

**South Whidbey Parks and Recreation District**  
**May 18, 2022 – Regular Meeting Minutes - DRAFT**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Jennifer Cox, Jake Grevé (online), Erik Jokinen, Krista Loercher and Matt Simms (online).

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

Jennifer called the Regular Meeting to order at 6:02 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

Public comment was given by Marni Zimmerman of the South Whidbey Parks & Aquatics Foundation. She asked that the board discuss the potential of acquiring property adjacent to Community Park for the Large Onsite Septic System (L.O.S.S.) for an aquatic facility.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on April 20, 2022, were unanimously approved in a motion made by Matt.*

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

**A. Treasurer's Report**

Matt reviewed the treasurer's report with the commissioners.

**B. Voucher List Approval**

*In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #11457 through #11497 in the amount of \$65,563.00, and electronic payments in the amount of \$4,469.66.*

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

Doug reviewed the Staff Report with the commissioners. Doug reported that the District van's fuel tank had been vandalized, its gas stolen, and that the police had been notified on May 17, 2022.

**VI. Unfinished Business**

**A. Comprehensive Plan Programs**

Doug reported that seven grant applications were submitted, and that work had begun on the accompanying grant presentations. Doug added that staff is reaching out to other area organizations for letters of support to include with the grant applications and presentations. Doug stated that he presented to the City of Langley on May 16<sup>th</sup> and was approved for 3 letters of support for the Turf Field, Amphitheatre, and Pickleball projects.

Doug confirmed that the Joint Pool Committee had been established with Erik Jokinen and Matt Simms from the District board joined by Marni Zimmerman and Rich Bacigalupi from the South Whidbey Parks & Aquatics Foundation board. Doug reported that he and Matt had attended a

session hosted by the Department of Commerce on the \$400,000 State Budget allocation and that they will focus on securing that funding once through the initial grant process.

The board and staff discussed approaching Community Park neighbors, the Daikins, about the possibility of an easement on their property for a septic system for an aquatic facility. The board agreed that Erik & Tom may approach the Daikins, to discuss whether they would be amenable to SWPRD exploring the feasibility of an easement or purchase on their property for the purpose of a L.O.S.S.

Doug reported that he finished the last of the billings and reports for the LWCF grant associated with the purchase of the 40-acre parcel that is now Maxwelton Trails Park. Doug stated that he received paperwork on the site plan review with conditional approval for the access trail. Doug stated that once all is completed and signed off on, staff will assess what the District can pay back of the bond issue that was for the purchase of the property.

#### **B. Freeland Hall Opportunity**

Doug stated that staff recommends that the SWPRD not proceed further with the acquisition of the Freeland Hall until the County and the Holmes Harbor Activity Club have resolved their arrangement.

*Erik made a motion to put discussion with Island County regarding the acquisition of Freeland Hall on hold until Island County and the Homes Harbor activity club resolve their relationship, and it was unanimously approved.*

Representatives from the Holmes Harbor Activity Club were present and stated that they were available to answer questions.

### **VII. New Business**

#### **A. Annual Accounting Reports**

Doug reported that the District issued a Request for Proposals for the production of Annual Accounting reports, and provided copies of the received proposal.

*Matt made a motion to move forward with the accounting services quote from TDJCPA, not exceed \$7,315 for 2021 financials, pending reference checks, and it was unanimously approved.*

#### **B. Facility Tour Workshop**

Doug stated that staff would like to have a tour of facilities to take a look at deferred maintenance items for next year's budget. Doug and the board scheduled a workshop meeting for the tour on June 15<sup>th</sup> at 4:30p.m., prior to the regular meeting.

### **VIII. Adjournment**

There being no further business, the meeting was adjourned at 7:27 p.m.