

Public Meeting  
Aug. 11, 2016

## Meeting Minutes August 11, 2016

Orcas Island Park and Recreation District Commission  
Public Meeting, Thursday, August 11, 2016  
Eastsound Firehall  
4:00 P.M. - 6:00 P.M.

### **I. CALL TO ORDER – 4:04 pm**

Bob Eagan, Chair

Roll call:

Seat 1: Vicki Vandermay - *present*

Seat 2: Bob Eagan - *present*

Seat 3: Martha Farish - *present, departed at 4:45*

Seat 4: Justin Paulsen - *absent*

Seat 5: Deborah Jones - *present*

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

### **II. PUBLIC COMMENT**

No public present.

### **III. MONTHLY AGENDA**

1. **Previous Minutes** – July 14, 2016 Public Meeting and July 27, 2016 Special Public Meeting

**MOTION:** With no revisions, Martha moved to approve the July 14<sup>th</sup> public meeting minutes and the July 27<sup>th</sup> special public meeting minutes; seconded by Deb and it was approved unanimously.

2. **Employees Pay Slip**

**MOTION** to approve employees pay slip for \$12,223.00 by Deb; seconded by Martha; and it was approved unanimously.

3. **Payment of Claims**

**MOTION:** Vicki moved to approve the August Claims Payment #6501 for \$41,159.79; seconded by Deb and it was approved unanimously.

**MOTION:** Deb moved to approve the sales tax payment of \$310.23 to the Department of Revenue; Martha seconded and it was approved unanimously.

#### IV. MONTHLY BUSINESS

##### 1. **Financial**

*<Custom runner attached>*

Cash ending balance at June 2016 was \$148,124.97. Marcia has a revised budget available for viewing..

*<Draft revised 2016 budget>*

##### 2. **Director's Report**

*<Director's report attached>*

#### V. UNFINISHED BUSINESS

##### 1. **Summer Programming Update**

Summer programs will be wrapping up in the next couple weeks. It has been a busy and fun summer with lots of happy and active participants.

##### 2. **Dugout Update**

One dugout has been removed and the other is in the works. Dugout drawings are in progress and James is working on sizing the post and beams.

##### 3. **Buck Park Maintenance Improvement Report**

We may need to add some informational kiosks at the park to keep the public updated on the park project.

The Multi-court has been resurfaced and is in the curing process. Next steps include a retaining wall edging and fencing. The block wall estimate for materials and labor is ~ \$5,000 for a 2'6" wall with harvest color Allan block.

**MOTION:** Deb moved to approve expenditure up to \$6,000.00 for the Allan block wall construction, Vicki seconded and it was approved unanimously.

We are still waiting for quotes on fencing to surround the Multi-court area.

Racquet sport backboards have been priced out. Options are either \$2,500 for a wood wall with fiberglass paint (1-yr finish warranty) or \$7,000 for a rally board solid U.V. stable plastic board (20 yr. warranty) plus \$850 for catch net for either board. Marcia received a quote for shipping from a company on the east coast at \$3,000 and will continue researching companies closer to the west coast.

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#### 4. Off Leash Area Update

The Orcas Island Youth Conservation Corps has completed some line clearing. A draft operating and maintenance agreement with the Land Bank is in the works. The committee is working on applying for a grant through the Lodging Tax for the project. We will be submitting a letter of approval of the project and copy of our 2016 budget.

#### VI. NEW BUSINESS

1. **Fall Block Party for the Park**

Martha would like to host a block party at Buck Park to invite the public to an open house and thank those who have been helpful throughout the project. Vicki will work with Martha to refine the idea and present a plan.

2. **Upcoming Fall Programs**

Fall flyer is out. Football has started and most of the fall programs will begin mid-September. We still need volunteers.

#### VII. ADJOURNMENT

**MOTION** to adjourn by Deb seconded by Vicki at 5:06 pm, unanimously approved.  
The meeting was adjourned at 5:06 pm.


**Addenda:**

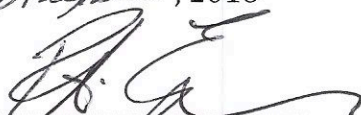
Claims Payment Request – Aug. 11  
Claims Payment Request – DOR July  
Custom Report Runner  
Draft Revised 2016 Budget  
Director's Dashboard

Public Meeting minutes for August 11, 2016

Approved by motion on this 8<sup>th</sup> day of September, 2016

Signed and attested this 8<sup>th</sup> day of September, 2016

  
Justin Paulsen #4,  
Secretary # 5

  
Bob Eagan, Commissioner #2,  
Chair

**CLAIMS PAYMENT REQUEST**

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

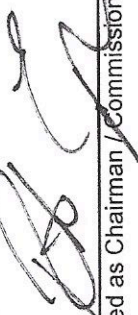
Page 1 of 11

DATE: Aug. 11, 2016

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$41,159.79

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 9/11/16  
Date

**Board Authorization**

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

\$ 41,159.79 for the period ending Aug. 11, 2016 We approve payment with our signatures below.

