Meeting Minutes
October 8, 2015

Orcas Island Park and Recreation District Commission
Public Meeting, Thursday, October 8, 2015
Eastsound Firehouse
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 5:08 pm –
(late start due to HS Volleyball game which required the attendance of two Commissioners, notice posted and public advised of the delay.)

Bob Eagan, Chairman
Roll call:
Seat 1: Vicki Vandermay - *present*
Seat 2: Bob Eagan - *present*
Seat 3: Martha Farish - *absent*
Seat 4: Justin Paulsen - *present*
Seat 5: Joe Gaydos – *absent*

Staff present: Marcia West (Director), Kim Ihlenfeldt (Program Coordinator)

Public present: Van Roberts and Jill Bates.

II. PUBLIC COMMENT

Van Roberts spoke about the tennis reservation system. He had a suggestion of forming a public advisory committee to review the reservation system and make suggestions. He also suggested having one or two of the instructors be on the committee in order to get their opinions and advice. Van volunteered to be on the committee. His contact information is 376-2041 and knewgent@mac.com. Both Jill and Van thought that a separate teaching court is an excellent idea.

III. MONTHLY AGENDA

1. **Previous Minutes** – September 10, 2015
   MOTION: With no revisions, Vicki moved to approve the September 10, 2015 public meeting minutes; seconded by Justin it was approved unanimously.

2. **Payment of Claims**
   MOTION: Justin moved to authorize Marcia to purchase youth soccer goals for an amount not exceeding $2,100; seconded by Vicki and it was approved unanimously.

   MOTION: to approve the October Claims Payment #6501 for $12,314.64 and the sales tax payment of $87.64 to the Department of Revenue, Justin moved to approve; Bob seconded and it was approved unanimously.

4. **Employees Pay Slip**
   MOTION to approve employees pay slip by Justin; seconded by Vicki; and it was approved unanimously.

V. MONTHLY BUSINESS

1. Financial

<Custom runner attached>

Cash ending balance at end of September 30, 2015 was $148,630.82.

2. Director's Report

<Director's report attached>

VI. UNFINISHED BUSINESS

1. General Budget 2016 Levy – next step

<Users Statistics Handout attached>

Martha wrote a letter to the editor that will be in the paper and it will include data based on the user and financial statistics from our first three years. She wanted to make sure everyone was talking about the same numbers. Marcia will see if it should go on to the website. Martha wants to get a group together to vet the levy. After that, Justin wants Marcia or Kim to get a group of people to lobby for the levy. The board will look at the RCWs and make sure that is allowed and not violating any rules. Bob wants the board to get together their list of people to review the levy and get it to Marcia sooner rather than later. Marcia will review the RCWs on the levy lobbying committee.

2. OOLA Update

There will be an OOLA meeting on Monday at 9:00 AM. It is continuing to move forward. One of the notes from the county is that there have to be nine parking spaces provided. OOLA is interested in doing some fundraising for the park as part of the holiday Santa picture event.

3. Tennis Court Use and Revised Court Rules

<Revised Court Rules attached>

There have been a few aggravated players concerned about the fact that the reserved court has switched from the east court to the west court. This leaves members of the public playing on the wetter east court when lesson reservation time is in effect. Bob volunteered to be on the tennis policy committee.

MOTION: Justin moved to form a committee to review the tennis reservation and court use policy consisting of Bob Eagan, Van Roberts, and others; seconded by Vicki and it was approved unanimously.

4. Facility Use Agreement with OISD - Update

OIPRD is renting the cafeteria on October 24th. Marcia requested the board consider reserving the OCS gym for the week of October 19. OISD gyms will be in use for homecoming activities.

MOTION: Justin moved to reserve the Orcas Christian School Gym for the week it is needed if it is available; seconded by Bob and it was approved unanimously.

VII. NEW BUSINESS

1. Fall / Winter Staffing

OIPRD is running their program supervisor through the Funhouse program support contract. The fields have been lined and will be marked with permanent corners.

