

**South Whidbey Parks and Recreation District  
May 15, 2024 – Regular Meeting Minutes**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Jennifer Cox, Erik Jokinen, Krista Loercher and Matt Simms.

Staff Present: Skye Dunn, Tom Fallon, Carrie Monforte and Brian Tomisser

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

**II. Public Comment**

No public comment.

**III. Approval of Minutes**

*The minutes of the Regular Meeting on 04/17/2024, were unanimously approved in a motion made by Erik.*

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

**A. Summary Treasurer's Report**

Matt reviewed the treasurer's report with the board.

**B. Voucher List Approval**

*In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #12840 through #12909 in the amount of \$99,747.91, and Capital Fund Voucher #47 in the amount of \$110.00.*

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

Brian reviewed the Staff Report with the commissioners. Matt provided an update on current grant applications for LCWF and WWRP Local Parks to cover aspects of the South Whidbey Aquatic Recreation Center (SWARC).

**A. Recreation Seasonal Report**

Skye provided a presentation on upcoming summer recreation program offerings.

**VI. Committee and Community Meeting Reports**

Jennifer reported on the property at the intersection of Maxwellton & SR525 which is pending sale. Krista reported takeaways from a Sno-Isle Libraries presentation regarding disabled hikers. Krista suggested looking at District offerings and improving communication to the public about accessibility at existing parks and facilities.

Matt provided an update on the solar plus storage grant contract and propane generators.

**VII. Unfinished Business**

**A. Comprehensive Plan Programs**

**1. Lakes Property**

a) Dock at Deer Lake

Brian reported that the WA Department of Fish and Wildlife indicated that dock project is going through a Hydraulic Project Approval process.

## **2. Campground**

### **a) Island County Permit Update**

Brian provided updates from a meeting with Island County regarding the permit for the campground including a need for an updated site plan. Once the County has the updated site plan, the District would receive a detailed 'to do' list. The County indicated that permits are good for 5 years, with extensions possible. The campground committee will meet June 10<sup>th</sup> to discuss this further.

## **3. Aquatic Recreation Center**

### **a) Incentive for SWPAF Pool Donors**

Brian stated that he was approached regarding incentives for individuals making monthly donations to support swimming programs, including a possible tour of the facility.

## **B. Authorization for ARC to proceed with their work on the Aquatic Recreation Center**

Brian and the board discussed the projected timeline for the receipt of bond funds and options to authorize proceeding with the SWPARC project.

*Matt made a motion to authorize ARC Architects up to an additional \$100,000 to complete design changes in the Design Development phase and the motion was unanimously approved.*

## **VIII. New Business**

### **A. Policy Manual Updates – Sections 1, 2, 3 and 4**

Brian presented an update to the previous draft of sections 1, 2, 3 and 4 of the District Policy Manual and the board suggested final edits.

*Krista made a motion to approve the updates of section 1,2,3,4 in the policy manual, including the addition of a minimum 30-minute lunch in section 4.40, and a correction referring to the including policy manual in section 4.58.*

### **B. Diamond Dust Infield Mix Purchase – Discussion/Decision**

Staff discussed a budgeted purchase of sole source product of Diamond Dust Infield Mix.

*Matt made a motion to authorize the expenditure not to exceed \$8,000 for Diamond Dust Infield Mix, and it was unanimously approved.*

### **C. Additional Service Aquatic Recreation Center, Water Supply to Site - Possible Action**

Brian displayed an add service request from ARC to bring water service to the SWARC site.

*Matt made a motion to approve an add service request from ARC to bring water service to the SWARC site in an amount not to exceed \$135,525, and it was unanimously approved.*

## **IX. Adjournment**

There being no further business, the meeting was adjourned at 8:30 p.m.

Approved: 06/19/24

Submitted by: Carrie Monforte

