

**South Whidbey Parks and Recreation District
January 22, 2025 – Regular Meeting Minutes**

Annual Meeting Minutes

I. Call to Order

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

Staff Present: Tom Fallon, Carrie Monforte and Brian Tomisser

Cox called the Annual Meeting to order at 6:02 p.m. The attendance sheet is attached for permanent records only.

II. Election of Officers for 2025 Board of Park Commissioners

The commissioners approved the following positions for 2025 Board of Park Commissioners:

Chair: Jennifer Cox

Vice-Chair: Erik Jokinen

Secretary: Krista Loercher

Treasurer: Matt Simms

At Large: Jake Grevé

Erik made a motion to maintain the current board officer assignments through 2025, and it was unanimously approved.

III. Commissioner Committee Assignments

In a motion made by Jake the board unanimously approved the revisions to the following committee assignments through 2025:

Committee	Commissioner 1	Commissioner 2	Alternate
Governmental Parks Group	Grevé	Loercher	Cox
Inter-local Committee	Jokinen	Cox	Grevé
Comprehensive Plan Programs	Simms	Loercher	Cox
Campground	Loercher	Grevé	Simms
Maintenance/Capital Projects	Grevé	Cox	Loercher
Pickleball	Jokinen	Simms	Cox
Sports Fields	Jokinen	Simms	Cox
Lake Properties	Grevé	Loercher	Jokinen
Trails	Cox	Simms	Grevé
Swimming Pool	Simms	Jokinen	Loercher

IV. Adjournment

There being no further business, the meeting was adjourned at 6:09 p.m.

Regular Meeting Minutes

I. Call to Order

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

Staff Present: Tom Fallon, Carrie Monforte and Brian Tomisser

Jennifer called the Regular Meeting to order at 6:09 p.m. The attendance sheet is attached for permanent records only.

II. Public Comment

James DeLong of Clinton addressed the board regarding the Groove Fitness program and the instructor's interpersonal experience with Parks & Rec.

Candace LeVine of Langley addressed the board regarding Groove Fitness program and asked if her letter had been received, and how people could pay for the class and other programs. Brian indicated that he'd respond to her questions and letter.

Mary Hurley offered comment regarding her positive experience with the Groove Fitness class, and inquired about letter response and whether public comments would be recorded in the minutes.

III. Treasurer's Report

A. Summary Treasurer's Report

Matt reviewed the treasurer's report with the board.

B. Review of Voucher List

Brian reviewed the updated voucher list with the board.

IV. Consent Agenda

A. Minutes for 12/18/25

B. Voucher List and Construction Fund Approval

Maintenance & Operations Vouchers #13454 - #13470 and #13489 - #13507 in the amount of \$33,762.25, Direct Deposit payroll payments in the amount of \$40,295.69, and Electronic payments in the amount of \$26,987.31; Capital Fund Voucher #49 in the amount of \$4,417.75; and Construction Fund Vouchers #17 - #19 in the amount of \$206,704.77.

Krista 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.

VI. Committee & Community Meeting Reports

Lake Properties – Krista requested that the District reach out to Washington State Department of Fish & Wildlife to schedule the annual meeting regarding the lake properties.

Interlocal Committee – Erik requested that we set up a meeting with the new Superintendent of the SWSD re. interlocal agreements.

VII. Unfinished Business

A. Comprehensive Plan Programs

Pickleball Courts

Brian relayed that Whidbey Pickleball Club had met their fundraising goal of \$50,000 towards the Pickleball Courts project. Brian provided an update on the permit progress for the Pickleball Courts project. Brian stated that he was working with RCO on a grant change of scope to ensure that items such as ADA parking were included.

Aquatic Recreation Center

Brian relayed that DCW had provided updated cost estimates for the facility and that he anticipates going out to bid in the spring and including deductive alternates.

Brian provided an update regarding the Solar Program Manager for the grant, indicating a likelihood that we will receive an extension through the end of the calendar year.

Campground

Brian invited the campground committee to meet with JA Brennan on January 30th to review the updated site plan.

VIII. New Business

A. Eagle Scout Project – Construction of a Kiosk at Trustland Trails

Brian presented an Eagle Scout project proposal by Andrew Mellish to build a kiosk in the Trustland Trails trail system. Pending board approval, Andrew would raise the funds and volunteers for the project to be installed at a spot identified by Tom & Brian.

Erik made a motion to approve Andrew building a kiosk in Trustland Trails, and the motion was unanimously approved.

B. Class & Compensation Study – Entering contract with Public Sector Personnel Consultants

Brian displayed three bids for a Class and Compensation Study. Brian noted that in addition to wages and benefits for current positions, new positions anticipated to be part of the Aquatic Recreation Center would be included in the study. This information would be used to get updated operational costs, to prepare for coming levies.

HR Compensation Consultants	\$28,220
Compensation Connections	\$32,400
Public Sector Personnel Consultants	\$8,500

Brian reported that Public Sector Personnel Consultants had been selected and was within the Director’s signing authority, but waited to enter into an agreement until after the board had an opportunity to ask questions.

C. Resolution 2025-01 Deeding Property to Island County for Aquatic Recreation Center and Pickleball Project

Brian reviewed the requirement to deed 20-foot a strip of land along Maxwelton Rd. for the permitting of the Aquatic Recreation Center, and a 10-foot strip of land along Langley Rd. for the permitting of the Pickleball Court project, for future possible widening, or adding curbs, sidewalks, or bike lanes. Brian relayed that ARC Architects confirmed that the action would have no impact on the current design of the Aquatic Recreation Center, and that the 10-foot section along Langley Road would have no impact on the fields, as this space is currently lined with trees.

Krista made a motion to approve Resolution 2025-1 Conveyance of Land to Island County, which will deed to Island County 20-foot of property for the South Whidbey Aquatic Recreation project and 10-foot of property for the Pickleball Project, and it was unanimously approved.

D. Purchase of Park Maintenance Truck

Brian displayed quotes for the budgeted purchase of a Maintenance truck. Brian indicated that staff were attempting to purchase a 2024 model for savings, however, dealerships would not

hold a model without payment. If approved, staff would make a deposit of \$1,000 to hold the 2024 model. If, by the time we can make deposit, a 2024 model was not available, the 2025 model would be purchased.

Foothills Toyota	2024 Pricing	\$57,5483.23 – Tax Included
	2025 Pricing	\$60,289.02 – Tax included
Swickard Toyota	2024 Pricing	\$58,037.07 – Tax Included
Marysville Toyota	Unable to give an out the door cost	
Rodland Toyota	Unable to give an out the door cost	

Jake made a motion to approve the purchase of a new Toyota Tacoma truck not to exceed \$60,289.02 and it was unanimously approved.

IX. Adjournment

There being no further business, the meeting was adjourned at 7:15 p.m.

Approved: 02/19/25



Krista Loercher, Secretary

Minutes prepared and submitted by:



Carrie Monforte, Business Manager