

**CITY OF OAK HARBOR  
PARK BOARD MEETING MINUTES  
October 9, 2023**

This hybrid meeting was hosted from the Mayor’s Conference Room in City Hall and recorded through RingCentral. The video counter is in parentheses ( ) next to each item.

**1. CALL TO ORDER/ROLL CALL:** The meeting was called to order at 10:01 a.m.

<u>Position and Board Member</u>	<u>Attendance</u>		
Position 1 – Carrie Stucky, Chair	In person✓	Online	Absent
Position 2 – <b>vacant</b>	In person	Online	Absent
Position 3 – Kate Rose	In person	Online	Absent✓ <b>excused</b>
Position 4 – Eric Dipzinski, Vice-Chair	In person✓	Online	Absent
Position 5 – Tom Jones	In person✓	Online	Absent
Alternate – <b>vacant</b>	In person	Online	Absent
Ex-Officio Councilmember Eric Marshall <b>Councilmember Woessner resigned and Councilmember Marshall was appointed</b>	In person✓	Online	Absent

**NOMINATIONS FOR CHAIR AND VICE-CHAIR:** (:57)

**Chair:** Board Member Jones nominated Carrie Stucky as the Park Board Chair, seconded by Board Member Dipzinski. Unanimous vote.

**Vice-Chair:** Board Member Jones nominated Board Member Dipzinski as Park Board Vice-Chair, seconded by Chair Stucky. Unanimous vote.

**CITY STAFF PRESENT:** City Administrator Blaine Oborn joined meeting (10:07), Parks and Recreation Director Brian Smith, Recreation Manager Liz Lange joined meeting (6:07), Records Management Analyst Kim Perrine, and Executive Assistant Macalle Finkle.

**OTHERS PRESENT:** Barbara Armes

**2. APPROVAL OF AGENDA:** (3:12)

**MOTION:** Vice-Chair Dipzinski moved to approve today’s agenda as submitted, seconded by Board Member Jones. Motion carried unanimously.

**3. APPROVAL OF THE MINUTES:**

a. **Regular Meeting of September 11, 2023.** (3:25) Before Board Member Jones made a motion to approve the minutes, he asked about the RFP. Parks and Recreation Director Smith explained the RFP.

**MOTION:** (6:15) Board Member Jones moved to approve the September 11, 2023 minutes as submitted, seconded by Vice-Chair Dipzinski. Motion carried unanimously.

**4. PUBLIC COMMENT PERIOD:** (6:23) There were no public comments.

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

a. **Electric Bicycles.** (6:33) Parks and Recreation Director Smith received a complaint regarding electric bicycles and their speed, creating dangerous conditions. He read the complaint to the Board Members. The board members discussed the area from the Scenic Heights trailhead all the way down and recommended the pathways be widened and brush trimmed back to open up the sight line. A suggestion was made to put an article in the Whidbey News Times talking about path etiquette. This City

is currently developing an Active Transportation Plan (ATP) and this issue could be brought to their attention. Vice-Chair Dipzinski suggested we check with other cities to see what they are doing regarding this issue. Parks and Recreation Director Smith indicated the City will monitor this issue and look into trail counters to gather data as well as look at possible trail improvements.

b. Sub-Committee Updates.

- Sports facilities committee. (24:46) Some items discussed at this sub-committee meeting were:
  - Baseball facilities and their current condition, improvements, and safety issues;
  - What would a sports complex look like;
  - Baseball fields and improvements needed;
  - Future requirements of soccer fields at Ft. Nugent Park, traffic safety issues, and synthetic v. natural grass fields;
  - Final edits regarding pickleball courts;
  - Put together current inventory of parks, sports fields, and trails;
  - Field trip will be scheduled to tour the U.S. Navy facilities;
  - Dog park needs;
  - Use fees for clubs;
  - Board Members may attend the Council workshop scheduled for October 25<sup>th</sup> at 2:00 p.m. where the plan for Harbor Heights will be discussed; and
  - Sub-committee meeting scheduled for Noon on October 26<sup>th</sup> at Parks and Recreation Office.
- Playgrounds & Programs. (39:38) Some items discussed at this sub-committee meeting were:
  - Creating an activity guide;
  - Accessible playground overview, possible locations, preferences, and RFQ for design of the playground;
  - Working with Sabrina Combs (Executive Services Administrator) on improving the City website;
  - Programming for teenagers/young adults with special needs;
  - Art programs – music and photography;
  - Pickleball and tot sports;
  - Partnering agencies and programs in the community; and
  - Sub-committee meeting scheduled for October 25<sup>th</sup> at 10:00 a.m. at the Parks and Recreation Office.

c. Parks and Recreation Director Report. (1:16:42)

- Harbor Heights will be discussed at the October 25<sup>th</sup> City Council workshop.
- Angel de la Creatividad – The Hearing Examiner approved the Conditional Use Permit Application. There is a 14-day appeal period and then the City can send the packet regarding the shoreline to Department of Ecology and that review will take approximately 30 days. Parking improvements to be discussed.
- Government relations firm selection.
- Once Parks Supervisor has been hired there will be a few other positions to fill.
- Garden Club meets the second Tuesday of every month at 9:00 a.m. at the First United Methodist Church. Parks and Recreation Director Smith will be attending the meeting on October 10<sup>th</sup> and invited Board Members to attend.
- Windmill discussion with Brian Jones on October 11<sup>th</sup> at 1:00 p.m. in the Mayor's Conference Room. Macalle will prepare a special notice so that all Board Members may attend.
- North Whidbey Roller Hockey meeting is October 11<sup>th</sup> at 2:30 p.m. They have been asked to attend a Park Board meeting and talk during the public comment period.
- Five playground projects - \$76,000.
- Improvements to the Splash Park - \$51,000.

- Pickleball RFP has been posted.
  - Baseball field renovations - \$148,000.
  - Field material installation.
  - Lagoon dock replacement – Finalization for habitat assessment and Department of Fish & Wildlife is currently reviewing. Joint Aquatic Resources Permit (JARPA) application done and hope to have dock installed by next summer. This project was paid for with T-Mobile grant funds.
  - Shoreline restoration project.
  - Graffiti/Vandalism problem and clean-up.
  - Purchase of City Christmas tree and temporary placement.
- d. Project Update – Advisory Board Municipal Code and Bylaws Revision. (1:35:31) Executive Assistant Finkle provided Board Members with draft Uniform Policies for Boards, Commissions, and Committees (OHMC 2.65) ordinance, Parks and Recreation Advisory Commission (OHMC 2.30) ordinance, and Parks and Recreation Advisory Commission Bylaws. These documents are drafts and our Records/Admin team will bring them before Council at the October 25<sup>th</sup> workshop to ask for their feedback.

**6. MEMBER COMMENTS:** (1:39:42) There were no member comments.

**7. DETERMINATION OF FUTURE AGENDA ITEMS:** (1:39:50)

- a. City Council/Park Board timeline or priority list to assist Board in working efficiently. Parks and Recreation Director Smith will send Board Members a list of current projects/priorities and will share the document that was provided to the leadership. Board would also like to see a list of the completed items.
- b. Sub-committee priorities.
- c. City Administrator update which would assist Board Members with the master plan.
- d. Schedule sub-committee meetings.

**8. ADJOURNMENT:** Chair Stucky adjourned the meeting at 11:50 a.m.

Minutes taken by Records Management Analyst Kim Perrine.