

Meeting Minutes July 12, 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 – 4:15 pm

Bob Eagan, Chairman

Roll call:

Seat 1: Vicki Vandermay - *present*

Seat 2: Bob Eagan - *present*

Seat 3: Martha Farish - *present by phone*

Seat 4: Justin Paulsen - *present*

Seat 5: Deb Jones - *absent*

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

II. PUBLIC COMMENT

No public present.

III. MONTHLY AGENDA

1. Previous Minutes – June 08, 2017

MOTION: Vicki moved to approve the June 08, 2017 public meeting minutes; seconded by Justin; and it was approved unanimously.

2. Employees Pay Slip

MOTION to approve employees pay slip for \$10,466.00 by Justin; seconded by Vicki; and it was approved unanimously.

3. Payment of Claims

MOTION: to approve the July Claims Payment #6501 for \$29,518.64, Justin moved to approve; Vicki seconded and it was approved unanimously.

MOTION: to approve the sales tax payment of \$189.23 to the Department of Revenue, Justin moved to approve; Vicki seconded and it was approved unanimously.

IV. 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>

See attached Director's Report.

V. UNFINISHED BUSINESS

1. Off Leash Area Update

Off Leash area has had difficulty rooting grass. Work has continued this week to bring in portable watering systems. Pick-up units are being installed throughout the area and water bowls are being crafted from locally sourced marble. Benches are in, an area for relocating the shelter area has been staked, and signage is in the final editing stages. New projected soft-opening date is July 24th with the official opening on August 24th.

2. Multi-Court Net Update

We had a great meeting with the pickle ball and tennis players. The group collectively agreed that as long as the backboard remains open, permanent pickle ball nets would be a workable option. It would be advisable to post a policy that pickle ball players will yield to the Intermediate Drop-in Tennis group on Saturday mornings, and tennis players yield to the Drop-in Pickle ball group on Sunday mornings.

3. Summer Programs

Summer programs continue to run with success. The tackle football season is about three weeks out. There are currently only 14 participants on the roster spread throughout three age brackets. The Board of Commissioners would like to see a minimum of 15 on the roster, preferably within the proper NCYFL age brackets, to consider holding a team. Kim has a meeting next week with NCYFL representatives to decide what the fate of the upcoming season will be.

VI. NEW BUSINESS

1. Emeritus Status

Topic was raised on establishing an emeritus status for former board members in order to provide their expertise and history of park and recreation development and operations. The question was posed whether an emeritus status holder would come with any voting rights as well as how a status would be developed. Justin and Vicki both shared definitions on emeritus status from other sources.

2. Pickleball Tournament coming up

There will be a Rotary-sponsored pickleball tournament being held on the Multi-Court this Saturday, with a reported number of 45 participants signed up. EWUA has put a temporary water fountain at the court for the event.

VII. EXECUTIVE SESSION

MOTION: Vicki moved to adjourn to a Closed Executive Session to discuss personnel matters, seconded by Justin.

Public Meeting
July 12, 2017

MOTION: Justin moved to re-convene to the regular meeting, seconded by Vicki.

VIII. ADJOURNMENT MOTION With no further agenda, comments, or discussion, Vicki moved to adjourn, seconded by Justin at 5:40 pm, unanimously approved.

The meeting was adjourned at 5:40 pm.

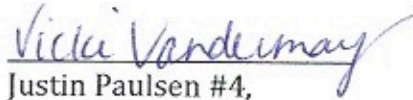
Addenda:

Claims Payment Request – July 12
Claims Payment Request – DOR June
Monthly Financial Statement
Director's Dashboard

Public Meeting minutes for July 12, 2017

Approved by motion on this 10th day of August, 2017

Signed and attested this 10th day of August, 2017



Justin Paulsen #4,
Secretary

Vicki for Justin #1



Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

DATE: 12-Jul-17

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$29,518.64

Page 1 of 12

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

[Signature]
Signed as Chairman/Commissioner

7-12-17
Date

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

\$ 29,518.64 for the period ending July 12, 2017

We approve payment with our signatures below.

