

**South Whidbey Parks & Recreation District**

**March 20, 2024**

**Regular Board Meeting**

**Parks District Headquarters**

**5475 Maxwellton Rd., Langley WA**

Online attendance is available. Visit [swparks.org/about/meetingsminutes](https://swparks.org/about/meetingsminutes) or email [director@swparks.org](mailto:director@swparks.org) for more information.

**Regular Board Meeting**

**I. Call to Order**

**II. Public Comment**

**III. Approval of Minutes (02/21/2024)**

**IV. Treasurer's Report**

**A. Summary Treasurer's Report**

**B. Voucher List Approval**

**V. Staff Report**

**VI. Committee Reports**

Where applicable, committee reports may move to unfinished or new business

**A. Governmental Parks Group**

**B. Inter-Local 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**

**VII. Unfinished Business**

**A. Comprehensive Plan Programs**

**1. Lakes Property**

**a) Signage at Lakes**

**b) Dock at Deer Lake**

**2. Campground**

**a) J.A. Brennan Update**

**B. Authorization for ARC to proceed to Contract Development phase  
Aquatic Recreation Center.**

**VIII. New Business**

**A. Aquatic Recreation Center- Bond Resolution**

- B. Pickleball Design Company- Recommendation and possible selection**
- C. 2024-2029 Comprehensive Plan – Final Draft**
- D. Campground- Design Company Contract**

## **IX. Adjournment**

**South Whidbey Parks and Recreation District  
February 21, 2024 – Regular Meeting Minutes**

**DRAFT**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Jennifer Cox, Jake Grevé, Erik Jokinen, and Krista Loercher.

Staff Present: Tom Fallon, Carrie Monforte and Brian Tomisser

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 Annual Meeting and Regular Meeting on January 17, 2024 were unanimously approved in a motion made by Krista.*

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

**A. Summary Treasurer's Report**

Brian reviewed the treasurer's report with the board.

**B. Voucher List Approval**

*In a motion made by Erik, the Board unanimously approved the Maintenance and Operations Fund Vouchers #12637 through #12700 in the amount of \$183,698.07, and electronic payments in the amount of \$6,115.16.*

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

Brian reviewed the Staff Report with the commissioners.

**VI. Committee Reports**

- A. Governmental Parks Group** – No report.
- B. Interlocal Committee** – No report.
- C. Clinton Community Council** – No report.
- D. Comprehensive Plan Programs** – No report.
- E. Campground** – No report.
- F. Maintenance/Capital Projects** – No report.
- G. Amphitheater** – No report.
- H. Sports Fields** – No report.
- I. Lake Properties** – No report.
- J. Trails** – No report.
- K. Swimming Pool** – No report.

**VII. Unfinished Business**

## **A. Comprehensive Plan Programs**

### **1. Lakes Property**

#### **a) Signage at Lakes**

Brian shared that SWPRD had received permission from WA Department of Fish and Wildlife to replace and/or remove signage at the lakes.

#### **b) Dock at Deer Lake**

Brian reported that DFW is working with permitting for removing the concrete and gangway at the dock at Deer Lake.

### **2. Campground**

#### **a) New Island County Contact**

Brian stated that there is a new contact for Island County regarding campground permitting.

#### **b) J.A. Brennan Update**

Brian reported that he reached out to Drew Coombs at J.A. Brennan regarding finishing design plans for the campground, which could utilize grant funding.

## **VIII. New Business**

### **A. Commissioning Agent**

Brian presented proposals received in response to an RFP for prospective Commissioning Agents, which is a state requirement for the Aquatic Recreation Center project. Brian stated that the proposals were rated by the four categories listed in the RFP: experience and qualifications, the proposal quality, references, and the proposed fee.

*Krista made a motion to enter into a contract with Engineering Economics Inc. as the commissioning agent for the Aquatics Recreation Center in the amount not to exceed \$37,240, and the motion was unanimously approved.*

### **B. Pickleball Design Company**

Brian provided an update on bids received for the design of the pickleball court project. Interviews had been conducted with two, and references were contacted. He reported that the staff selected RWD Landscape Architecture would return in March with specific contract terms for the board to consider.

### **C. 2024-2029 Comprehensive Plan Draft**

Brian reviewed a draft of the Comprehensive Plan with the commissioners and noted it would be shared with key stakeholders in the community for feedback.

### **D. Financial Policy – Financial Audit**

Brian displayed a proposed financial policy addition regarding financial audits.

*Krista made a motion to adopt the financial policy that states that South Whidbey Parks and Recreation District will undergo 2-year financial audits with the State of Washington every two years, and the motion was unanimously approved.*

**E. Property at 5555 Maxwellton Road**

Brian reported that the District had been contacted regarding the possible purchase of property adjacent to Community Park. The board directed Brian to set a meeting between him, Jennifer, Tom and the property owner to gather more information.

**F. Master Land Development Permit**

*Krista made a motion to approve the Master Land Development Permit in the amount of \$6,320.08 and the motion was unanimously approved.*

**IX. Adjournment**

There being no further business, the meeting was adjourned at 7:31 p.m.

# South Whidbey Parks & Recreation Dist

5475 Maxwellton Road  
Langley, WA 98260

## Purchases [Vendor Detail]

3/1/2024 through 3/15/2024

3/15/2024  
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ID#

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ID#	Date	Item/Acct	Description	Amount
ATCO International 00012702	3/5/2024	6-2585	Drain Opener	4001400 R1 \$125.00
ATCO International Total:				\$125.00
Bank Account Fees 00012731	3/6/2024	6-1660	Bank Account Fees for Direct De	*None \$25.00
Bank Account Fees Total:				\$25.00
Caldwell, Chancelor 00012719	3/6/2024	1-1120	Wages from 02/16/24 to 02/29	4000384 \$1,448.49
Caldwell, Chancelor Total:				\$1,448.49
Carter, Austin L. 00012720	3/6/2024	1-1120	Wages from 02/16/24 to 02/29	5007725 \$2,023.90
Carter, Austin L. Total:				\$2,023.90
Diamond Rentals 00012703	3/5/2024	6-2690	Invoice #635553-3 - Porta Potty	4000539 \$180.00
00012703	3/5/2024	6-2690	Invoice #636047 - Porta Potty S	\$81.75
00012703	3/5/2024	6-2690	Invoice #636045 - Porta Potty S	\$81.75
00012703	3/5/2024	6-2690	Invoice #636046 - Porta Potty S	\$81.75
Diamond Rentals Total:				\$425.25
Dunn, Skye P 00012721	3/6/2024	1-1120	Wages from 03/01/24 to 03/15	4000982 \$1,900.92
Dunn, Skye P Total:				\$1,900.92
Fallon, Thomas R. 00012722	3/6/2024	1-1120	Wages from 03/01/24 to 03/15	5001388 \$3,050.60
Fallon, Thomas R. Total:				\$3,050.60
Fire Chief Equipment 00012704	3/5/2024	6-2584	Fire Extinguisher Service	4000904 \$564.43
Fire Chief Equipment Total:				\$564.43
Freeland Chamber of Commerce 00012705	3/5/2024	6-1531	Chamber Membership	4000573 \$200.00
Freeland Chamber of Commerce Total:				\$200.00
Great America Financial Services 00012706	3/5/2024	6-1530	Copier Lease & Copies	4000584 \$223.44
Great America Financial Services Total:				\$223.44
Handran, Kathleen M 00012723	3/6/2024	1-1120	Wages from 02/16/24 to 02/29	*None \$386.72
Handran, Kathleen M Total:				\$386.72
Island Disposal, Inc. 00012707	3/5/2024	6-2647	Invoice #7989521S144 - Accoun	4000643 \$185.02
00012707	3/5/2024	6-2647	Invoice #7989419S144 - Accoun	\$370.06
Island Disposal, Inc. Total:				\$555.08

# South Whidbey Parks & Recreation Dist

## Purchases [Vendor Detail]

3/1/2024 through 3/15/2024

3/15/2024  
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ID#	Date	Item/Acct	Description	Amount
Legacy Anthropology, LLC				4001459
00012708	3/5/2024	6-3002	Archaeological Survey for Pickle	\$1,380.00
			Legacy Anthropology, LLC Total:	\$1,380.00
Monforte, Carrie E.				4000837
00012724	3/6/2024	1-1120	Wages from 03/01/24 to 03/15	\$2,471.67
			Monforte, Carrie E. Total:	\$2,471.67
NW Natural Water Services, LLC				4000873
00012709	3/5/2024	6-2680	Water Management Service & Te	\$230.00
			NW Natural Water Services, LLC Total:	\$230.00
Puget Sound Energy				4000705 R1
00012710	3/5/2024	6-2649	Acct #200010294276 - Electrica	\$143.95
00012710	3/5/2024	6-2649	Acct #300000003172 - Electrica	\$342.63
			Puget Sound Energy Total:	\$486.58
Raymond, Marcus				5010240
00012725	3/6/2024	1-1120	Wages from 02/16/24 to 02/29	\$154.69
			Raymond, Marcus Total:	\$154.69
RnR Cleaning - Royce Wellman				4001171
00012711	3/5/2024	6-1535	Custodial Services for the Month	\$451.19
			RnR Cleaning - Royce Wellman Total:	\$451.19
Sachs, Kathleen				*None
00012726	3/6/2024	1-1120	Wages from 02/16/24 to 02/29	\$406.05
			Sachs, Kathleen Total:	\$406.05
Sebo's Do-It Center				4000731
00012712	3/5/2024	6-2880	A1571342 -Starting Fluid & Cabl	\$26.53
00012712	3/5/2024	6-2584	B1360670 - Batteries	\$28.27
00012712	3/5/2024	6-2584	A1573932 - Adhesive	\$6.30
00012712	3/5/2024	6-2584	A1573868 - Misc Building Repair	\$52.38
00012712	3/5/2024	6-2585	A1574627 - Caulk	\$8.68
			Sebo's Do-It Center Total:	\$122.16
Teresa D Johnson CPA, Inc				4000363 R1
00012718	3/5/2024	6-1301	CPA Services	\$968.76
			Teresa D Johnson CPA, Inc Total:	\$968.76
Tomisser, Brian				4001346 R1
00012727	3/6/2024	1-1120	Wages from 03/01/24 to 03/15	\$3,824.59
			Tomisser, Brian Total:	\$3,824.59
VISA - Heritage Bank				4000793 R4
00012714	3/5/2024	6-2649	PSE - Electrical Service	\$1,239.94
00012714	3/5/2024	6-2584	Home Depot - Cleaner	\$99.60
00012714	3/5/2024	6-2902	Ebay - Pressure Washer Pump	\$366.97
00012714	3/5/2024	6-4114	Linds - Softball Engraving	\$16.32
00012714	3/5/2024	6-2585	Star Store - Cleaning Supplies	\$28.35
00012714	3/5/2024	6-1690	Account Edge - Accounting Soft	\$42.66
00012714	3/5/2024	6-1690	Microsoft - Online Services	\$122.40
00012714	3/5/2024	6-2649	PSE - Electrical Service	\$131.53

# South Whidbey Parks & Recreation Dist

## Purchases [Vendor Detail]

3/1/2024 through 3/15/2024

3/15/2024  
012:04:14 PM  
ID#

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ID#	Date	Item/Acct	Description	Amount
VISA - Heritage Bank				4000793 R4
			VISA - Heritage Bank Total:	\$2,047.77
Washington State Ferries				4000536 R4
00012715	3/5/2024	6-2550	Maintenance Trips	\$43.00
			Washington State Ferries Total:	\$43.00
Western Equipment Distributors Inc.				4000818 R2
00012716	3/5/2024	6-2880	Oil & Gaskets	\$102.68
			Western Equipment Distributors Inc. Total:	\$102.68
Whidbey Telecom				4000828
00012717	3/5/2024	6-2650	Alarm Monitoring	\$48.97
00012717	3/5/2024	6-1541	Telephone Web Hosting, Interne	\$412.50
			Whidbey Telecom Total:	\$461.47
			Grand Total:	\$24,079.44





# Memo

**To:** Board of Commissioners  
**From:** Staff  
**Date:** 3/20/2024  
**Re:** Staff Report for March 2024

## Recreation/Programs

- We are working with the Ultimate Group to try to make this a SWPRD free drop-in activity.
- Youth basketball season wrapped up last week. It was a very successful season.
- Met with a new instructor looking to teach a variety of dance and fitness classes. Hoping to start her classes in May at the Community Center.
- Getting Little League field requests and working on spring field scheduling.
- Expect the Summer Activity Guide to be out on April 18<sup>th</sup>. We are receiving a lot of calls from people interested in our various water activities.

## Facilities and Grounds

- New Parks Fleet Technician Jacob Myres started a couple weeks ago. We are training him and getting him acclimated to the park system.
- Gearing up for Little League and spring sports in general.
- We have had some later winter storm clean up.
- Working with Skye and Brian to discuss field policies.

## Director's Items

- The two-year financial audit is still underway. We are responding to various inquiries and responding as fast as we can. Carrie in particular has been doing amazing work responding to everything. We are expecting this part to be done the week of March 25<sup>th</sup>. This will be followed by two weeks for the auditors to compile their report. Then another possible 2-3 weeks if they have any findings that we will need to respond to. The updated timetable could have the final audit completed by early May.
- We have had both of our new staff positions begin since our last board meeting. Jacob Myres, our new Parks Fleet Technician began March 5<sup>th</sup> and Shelby Lubchak began March 18<sup>th</sup>.
- Met with the South Whidbey Youth Soccer Club. We as a staff are working on adding policies to help with communication and minimizing side conversations. After we have this done, we will reach out to the Fields Committee (Matt and Eric) for their input and also loop in the Youth Soccer Club for their thoughts.
- King 5 news came out on 3/13 to do a story on the new Wind Phone at Trustland Trails.

## Upcoming Events

04/17      Regular Board Meeting      6:00 pm



# Memo

**To:** Board of Commissioners  
**From:** Brian Tomisser  
**Date:** 03/20/2024  
**Re:** Comprehensive Plan Programs

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## Lakes Property

- New signage for the lake properties that more clearly identifies SWPRD's role at these locations should be in place by mid-April.
- DFW is working with their hydraulic project approval (HPA) permitting about removing the concrete and gangway at the dock at Deer Lake. We are still waiting for an updated timeline. I reached out to our contact with DFW last week and he said they are still working through HPA for this project.

## Campground

- I met with Allison Dellwo from RCO regarding the campground grant. Her suggestion was that closing our current RCO grant may be a good idea, since we do not have clear timeline for completion. I am meeting with Jake and Krista (Campground Committee), Monday March 13<sup>th</sup> and should have a recommendation by the board meeting.
- Still no response from Island County regarding our permit, Chloe Bonsen. I requested a virtual or a sit-down meeting to discuss this permit on February 7<sup>th</sup>.
- I met with JA Brennan and Davido last week to discuss the campground. Details will be discussed under new action later in the meeting.



# Memo

**To:** Board of Commissioners  
**From:** Brian Tomisser  
**Date:** 03/20/2024  
**Re:** Authorization for ARC to move to Contract Document

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In the January Board meeting, it was decided to not authorize ARC to move to the next phase of the Aquatic Recreation Center project, due to the anticipated release of the \$15,000,000 in bond funds to be released in June or possibly July of this year.

At this time, the audit is anticipated to be entirely completed no later than early May. This is significantly later than originally anticipated. There are two options, the first is to authorize them to resume work immediately. Their bills state they are due within 90 days of receipt. So if received a bill in April, it would not be due until July. The second option, since there was a delay in the audit process, is to wait until the April board meeting to authorize the move into the Contract Document phase of the project.

I did discuss this with ARC, they stated delaying another month would not have a big effect in their work, as long as they don't start up and have to stop again. They did state their main concern would be escalation and increased potential to break ground during wet weather and sloppy site conditions.

Staff recommend not moving into CD at this time and adding it as an agenda item to the April Board meeting to discuss.



# Memo

**To:** Board of Commissioners  
**From:** Brian Tomisser, Director  
**Date:** 3/14/2024  
**Re:** Bond Resolution-2024-01 Unlimited Tax General Obligation Bond

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Pacifica Law Group, LLC has prepared the required Bond Resolution for approval. This resolution covers the first construction distribution of bond funds, \$15,000,000. There will be another resolution next year for the remaining funds needed to complete the Aquatic Recreation Center.

Staff recommends approving Resolution 2024-01.

SOUTH WHIDBEY PARKS AND RECREATION DISTRICT  
ISLAND COUNTY, WASHINGTON

UNLIMITED TAX GENERAL OBLIGATION BONDS, 2024

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RESOLUTION NO. 2024-1

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHIDBEY PARKS AND RECREATION DISTRICT, ISLAND COUNTY, WASHINGTON, PROVIDING FOR THE ISSUANCE AND SALE OF ONE OR MORE SERIES OF UNLIMITED TAX GENERAL OBLIGATION BONDS OF THE DISTRICT IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$16,000,000 TO PROVIDE FUNDS TO FINANCE THE DESIGN, DEVELOPMENT AND CONSTRUCTION OF A NEW AQUATIC RECREATION CENTER AND TO PAY COSTS OF ISSUING THE BONDS; PROVIDING FOR THE ANNUAL LEVY OF TAXES TO PAY THE BONDS; AND DELEGATING THE AUTHORITY TO DETERMINE THE FINAL TERMS OF THE BONDS UNDER THE TERMS AND CONDITIONS SET FORTH HEREIN.

APPROVED ON MARCH 20, 2024

PREPARED BY:

PACIFICA LAW GROUP LLP  
SEATTLE, WASHINGTON

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\* This Table of Contents is provided for convenience only and is not a part of this resolution.

RESOLUTION NO. 2024-1

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF SOUTH WHIDBEY PARKS AND RECREATION DISTRICT, ISLAND COUNTY, WASHINGTON, PROVIDING FOR THE ISSUANCE AND SALE OF ONE OR MORE SERIES OF UNLIMITED TAX GENERAL OBLIGATION BONDS OF THE DISTRICT IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$16,000,000 TO PROVIDE FUNDS TO FINANCE THE DESIGN, DEVELOPMENT AND CONSTRUCTION OF A NEW AQUATIC RECREATION CENTER AND TO PAY COSTS OF ISSUING THE BONDS; PROVIDING FOR THE ANNUAL LEVY OF TAXES TO PAY THE BONDS; AND DELEGATING THE AUTHORITY TO DETERMINE THE FINAL TERMS OF THE BONDS UNDER THE TERMS AND CONDITIONS SET FORTH HEREIN.

**WHEREAS**, at an election held in South Whidbey Parks and Recreation District, Island County, Washington (the “District”) on November 7, 2023, the number and proportion of the qualified electors of the District required by law for the adoption thereof voted in favor of a proposition authorizing the issuance of bonds of the District in the aggregate principal amount of not to exceed \$27,000,000 to provide funds to finance the design, development and construction of a new aquatic recreation center (the “Project”), as authorized by Resolution No. 2023-03 of the District adopted on July 19, 2023 (the “Election Resolution”) by the District’s Board of Commissioners (the “Board”); and

**WHEREAS**, it is deemed necessary and advisable that the District now issue and sell one or more series of such authorized bonds in the principal amount of not to exceed \$16,000,000 (the “Bonds”) to provide funds for the Project and to pay costs of issuance of the Bonds; and

**WHEREAS**, the Board wishes to delegate authority to the Director of the District or the Chair of the Board, or their designee (each, a “Designated Representative”), for a limited time, to approve the sale date, interest rates, maturity dates, redemption terms and principal maturities for the Bonds, and determine whether to issue the Bonds in one or more series and whether to designate the Bonds (or the Bonds of a series) as tax-exempt or taxable Bonds, under such terms and conditions set forth in this resolution; and

**WHEREAS**, the District expects to receive a proposal from D.A. Davidson & Co. (the “Underwriter”) and desires to issue and sell the Bonds to the Underwriter as set forth herein;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF SOUTH WHIDBEY PARKS AND RECREATION DISTRICT, ISLAND COUNTY, WASHINGTON as follows:

**Section 1. Definitions.** As used in this resolution, the following words and terms shall have the following meanings, unless the context or use indicates another or different meaning or intent. Unless the context indicates otherwise, words importing the singular number shall include the plural number and vice versa.

**Beneficial Owner** means the beneficial owner of all or a portion of a Bond while such Bond is in fully immobilized form.

**Board** means the duly constituted Board of Commissioners as the general legislative authority of the District, as the same may be constituted from time to time.

**Bond Counsel** means Pacifica Law Group LLP or an attorney at law or a firm of attorneys, selected by the District, of nationally recognized standing in matters pertaining to the tax exempt nature of interest on bonds issued by states and their political subdivisions.

**Bond Fund** means the fund or account authorized to be created pursuant to Section 10 of this resolution for the purpose of paying debt service on the Bond.

**Bond Register** means the registration records for the Bonds maintained by the Bond Registrar.

**Bond Registrar** means the fiscal agent of the State, whose duties include registering and authenticating the Bonds, maintaining the Bond Register, transferring ownership of the Bonds, and paying the principal of and interest on the Bonds.

**Bonds** mean the District's Unlimited Tax General Obligation Bonds, 2024, or other series designation as approved by a Designated Representative, authorized to be issued in one or more series pursuant to the terms of this resolution.

**Closing** means the date of delivery of the Bonds to the Underwriter.

**Code** means the Internal Revenue Code of 1986 as in effect on the date of issuance of the Tax-Exempt Bonds or (except as otherwise referenced herein) as it may be amended to apply to obligations issued on the date of issuance of the Tax-Exempt Bonds, together with applicable proposed, temporary and final regulations promulgated, and applicable official public guidance published, under the Code.

