

Meeting Minutes February 11th and 12th, 2021

Orcas Island Park and Recreation District Commission
Public Meeting, February 11th and 12th, 2021
Online via Zoom Meeting

5:00 P.M. - 6:00 P.M.

I. CALL TO ORDER – 5:22 p.m.

Bob Eagan, Chairman

Roll call:

Seat 1: Dennis Dahl – present

Seat 2: Bob Eagan – present

Seat 3: Barry Madan – delayed, arrived at 5:24

Seat 4: Justin Paulsen – present

Seat 5: Deborah Jones – present

As the meeting was about to be called to order, a power outage resulted in multiple participants losing connection. The Board refrained from calling to order for 20 minutes to allow time for members of the public to call in and then decided on an amended agenda to include approval of previous minutes, employee's payroll, and payment of claims. All other agenda items will be continued with the meeting, date and time to be determined below.

MONTHLY AGENDA

1. Previous Minutes

MOTION to approve meeting minutes from January 14th, 2021 by Dennis, seconded by Justin. Discussion included Bob requesting that the specific dates be added to ballot filing deadlines. With no further discussion the minutes were approved unanimously.

2. Employees Pay Slip

MOTION to approve the employees pay slip in the amount of \$5,548.00 by Deb, seconded by Justin. With no discussion the motion was approved unanimously.

3. Payment of Claims

<see attached Claims>

MOTION to approve the payment of claims dated February 11th, 2021, in the amount of \$4,854.75 by Justin, seconded by Dennis, with no further discussion the motion was approved unanimously.

Terri presented a letter of engagement with Berry Elsner and the Board confirmed approval to authorize signature, as covered by motion for expenditure in last month's meeting.

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5:47 p.m. - Due to the continued power outage and limited public access, Board Chair Bob Eagan called for a continuance of the regular meeting. After discussion, the continuance was announced for Friday, February 12th at 6:00 p.m.

**Meeting Minutes
February 12, 2021**

Orcas Island Park and Recreation District Commission
Public Meeting, February 12, 2021
Online via Zoom Meeting

6:00 P.M. - 7:00 P.M.

I. RESUME MEETING – 6:07 p.m.

Bob Eagan, Chairman

Roll call:

Seat 1: Dennis Dahl – present

Seat 2: Bob Eagan – present

Seat 3: Barry Madan – present

Seat 4: Justin Paulsen – present

Seat 5: Deborah Jones – present

Public present: Mary Jane Elgin, Jami Mitchell, Bob Phalan, Patty Cook, Georgette Wong, Andrew Stephens, Kat Steele

This meeting is called into continuance after a power outage interrupted yesterday's meeting. 24-hour's notice was provided to the public by means of the website, the Editor with The Orcasonian, and through the email notification email list. It was also posted on location at the Orcas Island Park and Recreation District office. Due to limited features with the online meeting platform, Zoom, new meeting access information was generated and posted with the notices listed above.

II. COMMITTEE REPORT- Mount Baker Farm Exploratory Committee

Commissioner Justin Paulsen presented the Mount Baker Farm Exploratory Committee report. The Committee met on three separate occasions over the past month to discuss the possibilities, concerns and questions for pursuing purchase and use of Mount Baker Farm. Justin reports that the committee came to a consensus that the acquisition of Mount Baker Farm is in the interest of the community, however, there has not been a consensus that Orcas Island Park and Recreation is the proper entity to acquire the property. The committee does recognize that OIPRD has started the project of looking into exploring the property as a community asset and will continue to lead the charge in the project at this time. Justin also reports that the committee recognizes some legal restraints surrounding the use due to purpose of the park district. The commissioners agree that the district will move forward with the exploration project for the purpose of this property. Issue about real estate transaction happens faster than the speed of government and there is a risk that a private purchaser will purchase the land before the group

has the ability to act. The Commissioners have a desire to hold a town hall meeting to include the community in this discussion.

Proposed subcommittees may include a steering committee, financing committee, public relations committee, legal use committee.

III. PUBLIC COMMENT

Jami Mitchell shares that she agrees that this is too wonderful of a potential community asset to pass up exploring and feels the next steps could be engaging donors and collaborating with potential partners. Jami shared that a member of the community foundation believes there are donors who are interested in participating in funding the project.

Bob Phalan feels the most important next step is getting out there and talking to the community to continue gathering feedback.

Georgette Wong shared that she is a committee member and has two children who are participating in activities through Orcas Park and Rec. She brings multiple hats to the conversation, first as a mother of participants, second as experience with major donors who seek opportunities in ways their money can truly make a difference.

Mary Jane Elgin introduced herself as a local ceramics teacher and was surprised upon moving to Orcas Island there wasn't a community art center here. She feels there is great potential for the spaces on Mount Baker Farm.

