

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
 REGULAR BOARD MEETING OCTOBER 5, 2017  
 STRAWBERRY HILL CENTER**

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

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

**STAFF MEMBERS PRESENT:** Terry Lande, Perry Barrett, Mark Benishek, Bryan Garoutte, Dan Hamlin, Lori Mejia, Elizabeth Shepherd, Amy Swenson.

**ADJUSTMENTS TO AGENDA:** Add executive session for real estate.

**PUBLIC COMMENTS ON NON-AGENDA ITEMS:**

Edith Hartmann, island resident, asked about the status of the miniature train saying it was last on the agenda at the 6/1/17 board meeting at which time it was indicated it would next be addressed in September. Executive Director Lande said the donor has been out of town and the Park District has been involved with the Jones & Jones presentations for Sakai. He expects the train to be on an October or November board meeting agenda. Chair DeWitt said no decisions have been made about it. Edith Hartmann said she has enjoyed coming to the board meetings and finds it fascinating to see everything that is going on. She expressed appreciation to the Park District in recognition of all it has to contend with.

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the September 21, 2017 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected:

Page 3: Change the following wording: "...part of the discussion around the Moritani property has included forming a Friends of Moritani Committee to which he and Commissioner Cross were appointed at the last board meeting" to the following wording: "...part of the discussion around the Moritani property has included forming a Friends of Moritani Committee. An ad hoc committee was formed to which he and Commissioner Cross were appointed at the last board meeting to address fiscal sponsorship".

**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
9/26/17	7,065.90	001	General	6,210.84	
		300	Capital	855.06	
10/3/17	100,876.10	001	General	91,377.48	10/4/17
		300	Capital	8,728.62	
		310	Land Acquisiti	770.00	

**UNFINISHED BUSINESS**

**FISCAL SPONSORSHIP AGREEMENT BETWEEN PARK DISTRICT & BAINBRIDGE ISLAND PARKS FOUNDATION:**

Commissioner Robinson commented on what has taken place since the last board meeting on the fiscal sponsorship agreement between the Park District and BI Parks Foundation. He said the agreement is now referred to as a grant

agreement which better reflects legally what the document is. A meeting with the ad hoc committee and other key participants was held to review the attorney's initial draft of the agreement and several concerns were resolved with revised wording. The draft has been reviewed by the BI Parks Foundation board with additional input provided. He said the new draft before the board this evening reflects the changes that have been made. Glenn Haber clarified that he is participating in this process as part of the BI Parks Foundation and not the Fletcher Bay Foundation. He said they are looking for approvals for two agreements this evening: 1) Master grant agreement between the Park District and the Parks Foundation; 2) Friends of Moritani project agreement which will be the first project done under the master agreement. He indicated that the goal is to have these two agreements in place in time for the Moritani Preserve open house on October 15. Several requirements of the project agreement will not be done by then so will be completed later through an amendment. Glenn Haber noted that this is unusual and that future projects should have these items worked out ahead of time. He said the Parks Foundation has approved the two agreements with perfection of the document delegated to the ad hoc committee (himself, Nancy Haber, and several others). The Park Board also acknowledged that minor changes to the agreements could be needed and delegated this authority to Executive Director Terry Lande. **MSC: Robinson/Cross: To approve the master grant agreement with no substantial changes and authorize the Executive Director to sign. MSC: Robinson/Cross: To approve the Friends of Moritani project agreement with no substantial changes and authorize the Executive Director to sign.** Discussion followed indicating the need for both the Park District and the Parks Foundation to work out operational procedures within their different organizations. It is understood that future project agreements will operate under the master grant agreement and will be signed on a case by case basis. Whether each of these project agreements must come before the Park Board has not yet been determined since it could be viewed as an operational matter. It was noted that the master grant agreement pertains only to projects that are done in collaboration between the Park District and the BI Parks Foundation. It was further understood that there may be some projects the Park District would like to do that the Parks Foundation may not want to take on, and vice versa.

**2018 BUDGET GOALS:** Administrative Services Director Amy Swenson made a Power Point presentation providing an overview of the Park District's tax levy capacity. The District is limited to a 1% increase over the prior year's tax levy plus an amount related to new construction. In 2018, it is estimated that this will result in increased tax revenue of approximately \$126,000 for operations. Additional information was provided about WA State's property tax limit of \$10 per \$1000 of assessed value and how this \$10 is distributed between the State, local and other districts. While not a concern at this time, it was noted that park districts are among the first to be cut should the collective amount of taxation exceed \$10. A history of Park District tax revenue was shown in a graph that also included preliminary projections into the next few years. It is estimated that starting in 2020, annual tax revenue increases are likely to remain at \$100,000 per year with few additional increases. Executive Director Lande said there is some misinformation out in the community that asserts the Park District engaged in deficit spending. This is not correct. The years of the recession (reflected on the graph as 2010-2013) were weathered by the Park District through the use of its reserves which were set aside during the better years prior to the recession. Some current issues and challenges facing the Park District include: cost of living expenses exceeding tax revenues; cost of health care and dependent coverage; increased operational costs as additional properties are taken on; competing in the current economy when hiring new employees; and 30% of the fulltime work force being eligible for retirement within the next five years. Executive Director Lande commented on the challenges that face government agencies when they are both limited by State tax revenue restrictions and expected to comply with new laws that increase costs, such as minimum wage increases and mandating payment of sick leave. Without making reductions, government agencies cannot meet the requirements of the new laws within the 1% restriction in tax revenues. Initial budget goals for 2018 included: maintaining District reserves at \$1.5 million; evaluating options for the Ray Williamson Pool; assessing operational costs of a new pool and