Vicki Vandermay 8-11-16  
Commissioner Date

Commissioner Date

Alorah Jones 8-11-16  
Commissioner Date

Commissioner Date

**Invoice Accounting Report by Vendor Name**  
San Juan County

apinAVnn  
08/11/2016 11:14:45AM

Vendor Number: orc155      Name: A&T DOUGLAS CORPORATION

Invoice Number	Line No	Line Description	Account Number	Amount	Type
oac0810	1	Pool Rental, Oct - Dec 2016	E 6501.00.571.00.45.0002	551.31	in

Vendor Number: bal155      Name: BALIC, BATURAY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20160810_BB	1	Soccer Fundamentals, 7/9-8/1	E 6501.00.571.00.41.0003	150.00	in

Vendor Number: ban155      Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
bb0810	1	Amazon - Splash Week supplies	E 6501.00.571.00.31.0019	31.96	in
	2	Amazon - Office supplies	E 6501.00.571.00.31.0002	4.79	in
	3	SSCI - background checks	E 6501.00.571.00.41.0001	37.00	in
	4	Amazon - Office equipment	E 6501.00.571.00.35.0002	50.36	in
	5	Amazon - Athletic equipment - storage	E 6501.00.571.00.35.0100	171.87	in
	6	Customlink - Volleyball supplies	E 6501.00.571.00.31.0100	564.16	in
	7	Chuck E Cheese - Day Camp supplies	E 6501.00.571.00.31.0019	80.00	in
	8	Amazon - Day Camp supplies	E 6501.00.571.00.31.0019	91.88	in
	9	United Volleyball Supply - Athletic	E 6501.00.571.00.31.0019	104.06	in
	10	Apple I-Tunes - app for county	E 6501.00.571.00.31.0004	3.23	in
	11	Mutt Mitt - supplies	E 6501.00.571.00.31.0019	245.14	in
	12	Michaels - Day Camp supplies	E 6501.00.571.00.31.0019	340.78	in
	13	PFL - post card printing - Fall	E 6501.00.571.00.31.0013	978.55	in
	14	Orcas Island Hardware - Hose	E 6501.00.571.00.48.0010	35.66	in
	15	Intuit - Quickbooks, Monthly software	E 6501.00.571.00.31.0004	23.31	in
	16	GO Daddy, Hosting renewal	E 6501.00.571.00.31.0004	191.76	in
	17	Tractor Supply - Supplies - Buck Park	E 6501.00.571.00.31.0019	114.11	in
<b>Vendor Total:</b>				<b>3,068.62</b>	

Vendor Number: cen480      Name: CENTURYLINK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ci0811	1	July Phone acct#427063167	E 6501.00.571.00.42.0004	280.54	in

**Invoice Accounting Report by Vendor Name**  
San Juan County

Vendor Number: dic155 Name: DICKEY, CAROL S.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
1001	1	Housing- court construction crew	E 6501.00.571.00.45.0100	500.00	in

Vendor Number: eas350 Name: EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ewua0810	1	July - Water, Buck Park	E 6501.00.571.00.47.0012	82.25	in

Vendor Number: end225 Name: ENDURIS WASHINGTON

Invoice Number	Line No	Line Description	Account Number	Amount	Type
end0810	1	Insurance coverage- 9/16 through 8/17	E 6501.00.571.00.46.0001	3,960.00	in

Vendor Number: grt146 Name: GRIFFINS YARD WORKS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
gyw0810	1	Maintenance - Buck Park	E 6501.00.571.00.48.0010	1,249.32	in
	2	Tax - Maintenance- Buck Park	E 6501.00.571.00.48.0010	101.19	in
	3	Maintenance - Buck Park Irrigation	E 6501.00.571.00.48.0007	75.00	in
	4	Improvements - Buck Park Sand Court	E 6501.00.594.71.63.0010	2,128.74	in
	5	Tax - Improvements - Buck Park Sand	E 6501.00.594.71.63.0010	172.43	in
	6	Tax - Maintenance - Buck Park Irrigation	E 6501.00.571.00.48.0007	6.08	in
				<b>Vendor Total:</b>	<b>3,732.76</b>

Vendor Number: har148 Name: HARDEE, REBEKAH

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20160810_RH	1	Volleyball Clinic, Session II	E 6501.00.571.00.41.0003	390.00	in

Vendor Number: hic144 Name: HICKMAN, LANA

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20160810LH	1	Art Camp - Aug 1	E 6501.00.571.00.41.0003	480.00	in

