

Meeting Minutes November 10, 2016

Orcas Island Park and Recreation District Commission
Public Meeting, Thursday, November 10, 2016
Eastsound Firehouse
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:08 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*

Seat 5: Deb Jones - *present*

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

II. PUBLIC COMMENT

No public present.

III. PUBLIC HEARING 2016 ANNUAL BUDGET

<2017 Budget Attached>

- 1. Budget Review** - The 2017 budget was discussed. Marcia reported that the projected property assessment values were not available yet from the County Assessor and they recommend we use the earlier projections. Based on the projected values our recommended tax levy of \$295,460 was used in the budget.

From the Auditor: "The Highest Lawful Levy will be \$0.15 per \$1,000 of assessed value, and as I mentioned at the beginning, we don't know the assessed value yet. It does not seem like it will be significantly different from last year, which was \$1,961,637,921, but we will know more in a couple of weeks."

Martha inquired about who will provide insurance for the Orcas Off Leash Area. After discussion, the commissioners feel that all entities involved should provide a level of coverage. Marcia will check our insurance coverage to ensure it's included.

MOTION: To authorize Marcia to adjust the budget upon notification from the county prior to December 1st 2016 by Deb; seconded by Justin and it passed unanimously.

- 2. Levy Request - \$295,460 and Refund Levy - \$1,000**

MOTION: To authorize the Tax Levy Certification for Year 2017 for \$295,460 for the regular levy and \$1,000 for the refund levy amount by Justin; seconded by Deb and passed unanimously.

3. Resolutions 2016-6 and 2016-7

MOTION: To pass Resolution 2016-6 adopting the Budget for Year 2017 by Martha; seconded by Vicki and it passed unanimously.

MOTION: To pass Resolution 2016-7 adopting Tax Levy RCW 84.55120 form for Year 2017 by Justin seconded by Deb and it passed unanimously.

IV. MONTHLY AGENDA

1. Previous Minutes – October 13, 2016

MOTION: With no revisions, Martha moved to approve the October 13, 2016 public meeting minutes; seconded by Vicki it was approved unanimously.

2. Payment of Claims

MOTION: to approve the November Claims Payment #6501 for \$7628.07 and the sales tax payment of \$115.97 to the Department of Revenue, Martha moved to approve; Justin seconded and it was approved unanimously.

3. Employees Pay Slip

MOTION to approve employees pay slip for \$9,496.50 by Martha; seconded by Deb; and it was approved unanimously.

MOTION: Martha moved to approve the October 20 Payroll Payment for Vacation Pay Out for K. Lambie of \$651.84; seconded by Deb and it was approved unanimously.

V. MONTHLY BUSINESS

1. Financial

<Custom runner attached>

Cash ending balance at end of October 31, 2016 was \$277,660.48. We are ahead of our budget by ~\$27,000 which reflects delays in construction and changes in personnel.

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

<Director's Report>

<Buck Park Maintenance Improvement report attached>

There will be a Special Meeting for OIPRD on December 8th so that members of the Board can attend the OOLA open house planning meeting at the Eastsound Fire Station.

We are looking at restructuring the youth football program for future seasons, Justin suggests calling a parent meeting, and meeting for interested coaches for input.

V. UNFINISHED BUSINESS

1. Multi-court, Fence, and Dugout Update

Multi-court – Fencing is still scheduled for Nov., will make a visit to the fence company on Nov. 14. Waiting until fence is complete to order the backboard. We need to call again for utility marking.

We will plant the area along Mt. Baker road with evergreen shrubs once the fence is in.

Dugouts drawings are with the structural for completion. We need to get the cut list to Andrew Stephens and a commitment for construction by volunteers and contractors. Permit will need some shepherding to make construction by the spring session. The Grand Slam Fencing Kit seems to be the best option. Fixed ground sleeves are included. Price for both fields is ~ \$3,500 for both systems.

2. Off Leash Area Update

Burning and rough grading are in progress for the Off Leash area. An open house / workshop is scheduled for Dec. 8th to finalize the entry style and location. We will walk the area and update drawings prior to the meeting.

3. Strategic Planning Workshop

A Strategic Planning Workshop will be held on December 15th at 4:00 p.m. at 19 Fishing Alley in Eastsound to review the direction and operational structure of Orcas Island Park and Recreation District for the next 5 years.

4. Playground Pricing and Options

The play area build site is currently being graded. Drainage and grading for the play area structure is in progress. T-Rex structure and Apollo go-round costing has been received. Options could include everything from full installation to shipping only. Range is from \$20,000 - \$85,000. We have also received suggestions to look at natural area playground. Justin shared the new natural play scape at Kaleidoscope was both impressive and cost-effective. The Commissioners plan to further discuss playground options in the December meeting.

VI. NEW BUSINESS

1. Staffing and Gym Coverage

Kim Lambie resigned as of Oct. 25. Her records have been retired and she is paid in full. We are once again reviewing our staffing needs and have adjusted the 2017 budget for part-time employees to support activities and open gyms. We have hired a temporary hourly employee to provide coverage in supervision and activity support.

Public Meeting
November 10, 2016

2. Office option during Funhouse construction

We need to address our office location during the Funhouse construction. They are currently hoping to begin work in May. This will be one of the major topics for our Dec. 15th workshop.

VII. ADJOURNMENT

MOTION to adjourn by Justin seconded by Deb at 5:44 pm, unanimously approved.
The meeting was adjourned at 5:44 pm.

Addenda:

Claims Payment Request – Nov. 10

Claims Payment Request – DOR Oct.

Payroll Adjustment -

Custom Report Runner

Draft 2017 Budget – LEVY CERTIFICATION, RES. 2016-6 AND 2016-7

Director's Dashboard

Buck Park Maintenance Improvement Report

Portable Fence Recommendation

Proposed Playground Structures

Public Meeting minutes for November 10, 2016

Approved by motion on this 14th day of December, 2016

Signed and attested this 14th day of December, 2016



Justin Paulsen #4,
Secretary



Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

Page 1 of 1011

DATE: 11-Nov-16

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$7,628.07

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 11/10/16

Board Authorization

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling \$ 7,628.07 for the period ending November 11, 2016 We approve payment with our signatures below.


Commissioner
Date 11-10-16


Commissioner
Date 11-10-16


Commissioner
Date 11/10/16


Commissioner
Date 11/10/16

Invoice Accounting Report by Vendor Name

San Juan County

aplnAV/n
11/10/2016 8:53:54AM

Vendor Number: bal155		Name: BALIC, BATURAY	
Invoice Number bb1110	Line No 1	Line Description Soccer Fundamentals Oct 8 - Nov 2	Account Number E 6501.00.571.00.41.0003
Vendor Number: ban155	Name: BANNER BANK		Amount Type 292.50 in
Invoice Number ban1110	Line No 1	Line Description Logo Sportswear	Account Number E 6501.00.571.00.31.0100
	2	Trophies2Go - Football 2016	E 6501.00.571.00.31.0100
	3	Amazon - Magic: Booster	E 6501.00.571.00.31.0019
	4	Quickbooks	E 6501.00.571.00.31.0004
	5	Millers Imaging - Fall 2016 Sports	E 6501.00.571.00.31.0019
	6	Custom Ink - Running	E 6501.00.571.00.31.0019
	7	Custom Ink - Running	E 6501.00.571.00.31.0100
Vendor Total:			1,065.96 in 301.24 in 98.49 in 23.31 in 212.16 in 195.00 in 412.16 in 2,308.32

Vendor Number: cen480		Name: CENTURYLINK	
Invoice Number cl1110	Line No 1	Line Description act# 427063167 Oct	Account Number E 6501.00.571.00.42.0004
Vendor Number: eas350	Name: EASTSOUND WATER USERS ASSN		Amount Type 295.00 in
Invoice Number ewua1110	Line No 1	Line Description Oct- Water Buck Park	Account Number E 6501.00.571.00.47.0012
Vendor Number: gri146	Name: GRIFFINS YARD WORKS		Amount Type 82.25 in
Invoice Number gyw1110	Line No 1	Line Description Maintenance for Oct 2016	Account Number E 6501.00.571.00.48.0006
	2	Tax - Maintenance for Oct 2016	E 6501.00.571.00.48.0006
Vendor Total:			943.55 in 76.43 in 1,019.98

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

Invoice Accounting Report by Vendor Name

San Juan County

aplNAVnn
11/10/2016 8:53:54AM

Invoice Number	Line No	Line Description	Account Number	Amount	Type
lh1110	1	instruction - art and science Oct 12 -	E 6501.00.571.00.41.0003	290.00	in

