Public Meeting
January 12, 2017

Meeting Minutes
January 12, 2017

Orcas Island Park and Recreation District Commission
Public Meeting, January 12, 2017
Eastsound Firehouse
4:00 P.M. - 6:00 P.M. (3:30 business meeting start)

I. CALL TO ORDER – 4:03 pm

Bob Eagan, Chairman
Roll call:
Seat 1: Vicki Vandermay - *absent*
Seat 2: Bob Eagan - *present*
Seat 3: Martha Farish - *present via phone*
Seat 4: Justin Paulsen – *present, departed at 4:05*
Seat 5: Deb Jones - *present*

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

II. MONTHLY AGENDA

1. **Previous Minutes** – December 14, 2016
   MOTION: With no revisions, Justin moved to approve the December 14, 2016 public meeting minutes; seconded by Deb it was approved unanimously.

2. **Employees Pay Slip**
   MOTION to approve employees pay slip for $9,286.50 by Justin; seconded by Deb; and it was approved unanimously.

3. **Payment of Claims**
   MOTION: to approve the 13th Month Claims Payment #6501 for 2,879.39, January Claims Payment #6501 for $9,098.58 and the sales tax payment of $81.10 to the Department of Revenue, Deb moved to approve; Justin seconded and it was approved unanimously.

III. MONTHLY BUSINESS

1. **Financial**
   <Custom runner attached>
   We have not received an updated report on monies brought in, as the county is still working on closing the books for the 2016 year - our cash ending balance at end of December 31, 2016 is projected at $245,464. The project carry over is ~+$15,000.

2. **Director's Report and Buck Park Maintenance Improvement Report**
   <Director's Report>

<Buck Park Maintenance Improvement report attached>

Marcia and Bob met with Randy Gaylord to gain clarification on the relationship between OOLA, Land Bank and OIPRD, and how to move forward with the OOLA project. He also provided information on maintenance and improvement contracts for ongoing Buck Park maintenance and projects.

The water use to the OOLA site should be metered; a meter will be installed on the new line.

IV. UNFINISHED BUSINESS

1. Multi-court and Dugout Update

Ron is going to finish clearing the debris in various areas around the park, including the new dugout area in preparation for the project.

2. Off Leash Area Update

Ron is currently putting together a bid on the fine grading, though may not have the time to complete upcoming projects on our projected schedule. Marcia and Bob will meet with Ron to discuss timelines.

V. NEW BUSINESS

1. Elected Officials

The county has sent a notice that Bob and Justin will be up for re-election in November 2017. Paperwork needs to be completed by May.

2. Spring Baseball and Softball

a. Little League

Kim met with a group of coaches and parents to review issues with the youth baseball and softball program and brainstorm how to improve the program. The group unanimously opted to charter with Little League on the mainland. Kim will be getting all paperwork in order and the group will meet again at the end of the month for next steps.

MOTION: After discussion of the anticipation of 5 teams at the expense of $70 per team, Deb moved to approve moving forward to charter with District 11 Little League for the 2017 season; seconded by Bob, it was approved unanimously.

b. Field Maintenance and Availability

We need to setup the annual clearing, regrading, and preparing for the baseball fields. For the last five years we have done the work to prep the field, which included between $2,000 - $4,000 worth of labor, soil, and equipment. Each spring we have to wait until the school maintenance folks release the work so we don't cross paths with the union for taking away their work and each year we have been told as the teams are ready to start practice that there isn't time or money to complete the work and we are welcome to bring in a crew. Our objective this year was to get a jump on the project before practice actually starts so we need the sign off from the school to release the work from a conflict with the union. The discussion is completely unrelated to the upcoming construction project and its timing. Hopefully, we can get the fields ready to go by mid-March. We need to get permission before moving forward with any volunteer or contractor hours.

VI. PUBLIC COMMENT

No public present.

VII. ADJOURNMENT

MOTION to adjourn by Bob seconded by Martha at 4:49 pm, unanimously approved. The meeting was adjourned at 4:49 pm.

Addenda:
Claims Payment Request – Jan 12
Claims Payment Request – DOR Dec
Custom Report Runner
Director's Dashboard

Public Meeting minutes for January 12, 2017

Approved by motion on this 9 th day of Feb. , 2017

Signed and attested this 9 th day of Feb. , 2017

Justin Paulsen #4,
Secretary

Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

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

Page 1 of 5

DATE: 12-Jan-17

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$9,098.58**

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.

