

Public Meeting
August 10, 2017

Meeting Minutes August 10, 2017

Orcas Island Park and Recreation District Commission
Public Meeting, July 12 2017
Eastsound Fire Station
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:03 pm

Bob Eagan, Chairman

Roll call:

Seat 1: Vicki Vandermay - *present, departed at 5:40*

Seat 2: Bob Eagan - *present*

Seat 3: Martha Farish - *present – departed for Port meeting at 4:19, returned at 4:44*

Seat 4: Justin Paulsen - *absent*

Seat 5: Deb Jones - *present*

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

II. SKATE PARK / FUNDING < see attached Resolution >

To accommodate a commissioner's departure to discuss OIPRD matters with the Port of Orcas, agenda items regarding the Skatepark and funding have been moved to the start of the meeting. As previously discussed, OIPRD is seeking additional funding to complete the urgent repairs needed at the skatepark. With high hopes of receiving the PFFAP grant from San Juan county, we are now at a deficit of ~\$25,000 to complete repairs.

The Commissioners discussed budget and loan options for reaching a resolution to present the Port of Orcas at their meeting today with a letter of Intent to Borrow.

MOTION: to accept Resolution 2017-1 for the Intent to Borrow from the Port of Orcas for the purpose of Securing Repairs To the Skatepark at Buck Park in 2017 by Deb seconded by Vicki. With no further discussion, it was approved unanimously.

III. PUBLIC COMMENT

Kevin White has just moved to Orcas Island and is the General Manager over at WorldMark in Deer Harbor. He is here to introduce himself and is glad to be involved in our community. He brings with him his wife, four children, and a background in coaching multiple sports.

IV. MONTHLY AGENDA

1. Previous Minutes – July 12, 2017

MOTION: Vicki moved to approve the July 12, 2017 public meeting minutes; seconded by Bob; and it was approved unanimously.

2. Employees Pay Slip

MOTION to approve employees pay slip for \$10,766.00 by Deb; seconded by Vicki; and it was approved unanimously.

3. Payment of Claims

MOTION: to approve the July Claims Payment #6501 for \$16,918.81 by Deb; Vicki seconded and it was approved unanimously.

MOTION: to approve the sales tax payment of \$278.27 to the Department of Revenue, Deb moved to approve; Vicki seconded and it was approved unanimously.

V. MONTHLY BUSINESS

1. Financial

<Monthly Financial Statement>

See attached Monthly Financial Statement.

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

<Director's Report>

<License for Revocable Use>

<Fall Program Schedule>

<Buck Park As-Built Utility Drawings>

See attached Director's Report. The Commissioners discussed the Land Bank Lease Agreement and are satisfied with moving forward.

MOTION: to authorize Marcia West as Executive Director to accept the License for Revocable Use by Martha; Bob seconded and it was approved unanimously.

VI. UNFINISHED BUSINESS

1. Tree Removal

John Olson has presented a bid in the amount of \$950+tax for hazardous tree removal in Buck Park. It is recommended to fall the needed hazards this September, before the winter and windstorms arrive.

<Tree Removal Bid attached>

MOTION: to authorize Marcia West to move forward with the \$950 bid to remove the trees by; Deb seconded and it was approved unanimously.

2. Skate Park Funding

Covered earlier in the meeting.

3. Emeritus Status for Commissioners

We are looking into the process of having an Emeritus status held by past commissioners, which would allow the opportunity to advise future commissioners when needed. More research into this process is to come.

4. Football – Tackle Update

Marcia updated the Commissioners on tackle football. She recommended to the NCYFL that both teams be allowed to play their rosters as is. The NCYFL approved the Midget team to play as is and wants to see more players on the Juniors roster before they play in the 2017 season. OIPRD will continue to provide equipment, as needed.

<Tackle Football Ledger attached>

5. Staffing Structure Update

The Commissioners and Marcia discussed how to go about Kim's pay while on maternity leave from end of August through mid to end of October. Kim will be going into leave with some accrual of sick and vacation time to burn, but may not have enough cover the length of time needed. Marcia will research more with the county on adjusting pay while she is away.

<OIPRD Staffing Schedule attached>

VII. NEW BUSINESS

1. 6-Year Budget Review

Revised budget attached for review.

<see Directors Report summary>

2. Port of Orcas Letter of Intent for Additional Funding

Covered earlier in the meeting.

3. Fall Programs

Fall programs are in the works, the postcard is at the printer and will be ready to mail next week. We still need volunteer coaches for programs across the board.

4. Office Space at Funhouse –Remodel/Build-out

Discussed in Director's report.

5. Time Change for September Meeting

The September meeting time will be 5:00 p.m. at the Eastsound Fire Station to accommodate commissioner's schedules.

VIII. ADJOURNMENT MOTION With no further agenda, comments, or discussion, Deb moved to adjourn, seconded by Martha at 5:51 pm, unanimously approved.

The meeting was adjourned at 5:51 pm.

Addenda:

Resolution 2017-1 with Letter of Intent to Borrow

Claims Payment Request – August 10

Claims Payment Request – DOR July

Monthly Financial Statement

Director's Report

License for Revocable Use, Dog Park

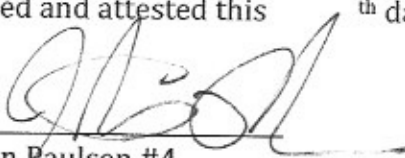
Public Meeting
August 10, 2017

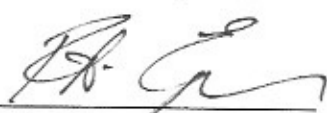
Fall Program Schedule
Buck Park As-Built Utility Drawings
Tree Removal Bid
Tackle Football Ledger attached
Staffing Structure Proposal
Revised 6-year budget posted in budget section of website

Public Meeting minutes for August 10, 2017

Approved by motion on this 14th day of Sept., 2017

Signed and attested this _____th day of _____, 2017


Justin Paulsen #4,
Secretary


Bob Eagan, Commissioner #2,
Chair

Resolution For the Purpose of Securing Repairs To the Skatepark at Buck Park in 2017

Whereas in May 2017 Orcas Island Park and Recreation (OIPRD) commissioned a professional structural assessment of the Buck Park Skateboard Park by Grindline Skatepark LLC. of Seattle, WA and

Whereas the assessment indicated an unanticipated "hazardous" condition necessitating immediate remediation and

Whereas the condition of the skatepark requires repairs in excess of those anticipated within the levy budget of 2016 and

Whereas the bid costs to repair are \$40,850.00 and

Whereas OIPRD immediately applied for a San Juan County Public Facilities grant for the additional \$20,000 required but will not learn the status of that application until late August 2017 and,

Whereas the window of time for Grindline Skatepark LLC. to repair the skatepark in 2017 is September 1-15, 2017 and,

Whereas OIPRD must make repairs or consider closing the skatepark until repairs can be made and,

Whereas the Board of OIPRD believes it is in the public's best interest to proceed to repair regardless of the Public Facilities Grant process outcome,

Therefore be it resolved: OIPRD will be granted an option to borrow up to \$25,000 from the Port of Orcas, for the purposes of skatepark repair. The option to borrow is at the sole discretion of OIPRD. This option to borrow will be in force between August 2017 and January 2018 and unless exercised, will thereafter be null and void without further action by either party. Upon written notice of the intent to borrow, and within 45 day of that notice, the Port of Orcas will transfer up to \$25,000, to OIPRD. Interest on the amount borrowed, will commence on the date of receipt of the funds by OIPRD and will be calculated at 3% per annum based on the declining balance. The first payment, to include interest accrued, will be in the amount of \$10,000, or more, on December 1, 2021. The second payment of \$15,000, or more, in principle and accrued interest, will be made on December 1, 2022. All principal and interest will be fully repaid by December 2022.

ADOPTED by the Board of the Orcas Island Park and Recreation District, San Juan County, Washington on the 10th day of Aug, 2017

Signed

Chair, Commissioner #2

Commissioner #5

Commissioner #3

Commissioner #1

Commissioner #4

Orcas Island Park & Recreation District



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

August 10, 2017

Port Commissioners
Port of Orcas
P.O. Box 53
Eastsound, WA 98245

Dear Port Commissioners,

The Board of Orcas Island Park and Recreation District (OIPRD) requests from the Port of Orcas approval and authorization of a loan from the Port to OIPRD in an amount not to exceed \$25,000. The loan from the Port to OIPRD will be extended upon demand and in any event must be requested prior to January 1, 2018. Failure by OIPRD to request any amount up to \$25,000 by January 1, 2018 will render this authorization null and void without further action by either party. Resolution 2017-1, approved by the OIPRD Board August 10, 2017, is attached for your reference.

Thank you very much for your consideration.

A handwritten signature in black ink, appearing to read "R. Eagan".

Robert Eagan, Chairman OIPRD

A handwritten signature in black ink, appearing to read "Marcia West".

