

Meeting Minutes May 11, 2017

Orcas Island Park and Recreation District Commission
Public Meeting, May 11, 2017
Eastsound Fire Station
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:02 pm

Bob Eagan, Chairman

Roll call:

Seat 1: Vicki Vandermay - *present*

Seat 2: Bob Eagan - *present*

Seat 3: Martha Farish - *absent*

Seat 4: Justin Paulsen - *present*

Seat 5: Deb Jones - *present*

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

II. PUBLIC COMMENT

III. MONTHLY AGENDA

1. Previous Minutes – March 9, 2017

MOTION: Deb moved to approve the April 11, 2017 public meeting minutes; seconded by Vicki; and it was approved unanimously.

2. Employees Pay Slip

MOTION to approve employees pay slip for \$11,373.50 by Justin; seconded by Deb; and it was approved unanimously.

3. Payment of Claims

MOTION: to approve the May 1st Claims Payment #6501 for \$580.71, Vicki moved to approve; Deb seconded and it was approved unanimously.

MOTION: to approve the May Claims Payment #6501 for \$35,702.03, Deb moved to approve; Justin seconded and it was approved unanimously.

MOTION: to approve the sales tax payment of \$179.10 to the Department of Revenue Deb moved to approve; Justin 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 – Lease Agreement

Off Leash area is getting the final touches on grading, bark spreading, and grass seed. Land Bank lease agreement needs to be reviewed by legal services. OOLA needs to be coordinated with to ensure that they understand they are the fundraisers for furnishings and signage.

MOTION: to forward the Lease Agreement, including Commissioners comments, onto Paul Eisner for review made by Justin; Vicki seconded and it was approved unanimously.

2. Dugout Update

The dugouts at field 2 are nearing completion and have worked to keep the high school players dry and covered. Next steps include building out the interior storage areas and installing doors, siding and roofing. Clyde Duke is generously donating roofing for the dugouts. Andrew will continue milling lumber for the siding, and a group of volunteers needs to be coordinated to build-out the interior storage rooms. Marcia will work to order and coordinate the remaining materials that are needed for completion.

3. Playground Update

Plans on layout and furnishings for the playground are still in the works. The equipment has been moved and is staged in the new area. The sandpiper chicks have hatched and are busy wandering the park, they should take flight in the next week or two. Once they are on their way we can move forward with constructing the playground area.

Will S. and the Eagle Scout crew worked hard over the last couple weekends to complete their section of the play area fence. Next steps will be the finish work. Additionally, we are building a retaining wall along the east side of the play area that will double as a seating space, and installing drainage on both sides of the wall.

VI. NEW BUSINESS

1. Buck Park Trees

<Tree Report>

John Olson assessed some trees along the west side of Buck Park that may need attention. See the attached report outlining his findings. It appears that trees number 3, 5, and 8 and any hazardous snags/branches should be removed prior to next winter. Kim will coordinate with John for a quote for removal of hazardous trees and branches. Bob recommends having them removed in August before the fall winds hit.

2. Grindline Assessment

<Grindline Assessment Report>

Public Meeting
May 11, 2017

Grindline Skateparks, Inc. has assessed the Skate Park and has drafted a report of their findings, along with a range of cost estimates for repairs. See attached report. Marcia will approach the Community Foundation to learn how much is being held in repair funds for the skate park.

3. Storage Shed – next steps

Removal of the old Buck Park storage shed is complete. After several folks came with interest in taking it, it was determined that it was past it's useable and safe life. It was demolished and cleared to the landfill. Justin Frausto prepped the pad for the new storage building location. The building arrived this morning and is in place. Next steps include trenching power to the location and installing interior lighting, receptacles and wall/flooring finishes. Power to the park is currently off until the trench is complete and the power has been moved and secured to the new building. Bob shared his wishes to relocate the power box and irrigation controls to the south side of the tennis court.

4. Ballot – Re-election Filing Due

Reminder – Position 2 and Position 4 (Bob and Justin) are up for re-election and must file the week of May 15th - 19th if they plan to submit for re-election.

VII. ADJOURNMENT

MOTION to adjourn by Deb seconded by Vicki at 5:20 pm, unanimously approved.
The meeting was adjourned at 5:21 pm.

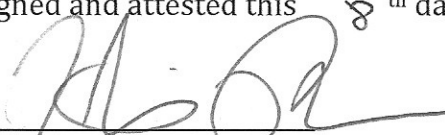
Addenda:

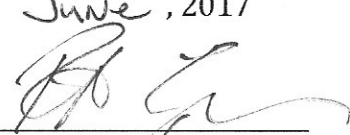
Claims Payment Request – May 1
Claims Payment Request – May 11
Claims Payment Request – DOR April
Monthly Financial Statement
Director's Dashboard
Tree Report
Grindline Assessment Report

Public Meeting minutes for May 11, 2017

Approved by motion on this 8th day of June, 2017

Signed and attested this 8th day of June, 2017


Justin Paulsen #4,
Secretary


Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

DATE: 1-May-17 Page 1 of 4

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$580.71


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

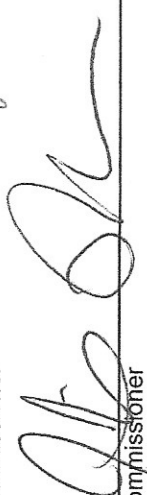

Signed as Chairman/Commissioner Date 5-11-17

Board Authorization

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

\$ 580.71 for the period ending May 1, 2017 We approve payment with our signatures below.


Commissioner Date 5-11-17


Commissioner Date 5-11-17

Page 1 of 3

DATE: 1-May-17

The following voucher/warrants/electronic payments are approved for payment:

Batch Dated:

through

1-May-17

TOTAL
\$ 580.71

I, the undersigned, do hereby certify under penalty of perjury that the materials, have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Orcas Island Park and Recreation District, and that I am authorized to authenticate and certify to said claim.

Signed as Auditing Officer

5/1/17

Date _____

Employee / Officer Expense Reimbursement Claim

I, the undersigned, do hereby certify under penalty of perjury that the claim is a just, due and unpaid obligation against the Orcas Island Park and Recreation District, and that I am authorized to certify to said claim.

