

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING APRIL 10, 2008  
STRAWBERRY HILL CENTER**

**EXECUTIVE SESSION:** 5:45 pm – 6:00 pm for real estate.

**CALL TO ORDER**

A quorum being present, the meeting was called to order at 6:08 pm by Vice-Chair Swolgaard.

**BOARD MEMBERS PRESENT:** Lee Cross, Kirk Robinson, Dave Shorett, and Tom Swolgaard.

**ADJUSTMENTS TO AGENDA:** Add Resolution 2008-7 Kubota Tractor & Equipment Monthly Payments

**BOARD CONSENT**

**APPROVAL OF MINUTES:**

Upon hearing there were no corrections to the minutes of the March 20, 2008 board work session, Vice-Chair Swolgaard stated the minutes stand approved as submitted.

Upon making the following revisions to the minutes of the March 27, 2008 regular board meeting, Vice-Chair Swolgaard stated the minutes stand approved as corrected: On page 2, under Director's report, change "175 participants" to "500-600 participants".

**APPROVAL OF PAYMENTS: MSC: Cross/Robinson: 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><u>Fund Name</u></b>	<b><u>Fund No.</u></b>	<b><u>Batch No.</u></b>	<b><u>Amount</u></b>	<b><u>Pre-Approved by Executive</u></b>
General Fund	94952	334738	73,589.94	March 20, 2008
General Fund	94952	335071	26,902.68	March 27, 2008
General Fund	94952	Payroll	203,078.12	
Capital Improvemt	94955	335094	1,196.10	March 27, 2008

**UNFINISHED BUSINESS**

**SENIOR CENTER FACILITY FEASIBILITY STUDY:** John DeMeyer introduced consultant, Rex Bond, saying he was there this evening to present the conceptual plan for an expanded Senior Center facility that was developed out of the Senior Center Feasibility Study. Rex Bond outlined the process for the study, saying a task force was formed and input drawn from a number of community meetings. He said a guiding mission statement was developed, an assessment of goals was conducted, and an evaluation of how those goals could be met at the current site was done. He said the current building is 5000 square feet, and that the new design increases this to 17,500 square feet. He said it is a two story building and is required to have 56 parking stalls. When Board members asked if 56 parking stalls would be sufficient, he said additional parking is available along the street and for Waterfront Park which could accommodate overflow. He said collaborative work is still needed between the City and IAC to make sure all state requirements are met, and that parking continues to be an unresolved issue with an additional 22 spaces still needed. He said underground parking has been considered, but is a concern to seniors uncomfortable with tight parking conditions. He said access to the two story building would be off Bjune with the main entrance on the second floor facing the city of Winslow, and lower entrance on the first floor across from Waterfront Park. He said a peaked roof would be flanked on each side by a flat vegetated roof enhancing evaporation of water and causing less run-off into

the storm drainage system. He said solar screens are included on the south side, and that an emergency generator will provide a place for people to go during power outages. He said the interior design includes a variety multi-functional spaces including a large multi-purpose room with dividers, kitchen, café, living room, meeting rooms, health room, classrooms, computer room, etc. In response to questions from the board, Rex Bond said future expansion of the facility could be done to the west if trees are cut down, alternate sites for the facility were not considered, and underground parking is technically feasible for a two story building. In response to other Board questions, BIYSCC members said seniors could possibly be housed during construction at neighboring churches, and District Senior Center staff said an informal study was done earlier that polled the number of seniors who drive to the Center, and that the emphasis for usage by other community groups has been on placed on creating flexible spaces that would allow rooms to be used for a variety of different categories: parties, meetings, classes, weddings, receptions, etc. Executive Director Lande and Board Members commended those who developed the conceptual plan, saying the work was nicely done.

**MADISON AVE/AARON TOT LOT TRANSFER AGREEMENT:** Executive Director Terry Lande said that after reviewing the transfer agreement with the District's attorney Ryan Vancil, there are three options: 1) Transfer the tot lots from the City to the Park District right now; 2) Authorize the Executive Director to sign the transfer agreement once the quid pro quo question related to storm management fees has been addressed; 3) Direct staff to work with Ryan Vancil on this, and postpone accepting the tot lots until the quid pro quo question has been researched. The Board opted to go with the third option.