2. Audit

Marcia received an email today that our records were being review by the State Auditors Office. They are performing a Small Local Government Accountability Audit for the years 2013-2014 for Orcas Island Park and Recreation. This type of audit is a risk-based audit wherein we review the District's minutes, expenditures and revenue detail reports as well as your Schedule 01 submission to the Washington State Auditor's Office.

3. 2016 Budget Planning – Draft Budget Review

<Draft 2016 Budget attached>

OIPRD needs to post the public notice about the hearing in the paper. The draft budget was handed out for review. If the Feb. levy is successful the budget may need major revision in March depending on the timing for any loans and maintenance contracting.

MOTION: Justin moved to authorize the purchase of a new Mac mini due to the aging condition of the current office machine; seconded by Vicki and it was approved unanimously.

4. Buck Park Field Layout Review

There is a base map printed out. Field layout review has been tabled until October 29 at 5:30 PM.

VIII. ADJOURNMENT

MOTION to adjourn by Justin, seconded by Vicki at 6:36 pm, unanimously approved.

Public Meeting
October 8, 2015

The meeting was adjourned at 6:36 pm.

Addenda:
October Payment of Claims
Custom Report Runner
Director's Dashboard
Users Statistics Handout
Revised Court Rules
Draft 2016 Budget

Public Meeting minutes for October 8, 2015

Approved by motion on this 12 th day of Nov. , 2015

Signed and attested this 12 th day of Nov. , 2015

Justin Paulsen #4,
Secretary

Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT **FUND # 6501**

DATE: 8-Oct-15

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$12,314.64**

I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due, and unpaid obligation against the district. I am authorized to authenticate and certify to these claims. Materials backing up these claims will be retained by the district according to state law and are available to the public on request.

Signed as Chairman / Commissioner Date 10/8/15

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling $ 12,314.64 for the period ending October 8, 2015 We approve payment with our signatures below.

Vicki Vandermay
Commissioner Date 10-8-15

Commissioner Date

Commissioner Date 8/10/15

Commissioner Date

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: orc155 **Name:** A&T DOUGLAS CORPORATION

Invoice Number	Line No	Line Description		Account Number	Amount	Type
oacf1008	1	Community Swim Nov & Dec	E	6501.00.571.00.45.0100	340.00	in
	2	Sales tax	E	6501.00.571.00.45.0100	27.54	in
				Vendor Total:	367.54	

Vendor Number: cen480 **Name:** CENTURYLINK

Invoice Number	Line No	Line Description		Account Number	Amount	Type
ct1008	1	Oct phone bill	E	6501.00.571.00.42.0004	288.38	in

Vendor Number: eas350 **Name:** EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description		Account Number	Amount	Type
eas1008	1	September water Buck Park	E	6501.00.571.00.47.0012	78.75	in

Vendor Number: gri146 **Name:** GRIFFIN YARD WORKS

Invoice Number	Line No	Line Description		Account Number	Amount	Type
gyw1008	1	Sept. Maintenance Buck Park	E	6501.00.571.00.48.0006	929.96	in
	2	sales tax	E	6501.00.571.00.48.0006	75.33	in
				Vendor Total:	1,005.29	

Vendor Number: har195 **Name:** HARVEY, RYAN J.

Invoice Number	Line No	Line Description		Account Number	Amount	Type
rh1008	1	Soccer fields and equipment preparation	E	6501.00.571.00.41.0003	411.25	in

Vendor Number: jea144 **Name:** JEAN HENIGSON'S

Invoice Number	Line No	Line Description		Account Number	Amount	Type
jh1015	1	Ballet classes	E	6501.00.571.00.45.0100	480.00	in

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: lam155 **Name:** LAMBIE, KIM A.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
kl1008	1	soccer coordinator - fall 2015	E 6501.00.571.00.41.0003	820.00	in