[Signature]
Commissioner

Date

Vicki Vandenberg
Commissioner

Date

[Signature]
Commissioner

Date

[Signature]
Commissioner

7/12/17
Date

Invoice Accounting Report by Vendor Name

San Juan County

Vendor Number: bal155 Name: BALIC, BATURAY

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20170711_BB	1	Soccer Fundamentals May 31 - June 25	E 6501.00.571.00.41.0003	540.00	in

Vendor Number: ban155 Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ban0712	1	Vonage phone	E 6501.00.571.00.42.0004	99.57	in
	2	Quickbooks online	E 6501.00.571.00.31.0004	32.43	in
	3	Dog pickup stations, bags for park,	E 6501.00.571.00.31.0019	1,578.41	in
		Vendor Total:		1,710.41	

Vendor Number: bru999 Name: BRULAND, BROOKE TIANNA

Invoice Number	Line No	Line Description	Account Number	Amount	Type
bb0712	1	little league tournament fee	E 6501.00.571.00.31.0100	205.20	in

Vendor Number: cen480 Name: CENTURYLINK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
427063167	1	act#427063167	E 6501.00.571.00.42.0004	108.09	in

Vendor Number: cha155 Name: CHAVEZ, JACOB

Invoice Number	Line No	Line Description	Account Number	Amount	Type
201707jc	1	Skate Camp 1 June 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
201707AC	1	Skate Camp 1 - June 2017	E 6501.00.571.00.41.0003	350.00	in

Vendor Number: cul065 Name: CULP, JOSHUA MOSHE

Invoice Accounting Report by Vendor Name
San Juan County

<u>Invoice Number</u> 201707JC	<u>Line No</u> 1	<u>Line Description</u> 1 Park Improvement Maintenance	<u>Account Number</u> E 6501.00.594.71.63.0010	<u>Amount Type</u> 2,178.00 in
<u>Vendor Number:</u> dra155		<u>Name:</u> DRAKE, CHASE J.		
<u>Invoice Number</u> 201707CD	<u>Line No</u> 1	<u>Line Description</u> 1 Coach Rob Soccer Instructor	<u>Account Number</u> E 6501.00.571.00.41.0003	<u>Amount Type</u> 300.00 in
<u>Vendor Number:</u> eas350		<u>Name:</u> EASTSOUND WATER USERS ASSN		
<u>Invoice Number</u> ewua0710	<u>Line No</u> 1	<u>Line Description</u> 1 Buck Park Water - June	<u>Account Number</u> E 6501.00.571.00.47.0012	<u>Amount Type</u> 82.25 in
<u>Vendor Number:</u> gri146		<u>Name:</u> GRIFFINS YARD WORKS		
<u>Invoice Number</u> gyw0712	<u>Line No</u> 1	<u>Line Description</u> 1 June Maintenance	<u>Account Number</u> E 6501.00.571.00.48.0006	<u>Amount Type</u> 943.55 in
	2	Sales tax June	E 6501.00.571.00.48.0006	76.43 in
	3	play area fence, toys and chips	E 6501.00.594.71.63.0010	4,976.96 in
	4	sales tax play area	E 6501.00.594.71.63.0010	403.14 in
<u>Vendor Number:</u> isl730		<u>Name:</u> ISLAND HARDWARE & SUPPLY, INC.	<u>Vendor Total:</u>	6,400.08
<u>Invoice Number</u> ishs0710	<u>Line No</u> 1	<u>Line Description</u> 1 construction materials and tools - Buck	<u>Account Number</u> E 6501.00.594.71.63.0010	<u>Amount Type</u> 2,572.09 in
<u>Vendor Number:</u> lam155		<u>Name:</u> LAMBIE, KIMA.		
<u>Invoice Number</u> 20170710kl	<u>Line No</u> 1	<u>Line Description</u> 1 Pickleball super. 5/15	<u>Account Number</u> E 6501.00.571.00.41.0001	<u>Amount Type</u> 37.50 in
<u>Vendor Number:</u> orc195		<u>Name:</u> ORCAS ISLAND STORAGE, LLC		
<u>Invoice Number</u>	<u>Line No</u>	<u>Line Description</u>	<u>Account Number</u>	<u>Amount Type</u>

