

Orcas Island Park and Recreation District Commission

Regular Meeting Agenda

Thursday, February 12th, 2026; 1:00 PM

45 Lavender Lane (main conference room)
Eastsound, WA 98245

Meeting Link:

<https://us02web.zoom.us/j/84576141730?pwd=cyiP6ZkdziXVzKuEcFNNPDLarzoObS.1>

By Phone: (253) 205-0468

Meeting ID: 845 7614 1730

Passcode: 744585

I. CALL TO ORDER

Seat 1: Dennis Dahl

Seat 2: Bob Eagan

Seat 3: Asya Eberle

Seat 4: Woody Ciskowski

Seat 5: Deborah Jones

II. PUBLIC COMMENT

III. MONTHLY BUSINESS

1. Employee Payroll

- 02/03/2026 \$37,333.90

2. Payment of Claims

- 01/13/2026 \$26,242.40

*** requesting modification

- 01/27/2026 (2025) \$1,986.85
- 01/27/2026 (2026) \$572.78
- 02/03/2026 \$6,213.68
- 02/10/2026 \$5,635.71

3. Previous Minutes

- January 8th, 2026 Regular
- February 5th, 2026 Special

IV. MONTHLY REPORTS

1. Director's Report
2. Program Report
3. Committees

V. UNFINISHED BUSINESS

1. Boundary Line Modification
2. OISD
3. EWUA Water Lease
4. Survey and Levy Discussion

VI. NEW BUSINESS

VII. PUBLIC COMMENT

VIII. ADJOURNMENT - Next Meeting – March 12th, 1:00 p.m. Regular Meeting,



JUNIOR TAXING DISTRICT CLAIMS PAYMENT REQUEST FORM

Junior taxing districts (JTD) must complete this form to request claims payments for all accounts payable and payroll disbursements.

NOTE: It is the district's responsibility to maintain adequate records to substantiate claims.

Submit completed form to San Juan County Payroll Deputy by 10:00 A.M. on Tuesday morning.

Date of request: 02/03/2026

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

Requestor phone & email address: 360-298-4465, kim@oiprd.org

Total amount: \$37,333.90

BARS code: 6501 .00.589.40.00.0000

Request type: Payroll EFT

Description of claim(s):

AP - 6501

Last four digits of bank account (EFT's ONLY): *4094

Warrant delivery: EFT (Not Applicable)

Auditing Officer Certification:

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.

Auditing Officer or Commissioner Signature(s) for Approval of Claims:

Name and title Kim Ihlenfeldt
Signature and date 02/03/2026

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Orcas Island Park and Recreation District

Total Cost

From Jan 01, 2026 to Jan 31, 2026 from all locations

Item	Amount
Total pay	
Paycheck wages	\$ 30,679.63
Non-paycheck wages	\$ 0.00
Reimbursements	\$ 0.00
Subtotal	\$ 30,679.63
Company contributions	
- PERS Employer	\$ 1,121.95
Dental	\$ 133.17
Medical	\$ 2,148.48
Vision	\$ 23.52
Subtotal	\$ 3,427.12
Employer taxes	
Social Security Employer	\$ 1,902.15
Medicare Employer	\$ 444.86
FUTA Employer	\$ 171.10
WA SUI Employer	\$ 73.63
WA Employment Administrative Fund	\$ 9.21
WA Paid Family and Medical Leave ER	\$ 99.10
WA Workers' Compensation Tax Employer	\$ 527.10
Subtotal	\$ 3,227.15
Total payroll cost	\$ 37,333.90



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Submit completed form to San Juan County Payroll Deputy by 10:00 A.M. on Tuesday morning.

Date of request: 01/13/2026 PROCESS AS 2025 13th month

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

Requestor phone & email address: 360-298-4465, kim@oiprd.org

Total amount: \$26,242.40

BARS code: 6501 .00.589.40.00.0000

Request type: Accounts Payable EFT

Description of claim(s):

AP - 6501


Last four digits of bank account (EFT's ONLY): *4115

Warrant delivery: EFT (Not Applicable) 

Auditing Officer Certification:

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.

Auditing Officer or Commissioner Signature(s) for Approval of Claims:

Name and title Kim Ihlenfeldt
Signature and date 01/13/2026 

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

OIPRD Accounts Payable 01/13/2026		
Vendor	Amount	Category
Banner Bank	1685.02	Various
Dennis Park	\$100.00	Instructor
Funhouse Commons	\$513.06	rent
Griffins Yard Works	\$7,572.56	Maintenance
Julien Kos	\$1,962.50	Instructor
Kim Ihlenfeldt	\$259.59	Reimbursement
Orcas Island School Dist	\$25.00	Supplies
Orcas Odds	\$1,000.00	Rental
Rosedanie Cadet	\$21.86	Reimbursement
SJC Treas - Audit services	\$20.20	Accounting
SJC Treas - Election services	\$8,203.28	Election Services
San Juan Sanitation	\$255.02	Trash
Tiffany Loney	\$2,037.50	Instructor
Washington Recreation & Park Assc	\$943.08	Continuing Ed
Washington State Ferries	\$1,191.00	Travel - programs
WADOR	\$452.73	Taxes

\$26,242.40



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Submit completed form to San Juan County Payroll Deputy by 10:00 A.M. on Tuesday morning.