Vendor Number: orc100 **Name:** ORCAS CHRISTIAN SCHOOL

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ocs1008	1	building rental - Debate Camp	E 6501.00.571.00.45.0100	500.00	in

Vendor Number: orc830 **Name:** ORCAS POWER & LIGHT

Invoice Number	Line No	Line Description	Account Number	Amount	Type
opalco1008	1	September electric Buck Park	E 6501.00.571.00.47.0014	272.50	in

Vendor Number: orc149 **Name:** ORCAS SEPTIC SERVICE

Invoice Number	Line No	Line Description	Account Number	Amount	Type
14024	1	September Buck Park Sani Can Service	E 6501.00.571.00.47.0011	520.00	in

Vendor Number: san180 **Name:** SAN JUAN CO TREASURER

Invoice Number	Line No	Line Description	Account Number	Amount	Type
02816	1	3rd Qtr. 2015 Auditor fees	E 6501.00.571.00.41.0007	175.05	in

Vendor Number: san275 **Name:** SAN JUAN SANITATION CO INC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
2960959-SJ	1	Sept. Buck Park trash & recycle	E 6501.00.571.00.47.0013	153.23	in

Vendor Number: ska149 **Name:** SKAGIT COUNTY PARKS & REC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
scp1008	1	Orcas Girls SWISH - 1 - 5/6 team, 1 -	E 6501.00.571.00.49.0009	1,920.00	in

Vendor Number: sou148 **Name:** SOUTHEASTERN SECURITY

Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number	Line No	Line Description		Account Number	Amount	Type
26670	1	Orcas security checks soccer	E	6501.00.571.00.41.0001	129.50	in

Vendor Number: fun100 **Name:** THE FUNHOUSE DISCOVERY CTR

Invoice Number	Line No	Line Description		Account Number	Amount	Type
fhc1008	1	Oct Rent and Storage	E	6501.00.571.00.45.0002	460.00	in
	2	Sept program and staff support	E	6501.00.571.00.41.0200	574.25	in
				Vendor Total:	1,034.25	

Vendor Number: vis100 **Name:** VISA

Invoice Number	Line No	Line Description		Account Number	Amount	Type
visa1008	1	HP Ink - full set	E	6501.00.571.00.31.0002	415.06	in
	2	Go Daddy Site Renewal	E	6501.00.571.00.41.0004	147.16	in
	3	Kimmel athletic - football jaw pads	E	6501.00.571.00.35.0100	117.60	in
	4	zazzle - office sign	E	6501.00.571.00.35.0003	67.90	in
	5	quickbooks monthly fee	E	6501.00.571.00.31.0003	11.20	in
	6	pickleball equipment - net, balls	E	6501.00.571.00.35.0100	199.39	in
	7	laminating and markers	E	6501.00.571.00.31.0002	21.84	in
	8	volleyball upright brackets	E	6501.00.571.00.35.0100	111.98	in
	9	soccer supplies - whistles & paint	E	6501.00.571.00.31.0100	108.63	in
	10	science kits - creative explorations	E	6501.00.571.00.31.0019	139.09	in
	11	line paint - ACE	E	6501.00.571.00.31.0100	48.90	in
				Vendor Total:	1,388.75	

Vendor Number: wsf100 **Name:** WASHINGTON STATE FERRIES

Invoice Number	Line No	Line Description		Account Number	Amount	Type
F102691	1	Football - Kings tickets with fundrisers	E	6501.00.571.00.43.0010	434.85	in

Vendor Number: wes146 **Name:** WEST, MARCIA J.