1-12-17

Signed as Chairman / Commissioner Date

Board Authorization

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

$ 9,098.58 for the period ending January 12, 2017 We approve payment with our signatures below.

Commissioner	Date	Commissioner	Date 1-12-17
Commissioner	Date	Commissioner	Date 1/12/17

Invoice Accounting Report by Vendor Name

San Juan County

Vendor Number: 10s100 **Name:** 10-S TENNIS SUPPLY (INC)

Invoice Number	Line No	Line Description		Account Number	Amount	Type
45218	1	Rally Master Backboard and Catch Net	E	6501.00.594.71.63.0010	4,025.00	in

Vendor Number: ban155 **Name:** BANNER BANK

Invoice Number	Line No	Line Description		Account Number	Amount	Type
ban0110	1	Amazon - Pickleballs	E	6501.00.571.00.35.0100	27.44	in
	2	iThemes	E	6501.00.571.00.42.0002	48.00	in
	3	Quickbooks monthly	E	6501.00.571.00.31.0004	23.31	in
	4	Logo Sportswear - Boys SWISH uniforms	E	6501.00.571.00.31.0100	1,260.83	in
				Vendor Total:	1,359.58	

Vendor Number: hic144 **Name:** HICKMAN, LANA

Invoice Number	Line No	Line Description		Account Number	Amount	Type
lh0110	1	Art instruction - Jan 9th/11th.	E	6501.00.571.00.41.0003	80.00	in

Vendor Number: odd100 **Name:** ODD FELLOWS

Invoice Number	Line No	Line Description		Account Number	Amount	Type
odd0110	1	Dance Rental - Nov 2 - Feb 16	E	6501.00.571.00.45.0100	360.00	in

Vendor Number: orc195 **Name:** ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description		Account Number	Amount	Type
is0110	1	Storage February	E	6501.00.571.00.45.0002	145.00	in

Vendor Number: ska149 **Name:** SKAGIT COUNTY PARKS & REC

Invoice Number	Line No	Line Description		Account Number	Amount	Type
skagit0110	1	Orcas Boys SWISH x 4 teams	E	6501.00.571.00.49.0009	2,700.00	in

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

Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
fh0110	1	February rent	E 6501.00.571.00.45.0002	429.00	in
			Grand Total:	9,098.58	

Estimate

Date	Estimate #
1/9/2017	45218

10-S TENNIS SUPPLY

10-S Tennis Supply
1400 NW 13th Avenue
Pompano Beach, FL 33069
Toll-Free: (800) 247-3907
Local: (954) 969-5440
Fax: (954) 969-5451

Bill To	Ship To
Marcia West Orcas Island Park & Recreation District PO Box 575 Eastsound WA 98245 United States	Bud Anderson Orcas Island Park & Recreation District 11067 Post Dr Anacortes WA 98221 United States

Expires	Sales Rep	Phone #	Fax #
2/8/2017	Wendy Whaler	206-601-5067	

Item	Quantity	Description	Customer Description	Rate	Options	Amount
HK4020	1	RALLY MASTER BACKBOARD 10 X 20		5,950.00		5,950.00
NI-MISC-RM	1	Miscellaneous Rally Master Backboards	20' Catch Net	850.00		850.00

Deposit ½ of Total =
$4025.00

Subtotal	6,800.00
Shipping Cost (Best Way)	1,250.00
Total	$8,050.00

Islanders BANK

MasterCard

MARCIA WEST
ORCAS ISLAND PARK & REC

Account Number: #### #### #### 1739
Closing Date: 01/01/17
Credit Limit: $3,000.00
Available Credit: $2,948.79

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	$	1,243.51
Purchases	+	471.32
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	1,663.62 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	$	**51.21**

Payment Information

Minimum Payment	$	25.00

Total Minimum Payment Due $25.00
Payment Due Date 01/26/17

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

Account Activity Since Your Last Statement

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
12/02	12/05	PPLN01	55541866338010185123920	THE HOME DEPOT #8561 BURLINGTON WA	$ 229.99
12/06	12/07	PPLN01	75418236341033224643152	DROPBOX*P8XQJRZQ19GB DB.TT/CCHELP CA	107.02
12/08	12/11	PPLN01	75265866344916600764284	THE OFFICE CUPBOARD EASTSOUND WA	63.00
12/20	12/21	PPLN01	55432866355000067234796	INTUIT *QB ONLINE 800-286-6800 CA	23.31
12/29	12/30	PPLN01	55429506364894317927613	ITHEMES 4055629021 OK	48.00
				Payments, Adjustments and Others	
12/20	12/20		00000000000000000000000	PAYMENT - THANK YOU	1,663.62 -

