

Meeting Minutes
Orcas Island Park and Recreation District Commission
Public Hearing and Regular Meeting

Thursday, November 9, 2023; 4:00 PM

Orcas Fire and Rescue Station 21
45 Lavender Lane
Eastsound, WA 98245

CALL TO ORDER – 4:04pm

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

Bob uses the public comment time to thank Terri for her competence handling the director role this year.

III. PUBLIC HEARING 2024 ANNUAL BUDGET 4:07pm

Terri begins the hearing for the Annual Budget and opens the floor for questions.

Salaries were discussed and reviewed. Justin asks how the \$100,000 that is budgeted for 2024 Park Improvement will be used; Terri states that we will use those funds for the pickleball courts, new playground installation and possible parking lot improvements. Bob asks if we added life flight insurance to the budget, and Terri confirms that \$174 was allocated for each employee to have access to all three medical flight services.

The Public Budget Hearing was closed at 4:15pm.

IV. MONTHLY AGENDA

1. Previous Minutes

- **MOTION to approve** the previous minutes for the October 2023 Commission Meeting by Denis, seconded by Deb. With no further discussion the motion was passed unanimously.

- **MOTION** to approve the minutes for the Special Meeting on October 12, 2023, by Denis, Seconded by Justin. With no further discussion the motion was passed unanimously.
2. Employees Pay Slip
- **MOTION** to approve the Employees Pay Slip in the amount of \$13,043.92 by Deb, seconded by Denis. With no further discussion the motion was passed unanimously.
3. Payment of Claims
- **MOTION** to approve the Payment of Claims in the amount of \$2,287.65; \$56,632.14; and \$6,326.11 by Deb, seconded by Barry. With no further discussion the motion was passed unanimously.
 - **MOTION** to approve the DOR sales tax in the amount of \$735.82 by Justin, seconded by Denis. With no further discussion the motion was passed unanimously.
 - **MOTION** to approve the Payment of Claims to Matia Contractors in the amount of \$60,565.69 by Deb, seconded by Denis. With no further discussion the motion was passed unanimously.

V. MONTHLY BUSINESS

1. Financials

Ending cash balance as of October 31, 2023, is \$628,006. To date, we have collected 91% of the budgeted property tax revenue. Terri expects additional tax revenue to be credited in the November financials, but not collect 100% of the budget revenue.

2. Directors' Report

- Terri hands out the proposed use agreement with OISD, stating that OIPRD will once again have use of the school's bathroom and the track and sports fields, excluding when it will be used by the school during the fall soccer season.
MOTION to approve the contract agreement with OISD by Justin, seconded by Denis. With no further discussion the motion was passed unanimously.
- Terri is working on several healthy lifestyle initiatives that will require collaboration with other organizations wants to promote Orcas becoming a blue zone (geographic location with lower rates of chronic illness and longer life expectancy).
- The playground equipment has been ordered and Kiwanis has sent their check for \$64,550, to Playtime. OIPRD will fund the balance of \$31,557. Once the equipment is received, we will decide on the installation date and organize a community demolition/installation. When the dates are set, a press release will be sent to local media outlets.
- Community Dodgeball will be co-hosted between Orcas Island Education Foundation and OIPRD on the Friday after Thanksgiving. Justin will be the MC for this event and Terri will assist with set-up and break-down. OIEF will receive all the donations that are collected that night.

- Terri reports an OIPRD coach created an issue regarding a basketball player on the Friday Harbor Girls SWISH team by inaccurately identifying them as a transgender athlete and handled the situation poorly, citing unfairness between the team matchups. Terri shares that this behavior reflects badly on OIPRD, and we need policies to navigate these situations in the future.
- Paige with the Common Goodness Project will be holding a training on Thursday Nov. 16th via zoom. This training will cover terminology and how we talk about gender and LGBTQ+ identity. OIPRD does not currently have a written policy regarding gender diversity and inclusion. This training is a part of this process.

3. Committee Reports

N/A

VI. UNFINISHED BUSINESS

1. RWD Landscape Architects/Matia Contractors, Inc.

N/A

2. 2023 Projects (Ball Fields; Playground; Pickleball Court Reconfiguration/Resurface)

Bob shares that there is still an issue with the swale on the baseball field in Buck Park, water is going onto the field instead of down the swale, work needs to be done so that any water coming down the stairs will go down the swale. Justin suggests using straw wattle over the path of water going onto the field. Terri shares that the field tarp will be delivered soon, it will be imperative to make sure that water is not running beneath the tarp on the field.

3. Gender Diversity and Inclusion Statement

Will be discussed with Paige during the Common Goodness Project training.

VII. NEW BUSINESS

1. 2024 Budget Adoption Resolution

- **MOTION to approve** the 2024 Budget by Deb, seconded by Barry. With no further discussion the motion was passed unanimously.

2. 2024 Levy Certification Resolution # 2023-1 Set the levy,

- **MOTION to approve** the resolution #2023-1 by Deb and seconded by Barry. With no further discussion the motion was approved.

Resolution #2023-2 Adopting the 2024 general fund budget.

- **MOTION to approve** resolution #2023-2 by Denis, seconded by Barry. With no further discussion the motion was approved.

3. Resolution #2023-3 Setting the property tax levy for the year 2024

- **MOTION to approve** the Resolution #2023-3 by Barry, seconded by Justin. With no further discussion the motion was approved unanimously.

VIII. ADJOURNMENT -5:26pm

- **MOTION** to adjourn by Justin, seconded by Denis. With no further discussion the meeting was adjourned at 5:26pm.

Addenda:

Claims Requests

Financials as of October 31, 2023

2024 Operating Budget

Interlocal Agreement between OISD and OIPRD

Resolution #2023-1

Resolution #2023-2

Resolution #2023-3

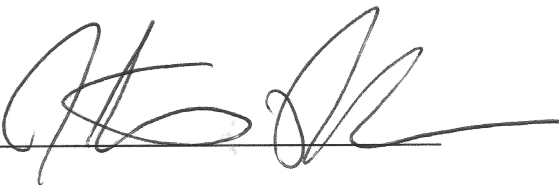
Public Regular Meeting Minutes November 9, 2023

Approved by motion on this


14th day of December 2023

Signed and attested this

14th day of December 2023

A handwritten signature in black ink, appearing to be 'JP', written over a horizontal line.

Justin Paulsen, Commissioner #4
Secretary

A handwritten signature in black ink, appearing to be 'BE', written over a horizontal line.

Bob Eagan, Commissioner #2
Chair