

Meeting Minutes April 12th, 2018

Orcas Island Park and Recreation District Commission
Public Meeting, April 12th, 2018
Eastsound Fire Station
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:00 pm

Bob Eagan, Chairman, present

Roll call:

Seat 1: Vicki Vandermay, present

Seat 2: Bob Eagan, present

Seat 3: Martha Farish; arrived late at 5:16pm

Seat 4: Justin Paulsen, present

Seat 5: Deb Jones, present

Staff present: Kim Kimple (Interim Director)

Public present:

Terry Rodgers

Jessica Nichols

Matt Mullen

Garrett Ballinger

Vanya Bullock

Hayden Simpson

II. PUBLIC COMMENT

Jessica Nichols – She would like to rebuild the bleachers with new wood milled by Andrew Stephens and they will be sanded and sealed with benite. She proposed two banners: "Lady Viking" and "Vikings" with symbols that are ziptied. She will try to replace bleachers on a Sunday to avoid removing them during practices and events.

Matt Mullen – He would like to make a sign for Orcas Island baseball out of cedar near on the outside of the dugout. Brett will show him how to use the CNC machine to route the lettering. He does not have the scaling ready yet; he will get a drawing together.

Garrett Ballinger – He would like to build a bench made from skateboards for his Senior project. The bench will be bolted down, not permanently installed. He will get his family to donate the materials.

Vanya Bullock – He would like to plant 15-20 fruit trees around the park, species dependent upon soil type and sun availability. He brought a map with potential locations. His family will provide the trees and potting soil. He plans on making a water trailer and irrigating during this first summer. He plans to do a presentation with his 6th grade buddy class.

Hayden Simpson – Proposed rebuilding the bullpen for his Senior Project. Andrew Stephens will mill the lumber, he would like to replace what structure is there and add a backstop behind the catcher. He would need a few bags of concrete, plate and rubber, mound clay and new netting or fencing material for the backstop.

Justin Paulsen- Justin provided an email where OISD states they have budgeted for replacing the baseball fields prior to the bond passing. He is submitting this as public comment because it was a discussion generated as a private citizen with questions regarding the bond.

III. MONTHLY AGENDA

< Claims Payment Request April 12th, 2018>
< Claims Payment Request DOR March>

1. Previous Minutes – March 15th, 2018

MOTION: Deb moved to approve the March 15th, 2018 public meeting minutes; seconded by Vicki; and it was approved unanimously. Justin was in abstention.

Vicki would like to provide an addendum stating the baseball fields were safe enough to play on, after discussion it was decided an addendum was not necessary.

Previous Minutes – April 4th, 2018

MOTION: Deb moved to approve the – April 4th, 2018 special public meeting minutes; seconded by Vicki; and it was approved unanimously.

2. Employees Pay Slip

MOTION to approve employees pay slip for \$9,226.50 by Justin; seconded by Deb; and it was approved unanimously.

3. Payment of Claims

MOTION: to approve the April 12th, 2018 Claims Payment #6501 for \$30,520.21 by Deb; Justin seconded and it was approved unanimously.

MOTION: to approve the sales tax payment of \$424.59 to the Department of Revenue, Deb moved to approve; Justin seconded and it was approved unanimously.

IV. MONTHLY BUSINESS

1. Financial

<Monthly Financial Statement>

The cash ending balance for March was \$116,838.20, which is \$24,000 above project budget and does not reflect the \$20,000 PFFAP grant from the county. OIPRD brought in

more income from activity fees, property taxes, state remittances, and donations; and spent less on operating costs than projected.

Justin voiced concern over individuals campaigning on behalf of OIPRD without advanced notice. In the future, the board would like to see any fundraising letters/campaigns in advance of distribution to the community, so there can be a greater impact with donations spread across all the sports. This process will be discussed at coaches meetings at the start of each sport's season.

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

<Director's Report>

See attached Director's Report.

There is a sports group forming that is trying to unite all the sports and age groups; encouraging older athletes to train the younger athletic groups. Kim believes their mission is similar to the PCA mission. Justin would like the group to start with the high school to see if there is interest.

Preschool winter soccer fizzled out, the colder temperatures likely affected the turnout.

Bob, Marcia and Kim walked through the skate park with Grindline to go over final fixes of the park.

Spring projects at the park include filling potholes, cleaning the racquet courts, and new tree plantings on the south end.

