becoming a liability. Also the equipment is aging and transporting around on the trailer is wearing things out. By having staff go to their work sites, rather than drive the parks truck, we can hire $16+$ instead of $18+$. All agree this is worth a shot to see. The first step is to see what the price is to outsource. Dan will work on a RFP for the next meeting. All agree we should get this out by December. This would also eliminate some of the needs for storage of equipment.

The commission discussed a proposed Eagle Scout project. Ed Shea is interested in cleaning up the boat ramp along the lake and installing a granite block at the bottom to stop the gravel from washing out. Dan found info on a kayak rental program in Harvard. Someone had reached out to suggest we install kayak racks. There may be another scout interested in this part of the project. All agree we are in favor of the project to clean the boat ramp.

The commission discussed the basketball light project. Tom says BVT can finish in the spring. Dan has the lights we need to order. All agree we should finish this in time for the summer bball season.

The commission discussed the court lights. Dan has gotten a few requests to turn the lights back on. All are concerned about COVID and people congregating at the courts. The state regs allow individual use but league use is prohibited. All agree that the lights should remain off for the fall/winter due to COVID and we can re-evaluate in the spring.

Dan informed the commission the 10 year contract with Whitinsville Christian Schools is up after the 2021 season. All agree we should discuss with Baseball and consider a new and better agreement if this moves forward.

The commission discussed field use in general. All agree to stick to the plan of requiring a COVID plan and following the state COVID regulations.

Tom asked about the town budget. Dan thinks it will be pretty flat with minimal funds available for increases.

The meeting was adjourned at 7:56pm.


[^0]