Invoice Number	Line No	Line Description		Account Number	Amount	Type
mw1008	1	soccer nets - Golme por protable - 3	E	6501.00.571.00.35.0100	2,094.00	in
	2	playsand - Island Hardware - soccer	E	6501.00.571.00.31.0100	7.36	in

Invoice Number	Line No	Line Description		Account Number	Amount	Type
	3	Line paint - home depot	E	6501.00.571.00.31.0100	148.69	in
				Vendor Total:	2,250.05	

Vendor Number: mwillall **Name:** WILLALLEN, MARY

Invoice Number	Line No	Line Description		Account Number	Amount	Type
mwa1008	1	Boys Choir instruction	E	6501.00.571.00.31.0019	85.25	in
				Grand Total:	12,314.64	

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT **FUND # 6501**

DATE: 8-Oct-15

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$87.64**

I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due, and unpaid obligation against the district. I am authorized to authenticate and certify to these claims. Materials backing up these claims will be retained by the district according to state law and are available to the public on request.

Signed as Chairman / Commissioner 10/8/15 Date

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling

$ 87.64 for the period ending October 8, 2015 We approve payment with our signatures below.

Vicki Vandermay Commissioner	10-8-15 Date	Commissioner	Date
Commissioner	8/10/15 Date	Commissioner	Date

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: sta895 **Name:** STATE OF WASHINGTON

Invoice Number	Line No	Line Description	Account Number	Amount	Type
603-231-409	1	September Sale Tax	E 6501.00.586.00.44.0000	87.64	in
			Grand Total:	87.64	

ORCAS ISLAND PARK AND RECREATION DISTRICT
Tax Registration Number: 603-231-409
Frequency: Monthly

PO BOX 575
EASTSOUND, WA 98245-0575
Edit

Current unpaid tax return

Period	09/2015
Filed	10/6/2015 1:40:42 PM
Return due date	10/26/2015
Total taxes	$87.64
Less payments	$0.00 (does not include check or ACH credit payments)
Amount due	**$87.64**

Select payment method E-Check

E-check payment

Transfer date 10/27/2015 *

If the payment transfer date is on a weekend or holiday, the payment will be initiated the next business day.

Amount 87.64

Cancel **Next**

Need Assistance? 1-877-345-3353

MONTHLY FINANCIAL STATEMENT BY FUND
SAN JUAN COUNTY
START DATE: 9/1/2015 END DATE: 9/30/2015

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			161,852.09	
212	SALARY PAYABLE	5,825.40			
231	OTHER ACCRUED LIABILITIES	1,666.64			
310	TAXES	4,026.79			
330	INTERGOVERNMENTAL REVENUE				
340	CHARGES FOR GOODS AND SERVICES	3,552.11			
360	MISCELLANEOUS REVENUES	949.94			
380	NONREVENUES	87.64			
	TOTAL RECEIPTS		16,108.52		
212	SALARY PAYABLE	5,825.40			
231	OTHER ACCRUED LIABILITIES	1,666.64			
570	CULTURE AND RECREATION	21,692.37			
580	NONEXPENDITURES	145.38			
590	DEBT SERVICE AND OTHER				
	TOTAL DISBURSEMENTS		29,329.79		
101	ENDING CASH BALANCE				148,630.82
				GL ENDING CASH BALANCE	148,630.82
				NET VARIANCE	0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				0.00
151	BEGINNING INVESTMENT BALANCE			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00

Or Island Park & Recreation District
Monthly Director's Report

AS OF: 10/8/15

As of Sept. 30, 2015
Balance: $14,8631
Expenses September: $ 21,838
Revenue August: $8,616
Difference from budget: + $37,110

