

# MEETING MINUTES

May 12, 2011

Orcas Island Park and Recreation District Commission  
Regular Public Meeting, Thursday, May 12, 2011  
Orcas Island Fire District Station #1, Eastsound  
12:00P.M.- 2:00 P.M.

## I. CALL TO ORDER (12:00)

Martha Farish, Chairman

Roll call:

Seat 1:	Vicki Vandermay - present
Seat 2:	Bob Eagan - present
Seat 3:	Martha Farish - present
Seat 4:	Jim Bredouw - present
Seat 5:	Ian Lister - present

## II. PUBLIC COMMENT

Wrestling program supporters, coaches apprised the meeting of their current status

Fun House: Pete Moe asked to give a presentation of a proposal for sub-contracting administrative services and office space. The chair determined to try and work the full presentation into the agenda time allowing.

## III. UNFINISHED BUSINESS

1. Previous Minutes - Ian

Ian read aloud the minutes for April 14. Several suggestions and changes were made. It was decided that the April 14 minutes would be reviewed for approval at the May 18 special meeting which had been scheduled earlier. All of the preceding minutes for 2011 are to be reviewed at the May 18 meeting.

2. OICF Grant request - Martha

the OICF Grant request for \$2500 is looking as though it will be awarded to the OIPRD. It is recommended that the grant proceeds be returned to OICF if other means of funding (for insurance) are secured, the loan from the Orcas Port district for instance.

### Committee Reports

3. Real Estate, Letter to Landlords - Martha

Suggested action: Motion: Letter to be sent via email to Eastsound landlords and organizations with attachment "Draft II Rating Sheet".

4. Finance and Budget, Draft II Rating interim office and admin options for OIPRD June 2011 - Martha

**Motion:** with minor edits, distribute "Letter to Landlords" and the rating sheet to likely Eastsound landlords.

- Martha, Bob
- no deliberation
- unanimously aye

5. Finance and Budget, OIPRD Proposed Policies - Martha  
Suggested action: Motion: to adopt policy

No action taken

6. Final report on Financial Oversight - Martha

FOC Committee Report letter  
Comment Sheet for Financial Oversight Committee Members  
OIPRD April 12, 2011 DRAFT PDF

Martha had distributed the FOC letter and comment sheet to the FOC Committee members, and now had received comments back from the committee. Martha suggested that Jim review the Comments (a small stack of papers), scan them to digital form, and use the comments as guidance to proceed with negotiations with the Port of Orcas for a loan to OIPRD.

**Motion:** To direct Jim to scan the completed comment sheets, and distribute them by email to the OIPRD Commissioners.

- Martha, Bob
- no deliberation
- unanimously aye

- 6a. At this time (1:15) an agenda item was inserted: Tennis Committee Report - Martha  
Suggested action: Motion to proceed with final negotiations with USTA, under the conditions outlined above immediately upon securing interim funding for OIPRD.

Martha summarized the structure of the grants which may result in 3 full Tennis courts at Buck Park for about \$12,000 outlay by the OIPRD over all, we had anticipated inevitably about \$17,000.

**Motion:** To proceed with final negotiations with USTA, under the conditions outlined above immediately upon securing interim funding for OIPRD.

- Martha, Bob
- deliberations:
- unanimously aye

At this time a discussion ensued: the Skateboard park at Buck Park, it's existing endowment residing with the Orcas Island Community Foundation. It was decided that Vicki will contact Lynn Garwood who is president of the non-profit overseeing the Skateboard park.

#### IV. PUBLIC COMMENT

Pete Moe, Funhouse Executive Director presented a brief power point presentation (Funhouse Proposal power point) containing a proposal by the Funhouse to manage administration of OIPRD programs during the interim period before June 2012, and also providing office space.

#### V. NEW BUSINESS

7. OIRP equipment, letter from SJC Auditor: Fwd: Orcas Rec surplus sports equipment, OIRP Inventory 2011 - Vicki

The SJC Auditor had distributed a notification inviting service organizations to purchase the equipment that was previously used by the Orcas Rec. program for \$1000. Obviously this equipment is of use to OIPRD, but there is a feeling that most or all of the equipment had been donated to the program by Orcas' citizens for use here, on Orcas. The issue has caused some outcry among local citizens. The commissioners decided to investigate further, and perhaps understand better the value of the equipment, and the firmness of the Auditor's asking price.

**Motion:** Authorize Bob to ask the SJC Auditor to delay 1 week

- Jim, Martha
- deliberations: Meetings are scheduled May 16, 18, in case action is needed
- unanimously aye

8. Report to Community Draft - Martha

**Motion:** Authorize Martha to distribute the report to community as amended to local media

- Martha, Bob
- deliberations: some minor edits
- unanimously aye

9. Discussion: "Assumptions about Buck Park, OISD and OIPRD" - Jim

A strategy for approaching the Public School in order to obtain dominion over Buck Park on behalf of the district was discussed. The consensus is that the School should retain some privileged access; priority scheduling for example. The definition of "Buck Park" geographically, the possibility of a maintenance contract were addressed.

## **VI. ADJOURNMENT (3:30)**

**Motion:** To adjourn

- Martha, Bob
- deliberations: some minor edits
- unanimously aye

### ***Addenda:***

OICF Grant Request

Letter to Landlords

Draft II Rating interim office and admin options for OIPRD June 2011

OIPRD Proposed Policies

FOC Committee Report letter

Comment Sheet for Financial Oversight Committee Members

OIPRD April 12, 2011 DRAFT PDF

Funhouse Proposal power point

completed comment sheets

Tennis Committee Report

Fwd: Orcas Rec surplus sports equipment.

OIRP Inventory 2011

Report to Community Draft

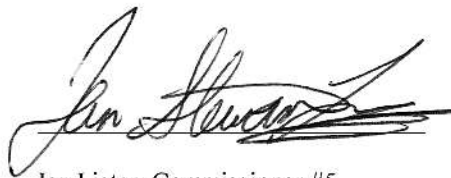
Assumptions about Buck Park, OISD and OIPRD



Regular Public Meeting minutes for May 12, 2011

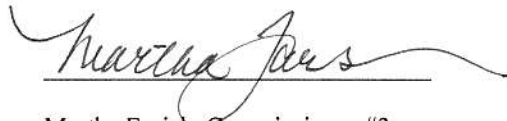
Approved by motion on this 9<sup>th</sup> day of June, 2011

Signed and attested this 12<sup>th</sup> day of July, 2011

A handwritten signature in cursive script, appearing to read "Ian Lister", written over a horizontal line.

Ian Lister, Commissioner #5,

Secretary

A handwritten signature in cursive script, appearing to read "Martha Farish", written over a horizontal line.

Martha Farish, Commissioner #3,

Chair

Orcas Island Park and Rec Grant Request, March 2011

**Proposed Project Description**

**Objectives:** To provide required insurance coverage such that individuals and groups sponsored by OIPRD can continue to use and enjoy group recreational activities in facilities and parks on Orcas Island from May 2011 to May 2012.

**Timeline:** May 2011 to May 2012

**Describe demographics and numbers of people who will be served by this project.** Those currently known to OIPRD and in need of insurance coverage are:  
Youth Outdoor Soccer Spring Season, 6 weeks, approximately 30 participants  
Youth Outdoor Soccer Fall Season, 7 weeks, approximately 40 participants  
Youth British Soccer Camp, annual event one week in July, approximately 200 participants.  
Youth Girls Soccer Camp, Chama Anderson 3-day program to advance high school girl's skills, approximately 15 participants.  
Adult Volleyball, September-June, Sundays and Wednesdays, 20-40 ethnically diverse players.  
Adult Basketball, year-round on Sunday's. Currently focused on men's basketball; request made for support for an adult women's team.  
Wrestling, three year old, 100% volunteer program involving 7 high school age students plus three coaches meeting March to May, December-February, three days per week.  
4-7<sup>th</sup> Grade Boys Basketball, November-March, Tuesday and Thursdays, approximately 20-30 participants.

There are likely others who may currently have insurance supplied via some other means but who may also need to list a supplemental insurer like OIPRD in order to participate in tournament play off island. We are told Enduris/OIPRD insurance can be used for this purpose. The OIPRD Board is currently in the process of developing a comprehensive list of all insurance requirements for existing programs.

**Individual accountable for funds:** Martha Farish, Chair, OIPRD Board of Commissioners; Milene Henley, Auditor San Juan County

**Indicate how you will evaluate results of the project:** Quantifiably by the number of people and activities on Orcas Island made possible through OIPRD providing the required insurance umbrella during the May 2011-12 time period.

**There is no physical equipment to be purchased with this grant.**

DLY 05/21/11



**How does this project relate to the organization's mission and goals?** It is the mission of all Parks and Rec programs to foster a healthy community by providing recreational opportunities in their communities. Without insurance, several of our on-going recreational activities on Orcas will not take place in 2011.

**Has the organization's governing board approved this project?** Not yet. Most of the Board activity in the one month since voter approval has been involved in a wide variety of legal activities required in the formal start-up of a funded Parks and Rec District. Martha Farish, Commission Chair, became aware of the option for OICF to provide funds to OIPRD for insurance coverage on the Friday before the Monday when this application was due. She alone took on responsibility for submitting the grant under these circumstances.

State law forbids communication between Commissioners as a group outside publicly noticed meetings. Agenda time to consider this grant application will be scheduled for the next available Regular Meeting of OIPRD on April 14, 2011. It is unlikely that there will be any opposition to securing bridge funding for insurance coverage through OICF. In any event, the OIPRD board will vote on this grant proposal on April 14 allowing ample time to withdraw the request, prior to public announcements by OICF, should the need arise.

**Please note:** In the interests of full disclosure, the OIPRD Board of Commissioners is actively and energetically pursuing the possibility borrowing against future revenue in order to sustain basic levels of insurance and programming during the unfunded 2011-12 summer/fall/spring seasons. However, that is a complicated process requiring public hearings and negotiations with lenders that may or may not come to fruition at all, or in sufficient time, to support activities that need insurance now and throughout the 2011-12 time period.

## Requested Attachments

**OIPRD Mission Statement:** The purpose of OIPRD is defined by Washington State RCW 36.69.010. Under current consideration, but not yet passed by the Board of Commissioners of OIPRD, is the following draft Mission Statement:

*The mission of the Orcas Island Park and Recreation District is to foster a healthy community by developing and delivering an appropriate mix of innovative recreational opportunities and by providing effective, sustainable stewardship of the District's parks and open spaces.*

**History and Accomplishments:** The formation of OIPRD by the voters in 2009 and the approval of funding for OIPRD in 2011 are the principle accomplishments to date.

The next set of accomplishments will undoubtedly come during the scramble to provide organizational and recreational options to the community, during the February 2011 to May 2012 period, when no tax-supported revenue is available to OIPRD.

**IRS Letter of Determination:** OIPRD has asked San Juan County Auditor Milene Henley to supply OICF with documentation to meet this requirement.

**Important Goals OIPRD hopes to accomplish over the next 12 months. OIPRD will:**

- Establish an OIPRD office
- Provide umbrella insurance for recreational activities and the use of facilities.
- Institute operational policies and procedures in accordance with State law
- Hire staff and/or contract for services
- Sponsor recreational programming for Orcas Islanders
- Negotiate for possible online program registration and payment
- Negotiate for efficient use of community recreational facilities
- Make capital improvements to aging recreational facilities if feasible.

**Organization's annual budget:** In accordance with the recently passed Special Levy, OIPRD will receive \$.09 cents per \$1000 of assessed property values on Orcas Island, in the approximate amount of \$350,000 per year, for the next 6 years.

## **Orcas Park and Recreation District Grant Request March 2011**

**Name of Organization:** Orcas Island Park and Recreation District (OIPRD)

**Mailing address:** PO Box 16, Eastound, WA 98245

**Phone:** 360-376-6199 (Farish). OIPRD does not yet have an office or phone.

**Email address:** [mfarishster@gmail.com](mailto:mfarishster@gmail.com)

**Organization's Web address:** [orcasparkandrec.org](http://orcasparkandrec.org)

**Contact Person:** Martha Farish, Chair, Board of Commissioners, OIPRD

**Non-profit status:** A tax supported organization which according to Auditor Milene Henley makes OIPRD, by definition, a "registered" non-profit. Federal and State official registration numbers are pending applications to be made by the San Juan County Auditor and Treasurer on behalf of the newly funded OIPRD.