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

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

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

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

Islanders BANK

Account Number
5532 3700 0009 1739

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

AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
01/01/17	$51.21	$25.00	01/26/17

$ 1359.58

MAKE CHECK PAYABLE TO:

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

2248

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

86 5532 3700 0009 1739 00002500 00005121 7

13th Month 2016

CLAIMS PAYMENT REQUEST

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

DATE: 12-Jan-17

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$2,879.39**

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.

1-12-17

Signed as Chairman / Commissioner Date

Board Authorization

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

$ 2,879.39 for the period ending January 12, 2017 We approve payment with our signatures below.

Commissioner Date	Commissioner Date 1-12-17
Commissioner Date	Commissioner Date 1/12/17

Invoice Accounting Report by Vendor Name

San Juan County

13th MONTH 2016

Vendor Number: bal155 **Name:** BALIC, BATURAY

Invoice Number	Line No	Line Description		Account Number	Amount	Type
20170110bb	1	SOCCER INSTRUCTION DEC 3 - 21	E	6501.00.571.00.41.0003	480.00	in

Vendor Number: cen480 **Name:** CENTURYLINK

Invoice Number	Line No	Line Description		Account Number	Amount	Type
CL0110	1	acct#427063167	E	6501.00.571.00.42.0004	293.46	in

Vendor Number: eas350 **Name:** EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description		Account Number	Amount	Type
ewua0110	1	Buck Park Water - December	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
gyw0110	1	Maintenance - December	E	6501.00.571.00.48.0006	1,556.54	in
	2	Tax - Maintenance - December	E	6501.00.571.00.48.0006	126.07	in
				Vendor Total:	1,682.61	

Vendor Number: orc830 **Name:** ORCAS POWER & LIGHT (INC)

Invoice Number	Line No	Line Description		Account Number	Amount	Type
opalco0110	1	Buck Park Power - December	E	6501.00.571.00.47.0014	66.09	in

Vendor Number: san180 **Name:** SAN JUAN CO TREASURER

Invoice Number	Line No	Line Description		Account Number	Amount	Type
02929	1	Quarterly Fees - December	E	6501.00.571.00.41.0007	194.98	in

Vendor Number: sta065 **Name:** STARR EXCAVATION & SEPTIC

Invoice Accounting Report by Vendor Name

San Juan County

Invoice Number	Line No	Line Description	Account Number	Amount	Type
se0110	1	Sani Cans Buck Park	E 6501.00.571.00.47.0011	80.00	in
			Grand Total:	2,879.39	

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

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

Bill Date: Dec. 06, 2016

Previous Balance	Payments	Adjustments Credits	Current Charges
294.23	295.00 CR	0.00	294.23

Payment Summary

Previous Balance	294.23
Payment by check received on NOV 19	295.00 CR
Balance	**0.77 CR**

Adjustments/Credits Summary

Adjustments to Previous Balance	0.00
Total Adjustments	**0.00**

Current Charge Summary

Monthly Charges	265.45
One-Time Charges	0.00
Usage Charges	0.00
Discount	0.00
Adjustments	0.00
Taxes, Fees, and Surcharges	28.78
Total Current Charges	**294.23**

Due Date Dec. 28, 2016 **Amount Due** 293.46

IMPORTANT NEWS

CenturyLink understands that your telecommunication service is your lifeline to your business. Thank you for trusting us to help you make connections that count with your customers. For questions, or inquiries about additional services, call our Customer Contact Center at 1-800-201-4102 or call your local CenturyLink representative.

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

FOR CHANGE OF ADDRESS OR PAYMENT AUTHORIZATION:
☐ Please check here and complete reverse. Thank You.

