

Public Meeting
January 11, 2018

Meeting Minutes January 11, 2018

Orcas Island Park and Recreation District Commission
Public Meeting, January 11, 2018
Eastsound Fire Station
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:02 pm

Bob Eagan, Chairman, present

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: Kim Kimple (Interim Director)

Public present: SJC Deputy Herb Crowe, SJC Deputy Jason Gross, Jacob Chavez, Caitlin Sena, Leharra Fortune, Jonathan White, Hilary Canty

II. PUBLIC COMMENT

Jacob Chavez and Caitlin Sena, who are frequent users of the park and have volunteered hours repairing and maintaining the skate park, asked if there was a possibility to do a grand reopening of the skatepark to welcome the public back to the improved park. When the weather improves, Grindline can finish their remaining projects and the reopening event can follow. Bob agreed a committee should be created to help plan the event. Justin expressed Jacob and Caitlin would be great point-people and will follow up with them for future plans. Caitlin mentioned it could attract skaters from across the state, so there would be a large turnout of people, especially from out of town. Jacob also requested that, with increased use of Buck Park by dog park users, an additional Port-a-potty be added near the skate park/dog park. OIPRD will add extra facilities when the portable toilets are placed in early March.

Leh'arra Fortune brought up ideas for a skate park Summer Solstice Event/campout for the weekend of summer solstice to celebrate the reopening of the park and solstice. She suggested there be vendor tables, live music, 500+ people expected. Leh'arra left the meeting abruptly for a conversation with a Sheriff's Deputy then later returned, interrupting other public comment with loud verbal statements. She was asked to quiet by Bob and Martha. Leh'arra left, with no progress made on her request.

Jonathan White, a long-time tennis player on the island, brought up a request to extend the hours of Wednesday evening and Saturday morning scheduled intermediate play. He is asking to extend the hours for intermediate-level play to Sat. 8:30am-Noon. Bob would like to know the

level of interest from intermediate-players, he does not want to compromise the rest of the public's play time if they are not committed to the extended time. Jonathan believes ~6-8 intermediate-level players show up in these windows of time to play and there is substantial interest with upward to ~16 players on the court at times. Martha feels OIPRD would be willing to extend the hours for a trial period, and would like to make the new hours very obvious for other regular players. OIPRD will reinstate that time to public play if the trial period suggests the intermediate group is not using the extended time. Bob asked if the posting needed to be improved, Jonathan said the posting is fine. Justin remarked that any intermediate-level user is welcome during these hours. Deb would like to know how long the trial period should be; Martha believes there should be an informal monitoring period where it is observed.

Hilary Canty spoke on behalf of Orcas Island Community Foundation about the Berkowitz Garden next to the Episcopal Church. Hilary would like to find an organization that is interested in taking over maintenance of this garden, which receives an endowment of \$1300/annually for maintenance. Other areas that may also need maintaining include Library Park, which has a separate endowment of \$2400/annually, Kiwanis Park, and other various small gardens within Eastsound. Hilary shared that Robin K., a local gardener, has offered use of equipment for maintenance of these areas, but would prefer to not do it himself. Hilary believes with the total combined parks, one employee could accomplish maintenance, as opposed to continuing to try and sustain volunteer power. Martha mentioned OIPRD is limited on what it can do to private property. Hilary noted these three parks are all San Juan County properties. Justin believes the counties should be responsible for these parks, Hilary noted when these parks were established the county was assured other entities like the library or Kiwanis would be responsible for their upkeep. Bob is willing to follow up with Hilary to create a task list, Martha also believes the Chamber of Commerce has expressed interest in the beautification of downtown. Martha spoke to the desire to see OICF play a convening role in getting entities together for a conversation regarding these parks and future maintenance.

III. MONTHLY AGENDA

< Claims Payment Request January 11, 2018 >

< Claims Payment Request DOR December >

1. Previous Minutes – December 14, 2017

MOTION: Martha moved to approve the December 14, 2017 public meeting minutes; seconded by Justin; and it was approved unanimously.

2. Employees Pay Slip

MOTION to approve employees pay slip for \$9,129.00 by Justin; seconded by Deborah; and it was approved unanimously.

