

Meeting Minutes December 1, 2015

Orcas Island Park and Recreation District Commission
Special Public Meeting, Tuesday, December 1, 2015
OIPRD Conference Room
5:00 P.M. - 7:00 P.M.

I. CALL TO ORDER – 5:14 pm

Bob Eagan, Chairman

Roll call:

Seat 1: Vicki Vandermay - *present*

Seat 2: Bob Eagan - *present*

Seat 3: Martha Farish - *present*

Seat 4: Justin Paulsen - *present via phone*

Seat 5: Joe Gaydos- *absent*

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

Public present: None.

II. PUBLIC COMMENT

None.

III. Oath of Office for New Commissioner

Reference June 11 Minutes:

Commissioner Seat 5 – Appointment for Temporary Position

MOTION was made by Martha to invite Joe Gaydos to fill position number 5 on a temporary basis until the next election has been certified; seconded by Justin; and it was approved unanimously.

Deborah Jones was elected in the Nov. 2015 general election. The election results were certified on Nov. 23, 2015.

The Oath of Office was administered to Deborah Jones by Bob Eagan, President of the Board.

IV. 2016 LEVY PLANNING

Purpose: To review and finalize the 2016 Levy request and budget.

Discussion of the Levy Proposal Cover Letter:

<Cover letter to San Juan County Auditor Attached>

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Discussion included changing "individual" to read "participants" and "in 2015" to annual in the proposed cover letter.

MOTION: to authorize Marcia to sign the cover letter with the recommended changes by Martha; seconded by Deborah and it passed unanimously.

Discussion of 2016 Levy Budget spreadsheet:

<2016 Levy Budget Attached>

Discussion included shifting the Field One upgrade to first quarter 2017 and the park Storage Shed repair to third quarter 2016. Changes were noted on the quarter by quarter master budget.

MOTION: To distribute the seven-year budget draft materials to community influentials for feedback by Deborah; seconded by Vicki and it passed unanimously.

Discussion of the Resolution 2015-12, Levy Proposal:

<Resolution 2015-12 Attached>

No revisions noted in discussion. Typo corrected in the resolution heading.

MOTION: To pass Resolution 2015-12 authorizing the San Juan County Auditor to place before the voters a proposition for a regular property tax levy of 15 (fifteen) cents per \$1,000.00 (one thousand dollars) of assessed value of property in each year for six consecutive years following voter approval by Martha; seconded by Vicki and it passed unanimously.

Next Steps:

- Print out post cards with pictures and with what will appear in the voter's pamphlet.
- Make a list of groups that everyone is involved in to get the word out.
- We need to convene citizen committees to review the budget and strategy.
- We also need to establish an email committee to vet the funding and timing.

V. ADJOURNMENT

MOTION to adjourn by Deb, seconded by Bob at 6:00 pm, unanimously approved.
The meeting was adjourned at 6:00 pm.

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Addenda:

2016 Levy Budget Attached
Resolution 2015-12 Attached
Cover letter to San Juan County Auditor Attached

Special Public Meeting minutes for December 1, 2015

Approved by motion on this 10th day of Dec , 2015

Signed and attested this 10th day of Dec , 2015

for Vicki Vandermay
Justin Paulsen #4,
Secretary

Martha Farish
~~Bob Egan~~, Commissioner #2, #3
Chair
Acting Chair - Martha Farish

OIPRD 7-Year Budget Draft December 1, 2015**

INCOME SOURCING

[illegible]

EXPENSE ALLOCATION

INFRASTRUCTURE INVESTMENT									
Infrastructure Refurbish & Repair BP	13,000	28,000	0	0	0	0	0	0	\$ 41,000
Skatepark Repairs	6,000	10,000	0	0	0	0	0	0	\$ 16,000
Dugout Repairs / Roofing	5,000	4,000	0	0	0	0	0	0	\$ 9,000
Playground Repair and Upgrade	0	15,000	0	0	0	0	0	0	\$ 15,000
Seasonal Fencing	6,000	0	0	0	0	0	0	0	\$ 6,000
Spectator Seating	5,000	0	0	0	0	0	0	0	\$ 5,000
Sand Volleyball Court	6,000	0	0	0	0	0	0	0	\$ 6,000
Field One Upgrade	30,000	0	0	0	0	0	0	0	\$ 30,000
BP Shed Repair and Expansion	0	5,000	0	0	0	0	0	0	\$ 5,000
OOLA Development	0	5,000	0	0	0	0	0	0	\$ 5,000
New Multi-Use Court	0	30,000	0	0	0	0	0	0	\$ 30,000
Resurface Tennis Courts	0	0	20,000	0	0	0	0	0	\$ 20,000
Resurface Pickleball Courts & add Nets	0	0	0	7,000	0	0	0	0	\$ 7,000
Misc./ Contingent incl. major repairs	5,000	5,000	5,000	7,000	5,000	5,000	5,000	5,000	\$ 37,000
RECURRING EXPENSES									
PROFESSIONAL STAFF	107,073	123,670	127,384	131,204	135,484	139,596	143,832	143,832	\$ 908,243
OPERATIONS AND SEASONAL STAFF (incl loan repayment)	64,396	100,485	99,080	103,723	105,288	110,522	101,508	101,508	\$ 685,003
RECREATION PROGRAMS	43,858	44,672	45,653	46,660	47,693	48,597	49,523	49,523	\$ 326,656
PARK ESSENTIAL MAINTENANCE	34,092	35,084	36,106	37,157	38,239	39,352	40,498	40,498	\$ 260,527
TOTAL EXPENSES:	325,419	405,910	333,223	332,744	331,704	343,067	340,361	340,361	\$2,412,429
NET CASH FLOW	\$71,381	(\$76,161)	\$331	\$2,801	\$7,060	(\$1,337)	\$4,442	\$4,442	\$8,517
END OF PERIOD BANK BALANCE	\$ 216,381	\$ 140,220	\$ 140,551	\$ 143,352	\$ 150,412	\$ 149,075	\$ 153,517	\$ 153,517	
RESERVE ALLOCATION (INCLUDED IN BANK BALANCE)	10,000	10,000	10,000	13,000	18,000	18,000	20,000	20,000	\$20,000