**Dollar amount of this grant request:** \$2500

**Concise project description:** These funds will be used to purchase an umbrella insurance policy from Enduris; an inexpensive insurance provider available only to governmental and municipal agencies, to provide coverage for OIPRD sponsored activities in 2011-12. In order to limit liabilities and manage risk, all volunteer coaches and supervisors of recreational activities, and the activities themselves, are required to have insurance coverage in order to use facilities like parks, gyms, skateboard parks and ball fields. Because of the unique timing of start-up funding for OIPRD, there it is no tax supported funding available until May 2012. Many current and on-going activities on Orcas are currently without insurance coverage for the 2011-12 season.

**Signature of Board Chair:**

**Date:**

Orcas Island Park and Rec District Grant Request, March 2011  
**Proposed Project Budget**

**Describe total project costs in detail:** Parks and Rec Districts purchase insurance policies to help manage the risks and liabilities associated with sponsoring recreational activities in their communities. Community facilities, in order to protect and manage their risks, require that volunteers and coaches also be covered by insurance as a condition of use of those facilities. For an annual fee of \$2500 OIPRD can purchase an umbrella policy from Enduris that will provide the insurance required to cover OIPRD sponsored activities for 2011-12.

**Project costs to be covered by OICF grant:** \$2500

**Non-cash contributions:** None

**Other funding sought for this project:** None, however OIPRD is in the very early stages of considering whether to borrow funds against anticipated revenues in order to fund basic services, like insurance, in 2011-12.

**Other funding received for this project:** None see above.

**The compelling or unusual need:** OIPRD was created in 2010 but wasn't approved for funding until February 2011. According to State law the first distribution of funds to OIPRD will take place in May of 2012. A variety of recreational groups, who formerly had coverage through the now defunct old Orcas Rec, are currently without insurance and thus unable to host, play in or use community facilities. Private insurance for small groups is prohibitively expensive for most participants and groups. Insurance through Parks and Rec Districts is inexpensive and provides the required coverage for virtually any recreational activity OIPRD might be asked to sponsor. For \$2500 OIPRD can provide the necessary insurance "bridge" for the 2011-12 recreational seasons for our community coaches, organizers and facilities.

**Professional development that Board Members or staff has participated in and how that training has impacted our operations.** OIPRD has no staff at this time. The OIPRD board will manage the project until an executive director is hired.

**Plans to maintain the project after the funding period:** Once funds are distributed insurance coverage will routinely be provided out of normal operating revenue for the OIPRD District.

Orcas Island Park and Rec Grant Request, March 2011

### **Proposed Project Description**

**Objectives:** To provide required insurance coverage such that individuals and groups sponsored by OIPRD can continue to use and enjoy group recreational activities in facilities and parks on Orcas Island from May 2011 to May 2012.

**Timeline:** May 2011 to May 2012

**Describe demographics and numbers of people who will be served by this project.** Those



currently known to OIPRD and in need of insurance coverage are:

Youth Outdoor Soccer Spring Season, 6 weeks, approximately 30 participants

Youth Outdoor Soccer Fall Season, 7 weeks, approximately 40 participants

Youth British Soccer Camp, annual event one week in July, approximately 200 participants.

Youth Girls Soccer Camp, Chama Anderson 3-day program to advance high school girl's skills, approximately 15 participants.

Adult Volleyball, September-June, Sundays and Wednesdays, 20-40 ethnically diverse players.

Adult Basketball, year-round on Sunday's. Currently focused on men's basketball; request made for support for an adult women's team.

Wrestling, three year old, 100% volunteer program involving 7 high school age students plus three coaches meeting March to May, December-February, three days per week.

4-7<sup>th</sup> Grade Boys Basketball, November-March, Tuesday and Thursdays, approximately 20-30 participants.

There are likely others who may currently have insurance supplied via some other means but who may also need to list a supplemental insurer like OIPRD in order to participate in tournament play off island. We are told Enduris/OIPRD insurance can be used for this purpose. The OIPRD Board is currently in the process of developing a comprehensive list of all insurance requirements for existing programs.

**Individual accountable for funds:** Martha Farish, Chair, OIPRD Board of Commissioners; Milene Henley, Auditor San Juan County

**Indicate how you will evaluate results of the project:** Quantifiably by the number of people and activities on Orcas Island made possible through OIPRD providing the required insurance umbrella during the May 2011-12 time period.

**There is no physical equipment to be purchased with this grant.**

Page 2 of 2   Orcas Island Park and Rec Grant Request, Section titled  
**Proposed Project Description**

**How does this project relate to the organization's mission and goals?** It is the mission of all Parks and Rec programs to foster a healthy community by providing recreational opportunities in their communities. Without insurance, several of our on-going recreational activities on Orcas will not take place in 2011.

**Has the organization's governing board approved this project?** Not yet. Most of the Board activity in the one month since voter approval has been involved in a wide variety of legal activities required in the formal start-up of a funded Parks and Rec District. Martha Farish, Commission Chair, became aware of the option for OICF to provide funds to OIPRD for insurance coverage on the Friday before the Monday when this application was due. She alone took on responsibility for submitting the grant under these circumstances.

State law forbids communication between Commissioners as a group outside publicly noticed

meetings. Agenda time to consider this grant application will be scheduled for the next available Regular Meeting of OIPRD on April 14, 2011. It is unlikely that there will be any opposition to securing bridge funding for insurance coverage through OICF. In any event, the OIPRD board will vote on this grant proposal on April 14 allowing ample time to withdraw the request, prior to public announcements by OICF, should the need arise.

**Please note:** In the interests of full disclosure, the OIPRD Board of Commissioners is actively and energetically pursuing the possibility borrowing against future revenue in order to sustain basic levels of insurance and programming during the unfunded 2011-12 summer/fall/spring seasons. However, that is a complicated process requiring public hearings and negotiations with lenders that may or may not come to fruition at all, or in sufficient time, to support activities that need insurance now and throughout the 2011-12 time period.

### **Requested Attachments**

**OIPRD Mission Statement:** The purpose of OIPRD is defined by Washington State RCW 36.69.010. Under current consideration, but not yet passed by the Board of Commissioners of OIPRD, is the following draft Mission Statement:

*The mission of the Orcas Island Park and Recreation District is to foster a healthy community by developing and delivering an appropriate mix of innovative recreational opportunities and by providing effective, sustainable stewardship of the District's parks and open spaces.*

**History and Accomplishments:** The formation of OIPRD by the voters in 2009 and the approval of funding for OIPRD in 2011 are the principle accomplishments to date.

The next set of accomplishments will undoubtedly come during the scramble to provide organizational and recreational options to the community, during the February 2011 to May 2012 period, when no tax-supported revenue is available to OIPRD.

**IRS Letter of Determination:** OIPRD has asked San Juan County Auditor Milene Henley to supply OICF with documentation to meet this requirement.

**Important Goals OIPRD hopes to accomplish over the next 12 months. OIPRD will:**

- Establish an OIPRD office
- Provide umbrella insurance for recreational activities and the use of facilities.
- Institute operational policies and procedures in accordance with State law
- Hire staff and/or contract for services
- Sponsor recreational programming for Orcas Islanders



- Negotiate for possible online program registration and payment
- Negotiate for efficient use of community recreational facilities
- Make capital improvements to aging recreational facilities if feasible.

**Organization's annual budget:** In accordance with the recently passed Special Levy, OIPRD will receive \$.09 cents per \$1000 of assessed property values on Orcas Island, in the approximate amount of \$350,000 per year, for the next 6 years.

**Committee Report:** Real Estate  
**Submitted:** May 12, 2011  
**Lead Commissioner:** Martha Farish

**DRAFT:** email to be sent to landlords:

Dear (name)

The Orcas Island Park and Rec District (OIPRD) is looking for **office space in Eastsound**. The commissioners have developed the attached rating sheet to assist us, and you, in determining OIPRD's best options. If you have questions, or a space that might work, please contact one of the commissioners listed below.

The attached document describes "a perfect office world" for OIPRD. The **key ingredients are: a small space, shared infrastructure and within easy walking distance to Eastsound**.

The **term will be for June 2011-12 only**. The **price is negotiable**. The OIPRD commissioners will be using this "interim" year to better determine actual office needs for the future. OIPRD is on a very limited budget during 2011-12 and will be using only sub-contracted, part-time staff during this time. It would be most ideal to share a small space with a compatible "community partner" this could be either a business or a non-profit.

Looking forward to hearing from you,  
(Commissioner's names, emails and phone numbers).  
PO Box for OIPRD.

**Motion:** Letter to be sent via email to Eastsound landlords and organizations with attachment "Draft II Rating Sheet".

**Committee Report: Finance and Budget**  
**Submitted: April 19, 2011**  
**Lead Commissioner: Martha Farish**

**DRAFT II: Rating June 2011 to May 2012 OIPRD Office Options**

**Name of Property**\_\_\_\_\_

**Person(s) Rating the Property**\_\_\_\_\_

*How well does the property provide the following? (On a scale of 1 to 5 with 1 being "adequately" and 5 being "not at all" please rate each item listed below). If unknown indicate with a "U".*

**Sufficient Space:**

Sufficient desk space for up to two people and a visitor

Additional, occasional small meeting space (4-6 people) available at no charge

Adequate lighting, heat, bathrooms, utility kitchen etc.

Acceptable maintenance and/or tenant improvements

Additional storage space available

**Business-like Atmosphere:**

Disability access

Outside entrance

Manageable noise levels and control over disruptions to business caused by "host" business

Space for sidewalk visible signage

**Shared infrastructure:**

Existing copy/fax machine, printer options

Phone, high speed Internet access

Sufficient existing power

Receptionist/phone sharing /presence option

**Location:**

Walking proximity to town, facilities we use and meetings

Parking

**Committee Report: Financial Policy**  
**Submitted: 4/14/11**  
**Lead Commissioner: Martha Farish**

**Purpose:** To identify OIPRD's debt policy

**Draft Policy:** Except for years 2011-2015, defined as the "start-up" years for OIPRD, non-voted debt financing is inappropriate for funding current operations and maintenance expenses. For years 2011-2015 non-voted debt financing is permissible for current operations and maintenance expenses so long as all such debt is retired by June 2015.

Annual debt payments (non-voted debt) for OIPRD shall not exceed 30% of annual expenditures of OIPRD for years 2011-2015, and shall not exceed 20% of annual expenditures in years thereafter.

Long-term debt financing shall generally be limited to one-time capital improvement projects or purchases and under the following circumstances:

- The project's useful life will exceed the term of financing or
- The project's revenue or specific resource will be sufficient to service the debt or the debt service expenditure has been accounted for in the budget year(s) approved by the Board and
- When the Board finds the project will benefit the citizen's of Orcas Island.

**Motion:** To adopt policy.

**Committee Report: Financial Oversight Committee**

**Submitted: 4/14/11**

**Lead Commissioner: Martha Farish**

Draft Letter to Accompany Budget for Review and Comment

Dear

Thank you for agreeing to serve as a member of a Financial Oversight Committee on behalf of the Orcas Island Park and Rec District (OIPRD). In February 2011 OIPRD was granted funding. By law, the first distribution of funds will not take place until May 2012; the second distribution will be in November 2012. Funds are generally distributed by the State in two lump sum installments annually.

Since 2009 and the demise of the "old Orcas Rec", a variety of community activities (and a set of badly needed repairs to facilities at Buck Park) have been either scrambling for funding or have been placed on hold.

In order to begin operations in 2011, fund essential programs, and begin making badly needed repairs, the OPIRD commissioners are CONSIDERING borrowing funds. Under this scenario operations could begin as early as June 2011 as opposed to waiting until May of 2012.

