

**South Whidbey Parks and Recreation District**  
**January 19, 2022 – Budget Workshop and Regular Meeting Minutes**

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

**Annual Meeting Minutes**

**I. Call to Order**

Commissioners Present: Jennifer Cox, Jake Grevé, Erik Jokinen, Krista Loercher and Matt Simms.  
Staff Present: Doug Coutts, Skye Dunn, and Carrie Monforte

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

**II. Election of Officers for 2022 Board of Park Commissioners**

The commissioners approved the following positions for 2022 Board of Park commissioners:

Chair: Jennifer Cox, nominated by Matt Simms

Vice-Chair: Erik Jokinen, nominated by Krista Loercher

Secretary: Krista, nominated by Matt Simms

Treasurer: Matt Simms, nominated by Erik Jokinen

At Large: Jake Grevé, nominated by Matt Simms

**III. Adjournment**

There being no further business, the meeting was adjourned at 6:08 p.m.

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Jennifer Cox, Jake Grevé, Erik Jokinen, Krista Loercher and Matt Simms.  
Staff Present: Doug Coutts, Skye Dunn, and Carrie Monforte

Erik called the Regular Meeting to order at 6:08 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

A public comment of thanks was given by John Bush for the Trustland Trails resolution passed at the Dec 2021 meeting.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on December 15, 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 and updated the board on the accountability audit.

**B. Voucher List Approval**

*In a motion made by Matt the Board unanimously approved the Maintenance and Operations Fund Vouchers #11263 through #11298 in the amount of \$70,535.79, and electronic tax payments in the amount of \$4,605.40.*

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

Doug reviewed the Staff Report with the commissioners. Doug updated the commissioners on the levy information open houses and stimulus grant application. The pickleball court project was not selected for funding by the Island County Commissioners.

**VI. Unfinished Business**

**A. Comprehensive Plan Programs**

**Campground Phase 1-Update**

Working on Quotes on providing the maintenance services listed in the SWSMP.

**Maxwelton Trails Park-Grant items**

Doug reported that he submitted the Boundary Map to the RCO for final approval on the LWCF grant in process to close out the grant and is working to submit completed Site Plan review documents to the county for the access trail.

**Aquatic Facility Update**

Doug and Matt updated the board on changes in the leadership positions on the Pool Committee and the Foundation board. Matt updated the board on the progress of the Pools Committee on the South Whidbey Parks & Aquatics Foundation. Matt discussed projected revenue streams for the pool project:

- Private Capital Campaign
- Capital Budget
- Voted Bond
- Grants

Matt discussed the MOU between the Foundation and the District.

**B. 2023 Maintenance and Operations Levy**

Doug updated the board on the 1<sup>st</sup> open house, and invited more board members to attend the remaining Open House meetings.

**VII. New Business**

**A. Commissioner Committee Assignments 2022**

Committee	Commissioner 1	Commissioner 2	Alternate
Governmental Parks Group	Greve	Loercher	Cox
Inter-local Committee	Jokinen	Cox	Greve
Comprehensive Plan Programs	Simms	Loercher	Cox
Campground	Loercher	Greve	Simms
Maintenance/Capital Projects	Greve	Cox	Loercher
Amphitheater	Cox	Greve	Loercher
Sports Fields	Jokinen	Simms	
Lake Properties	Jokinen	Loercher	Greve
Trails	Cox	Simms	Greve
Swimming Pool	Simms	Jokinen	Loercher

*Krista made a motion to approve the committee assignments as shown, and the motion was unanimously approved.*

**B. Horse Carriage Discussion**

The commissioners and staff discussed a request from the public to use a horse carriage in the park.

**C. Small Water System Management Plan**

**a. Maintenance Contract-Decision/Discussion**

Doug provided a quote from King Water System for a water system management and services agreement. Doug will reach out to other businesses for more quotes.

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 7:22 p.m.

Approved: February 16, 2022

Submitted by: Carrie Monforte

