Meeting Minutes
October 13, 2016

Orcas Island Park and Recreation District Commission
Public Meeting, Thursday, October 13, 2016
Eastsound Firehall
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:13 pm

Bob Eagan, Chair
Roll call:
Seat 1: Vicki Vandermay - *absent*
Seat 2: Bob Eagan - *present*
Seat 3: Martha Farish - *present*
Seat 4: Justin Paulsen – *present*
Seat 5: Deborah Jones – *present*

Staff present: Marcia West (Director), Kim Ihlenfeldt (Assistant Director)

II. PUBLIC COMMENT

No public present.

III. MONTHLY AGENDA

1. **Previous Minutes** – September 8, 2016 Public Meeting

   MOTION: With no revisions, Deb moved to approve the September 8th public meeting minutes; seconded by Martha and it was approved unanimously.

2. **Employees Pay Slip**

   MOTION to approve employees pay slip for $12,658.00 by Deb; seconded by Justin; and it was approved unanimously.

3. **Payment of Claims**

   MOTION: Martha moved to approve the September 23rd Claims Payment #6501 for $7,989.80; seconded by Deb and it was approved unanimously.

   MOTION: Justin moved to approve the September Claims Payment #6501 for $8,793.85; seconded by Deb and it was approved unanimously.

   MOTION: Justin moved to approve the sales tax payment of $275.01 to the Department of Revenue; Deb seconded and it was approved unanimously.

IV. MONTHLY BUSINESS

1. Financial

<Custom runner attached>

Cash ending balance at September 2016 was $254,749.36. This includes the Port of Orcas interagency loan and ~ $3,600 in early second half taxes.

A second claims payment was made in September due to the early date of the September meeting.

2. Director's Report and Buck Park Maintenance Improvement Report

<Director's Report>
<Buck Park Maintenance Improvement report attached>

Martha inquired about the status of receiving activity fees in a timely manner. Kim shared that many parents face financial difficulty at the start of the school year due to several fees being due around the same time. Martha shared the idea of finding financial support for struggling families, offering the OICF Holiday Catalog as one idea. The commission and staff will brainstorm on this and other ideas. The deadline for entry into the OICF Holiday Catalog was noted as November 1st.

Indoor drop-in programs are up and running with lighter than normal numbers in pickleball. It seems those groups are continuing play outdoors while the weather is nice. Basketball had an issue with an aggressive player, who will be barred from participation for 3 months; the incident will be forwarded to the sheriff's station.

MOTION to move into executive session by Justin, seconded by Deb: and they moved into executive session to discuss the Program Assistant's 3-month review.

MOTION to return from executive session by Justin, seconded by Deb: unanimously approved.

V. UNFINISHED BUSINESS

1. Multi-court, Fence, and Dugout Update

<Fence Contract, Countrywide Fence>
The fence is now projected for a November start. Marcia will hold off on ordering the new tennis backboard until the fence is in.

Griffin Yardworks has finished grading against the skirt of the multi-use court and has put a temporary fence up.

Dugout draft is in and ready to be stamped. The cost for the stamp is $1,300.

MOTION to approve $1300 expenditure for the stamp by Justin, seconded by Martha: unanimously approved.

2. **Off Leash Area Update**

Marcia met with Ruthie this week to review the project to date. Burning is scheduled for Monday morning at 8:00 a.m. Next up is designing the fence and entry.

3. **2017 Budget – November Hearing**

A special budget hearing for the 2017 Budget is scheduled for 10 November 2016.

4. **Thank you Ad for Sounder**

An ad thanking the volunteers and contractors has been paid for by private donation and will run in the upcoming issue of the Island's Sounder.

VI. NEW BUSINESS

1. **Cloud Storage Options – DropBox security alternatives**

After a possible security breach with DropBox, staff have been researching options for a more secure cloud storage and agree on Box.

MOTION to approve the move of OIPRD files from DropBox to Box by Justin, seconded by Martha: unanimously approved.

2. **Playground Proposed Plans**
<Proposed playground structures>

Marcia presented research on playground options. Northwest Playground sent some drawings for review. Martha and Marcia have discussed using an all-weather surface under the structure. Justin expressed concern about being certain the surface met all code. Martha suggests we break the playground into components and purchase what we can out of our budget, then seek private funding and donations for the remaining components. Deb is curious what the lifespan of the all-weather surface is. Marcia will continue researching options and will present at the next meeting.

3. **Covered Tennis Area Request**

A local tennis player has requested the possibility of building a cover over the existing tennis court. Marcia has researched some cost options, which run between $150,000 and $300,000. Martha inquired about the cost of building a covered area on the third court.

4. Fifth year – Strategic Planning Workshop

Marcia suggests we schedule a year five strategic planning meeting for future programs and operations and proposes December 15th, with the possibility of tying it in adjacent to a potentially late monthly meeting.

VII. ADJOURNMENT

MOTION to adjourn by Justin seconded by Deb at 6:07 pm, unanimously approved. The meeting was adjourned at 6:07 pm.

Addenda:
Claims Payment Request – Sept. 23
Claims Payment Request – Oct. 13
Claims Payment Request – DOR Sept
Custom Report Runner
Draft 2017 Budget
Director's Dashboard
Buck Park Maintenance Improvement Report
Fence Contract, Countywide Fence
Proposed Playground Structures

Public Meeting minutes for October 13, 2016

Approved by motion on this 10th day of Nov., 2016

Signed and attested this 10th day of Nov., 2016

Justin Paulsen #4,
Secretary

Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

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

DATE: Oct. 13, 2016

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$7,989.80**

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: 10/13/16

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling $ 7,989.80 for the period ending Oct. 13, 2016 We approve payment with our signatures below.

Commissioner — Date

Commissioner — Date: 10/13/16

Commissioner — Date: 10-13-16

Commissioner — Date: 10/13/16

VOUCHER CERTIFICATION AND APPROVAL

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

DATE: 23-Sep-16

SEE ATTACHED INVOICE ACCOUNTING REPORTS

The following voucher/warrents/electronic payments are approved for payment:

Voucher (warrant)	Batch Dated:	23-Sep-16	through	23-Sep-16	TOTAL $ 7,989.80

I, the undersigned, do hereby certify under penalty of perjury that the materials, have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Orcas Island Park and Recreation District, and that I am authorized to authenticate and certify to said claim.

Signed as Auditing Officer 9/23/16 Date

Employee / Officer Expense reimbursement Claim

I, the undersigned, do hereby certify undeer penalty of perjury that the claim is a just, due and unpaid obligation against the Orcas Island Park and Recreation District, and that I am authorized to certify to said claim.

Signed as Auditing Officer Date

apInAVnn
09/23/2016 1:56:00PM

Invoice Accounting Report by Vendor Name

San Juan County

Vendor Number: ban155 **Name:** BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ban0921	1	Tennis Specialists - Replacement Sponge	E 6501.00.571.00.31.0100	96.00	in
	2	Hewlett Packard - Printer Ink	E 6501.00.571.00.31.0002	259.42	in
	3	Quickbooks	E 6501.00.571.00.31.0004	23.31	in
	4	Scientifics - Supplies - Mad Scientist	E 6501.00.571.00.31.0019	104.90	in
	5	Office Cupboard - supplies for signage	E 6501.00.571.00.31.0019	26.48	in
	6	Amazon - Athletic Eq - Portable and	E 6501.00.571.00.35.0100	1,481.21	in
	7	Amazon - Program supplies - Magic	E 6501.00.571.00.31.0019	165.00	in
	8	Amazon - Athletic supplies	E 6501.00.571.00.31.0100	333.59	in
			Vendor Total:	2,489.91	

Vendor Number: cen480 **Name:** CENTURYLINK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
cl0921	1	August phone acct#427063167	E 6501.00.571.00.42.0004	294.54	in

Vendor Number: nor143 **Name:** N CASCADE YOUTH FOOTBALL INC, NCYFL -

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ncyfl20160921	1	NCYFL - Ref Fees 2016	E 6501.00.571.00.49.0009	750.00	in

Vendor Number: pro147 **Name:** PROSTOCK ATHLETIC SUPPLY, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
bbt014325-bt05	1	Athletic supplies - first aid	E 6501.00.571.00.31.0100	354.13	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sjs0921	1	August - Buck Park trash	E 6501.00.571.00.47.0013	231.50	in

Vendor Number: sea415 **Name:** SEA ISLAND SAND & GRAVEL INC

Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sea0928	1	Sea Island - Concrete	E 6501.00.594.71.63.0010	3,815.93	in

Vendor Number: wil149 **Name:** WILLALLEN, MARY TAYLOR

Invoice Number	Line No	Line Description	Account Number	Amount	Type
mwa0921	1	Reimbursement- Program supplies - Boys'	E 6501.00.571.00.31.0019	53.79	in

Grand Total: 7,989.80

CLAIMS PAYMENT REQUEST

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

DATE: 13-Oct-16

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$8,793.85**

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: 10/13/16

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling $ 8,793.85 for the period ending October 13, 2016 We approve payment with our signatures below.