Vendor Number: lea144 Name: JEAN HENIGSON'S

Invoice Number	Line No	Line Description	Account Number	Amount	Type
jh1110	1	Rental - Dance Fall Session I	E 6501.00.571.00.45.0100	510.00	in

Vendor Number: orc195 Name: ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
is1110	1	Storage - December	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
opalco1110	1	Oct Buck Park power	E 6501.00.571.00.47.0014	190.84	in

Vendor Number: orc142 Name: ORCAS RECYCLING SERVICES (INC)

Invoice Number	Line No	Line Description	Account Number	Amount	Type
1114	1	Buck Park - dugout removal final	E 6501.00.571.00.48.0010	96.00	in

Vendor Number: doy100 Name: PORT GAMBLE PUBLISHING

Invoice Number	Line No	Line Description	Account Number	Amount	Type
86025199-isj726943	1	Legal Notice - MTG. PROP. BDGT 2017	E 6501.00.571.00.41.0100	27.73	in

Vendor Number: san275 Name: SAN JUAN SANITATION CO INC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sis1110	1	Oct. - Buck Park trash	E 6501.00.571.00.47.0013	187.44	in

Vendor Number: sta111 Name: STARR EXCAVATION INC

Invoice Accounting Report by Vendor Name

apInAVnn
11/10/2016 8:53:54AM

San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
15759	1	Buck Park Sani Cans, Oct	E 6501.00.571.00.47.0011	520.00	in

Name: THE FUNHOUSE DISCOVERY CTR

Vendor Number: fun100

Invoice Number	Line No	Line Description	Account Number	Amount	Type
fh1110	1	Rent - December 2016	E 6501.00.571.00.45.0002	420.00	in

Name: WEST, MARCIA J.

Vendor Number: wes146

Invoice Number	Line No	Line Description	Account Number	Amount	Type
mw1110	1	Logo Sportswear - Basketball Uniforms	E 6501.00.571.00.31.0100	853.93	in
	2	Soccer - end-of-season banquet	E 6501.00.571.00.31.0019	53.04	in
	3	Soccer - end-of-season banquet	E 6501.00.571.00.31.0019	53.53	in
	4	Running Snacks	E 6501.00.571.00.31.0019	23.98	in
	5	Office Supplies	E 6501.00.571.00.31.0002	27.98	in
		Vendor Total:		1,012.46	

Name: WILLALLEN, MARY TAYLOR

Vendor Number: wil149

Invoice Number	Line No	Line Description	Account Number	Amount	Type
mwa1110	1	Sept/Oct Boys Choir	E 6501.00.571.00.31.0019	230.55	in
		Grand Total:		7,628.07	



MARCIA WEST
ORCAS ISLAND PARK & REC
Account Number: ##### 1739
Closing Date: 11/01/16
Credit Limit: \$3,000.00
Available Credit: \$1,482.03



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

Payment Information



Total Minimum Payment Due \$46.00
Payment Due Date 11/26/16

Minimum Payment \$ 46.00

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

Account Activity Since Your Last Statement					Amount
Trans Date	Post Date	Plan Name	Reference Number	Description	
10/05	10/06	PPLN01	75418236279030945543618	DNH*GODADDY.COM 480-5058855 AZ	119.88
10/05	10/06	PPLN01	55432866279000562186346	IN *SOUTHEASTERN SECUR 866-9967412 GA	18.50
10/12	10/13	PPLN01	55310206286083177885632	AMAZON.COM AMZN.COM/BI AMZN.COM/BILL WA	136.71
10/14	10/16	PPLN01	55429506288715491249784	CUSTOMINK LLC 8002934232 VA	195.00
10/14	10/16	PPLN01	55429506288715487080946	CUSTOMINK LLC 8002934232 VA	412.16
10/14	10/16	PPLN01	75418236288031250425770	LTS*LOGO&TEAM SPORTSW 877-5355646 CT	596.95
10/14	10/16	PPLN01	55432866294000045307528	INTUIT *QB ONLINE 800-286-6800 CA	23.31
10/20	10/21	PPLN01	55432866295000370988552	MILLERS*PRO IMAGING 800-835-0603 KS	212.16
10/21	10/21	PPLN01	55432866302000316770065	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	98.49
10/28	10/28	PPLN01			
Payments, Adjustments and Others					\$ 2,489.91 -
10/05	10/05		000000000000000000000000	PAYMENT - THANK YOU	525.67 -
10/18	10/18		000000000000000000000000	PAYMENT - THANK YOU	

MANAGE YOUR ACCOUNT ONLINE AT BANNERBANK.COM. IT'S FREE! IT'S EASY! FOR ONE CARD, ENROLL UNDER "ACCESS YOUR ACCOUNTS." REVIEW ACTIVITY, TRACK SPENDING, SET ALERTS, AND MORE. TO MANAGE YOUR COMPANY'S CREDIT CARDS, SELECT "COMPANY CARD ADMIN." VIEW CARD BALANCES, DOWNLOAD TRANSACTIONS, CHANGE CARDHOLDER CREDIT LIMITS, MAKE PAYMENTS, AND MORE. ENROLL TODAY!

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



Account Number
5532 3700 0009 1739

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date
11/01/16

New Balance
\$1,517.97

Total Minimum
Payment Due
\$46.00

Payment Due Date
11/26/16

\$ 2,308.32

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



MAKE CHECK PAYABLE TO:

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

86 5532 3700 0009 1739 00004600 00151797 2

Page: 1 of 7
Bill Date: Nov. 06, 2016

Previous Balance	Payments	Adjustments Credits	Current Charges
294.23	294.23 CR	0.00	294.23

Previous Balance
Payment by check received on OCT 20

0.00

Adjustments to Previous Balance

0.00

0.00

Monthly Charges

265.45

One-Time Charges

0.00

Usage Charges

0.00

Discount

0.00

Adjustments

0.00

Taxes, Fees, and Surcharges

28.78

Total Current Charges

294.23

Due Date	Nov. 28, 2016	Amount Due	294.23
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CenturyLink understands that your telecommunication service is your lifeline to your business. Thank you for trusting us to help you make connections that count with your customers. For questions, or inquiries about additional services, call our Customer Contact Center at 1-800-201-4102 or call your local CenturyLink representative.

FOR CHANGE OF ADDRESS OR PAYMENT AUTHORIZATION:
☐ Please check here and complete reverse. Thank You.

Account Number:
Amount Due By Nov. 28, 2016

427063167
294.23

ORCAS ISLAND PARK & REC DISTRICT
P.O. BOX 575
EASTSOUND, WA 98245-0575

CenturyLink
P.O. Box 4300
Carol Stream, IL 60197-4300

[illegible]

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
11/20/2016	\$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:
kimi@oiprd.org

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

Please Detach and Remit Stub with Payment

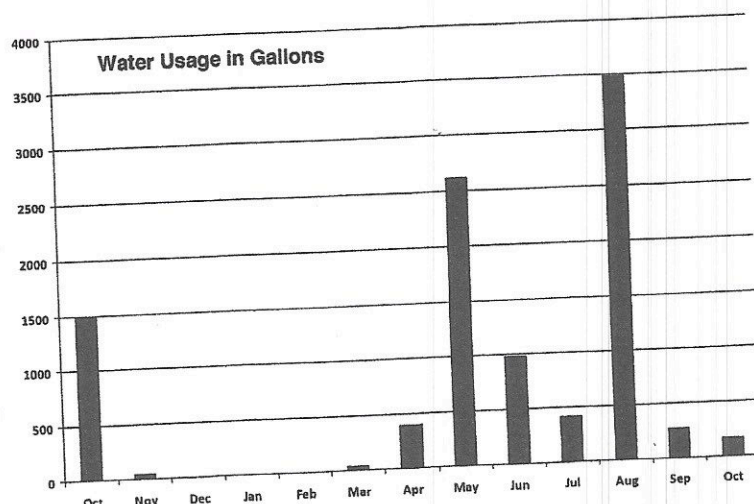
Eastsound Water Users Association

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-

Stub with Payment		
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
0064	06-0135	11/20/2016

Billing Date	Service Dates Starting Ending	Meter Readings Previous Current	Usage (gallons)	Charge Amount
10/20/2016	PREVIOUS BALANCE			\$82.25
	09/20/2016 - 10/20/2016	8,269 8,443	174	\$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.)



