

**South Whidbey Parks and Recreation District**  
**February 16, 2022 – 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: Jake Grevé, Erik Jokinen, Krista Loercher and Matt Simms.

Staff Present: Doug Coutts and Carrie Monforte

Erik called the Regular Meeting to order at 6:03 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

A public comment of appreciation was given by John Bush for the South Whidbey Parks & Recreation District programs and facilities.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on January 19, 2022, were unanimously approved in a motion made by Matt.*

**IV. Treasurer's Report/Voucher List Approval**

A. Matt reviewed the treasurer's report with the commissioners.

*In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #11310 through #11352 in the amount of \$69,949.08, and electronic tax payments in the amount of \$20,173.43.*

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

Doug reviewed the Staff Report with the commissioners.

**VI. Unfinished Business**

**A. Comprehensive Plan Programs**

**i. Amphitheater Committee Meeting**

Doug provided updates on the Amphitheater Committee meeting and progress getting cost numbers for the project.

**ii. Pickleball Courts Meeting**

Doug reported on the Pickleball Court Committee meeting and provided an update on the progress of the project and grant applications.

**iii. Sports Fields Committee Meeting**

Doug and Matt provided an update on the Sports Fields Committee meeting and grant applications. Matt discussed options for a turf field at the Sports Complex to accommodate multiple user group needs.

**iv. Pool Committee Meeting**

Doug and Matt provided updates on the pool project and reviewed the final version of the Pool Feasibility Study commissioned by the Foundation for use in future design/development of the project.

*Matt made a motion to accept the feasibility study as a foundational working document for the District, and the motion was unanimously approved.*

**v. Campground – Process Update**

Doug provided an update on progress with the Septic System design and site plan review. Doug reported on proposals he'd received from certified water system operators for a SWSMP Maintenance contract.

**iv. Maxwellton Trails Park – Process Update**

Doug updated the commissioners on the Maxwellton Trails access trail site plan review progress. Doug reported that the WTA had come out to look at the proposed western trail at Trustland Trails, but he had not yet received feedback from them.

**B. Small Water System Management Plan**

Doug reported that he had received two proposals for the maintenance services for the Small Water System Management Plan from King Water, and Water and Wastewater Services.

*Krista made a motion to contract with King Water for one year to maintain and manage the Small Water System Management Plan, and the motion was unanimously approved.*

**C. 2021 Audit – Final Report**

Matt reviewed the audit report with the commissioners. The audit was clean with no findings, management letters or exit items.

**D. 2023 Maintenance and Operations Levy**

Doug updated the commissioners on the status of the February 8<sup>th</sup> results for the 2023 Maintenance and Operation Levy for \$0.22 per \$1,000 of assessed value.

**VII. New Business**

**A. Infield Mix Order - Approval**

Doug displayed a quote for Diamond Dust infield mix.

*Krista made a motion to approve the quote for the Diamond Dust infield mix purchase of \$6,450 plus tax, and the motion was unanimously approved.*

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 7:50 p.m.