

ANNUAL REPORT

Bainbridge Island Metropolitan Park & Recreation District

Submitted pursuant to RCW 43.09.230

To the

STATE AUDITORS OFFICE

For the calendar year ended 2009

Certified correct this 30 **day of** JULY, 2010
To the best of my knowledge and belief:

Name: Terry Lande



Title: Director

Prepared by: Amy Swenson, CPA

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**BAINBRIDGE ISLAND METROPOLITAN PARK AND RECREATION DISTRICT
FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS**

For the Year Ended December 31, 2009



BARS CODE		94952 General		94956 Land Acq Fund	
		001 Current Expense		300	
		Budget	Actual	Budget	Actual
Beginning Net Cash and Investments		675,702.00	942,874.00	-	1,510.00
308.10	Reserved				
308.80	Unreserved	675,702.00	942,874.00		1,510.00
Revenues and Other Sources					
310	Taxes	5,127,892.00	5,017,182.00		
320	Licenses and Permits				
330	Intergovernmental				
340	Charges for Goods and Services	1,525,145.00	1,615,940.00		
350	Fines and Penalties				
360	Miscellaneous	174,732.00	253,282.00	1,000.00	0.79
370	Capital Contributions				
390	Other Financing Sources		18,566.00	875,477.00	-
Total Revenues and Other Financing Sources		6,827,769.00	6,904,970.00	876,477.00	0.79
Total Resources		7,503,471.00	7,847,844.00	876,477.00	1,510.79
Operating Expenditures:					
510	General Government				
520	Public Safety				
530	Physical Environment				
540	Transportation				
550	Economic Environment				
560	Mental and Physical Health				
570	Culture and Recreational	5,547,722.00	5,177,695.00		826.22
Total Operating Expenditures		5,547,722.00	5,177,695.00	-	826.22
591-593	Debt Service	16,000.00	5,337.00		
594-595	Capital Outlay				
Total Expenditures		5,563,722.00	5,183,032.00	-	826.22
597-599	Other Financing Uses	1,064,047.00	300,789.00		
Total Expenditures and Other Financing Uses		6,627,769.00	5,483,821.00	-	826.22
Excess (Deficit) of Resources Over Uses		875,702.00	2,364,023.00	876,477.00	684.57
380	Nonrevenues (Except 384 and 388.80)		21,369.00		
580	Nonexpenditures (Except 584 and 588.80)				
Ending Net Cash and Investments		\$875,702	\$2,385,392	\$876,477	\$685
508.10	Reserved				
508.80	Unreserved	\$875,702	2,385,392.00	\$876,477	\$685

Disclosure of reserved/unreserved fund balances is optional

The Accompanying Notes Are An Integral Part Of This Statement.

**BAINBRIDGE ISLAND METROPOLITAN PARK AND RECREATION DISTRICT
FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS**

For the Year Ended December 31, 2009



BARS CODE		94955 Capital Imp		94957 Debt Service	
		300		200	
		Budget	Actual	Budget	Actual
Beginning Net Cash and Investments		\$15,699	\$334,537	\$101,272	\$188,558
308.10	Reserved	\$15,699	\$334,537	\$101,272	\$188,558
308.80	Unreserved				
Revenues and Other Sources					
310	Taxes			472,951	503,954
320	Licenses and Permits				
330	Intergovernmental		76,972		
340	Charges for Goods and Services				
350	Fines and Penalties				
360	Miscellaneous		826,480	2,000	1,739
370	Capital Contributions				
390	Other Financing Sources	207,137	211,426	88,394	3,706,407
Total Revenues and Other Financing Sources		207,137	1,114,878	563,345	4,212,100
Total Resources		222,836	1,449,415	664,617	4,400,658
Operating Expenditures:					
510	General Government				
520	Public Safety				
530	Physical Environment				
540	Transportation				
550	Economic Environment				
560	Mental and Physical Health				
570	Culture and Recreational	207,137	1,322,545		
Total Operating Expenditures		207,137	1,322,545	0	0
591-593	Debt Service			561,341	4,115,717
594-595	Capital Outlay				
Total Expenditures		207,137	1,322,545	561,341	4,115,717
597-599	Other Financing Uses		17,603		
Total Expenditures and Other Financing Uses		207,137	1,340,148	561,341	4,115,717
Excess (Deficit) of Resources Over Uses		15,699	109,267	103,276	284,941
380	Nonrevenues (Except 384 and 388.80)		1,624		
580	Nonexpenditures (Except 584 and 588.80)				
Ending Net Cash and Investments		\$15,699	\$110,891	\$103,276	\$284,941
508.10	Reserved	0			
508.80	Unreserved	\$15,699	\$110,892	\$103,276	\$284,941

Disclosure of reserved/unreserved fund balances is optional

The Accompanying Notes Are An Integral Part Of This Statement.

