

**South Whidbey Parks and Recreation District
July 18, 2018 – Regular Meeting Minutes**

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Josh Coleman, Mark Helpenstell (via GoTo Meeting) and Matt Simms

Staff Present: Doug Coutts, Carrie Monforte and Peggy Nelson

Matt called the meeting to order at 6:04 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 20, 2018, were unanimously approved in a motion made by Mark and seconded by Josh.

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 \$443,902.85.
- The Capital Fund was \$500.64.
- The Reserve Fund was \$217,830.86.
- The Bond Fund was \$174,302.24.
- The Property Fund was \$18,059.41.

Voucher Approval

In a motion made by Josh and seconded by Mark, the Board unanimously approved the Maintenance and Operations Fund Vouchers #8938 through #9001 in the amount of \$75,365.63, Property Fund Voucher #22 in the amount of \$4,574.80, and electronic tax payments in the amount of \$5,143.47.

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

Doug reviewed the Staff Report with the commissioners.

VI. Unfinished Business

A. Comprehensive Plan Programs

i. Waterman Trails Property Acquisition Grant

Doug said he and Mark met with Debra Waterman about the Waterman Trails property and they all agreed to a purchase price of \$590,000 for the property. Doug said that all four grant applications have been submitted. Doug said he and Dennis will be meeting with Representative Rick Larsen, who is interested in the Land Water Conservation Fund grant application, and they will tour the sites mentioned in the grant application.

ii. Campground Phase 2 Grant

Doug said that Dennis had updated the building diagrams to simplify the project and bring the project costs to within the parameters of the grant.

B. Campground Grant Phase 1

Doug said he is the process of finalizing the paperwork for the grant acceptance.

C. Financial Assistance for Seniors – Draft Guidelines

This item was discussed at the last Board meeting.

D. Projects – Discussion/Prioritization

Doug said all of the projects that were discussed at the workshop last month are doable next year.

E. 2019 Levy

i. Backup Plan

Doug said the District can add a provisional levy ballot measure to the November ballot in case the levy ballot measure fails in August. Matt said the District should move forward with the same levy amount for the November ballot as is stated on the August ballot but figure out what the District did wrong initially on the August ballot to cause the measure to fail and go about promoting it differently for the November ballot. Mark and Josh both agreed with Matt.

ii. Resolution 2018-06 – Maintenance & Operations Levy (November Ballot)

Josh made a motion to approve Resolution 2018-06 – Maintenance and Operations Levy and Mark seconded the motion. The motion was unanimously approved.

VII. New Business

A. School District Inter-local Agreement

Doug said he and Dennis met with Jo Moccia and Dan Poolman from the School District about the inter-local agreement. Doug said the agreement states that buildings and grounds may be made available to each other without cost and it is up to the discretion of the property owner regarding availability and cost. Doug said the agreement needs to be reviewed by the committee, discussed by the Park District Board and then the Park District should meet with the School District and ask for their policy. Matt said there should be equity between the two entities so the School District can charge the Park District whatever amount throughout the year and then the Park District can charge the School District the same amount at the end of the year so as to net to zero between the two entities. Doug said he did not think the School District understands how much they use the Park District's facilities and equipment. Matt said the School District should realize it is okay to have different customers and charge different rates or none at all. Carrie said she is concerned about prioritization of who gets access to facilities first and sometimes the Park District gets bumped even after reserving the facility.

VIII. Adjournment

There being no further business the meeting was adjourned at 6:36 p.m.