

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING September 5, 2024
 STRAWBERRY HILL CENTER**

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

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

ADJUSTMENTS TO AGENDA: Add an executive session topic for personnel.

MISSION STATEMENT: Chair Swolgaard read the Park District’s mission statement: The mission of the Bainbridge Island Metropolitan Park & Recreation District is to build a healthy community through effective, sustainable stewardship of the District’s parks and open space, and through the development and delivery of innovative cultural and recreation opportunities.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the August 15, 2024 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: DeWitt/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
08/15/24	001 General Fund	28458-28482	22,687.46	08/15/24
08/21/24	001 General Fund 300 Capital Improvement Fund	28491-28579	602.13	08/21/24
08/30/24	001 General Fund	28591-28615	6,556.17	08/30/24
	001 General Fund (Aug. Payroll)	EFT & 3338-3348	578,605.95	
	001 General Fund (Aug. Payroll Benefits and Taxes)	EFT & 10019-10025	318,670.34	

GENERAL BUSINESS

PRESENTATION FROM CITY OF BAINBRIDGE ISLAND REGARDING DRAFT ENVIRONMENTAL IMPACT STATEMENT: Acting Executive Director Dan Hamlin introduced Senior Planner Peter Best with the City of Bainbridge Island. COBI is working on their comprehensive plan and Winslow sub-area plan update. As the main urban center on the island where most of the growth and jobs are located, Winslow is where the most work is needed to plan for growth over the next twenty years while maintaining the vision in the comprehensive plan. The draft environmental impact statement is the analysis and disclosure of what is being proposed, what the potential impacts are, and what can be done to minimize or mitigate the impacts. There are three alternatives in the DEIS put forth by COBI on which they are seeking comment: 1) no action (not consistent with mandates), 2) dense centers (go up), and 3) distributed density (go out). The outcome could be one of the alternatives or it could include parts from multiple alternatives. Alternatives 2 and 3 include adding a new park zone to the municipal code allowing for park specific uses and regulations. Currently most parks are in residential zones and there is a translation challenge between residential development standards and park uses and development. The DEIS outcome will influence capital facilities planning for the Park District regarding both the need for facilities as determined by levels of service and the geographical locations for those facilities. COBI will adopt the Park District’s comprehensive plan as an element of their comprehensive plan which is in part a recognition of Park District expertise and state law requires some of the elements in the Park District’s comprehensive plan in COBI’s comprehensive plan.

RESOLUTION 2024-09: AMENDED 2024 CAPITAL IMPROVEMENT FUND BUDGET: Procurement Manager Michelle Miller said the first amendment to the 2024 Capital Improvement Fund budget was approved on April 18. Michelle Miller reviewed changes to the second amendment of the CIF including that: 1) the contractor for Phase I of the Ray Williamson pool renovation is now mobilized and expects to bill 40-50% of the contract cost in 2024, and 2) the Ray Williamson renovation planning total now includes the add service request that was approved at the May 2 board meeting and work for the discovered drain requirement from the Washington State Department of Health. **MSC: Janow/DeWitt: Motion to adopt the amended 2024 Capital Improvement Fund budget with the caveat that the information that was presented tonight is attached.**

Loanne Harmeling said the tennis community has a little over \$92,000 in the bank which is about half the matching funds they pledged to the two new tennis courts being built at Sakai Park.

2025 BUDGET GOALS: Assistant Executive Director Amy Swenson said challenges for 2025 include: 1) increases to liability and property insurance, 2) the closure of the Ray Williamson pool for renovation will reduce revenue, 3) aquatic scheduling issues are anticipated due to the Ray Williamson pool renovation closure, 4) hiring challenges in the park services division, and 5) Capital Improvement Fund planning and reserve management. Goals for 2025 include: 1) get Phase 2 of the Ray Williamson pool renovation underway, 2) comprehensive plan update, 3) continued commitment to sustainable practices such as electric equipment and solar energy, 4) accessibility plan, 5) planning for ballfield improvements, 6) develop procurement policies and procedures, 7) maintain 2.4 million dollars in reserves, 8) new website, 9) continue to improve IT infrastructure, 10) new recreation software, 11) update policy on cost recovery, and 12) plan to prioritize and fund land acquisition opportunities. Commissioner Janow suggested setting systems for prioritizing improvements and changes to facilities.

INTEGRATED PEST MANAGEMENT REPORT AND ANNUAL HERBICIDE USE REQUEST: Park Services Superintendent Lydia Roush said a great integrated pest management plan like what the Park District has includes cultural, physical, biological, and chemical controls. The infestation details help staff prioritize how to use and incorporate multiple control methods. Some IPM wins this year include that poison hemlock was eradicated at Schel Chelb Park, there is now minimal poison hemlock at Point White Pier, and staff has had great support from the community. There were challenges this year for herbicide application including a long and wet spring and a breezy summer. While it was disappointing that staff were not able to apply chemical controls it is also a testament to how precise staff are with application. By the time the weather improved it was late in the season and staff time was limited. There are continued challenges with broadleaf weeds on sports fields and staff would like to get them under control. **MSC: Janow/Kinney: Motion to approve herbicide application on athletic fields to reduce the severity of broadleaf weeds and improve playing conditions.** Commissioner DeWitt asked what specifically staff is planning to spray on the ballfields and Acting Executive Director Dan Hamlin replied that it is 2,4-D triclopyr mixture. Commissioner Kinney asked which fields will be treated and Lydia Roush replied that the fields at Battle Point Park, Strawberry Hill Park, Sands Ballfield, Rotary Park, and Hidden Cove Ballfields will be treated. Commissioner Swolgaard asked how long people must stay off the fields after application. Lydia Roush said until the product is dry, which depends on weather conditions, but is generally about an hour. It will be coordinated for when there will not be play on the fields, the fields will be closed, and there will be signs posted. Dan Hamlin said during the COVID-19 pandemic the turf program got cut so with this treatment and the reinstated cultural practices for the turf, staff are hoping for good results.

