

Public Meeting
January 11, 2018

Meeting Minutes January 11, 2018

Orcas Island Park and Recreation District Commission
Public Meeting, January 11, 2018
Eastsound Fire Station
4:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 4:02 pm

Bob Eagan, Chairman, present

Roll call:

Seat 1: Vicki Vandermay, present

Seat 2: Bob Eagan, present

Seat 3: Martha Farish, present

Seat 4: Justin Paulsen, present

Seat 5: Deb Jones, present

Staff present: Kim Kimple (Interim Director)

Public present: SJC Deputy Herb Crowe, SJC Deputy Jason Gross, Jacob Chavez, Caitlin Sena, Leharra Fortune, Jonathan White, Hilary Canty

II. PUBLIC COMMENT

Jacob Chavez and Caitlin Sena, who are frequent users of the park and have volunteered hours repairing and maintaining the skate park, asked if there was a possibility to do a grand reopening of the skatepark to welcome the public back to the improved park. When the weather improves, Grindline can finish their remaining projects and the reopening event can follow. Bob agreed a committee should be created to help plan the event. Justin expressed Jacob and Caitlin would be great point-people and will follow up with them for future plans. Caitlin mentioned it could attract skaters from across the state, so there would be a large turnout of people, especially from out of town. Jacob also requested that, with increased use of Buck Park by dog park users, an additional Port-a-potty be added near the skate park/dog park. OIPRD will add extra facilities when the portable toilets are placed in early March.

Leh'arra Fortune brought up ideas for a skate park Summer Solstice Event/campout for the weekend of summer solstice to celebrate the reopening of the park and solstice. She suggested there be vendor tables, live music, 500+ people expected. Leh'arra left the meeting abruptly for a conversation with a Sheriff's Deputy then later returned, interrupting other public comment with loud verbal statements. She was asked to quiet by Bob and Martha. Leh'arra left, with no progress made on her request.

Jonathan White, a long-time tennis player on the island, brought up a request to extend the hours of Wednesday evening and Saturday morning scheduled intermediate play. He is asking to extend the hours for intermediate-level play to Sat. 8:30am-Noon. Bob would like to know the

level of interest from intermediate-players, he does not want to compromise the rest of the public's play time if they are not committed to the extended time. Jonathan believes ~6-8 intermediate-level players show up in these windows of time to play and there is substantial interest with upward to ~16 players on the court at times. Martha feels OIPRD would be willing to extend the hours for a trial period, and would like to make the new hours very obvious for other regular players. OIPRD will reinstate that time to public play if the trial period suggests the intermediate group is not using the extended time. Bob asked if the posting needed to be improved, Jonathan said the posting is fine. Justin remarked that any intermediate-level user is welcome during these hours. Deb would like to know how long the trial period should be; Martha believes there should be an informal monitoring period where it is observed.

Hilary Canty spoke on behalf of Orcas Island Community Foundation about the Berkowitz Garden next to the Episcopal Church. Hilary would like to find an organization that is interested in taking over maintenance of this garden, which receives an endowment of \$1300/annually for maintenance. Other areas that may also need maintaining include Library Park, which has a separate endowment of \$2400/annually, Kiwanis Park, and other various small gardens within Eastsound. Hilary shared that Robin K., a local gardener, has offered use of equipment for maintenance of these areas, but would prefer to not do it himself. Hilary believes with the total combined parks, one employee could accomplish maintenance, as opposed to continuing to try and sustain volunteer power. Martha mentioned OIPRD is limited on what it can do to private property. Hilary noted these three parks are all San Juan County properties. Justin believes the counties should be responsible for these parks, Hilary noted when these parks were established the county was assured other entities like the library or Kiwanis would be responsible for their upkeep. Bob is willing to follow up with Hilary to create a task list, Martha also believes the Chamber of Commerce has expressed interest in the beautification of downtown. Martha spoke to the desire to see OICF play a convening role in getting entities together for a conversation regarding these parks and future maintenance.

