

MINUTES

Orcas Island Park and Recreation District Commission

Regular Meeting

Thursday, October 10th, 2024; 4:00 PM

Orcas Fire and Rescue Station 21

45 Lavender Lane

Eastsound, WA 98245

I. CALL TO ORDER Deb Jones calls the meeting to order at 4:04 p.m.

Deb Jones, Chair

Roll call:

Seat 1: Dennis Dahl-Present via Zoom

Seat 2: Bob Eagan-Absent

Seat 3: Asya Eberle-Present

Seat 4: Justin Paulsen-Absent

Seat 5: Deborah Jones-Present

II. PUBLIC COMMENT

No public comment.

III. MONTHLY AGENDA

1. Previous Minutes

- **MOTION to approve** the previous minutes for the August 8th, and September 12th Commission Meetings as well as the August 22nd, September 9th, and September 16th Special Meetings by Dennis, seconded by Asya. With no further discussion the motion was passed unanimously.
- The Board has postponed the approval of the September 13th Special Meeting minutes for a future meeting.

2. Employees Pay Slip

- **MOTION to approve** the Employees Pay Slip in the amount of \$10,964.75 by Asya, seconded by Dennis. With no further discussion the motion was passed unanimously.

3. Payment of Claims

- **MOTION to approve** the DOR sales tax in the amount of \$749.82, and the Payment of Claims in the amount of \$14,254.20 by Asya, seconded by Dennis. With no further discussion the motion was passed unanimously.

IV. MONTHLY BUSINESS

1. Managers Reports

- Batu from the Orcas Island Football Club approached Kim to ask if OIPRD would be willing to sponsor their Give Orcas campaign. Kim declined this request due to complications we faced last year with a similar situation.

- Kim toured Buck Park and would like to see improvement in standards from the park steward position.
- Asya asks if we should put out an ad for a part time position to help out AI in the office. This is up to the Directors discretion, if the 2025 budget allows for the position then we can put a job posting out.
- See Unfinished Business Items #1-#8.

2. Financial Reports

- Kim reports that everything is in order.

3. Committee Reports

- No committee reports.

V. UNFINISHED BUSINESS

1. 2024 Projects (Pickleball Court reconfiguration; Parking Lot maintenance; Skate Park maintenance; Installation of new Playground Equipment; Boundary Line Modification with The SJC Land Bank)

- The installation of the pickleball court fence is being postponed until 10/15.
- It has been brought to Kim's attention that several areas on the pickleball court surface are coming off and will need to be repaired.
- The crack forming on the tennis courts will need to be addressed, Deb suggests filling it in before the winter so that the crack is not worsened by the weather. The commissioners agree to having Ron take out the trees that are the cause of the issue

2. Program Updates

- No program update.

3. Staffing and Benefit Update

- Kim will begin working on PERs at the start of the new year.

4. Eastsound Water Users Association – Water Rights Agreement Renewal

- No update on the renewal of the Water Rights Agreement. Bob will help advise Kim on the situation with the Eastsound Water Users Association.

5. San Juan County Accounting Transition update

- Kim is collecting information on the transition and has been researching accounting software that may serve as a solution; Deb suggests using Quickbooks.

6. Ground Conditions below OISD track field

- Kim plans on doing a thorough walk through with Bob to get a better understanding of the situation.

7. 2025 Budget Schedule

- A draft of the budget has been sent to the commissioners, some changes from last year include an increase in the directors wage and an increase on the software budget due to the additional accounting work. The commissioners and Kim have a general

discussion over the potential budget changes as well as the possibility of electing new commissioners to the board in the event of a current commissioner stepping down.

8. Policy and Procedure for Renting Fields

- Dennis asks if we have a policy for starting a program through OIPRD; Kim shares that while we do not have a policy currently she will be working on creating a matrix that will allow community members to develop their program.

VI. NEW BUSINESS

1. The OIPRD office space rental fee will be increased in accordance with the lease agreement.
 - **MOTION to authorize** Chairperson Deb to sign the lease for the office space at the Funhouse Commons by Asya, seconded by Dennis. With no further discussion the motion passed unanimously.

VII. ADJOURNMENT The 10/10/24 OIPRD Commission Meeting is adjourned at 4:54 p.m.