

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING DECEMBER 19, 2013
STRAWBERRY HILL CENTER**

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

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

BOARD CONSENT

APPROVAL OF MINUTES Upon making the following revisions to the minutes of the December 5, 2013 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: p. 2: change "intent" to "goals"; change "learned" to "known".

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 |
|--------|------------|-----------|----------|-------------------|-----------|--------------|
| 121713 | 12/17/13 | 27,548.41 | 94952 | General | 25,543.99 | 12/16/13 |
| | | | 94955 | Capital Improvemt | 2,004.42 | |

UNFINISHED BUSINESS

2013 BUDGET UPDATE: Finance Officer Amy Swenson updated the Board on the 2013 budgets as of the end of October. General Fund: Tax revenues are almost all in with approximately \$96,000 remaining to be collected; program and rent/concession revenues are over what was anticipated. Payroll and benefit expenses are in line with what was expected. Due to the use of solar energy devices installed last year there are significant savings in the cost of propane. Legal expenses are over what was budgeted by approximately \$9000 with additional costs expected for the month of November and December. This is due to high legal costs related to the Hilltop property transaction. General liability insurance is down by \$14,000 this year. The budgeted storm water management fees will be carried over into 2014. Capital Improvement Fund: Several substantial donations received for the Blakely Harbor Park projects will be carried over into 2014. Funds for a dog park and Veterane trail will also be carried over into 2014. Improvements to the Hilltop caretaker residences were higher than expected. Land Acquisition Fund: There was no activity this year so the funds will be carried forward into 2014.

ISLAND CENTER HALL WATER SYSTEM: Park Services Superintendent Dan Hamlin said staff is still waiting for additional information on the Island Center Hall water system options and is not ready yet to make a recommendation. He discussed the three options briefly: 1) Fix existing well; 2) Drill new well; 3) Hook up to City water. Either the existing or a new well would require a chlorination system. There is no guarantee that a new well will address the problems the existing well is having. The feasibility of hooking up to the City's water system will depend on whether the line can be placed along the shoulder of the road or whether it must be placed in the traffic lane. If the City requires that it be placed in the traffic lane, the cost to tie into City water will double. Dan Hamlin hopes to have all questions answered and have a recommendation to the Board in January.

DIRECTOR'S REPORT

Park Services Superintendent: Dan Hamlin: Several staff members met last weekend with the Fort Ward Sewer System Board at the Fort's old bakery near the Fort Ward Parade Grounds. The Sewer System Board purchased the old brick

building some time ago and recently asked the Park District to work with them on remodeling it into a small community center. It would provide an office for them and programmable space for the community and Park District. The Park District would lease the space for approximately \$1 a year and operate and maintain the building. The Sewer System Board would likely ask the City to vacate a road right of way along the side of the building so it could be used for parking. A community playground could be located on the other side. Executive Director Lande said the building is an amazing historic structure that would provide a great venue for programs. The remodel is estimated to cost \$300,000 to \$500,000; these are preliminary figures. The Sewer System Board is aware that the Park District does not have funds for the project and may help do fundraising for the project. There are grant options as well. Executive Director Lande said whether the project is done or not may depend on whether the District decides to pursue a centralized community recreation center or whether it will opt to continue with decentralized facilities around the island for park classes and programs. If the District pursues a large community recreation center, the facility might not be needed. If the District does not pursue a large community center, there would be a high need for the renovated bakery since there are no programming facilities in this part of the island. The Board expressed interest in the bakery remodel and asked staff to continue researching the project.

Dan Hamlin continued with his report saying the remodel to the administrative front office is underway and will result in additional office space to accommodate bringing payroll in-house. A Trails Committee work party is coming up that will work on the Veterane trail. The Parkland Acquisition Committee members have all expressed interest in serving another term; 2014 PAC members will be appointed at the January 16 board meeting. While PAC has not met in several months, discussions have been underway with neighbors regarding the trail easement connecting Strawberry Hill Park with New Brooklyn. A full report on the status of Rotary Park will be presented up at the January 16 board meeting. Dan Hamlin discussed briefly the options for moving forward with Rotary Phase 3 and the additional funds that will be necessary. Several commissioners indicated that the next priority for the park should be the playground and community building. A temporary chlorination system has been installed at Battle Point Park and Dave Browne Engineering is working on both design and getting system approval.

Park Services Superintendent: Mike Mejia: Kids Up playground repairs are underway; the roller hockey event next summer will be on a different weekend than the Blue Grass Festival; the Chilly Hilly bicycle event will be using both Battle Point Park and Island Center Hall; the Park District did not receive any grant funds from the City's hotel/motel tax fund; an upcoming scout project may be upgrading the look of the pump house in the Fort Ward parking lot; the State Dept. of Fish & Wildlife website will not show clamming is prohibited at Fay Bainbridge Park until their board approval is received and the fishing regulations come out.

Senior Planner: Perry Barrett: the Waypoint Fund agreement has been signed by all four parties; staff met today with the District's attorney regarding an agreement with Island Seniors LLC for the John Nelson trail. A survey monkey will be launched soon to gain additional input into the Comprehensive Plan update. All the Hilltop documents have been signed and finalized, with the Park District now owning Parcels C & D and leasing Parcel B (conservation easements apply to all three parcels).

Executive Director: Terry Lande: A meeting was held yesterday at the Vincent Road dog park site with representatives attending from the State Department of Ecology, Kitsap County Health Department, City of BI, and the Park District. The DOE representative spoke strongly in support of a dog park at the site saying the only concern is to not puncture the cap. He said there is no problem putting in fence stakes; the concrete around them will make a new cap. A positive response to the project was also given by COBI staff, including the interim and new Public Works Directors. As the site was discussed by everyone, the main concern that came up was preventing fecal matter from entering the swale. A way to prevent this was discussed by using fencing to allocate where people can go with their dogs.

Terry Lande said a meeting was also held recently with the donors and landscape architect for the Blakely Harbor Park projects. It was a great meeting with a lot of enthusiasm expressed for the projects. He also updated the Board on the new direction of the Bainbridge Island Parks Foundation.

BOARD MEMBER ITEMS:

- Commissioner Cross met with the Senior Center Non-Profit's long term Strategic Planning Committee. They are aware that they don't function separately from the Park District, and want to move in their own direction and provide social services. The intent is to clarify on paper what the relationship is between the Non-Profit and the Park District.
- Commissioner Robinson complimented staff on all the work they do, saying the few complaints received by the District from the public is a reflection of their good work.
- Commissioner Kinney added to Commissioner Robinson's comments, saying staff does an amazing job and it is a pleasure to be associated with everyone.
- Commissioner Swolgaard asked about the status of the Blakely Harbor Park permits. Executive Director Lande said they have all been accepted by the City and the question now is which Shoreline Management Plan they will be performed under, the current SMP or the new one. He said the District's attorney is researching other bridges approved by the City over the past ten years to see what the permitted uses are for bridges under the current SMP. Ryan Vancil may meet with City staff to discuss a revision to language in the new SMP that would permit bridges to be built. He asked the Board to make the City Council aware that this may be coming forward and to encourage them to accept the revised language. Commissioner Cross said it was her understanding from the last SMP meeting that if the City makes any additional changes, it will start the SMP process all over again and require another public meeting. Executive Director Lande will look into this.
- Commissioner Swolgaard thanked the Landes for hosting a wonderful holiday gathering.

MEETING ADJOURNED at 7:50 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: _____
Kirk B. Robinson