**Invoice Accounting Report by Vendor Name**  
San Juan County

Vendor Number: kim102

Name: KIMPLE EXCAVATING, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ke0810	1	Sand Court - hauling	E 6501.00.594.71.63.0010	1,575.00	in
	2	Tax - Sand Court - hauling	E 6501.00.594.71.63.0010	127.58	in
<b>Vendor Total:</b>				<b>1,702.58</b>	

Vendor Number: mid144

Name: MID PAC CONSTRUCTION, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
1605	1	Pickleball Court surfacing	E 6501.00.594.71.63.0010	13,200.00	in
	2	Tax - Pickleball Court surfacing	E 6501.00.594.71.63.0010	1,056.00	in
<b>Vendor Total:</b>				<b>14,256.00</b>	

Vendor Number: mos155

Name: MOSS, STEPHANIE ANN

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20160810SM	1	Dance/Movement instruction 7/6-Aug	E 6501.00.571.00.41.0003	2,162.50	in

Vendor Number: odd100

Name: ODD FELLOWS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
Odd0810	1	Rental - Fall Dance, Tap	E 6501.00.571.00.45.0002	180.00	in

Vendor Number: orc195

Name: ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ois0810	1	Island storage - September - storage	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
opalco20160810	1	July Power Bill	E 6501.00.571.00.47.0014	265.49	in

Vendor Number: pro147

Name: PROSTOCK ATHLETIC SUPPLY, INC.

**Invoice Accounting Report by Vendor Name**  
San Juan County

**Invoice Number** bbt014220      **Line No** 1      **Line Description** Football equipment      **Account Number** E 6501.00.571.00.35.0100      **Amount Type** 312.95 in

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

**Invoice Number** sis0810      **Line No** 1      **Line Description** July - Buck Park trash      **Account Number** E 6501.00.571.00.47.0013      **Amount Type** 256.35 in

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

**Invoice Number** sea0810      **Line No** 1      **Line Description** Material - Sand, Volleyball Court -  
2 Tax - Material - Sand, Volleyball Court      **Account Number** E 6501.00.594.71.63.0010  
E 6501.00.594.71.63.0010      **Amount Type** 3,678.40 in  
297.95 in

**Vendor Total:** 3,976.35

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

**Invoice Number** 15281      **Line No** 1      **Line Description** July - SaniCans, Buck Park      **Account Number** E 6501.00.571.00.47.0011      **Amount Type** 780.00 in

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

**Invoice Number** fh0810      **Line No** 1      **Line Description** September Rent      **Account Number** E 6501.00.571.00.45.0002      **Amount Type** 420.00 in

**Vendor Number:** uni160      **Name:** UNITED STATES POST OFFICE

**Invoice Number** usps0810      **Line No** 1      **Line Description** Mailing permit renewal      **Account Number** E 6501.00.571.00.42.0001      **Amount Type** 215.00 in

**Vendor Number:** wsf100      **Name:** WASHINGTON STATE FERRIES

**Invoice Number** rk272819      **Line No** 1      **Line Description** ticket - mainland meeting 20160712      **Account Number** E 6501.00.571.00.43.0010      **Amount Type** 53.70 in



**Invoice Accounting Report by Vendor Name**  
San Juan County

**Vendor Number:** wes146

**Name:** WEST, MARCIA J.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
mw0810	1	Supplies - Kites in the Sky	E 6501.00.571.00.31.0019	198.37	in
	2	Supplies - Rockets - PITSCO - reuseable	E 6501.00.571.00.31.0019	375.28	in
	3	Orcas Island Hardware - locks - Buck	E 6501.00.571.00.48.0007	25.92	in
	4	COSTCO - Art Camp Supplies	E 6501.00.571.00.31.0019	170.42	in
	5	Home Depot - Art Camp Supplies	E 6501.00.571.00.31.0019	113.98	in
	6	Island Market - Art Camp Supplies	E 6501.00.571.00.31.0002	35.23	in
	7	Sports Unlimited - Football Jersey	E 6501.00.571.00.31.0100	748.00	in
	8	USPS - Eastsound, Fall Mailing	E 6501.00.571.00.41.0003	660.83	in
	9	Volleyball USA - Sand grate and web	E 6501.00.571.00.35.0100	695.36	in
	10	CustomInk - Volleyball Tournery Caps	E 6501.00.571.00.31.0019	184.86	in
	11	Island Market - rocket supplies	E 6501.00.571.00.31.0019	30.14	in
<b>Vendor Total:</b>				<b>3,238.39</b>	
<b>Grand Total:</b>				<b>41,159.79</b>	

WALLA WALLA WA 99362-0181  
 PO BOX 2181  
 BANNER BANK



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

MAKE CHECK PAYABLE TO:

