

CENTRE DUFFERIN RECREATION COMPLEX

BOARD OF MANAGEMENT

Minutes of the Regular meeting held April 28, 2021 via ZOOM

Attendance: Dan Sample Shelburne
Chris Gerrits Amaranth
Heather Foster Amaranth
Darren White Melancthon
Margaret Mercer Melancthon

Kim Fraser Facility Administration Manager
Marty Lamers Facility Maintenance Manager
Emily Francis Recreation Program Coordinator

Absent: Geer Harvey, Lindsay Wegener, Steve Anderson and Laura Ryan

Meeting called to order by Chair, Chris Gerrits at 6:30pm.

A quorum was present.

Declaration of Pecuniary Interests:

Chairman, Chris Gerrits stated that if any member of the board had a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

Agenda:

MOTION #1 – Moved by H. Foster seconded by D. Sample. Be it resolved we approve the agenda dated April 28, 2021 as circulated. Carried

Discussion & Approval of Minutes of Previous Meeting March 24, 2021:

MOTION #2 – Moved by M. Mercer seconded by D. Sample. That the minutes of the CDRC Board of Management regular board meeting held virtually on March 24, 2021 be approved as circulated and presented. Carried

Correspondence:

- Letter from the Township of Amaranth regarding the Shelburne resolution concerning the Service Delivery Review (copy for the CDRC Board).

Amaranth members clarified that the level of support will not change and only capital funds will be retained in a separate account until the funds are needed.

MOTION #3 – Moved by D. White seconded by M. Mercer. That correspondence is received and placed on file. Carried

Finance Committee Report:

The CDRC Monthly Financial Report was reviewed along with the impact of the Province wide closures will have by not having spring floor rentals (minor ball hockey and lacrosse). The CDRC has received approval for the Canada Summer Jobs (CSJ) in the amount of \$32,936.00. Following review of the accounts, the following motion was presented.

MOTION #4 – Moved by D. Sample seconded by H. Foster. That the bills and accounts as presented in the amount of \$ 27,039.36 be approved and paid. Carried

Pool/Camp Committee Report:

The Head Day Camp Counsellor position has become available. After review with the hiring committee, the position has been offered to Sierra Davis.

MOTION #5 – Moved by M. Mercer seconded by H. Foster. Where as the hiring of the CDRC seasonal summer contract positions were approved at the March 24, 2021 board meeting, the Head Day Camp Counsellor position has since become vacant; Therefore, be it resolved the CDRC Board of Management hires Sierra Davis for the 2021 Head Day Camp Counsellor position. Carried

Facility Administration Manager and Recreation Program Coordinator Reports:

See Schedule A

See Schedule B

A board member will accompany Kim when she presents at the DEI committee meeting.

MOTION #6 – Moved by D. White seconded by D. Sample. That we receive the reports from the Facility Administration Manager and the Recreation Program Coordinator. Carried

Facility Maintenance Manager's Report:

See Schedule C

MOTION #7 – Moved by H. Foster seconded by M. Mercer. That we receive the report from the Facility Maintenance Manager. Carried

New Business

Efficiency Opportunities:

Brief discussion on finding cost efficiencies and ways to pool resources municipalities and facilities. Further discussion at next meeting.

Confirmation by By-law:

MOTION #8 – Moved by D. Sample seconded by D. White. Be it resolved that leave be given for the reading and enacting of by-law #04-2021 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held April 28, 2021. Carried

Adjournment:

MOTION #9 - Moved by M. Mercer seconded by D. White. That we now adjourn at 7:12pm to meet again on May 26, 2021 at 6:30pm, or at the call of the chair. Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report – April 28, 2021

General Information:

- Received and submitted a Job Vacancy and Wage Survey from Statistics Canada.
- Second quarter municipal funding has been invoiced to the member municipalities.
- As schools are currently closed, some students have limited access to transportation. Catholic high school, Robert F Hall in Caledon has asked to use the CDRC parking area to be a location for area students to drop off books and resources. The school will have selected dates and provide a truck. Dates will be provided as scheduled.