Kim intends to update office forms and create a current fee schedule before leaving her position in June. The fee schedule will be discussed and decided during the next meeting.

3. Committee Reports

<Director Job Search Committee Report>

Director Search: The Board will be entering the next round of interviews on April 25th and would like to have a selection made by May 1st, with hopes that new personnel begin by June 1st.

V. UNFINISHED BUSINESS

1. Facility Use Agreement

The facility use agreement expires in July. The school and committee will need to look over this schedule and provide dates when facilities will and will not be available for use. The next meeting is May 14th. Justin would like OIPRD to be proactive about restricting use to the new field. Justin believes we have a historical use agreement and does not want OIPRD to carry the burden of all the school's needs, he is worried about the impact on OIPRD fields.

The agreement should also clearly state the effective dates of the contract. The historical use is defined in the Buck Park agreement. Martha believes a one year extension contract could be generated between OIPRD and OISD.

2. Field Update

Kim sent the board an email regarding field safety issues. Kim met with Eric from the OISD and they comprised a list of needed improvements and OISD has hired Griffin Yardworks to complete the necessary field work. Martha posited the question, "Is it park and recreation safe?" Justin and Kim believe the fields are safe, but not up to [inter-scholastic] "competition ready" standards. Justin doesn't believe it was safe for baseball play previously; however, they have since been repaired adequately enough to be safe. Eric with OISD agreed in December to additional field maintenance, which should have been completed by February, but there was no follow through to see it through to completion.

Martha and Vicki believe before each sport season begins, facility inspections should take place with OIPRD, qualified officials, and coaches with adequate time to repair or improve if necessary.

3. Buck Park Project Update

See Directors Report.

4. OISD Project Update

Bob and Deb will be attending a May 14th meeting put on by OISD for updates to the upcoming project.

5. Transition Plan for Staffing

Kim's contract expires on June 14th; she is willing to stay on until June 19th to assist with training and transition.

VI. NEW BUSINESS

1. Approval of Senior Projects

Bullock: Bob would prefer deciduous trees rather than fruit trees. Martha would like the project to merge with Marcia and Joe's windbreak project or another project on the schedule. In addition, it would be nice to landscape around the kid's area or shed. Kim will follow up with Vanya regarding what is allowed.

Mullans: The signage for the baseball dugout is not currently desired. More discussion needs to be had regarding universal standards for signage at the park moving forward.

Simpson: The bullpen project was approved if Andrew Stephens acts as artistic director. OIPRD will consider covering the additional costs if Hayden provides a budget. Kim will approve specs as they come in.

Nichols: The bleacher project was approved, but banners are not necessary to OIPRD and the committee is opposed to signage. Banners can be hung during school seasons but are not related to OIPRD and should not be permanent installations at the park. Any banners representing school sports should be approved by OISD.

Ballinger: The skatepark bench was approved and OIPRD will inform Garrett of the safety issues he will need to consider for designing the bench.

Public Meeting
April 12th, 2018

2. Executive Session –Staffing and Personnel

Entered at 6:02pm. Left Executive Session at 7:22pm.

VII. ADJOURNMENT MOTION With no further agenda, comments, or discussion, Justin moved to adjourn, seconded by Vicki at 7:22pm, unanimously approved.

The meeting was adjourned at 7:22pm.

Addenda:

Claims Payment Request April 12, 2018

Claims Payment Request DOR March

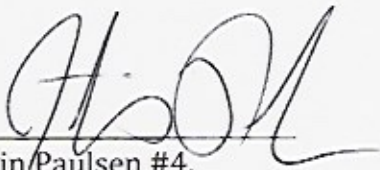
Monthly Financial Statement

Director's Report

Public Meeting minutes for April 12th, 2018

Approved by motion on this 10th day of May, 2018

Signed and attested this 10th day of May, 2018


Justin Paulsen #4,
Secretary


Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT

FUND # 6501

DATE:

12-Apr-18

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS

\$30,520.21

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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

[Signature] 4.12.18

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling \$ 30,520.21 for the period ending April 12, 2018 We approve payment with our signatures below.

