

**South Whidbey Parks and Recreation District  
August 16, 2017 – Regular Meeting Minutes**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Mark Helpenstell, Bob Hezel and Matt Simms  
Staff Present: Doug Coutts, Tom Fallon 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**

Helen Price Johnson said that a couple years ago, Island County funded a feasibility study for public access on Crawford Road and the homeowners association along Crawford Road has asked the County to revisit the study. Helen said the County is looking for a partnership with the Park District since the Park District's property could potentially border the public access. Helen said the County is having only preliminary discussions about public access but she wanted to inform the Park District about the possibility of a feasibility study. Doug said he and Don would take the lead on working with the County on the feasibility study if needed.

Helen said the County is looking at increasing health services within South Whidbey and plans to revisit the office building lease that the Park District has with the County. Helen said the County may increase the lease amount as of January 1 to be more in line with market rates along with taking back building space, such as the recreation room. Matt said the County in the past has talked about switching from active to passive recreation and was looking to partner with another entity to maintain the active recreation properties. Matt said he responded to Steve Marx about the partnership and said the District was interested in further discussions regarding those properties along with the office building. Matt said the District has not changed its perspective and would still want to discuss those properties. Helen said that at the time of the discussions the County did not have enough personnel to maintain all of the County properties and funding for parks was tight since funding was shared with the rest of the County services. Helen said the challenge being faced by the County now is that the County does not have any other buildings within South Whidbey for health services. Helen said she was only informing the Park District about the upcoming discussion about the office building and no decision had been made about the building yet.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on July 19, 2017, were unanimously approved in a motion made by Matt and seconded by Bob.*

**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 \$367,175.79.
- The Capital Fund was \$500.64.
- The Reserve Fund was \$207,933.87.
- The Bond Fund was \$173,179.79.
- The Property Fund was \$18,973.16.

### **Voucher Approval**

*In a motion made by Matt and seconded by Bob, the Board unanimously approved the Maintenance and Operations Fund Vouchers #8321 through #8384 in the amount of \$94,241.82 and electronic tax payments in the amount of \$4,145.82.*

### **V. Staff Report** (to be attached for permanent records)

Doug reviewed the Staff Report with the commissioners.

### **VI. Unfinished Business**

#### **A. Comprehensive Plan Programs**

Doug reviewed the stakeholders list for the Comprehensive Plan with the commissioners. Doug also shared the comments received from Washington State Parks and said that a few of the stakeholders had acknowledged receipt of the Plan. Doug said he plans to make the draft Comprehensive Plan accessible to the community in September.

#### **B. Campground Status – Update**

Doug said he contacted Representative Norma Smith’s office regarding the Capital Budget but he did not receive a response. Doug said he heard that the legislature was participating in unofficial conversations about the Budget right now but nothing had been resolved yet. Doug said the campground committee was meeting on Friday with J.A. Brennan to discuss the pre-application packet so that the District is ready to move forward on the campground when and if the District receives funding.

### **VII. New Business**

#### **A. Proposed Changes to WWRP/YAF Grant Programs**

Doug said the Recreation and Conservation Funding Board was considering changes to the grant programs and he distributed documentation to the commissioners about those changes. Doug said the District could be eligible for a reduced match requirement if WWRP passes the proposed changes to their policy statements. Doug asked the commissioners for their comments on the policy changes by the end of the month.

### **VIII. Adjournment**

There being no further business the meeting was adjourned at 6:54 p.m.