Old Business:

- Currently working on the Standard First Aid online module. The ORFA Advanced Recreation Facilities Business Management online course begins May 3rd through May 23rd. Once these are complete, I plan to obtain a High Five certification and work on additional High Five training which deal with policies and procedures and how they are reflective of quality practices for children's programs.
- The conversion to ePay is approved and activated. Payroll can now be direct deposit to any bank and account of an employee's choice. I am now looking into paying more vendors electronically.
- The CDRC now has a GCOS (Grants and Contributions Online Services) account. This will be beneficial when applying for CSJ (Canada Summer Jobs) and other grants. The three online accounts (GCOS, ROE and Business) have been merged to be easier accessed.
- Reviewing some service agreements: eg: Waste Management
- Continuing to review all CDRC staff orientation and health & safety training to ensure all training is more uniform for all staff and standardized.
- Continue to streamline office space. Archiving and organizing records.

New Business:

- Since confirming the hiring of the CDRC summer staff at the March 24, 2021 board meeting, the position of Head Day Camp Counsellor has become vacant. Further discussion during Pool/Camp Committee report.
- CDRC has received approval from CSJ (Canada Summer Jobs) for \$32,926.00. Based on eleven (11) jobs at 75% of minimum wage.
- I have been asked by Denyse Morrissey to attend an upcoming Diversity, Equity and Inclusion Committee meeting, on May 20 or June 17, and present an overview of the CDRC including DEI policies or actions that may be in place.

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: Wednesday April 28th, 2021

Subject: Recreation Program Coordinator Report

April Overview

- Recent Awards
 - Orangeville Banner Reader's Choice Award winner for category best swimming instruction
 - Lifesaving Society: placed 2nd for the MG Griffith's Cup, for a large lifesaving program in 2020.
- Day camp registration opened Thursday April 1st, 2021
 - Registration is done completely online using the Town of Shelburne website.
 - Due to the current Covid-19 situation, payments are not being accepted until May 30th, 2021. All registrants will be invoiced beginning May 30th, 2021 and will be required to make a payment within 48 hours.
- Training
 - Continuing to update training documents and resources.
 - Examples include updating cleaning checklists for all program areas, developed an opening and closing checklists for staff to complete when opening the facility and closing the facility, incident report forms etc.
 - Created a Training Guide and corresponding slideshow for orientation of new employees. This training includes all topics that are not department specific including:
 - Administration (Payroll, Certifications etc.)
 - COVID-19 Protocols (Employee Screening, masks etc.)
 - Policies and Procedures (Confidentiality, internet use etc.)
 - Health and Safety (Slips, trips, and falls, Working alone, Workplace violence etc.)
 - Facility Cleaning and Maintenance (Chemicals used in the workplace, Material Safety Data Sheets, Personal Protective Equipment etc.)
 - Emergency Procedures (Calling 911, Fire Safety, Inclement weather etc.)
 - Online trainings that must be completed prior to the start of employment.
- Promotion of summer programs
 - The Shelburne Free Press will not be publishing the Recreation Guide for the summer of 2021.
 - Continue developing graphics for social media posts.
 - Connected with local schools to help spread information on our upcoming summer programs.
 - Conduct mass emails to our 2019-2020 participants to provide information on summer programs.
 - Continue to update funding municipalities and additional contacts on upcoming programs so that they can share information through their social media channels.
- Attended two webinars put on by the Lifesaving Society pertaining to the operations of the outdoor pool in 2021.
 - Teaching Blended Learning
 - Maximizing Programs and Revenue Generation
- Summer program planning
 - Continuing to plan for the upcoming summer season.
 - Developing program plans and resources for the following new programs: Junior Lifeguard Camp, Junior Leaders and Leaders in Training.

- Collaborating with other municipalities to gather resources and information on programs.
- Preparation of tasks for Head Day Camp beginning in May.

CDRC 2021 Recreation Programs Feedback Questionnaire Results

Introduction

The CDRC 2021 Recreation Programs Feedback Questionnaire was published March 4th, 2021. This survey was designed to gather feedback from the funding municipalities on what programs they would like to see offered at the CDRC with a focus on the upcoming summer and fall. All participants were given the opportunity to include any suggestions on what programs they would be interested in. A total of 177 responses were received as of Friday April 23, 2020. This survey was circulated to the community through social media posts, funding municipalities and mass email to past program participants.