Marcia West, Executive Director OIPRD

PHONE
360-376-7275

EMAIL
oiprd@oiprd.org

WEB
www.oiprd.org

PROPOSED SCOPE OF WORK:

SUBMITTED TO:

Name:	Kim Ihlenfeldt	Project Name:	Bid#2 Buck Park Maintenance - Non-PW
Title:		City:	Orcas
Phone:		State:	WA
Fax:		Date:	August 9, 2017

Grindline proposes to provide all necessary labor, materials, and equipment to complete the work shown and detailed within the skatepark footprint:

- Demo Approx. 600 Sq/Ft of Flat Bottom in Bowl
- Setup & Pour Approx. 600 Sq/Ft of 4000PSI Concrete in Flat Bottom of Bowl
- Grind Down 2500LF of Uneven Seams
- Remove old repair material from uneven seams
- Fill cracks with high-end, seamless joint sealant 2500 LF
- Repair pool coping – reset pool coping and mortar bed where failed, replace broken blocks (Approx. 120 LF)

Exclusions:

- Prevailing Wage
- Water and power supply
- Joint Sealants / Caulking
- Mini Excavator & Breaker
- Haul off & Disposal of Concrete from Demo
- Dewatering
- Landscaping (including seeding and planting) /Irrigation (including sleeving) and/or restoration
- Erosion control
- Construction fence/staging area and final perimeter fencing
- Permits
- Performance/Payment Bond. If required add 2% to total bid.
- Construction staking/surveying
- Drain lines
- Finish grading around skatepark perimeter
- Non skatepark concrete
- Site amenities. Including but not limited to benches, trash cans, shade structures, picnic tables
- Material testing
- Any other work outside of areas referenced above

We propose to complete the scope listed above for:

LUMP SUM TOTAL: **\$40,840.44**

This proposal is valid for 60 days

Respectfully Submitted,



Matt Fluegge
Senior Project Manager
Cell: 206-612-3401



DRAFT OF
APPROVED
MOTION FROM
PORT OF ORCAS
MEETING 8/10/17

(DRAFT)

I move that the Port memorialize the commission's willingness and intent to lend up to \$25,000 to the Orcas Island Parks & Recreation Department prior to January 1st, 2018. Any such loan would be repayable with interest by the end of 2022 under terms and conditions similar to the current loan and subject to the agreement of both parties. Nothing in this motion is intended to limit the discretion of future commissions.


CLAIMS PAYMENT REQUESTDISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501DATE: Aug. 10, 2017 Page 1 of 11

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$16,918.81

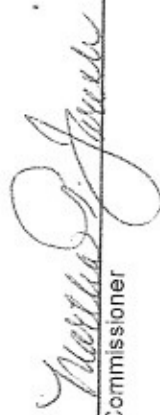
I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due, and unpaid obligation against the district. I am authorized to authenticate and certify to these claims. Materials backing up these claims will be retained by the district according to state law and are available to the public on request.

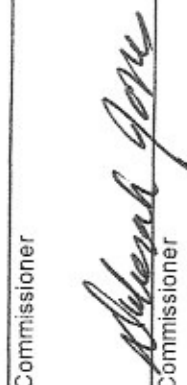
Board Authorization


Signed as Chairman / Commissioner Date 8-10-17

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

\$ 16,918.81 for the period ending Aug. 10, 2017 We approve payment with our signatures below.


Commissioner Date 8-10-17


Commissioner Date 8-10-17

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: ast999

Name: ASTECH PROFESSIONALS, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
1519	1	As-Built Mapping Buck Park	E 6501.00.594.71.63.0010	1,800.00	in

Vendor Number: bal155

Name: BALIC, BATURAY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20170810_bb	1	soccerr - June 28 - July 23	E 6501.00.571.00.41.0003	300.00	in

Vendor Number: ban155

Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ban0810	1	ice packs	E 6501.00.571.00.31.0019	15.66	in
	2	printing- fall program flyer	E 6501.00.571.00.41.0011	1,004.72	in
	3	Quickbooks online	E 6501.00.571.00.31.0004	32.43	in
	4	dehumidifier/ac unit equipemnt storage	E 6501.00.571.00.35.0100	548.98	in
	5	vonage phone	E 6501.00.571.00.42.0004	99.48	in
	6	pickleballs for townry	E 6501.00.571.00.31.0100	79.96	in
Vendor Total:				1,781.23	

Vendor Number: bee144

Name: BEERY ELSNER & HAMMOND, LLP

Invoice Number	Line No	Line Description	Account Number	Amount	Type
bhe0810	1	invoice 14727 - dog park operating	E 6501.00.571.00.41.0006	211.50	in

Vendor Number: cha155

Name: CHAVEZ, JACOB

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ic_20170810	1	skatecamp 2 - August 2017	E 6501.00.571.00.41.0003	400.00	in

Vendor Number: coo159

Name: COOKE, ASHLEY JOY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ac_20170810	1	Skatecamp 2 - August 2017	E 6501.00.571.00.41.0003	350.00	in

Invoice Accounting Report by Vendor Name

San Juan County

Vendor Number: cul065

Name: CULP, JOSHUA MOSHE

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ic_20170810	1	Park improvement maintenance and	E 6501.00.594.71.63.0010	2,600.00	in

Vendor Number: dan146

Name: DANN, JILL

Invoice Number	Line No	Line Description	Account Number	Amount	Type
id_20170810	1	Tennis instruction - June & July	E 6501.00.571.00.41.0003	800.00	in

Vendor Number: eas350

Name: EASTSOUND WATER USERS ASSN

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

Vendor Number: gri146

Name: GRIFFINS YARD WORKS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
qvw0810	1	July maintenance - mowing, raking, chips	E 6501.00.571.00.48.0006	2,126.64	in
	2	sales tax July	E 6501.00.571.00.48.0006	172.26	in
Vendor Total:				2,298.90	

Vendor Number: har148

Name: HARDEE, REBEKAH

Invoice Number	Line No	Line Description	Account Number	Amount	Type
rh0810	1	volleyball camp 2017	E 6501.00.571.00.41.0003	740.00	in

Vendor Number: isl730

Name: ISLAND HARDWARE & SUPPLY, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ishs20170810	1	construction materials buck park	E 6501.00.594.71.63.0010	260.14	in

Vendor Number: kno144

Name: KNOWLES, ROBERT

Invoice Accounting Report by Vendor Name
San Juan County

<u>Invoice Number</u> rk_20170810	<u>Line No</u> 1	<u>Line Description</u> soccer clinic instructor - July	<u>Account Number</u> E 6501.00.571.00.41.0003	<u>Amount Type</u> 1,500.00 in
Vendor Number: nic195 Name: NICHOLS, EMILY				
<u>Invoice Number</u> en0810	<u>Line No</u> 1	<u>Line Description</u> instructor - games galore camp	<u>Account Number</u> E 6501.00.571.00.41.0003	<u>Amount Type</u> 340.00 in
Vendor Number: orc195 Name: ORCAS ISLAND STORAGE, LLC				
<u>Invoice Number</u> iss0810	<u>Line No</u> 1	<u>Line Description</u> Sept rent #148 and #154	<u>Account Number</u> E 6501.00.571.00.45.0002	<u>Amount Type</u> 260.00 in
Vendor Number: orc826 Name: ORCAS ONLINE, INC.				
<u>Invoice Number</u> 168250	<u>Line No</u> 1	<u>Line Description</u> acct# 879 Sept service	<u>Account Number</u> E 6501.00.571.00.42.0004	<u>Amount Type</u> 74.00 in
Vendor Number: orc830 Name: ORCAS POWER & LIGHT (INC)				
<u>Invoice Number</u> opalco0810	<u>Line No</u> 1	<u>Line Description</u> act#9454400 - July power buck park	<u>Account Number</u> E 6501.00.571.00.47.0014	<u>Amount Type</u> 163.37 in
Vendor Number: orc142 Name: ORCAS RECYCLING SERVICES (INC)				
<u>Invoice Number</u> ors0810	<u>Line No</u> 1	<u>Line Description</u> mixed construction debris	<u>Account Number</u> E 6501.00.571.00.47.0013	<u>Amount Type</u> 45.00 in
Vendor Number: san275 Name: SAN JUAN SANITATION CO INC				
<u>Invoice Number</u> sis0810	<u>Line No</u> 1	<u>Line Description</u> act# 2960959-SJ	<u>Account Number</u> E 6501.00.571.00.47.0013	<u>Amount Type</u> 420.87 in
Vendor Number: sea415 Name: SEA ISLAND SAND & GRAVEL INC				

Invoice Accounting Report by Vendor Name
San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sisq0810	1	drain rock - irrigation trenches	E 6501.00.594.71.63.0010	218.02	in

Vendor Number: sta065 Name: STARR EXCAVATION & ORCAS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
starr0810	1	sani can rental and July service	E 6501.00.571.00.47.0011	520.00	in

Vendor Number: unl160 Name: UNITED STATES POST OFFICE

Invoice Number	Line No	Line Description	Account Number	Amount	Type
usps0810	1	permit #14, USPS Bulk mailing renewal	E 6501.00.571.00.42.0001	225.00	in

Vendor Number: wes146 Name: WEST, MARCIA J.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
mw0807	1	tools and storage for buck park	E 6501.00.594.71.63.0010	357.53	in
	2	printing tennis schedule	E 6501.00.571.00.41.0008	11.35	in
	3	irrigation - hoses, splitter, sprinklers	E 6501.00.571.00.48.0007	1,136.15	in
	4	printer ink - shed	E 6501.00.571.00.31.0002	23.50	in