Invoice Accounting Report by Vendor Name
San Juan County

iss0710	1	Aug rent #148 and 154	E	6501.00.571.00.45.0002	260.00 in
Vendor Number: orc826	Name: ORCAS ONLINE, INC.				
Invoice Number 201707ool	Line No	Line Description	Account Number	Amount	Type
	1	acct# 879 - Aug Service	E 6501.00.571.00.42.0004	74.00 in	
Vendor Number: orc830	Name: ORCAS POWER & LIGHT (INC)				
Invoice Number opalco201707	Line No	Line Description	Account Number	Amount	Type
	1	June power bill	E 6501.00.571.00.47.0014	22.05 in	
Vendor Number: orc142	Name: ORCAS RECYCLING SERVICES (INC)				
Invoice Number ors0710	Line No	Line Description	Account Number	Amount	Type
	1	mixed construction debris	E 6501.00.571.00.47.0013	36.00 in	
Vendor Number: pro147	Name: PROSTOCK ATHLETIC SUPPLY, INC.				
Invoice Number pro0710	Line No	Line Description	Account Number	Amount	Type
	1	Helmet Reconditioning	E 6501.00.571.00.35.0100	642.28 in	
	2	volleyballs - summer camp	E 6501.00.571.00.35.0100	609.81 in	
				Vendor Total:	1,252.09
Vendor Number: san180	Name: SAN JUAN CO TREASURER				
Invoice Number 02985	Line No	Line Description	Account Number	Amount	Type
	1	Quarterly Fees - July	E 6501.00.571.00.41.0007	353.08 in	
Vendor Number: san275	Name: SAN JUAN SANITATION CO INC				
Invoice Number sls0710	Line No	Line Description	Account Number	Amount	Type
	1	act # 296.959-SJ	E 6501.00.571.00.47.0013	527.72 in	
Vendor Number: sta065	Name: STARR EXCAVATION & ORCAS				

Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number starr0710 Line No 1 Line Description Sanl can rent and service June Account Number E 6501.00.571.00.47.0011 Amount Type 600.00 in

Vendor Number: thr100 Name: THREE PHASE ELECTRIC

Invoice Number tpc0710 Line No 1 Line Description buck park electric - balance Account Number E 6501.00.594.71.63.0010 Amount Type 2,000.00 in

2 sales tax

3 electric part - new vault Buck Park

4 Sales tax electrical parts

Account Number E 6501.00.594.71.63.0010 Amount Type 162.00 in

Account Number E 6501.00.594.71.63.0010 Amount Type 265.48 in

Account Number E 6501.00.594.71.63.0010 Amount Type 21.50 in

Vendor Number: wes146 Name: WEST, MARCIA J. Vendor Total: 2,448.98

Invoice Number mww0710 Line No 1 Line Description Storage shed construction materials Account Number E 6501.00.594.71.63.0010 Amount Type 949.55 in

2 ferry - FH grant submittal

3 buck park watering equipment

Account Number E 6501.00.571.00.43.0010 Amount Type 27.90 in

Account Number E 6501.00.571.00.31.0019 Amount Type 331.55 in

Vendor Number: wil149 Name: WILLALLEN, MARY TAYLOR Vendor Total: 1,309.00

Invoice Number mwa0710 Line No 1 Line Description Boys Choir instruction Account Number E 6501.00.571.00.31.0019 Amount Type 197.23 in

Vendor Number: win830 Name: WINDSOCK FARMS & EXCAVATION

Invoice Number wfe0710 Line No 1 Line Description Buck Park trenching and piping Account Number E 6501.00.594.71.63.0010 Amount Type 6,988.78 in

2 Tax - Buck Park improvements - piping

Account Number E 6501.00.594.71.63.0010 Amount Type 566.09 in

Vendor Number: win830 Name: WINDSOCK FARMS & EXCAVATION Vendor Total: 7,554.87

Grand Total: 29,518.64



MARCIA WEST
ORCAS ISLAND PARK & REC
Account Number: ##### 1739
Closing Date: 07/02/17
Credit Limit: \$3,000.00
Available Credit: \$1,357.14