Survey Questions:

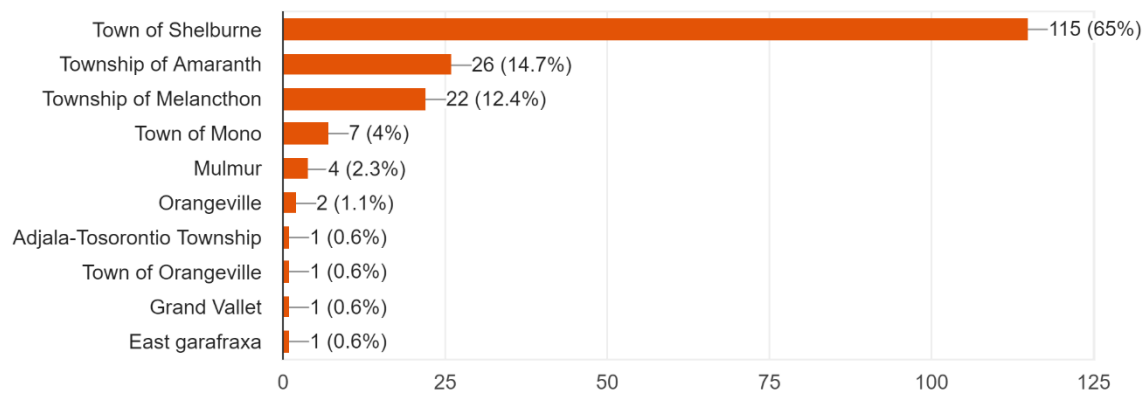
1. Please select the municipality in which you currently reside.
2. Did you or a member of your household participate in a program or visit the CDRC in 2020?
3. Rank your interests in the following programs: Not Applicable, do not know what that is, not interested, may be interested, very interested.
 - Pickleball
 - Outdoor Pool Programs
 - Summer Day Camp
 - Youth Programs
 - Adult/Senior Programs
 - Camp Counsellor in Training
 - Safety Courses (Home Alone, Babysitting)
 - Junior Counsellors
 - Sports and Fitness Programs
4. If you are interested in outdoor pool programs, what programs would you or members of your household be interested in? Please check all that apply.
 - Morning, Afternoon, Evening Lane Swim
 - Aquafit Sessions
 - Child/Youth Swimming Lessons
 - Adult Swimming Lessons
 - Lifeguard/Swim Instructor Courses
 - Lifesaving Courses (Bronze Star, Medallion, Cross)
 - June Afterschool Swim (3:30-4:20)
 - Junior Lifeguard Club
 - Public Swim
 - Adult/Senior Swim
 - Parent and Tot Swim
5. If interested in registering a participant for the summer day camp, please read the statements below:
 - I would like to register a child(ren) for the summer day camp.
 - I would be registering for multiple weeks throughout the summer.
 - I would require care between 7:30am-8:30am.
 - I would require care from 5:00-6:30pm.
6. The CDRC is looking to expand our recreation program offerings. Are there any recreation activities that you or members of your household would like to see offered at the CDRC? List as many as you would like.

7. How do you or members of your household prefer to find out about recreation opportunities at the CDRC?
- Social Media
 - Town of Shelburne website
 - Email
 - Word of mouth
 - Radio, newspaper
 - Posters and announcements
8. Please leave any additional comments in the space below.

Results to Survey Questions:

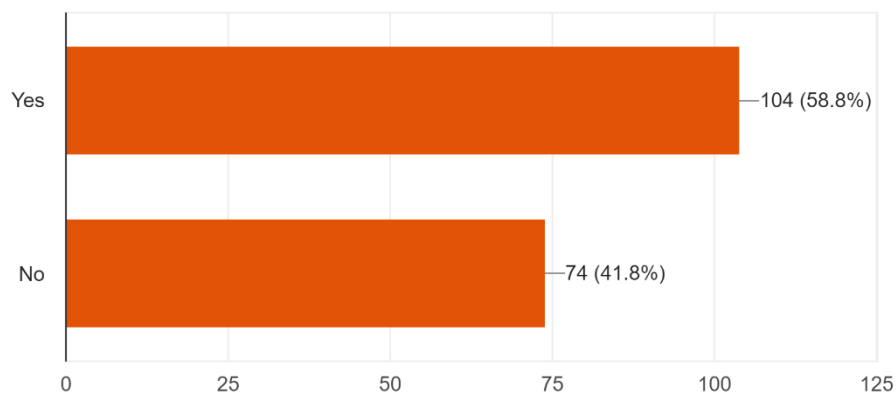
Please select the municipality in which you currently reside.