Commissioner

Date

[Signature] 4/12/18

Commissioner

Date

[Signature] 4-12-18

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: bal155

Name: BALIC, BATURAY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201804batb	1	March soccer fundamentals~	E 6501.00.571.00.41.0003	1,182.50	in

Vendor Number: ban155

Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201804BB	1	mutt mitts	E 6501.00.571.00.48.0010	324.27	in
	2	printer paper	E 6501.00.571.00.31.0002	28.08	in
	3	running snacks	E 6501.00.571.00.31.0019	104.92	in
	4	logo team baseball jersey	E 6501.00.571.00.31.0100	499.33	in
	5	ocras online	E 6501.00.571.00.42.0004	74.00	in
	6	website security platform annual	E 6501.00.571.00.42.0002	540.49	in
	7	baseball jerseys	E 6501.00.571.00.31.0100	722.83	in
	8	turfce MVP	E 6501.00.571.00.31.0100	10.80	in
	9	quickbooks - monthly	E 6501.00.571.00.31.0004	43.24	in
	10	refere jerseys	E 6501.00.571.00.31.0100	70.28	in
	11	Vonage telephone - march	E 6501.00.571.00.42.0004	101.35	in
Vendor Total:				2,519.59	

Vendor Number: cha650

Name: CHAPPY'S

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201804CSS	1	April sani can plus 3rd can	E 6501.00.571.00.47.0011	460.00	in

Vendor Number: dav159

Name: DAVIS, RYAN JAMES

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201804davisr	1	basketball instructor~	E 6501.00.571.00.41.0003	379.25	in

Vendor Number: eas350

Name: EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201804eswa	1	Water - Buck Park - Mar	E 6501.00.571.00.47.0012	82.25	in

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: fun100

Name: FUNHOUSE COMMONS

Invoice Number 201804FH Line No 1 Line Description May Rent

Vendor Number: gr1146

Name: GRIFFINS YARD WORKS

Invoice Number 201804qyw Line No 1 Line Description Buck Park mowing

- 2 sale tax mowing
- 3 Buck Park Grounds maintenance - fields
- 4 sales tax - grounds

Vendor Number: gr1145

Name: GRINDLINE SKATEPARKS, INC.

Invoice Number 201804qjl Line No 1 Line Description Contract completion - skatepark repair

- 2 sales tax

Vendor Number: is1730

Name: ISLAND HARDWARE & SUPPLY, INC.

Invoice Number 201804IH Line No 1 Line Description red clay pavers

Vendor Number: mos155 Name: MOSS, STEPHANIE ANN

Invoice Number 201804sm Line No 1 Line Description Winter dance class

Vendor Number: odd100 Name: ODD FELLOWS

Invoice Number 201804of Line No 1 Line Description dance hall rental 3/7 - 4/11

Account Number	E 6501.00.571.00.45.0002	Amount Type	429.00 in
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Account Number	E 6501.00.571.00.48.0006	Amount Type	1,719.29 in
E 6501.00.571.00.48.0006			139.26 in
E 6501.00.571.00.48.0010			2,576.76 in
E 6501.00.571.00.48.0010			208.72 in
Vendor Total:			4,644.03

Account Number	E 6501.00.594.71.63.0010	Amount Type	14,603.26 in
E 6501.00.594.71.63.0010			1,182.86 in
Vendor Total:			15,786.12

Account Number	E 6501.00.571.00.48.0010	Amount Type	14.01 in
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Account Number	E 6501.00.571.00.41.0003	Amount Type	2,500.00 in
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Account Number	E 6501.00.571.00.45.0100	Amount Type	195.00 in
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Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: orc830

Name: OPALCO

Invoice Number
201804opalco

Line No Line Description
1 Buck Park Power Mar

Account Number
E 6501.00.571.00.47.0014
Amount Type
73.58 in

Vendor Number: orc095

Name: ORCAS CENTER

Invoice Number
201804OC

Line No Line Description
1 Madrona Room Rental dance

Account Number
E 6501.00.571.00.45.0100
Amount Type
837.50 in

Vendor Number: orc195

Name: ORCAS ISLAND STORAGE, LLC

Invoice Number
201804IS

Line No Line Description
1 Storage unit rent - May

Account Number
E 6501.00.571.00.45.0002
Amount Type
145.00 in

Vendor Number: orc142

Name: ORCAS RECYCLING SERVICES (INC)

Invoice Number
201804ORC

Line No Line Description
1 skatepark metal

Account Number
E 6501.00.571.00.47.0013
Amount Type
153.00 in

Vendor Number: pha655

Name: PHALAN, ROBERT

Invoice Number
201804bp

Line No Line Description
1 referee - Mar Mayhem 2018

Account Number
E 6501.00.571.00.41.0003
Amount Type
100.00 in

Vendor Number: san275

Name: SAN JUAN SANITATION CO INC

Invoice Number
201804

Line No Line Description
1 act #2960959-SJ

Account Number
E 6501.00.571.00.47.0013
Amount Type
175.50 in

Vendor Number: str159

Name: STREAMLINE WATER MANAGEMENT

Invoice Number
201804swm

Line No Line Description
1 meeting minutes

Account Number
E 6501.00.571.00.41.0001
Amount Type
75.00 in

Vendor Number: west146

Name: WEST, MARCIA J.