Activity R rt

October 8, 2015

Youth enrolled per week = 240
Avg Adults at drop-in = 96

activity	category	participants avg each time	end date	staffing	location
Youth/ Pee Wee Soccer	III	101	24-Oct	*Coaches*	BP
Football- Tackle	III	18	24-Oct	*DR*	Upper field
Flag Football	II	30	21-Oct	*EL / RS*	BP
Boys Choir	II	6	15-Dec	*MWA*	Band Room
Dance - Ballet - Pee Wee	II	16	29-Oct	*S. Moss*	PTD
Pokemon	II	14	15-Dec	*staff*	Funhouse
Art with Lana	III	10	16-Dec	*staff*	Funhouse
Mad Scientist	III	12	14-Dec	*staff*	Funhouse
Adult - volleyball - 2 nights	II	20	16-Dec	*staff*	HS Gym
Adult pickleball - 2 nights	II	16	17-Dec	*staff*	K8 Gym
Adult Basketball	II	24	15-Dec	*staff*	K8 Gym
Community Swim	III	33	4-Dec	*staff*	OAC
Upcoming Activities					
activity	**category**	**registered**	**start date**	**staffing**	**location**
Running Club	III	14	5-Oct	*MK*	Funhouse
Youth Wrestling	III	6	6-Oct	*JD*	Orkila
Girls SWISH	III	17	19-Oct	*Coaches*	K8 Gym
Magic	II	-	23-Oct	*Sherman*	Funhouse
Tennis - Youth Lessons	II	-	15-Oct	*Dann*	Buck Park

Setting up Winter Activities including Flower & Garden trip

DRAFT Budget Summary

Revenue	2015	2016
Beginning Net Cash	$150,000	$150,000
Taxes and Remittances	$181,700	$181,650
Activity Fees and Rents	$25,200	$29,500
Donations	$5,000	$5,500
TOTAL	**$361,900**	**$366,650**
EXPENSES (incl. reserves)		
Personnel	$102,645	$103,833
Buck Park	$31,700	$33,400
Operating Supplies	$19,950	$21,850
Professional Services	$19,900	$20,600
Rental Fees	$12,100	$12,100
Programs	$32,000	$31,000
Cash and Transfers	$143,605	$143,867
TOTAL	**$361,900**	**$366,650**

Commissioners' Action Items

- **Planning for levy and ballot issues – Create timeline for key events and progress.**
- Complete Buck Park Risk Management Assessment
- Review draft operations manuals that include administrative policies and procedures.
- Planning and programming for park and OIPRD organizational structure
  - Funding opportunities
  - Citizen Input
- Continue work on OOLA – permit support
- Meeting with OISD - Nov
  - Facility use agreement
  - Buck Park use cost

Buck Park Maintenance & Management

- Skatepark graffiti removal is complete but we have not been able to remove some of the black paint. We may need to paint over the area. Repairs are scheduled for several of the coping stones and surface patching.
- Bob has identified a possible leak in one of the irrigation lines. We will be investigating the system as part of the winter shut down. The system should be drained in the next 2 weeks. We will coordinate with OISD.
- New tennis schedule is posted and new court rules are up. Lesson times are on Thursday and Friday afternoons.
- New soccer nets have been purchased. The new nets are portable and can be stored indoors when play is not in session.
- Thank you to Ian Lister, we have a 1:40 base map of the park for planning and field layout.

Administrative Task Update

- Strong attendance for fall programs. All programs are in full swing and logical issues have all been addressed. Planning in progress for end of session soccer and football potlucks and handouts.
- Football had injury Oct 3, head to head hit. Player was treated at the hospital and released. He is not playing this week but reports to be fine.
- Draft 2016 Budget is ready for review. Notices and documents will be prepared for the Nov. budget hearing.
- Space for volleyball, boys choir, and soccer potluck has been setup. OISD has been very helpful. Shared field and gym use is going smoothly. Many thanks to Bari, our new facility supervisor.
- 3rd Quarter billings and reports are complete.

