

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING FEBRUARY 16, 2012  
STRAWBERRY HILL CENTER**

**CALL TO ORDER** A quorum being present, the meeting was called to order at 6:00 pm by Vice-Chair Swolgaard.

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

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the February 2, 2012 regular board meeting, Vice-Chair Swolgaard stated the minutes stand approved as corrected: Page 1, Call to Order: Change "Chair DeWitt" to "Vice-Chair Swolgaard"; Unocal Property/Park: change "The top 20' of soil" to "Approximately the top 12' of soil". Page 2, Blue Grass: change "admitted" to "allowed"; "Port Angeles" to "Port Townsend"; "removed" to "remote".

**APPROVAL OF PAYMENTS: MSC: Kinney/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:**

<u>Batch</u>	<u>Batch Date</u>	<u>Batch Amt</u>	<u>Fund No.</u>	<u>Fund Name</u>	<u>Fund Amt</u>	<u>Pre-Approved</u>
012412	1/24/12	31,467.75	94952	General	30,197.13	1/20/12
			94955	Capital Improvemt	1,270.62	1/20/12
13112	1/31/12	30,313.00	94952	General	30,313.00	1/23/12
020712	2/7/12	32,927.52	94952	General	31,677.35	1/20/12
			94955	Capital Improvemt	1,250.17	1/20/12
022112	2/21/12	66,990.90	94952	General	66,162.35	2/16/12
			94955	Capital Improvemt	828.55	2/16/12

**GENERAL BUSINESS**

**RESOLUTION 2012-02: PENNY/FIELDSTONE TRAIL DEDICATION:** Senior Planner Perry Barrett said this resolution is in recognition of the four parties who recently donated trail easements across their land in the vicinity of Penny and Fieldstone Lanes. A plaque for each party was presented to commend them for their generosity. Bitsy Ostenson was present to accept the honor. She spoke highly of her neighbors who worked together to bring this about and commended park planner Perry Barrett for his efforts. She said everyone is pleased with the trail and it is well used by many people every day. **MSC: Robinson/Cross: That Resolution 2012-02, recognizing the donation of trail easements made by Bitsy Ostenson, Jason and Tanya Black, Daniel and Deanna Greenwood, and Jeffrey and Cathy Lunzer in the vicinity of Penny and Fieldstone Lanes and Bayhill Road, be adopted.**

**RESOLUTION 2012-03: UNOCAL PARK SITE:** Executive Director Lande said one change has been made to the resolution from what was sent out with the board packets. This change eliminates Number 7 which required a written statement from the Dept. of Ecology that DOE has indicated it will not issue. Terry Lande said this item pertained to the Park District being indemnified of liability for risks associated with the clean-up site, and will be addressed instead through interlocal agreements with the two owners, Kitsap Transit and the City of BI. **MSC: Robinson/Cross: That Resolution 2012-03, assuming responsibility for the management of the park slated for the former Unocal site in Winslow, subject to specified conditions and the removal of number 7, be adopted.**

## **UNFINISHED BUSINESS**

**BLUE GRASS FESTIVAL BEER GARDEN REQUEST:** Recreation Services Director John DeMeyer referred back to Jeff Hemmat's request at the last board meeting to have a beer and wine garden at Battle Point Park this summer as part of the Blue Grass Festival he is coordinating. Jeff Hemmat is unable to attend tonight's meeting due to travel, but is hoping the Board will approve his request this evening. Commissioners Robinson and Swolgaard indicated that they are inclined to not approve the request. Commissioner Robinson said it is a can of worms he does not want to open up and believes approval of this would lead to similar requests in the future. Commissioners Cross and Kinney are open to considering the request but think it is premature to take action due to the lack of anything in writing. Commissioner Kinney also noted that if this request is approved, the Board is not committing to similar requests in the future. Executive Director Lande said staff will request a formal written proposal from Jeff Hemmat.

**2011 YEAR END BUDGET REPORT:** Finance Manager Amy Swenson presented a 2011 year end budget report for each fund.

1) **General Fund:** Came in well below budget with significant savings. A reserve of \$1,650,000 had been estimated for the end of 2011; it came in at \$1,932,542. Unanticipated costs related to the boilers at the Aquatics Center were offset by the Director's discretionary fund which was not spent. Savings in insurance and other line items offset expense items exceeding budgeted amounts. Revenues from soccer field use have been set aside to save towards future repair and replacement of the turf fields. Amy Swenson recommended a separate fund be set up in the near future to better track these funds. She said the District is very strong overall as it goes into 2012.

2) **Capital Improvement Fund:** The work required for the Eagledale septic system was less than anticipated resulting in significant savings. A number of projects were not done in 2011 and will be presented for a carry-forward into 2012 at an upcoming board meeting.

3) **Land Acquisition Fund:** State RCO grant funds were received by the District in 2011 for the Williams property, and transferred to the City to reimburse them for the property's purchase. She reviewed the Board's current commitment for expenditure of the lid lifts funds that were set aside several years ago for the purchase of park land.

4) **Bond Redemption Fund:** Includes payments for two voter approved bonds for property purchase and construction of the Aquatics Center. One bond will be paid off in 2014. The other will be paid off in 2018. Following the presentation, Executive Director Terry Lande commended Amy Swenson and District staff, saying the agency is very conservative and watches its dollars closely.

