

# NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

## REGULAR MEETING

### JOHN VANDERZICHT MEMORIAL POOL

Tuesday, June 22, 2021

Meeting Called to Order: The meeting was called to order at 6:31pm by Commissioner Wiegenstein. Commissioners in attendance – Chargualaf, Hardin, Merrill, and Wiegenstein. Commissioner Brooks-Leete was absent.

Board Issues: Commissioner Merrill is on vacation next month. Will be back to attend August meeting. Add volleyball discussion to VIII.B COVID-19 Policy.

Agenda Changes: None

Public Comments: None.

Approval of Minutes: Commissioner Hardin moved to approve the minutes from 05.25.2021 Regular Meeting as written. Commissioner Merrill seconds the motion. Discussion. Roll call vote: aye-Commissioner Chargualaf, aye-Commissioner Hardin, aye-Commissioner Merrill, and aye-Commissioner Wiegenstein. Motion passes unanimously.

Voucher Review: Commissioner Merrill motions that we approve expense vouchers #9025 to #9062 in the amount of \$38,044.15 and payroll transfers for \$28,882.69, for a total of \$66,926.84. Commissioner Chargualaf seconds the motion. Discussion. Roll call vote: aye-Commissioner Merrill, aye-Commissioner Hardin, aye-Commissioner Chargualaf, and aye-Commissioner Wiegenstein. Motion passes unanimously.

Staff Reports: Director - We had a biological event on Saturday, and Maintenance Director efficiently treated the pool to make NWAC swim-a-thon happen later that day. Everything worked as it should have. Shane did the sump pump installation. The calcium buildup was incredible. Commissioner Merrill said kudos and thanked Maintenance Director and the crew for getting that done as it was not an easy job. Everything for the float has been ordered. We had a vehicle towed from Clover Valley Park. It had a window smashed and was missing tires. Director met with the City of Oak Harbor's new Park's Operation Manager Donald Crawford, Liz Lange, Senior Services Administrators for the Center, and the City Administrator Blaine Oborn. Getting reflective sign numbers for the Clover Valley Park from North Whidbey Fire and Rescue. We rebid the boiler. New bid is on the website. Deadline is June 25<sup>th</sup>. Recreation Manager just finished getting training in WSI along with 9 other instructors. Classes will be beginning on Monday. We are holding a lifeguard class this Wednesday through Friday. Added several new members to our aquatics team. Director was grateful to see those applications come in.

Administrative & Attendance Report – There were 588 unique users of the pool during the month of May. This is an increase of 59 individuals over April. MWR users increased from 42 in April to 70 in May. This is an increase of 66.7%. Total admissions sold for March was 1,547. Our annual report for the Washington State Auditor was completed. New changes are being introduced for next year's filing so I will be working to update some of our account coding to help streamline the process of completing the report next year. Follow up on Home Depot. Two of our check payments sent by mail were credited to an incorrect department. She spoke with them again today and they are working on moving the

payments to show correctly on our account and expect to be completed Friday, June 18. Julie will follow up with them to ensure this is complete at that time.

Maintenance Director –Maintenance Director efficiently treated the pool to make NWAC swim-a-thon happen later that day after a biological event on Saturday. Shane did the sump pump installation. There was a ton of calcium buildup. Commissioner Merrill thanked Maintenance Director and staff for getting that done you to as it was not an easy job. ADA shower bars are installed in both showers now. Looking to add custodial help.

Committee Reports – Ad Hoc Committee. Director met with Commissioners Wiegenstein and Brooks-Leete. They wanted a simple membership application. Director posted it on website and Facebook. As applications come in, she will forward them to Commissioner’s on the panel to review.

Unfinished Business –

(a) Establishing Rules for the Clover Valley Park – Commissioner Merrill moves that we approve Resolution 2021-04, Establishing Rules for the North Whidbey Pool, Park, and Recreation District. Commissioner Chargualaf seconds the motion. Discussion. Roll call vote: nay-Commissioner Merrill, nay-Commissioner Hardin, nay-Commissioner Chargualaf, and nay-Commissioner Wiegenstein. Resolution fails.

(b) Resolution 2021-08 COVID-19 Policy – Commissioner Merrill moves that we approve Resolution 2021-08 COVID-19 Workplace Safety and Health Guidance superseding Resolution 2021-03 COVID-19 “Safe Start” Policy Guidelines in its entirety and authorizing the District Director to update and implement policy changes, as needed, as long as the policy changes follow state and county guidelines. Commissioner Hardin seconds the motion. Discussion. Roll call vote: aye-Commissioner Chargualaf, aye-Commissioner Hardin, aye-Commissioner Merrill, and aye-Commissioner Wiegenstein. Motion passes unanimously.

New Business-

(a) MWR Contract Renewal – Commissioner Chargualaf moves that we approve the MWR Contract with modification number P00003. Commissioner Hardin seconds the motion. Commissioner Merrill recuses himself from discussion. Discussion. Roll call vote: abstain-Commissioner Merrill, aye-Commissioner Chargualaf, aye-Commissioner Hardin, and aye-Commissioner Wiegenstein. Motion passes.

(b) Volunteer Policy Resolution 2021-07 – Discussion. Fingerprints preferred. Review only, no motion at this time.

(c) Promotion Resolution 2021-09 – Commissioner Merrill moves to approve Resolution 2021-09, Promotion Resolution, as written. Commissioner Hardin seconds the motion. Discussion. Roll call vote: aye-Commissioner Hardin, aye-Commissioner Chargualaf, aye-Commissioner Merrill, and aye-Commissioner Wiegenstein. Motion passes unanimously.

(d) Recreation Aid Job Description – Commissioner Merrill moves that we approve the Recreation Aid Job Description as written with a salary range of \$13.69 to \$18.00. Commissioner Chargualaf seconds the motion. Discussion. Change Colorado driver’s license requirement to Washington driver’s license requirement. Commissioner Merrill amends his motion that we approve the Recreation Aid Job Description as changed with a salary range of \$13.69 to \$18.00. Commissioner Hardin seconds the motion. Roll call vote: aye-Commissioner Merrill, aye-Commissioner Chargualaf, aye-Commissioner Hardin, and aye-Commissioner Wiegenstein. Motion passes unanimously.

(e) Contractor Agreement – Presented by Director. Commissioner Merrill moves that we approve Resolution 2021-06 and authorize the North Whidbey Pool, Park, and Recreation District Director to enter into agreements with contractors using the Independent Contractor Agreement, as written in

2021-06. Commissioner Chargualaf seconds the motion. Discussion. Roll call vote: aye-Commissioner Chargualaf, aye-Commissioner Hardin, aye-Commissioner Merrill, and aye-Commissioner Wiegenstein. Motion passes unanimously.

Action Items – Fingerprint options for background checking. Remove all the rules from Committee. How to pre-emptedly check with county to see if Volleyball will have any restrictions. Need float decorating time/date.

Final Board Comments – Commissioner Merrill will be on leave and will miss July meeting. Commissioner Hardin plans to be here for July meeting and appreciative of great staff. Float decorating needs date/time to be arranged. Commissioner Wiegenstein appreciates the agenda and how it is laid out and all the hard work the staff and Director put into everything. Looks forward to float and his seat on it. We ordered beach balls for commissioner Hardin to toss out of the “pool”. Commissioner Hardin cannot wait to serve them off the float.

Commissioner Merrill made a motion to adjourn. Commissioner Hardin seconds the motion. Motion passes unanimously.

Meeting was adjourned at 8:06pm.

Respectfully Submitted,  
Patti Caldwell