

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING APRIL 20, 2017
STRAWBERRY HILL CENTER**

Chair DeWitt Swolgaard
Acting

CALL TO ORDER A quorum being present, the meeting was called to order at 6:01 pm by Chair DeWitt. Swolgaard

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

STAFF MEMBERS PRESENT: Terry Lande, Perry Barrett, Mark Benishek, Bryan Garoutte, Dan Hamlin, David Harry, Lori Mejia, Elizabeth Shepherd.

ADJUSTMENTS TO AGENDA: Add executive session for real estate.

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Two students from Olympic College said they would be attending several board meetings as part of a school report.

PUBLIC COMMENTS ON AGENDA ITEMS:

Several people commented on the IslandWood Trail Easement during this portion of the agenda.

BOARD CONSENT

APPROVAL OF MINUTES: Upon making the following revisions to the minutes of the April 6, 2017 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected: p. 2: remove "h" from "has".

APPROVAL OF PAYMENTS: MSC: Robinson/Cross: 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 |
|-------------|------------|----------|-----------|------------|--------------|
| 04/04/17 | 88,676.89 | 001 | General | 85,775.86 | 04/06/17 |
| | | 300 | Capital | 2,901.03 | |
| 04/11/17 | 197,334.68 | 001 | General | 146,898.26 | 04/14/17 |
| | | 300 | Capital | 50,436.42 | |
| 04/18/17 | 129,044.31 | 001 | General | 113,926.11 | 04/18/17 |
| | | 300 | Capital | 15,118.20 | |

UNFINISHED BUSINESS

COBI ISLANDWOOD TRAIL EASEMENT TRANSFER: Park Services Director Dan Hamlin said the Bainbridge Island City Council voted to transfer the IslandWood trail easement to the Park District at the 4/11/17 City Council meeting. The trail easement runs along the northern boundary of IslandWood's property and connects the Heyday trail easement off Old Mill Road to Blakely Avenue. He provided a brief history of the project saying it has been ongoing for a year and a half, and has involved significant planning efforts, survey and ecological assessments, trail routing negotiations with IslandWood, and outreach to the adjacent neighbors. Dan Hamlin discussed efforts made by the District to address concerns about the trail's proximity to neighbors, wetlands, and how steep the trail is in areas. Many of these issues have been resolved. He said approval by the board is needed to accept the transfer, and direct staff to move forward with the next steps. Construction of the trail would begin in August or September.

Lisa Macchio, neighbor off Old Mill Road, has a background in environmental sciences and works for the Environmental Protection Agency. She asked that those portions of the trail in the wetland buffer be moved out of the buffer area, saying she is concerned about the impact of people in these buffers. This would require IslandWood to move the trail further onto its own property and off the public easement in one location. Commissioner Robinson asked if the District had discussed this with IslandWood. Dan Hamlin said IslandWood had been approached with this request and did not agree to it since it would affect their operations. Lisa Macchio said she was not aware that this had happened. Commissioner Cross commented on IslandWood's generosity to allow the trail to leave the public easement in so many areas and move it onto their property.

Bob Lynch, adjacent property owner, said his southern property line abuts the trail easement. He has concerns about the seasonal stream at the edge of his property, and requested a definition of non-motorized use. He has concerns about privacy and visibility, and would like a fence contiguous with the fence requested by his neighbor to the west.

Mark De Van Derscheuren, neighbor to the west of Bob Lynch, said his house is the most exposed and closest to the trail visually. Security is a concern for him, and he would like a fence so the house is not visible from the trail.

