

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING FEBRUARY 18, 2016  
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, Tom Swolgaard. Absent: Jay Kinney  
Also absent: Executive Director Terry Lande

**ADJUSTMENTS TO AGENDA:** Add to Unfinished Business: IT Update and Needs

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon hearing there were no corrections to the minutes of the February 4, 2016 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

**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 Dated	Batch Amt	Fund No.	Fund Name	Fund Amt	Pre-Approved
2/9/16	71,105.86	001	General	60,662.49	2/4/16
		300	Capital	10,443.37	

**UNFINISHED BUSINESS**

**ANNUAL HERBICIDE REPORT:** Park Services Director Dan Hamlin said Park Services Manager Bre Ganne will be presenting the annual herbicide report, and commented on the outstanding job she has done compiling the information. Bre Ganne provided the board with a 2015 Summary Annual Report and a 2015 Annual Report that detailed IPM practices and pesticide usage during the past year. She commented on last spring's crane fly infestation saying the application used to treat it in April was effective and did not need to be reapplied in the fall. An effort was made last year to improve training for new employees on herbicide application consistent with District policy. Minimal spot treatment with herbicides is done by the District, with a large effort undertaken each year to use volunteers in the control of invasive vegetation through mechanical practices. Maria Mason, who has worked for years encouraging sound IPM practices in public agencies, said the District has a fabulous team and expressed confidence in Dan Hamlin and Bre Ganne and their approach to integrated pest management. She encouraged use of the District's website to educate the public about all it is doing.

**IT UPDATE AND NEEDS:** Finance Manager Amy Swenson provided some background on the Park District's approach to IT needs, saying for many years it was handled by a former District employee and a small IT consultant. With the changes in technology over the past decade and the expanding IT needs of the District, it has become increasingly clear that the District has outgrown its current system. There have been a number of problems recently some of which include: an employee's information was hijacked and could not be restored; a computer crashed; systems shut down whenever there is a power outage; limited server capacity resulted in a near crash of the District's registration program. This past year an IT Committee of District employees was formed to evaluate the current system, conduct an inventory of District computers, and assess where to go from here. Because the District is not large enough to support an IT staff member, a decision was made to contract with a new consulting firm that is systems oriented and comprehensive in its approach to IT needs. This firm has done an analysis of the District's current set-up and has found many areas in need

of improvement. Some of these include: the District's servers are old and cannot handle District capacity; current cabling does not allow the speed needed to handle the District's need; District systems are not adequately protected against viruses; all computers are not backed up. Amy Swenson said \$5000 was budgeted for a new server in the 2016 budget, but this will not be enough to do what is needed. She said she is alerting the board of the need for additional funds to meet the District's IT needs. This will be addressed in greater detail at the next board meeting. She said there is urgency to act soon since the current server has been found to lack the capacity needed to handle the Rectrac upgrade scheduled for March. The Board understood the importance of addressing the District's IT needs in a more comprehensive manner, and indicated general support of the upcoming expenses estimated at approximately \$20,000.

### **DIRECTOR'S REPORT**

Senior Planner: Perry Barrett: has asked Johnpaul Jones to look into design options for the Blakely Harbor Park jetty bridge that would meet Coast Guard requirements.

Finance Officer/HR Manager: Amy Swenson: the second public meeting for planning the Sakai property is tentatively set for April 23 at the Aquatics Center since the BHS Commons is not available. The board indicated that this date is workable for them.

Park Services Director: Dan Hamlin: is making an effort along with the Dog Advisory Committee to educate the public on what has been done in recent years to address dog issues in parks; a monthly canine citizen class is being held every third Tuesday at Seabold Hall; the concrete at Rotary Park is underway with fencing to follow, and a goal of having the lower field ready for Little League season in mid-March; a volunteer coordinator has just been hired for a part-time position that will handle volunteers in parks and trails including the Student Conservation Corps; the board would like to review some posters the Bainbridge Island Land Trust has asked to post in park kiosks.

### **BOARD MEMBER ITEMS:**

- Commissioner Cross said a woman stopped her at the store to let her know how grateful she is for what the Park District is doing about off leash dogs, since she's often had a problem with them while walking her dog on leash.
- Commissioner Cross said she attended a Senior Center Non-Profit board meeting and that the new members will need to be educated on the roles of all the parties.
- Commissioner Cross attended a Trails Advisory Committee meeting and noted that effort is underway to name the following Gazzam trails: Veterane, Close, and Knudsen.
- Commissioner Robinson said he is working on a table of parks that will detail which parks have restrictions related to easements, conservation easements, and other constraints indicating how the property must be used.
- Commissioner Robinson disclosed that his wife is working on the Sakai work group that is researching the community recreation center option for the property. The group has scheduled a tour of a community center on Mercer Island. While he is not involved in the group's work, he is going on the tour because he is interested in seeing the facility.
- Commissioner Swolgaard said the City held its second meeting related to proposals for the Suzuki property. The third will be coming up on February 23.

**MEETING ADJOURNED** at 7:24 pm.

Elizabeth R. Shepherd  
Dan Hamlin  
BAINBRIDGE ISLAND METROPOLITAN  
PARK & RECREATION DISTRICT

BY: \_\_\_\_\_

John Thomas Swolgaard

BY: \_\_\_\_\_

Kenneth R. DeWitt

BY: \_\_\_\_\_

Lee Cross

BY: \_\_\_\_\_

Kirk B. Robinson

ATTEST: \_\_\_\_\_

Jay C. Kinney