

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING JULY 16, 2020
ZOOM VIRTUAL MEETING**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:05 pm by Chair Swolgaard.

BOARD MEMBERS PRESENT: Kristine Cox, Ken DeWitt, Dawn Janow, Jay Kinney, Tom Swolgaard.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon making the following revision to the minutes of the July 2, 2020 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: Under Director's Report, Recreation Division section, change third to last sentence to: Youth & Teen Program Manager Shannon Buxton had summer camp shirts made that say "2020 a New Way to Play."

APPROVAL OF PAYMENTS: MSC: Cox/Janow: 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 Amt	Pre-Approved
07/07/20	001 General Fund 300 Capital Improvement Fund	20296-20353	234,251.04	07/07/20

UNFINISHED BUSINESS

PARK DISTRICT UPDATE ON CORONAVIRUS: Executive Director Terry Lande said that Governor Inslee has extended the pause on any movement between phases in the Safe Start plan until July 28. Park Services Division Director Dan Hamlin said that the Phase III gathering limit has been reduced from 50 to 10 people and that the governor is not opposed to putting the state back into a stay at home order if things don't improve. Executive Director Terry Lande said that across the country states are increasing regulations and more and more places are requiring masks. In Washington State the number of cases of coronavirus is increasing.

Park Services Division Director Dan Hamlin said that for Park Services things will remain status quo at this point with Phase II requirements already in place. There are citizens who are concerned and unhappy with people not wearing masks in parks.

Administrative Division Director Amy Swenson said that at the Administrative Office staff is limiting attendance and masks are required. Front office staff members are staggering their time in the office.

Recreation Division Director Mark Benishek said that recreation staff is in the process of adjusting upcoming programming to fit into the guidelines for Phase II or canceling programs if they can't be adapted. Camps that are running are being checked on frequently to verify adherence to current guidelines. Recreation staff is very busy adjusting and running current programming while planning for fall programming and 2021 budgets. The Aquatic Center has had a soft opening with team members in the facility under the current guidelines. As of Monday, the Aquatic Center will open for limited 45-minute time slots for lap swim and water exercise for which people will preregister under the Phase II guidelines. All program costs in all departments have gone up substantially due to capacity limits in order to avoid increasing subsidy. Commissioner Cox asked how much a 45-minute time slot will cost for lap swim. Recreation Division Director Mark Benishek said a time slot will be \$10 for an adult resident. There have been some challenging individuals that represent a small percent of the population of the community, that have not been pleased by the changes imposed under the new guidelines. However, most of the community has been

supportive of adherence to the guidelines. Commissioner Cox said that she swam with Bainbridge Aquatic Masters this week and that she felt very safe in the controlled environment. She thinks if anything the price point is too low, as participants are almost getting a private lesson with Head Coach April Cheadle. Commissioner Janow thanked staff for sending out informational emails with the Aquatic Center updates.

GENERAL BUSINESS

STANDARD OPERATING PROCEDURE FOR TRAIL MANAGEMENT: Park Services Division Director Dan Hamlin thanked the Trails Advisory Committee, present and past board members and members of the Bainbridge Island Parks Foundation for their work on the Standard Operating Procedure for Trail Management. This document includes all guidelines and procedures for trail construction including resources, goals and strategies, maintenance, and signage.

MSC: DeWitt/Kinney: Move that we approve the Standard Operating Procedure for Trail Management.

Commissioner Swolgaard said that staff has done a wonderful job putting this document together. Commissioner Janow said that the work that has been done is amazing and raised the issue of electric bikes being used on designated non-motorized trails. Park Services Division Director Dan Hamlin said that it is a good point and the issue of electric bikes on trails will probably have to be addressed soon, but that it does not impact the terminology of trails as non-motorized.

2021 BUDGET TIMELINE: Administrative Division Director Amy Swenson said staff wanted to make sure there will be a quorum for board meetings during the budget process this fall. No commissioners noted any known conflicts with the schedule presented. November 30 is a hard deadline by which the final approved budget must be submitted. An amended 2020 budget will be brought before the board later this summer.