Vendor Total:

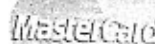
1,528.53

Grand Total:

16,918.81



MARCIA WEST
ORCAS ISLAND PARK & REC
Account Number: ##### 1739
Closing Date: 08/01/17
Credit Limit: \$3,000.00
Available Credit: \$2,306.70



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	\$	1,642.86
Purchases	+	760.85
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	1,710.41
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	693.30

Payment Information



Total Minimum Payment Due \$25.00
Payment Due Date 08/26/17

Minimum Payment \$ 25.00

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
07/14	07/14	PPLN01	55432867195100237948754	AMAZON MKTPLCE PMTS AMZN.COM/BILL WA	\$ 79.96
07/14	07/16	PPLN01	55432867195100884222362	VBS*VONAGE BUSINESS 866-901-0242 GA	99.48
07/19	07/20	PPLN01	55432867200100064260029	Amazon.com AMZN.COM/BILL WA	548.98
07/20	07/21	PPLN01	55432867201100490702577	INTUIT *QB ONLINE 800-286-6800 CA	32.43
Payments, Adjustments and Others					
07/20	07/20		000000000000000000000000	PAYMENT - THANK YOU	1,710.41

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

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

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181



Account Number
5532 3700 0009 1739

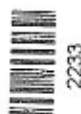
Check box to indicate
name/address change
on back of this coupon ☐

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
08/01/17	\$693.30	\$25.00	08/26/17

\$ 1781.23

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 00069330 7

Eastsound Water

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

Account No.	Location No.
0064	06-0135
Due Date	Amount Due
08/20/2017	\$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:
oiprd@oiprd.org

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

Please Detach and Remit Stub with Payment

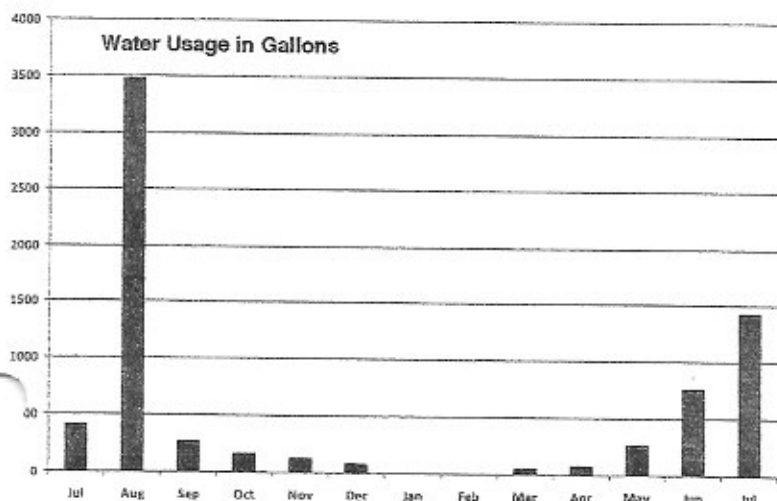
Eastsound Water Users Association

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: 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
0064	06-0135	08/20/2017

Billing Date	Service Dates Starting Ending	Meter Readings Previous Current	Usage (gallons)	Charge Amount
07/20/2017	PREVIOUS BALANCE			\$82.25
	06/20/2017 - 07/20/2017	9,836 11,263	1,427	\$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...



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

1001 1 AV 0.370 4 1001
ORCAS IS PARK AND REC DISTRICT C-4 P-4
PO BOX 575
EASTSOUND WA 98245-0575

Account Number 9454400

Statement Date 07/14/2017

Billing Summary

Balance From Last Billing	21.00
No Payments Received	0.00
Balance Into Billing	21.00
New Bill BUCK PARK WATER-MT BAKER	142.37
Total Due By 08/07/17	163.37
Total Due After 08/07/17	170.44

Page 1 of 1



Messages

Join OPALCO at the SJ County Fair! Aug. 16th-19th
You were allocated \$152.86 in Capital Credits for 2016.

Service Details

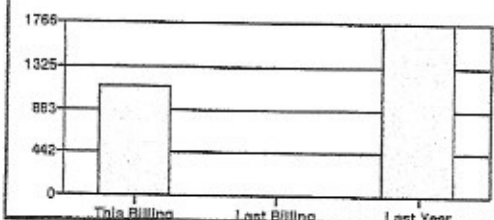
Loc 2024263-001 Service Add BUCK PARK WATER-MT BAKER RD Desc RC 20

Meter Reading Details Meter 110317844
Current Reading 07/12/17 39554
Previous Reading 06/12/17 38435
Total Usage 1119
Days Served 30

Detail of Charges

Balance Into Billing	21.00
Facility Charge	37.93
Late Payment Charge	1.05
Energy Assistance Program	0.56
KWH Charges	102.83
370 KWH @ .1008	37.30
749 KWH @ .0875	65.53
This Service Sub-Total Amount Due	142.37
	163.37

Electric Energy Usage



KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	30	1119	37	141.32	4.71 0
Last Billing	31	10	0	38.95	1.25 0
This Billing Last Year	30	1766	58	188.81	6.29 0

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

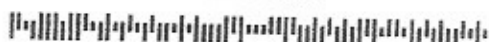
Please Return This Stub With Your Payment
Please Do Not Staple, Paperclip, Or Tape

Account: 9454400
Statement Date: 07/14/2017
Total Due By 08/07/2017 163.37
Total Due After 08/07/2017 170.44

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.

550090009454400000016337000017044071420178



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: 07/31/17		Due by: 08/25/17		Delinquent: 08/31/17	
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE
2960959-SJ		ORCAS PARK & RECREATION D - 95 SWORD FERN LN			527.72
QUANTITY	DATE	DESCRIPTION			AMOUNT
1	07/25/17	PAYMENT			
3	07/31/17	2-YD SPECIAL			-527.72
1	07/31/17	2-YD SPEC COMPT			201.90
1	07/31/17	14.5% SAN JUAN COUNTY EXCISE TAX			125.35
2	07/31/17	OVERFULL DUMPSTER			51.68
1	07/31/17	SERVICE:RENT 2-YD SPECIAL PERIOD:JULY			15.12
1	07/31/17	3.6%STATE REFUSE TAX			14.00
					12.82
Are you planning a Summer cleanup or project? We offer clean, convenient, temporary dumpster service to handle any size cleanup need you may have.					
PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING		07/31/17	Aging 0-30 \$ 420.87	31-60 0.00	61-90 0.00
			Over 90 0.00	Total 420.87	BALANCE DUE ➡ 420.87



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

Due by: 08/25/17

Phone: 360-376-4709 ■ 1-877-249-1467

Make Checks Payable To:
SAN JUAN SANITATION CO.

ACCOUNT NUMBER
2960959-SJ

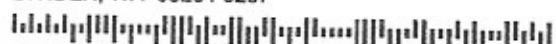
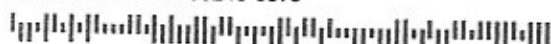
PREVIOUS BALANCE: 527.72
PAYMENTS: -527.72
BALANCE FORWARD: 0.00
CURRENT CHARGES: 420.87
BALANCE DUE: 420.87



ENTER AMOUNT
BEING PAID ➡

861 1 AV 0.373 868 / 861 3-1-271
ORCAS PARK & RECREATION D
PO BOX 575
EASTSOUND WA 98245-0575

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





FEE RENEWAL NOTICE

JULY 20, 2017

DONNA MCNEIL
POSTMASTER
221 A ST STE 1
EASTSOUND WA 98245-9998

- * Fee payment is deferred as long as mailings are presented as Full Service and maintains a threshold of 90%.



ORCAS ISLAND PARKS AND RECREATION DISTRICT
MARCIA WEST
PO BOX 575
EASTSOUND WA 98245-0575

Dear MARCIA WEST

Your privilege to mail at presorted price(s) will expire on the date(s) shown below. If you plan to continue using your existing privilege(s), the fee(s) noted below must be paid prior to the indicated due date(s).

FEE TYPE	PERMIT TYPE	PERMIT #	EXP DATE	FEE COST
USPS Marketing Mail ^x	PI	14	09/03/2017	\$225.00

4021164020034

If you have paid the fee(s) shown above, please disregard this notice. It is recommended that fees be paid in advance to facilitate the acceptance of your mailings. Fee payments may be paid up to 60 days in advance of their expiration date. Please return this notice with your payment to the address below:

EASTSOUND POST OFFICE
221 A ST STE 1
EASTSOUND WA 98245-9998

Please make your check payable to POSTMASTER or U.S. POSTAL SERVICE[®]. Also, note on your check your permit number and type of service you are requesting. Thank you for your business. We look forward to continuing to serve your mailing needs.

Sincerely,

DONNA MCNEIL
POSTMASTER
360-376-4121

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501


DATE: 10-Aug-17 Page 1 of 3

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$278.27

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 8-10-17

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

\$ 278.27 for the period ending August 10, 2017 We approve payment with our signatures below.