III. MONTHLY AGENDA

< Claims Payment Request January 11, 2018 >

< Claims Payment Request DOR December >

1. Previous Minutes – December 14, 2017

MOTION: Martha moved to approve the December 14, 2017 public meeting minutes; seconded by Justin; and it was approved unanimously.

2. Employees Pay Slip

MOTION to approve employees pay slip for \$9,129.00 by Justin; seconded by Deborah; and it was approved unanimously.

3. Payment of Claims

MOTION: to approve the January 11th, 2018 Claims Payment #6501 for \$13,510.47 by Justin; Deb seconded and it was approved unanimously.

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MOTION: to approve the sales tax payment of \$164.11 to the Department of Revenue, Justin moved to approve; Deb seconded and it was approved unanimously.

VI. MONTHLY BUSINESS

1. Financial

<Monthly Financial Statement>

The cash ending balance was \$121,644.00. The majority of expenses for December were spent on the parks. The \$20,000 PFAP grant for the skate park has not been received and is not included in the Ending of Period Cash Balance. The grant should be received soon after the county approves the official contract and then allows submission of vouchers for payments.

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

<Director's Report>

See attached Director's Report.

VII. UNFINISHED BUSINESS

1. Buck Park Projects -Update

Remaining fence panels have arrived for the dugout. Kim mentioned there are enough small cumulative projects needing attention at the park for the Park Steward position to begin 26 January, which aligns with the budget. Josh Culp has expressed interest in the Park Steward position.

2. OISD Project -Update

There is an OISD meeting on Feb.1st regarding future renovation projects. Bob, Deb and Kim will attend the meeting.

3. Funhouse Rental Agreement -Revision

Kim presented a request by the Funhouse Commons to reinstate the rental rate from the previous contract, which is an increase from the current contract by \$9 per month.

MOTION: to allow Kim to sign the revised Funhouse Rental Agreement at a rate of \$429 monthly by Martha; Vicki seconded and it was approved unanimously.

4. Policy and Procedure Manual -Status

Kim has completed a draft on Part One of the policy manual, which has been emailed to Commissioners for review.

5. Recruitment of Fulltime Director -Update

Martha suggested this discussion be postponed to the retreat where they will also set an agenda for the following public meeting to vote on this topic.

IX. NEW BUSINESS

1. Maintenance Contract

The Maintenance Contract is up for bid with a start date of 01 March 2018. A Request for Proposals will be posted in the Island's Sounder and on the website for the next two weeks. A walkthrough will occur on February 2nd, with final bids due on February 7th. Kim will present bids in the February meeting.

2. Board Retreat

The Board will retreat for a special meeting to be held Jan. 22nd ~~from 10am to 4pm~~ (post-meeting note: the start time for this retreat is TBD) at the Deer Harbor Fire Hall. Martha suggested each commissioner contact ~5 members of the public prior to the retreat to ask them a set of pre-established questions reflecting the performance of OIPRD over the past year. The questions are based on the personal experience of the users. Kim compiled a list of park and program users for interview and the Commissioners selected from that list. Kim will send a separate survey to all users of the registration site, and will also post a link on the OIPRD website. Responses from the interviews and surveys will be presented at the retreat and used for planning the future direction of OIPRD.

3. 2017 Recap Postcard

Kim is working on a postcard to present 2017 in review. A draft of the postcard will be emailed to Commissioners next week for feedback. She would like to send the postcard out the first week in February.

X. ADJOURNMENT MOTION With no further agenda, comments, or discussion, Martha moved to adjourn, seconded by Vicki at 6:07 pm, unanimously approved.

The meeting was adjourned at 6:07 pm.

Addenda:

Claims Payment Request January 11, 2018

Claims Payment Request DOR December

Monthly Financial Statement

Director's Report

Public Meeting minutes for January 11, 2018

Approved by motion on this 08th day of February, 2018

Signed and attested this 08th day of February, 2018

Justin Paulsen #4,
Secretary

Bob Eagan, Commissioner #2,
Chair