

Public Meeting
September 14, 2017

Meeting Minutes September 14, 2017

Orcas Island Park and Recreation District Commission
Public Meeting, September 14, 2017
Eastsound Fire Station
5:00 P.M. - 7:00 P.M.

I. CALL TO ORDER – 5:11 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 - *late, arrived 5:17pm*
Seat 5: Deb Jones - *present*

Staff present: Marcia West (Director)

II. PUBLIC COMMENT

None

III. MONTHLY AGENDA

1. **Previous Minutes** – August 10, 2017 and Special Meeting September 7, 2017
MOTION: Vicki moved to approve the August 10, 2017 public meeting minutes and the Special Meeting September 7th minutes; seconded by Bob; and it was approved unanimously.
2. **Employees Pay Slip**
MOTION to approve employees pay slip for \$10,766.00 by Vicki; seconded by Deb; and it was approved unanimously.
3. **Payment of Claims**
MOTION: to approve the September Claims Payment #6501 for \$12,968.85 by Justin; Vicki seconded and it was approved unanimously.

MOTION: to approve the August 27th Auditor's Voucher certification and approval Payment #6501 for \$10,102.31 by Justin; Deb seconded and it was approved unanimously.

MOTION: to approve the sales tax payment of \$249.77 to the Department of Revenue, Justin moved to approve; Deb seconded and it was approved unanimously.

V. MONTHLY BUSINESS

1. Financial

<Monthly Financial Statement>

See attached Monthly Financial Statement. Account Balance as of August 31st is \$179,556.91, and the mid-month claim for insurance has been reflected in this balance.

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

<Director's Report>

See attached Director's Report. Justin will provide a forklift for removing debris from skatepark. Marcia will ask Doe Bay for Super Sacks.

Dog Park

Bob ordered supplies for water fountains and reservoirs. Eastsound Water will be installing the point of connection with OIPRD providing the labor for digging and trenching.

Dugout

The dugouts are nearing completion, roofing material should arrive this coming week. Wood should be sealed, preferably a driftwood color. A bid for chain link and horse fence panels will be sought. Deb will identify some stain and sealant options for review.

VI. UNFINISHED BUSINESS

1. Office Space at Funhouse – Remodel / Build-Out

Justin indicated the office space should be ready for move in within the next two weeks. A work party will be needed for counter build out and moving furnishings back in.

2. Skate Park Contract and Funding

The contract is being revised by Grindline and will include the sealants and joint compound. Marcia will make final arrangements for concrete removal. We should hear the contract details for the grant from San Juan County within the next few weeks.

3. Staffing – Need Facility Supervisor

Need to find someone to replace Bari as Facility Supervisor. Currently relying on Brooke as interim supervisor. We have posted an add on facebook for the position.

VII. NEW BUSINESS

1. 2018 Budget Review

Marcia will take out ads in the paper notifying public. Public hearing will be a part of the November public meeting.

2. Fall Programs – Need for soccer coaches and facility rentals

Vicki will inquire with a new employee who may be able to coach. Dance rental space is pending. Marcia said, "We have tutus on the street at the moment."

Public Meeting
September 14, 2017

3. Port Orcas Resolution for Additional Funding

Final review postponed until October review.

Deb suggested a press release be completed to notify the skate park stakeholders of future changes.

4. New Utility Vault – Purchase and installation

Bob will secure the vault from Rock Island potentially free of charge. Justin will excavate for installation. Marcia suggests using a toner to keep track of wiring.

VIII. ADJOURNMENT MOTION With no further agenda, comments, or discussion, Justin moved to adjourn, seconded by Deb at 6:08 pm, unanimously approved.

The meeting was adjourned at 6:08 pm.

Addenda:

Claims Payment Request – September 14

Claims Authorization, Voucher certification – August 27th

Claims Payment Request – DOR August

Monthly Financial Statement

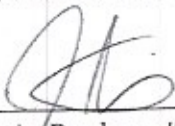
Director's Report

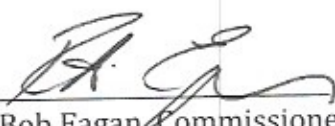
Resolution 2017-2 with Contract to Borrow

Public Meeting minutes for September 14, 2017

Approved by motion on this 12th day of October, 2017

Signed and attested this _____th day of _____, 2017


Justin Paulsen #4,
Secretary


Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

DATE: 14-Sep-17

Page 1 of 5

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$12,968.85

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 \$ 12,968.85 for the period ending September 14, 2017 We approve payment with our signatures below.