Account Number: 427063167
Amount Due By Dec. 28, 2016 293.46

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

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

0000427063167900000000000000000000001206160000029346550000000

Eastsound Water

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

Account No.	Location No.
O064	06-0135
Due Date	**Amount Due**
01/20/2017	$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:
kimi@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

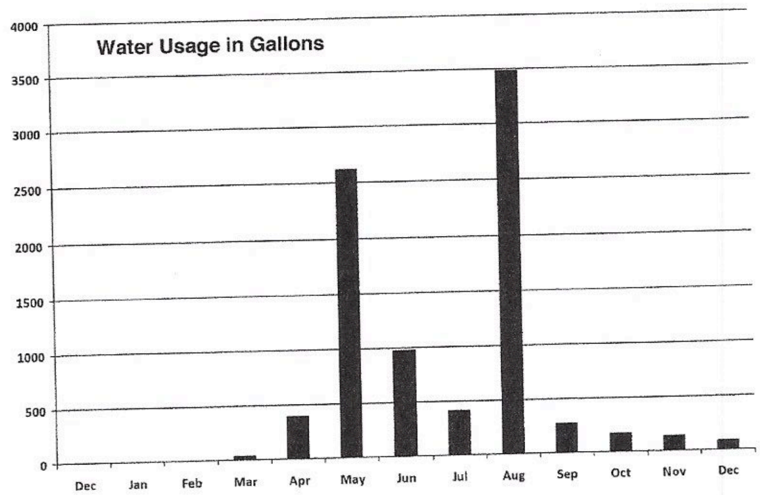
OI PARK & RECREATION DISTRICT
C/O: MARCIA WEST, DIRECTOR
PO BOX 575
EASTSOUND, WA 98245-

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
O064	06-0135	01/20/2017

Billing Date	Service Dates Starting Ending	Meter Readings Previous	Current	Usage (gallons)	Charge Amount
	PREVIOUS BALANCE				$82.25
12/20/2016	11/20/2016 - 12/20/2016	8,580	8,665	85	$82.25
	PAYMENTS				$-82.25



Total Amount Due	**$82.25**

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

Special Message

PLEASE CONTINUE to write the LOCATION NO. on checks!!
CREDIT CARD PAYMENTS NOW AVAILABLE
Sign up at https://eastsoundwater.epayub.com using your NEW Account No. indicated in blue above.
3% credit card fee will be applied ($3.25 min.)

0009454400

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

1051 1 AV 0.373 4 1051
ORCAS IS PARK AND REC DISTRICT C-4 P-4
PO BOX 575
EASTSOUND WA 98245-0575

Account Number 9454400
Statement Date 12/15/2016

Billing Summary

Balance From Last Billing	224.26
Payment Received 11/17/2016	190.84 CR
Balance Into Billing	33.42
New Bill BUCK PARK WATER-MT BAKER	32.67
Total Due By 01/05/17	**66.09**
Total Due After 01/05/17	**68.08**

Messages
Give the gift of power - gift certificates available

Service Details

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

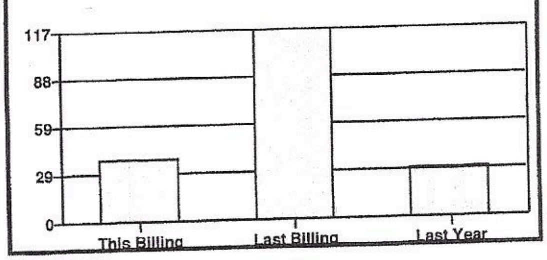
Meter Reading Details **Meter 110317844**

Current Reading	12/12/16	38271
Previous Reading	11/12/16	38233
Total Usage		38
Days Served 30		

Detail of Charges

Balance Into Billing		33.42
Facility Charge		36.12
Late Payment Charge		-7.12
Energy Assistance Program		0.02
KWH Charges		3.65
38 KWH @ .0960	3.65	
This Service		32.67
Sub-Total Amount Due		**66.09**

Electric Energy Usage



KWH & Cost Comparison	No. Days	Total KWH	KWH Per Day	Total Monthly Cost	Avg. Cost Per Day
Current Billing	30	38	1	39.79	1.32 0
Last Billing	31	117	3	47.41	1.52 0
This Billing Last Year	31	30	0	37.47	1.20 0

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

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

Account:	**9454400**
Statement Date:	**12/15/2016**
Total Due By 01/05/2017	66.09
Total Due After 01/05/2017	**68.08**

Your payment and any returned items may be processed electronically.

Initial any programs below to sign up.