**Continuing Disclosure Certificate** means the written undertaking for the benefit of the owners and Beneficial Owners of the Bonds as required by Section (b)(5) of the Rule.

**Designated Representative** means the Director of the District, the Chair of the Board, or each individual's designee appointed in writing. The signature of one Designated Representative shall be sufficient to bind the District.

**Director** means the Park Director of the District, or the successor to such officer.

**District** means South Whidbey Parks and Recreation District, Island County, Washington, duly organized and existing under and by virtue of the laws of the State of Washington.

**DTC** means The Depository Trust Company of New York, New York, as depository for the Bonds, or any successor depository for the Bonds.



***Election Resolution*** means Resolution No. 2023-3 of the District adopted by the Board on July 19, 2023.

***Fair Market Value*** means the price at which a willing buyer would purchase the investment from a willing seller in a bona fide, arm's length transaction, except for specified investments as described in Treasury Regulation § 1.148-5(d)(6), including United States Treasury obligations, certificates of deposit, guaranteed investment contracts, and investments for yield restricted defeasance escrows. Fair Market Value is generally determined on the date on which a contract to purchase or sell an investment becomes binding, and, to the extent required by the applicable regulations under the Code, the term "investment" shall include a hedge.

***Federal Tax Certificate*** means the certificate, if any, executed by a Designated Representative setting forth the requirements of the Code for maintaining the tax exemption of interest on any series of Tax-Exempt Bonds, and attachments thereto.

***Government Obligations*** means those obligations now or hereafter defined as such in chapter 39.53 RCW constituting direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, as such chapter may be hereafter amended or restated.

***Letter of Representations*** means the Blanket Issuer Letter of Representations from the District to DTC.

***MSRB*** means the Municipal Securities Rulemaking Board or any successors to its functions.

***Official Statement*** means the disclosure documents prepared and delivered in connection with the issuance of the Bonds.

***Project*** means the design, development, and construction of a new aquatic recreation center, as authorized by the Election Resolution.

***Project Fund*** means the fund or account authorized to be created pursuant to Section 8 of this resolution.

***Purchase Contract*** means the bond purchase agreement between the District and the Underwriter provided for in Section 11 of this resolution.

***Record Date*** means the close of business for the Bond Registrar that is 15 days preceding any interest and/or principal payment or redemption date.

***Registered Owner*** means the person in whose name a Bond is registered on the Bond Register. For so long as the District utilizes the book-entry only system for the Bonds, DTC shall be deemed to be the Registered Owner.

***Rule*** means U.S. Securities and Exchange Commission Rule 15c2-12 under the Securities Exchange Act of 1934, as amended from time to time.

**State** means the State of Washington.

**Taxable Bonds** means any Bonds determined to be issued on a taxable basis pursuant to Section 11.

**Tax-Exempt Bonds** means any Bonds determined to be issued on a tax-exempt basis under the Code pursuant to Section 11.

**Treasurer** means the Island County Treasurer, as *ex officio* treasurer of the District, or any successor to the functions of the Treasurer.

**Underwriter** means D.A. Davidson & Co., or its successors.

**Section 2. Authorization of the Bonds.** For the purpose of paying and/or reimbursing the District for the costs of the Project and paying costs of issuance of the Bonds as authorized by the Election Resolution and by the qualified electors of the District at a special election held on November 7, 2023, the District is hereby authorized to issue and sell one or more series of unlimited tax general obligation bonds in the aggregate principal amount of not to exceed \$16,000,000 (the “Bonds”). Notwithstanding anything in this resolution to the contrary, the issuance of the Bonds shall be subject to satisfaction of the conditions set forth in Section 11 of this resolution.

The Bonds shall be designated the “South Whidbey Parks and Recreation District, Island County, Washington, Unlimited Tax General Obligation Bonds, 2024,” with additional series designation or other such designation as determined to be necessary by a Designated Representative. The Bonds shall be dated as of the date of Closing; shall be fully registered as to both principal and interest; shall be in the denomination of \$5,000 each or any integral multiple thereof within a series and maturity, provided that no Bond shall represent more than one maturity; shall be numbered separately in such manner and with any additional designation as the Bond Registrar deems necessary for purposes of identification; and shall bear interest from their date payable on the days and at the rates set forth in the Purchase Contract; and shall mature on the dates and in the principal amounts set forth in the Purchase Contract and as approved by a Designated Representative pursuant to Section 11 of this resolution.

**Section 3. Registration, Payment and Transfer.**

(a) **Bond Registrar/Bond Register.** The District hereby requests that the Treasurer specify and adopt the system of registration and transfer for the Bonds approved by the Washington State Finance Committee from time to time through the appointment of a state fiscal agent. The District shall cause a bond register to be maintained by the Bond Registrar. So long as any Bonds remain outstanding, the Bond Registrar shall make all necessary provisions to permit the exchange or registration or transfer of Bonds at its designated corporate trust office. The Bond Registrar may be removed at any time at the option of the Treasurer upon prior notice to the Bond Registrar, DTC and a successor Bond Registrar appointed by the Treasurer. No resignation or removal of the Bond Registrar shall be effective until a successor shall have been appointed and until the successor Bond Registrar shall have accepted the duties of the Bond Registrar hereunder. The Bond Registrar is authorized, on behalf of the District, to authenticate and deliver Bonds

transferred or exchanged in accordance with the provisions of such Bonds and this resolution and to carry out all of the Bond Registrar's powers and duties under this resolution. The Bond Registrar shall be responsible for its representations contained in the Certificate of Authentication on the Bonds.

(b) *Registered Ownership.* The District and the Bond Registrar, each in its discretion, may deem and treat the Registered Owner of each Bond as the absolute owner thereof for all purposes (except as provided in the ongoing disclosure undertaking executed in accordance with the Rule), and neither the District nor the Bond Registrar shall be affected by any notice to the contrary. Payment of any such Bond shall be made only as described in Section 3(g) hereof, but such Bond may be transferred as herein provided. All such payments made as described in Section 3(g) shall be valid and shall satisfy and discharge the liability of the District upon such Bond to the extent of the amount or amounts so paid.

(c) *DTC Acceptance/Letter of Representations.* The District has executed and delivered to DTC a Letter of Representations. Neither the District nor the Bond Registrar will have any responsibility or obligation to DTC participants or the persons for whom they act as nominees (or any successor depository) with respect to the Bonds in respect of the accuracy of any records maintained by DTC (or any successor depository) or any DTC participant, the payment by DTC (or any successor depository) or any DTC participant of any amount in respect of the principal of or interest on Bonds, any notice which is permitted or required to be given to Registered Owners under this resolution (except such notices as shall be required to be given by the District to the Bond Registrar or to DTC (or any successor depository)), or any consent given or other action taken by DTC (or any successor depository) as the Registered Owner. For so long as any Bonds are held in fully-immobilized form hereunder, DTC or its successor depository shall be deemed to be the Registered Owner for all purposes hereunder, and all references herein to the Registered Owners shall mean DTC (or any successor depository) or its nominee and shall not mean the owners of any beneficial interest in such Bonds.

(d) *Use of Depository.*

(1) The Bonds shall be registered initially in the name of "Cede & Co.", as nominee of DTC, with one Bond maturing on each of the maturity dates for the Bonds within a series in a denomination corresponding to the total principal therein designated to mature on such date. Registered ownership of such immobilized Bonds, or any portions thereof, may not thereafter be transferred except (A) to any successor of DTC or its nominee, provided that any such successor shall be qualified under any applicable laws to provide the service proposed to be provided by it; (B) to any substitute depository appointed by a Designated Representative pursuant to subsection (2) below or such substitute depository's successor; or (C) to any person as provided in subsection (4) below.

(2) Upon the resignation of DTC or its successor (or any substitute depository or its successor) from its functions as depository or a determination by a Designated Representative to discontinue the system of book-entry transfers through DTC or its successor (or any substitute depository or its successor), a Designated Representative may hereafter appoint a substitute depository. Any such substitute depository shall be qualified under any applicable laws to provide the services proposed to be provided by it.

(3) In the case of any transfer pursuant to clause (A) or (B) of subsection (1) above, the Bond Registrar shall, upon receipt of all outstanding Bonds of a series, together with a written request from a Designated Representative, issue a single new Bond for each maturity of that series then outstanding, registered in the name of such successor or such substitute depository, or their nominees, as the case may be, all as specified in such written request of the Designated Representative.

(4) In the event that (A) DTC or its successor (or any substitute depository or its successor) resigns from its functions as depository, and no substitute depository can be obtained, or (B) a Designated Representative determines that it is in the best interest of the beneficial owners of the Bonds that such owners be able to obtain such Bonds in the form of Bond certificates, the ownership of such Bonds may then be transferred to any person or entity as herein provided, and shall no longer be held in fully-immobilized form. A Designated Representative shall deliver a written request to the Bond Registrar, together with a supply of definitive Bonds, to issue Bonds as herein provided in any authorized denomination. Upon receipt by the Bond Registrar of all then outstanding Bonds together with a written request on behalf of the Board to the Bond Registrar, new Bonds of such series shall be issued in the appropriate denominations and registered in the names of such persons as are requested in such written request.

(e) *Registration of Transfer of Ownership or Exchange; Change in Denominations.* The transfer of any Bond may be registered and Bonds may be exchanged, but no transfer of any such Bond shall be valid unless such Bond is surrendered to the Bond Registrar with the assignment form appearing on such Bond duly executed by the Registered Owner or such Registered Owner's duly authorized agent in a manner satisfactory to the Bond Registrar. Upon such surrender, the Bond Registrar shall cancel the surrendered Bond and shall authenticate and deliver, without charge to the Registered Owner or transferee therefor, a new Bond (or Bonds at the option of the new Registered Owner) of the same date, series, maturity, redemption provisions and interest rate and for the same aggregate principal amount in any authorized denomination, naming as Registered Owner the person or persons listed as the assignee on the assignment form appearing on the surrendered Bond, in exchange for such surrendered and cancelled Bond. Any Bond may be surrendered to the Bond Registrar and exchanged, without charge, for an equal aggregate principal amount of Bonds of the same date, series, maturity, redemption provisions and interest rate, in any authorized denomination. The Bond Registrar shall not be obligated to register the transfer of, or to exchange any Bond during the 15 days preceding the date any such Bond is to be redeemed.

(f) *Bond Registrar's Ownership of Bonds.* The Bond Registrar may become the Registered Owner of any Bond with the same rights it would have if it were not the Bond Registrar, and to the extent permitted by law, may act as depository for and permit any of its officers or directors to act as member of, or in any other capacity with respect to, any committee formed to protect the right of the Registered Owners of the Bonds.

(g) *Place and Medium of Payment.* Both principal of and interest on the Bonds shall be payable in lawful money of the United States of America. Interest on the Bonds shall be calculated on the basis of a year of 360 days and twelve 30 day months. For so long as all Bonds are held by a depository, payments of principal thereof and interest thereon shall be made to Registered Owners as of the Record Date as provided in accordance with the operational

arrangements of DTC referred to in the Letter of Representations. In the event that the Bonds are no longer held by a depository, interest on the Bonds shall be paid by check or draft mailed to the Registered Owners at the addresses for such Registered Owners appearing on the Bond Register on the Record Date, or upon the written request of a Registered Owner of more than \$1,000,000 of Bonds (received by the Bond Registrar at least by the Record Date), such payment shall be made by the Bond Registrar by wire transfer to the account within the United States designated by the Registered Owner. Principal of the Bonds shall be payable upon presentation and surrender of such Bonds by the Registered Owners at the designated office of the Bond Registrar.

If any Bond shall be duly presented for payment and funds have not been duly provided by the District on such applicable date, then interest shall continue to accrue thereafter on the unpaid principal thereof at the rate stated on such Bond until such Bond is paid.

#### Section 4. Redemption and Purchase of Bonds.

(a) *Optional Redemption.* Each Designated Representative is authorized to designate all or a portion of the maturities of each series of Bonds as being subject to redemption at the option of the District prior to their respective maturities on the dates and at the prices set forth in the Purchase Contract.

(b) *Mandatory Redemption.* In the event that the Underwriter specifies one or more maturities within a series as term bonds, the term bonds will be redeemed in accordance with the maturity schedule set forth in the Purchase Contract (unless such term bonds shall previously have been optionally redeemed).

(c) *Selection of Bonds for Redemption.* As long as the Bonds are held in book-entry only form, the selection of Bonds within a series and maturity to be redeemed shall be made in accordance with the operational arrangements in effect at DTC. If the Bonds are no longer held in uncertificated form, the selection of such Bonds to be redeemed shall be made as provided in this subsection (c). If the District redeems at any one time fewer than all of the Bonds having the same maturity date within a series, the particular Bonds or portions of Bonds of such series and maturity to be redeemed shall be selected by lot (or in such other manner determined by the District) in increments of \$5,000. In the case of a Bond of a denomination greater than \$5,000, the District and Bond Registrar shall treat each Bond of such series as representing such number of separate Bonds each of the denomination of \$5,000 as is obtained by dividing the actual principal amount of such Bond by \$5,000. In the event that only a portion of the principal sum of a Bond is redeemed, upon surrender of such Bond at the designated office of the Bond Registrar there shall be issued to the Registered Owner, without charge therefor, for the then unredeemed balance of the principal sum thereof, at the option of the Registered Owner, a Bond or Bonds of like series, maturity and interest rate in any of the denominations herein authorized. If Bonds are called for optional redemption, portions of the principal amount of such Bonds, in installments of \$5,000 or any integral multiple of \$5,000, may be redeemed.

(d) *Purchase of Bonds.* The District reserves the right to purchase any of the Bonds offered to it at any time at a price deemed reasonable by the District.

(e) *Notice of Redemption.*

(1) Official Notice. Unless waived by any Registered Owner of Bonds to be redeemed, official notice of any such redemption, which notice may be conditional, shall be given by the Bond Registrar on behalf of the District by mailing a copy of an official redemption notice by first class mail at least 20 days and not more than 60 days prior to the date fixed for redemption to the Registered Owner of the Bond or Bonds to be redeemed at the address shown on the Bond Register or at such other address as is furnished in writing by such registered owner to the Bond Registrar. Notwithstanding anything to the contrary herein, for so long as the Bonds are held in uncertificated form, notice of redemption shall be given in accordance with the operational arrangements of DTC as then in effect, and neither the District nor the Bond Registrar will provide any notice of redemption to any Beneficial Owners.

All official notices of redemption shall be dated and shall state: (A) the redemption date, (B) the redemption price, (C) if fewer than all outstanding Bonds are to be redeemed, the identification by series and maturity (and, in the case of partial redemption, the respective principal amounts) of the Bonds to be redeemed, (D) that (unless the notice of redemption is a conditional notice, in which case the notice shall state that interest shall cease to accrue from the redemption date if and to the extent that funds have been provided to the Bond Registrar for the redemption of Bonds) on the redemption date the redemption price will become due and payable upon each such Bond or portion thereof called for redemption, and that interest thereon shall cease to accrue from and after said date, (E) any conditions to redemption; and (F) the place where such Bonds are to be surrendered for payment of the redemption price, which place of payment shall be the designated office of the Bond Registrar.

On or prior to any redemption date, unless such redemption has been rescinded or revoked, the District shall deposit with the Bond Registrar an amount of money sufficient to pay the redemption price of all the Bonds or portions of Bonds which are to be redeemed on that date. The District retains the right to rescind any redemption notice and the related optional redemption of Bonds by giving notice of rescission to the affected registered owners at any time on or prior to the scheduled redemption date. Any notice of optional redemption that is so rescinded shall be of no effect, and the Bonds for which the notice of optional redemption has been rescinded shall remain outstanding.

(2) Effect of Notice; Bonds Due. If notice of redemption has been given and not rescinded or revoked, or if the conditions set forth in a conditional notice of redemption have been satisfied or waived, the Bonds or portions of Bonds to be redeemed shall, on the redemption date, become due and payable at the redemption price therein specified, and from and after such date such Bonds or portions of Bonds shall cease to bear interest. Upon surrender of such Bonds for redemption in accordance with said notice, such Bonds shall be paid by the Bond Registrar at the redemption price. Installments of interest due on or prior to the redemption date shall be payable as herein provided for payment of interest. All Bonds which have been redeemed shall be canceled by the Bond Registrar and shall not be reissued.

(3) Additional Notice. In addition to the foregoing notice, further notice may be given by the District as set out below, but no defect in said further notice nor any failure to give all or any portion of such further notice shall in any manner defeat the effectiveness of a call for redemption if notice thereof is given as above prescribed. Each further notice of redemption given hereunder shall contain the information required above for an official notice of redemption plus

(A) the CUSIP numbers of all Bonds being redeemed; (B) the date of issue of the Bonds as originally issued; (C) the rate of interest, if any, borne by each Bond being redeemed; (D) the series and maturity date of each Bond being redeemed; and (E) any other descriptive information needed to identify accurately the Bonds being redeemed. Each further notice of redemption may be sent at least 20 days before the redemption date to each party entitled to receive notice pursuant to the Continuing Disclosure Certificate, and to the Underwriter and with such additional information as the District shall deem appropriate, but such mailings shall not be a condition precedent to the redemption of such Bonds.

(4) CUSIP Number. Upon the payment of the redemption price of Bonds being redeemed, each check or other transfer of funds issued for such purpose shall bear the CUSIP number identifying, by issue and maturity, the Bonds being redeemed with the proceeds of such check or other transfer.

(5) Amendment of Notice Provisions. The foregoing notice provisions of this Section 4, including but not limited to the information to be included in redemption notices and the persons designated to receive notices, may be amended by additions, deletions and changes in order to maintain compliance with duly promulgated regulations and recommendations regarding notices of redemption of municipal securities.

Section 5. Form of Bonds. The Bonds shall be in substantially the form set forth in Exhibit A, which is incorporated herein by this reference.

Section 6. Execution of Bonds. The Bonds shall be executed on behalf of the District with the manual or facsimile signature of the Chair and Secretary of its Board, and, if applicable, shall have the seal of the District impressed or a facsimile thereof imprinted, or otherwise reproduced thereon.

Only such Bonds as shall bear thereon a Certificate of Authentication in the form set forth in Exhibit A hereto, manually executed by the Bond Registrar, shall be valid or obligatory for any purpose or entitled to the benefits of this resolution. Such Certificate shall be conclusive evidence that the Bonds so authenticated have been duly executed, authenticated and delivered hereunder and are entitled to the benefits of this resolution.

In case either or both of the officers who have signed or attested any of the Bonds cease to be such officer before such Bonds have been actually issued and delivered, such Bonds shall be valid nevertheless and may be issued by the District with the same effect as though the persons who had signed or attested such Bonds had not ceased to be such officers, and any Bond may be signed or attested on behalf of the District by officers who at the date of actual execution of such Bond are the proper officers, although at the nominal date of execution of such Bond such officer was not an officer of the District.

Section 7. Lost or Destroyed Bonds. If any Bonds are lost, stolen or destroyed, the Bond Registrar may authenticate and deliver a new Bond or Bonds of like series, amount, maturity and tenor to the Registered Owner upon the owner paying the expenses and charges of the Bond Registrar and the District in connection with preparation and authentication of the replacement Bond or Bonds and upon their filing with the Bond Registrar and the District evidence satisfactory

to both that such Bond or Bonds were actually lost, stolen or destroyed and of such Registered Owner's ownership, and upon furnishing the District and the Bond Registrar with indemnity satisfactory to both.

Section 8. Application of Bond Proceeds. A portion of the proceeds of the sale of the Bonds, net of any Underwriter's discount and fees and any amount deposited into the Bond Fund to capitalize interest on the Bonds, shall be deposited in the Project Fund in the amounts specified in the closing memorandum prepared in connection with the issuance of the Bonds. Such proceeds shall be used to pay and/or reimburse the District for the costs of the Project and to pay costs of issuance for the Bonds. To the extent the District makes capital expenditures for the Project prior to the date the Bonds are issued, the District intends to reimburse all or a portion of those capital expenditures out of proceeds of the Bonds as permitted by U.S. Treasury Regulation § 1.150-2(d).

Money in the Project Fund may be invested in any legal investments for District funds, but only to the extent that the same are acquired and disposed of at Fair Market Value. Earnings on such investments shall accrue to the benefit of the Project Fund.

If the Project has been completed, or its completion duly provided for, or its completion found to be impractical, the District may apply the proceeds of the Bonds or any portion thereof to other public park and recreation capital purposes of the District, or transfer such proceeds to the Bond Fund to pay principal on the Bonds, as the Board in its discretion shall determine.

Section 9. Tax Covenants. The District will take all actions necessary to assure the exclusion of interest on the Tax-Exempt Bonds from the gross income of the owners of the Tax-Exempt Bonds to the same extent as such interest is permitted to be excluded from gross income under the Code as in effect on the date of issuance of the Tax-Exempt Bonds, including but not limited to the following:

(a) *Private Activity Bond Limitation.* The District will assure that the proceeds of the Tax-Exempt Bonds are not so used as to cause any of the Tax-Exempt Bonds to satisfy the private business tests of Section 141(b) of the Code or the private loan financing test of Section 141(c) of the Code.

(b) *Limitations on Disposition of Project.* The District will not sell or otherwise transfer or dispose of (i) any personal property components of the Project other than in the ordinary course of an established government program under Treasury Regulation § 1.141-2(d)(4) or (ii) any real property components of the Project, unless it has received an opinion of Bond Counsel to the effect that such disposition will not adversely affect the treatment of interest on the Tax-Exempt Bonds as excludable from gross income for federal income tax purposes.

(c) *Federal Guarantee Prohibition.* The District will not take any action or permit or suffer any action to be taken if the result of such action would be to cause any of the Tax-Exempt Bonds to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

(d) *Rebate Requirement.* The District will take any and all actions necessary to assure compliance with Section 148(f) of the Code, relating to the rebate of excess investment earnings,



if any, to the federal government, to the extent that such section is applicable to the Tax-Exempt Bonds.

