

ISLAND REC
SAN JUAN ISLAND PARK AND RECREATION DISTRICT

BOARD OF COMMISSIONERS' MEETING

Agenda – March 7, 2024, 5pm

1. Call to order
 - Commissioner Cumming called the meeting to order at 5:00 pm on Thursday, March 7, 2024, in the Island Rec Office. Commissioners present: Moalli, Eltinge, Miniken.
 - Absent: Commissioner Zehner
 - Staff present: Director Kerry Jack.
 - Visitors present: Doug McCutchen, Candace Ragsdale, Rita & Dick Weisbrod

2. Introduction of Visitors/Public Comment on Non-Agenda Items
 - Candace Ragsdale (SJI) discussed pump tracks and why one would be beneficial on the island. Encourages fitness activity, social opportunities and fun for all ages.
 - Commissioners talked about a suggestion brought to the board for a similar feature in early 2020; they considered potential locations and building materials; the idea lost momentum due to covid.
 - Commissioner Eltinge encouraged considering seeking partners with available land that may be willing to host a feature like a pump track, such as the Roche Airport area, Port land, or a Town lot as Island Rec owns very little land.
 - Ms Ragsdale was thrilled with the skateboarding class and instructors and the positive outcomes she saw in all of the kids who participated.

3. Approval of the February 1, 2024 meeting minutes
 - Commissioner Cumming made a motion to approve Feb. minutes; Commissioner Moalli seconded. Vote passed unanimously.

4. Approval of Payroll/Vouchers
 - Vouchers for fund 6351: \$5,020.44, \$2,192.99, \$14,804.53 (March)
 - Vouchers for fund 6353: \$1,573.71, \$956.06, \$2,466.21 (March)
 - February Payroll totaling: \$62,985.74

5. Old Business:
 - Trails Committee Update
 - Know Your Island Walks determined
 - Landbank Agreement/Beaverton Valley Marsh
 - Doug McCutchen: Town let him know that permits should be in-hand in two weeks; everything is lined up to start work; contractor has agreed to honor that rate quoted last year; hoping to begin work by June 15, weather permitting; signage in Linde will need to be addressed:
 - Land Bank sign designers will be ready to begin within the next few weeks; Commissioner Cumming suggests that signage on IR property should mirror current Linde signs for consistency, Doug agreed and added that once the trail crossed the Linde boundary there would be a traditional Land Bank style sign.
 - Batting Cages
 - Director Jack mentioned that as baseball season had begun people are asking about project status; requested an update from RDW, waiting for a response.

- Based on the length of time it has taken to get permit approval for the Land Bank trail it seems unlikely that any work can begin this year.
- Recreation Software
 - Trainings have been on-going and staff each spend several hours a week building programs while Bethany and Kerry have been focusing on all of the minute details; stress has been higher due to the impending April 1 “go-live” date in addition to the writing of the summer recreation guide.
 - Discussing public outreach and marketing, how to reach the most people in advance of the summer registration date.
 - We will be implementing a 2-day local resident registration window. Island residents can begin summer registration on April 29, general registration will open on May 1.
- OPALCO easement projects – No update
- Capital Projects
 - Proposed feasibility study cost estimate had not yet been seen by all.
 - Community Foundation has very limited capacity to take on a new project at this time.
- Personnel Policy Updates/Discussion – On-going work/meeting project covering:
 - COLA language
 - Salary Schedule
 - ETO
 - Salary Cap
 - Sick/wellness time
 - Conduct

Director Jack suggested as the project scope keeps growing, that the board discuss and agree to a few policy updates per meeting, holding the formal final approval of the entire policy manual later this year.

- Commissioners would still like to have designated commissioners involved in crafting the updated policies at work meetings.

6. New Business

- Water at Fairgrounds
 - County will appeal water shut-off from Town at a Town meeting on March 21. Commissioners agree that representation should be present as we are an interested party; Commissioners Cumming and Moalli agreed to attend on behalf of Island Rec.
- Adult Fitness Programming (Alli)
 - Dick & Rita Weisbrod discussed a letter they sent to Commissioner Moalli regarding the lack of fitness programming for seniors.
 - Displeased with SJI fitness facility where class takes place; feels that the activity level of the class held there is not appropriate for all seniors; that IR should look for space and instructors for additional fitness programs; suggests that IR may partner with SJI Library when new building is complete to hold classes there.
 - Commissioner Miniken suggested a local business that may partner with Island Rec to increase senior fitness offering.
 - Director Jack identified three fitness classes specifically for seniors that Island Rec was running currently that the Weisbrod’s were unaware of. Director Jack acknowledged that more work will need to be done to help local seniors become aware of the programs and where they are held.
- Parks
 - Expense Comparison
 - Read and discussed report prepared by Superintendent Roberson
 - FHHS Community Service project
 - One student has begun his service project with Parks and will also assist with events.
 - Another student would like to replace the current fencing in Linde at the Coho cul-de-sac with 6.5’ black chain link that will be donated and a windscreen.

- Commissioners were supportive; wants to ensure IR staff approve all facets of the design before work begins, and that the wind cloth would end 6-12 inches above the ground.
 - Skatepark grant application/lease update
 - Island Rec is applying for an RCO grant to update and repour the skatepark. Pre-application due next week. Grindline has agreed to go over the application before we submit.
 - Long-term lease will be required; Director Jack reached out to Brandon Andrews and received a positive response. Director Jack created a draft of a new interlocal for 21 years and it is currently being routed to County attorneys.
- 2024 Budget Amendment discussion
 - Beginning cash letters received from County received; we have more than anticipated. Director Jack suggested that the commissioners may have some ideas about how it should be dispersed. Director Jack and Superintendent Roberson would like the board to consider the Linde gate automation project.
 - Commissioner Cumming reminds the group that the Lafarge fund was depleted when the County required repayment and this may be a good opportunity to begin to rebuild that fund.
- Financial Report- January 2024
 - Discussed

7. Director's Report

- Discussed

8. Commission Discussion Items

- Discussed a few locations for a portable pump track; pros and cons of modular vs poured.
- Received one letter of interest in commissioner seat.

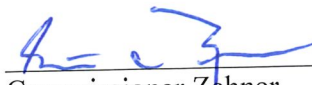
9. Adjournment

- Commissioner Cumming adjourned at 8:22pm

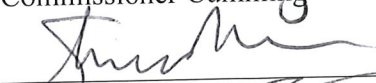
Next Official Meeting: April 4, 2024



 Commissioner Cumming

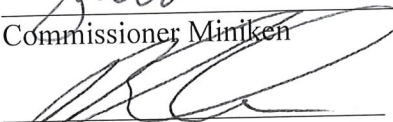


 Commissioner Zehner



 Commissioner Miniken

 Commissioner Moalli



 Commissioner Eltinge

