

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING OCTOBER 19, 2017  
STRAWBERRY HILL CENTER**

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

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

**STAFF MEMBERS PRESENT:** Terry Lande, Perry Barrett, Mark Benishek, Bryan Garoutte, Dan Hamlin, Lori Mejia, Elizabeth Shepherd, Amy Swenson, Julie Miller, Jason Balangue, Megan Pleli, Shannon Buxton, Sue Barrington.

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

Bill Walker, island resident, said he sent a proposal to the Park District proposing additional pickleball courts at Battle Point Park. He asked for the Board's support, saying there are not enough courts on the island to accommodate the growing sport. He will try to bring together the many pickleball groups on the island, so they speak with one voice.

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the October 5, 2017 regular board meeting, Vice-Chair Kinney stated the minutes stand approved as corrected: p. 4: Change the board meeting dates Commissioner DeWitt will miss to: October 19 and November 2.

**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:**

<b>Batch Dated</b>	<b>Batch Amt</b>	<b>Fund No.</b>	<b>Fund Name</b>	<b>Fund Amt</b>	<b>Pre-Approved</b>
10/18/17	50,260.82	001	General	36,525.88	10/7/17
		300	Capital	6,256.28	
		310	Land Acquisiti	7,478.66	

**UNFINISHED BUSINESS**

**2018 BUDGET WORK SESSION:** Administrative Services Director Amy Swenson began the work session by reviewing issues and challenges the District is faced with, as presented at the 10/5/17 board meeting. She said the District has reached its highest tax levy so tax revenue from now on is limited to a 1% increase plus new construction. One percent is approximately \$50,000 in increased tax revenues. Budget goals from the last board meeting were also reviewed including options that could be evaluated for increased efficiency of District operations.

**General Fund Budget:** Additional tax revenues for 2018 are anticipated to be approximately \$126,537. An increase in program revenues is estimated at \$288,552. Health insurance will increase by 5%, and a 4% cost of living increase is proposed. Amy Swenson said the CPI to date this year is 3%, but noted the District is still behind due to a number of years when no cost of living increases were given. Personnel costs are expected to increase by approximately \$439,574 with part-time wage increases offset by the increase in program revenues. The vehicle replacement schedule is \$101,000 less this year, due in part to an increase in 2017 for a new mower that will not be reflected in the 2018 budget. At the end of the year, it is anticipated that there will be \$1.6 million in reserves. Amy Swenson noted that this is a status quo budget that is balanced with an excess of approximately \$2000. Tax revenue from the lid lift approved by voters in 2008 is expected to be approximately \$643,722.00 in 2018. Of this amount \$130,000 has been allocated

for acquisition, \$352,791 for development, and \$160,931 towards operation and maintenance of parks. The \$130,000 towards acquisition includes the \$80,000 payment to the Boys & Girls Club to acquire the Nakata Pool space, and \$50,000 for other acquisitions such as trails easements. The last payment to the Boys & Girls Club (\$60,000) will be made in 2019. Those lid lift funds for acquisition will move into the Land Acquisition Fund and those for development will move into the Capital Improvement Fund. A meeting will be scheduled with the Parkland Acquisition Committee to review the lid lift fund budget.

**Capital Improvement Fund:** Capital improvement projects funded through the General Fund and lid lift funds designated for development are projected at \$505,019. Staff outlined the projects that are expected to be done in 2018 for these funds. Some of the Aquatic Center projects include resurfacing the Nakata pool locker room floors and the Ray Williamson Pool deck. As a follow-up to the aquatic assessment study done last August, an additional study will be done to explore the feasibility of several options for the aging Ray Williamson Pool that will include operational costs. Some of the many other projects include: consultant for next planning phase of Sakai Park, a centralized control system for Park District irrigation, seed money for the KidsUp playground renovation and IT upgrades at Battle Point Park, a third cabin at Fay Bainbridge Park and WiFi for the campgrounds, Hawley Cove Park boardwalk, skate bowl renovation at Strawberry Hill Park, recreation software upgrade. The board asked why another recreation software upgrade is needed since this was done several years ago. Staff explained that the software company put the upgrade out prematurely and has not been able to fulfill its obligation to provide support. The system is very slow with many problems that other agencies have experienced as well. Capital improvement projects that will be funded through donations, grants and a Park District carry-forward include the jetty bridge at Blakely Harbor Park, the Hidden Cove Park dock, Williams-Olson Park projects, and improvements to Rotary Centennial Park. Donated funds are also anticipated for the Hawley Cove Park boardwalk to augment Park District funds. The Park District carry forward is approximately \$240,000 from a prior year when the Board committed funds to Hidden Cove dock. Other funding for the dock comes from a WA State grant and donations raised by the BI Parks Foundation. A brief discussion was held about the study for the Ray Williamson Pool and current and projected demands. Executive Director Lande said the study in 2018 will provide facts about costs, and that programming may need to adjust to what the District can afford.