Kat Steele works with the OrcasSong Institute and introduced the idea called a resilience hub, which connects community members to resources.

Commissioner Justin shared that the vision right now is a wide open and blank canvas. OIPRD's exploration is to identify a vision for potential community use of this property.

Commissioner Barry asked Andrew Stephens about a comment he had submitted as part of the committee.

Andrew Stephens shared that he is in full support of this whole idea as it potentially checks many boxes, including potential fields, pool, etc. It is so close to the existing park which currently has limited space, and cannot expand beyond the current borders east, south, or west. Andrew shared that he has spent the last months polling individuals that he has come into contact with about the idea and reports that the feedback is great and includes a lot of positive, with the only reserve being the potential of adding to property tax.

MOTION to actively engage with stakeholders of the community to explore community purchase of Mount Baker Farm by Deb, seconded by Justin. Discussion included Bob's concern regarding the property and lack of interest in the past due to land use concerns, as well as concern about land developer coming in and wanting to use the property to build a series of large homes on the outskirts and smaller community-focused homes in the middle. Justin responded that he didn't feel there was a reality in the near future for large urban housing, as the property is outside of the UGA and would not be allowed to connect to sewer, meaning there would need to be some massive improvements to waste infrastructure. With no further discussion the motion was approved unanimously.

MOTION to approve \$3,000 for use in consulting fees related to the exploration of Mount Baker Farm purchase by Justin, seconded by Deb, with no discussion the motion passes unanimously.

V. MONTHLY BUSINESS

1. Financials

Terri reported \$140,896 positive variance due to COVID program shut down and Justin shared that the cash carryover has been accounted for in the 2021 budget.

2. Director's Report

The ball fields will undergo pre-season maintenance. Terri will also order mulch on the playscape and estimates a total of \$800.

Justin feels it's important to have an OIPRD presence at the park during high school baseball and softball games to help ensure that activity participants and spectators are properly distanced.

Brooke Bruland will be returning to the office in early March and working on a temporary basis.

UNFINISHED BUSINESS

1. COVID-19 Business Operations, Programs and Staffing

Program update provided in Director's report.

2. Continue Levy Timeline Discussion

Covered below.

3. Commissioner seats up for re-election – November 2021

The district will be placing a levy increase on the November 2021 ballot. Filing deadline for this will be on August 3rd. All 5 Commissioners are also up for re-election, with a filing deadline on May 17th with a deadline of May 21st at 4:30 pm.

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VI. ADJOURNMENT

MOTION to adjourn by Justin, seconded by Deb, with no further discussion the meeting adjourned at 7:36 pm.

Addenda:

Claims Payment February 11th, 2021
Monthly Financial Report

Public Meeting minutes February 11th and 12th, 2021

Approved by motion on this 11th day of March 2021

Signed and attested this 11th day of March 2021

Justin Paulsen Commissioner #4,
Secretary

Bob Eagan, Commissioner #2,
Chair

CLAIMS PAYMENT REQUEST

DISTRICT: ORCAS ISLAND PARK AND RECREATION DISTRICT

FUND # 6501

DATE: 11-Feb-21

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SEE ATTACHED INVOICE ACCOUNTING REPORT

TOTAL CLAIMS \$4,854.75

*Note claims approved via Zoom meeting on 2/11/2021

I do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is just, due, and unpaid obligation against the district. I am authorized to authenticate and certify to these claims. Materials backing up these claims will be retained by the district according to state law and are available to the public on request.

Signed as Auditing Officer

Date

Signed as Chairman / Commissioner

Date

Board Authorization*

As the duly elected board for this district we have reviewed the claims attached (including original backup materials) totaling

\$ 4,854.75 for the period ending February 11, 2021 We approve payment with our signatures below.

Commissioner

Date

Commissioner

Date

Commissioner

Date

Commissioner

Date

Invoice Accounting Report by Vendor Name
San Juan County

Vendor Number: ban155

Name: BANNER BANK

Invoice Number	Line No	Line Description	Account Number	Amount	Type
7651	1	Orcas Online	E 6501.00.571.00.42.0004	74.00	in
	2	OPALCO	E 6501.00.571.00.47.0014	48.54	in
	3	Zoom Meetings	E 6501.00.571.00.42.0002	16.23	in
	4	Vonage	E 6501.00.571.00.42.0004	101.18	in
	5	Canva	E 6501.00.571.00.41.0020	12.95	in
	6	Microsoft office software	E 6501.00.571.00.31.0004	108.29	in
	7	Apple - Computer mouse	E 6501.00.571.00.35.0002	85.56	in
	8	Apple - Computer warranty	E 6501.00.571.00.35.0002	215.52	in
	9	Apple - Computer shipping	E 6501.00.571.00.35.0002	14.08	in
	10	Apple - computer adapter	E 6501.00.571.00.35.0002	20.58	in
	11	Discrepancy from January iThemes charge	E 6501.00.571.00.42.0002	1.00	in
	12	Bank charge due to \$1 carryover	E 6501.00.571.00.49.0009	5.72	in
Vendor Total:				703.65	