Invoice Accounting Report by Vendor Name
San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount Type
201804mw	1	bookkeeping Mar-Apr	E 6501.00.571.00.41.0007	600.00 in
Vendor Number: wil149 Name: WILLALLEN, MARY TAYLOR				
Invoice Number	Line No	Line Description	Account Number	Amount Type
201804mwa	1	Boys Choirs	E 6501.00.571.00.31.0019	168.88 in
Grand Total:				30,520.21



MARCIA WEST
ORCAS ISLAND PARK & REC

Account Number: ##### 1739
Closing Date: 04/01/18
Credit Limit: \$3,000.00
Available Credit: \$2,877.07

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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	\$	248.58
Purchases	+	2,045.00
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,170.65
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	122.93

Payment Information



Total Minimum Payment Due \$25.00

Minimum Payment \$ 25.00

Payment Due Date 04/26/18

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
03/06	03/07	PPLN01	55429508065894745346061	ANTHEM SPRT 8006886709 CT	\$ 99.84
03/09	03/12	PPLN01	55207398069000068090779	SE BACKGROUND SERVICES MINNEAPOLIS MN	37.00
03/12	03/14	PPLN01	85179248072700471941483	SAN JUAN SANITATION CO 360-376-4709 WA	337.79
03/14	03/15	PPLN01	55432868073200323129734	VBS*VONAGE BUSINESS 866-901-0242 GA	101.35
03/13	03/15	PPLN01	85180898073717611134256	MISTER TS AWARDS & EMB MOUNT VERNON WA	81.38
03/15	03/15	PPLN01	55432868074200355597716	Amazon.com AMZN.COM/BILL WA	70.28
03/20	03/21	PPLN01	55432868079200398772115	INTUIT *QB ONLINE 800-286-6800 CA	43.24
03/23	03/23	PPLN01	55432868082200849649446	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	10.80
03/26	03/27	PPLN01	75418238085052755670539	LTS*LOGO&TEAM SPORTSW 877-5355646 CT	722.83
03/27	03/28	PPLN01	75418238086052815350584	DNI*SUCURI WEBSITE SE 888-8730817 CA	540.49

Payments, Adjustments and Others

03/20	03/20	000000000000000000000000	PAYMENT - THANK YOU	2,170.65 -
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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



Closing Date

04/01/18

New Balance

\$122.93

Total Minimum
Payment Due

\$25.00

Payment Due Date

04/26/18

AMOUNT OF PAYMENT ENCLOSED

\$

2,519.59

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



2213

MAKE CHECK PAYABLE TO:

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

86 5532 3700 0009 1739 00002500 00012293 5



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

Account No.	Location No.
0064	06-0135
Due Date	Amount Due
04/20/2018	\$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

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

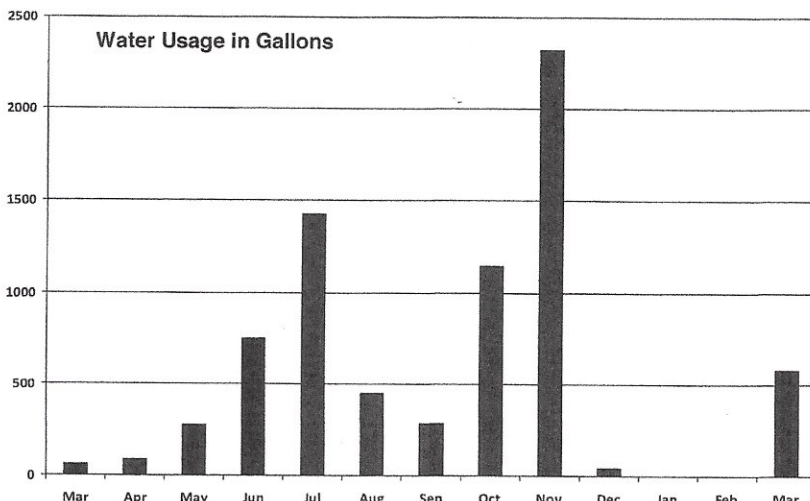
Eastsound Water Users Association

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	04/20/2018

Billing Date	Service Dates Starting Ending	Meter Readings Previous Current	Usage (gallons)	Charge Amount
03/20/2018	PREVIOUS BALANCE			\$82.25
	02/20/2018 - 03/20/2018	15,501 16,083	582	\$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