Commissioner — Date

Commissioner — Date: 10/13/16

Commissioner — Date: 10-13-16

Commissioner — Date

apInAVnn
10/12/2016 4:05:32PM

Invoice Accounting Report by Vendor Name

San Juan County

Vendor Number: ban155 **Name:** BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
BAN1013	1	SSCi - background check	E 6501.00.571.00.41.0001	18.50	in
	2	Go daddy - hosting annual renewal	E 6501.00.571.00.42.0002	119.88	in
	3	custom ink - soccer shirts	E 6501.00.571.00.31.0100	193.68	in
	4	home depot - line paint	E 6501.00.571.00.31.0100	56.90	in
	5	amazon - line paint	E 6501.00.571.00.31.0100	136.71	in
			Vendor Total:	525.67	

Vendor Number: cen480 **Name:** CENTURYLINK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
cl1013	1	act# 427063167 Sept	E 6501.00.571.00.42.0004	294.23	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ewua1013	1	Sept - Water Buck Park	E 6501.00.571.00.47.0012	82.25	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
gyw1013	1	Maintenance for Sept 2016	E 6501.00.571.00.48.0006	943.55	in
	2	tax - maintenance	E 6501.00.571.00.48.0006	76.43	in
			Vendor Total:	1,019.98	

Vendor Number: hic144 **Name:** HICKMAN, LANA

Invoice Number	Line No	Line Description	Account Number	Amount	Type
lh1013	1	instruction - art & science	E 6501.00.571.00.41.0003	290.00	in
	2	supplies - poster board	E 6501.00.571.00.31.0019	20.12	in
			Vendor Total:	310.12	

Vendor Number: mos155 **Name:** MOSS, STEPHANIE ANN

Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sm1013	1	Dance - fall sessions - 7 wks, 6 classes	E 6501.00.571.00.41.0003	2,100.00	in

Vendor Number: orc195 **Name:** ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
is1013	1	Storage - November	E 6501.00.571.00.45.0002	145.00	in

Vendor Number: orc830 **Name:** ORCAS POWER & LIGHT (INC)

Invoice Number	Line No	Line Description	Account Number	Amount	Type
opalco1013	1	Sept Buck Park Power	E 6501.00.571.00.47.0014	22.36	in

Vendor Number: pro147 **Name:** PROSTOCK ATHLETIC SUPPLY, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
BBT014282	1	Athletic supplies - soccer	E 6501.00.571.00.31.0100	943.90	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
02905	1	Quarterly fees - 3rd Qtr	E 6501.00.571.00.41.0007	212.33	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sjs1013	1	Sept. - Buck Park trash	E 6501.00.571.00.47.0013	108.01	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
swishg2016	1	Orcas Girls SWISH - 3 teams	E 6501.00.571.00.49.0009	2,010.00	in

Vendor Number: sta111 **Name:** STARR EXCAVATION INC

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Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
15620	1	Buck Park Sani Cans, Sept	E 6501.00.571.00.47.0011	600.00	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
fh1013	1	Rent - November	E 6501.00.571.00.45.0002	420.00	in

Grand Total: 8,793.85

Islanders BANK

MARCIA WEST
ORCAS ISLAND PARK & REC
Account Number: #### #### #### 1739
Closing Date: 10/02/16
Credit Limit: $3,000.00
Available Credit: $279.61

MasterCard

Account Inquiries

Customer Service: (855) 891-4821
Lost or Stolen Card: (866) 839-3409

Please Direct Written Inquiries to:
BANNER BANK
PO BOX 2181
WALLA WALLA , WA 99362-0181

To pay on-line:
www.islandersbank.com

Account Summary

Previous Balance	$	696.70
Purchases	+	3,781.17
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	1,757.48 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	$	2,720.39

Payment Information

Minimum Payment $ 82.00

Total Minimum Payment Due $82.00
Payment Due Date 10/26/16

Mail Payments to: BANNER BANK PO BOX 2181 WALLA WALLA WA 99362-0181

Important News

NEW FRAUD PROTECTIONS COMING THIS SUMMER! TO FURTHER PROTECT YOU, YOU WILL BEGIN RECEIVING TEXTS AND/OR EMAILS THIS SUMMER ASKING YOU TO CONFIRM IF SUSPICIOUS PURCHASES ARE VALID OR NOT. WE WILL ONLY ASK YOU TO VERIFY IF YOU DID MAKE THE PURCHASE(S) OR NOT, WE WILL NOT ASK FOR ACCOUNT OR PERSONAL INFORMATION. KEEPING YOU PROTECTED IS IMPORTANT TO US AND WE ARE EXCITED TO OFFER THESE NEW ENHANCED FRAUD SERVICES TO YOU!

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
09/06	09/07	PPLN01	55429506250715514372245	CUSTOMINK LLC 8002934232 VA	$ 966.78
09/06	09/07	PPLN01	55432866250000968090541	IN *SOUTHEASTERN SECUR 866-9967412 GA	74.00
09/12	09/14	PPLN01	75265866257335200667398	THE OFFICE CUPBOARD EASTSOUND WA	26.48
09/15	09/15	PPLN01	55432866259000656656448	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	73.52
09/15	09/16	PPLN01	55432866259000805967928	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	102.76
09/16	09/16	PPLN01	55432866260000105556527	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	123.54
09/19	09/19	PPLN01	55432866263000771363494	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	135.01
09/19	09/19	PPLN01	55432866263000876738624	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	63.76
09/20	09/21	PPLN01	55432866264000849166803	IN *ACTIVE SPORTS LLC 859-2601831 KY	96.00
09/20	09/21	PPLN01	55432866264000706240246	INTUIT *QB ONLINE 800-286-6800 CA	23.31
09/21	09/21	PPLN01	55432866265000124339348	SDI*SCIENTIFICS DIRECT 800-206-7034 NY	104.80
09/21	09/22	PPLN01	55432866265000415308176	HP *HP HOME STORE 888-345-5409 CA	259.42
09/21	09/22	PPLN01	55432866265000386948505	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	1,481.21
09/25	09/27	PPLN01	55541866270010197539980	THE HOME DEPOT #8561 BURLINGTON WA	56.90
09/28	09/29	PPLN01	55429506272715072536342	CUSTOMINK LLC 8002934232 VA	193.68

PLEASE DETACH COUPON AND RETURN PAYMENT USING THE ENCLOSED ENVELOPE - ALLOW 5 DAYS FOR MAIL DELIVERY

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

Islanders BANK

Account Number
5532 3700 0009 1739

Check box to indicate name/address change on back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
10/02/16	$2,720.39	$82.00	10/26/16

$ 525.67

MARCIA WEST
ORCAS ISLAND PARK & REC
PO BOX 575
EASTSOUND WA 98245-0575

2327

MAKE CHECK PAYABLE TO:
BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

86 5532 3700 0009 1739 00008200 00272039 8

Eastsound Water

EWUA
PO Box 115
Eastsound, WA 98245
360 376 2127
www.eastsoundwater.org

Account No.	Location No.
O064	06-0135

Due Date	Amount Due
10/20/2016	$82.25

Add $17.00 PER MONTH LATE FEE if paying after due date.

OI PARK & RECREATION DISTRICT
C/O: MARCIA WEST, DIRECTOR
PO BOX 575
EASTSOUND, WA 98245-

Amt Enclosed

Make Checks Payable to EWUA

This stub ensures your payment is processed accurately. Please detach and return the stub with your payment, and add your Location # to your check.

