

# **South Whidbey Parks & Recreation District**

March 18, 2026

Regular Board Meeting @ 6:00pm

Parks District Headquarters

5476 Maxwellton Rd., Langley WA

Online attendance is available. Visit [swparks.org/about/meetingsminutes](http://swparks.org/about/meetingsminutes) or email [director@swparks.org](mailto:director@swparks.org) for more information.

## **I. Call to Order**

## **II. Public Comment**

## **III. Financial Report**

### **A. Financial Report**

### **B. Review of Voucher List**

## **IV. Consent Agenda**

### **A. Approval of Minutes (02/18/2026)**

### **B. Voucher List**

## **V. Staff Report**

## **VI. Committee and Community Meeting Reports**

Where applicable, committee reports may move to unfinished or new business.

## **VII. Unfinished Business**

### **A. Comprehensive Plan Programs**

## **VIII. New Business**

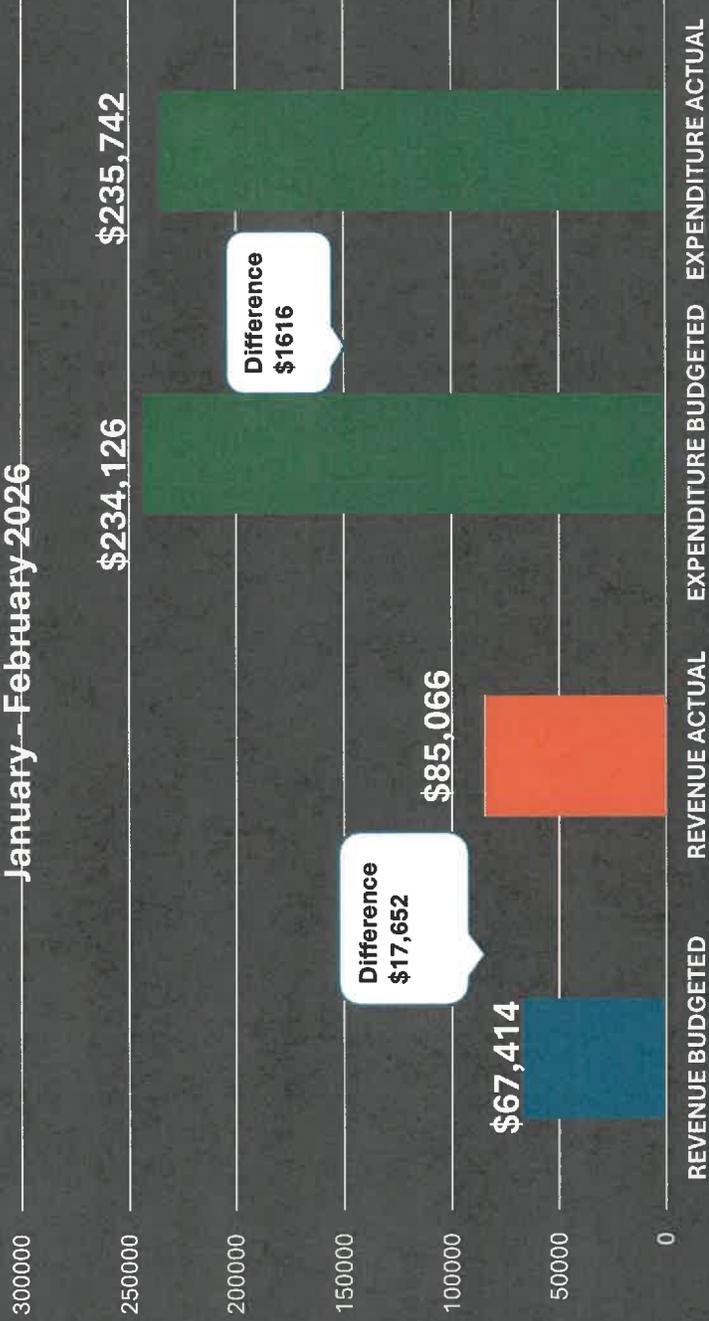
### **A. Port of South Whidbey Agreement- Discussion and Possible Action**

### **B. Dedication of Benches at SWARC- Discussion and Possible Action**

## **IX. Adjournment**



## CUMULATIVE for GENERAL FUND January - February 2026



Notes: \* Difference in revenue due to more property tax received in Feb. than expected