Page 1 of 3
MasterCard

Account Inquiries

Customer Service: (855) 891-4821
Lost or Stolen Card: (866) 839-3409

Please Direct Written Inquiries to:

BANNER BANK
PO BOX 2181
WALLA WALLA, WA 99362-0181

To pay on-line:
www.islandersbank.com

Payment Information

Total Minimum Payment Due \$50.00
Payment Due Date 07/26/17

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

Minimum Payment \$50.00

Account Summary

Previous Balance	\$	1,106.75
Purchases	+	2,941.65
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,405.54
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	1,642.86

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
06/02	06/02	PPLN01	55432867153000399612174	Amazon.com AMZN COM/BILL WA	49.12x
06/03	06/05	PPLN01	55310207155200987800975	ORCAS ISLAND HDWE EASTSOUND WA	12.96x
06/03	06/05	PPLN01	55432867154000668878006	AMAZON MKTPLCE PMTS AMZN COM/BILL WA	21.76x
06/03	06/05	PPLN01	85363857155980001031328	ORCAS RENTAL & SAW EASTSOUND WA	140.80x
06/08	06/09	PPLN01	55421357158627170561970	SAFETY SIGN.COM GARFIELD NJ	194.01x
06/14	06/15	PPLN01	55421357159987102757677	LITTLE LEAGUE BASEBALL S WILLIAMSPOR PA	812.59x
06/20	06/21	PPLN01	55432867171100144106858	VBS/VONAGE BUSINESS 886-901-0242 GA	99.57x
06/23	06/25	PPLN01	55432867174100106250428	AMAZON MKTPLCE PMTS AMZN COM/BILL WA	32.43x
06/25	06/26	PPLN01	55432867176100333878155	AMAZON MKTPLCE PMTS AMZN COM/BILL WA	1,288.86x
06/25	06/26	PPLN01	55432867177100636350216	AMAZON MKTPLCE PMTS AMZN COM/BILL WA	18.69x
06/19	06/20			Payments, Adjustments and Others	2,405.54

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

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

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181



Account Number
5532 3700 0009 1739

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

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
07/02/17	\$1,642.86	\$50.00	07/26/17

\$ 1,710.41

MAKE CHECK PAYABLE TO:

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

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



86 5532 3700 0009 1739 00005000 00164286 3

Account Name: ORCAS ISLAND PARK & REC DISTRICT
 Account Number: 427063167

Page: 1 of 3
 Bill Date: Jul. 06, 2017

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.

Previous Balance	Payments	Adjustments	Current Charges
108.09	0.00	0.00	0.00

Payment Summary

Previous Balance	108.09
Less Payments	0.00
Balance	108.09

Adjustments/Credits Summary

Adjustments to Previous Balance	0.00
Total Adjustments	0.00

Current Charge Summary

Monthly Charges	0.00
One-Time Charges	0.00
Usage Charges	0.00
Discount	0.00
Adjustments	0.00
Taxes, Fees, and Surcharges	0.00
Total Current Charges	0.00
Amount Due Jul. 27, 2017	108.09

Just a friendly reminder that your account is past due. If you have already made your payment, thank you for bringing your account up to date.

PLEASE FOLD, TEAR HERE AND RETURN THIS PORTION WITH YOUR PAYMENT
 This is Your Revised Final Bill.
 FOR CHANGE OF ADDRESS OR PAYMENT AUTHORIZATION: ☐ Please check here and complete reverse. Thank You.

Account Number: 427063167
 Amount Due By Jul. 27, 2017 108.09

R D 083117

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

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

00004270631679000000010809400000000070617000001080944000000

Eastsound Water

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

Account No.

0064

Location No.

06-0135

Due Date

07/20/2017

Amount Due

\$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.

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

For emergencies EWUA has your email address and phone as:
oiprd@oiprd.org

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

OI PARK & RECREATION
DISTRICT

Member Name

OI PARK & RECREATION
DISTRICT

Service Address

673 MT. BAKER RD (1.75 ERUs)

Account No.

0064

Location No.

