

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING NOVEMBER 19, 2020
ZOOM VIRTUAL MEETING**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:06 pm by Vice Chair Janow.

BOARD MEMBERS PRESENT: Kristine Cox, Ken DeWitt, Dawn Janow, Jay Kinney, Tom Swolgaard.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon making the following revisions to the minutes of the November 5, 2020 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: On page two under the 2021 Budgets First Reading: first sentence needs clarification with the word “beginning” before net position and “2.4 million” instead of 2.6 million. In the second sentence add the word “total” in front of first use of the word revenue and “tax” before the second use of the word revenue. First two sentences will read: Administrative Division Director Amy Swenson said the Park District’s beginning net position for 2021 is proposed to be roughly 2.4 million. In the proposed budget for 2021, total revenue is proposed to be about 8.7 million as there is a \$129,000 increase in tax revenue.

APPROVAL OF PAYMENTS: MSC: Cox/Janow: I have reviewed the following vouchers, warrants and electronic payments and move that they be approved for payment.

| Batch Date | Fund Number & Name | Warrant Numbers | Total Batch Amt | Pre-Approved |
|-------------------|--|------------------------|------------------------|---------------------|
| 11/03/20 | 001 General Fund 300 Capital Improvement Fund | 20732-20758 | 67,791.01 | 11/03/20 |
| 11/10/20 | 001 General Fund 300 Capital Improvement Fund | 20759-20792 | 68,851.75 | 11/10/20 |
| 11/19/20 | 001 General Fund 300 Capital Improvement Fund | 20793-20815 | 35,653.09 | 11/19/20 |

GENERAL BUSINESS

TED OLSON NATURE PRESERVE: Executive Director Terry Lande said the Bainbridge Island Land Trust came to an agreement with the neighborhood surrounding Ted Olson Nature Preserve that it would serve as the agent to collect and hold the money and purchase the land for sale adjacent to the park, if the neighborhood raises the funds. The Bainbridge Island Land Trust would like to verify that the Park District will accept the transfer of the properties with the same conservation easements on them as are currently on the rest of the Ted Olson Nature Preserve. Staff has no issues with accepting the additional land with the same set of conservation easements as are currently on the park. **MSC:**

Kinney/DeWitt: Authorize the Executive Director to accept transfer of the additional land at Ted Olson Nature Preserve with the same conservation easements that apply to the rest of the park.

RESOLUTION 2020-14: 2021 GENERAL FUND BUDGET: MSC: DeWitt/Kinney: Move to adopt Resolution 2020-14 the 2021 General Fund Budget.

RESOLUTION 2020-15: 2021 CAPITAL IMPROVEMENT FUND BUDGET: MSC: Janow/DeWitt: Motion to approve Resolution 2020-15 for the 2021 Capital Improvement Fund.

RESOLUTION 2020-16: 2021 LAND ACQUISITION FUND BUDGET: MSC: Kinney/Janow: Move to adopt Resolution 2020-16 the Land Acquisition Fund budget for 2021.

RESOLUTION 2020-17: 2021 TURF FIELD REPLACEMENT FUND BUDGET: MSC: Janow/DeWitt: Motion to approve Resolution 2020-17 the 2021 Turf Field Replacement Fund.

RESOLUTION 2020-18: 2021 SALARY SCALE: MSC: Kinney/Janow: Move to adopt Resolution 2020-18 the salary scale for 2021. Commissioner Kinney said he appreciates what staff has done to forego a cost of living increase in 2021 and said that commissioners will remember that in future years.

RESOLUTION 2020-19: 2021 SUBSTANTIAL NEED: Administrative Division Director Amy Swenson said that even though inflation was less than 1%, this resolution allows the Park District to collect a 1% increase in tax revenue as usual. **MSC: Janow/DeWitt: Motion to pass Resolution 2020-19 for substantial need in 2021.**

RESOLUTION 2020-20: 2021 REGULAR PROPERTY TAX LEVY ASSESSMENT: MSC: DeWitt/Kinney: Move to approve Resolution 2020-20 the 2021 regular property tax levy assessment.

