

**South Whidbey Parks and Recreation District  
November 17, 2021 – Budget Workshop and Regular Meeting Minutes**

NOTE: Due to the COVID-19 virus, this meeting was held remotely via GoToMeeting

**Budget Hearing**

**I. Call to Order**

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

Jennifer called the budget workshop to order at 6:04 p.m. The attendance sheet is attached for permanent records only.

**II. 2022 Budget Hearing**

The commissioners discussed the 2022 budget. There was no public comment on the budget.

**III. Adjournment to Regular Meeting**

There being no further business the budget workshop was adjourned to the meeting at 6:20 p.m.

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Josh Coleman, Jennifer Cox, 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 6:20 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

Public comment pertaining to Trustland Trails and Maxwelton Trails were made by way of emailed letters, to be attached to the permanent record. Additionally John Bush commented on off-leash dogs and mountain biking.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on October 20, 2021, were unanimously approved in a motion made by Matt.*

**IV. Treasurer's Report/Voucher List Approval**

**A. Summary Treasurer's Report**

Matt briefed the commissioners on the upcoming biennial state audit and discussed the pre-audit meeting. Matt volunteered to represent the commissioners unless any notify him otherwise at the upcoming entry and exit conferences, and for him and Carrie to provide a report at the board meeting.

**B. Voucher List Approval**

*In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #11166 through #11199 in the amount of \$63,638.97, and electronic tax payments in the amount of \$1,987.95, and the Capital Fund Vouchers in the amount of \$6,450.00.*

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

Doug reviewed the Staff Report with the commissioners.

## **VI. Unfinished Business**

### **A. Comprehensive Plan Programs**

Doug updated the commissioners on the Campground, Aquatic Facility, Maxwellton Trails Park, and County Stimulus Fund applications.

### **B. Flagged Trails**

Doug reported that staff has flagged the proposed new trail at Trustland and access trail for Maxwellton Trails Park. This information was sent to neighboring property owners, emailed out to our mailing list, and posted on the District Facebook page for public comment. All comments received prior to the meeting are attached for permanent record. The trails committee planned to meet with staff to view the proposed trails and a special meeting will be scheduled if necessary.

## **VII. New Business**

### **A. Engineer Wood Fiber – Quote Approval**

Doug displayed a quote for Engineered Wood Fiber for replenishing the Engineered Wood Fiber safety surface in the playgrounds using the KCDA Public Purchase.

*Matt made a motion to approve the KCDA purchase of \$4,969.55 for Engineered Wood Fiber, and the motion was unanimously approved.*

### **B. 2022 Replacement Maintenance and Operations Levy**

#### **i. Resolution 2021-02 – Replacement Maintenance & Operations Levy (February Ballot)**

Commissioners discussed the 2022 replacement levy and the impact of different millage rates. Doug displayed and discussed a voter information fact sheet.

*Matt made a motion to approve Resolution 2021-02 at the millage rate of \$0.22 per \$1,000 of assessed valuation each year for the years 2023 through 2026. The motion was unanimously approved.*

Doug asked for suggestions for people to write for Pro and Con statements for the voter guide. Krista and Jennifer will work with Doug on voter the fact sheet.

### **C. 2022 Budget Approval**

#### **i. 2022 Budget Narrative. Doug shared the Budget Narrative.**

#### **ii. Resolution 2021-03: 2022 Budget**

*Matt made a motion to approve budget ordinance resolution 2021-03, and the motion was unanimously approved. The resolution passed.*

## **VIII. Adjournment**

There being no further business, the meeting was adjourned at 8:21 p.m.

Approved: December 15, 2021

