

NORTH WHIDBEY POOL, PARK, AND RECREATION DISTRICT

REGULAR MEETING

Oak Harbor Chamber of Commerce
32630 State Rte. 20, Oak Harbor, WA 98277
Tuesday, November 22, 2022
6:30 p.m.

Meeting called to order at 6:31 p.m.

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

Agenda:

Public Comments: None.

Consent Agenda Items: Commissioner Wiegenstein moved to approve the consent agenda as presented and Commissioner Marrow seconded. Motion passed.

1. Vouchers & Payroll: Expense Vouchers #s 9596-9628 in the amount of \$32,805.23 and Payroll in the amount of \$54,967.49 for a total of \$87,772.72.

Staff Reports: Executive Director Cochran presents Staff Reports.

Committee Reports: None.

Unfinished Business:

1. 2023 Budget- Commissioner McCaslin motioned to approve Resolution 2022-04 adopting the North Whidbey Pool, Park, and Recreation District 2023 Budget as presented. Commissioner Marrow seconded the motion. Motion passed.
2. 2023 Levy Certificate- Commissioner McCaslin motioned to certify to the Island County Legislative Authority that the Commissioners of North Whidbey Pool, Park, and Recreation District request the general levy amount of \$1,705,984.00 be collected in 2023 and the administrative refund levy amount of \$387.62. Commissioner Marrow seconded the motion. Discussion ensued. Motion passed.
3. Resolution 2022-05- Commissioner Wiegenstein motioned to approve Resolution 2022-05, authorizing the increase in the regular property tax levy to be collected in the 2023 tax year, with the dollar amount of the increase over the actual levy amount from the previous year totaling \$9,098.99, which is a 1% increase from the previous year. Commissioner McCaslin seconded the motion. Discussion ensued. Motion passed.

New Business:

1. Medical Insurance Contract- Commissioner McCaslin motioned to approve the provided Employee Benefits Proposal by Cummings, Fraser & Associates, LLC for \$1,793.76 per month or \$21,525.12 per year. Commissioner Marrow seconded the motion. Discussion ensued. Commissioner Wiegenstein motioned to table the discussion until the December 20, 2022 meeting. Commissioner McCaslin seconded the motion. Motion passed.

2. Civic Rec Scope of Work Contract- Commissioner McCaslin motioned to approve the Civic Rec Scope of Work Contract as presented. Commissioner Marrow seconded the motion. Motion passed unanimously.
3. Swim School and Recreation Coordinator Wages- Commissioner McCaslin motioned to set the wage range for the Swim School Coordinator and Recreation Coordinator positions at \$17-\$20/hr. Commissioner Marrow seconded the motion. Discussion ensued. Motion passed 4-0 with Commissioner Wiegenstein abstaining.
4. COLA and Longevity Wage Increases- Commissioner Marrow motioned to approve the Cost of Living Adjustment for the current part-time staff, Business Manager and Recreation Manager. Commissioner Brooks-Leete seconded the motion. Discussion ensued. Motion passed. Commissioner Wiegenstein motioned to approve a 3%-5% longevity raise for staff who qualify based on their anniversary date with the District. Commissioner McCaslin seconded the motion. Motion passed.

Executive Session: Entered into executive session pursuant to RCW 42.30.110(1)(c). at 7:56 p.m. to consider the minimum price at which real estate will be offered for sale or lease, when public knowledge regarding such consideration would cause a likelihood of decreased price. Executive session ended at 8:08 pm.

Action Item/Review:

1. Consult with NW Booking about Quickbooks obstacles.
2. Commissioner Brooks-Leete will ask the city attorney about health insurance coverage questions.
3. Ask Business Manager if the board will see a breakdown of aerobics vs. volleyball and Clover Valley ballfields on next year's budget.
4. The Executive Director will research how to sell District property.

Final Board Comments:

1. Commissioners give thanks to staff and would like to wish them a Happy Thanksgiving.

Next Meeting: December 20, 2022 at 6:30pm.

Adjournment: Commissioner Wiegenstein motioned to adjourn the meeting. Commissioner Marrow seconded the motion. Motion passed. Meeting adjourned at 8:15pm.