Orcas Island Park and Recreation District Commission

Regular Meeting Agenda

Thursday, July 9th, 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
   - 06/30/2026 $28,319.83
2. Payment of Claims
   - 06/23/2026 $4,076.43
   - 07/07/2026 $6,069.39
3. Previous Minutes
   - 06/11/2026
   - 07/07/2026

IV. MONTHLY REPORTS

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

V. OTHER BUSINESS

1. Facility Use Fee Schedule
2. Buck Park Memorial Projects
3. Orcas Island School District
   i. Shared Use of Well agreement
   ii. Drainage

4. SJC Landbank Boundary Line Modification
5. San Juan County Parks
6. 2026 Levy
    i. Discussion on replacement mileage rate
    ii. Resolution Authorizing Ballot Measure
    iii. Appoint committee to select advocacy committee and publish explanatory statement.
7. RCO – Planning for Recreational Access Grant

VI. <u>PUBLIC COMMENT</u>

VII. <u>ADJOURNMENT -</u> Next Meeting – August 13th, 1:00 p.m. Regular Meeting

SAN JUAN COUNTY
Auditor's Office

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: 07/07/2026

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

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

Total amount: $28,319.83

BARS code: 6501 .00.589.40.00.0000

Request type: Payroll EFT

Description of claim(s):

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	Name and title
Signature and date 07/07/2026	Signature and date
Name and title	Name and title
Signature and date	Signature and date
Name and title	Name and title
Signature and date	Signature and date

Orcas Island Park and Recreation District

Total payroll cost report

From Jul 02, 2026 to Jul 02, 2026 from all locations

Item	Amount
Total pay	
Paycheck wages	$22,803.59
Non-paycheck wages	$68.08
Reimbursements	$0.00
Subtotal	**$22,871.67**
Company contributions	
- PERS Employer	$1,105.04
Dental	$135.12
Medical	$2,203.89
Vision	$21.99
Subtotal	**$3,466.04**
Employer taxes	
Social Security Employer	$1,413.82
Medicare Employer	$330.65
FUTA Employer	$18.00
WA SUI Employer	$52.18
WA Employment Administrative Fund	$6.53
WA Paid Family and Medical Leave ER	$0.00
WA Workers' Compensation Tax Employer	$229.02
Subtotal	**$2,050.20**
Total payroll cost	**$28,319.83**

SAN JUAN COUNTY
Auditor's Office

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Date of request: 06/23/2026

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

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

Total amount: $4,076.43

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	Name and title
Signature and date 06/23/2026	Signature and date
Name and title	Name and title
Signature and date	Signature and date
Name and title	Name and title
Signature and date	Signature and date

Orcas Island Park and Recreation District
Expenses by Vendor Summary
6/23/26

Vendor	Total
Banner Bank CC	938.20
Eastsound Water Users Association	96.11
Funhouse Commons	513.06
Orcas Island Gutter Services	1,396.19
Orcas Island Storage	178.00
Orcas Odds	618.75
San Juan County Treasurer	0.10
San Juan Sanitation	336.02
TOTAL	**$4,076.43**

SAN JUAN COUNTY
Auditor's Office

JUNIOR TAXING DISTRICT
CLAIMS PAYMENT REQUEST FORM

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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: 07/07/2026

District name: Orcas Island Park and Recreation

Requestor name: Kim Ihlenfeldt

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

Total amount: $6,069.39

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	Name and title
Signature and date 07/07/2026	Signature and date
Name and title	Name and title
Signature and date	Signature and date
Name and title	Name and title
Signature and date	Signature and date