177 responses



Did you or a member of your household participate in a program or visit the CDRC in 2020?

177 responses

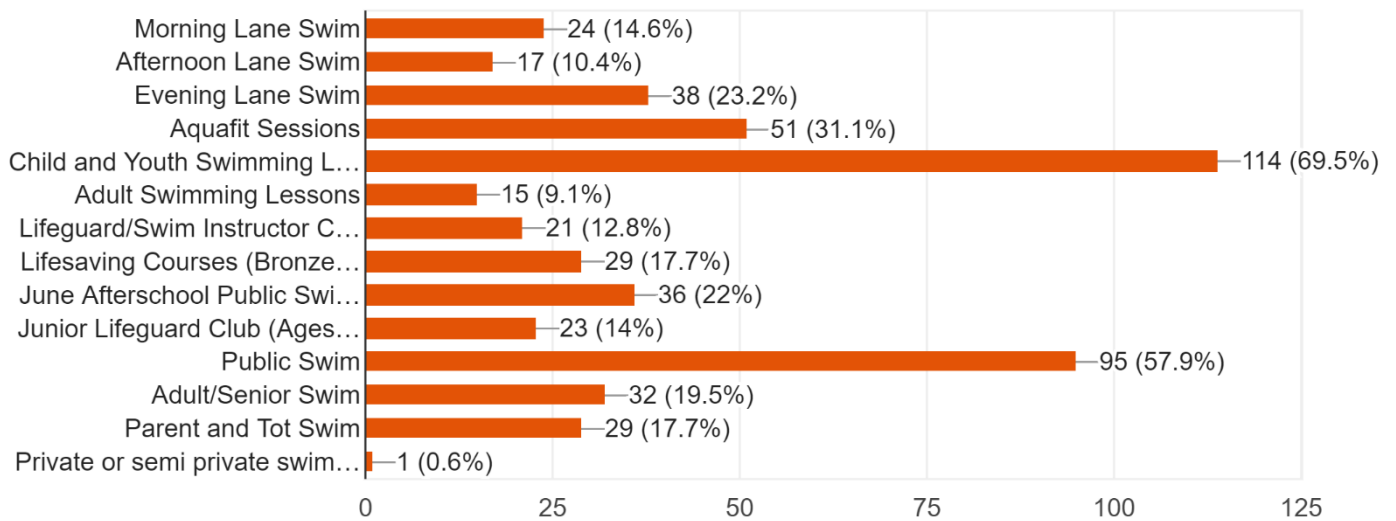


Rank your interest in the following programs:

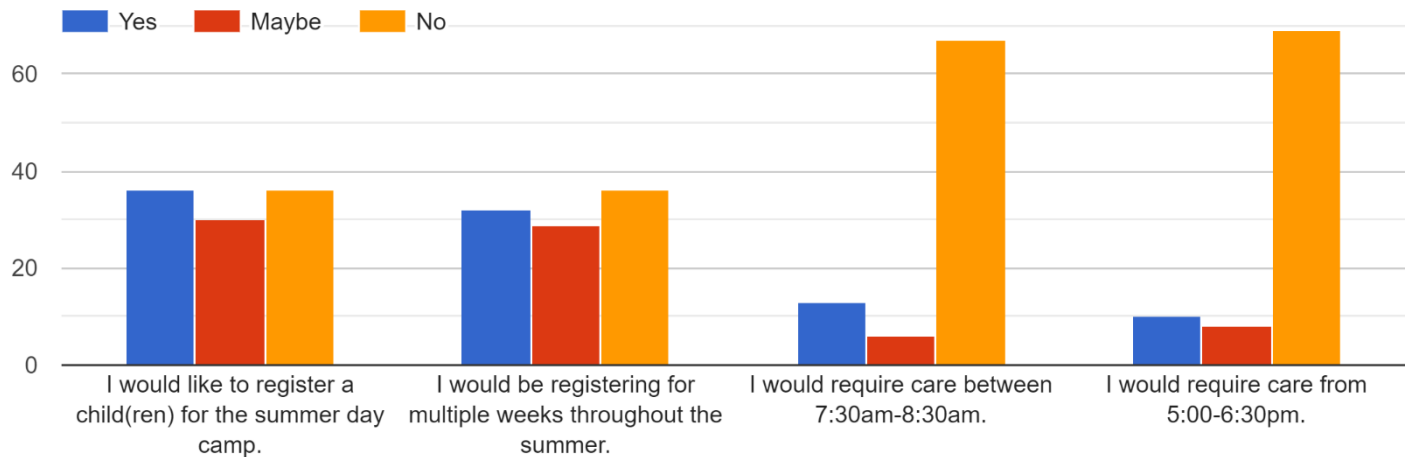
Program	Not Applicable	Do not know what this is	Not interested	May be interested	Interested
Pickleball	11	32	52	22	4
Outdoor Pool Programs	2	0	9	29	115
Summer Day Camp	33	0	40	26	38
Youth programs and socials	23	0	24	42	43
Adult/senior programs	22	2	36	42	22
Camp Counsellor in training	37	2	41	20	21
Safety courses (Home Alone, Red Cross Babysitting, First Aid)	30	1	21	29	51
Sports/fitness activities	10	0	8	48	74
Junior Leaders	39	2	34	24	27