3. Payment of Claims

MOTION: to approve the January 11th, 2018 Claims Payment #6501 for \$13,510.47 by Justin; Deb seconded and it was approved unanimously.

MOTION: to approve the sales tax payment of \$164.11 to the Department of Revenue, Justin moved to approve; Deb seconded and it was approved unanimously.

VI. MONTHLY BUSINESS

1. Financial

<Monthly Financial Statement>

The cash ending balance was \$121,644.00. The majority of expenses for December were spent on the parks. The \$20,000 PFAP grant for the skate park has not been received and is not included in the Ending of Period Cash Balance. The grant should be received soon after the county approves the official contract and then allows submission of vouchers for payments.

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

<Director's Report>

See attached Director's Report.

VII. UNFINISHED BUSINESS

1. Buck Park Projects -Update

Remaining fence panels have arrived for the dugout. Kim mentioned there are enough small cumulative projects needing attention at the park for the Park Steward position to begin 26 January, which aligns with the budget. Josh Culp has expressed interest in the Park Steward position.

2. OISD Project -Update

There is an OISD meeting on Feb.1st regarding future renovation projects. Bob, Deb and Kim will attend the meeting.

3. Funhouse Rental Agreement -Revision

Kim presented a request by the Funhouse Commons to reinstate the rental rate from the previous contract, which is an increase from the current contract by \$9 per month.

MOTION: to allow Kim to sign the revised Funhouse Rental Agreement at a rate of \$429 monthly by Martha; Vicki seconded and it was approved unanimously.

4. Policy and Procedure Manual -Status

Kim has completed a draft on Part One of the policy manual, which has been emailed to Commissioners for review.

5. Recruitment of Fulltime Director -Update

Martha suggested this discussion be postponed to the retreat where they will also set an agenda for the following public meeting to vote on this topic.

IX. NEW BUSINESS

1. Maintenance Contract

The Maintenance Contract is up for bid with a start date of 01 March 2018. A Request for Proposals will be posted in the Island's Sounder and on the website for the next two weeks. A walkthrough will occur on February 2nd, with final bids due on February 7th. Kim will present bids in the February meeting.

2. Board Retreat

The Board will retreat for a special meeting to be held Jan. 22nd ~~from 10am to 4pm~~ (post-meeting note: the start time for this retreat is TBD) at the Deer Harbor Fire Hall. Martha suggested each commissioner contact ~5 members of the public prior to the retreat to ask them a set of pre-established questions reflecting the performance of OIPRD over the past year. The questions are based on the personal experience of the users. Kim compiled a list of park and program users for interview and the Commissioners selected from that list. Kim will send a separate survey to all users of the registration site, and will also post a link on the OIPRD website. Responses from the interviews and surveys will be presented at the retreat and used for planning the future direction of OIPRD.

3. 2017 Recap Postcard

Kim is working on a postcard to present 2017 in review. A draft of the postcard will be emailed to Commissioners next week for feedback. She would like to send the postcard out the first week in February.

X. ADJOURNMENT MOTION With no further agenda, comments, or discussion, Martha moved to adjourn, seconded by Vicki at 6:07 pm, unanimously approved.

The meeting was adjourned at 6:07 pm.

Addenda:

Claims Payment Request January 11, 2018

Claims Payment Request DOR December

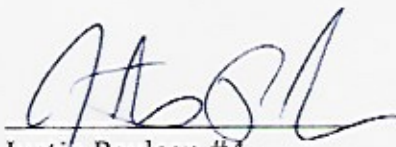
Monthly Financial Statement

Director's Report

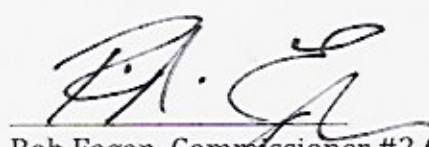
Public Meeting minutes for January 11, 2018

Approved by motion on this 08th day of February, 2018

Signed and attested this 08th day of February, 2018



Justin Paulsen #4,
Secretary



Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST


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

DATE: 11-Jan-18

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$13,510.47

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 1-11-18

Board Authorization

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

\$ 13,510.47 for the period ending January 11, 2018

We approve payment with our signatures below.