(e) *No Arbitrage.* The District will not take, or permit or suffer to be taken, any action with respect to the proceeds of the Tax-Exempt Bonds which, if such action had been reasonably expected to have been taken, or had been deliberately and intentionally taken, on the date of issuance of the Tax-Exempt Bonds would have caused the Tax-Exempt Bonds to be an “arbitrage bond” within the meaning of Section 148 of the Code.

(f) *Registration Covenant.* The District will maintain a system for recording the ownership of the Tax-Exempt Bonds that complies with the provisions of Section 149 of the Code until all Tax-Exempt Bonds have been surrendered and canceled.

(g) *Record Retention.* The District will retain its records of all accounting and monitoring it carries out with respect to the Tax-Exempt Bonds for at least three years after the Tax-Exempt Bonds mature or are redeemed (whichever is earlier); however, if the Tax-Exempt Bonds are redeemed and refunded, the District will retain its records of accounting and monitoring at least three years after the earlier of the maturity or redemption of the obligations that refunded the Tax-Exempt Bonds.

(h) *Compliance with Federal Tax Certificate.* The District will comply with the provisions of any Federal Tax Certificate with respect to the Tax-Exempt Bonds, which are incorporated herein as if fully set forth herein. In the event of any conflict between this section and the Federal Tax Certificate, the provisions of the Federal Tax Certificate will prevail.

Certain covenants of this section will survive payment in full or defeasance of the Bonds.

Section 10. Pledge of Funds and Credit; General Obligation. The District hereby authorizes the creation of a fund or account to be used for the payment of debt service on the Bonds (the “Bond Fund”). No later than the date each payment of principal of or interest on the Bonds becomes due, the District shall transmit sufficient funds, from the Bond Fund or from other legally available sources, to the Bond Registrar for the payment of such principal or interest.

Money in the Bond Fund may be invested in legal investments for District funds, but only to the extent that the same are acquired and disposed of at Fair Market Value. All interest earned and profits derived from such investments shall be retained in and become a part of the Bond Fund. After all bonds authorized pursuant to the Election Resolution have been fully paid and are no longer outstanding, any money remaining in the Bond Fund shall be deposited into the General Fund.

The District hereby irrevocably covenants that, unless the principal of and interest on the Bonds are paid from other sources, it will make annual levies of taxes without limitation as to rate or amount upon all of the property in the District subject to taxation in amounts sufficient to pay such principal and interest as the same shall become due. All of such taxes and any of such other money so collected shall be paid into the Bond Fund. None of the money in the Bond Fund shall be used for any other purpose than the payment of the principal of and interest on the Bonds.

The full faith, credit and resources of the District are hereby irrevocably pledged for the annual levy and collection of such taxes and for the prompt payment of the principal of and interest on the Bonds when due.

Section 11. Sale of the Bonds; Delegation.

(a) *Delegation.* The Bonds shall be sold by negotiated sale to the Underwriter pursuant to the terms of the Purchase Contract executed in connection with the issuance of the Bonds. The Board has determined that it is in the best interest of the District to delegate to each Designated Representative, for a limited time, to approve the final interest rates, aggregate principal amount, principal amount of each maturity, maturity dates, whether to issue the Bonds in one or more series, whether to designate the Bonds (or the Bonds of a series) as Tax-Exempt or Taxable Bonds, and terms of redemption and redemption rights for each series of Bonds.

Subject to the terms and conditions set forth in this section and the Election Resolution, each Designated Representative is hereby authorized to approve the final interest rates, aggregate principal amount, principal amount of each maturity, maturity dates, whether to issue the Bonds in one or more series, whether to designate the Bonds (or the Bonds of a series) as Tax-Exempt or Taxable Bonds, and terms of redemption and redemption rights for each series of Bonds in the manner provided hereafter so long as:

- (1) the aggregate principal amount of the Bonds does not exceed \$16,000,000;
  - (2) the final maturity of each series of the Bonds is no later than 29 years from the date of issuance thereof;
  - (3) the Bonds are sold (in the aggregate) at a price not less than 95% and not greater than 130%;
  - (4) the true interest cost for the Bonds (in the aggregate) does not exceed 6.00%;
  - (5) the coupon interest rate for each series of the Bonds does not exceed 6.00%;
- and
- (6) the Bonds conform to all other terms of this resolution.

(b) *Bond Sale; Purchase Contract.* Subject to the terms and conditions set forth in this Section 11, each Designated Representative is hereby authorized to execute the final form of a Purchase Contract with respect to the Bonds upon approval of the final interest rates, maturity dates, aggregate principal amount, principal maturities, terms of redemption and redemption rights for the Bonds set forth therein, which approval shall be evidenced by execution of the Purchase Contract by a Designated Representative. Following the execution of a Purchase Contract, a Designated Representative shall provide a report to the Board at the next regularly scheduled meeting describing the final terms of the Bonds approved pursuant to the authority delegated in this section.

The authority granted to the Designated Representatives by this Section 11 shall expire on December 31, 2024. If a Purchase Contract for the Bonds has not been executed on or prior to such date, the authorization for the issuance of those Bonds shall be rescinded, and any remaining portion of the Bonds authorized under this resolution may not be issued nor their sale approved unless such Bonds are re-authorized by resolution of the Board. The resolution re-authorizing the issuance and sale of such Bonds may be in the form of a new resolution repealing this resolution in whole or in part (only with respect to the Bonds not issued) or may be in the form of an amendatory resolution approving a purchase contract or establishing terms and conditions for the authority delegated under this Section 11.

(c) *Delivery of Bonds; Documentation.* Upon the passage and approval of this resolution, the proper officials of the District, including but not limited to the Designated Representative, are authorized and directed to undertake all actions necessary for the prompt execution and delivery of the Bonds to the Underwriter and further to execute all closing certificates and documents required to effect the closing and delivery of the Bonds in accordance with the terms of the Purchase Contract. Such documents may include, but are not limited to, documents related to a municipal bond insurance policy delivered by an insurer to insure the payment when due of the principal of and interest on all or a portion of the Bonds as provided therein, if such insurance is determined by a Designated Representative to be in the best interest of the District.

Section 12. Preliminary and Final Official Statements. Each Designated Representative is hereby authorized to deem final a preliminary Official Statement relating to the Bonds for the purposes of the Rule. Each Designated Representative is further authorized to approve for purposes of the Rule, on behalf of the District, a final Official Statement relating to the issuance and sale of the Bonds and the distribution of such Official Statement with such changes, if any, as they may deem to be appropriate.

Section 13. Undertaking to Provide Ongoing Disclosure. The District covenants to execute and deliver at the time of Closing a Continuing Disclosure Certificate. Each Designated Representative is hereby authorized to execute and deliver a Continuing Disclosure Certificate upon the issuance, delivery and sale of the Bonds with such terms and provisions as such officer shall deem appropriate and in the best interests of the District.

Section 14. Defeasance. In the event that money and/or Government Obligations, maturing at such time or times and bearing interest to be earned thereon in amounts (together with such money, if necessary) sufficient to redeem and retire part or all of the Bonds in accordance with their terms, are set aside in a special account of the District to effect such redemption and retirement, and such money and the principal of and interest on such Government Obligations are irrevocably set aside and pledged for such purpose, then no further payments need be made into the Bond Fund for the payment of the principal of and interest on the Bonds so provided for, and such Bonds shall cease to be entitled to any lien, benefit or security of this resolution except the right to receive the money so set aside and pledged, and such Bonds shall be deemed not to be outstanding hereunder. The District shall give or cause to be given written notice of defeasance in accordance with the Continuing Disclosure Certificate.

Section 15. General Authorization and Ratification. The appropriate District officials, including but not limited to the Designated Representative, the members of the Board, the District's Business Manager, and the Treasurer, are hereby authorized to take any actions and to execute documents as in their judgment may be necessary or desirable in order to carry out the terms of, and complete the transactions contemplated by, this resolution. All acts taken pursuant to the authority of this resolution but prior to its effective date are hereby ratified.

Section 16. Severability. If any provision in this resolution is declared by any court of competent jurisdiction and after final appeal (if any appeal be taken) to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provisions of this resolution and shall in no way affect the validity of the other provisions of this resolution or of the Bonds.

Section 17. Corrections. Upon approval of a Designated Representative and Bond Counsel and without further action of the Board, the Secretary of the District is hereby authorized to make necessary corrections to this resolution, including but not limited to the correction of clerical errors; references to local, state or federal laws, codes, rules, or regulations; resolution numbering and section/subsection numbering; and other similar necessary corrections.

Section 18. Effective Date. This resolution shall become effective immediately upon its adoption.

ADOPTED by the Board of Commissioners of South Whidbey Parks and Recreation District, Island County, Washington, at a regular open public meeting thereof, held this 20<sup>th</sup> day of March, 2024.

SOUTH WHIDBEY PARKS AND  
RECREATION DISTRICT,  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Jennifer Cox, Chair

\_\_\_\_\_  
Erik Jokinen, Vice-Chair

\_\_\_\_\_  
Krista Loercher, Secretary

\_\_\_\_\_  
Matt Simms, Treasurer

\_\_\_\_\_  
Jake Grevé, At-Large

ATTEST:

\_\_\_\_\_  
Its: \_\_\_\_\_

**EXHIBIT A**  
**BOND FORM**

UNITED STATES OF AMERICA

NO. \_\_\_\_\_

\$ \_\_\_\_\_

STATE OF WASHINGTON  
SOUTH WHIDBEY PARKS AND RECREATION DISTRICT  
ISLAND COUNTY, WASHINGTON

UNLIMITED TAX GENERAL OBLIGATION BOND, 2024

INTEREST RATE:        %        MATURITY DATE:        CUSIP NO.:

REGISTERED OWNER: CEDE & Co.

PRINCIPAL AMOUNT:

South Whidbey Parks and Recreation District, Island County, Washington (the "District"), hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns, on the Maturity Date identified above, the Principal Amount indicated above and to pay interest thereon from \_\_\_\_\_, 20\_\_\_\_, or the most recent date to which interest has been paid or duly provided for until payment of this bond at the Interest Rate set forth above, payable on \_\_\_\_\_, 20\_\_\_\_, and semiannually thereafter on the first days of each succeeding \_\_\_\_\_ and \_\_\_\_\_. Both principal of and interest on this bond are payable in lawful money of the United States of America. For so long as the bonds of this issue are held in fully immobilized form, payments of principal and interest thereon shall be made as provided in accordance with the operational arrangements of The Depository Trust Company ("DTC") referred to in the Blanket Issuer Letter of Representations (the "Letter of Representations") from the District to DTC. The fiscal agent of the State of Washington is acting as the registrar, authenticating agent and paying agent for the bond of this issue (the "Bond Registrar").

This bond is one of an authorized issue of bonds of like date and tenor, except as to series, number, amount, rate of interest, redemption provisions and date of maturity, in the aggregate principal amount of \$\_\_\_\_\_, and is issued pursuant to Resolution No. \_\_\_\_\_ (the "Bond Resolution") adopted by the Board of Commissioners of the District (the "Board") on March 20, 2024, to provide funds (i) to finance the design, development, and construction of a new aquatic recreation center as authorized by resolution of the Board and approved by the qualified electors of the District at a special election held therein on November 7, 2023, and (ii) to pay costs of issuance for the bonds. Capitalized terms used in this bond and not otherwise defined shall have the meanings given them in the Bond Resolution.

This bond is subject to redemption prior to its stated date of maturity as provided in the Bond Resolution and the Purchase Contract.

The District has not designated the bonds of this issue as "qualified tax-exempt obligations" under Section 265(b) of the Internal Revenue Code of 1986, as amended.

The District has irrevocably covenanted that, unless the principal of and interest on this bond are paid from other sources, it will make annual levies of taxes without limitation as to rate or amount upon all of the property in the District subject to taxation in amounts sufficient to pay the principal of and interest on this bond as the same shall become due. The full faith, credit and resources of the District are hereby irrevocably pledged for the annual levy and collection of such taxes and the prompt payment of such principal and interest. The pledge of tax levies may be discharged prior to maturity of this bond and the bonds of this issue by making provision for the payment thereof on the terms and conditions set forth in the Bond Resolution.

Owners of this bond do not have a security interest in particular revenues or assets of the District. This bond is not a debt or indebtedness of the State of Washington or any political subdivision thereof other than the District.

This bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the Certificate of Authentication hereon shall have been manually signed by or on behalf of the Bond Registrar.

It is hereby certified that all acts, conditions and things required by the Constitution and statutes of the State of Washington to exist, to have happened, been done and performed precedent to and in the issuance of this bond have happened, been done and performed and that the issuance of this bond and the bonds of this issue does not violate any constitutional, statutory or other limitation upon the amount of bonded indebtedness that the District may incur.

IN WITNESS WHEREOF, the South Whidbey Parks and Recreation District, Island County, Washington, has caused this bond to be executed by the manual or facsimile signatures of the President and Secretary of its Board of Commissioners and the seal of the District to be impressed or imprinted hereon as of this \_\_\_\_ day of \_\_\_\_\_, 2024.

SOUTH WHIDBEY PARKS AND  
RECREATION DISTRICT,  
ISLAND COUNTY, WASHINGTON

By \_\_\_\_\_ /s/ manual or facsimile  
Chair, Board of Commissioners

ATTEST:

\_\_\_\_\_/s/ manual or facsimile  
Secretary, Board of Commissioners

DATE OF AUTHENTICATION: \_\_\_\_\_

CERTIFICATE OF AUTHENTICATION

This is one of the Unlimited Tax General Obligation Bonds, 2024 of the District, dated \_\_\_\_\_, 2024, as described in the Bond Resolution.

WASHINGTON STATE FISCAL AGENT, as  
Registrar

By \_\_\_\_\_  
Authorized Signer



## CERTIFICATE

I, the undersigned, Secretary of the Board of Commissioners of South Whidbey Parks and Recreation District, Island County, Washington (the “District”), and keeper of the records of the Board of Commissioners (the “Board”), DO HEREBY CERTIFY:

1. That the attached resolution is a true and correct copy of Resolution No. 2024-1 of the Board (the “Resolution”), duly adopted at a regular meeting thereof held on the 20th day of March, 2024.

2. That said meeting was duly convened and held in all respects in accordance with law, and to the extent required by law, due and proper notice of such meeting was given; that a legal quorum was present throughout the meeting and a legally sufficient number of members of the Board voted in the proper manner for the adoption of the Resolution; that all other requirements and proceedings incident to the proper adoption of the Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand this 20th day of March, 2024.

---

Secretary, Board of Commissioners



# Memo

**To:** Board of Commissioners  
**From:** Brian Tomisser, Director  
**Date:** 03/20/2024  
**Re:** Pickleball Design Company

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In January we went out to bid for the design portion of the new pickleball courts to be located at the Sports Complex. After screening and interviewing companies, staff unanimously selected to move forward with RWD Landscape Architecture.

RWD is also the company selected by the City of Oak Harbor to design their new pickleball courts. There are possibly saving opportunities if our projects overlap timewise. The fee below does not factor that into consideration.

After negotiating fees, we came to proposed compensation in the not to exceed amount of \$98,277.50. A detailed breakdown of these fees is available in your packet. Staff recommend approving the Director to enter a contract with RWD Landscape Architecture in the amount not to exceed \$98,277.50 to design the new South Whidbey Pickleball Courts.

## Exhibit A

# Scope of Services

### South Whidbey Pickleball Courts

#### Scope of Work

This assignment includes the work to be performed by Robert W. Droll, Landscape Architect, PS, (hereinafter RWD) for the South Whidbey Pickleball Courts (hereinafter Project) for the South Whidbey Parks and Recreation District (hereinafter Client) to be constructed at the South Whidbey Sports Park. The scope of the project is to prepare bid and construction-ready documents for up to six (6) pickleball courts with ADA access, protective fencing, and amenities such as benches, picnic tables, etc., as budget allows; assist the Client with bidding the project; and assist the Client with construction administration as described herein.

#### Basis of Proposal

This Scope of Services and Fee Proposal is based upon a request for proposals issued by Brian Tomisser, Executive Director.

#### Scope of Services

RWD proposes three (3) progressive design phases (30%, 95%, & 100%) with a plan submittal and Client review at each phase. Permitting services are included and will take place during or just after the 95% Phase. Bidding and Construction Administration services are included.

<b>Task 1     30% Design</b>
------------------------------

#### Task 1.01     Topographic Survey

RWD will perform a topographic survey to establish a base map for project documents. Refer to Exhibit C for survey limits. The following tasks will be completed:

- Establish control for site mapping.
- Perform utility locates on the site if present.
- Perform field and mapping work to prepare as topographic survey of the site limits to include the following: full topographic survey of the area shown in the graphic herein.
- Deliverables will be an AutoCAD base map of the topographic survey.

#### Task 1.02     Geotechnical Test Pits and Report

Conduct geotechnical investigations of the underlying soils. It is understood the Client will provide the labor and equipment to excavate, backfill, and restore the damaged area for two test pits approximately 4 ft. x 6 ft. x 8 ft. deep.

**Task 1.03 Prepare Design Base Sheet with Survey Files**

Prepare base sheets for the project design showing the existing conditions by incorporating the topographic survey files received from the Surveyor.

**Task 1.04 30% Concept Design and Virtual Client Review**

Prepare the Site Plan to a 30% completion level including but not limited to court layout, fencing, maintenance and emergency vehicle access, picnic tables, benches, and other site amenities. The plan will include a conceptual grading study to determine court gradient (anticipated to be a .083% per USA Pickleball Guidelines) and site drainage; ADA access ramps from the project site up to the existing restroom; walkways; player comfort areas; fencing; court access points; and court striping and playing surface color scheme. Meet with Client virtually to review design direction and progress.

**Task 1.05 Estimate of Probable Costs**

Prepare the Estimate of Probable costs for the Project. Estimate will be segregated into cost categories, including, but not limited to, demolition, site preparation, paving, curbs, fencing, sport court surfacing, fencing, taxes, contingency, and escalation.

**Task 1.06 Project Management**

Manage the contractual, scheduling, billing, and timing of project. Manage the coordination of consultants and the execution of the Scope of Services. Communicate with Client and Project Team on project design and details.

**Task 2 95% Design Phase**

The deliverables for Task 2 is the Permit Drawing Set and the 95% complete Contract Documents.

**Task 2.01 Demolition Plan**

Prepare the Demolition Plan showing features to be demolished, salvaged, or protected. The plan will also include the areas to be stripped and/or grubbed of existing vegetation, as well as the removal of any trees.

**Task 2.02 TESC Plan and Details**

Prepare the Plan showing existing conditions, and the erosion control and sedimentation elements to be deployed. Details will be included.

**Task 2.03 Courts and Site Improvement Plan**

Prepare a plan defining the materials, dimensions, layout, striping, and surface color scheme necessary to define the overall scope of work for the courts and all other site improvements.

**Task 2.04 Courts and Site Grading Plan**

Prepare the grading plan defining spot elevations and contours for the courts and all other project improvements.

**Task 2.05 Courts and Site Drainage Plan**

Prepare the site drainage plan identifying the pathways/directions of stormwater runoff, and the locations and elevations of all stormwater and drainage collection structures.

**Task 2.06 Courts and Site Stormwater Details**

Prepare drawing sheet(s) showing the detail drawings for all drainage and stormwater structures and appurtenances.

**Task 2.07 Courts and Site Construction Details**

Prepare drawing sheet(s) showing the detail and cross-section drawings for all surface materials, paving types, walls, steps, ramps, sports surfacing, court surface colors, walkways, etc., to be included in the project.

**Task 2.08 Courts and Site Fencing Plan**

Prepare the Fencing Plan defining the type, size, and location of fencing and gate improvements.

**Task 2.09 Courts and Site Fencing Details**

Prepare details for all Pickleball Court Fencing & Gates. Structural calculations for fencing 10 ft. and taller will be prepared by RWD's Structural Engineer to be submitted for Building Permits.

**Task 2.10 Landscape Restoration Plan**

Prepare Landscape Plan defining the landscape restoration work.

**Task 2.11 Stormwater Report and Civil Design**

Prepare Stormwater Report, SWPPP, and secure the DOE Construction Stormwater Permit.

**Task 2.12 Estimate of Probable Costs**

Prepare the Estimate of Probable costs for the Project. Estimate will be segregated into cost categories, including, but not limited to, demolition, site preparation, paving, curbs, fencing, sport court surfacing, taxes, contingency, and escalation.

**Task 2.13 Project Manual & Specifications at 95% Completion**

Prepare Project Manual in CSI format. The Client will provide Division 00 documents to RWD for inclusion into the Project Manual.

**Task 2.14 Client and Public Review**

Meet with Client to review the 95% submittal. Attend one Public Meeting to discuss and present the complex design and details.

**Task 2.15 Project Management**

Manage the contractual, scheduling, billing and timing of project. Manage the coordination of consultants and the execution of the Scope of Services. Communicate with Client and Project Team on project design and details.

**Task 3 Permitting**

Task 3 includes all permitting and project tasks required to obtain the required permits from Island County, the WA Doe, and all jurisdictions having authority over the project.

**Task 3.01 Preapplication Conference**

RWD will meet with the Island County Planning and Public Works for a Preapplication Conference. This meeting shall discuss planning and development issues, SEPA, design standards, required permits, and submittal protocol.

**Task 3.02 SEPA and NPDES Permitting**

Prepare, submit, and process SEPA. Upon receiving the SEPA Determination, assist client in preparing, submitting, and legal publication and processing of the NPDES and NOI in accordance with the WA DOE requirements.