**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...

ISLAND HARDWARE & SUPPLY
21 WEST BEACH ROAD
EASTSOUND, WA 98245
(360) 376-4200

CLOSING DATE: 3/20/18
DUE DATE: 4/20/18
ACCT: 472/5

CLOSING DATE: 3/20/18
DUE DATE: 4/20/18
ISLAND HARDWARE &
ORCAS ISLAND PARK
ACCOUNT: 472/5

ORCAS ISLAND PARK & RECREATION
PO BOX 575
EASTSOUND WA 98245

PLEASE RETURN THIS PORTION
WITH YOUR PAYMENT

DATE	REFERENCE NO.	ST	C	DESCRIPTION	DEBIT	CREDIT	REFERENCE NO.	AMOUNT
PLEASE REMEMBER, TO QUALIFY FOR YOUR DISCOUNT WE MUST RECEIVE YOUR PAYMENT BY THE 8TH! THANK YOU.								
2/25/18	436648	1		PREV BALANCE	52.54		PREV BAL	52.54
2/27/18	436884	1	I	RUCK PARK	23.35		436648	23.35
3/19/18	E55511	1	C	RUCK PARK		9.34	436884	-9.34
			P	PAYMENT - THANK YOU		52.54	E55511	-52.54
				NEW BALANCE	14.01			
CURRENT	14.01							
		1-30 DAYS		31-60 DAYS	61-90 DAYS	OVER 90 DAYS		
		0.00		0.00	0.00	0.00		
NEW BAL: 14.01								

TERMS: 10% SOME BLD.MAT.
BY 8TH

AMOUNT PAID

14.01



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

977 1 AV 0.375 4 977
ORCAS IS PARK AND REC DISTRICT C-4 P-4
PO BOX 575
EASTSOUND WA 98245-0575

Account Number 9454400

Statement Date 03/15/2018

Billing Summary

Balance From Last Billing	28.02
No Payments Received	0.00
Balance Into Billing	28.02
New Bill BUCK PARK WATER-MT BAKER	43.46

Total Due By 04/05/18	71.48
Total Due After 04/05/18	73.58

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Messages

OPALCO Annual Meeting is April 21st. Don't forget to vote!

Service Details

Loc 2024263-001	Service Add BUCK PARK WATER-MT BAKER RD	Desc	RC 20
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Meter Reading Details **Meter 110317844**

Current Reading	03/12/18	46474
Previous Reading	02/11/18	46453
Total Usage		21
Days Served 29		

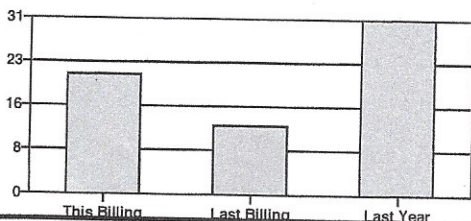
Detail of Charges

Balance Into Billing	28.02
Facility Charge	39.83
Late Payment Charge	1.40
Energy Assistance Program	0.01
KWH Charges	2.22
21 KWH @ .1059	2.22

This Service	43.46
Sub-Total Amount Due	71.48

KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	29	21	0	42.06	1.45 0
Last Billing	31	12	0	41.11	1.32 0
This Billing Last Year	30	31	1	41.07	1.36 0

Electric Energy Usage



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

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

Account:	9454400
Statement Date:	03/15/2018
Total Due By 04/05/2018	71.48
Total Due After 04/05/2018	73.58

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





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
Commercial Recycling
Landscaping Supplies

