

MEETING MINUTES

Orcas Island Park and Recreation District Commission Special Meeting

Thursday, October 26, 2023; 3:00 PM

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

I. CALL TO ORDER

Bob Eagan, Chairman

Roll call:

Seat 1: Dennis Dahl - present

Seat 2: Bob Eagan - present

Seat 3: Barry Madan - absent

Seat 4: Justin Paulsen – present via Zoom

Seat 5: Deborah Jones - present

II. PUBLIC COMMENT

No public in attendance

III. SPECIAL AGENDA

1. Budget Workshop:

Commissioners reviewed the Draft 2024 Budget. Discussion included salaries, benefits, revenues, expenditures, and future capital items. Specifics included salary increases of 6% for staff, budgeting for retirement (PERS), additional benefits to include flight services for medical emergencies requiring airlift/flight services for staff, increase activity fees to reflect revenues more accurately from the dance program. Expenditure discussion included increased budget for enhanced maintenance of the baseball/softball fields. Increased budget for expected increase of park maintenance and mowing contract. Increased budget to reflect facility rental fees and instructor fees more accurately, primarily due to the dance program success. Commissioners requested \$5k to be budgeted for ballot fees in case there is a need. 2024 Capital/Projects: Boundary line modification with Landbank will require survey; Pickleball court resurfacing and re-orientation with additional fencing; Skatepark preventative maintenance; Parking lot grading and maintenance; Replace softball backstop for safety reasons; Address drainage issue along the outside of the baseball visitor dugout area along fence line to the outfield.

2. Selection of Playground Equipment and Acceptance of Kiwanis of Orcas Island Donation of Playground Equipment:

Kiwanis of Orcas Island pledged funding towards new playground equipment for Buck Park. After months of fundraising by Kiwanis and reviewing play structures, the Playground Committee made a final selection of equipment. Kiwanis will donate purchased playground equipment with the value of \$64,550. OIPRD will fund the freight, installation of structural components, cost of supervised community build, picnic tables and wood chips for playground area.

Motion to approve funding of up to \$35,000 for the cost of freight and installation of playground equipment purchased by Kiwanis of Orcas Island valued at \$64,550, wood chips and picnic tables for the Buck Park Playground by Deb, seconded by Dennis. With no further discussion, the motion passed unanimously.

The Commissioners expressed gratitude to Kiwanis of Orcas Island. Their generous donation of equipment will be enjoyed by the community for many years to come. Although OIPRD had planned to replace the playground equipment, Kiwanis of Orcas Island made it possible to obtain playground equipment well beyond the current budget capacity of our organization, giving the children of our community a substantially better park experience.

3. Selection of Baseball and Softball Infield Tarps; Approval of Expenditure:
Discussion regarding tarping the baseball and softball fields during inclement weather and winter off-season resulted in agreement of purchasing full infield tarps versus spot or base tarps. Due to the amount of wind and rainy days here on Orcas Island, it was determined a full infield tarp would be the best option. The use of the tarps will help maintain the integrity of the fields and protect the investment of the recent field upgrades.

Motion to approve up to \$10,000 for the purchase of two (2) full infield tarps, one (1) for the baseball field and one (1) for the softball field by Deb, seconded by Dennis. With no further discussion, the motion was passed unanimously.

4. Review Facility Use Agreement between OISD and OIPRD:
Terri reviewed the draft Interlocal Agreement for facility use for school district facilities. Terri indicated the agreement is the same boiler plate as previous agreements. The Exhibit which lists the facilities available for OIPRD use has omissions from previous years. Terri believes the omissions are due to new staff that are not familiar with the previous years' agreements. Terri has reached out to OISD for clarification and will bring back the agreement once OISD has responded and revised the Exhibit A – Facilities List.

III. **ADJORNMENT**

Motion to adjourn at 4:24 PM by Deb, seconded by Dennis. With no further discussion the motion was passed unanimously.

Addenda:

*Draft 2024 Operating Budget
Proposed playground equipment and quote
Draft Interlocal Agreement between OISD and OIPRD*

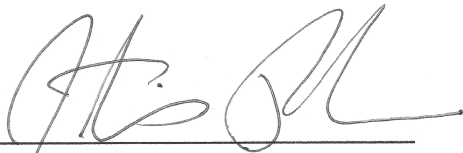
Public Special Meeting Minutes October 26, 2023

Approved by motion on this

9th day of November 2023

Signed and attested this

9th day of November 2023

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

Justin Paulsen, Commissioner #4
Secretary

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

Bob Egan, Commissioner #2
Chair