

## Planning Workshop Minutes April 1, 2015

Orcas Island Park and Recreation District Commission  
Special Public Meeting, Wednesday, April 1, 2015  
Orcas Park & Rec Office  
5:00 P.M. - 9:00 P.M.

### **I. CALL TO ORDER – 5:12 pm**

Bob Eagan, Chairman

Roll call:

Seat 1: Vicki Vandermay - present

Seat 2: Bob Eagan - present

Seat 3: Martha Farish - present

Seat 4: Justin Paulsen - present

Seat 5: Ian Lister – absent

Public present: None

### **II. PUBLIC COMMENT: none**

### **III. Planning Workshop**

Planning Workshop – Two Tracks

- What will the future development needs at Buck Park be?
  - o Public Involvement
  - o Fields
  - o Multi-Use Sports
  - o Fixed Facilities
  - o Dog Park – adjacent w/ parking & management
  - o Support needs – signage, fencing, parking
- What is the five-year plan for Park & Rec Programming?
  - o Levy timing – Information and Supporters
  - o Programing goals
  - o Facility goals
    - Park sharing – open spaces & reservations
    - Rental charges
    - Facility use plan

“Normal” Path for park planning process may not fit our needs due to our population size, seasonal flux, age makeup, restricted space and variety of offering by other island organizations and businesses.

Discussion:

- Intend to file in 2016, be on the 2016 ballot, trusting a 2017 approval and
- We can borrow- based on a projection

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- We would know whether or not we made it in Nov of 16, we would schedule into the levy, our improvements- borrowing against our levy.
- Martha would like to go for the big number.
- Bob would like to hold judgment on which date to go to ballot until he has more info.
- If we don't pass on the Feb ballot, we can go for Nov and ratchet back to at the minimum, operational costs.
- Ask for one-rate, inclusive.
- Our number right now is 165/168 as a budgeted income (asked for 180, got 172). The original budget we went out for was 270/280.
- Bob- if we try to get back 270-300  
the other thing we need to do is say what do we need to do  
2-3 year plan on a capital project?
- Martha "We know bare bones we run a credible program at 165. We'd like to have a tally list of all the things we'd like to do.. including improvements.. on this budget. We can then"
- Our operational costs would increase, as we would need admin support for these capital improvements.
- \$1,912,237,063 total land value (Orcas Island) divides out to mileage rate +/- 15 cents (@.12 = 229k)
- If we can hold our operational costs for 2-3 years, we can accomplish a lot.
- Bob cares most about deferred maintenance, and believes that should be included in the minimum. Safety concerns include:
  - ✓ Deferred fences
    - Height issue
    - Outfield
  - ✓ Drainage
  - ✓ Irrigation
  - ✓ Field 1 (new work) multiple use for baseball, soccer, sand volley, etc finished +priority 1+
  - ✓ Skate park
  - ✓ Dugouts
  - ✓ Playground
  - ✓ Parking lot
  - ✓ Tennis backboard
  - ✓ Shed floor (dcs)
  - ✓ Seal coat on the pickleball court
  - ✓ Meter/monitor water
  - ✓ Security cameras
  - ✓ Bleachers
  - ✓ Drinking fountain area
  - ✓ Trails – level up, etc
  - ✓ Resurface basketball
  - ✓ Signage- kiosk
- Wish List:
  - Restroom/Sanitary facility +priority 3+ (visitors bureau) (ram-25k/yr)
  - Concession/Food prep with hand washing sink +priority 3+
  - BBQ/Picnic shelter with electricity (ram-7.5k/yr)
  - Sandlot volleyball (ram- 1k/yr)
  - Sunken seasonal fence sleeves/caps for field 2/3
  - Dog park – fencing, chips, +priority 2+

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- Tennis court
- Baseball- improved spectator seating around all fields
- Amphitheatre
- Double pickleball court (use for tennis)
  - 4 ft. fence
- Cap reserve-
  - Estimate normal maintenance, as well as top catastrophic repairs
  - 15k total court resurface
  - 3-5k total irrigation
  - 12k total field grading, reseeding, top soil
  - 5k total replacing fencing
  - 3k total dugout
  - 2k total power
    - 42k total/ 7k year

<Attached photos of worksheets>

<Attached Order of Magnitude Cost Estimates>

#### IV. Future Planning Steps

Our process should:

- Work with existing footprint and resources
- Use historical data for early identification of needs and demands
- Survey islanders for future needs and desires
- Evaluate the Survey Results
  - What will fit?
  - What can be done with limited or volunteer labor?
  - What can be done with professional labor and needs future fund raising support outside of the normal operating budget?
- Report back
  - Three mailing per year
    - Late Winter / Spring – mail Dec. 15
      - (activities: Feb 15 – Jun 15)
    - Summer – mail prior to spring break, Apr 15
      - (activities: Jun 15 – Sept 1)
    - Fall / Winter – mail Aug 1
      - (activities: Sept 1 – Feb14)
  - Add Planning Update date / report out to each mailing.