Vendor Number: cha650

Name: CHAPPY'S

Invoice Number	Line No	Line Description	Account Number	Amount	Type
OIPRDJAN	1	Buck Park Portapotties - January	E 6501.00.571.00.47.0011	65.00	in

Vendor Number: eas350

Name: EASTSOUND WATER USERS ASSN

Invoice Number	Line No	Line Description	Account Number	Amount	Type
06-0135	1	12/01/2020-01/01/2021	E 6501.00.571.00.47.0012	37.00	in

Vendor Number: fun100

Name: FUNHOUSE COMMONS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
202103	1	Office rental - March	E 6501.00.571.00.45.0002	429.00	in

Vendor Number: gri146

Name: GRIFFINS YARD WORKS

Invoice Number	Line No	Line Description	Account Number	Amount	Type
20200128	1	Buck Park tree removal - 1/28/21	E 6501.00.571.00.48.0011	510.00	in

Invoice Accounting Report by Vendor Name
San Juan County

20200130	2	Tax - Buck Park tree removal - 1/28/21	E	6501.00.571.00.48.0011	42.33	in
	1	Buck Park maintenance - January 2021	E	6501.00.571.00.48.0006	1,719.20	in
20210126	2	Tax - Buck Park maintenance - January	E	6501.00.571.00.48.0006	142.69	in
	1	Buck Park tree removal	E	6501.00.571.00.48.0011	460.00	in
	2	Tax - Buck Park tree removal 1/26/21	E	6501.00.571.00.48.0011	38.18	in
Vendor Total:					2,912.40	

Vendor Number: orc195 Name: ORCAS ISLAND STORAGE, LLC

Invoice Number	Line No	Line Description	Account Number	Amount	Type
OIPRDMar	1	Storage rental	E 6501.00.571.00.45.0002	145.00	in

Vendor Number: san180 Name: SAN JUAN CO TREASURER

Invoice Number	Line No	Line Description	Account Number	Amount	Type
03430	1	Quarterly Fees - 4th Quarter, 2020	E 6501.00.571.00.41.0007	260.94	in

Vendor Number: san275 Name: SAN JUAN SANITATION CO.

Invoice Number	Line No	Line Description	Account Number	Amount	Type
2960959-SJ	1	01/31/2021	E 6501.00.571.00.47.0013	187.76	in

Vendor Number: uni077 Name: US POSTMASTER - EASTSOUND

Invoice Number	Line No	Line Description	Account Number	Amount	Type
575	1	P.O. Box 575 renewal	E 6501.00.571.00.42.0001	64.00	in

Vendor Number: wsf100 Name: WASHINGTON STATE FERRIES

Invoice Number	Line No	Line Description	Account Number	Amount	Type
RK363040	1	cust. F102691	E 6501.00.571.00.43.0010	50.00	in

Grand Total: 4,854.75

FUND: 6501.00 ORCAS ISLAND PARK AND REC DISTRICT

Account No	Account Description	Amount	Total Amount	Beginning Balance	Ending Balance
101	BEGINNING CASH BALANCE			302,037.33	
212	SALARY PAYABLE	4,451.55			
231	OTHER ACCRUED LIABILITIES	1,088.89			
310	TAXES	972.90			
330	INTERGOVERNMENTAL REVENUE				
340	CHARGES FOR GOODS AND SERVICES				
360	MISCELLANEOUS REVENUES				
380	NONREVENUES				
390	OTHER FINANCING SOURCES				
	TOTAL RECEIPTS		6,513.34		
212	SALARY PAYABLE	4,451.55			
231	OTHER ACCRUED LIABILITIES	1,088.89			
570	CULTURE AND RECREATION	8,506.95			
580	NONEXPENDITURES				
590	DEBT SERVICE AND OTHER				
	TOTAL DISBURSEMENTS		14,047.39		
101	ENDING CASH BALANCE				294,503.28
				GL ENDING CASH BALANCE	294,503.28
				NET VARIANCE	0.00
241	PRIOR BONDS OUTSTANDING (BEGINNING BALANCE)			79,000.00	
	BONDS PAID	0.00			
	BONDS ISSUED	0.00			
	NET CHANGE		0.00		
241	BONDS OUTSTANDING (ENDING BALANCE)				79,000.00
151	BEGINNING INVESTMENT BALANCE			0.00	
	INVESTMENTS ACQUIRED	0.00			
	INVESTMENTS LIQUIDATED	0.00			
151	ENDING INVESTMENT BALANCE				0.00