[^1]| Employee Meals |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Camp Emp. Meals \$ |  | \$ 715.00 | 1,245.00 | \$ 935.00 | \$ 404.00 | 222.00 | \$ 92.00 | \$ 49.58 | 28.00 | ? | ? | ? | ? | ? | ? | ? | ? |
| Camp Emp. Meals \# |  | 173 | 249 | 187 | 202 | 107 | 37 | 20 |  |  |  |  |  |  |  |  |  |
| 50\% Off Emp. Meal Disc. |  | \$ (13.00) | \$ (60.65) | \$ (127.28) | \$ (84.15) |  |  |  |  |  |  |  |  |  |  |  | ? |
| Shack P\&L |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ? |
| Avg Income (per wk) |  | \$ 1,245.14 | \$ 2,359.27 | \$ 2,058.87 | \$ 1,104.76 | \$ 1,220.82 | 829.74 | 585.16 | 560.87 | \$ 482.44 | \$ 774.31 | 372.39 | \$ 551.75 | \$ 704.70 | \$ 1,217.10 | 830.29 | ? |
| Avg Expense (per wk) |  | \$ 519.94 | \$ 1,116.08 | \$ 757.24 | \$ 470.29 | \$ 326.63 | \$ 276.19 | 244.12 | 236.27 | \$ 198.68 | \$ 274.76 | \$ 145.04 | \$ 273.10 | \$ 445.16 | ? | ? | ? |
| Avg Profit (no pay) |  | \$ 600.69 | \$ 1,351.79 | \$ 1,301.63 | \$ 634.47 | \$ 821.60 | \$ 498.31 | \$ 292.22 | 357.06 | \$ 204.29 | \$ 367.17 | \$ 250.09 | \$ 278.65 | \$ 259.54 | ? | ? | ? |
| Avg Payroll (per wk) |  | \$ 733.16 | \$ 930.58 | \$ 587.62 | \$ 578.05 | \$ 489.67 | \$ 410.94 | \$ 239.59 | 399.84 | \$ 429.98 | \$ 483.23 | \$ 347.27 | \$ 471.73 | \$ 526.31 | ? | ? | ? |
| Avg Profit (w/ pay) |  | \$ (59.16) | \$ 421.22 | \$ 714.01 | \$ 3.55 | \$ 168.71 | \$ 5.18 | \$ -70.33 | -82.77 | -225.69 | \$ -116.05 | -131.91 | \$ -193.08 | \$ -266.77 | ? | ? | ? |
| Total Expense |  | \$ 5,199.37 | \$ 10,044.75 | \$ 7,572.40 | \$ 5,173.24 | \$ 3,592.98 | \$ 3,314.32 | \$ 2,929.46 | \$ 2,598.97 | \$ 2,781.53 | \$ 3,297.06 | \$ 1,719.11 | \$ 3,004.07 | \$ 5,870.01 | ? | ? | ? |
| Profit (no payroll) |  | \$ 6,006.90 | \$ 13,519.93 | \$ 13,016.27 | \$ 6,979.15 | \$ 7,394.38 | \$ 4,983.09 | \$ 2,922.18 | \$ 3,570.57 | \$ 2,042.87 | \$ 3,671.73 | \$ 2,377.20 | \$ 3,065.16 | \$ 472.29 | ? | ? | ? |
| Total Payroll |  | \$ 6,598.46 | \$ 9,305.79 | \$ 5,876.22 | \$ 6,936.59 | \$ 5,876.00 | \$ 4,931.25 | \$ 3,625.50 | \$ 4,398.25 | \$ 4,299.76 | \$ 4,832.25 | \$ 3,972.00 | \$ 5,189.00 | \$ 5,094.75 | ? | ? | ? |
| Profit (w/ payroll) |  | \$ (591.56) | \$ 4,212.17 | \$ 7,140.05 | \$ 42.56 | \$ 1,518.38 | \$ 51.84 | \$ -703.32 | \$ -827.68 | \$ -2,256.89 | \$-1,160.52 | \$ -1,594.80 | \$ -2,123.84 | \$ -4,622.46 | ? | $?$ | ? |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Labor Margin | \#DIV/0! | 58.88\% | 39.54\% | 29\% | 57\% | 54\% | 59\% | 62\% | 72\% | 89\% | 69\% | 97\% | 85\% | 79\% |  |  |  |
| Profit Margin | \#DIV/0! | -5\% | 17.90\% | 34.68\% | 0.35\% | 13.92\% | 0.62\% | -12.02\% | -13.57\% | -46.78\% | -16.65\% | -38.93\% | -34.99\% | -71.72\% |  |  | ? |
| food costs | \#DIV/0! | 46\% | 42.68\% | 36.78\% | 42.57\% | 32.70\% | 39.94\% | 50.06\% | 42.13\% | 57.66\% | 47.31\% | 41.97\% | 49.50\% | 76.64\% | ? | ? | ? |
| Camp |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Income |  | \$ 56,338.00 | \$ 142,403.00 | \$119,022.00 | \$73,390.00 | \$54,783.23 | \$42,987.50 | \$17,350.00 | \$16,795.00 | \$12,820.00 | \$6,900.00 | \$17,884.00 | \$13,620.00 | \$7,620.00 | \$40,995.00 | \$39,980.00 |  |
| Payroll |  | \$ 63,467.85 | \$ 74,875.15 | \$ 60,479.68 | \$42,489.19 | \$28,198.63 | \$14,832.77 | \$11,082.27 | \$9,065.75 | \$8,226.00 | \$7,073.63 | \$11,336.75 | \$10,837.75 | \$5,985.00 | \$2,493.50 |  |  |
| \% Labor, Expense, Profit |  | 113/1/-14 | 53/10/37 | 51/10/39 | 58/11/31 | 51/9/39 | 35/8/57 | 64/7/29 | 54/9/35 | 64/4/32 | 103/2/-4 | 63/7/30 | 80/1/19 | 79/0/21 |  |  |  |
| Expense |  | \$ 663.84 | \$ 14,567.51 | \$ 12,175.15 | \$ 7,949.09 | \$ 5,084.58 | \$ 3,468.71 | \$1,292.17 | \$1,559.06 | \$523.06 | \$128.33 | \$1,241.87 | \$150.48 |  |  |  |  |
| Profit |  | \$ (7,793.69) | \$ 52,960.34 | \$ 46,367.18 | \$22,951.72 | \$21,500.03 | \$24,686.02 | \$4,975.56 | \$5,930.19 | \$4,070.94 | \$ -301.96 | \$5,305.38 | \$2,631.77 | \$1,635.00 |  |  |  |