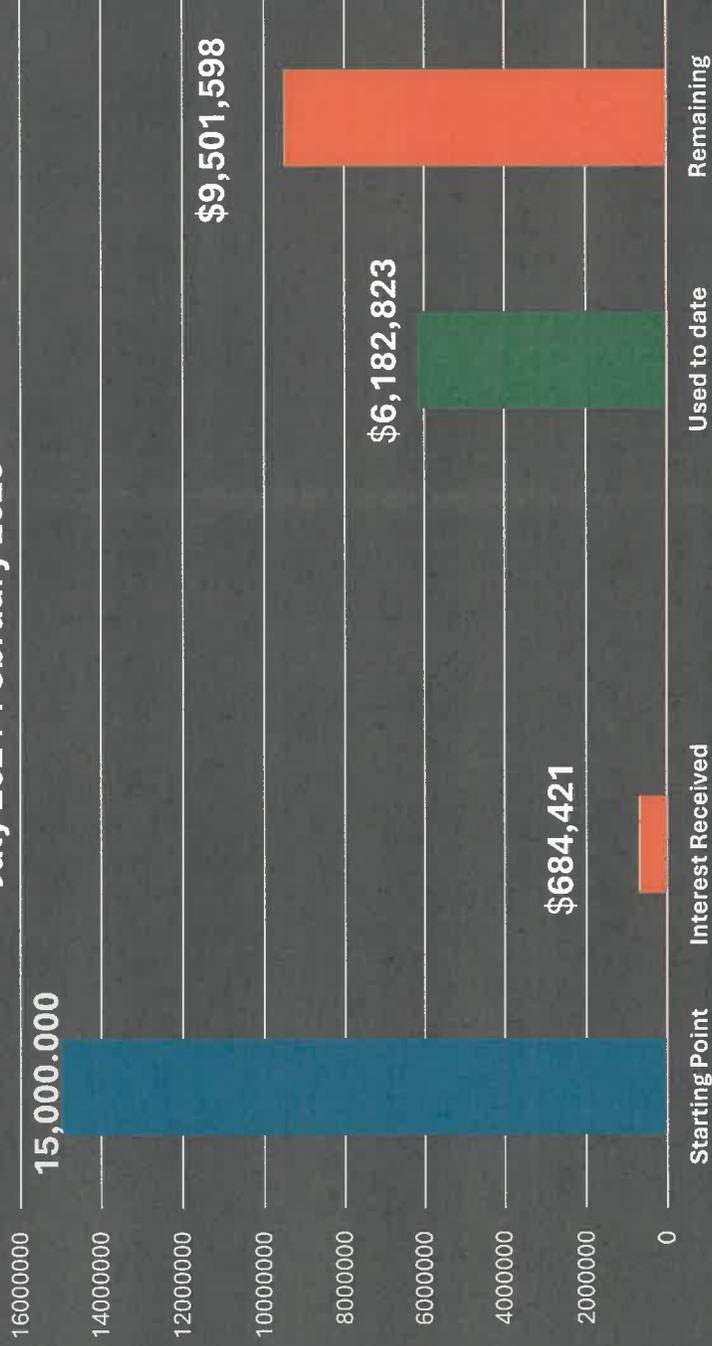
## FUND BALANCES February 2026



Note: Capital reserve will be spend on rope structure for Castle Park playground



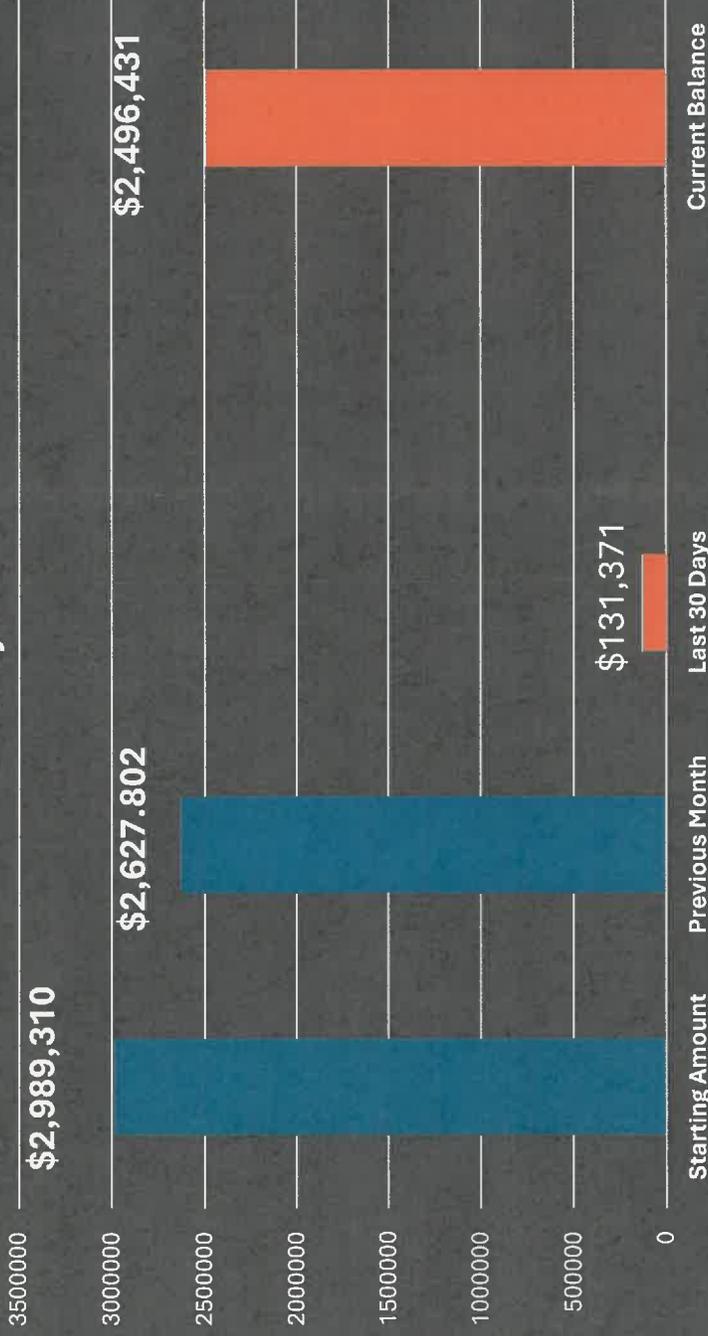
### SWARC Construction Fund July 2024-February 2026



Note: \$12,000,000 in bond proceeds expected in April 2026.

# CONTINGENCY REPORT

## February 2026



### Last 30 Days Highlights:

- Adjustment to Bloom Contract
- Well water logger
- Water/Fire Hydrant line location move
- Treatment building wall framing

# South Whidbey Parks & Recreation Dist

M&O / Reserve  
5495 Maxwellton Road  
Langley, WA 98260

## Purchases [Vendor Detail]

3/1/2026 through 3/15/2026

3/6/2026  
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Page 1

ID#	Date	Item/Acct	Description	Amount
Bank Account Fees				*None
00014455	3/5/2026	6-1660	Bank Account Fees for Direct De	\$35.00
			Bank Account Fees Total:	\$35.00
Bank Card Fees				*None
00014451	3/5/2026	6-1660	Credit Card Transaction Fees for	\$245.02
			Bank Card Fees Total:	\$245.02
Carter, Austin L.				4001868
00014444	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$2,348.01
			Carter, Austin L. Total:	\$2,348.01
Diamond Rentals				4000539
00014427	3/5/2026	6-2690	Porta Potty Pumping at Trustlan	\$81.60
00014427	3/5/2026	6-2690	Porta Potty Rental at SWES Field	\$180.00
			Diamond Rentals Total:	\$261.60
DRS - Deferred Compensation Program				4000537 R3
00014452	3/5/2026	2-1435	DCP Employer Portion	\$1,714.20
00014452	3/5/2026	2-1485	DCP Employee Portion	\$1,975.20
			DRS - Deferred Compensation Program Total:	\$3,689.40
Dunn, Skye P				4000982
00014447	3/5/2026	1-1120	Wages From 3/1/26 - 3/15/26	\$2,413.32
			Dunn, Skye P Total:	\$2,413.32
EFTPS				*None
00014456	3/5/2026	2-1430	FMed/FSoc Payable - Tax Liabilit	\$3,513.02
			EFTPS Total:	\$3,513.02
Fallon, Thomas R.				4001635
00014448	3/5/2026	1-1120	Wages From 3/1/26 - 3/15/26	\$3,583.32
			Fallon, Thomas R. Total:	\$3,583.32
Great America Financial Services				4000584
00014437	3/5/2026	6-1530	Copier Lease	\$201.88
			Great America Financial Services Total:	\$201.88
Handran, Kathleen M				4001618
00014440	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$245.73
			Handran, Kathleen M Total:	\$245.73
Henry, Tyson				4001615
00014454	3/5/2026	1-1120	Wages From 02/16/26 - 02/28/	\$1,493.00
			Henry, Tyson Total:	\$1,493.00
Iglesias, Gabriela				4001748
00014428	3/5/2026	6-4296	Feb Registration Fee's - Line Dan	\$160.00
			Iglesias, Gabriela Total:	\$160.00
Island County Treasurer				4000639 R2
00014439	3/5/2026	6-1660	Parcel ID #812720 - Property Ta	\$69.46
00014439	3/5/2026	6-1660	Parcel ID #130879 - Property Ta	\$57.90

# South Whidbey Parks & Recreation Dist

## Purchases [Vendor Detail]

3/1/2026 through 3/15/2026

3/6/2026  
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Page 2

ID#	Date	Item/Acct	Description	Amount
Island County Treasurer				4000639 R2
00014439	3/5/2026	6-1660	Parcel ID #758512 - Property Ta	\$5.00
00014439	3/5/2026	6-1660	Parcel ID #758503 - Property Ta	\$28.50
00014439	3/5/2026	6-1660	Parcel ID #635842 - Property Ta	\$28.50
00014439	3/5/2026	6-1660	Parcel ID #131100 - Property Ta	\$40.68
Island County Treasurer Total:				\$230.04
Island Disposal, Inc.				4000643
00014438	3/5/2026	6-2647	Refuse Removal for Park	\$766.54
Island Disposal, Inc. Total:				\$766.54
Les Schwab Tire Center				4000527 R2
00014429	3/5/2026	6-2881	Invoice #41300516877 - Flat Tir	\$22.88
00014429	3/5/2026	6-2881	Invoice #41300516183 - Alignm	\$613.01
Les Schwab Tire Center Total:				\$635.89
McGinnis, Michael				*None
00014441	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$32.08
McGinnis, Michael Total:				\$32.08
Monforte, Carrie E.				4000837
00014449	3/5/2026	1-1120	Wages From 3/1/26 - 3/15/26	\$2,912.49
Monforte, Carrie E. Total:				\$2,912.49
Myres, Jacob				4001617 R2
00014445	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$1,804.36
Myres, Jacob Total:				\$1,804.36
Puget Sound Energy				4000705 R1
00014430	3/5/2026	6-2649	Electrical Service - Acct #20002	\$244.82
00014430	3/5/2026	6-2649	Electrical Services - Acct #20001	\$237.99
Puget Sound Energy Total:				\$482.81
Raymond, Marcus				5010240
00014442	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$307.49
Raymond, Marcus Total:				\$307.49
Rouse-Kay, Corinne				4001701
00014446	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$1,754.51
Rouse-Kay, Corinne Total:				\$1,754.51
Sachs, Kathleen				4001619
00014443	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$871.13
Sachs, Kathleen Total:				\$871.13
Sebo's Do-It Center				4000731
00014431	3/5/2026	6-2585	Invoice #A1771622 - Maintanen	\$45.85
00014431	3/5/2026	6-2880	Invoice #B1437153 - Battery	\$79.56
00014431	3/5/2026	6-2584	Invoice #A1774146 - Misc Main	\$65.77
00014431	3/5/2026	6-2581	Invoice #A1774590 - Garden Ma	\$10.89
Sebo's Do-It Center Total:				\$202.07
South Whidbey Athletic Booster Club				4001047 R1
00014433	3/5/2026	6-4252	Jan Invoice - Jr Cheer Booster Cl	\$1,821.60
South Whidbey Athletic Booster Club Total:				\$1,821.60

