

**South Whidbey Parks and Recreation District  
June 17, 2020 – Regular Meeting Minutes**

NOTE: Due to the COVID-19 virus, this meeting was held remotely via GoToMeeting

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Josh Coleman, Jennifer Cox, Erik Jokinen, Krista Loercher, and Matt Simms

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

Josh called the Regular 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 minutes of the Regular Meeting on May 20, 2020, 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. Matt discussed the potential loss in Program revenue due to the COVID-19 virus impact and Doug discussed the cuts to the budgeted expenses to offset the loss in Program revenue.

**Voucher Approval**

*In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #10268 through #10350 in the amount of \$64,933.74, Property Fund Voucher #35 in the amount of \$7,700.00, and electronic tax payments in the amount of \$4,269.31.*

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

Doug reviewed the Staff Report with the commissioners.

**VI. Unfinished Business**

**A. Comprehensive Park Programs**

Doug updated the commissioners on the status of the campground and the Waterman property.

**VII. New Business**

**A. South Whidbey Parks and Aquatics Foundation MOU**

Doug said the South Whidbey Parks and Aquatics Foundation (SWPAF) had updated the Memo of Understanding (MOU) to include office space for staff in the facility design. *Matt made a motion to approve the SWPAF MOU as written and Krista seconded the motion. The motion was unanimously approved.*

### **B. Reopening Procedures**

Doug discussed the Phase 3 office reopening procedures with the commissioners.

### **C. Racing Shell – Surplus/Donation**

Doug said the racing shell was purchased many years ago and Island Rowing has been using it for their programs. Doug asked that the Board declare the racing shell surplus since it is no longer needed by the Park District and suggested donating it to Island Rowing. Ellen Alexander from Island Rowing, said Island Rowing has been using the racing shell since it was purchased but the shell is now in need of repairs so Island Rowing is in favor of receiving the racing shell as a donation and they will make the needed repairs. *Krista made a motion to surplus the racing shell and donate it to Island Rowing and Erik seconded the motion. The motion was unanimously approved.*

### **D. Amphitheater Draft Concept Drawings**

Doug said he received from Flat Rock Productions the amphitheater concept drawings which he displayed for the commissioners. Matt suggested thanking Flat Rock Productions for designing the amphitheater and Doug agreed; however, he said there was more design work still to be done so he recommended waiting until the design was complete to thank Flat Rock Productions.

### **VIII. Adjournment**

There being no further business the meeting was adjourned at 6:51 p.m.

Approved on: July 15, 2020