**Task 3.03 Permit Preparation & Processing**

Prepare all documentation required for all site development and site building permits required by Island County. The Client will be responsible for permit fee payment. RWD will respond to inquiries. RWD assumes all permits are administratively reviewed and approved; no public hearing is anticipated. This task includes addressing comments for approval and for one (1) resubmittal.

**Task 4 100% Submittal**

Task 4's work is the same as Task 2 except the work has progressed to a 100% completion level that includes incorporation of all permit review comments, with the deliverable product being a bid-ready set of Contract Documents.

**Task 5 Bidding Services**

RWD will provide electronic Bid Documents (.pdfs) for Client to use in Bid Advertisement and Bid Document distribution. Client will receive all Bid inquiries and RWD will issue Addenda and clarifications on technical specification inquiries for Client-issued Addenda. Client shall conduct bid opening, tabulate bids, and work with successful contractor through the contract award process. RWD will evaluate bids and recommend award.

**Task 6 Construction Administration**

RWD will observe construction quality, respond to contractor inquiries, review pay requests, and conduct the following for this Project.

**Task Task Description****6.01 Pre-Construction Conference**

- 6.02 Review Submittals, RFI's.
- 6.03 Review Pay Requests
- 6.04 Prepare Change Orders and Design Change Notifications (DCN)
- 6.05 Construction Observation & Weekly Meetings
- 6.06 Substantial and Final Punch Lists
- 6.07 Prepare Record Drawings in ACAD Format
- 6.08 Project Management

**Additional Services, Excluded Services**

Specific items that are not within the scope of work/services include any professional services that are not defined herein.

**Professional Fee**

Professional Fees to accomplish the Scope of Services are shown on Exhibit B. RWD will perform the Scope of Services on a Lump Sum Basis and will invoice monthly for work performed.

**Client's Responsibilities**

Client shall provide the following information or services as required for performance of the work. RWD assumes no responsibility for the accuracy of such information or services and shall not be liable for errors and omissions therein. Should RWD be required to provide services in obtaining or coordinating compilation of this information, such services shall be charged as Additional Services.

- ➡ Electronic files of existing or as-built conditions on the project site.
- ➡ Existing Geotechnical Reports from previous projects on the project site.
- ➡ Administrative processing and fee payment for all permitting.
- ➡ Existing as-built site engineering and utility base information.
- ➡ Fees and submittals to agencies or associations.
- ➡ Retaining Architectural & Forestry services should they be required.

**South Whidbey Pickleball Courts**

South Whidbey Parks and Recreation District

**Exhibit B - Scope & Fee Proposal**

	Task	Subtotal	Don Campbell		Landscape Tech		Clerical		Survey	Civil Engineer	Geotech	Structural Engineer
			hrs.	subtotal	hrs.	subtotal	hrs.	subtotal				
1.00	Task 1 - Pre-Design and 30% Design											
1.01	Topographic Survey w/ Utility locates	\$ 7,700.00		\$ -		\$ -		\$ -	\$ 7,700.00	\$ -	\$ -	\$ -
1.02	Geotechnical Test Pits and Report	\$ 5,720.00		\$ -		\$ -		\$ -	\$ -	\$ -	\$ 5,720.00	\$ -
1.03	Prepare Design Base with Survey Files	\$ 480.00		\$ -	4	\$ 480.00		\$ -	\$ -	\$ -	\$ -	\$ -
1.04	30% Concept Plan & Virtual Owner Review	\$ 2,995.50	4	\$ 620.00	8	\$ 960.00		\$ -	\$ -	\$ 1,415.50	\$ -	\$ -
1.05	Estimate of Probable Cost	\$ 1,966.00	2	\$ 310.00	2	\$ 240.00		\$ -	\$ -	\$ 1,416.00	\$ -	\$ -
1.06	Project Management	\$ 3,916.00	8	\$ 1,240.00	8	\$ 960.00	4	\$ 300.00	\$ -	\$ 1,416.00	\$ -	\$ -
	Subtotal 30% Design	\$ 22,777.50										

<b>2.00</b>	<b>Task 2 - 95% Design</b>											
2.01	Demolition Plan	\$ 480.00		\$ -	4	\$ 480.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.02	TESC Plan & Details	\$ 1,715.00		\$ -		\$ -		\$ -	\$ -	\$ 1,715.00	\$ -	\$ -
2.03	Court and Site Improvements Plan	\$ 1,750.00	2	\$ 310.00	12	\$ 1,440.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.04	Courts and Site Grading Plan	\$ 1,920.00		\$ -	16	\$ 1,920.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.05	Courts and Site Drainage Plan	\$ 4,295.00		\$ -	4	\$ 480.00		\$ -	\$ -	\$ 3,815.00	\$ -	\$ -
2.06	Drainage and Stormwater Details	\$ 2,800.00		\$ -		\$ -		\$ -	\$ -	\$ 2,800.00	\$ -	\$ -
2.07	Courts and Site Construction Details	\$ 1,920.00		\$ -	16	\$ 1,920.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.08	Court and Site Fencing Plan	\$ 960.00		\$ -	8	\$ 960.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.09	Court and Site Fencing Details	\$ 1,270.00	2	\$ 310.00	8	\$ 960.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.10	Landscape Restoration Plan	\$ 480.00		\$ -	4	\$ 480.00		\$ -	\$ -	\$ -	\$ -	\$ -
2.11	Stormwater Report and Civil Design	\$ 7,800.00		\$ -		\$ -		\$ -	\$ -	\$ 7,800.00	\$ -	\$ -
2.12	Estimate of Probable Costs	\$ 2,700.00	4	\$ 620.00	4	\$ 480.00		\$ -	\$ -	\$ 1,600.00	\$ -	\$ -
2.13	Project Manual 95% Level	\$ 3,940.00	8	\$ 1,240.00		\$ -		\$ -	\$ -	\$ 2,700.00	\$ -	\$ -
2.14	Owner Review	\$ 825.00	2	\$ 310.00	2	\$ 240.00		\$ -	\$ -	\$ 275.00	\$ -	\$ -
2.15	Project Management	\$ 5,150.00	16	\$ 2,480.00	16	\$ 1,920.00	4	\$ 300.00	\$ -	\$ -	\$ -	\$ 450.00
	<b>Subtotal 95% Design</b>	<b>\$ 38,005.00</b>										



**South Whidbey Pickleball Courts**

South Whidbey Parks and Recreation District

**Exhibit B - Scope & Fee Proposal**

	Task	Subtotal	Don Campbell		Landscape Tech		Clerical		Survey	Civil Engineer	Geotech	Structural Engineer
			hrs.	subtotal	hrs.	subtotal	hrs.	subtotal				
3.00	Task 3 - Permitting											
3.01	County Presubmittal Conference	\$ 370.00		\$ -	1	\$ 120.00	1	\$ 75.00	\$ -	\$ 175.00	\$ -	\$ -
3.02	SEPA	\$ 480.00		\$ -	4	\$ 480.00		\$ -	\$ -		\$ -	\$ -
3.03	Permit Preparation & Processing	\$ 4,670.00		\$ -	16	\$ 1,920.00		\$ -	\$ -	\$ 2,750.00	\$ -	\$ -
3.04	Project Management	\$ 1,775.00		\$ -	8	\$ 960.00		\$ -	\$ -	\$ 815.00	\$ -	\$ -
	Subtotal Permitting	\$ 7,295.00										
4.00	Task 4 - 100% Design											
4.01	Demolition Plan	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	\$ -
4.02	TESC Plan & Details	\$ -		\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
4.03	Court and Site Improvements Plan	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	\$ -
4.04	Courts and Site Grading Plan	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	\$ -
4.05	Courts and Site Drainage Plan	\$ 1,200.00		\$ -		\$ -		\$ -	\$ -	\$ 1,200.00	\$ -	\$ -
4.06	Drainage and Stormwater Details	\$ 1,200.00		\$ -		\$ -		\$ -	\$ -	\$ 1,200.00	\$ -	\$ -
4.07	Courts and Site Construction Details	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	\$ -
4.08	Court and Site Fencing Plan	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	\$ -
4.09	Court and Site Fencing Details	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	
4.10	Landscape Restoration Plan	\$ 240.00		\$ -	2	\$ 240.00		\$ -	\$ -	\$ -	\$ -	\$ -
4.11	Stormwater Report and Civil Design	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -
4.12	Estimate of Probable Costs	\$ 1,225.00	2	\$ 310.00	2	\$ 240.00		\$ -	\$ -	\$ 675.00	\$ -	\$ -
4.13	Project Manual 100% Level	\$ 1,060.00	2	\$ 310.00		\$ -		\$ -	\$ -	\$ 750.00	\$ -	\$ -
4.14	Owner Review	\$ 825.00	2	\$ 310.00	2	\$ 240.00		\$ -	\$ -	\$ 275.00	\$ -	\$ -
4.15	Project Management	\$ 3,850.00	8	\$ 1,240.00	8	\$ 960.00	4	\$ 300.00	\$ -	\$ 1,350.00	\$ -	\$ -
	Subtotal	\$ 11,040.00										
5.00	Task 5 - Bidding											
5.01	Pre-Bid Conference	\$ 810.00	4	\$ 600.00	2	\$ 210.00		\$ -	\$ -	\$ -	\$ -	\$ -

**South Whidbey Pickleball Courts**

South Whidbey Parks and Recreation District

**Exhibit B - Scope & Fee Proposal**

	Task	Subtotal	Don Campbell		Landscape Tech		Clerical		Survey	Civil Engineer	Geotech	Structural Engineer
			hrs.	subtotal	hrs.	subtotal	hrs.	subtotal				
5.02	Prepare Addenda	\$ 720.00	2	\$ 300.00	4	\$ 420.00		\$ -	\$ -	\$ -	\$ -	\$ -
5.03	Recommendation of Award	\$ 600.00	2	\$ 300.00		\$ -	4	\$ 300.00	\$ -	\$ -	\$ -	\$ -
<b>Subtotal - Task 5.00</b>		<b>\$ 2,130.00</b>										

<b>6.00</b>	<b>Task 6 - Construction Administration</b>											
6.01	Preconstruction Conference	\$ 1,295.00	4	\$ 600.00	4	\$ 420.00		\$ -	\$ -	\$ 275.00	\$ -	\$ -
6.02	Review Submittals, RFI's, Prepare DCN's	\$ 1,650.00	8	\$ 1,200.00		\$ -		\$ -	\$ -	\$ 450.00	\$ -	\$ -
6.03	Review Pay Requests	\$ 300.00	2	\$ 300.00		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
6.04	Prepare Change Orders and DCN's	\$ 1,140.00	2	\$ 300.00	8	\$ 840.00		\$ -	\$ -	\$ -	\$ -	\$ -
6.05	Observations & Weekly Meetings	\$ 4,600.00	24	\$ 3,600.00		\$ -		\$ -	\$ -	\$ 1,000.00	\$ -	\$ -
6.06	Preliminary & Final Punchlists	\$ 1,775.00	8	\$ 1,200.00		\$ -		\$ -	\$ -	\$ 575.00	\$ -	\$ -
6.07	Prepare Record Drawings	\$ 1,680.00		\$ -	16	\$ 1,680.00		\$ -	\$ -	\$ -	\$ -	\$ -
6.08	Project Management	\$ 3,540.00	16	\$ 2,400.00	8	\$ 840.00	4	\$ 300.00	\$ -			\$ -
<b>Subtotal - Task 5.00</b>		<b>\$ 15,980.00</b>										

<b>Professional Services Subtotal</b>	<b>\$ 97,227.50</b>
<b>Direct Expenses</b>	<b>\$ 1,000.00</b>
<b>Professional Services</b>	<b>\$ 98,227.50</b>







  
**South Whidbey**  
PARKS & RECREATION DISTRICT

**Comprehensive Plan**  
**2024-2029**



# **2024-2029**

## **Comprehensive Plan**

## *What is a Parks and Recreation District Comprehensive Plan?*

A Parks and Recreation District Comprehensive Plan is a conceptual plan that considers the needs of residents across South Whidbey Island for the operation of the Parks and Recreation District over the Plan period. The Plan incorporates input collected from a variety of community stakeholders and research involving the public in the District, to guide objectives for Parks District recreation programs, facilities, parks, and open space over a multi-year period. It is a study that provides overarching guidance for the operation of the Parks System and may lead to proposals to conduct specific projects. Those specific projects, however, will require additional preparatory work, environmental reviews, special approvals, and funding prior to initiation. An update to the Plan is formally approved approximately every six years by a Parks District Board of Commissioners Resolution.

## *What is contained in the South Whidbey Parks and Recreation District Comprehensive Plan?*

The South Whidbey Parks and Recreation District (hereafter referred to as the “Parks District”) Comprehensive Plan looks forward six years into the future to set a path of improvements to parks, recreation facilities and programs, and open space. It is created to help the Parks District fulfill its goals by establishing a Mission Statement in the context of a set of Guiding Principles and considers both the current state of the parks system at the beginning of the Comprehensive Plan period and the needs of all segments of the District population. Objectives to achieve these goals are set as the plan looks forward over a six-year period.

### Section I – Parks District Mission and Guiding Principles

- ▲ Parks District Mission
- ▲ Guiding Principles for Parks District Operations

### Section II – The Current State of the Parks District in 2023

- ▲ Geography, Demographics, and Economics
- ▲ Parks, Facilities, and Programs within the District
- ▲ Park Facility Use Matrix
- ▲ The Needs Assessment Process
- ▲ Current Estimate of Parks and Recreation Needs
- ▲ Parks Acquisition Criteria

### Section III – Looking Forward 2024-2029

- ▲ Demographic and Economic projections through 2029
- ▲ Specific objectives for Parks, Programs, and Facilities through 2029
- ▲ Staff Plan 2024-2027

### Section IV – Appendices

- ▲ Appendix A      Comprehensive Plan Stakeholders and Relationships
- ▲ Appendix B      Needs Assessment and Comprehensive Plan Development
- ▲ Appendix C      Level of Service Determination
- ▲ Appendix D      Acquisition Matrix
- ▲ Appendix E      Capital Equipment Projection
- ▲ Appendix F      Terms and Definitions
- ▲ Appendix G      References
- ▲ Appendix H      Resolution to Formalize the Plan





**Section I**  
**Mission and Guiding Principles**

## *Parks District Mission*

# Parks, facilities, and recreation programs for the citizens of South Whidbey Island

## *Guiding Principles for Parks District Operations*

The Parks District provides access and opportunity for recreation, the pursuit of athletic and leisure activities indoors and out, and the preservation of parks, natural areas and open spaces for use in recreation are essential elements in maintaining a balance of the quality of life throughout Island County. These principles, while not intended to provide strict decision-making rules for use in all situations, provide general, overarching guidance for decisions and actions between Comprehensive Plan revisions. These principles are:

1. We provide a full range of active and passive parks and recreational opportunities for citizens of all age groups within the District population and across the District geography.
2. We operate and maintain park facilities and programs in a fiscally responsible and sound manner, utilizing all possible funding sources for park operations, maintenance, acquisition, and facility development (to include public funds, grants, public-private cooperative partnerships, and other short and long-term sources of financing).
3. We develop the central core of the parks system around the Community Park and Sports Complex sites between Maxwellton and Langley Roads. Beyond this parks core, we partner with other community organizations to provide a network of park sites across the District geography.
4. We consider acquiring and maintaining park assets within District boundaries as the District budget allows, and as broad public demand supports.
5. We develop, operate, and maintain the parks system in an environmentally responsible manner.
6. We make informed decisions in the best interests of our constituents, stakeholders, and community members through an inclusive open process establishing Parks and recreational guidelines that represent our community.





**Section II**  
**The Current State of the Parks District**  
**2024**

## *Geography, Demographics, Economics*

Whidbey Island (hereafter referred to as the “Island”) is the largest island in Puget Sound with a land area of 172 square miles. The Island is ringed with approximately 148 miles of saltwater shoreline and extends 40 miles in a North-South direction while varying from one to ten miles in width (East-West). Passage from the North end of the Island to the Washington State mainland is via the Deception Pass and Canoe Pass bridges. The mainland can be reached on the South and West sides of the Island by ferry.

The Parks District covers the southern one-third of the Island, an area that totals 58.9 square miles. The District’s northern border extends from Honeymoon Bay Road on the East side of the Island westward to the southern boundary of South Whidbey State Park. The Parks District is bordered on the other three sides by the waters of Puget Sound. South Whidbey is a growing community with a healthy economy, rich history, and access to many outdoor recreational activities, making it an attractive place to work and live.

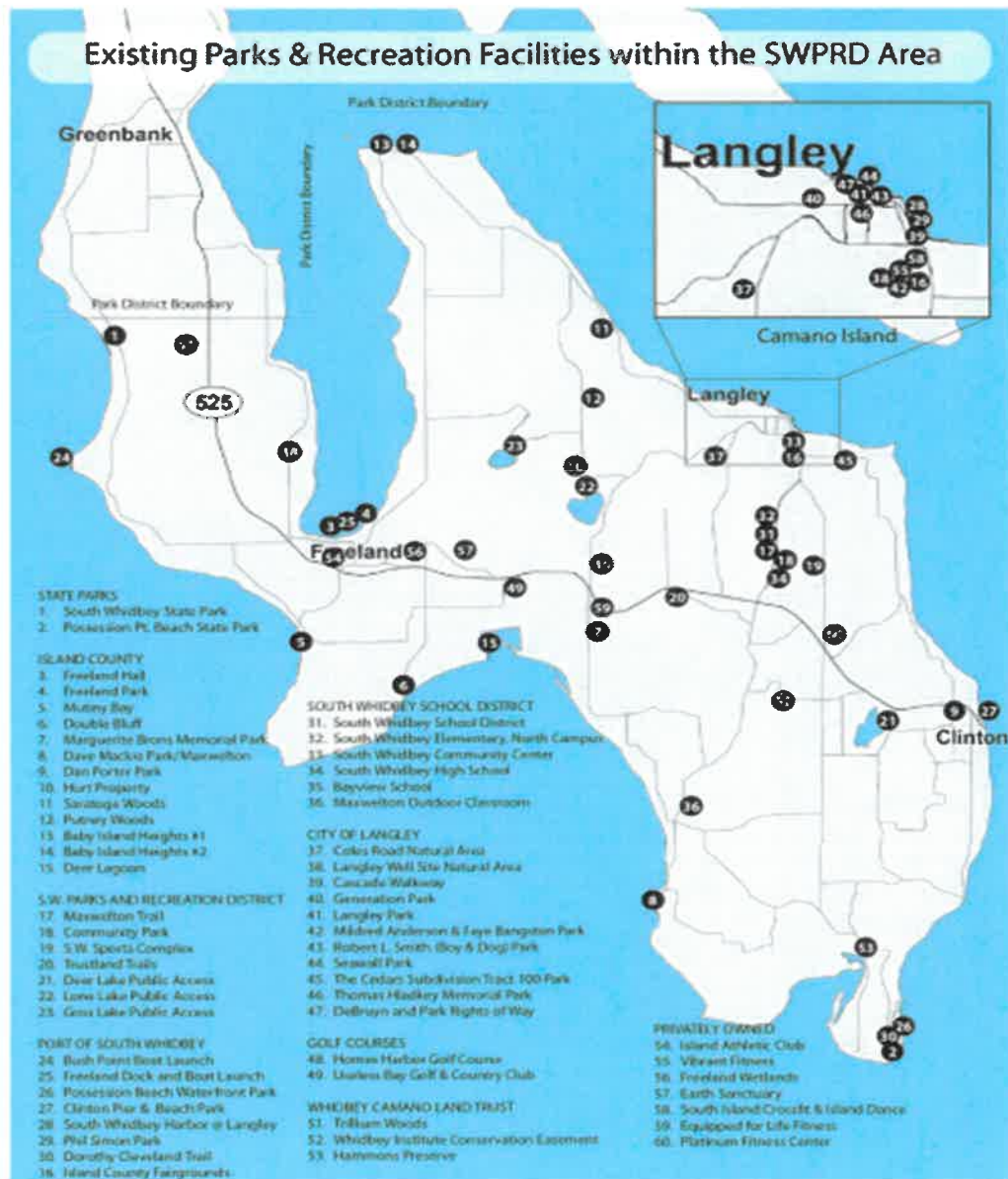
The 2020 Washington OFM Census indicated an Island County population of 86,847 residents, a level that represents a roughly 11% increase over the past decade. Based on the same 2020 Census data and utilizing the South Whidbey School District boundaries (which are the same as the Parks and Recreation District), the population of South Whidbey (within the Parks District boundary) was 16,905. The Parks District population is concentrated in the more densely developed areas of Clinton, Langley, and Freeland. The current Island County Comprehensive Plan is projecting a population for Island County in 2036 of 87,917. Averaging that growth over the 6-year comprehensive plan period, would result in a population estimate for Island County in 2029 of 85,383. Also, according to Island County Comprehensive Plan Regional Population allocations, the population on South Whidbey is projected to be 16,803 people in 2036. Since both of these are lower than the current population, these projections will be updated when the new Island County Comprehensive Plan is completed in the summer of 2025.

The economic base of South Whidbey is primarily service industries, small retail businesses, restaurants, and tourism and the population includes economically significant numbers of off-island commuters and retirees. According to the Island County Economic Development Council, the area experiences an average 23% population increase from May to September for part-year residents and for tourists visiting the area temporarily.

Over the past few years, the District has received several grants which will provide more Park and Recreation options for the community. Examples include multiple grants from the State of Washington to fund new outdoor pickleball courts, a campground and design for the South Whidbey Aquatic Recreation Center. In addition, the District passed a replacement Maintenance and Operations Levy on February 8, 2022 for the 2023-2026 Levy term. This levy provided the District Levy funds with an initial rate of \$0.22 per \$1,000 of assessed value. In November 2023, the District passed a \$27 million bond to fund the construction of the new South Whidbey Aquatic Recreation Center scheduled to be open in 2026.