For emergencies EWUA has your email address and phone as:

☐ **Address or email corrections or updates provided on reverse of stub.**

Please Detach and Remit Stub with Payment

Eastsound Water Users Association
286 Enchanted Forest Road, Suite B102
PO Box 115, Eastsound WA 98245
Phone: (360) 376-2127 Fax: (888) 523-2470
www.eastsoundwater.org EWUA@rockisland.com

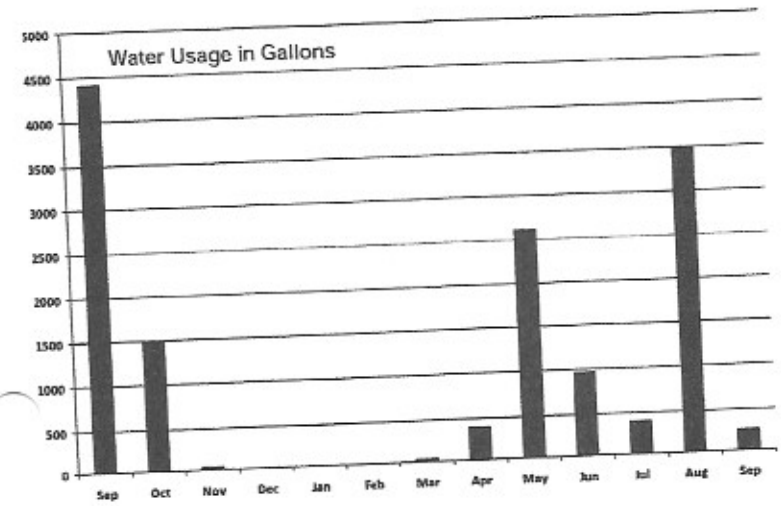
OI PARK & RECREATION DISTRICT
C/O: MARCIA WEST, DIRECTOR
PO BOX 575
EASTSOUND, WA 98245-

Billing Name	Member Name
OI PARK & RECREATION DISTRICT	OI PARK & RECREATION DISTRICT

Service Address
673 MT. BAKER RD (1.75 ERUs)

Account No.	Location No.	Due Date
O064	06-0135	10/20/2016

Billing Date	Service Dates Starting	Ending	Meter Readings Previous	Current	Usage (gallons)	Charge Amount
	PREVIOUS BALANCE					$82.25
09/20/2016	08/20/2016	09/20/2016	7,998	8,269	271	$82.25
	PAYMENTS					$-82.25



Total Amount Due	$82.25

$17.00 PER MONTH LATE FEE will be applied to all past due accounts.

Special Message

PLEASE CONTINUE to write the LOCATION NO. on checks!!
CREDIT CARD PAYMENTS NOW AVAILABLE
Sign up at https://eastsoundwater.epayub.com
using your NEW Account No. indicated in blue above.
3% credit card fee will be applied ($3.25 min.)

0009454400

Orcas Power & Light Cooperative
183 Mt Baker Rd
Eastsound WA 98245-9413

For Billing Questions: Eastsound - Call (360) 376-3500
Friday Harbor - Call (360) 376-3550
www.opalco.com

Account Number	**9454400**
Statement Date	**09/15/2016**

Billing Summary

Balance From Last Billing	422.76
Payment Received 09/15/2016	688.25 CR
Balance Into Billing	265.49 CR
New Bill BUCK PARK WATER-MT BAKER	287.85
Total Due By 10/05/16	**22.36**
Total Due After 10/05/16	**23.48**

1067 1 AV 0.373 4 1067
ORCAS IS PARK AND REC DISTRICT C-4 P-4
PO BOX 575
EASTSOUND WA 98245-0575

Messages
Open House Events In October. opalco.com/calendar/

Service Details

Loc 2024263-001 Service Add BUCK PARK WATER-MT BAKER RD Desc RC 20

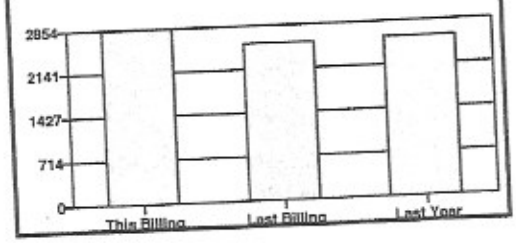
Meter Reading Details **Meter 110317844**

Current Reading	09/11/16	36606
Previous Reading	08/10/16	33752
Total Usage		2854
Days Served 32		

Detail of Charges

Balance Into Billing		-265.49
Facility Charge		36.12
Late Payment Charge		7.86
Energy Assistance Program		1.43
KWH Charges		242.44
370 KWH @ .0960	35.52	
2484 KWH @ .0833	206.92	
		287.85
This Service		
Sub-Total Amount Due		**22.36**

Electric Energy Usage



KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	32	2854	89	279.99	8.74 0
Last Billing	30	2565	85	255.76	8.52 0
This Billing Last Year	31	2590	83	272.50	8.79 0

Please Return This Stub With Your Payment
Please Do Not Staple, Paperclip, Or Tape

ORCAS IS PARK AND REC DISTRICT
PO BOX 575
EASTSOUND WA 98245-0000

Account:	**9454400**
Statement Date:	**09/15/2016**
Total Due By 10/05/2016	22.36
Total Due After 10/05/2016	**23.48**

Your payment and any returned items may be processed electronically.

Initial any programs below to sign up.

____ Pal Round-up or one-time donation $_____

____ Green Power $4/block
# of blocks to add (or All to go All Green)_____
See reverse for more information.

Orcas Power & Light Cooperative
183 Mt Baker Rd
Eastsound WA 98245-9413

5500900094544000000022360000023480915201 66

SAN JUAN COUNTY
350 Court Street
Friday Harbor, WA 98250
(360) 378-2161

INVOICE 02905

DUE DATE	10/04/2016
INVOICE DATE	10/04/2016
CUSTOMER #	0038
AMOUNT DUE	212.33

ORCAS IS PARK & REC DISTRICT
MARCIA WEST
PO BOX 575
EASTSOUND, WA 98245

AMOUNT PAID_____

Contact Name: ROBIN GARCIA **Phone:** (360) 370-7552

PLEASE DETACH AND RETURN WITH YOUR REMITTANCE. MAKE CHECKS PAYABLE TO SAN JUAN COUNTY

SAN JUAN COUNTY

DESCRIPTION		AMOUNT
Payroll Warrants Quantity @ $6.25	15	93.75
A/P Warrants Entered-District Quantity @ $.98	72	70.56
Miscellaneous Auditor charges		36.27
Postage Charge	36.27	
Miscellaneous Charge	0	7.20
'P Warrant Stock Quantity @ $0.10	72	3.05
Envelope Stock Quantity @ $.035	87	1.50
Payroll Warrant Stock Quantity @ $0.10	15	
Total Amount Due:		212.33

Quarterly Fees - 3rd Quarter, 2016

'STOMER # 0038 INVOICE # 02905 PAYABLE UPON RECEIPT 212.33

San Juan Sanitation Co.
279 Gravel Pit Road
Eastsound, WA 98245
Phone: 360-376-4709 ■ 1-877-249-1467

Remit Payments To
P.O. Box 267
Lynden, WA 98264

Garbage Collection
Commerical Recycling
Landscaping Supplies

Billing Date: 09/30/16	Due by: 10/25/16	Delinquent: 10/05/16

ACCOUNT NUMBER	SERVICE NAME & ADDRESS	PREVIOUS BALANCE
2960959-SJ	ORCAS PARK & RECREATION D - 95 SWORD FERN LN	231.50

QUANTITY	DATE	DESCRIPTION	AMOUNT
1	09/30/16	2-YD SPECIAL	67.30
1	09/30/16	SERVICE:RENT 2-YD SPECIAL PERIOD:SEPT	14.00
1	09/30/16	SERVICE:RENT CO-MINGLE 2YD PERIOD:SEPT	12.00
1	09/30/16	14.5% SAN JUAN COUNTY EXCISE TAX	11.79
1	09/30/16	3.6%STATE REFUSE TAX	2.92
1	09/30/16	PAYMENT	-231.50

Are you planning a cleanup or project soon? We offer clean, convenient, temporary dumpster service to handle any size clean up need you may have. Call us for pricing and details.

PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING	09/30/16	Aging 0-30	31-60	61-90	Over 90	Total	BALANCE DUE	108.01
		$ 108.01	0.00	0.00	0.00	108.01		

San Juan Sanitation Co.
PO Box 267
Lynden, WA 98264-0267

Phone: 360-376-4709 ■ 1-877-249-1467

Make Checks Payable To:
SAN JUAN SANITATION CO.