06-0135

Due Date

07/20/2017

Billing Date

06/20/2017

Service Dates
Starting Ending

PREVIOUS BALANCE
05/20/2017 - 06/20/2017
PAYMENTS

Meter Readings
Previous Current

9,087

9,836

Usage
(gallons)

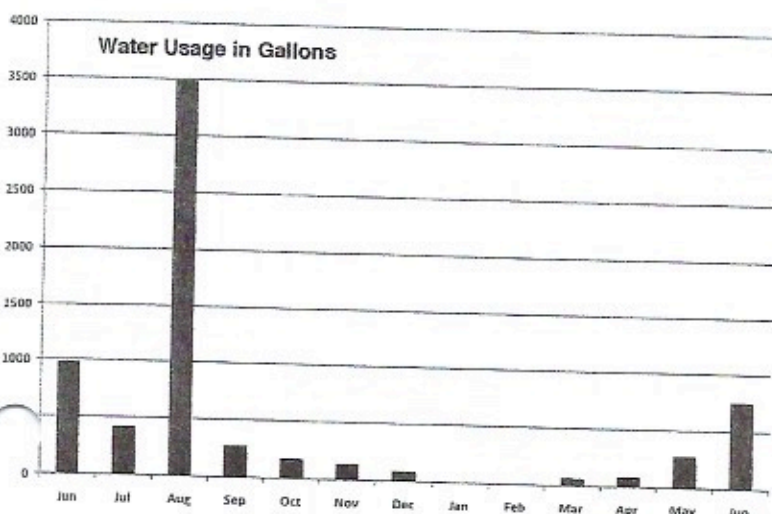
749

Charge Amount

\$82.25

\$82.25

\$-82.25



Total Amount
Due

\$82.25

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

Special Message

BASE RATES: \$47/mo/ERU plus \$20/1,000 gallon
for consumption over 5,000 gal/mo/ERU

INACTIVE ACCOUNTS: \$39/mo/ERU

Direct Online Banking Checks to "EWUA"

Visited new website yet? eastsoundwater.org...

ISLAND HARDWARE & SUPPLY

22- WIGOT BRANCH ROAD
EASTSOUND, WA 98245
(360) 376-4200

STATEMENT

CLOSING DATE: 6/20/17
DUE DATE: 7/20/17
ACCT: 47275

CLOSING
DATE: 6/20/17

NEW DATE: 7/20/17

ORCAS ISLAND PARK & RECREATION
PO BOX 575
EASTSOUND

WA 98245

ORCAS ISLAND PARK
ACCOUNT: 47275

PLEASE RETURN THIS PORTION
WITH YOUR PAYMENT

DATE	REFERENCE NO.	DESCRIPTION	DEBIT	CREDIT	ACCOUNT NO.	AMOUNT
		NEW BALANCE	1000.63			
					INV #	57421
					396713	
					INV #	76.63
					397008	
					INV #	24.19
					397020	
					INV #	18.36
					396978	
					INV #	54.17
					398887	
					INV #	4.30
					399679	
					INV #	15.60
					399857	
						763.46
CURRENT	130 DAYS	31-60 DAYS	61-90 DAYS	OVER 90 DAYS	NEW BALANCE	1000.63
1000.63	0.00	0.00	0.00	0.00		

142.60 DISCOUNT ALLOWED PER
TERMS: 10% CASH P.D. PAY.
BY DTI

DISC. = 142.60

AMOUNT PAID

2577.09



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

Account Number 9454400

Statement Date 06/15/2017

Billing Summary

Balance From Last Billing	17.95 CR
No Payments Received	0.00
Balance Into Billing	17.95 CR
New Bill BUCK PARK WATER-MT BAKER	38.95

Total Due By 07/05/17	21.00
Total Due After 07/05/17	22.05

Page 1 of 1

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



Messages

Last chance to take the solar survey. Go to opalco.com
You were allocated \$152.86 in Capital Credits for 2016.