#### **GENERAL BUSINESS**

**RESOLUTION 2008-7: KUBOTA TRACTOR & EQUIPMENT MONTHLY PAYMENTS:** Executive Director Lande said this resolution is necessary to authorize the County to cut monthly payment checks for the newly purchased Kubota tractor and equipment. **MSC: Swolgaard/Robinson: That Resolution 2008-7, authorizing monthly payments of \$716.60 for the purchase of the new Kubota Tractor and other equipment approved in Resolution 2008-4, and in accordance with the signed purchase agreement with Kubota, be adopted.**

#### **DIRECTOR'S REPORT**

Recreation Services Director: John DeMeyer said the recent X-box and games equipment stolen several weeks ago from the Teen Center will be replaced by the Teen Center non-profit; resurfacing of tennis courts is being assessed for this year; the open gym at the newly opened Transmitter Building is going full blast; for Park District program day trips, stipends will now be given volunteers instead of reimbursement for their meals due to complications posed by new regulations.

Executive Director: Terry Lande said the work being done at Strawberry Hill Field #3 looks good.

**UPCOMING MEETINGS & EVENTS:** Capital Facilities Committee Meeting: April 22 – 4:00 pm.

#### **BOARD MEMBER ITEMS:**

- Commissioner Shorett said he didn't write the letter to the City regarding preservation of open space through code revision because he has since learned the City is not currently making policy changes regarding this. He suggested instead that a letter be written to the Land Use Committee, Greg Byrne, and the City Council urging the expansion of open space in the Winslow area.
- Commissioner Cross said she met with Park Services Director Arlan Elms and Don Willot from the City's Non-Motorized Committee to discuss priorities for funds recently designated by the City: 1) \$120,000 for trail and open space improvements; 2) \$100,000 for trail easement purchases. She said the Hyla trail and Commodore

trail are among the highest priorities but require extensive work first to obtain easements. The Executive Director and Board members concurred with the following: 1) Involve third party, such as the District's land use attorney Ryan Vancil, to work on getting easements for Hyla and Commodore trails with payment for third party coming out of the \$100,000 for easement acquisition; 2) Set aside funds from the \$120,000 for the Hyla and Commodore trails; 3) Use the remaining funds to begin work on other projects. It was agreed that if the easements for the Hyla and Commodore trails are not obtained in time for the work to be done this year, that the money set aside for them will be re-directed to other projects, so that all the City funds allocated for the year are used in 2008.

- Commissioner Cross said a recent meeting of the new joint City/Park District Senior Center Facility Committee resulted in an agreement to have the Park District explore whether alternate sites are available in the Winslow area that could accommodate a multi-use community center. Executive Director Lande said the District has two months to determine this. He said questions that must be addressed in the future include: Which agency will be in charge (City/Park District/BIYSCC non-profit), who will run the bond, who will maintain the facility.
- Commissioner Robinson asked about a letter to the editor in the Kitsap Sun stating displeasure with the use of a leaf blower on the new Forest to Sky District trail. Executive Director Lande said staff uses a leaf blower on this trail approximately once a month to keep the boardwalk from getting slippery. The leaf blower may also be used on trails to remove organic matter prior to putting down the rock needed to construct or maintain a trail.
- Commissioner Swolgaard said bids have been secured for doing the work on the Camp Yeomalt log cabin, and that following a complete cost evaluation, it has been determined that the project is approximately \$109,000 over the amount of funds available to construct it. He said the Team Yeomalt Committee will meet soon to discuss what can be done. He gave four options: 1) Go as far as the funds will allow; stop and secure the building when the funds run out; 2) Stop the project and use the funds to mothball the project until funds are in hand; 3) Move forward with construction and hope more funds will become available as the project progresses; 4) Hold off on construction and continue fundraising until that time when the Heritage grant funds are no longer available. If at this time fundraising has been successful, begin construction. If the needed funds have not been raised, stop the project. Commissioner Robinson added another option: 5) Take down the entire building. Executive Director Lande said the Committee will come up with the recommendation, at which time the Board can then determine the project's direction.

## **BOARD MEMBER COMMITTEE REPORTS**

**CAPITAL FACILITIES:** Commissioner Robinson said the committee met recently to review a number of projects including the Senior Center facility expansion, Field #3 renovation at Strawberry Hill Park, log cabin renovation at Camp Yeomalt, and Battle Point Park Soccer Fields.

**WRITTEN COMMUNICATIONS** Executive Director Lande said an email was received from Frank Buxton, a garden plot user, expressing his dissatisfaction with the road closure at the Battle Point Park maintenance area. He said Chair DeWitt will respond to the email.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 7:55 pm for discussion of personnel, with announced time to reconvene at 8:05 pm. **MEETING RECONVENED** at 8:05 pm and **ADJOURNED** at 8:06 pm.

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

BY: \_\_\_\_\_  
Kenneth R. DeWitt

BY: \_\_\_\_\_  
John Thomas Swolgaard

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

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

ATTEST: \_\_\_\_\_  
David L. Shorett - Secretary