If you are interested in outdoor pool programs, what programs would you or members of your household be interested in? Please check all that apply.

164 responses



If interested in registering a participant(s) for the summer day camp, please read the statements below:



The CDRC is looking to expand our recreation program offerings. Are there any recreation activities that you or members of your household would like to see offered at the CDRC? List as many as you would like.

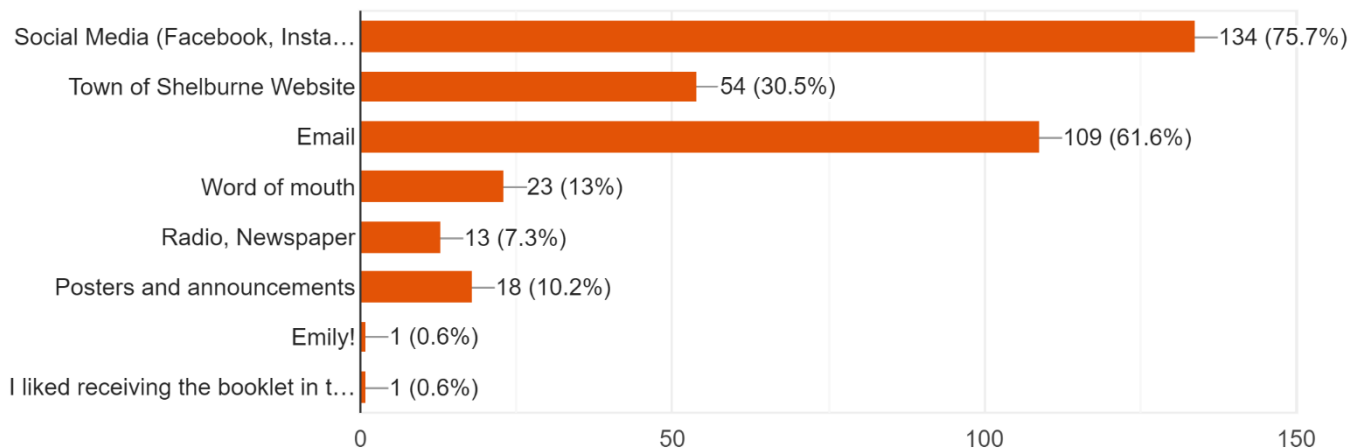
Below are the responses:

- Children’s soccer
- Kangoo (fitness)
- Aerobics class
- Squash
- Ping Pong
- Dance (Salsa, Swing, Ballroom, Hip Hop, dance for kids, Latin)
- Dance studio
- Yoga, tai chi
- Ball Hockey
- Tween “Get Fit” program
- Indoor Swimming
- Badminton
- Volleyball for teens
- Pool volleyball
- Aquafit
- Basketball
- Walking Club
- Soccer (skills and drills, scrimmage)
- Lacrosse
- Baseball
- Tennis
- Zumba (aqua Zumba, adult Zumba, kids Zumba)
- Adult Fitness

- Youth cooking and baking
- Stem based activities
- Arts and crafts, craft work shops
- Youth social nights
- Culture craft nights (i.e learn to bead with an indigenous community member)
- Skateboarding lessons
- Martial arts
- Affordable skating lessons
- Leadership programs
- Youth centre drop in
- Golf
- Indoor gym (dodgeball)
- Dances for youth

How do you or members of your household prefer to find out about recreation opportunities at the CDRC?