Service Details

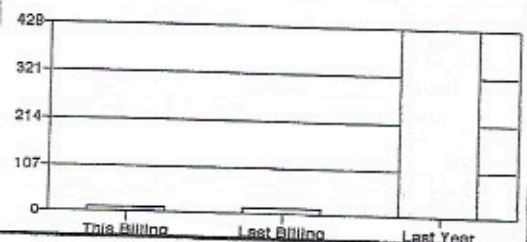
Loc 2024263-001	Service Add BUCK PARK WATER-MT BAKER RD	Desc	RC 20
-----------------	---	------	-------

Meter Reading Details	Meter 110317844
Current Reading	06/12/17 38435
Previous Reading	05/12/17 38425
Total Usage	10
Days Served 31	

Detail of Charges

Balance Into Billing	-17.95
Facility Charge	37.93
Energy Assistance Program	0.01
KWH Charges	1.01
10 KWH @ .1008	1.01
This Service Sub-Total Amount Due	38.95
	21.00

Electric Energy Usage



KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	31	10	0	38.95	1.25 0
Last Billing	30	13	0	39.25	1.30 0
This Billing Last Year	31	428	13	76.68	2.47 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: 06/15/2017
Total Due By 07/05/2017 21.00
Total Due After 07/05/2017 22.05

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.

550090009454400000002100000002205061520172

**SAN JUAN COUNTY**

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

INVOICE 02985

Page 1 of 1



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

DUE DATE	07/03/2017
INVOICE DATE	07/03/2017
CUSTOMER #	0038
AMOUNT DUE	353.08

AMOUNT PAID \$ 353.08

Contact Name: ROBIN GARCIA

Phone: (360) 370-7552

PLEASE DETACH AND RETURN WITH YOUR REMITTANCE. MAKE CHECKS PAYABLE TO SAN JUAN COUNTY

SAN JUAN COUNTY

DESCRIPTION		AMOUNT
A/P Warrants Entered-District Quantity @ \$3.28	60	196.80
Payroll Warrants Quantity @ \$7.20	16	115.20
Miscellaneous Auditor charges Postage Charge	30.82	30.82
Miscellaneous Charge	0.00	
A/P Warrant Stock Quantity @ \$0.10	60	6.00
Envelope Stock Quantity @ \$.035	76	2.66
Payroll Warrant Stock Quantity @ \$0.10	16	1.60
Total Amount Due:		353.08
Quarterly Fees - 2nd Quarter 2017		
CUSTOMER # 0038	INVOICE # 02985	PAYABLE UPON RECEIPT
		353.08



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

Phone: 360-376-4709 ■ 1-877-249-1467

Make Checks Payable To:

SAN JUAN SANITATION CO.

Due: UPON RECEIPT

ACCOUNT NUMBER

2960959-SJ

PREVIOUS BALANCE: 222.80
PAYMENTS: 0.00
BALANCE FORWARD: 222.80
CURRENT CHARGES: 304.92
BALANCE DUE: 527.72



ENTER AMOUNT
BEING PAID

157 1 AV 0.373 157 / 157 1-1-157
ORCAS PARK & RECREATION D
PO BOX 575
EASTSOUND WA 98245-0575



SAN JUAN SANITATION CO.

PO BOX 267

LYNDEN, WA 98264-0267



CLAIMS PAYMENT REQUESTDISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501DATE: 12-Jul-17Page 1 of 3

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$189.23

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.

Board Authorization

 Signed as Chairperson / Commissioner
Date 7-12-17

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

\$ 189.23 for the period ending July 12, 2017

We approve payment with our signatures below.

Commissioner Date

 Vicki Vandenberg
Commissioner Date 7-12-17

Commissioner Date


Commissioner Date 7/12/17

Invoice Accounting Report
San Juan County

Invoice #: 603231409
Vendor #: sta895

Invoice Date: 07/11/2017 Doc Date: 07/13/2017 Due Date: 07/19/2017
Name: STATE OF WASHINGTON Type: in

Line No	Line Description	Account Number	Amount	PO Number
1	State Sales Tax - July	E 6501.00.589.30.00.0000	189.23	

Grand Total: 189.23



help

E-file Time: 7:29 PM

Electronic Filing – Washington State



[My Account Home](#)

[Account Activity](#)

[List Server](#)

[Suggestions](#)

[Logout](#)