| profit margin | \#DIV/0! | -14\% | 37\% | 39\% | 31\% | 39\% | 57\% | 29\% | 35\% | 32\% | -4\% | 30\% | 19\% | 21\% | 0\% | 0\% |  |
| Camp Extra? |  | 0 | 0 | 0 |  | \$ 235.00 | \$ 20.00 | \$0.00 | ? | ? | ? | ? | ? | ? |  |  |  |
| Camp Directors |  | Alan | Alan | Alan | Alan | Alan | Alan | Alan | Alan | Alan | Alan | Danielle | Lauren | Lindsey | Lindsey | Lauren | Anthony? |
| Number of Staff |  | 22 | 24 | 19 | 12 | 9 | 3 | 3 | 2 | 2 | 2 |  |  |  |  |  |  |
| Average Weekly Pay Hrs. |  | 487.6 | 585.09 | 504.61 | 325.58 | 232.4 | 79.62 | 63.03 | 63.8 |  |  |  |  |  |  |  |  |
| Total Registered Kids |  | 77 | 249 | 217 | 193 | 127 | 110 | 45 | 39 | 27 | 24 | 44 | 43 | 14 | 39 | 53? | 81 |
| Camp Avg / Day |  | 29.9 | 74.49 | 60 | 52 | 30 | 23 | 11 | 10 | 10 | 6 | 10 | 10 | 5 | 19 | ? | 28 |
| Max/Day |  | 39 | 89 | 87 | 77 | 44 | 28 | 16 | 17 | 12 | 9 | 14 | 15 | 7 | 30 | ? | 43 |
| Camp Avg / Week |  | 119.6 | 327.5 | 261 | 258 | 146 | 114 | 54 | 49 | 49 | 29 | 48 | 50 | 29 | 92 | 46 | 135 |
| Average Age |  | 8.56 | 8.51 | 8.43 | 8.38 | 8.12 | 8.09 | 7.67 |  |  |  |  |  |  |  |  |  |
| T1 Financial Assistance |  | \$ | \$ 216.00 | \$ 583.00 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| T2 Financial Assistance |  | \$ 2,628.00 | \$ 2,250.00 | \$ 252.00 |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Weekly Discount |  | \$ 3,170.00 | \$ 4,410.00 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Sibling Discount |  | \$ 1,309.47 | \$ 5,225.60 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cancellation Penalties/Deposit |  | \$ 193.25 | \$ 18.31 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Average Age |  | 8.56 | 8.51 | 8.43 | 8.38 | 8.12 | 8.09 | 7.67 |  |  |  |  |  |  |  |  |  |
| Revolving P\&L |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | ? |
| Shack Income | \$0.00 | \$11,206.27 | \$23,562.68 | \$20,588.67 | \$12,152.39 | \$10,907.36 | \$8,297.41 | \$5,851.64 | \$6,100.19 | \$4,824.40 | \$6,968.79 | \$4,096.31 | \$6,069.23 | \$6,444.70 | \$10,143.94 | \$10,125.00 | ? |
| Shack Expense | \$0.00 | \$5,199.37 | \$10,044.75 | \$7,572.40 | \$5,173.24 | \$3,592.98 | \$3,314.32 | \$2,929.46 | \$2,598.97 | \$2,781.53 | \$3,297.06 | \$1,719.11 | \$3,004.07 | \$5,870.01 | ? | ? | ? |
| Shack Payroll | \$0.00 | \$6,598.46 | \$9,305.76 | \$5,876.22 | \$6,936.59 | \$5,876.00 | \$4,931.25 | \$3,625.50 | \$4,398.25 | \$4,299.76 | \$4,832.25 | \$3,972.00 | \$5,189.00 | \$5,094.75 | ? | ? | ? |
| Shack Profit | \$0.00 | (\$591.56) | \$4,212.17 | \$7,140.05 | \$42.56 | \$1,518.38 | \$51.84 | (\$703.32) | (\$827.68) | (\$2,256.89) | (\$1,160.52) | (\$1,594.80) | (\$2,123.84) | (\$4,622.46) | ? | $?$ | $?$ |
| Camp Income | \$0.00 | \$56,338.00 | \$142,403.00 | \$119,022.00 | \$73,390.00 | \$54,783.23 | \$42,987.50 | \$17,350.00 | \$16,795.00 | \$12,820.00 | \$6,900.00 | \$17,884.00 | \$13,620.00 | \$7,620.00 | \$40,995.00 | \$39,980.00 | \$0.00 |
| Camp Expense | \$0.00 | \$663.84 | \$14,567.51 | \$12,175.15 | \$7,949.09 | \$5,084.58 | \$3,468.71 | \$1,292.17 | \$1,559.06 | \$523.06 | \$128.33 | \$1,241.87 | \$150.48 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Camp Payroll | \$0.00 | \$63,467.85 | \$74,875.15 | \$60,479.68 | \$42,489.19 | \$28,198.63 | \$14,832.77 | \$11,082.27 | \$9,065.75 | \$8,226.00 | \$7,073.63 | \$11,336.75 | \$10,837.75 | \$5,985.00 | \$2,493.50 | \$0.00 | \$0.00 |
| Camp Profit | \$0.00 | (\$7,793.69) | \$52,960.34 | \$46,367.18 | \$22,951.72 | \$21,500.03 | \$24,686.02 | \$4,975.56 | \$5,930.19 | \$4,070.94 | (\$301.96) | \$5,305.38 | \$2,631.77 | \$1,635.00 | \$0.00 | \$0.00 | \$0.00 |
| Revolving Profit | \$0.00 | (\$8,385.25) | \$57,172.51 | \$53,507.23 | \$22,994.28 | \$23,018.41 | \$24,737.86 | \$4,272.24 | \$5,102.51 | \$1,814.05 | (\$1,462.48) | \$3,710.58 | \$507.93 | (\$2,987.46) | \#VALUE! | \#VALUE! | \#VALUE: |