Commissioner _____ Date _____

Commissioner Steve Henderson Date 9-14-17

Signed as Chairman/Commissioner

 9.14.17

Date

Commissioner Michael Jones Date 9-14-17Commissioner Steve Henderson Date 9-14-17

InveDpst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 1

Document #: 1 Posting #: 133877 Group: mwtest Status: Active
Invoice#: ban0914 Tran Date: 9/15/2017
Invoice Document#: 610249 Date: 09/15/2017

Vendor: ban155 BANNER BANK

Contract#: VONAGE PHONE AND ORCAS ONLINE Check Type: ap Check/Transfer #:
Description: VONAGE PHONE AND ORCAS ONLINE Check/Transfer Date:
Posted Into: 09/2017 Origin: ap

[New Invoice]

Ln	Type	Doc Source	Description	Account Number	Amount
1	s	invoice	vonage phone and orcas online	E 6501.00.571.00.42.0004	174.08 DB
2	s	invoice	fall athletic supplies & t-shi	E 6501.00.571.00.31.0100	965.33 DB
3	s	invoice	dugout building supplies	E 6501.00.594.71.63.0010	588.28 DB
4	s	invoice	security checks SSCI	E 6501.00.571.00.41.0001	55.50 DB
5	s	invoice	quickbooks online	E 6501.00.571.00.31.0004	32.43 DB
6	s	invoice	office printer ink	E 6501.00.571.00.31.0002	123.56 DB
7	s	invoice	office counter top	E 6501.00.571.00.31.0019	326.70 DB
8	s	invoice	staff t-shirt for fall activi	E 6501.00.571.00.31.0019	135.00 DB
Invoice Total:					2,400.88

[Summaries]

	Doc Source	Description	Account Number	Amount	Per
S*	invoice	Expenditure Control	B 6501.00.292.20.00.0000	2,400.88 DB	9
S*	invoice	Accounts Payable	B 6501.00.211.00.00.0000	2,400.88 CR	9

Balance Sheet Totals: 2,400.88 DB

Difference: 0.00

(50) Error - Document has not been approved.

Document #: 2 Posting #: 133877 Group: mwtest Status: Active
Invoice#: ewua0914 Tran Date: 9/15/2017
Invoice Document#: 610255 Date: 09/15/2017

InveDpst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 2

Document #: 2 Posting #: 133877 (Continued)
Invoice#: ewua0914 Tran Date: 9/15/2017 Group: mwest Status: Active
Invoice Document#: 610255 Date: 09/15/2017

Vendor: eas350 EASTSOUND WATER USERS ASSN
Contract#: BUCK PARK - WATER AUG.
Description: BUCK PARK - WATER AUG.
Posted Info: 09/2017 Origin: ap
Check Type: ap Check/Transfer #:
Check/Transfer Date:

[New Invoice]

Ln	Typ	Doc Source	Description	Account Number	Amount
1	s	invoice	Buck Park - water Aug.	E 6501.00.571.00.47.0012	82.25 DB
InvoiceTotal:					82.25

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	82.25 DB	9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	82.25 CR	9
Balance Sheet Totals:			82.25 DB	0.00

(50) Error - Document has not been approved.

Document #: 3 Posting #: 133877
Invoice#: gyw0914 Tran Date: 9/15/2017 Group: mwest Status: Active
Invoice Document#: 610251 Date: 09/15/2017
Vendor: gr1146 GRIFFINS YARD WORKS
Contract#: MOWING / MAINTENANCE
Description: MOWING / MAINTENANCE
Posted Info: 09/2017 Origin: ap
Check Type: ap Check/Transfer #:
Check/Transfer Date:

[New Invoice]

InvEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 3

Document #: 3
Invoice#: gyw0914
Invoice Document#: 610251

Posting #: 133877 (Continued)
Tran Date: 9/15/2017
Date: 09/15/2017
Group: mwest
Status: Active

Ln	Type	Doc Source	Description	Account Number	Amount
1	S	invoice	mowing / maintenance	E 6501.00.571.00.48.0006	943.55 DB
2	S	invoice	sale tax - mowing	E 6501.00.571.00.48.0006	76.43 DB
3	S	invoice	park drainage and post groud	E 6501.00.571.00.48.0010	1,072.73 DB
4	S	invoice	sales tax - maintenance	E 6501.00.571.00.48.0010	86.89 DB
5	Tax	use-fh	Use Tax - Town of FH	E 6501.00.571.00.48.0010	7.21 DB
Invoice Total:					2,179.60

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	2,179.60	DB 9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	2,179.60	CR 9
S* use-fh	Expenditure Control	B 6501.00.292.20.00.0000	7.21	DB 9
S* use-fh	Accrued Use Tax Payable - FH	B 0001.00.214.10.00.0001	7.21	CR 9
S* use-fh	Cash General Account	B 0001.00.101.10.00.0000	7.21	DB 9
S* use-fh	Cash General Account	B 6501.00.101.10.00.0000	7.21	CR 9
Balance Sheet Totals:			2,194.02	DB
			2,194.02	CR
Difference:				0.00

(50) Error - Document has not been approved.