Due by: 10/25/16

ACCOUNT NUMBER
2960959-SJ

PREVIOUS BALANCE:	231.50
PAYMENTS:	-231.50
BALANCE FORWARD:	0.00
CURRENT CHARGES:	108.01
BALANCE DUE:	**108.01**

ENTER AMOUNT BEING PAID 108.01

867 1 AV 0.373 875 / 867 3-3-280
ORCAS PARK & RECREATION D
PO BOX 575
EASTSOUND WA 98245-0575

SAN JUAN SANITATION CO.
PO BOX 267
LYNDEN, WA 98264-0267

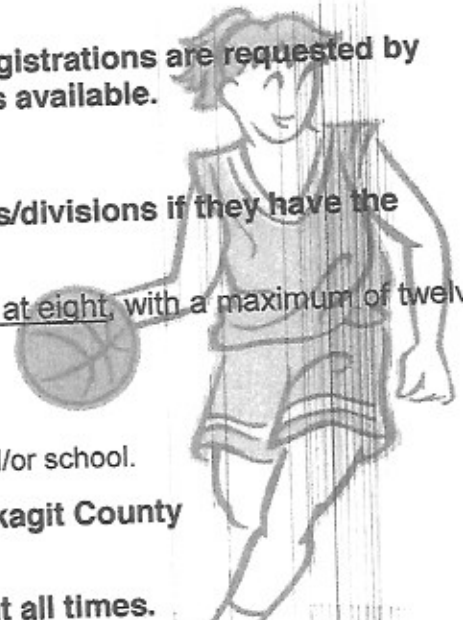
2016 GIRLS S.W.I.S.H. BASKETBALL LEAGUE

(S.W.I.S.H. – Skagit, Whatcom, Island, Snohomish Hoops)

SKAGIT COUNTY Parks and Recreation

✪✪ THE BEST GIRLS BASKETBALL ✪✪ ✪✪ PROGRAM IN THE AREA ✪✪

NWCAthletics.com



- **Games begin Saturday, October 22nd with Seeding Games. Registrations are requested by October 3rd. Late registrations will be accepted only if space is available.**
- **Separate Divisions of Play for 5th/6th, 7th, & 8th Grade Girls**
- **NOTE: Teams and players are allowed to "PLAY UP" in grades/divisions if they have the necessary skill level.**
- **Rosters:** Minimum number of players on a team is recommended at eight, with a maximum of twelve.
- **Team Entry Fee: $670.00 (Includes an 11 game guarantee)**
- **Individual Entry Fee: $95.00** Sales Tax Included in BOTH fees!
  Individuals will be placed on teams based on Skagit Co. community and/or school.
- **Games will be played on Saturday's at various sites within Skagit County**
  - Mount Vernon, La Conner & Sedro Woolley
- **All teams are required to have an adult coach on the bench at all times.**
- **Uniforms:** All teams are required to wear same color and numbered jerseys (front or back).

All participants must complete and turn in a registration & concussion form with parental consent prior to participating in any practice and/or game. Team entries should turn forms in together.

Cut ✂ Here

2016 Girls S.W.I.S.H. Registration Form – INDIVIDUAL & TEAM

In consideration of your accepting my entry, I hereby for myself, my child or children when applicable, my heirs executors and administrators waive and release any and all rights and claims for damages I or my child(ren) may have against Skagit County through Skagit County Parks & Recreation and its representatives, successors or assignees for any and all injuries suffered by myself or my child(ren) while going to, participating in, or returning from this activity. I have read this statement and my signature below verifies mine and my child's acceptance of these conditions.

Participants Name: Orcas Park&Rec Phone(s): _____

Parent Name: x3 teams Parent Signature: _____

Address: = $2,010.00 City, Zip: _____

E-Mail: _____ School &/or Last Year's Team: _____

Grade (circle one): 5th 6th 7th 8th Individual Reg. ☐ Team Reg. ☐ Birth date: ___/___/___

Adults, please check if interested in: Coaching _____ Assisting _____ Refereeing _____

Send Registration & Fee to: Skagit County Parks & Recreation
P.O. Box 1326
Mount Vernon, WA 98273
360-416-1350
parksrec@co.skagit.wa.us

MasterCard VISA

This event/activity is **not** being sponsored by the School District, and the District assumes no responsibility for the conduct or safety of the event/ activity. In consideration for the privilege to distribute these materials, the School District shall be held harmless from any cause of action, claim or petition filed in any court or administrative tribunal arising out of the distribution of these materials, including all costs, attorney's fees and judgments or awards.

CLAIMS PAYMENT REQUEST

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

DATE: 13-Oct-16

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$275.01**

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: 10/13/16

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling $ 275.01 for the period ending October 13, 2016 We approve payment with our signatures below.

Commissioner — Date

Commissioner — Date: 10/13/16

Commissioner — Date: 10-13-16

Commissioner — Date: 10/13/16

apInAinv
10/12/2016 4:03:21PM

Invoice Accounting Report
San Juan County

Invoice #: 603231409 **Invoice Date:** 10/12/2016 **Doc Date:** 10/14/2016 **Due Date:** 10/19/2016
Vendor #: sta895 **Name:** STATE OF WASHINGTON **Type:** in

Line No	Line Description	Account Number	Amount	PO Number
1	Sales Tax - September	E 6501.00.586.00.44.0000	275.01	
		Grand Total:	275.01	

ORCAS ISLAND PARK & RECREATION DISTRICT 603-231-409

Confirmation

Confirmation Number	19069814
Tax Registration Number	603231409
Reporting Period	09/2016
Payment Type	EFT Credit
Date and Time Submitted	10/11/2016 11:40:55 AM
Payment Amount	275.01
Person Completing Return	Marcia West

To initiate your payment, you must contact your financial institution. Each bank has its own guidelines for ACH transactions. ACH Credit taxpayers are responsible for contacting their own bank to ensure funds are deposited in the State's bank no later than 5:00 PM Pacific Time on October 26 2016.

For easy reference, print this Confirmation Information page and keep it with your tax records.

Return to Account List Print Confirmation

View Printable Return

Confirmation

For Assistance Call:
1-877-345-3353

MONTHLY FINANCIAL STATEMENT BY FUND
SAN JUAN COUNTY
START DATE: 9/1/2016 END DATE: 9/30/2016

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			104,245.93	
212	SALARY PAYABLE	10,076.59			
231	OTHER ACCRUED LIABILITIES	3,163.35			
310	TAXES	3,675.10			
330	INTERGOVERNMENTAL REVENUE				
340	CHARGES FOR GOODS AND SERVICES	5,946.68			
360	MISCELLANEOUS REVENUES	504.00			
380	NONREVENUES	180,265.84			
	TOTAL RECEIPTS		203,631.56		
212	SALARY PAYABLE	10,076.59			
231	OTHER ACCRUED LIABILITIES	3,163.35			
570	CULTURE AND RECREATION	29,300.74			
580	NONEXPENDITURES	145.64			
590	DEBT SERVICE AND OTHER	10,441.81			
	TOTAL DISBURSEMENTS		53,128.13		
101	ENDING CASH BALANCE				254,749.36
				GL ENDING CASH BALANCE	254,749.36
				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

