

Meeting Minutes March 17, 2016

Orcas Island Park and Recreation District Commission
Special Public Meeting, Thursday, March 17, 2016
Orcas Food Co-op
3:00 P.M. – 5:00 P.M.

I. CALL TO ORDER – 3:07 pm

Bob Eagan, Chair

Roll call:

Seat 1: Vicki Vandermay - *present*

Seat 2: Bob Eagan - *present*

Seat 3: Martha Farish - *absent*

Seat 4: Justin Paulsen - *present*

Seat 5: Deborah Jones - *present*

Staff present: Marcia West (Director), Kim Ihlenfeldt (Program Coordinator)

II. PUBLIC COMMENT

No Public Comment.

III. PLANNING AGENDA

1. Draft Buck Park Improvement Schedule

<Draft Buck Park Improvement Schedule attached>

Marcia presented the Draft Construction / Maintenance Schedule for the planned improvements. The plan has 18 projects ranging from small one week jobs to the longer and more complex upgrade of field 1.

Several suggestions were made for adjustments to the schedule including:

- Deletion of the grass volleyball court. We will install in-ground sleeves for removable poles as part of the sand court work.
- Move spectator-seating improvement up to number 1.5 on the schedule.
- Add electrical conduit to the installation of the waterline in task 1.6.
- Move up the addition of security cameras to task 1.8.

The suggestions are incorporated in the attached copy of the draft schedule.

Discussion of what tasks can be rolled together to prevent issuing “18 different” contacts. Marcia is to find out:

- The process of using the county small works roster for selecting contractors for the small packages.
- What tasks can be completed as maintenance and covered under our existing maintenance contract.

- How to notify the community of the upcoming work and encourage those interested to get on the roster?
- How we legally work with volunteers and donated work and materials on the projects?

2. Sand Volleyball Court – Late May

A discussion of the options for transporting and storing the Doe Bay water treatment sand concluded that it was most cost effective to coordinate with DBWA and have trucks on-site to haul sand as it is removed from the tank. Trucks would shuttle the sand to Buck Park and stockpile in the parking area by the pickleball court. We would need to fence off the stockpile. Contractors who have indicated a willingness to help in the past are: Kimple, Segault, Cunningham, and Nigretto.

Action: Marcia to contact Ted Wixom and let him know our proposed plan and work to secure the contractors and schedule. Convey to Ted that we want to be included in his bidding process for the work.

3. Skatepark Repairs – Mid May

A discussion of the needed skatepark repairs included the need to investigate the extent of subgrade work that is needed to stabilize the park. It was discussed that the best approach would be to first identify the scope of the work and then patch and repair after any subgrade fill and concrete work was complete. One company who might have the tools for the work is GeoTest from Bellingham.

Action: Marcia to contact OICF and see if the skatepark maintenance moneys can cover the funds for the investigation.

MOTION to allow Marcia to engage a consultant in assessing skatepark needs by Justin, seconded by Deb, no discussion; it was approved unanimously.

4. Storage Sheds and Baseball Dugouts - beginning end of May

One option for skid mounted storage sheds was reviewed. The shed location could be either in the current location or in the location of the existing play structure. It was pointed out that the current play structure should be more centrally located and there were many benefits to it being move further away from the tennis courts and skatepark.

The storage shed / equipment issuing building could connect to the power and water already at the shed or play ground location. If the shed were in the play structure location it would also help as a windbreak for the tennis courts.

ACTION: Justin will check with the county regarding the permit and building requirements for a skid or pier foundation. Marcia will collect additional options for building replacement and prepare a Memorandum of Intent for the building department. Continue to coordinate with the group providing materials for the dugout repairs and any proposed changes in footprint.

5. Field One Improvements

A review of the field layouts for the park with the activity templates confirmed that a baseball field would fit both the northeast corner of field 1 and the southwest corner of field one. Both of these options included the volleyball court area in the southeast corner. The northeast location provides better safety between the ball fields without the need for additional high fencing. The northeast location also allows for the play structure relocation to the southwest corner. The preferred location for the grass multi-use field is in the northeast corner.

Action: Marcia to contact the county and see what documents and permits will be needed for field one work. Can we use just a performance specification or do we need a full set of drawings? Marcia is to find out if any of the original CD's for the park are available anywhere.

Marcia to develop cut / fill calculations for grading field one work. It was recommended to contact Terry Turner at OPALCO regarding earthwork calculation software he has been using.

II. Funding

The options to either get one loan at the start and fund all the tasks from our own accounts verses getting a line of credit or two loans and funding in steps as the tasks come up was discussed.

It was recommended that we consider securing funds for the first 1.1 through 1.9 tasks and then go back for a second funding for tasks 1.10 - 1.17.

These options will be reviewed again during the April meeting.

ACTION: Marcia and Bob to research funding options and gather advice to present to the April meeting.

III. ADJOURNMENT

MOTION to adjourn by Justin seconded by Deborah at 5:10 pm, unanimously approved. The meeting was adjourned at 5:10 pm.

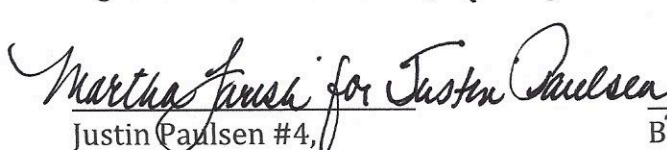
Addenda:


Draft Buck Park Improvement Schedule

Special Public Meeting minutes for March 17, 2016

Approved by motion on this 14th day of April, 2016

Signed and attested this 14th day of April, 2016


Justin Paulsen #4,
Secretary


Bob Eagan, Commissioner #2,
Chair