**BAINBRIDGE ISLAND METROPOLITAN PARK AND RECREATION DISTRICT
 FUND RESOURCES AND USES ARISING FROM CASH TRANSACTIONS**



For the Year Ended December 31, 2009

Fund Type: Special Revenue Funds	94954 Deposits 631 Fiduciary		Fund Number and Name	
	Budget	Actual	Budget	Actual
Beginning Net Cash and Investments	\$1,890	\$1,740		
Revenue and Other Financing Sources				
Total Resources	1,890	1,740	0	0
Expenditures And Other Financing Uses				
Excess (Deficit) of Resources Over Uses	1,890	1,740	0	0
Nonrevenues (Except 384 and 388.80)				
Nonexpenditures (Except 584 and 588.80)		299		
Ending Net Cash and Investments	\$1,890	\$1,441	\$0	\$0

Fund Type:	Fund Number and Name		Fund Number and Name	
	Budget	Actual	Budget	Actual
Beginning Net Cash and Investments				
Revenue and Other Financing Sources				
Total Resources	0	0	0	0
Expenditures And Other Financing Uses				
Excess (Deficit) of Resources Over Uses	0	0	0	0
Nonrevenues (Except 384 and 388.80)				
Nonexpenditures (Except 584 and 588.80)				
Ending Net Cash and Investments	\$0	\$0	\$0	\$0

Fund Type:	Fund Number and Name		Fund Number and Name	
	Budget	Actual	Budget	Actual
Beginning Net Cash and Investments				
Revenue and Other Financing Sources				
Total Resources	0	0	0	0
Expenditures And Other Financing Uses				
Excess (Deficit) of Resources Over Uses	0	0	0	0
Nonrevenues (Except 384 and 388.80)				
Nonexpenditures (Except 584 and 588.80)				
Ending Net Cash and Investments	\$0	\$0	\$0	\$0

The Accompanying Notes Are An Integral Part Of This Statement.

MCAG NO.

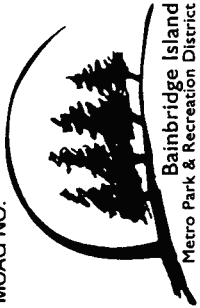
SCHEDULE 7

Bainbridge Island Metropolitan Park and Recreation District
SCHEDULE OF WARRANT ACTIVITY
For the Year Ended December 31, 2009

FUND NO.	FUND NAME	PAYABLE JANUARY 1, 20XX	ISSUED REPORT YEAR	BEGINNING OPEN PERIOD	ENDING OPEN PERIOD	NET ISSUE 4-5+6	REDEEMED REPORT YEAR	CANCELED REPORT YEAR	PAYABLE DECEMBER 31, 200X 3+4-8-9
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Not Applicable

The Accompanying Notes Are An Integral Part Of This Schedule.



Bainbridge Island Metropolitan Park and Recreation District
SCHEDULE OF LONG TERM DEBT
For the Year Ended December 31, 2009

_____ G.O. Debt
 _____ Revenue Debt
 _____ Assessment Debt

ID No.	Date of Original Issuance	Date of Maturity	Beginning Outstanding Debt 01/01/09	Amount Issued in Current Year	BARS Code for Receipt	Receiving Fund Number	Amount Redeemed in Current Year	BARS Code for Redemption	Redeeming Fund Number	Ending Outstanding Debt 12/31/09
251.12	5/1/1999	12/1/2018	3,530,000.00				3,530,000.00		200	-
251.16	9/1/2003	12/1/2014	1,265,000.00				260,000.00		200	1,005,000.00
263.66	12/1/2001	12/1/2011	244,609.96				77,768.00		200	166,841.96
251.16	9/10/2009	12/1/2018	-	3,595,000.00			-		200	3,595,000.00
Total			5,039,609.96	3,595,000.00			3,867,768.00			4,766,841.96

The Accompanying Notes Are An Integral Part Of This Schedule.

MCAG NO.

