

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING JANUARY 4, 2018  
STRAWBERRY HILL CENTER**

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

**BOARD MEMBERS PRESENT:** Lee Cross, Ken DeWitt, Jay Kinney, Michael Pollock, Tom Swolgaard.

**ADJUSTMENTS TO AGENDA:** No executive session.

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the December 21, 2017 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected: p. 3: delete "selected from 34 applicants".

**APPROVAL OF PAYMENTS: MSC: Cross/Swolgaard: 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 Dated	Batch Amt	Fund No.	Fund Name	Fund Amt	Pre-Approved
12/28/17	131,080.30	001	General	113,980.28	12/17/17
		300	Capital	17,100.02	
December	Payroll	001	General	361,148.29	

**UNFINISHED BUSINESS**

**OATH OF OFFICE:** District Notary Elizabeth Shepherd administered the Oath of Office to Commissioner Michael Pollock who was elected last fall to the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District.

**2017 BOARD OF COMMISSIONER OFFICER ELECTIONS:**

**MSC: Swolgaard/Cross: That Jay Kinney be appointed as Chair.**

**MSC: DeWitt/Swolgaard: That Lee Cross be appointed as Vice-Chair.**

**MSC: DeWitt/Cross: That Tom Swolgaard be appointed as Secretary.**

**MSC: Swolgaard/DeWitt: That Michael Pollock be appointed as Treasurer.**

**MSC: Cross/Swolgaard: That Ken DeWitt be appointed as Member at Large.**

Commissioner Cross said she would be willing to serve as vice-chair in 2018 with the understanding that she may not be able to serve as chair the following year.

**2018 BOARD COMMITTEE ASSIGNMENTS:**

**Committee Assignments:**

Governance:	Kinney/Cross	<i>(incoming Chair and Vice-Chair)</i>
Capital Facilities:	DeWitt/Swolgaard	
Program:	Pollock/Kinney	
Budget & Finance:	Cross/Pollock	<i>(Treasurer serves on this committee)</i>
Personnel:	Kinney/DeWitt	<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 & Trails Advisory Cmtte:	Swolgaard/Cross
BI Parks Foundation:	Cross/DeWitt
COBI Multi-Modal Transportation Committee:	DeWitt/Cross
Intergovernmental Work Group (IGWG)	Kinney/Cross
Park District Dog Advisory Committee:	Kinney/DeWitt

**MSC: DeWitt/Cross: That the above board committee and liaison positions be approved.**

**OPEN GOVERNMENT TRAINING: SESSION 1 OVERVIEW:** Administrative Manager/Public Records Officer Elizabeth Shepherd said this is the first of four training sessions that will be held during board meetings over the next few months to educate the Board and staff about the Open Public Records Act and Open Public Meetings Act. She said the 2014 Open Government Trainings Act requires that newly elected officials receive training in open government principles and statutes within 90 days of taking office, and that officials currently in office receive periodic refresher training. She reviewed a PowerPoint presentation prepared by the WA State Attorney General's Office and responded to questions from the Board. The following were present for this first training session, "Overview of Open Government in WA State". Commissioners Lee Cross, Ken DeWitt, Jay Kinney, Michael Pollock, and Tom Swolgaard; and staff members Terry Lande, Perry Barrett, Amy Swenson, Dan Hamlin, David Harry, Mark Benishek, Bryan Garoutte, and Lori Mejia.

## DIRECTOR'S REPORT

Park Services: Division Director Dan Hamlin said work has begun on the Kids Up playground at Battle Point Park, and that the Kids Up Committee is not interested in including the model train as a part of the project since the playground renovation is big enough for them to take on. Executive Director Lande provided some background on the model train that was offered last year to the Park District as a donation, saying no decision has been made to accept it and that alternative sites to Sakai Park are being looked at. Commissioner Pollock noted that during the campaign a few people expressed interest in it, but the majority did not think the train was the best idea, especially at Sakai Park. Dan Hamlin continued on with his report saying the restroom at Gazzam Lake is nearly complete, and the permit for a third cabin at Fay Bainbridge Park has been issued.

Recreation Services: Division Director Mark Benishek said registration for winter/spring activities began this morning, with \$125,000 coming in during the first 60 minutes compared with \$90,000 in 2017. By 3:00 this afternoon, activity registration had reached a total of \$175,000 up from \$140,000 last year for the same time period. Approximately 86% of the registration was done online. He went on to say that the man who had a stroke last November during a Master's swim session, returned to the pool yesterday. It was very touching to see him back in the water, and to see how staff's early recognition of the stroke symptoms contributed to his recovery. Division Superintendent Bryan Garoutte said the Eagledale open house and art show last month brought in \$800 which was donated to the Park District. Program Manager Shannon Buxton is working with an enthusiastic BI Police Department as she sets up a Cops & Kids camp this summer. A new software program is working out well for scheduling School District facilities for park programs. The ski bus program is underway, and gymnastic competitions are taking place next week.

Administrative Services: Senior Planner Perry Barrett said a pre-construction meeting for the Hidden Cove dock project is coming up, and the fish forage survey will get underway soon. A notice will be going out seeking public input on the Sakai concept plan developed by architect Jones & Jones. Staff is reviewing edits related to the language for the Soutter trail easement and anticipates having this on an upcoming board meeting agenda. Community Outreach Manager Lori Mejia said the family adopted by staff and the board for the holidays sent a note expressing heartfelt


appreciation for the gifts they received. The lights for Winter Wonderland are coming down tomorrow following the successful event in December that was held by the Park District in partnership with the Downtown Association, the City of Bainbridge Island, and Puget Sound Energy. Executive Director Lande said he will be gone the last few days in January and the first 10 days in February. He will miss the 2/1/18 board meeting.

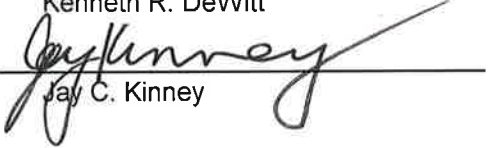
**BOARD MEMBER ITEMS:**

- Commissioner Swolgaard thanked staff for all the good work they do taking care of the parks, and noted in particular how nice the meadow at Blakely Harbor Park looks now that the blackberries have been removed.
- Commissioner Cross said a hearing on the proposed Critical Areas Ordinance will be held by the City of Bainbridge Island next week on January 9. She went over revisions made in the latest version of the CAO that recently came out and was pleased to see trails are now exempted. She is concerned with how the proposed CAO contradicts portions of the Shoreline Management Plan that the Park District worked hard to have included in the SMP. She suggested that the Park District have a consultant look at the proposed CAO to see how it will affect park shoreline, and encouraged someone from the board to make a statement at the hearing next week. Discussion was also held over the need to have an additional land use designation that could be used for public parks and similar types of properties that are neither residential nor commercial.
- Commissioner Pollock said he heard during the campaign some interesting things from people about the Park District and would like to follow up on any remarks that had substance. He asked who he should contact to help clarify the issues, and was asked to begin with Terry Lande who would then direct him to the right person as needed.
- Commissioner Kinney welcomed Michael Pollock to the board.


**MEETING ADJOURNED** at 7:44 pm.

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

BY:   
Kenneth R. DeWitt

BY:   
Jay C. Kinney

BY: \_\_\_\_\_  
Michael Pollock

BY:   
John Thomas Swolgaard

ATTEST: \_\_\_\_\_  
Lee Cross  