Signed as Auditing Officer

Date _____

aplAinv
05/01/2017

9:37:14AM

Invoice Accounting Report
San Juan County

Page: 1

Invoice #: 72742

Vendor #: ska740

Invoice Date: 05/01/2017

Doc Date: 05/01/2017

Due Date: 05/02/2017

Name: SKAGIT RIVER STEEL & RECYCLING

Type: in

Line No	Line Description	Account Number	Amount	PO Number
1	Terra Firma NW Invoice~	E 6501.00.594.71.63.0010	580.71	

Grand Total: 580.71

Page: 1

INVOICE

INVOICE	NUMBER	DATE
#72742	1	02/23/2017
SALSPERSON:	SHIP DATE:	
ROSS GIBBENS	02/23/2017	
CUST ID:	TER903	
CUST P.O.#:	OUR S.O.#:	330621

SHIP TO:

TERRA FIRMA NW LLC
99 MOUNTAIN VIEW ST
EASTSOUND, WA 98245

SOLD TO:

TERRA FIRMA NW LLC
99 MOUNTAIN VIEW STREET
EASTSOUND, WA 98245

Skagit River
Steel & Recycling, Inc.
1265 So Anacortes St
PO Box 376
Burlington, WA 98233-0376
(360) 757-6096 Fax (360) 757-3821
Accounting Fax (360) 757-7157
Serving You Since 1958



LINE	ORDERED	TO DATE	SHIPMENT	BACKORDER	ITEM ID	WIDTH	LENGTH	WEIGHT	PRICE	AMOUNT
1					0 P126	7.0000"		172.55	56.3720/CWT	97.30
					FLAT BAR 1/2 X 6					
2					0 P146	1.4.0000"		394.4	57.0350/CWT	224.95
					FLAT BAR 1/4 X 6					
3					0 HCU4				75.0000/PC	150.00
					HEAVY CUTTING					
4					0 ALTH34	1"		87	1.8700/FT	108.46
					ALHTHEAD ROD 3/4" ZINC PLATED					

ORCAS ISLAND PARK AND RECREATION DISTRICT

BUYER: NATE RIVAS
PHONE #: (360) 201-1366
TAX ID: A17 5620 17 12/2017
TERMS: NET 30 DAYS
PAYMENT DUE BY 03/25/2017.
SHIP WT: 653.95 LBS
SUBTOTAL 580.71
SALES TAX 0.00
TOTAL 580.71
FAX #: (360) 376-2854

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT

FUND # 6501

DATE: 11-May-17

Page 1 of 9

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$35,702.03

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

Board Authorization

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

\$ 35,702.03 for the period ending May 11, 2017


We approve payment with our signatures below.


Signed as Chairman / Commissioner

5-11-17
Date

Commissioner

Date


Commissioner

Vicki Vanderway
Commissioner

5-11-17
Date

Commissioner

Date


Commissioner

5/11/17
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
20170509BB	1	Soccer Fundamentals April 1-26	E 6501.00.571.00.41.0003	360.00 in

Vendor Number: ban155

Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount Type
ban0509	1	Quickbooks April	E 6501.00.571.00.31.0004	32.43 in
	2	Home Depot - Athletic equipment	E 6501.00.571.00.31.0100	443.96 in
	3	Home Depot- Office - General Supplies	E 6501.00.571.00.31.0002	80.68 in
	4	Vonage - Phone services	E 6501.00.571.00.42.0004	99.60 in
	5	Amazon - Fence Hinge	E 6501.00.571.00.48.0011	20.00 in
	6	Amazon - Office Equipment	E 6501.00.571.00.35.0002	62.97 in
	7	Amazon - Fence Latch/Drop-pin	E 6501.00.571.00.48.0011	32.85 in
Vendor Total:				772.49

Vendor Number: cul065

Name: CULP, JOSHUA MOSHE

Invoice Number	Line No	Line Description	Account Number	Amount Type
0509JC	1	Baseball Field Coordinator	E 6501.00.571.00.41.0011	375.00 in
	2	Buck Park Maintenance Improvements	E 6501.00.594.71.63.0010	1,584.00 in
Vendor Total:				1,959.00

Vendor Number: eas350

Name: EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description	Account Number	Amount Type
ewua0509	1	Buck Park Water - April	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
qyw0509	1	April Maintenance	E 6501.00.571.00.48.0006	943.55 in
	2	Tax - April Maintenance	E 6501.00.571.00.48.0006	76.43 in
	3	Drain rock - Labor	E 6501.00.571.00.48.0011	1,298.62 in

Invoice Accounting Report by Vendor Name

San Juan County

4 Tax - Drain rock - Labor E 6501.00.571.00.48.0011 105.19 in
Vendor Total: 2,423.79

Vendor Number: har148 Name: HARDEE, REBEKAH

Invoice Number	Line No	Line Description	Account Number	Amount Type
0509rh	1	Program Support - April 26 - May 3	E 6501.00.571.00.41.0001	75.00 in

Vendor Number: her155 Name: HERITAGE PORTABLE BUILDINGS

Invoice Number	Line No	Line Description	Account Number	Amount Type
PTG-24-1428-032817	1	Buck Park Storge building	E 6501.00.594.71.63.0010	13,726.54 in

Vendor Number: is1730 Name: ISLAND HARDWARE & SUPPLY, INC.

Invoice Number	Line No	Line Description	Account Number	Amount Type
is0509	1	Baseball Supplies	E 6501.00.571.00.31.0100	22.42 in
	2	Supplies - Buck Park general	E 6501.00.571.00.31.0019	121.33 in
	3	Athletic Equipment	E 6501.00.571.00.35.0100	44.76 in
	4	Buck Park Improvement materials	E 6501.00.594.71.63.0010	2,092.17 in
		Vendor Total:		2,280.68

Vendor Number: lam155 Name: LAMBIE, KIM A.

