

**South Whidbey Parks and Recreation District  
April 19, 2023 – Regular Meeting Minutes**

**Regular Meeting Minutes**

**I. Call to Order**

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

Jennifer called the Regular Meeting to order at 6:01 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

No public comment.

**III. Approval of Minutes**

*The minutes were not yet available for approval.*

**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 #12042 through #12088 in the amount of \$84,585.77. and electronic payments in the amount of \$3,727.05, and Property Fund Voucher #45 in the amount of \$2,363.00.*

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

Staff reviewed the Staff Report with the commissioners.

**VI. Committee Reports**

**A. Governmental Parks Group – No Report**

**B. Inter-Local Committee –** Erik reported that he is communicating with other organizations such as the school district.

**C. Comprehensive Plan Programs -** To be discussed later in the agenda.

**D. Campground –** Krista and Jake reported that Krista, Jake, Carrie & Tom had a campground meeting, and that a land use permit should be forthcoming.

**E. Maintenance/Capital Projects –** No Report

**F. Amphitheater –** No Report

**G. Sports Fields –** Matt reviewed the status of grant applications and match requirements.

**H. Lake Properties –** Krista reported that asphalt and dock work was completed at Deer Lake and that there had been some work done at the Lone Lake boat launch. Krista reported that a community person had reached out to Krista Goss Lake requesting a sturdy, permanently installed bench at Goss Lake, and Krista will pitch the project to Rotary for project. Krista conveyed a report from Tom Langley Regarding algae management plan at Lone Lake.

**I. Trails –** No report

**J. Swimming Pool -** Report deferred to Comprehensive Plans.

## VII. Unfinished Business

### A. Comprehensive Plan Programs

#### 1. South Whidbey Aquatic Wellness Center

Carrie reported regarding the design process of the SWAC, and geotechnical, topographical and hydrological surveys. Matt reported that a name had been chosen for the facility: South Whidbey Aquatic Recreation Center.

##### a) Amendment to Services Agreement for Survey Work

*Krista made a motion to approve document G802-2017 Amendment to Professional Services Agreement #002 with ARC Architects in the amount of \$3,960.*

#### 2. Campground

Krista provided an update on the campground in committee reports.

#### 3. Grant Application Funding

Matt provided an update on the grants in committee reports.

### B. Bond Discussion

The board and staff discussed a bond for an aquatic facility, including factual voter information for the public.

### C. Executive Director

The board and staff discussed next steps for the hiring of an Executive Director.

### D. CPA Revised Services Agreement

Carrie and the board discussed, in light of staffing shortages, the need to expand services with the District's CPA in order to meet deadlines for the Annual Report to the State Auditor. Carrie stated that further engagement with the CPA may still be necessary later.

*Krista made a motion to approve the amended agreement with TDJCPA which will not exceed \$14,365 and the motion was unanimously approved.*

## VII. New Business

### A. Comprehensive Plan Update

The board reviewed and discussed Section 1 of the 2018-2023 Comprehensive Plan.

### B. Trustland Trails Signage & Maps

Carrie reported the need to spend funds that had been donated through the South Whidbey Parks & Aquatics Foundation for wayfinding signage, posts, and maps at Trustland Trails.

Jennifer and Matt volunteered to create a signage list.

## VIII. Adjournment

There being no further business, the meeting was adjourned at 8:33 p.m.

Approved: 07/19/23

Submitted by: 