

**Minutes**  
Orcas Island Park and Recreation District Commission  
**Regular Meeting**

**Thursday, July 13, 2023; 4:00 PM**  
Orcas Fire and Rescue Station 21  
45 Lavender Lane  
Eastsound, WA 98245

**I. CALL TO ORDER** 4:05pm

Bob Eagan, Chairman

Roll call:

Seat 1: Denis Dahl-present

Seat 2: Bob Eagan-present

Seat 3: Barry Madan-present

Seat 4: Justin Paulsen-absent

Seat 5: Deborah Jones -present

**II. PUBLIC COMMENT**

Linda Hamilton requested the use of the Buck Park tennis courts for a pickleball tournament. The tournament will be held on Saturday, August 26 and Sunday, August 27, 2023. Hours of tournament are 9:00 am – 3:00 pm. The use of the tennis courts will allow more players to participate in the tournament. The tournament manager (Linda Hamilton) will be responsible for the temporary markings (to be approved by OIPRD prior to installation) and for the cleaning. An additional portable toilet was discussed. If it is deemed necessary, the pickleball tournament will cover the cost. Signage to notify public of the tournament use will be posted at the tennis court in advance. Deb will send an email to the tennis community notifying them of the approved pickleball tournament.

**III. MONTHLY AGENDA**

1. Previous Minutes

- **MOTION to approve** June 8, 2023 Meeting Minutes by Deborah seconded by Barry. With no further discussion the motion was passed unanimously.

2. Employees Pay Slip

- **MOTION to approve** the Employees Pay Slip for June 2023 in the amount of \$12,149.42 by Deborah, seconded by Barry. With no further discussion the motion was passed unanimously.

3. Payment of Claims

- **MOTION to approve** the payment of the DOR Claims in the amount of \$1,19.63 by Deborah, seconded by Barry. With no further discussion the motion was passed unanimously.

- **MOTION to approve** the payment of Claims in the amounts of \$13,676.18; \$15,420.46 by Dennis seconded by Barry. With no further discussion the motion was passed unanimously.

#### **IV. MONTHLY BUSINESS**

1. Financials – Financials were reviewed. Ending cash balance as of 6/30/2023 is \$678,454.44.

##### 2. Directors' Report

- Terri briefed the commissioners on the Fourth of July 5k race; this was a collaboration with the Chamber of Commerce and the Exchange. The race had approximately 100 participants. The onsite registration was a bit of a challenge with ActiveNet. Registration took too long, and we had long lines. More volunteers and a simpler race platform would have been helpful. Next year The Chamber of Commerce will take on this race as a fundraiser for the Chamber. All in all, after a 3-year hiatus, the 5K Fun Run was a success.
- Discussion regarding the water rights use agreement with Eastsound Water Users Association (EWUA) included discussing past amounts that were never billed by EWUA. Commissioners are interested in a look forward payment arrangement. Terri and Bob will set up a meeting with Dan Burke. This agreement expires in 2024 and will need to be renewed.
- Bob asked if the VFD for the well system would be shipping soon. Terri will email the vendor and request an update.
- The pickleball group has requested a new portable net for the pickleball court. The current net is old and flimsy. Commissioners agreed that Terri can order a new net not to exceed \$1,000.
- Summer programs are in full swing and well attended.
- As of July 1, 2023, employee health benefits are in place for both full time staff members (Terri and Alfred).

##### 3. Committee Reports

None

#### **V. UNFINISHED BUSINESS**

1. RWD Landscape Architects - Don Campbell joined the meeting via Zoom to discuss the proposed RFP #20230718 and associated Project Manual. Discussion included materials added to the field and the ability for re-use with future proposed renovations. Don stated that the screened material plus 10% added per year can be saved and reused. Various questions regarding rolling equipment were discussed. Don will review the marked-up plan with comments and revise the construction drawings to include the expected finished grades on the fields. RWD will also look at relocating the playground to a new location per the proposed future Field Master Plan.

**MOTION to approve** the release of RFP #20230718 for Buck Park Infield Renovations by Dennis, seconded by Deb. With no further discussion the motion was

passed unanimously.

2. 2023 Projects (Ball Fields; Playground; Pickleball Court improvements) – see above

## **VI. NEW BUSINESS**

2024 budget has been added to the agenda. No discussion other than estimated time frames for meetings and due dates. The draft 2024 budget will be presented at the October 12, 2023, regular commission meeting. The 2024 budget will be discussed in a Public Hearing before the November 2023 regular meeting on November 9, 2023.

## **VII. ADJOURNMENT**

- **MOTION to adjourn** at 6:22 pm by Deborah, seconded by Dennis. With no further discussion the meeting was adjourned at 6:22 pm.

### **Addenda:**

#### *Monthly Claims Requests*


Public Meeting Minutes July 13, 2023

Approved by motion on this

14<sup>th</sup> day of September 2023

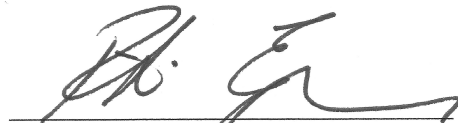
Signed and attested this

14<sup>th</sup> day of September 2023



Justin Paulsen, Commissioner #4

Secretary



Bob Eagan, Commissioner #2

Chair