# South Whidbey Parks & Recreation Dist

## Purchases [Vendor Detail]

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ID#	Date	Item/Acct	Description	Amount
South Whidbey Record				4000748 R5
00014432	3/5/2026	6-1531	50 Week Subscription	\$80.00
South Whidbey Record Total:				\$80.00
Tomisser, Brian				4001346 R2
00014450	3/5/2026	1-1120	Wages From 3/1/26 - 3/15/26	\$4,349.95
Tomisser, Brian Total:				\$4,349.95
VISA - Heritage Bank				4000793 R4
00014436	3/5/2026	6-4132	Amazon - Basketball Score Book	\$23.97
00014436	3/5/2026	6-1691	Amazon - Wireless Charging Pad	\$29.42
00014436	3/5/2026	6-4534	Amazon - First Aid Kit Supplies	\$53.32
00014436	3/5/2026	6-4119	Pickleball Central - Pickleballs	\$230.13
00014436	3/5/2026	6-2905	Signs.com - Goss Lake Signage	\$146.94
00014436	3/5/2026	6-1530	Amazon - Easel Pad	\$29.40
00014436	3/5/2026	6-1530	Amazon - Dry Erase Calendar/D	\$18.29
00014436	3/5/2026	6-1691	Amazon - Utility Cart	\$217.99
00014436	3/5/2026	6-1690	Microsoft - Online Services	\$47.86
00014436	3/5/2026	6-1541	Verizon - Cell Phone Service	\$188.23
00014436	3/5/2026	6-1690	AccountEdge - Accounting Softw	\$130.80
00014436	3/5/2026	6-1690	Adobe - Creative Cloud	\$261.47
VISA - Heritage Bank Total:				\$1,377.82
WA State Dept of Retirement				4000531
00014453	3/5/2026	6-1205	PERS Employer Portion	\$1,542.78
00014453	3/5/2026	2-1480	PERS Employee Portion	\$1,597.15
WA State Dept of Retirement Total:				\$3,139.93
Whidbey Telecom				4000828
00014435	3/5/2026	6-2650	Alarm Monitoring	\$38.16
00014435	3/5/2026	6-1541	Telephone Web Hosting, Interne	\$454.91
Whidbey Telecom Total:				\$493.07
Grand Total:				\$39,451.08

## South Whidbey Parks & Recreation Dist

Construction Fund 741

5495 Maxwellton Rd

Langley, WA 98260

### Purchases [Vendor Detail]

3/1/2026 through 3/15/2026

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Construction Fund.myo

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<b>Bayview Farm &amp; Garden</b>				<b>40001381 R1</b>
00000100	3/5/2026	6-1210	Invoice #1366 - Plants Park En	\$709.49
00000100	3/5/2026	6-1210	Invoice #1367 - Plants Park En	\$586.42
Bayview Farm & Garden Total:				\$1,295.91
<b>Certerra - GeoTest</b>				<b>4001318 R1</b>
00000097	3/5/2026	6-1060	Soil Testing	\$4,150.50
Certerra - GeoTest Total:				\$4,150.50
<b>Engineering Economics, Inc.</b>				<b>4001513</b>
00000098	3/5/2026	6-1040	Commissioning Agent for SWA	\$430.00
Engineering Economics, Inc. Total:				\$430.00
<b>Puget Sound Energy</b>				<b>4000705 R1</b>
00000099	3/5/2026	6-1700	Acct #220039908748 - Electric	\$12.73
00000099	3/5/2026	6-1700	Acct #220040366795 - Electric	\$10.21
Puget Sound Energy Total:				\$22.94
<b>Teresa D Johnson CPA Inc</b>				<b>4000363</b>
00000102	3/5/2026	6-1050	Professional Service - Bond M	\$1,328.90
Teresa D Johnson CPA Inc Total:				\$1,328.90
<b>Visa - Heritage</b>				<b>4000793 R4</b>
00000101	3/5/2026	6-1210	Venture Out Nursery Invoice #	\$302.50
Visa - Heritage Total:				\$302.50
Grand Total:				\$7,530.75

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M&O / Reserve  
5495 Maxwellton Road  
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			Handran, Kathleen M Total:	\$245.73
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00014430	3/5/2026	6-2649	Electrical Services - Acct #20001	\$237.99
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00014442	3/5/2026	1-1120	Wages for 02/16/26 - 02/28/26	\$307.49
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00014431	3/5/2026	6-2581	Invoice #A1774590 - Garden Ma	\$10.89
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South Whidbey Athletic Booster Club				4001047 R1
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00014436	3/5/2026	6-1530	Amazon - Dry Erase Calendar/D	\$18.29
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			VISA - Heritage Bank Total:	\$1,377.82
WA State Dept of Retirement				4000531
00014453	3/5/2026	6-1205	PERS Employer Portion	\$1,542.78
00014453	3/5/2026	2-1480	PERS Employee Portion	\$1,597.15
			WA State Dept of Retirement Total:	\$3,139.93
Whidbey Telecom				4000828
00014435	3/5/2026	6-2650	Alarm Monitoring	\$38.16
00014435	3/5/2026	6-1541	Telephone Web Hosting, Interne	\$454.91
			Whidbey Telecom Total:	\$493.07
			Grand Total:	\$39,451.08

**South Whidbey Parks & Recreation Dist**  
 Construction Fund 741  
 5495 Maxwellton Rd  
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**Purchases [Vendor Detail]**

**3/1/2026 through 3/15/2026**

3/6/2026 3:28:24 PM					Page 1
ID#	Date	Item/Acct	Description	Construction Fund.myo Amount	
<b>Bayview Farm &amp; Garden</b>					<b>40001381 R1</b>
00000100	3/5/2026	6-1210	Invoice #1366 - Plants Park En		\$709.49
00000100	3/5/2026	6-1210	Invoice #1367 - Plants Park En		\$586.42
Bayview Farm & Garden Total:					\$1,295.91
<b>Certerra - GeoTest</b>					<b>4001318 R1</b>
00000097	3/5/2026	6-1060	Soil Testing		\$4,150.50
Certerra - GeoTest Total:					\$4,150.50
<b>Engineering Economics, Inc.</b>					<b>4001513</b>
00000098	3/5/2026	6-1040	Commissioning Agent for SWA		\$430.00
Engineering Economics, Inc. Total:					\$430.00
<b>Puget Sound Energy</b>					<b>4000705 R1</b>
00000099	3/5/2026	6-1700	Acct #220039908748 - Electric		\$12.73
00000099	3/5/2026	6-1700	Acct #220040366795 - Electric		\$10.21
Puget Sound Energy Total:					\$22.94
<b>Teresa D Johnson CPA Inc</b>					<b>4000363</b>
00000102	3/5/2026	6-1050	Professional Service - Bond M		\$1,328.90
Teresa D Johnson CPA Inc Total:					\$1,328.90
<b>Visa - Heritage</b>					<b>4000793 R4</b>
00000101	3/5/2026	6-1210	Venture Out Nursery Invoice #		\$302.50
Visa - Heritage Total:					\$302.50
<b>Grand Total:</b>					<b>\$7,530.75</b>

