

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING DECEMBER 21, 2017
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, Kirk Robinson, Tom Swolgaard.

STAFF MEMBERS PRESENT: Terry Lande, Perry Barrett, Bryan Garoutte, Dan Hamlin, Elizabeth Shepherd, Amy Swenson.

ADJUSTMENTS TO AGENDA: Move Resolution 2017-27 to beginning of meeting. Executive session: add personnel.

PUBLIC COMMENTS ON NON-AGENDA ITEMS:

Brian Wilkinson, island resident with 15 acres of forest, expressed concerns about the Critical Areas Ordinance that the City of Bainbridge Island is proposing. His family has been involved in forestry on the peninsula for five generations and donated the wood for the Japanese American Exclusion Memorial wall. He works hard to be a good steward of the land. He discovered the proposed CAO by accident, and finds the process to have been very secretive without reaching out for feedback from the community. He is concerned that ordinances and legal documents are being developed on managing forests without consultation with forestry experts, and that science is being distorted to support the City's agenda. Deeming the whole island as a critical aquifer expands the land on the island under a critical areas designation and imposes restrictions that do not allow forests to be properly managed. As a result, forests become hazardous. He is representing an increasingly large group of landowners on the island who are becoming alarmed over the implications of the proposed CAO for their property and the island. He is calling for common sense and an approach for moderation that considers what is best for all. He expressed appreciation for the Park District's letters to the City that also express concern about the CAO and asked the District to be a voice not only for parks but for all people.

Robert Fraik, island resident with 35 acres of forest, echoed Brian's concerns about the proposed CAO saying he believes it was developed in a vacuum. He said for the past decade he has been working with the State of WA, attending forestry trainings and working with State foresters, and that forestry consultants have been hired to review and update the State's Forest Management Plan for the purpose of maintaining healthy forests. He said it's been heard again and again that as a whole the island's forests are not being maintained in a healthy manner. He finds it odd that the City's Critical Areas Ordinance has been developed to his understanding without consulting a single forester. He also questioned the CAO in saying that the island is a sole source aquifer. If this is so, he asked, why aren't there requirements for all islanders to protect it? He encouraged people to attend an upcoming City Council meeting on January 9.

Wendy Von Feldt, said she owns land on the island and is also concerned about the CAO. She asked the Park District to join with landowners in seeking sensible solutions that make sense for the island. She also did not hear anything about the proposed CAO until recently, and questioned any action being taken by the City Council in January when new council members haven't had an opportunity to get up to speed on the issues.

Executive Director Lande said that as a public agency the Park District can only represent the agency and cannot represent private landowners. He and the board encouraged their efforts to move forward as private citizens, saying other public and private agencies have also raised their concerns with the City about the proposed CAO.

BOARD CONSENT

APPROVAL OF MINUTES: Upon hearing there were no corrections to the minutes of the December 7, 2017 regular board meeting, Chair DeWitt stated the minutes stand approved as submitted.

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
12/13/17	105,554.60	001	General	85,682.82	12/11/17
		300	Capital	19,871.78	
12/21/17	56,037.61	001	General	51,606.44	12/20/17
		300	Capital	4,431.17	

PUBLIC COMMENTS ON AGENDA ITEMS:

Marsha Cutting, island resident, spoke on behalf of the wheelchair hiking group that Commissioner Robinson spearheaded. She provided comments from one member Jenna Clark, saying she gained a love of nature through the hiking group and that before invited to join thought hiking was a luxury not accessible to her. Marsha Cutting then read a poem titled "Wheelchair Hiking" that she dedicated to Kirk Robinson.

