

**South Whidbey Parks & Recreation District  
August 17, 2016 – Regular Meeting Minutes**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Mark Helpenstell, Dennis Hunter, Matt Simms and Don Wood  
Staff Present: Doug Coutts, Tom Fallon and Peggy Nelson

Mark called the meeting to order at 6:00 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 July 20, 2016, were unanimously approved in a motion made by Matt and seconded by Dennis.*

**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 \$364,356.01.
- The Capital Fund was \$500.61.
- The Reserve Fund was \$200,416.95.
- The Bond Fund was \$156,138.26.
- The Property Fund was \$54,550.84.

**Voucher Approval**

*In a motion made by Matt and seconded by Don, the Board unanimously approved the Maintenance and Operations Fund Vouchers #7670 through #7728 in the amount of \$95,343.21, Property Fund Voucher #10 in the amount of \$12,940.35 and electronic tax payments in the amount of \$2,863.42.*

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

Doug discussed the Staff Report with the commissioners.

**VI. Unfinished Business**

**A. Comprehensive Plan Programs**

Doug said he was working on changing the zoning of all the Park District properties to a park zone designation. Doug asked for approval from the commissioners to submit a letter to Island County to change to the zoning of Park District properties. Doug said that by changing the zoning of all the properties, the amphitheater will be easier to build at the designated site. *Matt made a motion to approve sending a letter to Island County to request a shift to parks zoning for all the Park District properties and Don seconded the motion. The motion was unanimously approved.*

Matt said the District needed to update the Park District Comprehensive Plan before the end of the year and Doug said he was working on it.

#### **B. Campground Process – Update**

Matt discussed the campground grant presentation to RCO with the commissioners. Doug said the District should know where the District places on the grants approval listing in two weeks.

#### **C. Refinancing 2008 Bonds – Status Report**

Doug said that Jim Nelson had developed a RFP for the refinancing of the 2008 bonds and the process to refinance the bonds was moving forward.

### **VII. New Business**

#### **A. Horse Droppings Complaint - Discussion**

Doug said he received an email from Larry Donelan which requested that horses be restricted from Community Park trails due to horse droppings. Doug said the current Park policy was to allow horses on the trails and horse owners have not been required to pick up after their horses. Doug said he did not think that requiring horse owners to pick up after their horses was enforceable. James Abercrombie, a Park user, reiterated what the email said and brought in pictures of horse droppings on the trails of the Park. James said he thought that horse owners could pick up after their horses. Don asked if Park staff had seen issues with horse droppings in the past and Tom said that horse traffic has decreased in the Park. James said that Park staff should not have to clean up after the horses as it is the horse owner's responsibility. Doug said it was difficult to police the horses and he said the District would have to accept the situation as it is or restrict horse traffic at the Park. Doug also suggested that 'horse diapers' could be required on any horses in the Park. Matt said he wanted to discuss the situation with horse owners before making a decision. Mark asked how other parks handle the situation with horse droppings and Doug said he would do some research and add this item to the agenda next month.

### **VIII. Adjournment**

There being no further business the meeting was adjourned at 7:03 p.m.