RESOLUTION 2020-21: 2021 BOND LEVY TAX ASSESSMENT: MSC: DeWitt/Kinney: Move to approve Resolution 2020-21 the 2021 bond levy tax assessment. Commissioner DeWitt asked about the possibility of refinancing the bond to attain a lower interest rate. Administrative Division Director Amy Swenson said that the Park District is not eligible to refinance for a while and that the current interest rate is very low.

2021 BOARD MEETING DATES: Executive Director Terry Lande recommended that the board adopt the first and third Thursdays in 2021 for board meeting dates as there are no known conflicts. **MSC: DeWitt/Kinney: Move to approve 2021 board meeting dates as the first and third Thursdays of the month.**

DIRECTOR'S REPORT

Administrative Division: Administrative Division Director Amy Swenson commended Executive Services Manager Helen Stone for her work on the 2021 budget resolutions.

Recreation Division: Recreation Division Director Mark Benishek said it has been a busy week adjusting recreation programming to Governor Inslee's new orders. Only the Aquatic Center, outdoor department and sports department can continue to offer in person programming at this time. There has been a lot of communication with the Governor's office and the Washington State Department of Health regarding the programs that are able to keep running. Positive feedback has been received from the community regarding both new actions taken and current guidelines already in place for programming. Staff has been busy with cancellations and refunds as well as pursuing options to pivot some classes to begin meeting virtually. New guidelines kept the Aquatic Center open, but changes include: only endurance and conditioning will be allowed for water polo and general recreation lap swimming has been reduced from two to one person per lane. Session three of swim lessons is going well and most participants have not cancelled their enrollments even with the Governor's new orders. The water aerobics program has been relaunched and participants are very happy to be back in the water. Facility Maintenance Technician Mike Omans at the Aquatic Center has done a tremendous job recently by making lighting adjustments to the outside of the facility and communicating with the School District regarding lighting that was turned off in the parking lots. Bainbridge Island Swim Club had a time trial last Sunday. Bainbridge Aquatic Masters is going well, and members are excited that they get to continue to swim. Customer service staff at the Aquatic Center was commended for all their work with the recent increase in the volume of calls and refunds due to the Governor's recent orders. Community Outreach Coordinator Emily Swift is getting ready for Holiday at Fay, an upcoming drive through event which is already 50% full. Active Adult Coordinator Sue Barrington's programs were already mostly virtual and the ones that were not have transitioned back to being held virtually. The community coloring book contest and the Elder Wisdom project are continuing and have been well received by the community. Marketing Coordinator Allie Smith has been busy helping to get communication out regarding the Governor's recent orders as well as finishing up the winter/spring catalog. Participants in

Sports Program Manager Julie Miller's walking groups are appreciative of the opportunities to participate and are doing a great job following coronavirus protocols. Tennis instructors are dealing with moving programming from indoor facilities to outdoor facilities. In person gymnastics is now shut down for all classes and teams, however team practices will return to being held virtually, just as they were in the spring. Youth & Teen Program Manager Shannon Buxton attended a summer camp conference in preparation for next summer. Work is being done with the eSports class to develop an online questing program. The Eagledale Pottery Studio is now closed to participants and staff is working to finish firing projects so that participants can pick up finished work prior to the holidays. Outdoor Program Manager Nick Prevo's mountain biking classes will be able to continue to meet. Hiking programs have been full which is encouraging for the outdoor department. Nick Prevo has been in touch with the United States Coast Guard Auxiliary who will be doing free inspections of all power boats before next summer. Recreation Superintendent Bryan Garoutte praised staff for their work to adjust programming in response to the Governor's most recent orders and said that he appreciates the support from the board. Mark Benishek said recreation staff is working with Park Services to shut down facilities not presently being used for programming to reduce expenses. Until or unless there is more news from the Governor's office, staff is planning to relaunch programming in January as planned for under Phase II guidelines in the Governor's Safe Start plan.