Commissioner _____ Date _____


Commissioner Date 8-10-17


Commissioner Date 8-10-17


Commissioner Date 8-10-17

Invoice Accounting Report
San Juan County

Invoice #: 603231409
Vendor #: sta895

Invoice Date: 08/10/2017
Name: STATE OF WASHINGTON

Doc Date: 08/10/2017

Due Date: 08/16/2017
Type: in

Line No	Line Description	Account Number	Amount	PO Number
1	State sales tax - July	E 6501.00.589.30.00.0000	278.27	
Grand Total:			278.27	

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

Confirmation Number 21298774
Tax Registration Number 603231409
Reporting Period 07/2017
Payment Type EFT Credit
Date and Time Submitted 8/9/2017 8:59:04 PM
Payment Amount 278.27
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 August 28 2017.

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			250,019.14	
212	SALARY PAYABLE	8,770.87			
231	OTHER ACCRUED LIABILITIES	2,580.45			
310	TAXES	1,207.32			
340	CHARGES FOR GOODS AND SERVICES	3,157.16			
380	NONREVENUES	278.28			
	TOTAL RECEIPTS		15,994.08		
212	SALARY PAYABLE	8,770.87			
231	OTHER ACCRUED LIABILITIES	2,580.45			
570	CULTURE AND RECREATION	19,900.74			
580	NONEXPENDITURES	189.23			
590	DEBT SERVICE AND OTHER	21,083.59			
	TOTAL DISBURSEMENTS		52,524.88		
101	ENDING CASH BALANCE				213,488.34
					213,488.34
					0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			180,000.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				180,000.00
151	BEGINNING INVESTMENT BALANCE				
	INVESTMENTS ACQUIRED	0.00		0.00	
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00

activity	participants avg each time	end date	staffing	location
Volleyball Camp	22	21-Jul	Hardie	OHS Gym
Challenger Soccer	22	28-Jul	Challenger	Buck Park
Tennis, July	7	29-Jul	Jill	Buck Park
Skate Camp	14	4-Aug	Chavez	Buck Park
Soccer, Baturay	5	20-Aug	Baturay	Buck Park
Dance	33	24-Aug	Moss	various
Games Galore Day Camp	14	11-Aug	Staff	various
Weekly drop-in adult group activities in the park include Pickleball, Tennis, Volleyball, Softball, Soccer, and Ultimate Frisbee.				
Youth enrolled per week = 67				

Upcoming Activities - see Fall Activities flyer				
activity	participants enrolled	start date	staffing	location
Basketball Camp	32	14-Aug	R. Davis	OCS Gym
Softball Clinic	5	15-Aug	various	Buck Park
Volleyball Tourney	N/A	27-Aug	staff	Buck Park
Boys Choir	0	11-Sep	MWA	OCS Chapel
Tennis, Fall	0	11-Sep	Jill	Buck Park
Adult drop-in Indoor Sports	0	18-Sep	Barl	various
Dance - 9 levels	0	21-Sep	Moss	various
Flag Football	0	25-Sep	various	Buck Park
Soccer	0	26-Sep	various	Buck Park
Running Club	0	2-Oct	Kulper	OIPRD Office
Girls SWISH Basketball	0	2-Oct	various	various
Boys SWISH Basketball	0	11-Dec	various	various

Administrative Task Update

- Land Bank lease agreement has been finalized by the Land Bank and is ready for signature.
- Marcia and Kim presented a grant proposal to the San Juan County Public Facilities Financing Assistant Program on San Juan Island last month to request additional funding for urgent repairs needed at the skate park. We will learn more about the status of the grant within the next two weeks.
- Work for the as-built for Buck Park to-date is complete. It is a working document, which will continue to be updated as things change.
- Office build-out can include repurposed materials to save costs.
- A staffing transition plan is attached and available for review.

BUDGET SUMMARY

As of July 31, 2017
 Balance: \$213,488.34
 July Expenses: \$41,173.56
 July Revenue: \$4,642.76
 Difference from budget
 Budgeted Balance:
 \$161,895
 Actual Balance:
 \$213,488.34
 Difference: +\$51,593.34

OIPRD 6-Year Budget					
INCOME SOURCING					
	2017	2018	2019	2020	2021
TOTAL INCOME	318,453	320,230	342,243	345,515	351,622
EXPENSE ALLOCATION					
INFRASTRUCTURE INVESTMENT	161,891	25,000	7,000	5,000	5,000
RECURRING EXPENSES					
PROFESSIONAL STAFF	132,287	127,207	131,066	135,588	140,139
OPERATIONS AND SEASONAL STAFF (incl lease replacement)	85,326	103,426	121,232	108,238	83,523
RECREATION PROGRAMS	42,206	40,154	49,446	50,204	51,244
PARK ESSENTIAL MAINTENANCE	4,333	35,861	35,808	37,580	39,088
TOTAL EXPENSES	394,799	349,574	346,279	338,615	328,141
NET CASH FLOW	100,133	50,656	95,964	106,899	123,481
END OF PERIOD BANK BALANCE	\$161,895	\$213,488	\$213,488	\$213,488	\$213,488
RESERVE ALLOCATION (INCLUDED IN BANK BALANCE)	10,000	12,000	12,000	15,000	22,000

\$213,488.34

Buck Park Maintenance & Management

- Volunteers have been confirmed for skatepark repairs – which are tentatively scheduled to begin in September.
- Off Leash area – Hydroseeding is complete. Efforts are now focused on watering for growth. Pick-up units are installed throughout the area. Signs have been ordered and will be installed upon arrival.
- New storage shed looks great and is in the process of being organized.
- Dugout roll-up door is ready for installation. Justin will be installing baseplates and wall studs will be put up in preparation for siding. Additional coordination is needed with Andrew Stephens and Clyde Duke for finishing materials.
- Irrigation system troubleshooting has continued. Good progress has been made on irrigation repairs; the heads have all been dug up and assessed for replacement. There was a malfunction of OISD's irrigation controller. Our deduct meter needs additional maintenance, as the dial was not turning.
- Pickleball nets/posts have arrived and are awaiting permanent installation.
- Commissioners' Action Items
 - Coordination with Port of Orcas for Funding Letter of Intent
 - Final review and approval of Off-Leash Area Agreement
 - Draft development is needed for the next 6-year comprehensive plan.
 - Renewal of the Facility Use Agreement with OISD is coming up – review needed.

**REVOCABLE LICENSE FOR USE OF A PORTION OF THE
CRESCENT BEACH PRESERVE BY ORCAS ISLAND PARK AND
RECREATION DISTRICT**

This license is given this _____ day of _____ 2017 by San Juan County, a political subdivision of the state of Washington, acting through the San Juan County Land Bank (County), Licensor, to the Orcas Island Parks and Recreation District, a Washington Municipal Corporation (OIPRD), Licensee.

Background.

- A. San Juan County, through the San Juan County Land Bank, owns Crescent Beach Preserve (Preserve) on Orcas Island, consisting of roughly 130 acres of forest, wetlands, and tidelands, and over 2,200 feet of shoreline on Ship Bay. The Preserve is open to the public for low intensity recreation.
- B. Crescent Beach is immediately adjacent to Buck Park, managed by OIPRD. Buck Park features active recreational features including tennis and pickle ball courts, ball fields, and a skate park. Buck Park also has a developed parking area.
- C. OIPRD desires to locate a public off-leash dog area in the vicinity of Eastsound and has requested permission from the Land Bank Commission to create an approximate 1.5-acre fenced facility in the Crescent Beach Preserve adjacent to Buck Park.
- D. The County, acting by and through the Land Bank Commission has agreed to this request with the understanding that the creation of an active recreational facility is typically outside the scope of its mandate. The Commission is making an exception in this case because: 1) The area in question has experienced considerable unauthorized use and users of an off leash area might help monitor this part of the Preserve; 2) the area is adjacent to Buck Park and to Mount Baker Road and is less ecologically significant than much of the rest of the Preserve, and; 3) the Commission appreciates the need for off leash dog areas in addition to Land Bank Preserves which require pets to be leashed.
- E. County and OIPRD intend that the licensed area shall be open to members of the public for recreational purposes and that no fee shall be charged therefor, thus, allowing the County, OIPRD and their agents to be entitled to the full scope of the immunities afforded by RCW 4.24.200 to 4.24.220.