Invoice Number	Line No	Line Description	Account Number	Amount Type
0509kl	1	Program Support 4/30-5/8	E 6501.00.571.00.41.0001	187.50 in

Vendor Number: orc121 Name: ORCAS ISL CHAMBER OF COMMERCE

Invoice Number	Line No	Line Description	Account Number	Amount Type
6430	1	Annual Membership 04/01/2017 -	E 6501.00.571.00.41.0019	75.00 in

Vendor Number: orc195 Name: ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description	Account Number	Amount Type
is0509	1	June Rent Units #148 and 154	E 6501.00.571.00.45.0002	260.00 in

Invoice Accounting Report by Vendor Name
San Juan County

2 May Rent Unit 154

E 6501.00.571.00.45.0002

157.17 in
417.17

Vendor Total:

Vendor Number: orc826

Name: ORCAS ONLINE, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
oi0509	1	Internet services - June 2017	E 6501.00.571.00.42.0004	74.00	in

Vendor Number: orc142

Name: ORCAS RECYCLING SERVICES (INC)

Invoice Number	Line No	Line Description	Account Number	Amount	Type
ors0509	1	Contruction debris dump	E 6501.00.571.00.47.0013	1,146.00	in

Vendor Number: pha655

Name: PHALAN, ROBERT

Invoice Number	Line No	Line Description	Account Number	Amount	Type
bp0509	1	Ref - March Mayhem	E 6501.00.571.00.41.0001	125.00	in

Vendor Number: pro147

Name: PROSTOCK ATHLETIC SUPPLY, INC.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
pro0509	1	Orcas baseball athlelct equip/uniforms	E 6501.00.571.00.35.0100	368.60	in

Vendor Number: san180

Name: SAN JUAN CO TREASURER

Invoice Number	Line No	Line Description	Account Number	Amount	Type
02953	1	Quarterly fees - 1st Quarter 2017	E 6501.00.571.00.41.0007	284.85	in

Vendor Number: san275

Name: SAN JUAN SANITATION CO INC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sis0509	1	April - Buck Park trash	E 6501.00.571.00.47.0013	24.73	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
sea0509	1	Crushed Rock, Pea Gravel	E 6501.00.594.71.63.0010	2,220.52	in

Vendor Number: sta065 Name: STARR EXCAVATION & ORCAS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
starr0509	1	Sani can rent and service - April	E 6501.00.571.00.47.0011	520.00	in

Vendor Number: tre105 Name: TREE DOCTOR

Invoice Number	Line No	Line Description	Account Number	Amount	Type
Jo0509	1	Buck Park Tree Inspection - April 2017	E 6501.00.571.00.48.0011	250.00	in

Vendor Number: wes146 Name: WEST, MARCIA J.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
mw0509	1	USPS - Summer Mailing	E 6501.00.571.00.42.0001	699.19	in
	2	Maintenance reimbursement -	E 6501.00.571.00.48.0006	143.31	in
	3	Reimbursement - Fence housing	E 6501.00.594.71.63.0010	100.00	in
	4	Reimbursement- Athletic supplies	E 6501.00.571.00.31.0100	60.00	in
	5	Printing for Less - Summer 2017 Post	E 6501.00.571.00.41.0020	1,004.72	in
Vendor Total:				2,007.22	

Vendor Number: win830 Name: WINDSOCK FARMS & EXCAVATION

Invoice Number	Line No	Line Description	Account Number	Amount	Type
9074	1	Buck Park Improvements - site prep/	E 6501.00.594.71.63.0010	5,848.00	in
	2	Tax - Buck Park Improvements - site	E 6501.00.594.71.63.0010	473.69	in
Vendor Total:				6,321.69	
Grand Total:				35,702.03	



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: 04/30/17		Due by: 05/26/17		Delinquent: 05/31/17	
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE
2960959-SJ		ORCAS PARK & RECREATION D - 95 SWORD FERN LN			206.31
QUANTITY	DATE	DESCRIPTION			AMOUNT
1	12/22/16	PAYMENT			-206.31
1	04/30/17	RENT 2-YD SPECIAL Prorated Startup Prorated S			12.13
1	04/30/17	RENT CO-MINGLE 2YD Prorated Startup Prorated S			10.40
1	04/30/17	14.5% SAN JUAN COUNTY EXCISE TAX			1.76
1	04/30/17	3.6%STATE REFUSE TAX			0.44
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		04/30/17	Aging 0-30 \$ 24.73	31-60 0.00	61-90 0.00
			Over 90 0.00	Total 24.73	BALANCE DUE 24.73

DIG THIS! We've got dirt—and more!

.....

Summary Section	
Previous Balance:	206.31
Payments:	-206.31
Balance Forward:	0.00

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



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

Due by: 05/26/17

Phone: 360-376-4709 ■ 1-877-249-1467

Make Checks Payable To:
SAN JUAN SANITATION CO.

ACCOUNT NUMBER

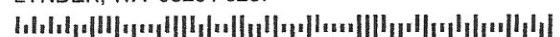
2960959-SJ

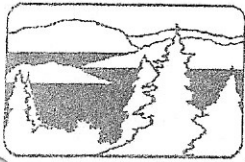
PREVIOUS BALANCE:	206.31
PAYMENTS:	-206.31
BALANCE FORWARD:	0.00
CURRENT CHARGES:	24.73
BALANCE DUE:	24.73

ENTER AMOUNT
BEING PAID

157 1 AV 0.373 158 / 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





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

INVOICE 02953

Page 1 of 1



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

DUE DATE	04/24/2017
INVOICE DATE	04/24/2017
CUSTOMER #	0038
AMOUNT DUE	284.85

AMOUNT PAID 284.85

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		137.76
Quantity @ \$3.28	42	
Payroll Warrants		108.00
Quantity @ \$7.20	15	
Miscellaneous Auditor charges		31.39
Postage Charge	31.39	
Miscellaneous Charge	0.00	
A/P Warrant Stock		4.20
Quantity @ \$0.10	42	
Envelope Stock		2.00
Quantity @ \$.035	57	
Payroll Warrant Stock		1.50
Quantity @ \$0.10	15	
Total Amount Due:		284.85
Quarterly Fees - 1st Quarter 2017		
CUSTOMER # 0038	INVOICE # 02953	PAYABLE UPON RECEIPT
		284.85