# South Whidbey Parks & Recreation Dist

M&O / Reserve  
5495 Maxwellton Road  
Langley, WA 98260

## Profit & Loss [Budget Analysis - Cash]

January 2026-February 2026

3/12/2026  
9:33:10 AM

		Selected Period	Budgeted	\$ Difference
4-0000	Income			
4-2000	Taxes			
4-2110	Property taxes - M & O	\$64,123.63	\$46,880.87	\$17,242.76
	Total Taxes	<u>\$64,123.63</u>	<u>\$46,880.87</u>	<u>\$17,242.76</u>
4-4100	Recreation Programs			
4-4113	Adult Basketball	\$0.00	\$150.00	(\$150.00)
4-4114	Adult Softball League	\$0.00	\$500.00	(\$500.00)
4-4117	Adult Volleyball	\$230.00	\$245.00	(\$15.00)
4-4119	Pickleball	\$6,851.00	\$6,535.00	\$316.00
4-4120	Adult Soccer/Futsal	\$930.00	\$760.00	\$170.00
4-4129	Miscellaneous Adult Sports	\$0.00	\$120.00	(\$120.00)
4-4132	Youth Basketball	\$2,341.00	\$2,465.00	(\$124.00)
4-4133	Contract Sports	(\$50.00)	\$660.00	(\$710.00)
4-4199	Polar Bear Dive Revenue	\$660.00	\$660.00	\$0.00
4-4252	Cheer	\$2,178.00	\$2,178.00	\$0.00
4-4296	New Program Directions	\$200.00	\$160.00	\$40.00
4-4298	Special Events	\$0.00	\$400.00	(\$400.00)
	Total Recreation Programs	<u>\$13,340.00</u>	<u>\$14,833.00</u>	<u>(\$1,493.00)</u>
4-8000	Other Revenue			
4-8003	Park Facility Rental	\$649.00	\$1,000.00	(\$351.00)
4-8006	Interest from M & O	\$3,295.80	\$2,300.00	\$995.80
4-8008	Interest from Reserve Fund	\$3,657.61	\$2,400.00	\$1,257.61
	Total Other Revenue	<u>\$7,602.41</u>	<u>\$5,700.00</u>	<u>\$1,902.41</u>
	Total Income	<u>\$85,066.04</u>	<u>\$67,413.87</u>	<u>\$17,652.17</u>
5-0000	Cost of Sales			
	Gross Profit	<u>\$85,066.04</u>	<u>\$67,413.87</u>	<u>\$17,652.17</u>
6-0000	Expenses			
6-1000	Administration			
6-1010	Wages - Director	\$23,864.32	\$23,864.32	\$0.00
6-1012	Wages - Business Manager	\$15,930.16	\$15,930.20	(\$0.04)
6-1014	Wages - Admin Assistant 2	\$9,750.40	\$9,658.66	\$91.74
6-1201	FICA District's Share	\$2,244.52	\$2,291.66	(\$47.14)
6-1202	WA State Unemployment Ins	\$331.99	\$633.34	(\$301.35)
6-1203	Labor & Industries Ins	\$4,921.01	\$5,875.00	(\$953.99)
6-1204	Health Ins	\$26,934.18	\$33,600.00	(\$6,665.82)
6-1205	Retirement-PERS	\$6,378.80	\$10,500.00	(\$4,121.20)
6-1206	LTD/AD&D/Life Ins	\$851.31	\$868.00	(\$16.69)
6-1207	Dental Insurance	\$1,535.52	\$1,658.00	(\$122.48)
6-1208	B&O Tax	\$691.67	\$691.67	\$0.00
6-1209	DCP Employer Expense	\$7,163.05	\$7,200.00	(\$36.95)
6-1210	Family & Medical Leave	\$1,190.05	\$1,190.00	\$0.05
6-1301	Accounting Service	\$768.06	\$5,775.00	(\$5,006.94)
6-1302	Legal Service	\$548.76	\$595.00	(\$46.24)
6-1303	Professional Service	\$234.72	\$250.00	(\$15.28)
6-1427	State Audit	\$1,182.35	\$0.00	\$1,182.35
6-1428	Election Costs	\$10,875.06	\$0.00	\$10,875.06
6-1429	Building Lease	\$2,600.01	\$2,600.00	\$0.01
6-1530	Office Supplies	\$857.41	\$1,200.00	(\$342.59)
6-1531	Dues & Publications	\$100.00	\$250.00	(\$150.00)
6-1540	Postage	\$156.00	\$156.00	\$0.00
6-1541	Telephone	\$1,280.84	\$1,284.00	(\$3.16)
6-1550	Travel & Vehicle Allowance	\$75.84	\$100.00	(\$24.16)
6-1552	Conferences & Training	(\$546.38)	\$0.00	(\$546.38)
6-1660	Misc Fees & Charges	\$541.50	\$1,625.00	(\$1,083.50)
6-1690	Technology	\$745.55	\$750.00	(\$4.45)
6-1691	Office Equipment	\$161.30	\$0.00	\$161.30
	Total Administration	<u>\$121,368.00</u>	<u>\$128,545.85</u>	<u>(\$7,177.85)</u>
6-2000	Maintenance			
6-2001	Maintenance Wages			
6-2010	Maintenance Supervisor	\$18,467.52	\$18,467.50	\$0.02
6-2012	Maintenance Wages - Hourly	\$36,425.71	\$36,675.00	(\$249.29)
	Total Maintenance Wages	<u>\$54,893.23</u>	<u>\$55,142.50</u>	<u>(\$249.27)</u>

# South Whidbey Parks & Recreation Dist

## Profit & Loss [Budget Analysis - Cash]

January 2026-February 2026

3/12/2026  
9:33:10 AM

	Selected Period	Budgeted	\$ Difference
6-2200	Maintenance O & M		
6-2303	Professional Service	\$526.42	\$666.00 (\$139.58)
6-2331	Dues & Publications	\$0.00	\$200.00 (\$200.00)
6-2434	Gas & Lube Products	\$2,224.18	\$1,850.00 \$374.18
6-2550	Travel & Vehicle Allowance	\$116.40	\$75.00 \$41.40
6-2581	Garden Maint & Hort	\$1,141.30	\$350.00 \$791.30
6-2582	Irrg & Plumb Supplies	\$17.81	\$100.00 (\$82.19)
6-2584	Misc Bld Repair	\$814.65	\$1,200.00 (\$385.35)
6-2585	Park Bld Maint/Jan Supp	\$2,544.01	\$2,500.00 \$44.01
6-2586	Fertilizer & Turf	\$7,045.20	\$7,050.00 (\$4.80)
6-2610	Playground Maintenance	\$2,347.78	\$2,550.00 (\$202.22)
6-2647	Refuse Removal	\$1,516.88	\$1,517.88 (\$1.00)
6-2649	Electrical Utilities	\$2,086.81	\$1,800.00 \$286.81
6-2650	Alarm System Monitoring	\$76.32	\$80.00 (\$3.68)
6-2670	Road & Trail Maintenance	\$7,135.87	\$3,350.00 \$3,785.87
6-2680	Water System Maintenance	\$1,014.57	\$1,200.00 (\$185.43)
6-2690	Septic	\$768.30	\$850.00 (\$81.70)
6-2880	Veh & Mach Repair/Parts	\$211.48	\$3,000.00 (\$2,788.52)
6-2881	Veh/Mach In-shop Repair	\$163.48	\$500.00 (\$336.52)
6-2902	Misc. Equipment/Tools	\$1,147.07	\$1,250.00 (\$102.93)
6-2904	Vandalism Repair	\$10.11	\$30.00 (\$19.89)
6-2905	Sign/Art Work Maintenance	\$346.72	\$400.00 (\$53.28)
	Total Maintenance O & M	\$31,255.36	\$30,518.88 \$736.48
	Total Maintenance	\$86,148.59	\$85,661.38 \$487.21
6-4000	Programs		
6-4009	Program Wages		
6-4010	Programs Wages - FT	\$14,060.16	\$14,060.16 \$0.00
6-4012	Programs Wages - PT	\$4,476.12	\$4,500.00 (\$23.88)
	Total Program Wages	\$18,536.28	\$18,560.16 (\$23.88)
6-4100	Recreation Programs		
6-4132	Youth Basketball	\$4,604.13	\$4,500.00 \$104.13
6-4133	Contract Sports	\$1,152.00	\$1,152.00 \$0.00
	Total Recreation Programs	\$5,756.13	\$5,652.00 \$104.13
6-4500	Misc. Program Expenses		
6-4532	Print & Advertising	\$280.13	\$582.00 (\$301.87)
6-4535	Program Facility Rental	\$3,902.61	\$4,000.00 (\$97.39)
6-4570	Unfunded Scholarships	\$50.00	\$50.00 \$0.00
	Total Misc. Program Expenses	\$4,232.74	\$4,632.00 (\$399.26)
	Total Programs	\$28,525.15	\$28,844.16 (\$319.01)
6-8000	Miscellaneous Costs		
6-8006	Investment Fee Operations Fund	(\$267.22)	\$37.50 (\$304.72)
6-8008	Investment Fees Reserve Fund	(\$250.94)	\$37.50 (\$288.44)
	Total Miscellaneous Costs	(\$518.16)	\$75.00 (\$593.16)
	Adjustment for Deferred Expenses	\$218.93	\$0.00 \$218.93
	Total Expenses	\$235,742.51	\$243,126.39 (\$7,383.88)
	Net Profit / (Loss)	(\$150,676.47)	(\$175,712.52) \$25,036.05