177 responses



Participants were asked “Please leave any additional comments in the space below.” Below are some of the answers that were received.

- Interested in volunteer opportunities.
- We have enjoyed any programs we have done at the CDRC like summer camp, swimming lessons, ice rentals for birthday party. Keep up the great work!
- Thank you for your service!
- Looking for more choices for aquafit in the evenings.
- We were so happy last year that the pool was opened, and we really hope that it will again this year. Great job to all the staff.
- My kids love attending the summer camp at the CDRC and are hopeful and excited to return this year.
- Please avoid having to require parents to be in the pool for children’s lessons this year.
- Hot humid, last minute, weather dependent opening.
- Would love Amaranth to get another fitness grant for free adult classes.

- Longer public swimming times during the day. I know we are smaller than Alliston, but I like how their public swim times are longer. I love how the CDRC has music playing while swimming. So fun and upbeat, nothing beats an outdoor pool in the summer.
- It is very difficult to find information on your programs and offerings.
- Interested in activities for Saturday and Sunday.
- Put the ice back in.
- Interested in private swimming lessons for toddlers.
- Better effort at requesting funds from developers to put towards the CDRC and other public activity structures.
- Having more activities locally for families would be a bonus.
- It would be great if the pool was indoors so we can have swimming lessons year-round and not have them cancelled because of thunder.
- Zoom options.
- Thank you for all you are doing to offer quality programs for youth in our community. It is appreciated and makes a difference. If you have flyers that could be posted in schools or handed out to kids it might encourage.
- Support group opportunities.
- I would be interested in joining walking or hiking groups in a safe environment. Thank you for allowing residents to participate in this survey.

Overall, the goal of this survey was to gather information as to what programs the funding municipalities would like to see offered at the CDRC and where the interest lied for the upcoming 2021 summer season amidst the current state of the pandemic. I would like to conduct a survey following the summer season to gather feedback from program participants to evaluate the summer programs and provide information on programs going forward into the fall and winter.

SCHEDULE 'C'

Facility Maintenance Managers Report – April 28, 2021

SAFETY

No issues

GENERAL INFORMATION:

HVAC Found faulty pump, Water feed valve, bearing assembly repaired as per last months report.

Reviewing COVID-19 Municipal, Provincial & Regional Health restrictions updates and changes, regularly updating protocols and safety plan as needed. The CDRC Facility is closed to the public for the duration of the lock down order and until further notice.

Roof top HVAC blower motor not working. Repair complete.

Annual water back flow test completed by town of Shelburne, s sub-contractor device failed ordering new backflow preventer. (44years old.) (Approx. cost \$800.00- \$1000.00.)

CPO online course 16 hours online Tyler and Marty Complete. 5 years

Investigating minor roof leak.

Continuing with facility repairing cleaning and painting.

Completed staff room painting.

Modest revamping of a storage area for day camp paint and shelving

Planning pool opening, checking for deficiencies and supplies needed.

New service provider for the CDRC refrigeration needs will be Kore Mechanical, closer, better pricing, Kore Mechanical already services Grand Valley and Dundalk arenas, and the Shelburne curling club.

New business



Marty Lamers

Facility Maintenance Manager
Centre Dufferin Recreation Complex

CENTRE DUFFERIN RECREATION COMPLEX
BOARD OF MANAGEMENT

Minutes of the Regular meeting held May 26, 2021 via ZOOM

Attendance:	Lindsay Wegener	Shelburne
	Steve Anderson	Shelburne
	Dan Sample	Shelburne
	Chris Gerrits	Amaranth
	Heather Foster	Amaranth
	Darren White	Melancthon
	Margaret Mercer	Melancthon
	Laura Ryan	Mono
	Kim Fraser	Facility Administration Manager
	Marty Lamers	Facility Maintenance Manager
	Emily Francis	Recreation Program Coordinator

Absent: Geer Harvey

Meeting called to order by Chair, Chris Gerrits at 6:30pm.
A quorum was present.

Declaration of Pecuniary Interests:

Chairman, Chris Gerrits stated that if any member of the board had a disclosure of pecuniary interest that they could declare the nature thereof now or at any time during the meeting.