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

1068 1 AV 0.373 4 1068
 ORCAS IS PARK AND REC DISTRICT C-3 P-3
 PO BOX 575
 EASTSOUND WA 98245-0575



Account Number 9454400
 Statement Date 10/14/2016

Billing Summary

Balance From Last Billing	22.36
No Payments Received	0.00
Balance Into Billing	22.36
New Bill BUCK PARK WATER-MT BAKER	168.48
Total Due By 11/07/16	190.84
Total Due After 11/07/16	199.21

Page 1 of 1

Messages

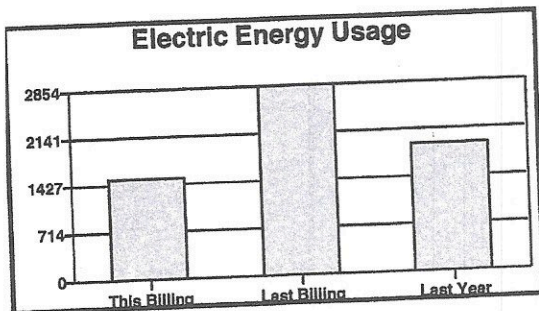
What is your outage plan? Go to opalco.com/outages

Service Details

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

Meter Reading Details	Meter	110317844
Current Reading	10/12/16	38116
Previous Reading	09/11/16	36606
Total Usage		1510
Days Served	31	

Detail of Charges	
Balance Into Billing	22.36
Facility Charge	36.12
Late Payment Charge	1.12
Energy Assistance Program	0.76
KWH Charges	130.48
370 KWH @ .0960	35.52
1140 KWH @ .0833	94.96
This Service Sub-Total Amount Due	168.48
	190.84



KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	31	1510	48	167.36	5.39 0
Last Billing	32	2854	89	279.99	8.74 0
This Billing Last Year	30	1913	63	211.43	7.04 0

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

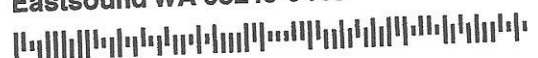
ORCAS IS PARK AND REC DISTRICT
 PO BOX 575
 EASTSOUND WA 98245-0000

Account: 9454400
 Statement Date: 10/14/2016
 Total Due By 11/07/2016 190.84
 Total Due After 11/07/2016 199.21

Your payment and any returned items may be processed electronically.



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



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.

550090009454400000019084000019921101420163

INVOICE

Orcas Recycling Services / The Exchange
PO Box 91
Eastsound, WA 98245

Account No.

Terms:

Payment due within thirty days.

1.5% per month on past dues.

Invoice Number: 1114

Invoice Date: 10/10/2016

Orcas Island Park and Recreation District
P.O. Box 575

Eastsound, WA 98245

CLIENT	Orcas Island Park and Recreation District			NOTES 2	UNITS	NET LBS	NET TONS	PRICE
TICKET	DATE	PRODUCT						
38401	09/22/2016 01:01 PM	SELF HAUL MIXED SOLID WASTE			0	640	0.32	\$96.00

Current Balance Due: \$	96.00
Balance Forward: \$	
Credit: \$	
Adjusted Invoice Total: \$	

If you have questions concerning this account please contact:

Rinda McGarry
rinda@exchangeorcas.org
360.376.4089

Thank you for your business.

Legal Invoice

Date: 10/19/2016

Islands' Sounder

Sound Publishing, Inc.
Unit Main
11323 Commando Rd W
Everett WA 98204

Bill To:

Orcas Island Park and Rec-LEGALS
P.O. Box 575
Eastsound WA 98245

Customer Account #: 86025199

Legal Description: ISJ726943

Legal Description: Legal Notices General

Desc: MTG PROP. BDGT 2017

Ordered By: KIM IHLENFELDT

Issues Ordered: 2

Legal #: ISJ726943

Ad Cost: \$ 27.73

Published: Islands' Sounder

Start Date: 10/19/2016 **End Date:** 10/26/2016

Due: \$ 27.73

Please return this with payment. Questions? Call 1-800-485-4920

Orcas Island Park and Rec-LEGALS
P.O. Box 575
Eastsound WA 98245

Account #: 86025199

Invoice #: ISJ726943

Due: \$ 27.73



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: 10/31/16		Due by: 11/25/16		Delinquent: 11/30/16	
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE
2960959-SJ		ORCAS PARK & RECREATION D - 95 SWORD FERN LN			108.01
QUANTITY	DATE	DESCRIPTION			AMOUNT
1	10/21/16	PAYMENT			-108.01
1	10/31/16	2-YD SPECIAL			67.30
1	10/31/16	CO-MINGLE 2YD			44.00
1	10/31/16	JUNK APPLIANCE			30.00
1	10/31/16	14.5% SAN JUAN COUNTY EXCISE TAX			16.14
1	10/31/16	SERVICE:RENT 2-YD SPECIAL PERIOD:OCT			14.00
1	10/31/16	SERVICE:RENT CO-MINGLE 2YD PERIOD:OCT			12.00
1	10/31/16	3.6%STATE REFUSE TAX			4.00
Did you know? We offer commercial co-mingled recycling in cans, toters or larger containers. Same money and recycle more.					
PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING		10/31/16	Aging 0-30 \$ 187.44	31-60 0.00	61-90 0.00
			Over 90 0.00	Total 187.44	BALANCE DUE 187.44
					Summary Section



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: 11/25/16

ACCOUNT NUMBER
2960959-SJ

PREVIOUS BALANCE: 108.01
PAYMENTS: -108.01
BALANCE FORWARD: 0.00
CURRENT CHARGES: 187.44
BALANCE DUE: 187.44

ENTER AMOUNT
BEING PAID

165 1 AV 0.376 166 / 165 1-1-165
ORCAS PARK & RECREATION D
PO BOX 575
EASTSOUND WA 98245-0575

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

CLAIMS PAYMENT REQUEST

FUND # 6501

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT

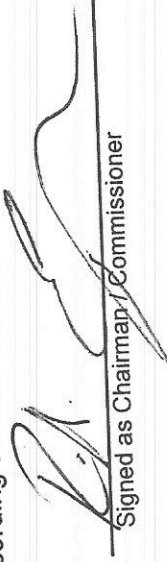
Page 1 of 3

DATE: 10-Nov-16

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$115.97

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.

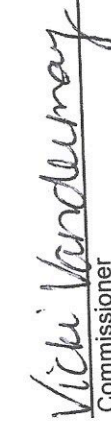

Signed as Chairman/Commissioner
Date 11/10/16

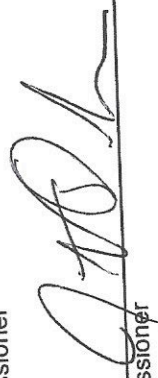
Board Authorization

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

\$ 115.97 for the period ending November 10, 2016 We approve payment with our signatures below.


Commissioner
Date 11-10-16


Commissioner
Date 11-10-16


Commissioner
Date 11/10/16


Commissioner
Date 11/10/16

Invoice Accounting Report
San Juan County

apInAlnv
11/10/2016 8:56:16AM

Due Date: 11/16/2016

Doc Date: 11/11/2016
Name: STATE OF WASHINGTON

Type: in

Invoice #: 603-231-409
Vendor #: sta895

Line No	Line Description	Account Number	Amount	PO Number
1	October Sales Tax	E 6501.00.586.00.44.0000	115.97	
Grand Total:			115.97	

**ORCAS ISLAND PARK & RECREATION DISTRICT 603-231-409****Confirmation**

Confirmation Number	19301634
Tax Registration Number	603231409
Reporting Period	10/2016
Payment Type	EFT Credit
Date and Time Submitted	11/8/2016 11:31:42 AM
Payment Amount	115.97
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 November 29 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**

DATE: 10/20/16

PAYROLL WORKSHEET

October

PLEASE DO NOT CHANGE FORMULAS

REVISION _ to add Vacation Pay Out - Lambie
NEW SIGNATURES TO FOLLOW

Orcas Island Park & Recreation District 6501

RATE	EMPLOYEE NAME	EMPLOYEE NUMBER	FUND NUMBER	BARS NUMBER	REG HRS	AMOUNT DUE	L&I HRS	PERSONAL HRS	VAC HRS	HOL HRS
\$4,747.00	Marcia West	WES101	6501	6501.00.571.00.10.0001	144	\$4,747.00	136	0	8	0
\$3,932.00	Kim Ihlenfeldt	IHL101	6501	6501.00.571.00.10.0002	176	\$3,932.00	168	8	0	0
\$3,544.00	Kim Lambie	LAM100	6501	6501.00.571.00.10.0004	176	\$3,544.00	176	0	0	0
\$20.37	Kim Lambie *	LAM100	6501	6501.00.571.00.10.0004	32	\$651.84	0	0	32	0
15.00	Bari Willard	WIL101	6501	6501.00.571.00.10.0003	29	\$435.00	29	0	0	0
	TOTALS				557.00		509	8	40	0

\$ 13,309.84

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, and that the claim is a just, due and unpaid obligation against San Juan County, and that I am authorized to authenticate and certify to said claim.

