

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING OCTOBER 20, 2016
STRAWBERRY HILL CENTER**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:01 pm by Chair Swolgaard.

BOARD MEMBERS PRESENT: Lee Cross, Ken DeWitt, Jay Kinney, and Tom Swolgaard. Absent: Kirk Robinson

STAFF MEMBERS PRESENT: Terry Lande, Perry Barrett, Mark Benishek, Bryan Garoutte, Dan Hamlin, Lori Mejia, Elizabeth Shepherd, Amy Swenson, Julie Miller, Shannon Buxton, Jason Balangue, Sue Barrington, Megan Pleli, Jeff Ozimek, Mike Pratt, and Daniel Callan.

ADJUSTMENTS TO AGENDA: An executive session as indicated in the agenda is no longer needed.

BOARD CONSENT

APPROVAL OF MINUTES: Upon hearing there were no corrections to the revised minutes of the October 6, 2016 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted. (Note: the minutes in the board packet were revised with clarification provided by Commissioner Cross upon receipt of her packet. The changes she requested were made and the revised minutes were sent to the board for review prior to the board meeting).

APPROVAL OF PAYMENTS: MSC: Cross/DeWitt: Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that has been made available to the Board. As of this date, the Board, by a unanimous vote, does approve for payment those vouchers included in the above list and summarized as follows:

Batch Dated	Batch Amt	Fund No.	Fund Name	Fund Amt	Pre-Approved
10/18/16	68,532.55	001	General	65,815.91	10/14/16
		300	Capital	2,716.64	
10/20/16	62,406.55	001	General	45,123.71	10/3/16
		300	Capital	17,282.84	
10/20/16	73,296.45	001	General	69,966.91	10/19/16
		300	Capital	3,329.54	

UNFINISHED BUSINESS

NAMING THE SAKAI PROPERTY "SAKAI PARK": Executive Director Terry Lande followed up on the October 6 board meeting discussion on naming the Sakai property and said as requested by the board he contacted members of the Sakai family to ask for their input on the name, "Sakai Park". He said they felt honored by the name and conveyed that it is a great legacy for their family. Commissioner Cross said she spoke with several in the community to get their input and found that following discussion they concurred with the name. Commissioner DeWitt said this property is the last remnant in the area of the extensive farmland owned by the Sakai family and that he is disappointed the word "farm" is not included in the name. **MSC: Kinney/Cross: That the Sakai property be named, "Sakai Park".**

PRELIMINARY 2017 BUDGET DISCUSSION: Administrative Services Director Amy Swenson reviewed District goals for 2017 and beyond. Some of these include: maintaining reserves at a minimum of \$1.5 million, increasing reserves as operational costs go up; conducting a salary survey of District employees, evaluating the Ray Williamson pool for renovation or replacement, exploring new revenue sources, evaluating efficiency within the District so more can be done with current resources, and planning for the development of Sakai Park. Due to the Rotary Park renovation

deficit, the reserve balance for the end of 2016 is lower than initially projected at approximately \$1.3 million. New tax revenues projected for 2017 are \$108,299 for general operations, and \$393,266 in lid lift funds with \$83,692.00 allocated to pay down an interfund loan made by the General Fund to the Land Acquisition Fund when the Hilltop and West Gazzam properties were purchased in 2012. The remaining 2017 lid lift funds were broken out as proposed between acquisition, development, and related operations. A 2.5% increase in program revenues is projected.

The proposed 2017 General Fund budget includes a 2% cost of living increase, a health insurance increase of \$12,100 just under 3% and negotiated down from 6%, and several increases for items such as moving the volunteer coordinator's position from part-time to fulltime, an increase in COBI storm water management fees, increased maintenance costs related to new restrooms, and adding a building attendant to help with rentals on the weekends. The Park District has submitted grant applications to the Rotary Club of BI and the BI Parks Foundation that were reflected in the presentation and include requests for funding the following: gymnastics equipment, an inflatable movie screen, drinking fountains at the pool, a safety boat, another restroom, and renovation of the pool lobby.

The proposed 2017 Capital Improvement Fund includes projects that are funded from the General Fund, lid lift funds, and other funds such as donations and grants. Some of the projects proposed include the Hidden Cove dock, a restroom at Gazzam, resurfacing the deck floors at the Aquatics Center, re-doing the septic system for Seabold Hall, stabilizing the Kids-Up play structure, and upgrades to the Fay Bainbridge campground including several cabins.

The proposed 2017 Land Acquisition Fund indicates a loan balance of \$66,000 on the above-mentioned interfund loan from the General Fund to the Land Acquisition Fund. When Amy Swenson asked if the board wanted to waive this, the Commissioners decided to leave the loan as is for another year since the intent when making the purchase was to pay back the loan out of lid lift funds.

The proposed 2017 Bond Redemption Fund Budget shows that the pool bond will be paid off in 2018, and that the Sakai bond will be paid off in 2034.

A 2017 proposed budget was presented for the new turf field improvement fund approved at the October 6 board meeting. This fund will be used to set aside field rental income until funds are needed for major repairs or replacement of the artificial turf fields at Battle Point Park.