\$

08/26/16

\$58.00

\$1,932.54

08/01/16

Payment Due Date

Total Minimum Payment Due

New Balance

Closing Date

AMOUNT OF PAYMENT ENCLOSED

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

Account Number 5532 3700 0009 1739



BANNER BANK  
 PO BOX 2181  
 WALLA WALLA WA 99362-0181

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

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
07/07	07/08	PPLN01	55310206190207528802260	GOOD2CO-INTERNET 08669368246 WA	4.70
07/12	07/13	PPLN01	0543684619550008390948	OFFICE DEPOT #880 MOUNT VERNON WA	13.02
07/12	07/14	PPLN01	55541866195010186004311	THE HOME DEPOT #8561 BURLINGTON WA	85.72
07/19	07/20	PPLN01	05436846202000239030658	TRACTOR SUPPLY #2057 OAK HARBOR WA	114.11
07/20	07/21	PPLN01	75418236202028342122624	DNH-GODDADY.COM 480-5058855 AZ	191.76
07/20	07/21	PPLN01	5543286620202000640859981	INTUIT *QB ONLINE 800-286-6800 CA	23.31
07/21	07/22	PPLN01	55310206204200987200302	ORCAS ISLAND HDWE EASTSOUND WA	35.66
07/28	07/29	PPLN01	55417346210262105764930	MUTT MITT 859-6897200 KY	245.14
07/28	07/29	PPLN01	55432866211000452888655	MICHAELS STORES 4822 BELLINGHAM WA	340.78
07/28	07/29	PPLN01	5542950621071757745757	PFL.COM 4068237016 MT	978.55
07/29	07/31	PPLN01	554328662110006656929479	APL* ITUNES.COM/BILL 866-712-7753 CA	3.23
07/22	07/22		000000000000000000000000	PAYMENT - THANK YOU	1,085.25

Account Activity Since Your Last Statement

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

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

**Payment Information**

Total Minimum Payment Due \$58.00

Payment Due Date 08/26/16

Minimum Payment \$58.00

**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](http://www.islandersbank.com)

**Account Summary**

Previous Balance	\$	981.81
Purchases	+	2,035.98
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	1,085.25
Other Debits	+	0.00
Finance Charges	+	0.00
<b>NEW BALANCE</b>	<b>\$</b>	<b>1,932.54</b>

MARCIA WEST  
 ORCAS ISLAND PARK & REC

Account Number: ##### 1739  
 Closing Date: 08/01/16  
 Credit Limit: \$3,000.00  
 Available Credit: \$1,067.46



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

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

Previous Balance	Payments	Adjustments Credits	Current Charges
590.43	590.43 CR	14.00 CR	294.54
<b>Payment Summary</b>			
Previous Balance			590.43
Payment by check received on JUL 25			590.43 CR
<b>Balance</b>			<b>0.00</b>
<b>Adjustments/Credits Summary</b>			
Adjustments to Previous Balance (Details on Page 3 )			14.00 CR
<b>Total Adjustments</b>			<b>14.00 CR</b>
<b>Current Charge Summary</b>			
Monthly Charges			265.45
One-Time Charges			0.00
Usage Charges			0.00
Discount			0.00
Adjustments			0.00
Taxes, Fees, and Surcharges			29.09
<b>Total Current Charges</b>			<b>294.54</b>
<b>Due Date</b>	<b>Aug. 29, 2016</b>	<b>Amount Due</b>	<b>280.54</b>

**IMPORTANT NEWS**

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.

\*\*\*PLEASE FOLD, TEAR HERE AND RETURN THIS PORTION WITH YOUR PAYMENT\*\*\*

FOR CHANGE OF ADDRESS OR PAYMENT AUTHORIZATION:

Please check here and complete reverse. Thank You.

Account Number: 427063167  
Amount Due By Aug. 29, 2016 280.54

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

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

000042706316790000000000000000000000000080616000002805454000000



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: 07/31/16		Due by: 08/25/16		Delinquent: 08/31/16					
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE				
2960959-SJ		ORCAS PARK & RECREATION D - 95 SWORD FERN LN			108.01				
QUANTITY	DATE	DESCRIPTION			AMOUNT				
1	07/26/16	PAYMENT			-108.01				
2	07/31/16	2-YD SPECIAL			134.60				
1	07/31/16	CO-MINGLE 2YD			44.00				
1	07/31/16	14.5% SAN JUAN COUNTY EXCISE TAX			23.74				
2	07/31/16	OVERFULL DUMPSTER			15.12				
1	07/31/16	SERVICE:RENT 2-YD SPECIAL PERIOD:JULY			14.00				
1	07/31/16	SERVICE:RENT CO-MINGLE 2YD PERIOD:JULY			12.00				
1	07/31/16	CO-MINGLE 32			7.00				
1	07/31/16	3.6%STATE REFUSE TAX			5.89				
Recycling Reminder: We do not accept recycling in bags. Please put your recycling loose inside your can or dumpster, so we are able to see the contents. Thank you.									
PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING		07/31/16	Aging 0-30 \$ 256.35	31-60 0.00	61-90 0.00	Over 90 0.00	Total 256.35	BALANCE DUE ➔	256.35

