

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

Regular Meeting Minutes

I. Call to Order

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

Staff Present: Tom Fallon, Shelby Lubchuk, and Brian Tomisser

Erik called the Regular Meeting to order at 6:05 p.m. The attendance sheet is attached for permanent records only.

II. Public Comment

No public comment.

III. Approval of Minutes

The minutes of the Regular Meeting on July 17, 2024, were unanimously approved in a motion made by Krista.

IV. Treasurer's Report/Voucher List Approval

A. Summary Treasurer's Report

Treasurer's report was not received.

B. Voucher List Approval

In a motion made by Jake, the Board unanimously approved the Maintenance and Operations Fund Vouchers #13065 through #13156 in the amount of \$176,387.35, electronic payments in the amount of \$21,678.17, and Construction Fund Vouchers #2 through #4 in the amount of \$76,223.37.

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

Brian reviewed the Staff Report with the commissioners. Brian stated that Skye would provide a report on the triathlon at the September meeting.

Krista gave feedback that she likes the new signage at the lakes that have the Dept. of Fish & Wildlife logo on them rather than SWPRD, which makes it clearer which organization should be contacted when questions or concerns arise.

Krista asked for an update on the email that had come in last month from a former Commissioner who was wanting to share input. Brian reported that he has not yet received a response on his offer to meet with them.

Brian gave an update on the office move across the street. He stated that Backbreakers has been hired on September 20th to do the heavy lifting. The District Office will be closed 9/20-25 to transition the offices. It will open earlier if possible.

VI. Committee & Community Meeting Reports

Nothing new to report.

VII. Unfinished Business

A. Comprehensive Plan Programs

1. Lakes Property

a) Dock at Deer Lake

Brian reported that the cement block and gangplank at the old dock at Deer Lake was successfully removed for safety reasons.

b) Shoreline at Goss Lake

Brian stated that he was contacted by a resident concerned about the condition and steepness of the shoreline at Goss Lake. He is a contractor and is interested in helping install a dock at that location. Brian put him in touch with the DFW.

2. Pickleball Courts

a) Updated Court Designs

Brian shared updated designs which were submitted to the county for a pre-app meeting scheduled for Sept. 4th. Based on public feedback, this version adds barriers/fencing between the courts and gives more lateral space between the courts (the court size remains standard). Tom said it would be helpful if the interior fencing were removable for maintenance and cleaning purposes. Erik and Krista agreed. Erik mentioned removable fencing would keep it more versatile as a multipurpose space as well.

b) Donor Recognition

Brian reported that an inquiry from Whidbey Island Pickleball was made if a plaque with the names of donors to the new courts, through Whidbey Island Pickleball, will be allowed. They also mentioned possibly selling pledge tiles. Erik suggested the donor names be placed on the hitting wall.

3. Aquatic Recreation Center

a) Arborist

Brian reported that he is looking to hire an arborist, at the request of the civil engineers. He and Tom are meeting Monday morning to walk the perimeter to assess tree survivability for some of the trees.

b) Ecology Review

Brian reported that SWPRD has contracted with Hamer Environmental for the ecology review, to provide a wetland report.

c) Project Manager

Brian stated that SWPRD is starting work on a RFP for a project manager for this project – hoping to be hired in next month or so before going out to construction.

B. Aquatic Recreation Center

1. Discussion of JACC recommendations

After discussion, the Board agreed to approve 4 of the 6 items recommended by JACC: converting vending machine space for the bathrooms, recessed eyes to pool walls, converting game lawn to patio, and pressure washer system. The Board tabled other items – propane fireplace and dedicated spa hydronic loop – until after bid opening.

VIII. New Business

A. Policy Manual Sections 5 and 6 (Finance and Parks) – Discussion and possible approval

Brian presented an updated version of section 5 and 6 to the District Policy Manual.

Krista made a motion to approve section 5 and 6 of the policy manual as adjusted, and the motion was unanimously approved.

B. Deeding 10' of Right of Way to County as part of Aquatic Recreation Center project.

Brian explained as part of the Aquatic Recreation Center project permitting process, Island County requires that 10' Right of Way along Maxwellton be deeded to the County for future possible road widening, or adding curbs/sidewalks/bike lanes etc.

Jake made a motion to approve the conveyance to deed the 10 ft strip of land right of way to the county and to designate authority to the SWPRD Director to sign the deed.

C. Replacing of fence at the Community Park.

Brian discussed \$20,000 was budgeted in the 2024 budget to replace the fence line along fields 1 and 4 at the Community Park. The proposed new fence would be a black coated steel fence, like what is seen at the basketball courts. Three quotes or responses were received in writing:

- McBride Fence, Inc: \$19,624.00 + tax
- Fence Economy Center \$24,739.45 + tax
- City Wide Fence Out of our service area

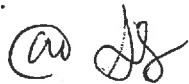
Krista motioned to approve entering into contract with McBride Fence in the amount of \$19,624.00 plus tax to furnish and install fencing along field 1 and 4 and it was unanimously approved.

IX. Adjournment

There being no further business, the meeting was adjourned at 7:37 p.m.

Approved: 09/18/24

Submitted by:

A handwritten signature in black ink, appearing to be initials or a stylized name, located below the 'Submitted by:' text.