Commissioner
Date 1-11-18


Commissioner
Date 1-11-18


Commissioner
Date 1/11/18


Commissioner
Date 1-11-18

aplAVnn
01/10/2018 11:52:36AM

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: orc155 Name: A&T DOUGLAS CORPORATION

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801OA	1	Pool Rental - Jan, Feb, Mar 2018	E 6501.00.571.00.45.0100	551.31	in

Vendor Number: bal155 Name: BALIC, BATURAY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801batb	1	soccer instruction - winter	E 6501.00.571.00.41.0003	420.00	in

Vendor Number: ban155 Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801BB	1	Orcas online Feb	E 6501.00.571.00.42.0004	74.00	in
	2	ithemes - renewal website	E 6501.00.571.00.31.0004	80.00	in
	3	QB monthly	E 6501.00.571.00.31.0004	32.43	in
	4	Wire panels - baseball - Skagit Farm	E 6501.00.571.00.48.0010	440.85	in
	5	vonage - Feb	E 6501.00.571.00.42.0004	101.18	in
	6	print for less - winter mailing	E 6501.00.571.00.41.0020	1,004.72	in
	7	maintenance gloves	E 6501.00.571.00.31.0019	31.35	in
	8	soccer agility equipment	E 6501.00.571.00.35.0100	235.85	in
	9	SE background services	E 6501.00.571.00.41.0001	74.00	in

Vendor Total: 2,074.38

Vendor Number: eas350 Name: EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801eswa	1	Water - Buck Park - December	E 6501.00.571.00.47.0012	82.25	in

Vendor Number: fun100 Name: FUNHOUSE COMMONS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801FH	1	rent - February 2018	E 6501.00.571.00.45.0002	420.00	in

Vendor Number: gri146 Name: GRIFFINS YARD WORKS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801gyw	1	Mowing maintenance Dec	E 6501.00.571.00.48.0006	943.55	in
	2	Sales tax - mowing	E 6501.00.571.00.48.0006	76.46	in
	3	trash and storage fence screening	E 6501.00.571.00.48.0011	3,574.06	in
	4	Sale tax - fencing	E 6501.00.571.00.48.0011	289.46	in
Vendor Total:				4,883.53	

Vendor Number: isi730 Name: ISLAND HARDWARE & SUPPLY, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801IH	1	supplies - electric, irrigation relocate	E 6501.00.571.00.48.0011	82.14	in

Vendor Number: orc195 Name: ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801IS	1	storage rental - February	E 6501.00.571.00.45.0002	145.00	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801ORC	1	recycling center	E 6501.00.571.00.47.0013	66.00	in

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

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801PS	1	basketballs - winter swish	E 6501.00.571.00.35.0100	369.96	in

Vendor Number: san180 Name: SAN JUAN CO TREASURER

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201801SJC	1	Quarterly fee - auditor	E 6501.00.571.00.41.0001	362.53	in

Vendor Number: san275 Name: SAN JUAN SANITATION CO INC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
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201801SJS	1	buck park trash including skatepark	E	6501.00.571.00.47.0013	164.57	in
Vendor Number: ska149 Name: SKAGIT COUNTY PARKS & REC						
Invoice Number	Line No	Line Description	Account Number	Amount	Type	
201801skcp	1	4th Grade team (5th team)	E 6501.00.571.00.49.0009	715.00	in	
Vendor Number: str159 Name: STREAMLINE WATER MANAGEMENT						
Invoice Number	Line No	Line Description	Account Number	Amount	Type	
201801swm	1	Jan 11 minutes	E 6501.00.571.00.41.0001	75.00	in	
Vendor Number: thr100 Name: THREE PHASE ELECTRIC						
Invoice Number	Line No	Line Description	Account Number	Amount	Type	
201801tpe	1	electric - buck park relocation	E 6501.00.571.00.48.0011	1,663.20	in	
	2	Sales Tax	E 6501.00.571.00.48.0011	134.72	in	
				Vendor Total:	1,797.92	
Vendor Number: wes146 Name: WEST, MARCIA J.						
Invoice Number	Line No	Line Description	Account Number	Amount	Type	
201801mw	1	Jan bookkeeping and consulting	E 6501.00.571.00.41.0001	600.00	in	
	2	mailing USPS - winter flyer	E 6501.00.571.00.42.0002	700.88	in	
				Vendor Total:	1,300.88	
				Grand Total:	13,510.47	



