

South Whidbey Parks and Recreation District
December 15, 2021 – Budget Workshop and Regular Meeting Minutes - DRAFT

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

Regular Meeting Minutes

I. Call to Order

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

Staff Present: Doug Coutts, Skye Dunn, Tom Fallon, and Carrie Monforte

Jennifer called the Regular Meeting to order at 6:01 p.m. The attendance sheet is attached for permanent records only.

II. Public Comment

Public comment pertaining to trail development were made by way of emails and letters, to be attached to the permanent record. John Bush commented regarding trail plans for Trustland Trails.

III. Approval of Minutes

The minutes of the Regular Meeting on November 17, 2021, were unanimously approved in a motion made by Krista.

IV. Treasurer's Report/Voucher List Approval

A. Summary Treasurer's Report

Matt reviewed the treasurer's report.

B. Voucher List Approval

In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #11209 through #11262 in the amount of \$94,284.72, and electronic tax payments in the amount of \$7,428.57.

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

Doug reviewed the Staff Report with the commissioners. Matt and Jennifer reported on the progress of the 2019-2020 Accountability Audit.

VI. Unfinished Business

A. Comprehensive Plan Programs

Doug reported on the Campground, Aquatics Facility, Maxwellton Trails Park and Stimulus applications. Matt reported that the Parks & Aquatics Foundation received a \$20,000 grant to allow the committee to move forward with a Capital Campaign.

B. Trails Plan Decision

Doug reported that staff met with the trails committee re. the trails plan. Matt presented a trails plan prioritizing: 1) Maxwellton Trails access path connecting to Community Park, followed by additional Class 2 trails, then 2) Trustland Trails when time and bandwidth permits, completing the Challenge Loop by extending existing trail with a Class 2 trail.

Doug discussed requests for additional wayfinding signs.

In a motion made by Matt, the Board unanimously approved the Trails Plan as presented.

C. 2022 Levy-Fact Sheet

Doug displayed and discussed the Levy Fact Sheet.

i. Online Open House Scheduling

Doug and the board discussed the February 2 ballot and identified tentative dates and times for online open houses:

- January 18 – 7pm
- January 27 – 7pm
- February 2 – 7pm

VII. New Business

A. Administrative Building Lease - Approval

Doug displayed the updated building lease agreement addendum with Island County.

Matt made a motion to approve the Administrative Building Lease Amendment as presented by Doug of \$439.78 per month, and the motion was unanimously approved.

B. 2022 Meeting Schedule – Schedule Approval

Doug provided a schedule for the 2022 board meetings, workshops and hearings.

Krista made a motion to approve the 2022 Meeting Schedule as presented by Doug, and the motion was unanimously approved.

C. January Board Annual Meeting – Reminder

Doug reminded the board of the upcoming Annual Meeting and discussed board officer positions and committee assignments.

D. Public Comment – Information

The board was provided with documents regarding guidelines for public comment.

VIII. Adjournment

There being no further business, the meeting was adjourned at 7:17 p.m.