

Meeting Minutes

Orcas Island Park and Recreation District Commission
Regular Meeting and Public Hearing
Thursday, November 10, 2022; 4:00 PM
Orcas Island School District Cafeteria
557 School Road, Eastsound, WA 98245

I. CALL TO ORDER 4:12 p.m.

Bob Eagan, Chairman

Roll call:

Seat 1: Denis Dahl - present

Seat 2: Bob Eagan - present

Seat 3: Barry Madan - present

Seat 4: Justin Paulsen - present

Seat 5: Deborah Jones - present

II. PUBLIC COMMENT

None

III. PUBLIC HEARING 2023 ANNUAL BUDGET

Public Hearing opened at 4:12 p.m.; discussion items included carry-over cash from 2022, Property Tax Revenue, Professional Fees, Salaries and Park Improvements. With no further discussion and no public present in-person or via Zoom, Chairman Bob closed the Public Hearing at 4:38 p.m.

IV. MONTHLY AGENDA

1. Previous Minutes

- **MOTION to approve** the October 13th Regular Meeting minutes by Dennis, second by Justin. With no further discussion the motion passed unanimously.

2. Employees Pay Slip

- **MOTION to approve** the employees pay slip for October in the amount of \$16,480.97 by Justin, second by Dennis. With no further discussion the motion was passed unanimously.

3. Payment of Claims

- **MOTION to approve** the payment of DOR claims in the amount of \$451.89 by Deb, second by Justin. With no further discussion the motion passed unanimously.
- **MOTION to approve** the payment of claims in the amount of \$5,004.67 and \$1,421.98 by Deb, second by Justin. With no further discussion the motion passed unanimously.

V. MONTHLY BUSINESS

1. Financials (See attached report)

- Ending cash balance as of 10/31/2022 - \$618,658.91
- Discussion regarding the final Port Loan payment – payment of \$15,000 on 12/1/2022 will be the last payment – resulting in the loan being paid in full.

2. Directors' Report
 - See unfinished business
3. Committee Reports
 - Kiwanis decided not to apply for the OICF catalog due to timing and availability of Kiwanis members to pull the organizational paperwork required. Playground committee will meet once preliminary designs are received.

VI. UNFINISHED BUSINESS

1. 2022/2023 Projects
 - Discussion regarding replacement parts for the Buck Park well system. Bob has tracked down the replacement equipment (VFD and Pump Motor). Estimated cost is \$6,000. The new VFD will be installed in the spring and the old VFD will be housed in the OIPRD office. The manufacturer indicated the VFD needs to be in temperature controlled environment when stored. Bob plans to swap out the VFD's every 3 years per manufacturer recommendations. Further discussion regarding OISD reimbursing half of the cost per the Buck Park transfer documents.
 - **MOTION to approve** expenditure of \$6,000 for the purchase of a replacement VFD and motor for the Buck Park well system by Justin, second by Dennis. With no further discussion, the motion passed unanimously.
2. Fall Program Update
 - Fall programs are in full swing with Dance, yoga, art, cooking and fiber classes. Girls SWISH is underway and Boys SWISH practices will start in December.
3. Winter 2023 Proposed Programs
 - See attached program schedule.

VII. NEW BUSINESS

1. 2023 Budget Adoption Resolution
 - **MOTION to approve** Resolution 2022-2 adopting the 2023 General Fund Budget by Justin, second by Barry. With no further discussion the Resolution was approved and the motion was passed unanimously.
2. 2023 Levy Certification
 - **MOTION to approve** Resolution 2022-1 and Resolution 2022-3 setting and certifying the 2023 Levy and the 2023 Levy Increase, by Justin, second by Dennis. With no further discussion the motion passed unanimously.
3. Proposed RFQ for Engineering Services Relating to Proposed Projects Located in Buck Park
 - The commissioners reviewed and suggested edits to the Request For Qualifications for architectural/engineering services to assist OIPRD in evaluating the Buck Park athletic fields and other facilities for needed improvements/repairs.
 - **MOTION to approve** the issuance of RFQ #2022-001 for Architectural/Engineering Services by Justin, second by Deb. With no further discussion the motion passes unanimously.

- **MOTION to approve** the issuance of RFQ #2022-001 for Architectural/Engineering Services by Justin, second by Deb. With no further discussion the motion passes unanimously.
- 4. Future Monthly Meeting Location Options
- After discussion of possible meeting locations for OIPRD meetings, the decision was made to continue holding meetings at the OISD Cafeteria and continuing to provide remote access to meetings via Zoom until further notice.

VIII. ADJOURNMENT

MOTION to adjourn at 5:49 p.m. by Bob, second by Barry. With no further discussion, the meeting was adjourned at 5:49 p.m.

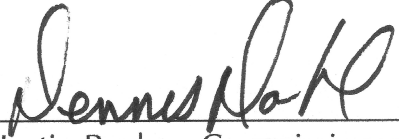
Addenda:

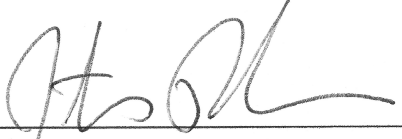
Financial Reports
Claims Payments
Resolution 2022-1
Resolution 2022-2
Resolution 2022-3
RFQ #2022-001

Public Meeting minutes November 10th, 2022

Approved by motion on this 12th day of December 2022

Signed and attested this 12th day of December 2022


 Justin Paulsen Commissioner #4,
 Secretary
DENNIS DAHL


 Bob Egan, Commissioner #2,
 Chair **JUSTIN PAULSEN**
 (ACTING CHAIR)