

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING NOVEMBER 17, 2017
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, Kirk Robinson, Tom Swolgaard.

STAFF MEMBERS PRESENT: Perry Barrett, Bryan Garoutte, David Harry, Elizabeth Shepherd, Amy Swenson, Jeff Ozimek, Megan Pleli.

ADJUSTMENTS TO AGENDA: Add: Introduction New Employee

BOARD CONSENT

APPROVAL OF MINUTES: Upon making the following revisions to the minutes of the November 3, 2016 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: p. 1: add quotation mark to "Westwood Link"; p. 2: add "I" to "Swolgaard".

APPROVAL OF PAYMENTS: MSC: Cross/Robinson: 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
11/16/16	6,399.06	001	General	6,399.06	11/8/16
11/16/16	137,633.64	001	General	119,568.02	11/16/16
		300	Capital	18,065.62	

UNFINISHED BUSINESS

INTRODUCTION NEW EMPLOYEE: Aquatic Program Manager Megan Pleli introduced the new Aquatic Facility Manager, Dave Perkins, who grew up in Washington and has been involved in aquatics and recreation all his life. He has managed a Renton waterpark and pools in Bremerton, South Carolina while working in the Marines, and currently Tukwila. He is looking forward to working in a larger facility and being a part of this community.

INTERNSHIP COMMITTEE PRESENTATION: Recreation Services Superintendent Bryan Garoutte introduced Jeff Ozimek, Chair of the Park District's Internship Committee, who presented a review of the committee's work since it began two years ago. The program was designed to provide individuals with hands on experience in the park and recreation business. It provides opportunities for career oriented college students from all over the country as well as local members of the community who want to get a foot in the door. The committee has developed an internship handbook, addressed housing needs, and developed an evaluation process that outlines clear expectations. The program has proven to be of tremendous benefit to the interns, the Park District, and the larger community.

AMEND SPOOR TRAIL EASEMENT AGREEMENT: Senior Planner Perry Barrett presented an amended trail easement agreement that modifies the agreement with Dale and Regina Spoor approved by the board last April. This easement provides an important trail connection that will one day link Gazzam Lake Nature Preserve to Lost Valley. **MSC: Robinson/Cross: To approve the Amended Spoor Trail Easement Agreement and authorize the Executive Director to sign.** Perry Barrett and the Board expressed appreciation to the Spoors for their donation and long-range vision for the community.

GENERAL BUSINESS

Administrative Division Director Amy Swenson presented the second reading of the 2017 budgets saying there have been no changes to them since the first reading at the last board meeting.

RESOLUTION 2016-25: 2017 GENERAL FUND BUDGET: MSC: DeWitt/Robinson: That Resolution 2016-25, approving the 2017 General Fund Budget, be adopted.

RESOLUTION 2016-26: 2017 CAPITAL IMPROVEMENT FUND BUDGET: MSC: DeWitt/Cross: That Resolution 2016-26, approving the 2017 Capital Improvement Fund Budget, be adopted.

RESOLUTION 2016-27: 2017 LAND ACQUISITION FUND BUDGET: MSC: Cross/Robinson: That Resolution 2016-27, approving the 2017 Land Acquisition Fund Budget, be adopted.

RESOLUTION 2016-28: 2017 BOND REDEMPTION FUND BUDGET: MSC: Robinson/DeWitt: That Resolution 2016-28, approving the 2017 Bond Redemption Fund Budget, be adopted.

RESOLUTION 2016-29: 2017 TURF FIELD REPLACEMENT FUND BUDGET: MSC: Kinney/Robinson: That Resolution 2016-29, approving the 2017 Turf Field Replacement Fund Budget, be adopted.

RESOLUTION 2016-30: 2017 SALARY SCALE: MSC: DeWitt/Cross: Amy Swenson commented on a WA State initiative that passed resulting in an increase to the State's minimum wage requirements. This will affect only a few Park District positions but will require an amendment to the salary scale in 2017. **That Resolution 2016-30, approving the 2017 Salary Scale, be adopted.**

RESOLUTION 2016-31: 2017 REGULAR PROPERTY TAX LEVY ASSESSMENT: MSC: DeWitt/Cross: That Resolution 2016-31, authorizing and directing the County Assessor to levy regular property taxes as specified therein for collection in 2017 for operation and maintenance costs in the year 2017, and for costs related to the acquisition, development, and maintenance of park properties in accordance with Resolution 2008-17, be adopted.

RESOLUTION 2016-32: 2017 BOND LEVY TAX ASSESSMENT: MSC: Robinson/Kinney: That Resolution 2016-32, authorizing and directing the County Assessor to levy \$789,725.00 for collection in 2017 for the purpose of paying interest on general obligation bond indebtedness of the District, be adopted.

DIRECTOR'S REPORT

Administrative Services: Division Director Amy Swenson said she worked with Enduris to set up a recent all-day training workshop on employment law for supervisors that generally costs \$1600 but was provided at no cost to the Park District. Senior Planner Perry Barrett said efforts are underway to move forward with the Blakely Harbor Park permit submittals, and that he is meeting with City staff about the sail float and DNR lease. *re: water front park* JCK

Recreation Services: Superintendent Bryan Garoutte said several new lifeguards have been hired; BI Parks Foundation grant funds were awarded the gymnastics program for a vault system at the Transmitter Building; the Hilltop Acoustic Jam is coming up on Friday; sports staff is setting up twenty-two volleyball teams and training volunteer coaches; a huge training session is underway for mountain bike staff.

Park Services: Senior Manager David Harry said the crew is planting hundreds of plants and trees at Rotary Park; a mural made by a local artist has been installed on the building at Rotary Park; the Battle Point Park water system has passed the State inspection with no corrections or findings; a restroom is being constructed at Hilltop and staff is finishing up the bunk house there; a break in the rain has made it possible to grade, fill holes, and fix up the Battle Point Park trail; there was a suicide in Ted Olson Park this week.

BOARD MEMBER ITEMS:

- Commissioner Cross attended a Park District Trails Advisory Committee meeting. She commented on how great the people are and said there will be a trails work party the Saturday after Thanksgiving.
- Commissioner Robinson stopped by Owen's playground to help with the landscaping.
- Commissioner Robinson attended a COBI Non-Motorized Transportation Advisory Committee meeting and learned that the City Council has decided the Open Public Meetings Act is applicable to its citizen advisory committees.
- Commissioner DeWitt commented on an article in the Kitsap Sun about the emergency location stickers in the Grand Forest.
- Commissioner Swolgaard said he and Commissioner DeWitt met with the BI Senior Community Center non-profit board last week and will meet with two of its members next week to review the 2017 agreement.

MEETING ADJOURNED at 7:15 pm.

Elizabeth R. Shepherd
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