10/13/16

Orcas Island Park and Rec District 2016- 2017 Budget

	date of this 10/13/16	2016	2016				Q4			ACTUAL	Revised	2017
Revenues		Budget	Revised Budget	1st Half	Aug Actual	Sept Actual	Oct	Nov	Dec	YTD	2016	DRAFT
Beginning Net Cash and Investments	$150,000.00	145,000	169,000	$169,227	$148,125	$104,247	$249,489	$250,558	$231,711	$169,227	$169,000	$206,688
General Property Taxes	311.10.00.0000	177,000	177,000	$109,324	$1,432	$3,675	$50,176	$10,000	$2,000	$114,431	$176,932	$295,460
Leasehold Tax	317.20.00.0000	0	150	$102	$98	$0	$48	$0	0	$199	$247	
Timber Harvest Tax	317.40.00.0000	0	100	$0	$70	$0	$100	$0	$0	$70	$170	$141
Payment In-Lieu of Property Tax (DNR)	336.02.31.0000	0	0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Activity Fees	347.60.00.0000	29,000	35,000	$24,607	$2,822	$5,947	$1,700	$800	$893	$33,175	$34,321	$38,000
Rental / Lease Revenue	362.40.00.0000	500	500	$204	$101	$0	$0	$0	$0	$305	$401	$400
Donations												
Donations - Unrestricted	367.00.00.0010	3,000	2,600	$1,952	$0	$0	$0	$200	$0	$1,952	$2,300	$1,240
Donations - Team/Corporate Sponsorship	367.00.00.0020	0	0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Donations - Private Grants	367.00.00.0010	0	1,152	$1,153	$0	$0	$0	$0	$0	$1,153	$1,153	$0
Donations - Restricted	367.00.00.0100		8,000	$739	$6,175	$504	$400	$0	$0	$7,418	$7,975	$7,500
Buck Park Reimbursements	369.90.00.0005	1,000	500	$0		$0					$500	$0
Interfund Loan - Port of Orcas	381.10.00.6721		180,000		$0	$180,000					$180,000	$0
State Remittances	386.00.00.0000	1,100	1,900	$1,533	$146	$266	$60	$80	$40	$1,945	$1,966	$1,500
Refunds(technically "Other Revenues")	389.00.00.0000			$0						$0	$0	$0
column total->		354,800	575,902	**308,840**	**158,968**	**294,639**	**301,973**	**261,638**	**234,644**	**330,075**	574,966	550,929
	Expenditures											
Ending Cash	594.80.00.0000											
Personnel												
OIPRD Director	571.00.10.0001	43,260	52,396	$28,661	$4,747	$4,747	$4,747	$4,747	$4,747	$28,661	$52,396	$56,964
OIPRD Program Coordinator	571.00.10.0002	40,790	44,920	$25,260	$3,932	$3,932	$3,932	$3,932	$3,932	$25,260	$44,920	$47,184
OIPRD Facility Supervisor	571.00.10.0003	9,720	7,000	$4,340	$0	$0	$900	$900	$360	$4,340	$7,000	$8,000
OIPRD Program Assistant	571.00.10.004		24,808	$7,088	$3,544	$3,544	$1,544	$3,544	$3,544	$7,088	$24,808	$42,528
FICA	571.00.20.0001	5,570	7,304	$4,999	$935	$935	$461	$462	$462	$4,999	$7,729	$5,640
L & I	571.00.31.0002	1,500	1,600	$943	$94	$82	$133	$133	$133	$943	$1,569	$1,680
Unemployment	571.00.25.0009	3,000	1,400	$69	$0	$0	$277	$277	$277	$69	$1,150	$1,400
Supplies												
Office Supplies	571.00.31.0001	500	1,000	$525	$5	$370	$45	$90	$190	$525	$955	$1,000
Computer Supplies	571.00.31.0003	500	400	$189	$0	$0	$0	$100	$0	$189	$400	$400
Software	571.00.31.0004	500	1,200	$1,010	$26	$61	$40	$40	$44	$1,010	$1,200	$1,200
Grounds - Sprinkler	571.00.31.0007	200	500	$108	$0	$0	$192	$0	$0	$108	$500	$500
Janitorial Supplies	571.00.31.0009	100	100	$0	$0	$0	$25	$25	$25	$0	$100	$100
Promotion Supplies	571.00.31.0015	200	200	$0	$0	$0	$50	$50	$50	$0	$200	$200
Supplies - Other	571.00.31.0019	4,000	5,000	$1,974	$1,767	$881	$259	$100	$100	$1,974	$5,200	$5,000
Athletic Supplies - General	571.00.31.0100	5,000	9,800	$7,056	$1,312	$3,028	$232	$150	$50	$7,056	$9,800	$9,000
Equipment Non-Capitalized												
Office Equipment	571.00.35.0002	1,000	2,000	$1,884	$50	$145	$0	$0	$0	$1,884	$2,000	$1,000
Signage	571.00.35.0003	500	500	$93	$0	$0	$202	$0	$0	$93	$500	$500
Athletic Equipment - General	571.00.35.0100	6,000	10,000	$6,424	$1,284	$1,630	$1,192	$0	$0	$6,424	$10,000	$9,000
Professional Services												
Professional Services	571.00.41.0001	1,000	1,900	$1,418	$37	$74	$125	$120	$100	$1,418	$1,900	$2,000
Instructors	571.00.41.0004	14,000	19,000	$12,324	$3,183	$1,090	$1,000	$543	$400	$12,324	$19,000	$19,000
Website Development /	571.00.41.0004	500	0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Legal Services	571.00.41.0006	2,500	2,000	$0	$0	$0	$1,000	$1,000	$500	$0	$2,500	$2,500
Accounting Services	571.00.41.0007	800	800	$516	$0	$0	$0	$0	$142	$516	$800	$800
Print/Graphics Services	571.00.41.0008	700	1,400	$1,348	$0	$0	$0	$0	$0	$1,348	$1,400	$500
WA State Auditors Fees	571.00.41.0015	5,000	5,000	$0	$0	$0	$0	$0	$0	$0	$5,000	$5,000
Promotion	571.00.41.0019	500	500	$250	$0	$0	$0	$0	$0	$250	$500	$500
Programs Brochures/Mailers	571.00.41.0020	4,000	1,200	$0	$979	$0	$0	$0	$221	$0	$1,200	$4,000
Advertising	571.00.41.0100	200	400	$385	$0	$0	$15	$0	$0	$385	$400	$500
Employment Advertising	571.00.41.0101	400	200	$185	$0	$0	$15	$0	$0	$185	$200	$200
Program Subcontracting	571.00.41.0100	611	2,700	$2,440	$0	$0	$0	$100	$0	$2,440	$2,700	$2,000
Admin./Office non-supplies/equip. costs												
Postage & Shipping	571.00.42.0001	2,000	1,500	$2,073	$876	$0	$0	$0	$0	$2,073	$3,619	$3,700
Website / Online Billing	571.00.42.0002	900	300	$0	$192	$0	$108	$0	$0	$0	$300	$500
Printing / Graphics	571.00.42.0003	1,000	1,000	$0	$0	$0	$0	$0	$1,000	$0	$1,000	$3,000
Telephone/Internet	571.00.42.0004	3,000	3,800	$2,367	$281	$295	$290	$290	$291	$2,367	$3,800	$3,500
Active Net Fees	571.00.42.0005	200	200	$0	$0	$0	$50	$50	$50	$0	$200	$200
Travel	571.00.43.0010	200	300	$33	$54	$0	$200	$0	$0	$33	$301	$300
Rentals and Leases												
Operating Rentals and Leases	571.00.45.0002	5,760	11,000	$8,195	$565	$565	$565	$565	$545	$8,195	$11,000	$11,000
Event Rental Fees	571.00.45.0100	6,340	2,800	$920	$1,231	$280	$250	$208	$90	$920	$2,799	$1,000
Insurance Premiums and Recoveries	571.00.46.0001	4,000	4,600	$621	$3,960	$0	$0	$0	$19	$621	$4,600	$4,600
Utilities												
Utilities Sevices - Chem RR Svc.	571.00.47.0011	3,800	4,000	$1,920	$780	$585	$500	$300	$0	$1,920	$4,000	$4,000
Utilities Service - Water	571.00.47.0012	800	1,000	$562	$82	$82	$91	$85	$85	$562	$1,000	$1,000
Sewer / Garbage	571.00.47.0013	1,500	1,200	$455	$256	$232	$180	$108	$0	$455	$1,199	$1,200
Utilities Service - Electrical	571.00.47.0014	1,000	800	$120	$265	$423	$174	$0	$0	$120	$799	$800
Repairs and Maintenance												
Grounds / Mowing	571.00.48.0004	14,000	14,000	$7,820	$0	$1,020	$1,500	$1,231	$1,000	$7,820	$12,751	$14,000
Grounds / Sprinkler Related	571.00.48.0007	1,000	1,000	$13	$81	$73	$100	$0	$0	$13	$1,000	$4,000
Grounds / Gen. Water System Related	571.00.48.0008	2,000	600	$0	$0	$0	$500	$0	$0	$0	$600	$1,000
Grounds Maintenance	571.00.48.0010	2,000	2,000	$584	$1,657	$4,478	$252	$252	$252	$584	$3,250	$3,000
Grounds - Other	571.00.48.0011	4,000	5,700	$5,272	$0	$0	$0	$0	$0	$5,272	$5,700	$5,000
Miscellaneous												
Auditor Recording Fees	571.00.49.0002	200	200	$0	$0	$0	$0	$0	$0	$0	$200	$100
Ballot/Promo/Domaines	571.00.49.0004	2,000	13,350	$13,322	$0	$0	$28	$0	$0	$13,322	$13,350	$3,000
Other	571.00.49.0009	1,000	1,000	$659	$0	$750	$41	$50	$0	$659	$1,000	$1,000
Interfund Loan Principal Payment	581.10.70.6721			$0						$0	$0	$36,000
Taxes and Operating Assessments	586.90.44.0000	2,500	2,500	$1,414	$310	$146	$200	$275	$200	$1,414	$2,499	$2,500
Interfund Loan Interest Income	592.76.80.6721			$0						$0	$0	$6,303
Park Improvements	594.71.63.0010	3,500	88,314	$4,878	$22,236	$10,442	$28,000	$10,200	$10,000	$4,878	$88,314	$65,000
column totals ->		216,800.00	369,214.00	$160,715	$4,721	$39,888	$51,415	29,927	28,809	160,717	$369,357	408,199.00
ending of period cash balance ->		$140,000	$206,688	$148,125	$104,247	$254,749	$250,558	$231,711	$205,835	$169,358	$205,608	$142,730

