

**South Whidbey Parks and Recreation District**  
**September 21, 2022 – Regular Meeting Minutes - DRAFT**

**Regular Meeting Minutes**

**I. Call to Order**

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

Staff Present: Doug Coutts, Skye Dunn 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**

No public comment.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on August 17, 2022, 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 with the board.

**B. Voucher List Approval**

*In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #11685 through #11739 in the amount of \$75,480.93, and electronic payments in the amount of \$5,350.07 and Property Fund voucher #42 in the amount of \$509.63.*

**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. Grant Applications**

Doug provided an update on the grant applications for Pickleball Courts, Amphitheater, Artificial Turf Sports Field, and how projects were ranked.

**ii. Aquatic Wellness Center**

**1. RFQ Design**

Doug provided an update on the progress of the Request for Qualifications process for the Design of the Aquatic Wellness Center.

**B. Fields Meeting Update**

Doug reported on the recent Fields Meeting with the South Whidbey Soccer Club regarding scheduling and field usage to accommodate increased usage.

**C. 2023 Budget – Initial Draft**

Board members were provided with an initial draft of the 2023 Budget. Doug reviewed the budget timeline and highlighted certain areas and assumptions that were in the budget including estimated Levy Revenues, Salary/Wages adjusted for the Consumer Price Index and the step-in-grade salary scale, Benefits including Medical, Dental, Short-Term Disability and Accidental Death and Dismemberment, Elections, and Capital Projects.

**VII. New Business**

**A. Asphalt Projects - Recommendations**

Doug presented staff recommendations for asphalt projects to be put out for bid and completed in the 2022 budget.

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 7:25 p.m.