

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

**Budget Workshop**

**I. Call to Order**

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

Jennifer called the Regular Meeting to order at 6:00 p.m. The attendance sheet is attached for permanent records only.

**II. 2023 Budget Workshop**

Staff and the SWPRD Board of Commissioners discussed the 2023 Annual Budget.

**III. Adjournment**

There being no further business, the budget workshop was adjourned at 6:46 p.m.

**Regular Meeting Minutes**

**I. Call to Order**

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

Jennifer called the Regular Meeting to order at 6:46 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

John Bush requested that either public comment be re-opened during the Trail Projects agenda item, or that the board defer the vote on Trail Projects until the next meeting. Doug displayed public comment via email from Adam and Deven Gates regarding Trail Projects at Trustland Trails.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on September 21, 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 #11740 through #11784 in the amount of \$76,307.17 and electronic payments in the amount of \$8,258.82.*

**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 final lists for each of the grant programs SWPRD applied for, showing overall ranking of projects and the data behind the overall ranking score.

#### **ii. Aquatic Wellness Center**

##### **1. RFQ Design Recommendation**

Doug reported on the Joint Pool Committee's progress with the RFQ for the design of the Aquatic Wellness Center and provided a recommendation from the Joint Pool Committee on a firm to proceed forward with the design process.

*Matt made a motion to move forward with the Aquatics Wellness Center design with ARC, and the motion was unanimously approved.*

### **B. Fields Meeting**

Doug provided an update on field usage and scheduling.

### **C. Asphalt Projects Bid**

Doug reviewed bids received for Asphalt Projects at South Whidbey Community Park.

*Krista made a motion to approve Island Asphalt and Sitework's bid in the amount of \$34,950, and the motion was unanimously approved.*

### **D. 2023 Budget**

Staff and the board discussed the 2023 budget.

## **VII. New Business**

### **A. Trail Projects**

Doug provided an update from the Trails Committee. Doug presented maps and details on previously approved trails at Maxwellton Trails, and on the proposed trails at Trustland Trails.

*Krista made a motion to reopen public comment for the Trustland Trails project and it was unanimously approved.*

Public comment was made by John Bush regarding the new trail project at Trustland Trails.

*Matt made a motion to move forward with the Trustland Trail construction as shown in the attachment, and it was unanimously approved.*

### **B. Property Purchase**

Doug provided details on the plan to repay the bond issued in 2020 for the purchase of the property now known as Maxwellton Trails Park.

*Matt made a motion to approve resolution 2022-08, a Resolution of the Board of Commissioners of South Whidbey Parks and Recreation District, Island County, Washington, providing for the early repayment of the District's unlimited tax general obligation bond issued pursuant to Resolution 2019-06 for the purpose of financing the acquisition, development and improvement of certain real property for recreational use, and it was unanimously approved.*

**C. Diamond Dust Quote**

Doug displayed a quote for a sole source product, Diamond Dust infield mix.

*Krista made a motion to approve Diamond Dust quote in the amount of \$7,833.60 and the motion was unanimously approved.*

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 8:15 p.m.