SCHEDULE 19

LABOR RELATIONS CONSULTANT(S)

For the Year Ended December 31, 2009

Has your government engaged labor relations consultants? _____ Yes No

If yes, please provide the following information for each consultant(s):

Name Of Firm
Name Of Consultant
Business Address
Amount Paid To Consultant During Fiscal Year
Terms And Conditions, As Applicable, Including:
Rates (E.g., Hourly, Etc) _____
Maximum Compensations Allowed _____
Duration Of Service _____
Services Provided _____

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Certified Correct this _____ day of _____, _____ to the best of my
knowledge and belief:

Signature

Name

Title

**BAINBRIDGE ISLAND METROPOLITAN
PARK AND RECREATION DISTRICT
NOTES TO FINANCIAL STATEMENTS**

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Bainbridge Island Park & Recreation District (District) uses the revenue and expenditure classifications contained in the Budgeting, Accounting and Reporting System Manual. This manual is prescribed by the State Auditors Office under the authority of Washington State Law, Chapter 43.09 RCW.

The District uses single-entry, cash basis accounting which is a departure from generally accepted accounting principals (GAAP).

Bainbridge Island Park & Recreation District was incorporated in May 1969 in accordance with RCW 36.69. The district is a municipal corporation with the purpose of providing leisure activities and recreational facilities of a non profit nature, as a service to its residents. The Board of Park and Recreation Commissioners are composed of five members elected at large who each serve a four year term. The Park and Recreation Director are appointed by the Board to act as the Chief Executive Officer and are responsible to the Board for proper administration of all affairs.

The District reports the following governmental funds:

General Fund:

The general fund is the operating fund of the District. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Capital Improvement Fund:

These funds account for financial resources which are designated for the acquisition or construction of general capital projects.

Debt Service Fund:

These funds account for the accumulation of resources to pay principal, interest and related cost on general long-term debt.

Deposit and Special Fund:

These funds were designated by the board for particular financial activities of the District. Fund 94953 was closed in 2006 per board resolution.

Land Acquisition Fund:

This fund is designated by the board to account for financial resources which are designated for the acquisition of land for use in furtherance of the Districts purpose.

NOTE 2: BUDGETARY INFORMATION

Annual budgets are adopted for each fund. The general fund budget is developed for each cost center. The financial statements include budgetary comparisons for those funds.

The district director, Terry Lande is authorized to transfer budgeted amounts between departments with any fund, however, any revisions that alter the total expenditures of the district, or that affect the number of authorized employee positions, salary ranges, hours or other conditions of employment must be approved by the district board.

Amended budget resolutions are reviewed in public session and resolutions are required to be read at two regular board meetings prior to adoption.

The budgets shown in the financial statements are the final authorized amounts as revised during the year.

NOTE 3: ASSETS, LIABILITES AND EQUITIES

Cash: It is the districts policy to invest all temporary cash surpluses. The amount is included in the net cash and investments shown on the statements of fund resources and uses arising from cash transactions.

Deposits: The District deposits are covered by the FDIC and/or Washington Public Deposit Protection Commission.

Investments: At December 31, 2009 the Kitsap County Treasurer was holding \$2,299,950 in short-term residual investments. Interest on these investments is apportioned to the various funds.

Capital Assets: Capital assets are long-lived assets of the District and are recorded as expenditures when purchased.

Compensated absences: Vacation pay, which may accumulate up to a maximum of twice the annual accrual rate, is payable upon resignation, retirement or death.

Sick leave may be accumulated indefinitely. Upon separation (after 5 years of employment) or retirement, employees receive payment of their sick leave of up to 25% of accumulated sick leave.

Long Term Debt: See note

Other Financing Sources or Uses: The Districts "Other Financing Sources or Uses" consist of interfund transfers and bond/debt payments.

Risk Management: The District is a member of Enduris. Chapter 48.62 RCW authorizes the governing body of any one or more governmental entity to form together into or join a pool or organization for the joint purchasing of insurance, and/or joint self-insuring, and/or joint hiring or contracting for risk management services to the same extent that they may individually purchase insurance, self-insure, or hire or contract for risk management services. An agreement to form a pooling arrangement was made pursuant to the provisions of Chapter 39.34 RCW, the Interlocal Cooperation Act. Enduris was formed July 10, 1987, when two (2) counties and two (2) cities in the State of Washington joined together by signing an Interlocal Governmental Agreement to pool their self-insured losses and jointly purchase insurance and administrative services. As of August 31, 2008, there are 427 Enduris members representing a broad range of special purpose districts.

