

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING OCTOBER 17, 2013
 STRAWBERRY HILL CENTER**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:02 pm by Chair Swolgaard.

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

ADJUSTMENTS TO AGENDA: Add to Unfinished Business: Rotary Park Update – Purchase of Building

BOARD CONSENT

APPROVAL OF MINUTES: Upon hearing there were no corrections to the minutes of the October 3, 2013 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

Upon making the following revisions to the minutes of the October 3, 2013 board work session, Chair Swolgaard stated the minutes stand approved as corrected: p. 1, change date of minutes from 2011 to 2013; p. 2, add "Swenson" after "Amy"; p. 3, adjust board member names beneath signature lines.

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	Batch Date	Batch Amt	Fund No.	Fund Name	Fund Amt	Pre-Approved
090313	9/3/13	48,646.06	94952	General	46,117.20	8/30/13
			94955	Capital Improvemt	2,528.86	
102213	10/22/13	167,271.14	94952	General	61,954.01	
			94955	Capital Improvemt	105,317.13	

UNFINISHED BUSINESS

SHEL CHELB PLAYGROUND FUNDRAISING STATUS: Jim and Vicki Reilly presented a check for \$5000 to the Board consisting of funds raised by the Lynwood Community Market for the Schel Chelb playground. They will continue to raise funds and have applied for a grant from the Rotary Club. They, along with several others they introduced as part of their effort, spoke with great enthusiasm for the project and were eager to see it move forward as soon as possible.

MORATORIUM ON CLAM DIGGING AT FAY BAINBRIDGE PARK: Commissioner DeWitt referred to the comments of Robert Dashiell and Maradel Gale at the September 19, 2013 board meeting regarding the damage digging for clams does to the eel grass beds at Fay Bainbridge Park. Until staff has done the research requested by the Board and a policy has been developed, Commissioner DeWitt urged the board to pass a motion to protect the eel grass during the interim period. He said his motion will not affect the Suquamish Tribe since tribal rights would supersede the Park District's. He said the intent of the motion is not to stop children from playing on the beach or digging sand castles; it is strictly to protect the tidelands and further out. He made a motion that was later amended to remove a fourth item that would have prevented any other activity prohibited by law. It was noted this motion is needed for an interim period while staff researches tideland protection and is intended primarily for the protection of eel grass. **MSC: DeWitt/Cross: That, except as prior approved by the Executive Director, the following activities shall be prohibited at Fay Bainbridge Park: 1) Intentionally removing, harvesting, damaging, or destroying clams, geoducks, and oysters or any native aquatic plant (including, but not limited to kelp, eelgrass, seaweed, and other aquatic plants). 2) Digging in, trenching, scouring, drilling, or otherwise disturbing submerged lands or tideflats. 3) Approaching or disturbing aquatic mammals on the beach or tideland areas.**

FIRST READING 2014 BUDGETS:

General Fund: Finance Officer Amy Swenson presented the 2014 General Fund budget saying that as requested at the October 3 workshop when the initial 2014 budgets were presented, two changes have been made. 1) The cost of living increase was changed from 1.5% to 2.0%; 2) The health insurance figures were changed from a 7.5% increase to a 5% increase. She said it has also just been learned that there will be no increase for life and disability insurance.

She then presented several options for the Vehicle & Equipment Replacement Plan that budgets \$40,000 each year from the General Fund for vehicles and equipment. An additional \$70,000 from the reserve fund to upgrade the District's fleet was presented at the September 5 board meeting when a preliminary discussion of the budget was held. This would be ideal. However, as presented at the October 3 budget work session, staff realized cuts had to be made and reduced the amount needed from reserves for vehicles and equipment in 2014 from \$70,000 to \$20,000. This is the amount included in the budget for tonight's first reading. However, in response to Commissioner DeWitt's concern that this might not be enough, staff prepared an additional option for tonight that would take another \$20,000 out of reserves and allow a dump truck to be added in 2014. This would bring the total budgeted in 2014 for vehicles and equipment from \$60,000 to \$80,000 (each figure includes \$40,000 from GF). Discussion of this option, which would take another \$20,000 out of reserves, was postponed until after all the fund's budgets were presented.

Capital Improvement Fund: Finance Officer Amy Swenson presented two proposals for the 2014 Capital Improvement Fund Budget. Proposal 1 funds the Capital Improvement Fund with \$145,000 out of the General Fund. Proposal 2 funds the Capital Improvement Fund with \$200,000 out of the General Fund. In the past, \$200,000 has been budgeted each year as a transfer from the General Fund to the Capital Improvement Fund in order to fund capital projects. In 2014, \$55,000 of the amount that would normally have been transferred to the CIF has been budgeted to stay in the General Fund since it will pay for items that are not capital projects and more appropriately paid out of the GF (i.e. on-going maintenance for the Aquatics Center and a portion of an employee's wages who does capital projects). The question before the Board is whether they want to backfill the CIF with reserve funds in order to replace the \$55,000. The two proposals presented outlined what projects could be done under each scenario.

The Board discussed moving the Schel Chelb playground from 2015 where it is currently scheduled to 2014. It was also noted that if the Park District is successful in getting State grant funds for the Hidden Cove dock, the District would need to anticipate matching these funds in 2015 or 2016 in the amount of approximately \$290,000.

Discussion of the two proposals was postponed until after all the fund's budgets were presented.

Land Acquisition Fund: Finance Officer Amy Swenson said the 2014 Land Acquisition Fund Budget assumes the funds designated for trail easements in 2013 will not be spent and as a result are shown as a carry forward in 2014.