DIRECTOR'S REPORT

Recreation Division: Recreation Division Director Mark Benishek said that gymnastics classes and camps have been full, and teams have been practicing. Outdoor Program Manager Nick Prevo has been able to offer a lot of private sailing lessons and outdoor camps will resume in a modified fashion next week. Sports and Fitness Program Manager Julie Miller has had success with her multi-sport camp. Socially distanced swim lessons will begin next week. Active Adult Program Manager Sue Barrington's virtual art programming is going well.

Administrative Division: Administrative Division Director Amy Swenson said that the new online invoicing system will go live August 1. The new system will change how the board reviews invoices.

Park Services Division: Park Services Division Director Dan Hamlin thanked Commissioner Swolgaard for his work on the new cabin drawings for Fay Bainbridge Park. A permit has been received to connect John Nelson Trail to the Sound to Olympics Trail. A preconstruction meeting was held for the Sakai Park trails. Intern Emily Offer is currently working with Geographic Information Systems files. The pickleball courts project is moving forward and is on target for opening in August. The KidsUp! Playground renovation is fully underway with all the demolition done; the new playground is starting to take shape with the east mound in place. Senior Planner Perry Barrett said that the Hawley Cove Park permit is still pending. The Bainbridge Island Parks Foundation has been actively working on a trail easement transfer agreement for trails near Blakely Harbor Park. There will be a final review for a trail easement connecting Lost Valley to Gazzam Lake Nature Preserve. Work is being done to update the appraisal for Sakai Park as part of receiving a retroactive Recreation and Conservation Office grant. The Hidden Cove II Recreation and Conservation Office grant critique has been received and the grant is being modified. The Park District is pursuing a letter of endorsement from City Manager Morgan Smith regarding the Hidden Cove II grant opportunity. Interpretation panels for Blakely Harbor Park have undergone a review and will be placed at either end of the jetty

bridge. Puget Sound Energy's citizens committee and sustainable transportation committee are both meeting currently.

Executive Director Terry Lande said staff is working with the School District to provide support for families based on the School District schedule for the upcoming school year. He attended a Chamber of Commerce meeting and learned that there are businesses on Bainbridge Island that are either closing or on the edge of having to close. Over the 4th of July weekend the Park District coordinated with the Bainbridge Island Fire Department to address some issues in parks.

UPCOMING MEETINGS & EVENTS:

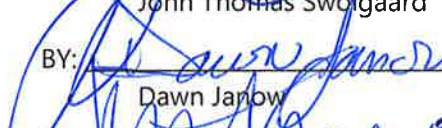
August meetings will be held on Zoom.

BOARD MEMBER ITEMS:

- Commissioner DeWitt thanked staff for the wonderful job done on the Standard Operating Procedure for Trail Management.
- Commissioner Kinney said he visited several parks last weekend and Fay Bainbridge Park was very busy. He also stopped by Battle Point Park and saw the pickleball courts, which looked great.
- Commissioner Kinney thanked staff for putting together the Standard Operating Procedure for Trail Management.
- Commissioner Cox said the Aquatic Center has done a fantastic job with reopening and that she felt very safe as a user.
- Commissioner Janow thanked staff for fantastic work during a challenging time.
- Commissioner Swolgaard said he got a card from the Bainbridge Island Land Trust regarding a July 18 meeting.
- Commissioner Swolgaard asked about the status of the Pritchard Park transfer. Senior Planner Perry Barrett said it is slowly moving forward. Commissioner Swolgaard noted that several people have complained that some parking was taken out at Pritchard Park, he has told them to contact City Manager Morgan Smith at the City of Bainbridge Island.

MEETING ADJOURNED at 6:59 pm.

Helen M. Stone
Terry M. Lande
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: 
John Thomas Swolgaard
BY: 
Dawn Janow
BY: 
Kristine Cox

BY: Jay Kinney
Jay C. Kinney

ATTEST: Kenneth R. DeWitt
Kenneth R. DeWitt