# South Whidbey Parks & Recreation Dist

Construction Fund 741

5495 Maxwellton Rd

Langley, WA 98260

## Profit & Loss Statement [Cash]

January 2026-February 2026

3/12/2026  
9:51:07 AM

Construction Fund.myo

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4-0000	Income		
5-0000	Cost of Sales		
	Gross Profit		<u>\$0.00</u>
6-0000	Expenses		
6-1000	SW Aquatic Recreation Center		
6-1010	Legal Services	\$661.30	
6-1030	Architectural & Design Fees	\$78,828.30	
6-1040	Engineering Services	\$215.00	
6-1060	Professional Services	\$29,067.50	
6-1070	Project Management	\$79,761.16	
6-1080	Permits	\$2,105.28	
6-1200	Construction	\$2,009,617.26	
6-1700	Electrical Service	\$1,390.16	
	Total SW Aquatic Recreation Center	<u>\$2,201,645.96</u>	
	Total Expenses		<u>\$2,201,645.96</u>
	Operating Profit		<u>(\$2,201,645.96)</u>
8-0000	Other Income		
8-1000	Interest Income	<u>\$58,026.96</u>	
	Total Other Income		<u>\$58,026.96</u>
9-0000	Other Expenses		
9-1000	Interest Expense	<u>(\$2,780.85)</u>	
	Total Other Expenses		<u>(\$2,780.85)</u>
	Net Profit / (Loss)		<u><u>(\$2,140,838.15)</u></u>

**South Whidbey Parks & Recreation Dist**

Capital/Property Fund

5495 Maxwellton Rd

Langley WA 98260

**Profit & Loss Statement [Cash]**

**January 2026-February 2026**

3/12/2026  
9:44:14 AM

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4-0000	Income		
5-0000	Cost of Sales		
	Gross Profit		<u>\$0.00</u>
6-0000	Expenses		
	Operating Profit		<u>\$0.00</u>
8-0000	Other Income		
9-0000	Other Expenses		
9-1000	Interest Expense	<u>(\$67.87)</u>	
	Total Other Expenses		<u>(\$67.87)</u>
	Net Profit / (Loss)		<u><u>\$67.87</u></u>

# Fund Balances

February 28, 2026 Cash & Investments

M&O*	\$784,882
Reserve**	\$640,278
Capital Reserve**	\$15,333
Capital Fund ***	\$440
Bond	\$622,036
Construction Fund	\$9,504,378
<b>TOTAL</b>	<b>\$11,567,348</b>

## NOTES

\* District balances vary slightly from County balance due to Petty Cash, Direct Deposit Bank Account, and timing of Credit Card Receipts.

\*\* Reserve & Capital Reserve Funds are combined at the County, but tracked separately.

\*\*\* Capital & Property Funds are combined at the County, but tracked separately.

**South Whidbey Parks and Recreation District  
September 18, 2026 – Regular Board Meeting Minutes**

**DRAFT**

**Regular Meeting Minutes**

**I. Call to Order**

Commissioners Present: Jennifer Cox, Jake Grevé, Erik Jokinen, Krista Loercher and Matt Simms.  
Staff Present: Skye Dunn, Tom Fallon, Carrie Monforte and Brian Tomisser

Jennifer called the Regular Meeting to order at 6:10 p.m. The attendance sheet is attached for permanent records only.

**II. Public Comment**

There was no public comment.

**III. Financial Report**

**A. Financial Report**

Brian 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 01/21/2026**

**B. Voucher List Approval**

*Maintenance & Operations Vouchers #14362 - #14374 and #14392 - #14411 in the amount of \$46,004.69, Direct Deposit payroll payments in the amount of \$ 46,255.98, and Electronic payments in the amount of \$22,580.41; and Construction Fund Vouchers #90 - #96 in the amount of \$1,361,100.47.*

*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.

**VI. Committee & Community Meeting Reports**

There were no reports.

**VII. Unfinished Business**

**A. Comprehensive Plan Programs**

Brian noted that the Pickleball Court surfacing was tentatively scheduled for the week of May 11<sup>th</sup>, weather permitting.

Staff and the board discussed requests to rent/reserve the new pickleball courts. They decided to wait and observe usage for a season before making a decision about taking court reservations.

Brian reported that staff have been working hard to identify any safety issues at Community Park due to construction, to keep the park as beautiful and functional as possible.

Brian and the board discussed donor recognition plaques at the SWARC facility.

#### **VIII. New Business**

##### **A. Replacement of Playground Rope Climbing Structure**

Brian reported that upon inspection of the Castle Park playground, staff identified that the rope climbing structure needed to be removed and/or replaced. This was an unbudgeted expense. Staff and the board discussed options for addressing the issue.

*Matt made a motion to increase the Capital Budget by \$32,710.86 and to transfer \$15,000 from the Capital Reserve to partially fund this, and to take the remaining \$17,710.86 from the million dollar transfer to the Construction Fund scheduled for later in 2026, and the motion was unanimously approved.*

#### **IX. Adjournment**

There being no further business, the meeting was adjourned at 7:16 p.m.



# Memo

**To:** Board of Commissioners  
**From:** Brian Tomisser  
**Re:** Staff Report for March 2026

## Recreation/Programs

- Basketball wrapping up this week, with the last games on March 21<sup>st</sup>.
- Summer activity guide deadline for programs in March 20<sup>th</sup>, with the guide expected April 10<sup>th</sup>.
- Skye and I met with a couple representatives from Whidbey Bikes. We might be looking at working with them on some bike programs.

## Facilities and Grounds

- Staff added another wall to the south entrance of the Sports Complex (see attached)

## Director's Items

- I met with the ILA Committee (Jennifer and Erik) to discuss our current ILA with the school district. I have requested a meeting with the Superintendent and will be setting a time in June/July to start the work on updating our current agreement.
- We completed the presentation to S&P and received a bond rating of AA-. Results attached in your packet. This is what we received last time and what we expected. We are now working through the busy work of preparing for the bond sales.
- The school district informed us that they will be replacing our electrical panel in our staff office in late June and we will be without power for a week and a half. We will move our office to the Crow's Nest and some staff will work remotely during this time. I confirmed that this should not impact our Board meeting dates.
- We are out to bid for the budgeted asphalt work at Trustland Trails and the Sports Complex. We will be opening the bids on April 1<sup>st</sup>.
- Tom and I met with Pat and Kate McVay on 3/10 to discuss a possible bench donation later this year to be located overseeing the upper soccer field. When there is a design concept developed, I'll bring it back to the Board for review and seeking approval.
- Skye and I met with a resident interested in operating a food truck at some events this calendar year. We are looking at doing a trial run at one event and seeing how it goes. If multiple organizations show interest we will be back to formalize a bidding policy/procedure.

04/15 Regular Board Meeting

04/6-10 Carrie on vacation



## South Whidbey Parks and Recreation District, WA Series 2026 GO Bonds Rated 'AA-'; Outlook Stable

March 5, 2026

- S&P Global Ratings assigned its 'AA-' long-term rating to [South Whidbey Parks and Recreation District](#), Wash's anticipated \$11.120 million general obligation (GO) bonds.
- At the same time, we affirmed our 'AA-' long-term rating on the district's GO debt outstanding.
- The outlook is stable.

CHICAGO (S&P Global Ratings) March 5, 2026--S&P Global Ratings today took the rating actions listed above.

We view the district as facing elevated physical risks, including seismic activity and rising sea-levels, that could have material physical effects on the tax base. Social and governance factors are neutral in our analysis.

