

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING APRIL 4, 2013
 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: Lee Cross, Ken DeWitt, Kirk Robinson, and Tom Swolgaard. Absent: Jay Kinney

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Jerry Elfendahl, island resident, passed out a letter encouraging the Park District to think about holiday lighting for a prominent tree on the point of Pritchard Park. It's possible it is a Cedar of Lebanon tree that was planted years ago by the Pacific Creosote Company/Wyckoff Company to stand just south of the company's former office. Because it is in a prominent place at the harbor's entrance, it would be visually stunning if lit for the holiday season and something that would bring everyone great joy. The board thought it was an intriguing idea and suggested he contact the City who is the sole owner of that part of Pritchard Park.

Don Willott, island resident, reported on the status of \$764,000 in federal grant funds awarded for improving pedestrian and non-motorized transportation routes from the ferry in Winslow up to the first intersection on Winslow Way where The Waypoint park is located. He outlined some uses for the grant funds which include a shared use path along the ravine and a dedicated left turn lane for bicycles. Work is underway to find funding for the next section of the envisioned Sound to Olympics Trail that would extend the non-motorized transportation route from Winslow Way to High School Road.

BOARD CONSENT

APPROVAL OF MINUTES: Upon making the following revisions to the minutes of the March 21, 2013 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: p. 2: change "purchasing a different product" to "purchasing a glyphosate product that does not include surfactant."

APPROVAL OF PAYMENTS: MSC: Cross/Robinson: Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing that has been made available to the Board. As of this date, the Board, by a unanimous vote, does approve for payment those vouchers included in the above list and summarized as follows:

Batch	Batch Date	Batch Amt	Fund No.	Fund Name	Fund Amt	Pre-Approved
031513	3/15/13	1,877.00	94952	General	1,877.00	3/14/13
031913	3/19/13	59,025.78	94952	General	30,745.58	3/14/13
			94955	Capital Improvemt	20,280.20	
032613	3/25/13	63,259.15	94952	General	59,078.97	3/25/13
			94955	Capital Improvemt	4,180.18	
032713	3/27/13	2,268.33	94952	General	2,268.33	3/26/13
040213	4/2/13	57,544.65	94952	General	48,033.12	3/29/13
			94955	Capital Improvemt	9,511.53	
040913	4/9/13	56,934.28	94952	General	52,164.22	
			94955	Capital Improvemt	4,469.13	
			94957	Bond Redemption	300.93	
	March	Payroll	94952	General	246,413.89	

UNFINISHED BUSINESS

JOHN NELSON TRAIL UPDATE: Senior Planner Perry Barrett updated the Board on the status of the John Nelson Trail, a linear park on the former John Nelson Park site now owned by Island Seniors/Bill Carruthers. The survey is largely done and following some discussion on where the trail will fall on the south side of the property, all parties are now in agreement to its original alignment. It is likely that someday the right-of-way between Highway 305 and the west property line will become a non-motorized transportation route going north along the highway. In the meantime, staff is recommending a separate north-south trail route inside the property lines that will create the circular trail route envisioned for this linear park. There is some question over what the future development of the Carruthers property will look like and the impact this will have on the linear park. The District's attorney has drafted a floating easement that would allow the trail to run initially along the top of the berm inside the property and to then be moved at a later date as needed. The Commissioners stated a strong preference to have the trail stay on the property if at all possible with the north-south route of the linear park remaining separate from the non-motorized route running along the highway. They noted that the linear park is not to be less than .8 acre and that the purpose of the park is for recreation. Executive Director Lande said it has been learned that if the north-south leg of the trail were re-routed down to the highway right-of-way, the rest of the linear park would meet the .8 acre requirement. He understands the Board wants a circular linear park for recreational use as opposed to routing a portion of the trail along the highway that would then mix recreational use with non-motorized transportation use. However, because the .8 acre requirement is likely to be met without including the north-south leg of the trail, this is something that would have to be negotiated. The Board was open to having a connector trail between the two routes. Jerry Elfendahl said the nature of this trail has changed since it was initially conceptualized and that while it will have certain amenities, it will not be a destination park. He noted the destination park is now the Strawberry Packing Plant that was traded for the John Nelson Property. He thinks this is where the effort should be going now, towards including John Nelson's name in the park name and towards the overwater viewing platform. Commissioner DeWitt said the Board is already on record for advocating that John Nelson's name be incorporated into the name of the park. Robert Weschler asked the Board how they were going to open up access of the John Nelson Trail to the broader community. He said there has been discussion in the past of putting bridges across the highway and ravine to make the trail accessible to other neighborhoods but that as it is currently designed, it will only be used by the residents in Vineyard Lane. This led to discussion of a number of items, some of which included: obstacles related to connecting neighborhoods such as costs of bridges and natural barriers; use of trail by larger community when walking from Winslow Way to High School Road; other options for neighborhood connections; increased publicity of trail routes.