Orcas Island Park and Recreation District

Vendor Balance Detail Report

All Dates

Date	Transaction type	Num	Due date	Amount	Open balance	Balance
Eastsound Water Users Association						
07/07/2026	Bill	20011	07/10/2026	2,000.00	2,000.00	2,000.00
Total for Eastsound Water Users Association				**$2,000.00**	**$2,000.00**	
Island Hardware & Supply						
07/07/2026	Bill		07/10/2026	203.83	203.83	203.83
Total for Island Hardware & Supply				**$203.83**	**$203.83**	
Orcas Center						
07/07/2026	Bill	1210	07/10/2026	862.50	862.50	862.50
Total for Orcas Center				**$862.50**	**$862.50**	
San Juan County Treasurer						
07/07/2026	Bill	0038	07/10/2026	17.79	17.79	17.79
Total for San Juan County Treasurer				**$17.79**	**$17.79**	
Starr Excavation						
07/07/2026	Bill		07/10/2026	2,060.00	2,060.00	2,060.00
Total for Starr Excavation				**$2,060.00**	**$2,060.00**	
Washington Department of Revenue						
07/07/2026	Bill	0-052-939-499	07/10/2026	925.27	925.27	925.27
Total for Washington Department of Revenue				**$925.27**	**$925.27**	
TOTAL				**$6,069.39**	**$6,069.39**	

Tuesday, July 07, 2026 09:16 AM GMT-07:00

Orcas Island Park and Recreation District Commission

Regular Meeting Minutes

Thursday, June 11th, 2026; 1:00 PM

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

I. CALL TO ORDER - 1:00 p.m. by Deb

Seat 1: Dennis Dahl
Seat 2: Bob Eagan
Seat 3: Asya Eberle
Seat 4: Woody Ciskowski
Seat 5: Deborah Jones

II. PUBLIC COMMENT

Barb Skotte spoke on behalf of the pickleball group, appreciating the committee meeting with OIPRD team and wants to reiterate their long-term goals of more, covered courts. She's hoping to get more information on follow-up from the meeting. Kim plans to follow-up with Barb separately to discuss specific plans. Barb also invited the board to attend a barbeque during the pickleball tournament in August. Barb inquired about the boards interest in an outside group fundraising for money and donating to the OIPRD to help with larger projects.

III. MONTHLY BUSINESS

1. Employee Payroll
   - 05/31/2026 $34,283.84

Motion to approve employee payroll by Bob, second by Woody. With no further discussion the motion passed unanimously.

2. Payment of Claims
   - 05/22/2026 $958.19
   - 06/02/2026 $4,543.05
   - 06/09/2026 $4,287.47
   - 06/09/2026 $7,447.64

Motion to approve payment of claims by Asya, second by Bob. With no further discussion the motion passed unanimously.

3. Previous Minutes
   - 03/12/2026
   - 04/09/2026
   - 05/19/2026

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Motion to approve previous minutes by Woody, second by Bob. With no further discussion the motion passed unanimously.

IV. OTHER BUSINESS

1. Buck Park Memorial Projects
    a. Tree planted by Cory Wiscomb and he agrees to water through the summer. We do not have an update on the bench from Ethan yet.
2. Orcas Island School District
    a. The board discussed the Shared Use of the Well agreement and ongoing drainage issues.
3. SJC Landbank Boundary Line Modification
    a. No Update
4. 2026 Levy Planning
    a. Kim will schedule a special meeting with the board to discuss numbers and details for levy planning before the July board meeting.

V. MONTHLY REPORTS

1. Director's Report
    a) Maintenance Contract
        i) Griffin Yardworks contract has concluded. Many thanks to Ron Griffin and team for their time in Buck Park.
2. Program Report
    a) Spring programs are wrapping up and we have several summer programs rolling out, including several camps and daily playtime events in Buck Park.
3. Committees
    a) Bob and Kim walked with Joseph from new maintenance contract in the park to walk through water and irrigation.

VI. PUBLIC COMMENT

Ethan is still working on plans for the David Klein memorial in Buck Park and will present when available.

VII. ADJOURNMENT - Next Meeting – July 9th, 1:00 p.m. Regular Meeting. Special Levy planning meeting day and time tbd.

Meeting adjourned at 1:30pm.

X_____

X_____

X_____

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Orcas Island Park and Recreation District Commission

Special Meeting Minutes

Tuesday, July 7th, 2026; 10:00 AM

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

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I. CALL TO ORDER

Seat 1: Dennis Dahl
Seat 2: Bob Eagan
Seat 3: Asya Eberle
Seat 4: Woody Ciskowski
Seat 5: Deborah Jones

Meeting started by Deborah at 10:14am.

II. PUBLIC COMMENT

Barb Skotte inquired on timing for completing fencing around the Pickleball courts.