Date of request: 01/27/2026 PROCESS AS 2025 13th month

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

Requestor phone & email address: 360-298-4465, kim@oiprd.org

Total amount: \$1,986.85

BARS code: 6501 .00.589.40.00.0000

Request type: Accounts Payable EFT

Description of claim(s):

AP - 6501


Last four digits of bank account (EFT's ONLY): *4115

Warrant delivery: EFT (Not Applicable) 

Auditing Officer Certification:

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.

Auditing Officer or Commissioner Signature(s) for Approval of Claims:

Name and title Kim Ihlenfeldt
Signature and date 01/27/2026 

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

OIPRD Accounts Payable 01/27/2026		
Vendor	Amount	Category
Banner Bank	1717.44	Various
CSD Attorney's	\$174.00	Legal - EWUA
EWUA	\$95.41	Water
\$1,986.85		



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Submit completed form to San Juan County Payroll Deputy by 10:00 A.M. on Tuesday morning.

Date of request: 01/27/2026 PROCESS AS 2026 New Year

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

Requestor phone & email address: 360-298-4465, kim@oiprd.org

Total amount: \$572.78

BARS code: 6501 .00.589.40.00.0000

Request type: Accounts Payable EFT

Description of claim(s):

AP - 6501


Last four digits of bank account (EFT's ONLY): *4115

Warrant delivery: EFT (Not Applicable) 

Auditing Officer Certification:

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.

Auditing Officer or Commissioner Signature(s) for Approval of Claims:

Name and title Kim Ihlenfeldt
Signature and date 01/27/2026 

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

OIPRD Accounts Payable 01/27/2026		
Vendor	Amount	Category
Orcas Island Chamber of Commerce	216.78	Membership
Orcas Island Storage	\$356.00	Storage rental
\$572.78		



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Submit completed form to San Juan County Payroll Deputy by 10:00 A.M. on Tuesday morning.

Date of request: 02/03/2026

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

Requestor phone & email address: 360-298-4465, kim@oiprd.org

Total amount: \$6,213.68

BARS code: 6501 .00.589.40.00.0000

Request type: Accounts Payable EFT

Description of claim(s):

AP - 6501

Last four digits of bank account (EFT's ONLY): *4115

Warrant delivery: EFT (Not Applicable)

Auditing Officer Certification:

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.

Auditing Officer or Commissioner Signature(s) for Approval of Claims:

Name and title Kim Ihlenfeldt
Signature and date 02/03/2026

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

OIPRD Accounts Payable 02/03/2026		
Vendor	Amount	Category
Banner Bank	903.18	Various
Lum Farm	\$1,650.00	Space Rental
Orcas Center	\$1,972.50	Space Rental
OCS	\$1,600.00	Space Rental
USPS	\$88.00	Post box renewal
\$6,213.68		



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Junior taxing districts (JTD) must complete this form to request claims payments for all accounts payable and payroll disbursements.

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Submit completed form to San Juan County Payroll Deputy by 10:00 A.M. on Tuesday morning.

Date of request: 02/10/2026

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

Requestor phone & email address: 360-298-4465, kim@oiprd.org

Total amount: \$5,635.71

BARS code: 6501 .00.589.40.00.0000

Request type: Accounts Payable EFT

Description of claim(s):

AP - 6501

Last four digits of bank account (EFT's ONLY): *4115

Warrant delivery: EFT (Not Applicable)

Auditing Officer Certification:

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.

Auditing Officer or Commissioner Signature(s) for Approval of Claims:

Name and title Kim Ihlenfeldt
Signature and date 02/10/2026

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

Name and title
Signature and date

OIPRD Accounts Payable 02/10/2026		
Vendor	Amount	Category
Banner Bank	\$557.11	Various
Griffin Yardworks	\$3,168.60	Maintenance
Odd Fellows	\$800.00	January Rental
WSDOT - Ferries	\$50.00	Travel
Starr Excavation	\$1,060.00	Sanican
	\$5,635.71	

Orcas Island Park and Recreation District Commission

Regular Meeting Minutes

Thursday, January 8th, 2026; 1:00 PM

45 Lavender Lane (main conference room)

Eastsound, WA 98245

I. CALL TO ORDER

Seat 1: Dennis Dahl

Seat 2: Bob Eagan

Seat 3: Asya Eberle - absent

Seat 4: Woody Ciskowski

Seat 5: Deborah Jones

Deborah called meeting to order 1:04pm.