The stable outlook reflects our view that South Whidbey Parks and Recreation District's sound financial position will continue supported by a wealthy tax base, and that the district will maintain cash reserves at current levels over the outlook period.

We could lower the rating if the district were to experience consistent deficits that led to a weakened financial profile and lower nominal cash reserves.

We could raise the rating if South Whidbey Parks and Recreation District were to increase and sustain its nominal cash reserves at a level comparable with those of higher-rated peers and materially stronger economic metrics.

Certain terms used in this report, particularly certain adjectives used to express our view on rating relevant factors, have specific meanings ascribed to them in our criteria, and should therefore be read in conjunction with such criteria. Please see Ratings Criteria at <https://disclosure.spglobal.com/ratings/en/regulatory/ratings-criteria> for further information. A description of each of S&P Global Ratings' rating categories is contained in "S&P Global Ratings Definitions" at <https://disclosure.spglobal.com/ratings/en/regulatory/article/-/view/sourceId/504357>. Complete ratings information is available to RatingsDirect subscribers at [www.capitaliq.com](http://www.capitaliq.com). All ratings referenced herein can be found on S&P Global Ratings' public website at [www.spglobal.com/ratings](http://www.spglobal.com/ratings).

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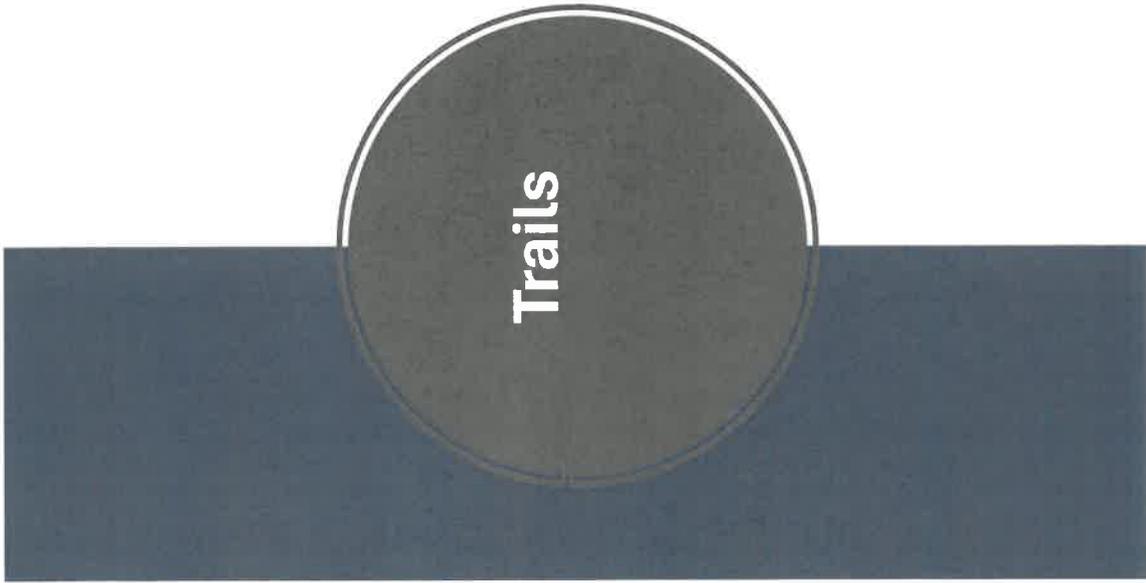
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# Comprehensive Programs Update

