

**South Whidbey Parks and Recreation District
June 18, 2024 – Regular Meeting Minutes**

Regular Meeting Minutes

I. Call to Order

Commissioners Present: Jennifer Cox, Jake Grevé, Krista Loercher and Matt Simms.

Staff Present: Tom Fallon, Shelby Lubchuk, 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 Regular Meeting on May 15, 2024, were unanimously approved in a motion made by Jake.

IV. Treasurer's Report/Voucher List Approval

A. Summary Treasurer's Report

Matt reviewed the treasurer's report with the board.

B. Voucher List Approval

In a motion made by Matt, the Board unanimously approved the Maintenance and Operations Fund Vouchers #12910 through #12973 and #12977 in the amount of \$290,558.61, and electronic payments in the amount of \$21,739.65.

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

Staff reviewed the Staff Report with the commissioners.

VI. Committee & Community Meeting Reports

Campground – Krista & Jake reported on a recent campground committee meeting and presented a tentative project timeline through Campground construction.

Swimming Pool – Matt provided a JACC committee report, noting that they had met and reviewed requested changes and surveyed local facilities since the last board meeting. Matt updated the board on application status for WWRP and LWCF grants for the SWARC. Matt reported that the emergency back-up generator at the SWARC could be run on multiple kinds of gas, in response to concerns from the Kicking Gas group.

Clinton Community Council – Jennifer reported that Clinton is putting in a new readerboard at Clinton Community Hall; South Whidbey School District is searching for a new Superintendent; Port of South Whidbey and Langley action on housing at the Fairgrounds; charging EV stations in the works in South Whidbey locations.

VII. Unfinished Business

A. Comprehensive Plan Programs

Lakes Property - Brian provided an update regarding the state of the Deer Lake dock and buoy line and conveyed that the WA Department of Fish anticipates significant progress in the next week.

Aquatic Recreation Center

Brian reported on an on-site meeting with Davido and ARC to discuss water access to the site of the SWARC. They are looking into whether it would be efficient and cost effective to use a previous well that is inactive for the primary well for the SWARC.

Brian reported that Paul Curtis will virtually attend Board meetings quarterly to give an update and answer questions, starting in August or September.

Brian stated that he hopes to schedule a SWARC board workshop later in the summer to go over important updates in the project.

Brian stated that community members can access a page from the SWPRD website's homepage where there will be regular updates on the SWARC project.

VIII. New Business

A. Authorization for Submitting Washington State grants. Resolution 2024-03 to submit to Land and Water Conservation Fund Grant and Resolution 2024-04 to submit to Washington Wildlife and Recreation Coalition.

Brian provided grant application resolutions for the Board's review.

Jake made a motion to approve Resolution 2024-03 Application Resolution/Authorization Project number 24-2007 South Whidbey Aquatic Recreation Center LWCF, and the motion was unanimously approved.

Jake made a motion to approve Resolution 2024-04 Application Resolution/Authorization Project number 24-2008 South Whidbey Aquatic Recreation Center WWRP, and the motion was unanimously approved.

B. Field Policy Updates for Policy Manual- Discussion and possible motion to approve

Brian provided an updated draft of the Field Policy for the Board's review. Brian stated that the policy was sent to Little League and the Youth Soccer Club and their feedback was incorporated into the draft.

Jake made a motion to approve the updated Field Policy as written, and to add it to the Policy Manual under section 3.03.06, the 'Field Use' section, and the motion was unanimously approved.

C. Cyber Security Check Up with the State of Washington- Results

Brian provided a report from the State of Washington 'Cyber Check Up' with a list of recommendations for improving the District's practices and indicated that staff will begin incorporating changes. Brian stated that a Cyber Security section of the policy manual will be brought to the Board later in 2024.

D. Sports Complex Asphalt Bid Approval

Brian displayed four bids to overlay the asphalt of the Sports Complex parking lot plus the alternative bid to asphalt the maintenance parking lot. The 2024 budget has \$130,000 allocated for this project. The lowest bid was from Krieg Construction for a total \$96,259 plus tax for both the base bid and the alternative bid.

Jake made a motion for the Parks enter a contract not to exceed \$105,000 with Krieg Construction for overlaying the asphalt at the Sports Complex and asphalt parking lot and laying new asphalt at the Maintenance Facility and the motion was unanimously approved.

E. Resolution 2024-05 to Close the Property Fund

Matt made a motion to approve Resolution 2024-05 Resolution to Close Property Fund #665, and the motion was unanimously approved.

F. Resolution 2024-06 to re-open the Construction Fund

Matt made a motion to approve Resolution 2024-06 Resolution to Open Construction Fund #741, and the motion was unanimously approved.

IX. Adjournment

There being no further business, the meeting was adjourned at 7:20 p.m.

Approved: 07/17/24

Submitted by: Carrie Monforte