**Summary Section**

7. Dumpsters must be placed on a hard, level surface that the truck can back directly up to for hookup. Every other week minimum service.  
 SJS-COMM



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

Due by: 08/25/16

Phone: 360-376-4709 ■ 1-877-249-1467

**Make Checks Payable To:**  
 SAN JUAN SANITATION CO.

**ACCOUNT NUMBER**

2960959-SJ

PREVIOUS BALANCE: 108.01  
 PAYMENTS: -108.01  
 BALANCE FORWARD: 0.00  
 CURRENT CHARGES: 256.35  
**BALANCE DUE: 256.35**

ENTER AMOUNT BEING PAID ➔

855 1 AV 0.373 862 / 855 3-3-274  
 ORCAS PARK & RECREATION D  
 PO BOX 575  
 EASTSOUND WA 98245-0575

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





**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](http://www.opalco.com)

1061 1 AV 0.373 4 1061  
 ORCAS IS PARK AND REC DISTRICT C-4 P-4  
 PO BOX 575  
 EASTSOUND WA 98245-0575

Account Number 9454400

Statement Date 07/15/2016

**Billing Summary**

Balance From Last Billing	98.49
Payment Received 06/17/2016	21.81 CR
Balance Into Billing	76.68
New Bill BUCK PARK WATER-MT BAKER	188.81

<b>Total Due By 08/05/16</b>	<b>265.49</b>
<b>Total Due After 08/05/16</b>	<b>274.93</b>



**Messages**

**REMINDER:** Your previous balance is past due. Please pay immediately to avoid disruption of service for non-payment and additional fees.  
 Submarine cable slideshow: <http://ow.ly/cAqd301LFIg>

**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**

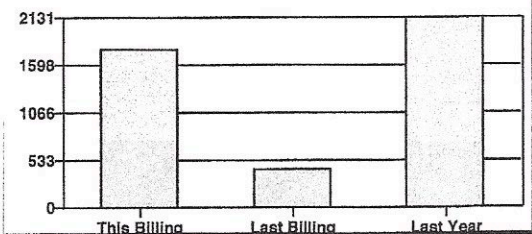
Current Reading	07/11/16	31187
Previous Reading	06/11/16	29421
Total Usage		1766

Served 30

**Detail of Charges**

Balance Into Billing	76.68
Facility Charge	36.12
Energy Assistance Program	0.88
KWH Charges	151.81
370 KWH @ .0960	35.52
1396 KWH @ .0833	116.29
<b>This Service Sub-Total Amount Due</b>	<b>188.81</b>
	<b>265.49</b>

**Electric Energy Usage**



KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	30	1766	58	188.81	6.29 0
Last Billing	31	428	13	76.68	2.47 0
This Billing Last Year	31	2131	68	231.09	7.45 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:** 07/15/2016  
**Total Due By 08/05/2016** 265.49  
**Total Due After 08/05/2016** 274.93

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.



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

Account No.	Location No.
O064	06-0135
Due Date	Amount Due
08/20/2016	\$82.25

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

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

Amt Enclosed

Make Checks Payable to **EWUA**

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

For emergencies EWUA has your email address and phone as:

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

-----  
 Please Detach and Remit Stub with Payment

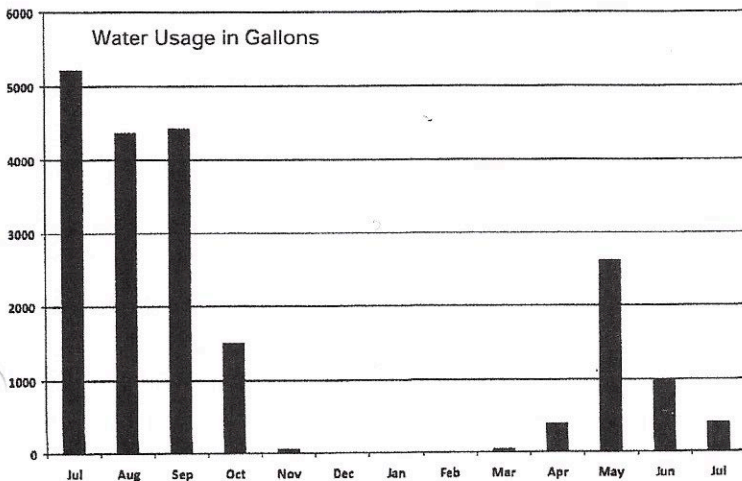
**Eastsound Water Users Association**

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

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

Billing Name	Member Name	
OI PARK & RECREATION DISTRICT	OI PARK & RECREATION DISTRICT	
Service Address		
673 MT. BAKER RD ( 1.75 ERUs )		
Account No.	Location No.	Due Date
O064	06-0135	08/20/2016

Billing Date	Service Dates		Meter Readings		Usage (gallons)	Charge Amount
	Starting	Ending	Previous	Current		
07/20/2016	PREVIOUS BALANCE					\$82.25
	06/20/2016 - 07/20/2016		4,099	4,511	412	\$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.)

