

South Whidbey Parks & Recreation District
May 18, 2016 – Regular Meeting Minutes

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Mark Helpenstell, Dennis Hunter, Bob Hezel (via GoTo Meeting), Matt Simms (via GoTo Meeting) and Don Wood (via GoTo Meeting)
Staff Present: Doug Coutts, Tom Fallon, Carrie Monforte and Peggy Nelson

Mark called the meeting to order at 6:02 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 April 20, 2016, were unanimously approved in a motion made by Dennis and seconded by Don.

IV. Treasurer's Report/Voucher List Approval

Matt reviewed the Treasurer's Report with the commissioners.

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

- The Maintenance and Operations Fund was \$418,469.82.
- The Capital Fund was \$500.61.
- The Reserve Fund was \$200,192.42.
- The Bond Fund was \$154,845.81.
- The Property Fund was \$73,605.88.

Voucher Approval

In a motion made by Dennis and seconded by Don, the Board unanimously approved the Maintenance and Operations Fund Vouchers #7506 through #7554 in the amount of \$46,735.42, Property Fund Voucher #7 in the amount of \$12,633.87 and electronic tax payments in the amount of \$2,838.81.

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

Doug reviewed the Staff Report with the commissioners.

VI. Unfinished Business

A. Comprehensive Plan Programs

Doug said he is working on setting up a meeting with the Park District, the South Whidbey Parks and Aquatics Foundation and Whidbey General Hospital.

B. Alcohol Policy - Discussion

Doug said he gave a presentation to the Freeland Chamber of Commerce and he received comments in favor of allowing beer/wine gardens on Park property and did not receive any

negative comments about alcohol. Doug said he added vaping as one of the types of tobacco in the Policy. Doug said he also added that the commissioners can allow, at their discretion, a beer/wine garden on Park property. Matt said the language was generic enough that he agreed with the new language and Mark agreed with Matt. Dennis questioned whether the Board needs to follow what the State of Washington allows regarding both alcohol and cannabis and Doug said that cannabis is not allowed in public or near schools so cannabis should be treated differently from alcohol in the policy. The commissioners agreed to discuss the policy further at another Board meeting.

C. Special Use Permit Policy – Discussion

Doug said he added to the Special Use Permit Policy that if he receives an application for a special use of Park property, he will bring the application to the Board and allow the Board to evaluate the application. Doug said the policy could be discussed further at a future Board meeting.

D. Campground Design Process – Update

Doug said he was waiting to receive comments back from RCO on the District's grant application and the grant presentation that he gave to RCO went very well. Doug displayed the Phase 1 schematic plan of the campground to the commissioners. Doug said the grant application is locked until RCO is finished reviewing all the grant applications. Doug said RCO will give feedback on the District's grant application and then the District has until July 8th to make modifications to the grant before the August 8th final grant presentation. Doug said he has received numerous letters of support for the campground from local community groups.

VII. New Business

A. Campground Design Process - Accounting

Doug updated the commissioners on the amount spent on design services through J. A. Brennan and Associates. Doug said that the Board had approved spending approximately \$72,000 for the campground design and there was about \$29,000 remaining to be spent on the design. Doug said the \$72,000 would cover the cost of a partial schematic design and the amount to complete the schematic design would be \$88,883. Doug said it would cost an additional \$12,000 to design the welcome center. Doug asked the commissioners to have a special meeting in two weeks to discuss the design cost. Doug said the District might be able to increase the amount of the grant requested since the District has additional 'funds' to match the grant amount that include his personnel time and land appraisals which were paid out of operating funds and the proceeds from the Turkey Trot. Doug said there will be approximately \$24,300 left in the projects fund after the design fees are paid. Jim Brennan from J.A. Brennan and Associates said the commissioners need to decide if they want to do just a schematic plan for phase 1 or a plan for all of the phases of the campground project.

VIII. Adjournment

There being no further business the meeting was adjourned at 6:45 p.m.