Document #: 4
Invoice#: iss0914
Invoice Document#: 610258
Vendor: orc195 ORCAS ISLAND STORAGE, LLC
Contract#: OCT. RENT #148 AND #154
Description: OCT. RENT #148 AND #154
Posted Info: 09/2017
Origin: ap
Check Type: ap
Check/Transfer #: Check/Transfer Date:
[New Invoice]

S* = Automatic Summary

Page: 3

InveDpst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 4

Document #: 4 (Continued)
Invoice#: iss0914
Invoice Document#: 610258
Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017
Group: mwest
Status: Active

Ln	Type	Doc Source	Description	Account Number	Amount
1	s	invoice	Oct. rent #148 and #154	E 6501.00.571.00.45.0002	260.00 DB
Invoice Total:					260.00

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	260.00 DB	9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	260.00 CR	9
Balance Sheet Totals:			260.00 DB	
			260.00 CR	
			Difference:	0.00

(50) Error - Document has not been approved.

Document #: 5
Invoice#: jc_20170914
Invoice Document#: 610250
Vendor: cul065 CULP, JOSHUA MOSHE
Contract#:
Description: BUCK PARK DUGOUTS
Posted Info: 09/2017
Origin: ap
Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017
Group: mwest
Status: Active
Check Type: ap
Check/Transfer #:
Check/Transfer Date:
Amount: 2,320.00 DB
Invoice Total: 2,320.00

[New Invoice]

Ln	Type	Doc Source	Description	Account Number	Amount
1	s	invoice	Buck Park Dugouts	E 6501.00.594.71.63.0010	2,320.00 DB
Invoice Total:					2,320.00

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	2,320.00 DB	9

S* = Automatic Summary

Page: 4

InvEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 5

Document #: 5
Invoice#: jc_20170914
Invoice Document#: 610250
Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017
(Continued)
Group: mwest
Status: Active

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S*	invoice	B 6501.00.211.00.00.0000	2,320.00	CR 9
Balance Sheet Totals:			2,320.00	DB
			2,320.00	CR
			Difference:	0.00

(50) Error - Document has not been approved.

Document #: 6
Invoice#: mw0914
Invoice Document#: 610260
Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017
Group: mwest
Status: Active

Vendor: west146 WEST, MARCIA J.
Contract#: MULE FUEL AND GAS CAN
Description: MULE FUEL AND GAS CAN
Posted Into: 09/2017
Origin: ap

Check Type: ap
Check/Transfer #:
Check/Transfer Date:

[New Invoice]

Ln	Type	Doc Source	Description	Account Number	Amount
1	S	invoice	mule fuel and gas can	E 6501.00.571.00.48.0010	15.99 DB
2	S	invoice	printing fall tennis schedule	E 6501.00.571.00.41.0008	11.89 DB
3	S	invoice	trash haul - Buck Park cleanup	E 6501.00.571.00.47.0013	21.00 DB
4	S	invoice	USPS - fall postcard mailing	E 6501.00.571.00.42.0001	776.44 DB
5	S	invoice	Buck Park hose storage and hex	E 6501.00.571.00.31.0019	98.62 DB
6	S	invoice	usps - mailing - photos - base	E 6501.00.571.00.42.0001	23.76 DB
7	S	invoice	courter top brackets - office	E 6501.00.571.00.31.0019	18.74 DB
8	S	invoice	tennis net and posts for new c	E 6501.00.571.00.35.0100	444.00 DB
Invoice Total:					1,410.44

InvEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 6

Document #: 6
Invoice#: mw0914
Invoice Document#: 610260

Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017

(Continued)

Group: mwest

Status: Active

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	1,410.44 DB	9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	1,410.44 CR	9

Balance Sheet Totals: 1,410.44 DB

1,410.44 CR

Difference:

0.00

(50) Error - Document has not been approved.

Document #: 7
Invoice#: ors0914
Invoice Document#: 610254

Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017

Group: mwest

Status: Active

Vendor: orc142 ORCAS RECYCLING SERVICES (INC)

Contract#: INVOICE 1682
Description: INVOICE 1682
Posted Into: 09/2017
Origin: ap

Check Type: ap
Check/Transfer #:
Check/Transfer Date:

[New Invoice]

Ln	Type	Doc Source	Description	Account Number	Amount
1	S	invoice	invoice 1682	E 6501.00.571.00.47.0013	124.00 DB
Invoice Total:					124.00

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	124.00 DB	9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	124.00 CR	9

Balance Sheet Totals: 124.00 DB

124.00 CR

Difference:

0.00

S* = Automatic Summary

Page: 6

InveEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 7

(50) Error - Document has not been approved.

