



BOARD OF COMMISSIONERS SPECIAL MEETING

John Vanderzicht Memorial Pool
85 Southeast Jerome Street, Oak Harbor, WA 98277
Thursday, January 30, 2025
6:00 PM

1. **MEETING CALLED TO ORDER** at 6:13 PM.
2. **ROLL CALL:** Commissioners Larsen, Witmer, Guy, and Hartmann were present. Commissioner Kraner absent.
3. **AGENDA:** Comm Guy would like to move item 6a from consent agenda to item 9f. Comm Hartmann motioned to adjust the agenda as requested, Comm Larsen seconded. Motion carried unanimously with no discussion.
4. **PUBLIC COMMENTS:** None.
5. **CONSENT AGENDA ANNOUNCEMENT.**
6. **CONSENT AGENDA ITEMS:** Commissioner Larsen motioned to approve the agenda as amended, Comm Guy seconded. Motion carried unanimously with no discussion.
 - a. **Minutes:**
 - i. ~~12.19.24~~ Minutes
 - b. **Vouchers and Payroll:**

i. Expense Voucher #'s 10622-10657	\$35,003.08
ii. Payroll	\$55,721.95
iii. DOR	\$1,730.23
Total: \$93,455.26	
7. **STAFF REPORTS:** The Executive Director presented staff reports to the Board.
8. **COMMITTEE REPORTS**
 - a. **Budget Committee:** No update.
9. **UNFINISHED BUSINESS**
 - a. **Tech Discussion:** Comm Guy moved to approve Whidbey Tech Option 2, Comm Hartmann seconded. Motion carried unanimously with no discussion. There was discussion about expanding the lighting at Clover Valley Park, but no action was taken.
 - b. **Baseball Contract:** Comm Larsen motioned to approve the Baseball Club Agreement as presented, authorizing the Executive Director to sign the agreement, Comm Guy seconded. Motion carried unanimously with no discussion.
 - c. **RESOLUTION NO. 2025-01 Establishing 2025 Meeting Dates:** Comm Guy motioned to approve RESOLUTION NO. 2025-01, establishing the 2025 meeting dates, as presented, Comm Larsen seconded. Motion carried unanimously with no discussion.
 - d. **Public Notice Template:** Commissioners discussed the presented templates, but no action taken.
 - e. **Resolution Template:** Commissioners discussed the presented templates, but no action taken.
 - f. **Meeting Minutes 12.19.24:** Comm Guy motioned to approve the 12.19.24 meeting minutes with necessary corrections made to the district title, Comm Larsen seconded. Motion carried unanimously with no discussion.

10. NEW BUSINESS:

- a. **Budget Hearing:** There was discussion about whether a budget hearing is necessary. No action was taken.
- b. **Election of Officers:**
 - i. Comm Hartmann nominated Comm Larsen for Chair, Comm Guy seconded. Motion carried unanimously with no discussion.
 - ii. Comm Larsen nominated Comm Witmer for Vice-Chair, Comm Guy seconded. Motion carried unanimously with no discussion.
 - iii. Comm Guy nominated Comm Hartmann for secretary, Comm Larsen seconded. Motion carried unanimously with no discussion.
- c. **RESOLUTION NO. 2025-02 Credit Card Policy:** Comm Larsen motioned to approve RESOLUTION NO. 2025-02, establishing the updated Credit Card Policy for the District as presented, Comm Guy seconded. Motion carried unanimously with discussion.
- d. **BOC Packet Additions**
 - i. **Patron Data Discussion:** No discussion in Comm Kraner's absence. No action taken.
 - ii. **Board Schedule (running):** No discussion in Comm Kraner's absence. No action taken.
 - iii. **Pool Schedule:** No discussion in Comm Kraner's absence. No action taken.
- e. **Pizza with the Board:** Discussion about having a pizza party with district staff as appreciation. No action taken.
- f. **Community Engagement Survey:** Discussion around starting a community engagement survey. No action taken.
- g. **Budget Amendments:** Comm Larsen motioned to approve the proposed budget amendments as presented, Comm Guy seconded. Motion carried unanimously with no discussion.
 - i. **Vehicle Maintenance- Truck Repair**
 - ii. **Security System- Service Call Repair**
- h. **Diving Board Discussion:** Discussion around the diving board. No action taken.

11. EXECUTIVE SESSION: The board entered Executive Session pursuant to RCW 42.30.110(g) to discuss employee performance at 7:35PM for a period of 15 minutes, until 7:50pm.

12. ACTION ITEM/REVIEW:

- a. Update name plates for BOC meetings (ED)
- b. Set a deadline for Agenda Items-add this discussion to the February Agenda (ED)
- c. Add a discussion for Agenda Items in the Standing Rules (ED)
- d. Bring possible dates for Pizza with the Board for Feb. Meeting (BM)
- e. C. Hartmann will create a short survey and send it to the BOC prior to the meeting to discuss changes/additions.
- f. Add Survey Discussion to the Feb. Agenda (ED)
- g. C. Kraner can provide the program committee with a proposal for diving board installation that includes cost and process.
- h. Send Clover Valley quote information to Josh at Whidbey Tech (ED)

13. FINAL BOARD COMMENTS: Comm Guy and Comm Witmer made comments.

14. NEXT MEETING: February 27, 2025, 6:00PM at the John Vanderzicht Memorial Pool.

15. ADJOURNMENT: Meeting adjourned at 7:57 PM.

Attest:


Bill Larsen, Chair

date

5/22/25