Agenda:

MOTION #1 – Moved by D. White seconded by D. Sample. Be it resolved we approve the agenda dated May 26, 2021 as circulated and presented.
Carried

Discussion & Approval of Minutes of Previous Meeting April 28, 2021:

MOTION #2 – Moved by M. Mercer seconded by D. Sample. That the minutes of the CDRC Board of Management regular board meeting held virtually on April 28, 2021 be approved as circulated and presented.
Carried

Finance Committee Report:

The CDRC Monthly Financial Report was reviewed. During review of the accounts, it was suggested that discussion on prorating facility advertising be on the June agenda. The following motion was presented.

MOTION #3 – Moved by L. Ryan seconded by H. Foster. That the bills and accounts as presented in the amount of \$ 20,648.42 be approved and paid. Carried

L. Wegener arrives at 6:45pm
S. Anderson arrives at 6:50pm

Facility Administration Manager and Recreation Program Coordinator Reports:

See Schedule A
See Schedule B

MOTION #4 – Moved by L. Wegener seconded by D. Sample. That we receive the reports from the Facility Administration Manager and the Recreation Program Coordinator. Carried

Facility Maintenance Manager’s Report:

See Schedule C
Board approved to move forward with budgeted items: pool vacuum and building condition assessment.

MOTION #5 – Moved by L. Ryan seconded by M. Mercer. That we receive the report from the Facility Maintenance Manager. Carried

New Business

Efficiency Opportunities:

Leave open for discussion for anyone to bring forward and share ideas for efficiency or pool resources that could save money. Will keep on the next agenda as unfinished business.

Confirmation by By-law:

MOTION #6 – Moved by D. White seconded by L. Ryan. Be it resolved that leave be given for the reading and enacting of by-law #05-2021 being a by-law to confirm certain proceedings of the CDRC Board of Management for its regular board meeting held May 26, 2021. Carried

Adjournment:

MOTION #7 - Moved by D. Sample seconded by L. Wegener. That we now adjourn at 7:21pm to meet again on June 23, 2021 at 6:30pm, or at the call of the chair. Carried

Secretary - Treasurer

Chairperson

Dated

SCHEDULE 'A'

Facility Administration Managers Report – May 26, 2021

General Information:

- I have been contacted by Elections Ontario for 2022 election.
- Canadian Blood Services upcoming blood donation is schedule Friday, June 11, 2021 from 2:30-6:30pm
- Attended Central Ontario Facilities Coordinators Assoc (COFCO) meeting on Thursday, May 13
- Attended a short webinar from Payment Evolution on work refusal.
- Applied to the UGDSB to use outside greenspace at Glenbrook ES throughout July and August for the day camp. I have contacted the Shelburne Agricultural Society to ask for permission to use greenspace.

Old Business:

- Completed and received certificate for the ORFA Advanced Recreation Facilities Business Management online course. Finishing up the Standard First Aid online module.
- I am scheduled to attend the Diversity, Equity and Inclusion Committee meeting, on June 17 and present an overview of the CDRC including DEI policies or actions that may be in place.
- Continue to streamline office space. Archiving and organizing records.

New Business:

- The Provincial Antigen Screening Program (PASP) is a supervised self-screening program for workplace employee screening. The objective of the program is to provide an additional safety measure by providing access to COVID-19 point-of-care antigen tests to enable small businesses enhanced workplace screening to help guard against the spread of COVID-19. The Province of Ontario has proved test kits, free of charge, to Dufferin Board of Trade (DBOT) to distribute to small businesses with 150 employees or less. The program is voluntary and asymptomatic employees test themselves twice per week under the supervision of a staff member who is trained in the program. The rapid screening results are available within 15 minutes and the results are submitted to DBOT. Last week the CDRC started screening staff. This program will give added comfort to families who participate in CDRC summer programs, knowing the CDRC is taking this additional step to provide a safe work environment.
- Would like to process credit card payments and charge back fees to consumer, estimating \$3 per \$100 charged through Moneris Gateway, a virtual terminal processor. A one-time administration setup cost of \$200 to set up account. Customers can send e-transfer payments at no additional cost.