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
05/20/2017	\$164.50

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

82.25

Make Checks Payable to **EWUA**

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

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

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

Please Detach and Remit Stub with Payment

Eastsound Water Users Association

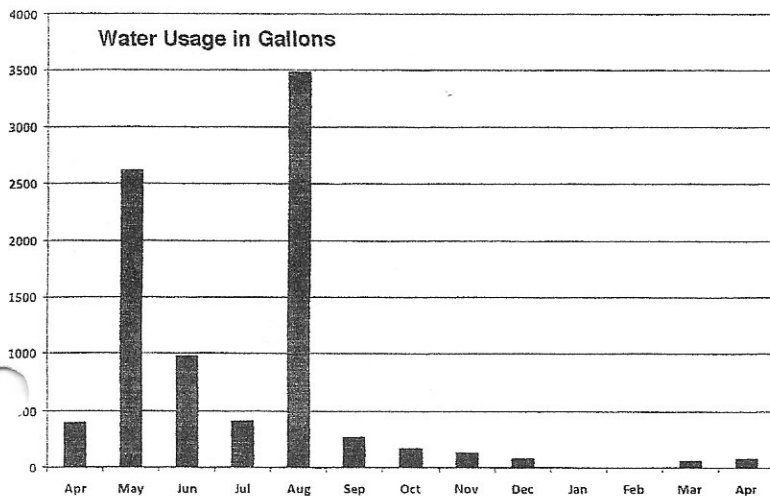
286 Enchanted Forest Road, Suite B102
PO Box 115, Eastsound WA 98245
Phone: (360) 376-2127 Fax: (888) 523-2470
www.eastsoundwater.org EWUA@rockisland.com

OI PARK & RECREATION DISTRICT
C/O: 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	05/20/2017

Billing Date	Service Dates Starting Ending	Meter Readings Previous Current	Usage (gallons)	Charge Amount
04/20/2017	PREVIOUS BALANCE 03/20/2017 - 04/20/2017	8,728 8,816	88	\$82.25 \$82.25

Confirmed on 5/9/17 - ONLY \$ 82.25 is DUE.
PAYMENT from April crossed in mail was rcvd. 4/24/17.
Fl



Total Amount
Due

\$164.50

\$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...



MARCIA WEST
ORCAS ISLAND PARK & REC

Account Number: ##### 1739
Closing Date: 05/01/17
Credit Limit: \$3,000.00
Available Credit: \$2,295.06

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

Account Summary

Previous Balance	\$	797.91
Purchases	+	2,010.57
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	2,103.54
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	704.94

Payment Information



Total Minimum Payment Due \$25.00
Payment Due Date 05/26/17

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
04/05	04/06	PPLN01	55310207096200988600038	ORCAS ISLAND HDWE EASTSOUND WA	\$ 64.84
04/07	04/09	PPLN01	55310207098200987200127	ORCAS ISLAND HDWE EASTSOUND WA	48.75
04/07	04/09	PPLN01	55429507097894257171489	KRANOSCOP 2173242712 IL	1,083.90
04/10	04/11	PPLN01	55310207101200987500455	ORCAS ISLAND HDWE EASTSOUND WA	40.59
04/13	04/13	PPLN01	55432867103000307587261	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	32.85
04/13	04/14	PPLN01	55432867103000730188265	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	20.00
04/14	04/14	PPLN01	55432867104000790173347	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	62.97
04/14	04/16	PPLN01	55432867104000377541783	VBS*VONAGE BUSINESS 866-901-0242 GA	99.60
04/19	04/21	PPLN01	55541867110010187005523	THE HOME DEPOT #8561 BURLINGTON WA	442.00
04/19	04/21	PPLN01	55541867110010187006802	THE HOME DEPOT #8561 BURLINGTON WA	82.64
04/20	04/21	PPLN01	55432867110000803165472	INTUIT *QB ONLINE 800-286-6800 CA	32.43
Payments, Adjustments and Others					
04/25	04/25		000000000000000000000000	PAYMENT - THANK YOU	2,103.54

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Account Number

5532 3700 0009 1739

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

Closing Date

05/01/17

New Balance

\$704.94

Total Minimum
Payment Due

\$25.00

Payment Due Date

05/26/17

AMOUNT OF PAYMENT ENCLOSED

\$ 772.49

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



2320

MAKE CHECK PAYABLE TO:

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

86 5532 3700 0009 1739 00002500 00070494 8

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

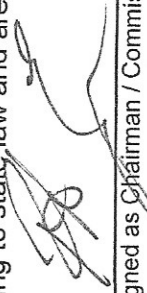
DATE: 11-May-17 Page 1 of 3

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$179.10


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.

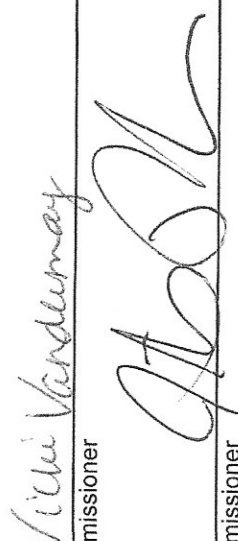
Board Authorization


Signed as Chairman / Commissioner Date 5-11-17

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

\$ 179.10 for the period ending May 11, 2017 We approve payment with our signatures below.

Commissioner Date
 5-11-17
Commissioner Date

Commissioner Date
 5-11-17
Commissioner Date

aplAVnn
05/10/2017

7:21:11PM

Invoice Accounting Report by Vendor Name
San Juan County

Page: 1

Vendor Number: sta895

Name: STATE OF WASHINGTON

Invoice Number	Line No	Line Description	Account Number	Amount	Type
603231409	1	State Sales Tax - April	E 6501.00.589.30.00.0000	179.10	in

Grand Total: 179.10

Page: 1



April 2017

ORCAS ISLAND PARK & RECREATION DISTRICT 603-231-409

EFT Credit Payment[<< Return to Summary Page](#)**Please confirm your payment information:****Payment Method:** EFT Credit**Amount Due:** 179.10**Payment Amount:**

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: 4/1/2017 END DATE: 4/30/2017

glWAMonthly

5/8/2017 10:06:46AM

Fiscal Year: 2017

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			236,480.96	
212	SALARY PAYABLE	8,411.23			
231	OTHER ACCRUED LIABILITIES	2,626.52			
310	TAXES	92,191.94			
330	INTERGOVERNMENTAL REVENUE	11.21			
340	CHARGES FOR GOODS AND SERVICES	2,308.83			
380	NONREVENUES	180.15			
	TOTAL RECEIPTS		105,729.88		
212	SALARY PAYABLE	8,411.23			
231	OTHER ACCRUED LIABILITIES	2,626.52			
570	CULTURE AND RECREATION	30,988.81			
580	NONEXPENDITURES	384.32			
590	DEBT SERVICE AND OTHER	10,593.67			
	TOTAL DISBURSEMENTS		53,004.55		
101	ENDING CASH BALANCE				289,206.29
				GL ENDING CASH BALANCE	289,206.29
				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	10-Jun	coaches/staff	various fields
Dance	46	10-Jun	Moss	various
Soccer, Baturay	7	28-May	Baturay	Buck Park
Soccer, Spring	39	24-May	coaches/staff	Field 1
Running Club	27	19-Jun	Kulper	Buck Park
T-ball	30	24-May	coaches	Fields 5/7
Drop-in Programs				
Pickleball - Mon/Thurs	participants avg each time:			
Pickleball - Sunday a.m.	12			
Volleyball - Wednesdays	9			
Basketball - Tuesdays	12			
Teen Open Gym - Mondays	21			
Upcoming Activities - see Summer Activities flyer	10			
Youth enrolled per week = 244				
Average at drop-in = 64				