The board then had an opportunity to ask questions about each of the cost centers and programs. Several items came up as follows: next year's Summerfest will be simplified with no entry fees and more emphasis on the concert; since the Park District acquired the park, camping revenues at Fay Bainbridge Park have increased from approximately \$40,000 to \$70,000; this is the last year the Teen Center will be in its current location at the High School. The first reading of the budget will be on November 3; the second reading/adoption will be on November 17.

GENERAL BUSINESS

RESOLUTION 2016-20: INTERFUND TRANSFER ROTARY PARK: This is a follow-up to the October 6 board meeting at which time the need for an interfund transfer from the General Fund to the Capital Improvement Fund was indicated in order to address the Rotary Park Ballfield and Renovation Project deficit. **MSC: DeWitt/Kinney: That Resolution 2016-20, authorizing an interfund transfer from the General Fund to the Capital Improvement Fund related to the Rotary Park renovation, be adopted.**

RESOLUTION 2016-22: AMENDED 2016 GENERAL FUND BUDGET: This amends the 2016 General Fund Budget to include the above interfund transfer related to the Rotary Park renovation and an interfund transfer related to the Aquatics Center as approved by the board at the July 7, 2016 board meeting. **MSC: Cross/DeWitt: That Resolution 2016-22, amending the 2016 General Fund Budget, be adopted.**

RESOLUTION 2016-23: AMENDED 2016 CAPITAL IMPROVEMENT FUND BUDGET: This amends the 2016 Capital Improvement Fund Budget to receive the above interfund transfer related to the Rotary Park renovation and an interfund transfer related to the Aquatics Center as approved by the board at the July 7, 2016 board meeting. **MSC: DeWitt/Kinney: That Resolution 2016-23, amending the 2016 Capital Improvement Fund Budget, be adopted.**

DIRECTOR'S REPORT

Park Services: Division Director Dan Hamlin met recently with IslandWood staff, Park District staff, and members of the BI Parks Foundation to review the results of a recently conducted property survey and see how the current trail sits on the property. A proposed trail lay-out is scheduled for flagging on October 29. The route will take into account the following considerations: sensitivity to the environment; removal of the least amount of trees; minimized impact on the neighbors. Once approved by IslandWood, the proposed trail route will be brought to the Board. The pump track has been laid out at Battle Point Park in the vicinity of the former volleyball court and can be viewed by board members; the name proposed by the Trails Advisory Committee for the Gazzam trail connecting the Close and Knudsen properties is the "Westwood Link"; Park Services staff is very excited about the upcoming haunted hayride and the sea serpent they have crafted to rise up out of the north pond waters.

Recreation Services: Division Director Mark Benishek said a new round of CPR classes is coming up; the movie "Being Mortal" has both first and second viewings scheduled; technology at the Senior Center will be upgraded soon using awarded grant funds. Superintendent Bryan Garoutte said fall programs are going well including a medicinal foraging class and mountain biking night rides; work at the Eagledale pottery studio is underway to get ready for the new kilns; the Gymnastics Parent's Club made a donation of \$14,000 that will be used for new carpet at the Transmitter building, a new high beam at the High School gymnastics room, and new sound systems for both facilities. It was noted that Park District gymnastics programs can no longer be held on the High School campus during school hours due to new School District restrictions limiting outside access to school facilities. Some gymnastics classes have been cancelled and others were moved to the Transmitter Building. The new restrictions are having an impact on the community as these restrictions are widespread, affecting track and tennis court use as well.

Administrative Services: Senior Planner Perry Barrett noted the Transfer on Death Deed pertaining to the reserved property at the Sakai site has been recorded; a meeting with the National Park Services is coming up to discuss the Japanese-American memorial at Pritchard Park; he attended a recent conference of the WA State Trails Coalition that was held in Richland. Executive Director Terry Lande informed the board that Charles Schmid still wants to pursue a rezone of Pritchard Park as discussed in recent board meetings, and was given the go ahead by the board to have staff begin researching the issues. He said a Request for Qualifications must be issued to solicit prospective consultants for developing a concept plan for the Sakai property, and this will not be done in time for the next board meeting when the board's review of community input has been scheduled. Given this, the discussion may be postponed until a consultant has been lined up and can attend. Terry Lande, Dan Hamlin, and Mark Benishek will be attending an athletic conference in Orlando that includes sessions on community recreation centers and will not be at the November 17 board meeting. Over 1000 participants have signed up for the haunted hayride. It will be held on three nights, and staff across all departments are participating.

BOARD MEMBER ITEMS:

- Commissioner Cross attended a BI Parks Foundation meeting and said they are very interested in the Hawley Cove Park boardwalk and think they would be successful raising funds for this project.

- Commissioner Cross said she attended a recent BI Senior Community Center board meeting and communicated to them the Park Board's response from the October 6 Park Board meeting. BISCC indicated to her that they will talk about it.
- Commissioner DeWitt attended a COBI Non-Motorized Transportation Advisory Committee meeting and updated the Board on a number of their projects. A potential northern extension of Wardwell Road could tie into the Meigs Park properties.
- Commissioner Swolgaard commented on how great it was to see so many people the other day striding down the road enjoying a Park District walking class.

MEETING ADJOURNED at 8:23 pm.

Elizabeth R. Shepherd
Terry M. Lande
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: _____

John Thomas Swolgaard

BY: _____

Kenneth R. DeWitt

BY: _____

Lee Cross

BY: _____

Kirk B. Robinson

ATTEST: _____
Jay C. Kinney