Agreement

Now, therefore, based on the foregoing, this revocable license is given this _____ day of _____, 2017 by San Juan County as Licensor to OIPRD as Licensee subject to the following terms and conditions:

Paul Elsner 6/7/2017 12:59 PM
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Jon Cain 8/8/2017 5:09 PM
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Paul Elsner 6/7/2017 12:58 PM
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Paul Elsner 6/8/2017 10:05 AM
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Paul Elsner 6/8/2017 10:05 AM
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Paul Elsner 6/8/2017 10:05 AM
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Paul Elsner 6/7/2017 1:03 PM
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Paul Elsner 6/8/2017 9:57 AM
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Paul Elsner 6/8/2017 10:04 AM
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Paul Elsner 6/8/2017 10:07 AM
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Jon Cain 8/8/2017 2:14 PM
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Jon Cain 8/8/2017 2:14 PM
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Paul Elsner 6/8/2017 10:25 AM
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Jon Cain 8/8/2017 2:15 PM
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Paul Elsner 6/8/2017 10:26 AM
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Macintosh HD:Users:OIPRD:Library:Containers:com.apple.mail:Data:Library:Mail Downloads:83BB7E2E-A894-4020-820F-813F1AB0BB72B:DRAFT OIPRD License Agreement 080817.docx

1. **Grant of License and Description of Premises:** County grants, OIPRD a revocable license for use by OIPRD of, a portion of the northwest corner of the Crescent Beach Preserve located at San Juan County Tax Parcel No. 271321001000 (Use Area), as an off-leash dog area. The Use Area is that portion of the Crescent Beach Preserve property marked as on the attached Exhibit A and, described in the attached Exhibit B. The license is revocable by either OIPRD or the County with the delivery of written notice thereof to the other party of not less than ninety (90) days at any time.

2. **Care of the Property:**

- OIPRD is responsible for all site development costs and ongoing expenses associated with operation of the off leash dog area. No site development shall occur without prior written approval of the Land Bank Director which approval shall not be unreasonably delayed or denied.
- OIPRD will coordinate with Land Bank stewardship staff regarding any OIPRD activities that may impact adjoining preserve areas.
- OIPRD shall comply with maintenance standards established by the Land Bank for the Use Area. At a minimum, OIPRD shall promptly remove and properly disposed of all trash and debris associated with the OIPRD's use thereof.

3. **Communications:**

- OIPRD staff will meet with Land Bank stewardship staff upon request to discuss and address any topics identified by Land Bank.
- OIPRD will provide an annual summary of operations on the site to the Land Bank.

4. **Insurance:** OIPRD shall maintain, at all times, general liability insurance for its use of the Use Area as an off-leash dog area in the amount of \$1,000,000.00 for combined single limit bodily injury, including wrongful death, or property damage with a commercial insurance carrier protected under the State of Washington Guaranty Fund. Such insurance shall be endorsed to include San Juan County, its officers, elected officials, employees and agents as additional insureds and shall not be reduced or cancelled without at least thirty (30) days prior written notice to the County.

Each insurance shall be endorsed to include language containing a "cross liability" or "separation of insureds" indicating essentially that except with respect to the limits of insurance, and any rights or duties specifically assigned in the coverage part to the first named insured, this insurance applies as if each named insured were the only named insured, and separately to each insured against whom a claim is made or a suit is brought. Any payment of a deductible or self-insured retention shall be the sole responsibility of OIPRD.

5. **Indemnification:** OIPRD agrees, to protect, defend, hold harmless, and indemnify San Juan County, its employees, volunteers and agents, from any claim or lawsuit resulting, from use of the Use Area as an off-leash dog area.

6. **Compliance with law:** OIPRD will comply with all applicable San Juan County, Washington State, and federal laws and will secure any permits required under those laws.

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Paul Elsner 6/8/2017 10:41 AM

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Paul Elsner 6/8/2017 10:38 AM

Comment [1]: "Premises" is not a defined terms and so that is why I re-reference "Use Area".

Paul Elsner 6/8/2017 10:30 AM

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Jon Cain 8/8/2017 5:02 PM

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Paul Elsner 6/8/2017 10:43 AM

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Jon Cain 8/8/2017 5:03 PM

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Paul Elsner 6/8/2017 10:55 AM

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Paul Elsner 6/8/2017 10:44 AM

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Jon Cain 8/8/2017 5:03 PM

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Paul Elsner 6/8/2017 10:55 AM

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7. **Termination:** Subject to the notice provisions in Section 1 above, either County or OIPRD may cancel this license at any time and for any reason by giving said written notice to the other party. With the exception of fencing, fixtures installed by OIPRD in the Use Area will remain the property of OIPRD and shall be removed by OIPRD upon termination of this license unless otherwise agreed by the parties. OIPRD shall restore the Use Area to good condition upon termination.

8. **Contact:** The contacts for OIPRD and the County will be:

ORCAS ISLAND PARK AND
RECREATION DISTRICT
Marcia West, Director
PO Box 575, Eastsound, WA 98245

SAN JUAN COUNTY
LAND BANK
Lincoln Bormann, Director
350 Court St. No.6
Friday Harbor, WA 98250

9. **Amendment.** This license cannot be amended or waived except by written consent of the parties.

10. **No Assignment.** This license may not be assigned or otherwise transferred. The license does not run with the land and is a personal agreement between the County and OIPRD.

11. **Entire Agreement.** This instrument contains the entire Agreement between the parties and statements, promises, or inducements made by any party or agent of that party that are not contained in this Agreement shall not be valid or binding.

Executed on this _____ day of _____ 2017.

ORCAS ISLAND PARK AND RECREATION DISTRICT

Date

APPROVED AS TO FORM ONLY:
Randall K. Gaylord
San Juan County Prosecuting Attorney

FINAL APPROVAL:
Michael J. Thomas
County Manager

By: _____
Date

Michael J. Thomas _____
Date

SAN JUAN COUNTY LAND BANK
Lincoln Bormann
Director

Date

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Macintosh HD:Users:OIPRD:Library:Containers.com.apple.mail:Data:Library:Mail Downloads:83B37E2E-A894-4020-820F-8DF3AB0BB72B:DRAFT OIPRD License Agreement 080817.docx

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Paul Elsner 6/8/2017 10:56 AM

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Paul Elsner 6/8/2017 10:58 AM

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Paul Elsner 6/8/2017 10:58 AM

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Lincoln Bormann 8/9/2017 8:37 AM

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Lincoln Bormann 8/9/2017 8:37 AM

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Jon Cain 8/8/2017 5:04 PM

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Paul Elsner 6/8/2017 10:59 AM

Comment [2]: This going to be problematic given OIPRD's desire to use the 3rd party Not-for-profit.

Orcas Island Park and Recreation District
Fall / Early Winter 2017 Activities
 Details and sign up for activities are on our website at:
www.orcasparkandrec.org or call 376-PARK

Activities, Sports, Clinics, Clubs, and Classes

ACTIVITY	DATES	WHO	LOCATION	TIME	FEE
Boys Choir	Monday 9/11-12/18	Ages 6-14	OCS Chapel	2-levels Training: 3:15-4:00 Performing: 4:00-5:15	\$75
Flag Football	Monday/Wednesday 9/25-10/25	Grades 1 st -5 th	Buck Park	3:30-5:00 pm	\$25
Pee Wee Soccer	Monday/Wednesday 9/25-10/25	Grades K-1 st	Buck Park	3:30-4:30 pm	\$40
Youth Soccer	Tuesday/Thursday/Sat. 9/26-10/28	Grades 2 nd -5 th	Buck Park	3:30-5:00 pm Sat. morning games	\$70
Running Club	Monday/Wednesday 10/2-12/13	Ages 7-16	Starts @ OIPRD office	3:30-4:30 pm	\$35
Girls S.W.I.S.H. Basketball	Monday-Saturday 10/2-12/09	Grades 4 th -8 th	Sat. games- Skagit	Practice times vary	\$100
Boys S.W.I.S.H. Basketball	Monday-Saturday 12/11-3/10	Grades 3 rd -8 th	Sat. games- Skagit	Practice times vary	\$100
Tennis - Beginners	Monday 9/11-10/2	Ages 7-10	Buck Park Tennis Court- West	3:30-4:30 pm	\$50
Tennis - Intermediate	Monday 9/11-10/2	Ages 10-13	Buck Park Tennis Court- West	4:30-5:30 pm	\$50
Tennis - Advanced	Monday 9/11-10/2	Ages 11-15	Buck Park Tennis Court- West	5:30-6:30 pm	\$50

Creative Explorations

ACTIVITY	DATE	AGES	LOCATION	TIME	FEE
Creative Movement	Saturday Session I: 9/23-10/28 Session II: 11/4-12/16	3-5	Orcas Center Madrona Room	10:00-10:40 am	\$60
Pre-Ballet	Thursday Session I: 9/21-10/27 Session II: 11/2-12/14	4-6	Orcas Center Madrona Room	5:00-5:40 pm	\$60
Ballet I & II	Thursday Session I: 9/21-10/26 Session II: 11/2-12/14	6+	Orcas Center Madrona Room	5:45-6:45 pm	\$84
Ballet III & IIII	Thursday Session I: 9/21-10/26 Session II: 11/2-12/14	10+	Orcas Center Madrona Room	3:30-4:55 pm	\$102
Tap I	Wednesday Session I: 9/20-10/25 Session II: 11/1-12/13	6+	Odd Fellows Hall	3:20-4:00 pm	\$60
Tap II	Wednesday Session I: 9/20-10/25 Session II: 11/1-12/13	8+	Odd Fellows Hall	5:00-5:40 pm	\$60
Tap III & IIII	Wednesday Session I: 9/20-10/25 Session II: 11/1-12/13	10+	Odd Fellows Hall	4:05-4:55 pm	\$72
Modern I & II	Saturday Session I: 9/23-10/29 Session II: 11/4-12/16	6+	Orcas Center Madrona Room	11:50 am-12:40 pm	\$72
Modern III & IIII	Saturday Session I: 9/23-10/29 Session II: 11/4-12/16	10+	Orcas Center Madrona Room	10:45-11:45 am	\$84