Signed



Chairman

Date

10/20/16

MARCIA WEST, DIRECTOR
CLAIMS OFFICER
OIPRD

* LAST DAY
Signed 11/10/16
by Board.





FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			254,749.36	
212	SALARY PAYABLE	10,904.43			
231	OTHER ACCRUED LIABILITIES	3,558.63			
310	TAXES	43,374.33			
330	INTERGOVERNMENTAL REVENUE				
340	CHARGES FOR GOODS AND SERVICES	3,007.87			
380	NONREVENUES	125.15	60,970.41		
	TOTAL RECEIPTS				
212	SALARY PAYABLE	10,904.43			
231	OTHER ACCRUED LIABILITIES	3,558.63			
570	CULTURE AND RECREATION	23,321.22			
580	NONEXPENDITURES	275.01			
	TOTAL DISBURSEMENTS		38,059.29		
101	ENDING CASH BALANCE				277,660.48
				GL ENDING CASH BALANCE	277,660.48
				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

Resolution 2016-6

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

RESOLUTION 2016-6

Resolution Adopting the 2017 General Fund Budget

WHEREAS, the Orcas Island Park and Recreation District held a public hearing on the 10th day of November 2016 to receive public comment relating to the adoption of its 2017 budget; and

WHEREAS, notice of said public hearing were recorded in the official newspaper of San Juan County in accordance with RWC 36.40.60; and

WHEREAS, the Orcas Island Park and Recreation District has determined the anticipated cash on hand plus all anticipated revenues and did fix the appropriate amount for each expenditure line item.

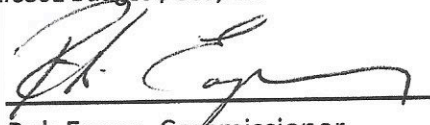
NOW THEREFORE BE IT RESOLVED, that the Orcas Island Park and Recreation District set the final budget for the year 2017 as attached hereto and incorporated as is fully set forth.

DATED this 10th day of November 2016.

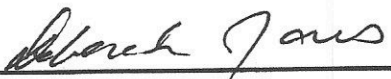
2017 General Account Fund #6501 Budget \$ 569,150



Justin Paulsen, Commissioner



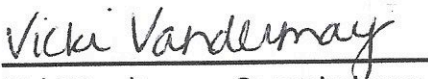
Bob Eagan, Commissioner



Deb Jones,, Commissioner



Martha Farish, Commissioner



Vicki Vandermay, Commissioner

ATTEST:



Marcia West, Director

RESOLUTION 2016-6

Resolution Adopting the 2017 General Fund Budget

2017 Budget Summary

Revenue	
Beginning Net Cash	\$230,000
Taxes and Remittances	\$295,250
Activity Fees and Rents	\$38,400
Donations	\$5,500
Loan Proceeds	\$0
TOTAL	\$569,150
EXPENSES (incl. reserves)	
Personnel	\$139,940
Buck Park	\$37,600
Buck Park Improvement Project	\$92,000
Operating Supplies & Expenses	\$76,000
Professional Services	\$10,800
Rental Fees	\$14,700
Programs	\$57,150
Cash and Transfers	\$140,960
TOTAL	\$569,150

Orcas Island Park & Recreation District



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

Tax Levy Certification

In accordance with RCW 84.52.020, I, Marcia West, Director for the Orcas Island Park and Recreation District, do hereby certify to the San Juan County legislative authority that the Commissioners of said district request the following levy amount be collected in 2017 as provided in the district's budget which was adopted following an advertised public hearing held on the 10th day of November, 2016.

Regular Levy: \$295,000

Refund Levy: \$1,000

Marcia West, Director

Date

as of:
11/10/16

Orcas Island Park and Rec District 2017 Budget			
date of this 11/16/16			
		2016	2017
		Revenues	Revised Budget
Beginning Net Cash and			
Investments	\$230,000.00	169,000	\$230,000
General Property Taxes	311.10.00.0000	177,000	\$295,000
Leasehold Tax	317.20.00.0000	150	\$150
Timber Harvest Tax	317.40.00.0000	100	\$100
Payment In-Lieu of Property Tax (DNR)	336.02.31.0000	0	\$0
Activity Fees	347.60.00.0000	35,000	\$38,000
Rental / Lease Revenue	362.40.00.0000	500	\$400
Donations			
Donations - Unrestricted	367.00.00.0010	2,600	\$1,500
Donations - Team/Corporate Sponsorship	367.00.00.0020	0	\$0
Donations - Private Grants	367.00.00.0030	1,152	\$0
Donations - Restricted	367.00.00.0100	8,000	\$2,000
Buck Park Reimbursements	369.90.00.0001	500	\$0
Interfund Loan - Port of Orcas	381.10.00.6721	180,000	\$0
State Remittances	386.00.00.0000	1,900	\$2,000
Refunds (technically "Other Nonrevenues")	389.00.00.0000		\$0
column total->		\$75,902	\$69,150
Ending Cash	508.80.00.0000		
Personnel			
OIPRD Director	571.00.10.0001	52,396	\$56,964
OIPRD Assistant Director	571.00.10.0002	44,920	\$48,372
OIPRD Facility / Activity Super.	571.00.10.0003	7,000	\$21,000
OIPRD Program Assistant	571.00.10.0004	24,808	\$0
FICA	571.00.20.0001	7,304	\$9,000
L & I	571.00.11.0002	1,600	\$1,600
Unemployment	571.00.20.0009	1,400	\$3,000
Supplies			
Office Supplies	571.00.31.0002	1,000	\$1,200
Computer Supplies	571.00.31.0003	400	\$400
Software	571.00.31.0004	1,200	\$1,200
Grounds - Sprinkler	571.00.31.0007	500	\$0
Janitorial Supplies	571.00.31.0009	100	\$100
Promotion Supplies	571.00.31.0013	200	\$200
Supplies - Other	571.00.31.0019	5,200	\$5,000
Athletic Supplies - General	571.00.31.0100	9,800	\$9,000
Equipment Non-Capitalized			
Office Equipment	571.00.35.0002	2,000	\$2,000
Signage	571.00.35.0003	500	\$500
Athletic Equipment - General	571.00.35.0100	10,000	\$10,000
Professional Services			
Professional Services	571.00.41.0001	1,900	\$1,500
Consultors	571.00.41.0003	19,000	\$25,000
Website Development / Consulting	571.00.41.0004	0	\$0
Legal Services	571.00.41.0006	2,500	\$3,000
Accounting Services	571.00.41.0007	800	\$800
Print/Graphics Services	571.00.41.0008	1,400	\$0
Activity Coordinators	571.00.41.0011	2,700	\$8,000
WA State Auditors Fees	571.00.41.0015	5,000	\$5,000
Promotion	571.00.41.0019	500	\$500
Programs Brochures/Mailers	571.00.41.0020	1,200	\$4,000
Advertising	571.00.41.0100	400	\$400
Employment Advertising	571.00.41.0101	200	\$200
Admin./Office non-supplies/equip. costs			
Postage & Shipping	571.00.42.0001	3,620	\$3,600
Website / Online Billing	571.00.42.0002	300	\$500
Printing / Graphics	571.00.42.0003	1,000	\$0
Telephone/Internet	571.00.42.0004	3,800	\$3,600
Active Net Fees	571.00.42.0005	200	\$200
Travel	571.00.43.0010	300	\$350
Rentals and Leases			
Operating Rentals and Leases	571.00.45.0002	11,000	\$7,200
Event Rental Fees	571.00.45.0100	2,800	\$7,500
Insurance Premiums and Recoveries	571.00.46.0001	4,600	\$4,600
Utilities			
Utilities Services - Chem RR Svc.	571.00.47.0011	4,000	\$4,300
Utilities Service - Water	571.00.47.0012	1,000	\$1,000
Sewer / Garbage	571.00.47.0013	1,200	\$1,400
Utilities Service - Electrical	571.00.47.0014	800	\$900
Repairs and Maintenance			
Grounds / Mowing	571.00.48.0006	14,000	\$14,000
Grounds / Sprinkler Related	571.00.48.0007	1,000	\$4,000
Grounds / Gen. Water System Related	571.00.48.0008	600	\$1,000
Grounds Maintenance	571.00.48.0010	2,000	\$6,000
Grounds - Other	571.00.48.0011	5,700	\$5,000
Miscellaneous			
Auditor Recording Fees	571.00.49.0002	200	\$300
Ballot/Promo/Domains	571.00.49.0004	13,350	\$3,000
Other	571.00.49.0009	1,000	\$5,000
Interfund Loan Principal Payment	581.20.70.6721	0	\$36,000
Taxes and Operating Assessments	586.00.44.0000	2,500	\$2,500
Interfund Loan Interest Income	592.76.80.6721	0	\$6,300
Park Improvements	594.71.61.0010	88,316	\$92,000
column totals ->		369,214.00	428,186.00
ending of period cash balance ->		\$206,688	\$140,964