GENERAL BUSINESS

RESOLUTION 2017-27: HONORING KIRK ROBINSON: Commissioner Cross told Commissioner Robinson how appreciative she is of his service and everything he taught her. Commissioner Swolgaard said how much he enjoyed his comments and his humor. Commissioner Kinney said that as the one with the shortest tenure on the board, he remembers what a steep learning curve it was when he first joined the board, and always appreciated the knowledge Commissioner Robinson provided. Commissioner DeWitt expressed appreciation to Commissioner Robinson for his advice, and the conscience and perspective he brought to the board. **MSC: Cross/Swolgaard: That Resolution 2017-27, honoring Kirk Robinson for his fifteen years of service as a Park Commissioner, be adopted. (Abstain: Robinson)** Commissioner Robinson thanked Marsha Cutting for all he learned from her and the others in the wheelchair hiking group, such as moving beyond the constraints someone might think they have. He commented on how much he valued the board's respect for one another, and the way once a decision was made how they all got behind it even if they were on the losing end of the vote. He said he truly believes this is one of the best park agencies for its size in the state and possibly beyond, and that while the board may be a part, much of this is due to the amazing staff and the support of the community.

UNFINISHED BUSINESS

WILLIAMS-OLSON PARK PROJECT AGREEMENT WITH BI PARKS FOUNDATION: Park Services Director Dan Hamlin presented an agreement with the BI Parks Foundation forming a fundraising partnership with them for the Williams-Olson Park project. Improvements may include a picnic shelter, pickle ball court upgrade, and renovated parking area. A \$50,000 donation has been received for the park and it is the intent of the BI Parks Foundation to match this amount. Once the agreement is approved, a committee will be formed that will develop a statement of work, and the agreement will subsequently be amended to include both this statement and the committee member names. Commissioner Cross asked that the agreement be revised to include restrictions that came with the property when transferred into Park District ownership. **MSC: Cross/Robinson: To approve the project agreement for Williams-Olson Park with additional language to clarify any restrictions that came with the property.**

JCK
Jan

INTERNSHIP PRESENTATION: Outdoor Programs Manager Jeff Ozimek presented an annual review of the Internship Program saying it was founded in 2014. The Internship Committee overseeing the program expanded in 2017 to include seven staff members across all departments. The Park District had 8 interns in 2017, ~~selected from 35 applicants~~. They were involved in many aspects of the District including promotion of programs, community engagement, budget improvements, and participation in a new all day summer camp. One 2017 intern, Ashley Miller, has since graduated from college with a degree in Park & Recreation Management, and has returned this fall to work for the Park District as an employee. She spoke about her time as an intern saying it allowed her to take what she learned in the classroom and apply it to actual experience. It provided her with a wide exposure to Park District activities ranging from programs, to administration, to community networking, all with guidance and support from staff. Jeff Ozimek noted several challenges this past year that they turned into opportunities to learn from and make improvements to the program. They are looking forward to 2018 when a new intern will start January 8.

GENERAL BUSINESS (continued from page 2)

RESOLUTION 2017-22: AMENDED 2017 GENERAL FUND BUDGET: Administrative Services Director Amy Swenson said most items in the amended 2017 General Fund Budget were approved by board motions this past year. Some of these include the new Outdoor Programs paddling program, a new van that was expected to arrive in 2017, but will be here in 2018 due to manufacturing delays; and leasing the Springer House this past summer from the Seattle Yacht Club for use by the sailing program. **MSC: Robinson/Kinney: That Resolution 2017-22, amending the 2017 General Fund Budget, be adopted.**

RESOLUTION 2017-23: AMENDED 2017 CAPITAL IMPROVEMENT FUND BUDGET: Administrative Services Director Amy Swenson presented an amended 2017 Capital Improvement Fund Budget saying there is no change to the bottom line. The budget adjustments are related to projects, with some coming in under budget offset by those coming in over budget. **MSC: Robinson/Kinney: That Resolution 2017-23, amending the 2017 Amended Capital Improvement Fund Budget, be adopted.**

RESOLUTION 2017-24: UNCLAIMED PROPERTY: Administrative Services Director Amy Swenson said this resolution pertains to payroll checks that were not cashed in 2017. After having asked these employees numerous times to cash their checks, the funds will now be turned over to WA State as unclaimed property so the Park District does not have to continue holding them. The funds are still available to the employees and can be obtained by contacting the State. **MSC: Cross/Robinson: That Resolution 2017-24, authorizing the cancellation of unclaimed property in the form of outstanding payroll checks, be adopted.**