Commissioners' Action Items

- REMINDER – Position 2 and Position 4 are up for reelection – must file the week of May 15 – 19.
- Review of Water Rights Agreement.
- Review of Land Bank Operating and Maintenance Agreement.
- Draft development is needed for the next 6-year comprehensive plan

Buck Park Maintenance & Management

- Multi-court has been completed with the east apron concrete pour and repairs to the fence panel on the southeast corner, which is now a gate.
- Dugouts are nearing completion, and need storage areas built-out, siding, doors, and roofing to wrap it up.
- Plans on layout and furnishings for the playground are still in the works. The equipment has been moved and is staged in the new area. The sandpiper chicks have hatched and are busy wandering the park, they should take flight in the next week or two. Once they are on their way we can move forward with constructing the playground area.
- Off Leash area is getting the final touches on grading, bark spreading, and grass seed.
- Removal of the old Buck Park storage shed is complete. After several folks came to look at it, it was determined that it was past it's useable and safe life. It was demolished and cleared to the landfill.
- Justin Frausto prepped the pad for the new storage building location. The building arrived this morning and is in place. Next steps include trenching power to the location and interior lighting and wall/flooring finishes. Power to the park is currently off until the trench is complete and the power has been moved and secured to the new building.
- Will S. and the Eagle Scout crew worked hard over the last couple weekends to complete their section of the play area fence. Next steps will be the finish work. Additionally, we are building a retaining seat wall along the east side of the play area and installing drainage on both sides of the wall.

Buck Park Improvement - Project Tracking and Budget

updated as of: 5/11/17

BUDGET SUMMARY

As of April 30, 2017
Balance: \$289,206.29

Apr. Expenses:

\$41,966.80

Apr Revenue:

\$94,692.13

Difference from budget

Budgeted Balance:

\$227,385

Actual Balance:

\$289,205

Difference: +\$61,820

INFRASTRUCTURE INVESTMENT

	2016	Q1 2017	apr	may	jun	Q2 2017
1.16 Infrastructure Refurbish & Repair BP Sand Volleyball Court	3,228	0	4,336	4,532	0	8,868
1.17 New Multi-Use Court	6,250	0	0	0	0	0
1.2.1.3 New Multi-Use Court Fence	24,000	0	600	0	0	600
1.4 Dugout Repairs / Roofing	12,000	0	0	0	0	0
1.5 Spectator Seating	3,800	120	241	671	0	912
1.6 BP Shed Repair and Expansion	0	0	0	0	0	0
1.7 Playground Repair and Upgrade	0	0	973	16,850	1,500	19,323
1.8 Seasonal Fencing	3,000	3,763	2,400	3,492	5,500	11,392
1.9.1.10 OOLA Development	0	4,300	0	0	0	0
1.11 Skatepark Repairs	0	4,000	1,924	0	3,000	4,924
1.12 Field One Upgrade & Irrigation	0	0	0	500	0	500
1.14 Misc./Contingent incl. major repairs	0	0	0	0	6,000	6,000
TOTAL EXPENSES:	56,278	12,183	10,474	26,045	17,500	54,019

Administrative Task Update

- Land Bank lease agreement is being reviewed by legal.
- Astech continues park mapping. A break in the irrigation line has now been repaired, and work can resume on mapping all irrigation components.
- work for the as-built is in progress.
- Annual audit will be complete next week.
- Both Josh Culp and Brooke Bruland are onboard and doing well.
- Remote office locations are working. It has taken some adjustments to establish best meeting times and new protocols.
- Survey work on the southside Buck Park trees has been completed and is ready for review.
- Estimates have been completed by Grindline for skate park repair. Next step will be with the Community Foundation to establish funding limits for the work.
- Additional coordination is needed with OOLA to ensure that they are the fundraisers for furnishings and signage.
- Reminder – Position 2 and Position 4 (Bob and Justin) are up for re-election and MUST FILE the week of May 15th - 19th.

Buck Park Improvement - Project Tracking and Budget
updated as of: 5/11/17

	2016	Q1 2017	apr	may	jun	Q2 2017	jul	aug	sept	Q3 2017	Q4 2017	2017
INFRASTRUCTURE INVESTMENT												
1.16	3,228	0	4,336	4,532	0	8,868	0	0	0	0	0	8,868
1.1	6,250	0	0	0	0	0	0	0	0	0	0	0
1.2,1.3	24,000	0	600	0	0	600	0	0	0	0	0	600
1.4	12,000	0	0	0	0	0	0	0	0	0	0	0
1.5	3,800	120	241	671	0	912	0	0	0	0	0	1,032
1.6	0	0	0	0	0	0	3,000	1,000	0	4,000	0	4,000
1.7	0	0	973	16,850	1,500	19,323	0	0	0	0	0	19,323
1.8	3,000	3,763	2,400	3,492	5,500	11,392	0	0	0	0	0	15,155
1.9, 1.10	0	4,300	0	0	0	0	0	0	0	0	0	4,300
1.11	0	4,000	1,924	0	3,000	4,924	0	0	0	0	0	8,924
1.12	0	0	0	500	0	500	0	10,000	0	0	0	0
1.14	0	0	0	0	6,000	6,000	4,000	0	14,000	18,000	0	24,000
Misc./ Contingent incl. major repairs	4,500	0	0	0	1,500	1,500	0	200	0	200	0	1,700
TOTAL EXPENSES:	56,778	12,183	10,474	26,045	17,500	54,019	7,000	11,200	14,000	22,200	0	87,902