GRANT OPPORTUNITY FOR POTENTIAL SOLAR ENERGY ADDITIONS AT BAINBRIDGE ISLAND RECREATION CENTER AND AQUATIC CENTER: Park Services Superintendent David Harry said staff has solar energy proposals from two companies for Bainbridge Island Recreation Center and the Aquatic Center. Before grants can be pursued, structural engineering calculations are needed to determine what the buildings can support.

REMOTE ACCESS TO BOARD MEETINGS: IT Manager Skye Carlson shared some research he has done regarding what Bainbridge Island Fire Department is doing to facilitate remote access to board meetings. He estimated that an improved system to support better audio for remote access to Park District board meetings would cost 5-10 thousand dollars. Acting Executive Director Dan Hamlin said the current plan is to continue with the current remote access system for board meetings through the budget process and decide as part of that process how to move forward by the end of the year.

STAFF REPORT

Administrative Division: Assistant Executive Director Amy Swenson said the Office of the Washington State Auditor is scheduled to start the Park District's 2022-2023 audit at the end of November.

Park Services Division: Park Services Superintendent Lydia Roush said the Washington Department of Fish & Wildlife will be setting traps to see if there are any green crabs at Schel Chelb Park lagoon and Blakely Harbor Park mill pond. Park Services Superintendent David Harry said the summer camping season at Fay Bainbridge Park has gone well.

Recreation Division: Recreation Division Director Madison Collins said staff debriefed regarding summer programming today. Due to increased mindfulness surrounding staffing and offerings, 60% of programs were full this summer as opposed to 48% last summer and refunds were reduced this summer to 17% from 25% last summer. The Bainbridge Island Recreation Center pool will close for the season at the end of September.

Executive Services Manager Helen Stone updated the board on the four open public record requests that staff are working on. Acting Executive Director Dan Hamlin said the pickleball group is investigating creating a private pickleball facility. There will be a party in honor of retiring Executive Director Terry Lande on October 15 from 4:00-6:00 pm in the Bainbridge Island Recreation Center gymnasium.

BOARD MEMBER REMARKS:

- Commissioner Goodlin said he went to the Bainbridge Island Parks & Trails Foundation meeting this week.
- Commissioner Kinney said he went to Bainbridge Island Parks & Trails Foundation's Party for Parks and said it was great fun and Park Services Superintendent Lydia Roush gave an informative presentation regarding forest health at Strawberry Hill Park.
- Commissioner Kinney said he and Commissioner Swolgaard have met with various groups and people about the executive director position.
- Commissioner Janow said it would be great to get the informative presentations slides shared tonight posted on the website.
- Commissioner DeWitt said he was also at Party for Parks, and he estimated that there were 100 people there.
- Commissioner DeWitt said he attended the lunch on the last day of Student Conservation Corps.
- Commissioner DeWitt said he attended the August 21 Sounds of Summer concert at Battle Point Park. Backstreet Jellyroll performed for the largest crowd this summer with an estimated 2,000-2,200 people in attendance.
- Commissioner DeWitt said he went to the recent Chamber of Commerce monthly mixer.
- Commissioner DeWitt asked about the Grand Forest trail run he has seen advertised and staff said they would investigate.
- Commissioner Swolgaard asked how the last night of Movies in the Park went, and Acting Executive Director Dan Hamlin said it went well and staff are ready to move on to Haunted Hayride.

MEETING ADJOURNED to a five-minute recess at 8:14 pm with announced time to reconvene at 8:19 pm. **MEETING RECONVENED** at 8:19 pm.

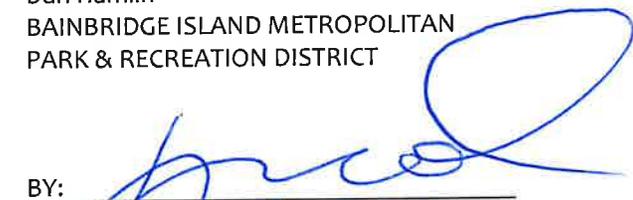
MEETING ADJOURNED TO EXECUTIVE SESSION at 8:19 pm for discussion of real estate and personnel with announced time to reconvene at 8:49 pm.

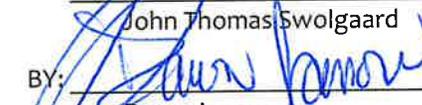
MEETING RECONVENED at 8:49 pm and **ADJOURNED TO EXECUTIVE SESSION** at 8:49 pm for continued discussion of the above items, with announced time to reconvene at 8:54 pm.

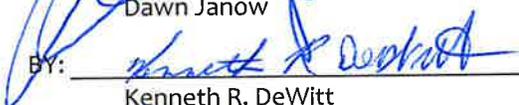
MEETING RECONVENED at 8:54 pm and **ADJOURNED TO EXECUTIVE SESSION** at 8:54 pm for continued discussion of the above items, with announced time to reconvene at 8:56 pm.

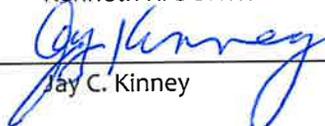
MEETING RECONVENED at 8:56 pm and **ADJOURNED** at 8:56 pm.

Helen Stone
Dan Hamlin
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: 
John Thomas Swolgaard

BY: 
Dawn Janow

BY: 
Kenneth R. DeWitt

BY: 
Jay C. Kinney

ATTEST: 
Tom Goodlin