Commissioner Robinson felt it appropriate to work with the neighbors on screening through vegetation and possibly some fencing. However he said for screening to work it must go both ways, and neighbors can't be punching trails through to the trail from their property. Commissioner Cross said she lives close to the Forest to Sky Trail, and noted that for many people having access to this public trail from their property is viewed as an asset. Commissioner Swolgaard asked staff what was planned to screen the neighbors' properties. Dan Hamlin mentioned the following has been discussed as options: using logs and building berms, replacing vegetation, planting new native plants, providing plants for the neighbors to plant. He said all options are on the table, and that staff will work with each neighbor to address their concerns. While all concerns may not be able to be eliminated, he said the Park District works hard to be a good neighbor. Commissioner Swolgaard returned to a request by Bob Lynch for a definition of non-motorized. Commissioner Robinson said non-motorized typically refers to pedestrians, bicycles, and horses. Motorized wheelchairs are also permissible. Dan Hamlin said unless specified otherwise, all District trails are multi-use and open to walking, biking and horse-back riding. This trail is a connector trail that fits into the District's Trails Vision Plan. There is not a park or parking at each end of it like the Forest to Sky Trail so he does not anticipate many horses or bicycles.

Lisa Macchio mentioned that the City of Bainbridge Island was originally granted this easement by the entity that is now called IslandWood. The condition of granting the easement to the City was that it be used for the purpose of providing public access to the trail easement for pedestrian and non-motorized recreational vehicle activities. These conditions follow the easement as it is transferred to the Park District. However, because some parts of the trail are on IslandWood property and not a part of the public easement, she said it will be important for the District to negotiate an agreement with IslandWood on the use of those portions of the trail that are off the easement so that similar conditions can be defined. A similar situation exists with Heyday Farms where a portion of the trail route lies outside the public easement and is on the private property of Heyday Farms.

MSC: Robinson/Cross: To accept the transfer of the IslandWood Trail Easement from the City of Bainbridge Island and authorize the Executive Director to sign the related documents.

MSC: Robinson/Cross: To authorize the Executive Director to sign any easement or license agreements with IslandWood and Heyday Farms related to where the trail is located outside the 15' easement.

MSC: Robinson/Cross: To direct staff to move forward with planning, permitting, and construction of the IslandWood trail, a Class 1 Park District standard trail, in the established 15' easement or outside the easement as agreed to with IslandWood and Heyday Farms.

BI PARKS FOUNDATION PRESENTATION ON WAYPOINT WOODS: Park Services Director Dan Hamlin introduced Executive Director Barb Trafton and Board Member Adin Dunning of Bainbridge Island Parks Foundation. They are presenting a design for the Waypoint Woods that was prepared by the Jones & Jones Architect and Landscape Architect firm. If the design meets with the board's approval, BIPF will move forward with it and use it in their discussions with WA State Ferries and the City of Bainbridge Island. The plan developed by Jones & Jones places an emphasis on entry points into the forest, and how the property ties into parks in the area including The Waypoint above it, Waterfront Park, and eventually Sakai Park. Once a Suquamish campsite, the parcel provides a forested area near the ferry in the middle of the City that is larger than it might appear. A trail was recently roughed out throughout the parcel, and an effort is underway to save several large trees that could be cut down as part of the construction work underway by COBI and WA State Ferries to better accommodate bicyclists and ferry traffic. Barb Trafton has asked the City for the document that identifies what plants will be re-planted once the traffic work is done which she understands to be a list of ornamental plants similar to what was planted at The Waypoint. While appropriate for a cultivated park, these plants are not suitable for planting down the hill into the forested Waypoint Woods. She asked the Park District to review this list and provide a list of plants appropriate for a wooded site. When asked if the area will be used for staging the ferry construction project, she said Public Works Director Barry Loveless indicated in a meeting she recently attended that it will not be used for this purpose. Barb Trafton said that with the concept plan in place for the Waypoint Woods, fundraising for the project can begin. Commissioner Swolgaard said he is very pleased with the Jones & Jones design. The board concurred and agreed that this plan should be used when discussing the Waypoint Woods with COBI and WA State Ferries.