## Parks, Facilities, and Programs within the District

Parks and Recreation facilities, programs, and operations exist across the District under the auspices of many different governmental and private entities, including the South Whidbey Parks and Recreation District. The sites and their respective owners/administrators are described in this section and shown on the map below:



## **FACILITIES ADMINISTERED BY THE SOUTH WHIDBEY PARKS AND RECREATION DISTRICT**

### **▲ South Whidbey Community Park**

Park/Facility Description: this 87.5-acre park on Maxwellton Road between the populated centers of Langley, Clinton, and Freeland provides a diverse mix of active and passive use areas and includes four ball fields, one sports field, a full basketball court, a 20,000 sq. ft. playground, a 6,300 sq. ft. skate / bike park, a pump track, a picnic shelter & BBQ, approximately 69 acres of forestland through which approximately 9 miles of hiking/mountain biking trails run, information kiosks, concession stand, restrooms, maintenance buildings, and parking.

Programs and Activities at the site: baseball leagues, camps, and instruction; softball leagues, camps, and instruction; soccer leagues, camps, and instruction; Ultimate Frisbee; football Leagues, camps, and instruction; skateboarding and skate park BMX riding; mountain biking; fitness walking, hiking, running, dog walking, bird watching; youth playground activities; youth day camps, youth summer camps; active recreation classes and events; sports classes, training events, and competitions; outdoor concerts, plays and other special events

Condition: fields and facilities at this site are in excellent overall condition (however, certain areas of the site are difficult to drain during the wettest portion of the year and are closed to the public to prevent damage from usage during those periods)

### **▲ South Whidbey Sports Complex**

Park/Facility Description: this 29.09-acre park on Langley Road between Langley and Clinton includes four grass sports fields, 12 acres of forest with walking trails, an information kiosk, restrooms, and parking. Site improvements include a children's playground, two picnic pavilions, a plaza, and an Early Learning perimeter walking trail. Currently there is a portion of the parking lot dedicated to pickleball play. Funding has been secured to create new courts at this location in 2025.

Programs and Activities at the site: soccer leagues, camps, and instruction; ultimate frisbee; pickleball; football leagues, camps and instruction; mountain biking; fitness walking, hiking, running, dog walking, bird watching; youth playground activities; youth day camps, youth summer camps; active recreation classes and special events; sports classes, training events, and competitions; other special events

Condition: fields and facilities at this site are in excellent overall condition (however, certain areas of the site are difficult to drain during the wettest portion of the year and are closed to the public to prevent damage from usage during those periods)

### **▲ South Whidbey Land dedicated to future Campground**

Park/Facility Description: this 35-acre property immediately adjacent to the south side of Community Park on Maxwellton Road between Langley and Clinton is undeveloped forest land acquired in October of 2015 by the District with the intention of developing a campground on the site.

Programs and Activities at the site: Trail has been established around the perimeter for public access. Main portion where campground will be is still undeveloped.

Condition: Site is undeveloped some skidder trails, walking trail is in excellent overall condition

### **▲ Trustland Trails**

Park/Facility Description: this 200-acre property is located off Highway 525 and Craw Rd. one mile south of Bayview. The site includes a trailhead parking area, an ADA-compliant trail, mixed use trails, a picnic pavilion, a bike rack, a portable restroom, and a storage shed.

Programs and Activities at the site: mountain biking; fitness walking, hiking, running, equestrian activities, dog walking, wind phone, bird watching; special events. ADA trail

Condition: trails and facilities at this site are in excellent overall condition



#### ▲ **Maxwelton Trails Park**

Park/Facility Description: this 40-acre property is located Maxwelton Rd. This property is behind the elementary school on Maxwelton Road and immediately next to the property owned by the South Whidbey School District with an existing trail system. The site includes a trailhead parking area at the South Whidbey Elementary South Campus.

Programs and Activities at the site: mountain biking; fitness walking, hiking, running, dog walking, bird watching; special events

Condition: trails and facilities at this site are in excellent overall condition

#### ▲ **5 Acre Property**

Park/Facility Description: this 5-acre property a few parcels north of Community Park on Maxwelton Road between Langley and Clinton is undeveloped forest land/meadow acquired in the Trustland Trails property transfer.

Programs and Activities at the site: None

Condition: site is undeveloped, not currently suitable for public access, not accessible from a roadway at this time

***The following sites are owned by the Washington State Department of Fish and Wildlife but are maintained by the Parks District. Capital improvements for these sites are the responsibility of the State Department of Fish and Wildlife. Recreation that happens in the water is the jurisdiction of Island County.***

#### ▲ **Deer Lake Public Access**

Park/Facility Description: this .75-acre site is located on the east side of Deer Lake and includes a boat ramp, fishing dock, swim area, vault restrooms, a picnic area, and parking.

Programs and Activities at the site: beachgoing; recreational and open water swimming; open water swim classes and special events; fishing; recreational sail and power boating; kayaking; waterskiing, tubing, and wakeboarding

Condition: public facilities at this site are in good overall condition, with the exception of the original dock which is poor condition. This location sustains regular heavy usage during summer periods and because Parks District maintenance facilities are distant from the site, conditions may periodically degrade between maintenance and repair visits.

#### ▲ **Lone Lake Public Access**

Park/Facility Description: this 5-acre site is located on the north side of Lone Lake and includes a boat ramp, a vault restroom, a picnic area, and parking

Programs and Activities at the site: beachgoing; fishing; recreational sail and power boating; kayaking; waterskiing, tubing, and wakeboarding

Condition: public facilities at this site are in good overall condition but sustain regular heavy usage during summer periods and, because Parks District maintenance facilities are distant from the site, conditions may periodically degrade between maintenance and repair visits. There is a significant algae issue with the water at this location.

#### ▲ **Goss Lake Public Access**

Park/Facility Description: this .6-acre site is located on the north side of Goss Lake and includes a boat ramp, swim area, vault restrooms, a picnic area, and parking

Programs and Activities at the site: beachgoing; recreational and open water swimming; open water swim classes and special events; fishing; recreational sailing and kayaking

Condition: public facilities at this site are in good overall condition but are more primitive than those at the Deer Lake and Lone Lake properties. This location has increasing erosion on the shoreline as well as a significant rising water level. The site sustains regular heavy usage during summer periods and, because Parks District maintenance facilities are distant from the site, conditions may periodically degrade between maintenance and repair visits.

Many other parks and recreation facilities, programs, and operations exist across the Parks District under the auspices of other organizations and entities. Those facilities are overlaid on the preceding map of the Parks District and are described below, to fully detail the scope of parks and recreation opportunities available to the citizens of South Whidbey Island.

#### **FACILITIES ADMINISTERED BY WASHINGTON STATE PARKS**

##### **▲ South Whidbey State Park**

Park/Facility Description: this 347-acre park, located on the west side of Whidbey Island near Freeland, is a day use park with 4,500 feet of saltwater shoreline on Admiralty Inlet. The park includes restrooms, 1 kitchen shelter (including BBQ equipment and 4 tables), 4 picnic shelters, 19 unsheltered tables, an amphitheater, and 16 fire circles (one of which is sheltered). The park features 3.5 miles of trails, an old-growth forest, and views of Puget Sound.

Programs and Activities at the site: fitness walking, hiking, running, dog walking, bird watching; kayaking, fishing, beachcombing, shell fishing, swimming, snorkeling, and scuba diving (Currently there is no direct access to the saltwater shoreline and there are no current plans to restore access.)

Condition: public facilities at this site are in excellent overall condition

##### **▲ Possession Point State Park**

Park/Facility Description: this 25-acre park on the east side of the southern-most tip of Whidbey Island has 1175 ft. of saltwater shoreline access, 3 water trail camp sites (human powered vessels only), and a portable toilet.

Programs and Activities at the site: kayaking, fishing, beachcombing, shell fishing; swimming, snorkeling, and scuba diving; special events

Condition: public facilities at this site are in good overall condition

#### **FACILITIES ADMINISTERED BY ISLAND COUNTY**

##### **▲ Freeland Hall**

Park/Facility Description: this 3-acre parcel in Freeland includes a hall with a large multi-purpose room, a small meeting room and restrooms; an outdoor picnic shelter; BBQ stations and walking trails. The site is managed by the Holmes Harbor Activity Club.

Programs and Activities at the site: concerts, plays, meetings, dances, socials, and other special events

Condition: public facilities at this site are in excellent overall condition

##### **▲ Freeland Park**

Park/Facility Description: this 17-acre park adjacent to the mouth of Holmes Harbor includes restrooms, two picnic shelters, a children's playground, beach access, and a boat ramp with boarding floats. The site is part owned by the Port of South Whidbey, in a partnership with Island County in which Island County is responsible for operations and maintenance of the site.

Programs and Activities at the site: beachgoing; dog walking, bird watching; youth playground activities; fishing, kayaking, water sports; special events

Condition: public facilities at this site are in excellent overall condition

##### **▲ Mutiny Bay/Frank D. Robinson**

Park/Facility Description: this 1-acre area on the West side of Whidbey Island near Freeland contains a parking area and includes 12 undeveloped lots containing regulated wetlands subject to the Island County Critical Areas Ordinance. The site is part owned by the Port of South Whidbey, in a partnership with Island County in which Island County is responsible for operations and maintenance of the site. The boat launch is currently non-functional.

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, shell fishing, water sports; special events. ADA Seasonally Accessible

Condition: public facilities at this site are in excellent overall condition, other than the boat launch

#### ▲ **Double Bluff**

Park/Facility Description: this .75-acre park on the West side of Whidbey Island between Clinton and Freeland includes beach access, clamming, restrooms, interpretive kiosks, parking, vista views, picnic area and an off-leash area. Public access provides direct access to several miles of state-owned public tidelands.

Programs and Activities at the site: beachgoing; dog walking, bird watching, fitness walking, hiking; fishing, kayaking, shell fishing, water sports; special events

Condition: public facilities at this site are in good overall condition

#### ▲ **Marguerite Brons Memorial Park**

Park/Facility Description: this 13-acre park near Bayview includes a fenced off-leash area for dog walking, trails, a picnic shelter, an information kiosk, and parking.

Programs and Activities at the site: dog off-leash play, special events

Condition: public facilities at this site are in good overall condition

#### ▲ **Hurt Property**

Park/Facility Description: the 30-acre forest land on Lone Lake Road was deeded to the county for a passive, interpretive and educational park. The deed is very restrictive and excludes the possibility for establishing parking or any facilities in the area with the exception of nature trails. The land is currently closed to the public and awaiting development.

Programs and Activities at the site: none

Condition: public facilities at this site have not yet been developed

#### ▲ **Baby Island Heights**

Park/Facility Description: this 5-acre tideland site North of Langley sits at the entrance to Holmes Harbor

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, kayaking, water sports

Condition: public areas at this site are in good overall condition, with the exception of stairs to the beach which are currently in disrepair. Access to the beach is discouraged until repairs are made.

#### ▲ **Dave Mackie Park**

Park/Facility Description: this 5-acre park in the Maxwellton Beach community has a boat ramp, playground, restrooms, beach access, ball field and grandstand, 3 picnic shelters with BBQ equipment, a group picnic shelter area with brick stove BBQ, a concession stand with water and electric, and parking. The site is part owned by the Port of South Whidbey.

Programs and Activities at the site: beachgoing; dog walking, bird watching; youth playground activities; baseball, fishing, kayaking, water sports; special events

Condition: public facilities at this site are in good overall condition, with the exception of the public bathroom building that is currently out of service and the boat ramp that is currently blocked by a shift in the beach profile

#### ▲ **Dan Porter Park**

Park/Facility Description: this 8.5-acre park in Clinton has a playground, 1 ball fields, a picnic shelter with BBQ equipment, nature trails, restrooms, and parking.

Programs and Activities at the site: baseball leagues, camps, and instruction; fitness walking, tennis, hiking, running, dog walking, bird watching; youth playground activities; special events

Condition: public facilities at this site are in fair overall condition, with some elements in poor condition. Ball fields have not been actively maintained for many years rendering them unplayable for all but a small number of the youngest baseball fields.

#### ▲ **Deer Lagoon**

Park/Facility Description: this 400+ acre site between Langley, Clinton, and Freeland consists mostly of wetlands

Programs and Activities at the site: bird watching, fitness walking

Condition: trails at this site are in excellent overall condition. Certain sections of the trail system do not drain easily during the wettest portion of the year and public access may be restricted simply because some trail sections may become impassable during this period.

### **FACILITIES ADMINISTERED BY THE PORT OF SOUTH WHIDBEY**

#### ▲ **Bush Point Boat Launch**

Park/Facility Description: this 2+ acre site is located on Admiralty Inlet on the West side of Whidbey Island to the North of Freeland and was recently reconstructed to include 200 ft. of shoreline access, a public boat ramp with seasonal boarding floats (April – Sept.), public restrooms, and parking including trailer spaces.

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, kayaking, water sports

Condition: public areas at this site are in good overall condition

#### ▲ **Possession Beach Waterfront Park**

Park/Facility Description: this 11.9-acre park near the Southern tip of Whidbey Island was recently developed and presently contains a boat ramp, restroom facility, picnic sites, nature trails and beach access. From this park one can access the Dorothy Cleveland hiking trail, a trail that winds from the vicinity of the beach to the top of the bluff above the waterfront park.

Programs and Activities at the site: beachgoing; walking, hiking, dog walking, bird watching; fishing, kayaking, water sports; special events.

Condition: public areas at this site are in good overall condition

#### ▲ **Clinton Recreational Pier and Clinton Beach Park**

Park/Facility Description: this .5-acre community pier at the Clinton ferry dock has a walkway and a small float with two daytime moorage slips. Public parking is available at the Clinton ferry commuter lot. The Beach Park includes a natural beach, a viewing platform, picnic areas, and restroom building, areas for storage of bicycles and kayaks, and parking.

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, kayaking, water sports; special event. ADA seasonally accessible

Condition: public areas at this site are in excellent overall condition

#### ▲ **Whidbey Island Fairgrounds and Event Center:**

Park/Facility Description: this 13-acre site in Langley is home to the annual Island County Fair. The site includes 24 buildings used for a variety of community and 4-H activities. The campground located at this site was closed until further notice on 10/11/2023.

Programs and Activities at the site: special events

Condition: public areas at this site are currently under review in terms of how to improve conditions

#### ▲ **South Whidbey Harbor at Langley**

Park/Facility Description: this .11-acre site consists of a marina with 38 transient moorage slips which are actively managed by the Port's full-time Harbor Master. The site includes a beach area, fishing pier, restrooms, shower facilities, and a boat launch. The surrounding waters support snorkeling and scuba diving.

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, crabbing, shell fishing, kayaking, water sports, snorkeling, scuba diving; special events

Condition: public areas at this site are currently in fair overall condition. The Port of South Whidbey is currently engaged in a project to renovate and rebuild the facility, a project that will likely continue through the term of the Comprehensive Plan. During the project, it is likely public access to different sections of this facility will be impacted.



#### ▲ **Phil Simon Park**

Park/Facility Description: this .46-acre community park at the Langley Boat Harbor was acquired by the City of Langley in 1975 and transferred to the Port of South Whidbey in 2009.

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, kayaking, water sports; special events.

Condition: public areas at this site are in excellent overall condition

#### ▲ **Dorothy Cleveland Trail Property**

Park/Facility Description: natural area near Possession Point. The forested site includes a trail.

Programs and Activities at the site: fitness walking, hiking, running, dog walking, bird watching

Condition: public areas at this site are in good condition

### **FACILITIES ADMINISTERED BY SOUTH WHIDBEY SCHOOL DISTRICT**

#### ▲ **South Whidbey School District Administration Offices (Formerly South Whidbey South Primary Campus)**

Park/Facility Description: this 34.1-acre school site is located on Maxwellton Road outside Langley and contains two playgrounds, one basketball court, and nature trails. Trails at the site are publicly accessible, and other site facilities are publicly accessible with restrictions, based on existing usage agreements between the Parks & Recreation District and the School District.

Programs and Activities at the site: basketball, mountain biking; fitness walking, hiking, running, dog walking, bird watching; youth playground activities; special events

Condition: public and semi-public areas at this site are in good overall condition

#### ▲ **South Whidbey Elementary School North Campus**

Park/Facility Description: this 20-acre site located on Maxwellton Road outside Langley includes an upper (improved) and lower (unimproved) soccer field, three outdoor play areas, two covered play areas with basketball courts, and an extensive trail system adjacent to the main school property. Trails at the site are publicly accessible, and other site facilities are publicly accessible with restrictions, based on existing usage agreements between the Parks & Recreation District and the School District.

Programs and Activities at the site: basketball, soccer, mountain biking; fitness walking, hiking, running, dog walking, bird watching; youth playground activities; special events.

Condition: public and semi-public areas at this site are in fair to good overall condition. Soccer fields at the site are regularly maintained by South Whidbey Parks and Recreation District Maintenance staff and are in very good condition. SWPRD staff schedule the field use during non-school hours. The trail system adjacent to the main school property is in excellent condition.

#### ▲ **South Whidbey Community Center (Formerly Langley Middle School)**

Park/Facility Description: this 22.6-acre school site is located in Langley and while still owned by the school district, is no longer in use as an active school site. The area contains two rough dirt playing fields with backstops and a football field, a soccer field, a gravel running track, a full-size gymnasium, a small gymnasium, a multi-purpose room, and multiple classrooms. It also contains a community garden and a wetland complex partly administered by Whidbey Watershed Stewards. Site facilities are publicly accessible with restrictions, based on existing usage agreements between the Parks & Recreation District and the School District.

Programs and Activities at the site: pickleball, basketball, volleyball, futsal, baseball, ultimate frisbee, softball, football, soccer, running, dog walking, bird watching; camps, rentals, free outdoor picnic areas and special events

Condition: public and semi-public areas at this site are in fair to good overall condition. Baseball and Soccer fields at the site are not regularly maintained and are generally suited only for practice. The running track at the site is not regularly maintained and does not meet State competition standards.

▲ **South Whidbey High School/ Middle School**

Park/Facility Description: this 48.4-acre school site is located on Maxwellton Road outside Langley, adjacent to Community Park. It contains one football field, a synthetic-surfaced 400-meter running track, one softball field, one practice field, one baseball field, seven tennis courts, and 2 asphalt basketball courts. Site facilities are publicly accessible with restrictions, based on existing usage agreements between the Parks & Recreation District and the School District.

Programs and Activities at the site: baseball leagues, camps, and instruction; softball leagues, camps, and instruction; soccer leagues, camps, and instruction; football leagues, camps, and instruction; tennis leagues, camps, and instruction; basketball; mountain biking; fitness walking, hiking, running, dog walking, bird watching; active recreation classes and special events; sports classes, training events, and competitions; special events.

Condition: public and semi-public areas at this site are in good overall condition. The primary Football/Soccer field at the site sustains excessive wear from practice and is therefore normally restricted to only game play.

▲ **Maxwelton Outdoor Classroom**

Park/Facility Description: this 6.3-acre site is located south of Highway 525 on Maxwellton Road near the Maxwellton Beach Community. Maxwellton Creek runs through the parcel and the facility includes interpretive trails, streamside viewing platforms, a fully equipped outdoor classroom building, a picnic area, restrooms, and parking.

Programs and Activities at the site: walking, scenic vistas, classes (operated in conjunction with Whidbey Watershed Stewards, a non-profit corporation working to promote watershed stewardship and dedicated to the preservation and protection of salmon, wildlife, habitat and water quality). The property is also an EarthCache site.

Condition: trails and public facilities at this site are in excellent overall condition. Certain sections of the trail system do not drain easily during the wettest portion of the year and public access may be restricted simply because some trail sections may become impassable during this period

**FACILITIES ADMINISTERED BY THE CITY OF LANGLEY**

▲ **Cascade Walkway**

Park/Facility Description: this 1.28-acre community park is located in downtown Langley. The park includes the flat area east of Cascade Avenue, as well as a large portion of the bluff east of the walkway.

Programs and Activities at the site: walking, dog walking, scenic vistas

Condition: public areas at this site are in good overall condition

▲ **Generation Park**

Park/Facility Description: a .35-acre community park located at the Northwest portion of the Second Street and DeBruyn Avenue intersection. The site features picnic tables and a children's playground.

Programs and Activities at the site: youth playground activities

Condition: public areas at this site are in good overall condition

▲ **Langley Park**

Park/Facility Description: a .15-acre community park located at the Southwest portion of the Second Street and Anthes Avenue intersection. The site includes a sheltered picnic area with chairs and tables.

Programs and Activities at the site: social interaction

Condition: public areas at this site are in good overall condition

▲ **Mildred Anderson and Faye Bangston Park**

Park/Facility Description: a 1.36-acre undeveloped neighborhood park that was donated to the City of Langley. The park has a trail connection with an adjacent natural area.

Programs and Activities at the site: walking, dog walking, scenic vistas

Condition: this is an undeveloped public area, however, the trail that goes throughout the park and the adjacent Highlands development is in good condition

▲ **Robert L. Smith or 'Boy and Dog' Park**

Park/Facility Description: a .15-acre passive use community park located in the middle of the First Street business core in downtown Langley. The site includes benches, landscaped areas, and stairs to access Seawall Park and the beach below.

Programs and Activities at the site: walking, dog walking, scenic vistas

Condition: public areas at this site are in excellent overall condition

▲ **Seawall Park**

Park/Facility Description: a 1.44-acre community park created in 1975 when the seawall was constructed along the Saratoga Passage. The site includes 1140 feet of saltwater beach access and views of Saratoga Passage.