The alternative to borrowing is obviously not borrowing and waiting for tax revenue to be distributed in 2012. The inability to centrally contract for facilities use, obtain group insurance, coordinate and/or sponsor, register and pay for community activities and sports has had an impact in our community. The repairs to the ball fields and tennis courts, if put off, are likely to get more, not less, expensive over time. Not borrowing however has the appeal of being fiscally conservative and not "buying" until we have the cash to pay for it.

Attached is a DRAFT budget for your consideration and comment. Please note: this is a CONCEPT document. Revenue and expenditures have been researched; final budget items may differ. We have deliberately provided you with the "worst case" scenario for borrowing and paying off loans within five years, the term of our current tax revenue funding. With borrowing we are attempting to get seven years of operations out of six years of funding.

A commercial lender is available under these conditions.

What makes this a "worst case" scenario for borrowing? Under consideration, but not yet finalized, are the following arrangements that would greatly improve the financials by reducing the amount to be borrowed and the cost of doing so:

We are in discussions with a community partner for shared space, equipment and staffing. Potential "savings" from the attached budget: up to \$20k in Year 1.

We have applied for and are awaiting a decision on an insurance grant. Potential "savings" of \$2500 in

Year 1.

Local private financing at 3% may be available. Potential "savings" of 1-2% per year in combined loan interest and bank fees Years 1-5.

Once funded and operational, OIPRD is eligible to apply for a United States Tennis Association matching grant to resurface the tennis courts. Potential "savings" of up to a total of \$12k in Years 1 and 2.

#### Next Steps:

Please review the attached spreadsheet.

Please direct any questions to Commissioners Martha Farish ([mfarishster@gmail.com](mailto:mfarishster@gmail.com) or 376-6199) and Jim Bredouw ([bunz@interisland.net](mailto:bunz@interisland.net) or 376-5760).

The questions and comments received from the Financial Oversight Committee will help determine next steps. If necessary or desired, OIPRD will convene a face-to-face Special Meeting to consider issues raised through this process.

A record of your comments and observations is appreciated. Please fill out and sign the attached comment sheet and either snail mail it in the envelope provided or fax it to 376-7665.

Thank you!

#### Attachments:

Budget Spreadsheet

Comment Sheet with return envelope

Financial Oversight Committee member names

OPIRD contact information

**Motion:** Send the letter, budget and comment sheet to Financial Oversight Committee members immediately and requesting comment back by April 27, 2011.

**Comment Sheet for Financial Oversight Committee Members**  
**Orcas Island Park and Recreation District**  
**4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

**Name:** \_\_\_\_\_

In this case, and under the conditions given, I am ***opposed to/comfortable with/have no opinion about*** (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.

Why I am **opposed to** borrowing under these conditions. (Please list your reasons)

Why I am **comfortable with** borrowing under these conditions. (Please list your reasons)

Under the circumstances outlined and on a scale of 1 to 5, ***how controversial*** do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial".

Comments:

Thank you!

## PLEASE READ FIRST!

Welcome to the latest DRAFT revision of the OIPRD budget proposal.

As with all budgets, there are a number of assumptions made to create a starting point. Any of these can and will occasionally be altered. This spreadsheet is tied to the teal colored cells below and any change in these will be reflected throughout the entire spreadsheet. This will allow the long term effect of suggested changes to be known immediately. If you do make any changes, please change the name and date in the boxes below, so everyone reading this will know which budget version they're looking at. Otherwise, it will become most confusing when it doesn't match previous drafts and versions of proposed budgets out there.

Person or organization responsible for this draft: **Jim Bredouw**

Date of this draft: **4/12/11**

First up is how much OIPRD is planning to borrow, if any, in order to maintain some of the programming before full funding begins in late Spring, 2012. One suggestion is to procure a rented space, hire a half-time director and pay for some basics this year (office equip. and supplies, insurances, cursory Buck Park refurb, legal/acct., etc). For the purposes of this particular draft, I am assuming that OIPRD picks this option.

Below also assumes the gap loan will be repaid straightline over 36 months.

### Assumptions

**July 1, 2011-June 30, 2012 'gap' budget\***

Part time director :	\$28,000
Payroll tax:	\$3,640
Rent:	\$10,500
Insurance:	\$6,000
Office equip.:	\$5,000
Printing/mailling:	\$5,500
Misc.:	\$2,000
Tenant improvements:	\$3,500
Website development:	\$1,250
Legal/acct.:	\$5,500
Contract greens maintenance:	\$18,200
Buck Park cursory refurb:	\$20,000
Contingency:	\$2,500
Temp. gap budget:	<b>\$111,590</b>

Amount actually borrowed (on July 1, 2011) incl. fees, if any: **\$85,000**  
The presumed interest rate on this gap loan: **4.50%**

### Other assumptions

Amount of taxable real estate on Orcas:	\$2,762,016,270
Annual percentage rise:	1.00%
Annual amount of new construction:	\$10,000,000
Payroll taxes/FICA/Medi, etc. as % of gross pay:	13.00%

Amount collected of public monies per quarter

Q1:	<b>1.00%</b>
Q2:	<b>46.00%</b>
Q3:	<b>7.00%</b>
Q4:	<b>46.00%</b>
	<b>100.00%</b>

\* this represents not the total budget est. but the 'supplement' that will need to be spent over this largely unfunded first year in excess of revenues in order to keep core, break-even programs in operation until public funding is fully available in mid-2012

## OIPRD Budget draft April 12, 2011

### Income

Loan proceeds	
Donations	
Rental/Lease (Buck/Cyms/Pool/FH, etc.)	(assumes successful neg. w/OISD)
Participant fees	
Grants	
Public Funds	
Team/corporate sponsorships	

### TOTAL INCOME:

### Expenses

#### ONE-TIME EXPENSES

##### Capital one-time purchases

Refurb of Buck Park	\$20,000	
Pre-school playground		
Purchase of office equip	\$3,750	\$1,250
Resurface tennis courts		
Tenant improvements / bldg. mat.		
Subcontract admin. etc.	\$0	\$0
Skatepark refurb		
Purchase of rec. equip.		
Signage		
Letterhead/Office Supplies		
Misc./unknown	\$500	\$500

##### One-time setup fees

Legal/bank fees	\$988	\$688
Acct.	\$688	\$688
Website development	\$938	\$313
Ballot/promo/domains reimburse		

#### ONGOING EXPENSES

##### STAFF

OIPRD Director		\$7,000	\$7,000
Dir. payroll taxes	\$0	\$910	\$910
OIPRD Asst. Director			
(Asst. Dir. 13% payroll taxes/FICA/Medi)	\$0	\$0	\$0

Health insurance dir. Stipend

##### ADMINISTRATIVE

Legal/bank fees			
Accounting / auditing			
<b>Fundraising</b>			
Summer Event			
Mailing			
Insurances	Normal plus D & O	\$1,500	\$1,500
<b>Other</b>			
Building lease		\$2,625	\$2,625
Event rental fees (FH/OISD/Christian S.)			
Office Supplies/Equip./Printing/Mailing			
Travel			
Utilities			
Web mgr.			
Gap Loan interest:	\$956	\$877	
Gap Loan principal repayment:	\$7,083	\$7,083	
Reserve / contingency	\$625	\$625	

##### ESSENTIAL-Parks

Contract greens maint.	\$1,300 per mow/weedeat	\$3,900	\$1,300
Spinkler & general repair / maint.			

E/S water

Toilets/garbage fees

Reserve / contingency

##### ESSENTIAL-Programs

Swim lessons/senior aerobics	(instructor/pool rental)		
Teen Night	(2 supervisors only)		
After School	(2 supervisors only)		
Reserve / contingency			

##### IN/OUTDOOR REC. PROGRAMS

Instructors			
Contract A/V tech			
Low income scholarships			
Reserve / contingency			

### TOTAL EXPENSES:

Bank balance:	\$41,538	\$21,181
Annual total 2011		
Income:	<b>\$98,000</b>	
Q2 2011	Q3 2011	Q4 2011
	\$85,000	\$0
	\$0	\$0
	\$1,500	\$1,000
	\$5,000	\$2,500
	\$0	\$0
\$0	\$0	\$0
	\$1,500	\$1,500
\$0	\$93,000	\$5,000

Net:

Bank balance:

\$0	\$51,462	\$25,357
\$0	\$41,538	(\$20,357)
\$0	\$41,538	\$21,181
Annual total 2011		
Expenses:	<b>\$76,819</b>	



