

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING JANUARY 9, 2020
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, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Unfinished Business: Move Oath of Office to beginning of meeting; Add Acceptance of Commissioner Pollock's Resignation. No executive session for real estate.

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Jeremy Lipton and Michelle Taylor, island residents, came to speak on behalf of the BI Dive Club, a club level team operated through the Park District that began in 1994 and competes at a national level. Since the diving coach Chris Miller resigned in October, they have realized how philanthropic he was in contributing his time at an almost charitable level. Today's going rate for a dive coach is much more than what he was being paid and what the Park District can afford, and there was no response to the opening posted by the Park District. The BI Dive Club has now formed a non-profit and will contract with and pay for their own coach. This expense will increase the club dues by 100-300% depending on the number of dive team members (5-10). What they are asking from the Park District is the following: 1) reduced or no fees for the non-profit to rent the dive tank beyond the \$20/hour fee currently in place through July 2020; 2) expanded access to the dive tank so there is more practice time for club divers; 3) access to gymnastics equipment for dry land training at a reduced cost.

OATH OF OFFICE: District Notary Elizabeth Shepherd administered the Oath of Office to Commissioners John T. Swolgaard and Dawn Janow who were elected last fall to the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District.

ACCEPTANCE OF COMMISSIONER POLLOCK'S RESIGNATION: The Park District is in receipt of the letter from Commissioner Michael Pollock emailed the evening of 12/19/19 and resigning from his position on the Park Board.

MSC: Janow/DeWitt: To accept Commissioner Michael Pollock's resignation.

BOARD CONSENT

APPROVAL OF MINUTES: Upon hearing there were no corrections to the minutes of the December 19, 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
12/23/19	001 General Fund 300 Capital Improvement Fund 310 Land Acquisition Fund	19397-19442	101,064.38	12/20/19
1/7/20	001 General Fund 300 Capital Improvement Fund	19443-19447	10,992.22	1/7/20

UNFINISHED BUSINESS

JOINT TRAILS INVENTORY PRESENTATION: Park Services Division Director Dan Hamlin said this is a preliminary presentation of a joint trails map that is being developed between the Park District and City of Bainbridge Island. He introduced COBI Engineering Project Manager Mark Epstein. The BI Parks Foundation was also recognized as a partner in this effort and BIPF Executive Director Barb Trafton and Frank Stowell were introduced. A presentation of the joint

trails map to the City Council is slated for the end of January. Dan Hamlin said prior to this undertaking, planning for trails on the island was done separately with Park District emphasis on recreation and City emphasis on transportation. Mark Epstein said a joint effort is important due to overlaps between the City and Park District, and Parks Foundation efforts to acquire easements. Dan Hamlin said that Park District priorities as laid out in its Trails Vision Plan include trails within parks, between parks, and between parks and neighborhoods. Mark Epstein said the City's focus has been on transportation and increasing shoulders, with emphasis now on a Council driven sustainable transportation plan. The joint working group was formed in 2019 and has since done an inventory of all trails on the island and created a joint map. The map shows existing additional opportunities that are available as well as where the missing links are. It identifies where park trails intersect roads as well as key intersections where Park trails meet COBI right of ways. Park District and COBI trails standards were presented as well as a possible new trails standard which includes a wood hard surface that wheels can go on. Next steps include an interlocal agreement outlining responsibilities for construction and maintenance with a pilot project to follow. Barb Trafton said she is grateful to see this level of collaboration underway and Frank Stowell said the current level of staff in each agency makes this possible. Questions from the board were taken. The project will be presented next to the City Council. Prior to going further, staff will need approvals/direction from the Park Board and City Council.

2020 BOARD OF COMMISSIONER OFFICER ELECTIONS:

MSC: DeWitt/Janow: That Tom Swolgaard be appointed as Chair.

MSC: DeWitt/Swolgaard: That Dawn Janow be appointed as Vice-Chair.

MSC: Swolgaard/Janow: That Ken DeWitt be appointed as Secretary.

MSC: DeWitt/Swolgaard: That Dawn Janow be appointed as Treasurer until new commissioner is appointed.

MSC: Janow/DeWitt: That Jay Kinney be appointed as Member at Large.

2020 BOARD COMMITTEE AND BOARD LIAISON ASSIGNMENTS:

Committee Assignments:

Governance:	Swolgaard/Janow	<i>(incoming Chair and Vice-Chair)</i>
Capital Facilities:	DeWitt/Kinney	
Program:	Janow	
Budget & Finance:	Janow/DeWitt	<i>(Treasurer serves on this committee)</i>
Personnel:	Swolgaard/Kinney	<i>(outgoing and incoming Chairs)</i>
Sakai Site Planning:	DeWitt/Swolgaard	<i>(ad hoc committee established at 11/3/16 board meeting))</i>

Board Liaison Positions

Park District Parkland Acquisition Cmtte	Swolgaard/Janow
Park District Trails Advisory Cmtte:	Swolgaard/Janow
Park District Dog Advisory Cmtte	Kinney
BI Parks Foundation:	DeWitt/Kinney
Intergovernmental Work Group (IGWG)	Janow/Swolgaard
School District	Kinney/Janow
Intergovernmental Policy Liaison to COBI:	<i>(Cmtte formed at Commissioner Pollock request/not needed)</i>
COBI Multi-Modal Transportation Committee:	<i>(COBI cmtte - no longer in operation)</i>

MSC: Kinney/Janow: That the above board committee and liaison positions be approved. It was noted that these could change once the new commissioner is appointed, and a possible Aquatic Center ad hoc committee is formed.