BATTLE POINT WATER TOWER: PROPOSED AT&T IMPROVEMENT: Dan Hamlin presented information regarding a utility upgrade AT&T plans to do related to their cell phone apparatus on the Park District's Battle Point Park water tower. Following a review of the contract, AT&T is permitted to do this upgrade, and the only thing the District can do is specify where the utility company can trench across the park's property. The Board reviewed the two options presented, and agreed with staff that the only feasible option is to veer north from the water tower and then east towards Arrow Point Drive. The more direct route initially preferred by AT&T was to head east straight from the water tower to Arrow Point Drive. Staff objected to this given the impact trenching in this area would have on underground wiring, septic, and other utility obstacles. AT&T is in agreement to the northern route after walking the site with Dan Hamlin. The work will start next week and will last approximately 5 days. AT&T is responsible for leaving the area in a condition that is acceptable to the District.

ROTARY PARK IMPROVEMENT UPDATE: Park Superintendent Dan Hamlin updated the Board on the Rotary Park improvements project and spoke specifically to two issues that have come up: 1) Buffer: A title search has been done, and it has been learned that the 15 foot buffer on the north side of property does not belong to anyone. Since the

District has been maintaining it for many years and it is not within the surveyed property lines of the neighbor Chatham Cove, it may be feasible to pursue a quiet claim deed. The District's attorney is researching whether this is a viable option through which the District could acquire ownership of the buffer. In the meantime, since it will take time to do this, the District must make adjustments to the drawings in order to meet set-back requirements for the project.

2) Sewer hook-up: In August 2003, the Board signed Resolution 2003-14 authorizing a sewer easement agreement involving Western View Terrace Apartments, the City of BI, and the Park District. Permission for the sewer easement across Rotary Park was given by the Park Board with the understanding that if the Park District one day wanted to tie into the City's sewer line, there would be no hook-up fees. ^{or late coming} It has recently been learned that even though this agreement was authorized by the Board, it was never signed by any of the parties. The Board expressed concern over this saying a sewer line is running through the park illegally. Dan Hamlin said the City has acknowledged there was formal action on this by the Park Board and all parties are looking into it. In the meantime, the permitting deadline is coming up and the project should not be held up because of this. It may be that the District will have to pay for the sewer hook-up fee and later be reimbursed for it. The Board agreed that the project should not be held up. Dan Hamlin then updated the board on the project itself saying: a public meeting will be held on April 18 to update the community on the project; drawings for the project are underway; meetings will begin again with Little League to bring them up to date on the project; staff is doing preliminary work related to contracts and specifications in preparation for the bid process. It's been determined that the site plan and prep of the site can be done in house, while the ball field construction, grading, drainage, and fencing must be contracted out. The community building will be done under a separate contract following further discussion with Little League and Rotary. The playground, batting cage, and shelter are all outside the scope of the above two contracts and will be done as separate projects by volunteers. Executive Director Lande said the District will be serving as the general contractor with Dan Hamlin overseeing the project. The first phase of the project is the top part of the park including the upper ball field; the second phase will include the lower ball field. Interest has been shown by the Kiwanis Club in pursuing a grant that could bring in another \$25,000 for the playground.

DIRECTOR'S REPORT

Recreation Services Director: John DeMeyer: an Aquatics Center storage room is being converted into an office for the new Aquatics Manager; the District had a good presence at the recent Arts Walk; a "Class Act's" presentation at WPCC featured live samples of the 50+ programs; the gymnasts are in Montana for the Regionals; the arrival of a new passenger van has been delayed; summer registration next begins next week on April 16 with a new approach that allows people to sign up for classes as soon as they receive the brochure.