MEMORANDUM OF AGREEMENT WITH COBI REGARDING SAIL FLOAT: Senior Planner Perry Barrett said the Park District's sail float at Waterfront Park benefits approximately 400 students each year as they participate in the District's sailing program. The sail float has been in its current location for close to 20 years, and now with the new dock being constructed by the City of Bainbridge Island, there will be changes. The City currently has a lease with WA State DNR to use an area within Eagle Harbor for a dock and marina. For many years, COBI has allowed the Park District to keep its sail float in this area at no cost. COBI's lease with DNR is now being updated, and due to potential expansion of the new dock in the future, COBI has given the Park District notice that the District will need to move the sail float further east in five years so it is outside the City's leased area. Due to the extensive permitting and regulatory requirements that must be met to achieve this, COBI is willing to enter into a sublease with the Park District for this five year period so the sail float can remain in its current location and provide sailing programs while the District undertakes the extensive work needed to meet all these requirements. The Memorandum of Agreement before the board this evening outlines this arrangement which includes an annual rental fee. This MOA serves as a placeholder until the Park District can establish its own lease directly with DNR. When the sail float is moved further east, it must be brought up to code. This will involve significant cost to rebuild it as well as a conditional use permit. **MSC: Cross/Swolgaard: To approve the Memorandum of Agreement with the City of Bainbridge Island regarding the sail float at Waterfront Park, and authorize the Executive Director to sign.**

SEATTLE YACHT CLUB LEASE OF BOATING FACILITY ON HIDDEN COVE: Executive Director Terry Lande presented a lease with the Seattle Yacht club for use of the boating facility known as the Springer property which is adjacent to the Seattle Yacht Club's outstation on Spargur Loop. He said the lease would go into effect on May 1, or as soon as the applicable conditional use permit conditions are lifted by the City of Bainbridge Island. Dick Haugen of the Seattle Yacht Club said the conditions are related to traffic on Spargur Loop, and that since the access to the property would move from Spargur Loop to Hidden Cove Park, the concerns that called for these conditions would be alleviated. Executive Director Lande said the District's attorney has reviewed the lease. Following discussion, several small changes

were made. **MSC: Robinson/Cross: To direct the Executive Director to sign the lease with the Seattle Yacht Club for use of the boating facilities on the Springer premises, as amended.**

PURCHASE OF PASSENGER VAN WITH ADA ACCESSIBILITY: Recreation Services Director Mark Benishek said that with the separation from the Senior Center, the Park District lost its use of the passenger bus owned by the BI Senior Community Center non-profit, as well as access to a vehicle with ADA access. District programming needs require an additional passenger van, and the District would be remiss if it acquired a new passenger vehicle without ADA access. Some of the requirements for a new District vehicle include ADA access, a non-CDL vehicle (so a CDL license is not required for those who drive it), ease of entry with hallway and high roof, and the ability to tow equipment. A variety of options were considered including the purchase of a used vehicle. While there is less initial cost to acquire a used vehicle, there is no warranty and any pre-existing conditions are unknown. Most used passenger vans that are for sale are over 10 years old and have high mileage on them, often over 100,000 miles. A new vehicle could be purchased at a discount through a WA State contract and tailored to meet the District's needs. He presented specifications for a new Chevrolet passenger bus that has capacity for 12 passengers and two wheelchairs. It includes a wheelchair lift, trailer hitch and backup camera for safety. The price is just under \$59,000 plus sales tax. Executive Director Terry Lande said the funds would come out of reserves, and that following the purchase of the passenger bus, there would be an ending balance of \$1,779,156 in the reserve fund. The board agreed that this was a necessary purchase.

MSC: Robinson/Cross: That staff proceed with the purchase of the passenger bus with ADA accessibility for an amount not to exceed \$65,000.

MEETING ADJOURNED at 8:10 pm for a short break, and **RECONVENED** at 8:15pm

DIRECTOR'S REPORT

Recreation Services: Division Superintendent Bryan Garoutte said the new kiln at the Eagledale Pottery Studio was fired up for the first time; a recent Geo-Egg Hunt was a great success; summer staff is being hired; the Fishing Expo is coming up on May 7; girls recreational volleyball started with 60 girls signed up; adult softball season has kicked off. Division Director Mark Benishek said the Aquatic Center has been very busy with a Float & Float coming up tomorrow, facility rentals that are up, and adult classes that are filling; the Nakata pool deck project will begin in May, and it's been learned more deck surface can be covered for the same price; senior programming staff previously at WPCC are doing well after their move up to Strawberry Hill Park with exercise classes filled at the Mini-Gym and new active adult programming underway. Intern Zoe Ault Brinker has been a great asset to the Park District the past 3 months, and while her last day as an intern will be tomorrow, she will be returning in June to run the new all day summer camps.