2017 Budget Summary		Revised 2016	Difference
Revenue			
Beginning Net Cash	\$230,000	\$169,000	\$61,000
Taxes and Remittances	\$295,250	\$179,150	\$116,100
Activity Fees and Rents	\$38,400	\$35,500	\$2,900
Donations	\$5,500	\$12,252	-\$6,752
Loan Proceeds	\$0	\$180,000	-\$180,000
TOTAL	\$569,150	\$575,902	\$6,752
EXPENSES (incl. reserves)			
Personnel	\$139,940	\$139,428	\$512
Buck Park	\$37,600	\$30,300	\$7,300
Buck Park Improvement Project	\$92,000	\$88,316	\$3,684
Operating Supplies & Expenses	\$76,000	\$41,470	\$34,530
Professional Services	\$10,800	\$12,100	-\$1,300
Rental Fees	\$14,700	\$13,800	\$900
Programs	\$57,150	\$43,800	\$13,350
Cash and Transfers	\$140,960	\$206,688	-\$65,728
TOTAL	\$569,150	\$575,902	\$6,752
	\$428,190	\$369,214	

2017 Budget Summary	
Revenue	
Beginning Net Cash	\$230,000
Taxes and Remittances	\$295,250
Activity Fees and Rents	\$38,400
Donations	\$5,500
Loan Proceeds	\$0
TOTAL	\$569,150
EXPENSES (incl. reserves)	
Personnel	\$139,940
Buck Park	\$37,600
Buck Park Improvement Project	\$92,000
Operating Supplies & Expenses	\$76,000
Professional Services	\$10,800
Rental Fees	\$14,700
Programs	\$57,150
Cash and Transfers	\$140,960
TOTAL	\$569,150

Orcas Island Park and Rec District 2017

	date of this		2016	Q1			Q2			Q3			Q4			2017	
	Revenues	11/10/16		Revised Budget	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov		Dec
Beginning Net Cash and General Fund Balances	\$230,000.00		169,000	\$230,000	\$189,196	\$164,154	\$150,412	\$227,385	\$238,978	\$205,126	\$220,506	\$194,254	\$183,202	\$208,910	\$218,523	\$230,000	
	311,100,000.00		177,000	\$1,000	\$1,000	\$25,000	\$99,000	\$30,000	\$1,500	\$1,500	\$1,500	\$10,000	\$92,000	\$30,000	\$2,000	\$295,000	
	Leasehold Tax	\$150	150	\$0	\$0	\$50	\$25	\$25	\$0	\$0	\$0	\$0	\$50	\$0	\$0	0	
	317,200,000.00		100	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$100	
	336,023,310.00		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Timber Harvest Tax																	
Payment In-Lieu of Property Tax (DONR)				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Activity Fees	\$38,000.00		35,000	\$1,600	\$2,800	\$5,000	\$1,700	\$4,000	\$4,500	\$4,000	\$2,800	\$6,000	\$3,000	\$1,800	\$800	\$38,000	
Rental / Lease Revenue	\$400		500	\$0	\$0	\$0	\$100	\$100	\$0	\$100	\$100	\$0	\$0	\$0	\$0	\$400	
Donations																	
Donations - Unrestricted	\$1,500		2,600	\$0	\$0	\$1,000	\$0	\$300	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$1,500	
Donations - Team/Corporate Sponsorship	\$0		0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations - Private Grants	\$0		1,152	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Donations - Restricted	\$2,000		8,000	\$500	\$0	\$0	\$0	\$0	\$300	\$0	\$500	\$0	\$500	\$0	\$0	\$2,000	
Back Park Reimbursements	\$0		500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
369,900,000.00				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
181,10,000.6721				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Interfund Loan - Port of Orcas	\$0		1,900	\$100	\$100	\$200	\$50	\$350	\$250	\$250	\$150	\$250	\$150	\$100	\$50	\$2,000	
State Reimbursements	\$2,000																
386,000,000.00																	
389,000,000.00																	
Refunds(technically "Other Nonrevenues")	\$0															\$0	
569,150			575,982	232,700	194,096	195,404	251,287	262,160	245,728	210,976	225,556	210,704	279,002	240,810	221,373	569,150	
column total->																	
Ending Cash	\$508,800,000.00																
Personnel	\$71,003,100,0001	\$56,964	52,396	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$4,747	\$56,964	
OIPRD Director	\$71,003,100,0002	\$48,372	44,920	\$3,932	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$4,040	\$48,372	
OIPRD Assistant Director	\$71,003,100,0003	\$21,000	7,000	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900	\$21,000	
OIPRD Facility / Activity Super.	\$71,003,100,0004	\$0	24,808	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
OIPRD Program Assistant	\$71,003,100,0005	\$9,000	7,304	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$750	\$9,000	
FICA	\$71,003,100,0006	\$1,600	1,600	\$130	\$130	\$130	\$130	\$130	\$130	\$130	\$130	\$130	\$140	\$140	\$140	\$1,600	
L & I	\$71,003,100,0007	\$3,000	1,400	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$3,000	
Unemployment	\$71,003,100,0008																
Supplies	\$71,003,100,0002	\$1,200	1,000	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,200	
Office Supplies	\$71,003,100,0003	\$400	400	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$100	\$0	\$400	
Computer Supplies	\$71,003,100,0004	\$1,200	1,200	\$90	\$90	\$200	\$90	\$90	\$90	\$100	\$90	\$90	\$90	\$90	\$90	\$1,200	
Software	\$71,003,100,0005	\$0	500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Grounds - Sprinkler	\$71,003,100,0009	\$100	100	\$0	\$20	\$0	\$20	\$0	\$20	\$0	\$20	\$0	\$20	\$0	\$20	\$100	
Janitorial Supplies	\$71,003,100,0013	\$200	200	\$0	\$0	\$0	\$0	\$50	\$0	\$0	\$0	\$50	\$50	\$50	\$0	\$200	
Promotion Supplies	\$71,003,100,0019	\$5,000	5,200	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$420	\$400	\$400	\$5,000	
Supplies - Other	\$71,003,100,0020	\$9,800	9,800	\$700	\$700	\$700	\$1,000	\$1,000	\$700	\$500	\$500	\$700	\$1,000	\$1,000	\$500	\$9,000	
Athletic Supplies - General																	
Equipment Non-Capitalized																	
Office Equipment	\$71,003,15,0002	\$2,000	2,000	\$50	\$50	\$50	\$100	\$150	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$2,000	
Signage	\$71,003,35,0003	\$500	500	\$0	\$0	\$200	\$0	\$200	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$500	
Athletic Equipment - General	\$71,003,35,0003	\$10,000	10,000	\$400	\$400	\$800	\$1,000	\$700	\$800	\$0	\$2,000	\$2,000	\$1,500	\$200	\$200	\$10,000	
Professional Services	\$71,004,41,0001	\$1,500	1,900	\$40	\$100	\$150	\$100	\$100	\$250	\$50	\$250	\$100	\$140	\$120	\$100	\$1,500	
Instructors	\$71,004,41,0003	\$25,000	19,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,500	\$4,000	\$4,000	\$2,500	\$3,000	\$3,000	\$25,000	\$0	
Website Development / Legal Services	\$71,004,41,0004	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Refunds	\$71,004,41,0006	\$3,000	2,500	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$1,000	\$500	\$500	\$3,000	
Accounting Services	\$71,004,41,0007	\$800	800	\$0	\$0	\$200	\$0	\$0	\$200	\$0	\$0	\$200	\$0	\$0	\$200	\$800	