ORCAS ISLAND PARK & RECREATION DISTRICT 603-231-409

Confirmation

Confirmation Number	21044666
Tax Registration Number	603231409
Reporting Period	06/2017
Payment Type	EFT Credit
Date and Time Submitted	7/11/2017 7:29:04 PM
Payment Amount	189.23
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 July 26 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			280,201.01	
212	SALARY PAYABLE	8,770.87			
231	OTHER ACCRUED LIABILITIES	2,574.82			
310	TAXES	2,902.48			
330	INTERGOVERNMENTAL REVENUE	70.68			
340	CHARGES FOR GOODS AND SERVICES	2,318.96			
360	MISCELLANEOUS REVENUES	68.92			
380	NONREVENUES	212.23	16,918.96		
	TOTAL RECEIPTS				
212	SALARY PAYABLE	8,770.87			
231	OTHER ACCRUED LIABILITIES	2,574.82			
570	CULTURE AND RECREATION	23,591.84			
580	NONEXPENDITURES	249.12			
590	DEBT SERVICE AND OTHER	11,914.18	47,100.83		
	TOTAL DISBURSEMENTS				
101	ENDING CASH BALANCE				250,019.14
				GL ENDING CASH BALANCE	250,019.14
				NET VARIANCE	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
Boys Choir	7	12-Jun	MWA	OCS Chapel
Baseball/Softball	88	17-Jun	coaches/staff	Various fields
Dance	49	10-Jun	Moss	Various
Running Club	15	19-Jun	Kulper	Buck Park
Soccer, Baturay	3	25-Jun	Baturay	Buck Park
Tennis, June	9	26-Jun	Jill	Buck Park
Skate Camp	10	30-Jun	Chavez	Buck Park
Soccer w/ Coach Rob	25	8-Jul	Rob	Buck Park

Weekly drop-in a dult group activities in the park include Pickleball, Tennis, Volleyball, Softball, Soccer, and Ultimate Frisbee.

Upcoming Activities - see Summer Activities flyer

activity	participants enrolled	start date	staffing	location
Volleyball Camp	13	17-Jul	Hordee	OHS Gym
Dance	8	19-Jul	Moss	Various
Tennis	1	24-Jul	Jill	Buck Park
Challenger Soccer	20	24-Jul	Challenger	Buck Park
Skate Camp	12	31-Jul	TBD	Buck Park
Football, Tackle, PeeWee	6	31-Jul	TBD	Buck Park
Football, Tackle, Midget	3	31-Jul	TBD	Buck Park
Football, Tackle, Junior	5	31-Jul	TBD	Buck Park
Games Galore Day Camp	7	7-Aug	staff	Various
Basketball Camp	24	14-Aug	R. Davis	OCS Gym

Youth enrolled per week = 205

Administrative Task Update

- Land Bank lease agreement is being finalized by the Land Bank.
- Marcia and Kim will be presenting a grant proposal to the San Juan County Public Facilities Financing Assistant Program on San Juan Island tomorrow to request additional funding for urgent repairs needed at the skate park.
- Work for the as-built for Buck Park continues progress.
- Office build-out plans with materials list and cost projection are still needed for the newly renovated space in the Funhouse building. A half-wall has been added to accommodate the needed workspaces, with the rest of the renovation projected to be complete ready for final build-out by October. Kim will have a cost projection for review during the August meeting.
- A staffing transition plan is in the works for the remainder of 2017 and 2018 to accommodate growing program and park needs along with upcoming staff leave and will be available for review at the August meeting.

BUDGET SUMMARY

As of June 30, 2017
 Balance: \$250,019.14
 June Expenses: \$35755.14
 June Revenue: \$5,573.27
 Difference from budget
 Budgeted Balance:
 \$205,126
 Actual Balance: \$250,019
 Difference: +\$44,893