## **DIRECTOR'S REPORT**

**Recreation Services:** Many program managers were at the meeting for the budget work session and spoke about highlights going on in their departments. Julie Miller (sports) said an all day camp will be held next week during school conferences, and the School District has been great to work with in securing space for after school programs. Megan Pleli (aquatics) said the Aquatics Center has been asked to host the American Red Cross Training again this year and they've asked to sign a three year contract. Shannon Buxton (youth and teen) is expanding teen art classes beyond arts & crafts into serious art instruction, and there will be a dedication for the new kiln at the Eagledale Pottery Studio on November 3 to honor all those who contributed funds to it. Jason Balangue (gymnastics) said the Park District will have a team of two participating in Special Olympics when it comes through Washington this year, and that work is underway to provide Ninja training to the BI Police Department. Sue Barrington (50 plus) said the first performance of Bainbridge Boogie will be held on Halloween (Winslow Way and Madison) and that 250 people are trained now in this community building venture for all generations. Division Director Mark Benishek said Nancy Rogers's retirement party will be held on October 27, and the BI Swim Team received a Level 1 Certification through USA Swimming.

**Park Services:** Division Director Dan Hamlin said park staff is busy getting ready for the Haunted Hayride next week, and an Advisory Dog Committee meeting is coming up.

**Administrative Services:** Outreach Program Manager Lori Mejia said 400 pumpkins need to be carved for the Haunted Hayride and a staff pumpkin carving party will be held tomorrow. Senior Planner Perry Barrett gave a brief update on

trail easements and other projects he is working on. Executive Director Terry Lande commented on the value of the Park District's partnerships with the BI Parks Foundation and the BI Land Trust, saying that when issues come up they can be talked through, and this is an indication of a close and solid relationship. He expressed pride in District staff, saying the board has seen a snapshot this evening of the many things the Park District does.

**UPCOMING MEETINGS & EVENTS:** Oct. 23-25: Haunted Hayride; Dec. 9: Winter Wonderland.

**BOARD MEMBER ITEMS:**

- Commissioner Cross said she asked to attend a Senior Center board meeting because she was concerned about some confusion that was circulating about the Park Board having approved a senior center for Sakai Park. She said this has never been approved by the Park Board, that for some reason it was put on the site plan as a separate building by the consultant. She said the whole idea was to have a multi-generational recreation center that would allow for activities of all ages to be in one place so there could be interaction among the generations. She said there will a lot more discussion before anything is approved for the park. She said it was a very good meeting and the Senior Center board thanked her for coming.
- Commissioner Robinson said that as he's been running for re-election, he's heard various comments about the Sakai process and has let people know that any decision about what happens at Sakai Park will be a community decision, since the Park District cannot afford to build anything there out of current revenues. A vote from the community will determine whether anything is developed there.
- All the board members commented on the grand opening of the Moritani Preserve saying it was both impressive and special. Executive Director Lande mentioned what fun and wonderful people the Habers are. Community Outreach Program Manager Lori Mejia said Glenn Haber said he wouldn't trust anyone but the Park District to have turned the property over to.

**WRITTEN COMMUNICATIONS** Several comments were received about pickleball and Sakai Park.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 7:36 pm for discussion of real estate, with announced time to reconvene at 7:50 pm. **MEETING RECONVENED** at 7:50 pm and **ADJOURNED TO EXECUTIVE SESSION** at 7:51 pm for continued discussion of the above items, with announced time to reconvene at 8:20 pm.

**MEETING RECONVENED** at 8:20 pm **ADJOURNED** at 8:21 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  
Lee Cross