III. SPECIAL AGENDA

1. Levy Planning Discussion
   - The board discussed several budget options for the next 6-year levy to cover operations, maintenance, and limited capital projects. Discussion also included the potential of operational oversight of the Village Green after San Juan County announced the expected closure of the park due to budget shortfalls. The board will continue discussion and possible action at the upcoming regular meeting being held on July 9th.

IV. PUBLIC COMMENT

Barb Skotte spoke in favor of Orcas Island Park and Recreation District operating the Village Green.

V. ADJOURNMENT - 1110

Upcoming Board Meeting - July 9th, 1:00 p.m. Regular Meeting

OIPRD 2026

	Revenues	2026 Approved	2026 YTD
Beginning Net Cash/Investments		$381,401.21	$362,810.82
Gen. Property Taxes	311.10.00.0000	$504,388.60	$292,799.03
Leasehold Tax	317.20.00.0000	$300.00	$86.57
Timber Harvest Tax	317.40.00.0000	$100.00	$9.08
Activity Fees - subtotal	347.60.00.0000	$150,000.00	$65,487.93
Rental / Lease Revenue	362.40.00.0000	$1,000.00	$800.00
Donations *Unrestricted*	367.00.00.0000	$0.00	$0.00
Restricted Donations	367.00.00.0100	$0.00	$0.00
Corporate Sponsorship	367.00.00.0020	$0.00	$0.00
Private Grants	367.00.00.0030	$0.00	$0.00
Buck Park Reimbursements	369.90.00.0001	$2,400.00	$7,754.38
State Remittances	389.30.00.0000	$12,525.00	$6,634.95
Investment Interest Revenue	389.60.00.0000	$7,100.00	$0.00
Revenue		**$1,059,214.81**	**$736,382.76**
Revenue, less beginning balance		**$670,713.60**	**$373,571.94**

OIPRD 2026

	Expenditures	2026 Approved	2026 YTD
Personnel			
OIPRD Executive Director	571.00.10.0001	$110,000.00	$54,999.83
OIPRD Operations Assistant	571.00.10.0002	$57,897.00	$27,067.52
OIPRD Facility / Activity Super.	571.00.10.0003	$10,764.00	$6,546.00
OIPRD Program Coordinator	571.00.10.0004	$70,814.60	$36,422.80
OIPRD Park Maintenance	571.00.10.0005	$20,079.00	$0.00
OIPRD Instructors	571.00.10.0006	$145,000.00	$41,254.00
FICA - SS/Medicare	571.00.20.0001	$31,713.43	$12,721.20
L & I	571.00.20.0002	$4,710.00	$3,628.82
PFML Premium Assessment	571.00.20.0012	$964.00	$0.00
Unemployment	571.00.20.0009	$2,777.52	$654.05
Benefit - Health Insurance	571.00.20.0006	$33,500.00	$13,831.02
Benefit - Retirements (PERS)	571.00.20.0003	$13,320.11	$7,718.76
Staff Development: Conferences	571.00.49.0005	$2,000.00	$1,824.99
Staff Travel, Accomodations, Meals	571.00.49.0006	$2,500.00	$1,964.69
Supplies and Equipment			
Office Supplies	571.00.31.0002	$1,250.00	$1,560.00
Program Supplies - General	571.00.31.0100	$10,000.00	$7,051.23
Office Equipment	571.00.35.0002	$1,000.00	$1,000.00
Signage	571.00.35.0003	$200.00	$397.35
Program Equipment - General	571.00.35.0100	$5,000.00	$1,446.00
Buck Park Maint. Supplies	TBD	$30,000.00	$3,770.00
Professional Services and Utilities			
Professional Services	571.00.41.0001	$10,000.00	$217.00
Legal Services	571.00.41.0006	$5,000.00	$3,250.00
Accounting Services	571.00.41.0007	$1,000.00	$75.00
WA State Auditors Fees	571.00.41.0015	$1,200.00	$486.85
Printing/Brochures/Mailers	571.00.41.0020	$5,000.00	$0.00
Postage & Shipping	571.00.42.0001	$3,600.00	$504.00
Website / Hosting / Software	571.00.42.0002	$4,600.00	$7,064.00
Accounting Software	571.00.42.0003	$5,600.00	$0.00
Telephone/Internet	571.00.42.0004	$3,500.00	$2,344.00

