

**South Whidbey Parks and Recreation District
May 20, 2019 – Board Workshop and Regular Meeting Minutes**

Board Workshop Minutes

I. Call to Order

Commissioners Present: Mark Helpenstell, Matt Simms and Don Wood

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. Master Plan Review

Doug displayed the Master Plan drawing for the commissioners. Matt said the South Whidbey Parks and Aquatics Foundation was conducting a feasibility study on the aquatic facility sited at the location specified in the Master Plan and they are requesting that the Park District obtain estimates on the septic, power and water costs. Don suggested positioning the aquatic facility closer to the campground to avoid building two administration buildings.

Doug said that the Rotary Club of South Whidbey had raised \$15,000 toward the construction of the amphitheater in Community Park. Doug said the construction of the amphitheater would roughly cost \$250,000 and if the Rotary Club was able to raise a total of \$25,000, the Park District could apply for grants to cover the remaining \$225,000 in construction costs. Doug asked that the amphitheater be included in the Master Plan.

III. Adjournment

There being no further business the Board Workshop was adjourned at 6:50 p.m. to the Regular Meeting.

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Josh Coleman, Mark Helpenstell, Matt Simms and Don Wood

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

Mark called the meeting to order at 6:50 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 April 17, 2019, 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 #9516 through #9559 in the amount of \$52,387.74, electronic tax payments in the amount of \$4,347.28 and Property Fund Voucher #23 in the amount of \$564.00.

- V. **Staff Report** (to be attached for permanent records)
Doug reviewed the Staff Report with the commissioners.

VI. Unfinished Business

A. Comprehensive Plan Programs

1. Grant Applications

Doug said the State Legislature had approved grant funding through the State budget but we are still waiting for the Federal government to approve grant funding.

2. Campground Grant Phase I

Doug said the campground site plan was nearly complete and he has submitted the initial paperwork to Island County.

B. Compensation Study

Doug discussed the status of the compensation study.

C. Master Plan

1. Action Items

The commissioners agreed to obtain updated bids on the cost of power, water and septic for the aquatic center, along with the cost of a turf field site preparation and a water purification system.

2. Amphitheater Proposal

The commissioners agreed to appoint Josh and Dennis to the amphitheater committee.

VII. New Business

A. Commissioner Election

1. Filing Week Update

Doug updated the commissioners on the applicants for the two open commissioner positions.

2. Commissioner Moving Out of District

Mark said that he is moving out of Park District boundaries and would therefore be resigning from the Board in the next couple of months.

VIII. Adjournment

There being no further business the meeting was adjourned at 7:30 p.m.

Approved: June 19, 2019