**CLAIMS PAYMENT REQUEST**


DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

DATE: Aug. 11, 2016 Page 1 of 4

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$310.23

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 8/11/16

**Board Authorization**

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

\$ 310.23 for the period ending Aug. 11, 2016 We approve payment with our signatures below.

  
Commissioner \_\_\_\_\_  
Date 8/11/16

  
Commissioner \_\_\_\_\_  
Date 8-11-16

**Invoice Accounting Report by Vendor Name**  
San Juan County

Vendor Number: sta895

Name: STATE OF WASHINGTON

<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount</u>	<u>Type</u>
603-231-409	1	July Sales Tax	E 6501.00.586.00.44.0000	310.23	in

**Grand Total:** 310.23





State of Washington  
 Department of Revenue  
 PO Box 47464  
 Olympia, WA 98504-7464

**July 2016  
 Combined Excise Tax Return**

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

**State Business and Occupation Section**

**Taxes**

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0002	Retailing	3,830.00	0.00	3,830.00	0.00471	18.04
		<b>3,830.00</b>	<b>0.00</b>	<b>3,830.00</b>		<b>18.04</b>

**State Sales and Use Section**

**Taxes**

Line Code	Tax Classification	Gross Amount	Total Deductions	Taxable Amount	Rate	Tax Due
0001	Retail Sales	3,830.00	0.00	3,830.00	0.0650	248.95
		<b>3,830.00</b>	<b>0.00</b>	<b>3,830.00</b>		<b>248.95</b>

**Local Sales Section**

Line Code	Location Code	Location Name	Taxable Amount	Rate	Tax Due
0045	2800	SAN JUAN COUNTY	3,830.00	0.0160	61.28
			<b>3,830.00</b>		<b>61.28</b>

**Credit Section**

Code	Document Number	Credit	Amount
0815		Small Business Credit	(18.04)
			<b>18.04</b>

**Summary Section**

	Amount
State Business and Occupation Tax Total	18.04

State Sales and Use Tax Total	248.95
Local and Regional Tax Total	61.28
Lodging Tax Total	0.00
Public Utilities Tax Total	0.00
E911 Tax Total	0.00
Other Tax Total	0.00
<b>SubTotal</b>	<b>328.27</b>
Less Total Credits	(18.04)
<b>Total</b>	<b>310.23</b>
<b>Amount Paid</b>	<b>310.23</b>
<b>Balance</b>	<b>0.00</b>

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**Additional Information**

<b>Confirmation Number</b>	18693244	<b>Date Printed</b>	8/10/2016
<b>Date and Time Submitted</b>	8/10/2016 7:26:55 PM	<b>Tax Registration Number</b>	603-231-409
<b>Payment Type</b>	EFT Credit	<b>Person Completing Return</b>	Marcia West
<b>Total Amount Paid</b>	310.23	<b>Phone Number</b>	(360)376-7275
		<b>E-Mail Address</b>	marciaw@oiprd.org

**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 August 26 2016.**

**This is a copy for your records.  
Please DO NOT MAIL a copy to the Department of Revenue.**

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**FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT**

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
<b>101</b>	<b>BEGINNING CASH BALANCE</b>			175,997.97	
212	SALARY PAYABLE	10,076.59			
231	OTHER ACCRUED LIABILITIES	3,158.22			
310	TAXES	1,251.06			
330	INTERGOVERNMENTAL REVENUE				
340	CHARGES FOR GOODS AND SERVICES	4,351.64			
360	MISCELLANEOUS REVENUES	68.93			
380	NONREVENUES	339.06	19,245.50		
	<b>TOTAL RECEIPTS</b>				
212	SALARY PAYABLE	10,076.59			
231	OTHER ACCRUED LIABILITIES	3,158.22			
570	CULTURE AND RECREATION	29,949.41			
580	NONEXPENDITURES	391.40			
590	DEBT SERVICE AND OTHER	3,542.88	47,118.50		
	<b>TOTAL DISBURSEMENTS</b>				
<b>101</b>	<b>ENDING CASH BALANCE</b>				148,124.97
					148,124.97
					<u>0.00</u>
					<u>0.00</u>
<b>241</b>	<b>PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)</b>			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	<b>NET CHANGE</b>		0.00		
<b>241</b>	<b>BONDS OUTSTANDING (ENDING BALANCE)</b>				0.00
<b>151</b>	<b>BEGINNING INVESTMENT BALANCE</b>				
	INVESTMENTS ACQUIRED	0.00			0.00
	INVESTMENTS LIQUIDATED	0.00			
<b>151</b>	<b>ENDING INVESTMENT BALANCE</b>				0.00

