

**South Whidbey Parks and Recreation District
June 15, 2022 – Regular Meeting Minutes**

Board Workshop

I. Call to Order

Commissioners Present: Jake Grevé, Erik Jokinen, Krista Loercher and Matt Simms.

Staff Present: Doug Coutts, Skye Dunn, and Tom Fallon.

II. Board Workshop – Facilities Tour

The group conducted a tour of District properties and facilities for budget planning purposes.

III. Adjournment

There being no further business, the workshop was adjourned at 6:00 p.m.

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Jake Grevé, Erik Jokinen, Krista Loercher and Matt Simms.

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

Erik called the Regular Meeting to order at 6:05 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 18, 2022, were unanimously approved in a motion made by Krista.

IV. Treasurer's Report/Voucher List Approval

A. Summary Treasurer's Report

Doug explained that, due to delays in receipt of the Treasurer's Report from Island County, and errors discovered in the received report, the District's treasurer's report was unavailable. Doug stated that once those issues were resolved, a treasurer's report would be posted. Matt reported that staff are working toward upgrading our accounting software plan with the goal of getting support for streamlining the District's monthly and annual reports.

B. Voucher List Approval

In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #11498 through #11539 in the amount of \$66,218.72, and electronic payments in the amount of \$5,157.16.

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

Doug reviewed the Staff Report with the commissioners. Tom reported that SWPRD had a new hire for the Full Time Maintenance Laborer position and is working on training him and catching up. Tom

reported that expenses have increased significantly. Matt asked staff to re-look at the budget for the 2nd half of the year compared to projection, and bring it back to the next board meeting.

Doug reported that he had received one quote for the Well Decommissioning of Well #3 and plans to bring 3 quotes to the board next month.

Doug reported that Erik and Tom had approached the Daikin family regarding the possibility of an easement on their property for an aquatic facility septic system. The Daikin family indicated that they are not interested in an easement for that purpose.

VI. Unfinished Business

A. Comprehensive Plan Programs

i. Grant Applications - Update

Doug reported that the PowerPoint presentations for the Turf Field, Pickleball Court, Amphitheater and Aquatic Facility projects had gone through the Technical Review presentation with the RCO review board. Doug stated that they received a good amount of feedback from the RCO board and will revise and edit the presentations and projects for August.

ii. Aquatic Wellness Center

Doug reported that the Joint Pool Committee had its first meeting to look at next steps and discussed the possibility of conceptual renderings and decided that they were not necessary. Doug stated that Matt and he will look at the next steps with the \$400,000 allocation from the Supplemental State Budget towards design to get that process moving.

iii. Small Water System Management Plan Update

Doug said that he had been in contact with the Department of Ecology and they are working with him to dismiss their conditions on the Small Water System Management Plan. Doug stated that he plans to bring 3 quotes for decommissioning Well #3 in Community Park to the board in July.

VII. Adjournment

There being no further business, the meeting was adjourned at 7:34 p.m.

Approved: 07/20/22

Submitted by: Carrie Monforte

