

Minutes
Orcas Island Park and Recreation District Commission
Regular Meeting

Thursday, April 11, 2024; 4:00 PM

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

I. CALL TO ORDER 4:02pm

Deborah Jones, Chairperson

Roll call:

Seat 1: Dennis Dahl-Present

Seat 2: Bob Eagan-Present

Seat 3: Asya Eberle-Present

Seat 4: Justin Paulsen-Present

Seat 5: Deborah Jones-Present

II. PUBLIC COMMENT

High School seniors Hayden Schaffer, Jaylen Tijo, and Eddie Cunningham join us to present their Senior Project proposals, accompanied by Zach Everly. (see below under New Business)

Members of the board for the Orcas Island Football Club (OIFC) join us to discuss their plans to become a 501-c(3). Secretary of the board: Brain Moss, Treasurer: Jack Russillo, Executive Director: Baturay Balic, and President: Julian Kos.

The ultimate goal of the OIFC is to give participants an opportunity to compete on a higher level and secure scholarships. OIFC will supplement the soccer programs that Park and Rec already have in place by providing the players interested in pursuing the sport more seriously a pathway. The club aims to function self-sufficiently by collecting club dues, providing scholarships for those who can't pay on their own, and hosting fundraising efforts. The club would run during a different season than the school's soccer team. Justin emphasizes that he would like to avoid sports specialization and promote diversity. Bob recommends referencing similar organizations when applying for nonprofit status.

III. MONTHLY AGENDA

1. Previous Minutes

- **MOTION to approve** the previous minutes for the March 14th, 2024, Commission Meeting by Bob, seconded by Denis. With no further discussion, the motion was passed unanimously.

2. Employees Pay Slip

- **MOTION to approve** the Employees Pay Slip in the amount of \$10,739.17 by Bob, 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 \$1,054.48 by Justin, seconded by Dennis. With no further discussion, the motion was passed unanimously.
- **MOTION to approve** the Payment of Claims in the amount(s) of \$7,318.43; \$10,952.79; \$2,000.0; \$4,525.0; and \$2,514.88 by Justin, seconded by Bob. With no further discussion, the motion was passed unanimously.

IV. MONTHLY BUSINESS

1. Financials

As of March 31, 2024, the Ending Cash balance is \$536,867.

2. Directors' Report

See below Unfinished Business and New Business.

3. Committee Reports

- Justin reports on the status of the playground. There are a few volunteer opportunities including manually distributing the wood chips and assembling some smaller equipment. Bob suggests taking down a section of fence so that the wood chips can be deposited directly into the play area.
- Bob shares that he and Terri met with Dan from Eastsound Water, our current contract is expiring at the end of July; Dan offered a one-year contract that automatically renews. Bob suggested signing a new ten-year contract so that a new agreement with new language does not have to go through legal review. The current agreement allows for Eastsound Water to cancel the contract at any time. Bob also offered to conduct water testing at the Buck Park Well. We will revisit these discussions during the next meeting.

V. UNFINISHED BUSINESS

1. 2024 Projects (Ball Fields: drainage remediation at baseball visitor dugout; Pickleball Court reconfiguration; Parking Lot maintenance; Skate Park maintenance; Installation of new Playground Equipment; Boundary Line Modification with The SJC Land Bank)

- The drainage issue behind the boy's visitors' dugout is being addressed by Ron, Justin reports that there are already pipes in the ground.
- The contract with Pickleball Court LLC. for the pickleball reconfiguration will be signed on Monday, May 6th. Justin will start a plan for the volunteer work after the playground is finished, ideally beginning when the weather is dry.
- Paul with Island Excavating is working on the scheduling for the parking lot repairs. Discussion regarding staggering the pickleball and parking lot projects so they don't overlap and cause issues.
- No updates for the Skate Park Maintenance.
- Terri will address the Boundary Line Modification when she returns.

2. Program Update – Spring and Summer

- Baseball and Softball are underway, and a new session of dance has begun. Terri and Al are finishing up summer programming and are working on brochures and flyers.

3. Gender Diversity and Inclusion Policy/Statement

- No updates on the Gender Diversity and Inclusion Statement.

4. RFP – Buck Park Maintenance/Mowing RFP

- RFP for Buck Park for maintenance and mowing response will be due the Wednesday before our next meeting. Terri will be requiring a walk-through with

candidates.

5. Park Steward Position\Admin Position

- Christopher Ness is the newly hired Park Steward. Terri will be posting the Admin position shortly.

6. Beginning Cash Letter – Budget Adjustment for 2024 Beginning Cash

- Terri discusses adjusting the 2024 budget to account for the additional cash carryover from 2023. Other adjustments could include an adjustment to the salary budget to account for the increased hours allocated to the administrative position. However, there is no obligation to make the adjustments. Justin proposes that since we are under no obligation to go through the county and adjust the budget, we should maintain our original approved budget. All agreed that no budget adjustments were necessary at this time.

VI. NEW BUSINESS

1. Senior Project Presentations

- Hayden Schaffer asks the commissioners for permission to host a baseball skills camp for middle schoolers in Buck Park. The skills camp will follow the Boston Red Sox training regimen and aims to bolster fundamental baseball skills to set younger players up for success. Dennis and Bob both give suggestions including putting a cap on the number of participants, bringing in volunteer help, and reducing the number of drills. Terri is happy to loan the use of baseball equipment provided that all participants sign up through ActiveNet and fill out a waiver.
- Jaylen Tijó has made plans to repair the bullpen and practice pitching mound by the baseball field. He has already collected the materials needed to make necessary repairs, but Justin will help him acquire enough boards to completely replace the aging wood. The commissioners also recommend using the same sealing compound used on the dugouts.
- Eddie Cunningham plans to create bat racks for all four softball and baseball dugouts. These would serve to bring team spirit into the space and honor the memory of Jim Passer as was approved by his family. He will be keeping the wood natural so as not to interfere with the park's aesthetic and will not be designating these as 'Viking' specific to ensure it remains welcoming to everyone.
- **MOTION to approve** the requested senior projects by Dennis, seconded by Bob. With no further discussion, the motion was passed unanimously.

2. Staff Salary Discussion and Possible Action

- Terri presented the payroll change request form that includes 6% salary increases for Al Bently and Terri Rodgers. Increases are based on the approved 2024 budget. These changes were not made in January 2024 and include one-time adjustment payments for the January, February, and March 2024 pay periods.
- **MOTION to approve** the Payroll Change Request Form by Bob seconded by Dennis. Justin confirms that the increase is 6%. Without further discussion, the motion was passed unanimously.
- Justin encourages Terri to make investigating a retirement plan option a higher priority.

VII. ADJOURNMENT

Deb Jones adjourns the April 11th, 2024, Commission Meeting at 5:50pm.

Addendum:

Previous Minutes

Claims Requests

Payroll Change Request

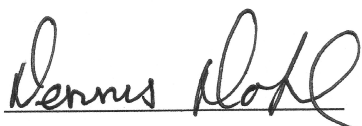
Public Regular Meeting Minutes April 11, 2024

Approved on this

9th day of May 2024

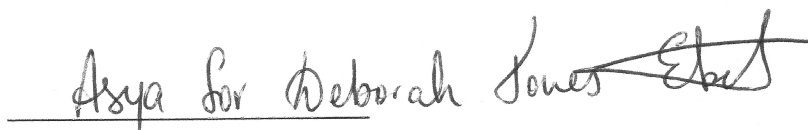
Signed and attested this

9th day of May 2024



Dennis Dahl, Commissioner #1

Secretary



Deborah Jones, Commissioner #2

Chair