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

5-5-17

BASE
BALL
FIELD

1
2
3
4

N ↑

SERVICE
ROAD

TREE INSPECTION

SACR
FIELDS

5
6

5
6

BUCK PARK

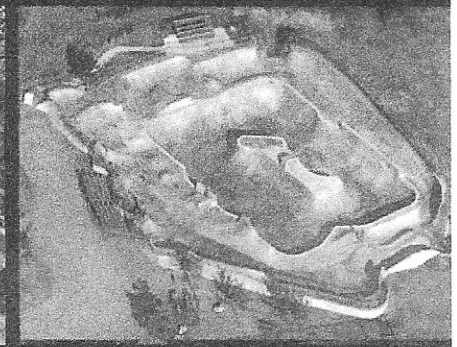
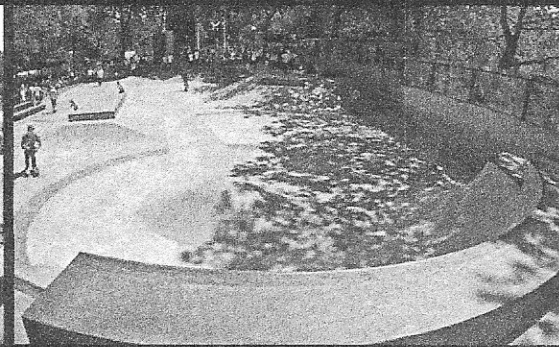
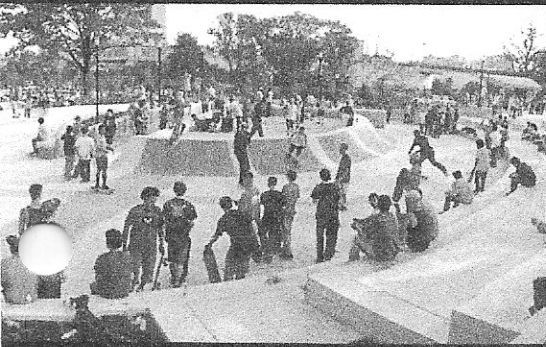
GRINDLINE

CONCRETE SKATEPARK DESIGN & CONSTRUCTION



SKATEPARK ASSESSMENT

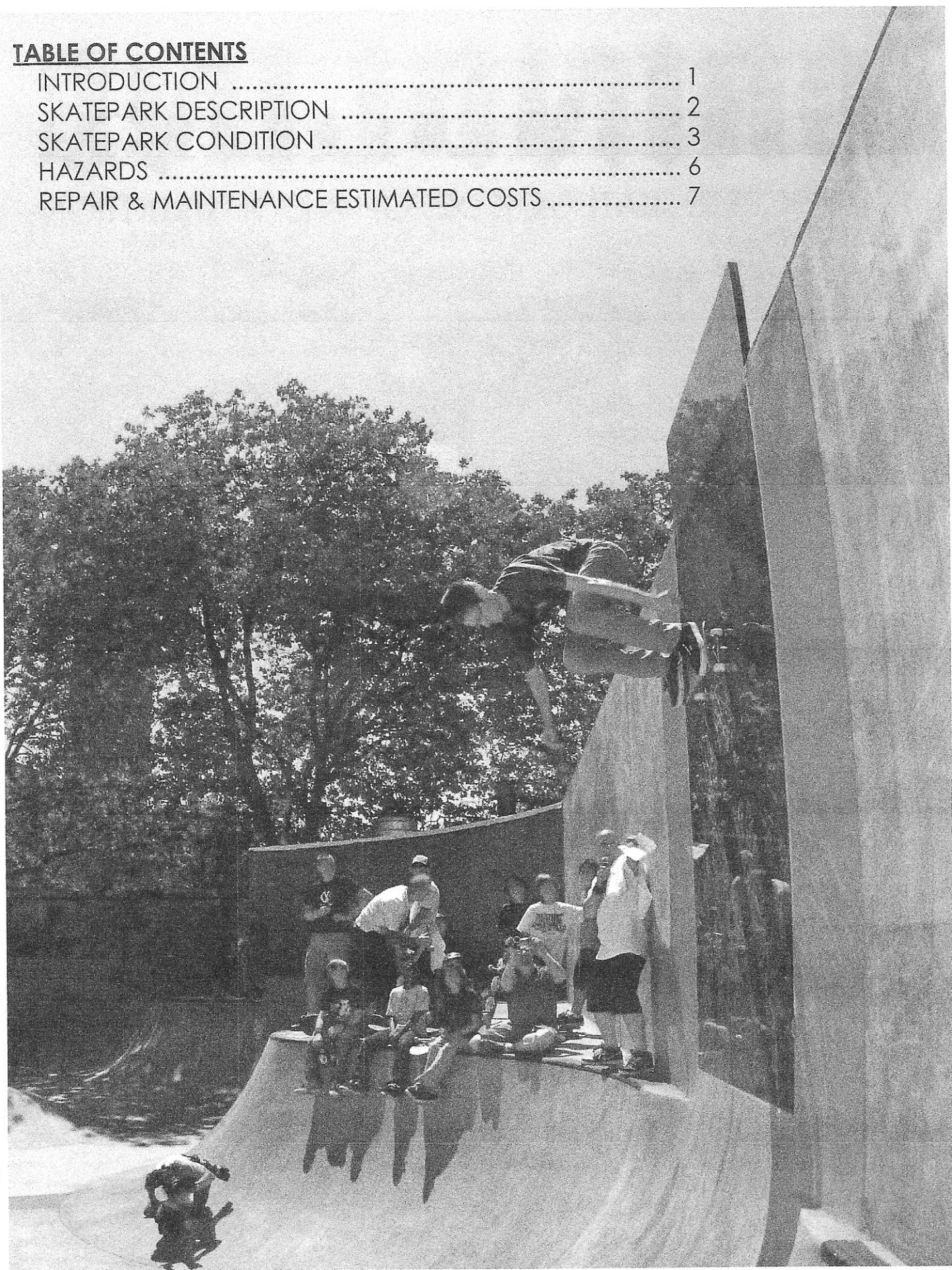
ORCAS ISLAND SKATEPARK
ORCAS ISLAND, WA



4619 14TH AVE SW SEATTLE, WA 98106 • PH. 206.932.6414 • FAX 206.932.6840 • WWW.GRINDLINE.COM

TABLE OF CONTENTS

INTRODUCTION	1
SKATEPARK DESCRIPTION	2
SKATEPARK CONDITION	3
HAZARDS	6
REPAIR & MAINTENANCE ESTIMATED COSTS	7



INTRODUCTION

GRINDLINE SKATEPARKS, INC.

