NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

REGULAR MEETING

Oak Harbor Chamber of Commerce

32630 State Rte. 20, Oak Harbor, WA 98277

Tuesday, June 27, 2023

6:30 p.m.

Meeting called to order at 6:30 p.m.

Roll Call: Commissioners Chargualaf, Brooks-Leete, McCaslin, and Marrow are present.

Executive Session: The board entered executive session at 6:31 p.m. for a period of 15 minutes in accordance with RCW 42.30.110(g) to evaluate the qualifications of an applicant for public employment. The executive session was adjourned at 6:46 p.m. Commissioner Marrow motioned to appoint Brit Kraner to the vacant Commissioner Position 1. Commissioner Brooks-Leete seconded the motion. Motion passed.

Agenda: No agenda changes were made.

Public Comment: None.

Consent Agenda: Commissioner Brooks-Leete motioned to approve the consent agenda. Commissioner Commissioner Marrow seconded the motion. Motion passed.

1. Vouchers & Payroll: Expense Vouchers #s 9866-9901 in the amount of $50,841.26 and Payroll in the amount of $69,348.45 for a total of $120,189.71.

Staff Reports: Executive Director Cochran presents Staff Reports.

Committee Reports:

1. **Levy Committee**-The Levy Committee gave an update.
2. **Program Committee**-No update. The next Program Committee meeting will be held July 5, 2023, at 6 p.m. at The Center.

Unfinished Business:

1. **Pump Track**-An update was given on the pump track.
2. **Adult Swim Team**-An update was given on the Adult Swim Team.

New Business:

1. **Lagoon Rentals**-Commissioner Brooks-Leete moved to approve rentals at the lagoon with the pricing at $10.00 per hour for inner tubes, $19.00 for hourly paddle board rentals and $100 for full-day rentals, and $35.00 for sit-on-top kayak rentals. Commissioner Marrow seconded the motion. Discussion ensued. Motion failed 0-5.
2. **Executive Director Contract**-Commissioner McCaslin moved to accept the Executive Director’s At-Will Employment Agreement with the following changes: 4.C. The Employee shall be allowed to use no more than fourteen (14) consecutive days of vacation at one time, 4.E. Employee shall be allowed to accrue no more than one hundred sixty (160) hours of personnel/sick leave, and the movement of Roman Numeral V to above reimbursement. Commissioner Marrow seconded the motion. Discussion ensued. Motion passed 4-1.
3. **Executive Director Midyear Performance Review Discussion**-Commissioner McCaslin led a discussion on scheduling Executive Director Cochran’s midyear performance review.
4. **Budget Review Schedule Discussion**-The date of the Budget Review Special Meeting was set for August 8th at 6:30pm at the Chamber of Commerce.

Action Item/Review:

1. Check the CIAW liability stats for operating water activities, such as kayaking, without a lifeguard.
2. Contact the City of Oak Harbor to see what they think about renting kayaks in the lagoon.
3. Make sure that Jaemee Witmer gets a BOC packet left at the front desk and emailed prior to the meetings.
4. The Business Manager will investigate the old contracts to see what the Roman numeral V was supposed to be.
5. Email the Executive Director contract to Commissioner Kraner.
6. Look for the Director Goals in our files.
7. Add an executive session to July’s meeting agenda.
8. Schedule a special meeting at the Chamber for August 8, 2023, at 6:30 p.m.

Final Board Comments: Commissioner Marrow felt that Commissioner Kraner did a great job tonight. Commissioner Kraner asked a question about the parade. Commissioner Brooks-Leete said she feels like we have a lot of work to do related to the levy. She thanks everyone for all their hard work and really likes the new activities brochure. Commissioner McCaslin thanks everyone.

Next Meeting: Tuesday, July 25, 2023, at 6:30 p.m.

Adjournment: Commissioner Kraner motioned to adjourn the meeting. Commissioner Marrow seconded the motion. Meeting adjourned at 9:24 p.m.