Drop In Programs

ACTIVITY	DATE	AGES	LOCATION	TIME	FEE
Tennis, Ladies	Mon./Wed./Fri.	18+	BP Tennis Courts	9:30-11:30 am	Free
Tennis, Intermediate	Wednesday/Saturday - Ongoing	16+	BP Tennis Courts	Wed. 3:00-6:00 pm Sat. 8:30-11:30 am	Free
Outdoor Soccer	Sunday	16+	Buck Park	4:00-6:00 pm	Free
Community Swim	Sun. 10/1, 11/5, 12/3	All	Orcas Athletics	2:30-4:30 pm	\$5/family
Indoor Basketball	Tuesday 9/19-12/19	18+	Old Gym	7:30-9:30 pm	\$2 Drop in
Indoor Volleyball	Wednesday/Sunday 9/20-12/20	16+	OHS Gym	7:30-9:30 pm	\$2 Drop in
Indoor Pickleball	Monday/Thursday 9/18-12/21	Mon 5+ Thu 16+	Old Gym	7:30-9:30 pm	\$2 Drop in
Ultimate Frisbee	Sunday/ Monday - Ongoing	16+	Buck Park	S: 5:30 pm M: 6:00 pm	Free

Gym times may vary due to changes in school schedules. Changes will be posted on location & online.

Please remember indoor gym shoes for activities in the gyms.

Pre-registration is required for all programs (except drop-in). Programs subject to cancellation if minimum enrollment is not met 2 weeks prior to program start.

Come Have Fun with Orcas Park and Rec!

Boys Choir - two levels of choir for ages 6-14 include Practice Choir and Performing Choir. Boys receive professional music training, sing from sheet music selected especially for each group, and perform in an end of session concert.

Flag Football - Join the football fun, Flag style! 5-player teams, 1st - 5th grade, divided into smaller age groups. Practices and scrimmages take place on Island.

Youth Soccer - come be where the action is! Learn new skills and polish those you already know. Saturday games will be in the park, with a couple inter-island. Sign-up includes a soccer t-shirt. Pee Wee Soccer will have on-island scrimmages during practice times.

Running Club - join our running coaches and friends, lace up those sneakers and hit the trails for some autumn running! Runs start and finish at the Orcas Park and Rec office. Work to achieve goals and earn prizes along the way. End of run snacks provided.

Basketball for Girls - grades 4th - 8th or Boys Grades 3rd - 8th - will be divided into smaller age groups to play in the S.W.I.S.H. season with Orcas Park and Rec. Weekday practices on island, Saturday games throughout Skagit Valley. Girls season is October - mid December. Boys season is mid December - mid March.

Dance Classes - for ages 3 - 16+. Come dance your heart out with Stephanie Moss! Classes include Creative Movement, Pre-Ballet, Ballet I/II, Ballet III/III, Tap I, Tap II, Tap III/III, and Modern I/II, Modern III/III. See individual classes online for full descriptions.

Adult Drop-in Sports - include Tennis, Pickleball, Basketball, Volleyball, Soccer, and Ultimate Frisbee. Come on out for a game in the park or gym!

Community Swim - bring family and friends for some water fun! 1st Sunday of each month, Oct - Dec.

Volunteers/Coaches needed at all program levels! Come make a difference today!

More info/register today. Online, by phone, or in Buck Park in August 2:00 - 5:00, M-F.

Pre-registration required for ALL non-drop in programs. Cut-off is two weeks before program start.

Questions or program ideas? Let us know!

Program schedules and
details on back.



Orcas Island Park and Recreation
PO Box 575
Eastsound, WA 98245

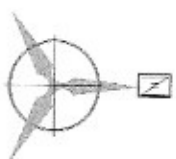
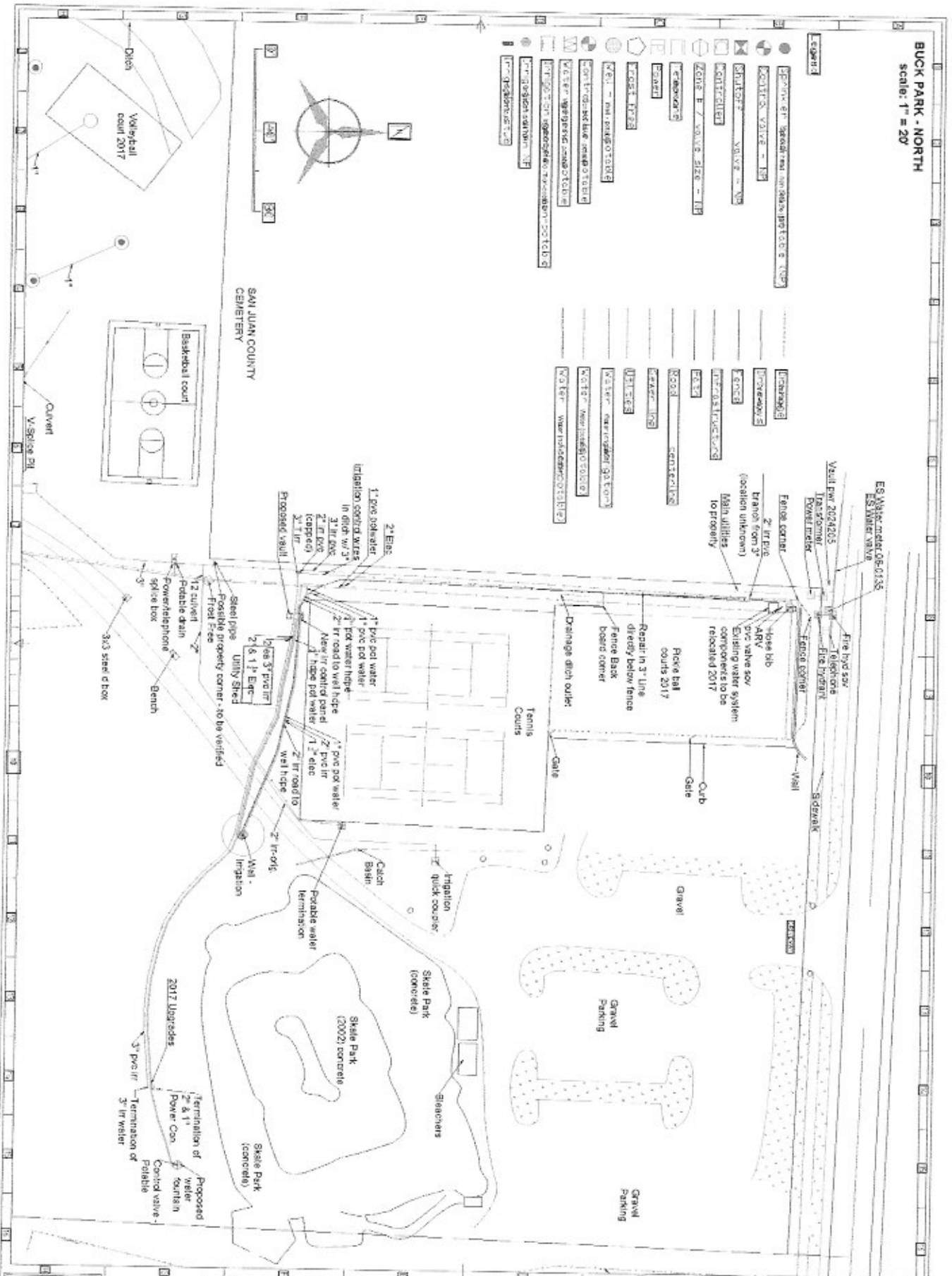
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U.S. POSTAGE
PAID
EASTSOUND, WA
ZIP CODE 98245
PERMIT No. 14

LOCAL
POSTAL CUSTOMER

BUCK PARK WATER SYSTEM

- 1. 1/2" = 1' Scale
- 2. 1/4" = 1' Scale
- 3. 1/8" = 1' Scale
- 4. 1/16" = 1' Scale
- 5. 1/32" = 1' Scale
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- 232. 1/6901

BUCK PARK - NORTH
scale: 1" = 20'

[illegible]

LEGAL PARKING: 271322002000

Owner: ORCAS ISLAND PARK AND
RECREATION DISTRICT
Address:
PO BOX 575
EASTSOUND WA 98245-0575

Note: Contour & boundary lines per FIGS. 1A conditions is approved design must be cleared by designer. THIS IS NOT A WARRANTY.