#### Park and Recreation Plan

Recreation Plan Purpose

Vision

Community Context

Relation to other Documents:

Annual Budget

Capital Improvement



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County and Business Development Plans  
State and County Parks  
Key Community Characteristics and Issues  
Phase I: Approach and Methodology  
Community survey  
Stakeholder committee  
Recreation activities matrix and program life cycle analysis  
Internal Needs assessment and analysis  
Facility Inventory  
Phase II: Review and Analysis  
Team planning workshop  
Phase III: Development of draft recommendations  
First Draft of Recreation Program Plan  
Phase IV: Review, Revise, Present in community forum  
Final Plan and Adoption

#### VIII. ADJOURNMENT

**MOTION** to adjourn by Martha, seconded by Justin at 8:20 pm, unanimously approved.  
The meeting was adjourned at 8:20 pm.


**Addenda:**

*Photos of planning worksheets*  
*Order of Magnitude Cost Estimates*

Special Public Meeting minutes for April 1, 2015

Approved by motion on this 9<sup>th</sup> day of April, 2015

Signed and attested this 9<sup>th</sup> day of April, 2015



Ian Lister, Commissioner #5,  
Secretary



Bob Eagan, Commissioner #2,  
Chair

Photos of planning worksheets

Sheet 1

DEFERRED: (costs needed)

- Fences - height plus outfield (70k/3k)
- Drainage - (30k)
- Dugouts (3k)
- ~~Base~~ (10k add back) ~~covered space~~
- ~~seat coat asphalt~~
- ~~Softball~~ baseball bleachers
- trails - (5k)
- basketball resurface - (1k)
- Signage
- Irrigation - ~~Field I - finished~~
- Skate park - (10k)
- Playground (10k)
- Parking lot (5k)
- tennis backboard (2k)
- water management (metering) (2k)
- drinking fountain (3k)

$$\begin{array}{r} \$8/k \\ \div 6 \\ \hline 16k/yr \end{array}$$



Sheet 2

Wish List (~~\$295~~ w/o signage)  
400

200 ~~300k~~ {

- restrooms/sanitary facilities (3) (visitor, partner)
- food/picnic shelter (4)
- running water
- power

• sand lot volleyball (5k cost) (1A)

• Field 1 as multiple use (1)

• seasonal fence option (20k cost) irrigation (1A)

field 2 - 3 (~~2,500~~ 6k ~~3,000~~)

• double pickle ball (14k cost) (5)  
(use for tennis backboard)

• dog park contribution (5k cost) (2)

• tennis court (30k cost) (6)

• improved spectator seating (5k cost) (7)

• Signage - kiosk



Sheet 3

Cap Reserve: Acct

~~7%~~ ~~\$17K~~

total: 15K court resurface

total: 3-5K irrigation

total: field grading ~~2-3K~~

total: fencing 5K

digout  
power ~~\$0K~~  
\$42K

(7K/yr toward reserve)



Sheet 4

## Ramifications off wish list

1+1A • Sand lot V + multi-use  
\$1 K/yr.

