

NORTH WHIDBEY POOL PARK AND RECREATION DISTRICT

Regular Meeting
John Vanderzicht Memorial Pool
Thursday, July 26, 2018

Meeting was called to order by Chair at 6:34pm. Commissioners present – Merrill, Holly, Hardin, Shingleton, and Hoffmire. Commissioner Hoffmire will take minutes.

Board Issues: Commissioner Shingleton stated that she is unavailable for the 8/8/18 meeting.

Agenda Changes: New business from Executive Session moved to Payroll Discussion.

Approval of Minutes: Commissioner Holly moves that minutes be approved as written for 4/5/18 meeting. Commissioner Hoffmire seconds the motion. After discussion, they realize there is a typo in the date of the minutes. Commissioner Holly moved to amend her motion with the correct date of 7/5/18. Commissioner Hoffmire seconds the motion. Motion passed unanimously.

North Whidbey Committee Pool & Rec Foundation Update – Ms. Brooks-Leete shared a few things with Commissioners regarding the July 5 meeting. Foundation met with Dr. Gibbon. He had a great idea to facilitate meeting with Commissioners and public Friday July 20, at the School District, with City, Rotary, Chamber, navy. People who want the pool to succeed. It was a great day! Pointed in right direction for success. Reconnecting District to greater partnerships. Has a wonderful check for \$1,000 from Thrive Gym.

Voucher Review: Commissioner Shingleton moves that we approve District Vouchers 7986-8003 in the amount of \$4,127.62, and payroll transfers to M&O for \$5,427.21. Commissioner Holly seconded the motion. Discussion. Report from Admin regarding Quickbooks freezing. Waiting for tech support. Motion passed unanimously.

Committee Reports – Clover Valley Committee – None

Levy Committee – Discussion regarding Kick Off Celebration, Labor Day Weekend. Still in planning stages.

Eagle Scout Project – Due to permit requirements of the County, he will not be able to complete project due to relocating. Will not happen in time. Commissioner Merrill will reach out to local troop to see if another Eagle Scout could complete the project. Permitting has been done.

Unfinished Business: District Property – Commissioner Merrill gave an update on selling the District Property. We do not need to go through auction. Lawyer will have to write up correctly. Need contract review and approval from lawyer. Need perk test.

Commissioner Holly moves that we approve funds for perk test on Highland Drive property. Commissioner Shingleton seconded the motion. Discussion. Motion passes unanimously.

Mission Statement District Values – Health and Wellness should be first.

Commissioner Holly moves to adopt the Mission Statement and Values as shown on paper.
Commissioner Hoffmire seconds the motion. Discussion. Motion passes unanimously.

Director Vacancy – Discussion.

Commission Merrill suggests having a community member to come in part time to fill position temporarily. Discussed advertising in local papers for Interim Director. Commissioner Merrill asked for process. It was suggested that each commissioner gives two names to him by August 16th. Julie will put on Pool Facebook and the Pool Website.

Ballot Resolution 18-03 (1:00:00) -Proposing .20 cents per \$1000 assessed. Commissioner Merrill appreciates Commissioner Shingleton's hard work on a draft proposal of the Ballot Resolution.

Commissioner Shingleton moves that we amend 18-03 to a Levy amount of .20 cents or less per thousand. Commissioner Holly seconded the motion. Discussion. Motion passes unanimously.

Employee Handbook – Tabled until August Regular Meeting.

Reopening Budget – Commissioner Hardin spoke of costs involved in reopening: staff training, advertising, background checks, checking of pool equipment, new sump pump (\$5,000). Came up with a 6-month plan – P/T Director, payroll & expenses, payroll taxes, social security, L&I, utilities, credit card fees, and legal. Expenses need to be taken care of before we open, chemicals, insurance, maintenance, cleaning and sanitation.

Workshop is set on 08/09/2018 at 6:30pm with a Special Meeting afterwards to review final Budget numbers and to decide if we can move forward. Also, to get input about moving forward. Julie will put on website. What will it take to open the doors and what do we need to sustain ourselves. Everybody supported us. Commissioner Merrill, for the 08/09/2018 meeting, suggests a holistic approach. Look at budget from 2018 and 2017, what's left, bare minimum, bare minimum to go forward from there, phased approach and wide-open approach. No further discussion. Commissioner Merrill thanked Commissioner Hardin for all the time she spent on this.

New Business (1:44:06) – Report on Community Partners. Commissioners Shingleton and Merrill had a meeting with partners emphasis on different reasons and different actions. School District interested in opening girls swim team. There were a couple of Community leaders there to find out where we stood. Gave suggestions. Navy-MWR director mentioned contract, what it is based on usage for military members, then dependents, then retirees. Fiscal Year ends Sept, starts in October. Rotary was there encouraging but wanted definitive answer before going forward. Will invited them all to be there on the 9th. Some people came up afterwards and volunteered services on their own time. Productive meeting. Thank you to Commissioner Shingleton.

Payroll Review – No checks and balances. Commissioner Merrill reviewed time and attendance and is willing to continue doing so for checks and balances.

Staff Reports – Julie added that we need to renew our business license.

Matt – Broken Window in front of building. Need cost before filing insurance claim. Deductible \$1,000. Commissioner Merrill thanked him for cleaning up so quickly.

No more problems at Skatepark that we know of.

Final Board Comments – Commissioner Shingleton has a brochure if anyone would like a copy let her know. Commissioner Merrill reminded Commissioners of August 16th date to give him two names for Interim Director. Will be posted on Facebook and Webpage. Commissioner Workshop will be followed by Special Meeting 08/09/2018 6:30pm. Also, 08/23/2018 6:30pm Regular Meeting.

Commission Shingleton made a motioned to adjourn. Commissioner Holly seconded the motion. Motion passes unanimously. Meeting is adjourned at 8:40pm.

Respectfully submitted,
Patti Caldwell