****assumes passage of 2016 Levy**



Resolution 2015-12

RESOLUTION 2015-12

A RESOLUTION BY THE ORCAS ISLAND PARK AND RECREATION DISTRICT TO AUTHORIZE THE SAN JUAN COUNTY AUDITOR TO PLACE BEFORE THE VOTERS A PROPOSITION FOR A REGULAR PROPERTY TAX LEVY.

WHEREAS, the Board of Commissioners for Orcas Island Park and Recreation District (OIPRD) desire to fund the District so that the District may fulfill its duties to provide programs and recreational services for Orcas Island citizens as set forth in RCW 36.69.130; and

WHEREAS, voters in 2011 approved funding sufficient for proposed OIPRD programs, services and the refurbishment of Buck Park, the full funding was never fully realized due to a decline in property assessments and thus tax distributions to OIPRD; and

WHEREAS, the Board of Commissioners desire to complete the 2010 originally proposed, and voter approved, improvements to the fields, courts, fences, irrigation, skatepark and backboards at Buck Park; and

WHEREAS, OIPRD desires for voters to approve a property tax levy to fund OIPRD authorized by RCW 36.69.145.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners for the Orcas Island Park and Recreation District:

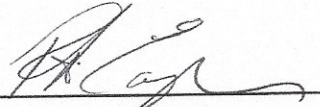
The Board of Commissioners authorizes and requests that the San Juan County Auditor place before the voters during the February 9, 2016 special election a proposition requesting approval of funding for the Orcas Island Park and Recreation District in the amount of 15 (fifteen) cents per \$1000.00 (one thousand dollars) of assessed value of property in each year for six consecutive years following voter approval, pursuant to RCW 36.69.145.

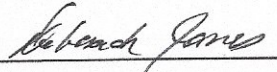
The Commissioners approve the following language for the ballot title, subject to review and approval by San Juan County Auditor and the Prosecuting Attorney:

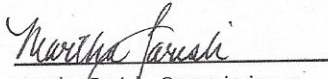
WILL ORCAS ISLAND PARK AND RECREATION DISTRICT BE AUTHORIZED TO IMPOSE REGULAR PROPERTY TAX LEVIES OF FIFTEEN CENTS PER THOUSAND DOLLARS OF ASSESSED VALUATION FOR EACH YEAR FOR SIX CONSECUTIVE YEARS?

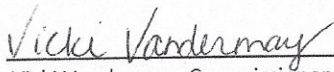
ADOPTED this 1st day of December 2015.


Justin Paulsen, Commissioner


Bob Eagan, Commissioner


Deborah Jones, Commissioner


Martha Farish, Commissioner


Vicki Vandermay, Commissioner

Orcas Island Park & Recreation District



P.O. Box 575, Eastsound, WA, 98245

December 3, 2015
Milene Henley
San Juan County Auditor
350 Court St., P.O. Box 638
Friday Harbor, WA 98250

Dear Ms. Henley,

Attached is the Resolution for a Regular Property Tax Levy for the Feb. 9, 2016 special election to provide funding for the Orcas Island Park and Recreation District.

The Board of Commissioners of OIPRD would like to suggest that the Explanatory Statement include references for the revenue. We understand the Prosecuting Attorney's office normally drafts Explanatory Statements and therefore provide the following as suggested language only.

Suggested Explanatory Statements:

In accordance with powers granted Park and Recreation Districts via RCW 36.69.130 the OIPRD Commissioners have specified the following purposes, among others, for the revenue.

OIPRD funding may be partially used to administer and/or fund existing recreational programming and services for adults and children currently offering nearly 100 programs and serving over 1,600 participants annually on Orcas Island.

Revenue may also be used for replacement fencing, repairs to the skatepark, resurfacing the outdoor basketball court, refurbishing an outdoor volleyball court, repair to Field One and upgrades to create a baseball and soccer field, administration and maintenance of the new proposed off leash dog park, re-claiming or re-surfacing of courts for use in pickleball and tennis and repair and/or replacement of spectator seating adjacent to playing fields.

Revenue may also be used to establish an on-going fund for planned replacement of infrastructure, courts and facilities as each reaches the end of its useful life.

Please let me know if you have any questions or need additional information.

Best regards,

A handwritten signature in black ink, appearing to read "Marcia West". The signature is fluid and cursive, with a large, stylized initial "M".

Marcia West
Director
Orcas Island Park and Recreation District
marciaw@oiprd.org