Enduris allows members to jointly purchase excess insurance coverage, share in the self-insured retention, establishes a plan for total self-insurance, and provides excellent risk management services and other related services. Enduris provides "occurrence" policies for all lines of liability coverage including Public Official's Liability. The Property coverage is written on an "all risk" basis, blanket form using current Statement of Values. The Property coverage includes mobile equipment, electronic data processing equipment, valuable papers, building ordinance coverage, property in transit, extra expense, consequential loss, accounts receivable, fine arts, inventory or appraisal cost, automobile physical damage to insured vehicles. Boiler and machinery coverage is included on a blanket limit of \$100 million for all members. Enduris offers employee dishonesty coverage up to a liability limit of \$1,000,000.

Members make an annual contribution to fund Enduris. Enduris acquires insurance from unrelated insurance companies that is subject to a "per occurrence" \$500,000 deductible on liability loss, \$100,000 deductible on property loss and \$5,000 deductible on boiler and machinery loss. The member is responsible for the first \$1,000 of the deductible amount of each claim, while Enduris is responsible for the remaining \$499,000 on liability losses, \$99,000 on property loss, \$4,000 on boiler and machinery loss. Insurance carriers cover all losses over the deductibles as shown to the policy maximum limits. Since Enduris is a cooperative program, there is a joint liability among the participating members.

The contract requires members to continue membership for a period of not less than one (1) year and must give notice 60 days before terminating participation. The Intergovernmental Contract (Master Agreement) is automatically renewed after the initial one (1) full fiscal year commitment. Even after termination, a member is still responsible

for contribution to Enduris for any unresolved, unreported and in-process claims for the period they were a signatory to the Intergovernmental Contract.

Enduris is fully funded by its member participants. Claims are filed by members with Enduris and are administered in house.

A Board of Directors consisting of seven (7) board members governs Enduris. Its members elect the Board and the positions are filled on a rotating basis. The Board meets quarterly and is responsible for conducting the business affairs of Enduris.

NOTE 4: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

There have been no material violations of finance-related legal or contractual provisions.

NOTE 5: PROPERTY TAXES

The County Treasurer acts as an agent to collect property taxes levied in the county for all taxing authorities.

Property tax revenues are recognized when cash is received by the District. Delinquent taxes are considered fully collectible because of lien affixes to the property after taxes are levied.

NOTE 6: INTERFUND LOAN ACTIVITY

None

NOTE 7: LONG TERM DEBT

The accompanying schedule of Long Term Debt provides a listing of the outstanding debt of the District and summarized the Districts debt transactions for 2009. The General Obligation Bond dated 05/1/99 was refunded in 2009

5/1/1999 General Obligation Bond	0.00%	-	refunded
9/3/2003 General Obligation Bond	2.50%	1,005,000.00	
12/24/2001 LOCAL note for pool equipment	3.00%	166,841.96	
9/10/2009 General Obligation Bond	2.88%	3,595,000.00	

The debt service requirements are as follows:

Year	Principal	Interest
2010	806,478.00	148,826.00
2011	285,364.00	121,202.00
2012	820,000.00	110,672.00
2013	215,000.00	87,285.00
2014	775,000.00	78,685.00
2015 to 2018	<u>1,865,000.00</u>	<u>190,950.00</u>
Total	\$4,766,842.00	\$737,620.00

NOTE 8: OTHER DISCLOSURES

Effective January 1, 2006, The Bainbridge Island Park & Recreation District changed its status and began operating as a metropolitan park district. Its name changed to Bainbridge Island Metropolitan Park and Recreation District

NOTE 9 – PENSION PLANS

Substantially all the Districts full-time and qualifying part-time employees participate in the pension plan administered by the Washington State Department of Retirement Systems, under cost-sharing multiple-employer public employee defined benefit and defined contribution retirement plans. Actuarial information is on a system-wide basis and is not considered pertinent to the Districts financial statements. Contributions to the system by both employee and employer are based upon gross wages covered by plan benefits.

Historical trend or other information regarding each plan is presented in the Washington State Department of Retirement Systems annual financial report. A copy of this report may be obtained by writing to:

Department of Retirement Systems
Communications Unit
PO Box 48380
Olympia, WA 98504-8380