Programs and Activities at the site: beachgoing; dog walking, bird watching; fishing, shell fishing, kayaking

Condition: public areas at this site are in good overall condition

▲ **The Cedars Subdivision-Tract 100 Park**

Park/Facility Description: Tract 100 of The Cedars housing development is a .65-acre neighborhood park that was donated to the City of Langley. The site includes one picnic table and children's play structures.

Programs and Activities at the site: social interaction, youth playground activities

Condition: public areas at this site are in excellent overall condition

▲ **Thomas Hladkey Memorial Park**

Park/Facility Description: a .25-acre community park located at the north end of Anthes Avenue right-of-way in downtown Langley. The park includes benches, a whale bell, landscaping and interpretive signage.

Programs and Activities at the site: social interactions, scenic vistas

Condition: public areas at this site are in excellent overall condition

▲ **DeBruyn and Park Rights of Way**

Park/Facility Description: as yet undeveloped future park locations, potentially offering water access at two places in downtown Langley

Programs and Activities at the site: none

Condition: public facilities at these sites have not yet been developed

▲ **Coles Road Natural Area**

Park/Facility Description: ~15-acre natural area on Coles Road near the Langley Wastewater Treatment Plant. The site includes a network of trails

Programs and Activities at the site: fitness walking, hiking, running, dog walking, bird watching

Condition: public areas at this site are in excellent overall condition

▲ **Langley Well Site Natural Area**

Park/Facility Description: ~8-acre natural area with trails near downtown Langley.

Programs and Activities at the site: fitness walking, hiking, running, dog walking, bird watching

Condition: public areas at this site are in excellent overall condition

**FACILITIES ADMINISTERED BY THE WHIDBEY CAMANO LAND TRUST**

▲ **Possession Sound Preserve**

Park/Facility Description: this half-mile sloping trail leads to more than a half-mile stretch of natural bluff and beach.

Programs and Activities at the site: walking, birdwatching, dog walking, fishing, scenic vistas

Condition: public areas at this site are in good overall condition

▲ **Glendale Beach Preserve**

Park/Facility Description: 420 feet of accessible beach, as part of Possession Sound shoreline. The mouth of Glendale Creek allows for only one of two salmon spawning creeks on Whidbey Island.

Programs and Activities at the site: walking, birdwatching, dog walking, fishing, scenic vistas

Condition: public areas at this site are in good overall condition

▲ **Trillium Forest**

Park/Facility Description: this 654-acre forest property is located along State Route 525 north of Freeland. The property includes an extensive trail system.

Programs and Activities at the site: walking, dog walking, scenic vistas

Condition: trails and public facilities at this site are in excellent overall condition. Certain sections of the trail system do not drain easily during the wettest portion of the year and public access may be restricted simply because some trail sections may become impassable during this period.

▲ **Hammons Preserve**

Park/Facility Description: this ~10-acre former farm is located at the intersection of Possession and Cultus Bay Roads on South Whidbey Island

Programs and Activities at the site: walking, birdwatching, dog walking, scenic vistas

Condition: public areas at this site are in good overall condition

▲ **Whidbey Institute Conservation Easement**

Park/Facility Description: this 59-acre forest is part of the Whidbey Institute property off Campbell Rd. on South Whidbey Island. The forest contains a sizeable network of walking trails.

Programs and Activities at the site: walking, birdwatching, dog walking, scenic vistas

Condition: trails and public facilities at this site are in excellent overall condition. Certain sections of the trail system do not drain easily during the wettest portion of the year and public access may be restricted simply because some trail sections may become impassable during this period

▲ **Saratoga Woods**

Park/Facility Description: this 120-acre park North of Langley towards Baby Island includes nature trails, a picnic area, and parking.

Programs and Activities at the site: mountain biking; fitness walking, hiking, running, equestrian activities, dog walking, bird watching; special events

Condition: trails and public facilities at this site are in excellent overall condition. Certain sections of the trail system do not drain easily during the wettest portion of the year and public access may be restricted simply because some trail sections may become impassable during this period.

▲ **Putney Woods**

Park/Facility Description: this 600+ acre park between Langley and Freeland includes an extensive nature trail system and parking.

Programs and Activities at the site: mountain biking; fitness walking, hiking, running, equestrian activities, dog walking, bird watching; special events

Condition: trails and public facilities at this site are in excellent overall condition. Certain sections of the trail system do not drain easily during the wettest portion of the year and public access may be restricted simply because some trail sections may become impassable during this period.

▲ **Waterman Shoreline Preserve**

Park/Facility Description: this 60 acre preserve includes 35 acres of tideland and marine habitat

Programs and Activities at the site: biking; walking, running, dog walking, bird watching;

Condition: trails and public facilities at this site are in excellent overall condition.



## **FACILITIES ADMINISTERED BY OTHER ENTITIES FOR PUBLIC USE**

### **^ Earth Sanctuary**

Park/Facility Description: This 72-acre nature reserve includes 2 miles of nature trails, wetlands and ponds, a young arboretum, a sculpture garden of eco-art highlighting diverse global spiritual traditions, and an adjacent retreat center.

Programs and Activities at the site: Bird watching, hiking, self-guided naturalist tour, retreats.

Condition: Trails are in good condition. Restoration projects are ongoing with a 500-year plan for returning the site to an old-growth forest.

### **^ Holmes Harbor Golf Course**

Park/Facility Description: Holmes Harbor is an 18-hole course North of Freeland that was open to the public until early 2010 and then closed for a few years. Owned by a privately held corporation, the course is now open to the public through agreement with the Holmes Harbor Sewer District on a contractual basis.

Programs and Activities at the site: golf

Condition: public areas at this site are in good overall condition

## **FACILITIES ADMINISTERED BY OTHER PRIVATE ENTITIES, WHERE SOME PARKS/PUBLIC USES ARE ALLOWED**

### **^ Freeland Wetlands**

Park/Facility Description: This ~47-acre wetland near Freeland is owned and maintained by a group known as Friends of Freeland and offers a small but growing set of trails and wetland viewing point.

Programs and Activities at the site: walking, birdwatching, dog walking, scenic vistas

Condition: trails at this site are in good to excellent condition

### **^ Useless Bay Golf & Country Club**

Park/Facility Description: Useless Bay is an 18-hole private golf course, outdoor 25-yard swimming pool, and tennis courts. The site is located south of Freeland, adjacent to Useless Bay.

Programs and Activities at the site: golf, swimming instruction, other aquatics programs

Condition: facilities at this site are in good to excellent condition

### **^ Island Athletic Club**

Park/Facility Description: a private athletic club in Freeland with fitness equipment, racquetball courts, and an indoor 25-yard swimming pool. The facility is open to the public for some fee-based days and short term uses.

Programs and Activities at the site: swimming instruction, other aquatics programs, aerobic and strength conditioning, racquetball

Condition: facilities at this site are in good to excellent condition

### **^ Platinum Fitness Center**

Park/Facility Description: this business in Clinton contains fitness equipment and are open to the public with daily drop-in rate and monthly fitness membership

Programs and Activities at the site: aerobic and strength conditioning

Condition: facilities at this site are in good to excellent condition

### **^ South Island CrossFit**

Park/Facility Description: located at the South Whidbey Community Center site, this business contains fitness equipment and is open to the public with a variety of fee-based fitness programs

Programs and Activities at the site: aerobic and strength conditioning

Condition: facilities at this site are in good to excellent condition

▲ **Vibrant Fitness**

Park/Facility Description: located in the Whidbey Island Fairgrounds, this business contains fitness equipment and is open to the public with a variety of fee-based fitness programs

Programs and Activities at the site: aerobic and strength conditioning

Condition: facilities at this site are in good to excellent condition

▲ **Backyard Whidbey**

Park/Facility Description: located in the South Whidbey Community Center, this business contains fitness equipment and is open to the public with a variety of fee-based fitness programs

Programs and Activities at the site: aerobic and strength conditioning

Condition: facilities at this site are in good to excellent condition

▲ **Solid Stone Boxing**

Park/Facility Description: located in Clinton, this business contains fitness equipment and is open to the public with a variety of fee-based fitness programs

Programs and Activities at the site: aerobic and strength conditioning

Condition: facilities at this site are in good to excellent condition

▲ **Soundview Center**

Park/Facility Description: located in Langley. Space is dedicated to helping support people improve their well being.

Programs and Activities at the site: Acupressure, Message, Pilates, Physical Therapy, Acupuncture.

Condition: facilities at this site are in good to excellent condition

## Park Facility Use Matrix

Park site	Trails	Forest	Sports Fields	Boat launch	Beach swim	Beach walking	Campground	Tennis	Vistas	Golf	Picnic areas	Dog walking	Play ground	Equestrian use
Community Park	Yes	Yes	Yes						Yes		Yes	Yes	Yes	
Sports Complex	Yes	Yes	Yes						Yes		Yes	Yes	Yes	
Trustland Trails	Yes	Yes							Yes		Yes	Yes		Yes
Maxwelton Trails	Yes	Yes							Yes			Yes		
Deer Lake				Yes	Yes				Yes		Yes			
Lone Lake				Yes	Yes				Yes		Yes			
Goss Lake				Yes	Yes				Yes		Yes			
SW State Park	Yes	Yes			Yes	Yes			Yes		Yes	Yes		
Possession St Park	Yes	Yes			Yes	Yes			Yes		Yes	Yes		
Freeland Hall	Yes								Yes		Yes			
Freeland Park				Yes	Yes	Yes			Yes		Yes		Yes	
Mutiny Bay/ Frank Robinson					Yes	Yes			Yes					
Double Bluff				Yes	Yes	Yes			Yes		Yes	Yes		
Brons Park									Yes			Yes		
Dave Mackie Park					Yes	Yes			Yes			Yes	Yes	
Dan Porter Park	Yes	Yes							Yes			Yes		
Saratoga Woods	Yes	Yes							Yes			Yes		Yes
Putney Woods	Yes	Yes							Yes					Yes
Fairgrounds							Yes		Yes					Yes
Bush Point				Yes	Yes	Yes			Yes					
Possession Beach	Yes	Yes		Yes	Yes	Yes			Yes		Yes			
Clinton Beach					Yes	Yes			Yes		Yes		Yes	
Dorothy Cleveland Trail	Yes	Yes							Yes			Yes		
Langley Harbor				Yes	Yes	Yes			Yes					
Phil Simon Park									Yes		Yes			
Elementary	Yes	Yes	Yes						Yes			Yes	Yes	
Community Center		Yes	Yes						Yes		Yes	Yes		
Middle/High School	Yes		Yes					Yes	Yes			Yes		

Park site	Trails	Forest	Sports Fields	Boat launch	Swim	Beach walking	Campground	Tennis	Vistas	Golf	Picnic areas	Dog walking	Play ground	Equestrian use
Bayview School									Yes			Yes		
Outdoor Classroom	Yes	Yes							Yes					
Cascade Walkway	Yes								Yes			Yes		
Generation Park									Yes		Yes			
Langley Park									Yes		Yes		Yes	
Anderson/Bangstrom	Yes								Yes			Yes		
Seawall Park					Yes	Yes			Yes		Yes			
Cedars Park									Yes		Yes		Yes	
Hladkey Park									Yes					
DeBruyn/Park					Yes	Yes			Yes					
Holmes Harbor									Yes					
Useless Bay CC									Yes	Yes				
Island Athletic					Yes				Yes					
Coles Road														
Natural Area	Yes	Yes							Yes			Yes		
Hammons Preserve	Yes	Yes							Yes			Yes		
Whidbey Institute (Conservation Easement)	Yes	Yes							Yes			Yes		
Trillium Forest	Yes	Yes							Yes			Yes		Yes
Freeland Wetlands	Yes	Yes							Yes					
Langley Well Site														
Natural Area	Yes	Yes							Yes			Yes		
Boy & Dog Park									Yes					



## *Parks District Needs Assessment Process*

The Parks District employs a set of information gathering tools to gauge and constantly update an assessment of the parks and recreation needs of the population living within the District boundary, a process used extensively in the formulation of this Comprehensive Plan. These tools include a periodic, formal Needs Assessment survey; the collection, review, and discussion of public comment in various regular forums including Parks District meetings, Master and Comprehensive Plan development initiatives, programs, and other events; a periodic Level of Service Determination (see Appendix C); and direct liaison between Parks District staff and Commissioners and various user groups and key Stakeholders. This information gathering enables the Parks District Staff and Board of Commissioners to develop and maintain an understanding of the prioritized needs of District residents for parks, recreation facilities, and programs on South Whidbey. Further information on this process is found in Appendix B.

## *Current Estimate of Parks and Recreation Needs*

Current needs identified through this Needs Assessment process and the District Level of Service Determination include (not in priority order):

- The identification of creative and cost-effective solutions to construct:
  - A community recreation center/gymnasium with multiple recreation courts
  - A community swimming pool that is cost effective to operate and maintain in order to meet the growing need for fitness and wellness-based aquatics programs for all ages, including
    - Water-based therapy programs for injury recovery and health
    - Water aerobics for general fitness
    - Learn-to-Swim programs for all ages
    - Water safety programs
    - Swim training for all ages including school-age and adult programs
    - Other aquatics programs including scuba, kayak, and water polo
- Improvements to existing facilities for active recreation
- Expansion of both passive and active recreation programs to address the needs of a broader portion of the District population
- Additional programs for youth and teen populations, including after school programs.
- Further development of pickleball facilities to enable additional year-round play
- Further development of access and increased ADA offerings to hiking trails and open spaces for public recreation uses
- Further efforts to enhance public access to our local and regional waterways
- Continued efforts to monitor the status of all park properties within the Parks District, to ensure the District is engaged in any community effort to ensure these properties remain open and accessible to citizens of the District
- Further evaluation to increase year around soccer, including synthetic turf, sand based fields and lighting.
- Further evaluation regarding adding additional playground structures and/or picnic shelters.

The “Specific objectives for Parks, Programs, and Facilities through 2029” in Section III “Looking Forward” and the Capital Improvement Projection (Appendix E) reflect these priorities and are current as of the date of the Comprehensive Plan.

## *Parks Acquisition Criteria*

Any parks property or facility that is considered for incorporation into the Parks District is evaluated against a set of established criteria. These criteria were established and nominally weighted by the Parks District Board of Commissioners and Parks District Staff during a series of public meetings in summer 2010, and include (not in order of weighting):

- ▲ Costs to acquire, establish, and maintain
- ▲ Extant infrastructure relative to need
- ▲ Parks density in the area
- ▲ User groups served
- ▲ Physical access
- ▲ Access to bodies of water
- ▲ Potential for revenue generation

Any acquisitions proposed to the Board during the term of this Plan will be considered against these criteria and their nominal weightings, with an understanding that weightings and relative priorities may evolve during the Plan term. Known projects as of the adoption date of this Plan are reflected in the Capital Improvement Projection at Appendix E.



**Section III**  
**Looking Forward**  
**2024-2029**

## *Demographic and Economic Projections through 2029*

The 2020 Washington OFM Census indicated an Island County population of 86,847 residents, a level that represents a roughly 11% increase over the past decade. Based on the same 2020 Census data and utilizing the South Whidbey School District boundaries (similar to those of the Parks and Recreation District), the population of South Whidbey (within the Parks District boundary) was 16,905. The Parks District population is concentrated in the more densely developed areas of Clinton, Langley, and Freeland. The current Island County Comprehensive Plan is projecting a population for Island County in 2036 of 87,917. Averaging that growth over the 6-year comprehensive plan period, would result in a population estimate for Island County in 2029 of 85,383. Also according to Island County Comprehensive Plan Regional Population allocations, the population on South Whidbey is projected to be 16,803 people in 2036. Since both of these are lower than the current population, these projections will be updated when the new Island County Comprehensive Plan is completed in the summer of 2025.

South Whidbey is an older population on average, with the median age, according to the 2020 Census, being 57.2 years. This compares to the median age of 37.8 years in the State of Washington, and 38.9 years across the United States. South Whidbey has also seen a decline in its youth population with a 19.3% decrease in youth ages 5-19 between the 2010 and 2020 Census.

The economy continues to recover from the 2020 Covid-19 pandemic, although high inflation has slowed economic growth. According to the Washington State Economic and Revenue Forecast (2022), new Covid-19 cases have diminished and the pandemic is no longer impacting the economy. This report also projects that inflation will decline to 2.4% in 2024 and then average 2.0% from 2025-2027. If this happens, it would generate significant economic growth throughout South Whidbey.

In terms of median household income, South Whidbey (\$85,104) is higher than the average across the United States (\$74,580) and slightly lower than the average in the State of Washington (\$90,325).

## *Specific objectives for Parks, Programs, and Facilities through 2029*

To fulfill the District Mission and address issues of Quantity, Quality, and Distribution & Access identified in the Level of Service Determination (Appendix C), the South Whidbey Parks and Recreation District will consider these projects and initiatives along with others that evolve during the term of this Comprehensive Plan. Capital requirements for known projects are reflected in the Capital Improvement Projection at Appendix E :

### **2024-2029**

- **Objective:** Pursue the development of a community center/gymnasiums
  - Site:** Located next to South Whidbey Aquatic Recreation Center as Phase 2 of that project.
  - Funding Plan:**
    - CDBG
    - WWRP-WA
    - LWCF
    - Seeking out additional grant options
  - Grant program alignment with project:**
    - WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation
    - LWCF Objective - acquisition and development of public outdoor recreation areas and facilities
    - CDBG Objective – Support community development activities to build stronger communities. Activities may include infrastructure, economic development projects, public facilities installation, community centers, housing rehabilitation, etc.

- **Objective:** Enhance lake properties to improve access and user experience
  - **Sites:** Goss Lake, Lone Lake, Deer Lake public accesses
  - **Major element:** Development
    - Goss Lake – retaining wall
    - Goss Lake – boat launch
    - Lone Lake – Algae mitigation
    - Lone Lake – picnic shelter, play area, fence
    - Deer Lake –fishing dock
  - Funding Plan:**
    - Work with Department of Fish and Wildlife (property owners) to identify internal or external funding options
  
- **Objective:** Improving Community Park structures, facilities, trails
  - **Sites:** SWPRD locations throughout the District
  - Funding plan:**  
 WWRP-LP with LWCF  
 LWCF with WWRP-  
 SWPRD M&O Budget
  - Grant program alignment with project:**  
 WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation  
 WWRP-Local Parks objective: buildings, campgrounds, cabins, fishing floats, hard court areas, Interpretive kiosks, signs, outdoor swim pools, picnic shelters, play areas, playing fields, restrooms, roads, paths, and parking, view areas  
 LWCF Objective - acquisition and development of public outdoor recreation areas and facilities
  
- **Objective:** Improving Community Park structures, facilities, trails
  - **Sites:** Community Park, Sports Complex
  - **Major element:** Acquisition
    - Acquisition of property to expand services to residents.
    - Acquisition involves screening process (see Appendix D)
  - Funding plan:**  
 WWRP-LP with LWCF  
 LWCF with WWRP-  
 SWPRD Matching Funds as required
  - Grant program alignment with project:**  
 WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation  
 WWRP-Local Parks objective: buildings, campgrounds, cabins, fishing floats, hard court areas, Interpretive kiosks, signs, outdoor swim pools, picnic shelters, play areas, playing fields, restrooms, roads, paths, and parking, view areas  
 LWCF Objective - acquisition and development of public outdoor recreation areas and facilities

- **Objective:** Improving Community Park structures, facilities, trails
  - **Sites:** Community Park, Sports Complex
  - **Major elements:** Development
    - Community Park
      - Maintenance Facility Pavement overlay
      - Water system filtration
      - Crows Nest interior upgrades, elevator renovation
      - Field retaining walls
      - Bathroom renovation
      - Picnic shelter replacement
      - Parking improvements
      - Campground entrance gate/fencing
      - Basketball court overlay/re-level
      - Maintenance Facility additional storage
    - Sports Complex
      - Soccer goal improvements
      - Pavement overlay
      - Rough area regrade
      - Bathroom renovation

**Funding Plan:**

WWRP-WA

LWCF

SWPRD M&O Budget

**Grant program alignment with project:**

WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation

LWCF Objective - acquisition and development of public outdoor recreation areas and facilities

- **Objective:** Develop Campground structures, facilities, trails
  - **Sites:** Located within Community Park
  - **Major element:** Development
    - Create road system
    - Install infrastructure (electricity, water)
    - Build individual and group campsites
    - Build structures
    - Establish access

**Funding plan:**

WWRP-LP with LWCF

LWCF with WWRP-LP

SWPRD matching funds as required

**Grant program alignment with project:**

WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation

WWRP-Local Parks objective: buildings, campgrounds, cabins, fishing floats, hard court areas, Interpretive kiosks, signs, outdoor swim pools, picnic shelters, play areas, playing fields, restrooms, roads, paths, and parking, view areas

LWCF Objective - acquisition and development of public outdoor recreation areas and facilities



- **Objective:** Enhance athletic fields for improved playability, extended seasons

- **Sites:** Sports Complex and Community Park
- **Major element:** Development - \$1.7M
  - Sports Complex Field #4 synthetic surface
  - Community Park Fields #1/#4 irrigation system
  - Community Park Fields #1/#4 drainage system

**Funding plan:**

WWRP-LP with LWCF

LWCF with WWRP-LP

YAF with LWCF

LWCF with WWRP-LP

*Cal Ripken Foundation could substitute for grant-to-grant matching*

*SWPRD matching funds as required*

**Grant program alignment with project:**

WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation

WWRP-Local Parks objective: buildings, campgrounds, cabins, fishing floats, hard court areas, Interpretive kiosks, signs, outdoor swim pools, picnic shelters, play areas, playing fields, restrooms, roads, paths, and parking, view areas

Youth Athletic Facilities objective - provides money to buy land and renovate outdoor athletic facilities such as ball fields, courts, swimming pools, BMX tracks, and skate parks that serve youth. The program focuses on serving youth through the age of 18, who participate in sports and athletics. RCO, however, strongly encourages you to design your facilities to serve all ages and multiple activities.