Active Net Fees	571.00.42.0005	$12,405.00	$0.00
Program Travel (ferry)	571.00.43.0010	$4,500.00	$4,863.00
Rentals and Leases			
Operating Rentals and Leases	571.00.45.0002	$9,700.00	$4,863.00
Program Space Rental Fees	571.00.45.0100	$58,000.00	$21,935.00
Insurance Premium / Recovery			
General Liability, Property, etc.	571.00.46.0001	$9,600.00	$0.00
Utilities			
Utilities Services - Chem RR Svc	571.00.47.0011	$13,520.00	$8,020.00
Utilities Service - Water	571.00.47.0012	$5,200.00	$374.00
Sewer / Garbage	571.00.47.0013	$5,200.00	$2,101.00
Utilities Service - Electrical	571.00.47.0014	$1,850.00	$788.00
Security	571.00.47.0015	$15,000.00	$0.00
Repairs and Maintenance			
Grounds / Mowing	571.00.48.0006	$32,500.00	$10,761.87
Grounds / Sprinkler Related	571.00.48.0007	$3,000.00	$813.00
Grounds / Gen. Water System	571.00.48.0008	$2,000.00	$2,154.00
Grounds Maintenance	571.00.48.0010	$42,000.00	$20,650.00
Miscellaneous			
Auditor Recording Fees	571.00.49.0002	$600.00	$21.00
Ballot	571.00.49.0004	$0.00	$8,203.28
Other (League FEES)	571.00.49.0009	$14,000.00	$1,235.02
Taxes and Operating Assessments	589.30.00.0000	$12,525.00	$6,634.95
Capital Expenditures			
Park Improvements	594.71.63.0010	$45,000.00	$0.00
	Total expenditures ->	**$879,589.65**	**$331,216.23**
	Estimated ending cash balance ->	**$179,625.16**	**$405,166.53**

Orcas Island Park & Recreation District

RESOLUTION 2026-07-09

A RESOLUTION BY THE ORCAS ISLAND PARK AND RECREATION DISTRICT TO AUTHORIZE THE SAN JUAN COUNTY AUDITOR TO PLACE BEFORE THE VOTERS A PROPOSITION FOR A REGULAR PROPERTY TAX LEVY.

WHEREAS, the Board of Commissioners (the "Board") of Orcas Island Park and Recreation District ("OIPRD") desire to continue to fund OIPRD so it may fulfill its duties to provide recreational parks and services for Orcas Island as set forth in RCW 36.69.130; and

WHEREAS, in accordance with RCW 36.69.145 parks and recreation districts are limited to 6-year property tax funding cycles, at a maximum of $.60/$1,000; and

WHEREAS, in 2021 voters approved a $.15/$1,000 levy to allow funding for OIPRD parks, programs, and services; and

WHEREAS, with budget-conscious voters in mind, it is the desire of OIPRD to continue requesting a fiscally responsible levy option; and

WHEREAS, OIPRD has considered the operating budget projections for the next 6-years and does not anticipate needing more than $.15/$1,000 for operations and limited capital improvements; and

WHEREAS, should voters desire further funding for capital improvements in the future, every effort should be made to acquire funding through local, state and federal grants, donations, and only if needed, a future capital levy; and

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners for the Orcas Island Park and Recreation District:

The Board of Commissioners authorizes and requests that the San Juan County Auditor place before the voters during the November 2026 general election a proposition requesting approval of funding for the Orcas Island Park and Recreation District in the amount of 15 (fifteen) cents per $1,000.00 (one thousand dollars) of assessed value of property in each year for six consecutive years following voter approval, pursuant to RCW 84.52

The Commissioners approve the following language for the ballot title, subject to

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review and approval by San Juan County Auditor and the Prosecuting Attorney:

WILL ORCAS ISLAND PARK AND RECREATION DISTRICT BE AUTHORIZED TO IMPOSE REGULAR PROPERTY TAX LEVIES OF FIFTEEN CENTS OR LESS PER THOUSAND DOLLARS OF ASSESSED VALUATION FOR EACH OF SIX CONSECUTIVE YEARS?

Yes….
No….

ADOPTED this 9th day of July 2026.

Dennis Dahl, Commissioner	Bob Eagan, Commissioner
Asya Eberle, Commissioner	Woody Ciskowski, Commissioner
Deb Jones, Commissioner	

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