BUCK PARK - SOUTH

Scale: 1" = 30'

1/2" = 100'

1/4" = 50'

1/8" = 25'

1/16" = 12.5'

1/32" = 6.25'

1/64" = 3.125'

1/128" = 1.5625'

1/256" = 0.78125'

1/512" = 0.390625'

1/1024" = 0.1953125'

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BUCK PARK - 2 TOPOGRAPHY
not to scale



LEGAL PARCELS: 271322002000

Shore Legal Description
PR 17W 27N Sec. 14, T. 17N, R. 2W
Acres: 17.46

**Owner ORCAS ISLAND PARK AND
RECREATION DISTRICT**
Address:
PO BOX 575
EASTSOUND WA 98245-0575

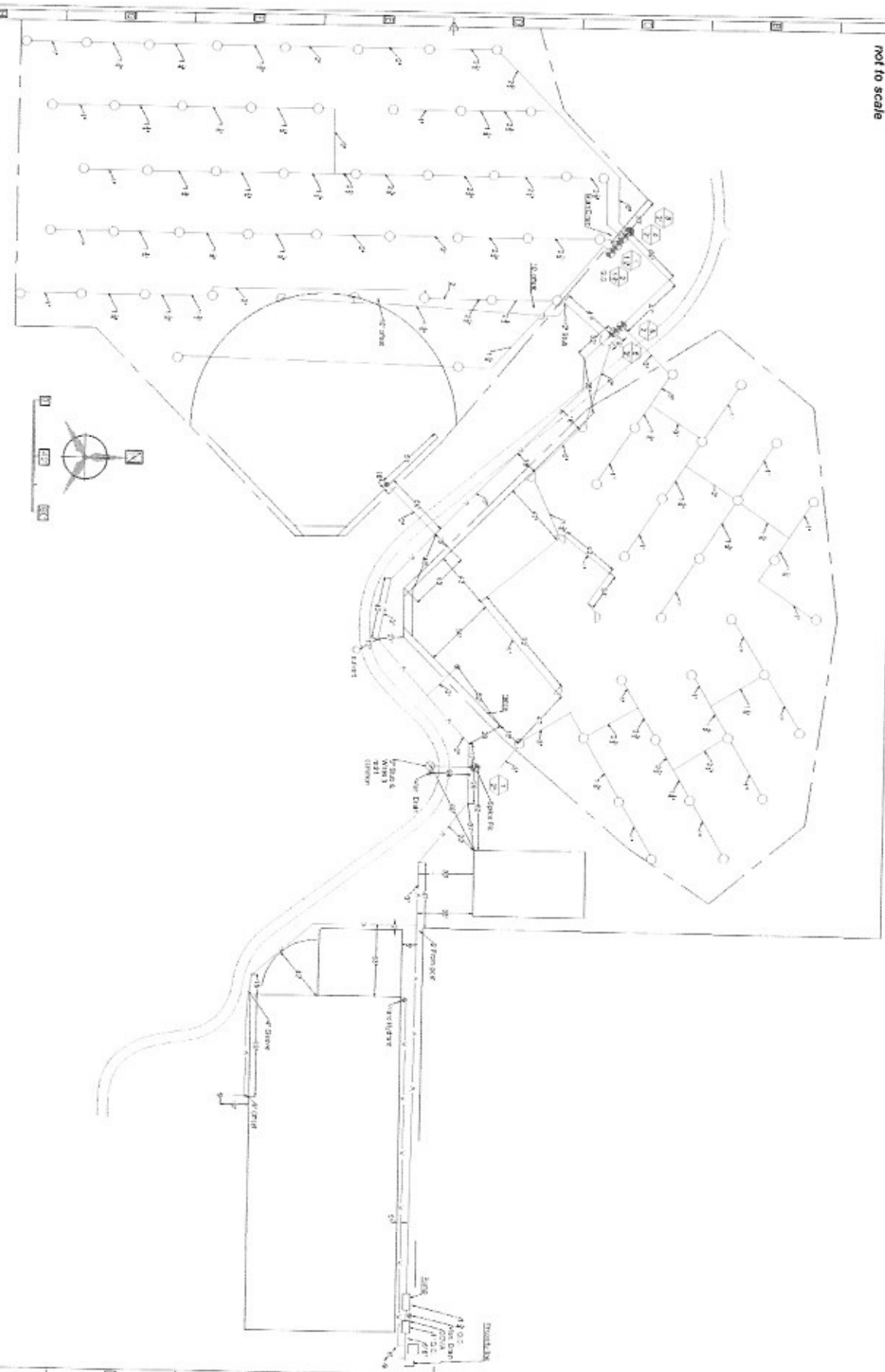
DESIGNED BY
A. Saxe
DATE: 10/10/00
PROJECT: 00

NOTED: 2/20/01 SHARED THE WORK AND DESIGN OF THE PROJECT
P.O. BOX 1100 OLD BAYVIEW WA 98245-0110 (360) 448-0300

NOTE: Contour & boundary lines are
topographic. All elevations are approved
by the local government. Design must be checked by design
engineer to meet A.S.D. (ASCE) 7-01



Not to scale



LEGAL PARCELS: 271322002000

Shown Legal Description:
S9 34W 27N Sec 12, T 21N, R 2W
Acres: 17.95

Owner: ORCAS ISLAND PARK AND
RECREATION DISTRICT
Address:
PO BOX 575
EASTSOUND WA 98245-0575

DESIGNED BY A. GOR	PROJECT INFORMATION: 1701 WATER WORKS IMPROVEMENTS
CHECKED BY	FOR 10% YES OR NO CHECKED BY: 10/7/92
DATE: 10/7/92	DATE: 10/7/92
SCALE: 1" = 20'	SCALE: 1" = 20'
BY: [Signature]	BY: [Signature]

Note: Contractor's liability for any
TOL/DES. All dimensions to approved
design must be checked by designer.
THIS IS NOT A DESIGN

From: **Kim Ihlenfeldt** kimi@oiprd.org
Subject: Tree Removal Bid
Date: August 3, 2017 at 12:05 PM
To: Marcia West marciaw@oiprd.org



Marcia-

I let John know we would present this at our Board meeting August 10th and respond with our intentions on moving forward thereafter...

Dear Kim,
I am sorry for the delay in responding.

A bid for the two removals and branch removal are as follows:

tree # 3 small fir, fell into brush, delimb, leave debris.....\$250

tree #5 large fir, fell into brush, delimb, leave all debris.....350

tree # 6 large fir, remove large hanging limb...leave debris.....350

Bid total.....\$950 plus sales tax

Please confirm receipt of this bid.
Thanks,
John

John W. Olson, Certified Arborist Island Tree Doctor PO Box 1574 Eastsound WA 98245 360-376-8007 360-622-6315

Dear Ms. Ihlenfeldt,

I have inspected 8 Douglas fir trees located at Buck Park that were designated by yellow survey tape in April. The trees are located on either side of the service road as it enters the lower soccer field area below the upper baseball field in the southwest area of Buck Park.

General observations:

A number of very large old growth trees as well as younger second growth trees adjacent to the service road appear to be in poor health. They exhibit considerable deadwood, broken branches and dead tops. These unhealthy trees have likely been affected by the construction and considerable earth moving of the upper and lower athletic fields.

Observations of the eight fir trees in question

Four Douglas fir trees on the west side of the service road just below the baseball field.

1. Starting from the west, the first tree has a broken top and is dead. It can serve as a habitat tree.
2. The second, small Douglas fir has a broken top, has normal foliage and does not appear to pose a hazard.
3. The third Douglas fir from the left is about 90 feet tall with a trunk diameter of about 18". The top is misshaped and abnormal. The canopy is 50% of normal. Many of the branches have been broken due to exposure to wind. There are big dead branches in the canopy.
4. The Douglas fir closest to the service road has a broke top, is about 40 feet tall with a trunk diameter of 16 inches. The tree appears healthy.

Four trees on the east side of service road just below the baseball field

5. Old growth snag 8 feet from road. About 45 inches trunk diameter and 90 feet tall. This Douglas fir has only 30% of normal canopy, huge dead limbs. This old sentinel likely had root damage caused by construction of the ball fields.

It is a hazard and should be removed.

6. Very large old growth Douglas fir. Estimated trunk diameter 50 inches and 90 feet tall.

It has a very large hanging branch that should be removed. As this tree provides excellent habitat the tree should remain. It is not hazardous because it does not have any targets within range of falling branches.

7. Douglas fir bordering the mowed grass area, south end of Buck Park. About 22 inch trunk diameter and 80 feet tall. Nearest to the service road of the two trees. Has 70% of normal canopy foliage. Tree is subject to windthrow because it is exposed to the wind.

8. Douglas fir bordering mowed lawn area in south edge of Buck Park. Has large defect that can break under stress from high wind. Many short limbs have been damage by the wind. Removal recommended due to swelling (defect) in trunk.