Billing Date: 03/31/18		Due by: 03/01/18		Delinquent: 03/31/18	
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE
2960959-SJ		ORCAS PARK & RECREATION D - BUCK PARK			330.79
QUANTITY	DATE	DESCRIPTION			AMOUNT
1	03/02/18	PAYMENT			
1	03/12/18	COLLECTION FEE			-337.79
2	03/31/18	2-YD SPECIAL			7.00
1	03/31/18	14.5% SAN JUAN COUNTY EXCISE TAX			134.60
1	03/31/18	SERVICE:RENT 2-YD SPECIAL PERIOD:MAR			21.55
1	03/31/18	3.6%STATE REFUSE TAX			14.00
					5.35
<p>Please join this year's Great Islands Clean-Up on Earth Day, Sunday, April 22 from 10:00am to 2:00pm--pick up litter on the road near your house! For details call (360) 317-4509.</p>					
PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING		03/31/18	Aging 0-30 \$ 175.50	31-60 0.00	61-90 0.00
			Over 90	0.00	Total 175.50
		BALANCE DUE			175.50



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: 03/01/18

ACCOUNT NUMBER

2960959-SJ

PREVIOUS BALANCE: 330.79
PAYMENTS: -337.79
BALANCE FORWARD: -7.00
CURRENT CHARGES: 182.50
BALANCE DUE: 175.50

ENTER AMOUNT
BEING PAID

175.50

827 1 AV 0.378 832 / 827 3-1-250
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: 12-Apr-18

Page 1 of 3

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$424.59

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

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

\$ 424.59 for the period ending April 12, 2018

We approve payment with our signatures below.

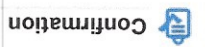
Commissioner _____ Date _____

Commissioner Black Jones Date 4-12-18Commissioner [Signature] Date 4/12/18Commissioner Vicki Vandenberg Date 4/12/18

Invoice Accounting Report
San Juan County

Invoice #: 603-213-409 Invoice Date: 04/10/2018 Doc Date: 04/13/2018 Due Date: 04/18/2018
Vendor #: sta895 Name: STATE OF WASHINGTON Type: in

<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>PO Number</u>
1	March Sales Tax	E 6501.00.589.30.00.0000	424.59	
Grand Total:			424.59	



Your Return has been submitted and your confirmation number is **0-002-301-294**
Below is information from your Return Submission for March 31, 2018

Filing Date	April 10, 2018
Account Id	603-231-409
Primary Name	ORCAS ISLAND PARK & RECREATION DISTRICT
Payment Method	ACH Credit
Total Tax	449.28
Total Credits	24.69
Total Due	424.59

Check the status of your return from the **Submissions** tab.

Print a copy of your return below. You can always "Print" your return by navigating to the "Submissions" tab and finding this request.

[Printable View \(Return\)](#)

[Print Confirmation](#)

OK

Your Return has been submitted and your confirmation number is 0-002-301-294

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Account Id	603-231-409
Primary Name	ORCAS ISLAND PARK & RECREATION DISTRICT
Payment Method	ACH Credit
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Total Credits	24.69
Total Due	424.59

Check the status of your return from the **Submissions** tab.

Print a copy of your return below. You can always "Print" your return by navigating to the "Submissions" tab and finding this request.

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			93,858.81	
212	SALARY PAYABLE	7,665.54			
231	OTHER ACCRUED LIABILITIES	2,554.88			
310	TAXES	29,422.25			
340	CHARGES FOR GOODS AND SERVICES	7,497.96			
360	MISCELLANEOUS REVENUES	3,470.00			
380	NONREVENUES	421.71			
390	OTHER FINANCING SOURCES				
	TOTAL RECEIPTS		51,032.34		
212	SALARY PAYABLE	7,665.54			
231	OTHER ACCRUED LIABILITIES	2,554.88			
570	CULTURE AND RECREATION	17,520.58			
580	NONEXPENDITURES	311.95			
590	DEBT SERVICE AND OTHER				
	TOTAL DISBURSEMENTS		28,052.95		
101	ENDING CASH BALANCE				116,838.20
			GL ENDING CASH BALANCE		116,838.20
			NET VARIANCE		0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			205,000.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				205,000.00
151	BEGINNING INVESTMENT BALANCE			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00

