

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING JUNE 6, 2013
STRAWBERRY HILL CENTER**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:03 pm by Chair Swolgaard.

BOARD MEMBERS PRESENT: Lee Cross, Ken DeWitt, Kirk Robinson and Tom Swolgaard. Absent: Jay Kinney.

ADJUSTMENTS TO AGENDA: Add executive session for legal to beginning of meeting. Add Hilltop License Agreement to Unfinished Business.

MEETING ADJOURNED TO EXECUTIVE SESSION at 6:04 pm for discussion of legal, with announced time to reconvene at 6:14 pm. **MEETING RECONVENED** at 6:14 pm.

BOARD CONSENT

APPROVAL OF MINUTES: Upon hearing there were no corrections to the minutes of the May 16, 2013 Public Meeting on Hidden Cove Park Dock, Chair Swolgaard stated the minutes stand approved as submitted.

Upon making the following revisions to the minutes of the May 16, 2013 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: p. 2: Add "in comparison" after "look great". p. 3: Change "Hawley Cove Road" to "Hawley Way".

APPROVAL OF PAYMENTS: MSC: Cross/DeWitt: 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 |
|--------|------------|-----------|----------|-----------|------------|--------------|
| 052213 | 5/22/13 | 1,764.18 | 94952 | General | 1,764.18 | 5/23/13 |
| 052913 | 5/29/13 | 19,831.32 | 94952 | General | 17,758.54 | 5/22/13 |
| | May | Payroll | 94952 | General | 251,333.26 | |

UNFINISHED BUSINESS

HILLTOP LICENSE AGREEMENT: Executive Director Lande said the Board has reviewed the most recent draft of the Hilltop License agreement with the BI Land Trust. The District's attorney Ryan Vancil explained that this short term agreement is needed since the long term agreement is not yet in place. It gives the Park District access to Parcel B of the Hilltop property currently owned by the Land Trust. This is needed for the Park District to run summer programs at Hilltop and make improvements to the road. It also indemnifies the Land Trust of any liability resulting from these activities. **MSC: Cross/DeWitt: To approve and direct the Executive Director to sign the Hilltop License Agreement (June 6, 2013 draft) with the Bainbridge Island Land Trust.**

ROTARY PARK BALL FIELD PROJECT UPDATE: Park Services Superintendent Dan Hamlin said the bid packet for construction of the upper ball field at Rotary Park has been compiled and was posted on the website today. The bidding period will close on June 19 with board approval of the selected vendor slated for the June 20 board meeting. Dan Hamlin outlined the project's timeline saying permits have been submitted, preparation of the site will be done by staff beginning July 1, and the contractor will begin work on July 22. Senior Planner Perry Barret said this is all contingent upon two things: 1) the State Legislature awarding the grant funding program in the State budget, and; 2) receiving clearance through the State Dept. of Archaeology and Historic Preservation. Dan Hamlin said there are sufficient funds in hand to complete the first portion of the project (Phases 1 & 2) even if the grant funds do not come

through. Phase 1 is expected to be substantially complete by the end of September 2013 with both Phases 1 & 2 completed by the end of February 2014. Completion of these two phases will result in a new upper field, new restrooms, play structure and a functional park. Phase 3 includes the lower field, picnic shelter and batting cage and is contingent upon whether or not the grant funds are received. Executive Director Lande commended staff and the City of BI for their efforts to move the project along. Dan Hamlin commended Michelle Miller and Perry Barrett for their work getting the bid packet together.

BLAKELY HARBOR PROJECTS REVIEW: Senior Planner Perry Barrett said two site plans for Blakely Harbor Park have been approved by the Board, the first in 2001 and the second in 2011. The two plans are similar to each other with the biggest change from the initial plan being the crossing of Mac's Dam Creek. The bridge as located in the 2001 plan became problematic due to prohibitive cost and the extensive size. In addition, the current 2011 plan has fewer viewing areas than the 2001 plan. Discussion was held over what features the Board would like to see added to the current plan since anything the Board might want to consider for the park in the future must be included. The Board identified the following items they want included and/or added to the 2011 plan: 1) Add all the viewing areas called out in the 2001 plan; 2) Move bridge over Mac's Dam Creek next to the road. (It was noted the current scenario of routing people out to the road to cross the stream is a temporary solution); 3) Keep the Yama bridge on the plan to preserve it as an option for the future; 4) Add a bridge across the jetties; 5) Add two more toilets to the park (possibly utilizing the sewer) with one located near the Fort Ward Trail entrance; 6) Include a picnic shelter and/or picnic amenities such as benches or tables near the overlook areas; 7) Re-route or elevate trails as needed above the water table; 8) Keep the Generator Building on the plan with the understanding that a separate process will be needed to address this item. It was agreed that these changes would be made to the plan this summer with a public hearing scheduled for the purpose of amending the concept plan. In the fall, prior to the new Shoreline Management Plan going into effect, the District will submit permits for these items, with the possible exception of the Generator Building which will require a more extensive process.

