

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
 REGULAR BOARD MEETING SEPTEMBER 10, 2015  
 STRAWBERRY HILL CENTER**

**6:00 - 7:10 PM:** Executive session for real estate and personnel.

**CALL TO ORDER** A quorum being present, the meeting was called to order at 7:13 pm by Chair Robinson.

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

**BOARD CONSENT**

**APPROVAL OF MINUTES:**

Upon hearing there were no corrections to the minutes of the August 27, 2015 regular board meeting, Chair Robinson stated the minutes stand approved as submitted.

Upon hearing there were no corrections to the minutes of the August 27, 2015 board work session, Chair Robinson stated the minutes stand approved as submitted.

**APPROVAL OF PAYMENTS: MSC: DeWitt/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>
7/28/15	58,895.71	001	General	58,895.71	7/24/15
08/25/15	128,698.80	001	General	103,885.96	8/20/15
		300	Capital	9,152.95	
		310	Land Acquisiti	15,659.89	
09/01/15	49,212.78	001	General	43,711.97	9/7/15
		300	Capital	4,739.91	
		310	Land Acquisiti	760.90	
09/09/15	40,570.79	001	General	37,709.52	8/31/15
		300	Capital	361.27	
		310	Land Acquisiti	2,500.00	
9/15/15	344,420.38	001	General	187,441.87	
		300	Capital	156,978.58	

**UNFINISHED BUSINESS**

**KITSAP HUMANE SOCIETY CONTRACT:** Park Services Director Dan Hamlin presented a draft contract with the Kitsap Humane Society that just came in today. It outlines an agreement between KHS and the Park District regarding enforcement of regulations pertaining to dogs in parks. He said while the Board is not being asked to approve the contract tonight, it would be helpful to know if the board is in general agreement with the direction this is heading. He reviewed the basic terms of the contract some of which include: 1) An initial 60-90 day warning period that enforcement of leash laws will be coming to parks; 2) Routine patrols of specified parks by KHS animal control officers; 3) Distribution of information by the Park District explaining the rationale for enforcement of leash laws;

4) Prosecution of cases dealing with violations of COBI animal ordinances will be through the City prosecutor; 5) KHS will serve as the Animal Control Authority for the Park District. The board gave their general consent for moving forward with the agreement. The contract will be revised with input received from board members by next Friday and a final version will be brought to the October 1, 2015 board meeting for approval. Commissioner DeWitt asked to have thanks extended to the Dog Advisory Committee Members who have worked so hard on these issues.

**DEBRIEF WORK SESSION ON SAKAI PUBLIC PROCESS:** Executive Director Terry Lande asked the Board to comment on the August 27 board work session during which professional facilitator Bob Linz presented an option for conducting public process on the recently purchased Sakai property. He wanted to know if the Board thought this direction was worth pursuing. Board Members expressed support and enthusiasm for the process, seeing it as an opportunity to engage and work with the community in determining what the property will become. They felt it was important to have a facilitator guide the process, and were pleased to work with someone who is local and a part of the Bainbridge Island community. Executive Director Lande said prior to the process beginning, some minor work will be done on the property to make it accessible, and to designate what portions are public and private. Part of the purchase and sale agreement allows a family member to live in the house on the property throughout his lifetime, and there is need to define this area as private. Possible ways to do this are through a gate across the driveway, planting trees, and putting up a fence. In addition, Terry Lande said cyclone fencing is needed around the bunker for safety, several parking spots will be made, and preliminary trails will be constructed so the public can access the property. Executive Director Lande said the overall cost estimate for conducting the public process with Bob Linz as facilitator is \$20,000. The next step would be for him to meet with Bob Linz and lay out a timeline. **MSC: Swolgaard/Kinney: That the Executive Director be authorized to begin negotiating with Bob Linz to be the facilitator for the Sakai public planning process.**

**PRELIMINARY 2016 BUDGET DISCUSSION:** A preliminary discussion of the 2016 budget began as Finance Officer Amy Swenson presented information on the history of tax and program revenues, the status of reserves, and tax revenues anticipated for 2016. She also summarized organizational changes that were made this year in response to the retirement or resignation of several employees. Each of the three Divisions (Recreation, Park Services, and Administrative) were reorganized and a new Community Outreach Department was created with no increase in overall cost. Amy Swenson said tax revenues are expected to increase in 2016 with approximately \$150,000 estimated for operations and \$250,000 estimated for lid lift funds. Despite the increase in operational tax revenues, initial budget projections are showing funds from reserves will be needed again this year to maintain a status quo budget. The estimated \$150,000 tax revenue increase will not be enough to pay back the amount that was borrowed from reserves for the 2015 operational budget. Executive Director Lande said the challenge is that the cost of expenditures are increasing at a much higher rate than the 1% plus new growth allotted the District each year in increased tax revenues. Amy Swenson noted that program revenues have increased by almost \$1 million in the past ten years, but there is still not enough revenue coming in to offset expenses without dipping into reserves. The reserve balance is estimated to be \$1.6 million at the end of 2015. Some of the 2016 budget challenges include finding funds for rising credit card fees, a registration software upgrade, and a camping reservation module. In addition, increases in health insurance and PERS retirement benefits will add to the current projected deficit of \$100,000.