Document #: 8 Posting #: 133877 Group: mwest Status: Active
Invoice#: pro0914 Tran Date: 9/15/2017
Invoice Document#: 610259 Date: 09/15/2017

Vendor: pro147 PROSTOCK ATHLETIC SUPPLY, INC.

Contract#: INVOICE BBT015087-BT03~ Check Type: ap Check/Transfer #:
Description: INVOICE BBT015087-BT03~
Posted Into: 09/2017 Origin: ap Check/Transfer Date:

[New Invoice]

Ln	Typ	Doc Source	Description	Account Number	Amount
1	s	invoice	invoice BBT015087-BT03~	E 6501.00,571.00,35.0100	439.90 DB
InvoiceTotal:					439.90

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00,292.20,00.0000	439.90 DB	9
S* invoice	Accounts Payable	B 6501.00,211.00,00.0000	439.90 CR	9
Balance Sheet Totals:			439.90 DB	0.00

(50) Error - Document has not been approved.

Document #: 9 Posting #: 133877 Group: mwest Status: Active
Invoice#: sjs0914 Tran Date: 9/15/2017
Invoice Document#: 610253 Date: 09/15/2017

Vendor: san275 SAN JUAN SANITATION CO INC
Contract#: ACT#2960959-SJ Check Type: ap Check/Transfer #:
Description: ACT#2960959-SJ
Posted Into: 09/2017 Origin: ap Check/Transfer Date:

[New Invoice]

S* = Automatic Summary

Page: 7

InvEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 8

Document #: 9
Invoice#: sjs0914
Invoice Document#: 610253

Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017

(Continued)

Group: mwest

Status: Active

Ln	Type	Doc Source	Description	Account Number	Amount
1	S	invoice	act#2960959-SJ	E 6501.00.571.00.47.0013	431.78 DB
Invoice Total:					431.78

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	431.78 DB	9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	431.78 CR	9
Balance Sheet Totals:			431.78 DB	
			431.78 CR	Difference: 0.00

(50) Error - Document has not been approved.

Document #: 10
Invoice#: star0914
Invoice Document#: 610256

Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017

Group: mwest

Status: Active

Vendor: sta065 STARR EXCAVATION & ORCAS
Contract#:
Description: SANI CAN RENTAL AND AUG SERVICE
Posted Info: 09/2017 Origin: ap

Check Type: ap Check/Transfer #:
Check/Transfer Date:

[New Invoice]

Ln	Type	Doc Source	Description	Account Number	Amount
1	S	invoice	sani can rental and Aug servic	E 6501.00.571.00.47.0011	320.00 DB
Invoice Total:					320.00

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	320.00 DB	9

S* = Automatic Summary

Page: 8

InveDpst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 9

Document #: 10 (Continued)
Invoice#: start0914
Invoice Document#: 610256
Posting #: 133877
Tran Date: 9/15/2017
Date: 09/15/2017
Group: mwst
Status: Active

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	320.00 CR	9
Balance Sheet Totals:			320.00 DB	
			320.00 CR	
			Difference:	0.00

(50) Error - Document has not been approved.

Document #: 11
Invoice#: gr20170914
Invoice Document#: 610373
Posting #: 133877
Tran Date: 9/17/2017
Date: 09/17/2017
Group: mwst
Status: Active
Vendor: lib142 LIBLIK, TOOMAS *Gary Randall*
Contract#: DUGOUT CONSTRUCTION AND MENTOR
Description: DUGOUT CONSTRUCTION AND MENTOR
Check Type: ap
Check/Transfer #:
Posted Into: 09/2017
Origin: ap
Check/Transfer Date:
Amount

[New Invoice]

Ln	Type	Doc Source	Description	Account Number	Amount
1	s	invoice	Dugout construction and mentor	E 6501.00.594.71.63.0010	3,000.00 DB
Invoice Total:					3,000.00

[Summaries]

Doc Source	Description	Account Number	Amount	Per
S* invoice	Expenditure Control	B 6501.00.292.20.00.0000	3,000.00 DB	9
S* invoice	Accounts Payable	B 6501.00.211.00.00.0000	3,000.00 CR	9
Balance Sheet Totals:			3,000.00 DB	
			3,000.00 CR	
			Difference:	0.00

(50) Error - Document has not been approved.

