

**South Whidbey Parks and Recreation District
August 19, 2026 – Regular Board Meeting Minutes**

Regular Meeting Minutes

I. Call to Order

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

Staff Present: Carrie Monforte and Brian Tomisser

Jennifer called the Regular Meeting to order at 6:06 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. Brian noted an anticipated change order proposal for A/V, Public Address, Telecor, Clock System addition of approximately \$100,000 coming for the SWARC contingency report.

B. Review of Voucher List

Brian reviewed the updated voucher list with the board.

IV. Consent Agenda

A. Minutes for 07/15/26

B. Voucher List Approval

Maintenance & Operations Vouchers #14761 - #14791 and #14810 - #14842 in the amount of \$167,021.97, Direct Deposit payroll payments in the amount of \$45,285.30, and Electronic payments in the amount of \$22,404.41; and Construction Fund Vouchers #136 - #142 in the amount of \$3,722,545.15.

Jake made a motion to approve the consent agenda, and the motion passed. Krista abstained.

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

Brian reviewed the Staff Report with the commissioners.

VI. Committee & Community Meeting Reports

A. Lake Properties

Krista stated that there had been a DFW survey about usage of the Lakes. Fishing usage had declined and other recreational usage of the lakes had increased.

VII. Unfinished Business

**A. Comprehensive Plan Programs
LAKES**

Brian noted that he received an update from the WA DFW for the repair of the vault toilet at Lone Lake without a firm timeline for the completion of the repair.

PICKLEBALL COURTS

Brian and Tom met with a neighbor of the Sports Complex who had concerns about the noise from the Pickleball Courts. Staff tested and encouraged the use of noise dampening paddles and balls and signage was added to encourage use.

SWARC

Brian provided rough costs of around \$150,000 to install 2 combination basketball and futsal courts to the east of the SWARC, to be installed after completion of the SWARC.

Brian notified the board of the intention to use a cooperative purchasing organization, Sourcewell, to secure furnishings for the SWARC. Brian consulted District's legal counsel who confirmed this action.

VIII. New Business

A. Staff Certifications

Staff and the board discussed what certifications (First Aid, CPR, AED, Lifeguarding, Swim Instruction), if any, would be paid for or provided by the District, or reimbursed to employees. Brian indicated that he would work on a clear policy to bring back to the board at a future meeting.

B. New Staff Classification – Part Time with Benefits

Brian presented a plan for creating a three-quarters time (30 hours/week average) staff classification with limited benefits, such as medical/dental insurance, vacation, sick time, holidays.

C. SWARC Budget & Staffing

Brian presented a plan modifying the original staffing plan for the SWARC, hiring custodial, recreation and HR admin, some at the three-quarters time level. It was indicated that these positions would be penciled into the budget, and an official policy brought to the board for approval.

D. SWARC Fee Categories

Staff and the board discussed proposed fee categories for using the SWARC Natatorium. Proof of residency required for resident rates. Proposed Natatorium Fee Categories:

- Drop-In Single-entry: Adult, Senior (62+), Youth (3-17), Under 3 free
- 10-Visit Punch Cards: Resident, Non-Resident. Expires in 90 days
- Annual Pass: Resident, Non-Resident, Adult, Senior (62+) and Youth (3-17)
- Family Annual Pass: Resident, Non-Resident, Limit of 5 per Household
- Pool Rental: Resident, Non-Resident, One pool or full natatorium. School Swim Team
- Party Rooms: Resident, Non-Resident Up to 25 guests, swim passes included. Different rate if rented for non-party purposes and would not come with swim passes. One room or both.
- Employee Usage of the Natatorium: Free for all employees including part-time. Brian noted that staff consulted legal and were told that the District can make access to the SWARC free for staff as part of promoting wellness. This same consideration would not be available for family members or Board members.

Krista made a motion to approve the fee categories for the Aquatic Recreation Center as presented by staff, with the change of youth being ages 3-17, and it was unanimously approved.

E. Deputy Director Signing Authority (To be attached for permanent records)

Brian provided a proposed policy update for signing authority for the new Deputy Director position when the Director is absent, to include contracts, change orders, and other time sensitive issues.

Erik made a motion to add the provided verbiage to the Policy Manual section 2.04.1 authorizing the Deputy Director Signing Authority, and the motion was unanimously approved.

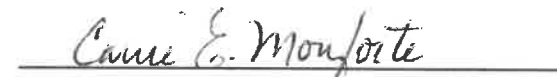
IX. Adjournment

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

Approved: 09/16/26


Krista Loercher, Secretary

Minutes prepared and submitted by:


Carrie Monforte, Business Manager