____ Pal Round-up or one-time donation $________

____ Green Power $4/block
\# of blocks to add (or All to go All Green) ______
See reverse for more information.

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

550090009454400000000660900000680812152016 3

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

INVOICE 02929

DUE DATE	12/30/2016
INVOICE DATE	12/30/2016
CUSTOMER #	0038
AMOUNT DUE	194.98

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

AMOUNT PAID________________

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
Payroll Warrants		106.25
Quantity @ $6.25	17	
A/P Warrants Entered-District		49.98
Quantity @ $.98	51	
Miscellaneous Auditor charges		27.44
Postage Charge	27.44	
Miscellaneous Charge	0	
A/P Warrant Stock		5.10
Quantity @ $0.10	51	
Envelope Stock		2.38
Quantity @ $.035	68	
San Juan County tax rate - Miscellaneous Auditor charges		2.13
Postage Charge		
Miscellaneous Charge		
Payroll Warrant Stock		1.70
Quantity @ $0.10	17	
Total Amount Due:		194.98

Quarterly Fees - 4th Quarter, 2016

San 180

41.0007

STOMER # 0038	INVOICE # 02929	PAYABLE UPON RECEIPT	194.98

13th Month 2016

CLAIMS PAYMENT REQUEST

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

DATE: 12-Jan-17

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS **$81.10**

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

Signed as Chairman / Commissioner 1-12-17
Date

Board Authorization

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

$ 81.10 for the period ending January 12, 2017 We approve payment with our signatures below.

Commissioner	Date	Commissioner Deborah Jones	Date 1-12-17
Commissioner	Date	Commissioner	Date 1/12/17

Invoice Accounting Report by Vendor Name

San Juan County

13th MONTH 2016

Vendor Number: sta895 **Name:** STATE OF WASHINGTON

Invoice Number	Line No	Line Description	Account Number	Amount	Type
603-231-409	1	DECEMBER SALES TAX	E 6501.00.586.00.44.0000	81.10	in
			Grand Total:	81.10	

ORCAS ISLAND PARK & RECREATION DISTRICT 603-231-409

December 2016

EFT Credit Payment

<< Return to Summary Page

Please confirm your payment information:

Payment Method:	EFT Credit
Amount Due:	81.10
Payment Amount:	81.10

Please contact your bank to initiate a payment. Your payment must be received by the Department's bank by 5:00 pm on the EFT payment due date.

Payment Due Dates

Businesses that are new to the EFT Credit program must provide the following bank account information to their financial institution:

DOR Account Number: 153910882262
Transit Routing Number: 123000848

Select A Different Payment Option Submit Return

EFT Credit Payment

For Assistance Call:
1-877-345-3353

MONTHLY FINANCIAL STATEMENT BY FUND
SAN JUAN COUNTY
START DATE: 12/1/2016 END DATE: 12/31/2016

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	**BEGINNING CASH BALANCE**			280,256.16	
212	SALARY PAYABLE	8,050.96			
231	OTHER ACCRUED LIABILITIES	2,385.57			
310	TAXES	1,805.51			
330	INTERGOVERNMENTAL REVENUE	252.71			
340	CHARGES FOR GOODS AND SERVICES	1,110.07			
380	NONREVENUES	52.75			
	TOTAL RECEIPTS		13,657.57		
212	SALARY PAYABLE	8,050.96			
231	OTHER ACCRUED LIABILITIES	2,385.57			
570	CULTURE AND RECREATION	25,850.16			
580	NONEXPENDITURES	338.08			
590	DEBT SERVICE AND OTHER	13,104.69			
	TOTAL DISBURSEMENTS		49,729.46		
101	**ENDING CASH BALANCE**				244,184.27
				GL ENDING CASH BALANCE	244,184.27
				NET VARIANCE	0.00
241	**PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)**			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	**BONDS OUTSTANDING (ENDING BALANCE)**				0.00
151	**BEGINNING INVESTMENT BALANCE**			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	**ENDING INVESTMENT BALANCE**				0.00

MONTHLY FINANCIAL STATEMENT BY FUND
SAN JUAN COUNTY
START DATE: 12/1/2016 END DATE: 12/31/2016

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

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380	NONREVENUES	52.75			
	TOTAL RECEIPTS		13,657.57		
212	SALARY PAYABLE	8,050.96			
231	OTHER ACCRUED LIABILITIES	2,385.57			
570	CULTURE AND RECREATION	25,850.16			
580	NONEXPENDITURES	338.08			
590	DEBT SERVICE AND OTHER	13,104.69			
	TOTAL DISBURSEMENTS		49,729.46		
101	**ENDING CASH BALANCE**				244,184.27
				GL ENDING CASH BALANCE	244,184.27
				NET VARIANCE	0.00
241	**PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)**			0.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	**BONDS OUTSTANDING (ENDING BALANCE)**				0.0
151	**BEGINNING INVESTMENT BALANCE**			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	**ENDING INVESTMENT BALANCE**				0.0