\$3,401	\$82,063	\$9,732	\$80,377	\$20,014	\$46,976	\$1,400	\$73,581	\$11,414	\$55,560	\$15,565	\$94,466	\$36,853	\$86,973	\$44,598
			total 2012				total 2013				total 2014			
			\$332,081				\$337,867				\$341,703			
Q1 2012	Q2 2012	Q3 2012	Q4 2012	Q1 2013	Q2 2013	Q3 2013	Q4 2013	Q1 2014	Q2 2014	Q3 2014	Q4 2014	Q1 2015	Q2 2015	Q3 2015
\$0	\$0	\$2,500	\$15,000	\$500	\$1,500	\$2,500	\$15,000	\$500	\$1,500	\$2,500	\$15,000	\$500	\$1,500	\$2,500
\$1,000	\$2,500	\$5,000	\$1,500	\$1,040	\$2,600	\$5,200	\$1,560	\$1,082	\$2,704	\$5,408	\$1,622	\$1,125	\$2,812	\$5,624
\$2,500	\$10,000	\$20,000	\$7,500	\$2,500	\$10,000	\$20,000	\$7,500	\$2,500	\$10,000	\$20,000	\$7,500	\$2,500	\$10,000	\$20,000
\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
\$2,486	\$114,347	\$17,401	\$114,347	\$2,520	\$115,905	\$17,638	\$115,905	\$2,554	\$117,478	\$17,877	\$117,478	\$2,588	\$119,067	\$18,119
\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
\$9,986	\$130,847	\$48,901	\$142,347	\$10,560	\$134,005	\$49,338	\$143,965	\$10,635	\$135,682	\$49,785	\$145,600	\$10,713	\$137,379	\$50,243
			\$7,500											
			\$5,000											
			\$4,000											
	\$3,500	\$2,500			\$17,500									
\$0	\$0	\$2,500												
			\$1,250											
			\$750											
\$500	\$500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
\$688	\$388	\$1,500												
\$688	\$688	\$1,500												
		\$750												
	\$13,500													
\$7,000	\$7,000	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$13,000	\$13,000	\$13,000	\$13,000	\$13,520	\$13,520	\$13,520
\$910	\$910	\$1,625	\$1,625	\$1,625	\$1,625	\$1,625	\$1,625	\$1,690	\$1,690	\$1,690	\$1,690	\$1,758	\$1,758	\$1,758
		\$8,125	\$8,125	\$8,125	\$8,125	\$8,125	\$8,125	\$8,450	\$8,450	\$8,450	\$8,450	\$8,788	\$8,788	\$8,788
\$0	\$0	\$1,056	\$1,056	\$1,056	\$1,056	\$1,056	\$1,056	\$1,099	\$1,099	\$1,099	\$1,099	\$1,142	\$1,142	\$1,142
		\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,350	\$1,404	\$1,404	\$1,404	\$1,404	\$1,460	\$1,460	\$1,460
		\$250	\$500	\$750	\$750	\$750	\$750	\$780	\$780	\$780	\$780	\$811	\$811	\$811
			\$1,500	\$500	\$2,000	\$500	\$1,500	\$520	\$2,080	\$520	\$1,560	\$541	\$2,163	\$541
		\$2,000				\$2,000				\$2,000				\$2,000
		\$750	\$1,500	\$1,000	\$1,850	\$750	\$1,000	\$1,000	\$1,850	\$750	\$1,000	\$1,000	\$1,850	\$750
\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,560	\$1,560	\$1,560	\$1,560	\$1,622	\$1,622	\$1,622
\$2,625	\$2,625	\$2,625	\$2,625	\$2,625	\$2,625	\$2,625	\$2,625	\$2,730	\$2,730	\$2,730	\$2,730	\$2,839	\$2,839	\$2,839
		\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
\$2,750	\$2,750	\$3,000	\$1,000	\$1,000	\$2,500	\$3,000	\$1,000	\$1,040	\$2,600	\$3,120	\$1,040	\$1,082	\$2,704	\$3,245
		\$250	\$250	\$250	\$500	\$250	\$100	\$250	\$500	\$250	\$100	\$250	\$500	\$250
		\$750	\$1,000	\$1,000	\$850	\$750	\$1,000	\$1,040	\$884	\$780	\$1,040	\$1,082	\$919	\$811
		\$500	\$500	\$500	\$500	\$500	\$500	\$520	\$520	\$520	\$520	\$541	\$541	\$541
\$797	\$717	\$638	\$558	\$478	\$398	\$319	\$239	\$159	\$80					
\$7,083	\$7,083	\$7,083	\$7,083	\$7,083	\$7,083	\$7,083	\$7,083	\$7,083	\$7,083					
\$625	\$625	\$1,000	\$1,000	\$1,500	\$1,500	\$1,500	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000	\$3,000	\$3,000	\$3,000
\$2,600	\$10,400	\$7,800	\$2,600	\$2,600	\$10,400	\$7,800	\$2,600	\$2,600	\$10,400	\$7,800	\$2,600	\$2,600	\$10,400	\$7,800
		\$5,000	\$1,000	\$300	\$1,000	\$500	\$300	\$300	\$1,000	\$500	\$300	\$300	\$1,000	\$500
		\$5,000	\$500	\$500	\$1,500	\$5,000	\$500	\$500	\$1,500	\$5,000	\$500	\$500	\$1,500	\$5,000
		\$5,000	\$2,000	\$2,000	\$3,500	\$6,500	\$2,000	\$2,000	\$3,500	\$6,500	\$2,000	\$2,000	\$3,500	\$6,500
		\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
		\$2,500	\$1,500	\$1,500	\$2,000	\$2,500	\$1,500	\$1,500	\$2,000	\$2,500	\$1,500	\$1,500	\$2,000	\$2,500
		\$4,680	\$4,680	\$4,680	\$4,680	\$4,680	\$4,680	\$4,867	\$4,867	\$4,867	\$4,867	\$5,062	\$5,062	\$5,062
		\$5,250	\$5,250	\$5,250	\$5,250	\$5,250	\$5,250	\$5,460	\$5,460	\$5,460	\$5,460	\$5,678	\$5,678	\$5,678
		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
		\$3,500	\$1,500	\$1,750	\$2,500	\$3,500	\$1,500	\$1,750	\$2,500	\$3,500	\$1,500	\$1,750	\$2,500	\$3,500
		\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500
		\$2,000	\$500	\$500	\$1,000	\$2,000	\$500	\$500	\$1,000	\$2,000	\$500	\$500	\$1,000	\$2,000
		\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
\$27,765	\$52,186	\$121,232	\$71,702	\$70,923	\$107,043	\$94,913	\$71,784	\$72,802	\$91,537	\$89,780	\$66,700	\$68,326	\$87,259	\$92,619
(\$17,779)	\$78,662	(\$72,331)	\$70,645	(\$60,363)	\$26,962	(\$45,576)	\$72,181	(\$62,167)	\$44,145	(\$39,995)	\$78,901	(\$57,613)	\$50,120	(\$42,376)
\$3,401	\$82,063	\$9,732	\$80,377	\$20,014	\$46,976	\$1,400	\$73,581	\$11,414	\$55,560	\$15,565	\$94,466	\$36,853	\$86,973	\$44,598
			total 2012				total 2013				total 2014			
			\$272,885				\$344,663				\$320,819			

\$122,344	\$61,904	\$110,681	\$65,722	\$142,200	\$78,859	\$126,231	\$78,617	\$153,768	
total 2015				total 2016				total 2017	TOTALS
\$345,589				\$349,528				\$353,519	\$2,158,288 Gross income (should match cel AG12)
Q4 2015	Q1 2016	Q2 2016	Q3 2016	Q4 2016	Q1 2017	Q2 2017	Q3 2017	Q4 2017	Avg./year
\$15,000	\$500	\$1,500	\$2,500	\$15,000	\$500	\$1,500	\$2,500	\$15,000	\$85,000 Loan proceeds
\$1,687	\$1,170	\$2,925	\$5,849	\$1,755	\$1,217	\$3,042	\$6,083	\$1,825	\$115,000 \$19,167 Donations
\$7,500	\$2,500	\$10,000	\$20,000	\$7,500	\$2,500	\$10,000	\$20,000	\$7,500	\$68,830 \$11,472 Rental/Lease (Buck/Gyms/Pool/FH, etc.)
\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$247,500 \$41,250 Participant fees
\$119,067	\$2,623	\$120,671	\$18,363	\$120,671	\$2,659	\$122,292	\$18,610	\$122,292	\$60,000 \$10,000 Grants
\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,542,958 \$257,160 Public Funds
\$147,254	\$10,793	\$139,096	\$50,712	\$148,926	\$10,875	\$140,834	\$51,193	\$150,617	\$39,000 \$6,500 Team/corporate sponsorships
									\$2,158,288 \$359,715
									<b>ONE-TIME EXPENSES</b>
									<b>Capital one-time purchases</b>
									\$27,500 Refurb of Buck Park
									\$5,000 Pre-school playground
									\$9,000 Purchase of office equip
									\$17,500 Resurface tennis courts
									\$6,000 Rebuild office materials
									\$0 FH subcontract admin. Etc.
									\$2,500 Skatepark refurb
\$1,000	\$500	\$2,500	\$2,500	\$1,000	\$500	\$2,500	\$2,500	\$1,000	\$32,500 Purchase of rec. equip.
									\$1,250 Signage
\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$750 Letterhead/Office Supplies
									\$57,000 Misc./unknown
									<b>One-time setup fees</b>
									\$4,250 Legal
									\$4,250 Acct.
									\$2,000 Website development
									\$13,500 Ballot/promo/domains reimburse
									<b>ONGOING EXPENSES</b>
									<b>Avg./year STAFF</b>
\$13,520	\$14,061	\$14,061	\$14,061	\$14,061	\$14,623	\$14,623	\$14,623	\$14,623	\$309,816 \$56,330 OIPRD Director
\$1,758	\$1,828	\$1,828	\$1,828	\$1,828	\$1,901	\$1,901	\$1,901	\$1,901	\$40,276 \$7,323 Dir. payroll taxes
\$8,788	\$9,140	\$9,140	\$9,140	\$9,140	\$9,505	\$9,505	\$9,505	\$9,505	\$192,280 \$34,960 OIPRD Asst. Director
\$1,142	\$1,188	\$1,188	\$1,188	\$1,188	\$1,236	\$1,236	\$1,236	\$1,236	\$24,996 \$4,545 (Asst. Dir. 13% payroll taxes/FICA/Medi)
\$1,460	\$1,519	\$1,519	\$1,519	\$1,519	\$1,579	\$1,579	\$1,579	\$1,579	\$31,948 \$5,809 Health insurance dir. Stipend
									<b>ADMINISTRATIVE</b>
\$811	\$844	\$844	\$844	\$844	\$877	\$877	\$877	\$877	\$16,999 \$3,091 Legal
\$1,622	\$562	\$2,250	\$562	\$1,687	\$585	\$2,340	\$585	\$1,755	\$25,873 \$4,704 Accounting / auditing
			\$2,000				\$2,000		<b>Fundraising</b>
\$1,000	\$1,000	\$1,850	\$750	\$1,000	\$1,000	\$1,850	\$750	\$1,000	\$12,000 \$2,182 Summer Event
\$1,622	\$1,687	\$1,687	\$1,687	\$1,687	\$1,755	\$1,755	\$1,755	\$1,755	\$25,250 \$4,591 Mailing
									\$41,498 \$7,545 Insurances
\$2,839	\$2,953	\$2,953	\$2,953	\$2,953	\$3,071	\$3,071	\$3,071	\$3,071	<b>Other</b>
\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$67,371 \$12,249 Building lease
\$1,082	\$1,125	\$2,812	\$3,375	\$1,125	\$1,170	\$2,925	\$3,510	\$1,170	\$44,0

*For Jim -  
Please scan into  
document when done.  
Request can to file with  
committee report  
dated May 12.*

**Comment Sheet for Financial Oversight Committee Members "Final"**  
**Orcas Island Park and Recreation District**  
**4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

**Name:** Lisa Byers

In this case, and under the conditions given, I am **opposed to/** conditionally **comfortable with/** have no opinion about (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.

Why I am **opposed to** borrowing under these conditions. (Please list your reasons)

Why I am **comfortable with** borrowing under these conditions. (Please list your reasons)

1. I believe that the proposal is sufficiently conservative so that if revenue does not come in as projected, future expenditure budgets can be adjusted downward and the loan funds still re-paid within the authorized period for tax collections.
2. A program such as this benefits from continuity and slow ramping up. The community benefits by having programs offered this summer - even if modest, and having Buck Park refurbished (see question, below). And the Commissioners and staff benefit by beginning their learning curve for how to provide these services to the community.

**Questions:**

1. Will the refurbishments to Buck Park help reduce the chances of injury on the fields? If so, this is another good reason to proceed.
2. I assume the school is still paying for operating costs at Buck Park through the summer of 2012. Have you verified that the school is committed to those expenditures for that timeframe?
3. I don't see any assumptions for participant fees and grants. That makes me nervous. Are those figures based on research about past participant fees and grant funds that are still available? The grants world has changed since the Orcas Rec. program was at full operation.

Under the circumstances outlined and on a scale of 1 to 5, **how controversial** do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial".

Comments:

I think it will be a 2 - mostly not controversial.

*Lisa Byers*

## Joe Cohen

---

**From:** Joe Cohen  
**Sent:** Thursday, April 21, 2011 5:18 PM  
**To:** 'Martha Farish'  
**Cc:** 'bob@coldspringresource.com'; 'Jim Bredouw'  
**Subject:** Financial Oversight Comments  
**Attachments:** Joe Cohen, CFP.vcf

Comfort level:

I am very comfortable with the \$ 85,000 borrowing in year #1 – for the following reasons:

1. The total interest cost over 4 -5 years is ONLY \$ 6,216.
2. For a modest interest cost we stretch six years of P&R activities into seven! What a value – great thinking commissioners!!!
3. The rate of interest is very low – see #1
4. There are real community needs to be served now – and the cost of doing so is minimal over a six year funding budget (i.e. \$ 6,216 as a percent of the six year budget is only three tenths of one percent (.0030%). Insignificant!
5. The issue should not be framed as 'borrowing or not borrowing' but rather as 'we get seven years for six years of funding' – at a minimal cost!
6. Go raise the interest cost from a donor to satisfy those who are so worried about 'costs' – this budget is tight and well thought out. (Note: Those who don't understand it evidence their lack of financial acumen – sorry guys!)
7. If it becomes controversial – it is only so because OIP&R let others 'frame the issue' – get out front in making your case early (like now) before others set the stage.

I am so proud of our commissioners. Thanks.

Joseph J. Cohen, CFP®  
Managing Director

**HoyleCohen**  
Shift your Thinking

Tel: 858.576.7300  
Fax: 858.576.4888  
[www.hoylecohen.com](http://www.hoylecohen.com)

Advisory services offered through HoyleCohen, LLC, an SEC Registered Investment Advisor.

**Comment Sheet for Financial Oversight Committee Members  
Orcas Island Park and Recreation District  
4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

Name: Helena Bee

In this case, and under the conditions given, I am *opposed to/comfortable with/have no opinion about* (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.

Why I am **opposed to** borrowing under these conditions. (Please list your reasons)

Why I am **comfortable with** borrowing under these conditions. (Please list your reasons)

It allows you to start-up this year & thus makes 2012 a full year of programming. Without borrowing, 2012 could not be a full year because the 1st installment of \$ would not be enough to cover initial costs.