Park Services: Senior Manager David Harry met yesterday with an energetic group who will be fundraising for the Kids-Up renovation project; work on the Firewise Partnership project at Hilltop began yesterday; the former caretaker house at Williams-Olson Park is almost completely dismantled with the carport's footprint left for a possible shelter one day. Division Director Dan Hamlin said Earth Day is on Saturday with projects planned for Blakely Harbor Park. National Fitness Campaign, an entity that promotes fitness for everyone through its outdoor fitness courts, has approached the Park District to see if there is interest in having one here. He said this is the same company the District worked with years ago to install fitness equipment around the trail at Battle Point Park. He said the 38' x 38' fitness court costs \$90,000, with \$10,000 grants available through National Fitness Campaign. The District's Wellness Committee asked him to find out tonight whether there is board interest in pursuing this. Commissioner Swolgaard said the fitness equipment at Battle Point Park was not used much. He said it rains all the time here and people tend to go to the gym. Commissioner Robinson agreed that the equipment was not well used, and emphasized the importance of identifying a location first before much discussion is held. Commissioner Cross felt it might be worth pursuing, but only if the community expresses interest in having it. Dan Hamlin agreed that as a park project, it is not a

priority, and capital improvement funds would not be available for it. The project would require a community fundraising effort. The board agreed to have staff look into whether there is community interest in an outdoor fitness court. Dan Hamlin will pass this on to the Wellness Committee for them to report back later to the Board.

Administrative Services: Senior Planner said staff the Request for Qualifications (RFQ) proposals have come in for the Hidden Cove dock and been scored by staff. Executive Director Terry Lande said the Egg Hunt this past weekend went well and drew a big crowd. He said it is a challenge finding local kids to work, and it is possible some part-time recreation positions will be filled using student interns through a Bainbridge Youth Services program that pays a portion of their wages. Terry Lande said he's spoken with the City Manager about the Sound to Olympics Trail and the impact it could have on Sakai Park. He is concerned about the number of trees cleared for the STO Trail along Highway 305 from Winslow Way to High School Road. If the same approach was taken along the frontage of Sakai Park further up the highway, it would expose the pond to the traffic and change the dynamics of the park.

UPCOMING MEETINGS & EVENTS: May 4 board meeting is cancelled.

BOARD MEMBER ITEMS:

- Commissioner Robinson said he attended a Bainbridge Island Parks Foundation meeting, as well as the District's Egg Hunt. He is drafting a letter to the City Manager regarding the Kojima trail easement, and will copy the City Council Members on it.
- Commissioner Cross said she wrote a letter responding to the senior petition. She also attended the Egg Hunt, and commented on how much the children loved climbing on the boulders in the park by the south pond, saying this is a beautiful illustration of how natural features with low maintenance can be used.
- Commissioner Swolgaard said his seven year old granddaughter loves Eagledale Park so much that she is having her birthday party there.

MEETING ADJOURNED TO EXECUTIVE SESSION at 9:07 pm for discussion of real estate, with announced time to reconvene at 9:30 pm.


MEETING RECONVENED at 9:30 pm and **ADJOURNED TO EXECUTIVE SESSION** at 9:31 pm for continued discussion of the above item, with announced time to reconvene at 9:45 pm.

MEETING RECONVENED at 9:46 pm and **ADJOURNED** at 9:47 pm.

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

BY: 


Kenneth R. DeWitt

BY: 

Jay C. Kinney

BY: _____

Kirk B. Robinson

BY: 

John Thomas Swolgaard

ATTEST: 

Lee Cross