

**South Whidbey Parks & Recreation District
July 20, 2016 – Regular Meeting Minutes**

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Dennis Hunter, Bob Hezel (via GoToMeeting), Matt Simms (via GoToMeeting) and Don Wood (via GoToMeeting)

Staff Present: Doug Coutts, Tom Fallon and Peggy Nelson

Dennis called the meeting to order at 6:01 p.m. The attendance sheet is attached for permanent records only.

II. Public Comment

No public comment.

III. Approval of Minutes

The minutes of the Regular Meeting on June 15, 2016, were unanimously approved in a motion made by Don and seconded by Bob.

IV. Treasurer's Report/Voucher List Approval

Matt reviewed the Treasurer's Report.

The ending fund balances, per Island County, were as follows:

- The Maintenance and Operations Fund was \$423,333.54.
- The Capital Fund was \$500.61.
- The Reserve Fund was \$200,342.49.
- The Bond Fund was \$153,533.48.
- The Property Fund was \$55,991.34.

Voucher Approval

In a motion made by Matt and seconded by Don, the Board unanimously approved the Maintenance and Operations Fund Vouchers #7605 through #7669 in the amount of \$76,094.06, Property Fund Voucher #9 in the amount of \$1,440.50 and electronic tax payments in the amount of \$4,139.19.

V. Staff Report (to be included in permanent records)

Doug reviewed the Staff Report with the commissioners.

VI. Unfinished Business

A. Comprehensive Plan Programs

Doug said he and Mark met with Danielle from the South Whidbey Parks and Aquatics Foundation to discuss a capital campaign for the campground construction.

Doug said that Eric Richmond was still looking into the size of the stage for the amphitheater in the Park. Doug said there are property lines close to where the amphitheater is to be located and even though the District owns both sides of the property, this may

hinder the ability to construct the amphitheater in the proposed location. To overcome this issue, Doug said the property needs to be re-zoned and he is working with the County to re-zone the property.

B. Resolution 2016-03 – Code of Conduct Revision-Alcohol Policy

Doug said he revised the Code of Conduct policy to allow alcohol in the park with commissioner approval and to add vaping to the definition of tobacco. *Don made a motion to approve Resolution 2016-03- Code of Conduct Policy Revision and Bob seconded the motion. The motion was unanimously approved.*

C. Resolution 2016-04 – Special Use Permit Policy

Doug said he updated the Special Use Permit Policy with the changes that were discussed at a previous Board meeting. *Don made a motion to approve Resolution 2016-04 – Special Use Permit Policy and Matt seconded the motion. The motion was unanimously approved.*

D. Campground Design Process – Update

Doug said he and Don met with the RCO grants manager and the grant application for the campground construction was submitted on time. Doug said the grant presentation is August 9th in Olympia and he asked that two commissioners accompany him to the presentation. Matt and Don said they would both attend the presentation with Doug.

VII. New Business

A. Choochokam – Follow Up

Doug said Choochokam was cancelled this year due to a lack of time to pull the festival together but they are planning to have a small concert in the Park in August. Matt asked if Doug thought Choochokam would take place next year and Doug said he thought the chances of them holding the festival in the Park next year were 60-70% but he has not had a discussion with them yet about next year.

B. Fee Waiver Request – Rotary Club – Whidbey Island Throwdown

Doug said that Alex Bonesteel, Rotary Club member, has requested the use of portions of Community Park for a fitness competition fundraiser on August 13th and is asking for a waiver of fees to use the Park facilities. Alex said the event will have a minimum impact to the facilities and all the profits will go back to the community. Don said he was willing to waive the fees but wanted a damage deposit and Matt agreed. Don said the Rotary Club has been a good partner with the Park District. *Matt made a motion to approve the fee waiver request for the Whidbey Island Throwdown and Bob seconded the motion. The motion was unanimously approved.*

C. Refinancing 2008 Bonds

Doug said that Jim Nelson from D.A. Davidson stopped by the office and said the 2008 voted bonds can now be refinanced to a lower rate without incurring the District any additional out-of-pocket costs. Jim said the District could lower their rate by almost 3% and save the taxpayers nearly \$95,000 over the term of the bond. Jim said the financing costs are already figured into the interest rate and financing costs are lower because the bonds will be privately placed with a bank. Matt said he wanted to move forward with the bond refinance and Don and Bob both agreed with Matt. Jim said that after the refinancing was complete,

he would follow up with a press release stating that the Park District was saving money for the taxpayers by refinancing the bond. *Matt made a motion to move forward with refinancing the 2008 bonds and Don seconded the motion. The motion was unanimously approved.*

VIII. Adjournment

There being no further business the meeting was adjourned at 6:50 p.m.