

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
WORK SESSION OCTOBER 7, 2010
STRAWBERRY HILL CENTER**

WORK SESSION TOPIC: 2011 BUDGETS

CALL TO ORDER: A quorum being present, the work session was called to order at 7:15 pm by Chair Lee Cross.

BOARD MEMBERS PRESENT: Paul Bang-Knudsen, Lee Cross, Ken DeWitt, Kirk Robinson, Tom Swolgaard.

Finance Manager Amy Swenson reviewed the Park District mission statement, Board goals, and assumptions used to compile the 2011 draft budgets that were distributed in the board packets. She presented the draft 2011 General Fund budget saying it is a status quo budget with the exception of several items. Some of these included: decrease in tax revenue of approximately \$456,000; 11% increase in program revenue; 9.6% increase in health insurance, 6.1% increase in dental insurance; estimated 10% increase in PERS retirement benefits beginning in July 2011; utility increases; new cost center for Marketing and Special Events; increase in part-time salaries if additional parks are taken on; funds for new accounting software (for in-house accounts payable in 2012), "communications plan", a portable stage, mowing equipment purchase; and for the Youth Conservation Corps to work towards the removal of invasive species in parks. Funds for the portable stage would come from several sources including the Director's discretionary fund and possible grant funds. The stage would give the Park District more options when determining where to hold concerts. Staff requested more clarity on what is meant by the Board when it asks that funds be included for a communications plan. To demonstrate what is currently taking place, staff provided an outline comparing District communications in 2002 to District communications in 2010. Staff also discussed plans to develop email lists that will disseminate information to people interested in keeping informed on specific topics. It was noted technological upgrades are needed to better manage the District's records and make them more accessible. Barb Trafton, who led and fundraised for the Youth Conservation Corps project, spoke about the work done last summer at Blakely Harbor Park removing ivy, and expressed interest in expanding the program. The Board noted this program does not just benefit parks but also provides important training for youth. A staff proposal was made to replace broken mowing equipment in 2010 using funds from the reserve fund, with the understanding the reserve fund would be reimbursed over the next five years out of the Vehicle Replacement Plan. Amy Swenson then presented the draft 2011 Capital Improvement fund, and the Board reviewed the proposed projects. Commissioner Bang-Knudsen requested \$500 for an artistic rendition of a map showing island trails. Commissioner Cross mentioned interpretative signs are needed at the Gazzam Close property to fulfill grant requirements. A discussion was held over whether all the lid lift funds in 2011 should be allocated for development. It was noted that a very small amount is available in 2011 for park land acquisition and development from the lid lift fund due to decreased property tax revenues. Staff originally placed it all in development so the community would see more visible results. Commissioner DeWitt's request that a portion of it be used for acquisition resulted in moving \$25,000 from lid lift development to \$25,000 in lid lift acquisition. A discussion of the reserve fund was held, and it was noted that it is important to keep it available as a cushion for operations during times of economic uncertainty.

WORK SESSION ADJOURNED TO THE REGULAR BOARD MEETING at 9:25 pm.

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

BY: Lee Cross

Lee Cross

BY: Kirk B. Robinson

Kirk B. Robinson

BY: _____

Paul Bang-Knudsen

BY: John Thomas Swolgaard

John Thomas Swolgaard

ATTEST: Kenneth R. DeWitt
Kenneth R. DeWitt - Secretary