Activity ort

January 12, 2017

activity	category	participants avg each time	end date	staffing	location
Pokemon Club	II	8	14-Apr	*Zack S.*	FHC
Boys Choir	II	5	27-Mar	*MWA*	OCS Chapel
Mad Scientist	II	7	13-Feb	*Lana*	FHC
Dance, Ballet, Tap, Creative	II	36	16-Feb	*S. Moss*	Odds/APTD
Art	II	7	15-Feb	*Lana*	FHC
Basketball SWISH	III	34	11-Mar	*coaches*	Various
Soccer, Baturay	II	11	29-Jan	*Baturay*	Buck Park
Drop-in Programs	participants avg each time:				
Pickleball - Mon/Thurs	8				
Pickleball - Sunday a.m.	5				
Volleyball - Wednesdays	13				
Basketball - Tuesdays	15				
Futsal- Mondays	9				

Upcoming Activities - Spring Activities flyer is in the works

activity	category	registered	start date	staffing	location
Running Club	III	0	14-Dec	*coaches*	OIPRD
Youth enrolled per week = 108					
Avg Adults and Families at drop-in = 50					

OF: 1/11/17

Orcas Island Park & Recreation District - Monthly Director's Report

BUDGET SUMMARY

As of Dec. 31, 2016
Balance: $
Expenses: $
Revenue: $
Difference from budget:

Prime factors – delayed construction and reduced personnel costs

Budget reports not in yet from County – will update so as reports are ready.

Commissioners' Action Items

Review Elected Official's entries on the auditor's record.

- REMINDER – Position 2 and Position 4 are up for reelection – Filing the week of May 15 – 19.
- Assist with SJC coordination (JP)
- Coordination with school projects and team use of fields (VV)
- Coordinate with parent groups and contractors for volunteer and/or discounted labor & equipment. (JP/DJ)

Buck Park Maintenance & Management

- Multi-court – Backboard has been ordered. We should consider reinforcing the fence poles with diagonal bracing given the wind load on the backboard section. We will add drainpipe on the west side in conjunction with moving the irrigation controller. We still need to complete the irrigation boxes and planting. We should also add a second 4' slab on the eastside to act as a parking barrier and ADA access walk. The slab will also be an edge for the future third court.
- Dugouts area will be cleared and prepared for construction next week. We plan on getting the concrete footings and slab done asap.
- Rough grading for the play area structure continues. Ron will be installing the irrigation extension and drain lines next. I met with Will Stelter over the holidays and we reviewed the fencing project. He is still intending to tackle the project.
- Off Leash is ready for fine grading, utility line installation, and fencing. We are waiting for a bid estimate from Ron that he can take to OOLA for approval and contracting. We met with Randy Gaylord today to sort out some of the contracting, payment, and multi-agency questions.
- With so many small projects needing completion should we consider hiring a second contractor to complete some of the bleacher repair, outfield fence, and demo work or are we comfortable with the pace and attention to detail that Griffin provides? Should we hire a park steward to handle clean and small jobs? That person can also issue equipment and supervise.
- We need to address the playground development – what do we want to see for the next few years? Equipment, play area, activities.

Administrative Task Update

- Draft agreement operating and maintenance agreement with the Land Bank will be addressed in our meeting with Randy G. on Thursday.
- Funhouse remodel plans were reviewed with their construction lead regarding our office needs.
- 2017 budget spreadsheet and bars codes have been setup for the year.
- After adding Olivia Phillips as a facility / activity supervisor, she has taken another full-time job and will have very limited, if any, availability.
- Kim has begun the task of identifying the program specific assistants. We are developing budgets for each program and will propose the stipend amount for the assistant based on the budget, number of participants projected, and the complexity of the activity. Football and baseball will be first two programs. Football off-island meeting started this week.
- We have confirmed with OISD that the fields will be available for baseball season; however, they are not currently planning any field prep. We need to meet with Eric to confirm that our volunteers can setup the fields.