

MINUTES

Orcas Island Park and Recreation District Commission

Regular Meeting

Thursday, July 18, 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 4:04pm

Deb Jones, Chair

Roll call:

Seat 1: Dennis Dahl-Present

Seat 2: Bob Eagan-Present

Seat 3: Asya Eberle-Present

Seat 4: Justin Paulsen-Present leaves at 5:05 p.m.

Seat 5: Deborah Jones-Present

II. PUBLIC COMMENT

Patty Miller (via zoom) and Keith Light join us at 4:05 p.m. to represent the Orcas Island Pickleball Club (see New Business Items #1 & #2).

III. MONTHLY AGENDA

1. Previous Minutes

- **MOTION to approve** the previous minutes for the June 13th, 2024, Commission Meeting by Justin, seconded by Bob. With no further discussion the motion was passed unanimously.

2. Employees Pay Slip

- **MOTION to approve** the Employees Pay Slip in the amount of \$11,678.75 by Justin, seconded by Bob. With no further discussion the motion was passed unanimously.

3. Payment of Claims

- **MOTION to approve** the DOR Sales tax in the amount(s) of \$1,263.31; \$1,213.93 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 \$56,756.45; \$2,424.68; \$36,540.00; \$17,358.22 by Dennis, seconded by Bob. With no further discussion the motion was passed unanimously.

IV. MONTHLY BUSINESS

1. Financials

As of June 30, 2024, OIPRD's ending cash balance is \$592,582.

2. Directors' Report

- The State auditors' office has sent OIPRD an Interagency data-sharing agreement. The SAO will begin their audit soon and Terri would like the commissioners to review this

agreement before signing. The changes from the previous agreement include using encryption to store data and adjusting the language regarding the disclosure of confidential information. There being no objection to the agreement, Terri will sign and return the agreement to the State Auditor's Office.

3. Committee Reports

- See Unfinished Business Item #3.

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)

- See New Business Items #1 & #2.

2. Program Update – OISD Gyms are closed until August 1, 2024, for floor refinishing.

- The Christian Schools' gym is available for programming at the cost of \$30 an hour. There has been some discussion about moving the "Open Gym" practices for high school-aged sports programming. However, these programs have been operating on a no-cost basis (High School coaches have been volunteering to run the programs). Terri had discussions with Haley (Girls' Basketball) and the result was for programs to pivot and relocate to outdoor areas at the public school or Buck Park.

3. Gender Diversity and Inclusion Policy/Statement

- Terri provides a draft of the Gender Diversity and Inclusion Statement that she and Justin Paulsen have drafted and reviewed. The Commissioners and Terri discuss the outlines of the draft which emphasize Buck Park and OIPRD programs being a safe place for everyone to enjoy being active. Terri asks the commissioners to review the draft and get back to her with edits if applicable, Justin suggests putting this on next month's agenda for additional review and possible action for adoption.

4. Staffing and Benefit Update

- The Washington Department of Retirement Systems will require an execution of the resolution for the participation in PERS. Terri suggests having a focused organizational meeting to discuss this.

5. Eastsound Water Users Association – Water Rights Agreement Renewal

- Terri is working on getting this signed.

VI. NEW BUSINESS

1. Pickleball Court Discussion and Possible Action Regarding Court Fencing

- The Commission discusses potential fencing contractors including Chihuahua Team Service, located on Orcas; Island Fence, located on San Juan Island; and Discount Fence, located in Bellingham. Patty shares with the commission that she has spoken with the people at Island Fence, they could potentially be the people to supply the chain-link and have Chihuahua Services install it. The commissioners are willing to wait another month to get some pricing details from Island Fence.

2. Pickleball Court Discussion and Possible Action Regarding Court Rules and Regulations

Terri has a draft of pickleball court rules up for consideration courtesy of Suzanne Olson. Keith is working on a survey that can be sent out to gather frequent players' opinions.

Suzanne will post the draft rules on the court for other pickleball players to review.

3. San Juan County Accounting Services Ceasing December 31, 2024

- Terri and commissioners received a letter from San Juan County stating that they will discontinue services to OIPRD and all other junior taxing districts including bookkeeping, payroll, filing tax forms, quarterly reports, etc. Terri is in communication with other junior taxing districts, some are considering collaborating and sharing software. Ideally, we will outsource time-sensitive tasks such as payroll, tax reporting, and general ledger tracking and hire an administrative assistant to handle other tasks.

VII. ADJOURNMENT ending at 5:15pm

Addendum:

Previous Minutes

Claims Requests

Financials as of June 30, 2024

Public Regular Meeting Minutes July 18, 2024

Approved on this

8th day of August 2024

Signed and attested this

8th day of August 2024

Dennis Dahl, Commissioner #1

Deborah Jones, Commissioner #2

Secretary

Chair