Kim Fraser
Facility Administration Manager

SCHEDULE 'B'

Submitted By: Recreation Program Coordinator Emily Francis

To: CDRC Board of Management

Date: May 26th, 2021

Subject: Recreation Program Coordinator Report

May Overview

- COVID-19 update
 - The Ontario Government has released the Roadmap to reopening Ontario. It is stated in the document that both the Outdoor pool and Summer Day Camp are apart of the Stage 1 of opening. The tentative date to open the pool is Monday June 14th. Guidelines have not been released to outline what the protocols will be for both the pool and day camp.
- Update on program registrations
 - Due to the current Covid-19 situations payments will not be processed until June 1st, 2021. Registrants will be required to make a payment within 48 hours of receiving their invoice. Our summer day camp has minimal spots remaining and is expected to fill up over the coming weeks.
 - Begin opening Swimming Lesson Registration on Monday May 31st.
- Meetings/Webinars
 - Parks and Recreation Ontario: Offering inclusive recreation programs and camps (May 6th, 2021)
 - Attended 2 Recreation Programmers meetings with Wellington North (Arthur/Mount Forest), Mapleton and Town of Minto.
 - Attended a Recreation Directors meeting on Friday May 14th, 2021.
- Training
 - Continuing to update training documents and resources.
 - Begin training with Seasonal Summer Staff on Monday May 31st.
- Promotion of summer programs
 - Continuing updating social media and promoting summer programs.
 - Conducting a presentation on summer pool/water safety for a local kindergarten classroom. I will be including information on upcoming programs as a part of this presentation.
- Summer program planning
 - Continuing to plan for the upcoming summer season.
 - Head Day Camp Counsellor is now working in the facility preparing for the upcoming camp season.
- Sponsored pool rentals
 - We have had inquiries regarding pool rental sponsorships for this upcoming summer season. It is proposed that we charge \$150.00 for the hour which includes HST and Insurance for a 1 hour sponsored public swim. This sponsorship will include:
 - Opportunity to promote throughout the swim time.
 - Promotion through the CDRC social media channels and website.
 - Promotion on the CDRC road sign.
 - Typical pool rental fee is \$110.00 plus HST and Insurance.

SCHEDULE 'C'

Facility Maintenance Managers Report – May 26, 2021

SAFETY

No issues

GENERAL INFORMATION:

HVAC roof top units cleaned.

Reviewing COVID-19 Municipal, Provincial & Regional Health restrictions updates and changes, regularly updating protocols and safety plan as needed. The CDRC Facility is closed to the public for the duration of the lock down order and until further notice.

Continuing with facility repairing cleaning and painting.

Drain, clean, check pool.

Replace pool water line tile were falling off.

Paint exterior walls pool area

Refurbish pool tot docks new railings stainless steel hardware and in water skirting.

New business

Pool vacuum as per budget seeking approval



Marty Lamers

Facility Maintenance Manager
Centre Dufferin Recreation Complex

Pool Vacuum

This item is in the budget at \$ 4000.00.

Providing background for an automatic pool vacuums it will reduce staffing cost and staff standing on edge of pool providing greater safety when alone, should improve cleanliness, pool appearance and being able to perform its cleaning during shoulder time of pool operations. Manual pool vacuuming will require 2 operators on site up to 2 to 3 times a week 2 to 3 hours each time and due to safety as they will be working on the edge of the pool the entire cleaning process and in poor lighting at dusk or dawn and in shadows.

I have looked at hayward Tiger sharks II and Polaris and other Maytronic models. These models may work but are under size according to their specs. As this is manufactured in the states and until order is placed it may or may not be available due to covid-19 as the Maytronics plant has shifted production to residential models. Other options will be.

Tigershark 2	\$2,350.00	30x60 foot pool	1800 sq ft 1080=2880sq ft
Maytronic M600 -	\$2179.00	50-foot pool	
CDRC pool size 85 x 44		3740 sq ft floor	1935sq ft wall = 5675sq ft

I have chosen Maytronics dolphin Robotic Pool Cleaner



Designed for pools up to 88 feet, the Wave 100 is best suited for mid-sized pools in schools, health clubs, resorts, and water parks. This cleaner ensures complete pool coverage with floor, walls and waterline scrubbing plus superior filtrations for all types of dirt and debris.

Maytronics Pool cleaner	
Aquam.	\$4,299.00
Johns leisurescape	\$4,399.00
Pool supply Canada	\$4,399.00

I would like to go with Aquam to supply a Wave 100 pool vacuum with remote and Caddy at a cost of \$4,299.00.