S* = Automatic Summary

Page: 9

InvEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 11

Vendor Totals		Number of Invoices	Amount	Retained/Withheld Amount	Total
Vendor					
ban155 BANNER BANK		1	2,400.88	0.00	2,400.88
cul065 CULP, JOSHUA MOSHE		1	2,320.00	0.00	2,320.00
eas350 EASTSOUND WATER USERS ASSN		1	82.25	0.00	82.25
grt146 GRIFFINS YARD WORKS		1	2,179.60	0.00	2,179.60
lib142 LIBLIK, TOOMAS	NEED vendor # Gary Randall	1	3,000.00	0.00	3,000.00
orc195 ORCAS ISLAND STORAGE, LLC		1	260.00	0.00	260.00
orc142 ORCAS RECYCLING SERVICES (INC)		1	124.00	0.00	124.00
pro147 PROSTOCK ATHLETIC SUPPLY, INC.		1	439.90	0.00	439.90
san275 SAN JUAN SANITATION CO INC		1	431.78	0.00	431.78
sta065 STARR EXCAVATION & ORCAS		1	320.00	0.00	320.00
wes146 WEST, MARCIA J.		1	1,410.44	0.00	1,410.44
Grand Total:		11	12,968.85	0.00	12,968.85

InvEdPst
09/17/2017 1:46PM

Invoice Edit Listing
San Juan County

Page: 10

		Balance Sheet Fund Totals			
Fund		Debits	Credits	Difference	
0001	County Current - General	7.21	7.21	0.00	
6501	Orcas Island Park and Rec District	12,976.06	12,976.06	0.00	

Eastsound Water

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

Account No.

O064

Location No.

06-0135

Due Date

09/20/2017

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

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

OI PARK & RECREATION
DISTRICT

Member Name

OI PARK & RECREATION
DISTRICT

Service Address

673 MT. BAKER RD (1.75 ERUs)

Account No.

O064

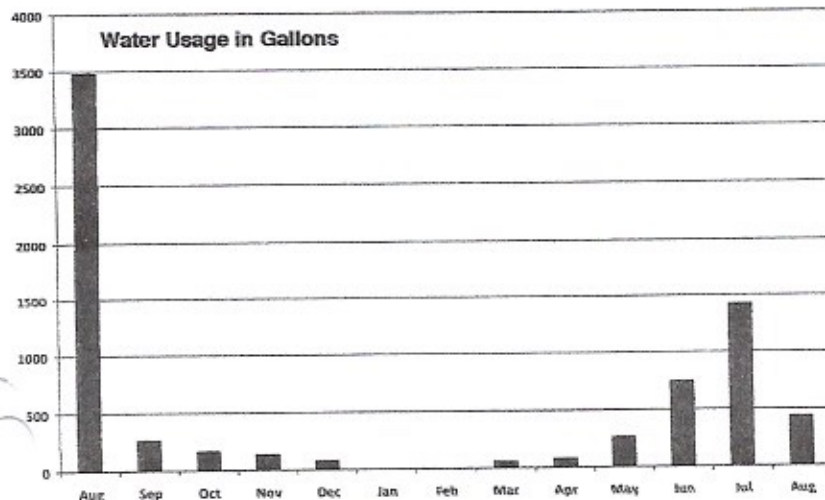
Location No.

06-0135

Due Date

09/20/2017

Billing Date	Service Dates		Meter Readings		Usage (gallons)	Charge Amount
	Starting	Ending	Previous	Current		
08/20/2017	PREVIOUS BALANCE					\$82.25
	07/20/2017 - 08/20/2017		11,263	11,711	448	\$82.25
	PAYMENTS					\$-82.25



Total Amount
Due

\$82.25

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

Special Message

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

INACTIVE ACCOUNTS: \$39/mo/ERU

Direct Online Banking Checks to "EWUA"

Visited new website yet? eastsoundwater.org...



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: 08/31/17		Due by: 09/25/17		Delinquent: 09/30/17	
ACCOUNT NUMBER		SERVICE NAME & ADDRESS			PREVIOUS BALANCE
2960959-SJ		ORCAS PARK & RECREATION D - 95 SWORD FERN LN			420.87
QUANTITY	DATE	DESCRIPTION			AMOUNT
1	08/18/17	PAYMENT			-420.87
5	08/31/17	2-YD SPECIAL			336.50
1	08/31/17	14.5% SAN JUAN COUNTY EXCISE TAX			53.01
2	08/31/17	OVERFULL DUMPSTER			15.12
1	08/31/17	SERVICE:RENT 2-YD SPECIAL PERIOD:AUG			14.00
1	08/31/17	3.6%STATE REFUSE TAX			13.15
Do you have a clean up, remodel or construction project coming up? We offer temporary dumpsters and roll-off boxes for cleaning up any project.					
PAYMENTS POSTED AFTER THIS DATE WILL APPEAR ON THE NEXT BILLING		08/31/17	Aging 0-30 \$ 431.78	31-60 0.00	61-90 0.00
			Over 90 0.00	Total 431.78	
			BALANCE DUE ➡		431.78

DIG THIS! We've got dirt—and more!

Topsoil—Compost—Mulch—Cedar Chips
Bark (Fine/Med/Chunk)

Summary Section

Previous Balance: 420.87
Payments: -420.87
Balance Forward: 0.00
Current Charges: 431.78
Balance Due: 431.78



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

Due by: 09/25/17

Phone: 360-376-4709 ■ 1-877-249-1467

Make Checks Payable To:
SAN JUAN SANITATION CO.

