

**South Whidbey Parks and Recreation District
September 19, 2018 – Regular Meeting Minutes**

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Josh Coleman, Mark Helpenstell, Dennis Hunter (left the meeting at 6:55 p.m.), Matt Simms and Don Wood

Staff Present: Doug Coutts, Tom Fallon, Carrie Monforte and Peggy Nelson

Dennis called the meeting to order at 6:03 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 August 15, 2018, and the Special Meeting on August 27, 2018, were unanimously approved in a motion made by Don.

IV. Treasurer's Report/Voucher List Approval

Matt reviewed the Treasurer's Report with the commissioners.

Voucher Approval

In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #9069 through #9124 in the amount of \$69,888.45 and electronic tax payments in the amount of \$3,603.57.

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

Doug reviewed the Staff Report with the commissioners. Public comment was given about the South Whidbey Parks and Aquatics Foundation.

VI. Unfinished Business

A. Comprehensive Plan Programs – Grant Applications

Doug discussed the pending grant applications with the commissioners.

B. Administrative Office Security – Update

Doug did not have an administrative office security update for the commissioners.

C. Projects Discussion – Winter Projects

Doug displayed a potential winter projects list and the commissioners agreed to move forward with the projects except for the trail at Trustland Trails until the trail policy was updated.

VII. New Business

A. Elf Chase Fee Waiver Request

Doug said the PTSA had requested a facility use fee waiver for the Elf Chase Race on December 2, 2018. *Don made a motion to waive the facility use fee and the motion was unanimously approved.*

B. 2019 Initial Draft Budget

Doug and Matt reviewed the 2019 draft budget with the commissioners.

C. Compensation and Benefits Study Update

Doug updated the commissioners on the status of the compensation and benefits study.

D. LWCF Program Support Letter

Doug displayed a letter in support of the LWCF program which would be available for commissioner signatures next week. *Don made a motion to send a letter of support for the LWCF program and the motion was unanimously approved.*

E. School District Inter-local Agreement

Doug displayed a letter addressed to the School District outlining the concerns that the Park District has with the inter-local agreement between the two districts. Matt asked that the letter be modified to include “that the Park District respectfully requests that the School District rescind their decision to change the ‘pay to play’ aspect of the inter-local agreement and ask for an immediate response to this matter”. *Don made a motion to approve the letter to the School District as amended and the motion was unanimously approved.*

VIII. Adjournment

There being no further business the meeting was adjourned at 7:32 p.m.

Approved: October 17, 2018