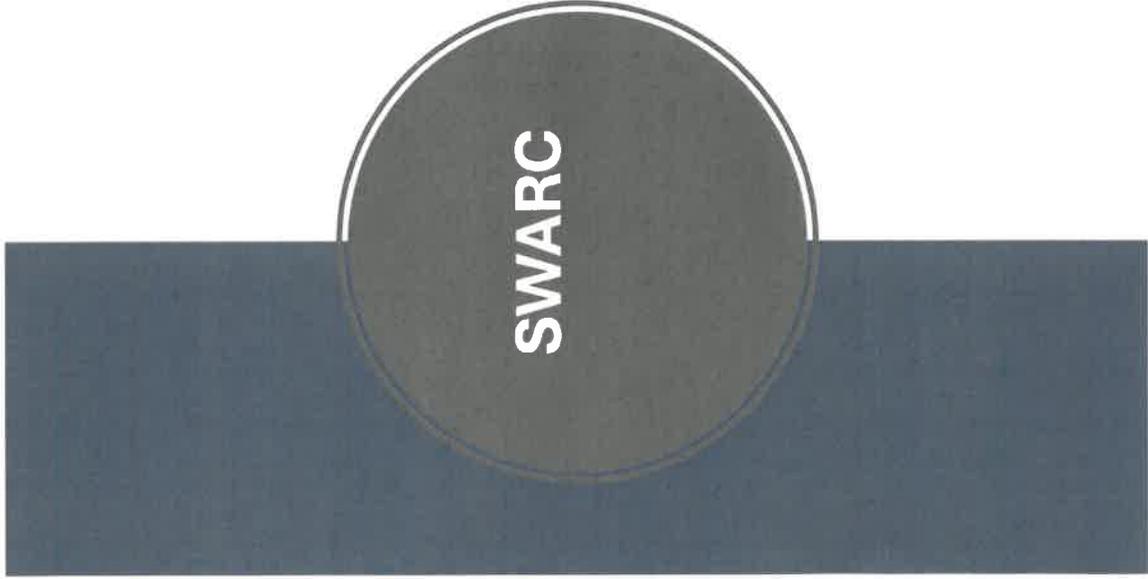




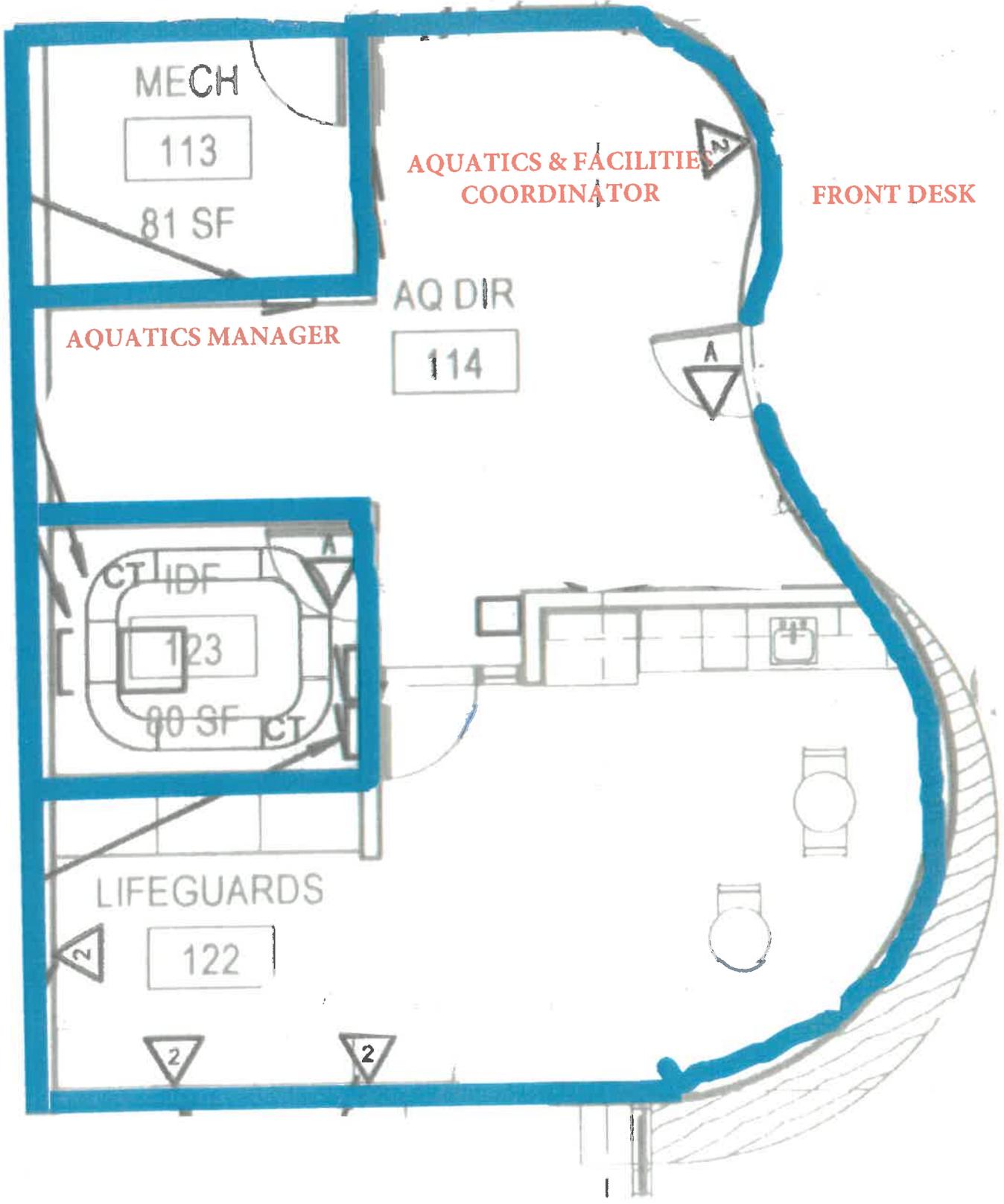
## Trails

- We will be falling 12 trees in the Community Park on March 24<sup>th</sup> for safety reasons. The park will remain open, but certain trails will be closed during the work.





- **Staff met with the design team from ARC and came up with a plan that would allow for all of our staff to move onto location at the SWARC (see attached). It will include using the Crow's Nest for storage and purchasing a storage unit for Recreation supplies. But would save over \$15,000 per year in rental costs and provide more cohesion to the staff team.**
- **As discussed at last months meeting, staff have identified three locations for possible 'dedication' benches. This is added to the agenda later in the meeting in case the Board wants to take any action outside of our existing policies on this subject.**



MECH

113

81 SF

AQUATICS & FACILITIES  
COORDINATOR

FRONT DESK

AQUATICS MANAGER

AQ DIR

114

CT IDF

123

80 SF

LIFEGUARDS

122

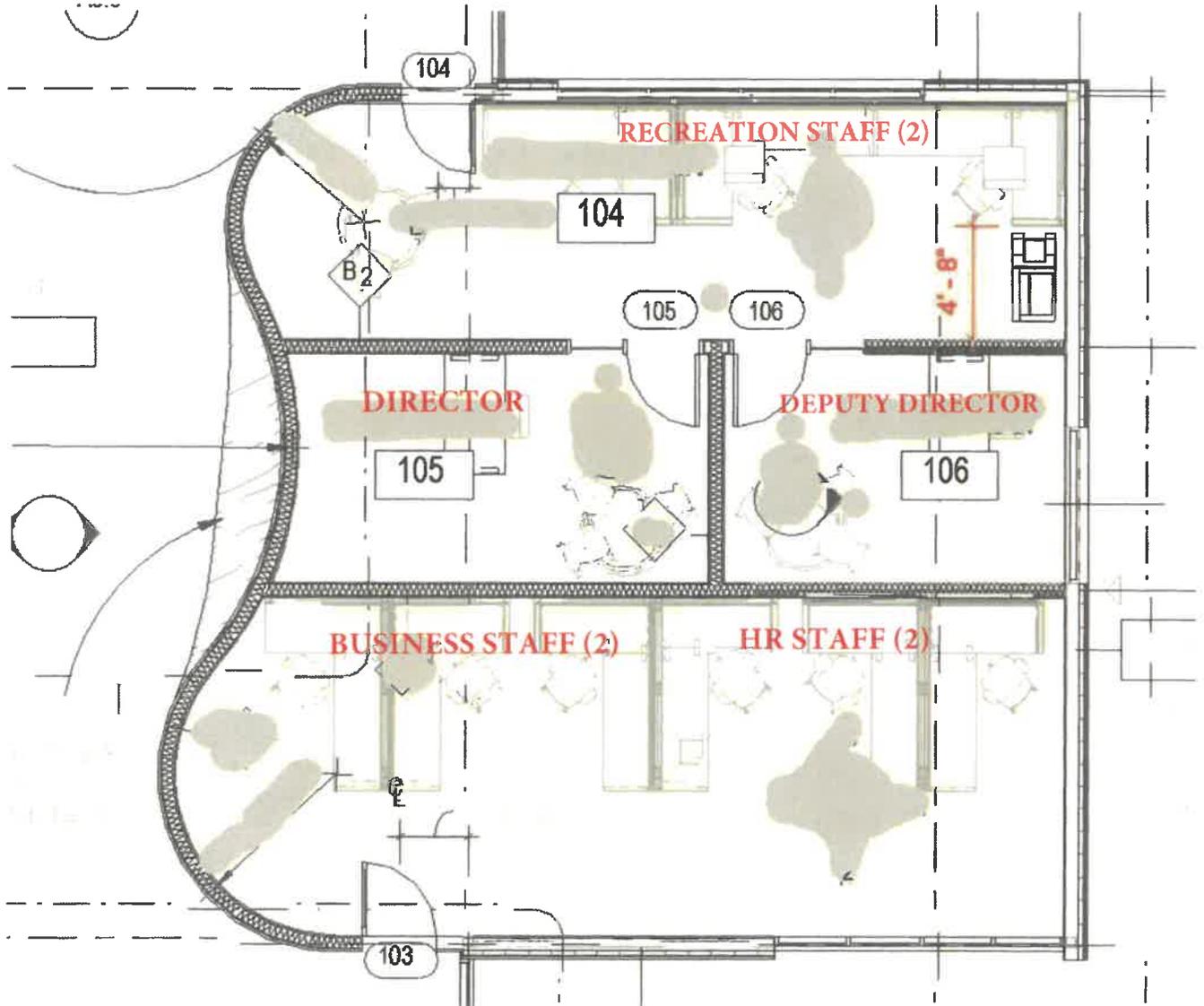
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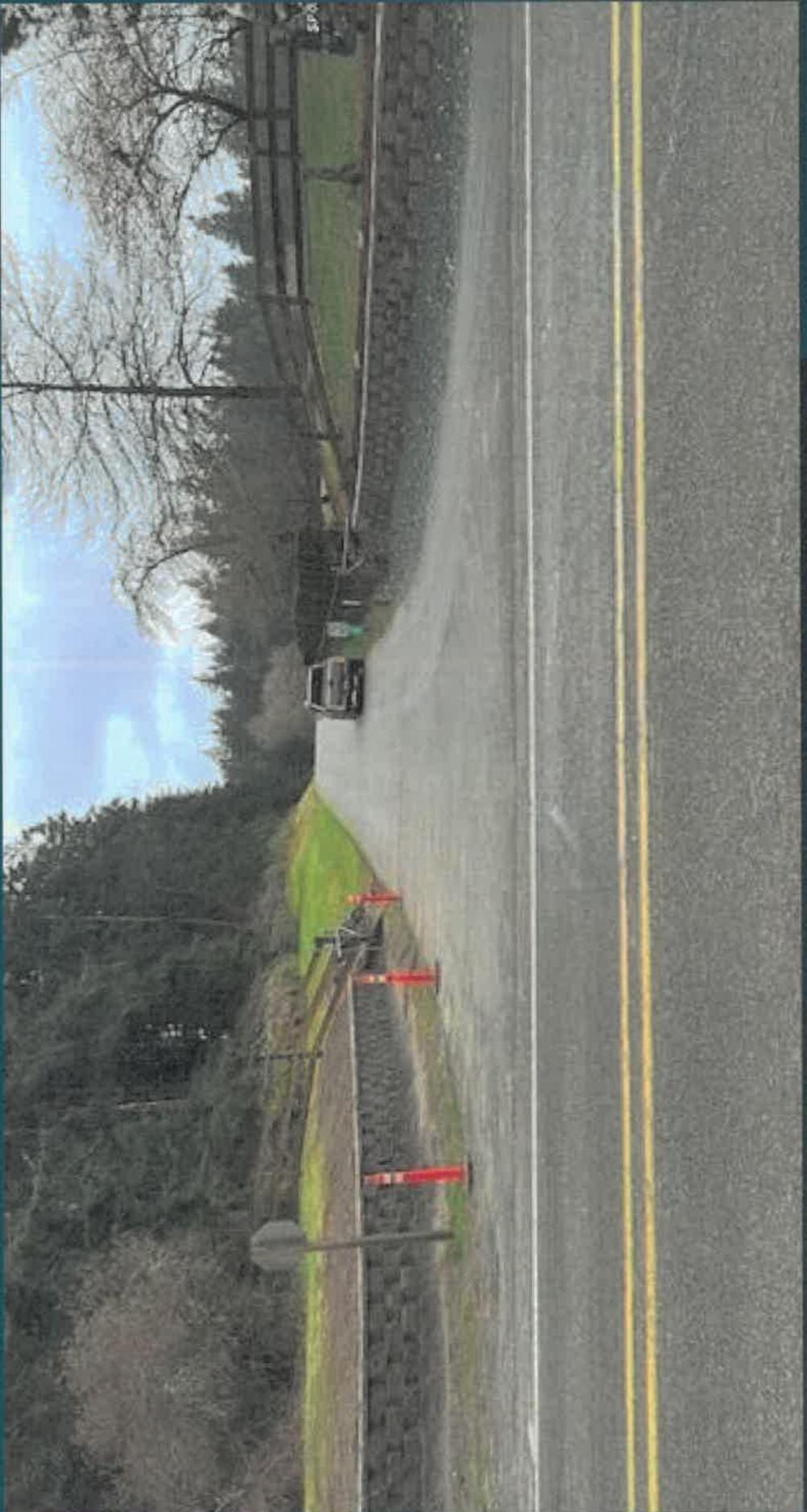
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# Memo



