

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING DECEMBER 19, 2019
STRAWBERRY HILL CENTER**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:00 pm by Chair Kinney.

BOARD MEMBERS PRESENT: Ken DeWitt, Dawn Janow, Jay Kinney, Michael Pollock, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Postpone Resolution 2019-16 to a future board meeting. (Commissioner Pollock indicated he is drafting his resignation letter now). Add executive session for potential litigation.

BOARD CONSENT

APPROVAL OF MINUTES: Upon hearing there were no corrections to the minutes of the December 5, 2019 regular board meeting, Chair Kinney stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: Janow/Swolgaard: I have reviewed the following vouchers, warrants and electronic payments and move that they be approved for payment.

Batch Date	Fund Number & Name	Warrant Numbers	Total Batch Amount	Pre-Approved
12/9/19	001 General Fund 300 Capital Improvement Fund	19325-19348	249,900.41	12/9/19
12/17/19	001 General Fund 300 Capital Improvement Fund	19349-19396	149,912.50	12/13/19

GENERAL BUSINESS

RESOLUTION 2019-14: COMPREHENSIVE PLAN: Senior Planner Perry Barrett said this is the board's second review of the draft comprehensive plan in entirety, and that if there are no comments, it will be moved on to the WA State SEPA review process at which time other public agencies will have the opportunity to provide comment. The board thanked staff for a job well done. **MSC: Swolgaard/Janow: That Resolution 2019-14, approving the 2020 update of the Comprehensive Plan subject to SEPA review, be adopted.**

RESOLUTION 2019-15: AMENDED 2019 CAPITAL IMPROVEMENT FUND BUDGET: Administrative Division Director Amy Swenson said the amended budget is needed primarily for two reasons: 1) There are several projects that came in over budget so could not be done in 2019 and were moved to 2020; 2) There were several projects that were either almost finished in 2018 and carried over to 2019, or finished in 2018 with the bills not received until 2019. She then responded to board questions. She said the amended CIF budget had several revisions this evening from what was included in the board packet and provided them to the board. The CIF budget as revised will replace what is currently attached to the resolution as included in the board packet. **MSC: DeWitt/Pollock: That Resolution 2019-15, amending 2019 Capital Improvement Fund Budget, be adopted.**

DIRECTOR'S REPORT

Recreation Division: Division Superintendent Bryan Garoutte said winter break open swim begins next week at the Aquatic Center; the Ray Williamson Pool will be closed for maintenance next week; a well-attended chess fest was recently held; senior softball players want to build the program and would like to help with the fields; the high school campus will be shut down for a week due to construction requiring some park programs to be rescheduled; snow is falling in the mountains just in time for the ski program; the Gymnastics Department has cheer and muscle-up clinics coming up; Eileen Magnuson's fitness classes are so popular, she's been talked into holding them over winter break; Winter Wonderland last weekend was a great event and Breakfast with Santa is coming up this Saturday.

Administrative Division: Executive Director Lande said his surgery was changed to Monday so he will be out next week.

UPCOMING MEETINGS & EVENTS: January board meetings: 1/9. (The 1/23 board meeting has been canceled since there will not be a quorum).

BOARD MEMBER ITEMS:

- Commissioners DeWitt and Janow said they will both miss the 1/23 board meeting. Given that there will not be a quorum due to Commissioner Pollock's departure from the park board for the City Council, it was agreed to cancel the 1/23 board meeting. The joint trails map presentation will be moved to the 1/9 board meeting.
- Commissioner Janow said she met with Administrative Division Director Amy Swenson to get up to speed on the budget and found this very helpful. She also attended the pottery studio open house.
- Commissioner Swolgaard said he attended a recent Trails Advisory Committee meeting and commented on what a great group of people they are. The next trails work party will be on December 28.
- Commissioner Swolgaard said the winter/spring catalog is awesome and congratulated staff on a job well done. Executive Director Terry Lande commended Helen Stone and the recreation staff for their hard work.
- Commissioner Pollock thanked everyone "from the bottom of his heart" for the opportunity to serve with them and said he has learned a lot.

WRITTEN COMMUNICATIONS

Commissioner DeWitt said a letter was received from someone who was upset about no wheelchair accessibility on the portable stage during Winter Wonderland. Commissioner DeWitt and staff have verified that there is a wheelchair lift on the portable stage and that it was working and available for use during the event. If someone does not make their need for an accommodation known, the Park District is not able to respond to it.

MEETING ADJOURNED TO EXECUTIVE SESSION at 6:45 pm for discussion of personnel and potential litigation, with announced time to reconvene at 7:00 pm. **MEETING RECONVENED** at 7:00 pm. **MSC: Pollock/DeWitt: That the Executive Director be granted a \$275/month increase to his basic pay effective January 1, 2020 and that his accrued, but unused vacation from 2019 be added to his regularly allowed vacation in 2020; and that, starting in 2020, any unused vacation be allowed to be moved to future years, and that the Executive Director's employment be amended to reflect this change. MEETING ADJOURNED** at 7:05 pm.

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

BY: _____

Jay C. Kinney

BY: _____

John Thomas Swolgaard

BY: _____

Kenneth R. DeWitt

BY: _____

Dawn Janow

ATTEST: _____
Michael Pollock