MARCIA WEST
ORCAS ISLAND PARK & REC
Account Number: ##### 1739
Closing Date: 01/01/18
Credit Limit: \$3,000.00
Available Credit: \$2,558.88



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	\$	342.47
Purchases	+	2,189.95
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,091.30 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	441.12

Payment Information



Total Minimum Payment Due \$25.00

Minimum Payment \$ 25.00

Payment Due Date 01/26/18

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

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/06	12/07	PPLN01	75418237340047885515375	DROPBOX*YSSTHCG45HB7 DB.TT/CCHelp CA	\$ 107.02
12/07	12/07	PPLN01	55432867341200715572762	ALLIED ELECTRONICS INC 800-433-5700 TX	118.87
12/07	12/08	PPLN01	55432867341200867457663	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	8.50
12/07	12/08	PPLN01	55432867341200904894324	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	181.09
12/08	12/08	PPLN01	55432867342200970440027	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	41.29
12/13	12/14	PPLN01	55429507348717091181686	PFL.COM 4068237016 MT	1,004.72
12/14	12/15	PPLN01	55432867348200329032081	VBS*VONAGE BUSINESS 866-901-0242 GA	101.18
12/18	12/20	PPLN01	85121787353700293100439	SKAGIT FARMERS SUPPLY BURLINGTON WA	440.85
12/20	12/21	PPLN01	55432867354200479192637	INTUIT *QB ONLINE 800-286-6800 CA	32.43
12/29	12/31	PPLN01	55429507363894228736649	ITHMES 405629021 OK	80.00
12/31	01/01	PPLN01	15449858001003020095809	ORCAS ONLINE INC 360-376-4124 WA	74.00
Payments, Adjustments and Others					
12/18	12/18		000000000000000000000000	PAYMENT - THANK YOU	2,091.30 -

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!

RETAIN THIS STATEMENT FOR TAX PURPOSES. THE TOTAL FINANCE CHARGE PAID ON YOUR ACCOUNT DURING THE PAST YEAR WAS \$.00.

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	New Balance	Total Minimum Payment Due	Payment Due Date
01/01/18	\$441.12	\$25.00	01/26/18

\$ 2074.38

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 00002500 00044112 9



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

Account No.
O064
Due Date
01/20/2018

Location No.
06-0135
Amount Due
\$82.25

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

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

Amt Enclosed	82.25
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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:
oiprd@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

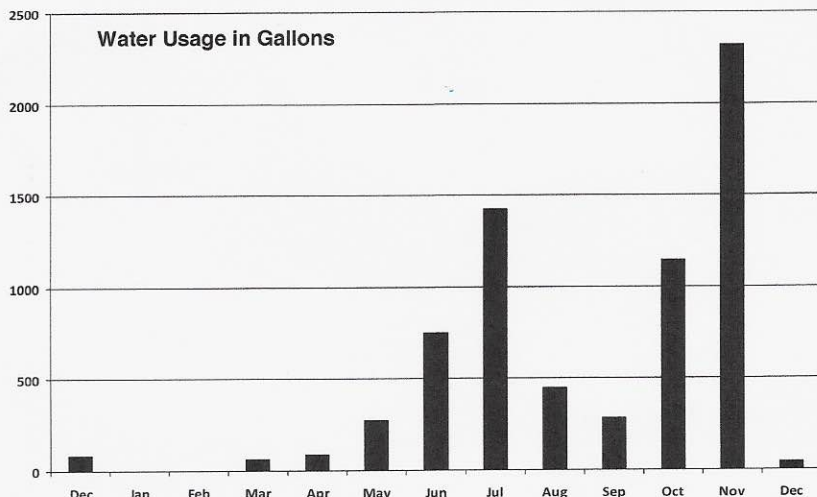
OI PARK & RECREATION DISTRICT
C/O: KIM KIMPLE, DIRECTOR
PO BOX 575
EASTSOUND, WA 98245-

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	01/20/2018

Billing Date	Service Dates Starting Ending	Meter Readings Previous Current	Usage (gallons)	Charge Amount
	PREVIOUS BALANCE			\$82.25
12/20/2017	11/20/2017 - 12/20/2017	15,458 15,501	43	\$82.25
	PAYMENTS			\$-82.25



Total Amount Due	\$82.25
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\$17.00 PER MONTH LATE FEE will be
applied to all past due accounts.