11/10/16

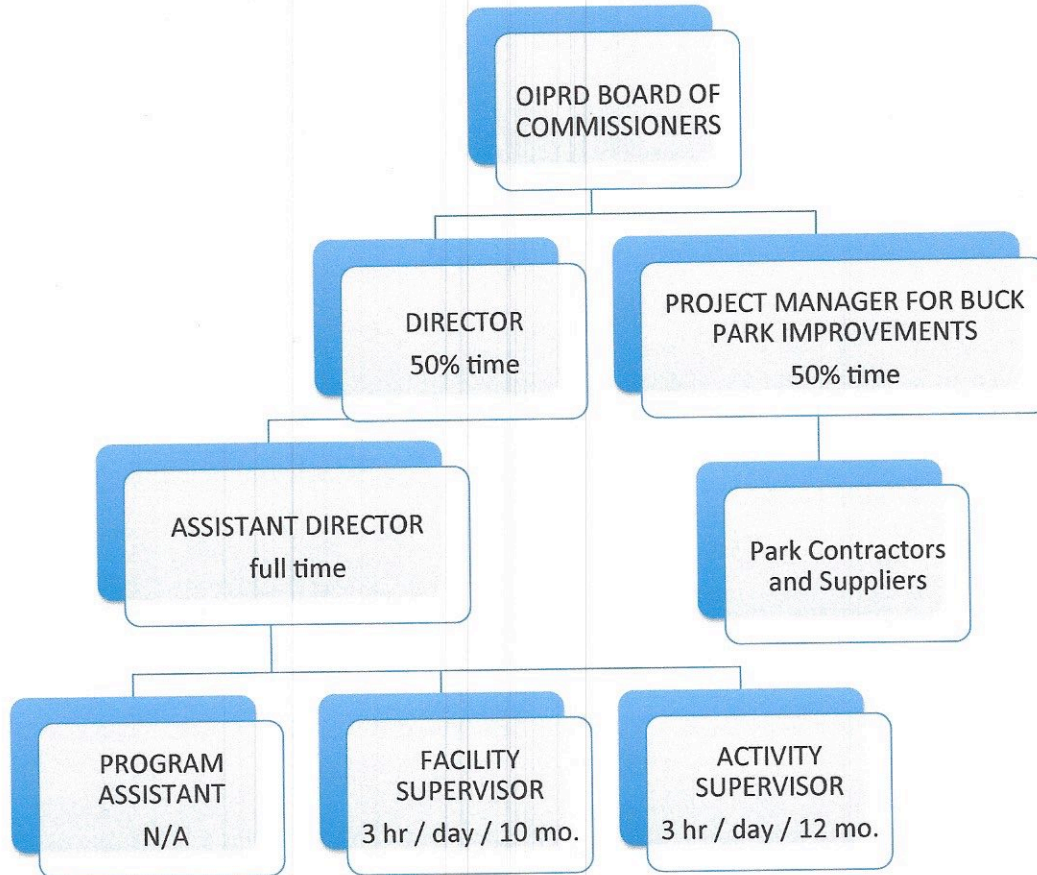
Orcas Island Park and Rec District 2017

date of this	2017		2016 Revised Budget	Q1			Q2			Q3			Q4			2017	
	Revenues	11/10/16		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Check	
Print/Graphics Services	571.00.41.0008	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Activity Coordinators	571.00.41.0011	\$8,000	2,700	\$0	\$0	\$2,000	\$0	\$0	\$0	\$2,000	\$0	\$0	\$0	\$2,000	\$2,000	\$0	\$8,000
WA State Auditors Fees	571.00.41.0015	\$5,000	5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$5,000
Promotion	571.00.41.0019	\$500	500	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$300	\$0	\$0	\$0	\$500
Programs Brochures/Mailers	571.00.41.0020	\$4,000	1,200	\$0	\$0	\$1,000	\$0	\$0	\$1,000	\$0	\$0	\$1,000	\$0	\$0	\$0	\$1,000	\$4,000
Advertising*	571.00.41.0100	\$400	400	\$100	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$0	\$100	\$0	\$0	\$400
Employment Advertising	571.00.41.0101	\$200	200	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$200
Admin./Office non-supplies/equip. costs																	
Postage & Shipping	571.00.42.0001	\$3,600	3,620	\$0	\$0	\$900	\$0	\$900	\$0	\$0	\$900	\$0	\$0	\$0	\$900	\$0	\$3,600
Website / Online Billing	571.00.42.0002	\$500	310	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500
Printing / Graphics	571.00.42.0003	\$0	1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Telephone/Internet	571.00.42.0004	\$3,600	3,800	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$3,600
Active Net Fees	571.00.42.0005	\$200	200	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$15	\$25	\$25	\$15	\$15	\$15	\$200
Travel	571.00.43.0010	\$350	300	\$0	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$0	\$0	\$0	\$0	\$350
Rentals and Leases																	
Operating Rentals and Leases	571.00.45.0002	\$7,200	11,000	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$7,200
Event Rental Fees	571.00.45.0100	\$7,500	2,800	\$700	\$0	\$4,000	\$700	\$0	\$700	\$0	\$700	\$0	\$700	\$0	\$0	\$0	\$7,500
Insurance Premiums and Recoveries	571.00.46.0001	\$4,600	4,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,600	\$0	\$0	\$0	\$0	\$0	\$4,600
Utilities																	
Utilities Services - Chem RR Svc.	571.00.47.0011	\$4,300	4,000	\$0	\$0	\$400	\$400	\$500	\$500	\$500	\$500	\$600	\$600	\$300	\$0	\$0	\$4,300
Utilities Service - Water	571.00.47.0012	\$1,000	1,000	\$60	\$60	\$80	\$90	\$90	\$90	\$90	\$90	\$90	\$90	\$85	\$85	\$0	\$1,000
Sewer / Garbage	571.00.47.0013	\$1,400	1,200	\$0	\$0	\$100	\$100	\$200	\$200	\$150	\$200	\$200	\$200	\$100	\$0	\$0	\$1,400
Utilities Service - Electrical	571.00.47.0014	\$900	800	\$0	\$0	\$50	\$100	\$100	\$100	\$100	\$100	\$150	\$200	\$100	\$0	\$0	\$900
Repairs and Maintenance																	
Grounds / Mowing	571.00.48.0006	\$14,000	14,000	\$1,020	\$1,020	\$1,160	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$1,200	\$14,000
Grounds / Sprinkler Related	571.00.48.0007	\$4,000	1,000	\$0	\$0	\$0	\$2,000	\$400	\$200	\$0	\$800	\$400	\$200	\$0	\$0	\$0	\$4,000
Grounds / Gen. Water System Related	571.00.48.0008	\$1,000	600	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$1,000
Grounds Maintenance	571.00.48.0010	\$6,000	2,000	\$2,000	\$1,000	\$1,000	\$1,000	\$1,000	\$0	\$1,000	\$500	\$0	\$0	\$0	\$0	\$0	\$6,000
Grounds - Other	571.00.48.0011	\$5,000	5,700	\$0	\$0	\$500	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$500	\$0	\$0	\$0	\$0	\$5,000
Miscellaneous																	
Auditor Recording Fees	571.00.49.0002	\$300	200	\$0	\$0	\$100	\$0	\$0	\$0	\$100	\$0	\$0	\$100	\$0	\$0	\$0	\$300
Ballot/Promo/Domains	571.00.49.0004	\$3,000	1,350	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
Other	571.00.49.0009	\$5,000	1,000	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$2,000	\$0	\$0	\$5,000
Interfund Loan Principal Payment	571.00.70.6721	\$36,000	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,000	\$0	\$0	\$0	\$36,000
Taxes and Operating Assessments	866.00.44.0000	\$2,500	2,500	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$300	\$200	\$200	\$2,500
Interfund Loan Interest Income	992.76.80.6721	\$6,300	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,300	\$0	\$0	\$6,300
Park Improvements	994.71.63.0010	\$92,000	88,316	\$24,000	\$12,000	\$13,000	\$12,000	\$0	\$0	\$18,000	\$25,000	\$0	\$0	\$0	\$0	\$0	\$92,000
column totals ->		428,186.00	369,214.00	\$43,504	29,942	\$164,154	\$40,992	23,902	23,182	40,602	\$7,542	31,302	27,502	70,092	22,287	23,337	428,186.00
ending of period cash balance ->		\$140,964	\$206,688	\$189,196	\$164,154	\$150,412	\$227,385	\$238,978	\$205,126	\$163,434	\$194,254	\$208,910	\$218,523	\$198,036	\$23,337	\$22,287	\$140,964