Under the circumstances outlined and on a scale of 1 to 5, *how controversial* do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial". 2 or 3

Comments:

I think you've been very thorough in analyzing costs & anticipating expenses.

Thank you!

**Orcas Island Park and Recreation District**  
**4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

**Name:** HELEN BEE & CARL de BOOR

In this case, and under the conditions given, I am ***opposed to/comfortable with/have no opinion about*** (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.

Why I am **opposed to** borrowing under these conditions. (Please list your reasons)

Why I am **comfortable with** borrowing under these conditions. (Please list your reasons)

we are comfortable with borrowing under the stated conditions (in particular the guaranteed county money starting in 2012) because it costs about \$6,200 in order to get the program up and running by the beginning of Q3 of 2012 and avoid any short fall (= negative bank balance) in 2012 and 2013.

Under the circumstances outlined and on a scale of 1 to 5, ***how controversial*** do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial".

Comments: 2-3

Thank you!

ADDITIONAL COMMENTS ON NEXT PAGE



There are expectations of some fees in 2011 and full fees in Q1, Q2 of 2012, yet nothing is budgeted for that period for programs.

What public funds will show up in Q1 and Q3? County contribution is supposedly only in May and in Nov.

Purchase of rec. equip. doesn't look like a one-time expense and neither does the misc.unknown.

Why is nothing budgeted for web page setup in Q1, Q2 of 2012?

Shouldn't 'Dir. payroll taxes' read 'Dir 13% payroll taxes/FICA/medi'?

Since there are no expenditures budgeted for the initial period, i.e., Q3, Q4 of 2011 and Q1 and Q2 of 2012, for Essential-Parks (except for green maint.) and Essential Programs or In/Outdoor Rec. Programs, what exactly will be generating those use fees mentioned above for that initial period, and what programs will the borrowing enable for that initial period?

---



**Comment Sheet for Financial Oversight Committee Members**  
**Orcas Island Park and Recreation District**  
**4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

Name: Bob Lundeen

In this case, and under the conditions given, I am ***opposed to/comfortable with/have no opinion about*** (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.

Why I am **opposed to** borrowing under these conditions. (Please list your reasons)

Why I am **comfortable with** borrowing under these conditions. (Please list your reasons)

*The community needs it and the available financing cost is very reasonable.*

Under the circumstances outlined and on a scale of 1 to 5, **how controversial** do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial".

Comments:

(2)

*There are always a few people on the island who bitch about spending money no matter how worthwhile the project.*

Thank you!

**Comment Sheet for Financial Oversight Committee Members**  
**Orcas Island Park and Recreation District**  
**4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

**Name:** \_\_\_\_\_ Janet Brownell

In this case, and under the conditions given, I am ***opposed to/comfortable with/ have no opinion about*** (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.

Why I am **opposed to** borrowing under these conditions. (Please list your reasons)

Why I am **comfortable with** borrowing under these conditions. (Please list your reasons)

Having just gone through this process with the school district, I am extremely comfortable with a loan. The OIPRD has a guaranteed revenue source (the levy). Your risk exposure is little to none. That said, some tax-payer funds will be used as payback on the loan and that may be some cause for concern.

Under the circumstances outlined and on a scale of 1 to 5 , ***how controversial*** do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial".

Comments: While my comfort level for borrowing is extremely high, I do have concern over how this will be perceived. The OISD recently agreed to assume non-voted debt for some necessary capital improvements. I fear there will be confusion between the OIPRD taking on a loan and the type of non-voted debt that the OISD has just assumed. If you feel there is great community awareness about borrowing money, or if you plan to do extensive education about the loan - then there should be no problem. However, in my experience, the community often does not come to the table until rumors have super-ceded reality. For this reason, borrowing money

is somewhat controversial.

I also worry about the perception that the budget seems weighted toward existing Funhouse programming. Two of the three "essential programs" appear to be Funhouse programs. From the cover letter, it sounds as if OIPRD offices will reside at the Funhouse, and perhaps also include the services of the current director: *We are in discussions with a community partner for shared space, equipment and staffing. Potential "savings" from the attached budget: up to \$20k in Year.*

Such a partnership could be an ideal situation for the OIPRD and the Funhouse - but with Jim on the OIPRD Board (sorry Jim), there could be perception that public monies are being used to fund a private enterprise. This is not a reality - just a possible perception. A perception that could derail fundamental trust between the OIPRD Board and the public. And I am talking from a position where the OISD School Board now has a very precarious trust relationship with the community. Be very careful. You will need that trust in the future.

This is a small thing - but your "fundraising" overhead numbers are way too low.

Thank you!

**Comment Sheet for Financial Oversight Committee Members  
Orcas Island Park and Recreation District  
4/15/11**

Thank you for agreeing to review the proposed OIPRD budget. To provide a record of your comments please fill out this sheet. A return envelope is provided for your convenience or you may fax it to Martha Farish at 376-7665 (no cover sheet required). Your promptness is very much appreciated! A decision will be made in early May.

**Name:** \_\_\_\_\_ Stephen Garrison [garrison@rockisland.com](mailto:garrison@rockisland.com)

***In this case, and under the conditions given, I am opposed to/comfortable with/ have no opinion about (circle one) borrowing money provided the financial terms and conditions are equal to, or better than, those provided for my review in the spreadsheet dated 4/12/11.***

Jim, I am obviously supportive of the OIPRD since I voted for it. Rather than being opposed to or for the borrowings, I guess I am agnostic, until having received further information:

1. It appears that virtually all services will be contracted out, as it should be. However, if that is the scenario, then why the need for an Assistant Director in addition to the Director, to the tune of one-third the budget for the two?
2. If an Assistant Director is absolutely needed, why not find one who can also act as accountant or financial manager?
3. It is hard to bounce back and forth from the potential savings to the budget. It might be easier to read if there was a third column which would show what the various savings meant to the overall budget. For instance, if these "savings" occurred, is there any commitment to use the savings to reduce the loan duration?
4. I am having trouble reconciling the commitment to pay back the \$85K loan. In the first two quarters you show a principal repayment of \$7,083 per quarter, which would equate to \$28,340 a year or targeted principal reduction to zero in three years. In the full budget listed at the bottom, there is no figure for the annual principal reduction, and in the forwarding letter you mention a target of five years. Is the worst case five years and the best case three years? How do we know that?
5. If one were to create a "savings" column attached to the full budget, it would appear that certain items expensed as service fees would be provided to the

OIPRD as volunteer donations. These might include website design, website management, legal, accounting, and some of the contracted rec services. Setting up a potential "savings" column motivates the Board to go after those savings first, rather than simply following the budget and contracting out all services. Sort of a psychological thing, a challenge to "beat the budget."

6. I have never before encountered a miscellaneous/unknown "one-time" category before amounting to \$57,000, or fully 22% of the public funds being obtained. You might want to break this down or reassign to other categories before encountering the paranoia built into the island community.

***Under the circumstances outlined and on a scale of 1 to 5, how controversial do you feel borrowing money, for the purposes outlined, will be on Orcas with 5 being "very controversial" and 1 being "not controversial".***

As before, I am agnostic on the level of controversy. However, you are number three now, after the County, and the OISD in borrowing forward in order to "save" in the future. It is bad enough to have our federal and state governments in their current jam, but the federal government always has the FED, and the state has the power to levy incremental taxes when their forward borrowings get them into trouble. It is much more difficult for a community to bail itself out. I know that your Board is eager to get going, and that is a good thing. However, setting aside the intangibles of community perception and looking at hard costs, I am not sure "The repairs to the ball fields and tennis courts, if put off, are likely to get more, not less, expensive over time." will be offset by the \$6,216 of interest payments, or that using positive cash flow from the tax revenues starting in the second quarter of 1012 and matching the reconstruction with revenue stream, might not be a better programmatic way to attack your various challenges. The requirement to only use ongoing cash flow sets up a fiscal discipline from the get-go.

All of the above is meant to provide supportive commentary. I will always back the Board's ultimate decision, since all have volunteered for the hot seat.



Martha Farish &lt;mfarishster@gmail.com&gt;

## Answers to your questions..

2 messages

Sat, Apr 23, 2011 at 4:23 PM

Jim Bredouw &lt;bunz@interisland.net&gt;

To: garrison@rockisland.com

Cc: John Mazzerella <johnmazz@centurytel.net>, Martha Farish <mfarishster@gmail.com>, Bob Eagan <bob@coldspringresource.com>, Vicki Vandermay <vickir@centurytel.net>, Ian Lister <doebec@rockisland.com>, Orcas Park and Rec <oiprd@rockisland.com>

Thanks for your comments and questions, Steve - you obviously spent a lot of time and I appreciate that you did.

I notice that your questions break down into both policy related questions - specifically the Asst. Director ones - and spreadsheet type issues and assumptions. Regarding the policy ones, as I serve only as 1/5th of the board, I am hesitant to answer these questions by myself, as these have been discussed many times and have evolved by all five of us with a great deal of public input over nearly two dozen public meetings. I would suggest that perhaps you or others attend one of our monthly meetings to discuss those - we welcome your input and you may well be successful in bringing up a point of view that has yet to be considered.

Below are answers to the others and please don't hesitate to ask any more as they may come up.

jim

Jim, I am obviously supportive of the OIPRD since I voted for it. Rather than being opposed to or for the borrowings, I guess I am agnostic, until having received further information:

Thanks for your support, Steve, and for keeping an open mind.

1. It appears that virtually all services will be contracted out, as it should be. However, if that is the scenario, then why the need for an Assistant Director in addition to the Director, to the tune of one-third the budget for the two?

A question for all five commissioners.

2. If an Assistant Director is absolutely needed, why not find one who can also act as accountant or financial manager?

A question for all five commissioners.

3. It is hard to bounce back and forth from the potential savings to the budget. It might be easier to read if there was a third column which would show what the various savings meant to the overall budget. For instance, if these "savings" occurred, is there any commitment to use the savings to reduce the loan duration?

I think the potential savings areas to which you're referring are from the letter that Martha composed to you all. They aren't in this budget draft because they are all, at this point, speculative. That is, it is possible that none of them will come to fruition, so I didn't write them into this budget draft. If one or more does pan out, we will revise as necessary. This draft is meant only to be as close to, for lack of a better term, what is predictably accurate or likely as I can make it, based on current knowledge and is not intended to represent all possibilities. (This would also require an Excel technician a few levels above my level of competence!)

4. I am having trouble reconciling the commitment to pay back the \$85K loan. In the first two quarters you show a principal repayment of \$7,083 per quarter, which would equate to \$28,340 a year or targeted principal reduction to



zero in three years. In the full budget listed at the bottom, there is no figure for the annual principal reduction, and in the forwarding letter you mention a target of five years. Is the worst case five years and the best case three years? How do we know that?

You are correct that I have forecast a three-year payout @ \$28,340/year starting in Q3, 2011. (I'm sorry but I don't understand your question about "full budget listed at the bottom".) Re: A five year worst case, I'm not sure what Martha was referring to in her letter to you all - perhaps she meant to write 'six', as this is the actual term of the levy - I'm not really sure.

As we five commissioners are all on different subcommittees performing a vast amount of research, negotiation and general tasks incumbent on we initial five in charge of the creation and setup of this very first District, we are mutually authorized to have our own interactions then report back in front of the public with each other, but we don't all create and sign off on all non-essential correspondence - there's just too much of it. So, not to pass the ball, but I'm not sure why there's anything but 'three years' in Martha's letter in regards to discussing the loan concept and she may have a better explanation. I picked a three year payoff simply because it looked like that was the quickest period - thereby minimizing interest expense - that wouldn't put us in a bind with projected cash flow.

5. If one were to create a "savings" column attached to the full budget, it would appear that certain items expensed as service fees would be provided to the OIPRD as volunteer donations. These might include website design, website management, legal, accounting, and some of the contracted rec services. Setting up a potential "savings" column motivates the Board to go after those savings first, rather than simply following the budget and contracting out all services. Sort of a psychological thing, a challenge to "beat the budget."

