



Date: March 5, 2018
To: Clint Mercer, Chief Accountant
From: Jason Olsen, Recreation Superintendent *JO*
Subject: Griffin Fire - Contents Replacement List

The following is a list of items that was lost in the Griffin Park storage facility fire on November 27, 2017 and needs to be replaced for Parks and Recreation special events and youth sports.

Description	Units	Unit Cost	Total
EZ UP Tents	6	\$304.18	\$1,825.08
Folding Tables	25	\$89.99	\$2,249.75
Folding Chairs	20	\$19.98	\$399.60
Refrigerator	1	\$799.99	\$799.99
Beverage Dispensers	8	\$81.16	\$649.28
Large Ice Chest	2	\$154.37	\$308.74
Large Lifeguard chairs	6	\$1,214.00	\$7,284.00
Ladder	1	\$139.00	\$139.00
Furniture Dolly	1	\$79.99	\$79.99
Dura Max Pool Cleaning Machine	1	\$3,500.00	\$3,500.00
Air Compressor	2	\$99.00	\$198.00
Lasko Fans	4	\$79.96	\$319.84
Golf Cart	1	\$6,200.00	\$6,200.00
Blow up Movie Screen	1	\$10,000.00	\$10,000.00
Enclosed Trailer	1	\$2,695.00	\$2,695.00
Popcorn Machine	1	\$1,097.00	\$1,097.00
Pitching Machines	2	\$1,349.00	\$2,698.00
Special Event Flags & Banners	10	\$240.00	\$2,400.00
Pool Lift Chair	1	\$4,601.00	\$4,601.00
Misc. Baseball & Softball Equipment	1	\$25,500.00	\$25,500.00
TOTAL			\$72,944.27

office memorandum