**To:** Board of Commissioners  
**From:** Brian Tomisser  
**Date:** 03-18-2026  
**Re:** Port of South Whidbey Agreement

---

We have come to a tentative agreement with the Port of South Whidbey to share resources. This will benefit both organizations and will be the best use of taxpayer funds.

Specifically, the agreement will allow them access to some of our parks equipment in exchange for use of some of their rooms at the fairgrounds to provide programming. A copy of the agreement is attached for your review. The agreement has been reviewed by staff on both sides, and it is now being reviewed by both organizations elected officials.

Examples of classes we could offer at the fairgrounds could include dog classes and a new kids photography class.

**MEMORANDUM OF UNDERSTANDING**

**FOR MUTUAL COOPERATION AND SUPPORT**  
**BETWEEN**  
**SOUTH WHIDBEY PARKS AND RECREATION DISTRICT**  
**AND**  
**PORT DISTRICT OF SOUTH WHIDBEY ISLAND**

This Memorandum of Understanding (“MOU”) is entered into by and between the South Whidbey Parks and Recreation District (“SWPRD”) and the Port District of South Whidbey Island (“Port”), collectively referred to as the “Partners.”

WHEREAS, SWPRD is a Washington municipal corporation authorized to own, operate, and maintain parks and recreational facilities for the benefit of the public;

WHEREAS, the Port is a Washington municipal corporation authorized to acquire, manage, and improve property and facilities in furtherance of economic development and public purposes;

WHEREAS, the Partners each own and operate public facilities and equipment serving residents of South Whidbey Island;

WHEREAS, the Partners desire to cooperate in the efficient use of publicly owned facilities and equipment to maximize community benefit and public resources; and

WHEREAS, the Partners enter into this MOU in good faith to establish a framework for mutual assistance consistent with applicable Washington State law;

NOW, THEREFORE, the Partners agree as follows:

**1. Purpose**

The purpose of this MOU is to establish a framework for reciprocal cooperation between the Partners, including:

- (a) Use of certain equipment owned by SWPRD by the Port; and
- (b) Reciprocal access to Port-owned facilities for SWPRD programming and public-purpose activities.

## **2. Equipment Use Authorization**

SWPRD may permit the Port to use designated equipment owned by SWPRD, subject to the following conditions:

### **2.1 Ownership**

All equipment provided under this MOU shall remain the sole property of SWPRD. Nothing herein shall be construed as transferring ownership or creating any lease or property interest.

### **2.2 Permitted Use**

Equipment may be used solely for public-purpose activities related to parks, recreational facilities, fairgrounds, or other public infrastructure located on South Whidbey Island.

### **2.3 Authorization and Scheduling**

Use of equipment shall be subject to prior approval and scheduling coordination by the SWPRD Parks Superintendent or, in their absence, the Executive Director.

### **2.4 Operation, Care, and Responsibility**

The Port shall ensure equipment is operated only by trained and authorized personnel in accordance with manufacturer specifications and applicable safety requirements. The Port shall be responsible for damage to equipment resulting from its use, excluding ordinary wear and tear, unless otherwise agreed in writing. If mutually agreed, SWPRD staff may operate certain high-value or specialized equipment to ensure safe and proper use.

## **3. Reciprocal Use of Port Facilities**

In consideration of the equipment authorized under this MOU, the Port agrees to permit SWPRD reasonable, non-exclusive access to designated Port-owned facilities for public recreational, educational, or community programming.

### **3.1 Coordination and Condition**

Facility use shall be subject to advance coordination and approval by the Port's Executive Director or their designee. SWPRD shall use Port facilities in a reasonable manner and return them in substantially the same condition as received, ordinary wear and tear excepted.

### **3.2 Costs**

Unless otherwise agreed in writing, use of Port facilities under this MOU shall not require payment of rent; however, SWPRD may be responsible for direct, program-specific costs such as staffing, utilities, or cleanup, as mutually agreed.

### 3.3 Liability

Each Partner shall be responsible for its own acts, omissions, officers, employees, volunteers, and agents in connection with activities conducted under this MOU, consistent with applicable Washington State law.

## **4. Insurance and Certificates of Coverage**

### 4.1 Maintenance of Insurance

Each Partner shall maintain, at its own expense, appropriate general liability coverage or participation in a Washington State authorized self-insurance risk pool providing coverage for its operations under this MOU.

### 4.2 Certificates of Insurance

Upon request, each Partner shall provide the other with a current certificate of insurance or evidence of coverage demonstrating general liability coverage in force during the term of this MOU.

### 4.3 Additional Insured (If Required)

If requested for specific activities or equipment use, the providing Partner may require to be named as an additional insured with respect to activities conducted under this MOU, to the extent permitted by law and coverage terms.

### 4.4 Notice of Cancellation

Each Partner shall provide reasonable notice to the other in the event of cancellation, non-renewal, or material reduction in coverage affecting this MOU.

### 4.5 No Waiver of Governmental Immunity

Nothing herein shall be construed as a waiver of any governmental immunity, limitation of liability, or protection afforded to either Partner under Washington law.

## **5. Term and Termination**

This MOU shall become effective upon execution by both Partners and shall remain in effect unless amended or terminated by mutual written agreement of the Partners. Either Partner may terminate this MOU upon thirty (30) days written notice to the other Partner.

## **6. General Provisions**

This MOU represents the entire understanding between the Partners regarding the subject matter herein. Any amendments must be in writing and signed by authorized representatives of both Partners.

SIGNATURES

PORT DISTRICT OF SOUTH WHIDBEY ISLAND

By: \_\_\_\_\_

Name:

Title:

Date:

SOUTH WHIDBEY PARKS AND RECREATION DISTRICT

By: \_\_\_\_\_

Name:

Title: Executive Director

Date:

# Memo



**To:** Board of Commissioners  
**From:** Brian Tomisser  
**Date:** 03-18-2026  
**Re:** Dedication of Benches at the SWARC

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As briefly discussed at the February Board meeting, the topic of benches and peoples ability to dedicate them at the SWARC has come up in discussion.

Staff have identified three proposed locations that we would suggest benches would be a nice enhancement to the building and have identified two nice concrete bench options to consider.

Unless the Board wants to make a dedication of bench policy specific to the SWARC, our current policy of these types of donations would apply. Staff would like to know if the Board has any input on the locations and if we have specific requests if you would like us to bring those before you (as we always have) or if you would like to adjust the policy for this specific location.





**Base Cost ~\$1250.00**



**Base Cost ~\$1700.00**