I'm not resonating with the savings column concept as a motivational tool, though maybe if we sat down together, I would understand it better, which I'm happy to do. Regarding our motivation to beat the budget, I can tell you that I we all are going to personally solicit, as well as encourage the ultimate Director to solicit volunteers whenever possible to contribute services and I do know for a fact that we all are excited at the prospect of asking for less money than the levy authorized. As many of us may not even be on the board at the end of the levy's term, it's hard to predict what will happen, but we've all expressed this desire both publicly and privately.

6. I have never before encountered a miscellaneous/unknown "one-time" category before amounting to \$57,000, or fully 22% of the public funds being obtained. You might want to break this down or reassign to other categories before encountering the paranoia built into the island community.

I'm not sure what you mean by 'fully 22% of the public funds'. The \$57k of the total Misc. category actually results in only 3.69% of the total public funds category of \$1,542,958 - perhaps you were comparing six years of 'Misc.' against one of 'public funding'?

A fair question, nonetheless. Why there is a larger than usual Misc. category for One-Time expenses is simply because this is the first time in Orcas' history that we've had a Park and Rec District and we, also as all first time public servants, are not yet capable of foreseeing all potential expenses until the end of 2017, thus a small % is left in this unspecified category. There are multiple potential expenses for which we have no budget projected, including land and/or building acquisition and/or maintenance; the further purchase and/or maintenance of recreational equipment and/or facilities, as well as anything else that has yet to occur to any of us or the public that has attended our meetings to date. Also, as mentioned above, if we have a surplus develop, we will all be thrilled to ask for less than authorized.

Hope this helps!

Steve Garrison <garrison@rockisland.com>

cc: Jim Bredouw <bunz@interisland.net>

cc: mfarishster@gmail.com, johnmazz@centurytel.net

Sun, Apr 24, 2011 at 12:31 PM

Orcas Island is an amazing place to live. I sent Martha the comments email at 1:00 pm on Saturday. At 2:30 PM I met Joe Cohen on the trail up to Twin Lakes and discussed the potential loan, and at 4:24 pm I received your response. Rather different from the 2-3 days needed for a response from our bankers or law firm in New York, and they were both on retainer and one block away from our offices!

A quick note on my motivations and usefulness. I have spent my entire business life as a consultant in investment banking, pension fund management, executive search, organizational development and the management of other consulting firms for large multinationals. Since the Navy, I have not "operated" anything, and my management experience has been in directing the consulting offices in the 21 countries where my firm operated. Sort of like herding cats. I believe that the only value I can provide you or Martha is by placing myself in the position of the naysayers, and providing counsel in how the Board and its budget might be better marketed on Orca Island. In the 12 years on island, I have been involved in many of our organizations, such as the Fire Department, the Orcas Center, and the Public Library as they have struggled with this problem. I have seen these boards spend hundreds of hours listening to a very few members of the public argue over the number of staff or that staff salaries are "too expensive."

I understand your desire to separate the function of budget creation from Board policy issues, but basically a budget is not only a political document, but is also dynamic rather than static in nature, no matter how much we want to hold it stable. For this reason I suggested in a later email to Martha that the position specifications for both jobs be attached to the budget. This should be a policy decision and have nothing to do with the creation of the budget, but such specifications will moderate the criticism that the budget is too top heavy with personnel costs.

I also understand your desire to look at the five year program as a whole. It is a good concept and if our federal government operated in such form, we would probably not be in such financial extremis today. However, your island constituency, especially when they receive their county tax statements, will look at your financials on an annual basis. Falling into that conditioned pattern, I compared the \$57,000 miscellaneous/unknown "one-time" category to the one-year tax contribution and came up with a percentage far higher than five years of total cash flow. I expect that 95% of your constituency would make the same mistake. When Joe and I met on the trail, he pointed out that the interest charge of \$6216 is only .29% of the total five year budget. He is obviously correct, but I believe that an attempt to diminish the perception of interest rate cost payments would be lost on your constituency. I would suggest that you simply make assumptions from historic cost increases for services and facilities and prove out the hard nosed financial viability of borrowing forward.

I understand that the Adobe .pdf is simply a budget draft and I hope that I am reading it correctly. Sort of hard to come in from the sidelines after you and the board have spent so much time on the detail. However, I would suggest that you take this data and create a one page five year document with broad general categories for expense and for program, facility and service development. The document should be the public face of OIPRD, and should be formatted in such a manner that it is subject to benchmark analysis once per year. I am suggesting that the annual review of this document be published in the Sounder and should be accompanied by a narrative along the lines "During the year 20XX OIPRD surfaced the tennis courts for a total expense of \$\_\_\_\_\_ which was less/more than the budget amount of \$\_\_\_\_\_, and was accomplished through our ability to obtain a grant of \$\_\_\_\_\_ from the US Tennis Association. On the administrative expense side of the budget, we were able to come in under budget for website design due to the donated volunteer services of \_\_\_\_\_. Etc, etc.

Having come from the corporate world, I am always amazed at the belief by both non-profits and county offices here that "good works simply sell themselves", and there is no obligation to report back to the public regarding the use of donation funds or taxes. The worst, of course, is the country which has a budget nightmare that is not understood by the county, much less the public. OISD has tried for years, but simply has not gotten there as their



## **Committee Report: Buck Park/Tennis Courts**

**Date:** May 12, 2011

**Lead:** Martha Farish

Email communications with Gail Benzler, USTA Pacific Northwest representative are attached. Vicki and Martha met with representatives of the local Tennis Association and they agreed to poll their membership as to going forward with the Park and Rec District on a combined proposal to refurbish the Buck Park tennis courts.

On May 4, Martha met with the Tennis Group authorized to vote for their membership. Martha sent an email to OIPRD and Commissioners dated May 4 and titled "Report from the Tennis Groups". The group agreed to proceed with OIPRD in the lead provided an agreement for management can be reached with Orcas island School District.

OIPRD is supported by the Tennis Group is pursuing and advantageous agreement with USTA under the general outline of: USTA granting \$5000 in 2011; OIPRD matching the grant with an additional \$5000 in 2011 with USTA financing at 2% the remaining amount not to exceed \$7000, to be paid in full by OIPRD in June of 2013. The result will be 3 full courts refurbished in August 2011.


USTA will provide a train-the-trainer workshop for 20 at no charge on Orcas; will supply some equipment for QuickStart and will pay up to 75% of the lining fee in order to make three tennis courts QuickStart courts (which does not impact the lining for "regular" tennis).

Once funding is secured for OIPRD, Gail feels USTA can move quickly to approve the proposal.

**Motion:** To proceed with final negotiations with USTA, under the conditions outlined above immediately upon securing interim funding for OIPRD.

### **Attachments:**

Copies of emails between Farish/Benzler (hard copy to Ian in meeting—Commissioners copied via email).

DULY 051211 

the chain on your end as possible. I did talk to one other Park and Rec commissioner and he and I agree it would be tough to justify us spending the \$5000 match AND the additional cash on the third tennis court in 2011. He felt the three court with the Quick Start would have to wait if we had to come up with the match and the roughly \$7,400 more all at once. He also thought we could easily sell "the package" in 2011 if it had the match, loan and a payout by May/June 2013.

If its any help, San Juan County is the perfect demographic for this--we specialize in the young and older! Tax revenue from this County is the "gold" standard and banking institutions are paying, I believe, currently about .75% on any CD's. We would be offering 2% (although on this amount the interest adds up to a couple of lattes a month--such are the times we live in!)

Let's see if we can make this happen!  
Martha

On Wed, Apr 20, 2011 at 3:05 PM, Benzler, Gail <[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)> wrote:

Hi Martha:

It might. I think it would all depend on the individual situation and stakeholders along with the budget/financials and specs.

Infrastructure development is of prime importance. Obviously, this includes court refurbishment. And, of course, 10 and Under Tennis is another hot button priority.

Gail

*Gail Benzler*

*USTA Pacific Northwest*

*Community Tennis Service Consultant*

*Western Washington*

*425-803-2960 (office)*

*[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)*

**Visit our website at <http://www.pnw.usta.com>**

This e-mail communication (including any attachment) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510 et seq. If you are neither the intended recipient(s), nor a person responsible for the delivery of this communication to the intended recipient(s), you are hereby notified that any retention, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by using the "reply" feature and then immediately delete this message and all attachments from your computer. Thank you.

Gail Benzler

USTA Pacific Northwest

Community Tennis Service Consultant

Western Washington

425-803-2960 (office)

benzler@pnw.usta.com

Visit our website at <http://www.pnw.usta.com>

This e-mail communication (including any attachment) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510 et seq. If you are neither the intended recipient(s), nor a person responsible for the delivery of this communication to the intended recipient(s), you are hereby notified that any retention, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by using the "reply" feature and then immediately delete this message and all attachments from your computer. Thank you.

**From:** Martha Farish [mailto:[mfarishster@gmail.com](mailto:mfarishster@gmail.com)]

**Sent:** Thursday, April 21, 2011 7:00 AM

**To:** Benzler, Gail

**Subject:** Re: Orcas Island tennis courts

Thank you Gail. If you would/could finance the remaining amount to be paid in full by May 2013 then (USTA \$5000 grant; Park and Rec \$5000 match in 2011) coupled with your bridge loan could have this done in August 2011. We then could do the train-the-trainers in Spring 2012 in time to catch some kids at school, announce a kids and senior program on the "Quick" courts for the summer and be up and running for summer 2012!

I will immediately call Joe and his crew together for a meeting to discuss this--please check the idea out as far up the chain on your end as possible. I did talk to one other Park and Rec commissioner and he and I agree it would be tough to justify us spending the \$5000 match AND the additional cash on the third tennis court in 2011. He felt the three court with the Quick Start would have to wait if we had to come up with the match and the roughly \$7,400 more all at once. He also thought we could easily sell "the package" in 2011 if it had the match, loan and a payout by May/June 2013.

If its any help, San Juan County is the perfect demographic for this--we specialize in the young and older! Tax revenue from this County is the "gold" standard and banking institutions are paying, I believe, currently about .75% on any CD's. We would be offering 2% (although on this amount the interest adds up to a couple of lattes a month--such are the times we live in!)

Let's see if we can make this happen!

Martha

On Wed, Apr 20, 2011 at 3:05 PM, Benzler, Gail <[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)> wrote:

Hi Martha:

It might. I think it would all depend on the individual situation and stakeholders along with the budget/financials and specs.

Infrastructure development is of prime importance. Obviously, this includes court refurbishment. And, of course, 10 and Under Tennis is another hot button priority.

Gail

*Gail Benzler*

*USTA Pacific Northwest*

*Community Tennis Service Consultant*

*Western Washington*

*425-803-2960 (office)*

*[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)*

*Visit our website at <http://www.pnw.usta.com>*

This e-mail communication (including any attachment) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510 et seq. If you are neither the intended recipient(s), nor a person responsible for the delivery of this communication to the intended recipient(s), you are hereby notified that any retention, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by using the "reply" feature and then immediately delete this message and all attachments from your computer. Thank you.

**From:** Martha Farish [<mailto:mfarishster@gmail.com>]

**Sent:** Wednesday, April 20, 2011 1:54 PM

**To:** Benzler, Gail

**Subject:** Re: Orcas Island tennis courts

Gail, Is there any chance that USTA would finance a portion of the cost it takes to do all three courts all at once this August? In essence it would be a loan secured by San Juan County/Orcas Island tax revenue?

Our Park and Rec problem is one of cash flow and a fist full of repairs on Park and Rec properties needing attention now. Our tax revenue is distributed by San Juan County from the tax collections in two sections: May and November. It makes economic, and timing, good sense to do all of the tennis court stuff at once, and this summer, so we could have a Quick Start program up and running by next summer. It does not necessarily make cash flow sense for us to invest so much cash in tennis, in 2011, when other demands are so great and there is a limited user base for tennis until we grow it....So.....

Lets say we paid the \$5000 match, cash and up front; get a grant from you at \$5000; and financed the remaining \$7,400 with USTA (for slab in the Mid-Pak bid), at 2% with a 24 month payout?

