

**South Whidbey Parks and Recreation District  
December 19, 2018 – Regular Meeting Minutes - DRAFT**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Josh Coleman, Mark Helpenstell, Dennis Hunter and Matt Simms  
Staff Present: Doug Coutts, Tom Fallon, Carrie Monforte 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 Board unanimously approved the minutes of the Budget Hearing and Regular Meeting on November 20, 2018, in a motion made by Dennis.*

**IV. Treasurer's Report/Voucher List Approval**

Matt reviewed the Treasurer's Report with the commissioners.

**Voucher Approval**

*The Board unanimously approved the Maintenance and Operations Fund Vouchers #9228 through #9290 in the amount of \$103,128.83 and electronic tax payments in the amount of \$5,252.01 in a motion made by Matt.*

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

Doug reviewed the Staff Report with the commissioners.

**VI. Unfinished Business**

**A. Comprehensive Plan Programs – Capital Plan Project Ranking**

Doug displayed the Capital Plan Project Ranking spreadsheet to the commissioners. Doug asked the commissioners to rank each project within each category and then rank the categories before the next Board meeting. Doug said he would prepare a survey to obtain the public's opinion on the capital projects.

**B. Inter-local Agreement with School District**

Doug said a meeting was scheduled with the School District Board on January 9, 2019, and he asked to meet with Mark and Dennis tomorrow to discuss the inter-local agreement and items to be discussed with the School District Board.

**VII. New Business**

**A. Meeting Schedule 2019**

Doug displayed the meeting calendar to the commissioners. *The 2019 Board meeting dates were unanimously approved in a motion made by Dennis.*

**B. January Board Annual Meeting**

Doug reminded the commissioners that Board positions would be chosen at the next Board meeting.

Doug said the newly created park trails needed to be named and asked the commissioners to think about names for the trails.

**VIII. Adjournment**

There being no further business the meeting was adjourned at 7:00 p.m.