

**CITY OF OAK HARBOR  
PARK BOARD MEETING MINUTES  
August 14, 2023**

This hybrid meeting was hosted from the Mayor’s Conference Room in City Hall and recorded through RingCentral. The video counter number is in parentheses ( ) after each topic heading below.

**1. CALL TO ORDER/ROLL CALL: (:20)** Vice-Chair Stucky called the meeting to order at 10:02 a.m.

<b>Position and Board Member</b>	<b>Attendance</b>		
Position 1 – Carrie Stucky, Vice-Chair	In person✓	Online	Absent
Position 2 – Jana Warner, Chair	In person	Online	Absent✓ with notice
Position 3 – Kate Rose	In person✓	Online	Absent
Position 4 – Eric Dipzinski	In person✓	Online	Absent
Position 5 – Tom Jones	In person✓	Online	Absent
Alternate – <b>vacant</b>	In person	Online	Absent
Ex-Officio Councilmember Jim Woessner	In person	Online	Absent✓

**CITY STAFF PRESENT:** City Administrator Blaine Oborn, Parks and Recreation Director Brian Smith, Parks Operation Lead Tally Hucke, Parks Specialist II Brian Rivers, Parks Specialist III Eric Hannan, Executive Assistant Macalle Finkle, Senior Administrative Assistant Kim Perrine, Communications/IT Manager Sabrina Combs (online), and Recreation Manager Liz Lange (online).

**OTHERS PRESENT:** n/a

**2. APPROVAL OF AGENDA: (:44)**

**MOTION:** Board Member Jones **MOVED** to approve the agenda as submitted, **SECONDED** by Board Member Dipzinski. **MOTION PASSED UNANIMOUSLY.**

**3. APPROVAL OF THE MINUTES: (1:00)**

**a. Regular Meeting of July 10, 2023**

**MOTION:** Board Member Jones **MOVED** to approve the July 10, 2023 minutes as submitted, **SECONDED** by Board Member Kate Rose. **MOTION PASSED UNANIMOUSLY.**

**4. PUBLIC COMMENT PERIOD: (1:12)** No public present and no comments received electronically.

**5. PRESENTATIONS, REPORTS AND DISCUSSION ITEMS:**

**a. Disc Golf and Walking/Running Trails Proposal. (1:25)** Board Member Dipzinski presented this item to the Board and provided those in attendance with the following documents (copies also attached):

- Addendum to Previous Proposal (2 pages)
- Benefits of having two disc golf courses at Harbor Heights Park (1 page)
- Dynamic Discs Quote for one course at Harbor Heights Park (1 page)
- Dynamic Discs Quote for two courses at Harbor Heights Park (1 page)

Board Members and Staff discussed:

- potential locations for the disc golf courses
- entrances to Harbor Heights Park from Elwha and Gun Club Road
- concerns about vandalism of restroom facilities installed
- access for OHPD, OHFD and other emergency vehicles and equipment
- costs of equipment, signage, fencing of the property, land clearing, materials to be used on trail, possible trail drainage issues/repair, and REET funding source
- combined effort between the City and Whidbey Island Disc Golf Club regarding labor and maintenance of courses and trails
- Dynamic Discs quotes and whether they included cost of trail design

**MOTION:** Board Member Rose **MOVED** to recommend to City Council that they allocate funding (reappropriate REET funding) for two disc golf courses including walking trails at Harbor Heights Park. **SECONDED** by Vice-Chair Stucky. **MOTION PASSED UNANIMOUSLY.**

- b. Windmill Plans Review.** (54:12) Brian Jones was unable to attend today's meeting. Parks and Recreation Director Smith indicated that the engineers are still working on a set of plans and wind load limits. He also stated that he would like public input regarding the windmill. This windmill is not like the previous one – it'll be approximately 73 feet to the top of the blades with rentable spaces inside. The City Council approved an Agreement with the Rotary Club last year regarding the windmill (copy attached). Parks and Recreation Director Smith will invite Brian Jones to another Park Board meeting once the drawings are drafted. Before construction starts the Conditional Use Permit will go before the Hearing Examiner for approval.
- Unrelated to this item, Board Member Dipzinski asked about restoring Holland Gardens (windmill, flower beds, etc.) back to its historical condition.
- c. Pickleball.** (1:17:51) Parks and Recreation Director Smith to provide the Board Members with a copy of the draft RFP and asked that Board Members provide their comments/questions to him prior to August 28<sup>th</sup>. He asked that Board Members pay particular attention to the first few pages of the RFP as well as the Scope of Work (Exhibit A) (copy attached).
- d. Parks and Recreation Director Report.** (1:37:40) Parks and Recreation Director Smith provided the following report:
- A couple of the Arts Commission members will be meeting at the trail head off Scenic Heights to discuss the "Gate of Inspiration" at 1:00 p.m., August 15<sup>th</sup>, 2023, and requested that a couple Park Board members join them. Board Members Jones and Rose volunteered.
  - The Garry Oak Society asked that the City move forward with the installation of the stone sign at Smith Park on the west side of the park by the trail.  
**MOTION:** Board Member Dipzinski **MOVED** to install the stone sign(s) at Smith Park. **SECONDED** by Board Member Rose. **MOTION PASSED UNANIMOUSLY.**
  - There was a meeting with Department of Natural Resources (DNR) last week. They're going to be meeting with the Garry Oak Society and some stakeholders regarding the Mediterranean Oak Borer Beetle that attacks Oak trees. Parks and Recreation Director

Smith will send out the information sheet regarding this beetle (copy attached). The beetles tunnel thin little bark lines and they carry a fungus which kills trees. DNR is watching this very closely.

- Parks and Recreation Director Smith indicated that City Council approved the staffing support for the new Recreation Division. Recreation Manager Lange discussed recreational programming for all ages to be provided at The Center, the hiring of a Recreation Coordinator, the RCO Outdoor Learning Grant at the Marina, and Food Trucks in the Park Program.
- Smith Park Historical Designation Application has been submitted by Kyle Renninger (Garry Oak Society) to the State.
- Parks and Recreation Director Smith stated he will be meeting with the arborist and streets division next week to discuss the Christmas Tree downtown. The current tree is in sad condition. It would be nice to put a good tree in there and do some programming or community event to light it up.
- Parks and Recreation Director Smith stated he was interviewed by the Washington State Recreation Conservation Office (RCO) for their Grants Board and he's been selected to sit on that Board. He will need to recuse himself when reviewing any grants submitted by the City. This will give us insight into how to put together successful applications to obtain grant funding.
- City Administrator Oborn stated that the County has given the City grant funding for purchasing the three parcels in Freund Marsh.

**6. MEMBER COMMENTS: (1:54:53)**

Board Member Jones asked about the specific location of Angel de la Creatividad and whether it was going to be inside the path or by the informational sign. It will be placed on the inside of the path. The sign was placed on the water side of the path for easier visibility. Parks and Recreation Director Smith indicated there will be a little bit of reconfiguring in the future.

**7. DETERMINATION OF FUTURE AGENDA ITEMS: (1:55:36)**

- a. Accessible Playground in the Park.
- b. Parks and Recreation Director Smith stated he will send out meeting invites this week to the smaller subcommittees which will help the Park Board form an upcoming agenda items list.

**8. ADJOURNMENT: Vice-Chair Stucky adjourned the meeting at 11:58 a.m.**

Minutes taken by Sr. Administrative Assistant Kim Perrine.