Will that fly, at least conceptually, with USTA?

Thanks,

Martha

On Wed, Apr 20, 2011 at 12:24 PM, Benzler, Gail <[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)> wrote:

Hi Martha:

I've attached the grant application Joe completed.

Here are some additional links for QuickStart Tennis Workshops:

Here is a link to the QuickStart Tennis Workshops coming up in the area: [http://www.pnw.usta.com/Coaches-Corner/5966\\_ClinicsWorkshops/](http://www.pnw.usta.com/Coaches-Corner/5966_ClinicsWorkshops/) .

Check out information on hosting a QuickStart Tennis Workshop: [www.usta.com/oncourtraining](http://www.usta.com/oncourtraining) .

We have a USTA/PNW Court Construction Tool Kit: <http://assets.usta.com/assets/646/15/1%20PNW%20Court%20Development%20Resource%20List%20%20Toolkit.pdf> .

USTA School Tennis site: [www.usta.com/schooltennis](http://www.usta.com/schooltennis) .

Gail

*Gail Benzler*

*USTA Pacific Northwest*

*Community Tennis Service Consultant*

*Western Washington*

425-803-2960 (office)

[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)

**Visit our website at <http://www.pnw.usta.com>**

This e-mail communication (including any attachment) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510 et seq. If you are neither the intended recipient(s), nor a person responsible for the delivery of this communication to the intended recipient(s), you are hereby notified that any retention, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by using the "reply" feature and then immediately delete this message and all attachments from your computer. Thank you.

**From:** Martha Farish [mailto:[mfarishster@gmail.com](mailto:mfarishster@gmail.com)]

**Sent:** Tuesday, April 19, 2011 2:17 PM

**To:** Benzler, Gail

**Subject:** Orcas Island tennis courts

Hi Gail, Joe Ciskowski gave me your email address and suggested I contact you directly. I am the chair of the recently established Orcas Island Park and Rec District (OIPRD). We were approved for funding by the voters this last February and have been in a "start-up" mode ever since.

I am aware that Joe and his group have applied to you for a grant to resurface the tennis courts. They and we have been in communication since last winter when I discovered USTA may have some granting options for Park and Rec Districts as well as options for groups like Joe's. Our funding uncertainty at the time of their application resulted in them going ahead with our blessings as we did not have any authority to proceed until funding was secured.

So fast forward to today. We ran a campaign based on repairing the tennis courts. I have been aware of your Quick Start program and wanted to explore grant funding options on that front as well. At this point it would be so helpful to have a conversation with you about what is best for Orcas and USTA under these evolving circumstances. We have the blessings of Joe, and Zee Rohmer in this strategy.

My phone number on Orcas is 360-376-6199. If you would prefer, please give me a couple of call-back dates and times that are good for you and I will call you. I will need your phone number. Better yet! Come visit us on Orcas-- this is a very beautiful part of the world.

I look forward to hearing from you,

Martha Farish

---

**Martha Farish** <mfarishster@gmail.com>

**Thu, Apr 21, 2011 at 2:46 PM**

To: Jim Bredouw <bunz@interisland.net>

Hi Jim, We're on a roll here. I have called for a meeting with Joe Ciscowski, Midge and Zee Rohmer for tomorrow and/or Monday to discuss these developments. Vicki says she can come with me whenever it's scheduled.  
M

----- Forwarded message -----

From: **Benzler, Gail** <benzler@pnw.usta.com>

Date: Thu, Apr 21, 2011 at 2:09 PM

Subject: RE: Orcas Island tennis courts

To: Martha Farish <mfarishster@gmail.com>

My feeling is that if everything lines up: funding, budget, QST, etc., we very well may be able to assist. Once approved, our funding moves fairly swiftly. Of course, I can't make any warranties before seeing the final application package.

Painting blended lines on the two existing refurbished courts would be essential for us. That may be a good way to get the courts completed and get you QuickStart Tennis ready.

All sanctioned USTA 10 and Under tournaments and events will take place on 60 foot courts (blended lines) beginning in January, 2012. You will be ahead of the curve. And remember, we can develop 75% of the funding for these lines and technical assistance.

I'm so excited about this project, Martha. And I love the way you think.

Gail



Gail Benzler

USTA Pacific Northwest

Community Tennis Service Consultant

Western Washington

425-803-2960 (office)

[benzler@pnw.usta.com](mailto:benzler@pnw.usta.com)

Visit our website at <http://www.pnw.usta.com>

This e-mail communication (including any attachment) is covered by the Electronic Communications Privacy Act, 18 U.S.C. 2510 et seq. If you are neither the intended recipient(s), nor a person responsible for the delivery of this communication to the intended recipient(s), you are hereby notified that any retention, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by using the "reply" feature and then immediately delete this message and all attachments from your computer. Thank you.

**From:** Martha Farish [mailto:[mfarishster@gmail.com](mailto:mfarishster@gmail.com)]

**Sent:** Thursday, April 21, 2011 7:00 AM

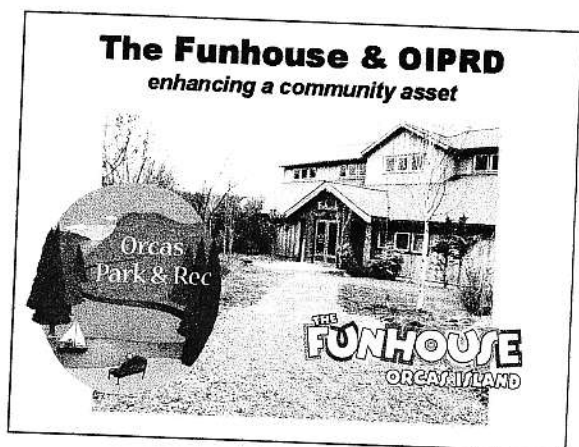
**To:** Benzler, Gail

**Subject:** Re: Orcas Island tennis courts

Thank you Gail. If you would/could finance the remaining amount to be paid in full by May 2013 then (USTA \$5000 grant; Park and Rec \$5000 match in 2011) coupled with your bridge loan could have this done in August 2011. We then could do the train-the-trainers in Spring 2012 in time to catch some kids at school, announce a kids and senior program on the "Quick" courts for the summer and be up and running for summer 2012!

I will immediately call Joe and his crew together for a meeting to discuss this--please check the idea out as far up the chain on your end as possible. I did talk to one other Park and Rec commissioner and he and I agree it would be tough to justify us spending the \$5000 match AND the additional cash on the third tennis court in 2011. He felt the three court with the Quick Start would have to wait if we had to come up with the match and the roughly \$7,400 more all at once. He also thought we could easily sell "the package" in 2011 if it had the match, loan and a payout by May/June 2013.

If its any help, San Juan County is the perfect demographic for this--we specialize in the young and older! Tax revenue from this County is the "gold" standard and banking institutions are paying, I believe, currently about .75% on any CD's. We would be offering 2% (although on this amount the interest adds up to a couple of lattes a month--such are the times we live in!)



---

---

---

---

---

---

---



---

---

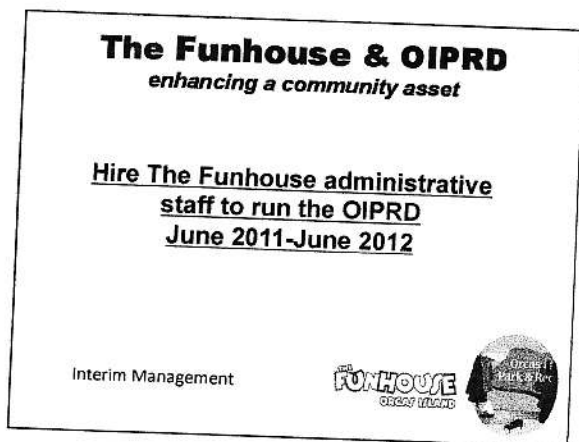
---

---

---

---

---



---

---


---

---

---

---

---

DULY 051211 

**The Funhouse & OIPRD**  
*enhancing a community asset*

Hire The Funhouse!

- Experienced staff

Interim Management



---

---

---

---

---

---


---

**The Funhouse & OIPRD**  
*enhancing a community asset*

Hire The Funhouse!

- Experienced staff
- Infrastructure in place

Interim Management



---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*

Hire The Funhouse!

- Experienced staff
- Infrastructure in place
- Perfect location

Interim Management



---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Hire The Funhouse!

- Experienced staff
- Infrastructure in place
- Perfect location
- Cost-effective solution

Interim Management




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Hire The Funhouse!

- OIPRD "Part-time" Solution:  
\$55,000+-

Interim Management




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Hire The Funhouse!

- OIPRD "Part-time" Solution:  
\$55,000+-
- OIPRD "Funhouse" Solution:  
\$35,000+-

Interim Management




---

---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*

**Hire The Funhouse!**

- Easy, efficient transition to self-sustaining OIPRD model—  
 Whatever that might look like

Interim Management




---

---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*

**Hire The Funhouse!**

- Easy, efficient transition to self-sustaining OIPRD model
- Opportunity to direct/design future office space

Interim Management




---

---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*

**Move into The Funhouse!**

- Built to suit

Office Space




---

---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*

**Move into The Funhouse!**

- Built to suit
- Competitive rent/lease rate

Office Space

**FUNHOUSE**  
GREAT IDEAS




---

---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*

**Move into The Funhouse!**

- Built to suit
- Competitive rent/lease rate
- Create central, efficient location for all youth & adult recreation programs!

Office Space

**FUNHOUSE**  
GREAT IDEAS




---

---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*



Vision

**FUNHOUSE**  
GREAT IDEAS




---

---

---

---

---


---

---


---

**The Funhouse & OIPRD**  
*enhancing a community asset*

- Create central location for all recreation programs



Vision




---

---

---

---

---


---

---


---

**The Funhouse & OIPRD**  
*enhancing a community asset*

- Create central location for all recreation programs
- The Funhouse brings the 501c3; OIPRD the public support



Vision




---

---

---

---

---


---

---


---

**The Funhouse & OIPRD**  
*enhancing a community asset*

- Create central location for all recreation programs
- The Funhouse brings the 501c3; OIPRD the public support
- Better, more effective use of The Funhouse, a true community asset



Vision




---

---

---

---

---

---

---

---



## The Funhouse & OIPRD

*enhancing a community asset*

- Create central location for all recreation programs
- The Funhouse brings the 501c3; OIPRD the public support
- Better, more effective use of The Funhouse, a *true community asset*
- Do what people want: **CREATE EFFICIENCIES**



Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Downsides/Criticisms:

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Downsides/Criticisms:

- I didn't ask for a Funhouse; I don't want to pay taxes for it.

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Downsides/Criticisms:

- I didn't ask for a Funhouse; I don't want to pay taxes for it.

Small but vocal minority.

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Downsides/Criticisms:

- Jim Bredouw will somehow benefit financially.

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Downsides/Criticisms:

- Jim Bredouw will somehow benefit financially.

• Ridiculous

Vision




---

---

---

---

---

---

---



---

**The Funhouse & OIPRD**  
*enhancing a community asset*

Downsides/Criticisms:

- The Funhouse can't effectively manage the program.

Vision


---

---

---

---

---

---

---



---

**The Funhouse & OIPRD**  
*enhancing a community asset*

Downsides/Criticisms:

- The Funhouse can't effectively manage the program.
- We're in a tough business.

Vision


---

---

---

---

---

---

---



---

**The Funhouse & OIPRD**  
*enhancing a community asset*

Downsides/Criticisms:

- The Funhouse can't effectively manage the program.
- Perfect opportunity to try us out!

Vision


---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Downsides/Criticisms:

- The Funhouse can't effectively manage the program.
- Perfect opportunity to try us out!
- Agreement with clear exits

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Let's do this!

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

### Let's do this!

- Let's make a commitment to work together for the next 12 months.

Vision




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

Let's do this!

- We all need to make a decision soon about the next 12 months.
- Hard numbers

Vision

**THE FUNHOUSE**  
GREAT IDEAS




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

Let's do this!