PROPOSED PROCESS AND TIMELINE FOR FILLING BOARD VACANCY: Executive Director Lande presented a revised process/timeline for appointing a commissioner to the board position vacated by Commissioner Pollock. He said it was brought to his attention that the proposed process/timeline in the board packets exceeded by one day the 90 day period the board has available to appoint a new board member. Staff has revised the timeline to take this into consideration and it now includes a special board meeting on Feb. 27, with the appointed commissioner taking the oath of office at the board meeting on March 5 instead of March 19. It was agreed that as in past board vacancies, the two members of the Personnel Committee will review the applications and recommend several finalists to the board. Candidate applications will be made available to the full board, but to avoid a quorum, will be discussed only by the two members on the Personnel Committee. The Personnel Committee includes Commissioner Kinney and Commissioner Swolgaard who will in this one instance be replaced by Commissioner DeWitt due to his familiarity with the board vacancy process after having gone through it one year ago. The appointed commissioner will serve approximately two years through 2021, and if interested in completing the final two years of the position (2022-2023), would need to run for election in 2021. The board vacancy will be posted on January 17 to coincide with when the formal ad is published for the first time in the Bainbridge Review. **MSC: Janow/Kinney: To approve the 2020 process and timeline for appointment of new commissioner as revised.**

DIRECTOR'S REPORT

Park Services Division: Division Director Dan Hamlin said the pickleball courts were put out to bid again and five bids were received. The lowest bid was still \$20,000 over the Park District's budget. It's been learned that fundraising by the pickleball group has gone well and that they can now fund several portions of Phase 2 that the Park District was going to fund since these parts of the project needed to be done during Phase 1. Eliminating these items from the project scope of Phase 1 will reduce the project cost. Because the project scope is changing, Dan Hamlin said it must go out to bid again. Clay Roberts with the pickleball group said the last living pickleball founder Barney McCallum passed away in November. He expressed gratitude to the Park District for moving forward with the ceremonial ground-breaking in October saying Barney McCallum was able to attend and had a great time. He updated the board on their fundraising efforts saying the pickleball group has raised \$50,000 to contribute to Phase 1 of the project. He thanked Barb Trafton for help from the BI Parks Foundation raising funds for Phase 2 and said \$27,000 has been raised now for the entrance. He said the pickleball group is continuing its fundraising efforts and expects more funds to be raised through the purchase of bricks nationwide. Dan Hamlin said it is hoped that construction of the pickleball courts will begin sometime this spring. He also noted that a work party is coming up on 1/20 to pull ivy at Blakely Harbor Park and that the Eagledale Pottery Studio will be closed until further notice. Park Services Superintendent David Harry said demolition is underway as Phase 1 of the KidsUp playground begins.

Recreation Division: Division Superintendent Bryan Garoutte said e-sports is one of the biggest growing programs; ski bus is going well; gymnastics is offering a new family fit class; the after school sports programs are going well; and Walks With Commissioners is a go. Division Director Mark Benishek said Breakfast With Santa was a huge hit and the mEgga Hunt is coming up on 4/11; most swim classes filled within the first 40 minutes of registration; the new head lifeguard has been hired; Active Adults has applied for NRPA funds for two new programs; a winter/spring intern is coming soon and will work for 12 weeks in Active Adults; registration for winter/spring classes went well and was up over 24% from last year.

Administrative Division: Division Director Amy Swenson said someone has been hired now to fill the Accounting Coordinator position. Executive Director Terry Lande commended Megan Pleli and Mark Benishek for their efforts working with the BI Dive Club transition, said he will be on vacation the first two weeks in February, and that Administrative Manager Elizabeth Shepherd will be retiring at the end of March after 28 years.

UPCOMING MEETINGS & EVENTS: The January 23 board meeting has been cancelled due to a lack of quorum. The next board meeting will be on February 6.

BOARD MEMBER ITEMS:

- Commissioner Janow said Walks With Commissioners will take place in parks one Sunday a month and will provide a great opportunity to get out with the community.
- Commissioner Swolgaard mentioned how much fun his grandkids had discovering the treasure chest at the new pirate ship playground at Fay Bainbridge Park, and commented on how packed the parking was at Gazzam and the Grand Forest over the holidays.

MEETING ADJOURNED at 7:47 pm.

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

BY: _____

John Thomas Swolgaard

BY: _____

Dawn Janow

BY: _____

Board Vacancy

BY: _____

Jay C. Kinney

ATTEST: _____

Kenneth R. DeWitt