Activity Re

October 13, 2016

activity	category	participants avg each time	end date	staffing	location
Football, Youth Tackle	III	16	22-Oct	*coaches*	Upper Field
Pokemon Club	II	19	16-Dec	*Zack S.*	FHC
Boys Choir	II	8	19-Dec	*MWA*	OCS Chapel
Mad Scientist	II	6	12-Dec	*Lana*	FHC
Dance, Ballet, Tap, Creative	II	28	20-Oct	*S. Moss*	Odds/APTD
Art	II	9	14-Dec	*Lana*	FHC
Magic the Gathering	II	8	19-Dec	*Chris H.*	OIPRD
Football, Flag	II	30	26-Oct	*coaches*	Buck Park
Soccer	III	78	29-Oct	*coaches*	Buck Park
Family Swim	III	12	4-Dec	*staff*	OAC
Basketball SWISH	III	27	17-Dec	*coaches*	Various
Running Club	III	12	14-Dec	*coaches*	OIPRD
Soccer, Baturay	II	8	2-Nov	*Baturay*	Buck Park

Adult Drop-in Programs	
Pickleball - Mon/Thurs	5
Pickleball - Sunday a.m.	4
Volleyball - Sun/Weds	15
Basketball - Tuesdays	25

Upcoming Activities

activity	category	registered	start date	staffing	location
Wrestling	II	7	20-Oct	*Jason D.*	Orkila
Dance, Fall Session II	II	9	2-Nov	*S. Moss*	Odds/APTD
Monthly MTG Tourneys	II	6	1st Fri.	*Chris H.*	OIPRD
Basketball, Boys SWISH	III	6	12-Dec	*coaches*	various
Drop-in Futsal	II	N/A	TBD	TBD	Old Gym

Youth enrolled per week = 261

Avg Adults and Families at drop-in = 49

Orcas Island Park & Recreation District Monthly Director's Report

AS OF: 10/13/16

BUDGET SUMMARY

As of September 30, 2016
Balance: $254,749.36
Expenses: $ 39,888.19
Revenue: $190,391.62 (incl. Interlocal)
Difference from budget: + $5,260

2017 BUDGET Ready for final review

Commissioners' Action Items

- Thank you ad will run in next week's paper.
- Review and Finalize 2017 Budget
- 5th Year Strategic Planning Workshop
- Assist with SJC coordination (JP)
- Coordination with school projects and team use of fields (VV)
- Coordinate with parent groups and contractors for volunteer and/or discounted labor & equipment. (JP/DJ)

Buck Park Maintenance & Management

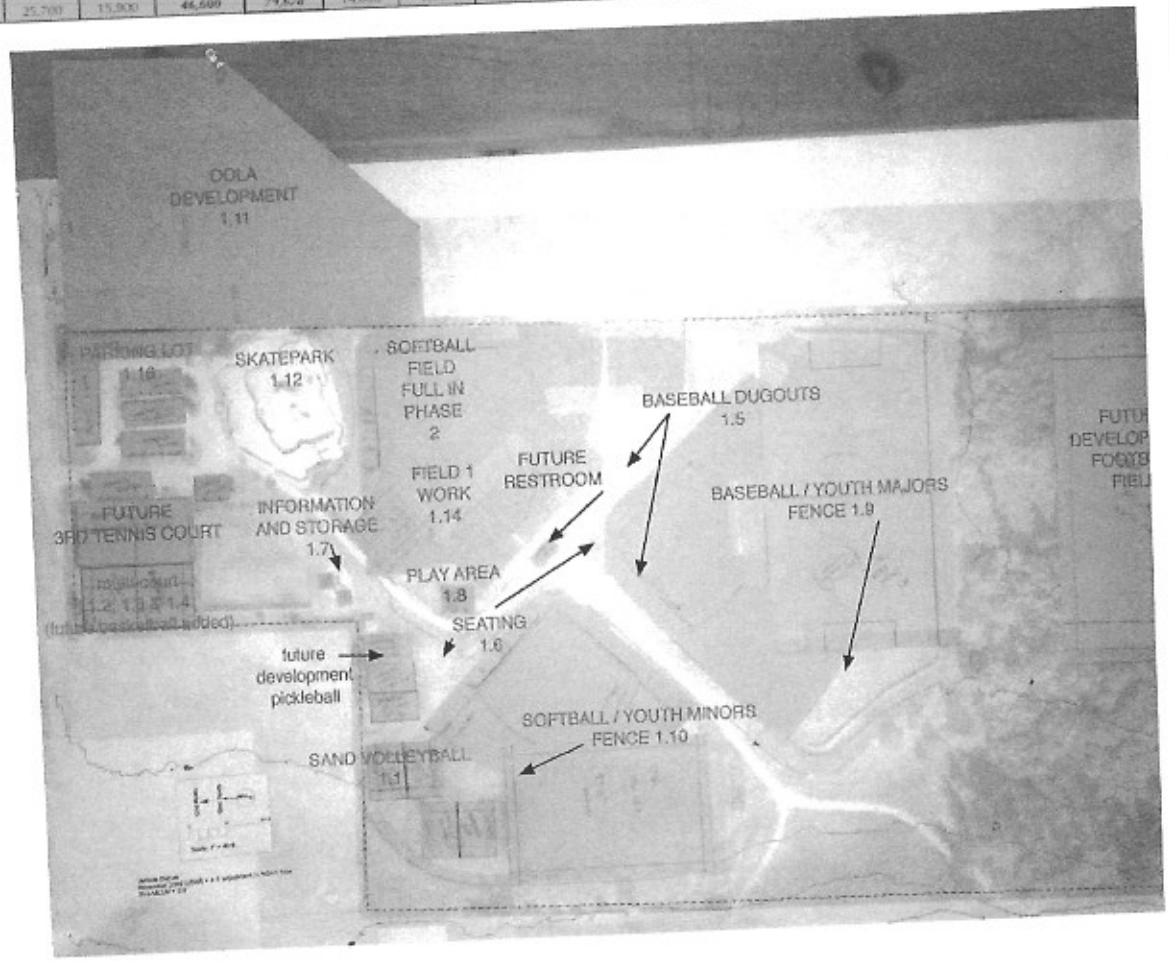
- Multi-court – Fencing scheduled for Nov., temporary fencing is up on east side and fill has been placed on west side. Waiting until fence is complete to order the backboard.
- Dugouts drawings are ready to send for structural review and completion. Structural cost is $1,300 for the drawings and stamp.
- Next project is the drainage and grading for the play area structure, identification and costing of a new structure. Images are ready for review and the cost estimate is in-progress.
- Winter weather projects include bleacher repair and stabilization and the outfield fence in-ground sleeves. Need to decide on the model of portable fencing for the ball fields.
- Clearing has been completed by the Land Bank and burning is scheduled for Monday. After that is complete we need to move the dirt from field one and fine grade. Land Bank will then put down a grass cover crop for the winter. Time to complete the fence design and location and the entry location and layout. The porous concrete is available in pavers that will match the Mt. Baker sidewalk.
- There is a request for covering the tennis courts. Due to the distance between the courts we would not be able to cover just one court. An open structure that is contemporary in design would be ~$300,000. I recommend that a single covered court in either a separate location or as part of the new third court would be a better option. This would be a $150,000 - $200,000 option.
- THOUGHT – Do we really need irrigation or would travel sprinklers be better and more cost-efficiently meet our needs? Major time needed on irrigation system. The full system needs to be looked at in conjunction with the field one work.