RESOLUTION 2017-25: BOARD POLICY REVISION: Chair DeWitt said this is the second reading of a change to board policies that makes the following revisions: 1) Changes "Director" to "Executive Director"; and 2) Adds the following sentence to Section 2416: "Board decisions involving major issues require three positive votes. Major issues are defined as policy adoption, filling a vacant position on the board, personnel actions regarding the Executive Director, and budget resolutions". **MSC: Robinson/Cross: That Resolution 2017-25, approving revisions to the board policies be adopted.**

RESOLUTION 2017-26: PERSONNEL POLICY REVISION: Administrative Services Director Amy Swenson said a revision is needed to the Personnel Policy that pertains to the all employee benefit section. It includes the addition of a sub-section on indemnification originally adopted by motion at the 10/6/16 board meeting, and since revised and included as part of the personnel policy. It also includes the addition of paid sick leave for part-time employees as required by a WA State law effective 1/1/18. A section on miscellaneous leave has been eliminated, and minor

clarifications to make the wording more straight forward have been made. **MSC: Kinney/Swolgaard: That Resolution 2017-26, approving revisions to Section 4008 of the personnel policies, be adopted.**

DIRECTOR'S REPORT

Park Services: Division Director Dan Hamlin said he met with the man who would like to put in three pickle ball courts at the south end of the tennis courts at Battle Point Park, and asked him to contact the tennis group to explore forming a partnership.

Recreation Services: Division Superintendent Bryan Garoutte said the art class open house at Eagledale went well, the ski bus is full, and registration for winter/spring classes starts January 4. He said Outdoor Programs Manager Jeff Ozimek gave a snowshoe presentation at the library recently, met with Bainbridge Community Broadcasting to increase awareness of District outdoor programs in the community, and is collaborating with Gear Grinders to share CPR and Advanced First Aid training resources. Installation of the new Aquatic Center sound system should be finished by the end of the year and was made possible through the Hawk Foundation. Several camps are planned for winter break, a lifeguard class is underway, and there are now 32 basketball teams. In gymnastics, two athletes competed in Washington Special Olympics and one qualified to continue on to the Special Olympics competition next July.

Administrative Services: Senior Planner Perry Barrett said the Jones & Jones Sakai concept plan is now up on the District's website and comments can be directed to him. A pre-construction meeting for work on the Hidden Cove dock is being set up for early January. Executive Director Terry Lande followed up on the public comment made at the last board meeting about the aquatics fitness class fees, and said staff held a meeting with the class members to discuss a revised fee structure that was positively received.

BOARD MEMBER ITEMS:

- Commissioner Robinson attended his last City of Bainbridge Island Multi-Modal Transportation Advisory Committee meeting as a park board commissioner.
- Commissioner Cross reiterated her concerns with the City of Bainbridge Island's proposed Critical Areas Ordinance and said the City will have a revised version available on December 29. She encouraged more discussion about the CAO at the next board meeting.
- Commissioner Kinney conveyed merry holiday wishes to all.
- Commissioner Swolgaard attended a recent Trails Advisory Committee meeting, said the holiday party at the Lande residence was a lot of fun, and that he knows an Eagle Scout who is interested in doing a project at Williams-Olson Park.
- Commissioner DeWitt said he sent recent letters to the City of Bainbridge Island related to the Critical Areas Ordinance and Waterfront Trail.

WRITTEN COMMUNICATIONS

Email correspondence was received from Carol Austin expressing concern over the coyotes at Battle Point Park.

MEETING ADJOURNED TO EXECUTIVE SESSION at 7:34 pm for discussion of real estate and personnel, with announced time to reconvene at 8:00 pm.

MEETING RECONVENED at 7:58 pm. **MSC: Robinson/Kinney: To approve Executive Director Terry Lande's performance review and his compensation package for 2018.**

MEETING ADJOURNED at 8:02 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