

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING JULY 5, 2012  
STRAWBERRY HILL CENTER**

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

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

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

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 6:03 pm for discussion of real estate with announced time to reconvene at 6:20 pm. **MEETING RECONVENED** at 6:23 pm.

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the June 21, 2012 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected: p. 2: Change "Winslow Way" to "Winslow Waypoint".

**APPROVAL OF PAYMENTS: MSC: Kinney/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</b>	<b>Batch Date</b>	<b>Batch Amt</b>	<b>Fund No.</b>	<b>Fund Name</b>	<b>Fund Amt</b>	<b>Pre-Approved</b>
062612	6/26/12	45,107.48	94952	General	44,171.66	6/21/12
			94955	Capital Improvemt	935.82	6/21/12
062712B	6/27/12	3,263.20	94952	General	3,263.20	6/27/12
070312	7/3/12	15,505.70	94952	General	14,155.49	6/21/12
			94955	Capital Improvemt	1,350.21	6/21/12

**UNFINISHED BUSINESS**

**OPERATIONAL POLICIES: FIRST READING:** Executive Director Lande introduced seven operational policy drafts for the Board's review. Once revised with board input, they will be presented at a future board meeting for board approval and inclusion in the Park District's Operational Policy Manual. Five of the seven drafts were for new policies: social media, concession operations, volunteers, petty cash, and small and attractive assets. A sixth draft was for a revised risk management policy previously adopted on December 12, 2012. The seventh draft reformatted without any revisions the District's naming policy adopted by the board on September 14, 2000. Each draft was acceptable to the Board with no revisions requested. Board members asked several questions regarding the District's use of social media which staff will research and address at a future board meeting. Some of these included: Can the District legally block, limit, or control who posts comments on a Park District Facebook account such as people who post comments anonymously? Do social media companies like Facebook have different rules/procedures for accounts with public agencies that address issues like privacy? What happens to the information of outside commentators? How do board members gain access to Park District social media accounts so they can view what is being posted?

**GENERAL BUSINESS**

**RESOLUTION 2012-19: CREDIT CARD LIMIT:** Executive Director Lande said the District is doing more online purchases now that require payment with a credit card, as opposed to purchases that are made and paid through the

voucher process. The current credit limit is being repeatedly bumped up against, which impairs the District's ability to function until it has been paid down. This resolution raises the District's total credit card limit for all departments from \$30,000 to \$50,000. **MSC: Swolgaard/Kinney: That Resolution 2012-19, increasing the Park District's Visa credit card limit from \$30,000 to \$50,000, be adopted.**

### **DIRECTOR'S REPORT**

**Park Services Manager:** Mike Mejia: Work has been underway getting Fort Ward Park ready for boating. This has included delineating the parking area more clearly and moving the bollards back to allow use of the turn-around area for trailers. The Student Conservation Corps has finished its work, and a barbeque was held to thank the kids for a great job. The campground at Fay Bainbridge is starting to fill up despite the slow start this year due to bad weather.

**Park Services Manager:** Dan Hamlin: Exterior painting of the Strawberry Hill Center has been completed with the administrative building slated next for completion. Seabold Hall is next in line to be painted; the paint color will be traditional white. Some minor repairs were just done to Point White Dock in preparation for crab season. The trail at the NE North road end is finished and the City will reimburse the Park District for the cost of materials. A figure eight trail at Nute's Pond has been laid out. Applications for trail permits at Nute's Pond and Hilltop will be submitted soon.

**Executive Director:** Terry Lande: The solar project for the old pool is beginning. An agreement between the Park District and Land Trust is being signed for the Student Conservation Corps to do more work. The students will be paid by the Park District since they're set up in the District's payroll system, and the Land Trust will reimburse the District for the expense. The students will be working at Hilltop and the wildlife corridor between Meigs Farm and the Grand Forest, projects of public benefit to both the Park District and Land Trust. Scott Isenman, who worked to raise funds and organize the fireworks display on the fourth, made sure all the firework debris at Pritchard Park was cleaned up after the show. The District mobile stage was used for the festivities on the fourth.

**UPCOMING MEETINGS & EVENTS:** July 17: Public hearing on general dog issues.

### **BOARD MEMBER ITEMS:**

- Commissioner Cross said she ran into Bitsy Ostenson who thinks Dan Hamlin walks on water.
- Commissioner Kinney participated in recent trail work.
- Commissioner Swolgaard is out of town all next week.
- Commissioner DeWitt reviewed alternatives for conducting the July 17 public meeting on dogs which could include questions from the board and grouping comments by topic. Executive Director Lande urged that the Board not engage with any comments made about the Vincent Road site since the City has not given permission for the site to be used for a dog park.

### **BOARD MEMBER COMMITTEE REPORTS**

**CAPITAL FACILITIES:** The committee met before the board meeting to review a real estate matter discussed later in this evening's executive session. Commissioner DeWitt stood in for Commissioner Robinson who is out of town.

### **WRITTEN COMMUNICATIONS**

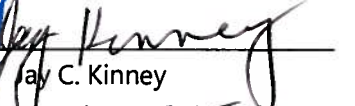
Tom and Barb Hemphill gave the District a copy of the email they sent to The Review commending the Park District for all the improvements to Fort Ward Park this year and for being responsive to citizen input.

**MEETING ADJOURNED** at 7:22 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: ABSENT  
Kirk B. Robinson

ATTEST: \_\_\_\_\_  
Lee Cross