Amy Swenson went on to present projects proposed by staff for the Capital Improvement Fund budget which is funded in part by an amount allocated towards this in the General Fund. One line item included in the CIF is removing the caretaker house at Williams-Olson Park which is now vacant. The roof and septic system are in bad shape and would cost a lot to upgrade. The house is in a central location in the park causing confusion to visitors who often turn around and leave because the property appears to be residential. There is discussion about using the house's

footprint for a picnic shelter at the park and recommissioning the logs of the Pan Abode home to build cabins at Fay Bainbridge Park. Other CIF projects are funded by outside sources such as grants, donations or bonds. Some of these projects include the Fort Ward Community Hall (old bakery building), Phase 2 of the Blakely Harbor Park vegetation project, Hidden Cove Park dock, and initial work on the Sakai property.

Discussion then turned to possible uses of the \$250,000 projected for lid lift funds. Potential uses include: acquisition of Boys & Girls Club space at the Aquatics Center, drinking fountains at Rotary Park, trail easement and other small land acquisitions, funds to contribute towards the District's match for the Hidden Cove Park dock, and a bathroom at Hilltop similar to the one recently built at Blakely Harbor Park. Suggestions from the Board for lid lift funds included bathrooms at Gazzam, Hidden Cove Park, and the Grand Forest.

### **DIRECTOR'S REPORT**

**Recreation Services Superintendent:** Bryan Garoutte: Registration for fall programs is underway with many new classes being offered such as a Youth Naturalist after school program, a fall sailing program for adults, pickleball, and a preschool level added to the soccer program that starts this weekend.

**Recreation Services Superintendent:** Mark Benishek: the Teen Center was open for the first home football game and approximately 75 people came through; the Senior Center, Rowing Club and COBI are continuing to discuss parking issues and are assessing whether the current two hours allowed for parking should change to three; the pool's resurfacing project went well.

**Park Services Director:** Dan Hamlin: the septic system at Battle Point Park has failed and the County is requiring a repair within 30 days; the irrigation system at Rotary Park is in place and the lower ballfield is close to completion; preliminary work on the Schel Chelb playground has begun.

**Senior Planner:** Perry Barrett: the BI Parks Foundation is changing the way Park District grant requests are processed; the Park District will now score District projects instead of the Foundation; the boundary lot line adjustment has been completed for the Sakai reserve property; the Squamish Tribe is requiring an archeological study for the jetty bridge project at Blakely Harbor Park.

**Executive Director:** Terry Lande: met recently with City Manager Doug Schulze and learned the next COBI property to be transferred to the Park District is the Meigs parcel, with portions of Pritchard Park likely to follow. The recent event sponsored by BI Parks Foundation went well and demonstrated a strong connection between the two organizations. Hazardous storm conditions caused the District's Birthday Bash to be cancelled several hours after it got underway, and he was incredibly proud to see how staff pitched in to do whatever was needed. He has been asked to serve on the Board of Directors for the BI Chamber of Commerce. The rewrite of City code pertaining to impact fees will have an impact on development on the island including the Park District. A Bainbridge Youth Services intern worked for the Park District all summer; this program will continue into the fall with the Park District hosting a BYS intern for two hours each week so they can learn about park operations.

**UPCOMING MEETINGS & EVENTS:** September 21: Intergovernmental Work Group meeting.

### **BOARD MEMBER ITEMS:**

- Commissioner DeWitt would like to see an official transfer of the Sakai property to the Park District with the Sakai family present. He suggested the sign for the park be unveiled at this occasion.
- Commissioner Cross said the BI Parks Foundation would like to know what big projects the Park District wants them to focus on for fundraising. Board members suggested restrooms on trails, and the Hawley Cove Park trail and boardwalk. Rebuilding the Manzanita Park boardwalk was another suggestion.

- Commissioner Cross will not be able to attend the October 1 and possibly the October 15 board meetings.
- Commissioner Robinson may not be here for the October 1 board meeting.
- Commissioner Kinney said he loves seeing the progress on the Rotary Park renovation and ballfield project.
- Commissioner Kinney suggested that everyone stand up every hour or so during these long meetings, saying it is an issue of health.
- Commissioner Robinson attended a recent Non-Motorized Transportation Advisory Committee meeting, and recently walked several of the new trails the Park District built.

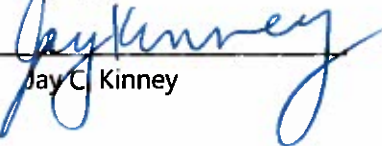
**MEETING ADJOURNED** at 9:23 pm.

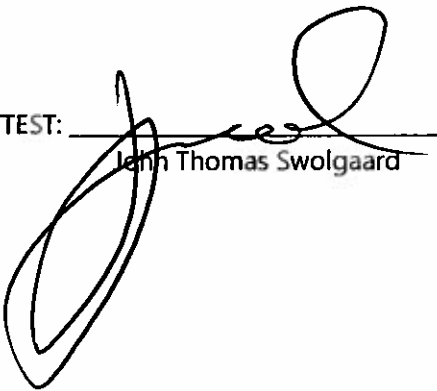
Elizabeth R. Shepherd  
Terry M. Lande  
BAINBRIDGE ISLAND METROPOLITAN  
PARK & RECREATION DISTRICT

BY: \_\_\_\_\_  
Kirk B. Robinson

BY: \_\_\_\_\_  
Lee Cross

BY:   
Kenneth R. DeWitt

BY:   
Jay C. Kinney

ATTEST:   
John Thomas Swolgaard