activity	participants	end date	staffing	location
Mar Mayhem B-ball Tourn.	60	17-Mar	Staff	OHS Gym
Basketball Fundamentals	28	22-Mar	Staff	Old Gym
Swish Basketball Tourney	32	25-Mar	Various	Various
PreK Soccer- Winter	19	28-Mar	Holley/Griffin	Buck Park
PeeWee Soccer- Winter	5	30-Mar	Baturay	Buck Park
Youth Soccer- Winter	19	30-Mar	Baturay	Buck Park
Dance- 9 Levels Session II	37	14-Apr	Moss	Various
Basketball, Drop-In	11	24-Apr	Staff	OHS Gym
Volleyball, Drop-In	4	25-Apr	Staff	OHS Gym
Pickleball, Drop-In	10	26-Apr	Staff	OLD Gym
4v4 Futsal, Drop-In	10	29-Apr	Staff	OLD Gym
Soccer Fundamentals	9	29-Apr	Balic	Buck Park
Softball	24	9-Jun	Various	Various
Baseball	51	9-Jun	Various	Various
Youth Soccer- Spring	16	25-May	Baturay	Buck Park
PeeWee Soccer- Spring	2	25-May	Baturay	Buck Park
PreK Soccer- Spring	CANCELLED	25-May	Holley/Griffin	Buck Park
Participants per week= 244				

Buck Park Maintenance & Management

- Walkthrough at the Skatepark with Grindline, Marcia, Kim and Bob was completed to identify areas of concern – items included areas that had missed proper caulking, removal of a section of old fence, excavation away from the southwest wall, and re-grading the hillside adjacent to the park. The work has been completed and the park is open for use.
- There are a handful of OIHS Seniors hoping to complete projects in Buck Park for their Senior Projects. Requests include a skateboard bench, rebuilding the bullpen on Field 2, refurbishing the spectator seating at Fields 2 & 3, and planting a variety of trees.
- Spring tasks that are in the works include filling potholes in the parking areas and walking paths, cleaning of the racquet courts, new plantings on the south end of the tennis court, identifying and filling holes, and installation of volleyball nets.

Administrative Task Update

- Updating of office forms and procedure manuals continues in preparation for staffing transition
- Insurance renewal is in the process of being updated -due in early May
- Annual audit report is due in mid-May
- Summer program schedule is firming up and will be posted by the end of April

Budget Summary as of: 3/31/2018

Revenue	ACTUAL	25 % of Year	2018
	YTD	Budget Used	Budget
Beginning Net Cash and Investments	\$122,498	106.5%	\$115,000
Property Taxes	\$44,741	15.0%	\$298,850
Activity Fees	\$13,247	40.6%	\$32,600
Rental / Lease Revenue	\$0	0.0%	\$500
Donations	\$3,520	70.4%	\$5,000
Buck Park Reimbursements	\$0	0.0%	\$250
Interfund Loan - Port of Orcas	\$0	0.0%	\$0
State Remittances	\$919	45.9%	\$2,000
Refunds	\$0	0.0%	\$0
	\$62,427	18.4%	\$339,200
Income	\$184,925		\$454,200
Expenses	ACTUAL	25 % of Year	2018
	YTD	Budget Used	Budget
Personnel	\$30,942	21.4%	\$144,410
Program Expenses			
Supplies and Equipment	\$2,918	13.4%	\$21,800
Travel - coaches, league meetings	\$288	96.1%	\$300
Activity Coordinators	\$0	0.0%	\$2,700
Other - Team Registrations	\$2,024	202.4%	\$1,000
Instructors	\$4,173	22.0%	\$19,000
Operational Expenses			
Operational Supplies	\$1,072	41.2%	\$2,600
Professional Services	\$2,573	13.5%	\$19,000
Admin. Equip. Costs	\$1,748	25.0%	\$7,000
Rentals and Leases	\$3,297	21.9%	\$15,040
Insurance Premiums and Recoveries	\$0	0.0%	\$5,200
Auditor Recording Fees	\$0	0.0%	\$240
Ballot/Promo/Domains	\$5,264	175.5%	\$3,000
Taxes and Operating Assessments	\$642	25.7%	\$2,500
Buck Park Expenses			
Utilities	\$1,033	14.4%	\$7,170
Repairs and Maintenance	\$12,113	37.9%	\$32,000
Park Improvements	\$0	0.0%	\$0
Interfund Loan Interest Income	\$0	0.0%	\$4,100
Interfund Loan Principal Payment	\$0	0.0%	\$36,000
Expenses	\$68,087	21.1%	\$323,060
Ending of Period Cash Balance	\$116,838		\$131,140
Budgeted End of Month Balance	\$92,672		
Actual End of Month Balance	\$116,838	Difference: \$24,166	

Commissioners' Action Items

- Review OISD Facility Use Agreement - Expires July 2018
- Director Search – cont.
- Boundary Line Adjust.