

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING FEBRUARY 16, 2017  
STRAWBERRY HILL CENTER**

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

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

**STAFF MEMBERS PRESENT:** Terry Lande, Perry Barrett, Mark Benishek, David Harry, Elizabeth Shepherd, Amy Swenson, Jeff Ozimek.

**ADJUSTMENTS TO AGENDA:** Add personnel to executive session and remove real estate.

**BOARD CONSENT**

**APPROVAL OF MINUTES:** Upon making the following revisions to the minutes of the February 2, 2017 regular board meeting, Chair DeWitt stated the minutes stand approved as corrected: p. 1: change 2104 to 2014.

**APPROVAL OF PAYMENTS: MSC: Robinson/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
02/10/17	38,248.48	001	General	31,877.62	2/7/17
		300	Capital	6,370.86	
2/16/17	39,714.97	001	General	39,049.97	2/14/17
		300	Capital	665.00	

**UNFINISHED BUSINESS**

**BATTLE POINT PARK PUMP TRACK AGREEMENT:** Standing in for Park Services Director Dan Hamlin and following up on the 2/2/17 board meeting, Park Services Manager David Harry presented the agreement for the pump track at Battle Point Park. He distributed copies of Exhibit B which he said was revised slightly from what was included in the board packet. He said staff is looking for board approval of the agreement this evening. **MSC: Kinney/Swolgaard: To approve the agreement for the pump track at Battle Point Park.**

**OUTDOOR PROGRAMS BOATING PROGRAM:** Outdoor Programs Manager Jeff Ozimek said the contractor who has provided kayak and paddle classes for the District the past seven years is retiring. This provides an opportunity for the District to develop its own boating program in-house and become a leader in water based community programming. He presented a number of programs for 2017 as well as expanded opportunities for the future. He anticipates basic skill building classes in kayaking, paddle boarding, and canoeing, as well as off-island excursions and destination paddles. He presented the equipment needed to start the program, including a specified number of boats, canoes, and paddle boards, an enclosed trailer and other equipment such as life jackets and paddles. He said staff is asking the board to approve start-up funds for the program in an amount not to exceed \$32,000. Executive Director Lande said this opportunity has just come up and was not anticipated when the 2017 budget was prepared. He said the funds would come out of reserves and serve as seed money to purchase the equipment. Personnel costs would be covered through program revenue. Any grant funds awarded would be used to expand the amount of equipment. **MSC: Swolgaard/Cross: To approve \$32,000 from reserves to fund an outdoor boating program starting in 2017.**

## GENERAL BUSINESS

**RESOLUTION 2017-05: SURPLUS PROPERTY:** Park Services Manager David Harry presented the resolution that declares Park Services equipment no longer needed as surplus property. The surplus items include two trucks, two mowers, and an outdoor motor. <sup>board</sup> **MSC: Cross/Robinson: That Resolution 2017-05, authorizing the sale of certain surplus items, be adopted.**

## DIRECTOR'S REPORT

Recreation Services: Division Director Mark Benishek said 381 kids are signed up for the third session of swim lessons; bids are out for updating the fire alarm system at the Aquatic Center; the new intern is getting a wide variety of experience working in a number of District departments; and winter break classes are filling up. He said work on the dock at Waterfront Park will begin on August 1, so the dock will be available for boating programs through July.

Park Services: Senior Manager David Harry said all the rain and wind has kept staff busy clearing culverts and cleaning up downed trees and limbs; planting and pruning is underway; the demolition permit for the house at Williams-Olson Park has been obtained; the Hilltop bunkhouse is being assessed for how to best finish it off for facility use.


Administrative Services: Administrative Services Director Amy Swenson said the front office staff is exploring how to make the website more user-friendly for those registering online. Senior Planner Perry Barrett said the site tours of Sakai Park have been conducted with Jones & Jones, and the firm is ready to begin work on a site plan for the park. Administrative Manager Elizabeth Shepherd said she just attended a workshop on public record requests, and that legislation is being introduced this year to update the Public Records Act; the PRA was passed in 1972 and needs updating to reflect the era of electronic records. Executive Director Terry Lande said several agenda topics for the next board meeting are Teen Center Programming and a resolution to declare the Teen Center surplus property. He said that while the value of the Teen Center is within what District policy permits him as the Executive Director to declare surplus, he would like the board to participate in this decision. The resolution is time sensitive since the building must be moved by the end of the school year, and arrangements must be made now to ensure meet this deadline will be met.

## BOARD MEMBER ITEMS:

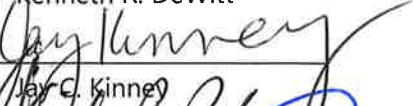
- Commissioner Robinson noted that the Park District holds a lease agreement with the WA State Department of Transportation Ferries Division for the Waypoint Woods, and would like to look into whether this can be used to stop trees from being cut down on the property for a construction staging area. Executive Director Lande said the plans show a significant number of trees will come down.
- Commissioner Cross inquired into whether the check had arrived from Enduris related to the Rotary Park ballfield insurance claim. The check should be arriving soon.
- Commissioner Cross attended a Trails Advisory Committee meeting, and complimented staff on the tremendous work done by the trails crew.
- Commissioner DeWitt attended an IslandWood luncheon, and sat with COBI Police Chief Matt Hamner and Jane Stone, Executive Director for the BI Land Trust. He commented on the good relationships that have formed.
- Commissioner DeWitt will not be able to attend the March 16 board meeting.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 7:15 pm for discussion of personnel with announced time to reconvene at 7:35 pm. **MEETING RECONVENED** at 7:38 pm and **ADJOURNED** at 7:40 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