

**South Whidbey Parks and Recreation District
October 16, 2019 – Budget Workshop and Regular Meeting Minutes**

Budget Workshop Minutes

I. Call to Order

Commissioners Present: Jennifer Cox, Dennis Hunter and Matt Simms

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

Dennis called the meeting to order at 6:07 p.m. The attendance sheet is attached for permanent records only.

II. 2020 Budget Workshop

Doug and Matt discussed the 2020 budget. Jennifer, Dennis and Matt were in agreement with the budget as presented.

III. Adjournment

There being no further business the budget workshop was adjourned at 6:12 p.m. to the Regular Meeting.

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Jennifer Cox, Dennis Hunter and Matt Simms

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

Dennis called the meeting to order at 6:12 p.m. The attendance sheet is attached for permanent records only.

II. Public Comment

John Bush read a letter he wrote to Terri Arnold in 2008 about the Trustland Trails draft plan and shared pictures of the trails at Trustland Trails.

Robin Bush read a letter she wrote about the Trustland Trails proposed trail development.

David Welton discussed electric-assist bikes and radio-controlled airplanes.

Lee Compton and Molly Petersons agreed with Robin Bush about the Trustland Trails proposed trail development.

Don (no last name given) commented on radio-controlled airplanes.

III. Approval of Minutes

The minutes of the Regular Meeting on September 18, 2019, were unanimously approved in a motion made by Matt.

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 #9821 through #9877 in the amount of \$88,955.61, Property Fund Vouchers #26 through #28 in the amount of \$5,822.38, and electronic tax payments in the amount of \$4,544.01.

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

Doug reviewed the Staff Report with the commissioners. Matt discussed the exit conference with the State Auditor's Office.

Doug discussed a field request he received for the Middle School Girls Soccer Team and Matt suggested that Doug respond to the request by explaining that because the Middle School did not take part in the field user group meeting, the Park District is not able to accommodate their request this year but to invite them to the next user group meeting.

VI. Unfinished Business

A. Comprehensive Plan Programs

Doug discussed the status of the site plan review for the campground. Doug reminded the commissioners about the upcoming open houses on October 23, 2019, and October 30, 2019, to discuss the bond measure on the ballot.

B. 2020 Budget Draft

The commissioners did not have any changes to the 2020 Budget as presented in the budget workshop.

C. Code of Conduct Policy Regarding RC Flight/Electric Bikes

Doug displayed the National Park Service electric bike policy. Matt recommended using the National Park Service policy as a starting point for the Park District policy but also consider a speed threshold or the type of bike in the policy. Action item: Doug to draft an electric bike policy to be presented at the next Board meeting.

The commissioners discussed a policy for radio-controlled airplanes. Action item: Doug to draft a policy to adopt the AMA Safety Codes for radio-controlled airplanes.

D. Trustland Trails Proposed New Trail

Dennis recommended tabling this agenda item until all the commissioners were in attendance to the Board meeting. Action item: Survey and mark the proposed trail and hazardous trees that need to be removed from the proposed trail at Trustland Trails. Once the survey and marking is complete, hold a public open house to discuss the proposed trail.

VII. New Business

A. Trustland Trails – Private Trail Construction

Doug said a private trail had been constructed from the Pryor property to an existing spur trail on Park District property and he recommended a policy regarding unauthorized trails. Action item: Doug to show the commissioners the unauthorized trail at Trustland Trails.

VIII. Adjournment

There being no further business the meeting was adjourned at 8:24 p.m.

Approved: November 20, 2019

A handwritten signature in blue ink, appearing to be "D. J. [unclear]", written in a cursive style.