COST OF KICK RAILS ON BOARDWALKS: Park Superintendent Dan Hamlin responded to a board request to provide costs for installing kick rails on the following two boardwalks. 1) Forest to Sky Trail: \$500 for materials, plus labor; 2) Hawley Cove Park: \$850 for materials, plus labor. Discussion was held over whether kick rails are needed for both boardwalks or primarily for the Forest to Sky Trail since this is a multi-use trail for equestrian use and there was a past incident when a horse slid off the boardwalk. Discussion was also held over whether kick rails should become a standard for all boardwalks. It was decided that more research is needed to determine this, and if after looking into it this fall it is determined kick rails should be a standard for all boardwalks, that would be the appropriate time to install them at Hawley Cove Park. In the meantime, in the interest of safety for horses and their riders, the Board decided to move forward with installing kick rails on the Forest to Sky Trail. **MSC: DeWitt/Cross: That staff be directed to install kick rails on the Forest to Sky Trail boardwalk by the end of the year.**

UPCOMING COMPREHENSIVE PLAN TIMELINE AND SCOPE: Senior Planner Perry Barrett presented a general timeline for the District's update of its Comprehensive Plan which is due to be adopted by the Board in March 2014. Since both agencies share the same boundaries, the Park District's comprehensive plan can be adopted by the City of Bainbridge Island into their own comprehensive plan. This is known as a shared jurisdictional plan; the city did not opt to do this with the District's most recent comp plan (2008-2014). The consulting services of Tom Beckwith were used to do the Park District's last update. Prior to this, all Park District comp plan updates were done in house. Executive Director Lande said this next comp plan update will be done in house again, although someone may be hired to assist Perry Barret with typing and data entry. Impact fees may not be included this time, since this topic requires a lot of

study and may not be something the District wants to pursue. Commissioner Robinson suggested a more refined timeline with corresponding board meeting dates.

DIRECTOR'S REPORT

Park Superintendent: Mike Mejia: At Fay Bainbridge Park the camp hosts have been lined up, the fee station is up and running, the dump station has been closed down, and a septic hook-up was added for the camp host site. Retaining walls are going in at the Strawberry Hill Park ballfields. The goats are back at Blakely Harbor and Fort Ward Parks. Ivy at Fort Ward Park will be left on the steep banks to stabilize them; ivy will be kept off the trees.

Park Superintendent: Dan Hamlin: a tour of the Schel Chelb property was done this morning to address re-routing the existing trail due to easement/private property concerns; work on the Hilltop road will begin soon; more entry signs are going up in parks; there are still water issues with Seabold Hall.

Senior Planner: Perry Barrett: attended a Waterfront Park community meeting last weekend with Mike Mejia and Commissioner DeWitt also attending. Commissioner DeWitt said people want downtown Winslow better connected to the waterfront, support the Waterfront Trail, and want more access to the beach. No one spoke of removing the bulkhead.

Recreation Services Director: John DeMeyer: the new green van has arrived just in time for summer programs; No More Schoolapalooza is coming up next week; work on the fall brochure has started; gymnastic shows were held last week at the Transmitter Building; a fishing derby is being hosted at Battle Point Park; pickle ball is now a good solid sport; the art museum's grand opening is on June 14 and will showcase the work of Park District art instructors.

Executive Director: Terry Lande: \$50,000 in donations to The Waypoint are left over following the park's completion; they will be set aside for the Park District to use for repair/replacement of items in the park as they wear out. The Bainbridge Community Foundation will hold the funds and invest them until they are needed. He spoke to the Department of Ecology person in charge of the project who has indicated using the Vincent Road site for a dog park would be a good use of the site. It's been learned recent claims that the site is hazardous and unsuited for this use were related to ground water beneath the site and did not pertain to the soil. It's also been learned that the 1991 COBI Comprehensive Plan stated a public hearing was needed for the Vincent Road site prior to determining its use. A joint public hearing may be held for the City to gather input on other uses the public may want for the site, and for the Park District to gather input on using it specifically for an off leash dog park.

UPCOMING MEETINGS & EVENTS: Summer board meetings: 6/20, 7/18, 8/1, 8/15. All will be held at the Waterfront Park Community Center. There will be no board meeting on July 4th.

BOARD MEMBER ITEMS:

- Commissioner DeWitt said a ham radio club has requested use of Hilltop for a big event this summer that will share its technology with the public.
- Commissioners Robinson and DeWitt will miss the June 20 board meeting. Commissioners Cross and Swolgaard will be here.

WRITTEN COMMUNICATIONS

An additional comment from Mark West regarding the Hidden Cove Dock was received on 6/1/13 and distributed to Commissioners. Senior Planner Perry Barrett has responded to it. A brief discussion was held regarding the Hidden Cove Park dock options during which Recreation Services Director John DeMeyer was asked his preference. He said he prefers a modified version that would include the shortest pier and two connecting floats.

MEETING ADJOURNED TO EXECUTIVE SESSION at 8:08 pm for discussion of legal and real estate, with announced time to reconvene at 8:45 pm. **MEETING RECONVENED** at 8:45 pm and **ADJOURNED TO EXECUTIVE SESSION** at 8:46 pm for continued discussion of the above items, with announced time to reconvene at 9:05 pm.


MEETING RECONVENED at 9:05 pm and **ADJOURNED** at 9:06 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