Bond Redemption Fund: Finance Officer Amy Swenson presented the 2014 Bond Redemption Fund Budget saying one bond will be paid off in 2014.

Board Discussion: Following the presentation of all four 2014 budgets, the Board addressed the prior questions raised regarding the use of additional reserve funds for vehicles and/or capital improvement projects. Three additional uses for the reserve fund had come up: 1) Additional \$20,000 for dump truck; 2) Additional \$40,000 to move Schel Chelb playground from 2015 to 2014; 3) Additional amount of \$0 to \$55,000 to backfill the Capital Improvement Fund. Commissioner Cross was leery of taking any more funds out of reserves right now given the uncertainty of the federal government as it faces the risk of possible default once again in January. She suggested waiting until the outcome is known and then amending the budget in 2014 if the Board would like to move forward with any of these items. It was noted that with the \$5000 check presented this evening and a possible Rotary grant of \$15,000, the District's contribution to the Schel Chelb playground is likely to be \$20,000 instead of \$40,000. Commissioner Kinney urged the Board to allocate reserve funds for the HazMat storage unit at the Battle Point Park shop, saying hazardous materials

must be taken care of in order to avoid an accident. The Board agreed that \$19,000 should be moved from the reserve fund into the Capital Improvement Fund Budget for the HazMat storage unit, and that all other items should be put on hold until more is known about the economy next year.

Executive Director Lande asked if the Board wanted any other revisions to the budgets. When the budgets come back to the Board for the second reading at the next board meeting, he said they will need Board approval in order to be submitted to the County before the deadline.

ROTARY PARK UPDATE – PURCHASE OF BUILDING: Park Services Superintendent Dan Hamlin commented on the quality of work being done at Rotary Park and said the renovation project is expected to be done in one to two weeks. He said the next step is to obtain board approval for purchasing the modular building that will house the restrooms, concession stand, and meeting room. An agreement with BI Little League has been reached on how to split the costs. The building will be purchased through the purchasing cooperative KCDA so it will not be necessary to bid out the project. It is a building of good quality that will be installed before the baseball season begins next March. The building's purchase price is within budget and will cost \$297,000. He reviewed the specifications with the Board and addressed their questions. **MSC: DeWitt/Kinney: To approve the purchase of the meeting room/restroom/concession stand building for Rotary Park from Williams Scotsman at a price not to exceed \$279,000; and to authorize the Executive Director to sign the necessary paperwork.**

DIRECTOR'S REPORT

Park Services Superintendent: Mike Mejia: He met recently with Puget Sound Energy which wants to put in power poles along the Gazzam parcel at the corner of Baker Hill Road and Crystal Springs Drive. A number of trees, mostly alder, will need to come down some of which are on park property. The board asked that this item be put on the November 7 board meeting agenda for discussion.

Park Services Superintendent: Dan Hamlin: Staff has been working with State and County Health Departments to address park water systems and locate the source of any problems. A number of repairs have been done with Seabold Hall passing all its tests now for several months, and Battle Point Park and Island Center Hall close to being cleared. He praised the work of staff member David Harry who is now in charge of water sampling. *are you [unclear] [unclear]*

Recreation Services Director: John DeMeyer: Work has begun on the winter brochure which will be mailed out after Christmas instead of before. Work on the website upgrade is underway. Program Managers have been busy planning new events and programs including an event at the skate bowl in November, a caregiving seminar at the Senior Center, and a new array of cross country ski trips. Twenty-three teams participated in a recent Masters Program swim competition.

Executive Director: Terry Lande: Staff is working on acquiring the permits for the Blakely Harbor Park projects. In an effort to get mitigation points and consolidate costs, applications for non-shoreline permits will be submitted by the end of November and applications for the more complex projects will be submitted by the end of December. As part of the comprehensive plan process, Perry Barrett who is out ill will be doing a survey monkey to get more feedback from the community and may reduce the number of community meetings from three to two.

BOARD MEMBER ITEMS:

- Commissioner DeWitt said a bike group is interested in a bike park and suggested sending them to the Trails Committee to discuss this.
- Commissioner Kinney updated the Board on the dog committee's efforts to revise the City ordinance on dogs. He said the revised ordinance is likely to: 1) Require dogs to be on leash in BIMPRD parks and at schools unless in a designated off leash area; and 2) Permit dogs to be under voice control on City land and parks.

- Commissioner Swolgaard said a neighbor of Ted Olson Nature Preserve informed him there is a problem with people parking on Kallgren in front of his property and wanted to make people aware that there is parking available on Madison.

WRITTEN COMMUNICATIONS

As requested by Commissioner Cross at the last board meeting, Senior Planner Perry Barrett sent a letter to Sustainable Bainbridge indicating support of their efforts to have the FCC issue a low power FM radio license for Bainbridge Island community. Commissioner Cross heard Sustainable Bainbridge appreciated the letter, will oversee the radio station for the first three years and then turn it over to an independent non-profit.

MEETING ADJOURNED TO EXECUTIVE SESSION at 7:45 pm for discussion of real estate and potential litigation, with announced time to reconvene at 8:20 pm.

MEETING RECONVENED at 8:20 pm and **ADJOURNED** at 8:21 pm.

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

BY:  _____

John Thomas Swolgaard

BY:  _____

Jay C. Kinney

BY:  _____

Lee Cross

BY:  _____

Kenneth R. DeWitt

ATTEST: Absent
Kirk B. Robinson