This is incomplete, actual total is probably
several thousand. I need to reclassify all the
no-shows in Rec1 to update this. Will do
eventually but it's a manual process. I think
next year I'll do it weekly now that we know
how it works.

[^2]
## Beach Account Totals

| Week |  | Beach Income |  |  |  |  |  | Expenses - Payroll |  | Camp Lifeguard |  | TOTAL |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Admission |  | Passes |  | Lessons |  |  |  |  |  |  |  |
| 0 | 6/21/20 | \$ | - | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | - | \$ | - |
| 1 | 6/28/20 | \$ | 228.00 | \$ | 0.00 | \$ | 0.000 | \$ | 847.34 | \$ | - | \$ | -619.34 |
| 2 | 715/20 | \$ | 507.00 | \$ | 350.00 | \$ | 0.000 | \$ | 1,710.12 | \$ | - | \$ | -853.12 |
| 3 | 7/12/20 | \$ | 624.00 | \$ | 150.00 | \$ | 0.000 | \$ | 1,560.23 | \$ | - | \$ | -786.23 |
| 4 | 7119/20 | \$ | 1,011.00 | \$ | 50.00 | \$ | 0.000 | \$ | 1,778.42 | \$ | - | \$ | -717.42 |
| 5 | 7126/20 | \$ | 1,126.00 | \$ | 50.00 | \$ | 0.000 | \$ | 1,849.50 | \$ | - | \$ | -673.50 |
| 6 | 8/2/20 | \$ | 570.00 | \$ | 0.00 | \$ | 0.000 | \$ | 1,574.87 | \$ | - | \$ | -1,004.87 |
| 7 | 8/9/20 | \$ | 748.00 | \$ | 0.00 | \$ | 0.000 | \$ | 1,681.27 | \$ | - | \$ | -933.27 |
| 8 | 8/16/20 | \$ | 343.00 | \$ | 0.00 | \$ | 0.000 | \$ | 1,624.61 | \$ | - | \$ | -1,281.61 |
| 9 | 8/23/20 | \$ | 302.00 | \$ | 0.00 | \$ | 0.000 | \$ | 1,127.00 | \$ | - | \$ | -825.00 |
| 10 | 8/30/20 | \$ | 0.00 | \$ | 0.00 | \$ | 0.000 | \$ | - | \$ | - | \$ | - |
| 11 | 9/6/20 | \$ | - | \$ | 0.00 | \$ | 0.000 | \$ | - | \$ | - | \$ | - |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | AVG | \$ | 496.27 | \$ | 54.55 | \$ | 0.00 | \$ | 1,250.31 | \$ | - | \$ | -699.49 |
|  | TOTAL | \$ | 5,459.00 | \$ | 600.00 | \$ | - | \$ | 13,753.36 | \$ | - | \$ | -7,694.36 |
|  |  |  |  |  |  | \$ | 6,059.00 |  |  | \$ | 13,753.36 | \$ | -7,694.36 |