ACCOUNT NUMBER

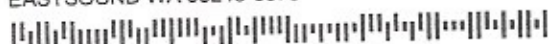
2960959-SJ

PREVIOUS BALANCE: 420.87
PAYMENTS: -420.87
BALANCE FORWARD: 0.00
CURRENT CHARGES: 431.78
BALANCE DUE: 431.78

ENTER AMOUNT BEING PAID **431.78**

162 1 AV 0.373 163 / 162 1-1-162
ORCAS PARK & RECREATION D
PO BOX 575
EASTSOUND WA 98245-0575

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



**ORCAS ISLAND PARK & REC**

Account Number: ##### 1739
Closing Date: 09/01/17
Credit Limit: \$3,000.00
Available Credit: \$2,073.39

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	\$	693.30
Purchases	+	2,014.54
Cash	+	0.00
Special	+	0.00
Credits	-	0.00
Payments	-	1,781.23 -
Other Debits	+	0.00
Finance Charges	+	0.00
NEW BALANCE	\$	926.61

Payment Information**Total Minimum Payment Due \$28.00****Minimum Payment \$ 28.00****Payment Due Date 09/26/17**

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
08/04	08/06	PPLN01	55429507216719109478244	PFL COM 4068237016 MT	\$ 1,004.72
08/09	08/09	PPLN01	55432867221100916014843	Amazon.com AMZN.COM/BILL WA	15.66✓
08/14	08/15	PPLN01	55432867226100610594392	VBS*VONAGE BUSINESS 866-901-0242 GA	100.08✓
08/19	08/20	PPLN01	55432867231100277322254	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	37.99✓
08/21	08/21	PPLN01	55432867233100635029862	INTUIT *QB ONLINE 800-286-6800 CA	32.43✓
08/19	08/21	PPLN01	55432867231100773234391	Amazon.com AMZN.COM/BILL WA	36.00✓
08/22	08/23	PPLN01	55429507235713729819520	CUSTOMINK LLC 8002934232 VA	135.00✓
08/22	08/23	PPLN01	55432867234100452928003	Amazon.com AMZN.COM/BILL WA	207.54✓
08/23	08/23	PPLN01	55432867235100742812588	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	123.56✓
08/22	08/24	PPLN01	55541867235010181062066	THE HOME DEPOT #8561 BURLINGTON WA	224.05✓
08/29	08/31	PPLN01	85363857242980001031356	ORCAS RENTAL & SAW EASTSOUND WA	97.51✓
Payments, Adjustments and Others					
08/18	08/18		000000000000000000000000	PAYMENT - THANK YOU	1,781.23 -

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

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

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

**Account Number**

5532 3700 0009 1739

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



AMOUNT OF PAYMENT ENCLOSED

Closing Date

09/01/17

New Balance

\$926.61

**Total Minimum
Payment Due**

\$28.00

Payment Due Date

09/26/17

\$ 2400.88

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



MAKE CHECK PAYABLE TO:

BANNER BANK
PO BOX 2181
WALLA WALLA WA 99362-0181

86 5532 3700 0009 1739 00002800 00092661 0

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

Page 1 of 6DATE: 14-Sep-17

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$10,102.31

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

 Signed as Chairman/Commissioner
9-14-17 Date

Board Authorization

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

\$ 10,102.31 for the period ending September 14, 2017 We approve payment with our signatures below.

 Commissioner
9-14-17 Date

 Commissioner
9-14-17 Date

 Commissioner
9-14-17 Date

VOUCHER CERTIFICATION AND APPROVAL

Page 1 of 5

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

DATE: 27-Aug-17

SEE ATTACHED INVOICE ACCOUNTING REPORTS

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

Voucher (warrant)	Batch Dated:	27-Aug-17	through	27-Aug-17	TOTAL
					\$ 10,102.31

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.

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.

Mark West Aug 27, 2017
Signed as Auditing Officer Date

Signed as Auditing Officer Date

Invoice Accounting Report by Vendor Name

Page: 1

aplNAVnm
08/27/2017 5:35:32PM

San Juan County

Name: BEERY ELSNER & HAMMOND, LLP

Vendor Number: bee144

Invoice Number	Line No	Line Description	Account Number	Amount	Type
14935	1	Dog park operating agreement	E 6501.00.571.00.41.0006	14.17	in

Name: DAVIS, RYAN JAMES

Vendor Number: dav159

Invoice Number	Line No	Line Description	Account Number	Amount	Type
rd0927	1	Basketball Clinic, Aug 14 -1 8	E 6501.00.571.00.41.0003	960.00	in

Name: DRAKE, CHASE J.