Senior Planner: Perry Barrett: is working on the capital grant process required by the State to release the funds that were promised the District with the transfer of Fort Ward and Fay Bainbridge State Park.

Park Superintendent: Mike Mejia: attended a meeting on the Bluegrass Festival that doesn't have any sponsors yet; prep work is underway for the Hilltop patio; details are being wrapped up for the new Fay Bainbridge septic system; fish are back in the Battle Point Park pond; the Fort Ward small barracks building has been painted for an Eagle Scout project; the new garden plot fence is up.

Park Superintendent: Dan Hamlin: a PAC meeting will be held next Monday; a PAC tour was done to look at possible trail connections; the new tractor is here; had a good meeting with City staff following a complaint received about trail work being done in Grand Forest West; compliments are being received for the new trail signs.

Executive Director: Terry Lande: said the District cannot commit at this time to contributing 25% towards a new gym floor at Woodward School since a facility use agreement between the Park and School Districts has not been reached.

However, at a recent Rotary Club meeting, he encouraged Rotary to still put in the 25% they planned to contribute since the new floor is needed. The School District will pay for the balance.

Terry Lande said he attended a meeting with Dave Shorett and Connie Waddington who were inquiring into whether the Park District might be interested in going out for a bond levy for open space. He told them he is fine with this as long as the word "passive" is taken out of the language since a number of other uses for land are also necessary. He told them there are a number of people in the community who are interested in the Park District developing a community recreation center. If the bond measure for land passed, he would like to see any future lid lift money that comes in to be designated as 75% for development (as opposed to acquisition) and 25% for related operations. He said the biggest question is to find out what the community most desires, a community recreation center or saving land for the future. Also at this meeting, he was asked what the District's interest in farmland is. He answered saying he thinks it is best for the Park District to stay involved with its core mission of parks since farmland is something that is altogether different.

Terry Lande spoke to the matter of yurts at Fay Bainbridge Park. The District received a grant to bring electricity to the yurts but did not get the grant to purchase the yurts. He said the yurts would be a good revenue producer and rather than see another year pass, may be suggesting that the board consider another way to finance them.

Terry Lande brought up an issue of air quality in an internal office at the administrative building. He said staff is researching a number of options that range from addressing air quality to expanding the building to relocation. Trying to find another place for the two people who work in this office has made it clear that space in the administrative building is at capacity and other alternatives may need to be considered sooner than later.

Terry Lande showed the Board drawings for an off leash dog area at the Vincent Road site. After the Board sees it, it will go to the City and Bainbridge Disposal. Commissioners Kinney and Robinson will then take it to the Council Members on the dog committee to bring it forward to the entire City Council. The project would be done in several phases and be a collaborative effort between the City and the Park District.

UPCOMING MEETINGS & EVENTS: May 1: Hilltop trail grand opening.

BOARD MEMBER ITEMS:

- Commissioner Cross said she and Commissioner Robinson attended the recent exit interview for the State audit.
- Commissioner DeWitt stopped by Pritchard Park during a recent BI Japanese American Memorial event.
- Commissioner Robinson said he will be out of town for 10 days starting this Sunday.
- Commissioner Swolgaard said he spoke recently with people who moved to the Fort Ward area and absolutely love living between two parks. They would love to see a play structure at the Parade Grounds.

WRITTEN COMMUNICATIONS

Executive Director Lande pointed out a notice from the District's insurance company Enduris on an upcoming webinar for public officials on open public meeting requirements.

MEETING ADJOURNED TO EXECUTIVE SESSION at 8:16 pm for discussion of personnel, with announced time to reconvene at 8:46 pm.

MEETING RECONVENED at 8:48 pm and **ADJOURNED** at 8:50 pm.

Elizabeth R. Shepherd
Terry M. Lande
BAINBRIDGE ISLAND METROPOLITAN

PARK & RECREATION DISTRICT

BY: 
John Thomas Swolgaard

BY: 
Jay C. Kinney

BY: _____
Lee Cross

BY: 
Kenneth R. DeWitt

ATTEST: 
Kirk B. Robinson