community recreation center; evaluating the efficiency of District operations; maintaining parks and facilities at current levels as new properties are taken on; taking advantage of opportunities that come along. In addition, the presentation included a review of the ballot's 2008 levy lid lift language, and it was noted that the pool bond will be paid off in 2018 with the final Boys & Girls Club payment related to the aquatic center made in 2019. Amy Swenson said the 2018 budget will be brought to the board at the next board meeting. Executive Director Terry Lande commented on the strong track record created by Amy Swenson and staff saying everyone is concerned with being municipally modest and is very careful with the budget. He noted that an assessment is always done when someone leaves the District to evaluate whether the position needs to be replaced or whether re-organization of the District will result in a better use of the funds that are freed up. These kinds of difficult decisions will be required more now in anticipation of four years from now when expenses are estimated to exceed tax revenues as currently capped. He said now is the time to get prepared for the future. Commissioner DeWitt mentioned that the State Auditor's Office questioned why a number of years ago the District began building its reserves and was pleased to hear the Park District was setting aside funds for a rainy day. Commissioner Cross said some tough choices will need to be made, and that if the current levy level is maintained in the future, the District will not be in a position to take on additional property or big projects like a new pool or community recreation center. Executive Director Lande commented on newspaper headlines about a month ago stating the Park Board had approved a new pool complex. He said the board did not do this. The board approved that if there is a new pool someday it will be co-located with the current aquatic center. He said what will appear in the 2018 budget are studies to research the costs of constructing a new pool and community recreation center, and what it will take to operate them. This will provide the board with information to make informed decisions about future bond measure issues that might come up. He said what Jones & Jones has done is provide information about lot coverage at Sakai Park and what can be done there given its constraints. It is not a final document or plan. Chair DeWitt thanked Amy Swenson and staff for the presentation that was made this evening.

## **DIRECTOR'S REPORT**

**Recreation Services:** Division Superintendent Bryan Garoutte said the fall hikes have been great this year with the good weather; the mountain bike program is growing; all day camps will be offered during conference week; introduction to disc golf classes may be offered; an acoustic jam is coming up; a dedication of the new kiln at the Eagledale Pottery Studio is coming up that will honor the Rotary Club for their help in acquiring it; Ninja and Parkour classes have doubled this fall; several intern applications have been received for winter/spring. Division Director Mark Benishek said water fitness is expanding, especially at the senior level; a mermaid swim is coming up, the active adult classes are tripling, and planning is underway for winter/spring classes. Nancy Rogers has submitted her notice to retire. The Recreation Department is applying for two grants this fall from the BI Parks Foundation: 1) New furniture for the Teen Center; 2) Safety boat for the sailing program. **MSC: Robinson/Cross: That the two grant applications be approved.**

**Park Services:** Division Director Dan Hamlin thanked the horticultural staff for their great attitudes while the department has been understaffed and reassessed; there was more graffiti on the water tower at Battle Point Park and the kids who did it were apprehended by the police; the disc golf baskets are up and the tees are going in now; construction of the second stage of the pump track is underway; the cabins at Fay Bainbridge Park are open now and in use, with plans to do a third cabin next year; a restroom is being installed off Deerpath Lane at Gazzam Lake.

**Administrative Services:** Senior Planner Perry Barrett said building permits have been submitted for the Hidden Cove Dock and Blakely Harbor Park jetty bridge; Olympic College has invited the Park District to participate in the next phase of the Yama Archeology project; the deadline for input on the City's Critical Areas Ordinance has been extended to 11/14/17; an initial estimate of approximately \$640,000 has come in for Hidden Cove Dock. Community Outreach

Program Manager Lori Mejia said the Haunted Hayride is coming up and will feature many new attractions; Winter Wonderland is on 12/9/17; the Kids Up committee is excited about the renovation project and an online survey is soliciting input about the playground.

**UPCOMING MEETINGS & EVENTS:** 10/15/17: Moritani Preserve Open House. 10/23-25: Haunted Hayride.

**BOARD MEMBER ITEMS:**

- Commissioner Robinson attended the opening for the Fay Bainbridge cabins and noted how appreciative the Williams family was over seeing how the wood from their old house had been reappropriated to build them.
- Commissioner Cross commented on the email Program Manager Sue Barrington sent out about the new senior programs coming up and said they look great.
- Commissioner Kinney said he's had several people approach him about the importance of working with the School District to coordinate any new facilities. Executive Director Lande said more meetings with the School Superintendent, City Manager, and others have been held, and there have been some positive outcomes.
- Commissioner Swolgaard asked about the Teen Center attendance and was told it is picking up now as school has started, and that younger students in particular are using it.
- Commissioner DeWitt will miss the October 19 and November 2 board meetings.

**WRITTEN COMMUNICATIONS**

An email was distributed that supports of having a wildlife viewing platform at Gazzam Lake Nature Preserve.


**MEETING ADJOURNED TO EXECUTIVE SESSION** at 7:40 pm for discussion of real estate, with announced time to reconvene at 8:05 pm. **MEETING RECONVENED** at 8:05 pm and **ADJOURNED TO EXECUTIVE SESSION** at 8:06 pm for continued discussion of the above items, with announced time to reconvene at 8:40 pm.

**MEETING RECONVENED** at 8:40 pm and **ADJOURNED** at 8:41 pm.

Elizabeth R. Shepherd  
Terry M. Lande  
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