EXHIBIT A

OIPRD STAFFING DURING 18 MONTH CONSTRUCTION CYCLE BEGINNING MAY 26, 2016

Prepared: 10-May-16



SALARIES AND BENEFITS

	AS OF 3/31	2016 AS OF MAY PAYROLL				2017				
	CURRENT ANNUAL BUDGET	SALARY	STIPEND / HEALTH CARE	TOTAL MONTHLY		TOTAL ANNUAL	SALARY	STIPEND / HEALTH CARE	TOTAL MONTHLY	TOTAL ANNUAL
DIRECTOR / PROJECT MANAGER 50% / 50% - FOR 18 MO.	\$43,260	\$47,000 ANNUAL	\$830 MONTHLY	\$4,747		\$56,964	\$47,000 ANNUAL	\$830 MONTHLY	\$4,747	\$56,964
ASSISTANT DIRECTOR FULL TIME	\$40,790	\$41,184 ANNUAL	\$500 MONTHLY	\$3,932		\$47,184	\$42,008	\$540 MONTHLY	\$4,040	\$48,480
Activity Supervisor 3 HR / DAY - 5 day / wk / 12 mo.	0	\$36,528 ANNUAL	\$500 MONTHLY	\$3,544		\$42,528	\$15.30	0	AVG \$1,000 / MO OVER YR	\$12,000
FACILITY SUPERVISOR 3 HR / DAY - 5 DAY / WK FOR 10 MO.	\$4,132	\$15 / HR	0	AVG. \$600/MO OVER YR		\$7,200	\$15.30	0	AVG \$900 / MO OVER YR	\$9,000
TOTAL ANNUAL:				\$153,876		TOTAL ANNUAL:				\$126,444

Orcas Island Park & Recreation District - Monthly Director's Report

AS OF: 11/10/16

BUDGET SUMMARY

As of Oct. 31, 2016
Balance: \$277,660.48
Expenses: \$23,596.23
Revenue: \$46,507.35
Difference from budget:
+\$27,102.48
Prime factors - delayed
construction and reduced
personnel costs

activity	category	participants avg each time	end date	staffing	location
Football, Youth Tackle	III	15	5-Nov	coaches	Upper Field
Pokemon Club	II	22	16-Dec	Zack S.	FHC
Boys Choir	II	9	19-Dec	MWA	OCS Chapel
Mad Scientist	II	6	12-Dec	Lana	FHC
Dance, Ballet, Tap, Creative	II	46	15-Dec	S. Moss	Odds/APTD
Art	II	9	14-Dec	Lana	FHC
Magical 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	29	17-Dec	coaches	Various
Running Club	III	23	14-Dec	coaches	OIPRD
Soccer, Baturay	II	6	30-Nov	Baturay	Buck Park

Adult Drop-in Programs				
Pickleball - Mon/Thurs	7			
Pickleball - Sunday a.m.	10			
Volleyball - Sun/Weds	9			
Basketball - Tuesdays	28			
Upcoming Activities - Winter/Spring Activities flyer is in the works				
activity	category	registered	start date	location
Monthly MTG Tournaments	II	6	1st Fri.	OIPRD
Basketball, Boys SWISH	III	9	12-Dec	various
Drop-in Futsal	II	N/A	TBD	Old Gym
Youth enrolled per week = 294				
Avg Adults and Families at drop-in = 66				

Commissioners' Action

Items

- 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 is still scheduled for Nov., will make a visit to the fence company on Nov. 14. Waiting until fence is complete to order the backboard. We need to call again for utility marking.
- We will plant the area along Mt. Baker road with evergreen shrubs once the fence is in.
- Dugouts drawings are with the structural for completion. We need to get the cut list to Andrew Stephens and a commitment for construction by volunteers and contractors. Permit will need some shepherding to make construction by the spring session.
- Drainage and grading for the play area structure is in progress. T-Rex structure and Apollo go-round costing has been received. Options could include everything from full installation to shipping only. Range is from \$20,000 - \$85,000. We have also received suggestions to look at natural area playground.
- Winter weather projects include bleacher repair and stabilization and the outfield fence in-ground sleeves. The Grand Slam Fencing Kit seems to be the best option. Fixed ground sleeves are included. Price for both fields is ~ \$3,500 for both systems.
- Burning and rough grading are in progress for the Off Leash area. An open house / workshop is scheduled for Dec. 8th to finalize the entry style and location. We will walk the area and update drawings prior to the meeting.

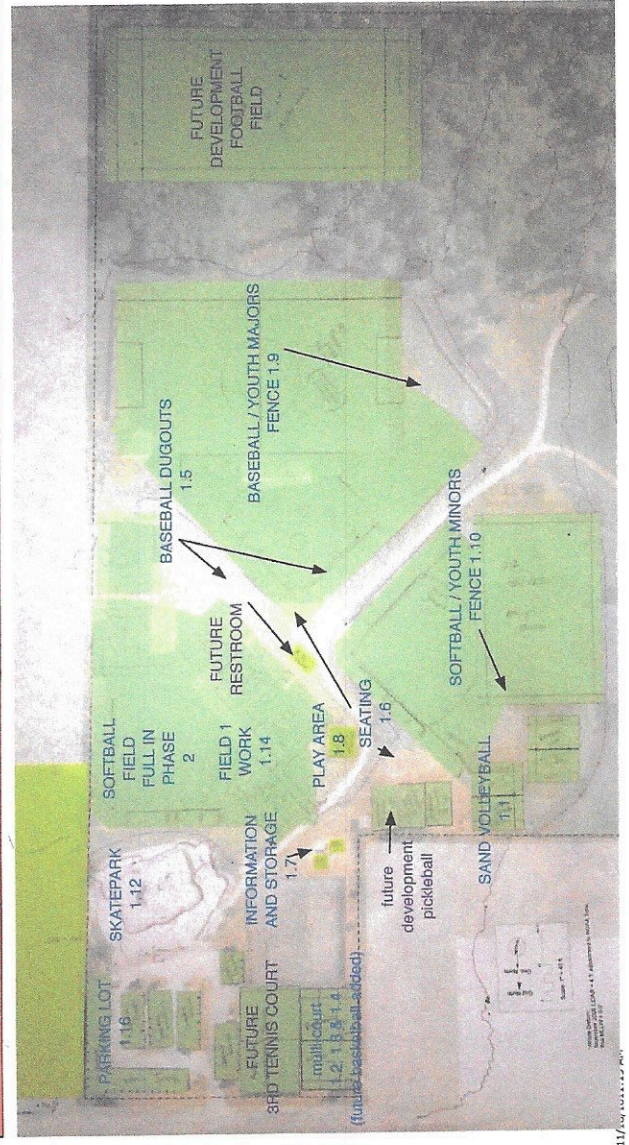
Administrative Task Update

- Operating and maintenance agreement with the Land Bank for the dog park area NEEDS to be drafted. Land Bank was making the first draft for our review but we need to send a suggested draft to move the process along.
- We need to address our office location during the Funhouse construction. They are currently hoping to begin work in May. This should be one of the major topics for our Dec. 15th workshop.
- Budget has been prepared for 2017 and is presented for review and approval. The final property evaluations have yet to be posted be the county.
- We have our gym supervisors enforcing the new behavior rules for open gym. A copy is attached for your review. Also for your review is the letter prepared should we need to ban anyone from open gym.
- Kim Lambie resigned as of Oct. 25. Her records have been retired and she is paid in full. We are once again reviewing our staffing needs and have adjusted the 2017 budget for part-time employees to support activities and open gyms.
- The policy & procedure book is back and we are working to have a full draft by the first of the year.

2017 Budget Summary			
Revenue		Revised 2016	Difference
Beginning Net Cash	\$230,000	\$169,000	\$61,000
Taxes and Remittances	\$295,250	\$179,150	\$116,100
Activity Fees and Rents	\$38,400	\$35,500	\$2,900
Donations	\$5,500	\$12,252	-\$6,752
Loan Proceeds	\$0	\$180,000	-\$180,000
TOTAL	\$569,150	\$575,902	\$6,752
EXPENSES (incl. reserves)			
Personnel	\$139,940	\$139,428	\$512
Buck Park	\$37,600	\$30,300	\$7,300
Buck Park Improvement Project	\$92,000	\$88,316	\$3,684
Operating Supplies & Expenses	\$76,000	\$41,470	\$34,530
Professional Services	\$10,800	\$12,100	-\$1,300
Rental Fees	\$14,700	\$13,800	\$900
Programs	\$57,150	\$43,800	\$13,350
Cash and Transfers	\$140,960	\$206,688	-\$65,728
TOTAL	\$569,150	\$575,902	\$6,752