2016 Budget Summary		Revised 2016	Difference
<b>Revenue</b>			
Beginning Net Cash	\$145,000	\$169,000	\$24,000
Taxes and Remittances	\$177,000	\$177,250	\$250
Activity Fees and Rents	\$29,500	\$38,500	\$9,000
Donations	\$5,300	\$14,000	\$8,700
Loan Proceeds	\$0	\$180,000	\$180,000
<b>TOTAL</b>	<b>\$356,800</b>	<b>\$578,750</b>	<b>\$221,950</b>
<b>EXPENSES (incl. reserves)</b>			
Personnel	\$103,840	\$139,428	\$35,588
Buck Park	\$30,100	\$30,700	\$600
Buck Park Improvement	\$3,500	\$96,000	\$92,500
Operating Supplies & E	\$25,650	\$44,350	\$18,700
Professional Services	\$11,000	\$12,200	\$1,200
Rental Fees	\$12,100	\$13,900	\$1,800
Programs	\$30,610	\$46,000	\$15,390
Cash and Transfers	\$140,000	\$196,172	\$56,172
<b>TOTAL</b>	<b>\$356,800</b>	<b>\$578,750</b>	<b>\$221,950</b>



<b>Rentals and Leases</b>												
Operating Rentals and Leases	571.00.45.0002	5,760	11,000	\$8,195	\$565	\$565	\$565	\$565	\$545	\$8,195	\$11,000	
Event Rental Fees	571.00.45.0100	6,340	2,900	\$920	\$1,231	\$100	\$350	\$208	\$90	\$920	\$2,900	
<b>Insurance Premiums and Recoveries</b>	571.00.46.0001	4,000	4,600	\$621	\$3,960	\$0	\$0	\$0	\$19	\$621	\$4,600	
<b>Utilities</b>												
Utilities Services - Chem RR Svc.	571.00.47.0011	3,800	4,000	\$1,920	\$780	\$500	\$500	\$300	\$0	\$1,920	\$4,000	
Utilities Service - Water	571.00.47.0012	800	1,000	\$562	\$82	\$95	\$91	\$85	\$85	\$562	\$1,000	
Sewer / Garbage	571.00.47.0013	1,500	1,200	\$455	\$256	\$200	\$180	\$108	\$0	\$455	\$1,200	
Utilities Service - Electrical	571.00.47.0014	1,000	800	\$120	\$265	\$240	\$174	\$0	\$0	\$120	\$800	
<b>Repairs and Maintenance</b>												
Grounds / Mowing	571.00.48.0006	14,000	14,000	\$7,820	\$1,249	\$1,200	\$1,500	\$1,231	\$1,000	\$7,820	\$14,000	
Grounds / Sprinkler Related	571.00.48.0007	1,000	1,000	\$13	\$81	\$806	\$100	\$0	\$0	\$13	\$1,000	
Grounds / Gen. Water System Related	571.00.48.0008	2,000	1,000	\$0	\$0	\$500	\$500	\$0	\$0	\$0	\$1,000	
Grounds Maintenance	571.00.48.0010	2,000	2,000	\$584	\$408	\$253	\$252	\$252	\$584	\$584	\$2,000	
Grounds - Other	571.00.48.0013	4,000	5,700	\$5,272	\$0	\$428	\$0	\$0	\$0	\$5,272	\$5,700	
<b>Miscellaneous</b>												
Auditor Recording Fees	571.00.49.0002	300	200	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$200	
Ballot/Promo/Domains	571.00.49.0004	3,000	13,350	\$13,322	\$0	\$0	\$28	\$0	\$0	\$13,322	\$13,350	
Other	571.00.49.0009	1,000	1,000	\$659	\$0	\$250	\$41	\$50	\$0	\$659	\$1,000	
Interfund Loan Principal Payment	581.20.70.6721		0								\$0	
Taxes and Operating Assessments	586.00.44.0000	1,000	3,300	\$1,414	\$310	\$100	\$445	\$515	\$515	\$1,414	\$3,300	
Interfund Loan Interest Income	592.76.80.6721		0								\$0	
Park Improvements	604.71.63.0010	1,500	06,000	\$4,878	\$22,236	\$29,486	\$12,000	\$15,400	\$12,000	\$4,878	\$96,000	
<b>column totals -&gt;</b>		<b>216,800.00</b>	<b>382,578.00</b>	<b>\$160,715</b>	<b>\$4,573</b>	<b>\$63,115</b>	<b>\$36,406</b>	<b>\$35,479</b>	<b>\$32,787</b>	<b>\$160,715</b>	<b>\$342,194</b>	
<b>ending of period cash balance -&gt;</b>		<b>\$140,000</b>	<b>\$196,172</b>	<b>\$148,125</b>	<b>\$289,973</b>	<b>\$237,870</b>	<b>\$255,041</b>	<b>\$230,842</b>	<b>\$200,695</b>	<b>\$148,125</b>	<b>\$236,708</b>	