- We all need to make a decision soon about the next 12 months.
- Hard numbers
- Operational details

Vision

**THE FUNHOUSE**  
GREAT IDEAS




---

---

---

---

---

---

---

---

## The Funhouse & OIPRD

*enhancing a community asset*

Let's do this!

- We all need to make a decision soon about the next 12 months.
- Hard numbers
- Operational details
- Database

Vision

**THE FUNHOUSE**  
GREAT IDEAS




---

---

---

---

---

---

---


---

**The Funhouse & OIPRD**  
*enhancing a community asset*

Let's do this!

- Public Relations

Vision




---

---

---

---

---

---

---


**The Funhouse & OIPRD**  
*enhancing a community asset*

Let's do this!

- Public Relations

The potential of The Funhouse is not yet truly understood by the community!

Vision




---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*


Let's do this!

- Public Relations

The potential of The Funhouse is not yet truly understood by the community!

- September Carnival

Vision




---

---

---

---

---

---

---

**The Funhouse & OIPRD**  
*enhancing a community asset*



---

---

---

---

---

---

---



**FYI - Just received this from the Auditor - They are selling rec supplies.**

----- Forwarded message -----

From: **Milene Henley** <[Mileneh@sanjuanco.com](mailto:Mileneh@sanjuanco.com)>

Date: Tue, May 10, 2011 at 8:01 AM

Subject: Orcas Rec surplus sports equipment

To: [bkline@orcas.k12.wa.us](mailto:bkline@orcas.k12.wa.us), [orcasairport@rockisland.com](mailto:orcasairport@rockisland.com), [bethwg@interisland.net](mailto:bethwg@interisland.net), "Bob Eagan, Orcas Rec" <[bob@coldspringresource.com](mailto:bob@coldspringresource.com)>, [office@sanjuanems.org](mailto:office@sanjuanems.org), Cynthia Stark-Wickman <[prevention@centurytel.net](mailto:prevention@centurytel.net)>, [clacher@sjlib.org](mailto:clacher@sjlib.org), [cferran@orcas.k12.wa.us](mailto:cferran@orcas.k12.wa.us), [jdshannon@centurytel.net](mailto:jdshannon@centurytel.net), [ddallas@shaw.k12.wa.us](mailto:ddallas@shaw.k12.wa.us), [helenc@portoflopez.com](mailto:helenc@portoflopez.com), "Jim Cole, SJI EMS" <[chief@sanjuanems.org](mailto:chief@sanjuanems.org)>, [j.byington@sanjuanislandscd.org](mailto:j.byington@sanjuanislandscd.org), [judy@lopezlibrary.org](mailto:judy@lopezlibrary.org), [lpray@lopezlibrary.org](mailto:lpray@lopezlibrary.org), [marilyno@portfridayharbor.org](mailto:marilyno@portfridayharbor.org), [mpugh@orcaslibrary.org](mailto:mpugh@orcaslibrary.org), [chiefharris@yahoo.com](mailto:chiefharris@yahoo.com), [pamelah@interisland.net](mailto:pamelah@interisland.net), [fishermanbay@centurytel.net](mailto:fishermanbay@centurytel.net), [pheikkinen@orcaslibrary.org](mailto:pheikkinen@orcaslibrary.org), [phyllisj@portfridayharbor.org](mailto:phyllisj@portfridayharbor.org), [ricka@orcasfire.org](mailto:ricka@orcasfire.org), [play@islandrec.org](mailto:play@islandrec.org), [woodlawncemetery@rockisland.com](mailto:woodlawncemetery@rockisland.com), [shaunar@portfridayharbor.org](mailto:shaunar@portfridayharbor.org), [csj@rockisland.com](mailto:csj@rockisland.com), [chief@sjifire.org](mailto:chief@sjifire.org), [eastsoundsewer@rockisland.com](mailto:eastsoundsewer@rockisland.com), [lopezfire@lopezfire.com](mailto:lopezfire@lopezfire.com)  
Cc: Kathryn Hansen <[KathrynH@sanjuanco.com](mailto:KathrynH@sanjuanco.com)>

Hi, all,

Please see attached a list of sports equipment formerly used by Orcas Island Rec Program, operated by San Juan County Parks. The equipment is no longer needed by the County, and is being offered for sale to any local governmental jurisdiction that can use it. The asking price is \$1,000.

Please refer questions to Kathryn Hansen in County Parks at (360) 370-7459, or [kathrynh@sanjuanco.com](mailto:kathrynh@sanjuanco.com).

Thanks,

Milene

***F. Milene Henley***

**San Juan County Auditor**  
***(360) 370-7558***

**P** SAVE PAPER - Please do not print this e-mail unless absolutely necessary

--  
**Catherine M. Ferran**  
**Administrative Assistant to Superintendent**  
**Orcas Island School District**  
**557 School Rd**  
**Eastsound, WA 98245**  
**Fax 360.376.2283**  
**Phone 360.376.1510**

Orcas Island Recreation Program Surplus Personal Property - Oct 2010					
Parks will keep items highlighted in yellow			Have pictures of items in green		
Item	From	Year	Cost	Value	Note
Storage Cabinet		2005	\$185.00	\$25.00	6'3"H (legs are 3") x 4' W x 19" deep - fair/poor condition
Display Rack	Quill			\$100.00	took photo
Olympus digital camera				\$25.00	Stylus 300 Model with charger. PARKS will keep
Netcom Corded Headset			\$109.46	\$100.00	purchased through Kandy Hirshel
Office Chair	Office Center	2006	\$90.00	\$50.00	cost was ~\$200 - other than the armrest the chair is in good shape
Safe				\$50.00	Sentry V120X031
2 drawer file cabinet				\$30.00	Pinnacle - no lock, beige, has racks for hanging files - good condition
HP Printer - laserjet 1012				\$120.00	PARKS will keep, provided IS will install on network computer
small bookcase 36x29x12	Exchange?			\$15.00	
Folding Table - plastic	Costco			\$65.00	29"D x 71.5"W adjustable in height. PARKS will keep
Cash box	Exchange?			5	Not worth \$5, no handle, held closed with rubber band-dispose
Cash box	Quill			\$10.00	
Wheeled TV Cart	Exchange			5	2 shelf wheeled; 22"H x 28"W x 16"D
Crafts, games, etc.					picked up by Kaleidoscope



QTY	Item	Year	Cost ea	Value new	Note				
130	Frisbees		5.69	739.70	130 individually wrapped, "Orcas Island Ultimate" with orca graphic. p/u 11/8/2010-in Parks office				
3	hand pumps for balls, 1 needle		3.00	9.00	p/u 11/8/2010-in Parks office				
1	mini first aid kit		4.99	4.99					
1	standard first aid kit: bandages, no ointments		20.00	20.00	p/u 11/8/2010-in Parks office				
2	stop watches-1 Sportline, 1 Sportcraft		16/6.00	22.00	p/u 11/8/2010-in Parks office				
2	goal posts	2003	1348.00	1348.00	in storage shed at Orcas school				
6	goal posts (4 lightweight aluminum and 4 heavier metal)		390.00	2340.00					
8	8-12 soccer nets		25.00	200.00	in storage shed at Orcas school				
34	soccer balls		15.00	510.00	in storage shed at Orcas school				
500	estimate 500 small disk cones		1.00	500.00	in storage shed at Orcas school				
39	small orange cones	2008	1.66	64.74	in storage shed at Orcas school				
12	large orange cones		10.00	120.00	in storage shed at Orcas school				
11	poles with flags		20.00	220.00	in storage shed at Orcas school				
29	old sponsor t-shirts		?		in storage shed at Orcas school				
75	mesh jerseys, various colors		?		in storage shed at Orcas school				
3	goal jerseys		?		in storage shed at Orcas school				
2	ref jerseys		?		in storage shed at Orcas school				
3	large bags of chalk		?		in storage shed at Orcas school				
31	cans of chalk line paint		?		in storage shed at Orcas school				
4	racketball paddles		?		in storage shed at Orcas school				
2	tennis rackets		20.00	80.00	in storage shed at Orcas school				
12	basket balls		40.00	80.00	in storage shed at Orcas school				
2	cases of golf clubs with bags		12.00	144.00	in storage shed at Orcas school				
1	pop up tent (not sure if all the parts are there)		155.00	310.00	in storage shed at Orcas school				
7	mesh ball bags		?	0.00	in storage shed at Orcas school				
10	tennis balls		17.00	119.00	in storage shed at Orcas school				
30	~30 soccer books donated by challenger sports (how-to books for coaches)		0.83	8.30	in storage shed at Orcas school				
13	pairs of used kids cleats		19.00	247.00	in storage shed at Orcas school				
3	pairs of used shin guards		7.00	21.00	in storage shed at Orcas school				
	most likely soccer items			\$7,107.73					

Item	From	Year	Cost	Value	Note
Steam Iron				\$5	to Kaleidoscope
Games					to Kaleidoscope
Puzzles					to Kaleidoscope
Legos					to Kaleidoscope
K'nex					to Kaleidoscope
Beads					to Kaleidoscope
Paper					to Kaleidoscope

Draft: Progress Report to Community  
May 2011

In February 2011 Orcas Island voters approved funding for the Orcas Island Parks and Rec District (OIPRD). The first half of annual tax distributions will begin in May 2012. To begin legal operations, provide a few essential programs, cover insurance costs, and capitalize on a unique granting opportunity through the United States Tennis Association, the Commissioners have sought loan funding for the "interim" period of June 2011-12.

If a loan is secured under favorable terms and conditions the commissioners plan to begin operations as early as June 2011. The loan would be completely repaid within the first four years of the six years of voter approved funding.

First quarter progress on behalf of OIPRD includes:

- Set up of Federal, State and County registration and auditing protocols. OIPRD's legal mailing address is PO Box 575, Eastsound, WA 98245.
- Surveyed Orcas Island recreational activities, facilities and insurance needs for the Spring-Fall 2011 season.
- Applied for an Orcas Island Community Foundation grant to cover Enduris municipal insurance for OIPRD sponsored activities.
- Contacted the United States Tennis Association and negotiated a favorable combined grant/loan package for the purposes of repairing and enhancing the Buck Park courts.
- Entered into concurrent negotiations with both a commercial and public vendor for a loan package for OIPRD to cover June 2011-12 operations.
- Created a 5-year OIPRD budget spreadsheet detailing operations, activities and repairs against a "worst case scenario" loan, with payback term of no more than 40 months.
- Convened a Financial Oversight Committee of business and non-profit leaders to review and give comment on the OIPRD loan/budget strategy.
- Developed guidelines and ratings system for evaluating office space and partnering opportunities for "shared" staffing for the interim June 2011-12 funding period.
- Developed a budget policy to govern borrowing funds during the "interim" year and thereafter.
- Established a committee to begin evaluating online registration, sign-up and payment options when using recreational facilities sponsored by, or contracted through, the OIPRD.
- Began discussions with the Orcas Island School District on the governance and management plan for Buck Park.

If you have questions, comments or suggestions on any of the above please contact : (whomever).



## **Assumptions about Buck Park, OISD and OIPRD**

OISD has an asset that provides it both a positive and a negative: The positive is the unlimited use of fields; the negative is the cost of its upkeep. The biggest challenge for the school board is reducing its cost while not losing control.

For OIPRD, the island has come as close to a mandate as possible that it wants us to, among other things, keep Buck Park well maintained and has funded us to do so. The biggest challenge for OIPRD is to not ever be in a position of spending copious amounts of time and the public's money without control.

A simple solution might be:

OISD gifts the lower fields (#2, #3, skateboard park, tennis courts and nature trail) to OIPRD which then becomes responsible for its upkeep. At the same time, in consideration, OIPRD grants OISD, in perpetuity, first rights for all fields for their school programs.

The devil may be in the details, but the only hiccup immediately noticeable to my brain is the layout of the date by which the school must commit to its needs, so it isn't simply – in an extreme example – say, booking all fields for every day of the year and letting them go the day before.