

**South Whidbey Parks and Recreation District**  
**October 16, 2024 – Budget Workshop & Regular Meeting Minutes**

**Budget Workshop**

**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 6:01 p.m. The attendance sheet is attached for permanent records only.

**II. 2025 Budget Workshop**

The board and staff discussed the 2025 Budget and 6-Year Forecast

**III. Adjournment**

There being no further business, the meeting was adjourned at 6:13 p.m.

**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 6:13p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

Martin Coombe and Mackenzie Peterson addressed the board regarding usage of the South Whidbey Complex by the South Whidbey Youth Soccer Club.

Rich Bacigalupi, from the South Whidbey Parks & Aquatics Foundation, addressed the board regarding decision-making with respect to the South Whidbey Aquatic Recreation Center (SWARC) budget estimates, requesting that they prioritize the intended use of the facilities, such as aquatics and fitness.

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

**A. Summary Treasurer's Report**

The board was provided with a profit & loss statement

**B. Voucher List**

Brian reviewed the voucher list.

**IV. Consent Agenda:**

**A. Approval of Minutes**

**B. Voucher List Approval**

*The Consent Agenda was unanimously approved in a motion made by Erik.*

The consent agenda included:

- Approval of the minutes of the regular board meeting on September 18, 2024 and

- Approval of the Vouchers #13232 - #13248 in the amount of \$22,961.83; Vouchers #13264 - #13284 in the amount of \$183,123.13; Direct Deposit payroll payments in the amount of \$37,122.3; Electronic payments in the amount of \$25,542.67; and Construction Fund Vouchers #6 through #7 in the amount of \$34,492.69.

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

Brian reviewed the Staff Report with the commissioners.

**VI. Committee & Community Meeting Reports**

- A. Governmental Parks Group**
- B. Interlocal 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**

Krista reported on conferences she'd attended and their focus on recreation accessibility and provided suggestions on how SWPRD can provide good information so that individuals can make informed choices for themselves about accessibility to our facilities. There were no other reports.

**VII. Unfinished Business**

**A. Comprehensive Plan Programs**

**Pickleball Courts**

Brian briefed the board regarding permitting issues relating to SEPA, septic, and traffic concerns, and challenges due to multiple projects (Pickleball, Campground, SWARC) happening on the same parcel.

Brian provided an update on the fundraising progress from the Pickleball community for pledged grant matching donations for the pickleball project.

**Fields**

Brian discussed septic issues at the Sports Complex with heavy Soccer Club usage and the pickleball expansion, and the possibility of adding a septic tank to alleviate that problem.

**VIII. New Business**

**A. Campground Funds**

Brian and the board discussed campground updates regarding paying JA Brennon to update the campground site plan, and using the remaining balance of the funds to make a large principal payment toward the loan for the campground property. Brian said he'd engage JA Brennon for the updated site plan, which would cost around \$5,000, then bring a final figure back to the board to approve for a principal payment.

**B. Project Manager for SWARC**

Brian provided a presentation regarding hiring a project manager for the Aquatic Recreation Center project. Brian reported that after a RFQ process, interviews had been conducted with two firms, references checked, and a firm selected to negotiate with.

*Krista made a motion to enter into contract with Bloom Projects LLC in an amount not to exceed \$226,881 for project management services, and the motion was unanimously approved.*

**C. Solar Array Funding for SWARC**

Brian and the Board discussed the SWARC budget and Solar Array design, install costs, and grant availability.

*Jake made a motion to approve ARC to make the SWARC solar ready, but not add the components for the solar array into the bid packet, and the motion was unanimously approved.*

**IX. Adjournment**

There being no further business, the meeting was adjourned at 7:55 p.m.

Approved: 11/20/24

Submitted By:



Krista Loercher