Special Message
BASE RATES: \$47/mo/ERU plus \$20/1,000 gallon for consumption over 5,000 gal/mo/ERU
INACTIVE ACCOUNTS: \$39/mo/ERU
Direct Online Banking Checks to "EWUA"
Visited new website yet? eastsoundwater.org...

CLOSING
DATE : 12/20/17

DUE DATE: 1/20/18

ISLAND HARDWARE &

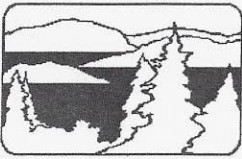
ORCAS ISLAND PARK

ACCOUNT : 47275

PLEASE RETURN THIS PORTION
WITH YOUR PAYMENT

REFERENCE NO.	AMOUNT
PREV BAL	352.54
K23819	8.11
423911	22.59
423914	6.40
423951	53.73
424721	-39.58
E26532	-345.77
	-6.77
427009	10.81
427611	20.08
NEW BAL:	
	82.14

AMOUNT PAID
\$ 82.14

**SAN JUAN COUNTY**

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

INVOICE 03049

Page 1 of 1



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

DUE DATE	12/31/2017
INVOICE DATE	12/31/2017
CUSTOMER #	0038
AMOUNT DUE	362.53

AMOUNT PAID \$ 362.53

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
A/P Warrants Entered-District		196.80
Quantity @ \$3.28	60	
Payroll Warrants		122.40
Quantity @ \$7.20	17	
Miscellaneous Auditor charges		32.93
Postage Charge	32.93	
Miscellaneous Charge	0	
A/P Warrant Stock		6.00
Quantity @ \$0.10	60	
Envelope Stock		2.70
Quantity @ \$.035	77	
Payroll Warrant Stock		1.70
Quantity @ \$0.10	17	
Total Amount Due:		362.53
Quarterly Fees - 4th Quarter, 2017		
CUSTOMER # 0038	INVOICE # 03049	PAYABLE UPON RECEIPT
		362.53

2018 S.W.I.S.H. BOYS BASKETBALL LEAGUE

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

★★ THE LARGEST BOYS BASKETBALL ★★

★★ PROGRAM IN THE AREA ★★

➔ Registrations are now being accepted with games beginning January 6th. Registrations requested by December 4th. Late registrations will be accepted only if space is available.

➔ Separate Divisions and Levels of Play for 4th through the 8th grade.

(See Rules for More Information on Divisions of Play – 8th AA/A – 7th BB/B – 6th CC/C – 4th/5th DD/D)

There may be up to two levels of play per age division depending on the number of teams & the overall skill level of each team, which will be assessed during Seeding Games on January 6th. Coaches will have the final say on the Division of Play for their team.

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:** \$715.00 (Includes an 11 game guarantee)

➔ **Individual Entry Fee:** \$95.00 (Available to Skagit County residents only)

- Individuals placed on teams based on Skagit Co. community and/or school.

➔ Games will be played on Saturday's at various sites within Skagit County

➔ All teams are required to have an adult coach on the bench at all times.

➔ **Uniforms:** All teams are required to wear same color, numbered jerseys.

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

SKAGIT COUNTY



Parks and Recreation



Cut & Here

2018 Boys S.W.I.S.H. Basketball 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.

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

Parent Name: Kim Kimple Parent Signature: \$715.00

Address: PO Box 575 Eastsound City, Zip: 98245

E-Mail: kimi@oiprd.org School &/or Last Year's Team: _____ Birthdate: ____/____/____

Individual Reg. ☐ Team Reg. ☒ Grade (circle one): 4th 5th 6th 7th 8th Division, if known (circle one) AA CC A C BB DD B D

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

www.skagitcounty.net/parks
parksrec@co.skagit.wa.us



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.