John W. Olson,
Certified Arborist
Island Tree Doctor
PO Box 1574 Eastsound WA 98245
360-376-8007

Orcas Park and Recreation District - FOOTBALL GENERAL LEDGER

TACKLE ONLY

	Date	Transaction Type	Memo/Description	Deposit	Expense	Balance
Football						0
2013 Season - Camp Only	07/31/2013	Deposit	League transfer	1,734.93		1734.93
	08/31/2013	Deposit	registration, FB Camp	124.06		1858.99
	08/31/2013	Deposit	registration, FB Camp	122.95		1981.94
	08/31/2013	Deposit	registration, FB Camp	125.00		2106.94
	08/31/2013	Deposit	registration, FB Camp	134.37		2241.31
	09/01/2013	Check	Kings football gear		140.60	2100.71
	09/01/2013	Check	Kings football gear - reconditioning		1,462.40	638.31
	06/12/2014	Deposit	registration	19.64		657.95
	07/10/2014	Deposit	registration	21.94		679.89
	8/12/2014	Deposit	registration	750.00		1429.89
	8/12/2014	Deposit	donation	450.00		1879.89
	8/18/2014	Deposit	registration	82.10		1961.99
	8/25/2014	Deposit	registration	100.00		2061.99
	8/25/2014	Deposit	donation, fund riser	1,150.00		3211.99
	8/28/2014	Deposit	donation	700.00		3911.99
	9/6/2014	Check	Team insurance		743.26	3168.73
	09/08/2014	Check	Kings football gear		321.21	2847.52
	09/08/2014	Check	league & ref fees North Cascade Youth Football		880.00	1967.52
2014 Season - PeeWee Team	10/06/2014	Deposit	donation	72.00		2039.52
	10/06/2014	Deposit	donation	1,100.00		3139.52
	10/06/2014	Deposit	donation	200.00		3339.52
	10/06/2014	Check	Kings football gear		347.30	2992.22
	10/06/2014	Check	Kings transportation from fund raising		1,371.10	1621.12
	11/13/2014	Deposit	registration	95.50		1716.62
	11/13/2014	Deposit	donation - fund riser	250.00		1966.62
	11/13/2014	Deposit	registration	280.06		2246.68
	11/13/2014	Deposit	registration	200.00		2446.68
	11/13/2014	Check	Kings football gear		1,100.10	1346.58
	12/10/2014	Check	Trophies		149.59	1196.99
	12/10/2014	Check	Fernes from fund raising		910.00	286.99
	02/27/2015	Deposit	NCYFL Refund	200.00		486.99
	07/01/2015	Deposit	registration	128.43		615.42
	08/01/2015	Deposit	registration	125.00		740.42
	08/01/2015	Deposit	donation	2,181.94		2922.36
	08/01/2015	Expenditure	NCYFL - midget team league fee		100.00	2822.36
	08/01/2015	Expenditure	Midget team insurance		442.37	2379.99
	09/10/2015	Deposit	registration	300.00		2679.99
	09/10/2015	Deposit	registration	150.00		2829.99
	09/10/2015	Expenditure	coach registration		25.00	2804.99
	09/16/2015	Expenditure	league ref. fees NCYFL		825.00	1979.99
	10/01/2015	Deposit	registration	-6.00		1973.99
	10/01/2015	Deposit	registration	-3.00		1970.99
	10/01/2015	Deposit	fund riser - football ferry tickets	161.00		2131.99

2015 Season Midget Team

10/01/2015	Deposit	Cunningham - football jerseys	673.94		2805.93
10/01/2015	Expenditure	Kings football gear		3,715.31	-909.38
10/01/2015	Expenditure	football stickers for helmets		56.50	-965.88
10/01/2015	Expenditure	football gear shipping tax		6.52	-972.4
10/01/2015	Expenditure	football gear shipping		74.96	-1047.36
10/01/2015	Expenditure	coach reg. - usa football		25.00	-1072.36
11/17/2015	Deposit	registration	450.00		-622.36
11/17/2015	Deposit	registration	300.00		-322.36
11/17/2015	Deposit	registration	150.00		-172.36
11/17/2015	Deposit	registration	124.24		-48.12
11/17/2015	Deposit	donation	135.00		86.88
11/17/2015	Deposit	donation	99.00		185.88
11/17/2015	Deposit	donation	325.00		510.88
11/17/2015	Expenditure	Kings football gear		117.60	393.28
12/16/2015	Expenditure	awards		253.25	140.03
04/27/2016	Deposit	registration	128.89		268.92
04/27/2016	Deposit	donation	250.00		518.92
08/01/2016	Deposit	registration	-5.36		513.56
08/01/2016	Deposit	registration	300.00		813.56
08/01/2016	Deposit	registration	75.00		888.56
08/01/2016	Expenditure	NCYFL - league registration fees		150.00	738.56
8/1/2016	Expenditure	football - EPIC insurance		507.82	230.74
08/24/2016	Deposit	registration	-183.70		47.04
08/24/2016	Deposit	registration	-1.61		45.43
08/24/2016	Deposit	registration	300.00		345.43
08/24/2016	Deposit	registration	150.00		495.43
08/24/2016	Deposit	registration	450.00		945.43
08/24/2016	Deposit	registration	450.00		1395.43
08/24/2016	Deposit	donation - fund riser	1,125.00		2520.43
08/25/2016	Expenditure	team gear		312.95	2207.48
08/25/2016	Expenditure	jerseys - 2016		748.00	1459.48
09/19/2016	Deposit	donation	504.00		1,963.48
09/19/2016	Expenditure	football gear incl. uniform pants and jaw pads		799.73	1163.75
09/19/2016	Expenditure	Ref. fees North Cascade Youth Football		750.00	413.75
10/19/2016	Expenditure	team gear		241.75	172
10/19/2016	Expenditure	team gear		47.56	124.44
10/25/2016	Expenditure	scales		43.38	81.06
12/01/2016	Expenditure	team gear		301.24	-220.18
12/31/2016	Expenditure	photos		115.20	-335.38
02/28/2017	Deposit	donation - fund riser	320.00		-15.38
7/12/2017	Expenditure	Helmet reconditioning		642.28	-657.66
Total for Football			\$ 17,069.32	\$ 17,726.98	\$ (657.66)

2016 Session - Midget Team

2017 Session

Player Registrations	Number of players	Number paid	payment due	payment received	30% scholarship limit	amount granted
2014	12	10.5	\$1,200.00	\$1,050.00	\$360.00	\$150.00
2015	15	11.75	\$2,250.00	\$1,775.00	\$675.00	\$475.00
2016	16	10.5	\$2,400.00	\$1,725.00	\$720.00	\$675.00
Football Ledger with scholarships included					Ending Balance	\$17.34

OIPRD Structure as of Jan 1, 2017

Director (1.0)

- Oversight of OIPRD Operations
- Coordination of information for Commissioners
- Reports and Press Releases
- Negotiations for leases, contracts, and future acquisitions
- Actively manages all indoor/outdoor programs and events
- Supervision of Program Assistant, Facility Supervisor, Activity Supervisor, and oversight of Sports Coordinators
- Scheduling and booking facilities
- Preparation of press releases, ads, schedules and social media communications for programs
- Preparation of Policies and Procedures with Commissioner input

District Financial Officer (.15)

- Preparation and maintenance of all financials including budget, audits, levies, and monthly claims, payroll
- Preparation of monthly reports for Commissioner meeting
- Coordinate budgets for programs and events

Program Assistant (1.0)

- Volunteer coordination for all indoor/outdoor programs
- Develop and implement Volunteer Retention Program
- Assist with program development, advertising and registration
- Maintain registration and activity database
- Actively manage indoor/outdoor programs and events with the direction of the Director
- Work with Director to staff and develop events

Park Steward (contracted position, 20 – 30 hours per week, Feb. – Oct.)

- Maintenance of Buck Park – complete small jobs and coordination with mowing contractor, report items needing attention, prepare repair estimates
- Care and operation of irrigation system
- Assist with programs including equipment issue, accountability and maintenance
- Provides first aid support and supervisory backup for youth activities

Facility / Activity Supervisor (.3, temporary / seasonal, Late Sept. - May)

- Ensure all necessary forms, first aid gear, and equipment are in place prior scheduled activities and events. Check out equipment with Park Steward.
- Supervise assigned activities including: monitor attendance, complete rosters and drop in forms, setup and/or maintain and/or store equipment needed for the activities and provide activity checklists to the Assistant Director.
- Complete drop in fee collection and secure all moneys collected during the activity. At the end of the activity complete the program fee transfer form and deposit all forms and moneys in the OIPRD drop box.

Transition Organization as of August 9 – Jan 1

Marcia (Salary \$2,722.00 / mo. for .6 time)
Project Manager Buck Park Improvements (.4)
District Financial Officer / Co-Director (.2)
(Mid-August to Mid-October Marcia fills in as Interim Director (1.0))

Kim (Salary \$4,277.00 / mo. includes \$500 stipend for health care)
Interim Director (1.0)

Brook (Salary \$3,767.00 / mo. includes \$300 stipend for health care)
Program Assistant (1.0)

Josh (contracted, part-time) (\$20.00 / hr)
Park Steward (20 – 30 hours, February – October)

Bari (part-time, seasonal) (\$15.00 / hr)
Facility Supervisor (.3, late September – May)

Equipment Storage

Pre Funhouse Remodel

Seasonal equipment stored at Island Storage & Buck Park
Seasonal maintenance equipment stored at Buck Park – softball shed
Out of season equipment stored at Island Storage

Post Funhouse Remodel

All in season equipment stored at Buck Park
All maintenance equipment stored at Buck Park
Out of season equipment stored at Island Storage as needed

Temporary Office Plan During Funhouse Remodel

Office files and furniture stored at Island Storage
Laptops and cell phones used for OIPRD business
Temporary work location in Buck Park