**ENERGY PRESENTATION:** Recreation Services Director John DeMeyer made a Power Point presentation on the energy consumption of Park District facilities. The information was compiled by a staff committee that has been conducting a comprehensive study of this topic for three years. While all District facilities were evaluated, the Aquatics Center was determined to have the greatest energy consumption in the District. The report suggested many ways to decrease the District's energy use overall, but the committee recommended five measures be taken first at the Aquatics Center since this would yield the quickest results, from both an energy savings and monetary standpoint. The following was recommended for the Aquatics Center: 1) Pool cover for Ray Williamson pool; 2) Variable speed drives; 3) Heat recovery coils; 4) Direct solar at Ray Williamson pool; 5) Direct solar for Nakata pool. These five options would total approximately \$114,000 and save approximately \$38,000 per year with a payback over approximately 3 years. Executive Director Lande suggested a three level approach. 1) Immediately instigate items 1-3 which come to just under \$55,000. These could be done right away using the funds designated last year for solar devices at the Aquatics Center. These would provide the most initial payback. 2) Undertake items 4 & 5 next since these would provide the second best payback. These could be done by borrowing approximately \$50,000 from the reserve fund and paying it back in successive years out of energy cost savings. 3) Once items 1-5 have been completed, begin efforts to decrease

energy consumption at other District facilities. The Board was open to this approach and after discussion made the following motion to broaden the use of unspent funds authorized last year for solar heat at the Aquatics Center. **MSC: Robinson/Cross: That the \$55,000 currently set aside for solar heating at the Aquatics Center be redirected towards District-wide energy saving projects as determined through the discretion of the Executive Director.** It was noted that the solar options would be discussed further at the next board meeting. The Board commended John DeMeyer for his impressive report.

**QWEST EASEMENT AT GRAND FOREST:** Executive Director Lande and the District's attorney Ryan Vancil provided background on the easement, saying Qwest has equipment in the Grand Forest at the corner of Koura and Miller Road that is in a fenced area. It has been there for many years without an agreement. In an attempt to clear matters up, Qwest has approached the Park District with a request to have a formal easement established in exchange for a one-time payment of approximately \$3700. Commissioner Robinson made a motion to consummate the easement that was not seconded. It was noted in discussion that this may be similar to another utility company which uses the Battle Point Park water tower for its cell tower equipment and pays the District a monthly fee for this use. Following discussion, the Board directed Ryan Vancil to go back to Qwest and seek an annual fee for the easement.

### **DIRECTOR'S REPORT**

Recreation Services Director: John DeMeyer: Went with the artisan group (initially known as the Woodworkers Group) to look at facilities in other cities that resemble what they are interested in having on the island; the agreement between the Senior Center non-profit and Park District is now signed around and includes the changes the Park Board requested.

Senior Planner: Perry Barrett: has been working with Commissioner Cross to finalize District comments regarding the Shoreline Master Plan; will be walking the John Nelson Trail in the near future to identify changes wanted by the owner.

Executive Director: Terry Lande: talked to City Manager Brenda Bauer regarding transfer of the Schel Chelb and Lovgren properties and understands it is the intent of the City to keep moving with these; met with City Council Member Anne Blair and District staff after she contacted him to discuss Waterfront Park and the use of WSF funds as part of a COBI subcommittee she is on.

### **BOARD MEMBER ITEMS:**

- Commissioner Cross said the Senior Center has almost completed its renovation of the east wing, and that it is coming in just over the \$25,000 they had anticipated for the project.
- Commissioner Cross provided an update on the Shoreline Management Plan, saying she and Perry Barrett prepared comments addressing their concerns, some of which include targeting primarily public properties for restoration efforts.
- Commissioner Kinney said he attended the final dog committee meeting that was working on the educational component related to dogs in parks. He commended Arlan Elms for his work pulling everything together and said a report will be coming to the board in the near future.
- Commissioner Kinney said he's attended several Trails Committee meetings, and mentioned efforts by some in the community who would like to put in a trail behind Sakai and Woodward Schools.
- Commissioner Kinney attended a recent meeting that addressed the budget for the Rotary Park ballfield project. Park Services staff has identified a number of items that can be cut and are putting together a more realistic budget.

- Commissioner Robinson said the Bainbridge Island Parks Foundation is planning a retreat to assess where it is going.
- Commissioner Robinson said he received a call from Dave Shorett regarding the trail behind Sakai and Woodward. Commissioner Robinson questions putting a trail there from the standpoint of safety for schoolchildren. Executive Director Terry Lande said this trail is not in the District's work plan or budget and is not one the Park District can take on.

**WRITTEN COMMUNICATIONS**

Received email from Eric Turloff requesting information about increase in property taxes. Finance Manager Amy Swenson responded to it.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 8:13 pm for discussion of real estate and litigation with announced time to reconvene at 9:00 pm.

**MEETING RECONVENED** at 9:40 pm. **MSC: Cross/Robinson: That the Executive Director be authorized to (a) contract for a survey of the Knutsen property that will satisfy ALTA standards, and (b) direct the Park District's attorney to draft a Purchase and Sale Agreement for the Knudsen property subject to the terms in the letter of intent.**

**MEETING ADJOURNED** at 9:42 pm.

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

BY: \_\_\_\_\_  
 Kenneth R. DeWitt

BY: \_\_\_\_\_  
 John Thomas Swolgaard

BY: \_\_\_\_\_  
 Jay C. Kinney

BY: \_\_\_\_\_  
 Kirk B. Robinson

ATTEST: Lee Cross  
 Lee Cross