II. PUBLIC COMMENT

Barb- Thank you to Kim for meeting with the Pickleball Club during holiday break. Woody is wondering how we can adjust the look of the new installations of fences between the courts. Kim asked the board if they are interested in accepting the fences as they are or asking them to remove them. Deb is hesitant about the process of the installation but does not like the idea of removing something that generally is functional. Dennis and Bob have ideas for different kinds of nets and tape to adjust the design.

III. MONTHLY BUSINESS

1. Employee Payroll

- 01/06/2026 \$26,844.27

Motion to approve Employee Payroll by Bob and seconded by Dennis. No other discussion, it was approved unanimously.

2. Payment of Claims

- 12/16/2025 \$13,814.42
- 12/29/2025 \$566.52
- 01/06/2026 \$3,019.03

Motion to approve Payment of Claims by Bob and seconded by Dennis. No other discussion, it was approved unanimously.

3. Previous Minutes - December 11th, 2025 Regular Meeting

Motion to adopt previous minutes by Bob and seconded by Woody. No other discussion, it was approved unanimously.

IV. MONTHLY REPORTS

1. Director's Report

- a) Staffing Transition- Kim reports that the onboarding of instructors as employees is going well. Brook has decided to do art classes on her own.
- b) Fraud credit card charges from this month led us to cancel the current credit card and order a new one.
- c) San Juan County's 2025 Financial Reporting will be available February 1st
- d) Public Survey
 - i) Published around town, on social media and by email.
 - ii) There will be a thorough discussion session with board members on February 5th, results will be released publicly after that.
- e) Levy Timeline
 - i) The board discussed a timeline for the upcoming levy replacement, including a survey, focus groups, town halls, and ongoing board planning sessions, with an aim to have resolutions ready in July.
- 2. Program Report
 - a) Basketball, Gymnastics, Dance happening now. Some programs cancelled.
- 3. Committees
 - a) Pickleball Committee (discussed in public comment)

V. UNFINISHED BUSINESS

- 1. San Juan County Landbank Boundary Line Modification
 - a. Still waiting for SJCLB to complete an assessment ahead of the BLM.
- 2. OISD
 - a. OISD legal team is reviewing terms now, in the meantime the agreement has been extended to March 1st.
- 3. EWUA Water Lease
 - a. Woody made a motion to approve Kim to sign an agreement, seconded by Dennis, approved anonymously.

VI. NEW BUSINESS

- 1. Future property acquisition. The Board discussed the potential for future property acquisition.

VII. PUBLIC COMMENT

VIII. ADJOURNMENT - Meeting adjourned at 2:12 p.m. by Deborah Jones

Upcoming Board Meetings -

February 5th, 1:00 p.m. Special Meeting

February 12th, 1:00 p.m. Regular Meeting

X_____

X_____

Orcas Island Park and Recreation District Commission

Regular Meeting Minutes

Thursday, February 5th, 2026; 1:00 PM

45 Lavender Lane (main conference room)

Eastsound, WA 98245

I. CALL TO ORDER

Seat 1: Dennis Dahl

Seat 2: Bob Eagan

Seat 3: Asya Eberle

Seat 4: Woody Ciskowski

Seat 5: Deborah Jones

Deborah called meeting to order 1:13pm.

II. PUBLIC COMMENT

Barb Skotte- Confirmed that she is happy that indoor pickleball started up and that lots of people were able to attend the drop-in over the weekend.

Dennis- Wondering what is happening with the fences in the pickleball court.

III. SPECIAL AGENDA

1. Survey Results and Discussion

- Jessie presented results from the online community survey that had 170 responses. There was a lot of discussion around the positive feedback from residents that enjoy using buck park and participating in programming. Common feedback included desires for restrooms and paved walkways in the park. There were many ideas suggested for more types of programming for more age groups. Results are available to view at OIPRD website public meetings page.

IV. PUBLIC COMMENT

V. ADJOURNMENT - Meeting adjourned at 2:46pm by Deborah Jones.

Upcoming Board Meeting – March 12th, 1:00 p.m. Regular Meeting

X_____

X_____

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			449,931.09	
310	TAXES	7,111.90			
330	INTERGOVERNMENTAL REVENUE	675.44			
340	CHARGES FOR GOODS AND SERVICES				
360	MISCELLANEOUS REVENUES				
380	NONREVENUES	6,405.00			
	TOTAL RECEIPTS		14,192.34		
570	CULTURE AND RECREATION				
580	NONEXPENDITURES	153,312.61			
590	DEBT SERVICE AND OTHER				
	TOTAL DISBURSEMENTS		153,312.61		
101	ENDING CASH BALANCE				310,810.82
				GL ENDING CASH BALANCE	310,810.82
				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