

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING MARCH 16, 2017
STRAWBERRY HILL CENTER**

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

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

STAFF MEMBERS PRESENT: Perry Barrett, Mark Benishek, Bryan Garoutte, Dan Hamlin, David Harry, Lori Mejia, Elizabeth Shepherd, Amy Swenson. Absent: Executive Director Terry Lande.

ADJUSTMENTS TO AGENDA: Add executive session for real estate.

BOARD CONSENT

APPROVAL OF MINUTES: Upon making the following revisions to the minutes of the March 2, 2017 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected: p. 1: change "12/1/17" to "12/1/16"; p. 3: insert "Kinney" after Commissioner.

APPROVAL OF PAYMENTS: MSC: Robinson/Cross: 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
02/22/17	28,234.02	001	General	27,894.65	02/17/17
		300	Capital	339.37	
3/8/17	90,992.99	001	General	76,562.51	3/8/17
		300	Capital	14,430.48	

UNFINISHED BUSINESS

BAINBRIDGE ISLAND LAND TRUST TRANSFER OF HILLTOP PARCEL: Senior Planner Perry Barrett presented as a first review for the board, documents related to the BI Land Trust's transfer of Hilltop Parcel B to the Park District. The parcel is 10.4 acres and includes the barn, meadow, parking and road, protected areas, and allowances for future trails. The documents include conservation easement restrictions on Parcel B, as well as an updated conservation easement baseline for Parcels C & D which the Land Trust transferred to the Park District in 2013. This conservation document outlines conditions for stewardship and monitoring by the Land Trust. The board saw the first draft of these conditions at the 12/5/13 board meeting. The draft presented this evening includes the board's input from that meeting, and has been reviewed by both the Land Trust's attorney and Hayes Gori, the Park District's attorney. In response to a board question, Park Services Director Dan Hamlin confirmed that this version of the stewardship document is acceptable to staff. Commissioner Cross said the conservation easements for the Hilltop parcels are more extensive than anything she's ever seen before with the Land Trust, and noted future transactions with BILT should be assessed to ensure the Park District is not too limited in being able to carry out its mission of making parks available for public use. The transfer of Hilltop Parcel B will be presented to the board for approval at the 4/6/17 board meeting.

2016 YEAR END FINANCIAL REPORT: Administrative Services Director Amy Swenson provided an overview of the year 2016 comparing actual costs/revenues with what had been budgeted. Due to higher revenues and lower expenses, there was \$219,235.37 more than what was anticipated for the end of 2016, with a cash balance of

\$1,688,580 in the General Fund as opposed to the estimated amount of \$1,469,345. Amy Swenson reviewed the projects in the 2016 Capital Improvement Fund, pointing out those that had been completed and those that will be carried over into 2017. Some of those that were completed include the John Nelson Trail, the Hilltop restroom, Owen's Playground, and the playground at Schel Chelb. A partial payment was made in 2016 out of the Land Acquisition fund to the General Fund on an interfund loan made in 2012 to purchase the West Gazzam/Hilltop properties. The Turf Field Replacement Fund had \$18,603 in it at the end of 2016. The final pool payment will be made out of the Bond Redemption Fund (Debt Service Fund) in 2018.

APPROVE CONTRACT FOR FIRE SUPPRESSION SYSTEM AT AQUATIC CENTER: Recreation Services Director Mark Benishek said three bids were submitted for the Fire Alarm System Replacement project at the Aquatics Center. Among other items, this project will replace the control system for the fire alarm as well as the sprinkler heads. Staff has reviewed all three bids, conducted reference checks, and looked into annual monitoring costs for each company. It is the recommendation of staff that the bid be awarded to Kitsap Fire & Security System, the lowest bidder, for the amount of \$24, 860.00. This is a local outfit that has excellent references, is based out of Poulsbo, and has parts stocked in-house so readily available. **MSC: Swolgaard/Cross: To approve the contract with Kitsap Fire & Security for replacing the current fire alarm system at the Aquatics Center, in the amount of \$24,860.00.**