Administrative Task Update

- Draft operating and maintenance agreement with the Land Bank for the dog park area still in the works. Land Bank is making the first draft for our review.
- Budget has been prepared for 2017, notice sent to the paper for next month's hearing.
- We have started our gym supervisor and have had some slow starts with indoor pickleball and some player behavior problems with a basketball player. I recommend we banned the player for three months and requesting an apology before he can return to the gym.
- Late winter / spring schedule is in the development stages.
- I am concerned we may have a challenge keeping our program assistant busy during Nov – Mar. We are finding that the hours are difficult to balance with tasks equal to the pay grade. I think this should be addressed in a strategic planning workshop that looks at where we are with operations and what our future direction should be.
- Another item for the workshop should be the review of the park building options and the needed square footage. It might be worth considering a bigger build-out now for storage and office space.
- We have had neither a bill nor a report from the state auditor's office. I double-checked and our report was submitted 5/2016 and accepted. The process must have changed along with all the other changes in the state office.
- The policy & procedure book is back and we are working to have a full draft by the first of the year.

Buck Park Improvement – Project Tracking and Budget
updated as of: 10/13/16

	INFRASTUCTURE INVESTMENT	1ST HALF	aug		sept		Q3 2016	Actual	oct	nov	dec	Q4 2016	2016	jan	feb	mar	Q1 2017	apr	may	jun	Q2 2017	jul	aug	sept
1.16	Infrastructure Refurbish & Repair BP	2,778	450		0		450	0	0	0	0	0	3,228	0	0	0	0	0	0	0	0	0	0	0
1.1	Sand Volleyball Court	2,100	4,150	6,523	0		4,150	6,523	0	0	0	0	6,250	0	0	0	0	0	0	0	0	0	0	0
1.2,1.3	New Multi-Use Court	0	14,000	14,256	6,000	6,484	20,000	20,740	4,000	0	0	4,000	24,000	0	0	0	0	0	0	0	0	0	0	0
1.4	New Multi-Use Court Fence	0	0		0		0	0	0	12,000	0	12,000	12,000	0	0	0	0	0	0	0	0	0	0	0
1.5	Dugout Repairs / Roofing	0	0		600	600	600	600	0	3,200	0	3,200	3,800	11,000	0	0	11,000	0	0	0	0	0	0	0
1.6	Spectator Seating	0	0		0		0	0	0	5,000	800	5,800	5,800	0	0	0	0	0	0	0	0	0	0	0
1.7	BP Shed Repair and Expansion	0	0		0		0	0	0	4,500	12,100	16,600	16,600	0	0	13,000	13,000	0	0	0	0	0	0	0
1.8	Playground Repair and Upgrade	0	0		0		0	0	0	0	3,000	3,000	3,000	0	6,000	0	6,000	0	0	0	0	0	0	0
1.9,1.10	Seasonal Fencing	0	0		0		0	0	0	0	0	0	0	3,000	0	0	3,000	0	0	3,000	3,000	0	0	0
1.11	OOLA Development	0	0		0		0	0	0	0	0	0	0	0	0	0	0	0	10,000	0	0	0	0	0
1.12	Skatepark Repairs	0	0		0		0	0	0	500	0	500	500	0	0	0	0	0	0	15,000	15,000	25,000	0	0
1.13	Field One Upgrade & Irrigation	0	0		0		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Misc / Contingent incl. major repairs	0	0		3,000	3,358	3,000	3,358	1,000	500	0	1,500	4,500	0	0	0	0	0	0	0	0	0	0	0
	TOTAL EXPENSES:	4,878	18,600	20,779	9,600	10,442	28,200	31,221	5,000	25,700	15,900	46,600	79,678	14,000	6,000	13,000	33,000	0	10,000	18,000	18,000	25,000	0	0



Countrywide FENCE CENTER

A DIVISION OF JKS ENTERPRISES, INC.

Corporate Office 17793 State Route 536 • Mount Vernon, WA 98273
Mount Vernon (360) 428-2900 • Fax (360) 428-4223
Camano Island (360) 387-1425 • Everett (425) 335-3327
Bellingham (360) 671-7225 • Oak Harbor (360) 240-9780
countrywidefencecenter@yahoo.com

FENCING ESTIMATE AND CONTRACT

Date _____

CUSTOMER IS RESPONSIBLE FOR PERMITS, ETC.

VISA MasterCard

COUNTFC861PB

Customer Orcas Island Park + Rec

Address _____ Phone 360-376-7275

City _____ Zip Code _____

City ☐ County ☐

CONTACT: orcasparkandrec.org

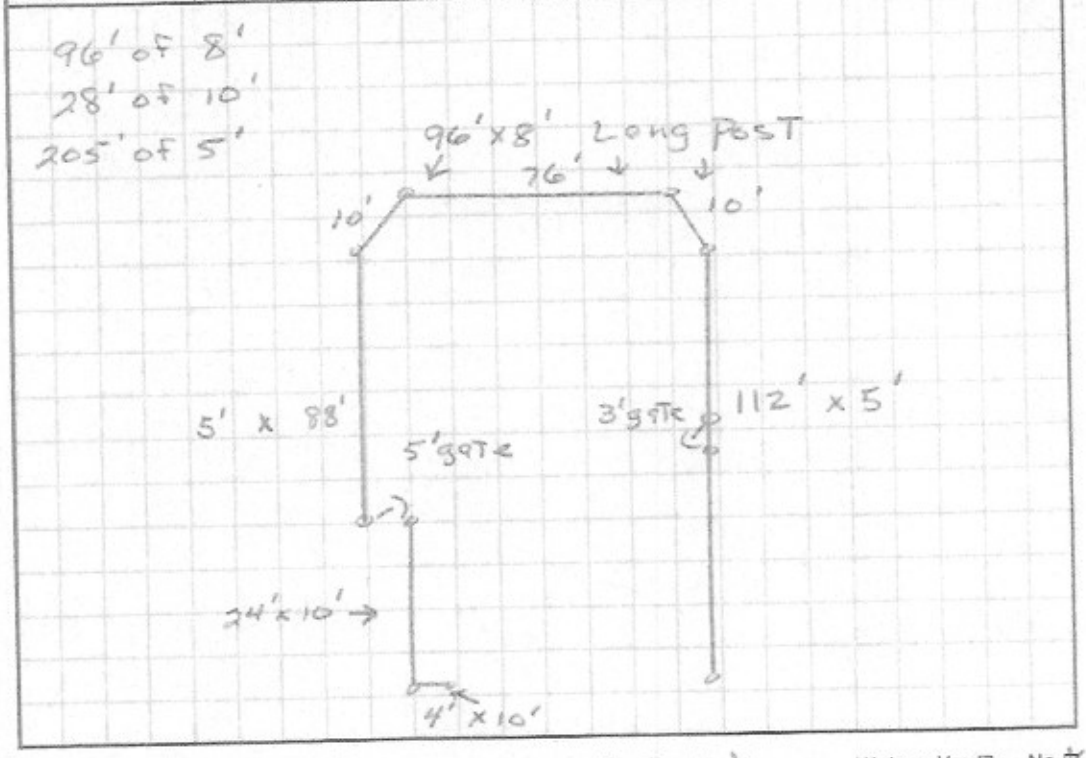
JOB ADDRESS: Buck Park

CHAIN LINK

LENGTH	HEIGHT
329'	
WALK GATE	DRIVE GATE
2	—
POST SPACING	CONCRETE
10' MAX	24"
WIRE GA.	WIRE TYPE
.	Gal
TERM POSTS	GATE POSTS
2 3/8	2 3/8
LINE POSTS	TOP RAIL
2 3/8	1 5/8
TENSION WIRE	BARB WIRE
7 ga	