Buck Park Improvement - Project Tracking and Budget
updated as of: 11/16/16

		1st HALF	dec	Q4 2016	2016	jan	feb	mar	Q1 2017	apr	may	jun	Q2 2017	jul	aug	sept	Q3 2017	oct	nov	dec	Q4 2017	2017
INFRASTRUCTURE INVESTMENT																						
1.16	Infrastructure Refurbish & Repair BP	2,778	0	0	3,228	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.1	Sand Volleyball Court	2,100	0	0	6,250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.2.1	New Multi-Use Court	0	4,000	4,000	24,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.4	New Multi-Use Court Fence	0	12,000	12,000	12,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1.5	Dugout Repairs / Roofing	0	3,200	3,200	3,800	11,000	0	0	11,000	0	0	0	0	0	0	0	0	0	0	0	0	11,000
1.6	Spectator Seating	0	800	800	800	5,000	0	0	5,000	0	0	0	0	0	0	0	0	0	0	0	0	5,000
1.7	BP Shed Repair and Expansion	0	0	0	0	4,500	12,100	0	16,600	0	0	0	0	0	0	0	0	0	0	0	0	16,600
1.8	Playground Repair and Upgrade	0	3,000	3,000	3,000	0	0	13,000	13,000	0	0	0	0	0	0	0	0	0	0	0	0	13,000
1.9.1.10	Seasonal Fencing	0	0	0	0	0	6,000	0	6,000	0	0	0	0	0	0	0	0	0	0	0	0	6,000
1.10	OOLA Development	0	0	0	0	3,000	0	0	3,000	0	0	3,000	3,000	0	0	0	0	0	0	0	0	6,000
1.12	Skatepark Repairs	0	0	0	0	500	0	0	500	0	10,000	0	0	0	0	0	0	0	0	0	0	500
1.14	Field One Upgrade & Irrigation	0	0	0	0	0	0	0	0	0	0	15,000	15,000	25,000	0	0	25,000	0	0	0	0	40,000
	Resurface Tennis Courts	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	1,500	1,500	4,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL EXPENSES:		4,878	24,500	24,500	57,578	24,000	18,100	13,000	55,100	0	10,000	18,000	18,000	25,000	0	0	25,000	0	0	0	0	99,100



[Home](#) > [Baseball](#) > [Fencing \(Temporary/Portable\)](#) > [Grand Slam](#) > [Premium 471' Grand Slam Fencing Kit \(for 300' Field\)](#)



Premium 471' Grand Slam Fencing Kit (for 300' Field)

Item No: FKP471



Our Price: \$1,744.99

MSRP: \$1949.49

Colors*

Red

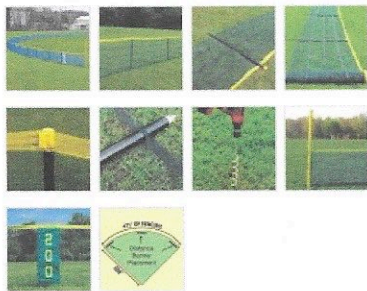
Item No: FKP471

[Add to Wishlist](#)

Qty:

1

[Add to Cart](#)



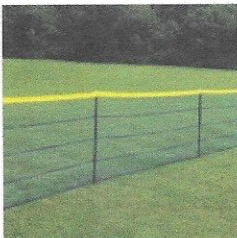
Product Description

Easy-to-install temporary fencing is excellent for creating an outfield fence.

- Kit includes Temp Fence Poles, Temp Fence Ground Sockets, Grand Slam Foul Poles (Set of 2) and (3) Outfield Distance Banners
- Soft poly-mesh fencing with 3" yellow, homerun-marker top
- Fencing has holes woven into fabric for easy insertion of poles and top cap attachment
- High gloss black, furniture-grade PVC poles with a yellow hinged top cap for attachment to fence with a white PVC pointed bottom tip
- Auger for drilling holes in the ground – fits most power drills.
- 48" H fencing available in Green, Red and Royal Blue

Note: Comes with enough poles to be spaced a 5 ft. intervals for maximum support.

Recently Viewed Products



Premium Grand Slam Fencing
150' Pkg. With Ground
leaves



Premium 314' Grand Slam
Fencing Kit (for 200' Field)

Related Products

[Home](#) > [Baseball](#) > [Fencing \(Temporary/Portable\)](#) > [Grand Slam](#) > [Premium 314' Grand Slam Fencing Kit \(for 200' Field\)](#)



Premium 314' Grand Slam Fencing Kit (for 200' Field)

Item No: FKP314



Our Price: \$1,344.99

MSRP: \$1479.49

Colors*

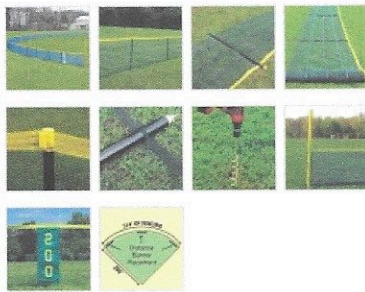
Royal Blue

Item No: FKP314

[Add to Wishlist](#)

Qty: 1

[Add to Cart](#)



Product Description

Easy-to-install temporary fencing is excellent for creating an outfield fence.

- Kit includes Temp Fence Poles, Temp Fence Ground Sockets, Grand Slam Foul Poles (Set of 2) and (3) Outfield Distance Banners
- Soft poly-mesh fencing with 3" yellow, homerun-marker top
- Fencing has holes woven into fabric for easy insertion of poles and top cap attachment
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Note: Comes with enough poles to be spaced at 5 ft. intervals for maximum support.

Recently Viewed Products



Premium Grand Slam Fencing
150' Pkg. With Ground
Sleeves

Related Products



Northwest Playground Equipment, Inc.

PO Box 2410, Issaquah, WA 98027-0109
Phone (425) 313-9161 FAX (425) 313-9194
Email: kristina@nwplayground.com

QUOTE

Quote # 10132016KM1
Date: 10/13/2016

To: Buck Park
Orcas Island
Eastsound, WA 98245

Name: Marcia West
Email: marciaw@oiprd.org

Phone: 360.376.7275
Fax:

Item #	Qty		Price	Total Price
Equipment				
Playworld Systems				
ZZXX0135	1	Origins T-Rex Head	\$ 6,684.00	\$ 6,684.00
ZZXX0136	1	Origins T-Rex Ribs	\$ 12,220.00	\$ 12,220.00
ZZXX0137	1	Origins T-Rex Tail	\$ 4,775.00	\$ 4,775.00
ZZXX0138	1	Origins T-Rex Hatching Egg	\$ 3,629.00	\$ 3,629.00
ZZXX9430	38	4ft Border Timbers w/Stake	\$ 48.00	\$ 1,824.00
ZZXX9410	2	2ft Border Timbers w/Stake	\$ 38.00	\$ 76.00
ZZXX9409	2	1ft Border Timbers w/Stake	\$ 32.00	\$ 64.00
Dynamo				
DX-2100F	1	Full Size Apollo with Floor	\$ 23,055.00	\$ 23,055.00
Zeager - Safety Surfacing				
	1	74CY of Zeager Cedar Certified Engineered Woodcarpet (12in after compaction) and One Layer of Fabric for a 1320 Sq. Ft. Area.	\$ 2,086.40	\$ 2,086.40

Customer is responsible to meet and provide 2-3 adults to unload the truck. Installer will unload
Notes: *Origins and Dynamo items only. Must have direct access for Semi to unload safety surfacing or additional charges may apply.*

		Equipment Subtotal	\$ 54,413.40
Playworld KCDA Discount:	KCDA 15.0%	\$ (4,390.80)	
Dynamo KCDA Discount:	KCDA 7.0%	\$ (1,613.85)	
Zeager KCDA Discount:	KCDA 10.5%	\$ (219.07)	
		Playworld Freight:	\$ 4,505.24
		Dynamo Freight:	\$ 6,109.33
		Zeager Freight:	\$ 1,687.41
		Equipment Total (less tax):	\$ 60,491.66

CERTIFIED INSTALLATION

1	Regular installation of Playworld Systems and Dynamo equipment, Laying Fabric and Spreading Safety Surfacing and unloading of Dynamo and Origins items. Price does Not include unloading other items, disposal of packaging or removal of dirt from holes.	\$ 16,250.00
---	---	--------------

NOTE: **Please See Exclusions & Initial Spots (3) on Page 2 of Quote and Terms - If Not Noted in Above Quote

		Installation Total:	\$ 16,250.00
		Performance Bond:	3.0% \$ 2,302.25
		Tax:	8.1% \$ 6,402.56
		ORDER TOTAL:	\$ 85,446.47

All quotes are subject to material and fuel surcharges.

Acceptance of Proposal:

(Please be sure you have read, signed and understand the Terms and Conditions on Page 2 of this Quote)
The items, prices and conditions listed herein are satisfactory and are hereby accepted.

Kristina Michael

Sales Assistant

Customer Signature

Date

*Thank you for considering Northwest Playground Equipment, Inc. for your
Park, Playground, Shelter and Sports Equipment requirements.*