

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

SPECIAL MEETING JOHN VANDERZICHT MEMORIAL POOL Thursday, July 5, 2018

Meeting Called to Order: Meeting was called to order at 6:32pm by Commissioner Merrill. Commissioners in attendance Holly, Hardin, Shingleton, and Merrill. Commissioner Hoffmire absent.

Agenda:

Pool Reopening Plan – Discussion of meeting a few weeks ago with Commissioner Merrill and Commissioner Hardin and Julie Brooks-Leete from the Foundation to go over numbers to open the pool. On December 1, after Levy passes, and we have corrected deficit spending, proposing to start up equipment and run facility for 1 month to get pool to temperature and identify any equipment that needs to be replaced or repaired.

9:00) Commissioner Merrill suggested coming up with two budgets one if Levy goes through, and one if it doesn't to show voters what is being done with the money. Motion unanimously approved.

(10:04) Commissioner Merrill brought up three actions – start election plan, Levy language and resolution. Will work on language and resolution tonight which will be discussed and passed at next meeting. From that build hopefully a Chamber presentation to speak to community groups, Chamber, Council, School Board, Skipper, and N-9 Director. Need budget for this. Need 2019 Budget in by end of November 2019 prior to Levy.

(11:47) Commissioner Shingleton had questions on plan, what is pricing strategy, approach to reopening, relationship with Foundation, backwards scheduling, key players and relationships, identifying who we need to work with, budget, schedule, staffing plan and hiring, contingencies, risk management, tracking and monitoring, milestones, communication plan, program offerings, community outreach, and revenue sources and/or new streams of revenue.

(15:51) Commissioner Holly suggested finishing the handbook especially the Directors job description and use the opportunity to change the system if we feel we should.

(17:14) Commissioner Hardin asked about approaching the City to see if they want to assist with the Pool reopening. Commissioner Merrill will reach out to Mayor Severn at the City tomorrow and ask.

(20:31) Commissioner Merrill asked if Commissioner Hardin would put a plan together to be discussed at the next meeting and then reaching out to Dr. Gibbon, Mayor Severn, the county and the base after that.

(21:49) Commissioners Hardin would like to see presentation materials on the reopening vision and is willing to take on the presentation part of the plan on reopening the pool. Commissioners Hardin and Merrill will work on putting together an order to show the boards intent. First draft of the plan for review due July 18th, 2018.

(25:32) Commissioner Hardin suggested reviewing Resolutions. Also, a tour of the building to see where things are. Commissioner Holly volunteered to do Resolution Review.

District Mission Statement District Mission Statement – (30:20) Under Values, move “Heath, and Wellness” to first. Then Community and lastly Fiscal Responsibility.

(32:12) Commissioner Shingleton motioned that the Mission Statement be adopted as written. Commissioner Holly seconded it, motion passed unanimously.

(33:19) Values as part of the Mission Statement. Values tabled until next regular meeting in July.

Director Vacancy –In November, after Levy is passed, start ad for Directors position Interview for the position, two weeks after. Once Director is hired and onboard hopefully by January 11, Director with the help of the remaining staff, will present a schedule and start adding additional employees as we ramp up operations. Julie will get background check cost and hiring ad cost, and Attorney Manny contract review cost. Need to update Handbook.

(38:26) Commissioner Merrill said we are on a limited cash flow operating budget going into the Directors Vacancy. Commissioners Shingleton and Hardin will have PD rewritten it will include salary. Will have draft ready for the August meeting. Julie will make copy of bylaw for hiring policy for Commissioner Merrill. Commissioner Hardin suggested if we can open the pool sooner, we should hire a Director sooner. (43:46) Commissioner Merrill will be sending an email to Dr. Gibbon and Mayor Severn to outline what we are doing between now and the August meeting so there is communication going on now. Commissioner Holly to share with base Skipper and N-9 Director.

Ballot Measure for the Levy – (45:38) Changing the name and listing on the Levy. Motion for the wording of Ballot Measure, red accepted and green deleted (47:48) Motioned and Second. (50:00) Amendment to motion to leave amount of to be discussed at next regular meeting. Commissioner Merrill will have Resolution written out, with the exception of the amount, and then add the amount after the meeting and take to the county the next day.

(52:26) Meeting Adjourned. Passes unanimously.

Next Regular Meeting: Thursday, July 26, 2018

Respectfully submitted,

Patti Caldwell