

**South Whidbey Parks and Recreation District
September 20, 2023 – Regular Meeting Minutes**

Regular Meeting Minutes

I. Call to Order

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

Staff Present: Skye Dunn, Tom Fallon and Carrie Monforte

Krista 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 of the Regular Meeting on July 19, 2023, were unanimously approved in a motion made by Jake.

The minutes of the Special Meeting on July 26, 2023, were unanimously approved in a motion made by Jake.

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 #12324 through #12396 in the amount of \$164,866.38, and electronic payments in the amount of \$5,868.88; and property fund voucher #46 in the amount of \$3,525.12.

Matt amended the motion to approve the Property Fund voucher #46 in the amount of \$3,372.80, and it was unanimously approved.

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

Brian reviewed the Staff Report with the commissioners.

VI. Committee Reports

- A. Governmental Parks Group**
- B. Interlocal Committee**
- C. Clinton Community Council**
- D. Comprehensive Plan Programs**
- E. Campground**
- F. Maintenance/Capital Projects**
- G. Amphitheater**
- H. Sports Fields**
- I. Lake Properties**
- J. Trails**
- K. Swimming Pool**

There were no committee reports.

VII. Unfinished Business

A. Comprehensive Plan Programs

i. South Whidbey Aquatic Recreation Center

Matt shared the ARC Architects presentation for the meetings for the public to provide input on the design of the Aquatic Recreation Center. Brian provided an update of the schedule for the Design Public Input meetings and Bond Voter Information meetings.

ii. Campground

Brian reported that a progress report and supporting documents had been submitted to RCO and that RCO would consider the request for a final extension in October. Brian provided an update on permit progress with Island County.

iii. Deferred Maintenance Grant

Brian reported that the deferred maintenance grant had been submitted and, if awarded, would require an additional \$44k estimated from the M&O budget to complete the project.

VII. New Business

A. Preliminary Budget Draft

Brian and commissioners discussed the budget priorities and timeline for the process.

B. Additional Service – Aquatic Recreation Center Traffic Study

Brian displayed an Amendment to the Professional Services Agreement with ARC Architects and explained the proposal to proceed with a traffic study which the County is requiring to determine possible Right of Way improvements for the Aquatic Recreation Center.

Matt made a motion to Amend the Professional Service Agreement with ARC Architects to include within the ARC scope of work the traffic study required for the Aquatic Recreation Center project, and the motion was unanimously approved.

C. Comprehensive Plan 2024-2029

Brian and commissioners discussed the process and timeline for updating the 2024-2029 Comprehensive Plan.

VIII. Adjournment

There being no further business, the meeting was adjourned at 7:40 p.m.

Approved: 10/18/23

Submitted by: Carrie Monforte

