

North Whidbey Park and Recreation District
Minutes of the Regular Meeting, April 21, 2011

The regular meeting of the North Whidbey Park and Recreation District Board of Commissioners was held on April 21, 2011, at the John Vanderzicht Memorial Swimming Pool. Board members present were: Chair Ron Rhinehart, Vice-Chair Allan McDougall, Secretary River Powers, and Commissioner Harvey Prosser. Commissioner Dennis Jepsen was absent. Staff member present was: Director Craig Carlson.

Public

There were no members of the Public in attendance.

Call to Order

There being a quorum present the meeting was called to order at 7:00 p.m. by C/Rhinehart.

Changes to the Agenda

There were no changes to the Agenda.

Board Issues

There were no Board Issues.

Approval of Minutes

A motion to approve the minutes of the March 17, 2011, meeting was made by C/Powers, seconded by C/Prosser. C/McDougall asked for a correction to the minutes indicating Board approval for the closure of the pool from October 21 through October 23, 2011, for an NWAC competitive swim clinic. The motion passed unanimously.

Voucher Review

A motion to approve the review of the vouchers numbered 4737-4788 in the amount of \$28,399.19 as well as two payroll transfers in the amount of \$43,874.59, for a grand total of \$72,273.78, was made by C/Powers, seconded by C/Prosser. C/Rhinehart inquired about a Head Swim Coach Travel expense. The Director stated that he believed this related to an Oregon trip Coach Romney made to review and observe two different swim programs. The motion passed unanimously.

Staff Reports

Director's Report

The Director followed the points in his written report, providing the Board with information relating to: 1) the attendance report for the month of March, 2) estimated Recreation Program participation, 3) a Special Event update—the Goldfish Extravaganza was very well attended, and 500 goldfish were taken home. The Like2Bike campaign will provide a bike give-away, repair clinic, and inflation station as part of the Earth Day event on Saturday, April 23 from 10 a.m. to 2:00 p.m. at the Yacht Club. All eighteen 0 to 5K Club members successfully completed the Whidbey Island 5K on April 9, and plans are in place for the Navy to provide a Family 0 to 5K Club in the future. The Pool will be closed on Sunday, April 24 for Easter. It will also close at 5:00 p.m. on April 30 and will remain closed through May 2 for an annual swim meet, 4) a Triathlon update—the event date has been changed to August 21 to avoid conflicts with other Island events; a process is underway to obtain permission from the Navy to hold the event, 5) Employee of the Month recognition to Racheal Jappert for all of her efforts as a Lifeguard and Swim School Instructor, 6) a High School Swimming update—a recent School Board meeting was well attended with support for High School Swimming. The Director added that he does not believe the School Board will be cutting their Swim Program, 7) a review of NWAC accounting procedures and recommendations by Accountant Suzanne Zettle, who will also be reviewing WIRC accounting procedures. C/Rhinehart stated that he would like to see a written list of her recommendations before they are implemented, 8) a donation in the amount of \$5,000 from Island Thrift for the Healthy Island Youth Initiative Physical Activity Scholarship Fund, and 9) the resignation of the District's Maintenance Supervisor, Tim Hilliard, who will be leaving at the end of May. The Director has already started advertising for the position.

Maintenance Report

Maintenance Supervisor Tim Hilliard provided a written report to the Board. C/Prosser asked about the pool's water clarity. The Director stated that Tim informed him there were problems with the chlorinator over the weekend which resulted in the fluctuation of water clarity.

Swim Team Report

Head Coach Neil Romney provided a written report to the Board. C/Prosser asked if the District was in a "dead season" for team competition. The Director stated that there is no "dead season" for Swim Team; there are several meets coming up.

Running Club Report

Head Coach Catie Rodeheffer provided a written report to the Board. The Director added that Coach Rodeheffer informed him that there are 6 to 8 Whidbey Island Running Club participants who have the opportunity to run the "Middle School Mile" at the Oregon Twilight Meet at Hayward Field in Eugene, Oregon, the first week of May.

Budget Report

C/Rhinehart suggested skipping the Budget report in order to include C/Powers in the Levy discussion, as she was unable to stay for the entire meeting. There were no objections.

Public Comments

There were no Public Comments.

Unfinished Business

Levy Information – The deadline to file the Contingency Resolution for the November 8, 2011, General Election is August 16. The Assessor’s office informed the Director that total valuation is estimated to go down by 7% next year. The Director presented the Board with projected assessed property values for 2012 as given to him by Island County; he used these projections to determine levy revenue calculations at the rates of 17 cents and 18 cents per \$1000 of assessed property value. The Director also presented the Board with cost estimates for future needs to be considered. In discussing the Levy Resolution, there was a Board consensus that the levy should ask for 17 cents per \$1,000 of assessed valuation, and that the Director should attempt to change some wording of the Resolution. C/Powers suggested including “an expiring levy authorized at 18 cents, to a new levy at 17 cents.” C/Rhinehart suggested that the last line of the Resolution relating to the District’s “operation and maintenance expenses” be changed to “operating and maintenance expenses,” and the line “that will not exceed the statutory limit” be changed to “not to exceed the statutory limit.” The Director will submit the Resolution with the suggested changes. He will inform the Board and/or call for another meeting if the changes are rejected and need to be re-written.

New Business

- 1) Resolution 11-01/Levy Proposition for the August 16, 2011 Election – *A motion to approve Resolution 11-01 was made by C/Prosser, seconded by C/McDougall. The motion passed unanimously.*

- 2) City of Oak Harbor Water Recreational Protection Services Agreement – *A motion to authorize the Director to sign the City of Oak Harbor’s Water Recreational Protection Services Agreement was made by C/Prosser, seconded by C/McDougall. The motion passed unanimously.*

- 3) City of Oak Harbor Boat Rental Services Agreement – *A motion to authorize the Director to sign the City of Oak Harbor’s Boat Rental Services Agreement was made by C/Prosser, seconded by C/McDougall. The motion passed unanimously.*

- 4) City of Oak Harbor Recreational Services Agreement – *A motion to authorize the Director to sign the City of Oak Harbor’s Recreational Services Agreement was made by C/Prosser, seconded by C/McDougall. The motion passed unanimously.*

Open Discussion

There was no Open Discussion.

Adjournment

The meeting adjourned at 8:39pm.

For the North Whidbey Park & Recreation District Board of Commissioners

River Powers
Secretary

Craig C. Carlson
Director

Christopher Cross
Recording Secretary Designee