Vendor Number: dra155

Invoice Number	Line No	Line Description	Account Number	Amount	Type
cd0827	1	Basketball - drop in open gym~	E 6501.00.571.00.41.0001	150.00	in

Name: ENDURIS WASHINGTON

Vendor Number: end225

Invoice Number	Line No	Line Description	Account Number	Amount	Type
R18556	1	2018 Policy Renewal	E 6501.00.571.00.46.0001	5,092.00	in

Name: HENIGSON, JEAN

Vendor Number: jea144

Invoice Number	Line No	Line Description	Account Number	Amount	Type
jh0827	1	dance lessons July & August	E 6501.00.571.00.45.0100	320.00	in

Name: ISLAND HARDWARE & SUPPLY, INC.

Vendor Number: isl730

Invoice Number	Line No	Line Description	Account Number	Amount	Type
isha0827	1	construction materials buck park	E 6501.00.594.71.63.0010	30.88	in

Name: MOSS, STEPHANIE ANN

Vendor Number: mos155

Invoice Number	Line No	Line Description	Account Number	Amount	Type
sm0827	1	Dance instruction - July & August	E 6501.00.571.00.41.0003	1,700.00	in

Page: 1

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: odd100 Name: ODD FELLOWS

Invoice Number	Line No	Line Description	Account Number	Amount Type
odd0827	1	dance classes summer	E 6501.00.571.00.45.0100	262.50 in

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

Invoice Number	Line No	Line Description	Account Number	Amount Type
opalco0827	1	August Buck Park Service - act 9454400	E 6501.00.571.00.47.0014	447.76 in

Vendor Number: wri155 Name: WRIGHT, SHAWNA

Invoice Number	Line No	Line Description	Account Number	Amount Type
sw0827	1	Softball clinic, August 15	E 6501.00.571.00.41.0003	1,125.00 in

Grand Total: 10,102.31

MONTHLY FINANCIAL STATEMENT BY FUND
 SAN JUAN COUNTY
 START DATE: 8/1/2017 END DATE: 8/31/2017

9/11/2017 12:30:46PM
 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			213,488.34	
212	SALARY PAYABLE	8,995.39			
231	OTHER ACCRUED LIABILITIES	2,685.55			
310	TAXES	2,175.50			
330	INTERGOVERNMENTAL REVENUE	122.83			
340	CHARGES FOR GOODS AND SERVICES	2,500.88			
380	NONREVENUES	249.69	16,729.84		
	TOTAL RECEIPTS				
212	SALARY PAYABLE	8,995.39			
231	OTHER ACCRUED LIABILITIES	2,685.55			
570	CULTURE AND RECREATION	33,435.49			
580	NONEXPENDITURES	278.27			
590	DEBT SERVICE AND OTHER	5,266.57	50,661.27		
	TOTAL DISBURSEMENTS				
101	ENDING CASH BALANCE				179,556.91
	GL ENDING CASH BALANCE				179,556.91
	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			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT FUND # 6501

Page 1 of 3

DATE: 14-Sep-17

SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$249.77

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.

 9-14-17
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

\$ 249.77 for the period ending September 14, 2017 We approve payment with our signatures below.

 9-14-17
Commissioner Date

 9-14-17
Commissioner Date

 9/14/17
Commissioner Date

Invoice #	Invoice Date	Invoice Doc #	Description	Total Amount	Vendor #	Vendor Full Name
603231409	9/15/2017	610261	STATE SALES TAX - AUG	249.77	sta895	STATE OF WASHINGTON
Count: 1						
Page: 1 of 1						



August 2017 Amended Return

ORCAS ISLAND PARK & RECREATION DISTRICT 603-231-409

[Previous](#)Summary & Payment

Tax Classification Summary	Original	Amended	Difference
State Business & Occupation Tax	14.52	14.52	0.00
State Sales & Use	200.43	200.43	0.00
Local and Regional Tax	49.34	49.34	0.00
Lodging Tax	0.00	0.00	0.00
Public Utility	0.00	0.00	0.00
E - 911	0.00	0.00	0.00
Other Tax	0.00	0.00	0.00
SubTotal	264.29	264.29	0.00
Less Total Credits	(14.52)	(14.52)	0.00
Total	249.77	249.77	0.00
Total Amount Owed			0.00

Note: Total amount owed assumes the original return was paid in full.

* Person Completing Return

* Phone Number () - ext.

* E-Mail Address

* Please include an explanation of your amendment. If you do not provide a sufficient explanation, your request may be delayed or denied.

* Required Item

[Check for Errors](#)[Submit Amended Return](#)

If your account is selected for audit, the information reported on this tax return is subject to verification.