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: 12/31/17		Due by: 01/25/18		Delinquent: 01/31/18	
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE
2960959-SJ		ORCAS PARK & RECREATION D - 95 SWORD FERN LN			202.29
QUANTITY	DATE	DESCRIPTION			AMOUNT
1	12/19/17	PAYMENT			-202.29
1	12/31/17	2-YD SPEC COMPT			125.35
1	12/31/17	14.5% SAN JUAN COUNTY EXCISE TAX			20.21
1	12/31/17	SERVICE:RENT 2-YD SPECIAL PERIOD:DEC			14.00
1	12/31/17	3.6%STATE REFUSE TAX			5.01
Recycle more, waste less, and save money with our convenient co-mingled recycling collection service. We can provide your businesswith a container that suits your needs.					
PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING		12/31/17	Aging 0-30 \$ 164.57	31-60 0.00	61-90 0.00
			Over 90 0.00	Total 164.57	BALANCE DUE ➡ 164.57



San Juan Sanitation Co.
PO Box 267
Lynden, WA 98264-0267
Phone: 360-376-4709 ■ 1-877-249-1467

Due by: 01/25/18

Make Checks Payable To:
SAN JUAN SANITATION CO.

ACCOUNT NUMBER
2960959-SJ



PREVIOUS BALANCE: 202.29
PAYMENTS: -202.29
BALANCE FORWARD: 0.00
CURRENT CHARGES: 164.57
BALANCE DUE: 164.57

ENTER AMOUNT BEING PAID \$ 164.57

140 1 AV 0.373 141 / 140 1-1-140
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

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

DATE: 11-Jan-18 Page 1 of 3

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$164.11

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.


Board Authorization

 Signed as Chairman/Commissioner
Date 1-11-18

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

\$ 164.11 for the period ending January 11, 2018 We approve payment with our signatures below.

 Commissioner
Date 1-11-18

 Commissioner
Date

 Commissioner
Date 1/11/18

 Commissioner
Date 1-11-18

Invoice Accounting Report
San Juan County

Invoice #: 603-213-409

Invoice Date: 01/10/2018

Doc Date: 01/12/2018

Due Date: 01/17/2018

Vendor #: sta895

Name: STATE OF WASHINGTON

Type: In

Line No	Line Description	Account Number	Amount	PO Number
1	December Sales Tax	E 6501.00.589.30.00.0000	164.11	

Grand Total: 164.11

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

Confirmation Number	22362930
Tax Registration Number	603231409
Reporting Period	12/2017
Payment Type	EFT Credit
Date and Time Submitted	1/9/2018 10:44:42 AM
Payment Amount	164.11
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 January 26 2018.

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**

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			139,176.94	
212	SALARY PAYABLE	12,336.96			
231	OTHER ACCRUED LIABILITIES	3,991.46			
263	OTHER NONCURRENT LIABILITIES	25,000.00			
310	TAXES	1,861.48			
330	INTERGOVERNMENTAL REVENUE	759.27			
340	CHARGES FOR GOODS AND SERVICES	2,228.15			
360	MISCELLANEOUS REVENUES	7,394.71			
380	NONREVENUES	25,164.10			
	TOTAL RECEIPTS		78,736.13		
197	OTHER DEBTS	25,000.00			
212	SALARY PAYABLE	12,336.96			
231	OTHER ACCRUED LIABILITIES	3,991.46			
570	CULTURE AND RECREATION	29,358.70			
580	NONEXPENDITURES	215.47			
590	DEBT SERVICE AND OTHER	24,512.67			
	TOTAL DISBURSEMENTS		95,415.26		
101	ENDING CASH BALANCE				122,497.81
			GL ENDING CASH BALANCE		122,497.81
			NET VARIANCE		0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			180,000.00	
	BONDS PAID	0.00			
	BONDS ISSUED	25,000.00			
	NET CHANGE		-25,000.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				155,000.00
151	BEGINNING INVESTMENT BALANCE			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00

Activity Report

activity	participants avg each time	end date	staffing	location
Girls SWISH Basketball	18	16-Dec	Various	Various
Boys Pre-seas. Basketball	11	16-Dec	Frausto	OCS Gym
Boys Choir- Fall	6	18-Dec	MWA	OCS Chapel
Dance- 9 Levels Session II	58	16-Dec	Moss	Various
Basketball, Drop-in Adult	10	19-Dec	Staff	Old Gym
Volleyball, Drop-in Adult	10	20-Dec	Staff	OHS Gym
Pickleball, Drop-in Adult	10	21-Dec	Staff	Old Gym
Soccer, Fundamentals	9	24-Dec	Balic	Buck Park
Community Swim - Jan	30	7-Jan	Staff	OAC
Boys SWISH Basketball	47	2-Mar	Various	Buck Park
Family Basketball, Drop In	16	7-Jan	Staff	Old Gym
4v4 Futsal, Drop-in	4	7-Jan	Staff	Old Gym
Dance- 9 Levels Session I	26	14-Feb	Moss	Various
Boys Choir- Winter	0	26-Mar	MWA	OCS Chapel