	2017	ACTUAL YTD	2017 revised
Beginning Net Cash and Investments	\$230,000	\$244,142	\$230,000
	\$339,150	\$199,411	\$339,150
Income	569,150	443,553	569,150
Expenses			
Personnel	\$119,936	\$79,175	\$132,930
Supplies	\$17,100	\$7,365	\$17,100
Equipment Non-Capitalized	\$12,500	\$11,150	\$12,500
Professional Services	\$48,400	\$18,504	\$37,400
Admin./Office non-supplies/equip. costs			
Rentals and Leases	\$8,250	\$3,651	\$8,250
Insurance Premiums and Recoveries	\$14,700	\$5,603	\$14,700
Utilities	\$4,600	\$0	\$4,600
Repairs and Maintenance	\$7,600	\$4,580	\$7,600
Miscellaneous	\$30,000	\$23,170	\$30,000
Interfund Loan Principal Payment	\$8,300	\$4	\$8,300
Taxes and Operating Assessments	\$36,000	\$0	\$36,000
Interfund Loan Interest Income	\$2,500	\$1,333	\$2,500
Park Improvements	\$6,300	\$0	\$6,300
	\$92,000	\$80,102	\$92,000
TOTAL EXPENSES	428,186	234,638	430,180

Commissioners' Action Items

- Review of Water Rights Agreement upcoming. EWUA currently looking at the 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.
- THANK YOU for all of your time and commitment to OIPRD! We are incredibly grateful to have a dynamic team of leaders on our Board of Commissioners.

Buck Park Maintenance & Management

- Playground is open for play! Local and visiting children have been enjoying the area. The sandbox is full of sand, woodchips are down and the surrounding fence has received a coat of sealant.
- Off Leash area has had difficulty rooting grass. Work has continued this week to bring in portable watering systems. Pick-up units are being installed throughout the area and water bowls are being crafted from locally sourced marble. Benches are in, an area for relocating the shelter area has been staked, and signage is in the final editing stages. New projected soft-opening date is July 24th.
- New storage shed has been wired, insulated, and plywood walls have been put in place. The building is ready for use.
- Dugouts are ready for a volunteer work party. Coordination is needed for tools, supplies, and manpower. We need an update on roofing material. Roll-up door is expected to arrive within the next couple weeks.
- Irrigation system troubleshooting has continued. Watering schedules are now successfully up and running, additional work including digging out and cleaning the heads and monitoring latest repairs will continue throughout the season. Plans are in the works for any needed upgrades this fall and winter.
- Other upcoming projects include refurbishing bleachers, installing additional surveillance in the park and upgrading internet service to accommodate live surveillance streaming.

Buck Park Improvement - Project Tracking and Budget
updated as of: 7/12/17

	2016	Q1 2017	ACTUAL Apr	ACTUAL May	ACTUAL Jun	Q2 2017	jul	aug	sept	Q3 2017	2017
Infrastructure Refurbish & Repair BP	3,228	0	4,336	4,532	0	8,868	0	0	3,000	3,000	11,868
Dugout Repairs / Roofing	3,800	120	241	671	423	1,335	5,000	0	0	5,000	6,455
Spectator Seating	0	0	0	0	0	0	3,000	0	0	3,000	3,000
BP Shed Repair and Expansion	0	0	973	16,850	4,950	22,773	0	0	0	0	22,773
Playground Repair and Upgrade	3,000	3,763	2,400	3,492	5,550	11,442	0	0	0	0	15,205
OOLA Development	0	4,000	1,924	0	0	1,924	0	0	0	0	5,924
Skatepark Repairs	0	0	0	500	0	500	0	6,000	10,000	6,000	6,500
Water system & Irrigation	0	0	0	0	2,190	2,190	3,500	0	5,000	8,500	10,690
Web Cams / Phone Service	0	0	0	0	0	0	0	1,000	0	1,000	1,000
Misc./ Contingent incl. major repairs	4,500	0	0	0	0	0	1,500	1,500	300	3,300	3,300
TOTAL EXPENSES:	56,778	12,183	10,474	26,045	13,113	49,132	13,000	8,500	8,300	29,800	91,615

TOTAL Budget 2017	92,000
Expended to date Through June	61,315
Balance	30,685
Remaining Tasks in Scope	
complete dugouts -	5,000
roofing, walls, doors	
web cams for coverage	1,000
skatepark stems	6,000
benches and bleachers	3,000
Irrigation Upgrade incl.	8,500
Move well pump and piping	
TOTAL REMAINING TASKS	23,500
General / Misc. Contingent	6,300
TOTAL	29,800