WOOD

LENGTH	HEIGHT
STYLE	TYPE
WALK GATE	DRIVE GATE
POST SPACING	CONCRETE
BOARD SIZE	BOARD SPACE
POST SIZE	FACING



Underground Utilities: Yes ☒ No ☐ Power: Yes ☐ No ☒ Water: Yes ☐ No ☒

All Prices Plus Tax

Set Date: _____ Completion Date: _____

E. 10' Tennis wire AB+E = 9033.00

A. 11 ga Tennis wire

B 9 ga " wire BDE = 9406.00

C 5' 11 ga Standard wire

D 5' 9 ga " "

CASH ON COMPLETION

Price _____

S. Tax _____

Total _____

CFC NOT RESPONSIBLE FOR UNDERGROUND UTILITIES
CUSTOMER MUST PUT STAKES IN CORNERS AND ENDS

Date _____

Customer's Signature _____ APPROVED & ACCEPTED

Salesman _____

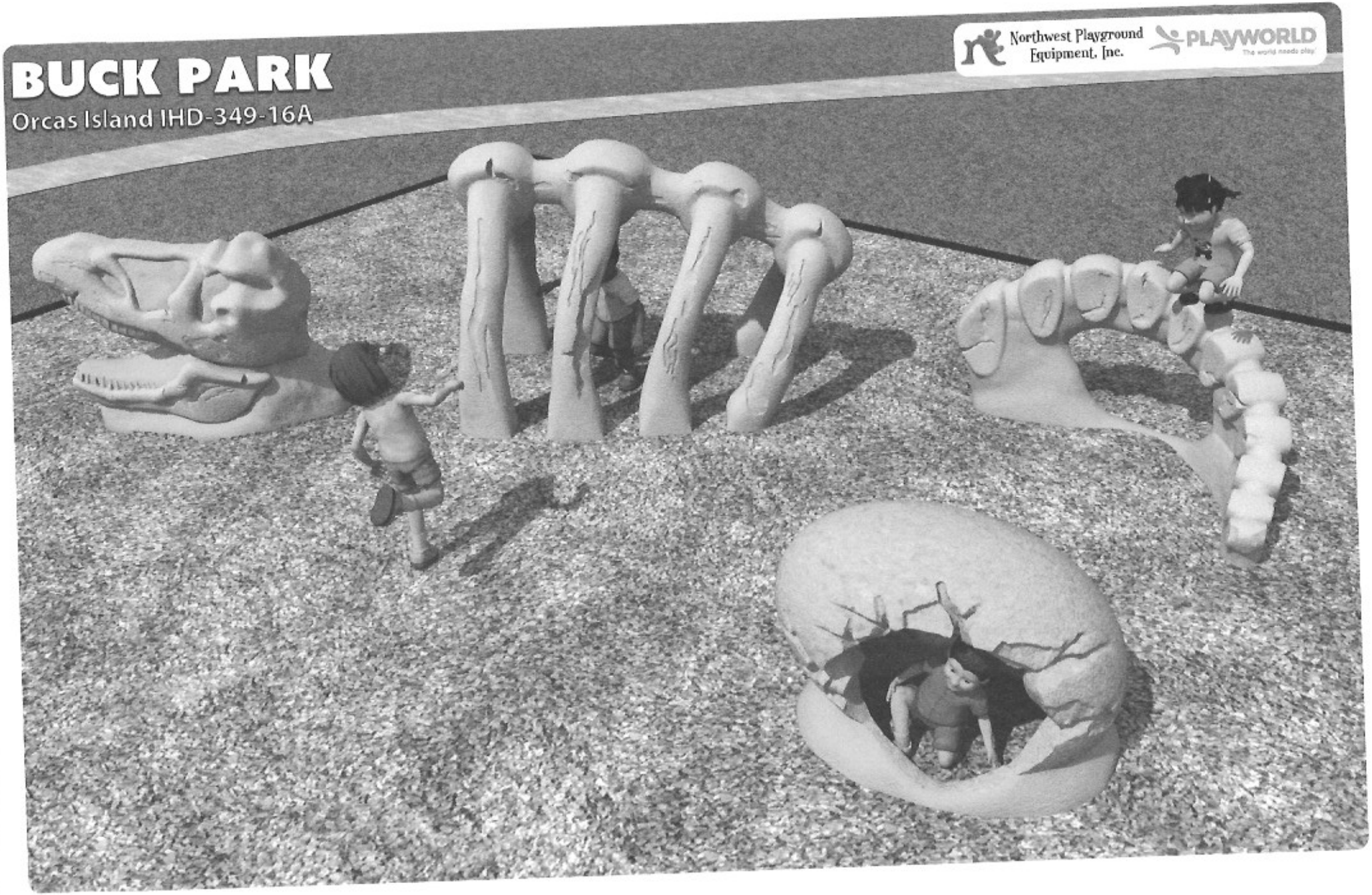
- SEE REVERSE -

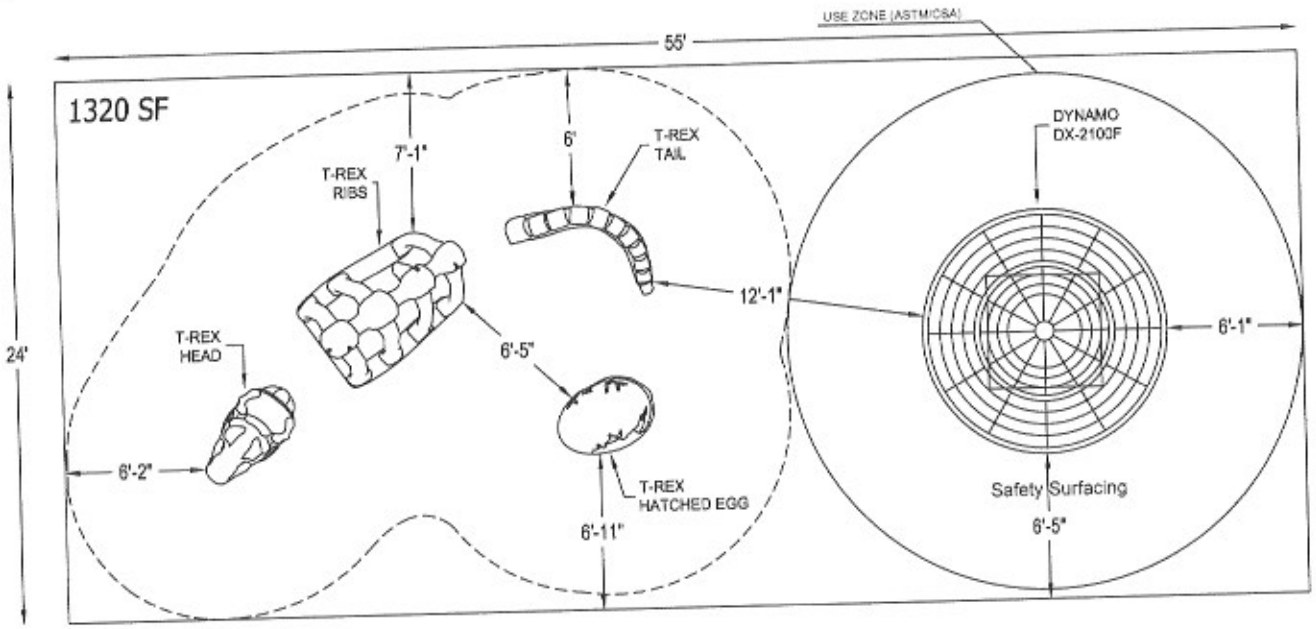
BUCK PARK

Orcas Island IHD-349-16A

Northwest Playground Equipment, Inc.

PLAYWORLD
The world needs play.





*PLAYGROUND SUPERVISION REQUIRED

PLAYWORLD

Northwest Playground Equipment, Inc.
We Work So Others Can Play
P.O. Box 2410 Issaquah, WA 98027
Toll Free: 1.800.726.0031
www.nwplayground.com
sales@nwplayground.com

EQUIPMENT SIZE:

USE ZONE:

AREA: see drawing

PERIMETER:

FALL HEIGHT: 6'

USER CAPACITY: #32

AGE GROUP: 5–12

✓ ASTM F1487-11
✓ CPSC #325

PROJECT NO: IHD–349–16A	SCALE: 3/16"=1'–0"
DRAWN BY: GM	Paper Size B
DATE: 10–10–16	

BUCK PARK
ORCAS ISLAND