3+4 • restrooms: cleaning \$25k annually

food: picnic - \$300mo garbage  
7,000 annual

5 • Pickle ball - ~~\$~~ 500.<sup>00</sup>

6 • tennis court 500.<sup>00</sup>

② • dog park \$2k annual

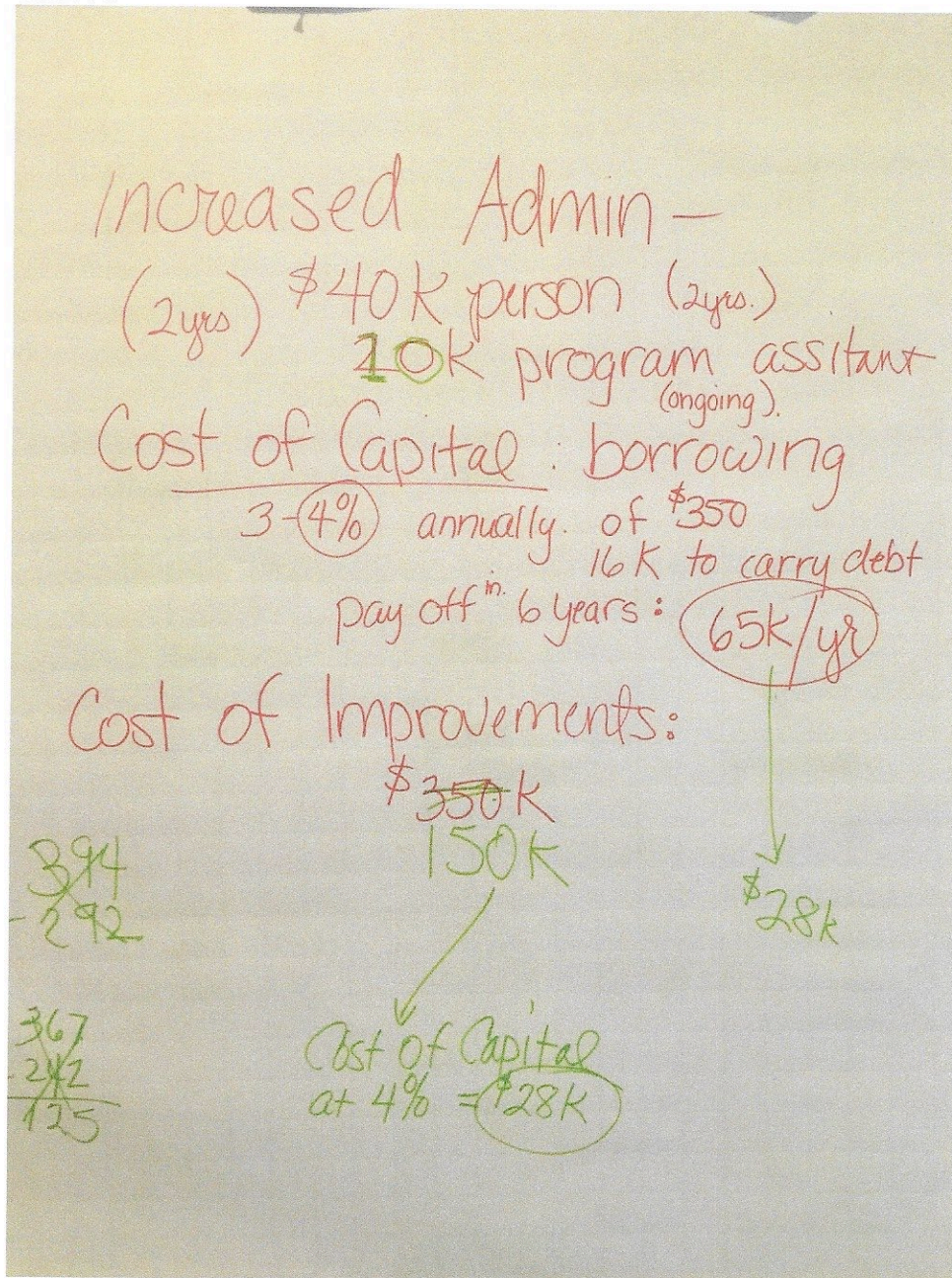
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\$35k



Sheet 5





Sheet 6

Base 172

Admini 34

Cost of Cap 28

Ramifications ~~3~~

Reserve 7

Deferred 16

~~\$ 367 k~~

~~\$ 335 k~~

~~= .18 or .19~~

\$ 260 = .14

(added design  
plus toilet  
plus levy)

265

272 = original



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Order of Magnitude Cost Estimates

PARK AND REC RETREAT 4-1-15			
	172		
	7		
	36		
total	215		
Increased admin	40K	two years	
kim assistant	20K	continui ng	
<b>Wish list</b>			
Sand lot vball	5		
field one	30		
seasonal fence	6		
pickle ball	14		
dog park	5		
tennis court	30		
spectator seating	5		
picnic shelter/restrooms	200		
<b>TOTAL</b>	<b>295</b>		
chainlink fence	10		
Drainage	30		
Skate Park	10		
dugout repairs	3		
Playground	10		
Parking lot	5		
tennis backboard	2		
water management	2		
basketball resurface	1		
drinking fountain	3		
trails	5		

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dcS	10		
BASE	172		
INCREASED ADMIN	34		
COST OF CAPITAL	28		
RAMIFICATIONS	3		
RESERVE	7		
DEFERRED	16		
	260		
added design plus toilet +levt	265		
original	272		
TAKE OUT			
garbage	7		
maintenance	25		
admin	10		
buidling	200		
	242		