DIRECTOR'S REPORT

Recreation Services: Division Director Mark Benishek said a national clinic on exercise was held this past weekend at the Aquatic Center; the sound system at the Aquatic Center is being replaced with a donation from Rosemary Hawk funds; yoga classes on stand-up boards in the pool will be offered soon. With the termination of the Senior Center Non-Profit agreement, District staff formerly working out of WPCC will be moving their office up to the District office at Strawberry Hill Park; to create more space, the District's conference room will be moved up to Strawberry Hill Center. Division Superintendent Bryan Garoutte said the boating program is getting underway for the summer and a new boat trailer was recently purchased; the gymnastics competition season is in full swing; a new adult gymnastics class that includes parkour and ninja techniques is very popular; work has begun to get an intramural sports program underway with the schools this fall; the new kiln has been delivered to the Eagledale Pottery Studio; video trainings are now available on the District's website for customers who want to learn how to sign up for classes online; the Teen Center at its current location will close its doors on May 31, with a grand opening in its new location at the Aquatic Center on June 23.

Administrative Services: Community Outreach Program Manager Lori Mejia said awards nominations have been submitted to WRPA and NRPA for Owen's Playground; the summer catalog is the largest yet with 88 pages and is now up on the District's website; the mEgga Hunt is coming up and over 8000 eggs need to be stuffed; concerts and movies have been lined up for the summer; the new inflatable movie screen has arrived. Senior Planner Perry Barrett commented on the Yama study that is being done by the BI Historical Society and Olympic College. The agreement with these two entities runs through 2017, and the annual reauthorization to indicate the study is on-going for another year has been sent to the State Dept. of Archeology. The Blakely jetty bridge plans have been reviewed by staff and consultants, and will be resubmitted next week to the Coast Guard for their review and approval. The City of Bainbridge Island has raised the stormwater standards to the state level which is posing challenges for the renovation of the bakery building at Fort Ward.

Park Services: Division Director Dan Hamlin said the Fire Department is beginning construction on the Madison fire station and contacted the Park District to see if it will still provide alternate landing zones for the life flight helicopter while the project is underway. Dan Hamlin told them yes. The alternate sites include the Baptist Church across the street from the fire station, and the Sands Avenue and Hidden Cove ballfields. Four teens have been apprehended by

the police after vandalizing the Rotary Park restrooms. The former caretaker residence at Williams-Olson Park is coming down now and the logs are being set aside for constructing two cabins at Fay Bainbridge Park; plants from around the former residence will be transplanted at Rotary Park. A meeting was held with the Kids-Up founders about their original efforts to launch the Kids-Up playground, and to discuss their involvement in the renovation. A decision on whether to transfer the IslandWood trail easement to the Park District at is slated for the April 11, 2017 City Council meeting.

BOARD MEMBER ITEMS:

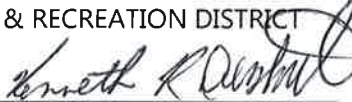
- Commissioners Cross and Swolgaard both attended a recent Park District Trails Advisory Committee meeting.
- Commissioner Robinson attended a BI Parks Foundation meeting as well as a COBI Non-Motorized Transportation Advisory Committee meeting.

WRITTEN COMMUNICATIONS

Vice-Chair Kinney noted a petition was received from members of the BI Senior Community Center requesting that the exercise classes continue to be offered at the Waterfront Park Community Center. It was agreed that any written response to this will be tabled until after Executive Director Lande returns.

MEETING ADJOURNED TO EXECUTIVE SESSION at 7:33 pm for discussion of real estate, with announced time to reconvene at 7:50 pm. **MEETING RECONVENED** at 7:50 pm and **ADJOURNED** at 7:52 pm.

Elizabeth R. Shepherd
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: 
Kenneth R. DeWitt

BY: _____
Jay C. Kinney

BY: 
Kirk B. Robinson

BY: 
John Thomas Swolgaard

ATTEST: 
Lee Cross