

**South Whidbey Parks and Recreation District
November 20, 2024 – Budget Hearing and Regular Meeting Minutes**

Budget Hearing

I. Call to Order

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

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

Jennifer called the budget hearing to order at 6:00 p.m. The attendance sheet is attached for permanent records only.

There was no public comment.

II. 2025 Budget Hearing

Brian reviewed the 2025 budget with the commissioners and highlighted the updates in the budget.

There was no public comment on the budget.

III. Adjournment to Regular Meeting

There being no further business, the meeting was adjourned at 6:11 p.m.

Regular Meeting Minutes

I. Call to Order

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

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

Jennifer called the Regular Meeting to order at 6:11 p.m. The attendance sheet is attached for permanent records only.

II. Public Comment

No public comment.

III. Treasurer's Report/Voucher List

A. Summary Treasurer's Report

Brian reviewed the treasurer's report with the board.

B. Review of Voucher List

Brian reviewed the voucher list with the board.

C. Credit Card Limits

Brian discussed the purchasing limits were increased a few meetings ago, however, the credit card limits don't reflect that and have been maxed out a couple months in a row causing staff to be unable to make needed purchases.

With feedback from the Board, Brian proposed raising the credit card limit to \$10,000 for the Director's card and \$5,000 for the other staff credit cards.

Krista made a motion to increase the credit card limit to \$10,000 for the Executive Director and \$5,000 for the other three staff credit cards for a total of \$25,000 and the motion was unanimously approved.

IV. Consent Agenda

A. Approval of Minutes (10/16/2024)

B. Voucher List Approval and Construction Fund

Vouchers #13305 - #13331 in the amount of \$45,848.90; Vouchers #13347 - #13370 in the amount of \$54,569.77; Direct Deposit payroll payments in the amount of \$40,017.54; Electronic payments in the amount of \$21,140.48; and Construction Fund Vouchers #8 - #11, in the amount of \$79,240.65.

Erik made a motion to approve the consent agenda, and the motion was unanimously approved.

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

Brian reviewed the Staff Report with the commissioners.

Krista asked about triathlon committee meetings. Brian answered there have been a couple so far, and the next meeting is set for January.

VI. Committee & Community Meeting Reports

A. Clinton Community Council – Brian reported attending the Clinton Community Council public meeting. Island County did a presentation about the Clinton sub area plan as part of their comprehensive plan and noted how they're going to engage Clinton as part of that plan.

B. Trails – Krista reported Island County is working on a comprehensive plan update and are looking at their parks and trails plans and they have a survey out right now – the South Whidbey District is mentioned in this. Please take the survey and give feedback or send in comments.

Krista had reported on an online book event she attended last winter for the disabled hikers' guide. She now has a meeting with this author, Syren, to discuss a project where they would do a disabled hikers guide to Island County through the tourism department – it would not be an exhaustive guide. They plan to select certain trails for the disabled hiker's guide – making sure there is good distribution between Camano and Whidbey. Their work may be able to be expanded or continued then by students or an intern then through Whidbey Camano Land Trust or through Woodhaven High School.

There were no further committee reports.

VII. Unfinished Business

A. Comprehensive Plan Programs

Pickleball Courts

Brian reported that permit documents had been submitted to the County and that if the responses from the county were positive and affirmative, hopefully it will go out to bid in January or February.

Fields

Brian reported he and Skye had a positive meeting with the soccer club president and vice-president, in response to their public comments during last month's board meeting.

Campground

Brian reported that the updated quote to get the site plan completed was higher than originally anticipated due to extra steps they had to take - \$9450. He reported things are moving forward and he expects the site plan to be started in December and completed in December or January.

Pool

Brian reported a change in the pool filter system (from a regenerative pool filter system to a sand-based filter system) after getting feedback from ADG, the pool designers. This was also agreed upon by ARC and Bloom.

B. 2025 Budget Approval

Brian highlighted changes in the Levy Certification and Budget Narrative to reflect the latest numbers provided for bond payments.

1. Budget Narrative

Krista made a motion to approve the budget for 2025, and the motion was unanimously approved.

2. Resolution 2024-08 2025 Budget

Krista made a motion to approve resolution No. 2024-08 for the 2025 budget, and the motion was unanimously approved.

3. Levy Certification

Krista made a motion to approve the levy certification for the 2025 budget, and the motion was unanimously approved.

VIII. New Business

A. Bloom Projects LLC, Introduction of Marc Bloom

Marc Bloom introduced himself, spoke about Bloom Projects LLC, and answered questions from the Board.

Brian highlighted key upcoming project dates:

- Nov. 25th – 75% set – at this point all the subs have given ARC and all of them their information – and it will then be our chance to scrutinize the document to get it to 100% and a completed set
- Dec. 2nd – JACC committee meeting to meet Marc
- Dec. 11th – Cost estimates

X. Adjournment

There being no further business, the meeting was adjourned at 7:14 p.m.

Approved: 12/18/24

Submitted by: 