We use best management practices and our collective experience in the field of Skatepark Design and Build to assess skateparks in terms of condition, safety, function, etc...

Please note that while we highlight the good points of the skatepark in descriptions and some photos, the main focus of the assessment will help clarify the results and guide Orcas Island's decision making process.

This assessment identifies and outlines the current function and condition of the skatepark, cost of repairs, potential hazards and a strategic plan for repair and/or upgrade/replacement.



DESCRIPTION

LOCATION:

301 Mt Baker Rd.
Eastsound, WA 98245

Buck Park

THE ORCAS ISLAND PARK AND RECREATION DISTRICT OPERATES BUCK PARK LOCATED JUST NORTH OF THE SCHOOL ON MT. BAKER ROAD. THE PARK INCLUDES A WORLD-CLASS SKATEBOARD PARK, TENNIS, BASEBALL AND SOFTBALL FIELDS, SOCCER FIELDS, RUNNING TRAIL, AND A SAND VOLLEYBALL COURT. ORCAS PARK AND REC IS CURRENTLY WORKING TO UPGRADE FENCING AT THE BASEBALL / SOCCER FIELDS AND REVITALIZE THE VOLLEYBALL COURT.

ORCAS ISLAND SKATEPARK HISTORY

From Orcas Island Parks & Rec. Website: <http://orcasparkandrec.org>

The Orcas Island Skatepark / Scott Stamnes Memorial Skatepark was built in 2002. The founders of the now legendary skatepark design/build firms of Grindline and Dreamland created the park. They built the park by skating and dreaming each zone from the giant bowl to the death box. The park draws skaters from around the world and is a monument to local skaters. 2017 marks the fourteenth year of this grand monster of a park. The park is still a ride to be reckoned with and provides a challenge for both beginners and experts

The current skatepark was built by Mark Hubbard and the Grindline crew. The Orcas Island skatepark was one of the first Grindline Skateparks - setting the bar for what a timeless Pacific Northwest Skatepark is.



SKATEPARK CONDITION

PHYSICAL CONDITION OF SKATEPARK

Given that skateparks are relatively new in terms of construction (the oldest surviving facilities date back to the late 1970's) it is difficult to determine how long skateparks that are built to today's standards of construction will last – both in terms of condition and function. We can only assess skate parks on their current appearance.

Skatepark condition covers items including:

HAZARDS

DAMAGE (WEAR & TEAR)

SPALLS AND CRACKS

DIFFERENTIAL SETTLEMENT

SURFACE FINISHES

Good: The skatepark is beginning to age and shows a noticeable level of wear and tear. An increase in the level of regular maintenance is required to maintain its performance and minor repairs / upgrades / improvements should be implemented at this time (funding / design / construction).

The Orcas skatepark will need significant repairs to be brought back to its original state.

Flat Bottom of Bowl:

There are two sections of the bowl that the flat bottom has failed and will need to be torn out and replaced.

This work would be the top priority.

Approx. 600 Sq/Ft.

Cracks & Seams:

Many of the cracks and seams have been routed out and filled with a cement type material that is failing and causing an rough ride as well a fall hazard from the repair material ending up all over the skatepark. Most of the seams can be ground down and filled creating a seamless ride.

There has been some differential settlement causing uneven seams in some areas at the edge of the park, that will need to be repaired Any settlement and cracking happened in the first few years of the park and appears to have stopped. With proper repairs the uneven seams can be grinded down and filled with a repair material.

Approx. 2,500 LF

Pool Coping

The pool coping is in relatively good condition, although there are sections that need immediate attention.

PHYSICAL CONDITION OF SKATEPARK

The supporting photos and descriptions outline the specifics of our assessment. Based on these, and our site visit, the skatepark has been rated as:

Good

The skatepark is beginning to age and shows a noticeable level of wear and tear. An increase in the level of regular maintenance is required to maintain its performance and minor repairs, upgrades, improvements should be implemented at this time (Funding, Design and Build).

END OF LIFE ESTIMATE = 10 - 15 YEARS

HAZARD: IMMEDIATE ACTION REQUIRED



Surface Finish Damage

2 Areas of Flat Need to be Removed and replaced in the bowl.

This work is the priority

HAZARD: IMMEDIATE ACTION REQUIRED



Surface Finish Damage

2 Areas of Flat Need to be Removed and replaced in the bowl

This work is the priority

HAZARD: IMMEDIATE ACTION REQUIRED



Damage – Uneven Edges

Uneven edges and the attempted repair need to be ground down and filled with a flexible epoxy.

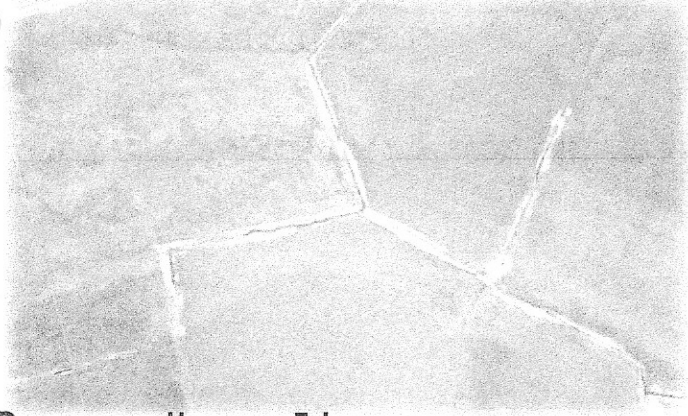
HAZARD: IMMEDIATE ACTION REQUIRED



Damage - Uneven Edges

Uneven edges and the attempted repair need to be ground down and filled with a flexible epoxy.

HAZARD: IMMEDIATE ACTION REQUIRED



Damage – Uneven Edges

Uneven edges and the attempted repair need to be ground down and filled with a flexible epoxy.



Damage - Coping Mortar Bed

The coping is in good condition. The mortar bed in some spots has damage and causes some uneven seams on the deck.



Coping and Deck Damage

Cracks behind coping in deck and grout joints of coping need to be repaired and or replaced.