Activity Attendance and Revenue 2012 - 2015 as of: Aug. 31, 2015

Participants - avg per week			
Total	2012-13	2013 - 14	2014-15
Sept	105	285	237
Oct	100	119	159
Nov	26	85	151
Dec	24	60	120
Jan	32	108	180
Feb	75	134	192
Mar	66	118	215
Apr	100	250	240
May	165	209	253
June	185	143	195
July	153	192	210
Aug	135	185	190
Annual Weekly Average	97	157	195
% change from beginning of operation		61.86%	101%

Revenue - activity fees			
	2012-13	2013 - 14	2014-15
Activity Fees	25134	27632	28939
Donations	2005	3706	6730
Supplies and Equipment	14090	14547	22649
Buck Park Improvements	40299	12656	20386
Total B P Improvement (not maintenance)			$73,341
Number of Activities Offered			
	2012-13	2013 - 14	2014-15
Fall / Early Winter	2	12	14
adult	2	6	7
Late Winter / Spring	10	11	13
adult	4	5	6
Summer	11	21	16
adult	5	7	7
Annual Total	34	62	63
% change from beginning of operation		82%	85%

Sept 12 - Aug 13

	activity fee	donation	supplies and equip	BP improvements
Sept	4581.7	100	1631	12073
Oct	1870	10	833	4800
Nov	69	160	0	4710
Dec	1540	0	0	9547
Jan - Aug	17073	1735	11626	9169
Total	25133.7	2005	14090	40299

Sept 13 - Aug 14

	activity fee	donation	supplies and equip	BP improvements
Sept	3052	0	5399	3161
Oct	1831.6	141	320	0
Nov	1264	0	683	0
Dec	646.89	0	329.45	0
Jan - Aug	20837.11	3565	7815.94	9494.97
Total	27631.6	3706	14547.39	12655.97

Sept 14 - Aug 15

	activity fee	donation	supplies and equip	BP improvements
Sept	2005.43	1372	3268.85	1170
Oct	4911.63	0	6759.4	113
Nov	979.75	0	1061	2569
Dec	1281.53	0	169	10302.97
Jan - Aug	19760.21	5358.41	11391	6231
Total	28938.55	6730.41	22649.25	20385.97

TENNIS COURT RULES

These courts are maintained by
Orcas Island Park and Recreation District.

They are for the enjoyment of all tennis players.
We are proud of these facilities and appreciate your help in keeping the courts in excellent shape.

- If two or more people are waiting, please vacate the court upon completing the set you are currently playing.
- A single player yields the court IMMEDIATELY to partners under all circumstances. This includes cases where 4 players playing together express a desire to use both courts to play two and two. A backboard area is available off court for warm up and practice.
- No holding the court for members of your party to arrive. Court use is for players ready to begin their game.
- Be considerate; invite individuals to join the play.
- No loud or disruptive music, please use head sets for the enjoyment of all.
- See the schedule for reserved activities and come join in the open tennis times.
- Only tennis play on courts. No dogs or wheels, this damages the surface.
- Please no black soled shoes.

Failure to follow the court rules
will result in a loss of court privileges.

Please call 360-376-PARK (7275) if you have any questions or notice any conditions that need to be addressed.

Budget Summary

Revenue	2015	2016
Beginning Net Cash	$150,000	$150,000
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TOTAL	**$361,900**	**$366,650**