Participants per week = 226

Administrative Task Update

- We have received a signed copy of the Land Bank Operating Agreement for the off leash area.
- Coordination continues with Grindline to complete necessary paperwork per the PFFAP contract.
- Kim Kimple still needs a finalized and signed employment contract.

Buck Park Maintenance & Management

- Skatepark repairs are still on hold waiting on warmer weather for the application of caulking and sealant.
- Baseball field dugout – the remaining fence panels have arrived (thanks Bob!) and are ready for installation.
- Irrigation vault project is complete. Once the system is commissioned this spring we will need to do some tweaking on the zone and ground wiring.
- An onsite dumpster enclosure project is underway. Once complete the dumpster will be moved from the offsite location to Buck Park.
- There are a large number of small maintenance projects that still need completion. The Park Steward position begins 26 January and will complete these projects.

Commissioners' Action Items

- Review OISD Facility Use Agreement
- Review of revised FH Lease Agreement
- Review of Policies and Procedures
- Establish pathway for search of permanent Director
- Review Maintenance Contract
- Gather feedback for Board Retreat

BUDGET SUMMARY

Year End Budget Summary as of: 12/31/17

Revenue	ACTUAL	Budget	2017
	YTD	Diff	Budget
Beginning Net Cash and Investments	\$243,289	\$13,289	\$230,000
Property Taxes	\$290,889	-\$4,361	\$295,250
Activity Fees	\$39,799	\$1,799	\$38,000
Rental / Lease Revenue	\$773	\$373	\$400
Donations	\$8,184	-\$1,816	\$10,000
Buck Park Reimbursements	\$0	-\$20,000	\$20,000
Interfund Loan - Port of Orcas	\$25,000	\$0	\$25,000
State Remittances	\$2,661	\$661	\$2,000
Refunds	\$246	\$246	\$0
	\$367,552	-\$23,098	\$390,650
Income	\$610,841	-\$9,809	\$620,650
Expenses	ACTUAL	Budget	2017
	YTD	Diff	Budget
Personnel	\$142,739	-\$10,851	\$153,590
Program Expenses			
Supplies and Equipment	\$21,307	-\$2,493	\$23,800
Travel - coaches, league meetings	\$377	\$27	\$350
Activity Coordinators	\$3,142	-\$2,358	\$5,500
Other - Team Registrations	\$7,277	\$1,377	\$5,900
Instructors	\$27,030	\$8,180	\$18,850
Operational Expenses			
Operational Supplies	\$3,610	-\$1,935	\$5,545
Professional Services	\$8,304	-\$6,596	\$14,900
Admin.equip. costs	\$5,712	-\$2,188	\$7,900
Rentals and Leases	\$15,124	-\$276	\$15,400
Insurance Premiums and Recoveries	\$5,092	\$492	\$4,600
Auditor Recording Fees	\$0	-\$300	\$300
Ballot/Promo/Domains	\$0	-\$3,000	\$3,000
Taxes and Operating Assessments	\$2,493	-\$7	\$2,500
Buck Park Expenses			
Utilities	\$10,287	\$2,187	\$8,100
Repairs and Maintenance	\$34,770	\$270	\$34,500
Park Improvements	\$159,628	\$23,048	\$136,580
Interfund Loan Interest Income	\$6,302	\$2	\$6,300
Interfund Loan Principal Payment	\$36,000	\$0	\$36,000
Expenses	\$489,197	\$5,582	\$483,615
Ending of Period Cash Balance	\$121,644	-\$15,391	\$137,035

Beginning Cash for 2018 Budget = \$115,000

Beginning 2018 Balance = + \$6,644

2018 Board Retreat – Monday, January 22nd

10:00 – 4:00

Deer Harbor Fire Station