LWCF Objective - acquisition and development of public outdoor recreation areas and facilities

- **Objective:** Development of a connected trail network to link parks and communities on South Whidbey Island

- **Sites:** Community Park, Highway 525 corridor, Trustland Trails, Useless Bay Maxwellton Rd. corridor, Lone Lake, Goss Lake, Deer Lake public access
- **Major elements:**
  - Community Park -
    - Link to Highway 525 corridor easements
    - Link to Highway 525 corridor construction
  - Highway 525 corridor -
    - Mainline Trail easements
    - Mainline Trail construction
  - Trustland Trails Park -
    - Discovery Loop Trail
    - Challenge Loop Trail
    - 40 Acres Connector Trail
  - Maxwellton Road corridor
    - Link to Langley easements
    - Link to Langley construction
  - Lone Lake/Goss Lake corridor
    - Link to Lone Lake
    - Link to Goss Lake
  - Deer Lake connector
    - Link to Deer Lake

**Funding plan:**

WWRP-Trails with LWCF

LWCF with WWRP-LP

SWPRD matching funds as required.

**Grant program alignment with project:**

WWRP objective - funding for local and state parks, trails, water access, state land conservation and restoration, farmland preservation, and habitat conservation

WWRP-Trails objective: development of benches, tables, bridges and boardwalks, interpretive kiosks, signs, restrooms, trails (hard and natural surfaced), trailheads, and viewpoints

LWCF Objective - acquisition and development of public outdoor recreation areas and facilities

*With the anticipated opening of the South Whidbey Campgrounds and the South Whidbey Aquatic Recreation Center, the following is the staffing plan for new hires from 2024-2026.*

Year	Status	Position	Notes
2024	Full-Time	Administrative Assistant 2	Hired March 2024
2024	Full-Time	Parks Fleet Technician	Hired March 2024
2024	Seasonal	Events/Summer Coordinator	Replaces Parks Seasonal position
2025	Volunteer	Campground Attendant	Receives free camp spot
2025	Full-Time	Parks Technician 1	2025 if campground open, 2026 if not open
2026	Full-Time	Aquatics Manager	In charge of the Aquatic Recreation Center
2026	Full-Time	Aquatics Coordinator	In charge of aquatic programming
2026	Full-Time	Aquatics Facility Coordinator	In charge of all mechanical, building issues
2026	Full-Time	Aquatics Front Desk Lead	In charge of overseeing all front desk duties
2026	Full-Time	Administrative 3 position	To help with HR/Risk Management issues
2026	Part-Time	Lifeguards (numerous)	Some may have to be full time if needed
2026	Part-Time	Custodial	Could be contracted
2026	Part-Time	Front Desk staff (multiple)	
2026	Part-Time	IT staff	Could be contracted





**Section IV**  
**Appendices**

## Appendix A

### Comprehensive Plan Stakeholders

As detailed in Section II above, the South Whidbey Parks and Recreation District is not the only provider of parks and recreation services on South Whidbey Island. Many other local entities support the parks and recreation needs of the citizens of the Parks District or are connected to the mission of the South Whidbey Parks District in some meaningful way. The establishment and maintenance of relationships between the South Whidbey Parks and Recreation District Staff and Board of Commissioners and these other entities and organizations is essential to the most efficient functioning of the Parks District. Each of these organizations and entities will be provided with a formal copy of the approved version of this Comprehensive Plan.

#### **South Whidbey Parks and Recreation District Board of Commissioners**

#### **South Whidbey Parks and Recreation District Leadership Team**

#### **Key Parks and Recreation Stakeholders**

- *South Whidbey Parks & Aquatics Foundation*
- *Port of South Whidbey*
- *South Whidbey School District*
- *Island County Parks*
- *Island County Department of Planning and Community Development*
- *Washington State Parks Department*
- *Friends of South Whidbey State Park*
- *City of Langley*
- *Washington State Department of Fish and Wildlife*
- *Clinton Community Council*
- *Whidbey Camano Land Trust*
- *Island Rowing Association*
- *Island County Public Health*
- *South Whidbey Little League*
- *South Whidbey Youth Soccer Club*
- *South Whidbey Yacht Club*
- *South Whidbey Commons*
- *South Whidbey Children's Center*
- *Island Senior Resources*
- *Island Athletic Club*
- *Whidbey Island Kayaking*
- *Langley Main Street Association*
- *Whidbey Watershed Stewards*
- *Whidbey Audubon Society*
- *Whidbey Environmental Action Network*
- *Island Beach Access*
- *Useless Bay Golf and Country Club*
- *Clinton Chamber of Commerce*
- *Whidbey Island Pickleball*
- *Freeland Chamber of Commerce*
- *Langley Chamber of Commerce*
- *Rotary Club of South Whidbey*
- *Rotary Club of Whidbey Westside*
- *South Whidbey Lions Club*
- *Soroptimists International of South Whidbey Island*
- *South Whidbey Community Center*
- *Whidbey Island Fair*
- *Washington Department of Natural Resources*
- *Whidbey and Camano Island Tourism*
- *Goosefoot*
- *Whidbey Environmental Action Network*

## Appendix B

### Needs Assessment and Comprehensive Plan Development

Since the formal Needs Assessment Survey conducted at the beginning of the preceding Plan period, the Parks District have employed a range of information gathering tools and methods to gain further data on community needs and feed information into the development of this Comprehensive Plan. These tools used during this journey were intended to engage the citizens of the District in the development of this Comprehensive Plan and include the collection, review, and discussion of public comment in various regular forums including Parks District meetings, Master and Comprehensive Plan development initiatives, programs, and other events; a periodic Level of Service Determination (see Appendix C); and direct liaison between Parks District staff and Commissioners and various user groups and key Stakeholders. This information gathering enables the Parks District Staff and Board of Commissioners to develop and maintain an understanding of the prioritized needs of District residents for parks, recreation facilities, and programs on South Whidbey, and fed this Comprehensive Plan.

Needs Assessment Tool	Frequency of use	Stakeholders contacted	Tools used in the conversation	Issues and Concerns raised	Comprehensive Plan Strategies developed
Public input directly to Parks Staff members	Frequent (daily)	Members of various Appendix A Stakeholder organizations, other public citizens	Face-to-face interactions, telephone, email, District website, social media	Direct feedback on various elements of Comprehensive Plan drafts. General feedback on all facets of District programs, facilities, policies, and agreements.	Updates were made to various Plan sections to reflect this input. Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>
Public input directly to Parks Board members	Frequent (daily/weekly)	Members of various Appendix A Stakeholder organizations, other public citizens	Face-to-face interactions, telephone, email, District website	Direct feedback on various elements of Comprehensive Plan drafts. General feedback on all facets of District programs, facilities, policies, and agreements.	Updates were made to various Plan sections to reflect this input. Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>

<b>Needs Assessment Tool</b>	<b>Frequency of use</b>	<b>Stakeholders contacted</b>	<b>Tools used in the conversation</b>	<b>Issues and Concerns raised</b>	<b>Comprehensive Plan Strategies developed</b>
Parks Staff reviews with user groups and key Stakeholders	Frequent (daily/weekly)	Appendix A Stakeholder organizations	Meetings and other face-to-face interactions, telephone, email	Direct feedback on various elements of Comprehensive Plan drafts. General feedback on all facets of District programs, facilities, policies, and agreements.	Updates were made to various Plan sections to reflect this input. Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>
Public input at SWPRD Board of Commissioners meetings	Frequent (monthly)	Members of various Appendix A Stakeholder organizations, other public citizens who appeared at public meetings	Public comment period at the beginning of every District Board meeting	Direct feedback on various elements of Comprehensive Plan drafts. General feedback on all facets of District programs, facilities, policies, and agreements.	Updates were made to various Plan sections to reflect this input. Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>
Surveys of Parks program participants	Frequent (~monthly)	Members of various Appendix A Stakeholder organizations, other public citizens who participated in District programs	Written and electronic surveys, face-to-face contacts	Specific feedback on all facets of District programs, facilities, and policies	Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>
Needs Assessment Survey	Last one-November 2023 – January 2024	Cross-section of entire District population	Formal written survey	Specific feedback on all facets of District programs, facilities, and policies. Direct feedback on future plans, needs, priorities.	Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix

<b>Needs Assessment Tool</b>	<b>Frequency of use</b>	<b>Stakeholders contacted</b>	<b>Tools used in the conversation</b>	<b>Issues and Concerns raised</b>	<b>Comprehensive Plan Strategies developed</b>
Public input to Parks District Master Plan	Frequent (~monthly)	Members of various Appendix A Stakeholder organizations, other public citizens who appeared at public meetings	Public meetings with Master Plan drawings, Plan consultants in attendance. Drawings and plans on semi-permanent display at Parks main office to garner further public feedback.	Specific feedback on District facilities projected in Master Plan	Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>
Draft Comprehensive Plan Public input	Frequent (~monthly)	All Appendix A Stakeholder organizations, other public citizens who appeared at public meetings and/or provided feedback to Parks Staff or Commissioners	Plan drafts presented at and discussed at public meetings. Copies emailed to Appendix A Stakeholder organizations, posted on District website, and available at Parks office.	Direct feedback on various elements of Comprehensive Plan drafts. General feedback on all facets of District programs, facilities, policies, and agreements.	Updates were made to various Plan sections to reflect this input. Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>
Trustland Trails Management Plan Development	Frequent (~monthly)	A subset of Appendix A Stakeholder organizations involved in the Trustland Trails development, other public citizens who appeared at public meetings and/or provided feedback to Parks Staff or Commissioner	Plan drafts presented at and discussed at public meetings. Copies emailed to a subset of Appendix A Stakeholder organizations, posted on District website, and available at Parks office.	Direct feedback on various elements of the Trustland Trails Management Plan drafts. Feedback on Comprehensive Plan elements describing Trustland Trails properties.	Updates were made to various Plan sections to reflect this input. Summary strategy generally reflected in the Plan section titled <i>Specific objectives for Parks, Programs, and Facilities through 2029</i> and Appendix E <i>Capital Improvement Projection</i>



## Needs Assessment Survey Responses

*Conducted November 2023-January 2024*

*557 Responses*

*39% responses from Langley, 29% responses from Freeland, 32% responses from Clinton*

1. Which of the following amenities or facilities have you or your family used at SWPRD in the past year? (check all that apply)
  - Walking Trails- 480
  - Public Access at Deer, Goss or Lone Lake- 297
  - Playground- 216
  - Picnic Shelter- 172
  - Soccer Fields- 161
  - Skate Park/Pump Track- 95
  - Programs at gymnasium at Community Center- 92
  - Special Events- 75
  - Pickleball Courts- 74
  - Baseball/Softball Fields- 71
  - Basketball Courts- 67
2. Rank the following types of programs in terms of what SWPRD should prioritize over the next six years. Listed in order of ranking from highest desire to prioritize to lowest desire to prioritize.
  - Youth Programs
  - Teen Programs
  - Adult Recreation/Sports
  - Youth Sports
  - Senior Recreation/Sports
  - Nature/Environmental Programs
  - Senior Fitness Classes/Adult Fitness Classes
  - Programs for individuals with Special Needs
3. Rank the following outdoor facilities in terms of what SWPRD should prioritize over the next six years. Listed in order of ranking from highest desire to prioritize to lowest desire to prioritize.
  - Trails (paved, gravel or natural)
  - Waterfront/Beach Access and parking
  - Playgrounds
  - Sports Courts (basketball, tennis, pickleball, etc)
  - Picnic Shelters
  - Sports Fields (baseball, soccer, softball, etc)
  - Off leash dog area/Dog agility
  - Disc Golf Course
  - Campground
  - Turf sports field
4. Rank the following indoor facilities in terms of what SWPRD should prioritize over the next six years. Listed in order of ranking from highest desire to prioritize to lowest desire to prioritize.
  - Swimming Pool
  - Gymnasium (basketball, pickleball, volleyball, etc)
  - Space for After School Program (youth/teen)
  - Fitness/Weight Room
  - Hall for larger rentals (receptions, etc)/Rooms for classes/smaller meeting rooms
  - Indoor dog training/dog agility

*Additional comments received from survey available by contacting Parks Director at [director@swparks.org](mailto:director@swparks.org)*

## Appendix C

### Level of Service Determination

The Washington State Recreation and Conservation Office (RCO) recommends determination of a level of service for park and recreation planning, including trails. This analysis uses a State RCO tool to indicate the strengths and weaknesses of the District's parks and trails system and to suggest where additional resources may be needed. This tool uses indicators in each of three categories – Quantity, Quality, and Distribution & Access – each with measurable elements to determine the Level of Service to the population within the District. Also included are the NRPA Park Metrics, which compares South Whidbey Parks and Rec to similar jurisdictions and/or population sizes.

The Needs Assessment process described in detail at Appendix B was used to determine the baseline for the Quality indicator. The Distribution & Access indicator baseline was determined using Geographical Information System (GIS) and incorporates information on access points, barriers to access, and census block data. To determine the baseline for the Quantity indicator, criteria developed by the National Recreation and Park Association (NRPA) are used. The population numbers used in the calculations are:

- 2021 population (from 2020 OFM data): South Whidbey = 16,905, Island County = 86,847
- 2036 population estimates based on the current Island County Comprehensive plan: South Whidbey = 16,803, Island County = 87,917
  - Since both of these are lower than the current population, these projections will be updated when the new Island County Comprehensive Plan is completed in the summer of 2025.

For the purposes of this plan, public facilities throughout the District (not just those facilities owned/operated by the South Whidbey Parks and Recreation District) were used in these calculations.

The National Recreation and Parks Association (NRPA) provides a Park Metrics for agencies to enter data about their agency for the current year and compare it to similar jurisdictions. The extensive survey includes questions from operations, budget, facilities, activities and policies. The following Performance Report was generated and provided by the NRPA specific to South Whidbey Parks and Recreation District (SWPRD).

#### **NRPA Park Metrics**

Metric	South Whidbey Parks and Recreation District	JURISDICTION TYPE Populations less than 20,000 & a Special Districts, etc	JURISDICTION TYPE Special Districts, etc	JURISDICTION TYPE Population less than 20,000
Parks operating expenditure per acre of parkland				
Number of responses		15	104	154
Lower Quartile	\$1136	\$4502	\$2835	\$2219
Median		\$14,519	\$5808	\$3777
Upper Quartile		\$23,075	\$13,289	\$8018

Acres of park per 1000 residents				
Number of responses		17	109	176
Lower Quartile		2.1	3.8	5.9
Median		5.0	9.6	13.0
Upper Quartile	24	11.7	17.1	21.1
Personnel				
Number of funded employees				
Number of full-time staff				
Number of responses		18	114	194
Lower Quartile	7	7.25	18	4
Median		10	40	8
Upper Quartile		18	89	13
Number of part-time staff				
Number of responses		17	112	185
Lower Quartile	8	25	53	7
Median		52	175.5	25
Upper Quartile		136	380.5	55
Workload				
Number of parks or sites agencies maintains				
Total number of parks				
Number of responses		17	112	188
Lower Quartile		3	10	5
Median	8	7	22	8
Upper Quartile		12	50.3	14
Total Park Acres				
Number of responses		17	110	179
Lower Quartile		20	140	52.5
Median		70	532.4	120
Upper Quartile	398	126	1741	214.5
Total Number of trail miles managed or maintained				
Number of responses		15	107	164



Lower Quartile		0	3	2
Median	10	2.5	10.2	4
Upper Quartile		6.3	8.2	10
Facilities				
Populations per facility				
Community Centers	16905	8474	25167	8829
Senior Centers	*	*	58511.5	14000
Teen Center	*	*	54765	14593
Stadiums	16905	*	68264.5	9250
Ice Rinks	*	*	43533.5	8000
Amphitheater	*	*	73262	11100
Nature Center	*	*	82471.5	10633
Facilities				
Population per outdoor facility				
Playgrounds		1346	2752	2013.5
Basketball Courts	4226	3653	5361	3728
Baseball youth	4226	3525	6519	3114
Baseball adult	*	13275	19750	7626.5
Softball youth	4226	5200	8333	5079
Softball adult	4226	5071	12701	5800
Skate Park	16905	13075	37782	10726
Dog Park	8452.5	16948	40000	11100
Rectangular fields- multi use	2817	3250	6699	3859
Rectangular fields- football	16905	*	27266.5	8637
Rectangular fields- soccer adult	3381	7875	9250	6955
Rectangular fields- soccer youth	3381	3937.5	4823	3600
Multipurpose fields synthetic	*	*	49057	9518
Population per swimming facility				
Aquatic Centers	16905	10000	44276	11650
Swimming Pools Outdoor-	*	8086	29036	9745
Therapeutic Pools	16905	*	63001	9553

Population per racquet sports facility				
Tennis Courts Outdoor	16905	2417	5443	2805
Tennis Courts Indoor	*	*	16695	6229
Pickleball Outdoor	16905	2250	12462	3252
Pickleball Indoor-Private/Public	8452.5	*	15187	6885
Racquetball/handball/squash Outdoor	*	*	52741	*
Racquetball/handball/squash Indoor	*	*	15645	8518
Activities				
Percentage of agencies offering Out of School Time activities				
Summer Camp	Skyhawks	0.824	0.931	0.603
Before School Programs	*	0.571	0.394	0.164
After School Programs	*	0.688	0.645	0.452
Preschool	*	0.812	0.609	0.241
Full Day Care	*	0.077	0.115	0.053
Specific Teen Programs	*	0.75	0.793	0.426
Programs for people with disabilities	*	0.714	0.773	0.341
STEM programs	*	0.643	0.679	0.423

**Quantity Criteria:**

Number of Parks and Recreation Facilities	Desired Quantity/Per Capita Average	Difference	Percent Difference	Level of Service Rating
49 (note 1)	52	3	6%	A
Number of Parks and Recreation Facilities	Facilities that Support Active Recreation Opportunities	Difference	Percent Difference	Level of Service Rating
49	49	0	0%	A
System Capacity (note 2) - Basketball	System Demand		Percent Demand met by existing facilities	Level of Service Rating
100 games	125 games		80%	A
System Capacity - Tennis	System Demand		Percent Demand met by existing facilities	Level of Service Rating
7 simultaneous matches outdoor	7 simultaneous matches outdoor 3 simultaneous matches indoor		70%	B
System Capacity – Baseball/Softball	System Demand		Percent Demand met by existing facilities	Level of Service Rating
100 games	125 games		80%	A
System Capacity - Soccer	System Demand		Percent Demand met by existing facilities	Level of Service Rating
200 games	250 games		80%	A
System Capacity – Recreation Courts (used for indoor courts not detailed in other sections)	System Demand		Percent Demand met by existing facilities	Level of Service Rating
100 events	200 events		50%	C
System Capacity - Pool	System Demand		Percent Demand met by existing facilities	Level of Service Rating
50 events	300 events		15%	E
System Capacity - Trails	System Demand		Percent Demand met by existing facilities	Level of Service Rating
500 events	500 events		100%	A

NOTE 1: this count includes all parks and recreation facilities within District boundaries, whether or not they are owned and/or operated by the District. Not counted are the seven private facilities (Island Athletic Club, Useless Bay Golf & Country Club, Sount Island Crossfit, Vibrant Fitness, The Backyard Whidbey, Platinum Fitness and Solid Stone Boxing) where only limited public access is allowed.

NOTE 2: Specific facility types chosen for capacity analysis from NPRA guidelines based on interest from District citizens expressed in Needs Assessment process.