HAZARD: IMMEDIATE ACTION REQUIRED



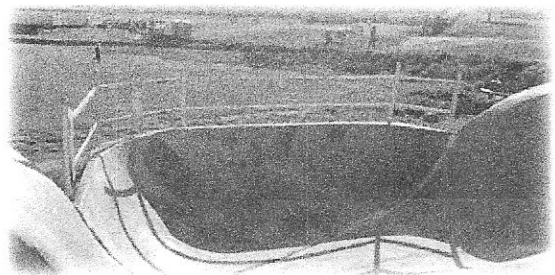
Damage – Uneven Edges

Uneven edges and the attempted repair need to be ground down and filled with a flexible epoxy.



Surface Wear

Because of the age of the park some areas are becoming rough. Re- Sealing the park at this time would prolong the life of the concrete. Grinding smooth some of the rough areas is also an option.



Fence in the way

Fence could be moved back 3' and placed in the grass. This would create a new option to skate and also not pose the risk of someone hurting themselves on the fence. There are also bolt sticking out of the fence that pose a danger.

HAZARDS

This section highlights any potential hazards needing immediate attention to reduce risk to The Orcas Island. Parks and Recreation District. Please also refer to the detailed descriptions and photos in the previous sections.

HAZARD: THE SKATEPARK HAS ISSUES AFFECTING THE SAFETY OF USERS. EXTREMELY WORN SURFACES, DAMAGE, STRUCTURAL FAILURE, ETC.

IMMEDIATE ACTION REQUIRED:

Repair:

Surface Finish Damage

The concrete in 2 areas of the flat bottom of the bowl are failing and need to be removed and replaced. Patching repairs have been tried and have made the area worse. This work should be the top priority as it creates a hazard and prevents the bowl from being used properly.

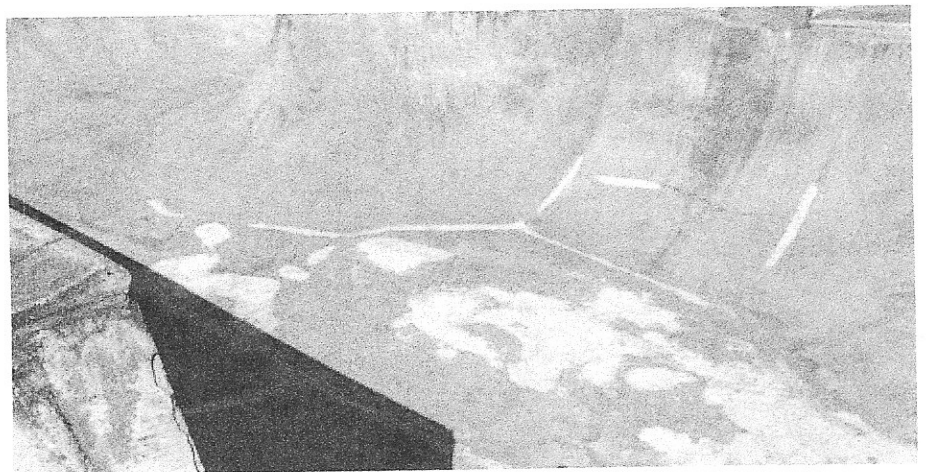
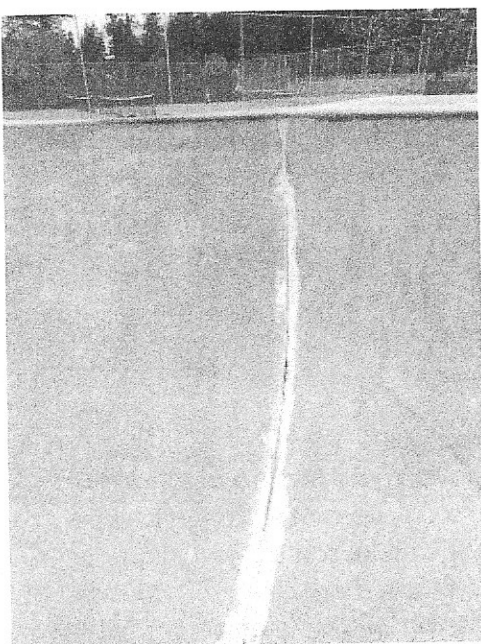
- **Approx 600 SQ/Ft of concrete flat to be removed and replaced.**

Uneven Edges and Seam Damage

Many of the cracks and seams have been routed out and filled with a cement-all type material that is failing and causing a rough ride as well as a fall hazard from the repair material ending up all over the skatepark. Most of the seams can be ground down and filled creating a seamless ride.

There has been some differential settlement causing uneven seams in some areas at the edge of the park, that will need to be repaired Any settlement and cracking happened in the first few years of the park and appears to have stopped. With proper repairs the uneven seams can be grinded down and filled with a repair material.

- **Approx 2500 LF of seams**



REPAIR AND MAINTENANCE ESTIMATED COSTS

Maintenance and repairs are required to keep the Orcas skatepark safe and usable. The prices given are a range for planning purposes and approximate. A bid will be given and exact scope of work agreed upon. Many of the items can be scaled back to work with the budget.

Repairs

- Demo Approx. 600 Sq./Ft. of Flat Bottom in the Bowl = \$3,000
- Pour Approx. 600 Sq./Ft. of 4000PSI Concrete in Flat Bottom of Bowl = \$6,000
- Grind down all uneven seams Approx. 2,500 LF = \$4,000 - \$8,000
- Remove all old repair material from cracks = \$1,500 - \$3,000
- Fill cracks with high end, seamless joint sealant 2,500 LF = \$9,000 - \$15,000

Maintenance

- Repair pool coping - reset pool coping in mortar bed where failed, replace broken blocks as needed. = \$6,000 - \$10,000
- Reseal entire skatepark with penetrating concrete sealer = \$8,000 to \$12,000

Improvements

- Move Fence back from pocket so the lip can be used **Local Contractor**

The repairs should be the priorities to address and the flat bottom done in 2017 at the very least. Resealing and Coping could be done in the next years if funding is an issue.

ReSealing yearly with a high end penetrating sealer is the most beneficial item that can be done to help preserve the skatepark, -along with some basic repairs this will keep the Orcas skatepark going for years to come.

A few items need to be addressed immediately in order to keep the skatepark in a safe operating state. Other items can be prioritized and taken care of as funding becomes available.