MONTHLY FINANCIAL STATEMENT BY FUND

SAN JUAN COUNTY

START DATE: 8/1/2017 END DATE: 8/31/2017

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			213,488.34	
212	SALARY PAYABLE	8,995.39			
231	OTHER ACCRUED LIABILITIES	2,685.55			
310	TAXES	2,175.50			
330	INTERGOVERNMENTAL REVENUE	122.83			
340	CHARGES FOR GOODS AND SERVICES	2,500.88			
380	NONREVENUES	249.69			
	TOTAL RECEIPTS		16,729.84		
212	SALARY PAYABLE	8,995.39			
231	OTHER ACCRUED LIABILITIES	2,685.55			
570	CULTURE AND RECREATION	33,435.49			
580	NONEXPENDITURES	278.27			
590	DEBT SERVICE AND OTHER	5,266.57			
	TOTAL DISBURSEMENTS		50,661.27		
101	ENDING CASH BALANCE				
				GL ENDING CASH BALANCE	179,556.91
				NET VARIANCE	0.00
41	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			180,000.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
41	BONDS OUTSTANDING (ENDING BALANCE)				180,000.00
51	BEGINNING INVESTMENT BALANCE			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
51	ENDING INVESTMENT BALANCE				0.00

Activity Report
September 14, 2017

activity	participants avg each time	end date	staffing	location
Basketball Camp	32	18-Aug	R. Davis	OCS Gym
Softball Clinic	9	15-Aug	Various	Buck Park
Volleyball Tourney- CXLD	6	27-Aug	Staff	Buck Park
Boys Choir	5	18-Dec	MWA	OCS Chapel
Tennis, Fall	15	2-Oct	Jill	Buck Park
Weekly drop-in adult group activities in the park include Pickleball, Tennis, Volleyball, Softball, Soccer, and Ultimate Frisbee.				
Youth enrolled per week = 67				

Upcoming Activities - see Fall Activities flyer

activity	participants enrolled	start date	staffing	location
Dance- 9 Levels	12	20-Sep	Moss	Various
Flag Football	4	25-Sep	Various	Buck Park
Soccer	23	25-Sep	Various	Buck Park
Running Club	3	2-Oct	Kuiper	Buck Park
Girls SWISH Basketball	4	2-Oct	Various	Various
Boys SWISH Basketball	3	11-Dec	Various	Various
Adult drop-in Indoor Sports		18-Sep	???	Various

Administrative Task Update

- Need updated contract with Funhouse for rental.
- Following up on public assistance funding. We have official approval of the \$20,000 grant. Contract with details and timing is coming soon.
- As-built for Buck Park are being cleaned up and will be back to us soon with a CADD file we can update.
- Office build-out counter is here and ready to install once space is available.
- Contract with Josh is prepared. His employee time will start as the 9/12/17.
- Kim will be back to work as of Sept 26. She has a new baby girl. Both are doing well.
- Bari will not be able to work as the facility supervisor, we need to hire asap. We have a facebook posting out. Brooke may need to fill in some and we are hoping to keep pickleball outside till the end of Sept.

BUDGET SUMMARY

As of August 31, 2017
 Balance: \$179,556.91
 August Expenses: \$38,980.33
 August Revenue:
 \$5,048.90

Difference from budget
 Adjusted Budget Balance:
 \$178,858
 Actual Balance: \$179,556.91
 Difference: +\$698.91

OIPRD BUDGET TOTALS

	INCOME	EXPENSES
2016	\$411,274	\$336,363
2017	\$569,150	\$428,180
2017 YTD	\$209,103	\$273,688
2018	\$498,043	\$339,574

- 2018 Budget is due the end of Nov.
- Public hearing on budget in the Nov. meeting.
- Oct. meeting - final draft review
- Draft budget will be emailed out for review and will be an expanded budget of the 6-year document.
- Hoping for the assessor's numbers by the end of the month, to confirm projected income.

Buck Park Maintenance & Management

- Off Leash area - All ready for opening Friday. Permanent water supply is still in the works. ESWD will provide the meter and connection. Budget from grant is available for trenching and parts.
- Working on final contracting and arrangements for skatepark repairs. Need to confirm funding source and sealant costs.
- Dugout work in nearing completion. Apx. 1/3 the siding is left to complete, roofing is still needed and chainlink fencing needs to be reinstalled.
- Time to setup work and materials for moving the irrigation pump and piping. Vault selection is needed.
- Pickleball nets/posts are installed, tennis post sleeves are installed. Third tennis net and posts have been ordered and should arrive next week.
- SaniCan service is MUCH improved with a change of maintenance personnel. We received a credit for the July conditions, thank you Bob.

Commissioners' Action Items

- Coordination with Port of Orcas for additional loan
- Off-Leash Area opening Friday, Sept. 15.
- 2018 budget needs review Oct meeting with budget hearing Nov. meeting.
- Renewal of the Facility Use Agreement with OISD is coming up - review needed.
- New contract needed with Funhouse for office space rental