| Revolving Account Totals - 2020 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Week |  | Shack |  |  |  |  |  |  | Camp |  |  |  |  |  |  |  | GRAND TOTAL |  |
|  |  | Income | Expense |  | Payroll |  | Profit |  | Income |  | Expense |  | Payroll |  | Profit |  |  |  |
| 0 | 6/14 | \$ - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - |
| 1 | 6/21 | \$ | \$ | 1,318.02 | \$ | - | \$ | -1,318.02 | \$ | - | \$ | 6.48 | \$ | 1,280.92 | \$ | -1,287.40 | \$ | -2,605.42 |
| 2 | 6/28 | \$ 535.62 | \$ | 443.37 | \$ | 626.60 | \$ | -534.35 | \$ | 4,090.00 | \$ | 87.26 | \$ | 7,731.26 | \$ | -3,728.52 | \$ | -4,262.87 |
| 3 | 715 | \$ 1,145.95 | \$ | 318.27 | \$ | 835.83 | \$ | -8.14 | \$ | 6,550.25 | \$ | 57.05 | \$ | 8,015.61 | \$ | -1,522.41 | \$ | -1,530.56 |
| 4 | 7/12 | \$ 1,301.27 | \$ | 483.44 | \$ | 714.21 | \$ | 103.62 | \$ | 7,269.25 | \$ | 45.10 | \$ | 7,813.25 | \$ | -589.10 | \$ | -485.48 |
| 5 | 7/19 | \$ 1,628.92 | \$ | 799.31 | \$ | 765.25 | \$ | 64.36 | \$ | 6,555.00 | \$ | 52.24 | \$ | 6,364.50 | \$ | 138.26 | \$ | 202.62 |
| 6 | 7126 | \$ 1,611.70 | \$ | 337.34 | \$ | 932.58 | \$ | 341.78 | \$ | 6,113.00 | \$ | 340.36 | \$ | 6,402.98 | \$ | -630.34 | \$ | -288.56 |
| 7 | 8/2 | \$ 1,074.56 | \$ | 664.39 | \$ | 733.62 | \$ | -323.45 | \$ | 5,584.75 | \$ | 46.36 | \$ | 6,157.66 | \$ | -619.27 | \$ | -942.72 |
| 8 | 8/9 | \$ 1,587.46 | \$ | 557.95 | \$ | 753.38 | \$ | 276.13 | \$ | 7,149.50 | \$ | - | \$ | 6,522.74 | \$ | 626.76 | \$ | 902.89 |
| 9 | 8/16 | \$ 1,197.50 | \$ | 224.64 | \$ | 797.31 | \$ | 175.55 | \$ | 6,356.50 | \$ | - | \$ | 6,603.12 | \$ | -246.62 | \$ | -71.07 |
| 10 | 8/23 | \$ 1,123.29 | \$ | 52.64 | \$ | 439.69 | \$ | 630.96 | \$ | 6,669.75 | \$ | 28.99 | \$ | 6,575.81 | \$ | 64.95 | \$ | 695.91 |
| 11 | 8/30 | \$ - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  | \$ 1,245.14 | \$ | 519.94 | \$ | 733.16 | \$ | -59.16 | \$ | 6,259.78 | \$ | 82.98 | \$ | 6,346.79 | \$ | -779.37 | \$ | -838.53 |
|  | TAL | \$ 11,206.27 | \$ | 5,199.37 | \$ | 6,598.46 | \$ | -591.56 | \$ | 56,338.00 | \$ | 663.84 | \$ | 63,467.85 | $\$$ $-7,793.69$ <br> $\$$ $-7,793.69$ |  | \$ | -8,385.25 |
|  |  |  |  |  |  |  | \$ | -591.56 | Total Payments +/- |  |  |  |  |  |  |  | \$ | -8,385.25 |



[^3]
[^0]:    10/8/20 Exhibit
    Page 1 of 5

[^1]:    Page 2 of 5

[^2]:    10/8/20 Exhibit
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[^3]:    10/8/20 Exhibit
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