Orcas Island Park and Rec District DRAFT 2016 Budget

as of : 10/8/15	date of this revision 10/7/15	2015	2016
	Revenues	**Budget**	**Budget**
Beginning Net Cash and	308.80.00.0000	150,000	150,000
General Property Taxes	311.10.00.0000	180,000	180,000
Leasehold Tax	317.20.00.0000	250	250
Timber Harvest Tax	317.40.00.0000	150	100
Payment In-Lieu of Property Tax (DNR)	336.02.31.0000	0	0
Activity Fees	347.60.00.0000	24,000	29,000
Rental / Lease Revenue	362.40.00.0000	1,200	500
Donations			
Donations - Unrestricted	367.00.00.0010	5,000	2,000
Donations - Team/Corporate Sponsorship	367.00.00.0020	0	0
Donations - Private Grants	367.00.00.0030	0	0
Donations - Restricted	367.00.00.0100	0	3,500
Buck Park Reimbursements	369.90.00.0001		
State Remittances	386.00.00.0000	1,300	1,300
Refunds *(technically "Other Nonrevenues")*	389.00.00.0000		
Buck Park Reimbursements	369.90.00.0001		
column total->		**361,900**	**366,650**
	Expenditures		
Ending Cash	508.80.00.0000		
Personnel			
OIPRD Director	571.00.10.0001	43,260	43,260
OIPRD Program Coordinator	571.00.10.0002	39,600	40,788
OIPRD Facility Supervisor	571.00.10.0003	9,720	9,720
FICA	571.00.20.0001	5,565	5,565
L & I	571.00.31.0002	1,500	1,500
Unemployment	571.00.20.0009	3,000	3,000
Supplies			
Office Supplies	571.00.31.0002	1,300	1,200
Computer Supplies	571.00.31.0003	300	300
Software	571.00.31.0004	400	300
Grounds - Sprinkler	571.00.31.0007	200	200
Janitorial Supplies	571.00.31.0009	200	200
Promotion Supplies	571.00.31.0013	200	200
Supplies - Other	571.00.31.0019	2,000	4,000
Athletic Supplies - General	571.00.31.0100	4,000	5,000
Equipment Non-Capitalized			
Office Equipment	571.00.35.0002	1,000	1,000
Signage	571.00.35.0003	500	500
Athletic Equipment - General	571.00.35.0100	4,000	6,000
Professional Services			
Professional Services	571.00.41.0001	1,500	1,000
Instructors	571.00.41.0003	12,000	12,000
Website Development / Consulting	571.00.41.0004	1,000	500
Legal Services	571.00.41.0006	2,500	2,500
Accounting Services	571.00.41.0007	500	500
Print/Graphics Services	571.00.41.0008	1,000	700

Orcas Island Park and Rec District DRAFT 2016 Budget

as of : 10/8/15	date of this revision 10/7/15	2015	201~~5~~6
	Revenues	**Budget**	**Budget**
WA State Auditors Fees	571.00.41.0015	10,000	10,000
Promotion	571.00.41.0019	800	800
Programs Brochures/Mailers	571.00.41.0020	2,000	4,000
Advertising	571.00.41.0100	200	200
Employment Advertising	571.00.41.0101	400	400
Program Subcontracting	571.00.41.0200	12,000	8,000
Admin./Office non-supplies/equip. costs			
Postage & Shipping	571.00.42.0001	300	2,000
Website / Online Billing	571.00.42.0002	450	450
Printing / Graphics	571.00.42.0003	2,000	500
Telephone/Internet	571.00.42.0004	3,000	3,000
Active Net Fees	571.00.42.0005	300	200
Travel	571.00.43.0010	200	200
Rentals and Leases			
Operating Rentals and Leases	571.00.45.0002	5,600	5,600
Event Rental Fees	571.00.45.0100	6,500	6,500
Insurance Premiums and Recoveries	571.00.46.0001	4,000	4,000
Utilities			
Utilities Sevices - Chem RR Svc.	571.00.47.0011	3,000	3,500
Utilities Service - Water	571.00.47.0012	600	600
Sewer / Garbage	571.00.47.0013	1,500	1,500
Utilities Service - Electrical	571.00.47.0014	600	800
Repairs and Maintenance			
Grounds / Mowing	571.00.48.0006	13,000	14,000
Grounds / Sprinkler Related	571.00.48.0007	1,000	1,000
Grounds / Gen. Water System Related	571.00.48.0008	2,000	2,000
Grounds Maintenance	571.00.48.0010	2,000	2,000
Grounds - Other	571.00.48.0011	4,000	4,000
Miscellaneous			
Auditor Recording Fees	571.00.49.0002	300	300
Ballot/Promo/Domaines	571.00.49.0004	500	500
Other	571.00.49.0009	2,000	2,000
Taxes and Operating Assessments	586.00.44.0000	1,300	1,300
Park Improvements	594.71.63.0010	3,500	3,500
column totals ->		**218,295.00**	**222,783.00**
ed ending of period cash balance ->		**$143,605**	**$143,867**