

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING NOVEMBER 15, 2012
 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, and Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Add to General Business: Resolution 2012-30: Small Works Roster

BOARD CONSENT

APPROVAL OF MINUTES: Upon making the following revisions to the minutes of the November 1, 2012 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected: p. 3. 1) Director's Report: change "undated" to "updated"; 2) Board Member Items: change "gravel area" to "gravel pit area".

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:

Batch	Batch Date	Batch	Fund No.	Fund Name	Fund Amt	Pre-Approved
111412	11/14/12	34,273.82	94952	General	30,162.19	11/8/12
			94955	Capital Improvemt	4,111.63	
110612 & 110712	11/06/12 & 11/7/12	34,273.82	94952	General	36,219.79	11/8/12
			94955	Capital Improvemt	2,029.01	
	November	Payroll	94952	General	253,778.76	

GENERAL BUSINESS

RESOLUTION 2012-23: 2013 GENERAL FUND BUDGET: SECOND READING: Finance Manager Amy Swenson said there have been no changes since the first reading. **MSC: Cross/Swolgaard: That Resolution 2012-23, approving the 2013 General Fund Budget, be adopted.**

RESOLUTION 2012-24: 2013 CAPITAL IMPROVEMENT FUND BUDGET: SECOND READING: Finance Manager Amy Swenson said there have been no changes since the first reading. **MSC: Robinson/Swolgaard: That Resolution 2012-24, approving the 2013 Capital Improvement Fund Budget, be adopted.**

RESOLUTION 2012-25: 2012 LAND ACQUISITION FUND BUDGET: SECOND READING: Finance Manager Amy Swenson said there have been no changes since the first reading, but that Commissioner Cross has requested the following revision to the footnote below the budget: After "grant", insert "from RCO for West Gazzam".

MSC: Cross/Robinson: That Resolution 2012-25, approving the 2013 Land Acquisition Fund Budget, be adopted with the above revision to Exhibit A.

RESOLUTION 2012-26: 2013 BOND REDEMPTION FUND BUDGET: SECOND READING: Finance Manager Amy Swenson said there has been one change since the first reading which includes a lower interest amount than what was originally anticipated. **MSC: Robinson/Cross: That Resolution 2012-26, approving the 2013 Bond Redemption Fund Budget, be adopted.**

RESOLUTION 2012-27: 2013 SALARY SCALE: Finance Manager Amy Swenson said the 2013 salary scale includes a 3% cost of living increase as directed by the Board at the November 1 board meeting. **MSC: Cross/Kinney: That Resolution 2012-27, approving the 2013 Salary Scale, be adopted.**

RESOLUTION 2012-28: 2013 REGULAR PROPERTY TAX LEVY ASSESSMENT:

MSC: Robinson/Cross: That Resolution 2012-28, authorizing and directing the County Assessor to levy regular property taxes as specified therein for collection in 2013 for operation and maintenance costs in the year 2013, and for costs related to the acquisition, development, and maintenance of park properties in accordance with Resolution 2008-17, be adopted.

RESOLUTION 2012-29: 2013 BOND LEVY TAX ASSESSMENT:

MSC: Robinson/Swolgaard: That Resolution 2012-29, authorizing and directing the County Assessor to levy \$320,422.00 for collection in 2013 for the purpose of paying principal and interest on general obligation bond indebtedness of the District, be adopted.

RESOLUTION 2012-30: SMALL WORKS ROSTER: This resolution has been added to the agenda since board action is required prior to a December 1 deadline that that the District was not aware of. This resolution will supersede and replace the District's current resolution/policy pertaining to the Small Works Roster. As explained by Finance Manager Amy Swenson, this resolution authorizes the District to host its small works roster through the Municipal Research and Services Center. Contracting this service out with MRSC and utilizing its online database will result in significant savings in staff time. This service is used by other governmental entities including the City of Poulsbo and the BI Fire Department. Once the Park District joins the MRSC roster, it no longer has to maintain its own. The other change in this resolution raises the ceiling permitted by statute from \$99,000 to \$300,000 for projects that do not require sealed bids. **MSC: Robinson/Cross: That: 1) Resolution 2012-30, authorizing the Park District to join the MRSC small works roster, be adopted and supersede Res 2006-18; and that 2) the Park District's Policy Manual be updated to reflect the language in this resolution, with this update superseding the District's current small works roster policy.**

DIRECTOR'S REPORT

Recreation Services Director: John DeMeyer: The grand opening for the renovated Senior Center facility (now called the Waterfront Park Community Center) will be January 23 at 11:00 am, but will be used for programs shortly after the first of the year. In February, there will be a re-dedication of Huney Hall, now known as the Commons. Applications are coming in for the Aquatics Center Manager; the final touches are being made on the brochure with lots of new programs coming up including white water rafting, ski buses to Crystal Mountain and Stevens Pass, more cooking and language classes, and many new after-school programs.

Senior Planner: Perry Barrett: updated the Board on a possible trail connection that would help link Blakely Harbor and Pritchard Park, and a sole source aquifer petition that is being circulated related to federal funding.

Park Services Manager: Mike Mejia: work on park benches and tables is underway; the Student Conservation Corp will be re-planting an area at Blakely Harbor Park this weekend; a volunteer recognition event was recently held with approximately 30 people attending; the water is on at The Waypoint; a scout's bridge project at West Port Madison Park looks great; the District will be co-sponsoring the Turkey Trot on Thanksgiving day.

Park Services Manager: Dan Hamlin: presented sample trail maps that are being developed in-house and will include QR codes so hikers can access where they are in the park via smart phones; a lighting project is underway at Strawberry Hill Park to bring lights to the parking area. Unison has come back to the Park District with its interest in purchasing the District's cell phone lease site on the Battle Point Park water tower. The Board confirmed it is not interested in pursuing this.

Executive Director: Terry Lande: updated the board on a recent meeting with the Land Trust which has hired a new executive director who will begin in January.

UPCOMING MEETINGS & EVENTS: November 19: IGWG meeting; January 23: Grand Opening, Waterfront Park Community Center.


BOARD MEMBER ITEMS:


- Commissioner Robinson said he went to the recent "Meet and Greet" for the new City Manager Doug Schulze.
- Commissioner Robinson attended the District's volunteer recognition event and mentioned a lot of great folks are doing many things for the Park District.
- Commissioner Cross said at the end of the year, there will be only one confirmed Parkland Acquisition Committee member and that the Board will need to name four new members for 2013 since there is \$40,000 left in lid lift funds. Since these funds are allocated for trails she suggested the new members be people who have interest in this area. Executive Director Lande noted that while the 2008 resolutions regarding the lid lift and Parkland Acquisition Committee addressed the initial formation of the committee, it is up to the Board to determine how to select new members. It was decided that at the next board meeting, a procedure for discussing the appointment of new PAC members would be determined.


MEETING ADJOURNED TO EXECUTIVE SESSION at 6:53 pm for discussion of real estate negotiation and potential litigation with announced time to reconvene at 7:15 pm.

MEETING RECONVENED at 7:15 pm and **ADJOURNED** at 7:17 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: 
Kirk B. Robinson

ATTEST: 
Lee Cross