activity	category	participants avg each time	end date	staffing	location	Youth enrolled per week =	
						Avg Adults and Families at drop-in =	69 29
Basketball Camp age 7 - 10	III	16	22-Jul	R.Davis	OCS		
Volleyball Camp age 11 - 14	III	15	22-Jul	Hardee	OHS		
Dance Camp, Frozen	II	6	29-Jul	Moss	OHS		
Soccer - Challenger	II	34	29-Jul	staff	Buck Park		
Soccer - Baturday Clinic	II	4	1-Aug	Balic	Buck Park		
Art Camp	III	11	5-Aug	Lana	Buck Park		
Day Camp, Jump, Kick	III	10	5-Aug	staff	Buck Park		
Day Camp, Kites & Rocket	III	10	11-Aug	staff	Buck Park		
Tennis Clinics	II	3	20-Jul	Jill	Buck Park		
Tap	III	10	21-Jun	Moss	Odfellows		
Creative Mvmtk, Pre-Bal	III	11	27-Jun	Moss	APTID		
Tumbling	III	10	8-Jul	Moss	Old Gym		

Upcoming Activities- see Fall Flyer for full upcoming list.

activity	category	registered	start date	staffing	location
Day Camp, Splash week	III	9	15-Aug	staff	Buck Park
Soccer Camp w/Baturday	II	3	29-Aug	Balic	Buck Park

**Canceled Programs**

activity	category	registered	start date	staffing	location
Games Galore	III	4	22-Aug	staff	Buck Park
Summer - adult drop in activities in the park:					
Pickleball - two nights					
Softball - two levels - adult and senior					
Tennis - summer schedule					
Volleyball - two nights a week					
Soccer					
Basketball - one night a week					
Ultimate Frisbee- one night a week					

**Buck Park is in full swing with an average of 30 users at mid-day check-ins**  
(does not include OIPRD-sponsored activities and programs)

Commissioners' Action

Items

- Block Party Planning (MF)
- Review of project phasing. (BE/JP/DJ)
- 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

- Major time needed on irrigation system. Pushing this up on the schedule to try to revive the soccer areas for fall play. The full system needs to be looked at in conjunction with the field one work. Some zones need to be split for full coverage.
- Multi-court – surface complete, working on edging and fencing. Quotes requested for fencing. Block edging to raise the grade on the north side is the proposed solution for improving the grade and reducing the fence impact. The block wall estimate for materials and labor is ~ \$5,000 for a 2'6" wall with harvest color Allen block. We need to review any desired planting or screening along the Mt. Baker edge. A native hedge in conjunction with the wall and fence is one option.
- Backboard options are either \$2,500 for a wood wall with fiberglass paint (1-yr. finish warranty) or \$7,000 for a rally board solid U.V. stable plastic board (20 yr. warranty) plus \$850 for catch net for either board.
- Sand court is complete. We have to order a screening tool due to the amount of rocks. Players are working on screening.
- Dugouts drawings are still in progress. James is working on sizing the posts and beams.
- Next project is the drainage and grading for the play area structure and identification of a new structure.
- Still need to have Grindline complete their evaluation for the skatepark. I will redouble efforts to confirm a date with them.
- Land Bank has completed the first pass of fence line clearing for the dog park. More work is planned for this month and the major clearing effort is still scheduled for September.

**BUDGET SUMMARY**

As of July 31, 2016

Balance: \$148,124.97

Expenses: \$ 33,883.69

Revenue: \$6,010.69

Difference from budget: -\$4,641

**REVISED BUDGET ATTACHED FOR REVIEW**

**Administrative Task Update**

- We need to complete a draft operating and maintenance agreement with the Land Bank for the dog park area. Land Bank is making the first draft for our review.
- We are working on informational signage for the park for both usage schedules and project information. A master plan is needed to coordinate the system and perhaps it would be best if all information could be presented in a central location.
- Fall schedule is out on time and all activities are posted and available on ActiveNet.
- Positive Coaching Alliance is having it's fall sessions this weekend. Attendance is off to a slow start and we are having a challenging time competing with summer activities for Saturday attendance.
- Summer camps are wrapping up next week and we will switch focus to preparing for fall programs.
- We will need to restart contracts for fall indoor gym coverage. Bari is planning on continuing that job, which is a big help. Indoor activities start the end of September.
- We should review the park building options and the needed square footage. It might be worth considering a bigger build-out now for storage and office space. This might be a more cost effective option and could include the much-needed restrooms. Monthly, we currently spend \$1,200 is rental fees that would be covered in the new building. This would also provide much-needed supervisory presence in the park.