**Quality Criteria:**

Number of Parks and Recreation Facilities	Facilities fully functional for specific design and safety guidelines		Quality Percent	Level of Service Rating
49	41.5 (note 4)		85%	B
Number of Parks and Recreation Facilities	Facilities that meet public satisfaction requirements		Satisfaction Percent	Level of Service Rating
49	41 (note 4)		84%	A

NOTE 4: see the table titled "Data for Level of Service Criteria analysis" below

**Distribution & Access Criteria:**

Number of District citizens within the following service areas: <ul style="list-style-type: none"> <li>• 0.5 mile of a neighborhood park/trail</li> <li>• 5 miles of a community park/trail</li> <li>• 25 miles of a regional park/trail</li> </ul>				
	Total District Population		Percent within Service Areas	Level of Service Rating
16,905 (note 5)	16,905		100%	A
Number of Parks and Recreation Facilities	Facilities that may be accessed safely via foot, bicycle, or public transportation		Access Percent	Level of Service Rating
49	48		98%	A

NOTE 5: for the purposes of this analysis, South Whidbey State Park and trail system are considered a "regional park/trail"

**Data for Level of Service Criteria analysis**

<b>Park site</b>	<b>Number (count) of facilities</b>	<b>Supports Active Recreation</b>	<b>Fully Functional for Design, Safety</b>	<b>Fully Functional for Customer Satisfaction</b>	<b>Accessed Safely via Foot, Bicycle, Public Transport</b>
Community Park	1 (note 7)	1	.8 (note 10)	1	1
Sports Complex	1	1	1	1	1
Trustland Trails	1	1	1	1	1
Maxwelton Trail	1	1	1	1	1
Deer Lake	1	1	0.5 (note 8)	0.5 (note 9)	1
Lone Lake	1	1	0.5 (note 8)	0.5 (note 9)	1
Goss Lake	1	1	0.5 (note 8)	0.5 (note 9)	1
SW State Park	1	1	1	1	1
Possession State Park	1	1	1	1	1
Freeland Hall	1	1	1	1	1
Freeland Park	1	1	1	1	1
Hurt Property	0	0	0	0	0
Baby Island Heights #1	1	1	0.5 (note 8)	0.5 (note 9)	0.5 (note 9)
Baby Island Heights #2	1	1	0.5 (note 8)	0.5 (note 9)	0.5 (note 9)
Mutiny Bay/Frank Robinson	1	1	1	1	1
Double Bluff	1	1	1	0.5 (note 9)	1
Marguerite Brons Park	1	1	1	1	1
Dave Mackie Park	1	1	0.5 (note 8)	0.5 (note 9)	1
Dan Porter Park	1	1	0.5 (note 8)	0.5 (note 9)	1
Saratoga Woods	1	1	1	1	1
Coles Road	1	1	1	1	1
Langley Well Site	1	1	1	1	1
Putney Woods	1	1	1	1	1
Fairgrounds	1	1	1	1	1
Bush Point	1	1	1	1	1
Possession Beach	1	1	1	1	1
Dorothy Cleveland Trail	1	1	1	1	1
Clinton Beach	1	1	1	1	1
Langley Harbor	1	1	1	1	1
Phil Simon Park	1	1	1	1	1
SW School District (former Primary School)	1	1	0.5 (note 8)	0.5 (note 9)	1
Elementary School	1	1	0.5 (note 8)	0.5 (note 9)	1
Middle/High School	1	1	0.5 (note 8)	0.5 (note 9)	1
SW Community Center	1	1	1	1	1
Bayview School	1	1	0.5 (note 8)	0.5 (note 9)	1
Outdoor Classroom	1	1	1	1	1
Cascade Walkway	1	1	1	1	1
Generation Park	1	1	1	1	1

Langley Park	1	1	1	1	1
Anderson/Bangstrom	1	1	1	1	1
Boy & Dog Park	1	1	1	1	1
Seawall Park	1	1	1	1	1
Cedars Park	1	1	1	1	1
Hladkey Park	1	1	1	1	1
DeBruyn/Park	0	0	0	0	0
Holmes Harbor	0	0	0	0	0
Useless Bay CC	0	0	0	0	0
Island Athletic Club	0	0	0	0	0
Hammons Preserve	1	1	1	1	1
Whidbey Institute (Conservation Easement)	1	1	1	1	1
Trillium Forest	1	1	1	1	1
Margurite Brons Park	1	1	1	1	1
Freeland Wetlands	1	1	0.5 (note 8)	0.5 (note 9)	1
Totals	48	48	41.5	41.5	47

NOTE 7: a score of "1" means the facility is counted towards the total described in the column heading

NOTE 8: a score of less than 1 means the District staff considers the facility partially functional for design, safety based on the material condition and/or the historical design/upkeep of the site. The actual rating given is the best estimate given the range of facilities and conditions at the site.

NOTE 9: a score of less than 1 means the District staff estimates a facility is considered satisfactory to a portion of District residents. The actual rating given is the best estimate given the diverse range of uses and users of this facility.

NOTE 10: Campground site not fully functional



**NRPA Park Metric, population <20,000 people (2020 Census: South Whidbey = 16,905)**

ACTIVITY OR FACILITY	RECOMMENDED SIZE AND DIMENSIONS	# UNITS PER POP.	# UNITS REQUIRED IN DISTRICT (2024)	WITHIN DISTRICT BOUNDARIES	POPULAR DEMAND FROM NEEDS ASSESSMENT?	NOTES/EXCEPTIONS
<b>Badminton</b>	Singles – 17'x44'  Doubles – 20'x44'	1 per 5000	4 courts	0 courts	No	No significant interest from Needs Assessment process
<b>Basketball</b>  1. Youth 2. HS 3. College	46-50'x84' 50'x84' 50'x94'  with 5' unobstructed space on all sides	1 per 5000	4 courts	> 4 courts	Yes	> 4 outdoor courts fully public. Many other semi-public courts at school locations are available to citizen league play based on MOU with Parks District.
<b>Handball</b>  (3-4 wall)	20'x40' – Minimum of 10' to rear of 3-wall court. Minimum 20' overhead clearance	1 per 20,000	1 court	0 courts	No	Private option at Island Athletic Club is partly suited to Handball.  No significant interest from Needs Assessment process
<b>Ice Hockey</b>	Rink 85'x200' (minimum 85'x185') Additional 5000 sq. ft. support area	Indoor – 1 per 100,000 Outdoor – depends on climate	1 rink	0 rinks	No	Fee-based option exists within 20 miles (including ferry) at the Lynnwood Ice Center  No significant interest from Needs Assessment process
<b>Tennis</b>	36'x78'. 12' clearance on both sides; 21' clearance on both ends.	1 court per 2000	9 courts	7 courts	Yes	No significant interest from Needs Assessment process
<b>Volleyball</b>	30'X60'. Minimum 6' clearance on all sides	1 per 5000	4 courts	> 4 courts	Yes	> 4 semi-public courts at school locations available to citizen league play based on MOU with Parks District.
<b>Baseball</b>  1. Official	Baselines – 90' Pitching distance 60 ½' foul lines – min. 320' Center field – 400'+  Baselines – 60', Pitching distance – 46' Foul lines – 200' Center field	1 per 5000  Lighted 1 per 30,000	4 fields  1 lighted field	1 full sized, 2.5 Little League fields summer season  0-3.5 total field fall, winter, spring seasons	Yes	1 full-sized field on Parks District property suitable to this activity 2 Little League fields and 1 combination Little League/Youth Softball field, but fields are not all-weather and are subject to closure in fall, winter, and spring

2. <b>Little League</b>	– 200' – 250'			0 lighted fields		seasons.  Lighted field requirement based on 2x District population and is considered “desired” and not yet “required”
<b>Field Hockey</b>	180' x 300' with a minimum of 6' clearance on all sides.	1 per 20,000	1 field	> 1 field	No	Up to 5 full fields available on Parks District property, based on configuration of multi-use fields for this activity.  Activity-specific goals not currently in Parks District inventory
<b>Football</b>	160' x 360' with a minimum of 6' clearance on all sides.	1 per 20,000	1 field	> 1 field summer season  0-1 field fall, winter, spring seasons	Yes	> 1 multipurpose field on Parks District property suitable to this activity, but fields are not all-weather and are subject to closure in fall, winter, and spring seasons.  2 lined fields with goals at school locations available to citizen league play based on MOU with Parks District
<b>Soccer</b>	195' to 225'x330' to 360' with a minimum 10' clearance all sides.	1 per 5,000	3 fields	3+ fields summer season  1-2 fields fall, winter, spring seasons	Yes	Up to 5 fields available on Parks District property, based on configuration of multi-use fields for this activity, but fields are not all-weather and are subject to closure in fall, winter, and spring seasons.  One field at local elementary school, schedule after school and weekends by district is all weather.



<b>¼ Mile Running Track</b>	Overall width – 276' Length – 600.02' Track width for 8 to 4 lanes is 32'	1 per 20,000	1 track	1 track	Yes	1 semi-public 400m track at high school location, available to citizens based on MOU with Parks District.  1 semi-public non-standard distance track at middle school location, available to citizens based on MOU with Parks District
<b>Softball</b>	Baselines – 60 '  Pitching distance– 46', min. 40' women.  Fast pitch field Radius from Plate – 225'  Between foul Lines: Slow Pitch – 275' (men), 250' (women)	1 per 5,000 (if also used for youth baseball)	4 fields	1 full sized, 2.5 Little League fields that can be used for Softball summer season  0-3.5 total field fall, winter, spring seasons	Yes	1 full-sized field on Parks District property suitable to this activity 2 Little League fields and 1 combination Little League/Youth Softball field, but fields are not all-weather and are subject to closure in fall, winter, and spring seasons.  1 fields with correct dimensions at high school location available to citizen league play based on MOU with Parks District
<b>Multiple Recreation Court (basketball, volleyball, tennis)</b>	120' x 80'	1 per 10,000	2 recreation courts	0 recreation courts	Yes	Multiple recreation courts at school locations available to citizen league play based on MOU with Parks District.  Local popularity, interest, participation levels demand greater number per population than NPRA standard, and need for Parks District control of facility scheduling drives this to the top of the project prioritization list (see Appendix E)
<b>Trails</b>	Well defined head maximum 10' width, maximum average grade is 5% not to exceed 15%. Capacity	1 system per region	1 system	0 systems	Yes	Community Park property available to District population however some trails exceed grade requirements. Trustland and

	rural trails – 40 hikers/day/mile. Urban trails – 90 hikers/day/mile.					Maxwelton Trails are also available to the District.  No trail linkage between Community Park trails, Trustland Trails property, and other Park properties. Maxwelton Trail is located across the street from the Community Park entrance.
<b>Archery Range</b>	300' Length x Minimum 10' wide between targets. Roped clear space on sides of range minimum 30', clear space behind targets minimum of 90'x45' with bunker.	1 per 50,000	1 range	0 ranges	Yes	Temporary ranges established on Parks District property for camps, training classes.  Private option at Langley-area Rod & Gun Club
<b>Combination Skeet and Trap Field (8 Stations)</b>	All walks and structures occur within an area approximately 130' wide by 115' deep. Minimum cleared area is contained within 2 superimposed segments with 100-yard radii (4 acres). Shot-fall danger zone is contained within 2 superimposed segments with 300-yard radii (36 acres).	1 per 50,000	1 field	0 fields	No	Private option at Langley-area Rod & Gun Club.  No significant interest from Needs Assessment process
<b>Golf</b>						
1. 9-hole standard	-Average length 2250 yards	N/A	1 18-hole standard course (public)	1 18-hole standard course (public)	Yes	Holmes Harbor Golf Course is a public 18 hole golf course, located within District Boundaries.
2. 18-hole standard	Average length 6500 yards	1/20,000				Private 18-hole course option at Useless Bay Country Club

<b>Swimming Pools</b>	<p><i>Teaching</i> – minimum of 25 yards x 45' even depth of 3 to 4 ft.</p> <p><i>Competitive</i> – minimum of 25 m x 16 m. Minimum of 27 square feet of water surface per swimmer. Ratios of 2:1 deck vs. water.</p>	<p>1 per 20,000</p> <p>(Pools should accommodate 3 to 5% of total population at a time.)</p>	1 pool	0 pools	Yes	<p>Private options at Island Athletic Club (all season) and Useless Bay Country Club (summer season only).</p> <p>District Pool bond passed November 2023, to be opened in 2026</p>
<b>Beach Areas</b>	<p>Beach area should have 50 sq. ft. of land and 50 sq. ft. of water per user. Turnover rate is 3. There should be 3-4 A supporting land per A of beach.</p>	N/A	Unspecified	> 1 beach areas	Yes	<p>Public beach areas generally meeting this specification exist at Parks District-operated Lake facilities and at other public water access sites and parks owned and operated by other entities.</p> <p>Island County is currently engaged in an effort, supported by a broad range of community stakeholder organizations and private citizens, to reestablish public access to various shorelines and bodies of water through the reclamation of existing public properties and other actions. The Parks District is currently a participant in this process.</p>

## Appendix D

### Acquisition Prioritization Matrix

The Parks District Acquisition Criteria Matrix was developed to allow new park properties under consideration to be evaluated against a set of objective criteria. The table below is an example reflects the nominal matrix structure, criteria, criteria descriptions, 10-5-1 scoring evaluation guidelines, and weightings.

Criteria -->	Cost to Acquire	Cost to Establish	Cost to Operate and Maintain	Builds Core	Fills a Location Gap	Water Access	Access to other park property	Current Uses	Potential Uses	Fills a Use Gap	Current Availability
Nominal Weighting	8%	6%	14%	18%	8%	4%	4%	8%	14%	12%	4%
Criteria Description	Pure cost to acquire	Pure cost to get the site up & running, including the infrastructure, to the expected standards by SWPRD constituents. Consider physical access in the rating.	Can the operation of the site be absorbed in existing fixed costs? Consider revenue potential in the rating.	Does the site add to the SWPRD core in the vicinity of Community Park?	Does the site offer a park in an area where no other parks exist?	Does the site offer public access (Swim, boat, etc) to a body of water?	Does the site offer access to a body of water?	How many different types of uses are currently possible at the site?	How many different types of uses are potentially possible at the site in the future?	Does the site offer a park use in an area where no other parks with that same use exist?	Is the site currently available for acquisition
10 score	Low	Low	Existing staff/equipment	Adds to park core	In area with low park density		Yes	Many	Many	Those park users not served in this area	Available now
5 score	Average	Average	Some incremental staff/equipment required	Near core	In area with average park density		No but possible	Some	Some	Those park users partially served in this area	Possibility available in the near future
1 score	High	High	Incremental staff and/or significant incremental required	Not near core	In area of heavy park density		No/ Never	Few	Few	Those park users well served in this area	Not available

## Appendix E

### Capital Improvement Projection 2024-2029

The Parks District Capital Improvement Projection serves as a guide to future capital projects and programs, with detail provided in the section of this plan titled “*Specific objectives for Parks, Programs, and Facilities through 2029*”. The calendar year listed for each individual project represents either a best estimate of the funding of the project given Grant application processes and fund awards, even if the project might actually occur in a later year within the term of the Comprehensive Plan. Examples of the latter come from many of the projects in the “Land Acquisition” category in the Projection – the timeline to many of these is based on factors outside the District’s control so the District projection includes planning for these potential acquisitions early in the Comprehensive Plan period. The table also indicates potential Grant opportunities for the listed projects for which the District intends to apply.

#### *Park Enhancement- Restoration Items*

<b>Cost/Projected Year</b>	<b>Project</b>	<b>Funding Source</b>	<b>Links to this Objective Section III “Looking Forward”</b>
\$175,000/2024	Toro Groundmaster	M&O Budget	Improving Community Park structures, facilities, trails
\$13,000/2024	Zero Turn Bad Boy	M&O Budget	Improving Community Park structures, facilities, trails
\$100,000/2025	Toro Groundmaster 4500	M&O Budget	Improving Community Park structures, facilities, trails
\$20,000/2025	Kubota	M&O Budget	Improving Community Park structures, facilities, trails
\$60,000/2025	Dodge Ram Truck	M&O Budget	Improving Community Park structures, facilities, trails
\$80,000/2027	Dodge Ram Dump Truck	M&O Budget	Improving Community Park structures, facilities, trails
\$80,000/2028	Jacobsen Mower	M&O Budget	Improving Community Park structures, facilities, trails
\$30,000/2026	Minivan	M&O Budget	Provide staff and program support
\$8,000/TBD	Soccer Goals	M&O Budget	Improving Community Park structures, facilities, trails
\$3500/2029	Turfcutter	M&O Budget	Improving Community Park structures, facilities, trails
\$4000/2029	Wheel Debris Blower	M&O Budget	Improving Community Park structures, facilities, trails

### ***Park Enhancement- Development Items***

<b>Project</b>	<b>Funding Source</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>Links to this Objective Section III “Looking Forward”</b>
Outdoor Pickleball Courts	WWRP Private Donations	X						Develop campgrounds structures, facilities and trails
Field #1 and #4 fence replacement	M&O Budget	X						Improving Community Park structures, facilities, trails
Lower bathroom renovation at concession stand	M&O Budget	X						Improving Community Park structures, facilities, trails
Sports Complex Overlay	M&O Budget		X					Improving Community Park structures, facilities, trails
Shelter at the Community Park	M&O Budget		X					Improving Community Park structures, facilities, trails
Campground at Community Park	WWRP Matching Funds		X					Develop campgrounds structures, facilities and trails
Parks Maintenance Shop Overlay	M&O Budget		X					Improving Community Park structures, facilities, trails
South Whidbey Aquatics Recreation Center	Bond DOC			X				Develop campgrounds structures, facilities and trails
Basketball Court at Community Park overlay					X			Improving Community Park structures, facilities, trails
Playground and Picnic Area at Lone Lake					X			Enhancing lake properties to improve access and user experience
Connected Trail Network						X		Develop a connected trail network to link parks and communities on South Whidbey Island
Synthetic Turf Sports Complex Field							X	Improving Community Park structures, facilities, trails



## Appendix F

### Terms and Definitions

These terms and definitions used in the Comprehensive Plan are collected from Washington State Law, Washington State RCO guidelines, and other Parks & Recreation resources.

**Access:** The public's ability to physically use land or water.

**Active recreation:** Predominately human muscle powered.

**Multiple-use:** Use by more than one type of recreation at the same facility at the same time.

**Multi-use:** Use by more than one type of recreation on the same facility but not at the same time.

**Open space:** an area of land or water that either remains in its natural state or free from intensive residential, commercial, or industrial development. Open space can be publicly or privately owned, and includes agricultural and forest land, public parks, natural preserves, undeveloped coastal and estuarine lands, and undeveloped scenic lands. It also includes bodies of water such as lakes and bays. The definition of open space depends on the context. In a more urban environment, for example, a vacant lot or a small marsh can be an open space. A small park or a narrow corridor for walking or bicycling is open space, though it may be surrounded by developed areas.

**Park:** Land or an area set aside for a special purpose, but particularly for leisure or recreation

**Passive recreation: Activities** usually conducted in place and requiring minimal physical exertion such as picnicking, watching a sports event, sunbathing, or relaxing.

**Recreation:** those activities of a voluntary and leisure time nature that aid in promoting entertainment, pleasure, play, relaxation, or instruction

**Trail:** A path, route, way, right-of-way, or corridor posted, signed, or designated as open for travel or passage by the general public but not normally designated as open for the transportation of commercial goods or services by motorized vehicles... an opportunity to experience solitude or companionship, recreation or challenge; an opportunity for the appreciation of nature; a means of achieving renewal of body, mind, and spirit. A trail is a recreational facility that also can serve as a non-motorized route for transportation.

## Appendix G

### References

References used in the development of the South Whidbey Parks & Recreation District Comprehensive Plan

1. **Washington State Recreation and Conservation Funding Board Manual 2, Planning Policies and Guidelines, January 2024**
2. **South Whidbey Parks & Recreation District Master Plan , 16 May 2007**
3. **Island County Comprehensive Plan, 2016**
4. **City of Langley Comprehensive Plan Parks, Open Space, and Trails Element**
5. **Trustland Trails Management Plan 2008**
6. **State of Washington Department of Natural Resources Island County Quitclaim Deed 4205615 dated 6/27/2007 (Trustland Trails Transfer Agreement)**
7. **Island County Planning Department - SEPA Determination of Non-Significance CPA 248/11, 4 November 2011**
8. **Island County Shoreline Master Program 2018**
9. **Getting to the Water's Edge on Whidbey & Camano Islands, Sarah Ann Schmidt, 2006**
10. **Inter-local Agreement between South Whidbey School District and South Whidbey Parks & Recreation District, 15 December 2004**
11. **Inter-local Agreement between Coupeville School District and South Whidbey Parks & Recreation District, 29 April 2011**
12. **Washington State Office of Financial Management, Forecasting Division Population Estimates, from 2020 Census**
13. **Maintenance and Operations Agreements between the District and the Washington State Department of Fish and Wildlife governing the Lone Lake, Goss Lake, and Deer Lake properties**



## Appendix H

South Whidbey Parks & Recreation District

Resolution 2024-02

### Resolution Approving Six Year Comprehensive Plan

**WHEREAS**, South Whidbey Parks & Recreation District considers it in the best public interest to develop and approve a six year comprehensive plan that will guide the planning of parks and recreation facilities in the South Whidbey Island community; and

**WHEREAS**, South Whidbey Parks & Recreation District values the input of its citizens and as such have provided appropriate opportunities for public comment and participation in the comprehensive plan process; and

**WHEREAS**, South Whidbey Parks & Recreation District must develop and maintain a six year comprehensive plan to be considered an eligible grant applicant for some state / federal grant programs;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of South Whidbey Parks and Recreation District of Washington State,

Section 1. There is hereby adopted by reference the South Whidbey Parks & Recreation District's 2024-2029 Comprehensive Plan and attached hereto.

**Adopted** by the South Whidbey Parks & Recreation District's Board of Commissioners at the regular meeting of the Board of Commissioners on the 20<sup>th</sup> day of March, 2024.

Signed and approved by the Chairman the Board of Commissions of South Whidbey Parks & Recreation District this 20<sup>th</sup> day of March, 2024.

*SIGNED:*

\_\_\_\_\_  
*Chair*

\_\_\_\_\_  
*Vice-Chair*

\_\_\_\_\_  
*Secretary*

\_\_\_\_\_  
*Treasurer*

\_\_\_\_\_  
*At-Large*

ATTESTED:

\_\_\_\_\_  
*Secretary*



# Memo

**To:** Board of Commissioners  
**From:** Brian Tomisser, Director  
**Date:** 3.20.24  
**Re:** Campground Design Consideration.

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After meeting with the Campground Committee last month, staff reengaged JA Brennan, who did the initial design work for the campgrounds. To get the design to the 90% completion rate by the end of the calendar year, they quoted \$476,160. We currently have \$206,866 left in the RCO grant, which requires matching funds.

I also met with Allison Dellwo from RCO regarding the project. She expressed some concerns regarding funding a project that does not have a clear short term timeline for completion. As stated earlier, the Campground Committee will be meeting on Monday March 13<sup>th</sup> to discuss.

The Board has two options regarding moving forward with design. You can pause and do nothing with the design portion at this time. You can move forward with the RCO funding for design with the understanding this will require a firm timeline for completion within the next two years, and we will have to find additional funding. Going out to bid with our limited timeline with the RCO funding (has be used by EOY), is not realistic.

Another factor in this is that Island County requires designs for all phases of this project for the permit, but the RCO grant will only cover the cost of the design for Phase 1, so this would have to be broken down and we would have to pay 100% for any design work for anything beyond Phase 1.