Park Services Division: Park Services Division Director Dan Hamlin said that work at the Hawley Cove Park boardwalk is almost finished, this will complete the accessible connection to the accessible parking area. He had meetings with two individuals, one interested in skate park element additions and another interested in building a cover over the skate park. Both individuals were given direction and are doing additional research before further discussion on these proposals. Park maintenance worker Morgan Houk was commended for her effort in cleaning up Red Pine Park. Kitsap Public Utility District has contacted the Park District about new concerns regarding leaching and would like to attend a future board or special meeting with the Park District and the Bainbridge Island Land Trust to discuss a test well proposal in the Gazzam Lake Nature Preserve. It was proposed that they attend the December 17 regular board meeting, Dan Hamlin will follow up to make the necessary arrangements. Senior Planner Perry Barrett said work continues transferring the property at Pritchard Park. Two grants are involved attached to the property transfer. One involves a City of Bainbridge Island grant for salmon restoration at Pritchard Park administered by Washington State's salmon restoration fund. The second grant involves memorial interpretation administered by the State of Washington for interpretation elements that the Park District would be a successor to in place of the City of Bainbridge Island. This second grant involves representatives from the Bainbridge Island Japanese American Exclusion Memorial Association. Staff is looking at strategies with the Park District's attorney to speed up the process for the Pritchard Park transfer. The City of Bainbridge Island estimates that it will be releasing the revegetation permit for Blakely Harbor Park in February. This permit will serve as a template that can be used for other properties and represents a high level of cooperation between the Park District and the City of Bainbridge Island. A split rail fence will be built at Schel Chelb Park to create a barrier to help stop young children from getting too close to the road. While the Park District was originally told that it could not build a fence, the issue has been revisited and an exemption was found for separation of uses.

Executive Director Terry Lande said the Park District has committed \$500,000 over three years to the Bainbridge Island Land Trust's purchase of the Rockaway Bluff Preserve, previously referred to as the Albers Property. Staff will be bringing to the board at a December board meeting an agreement with the Bainbridge Island Land Trust to write them a check for the amount budgeted in 2020 between December 17 and January 1, prior to the transfer of property agreement. This first agreement will indicate that if there is no final transfer agreement the Bainbridge Island Land Trust will return the money to the Park District. City Manager Morgan Smith with the City of Bainbridge Island will carry out City business through next week. After the Thanksgiving holiday Deputy City Manager Ellen Schroer will be responsible for unfinished business between the two agencies as acting Interim City Manager until that position is filled next year. Terry Lande thanked staff

and the board for all their work preparing and adopting the 2021 budget during the coronavirus pandemic with all the complications it has brought.

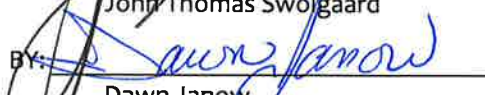
BOARD MEMBER ITEMS:

- Commissioner Janow thanked staff for their work on the 2021 budget and wished everyone a happy Thanksgiving.
- Commissioner DeWitt said he has received compliments from several people for the relaunch of adult exercise classes at the Aquatic Center as well as requests that staff add an additional one.
- Commissioner Cox said she has been out hiking island trails along with a lot of other people. She said the Blakely Cemetery trail is very slippery with all the leaves on the ground and so are several wooden bridges. Park Services Division Director Dan Hamlin said he will get the trails crew out to clear organic debris off the trails and bridges.
- Commissioner Cox commended Office Supervisor Marjorie LeMaster at the Aquatic Center for knowing and greeting by name all the Bainbridge Island Swim Club members as they enter the facility at 6:00 am. Commissioner Cox said even though Marjorie LeMaster is wearing a mask, you can tell she is smiling and her voice is cheerful.
- Commissioner Kinney said that he has been watching the recent developments in the nation with dread, as we have an administration that wants to overturn an election. He was a history major and he remembers a conversation about how patriotism and love of country starts when a professor said, "We love our community and that goes out to the nation." He thinks the country is going to get through this period because the building blocks in communities are strong. The Park District is a perfect example of this and if all government ran like the Park District no one would complain about government. It is people like Park District staff, all around the country, that are going to get us through this.
- Commissioner Swolgaard said Park District staff makes the job of the board of commissioners much easier and he is grateful for that.
- Commissioner Janow said that the opportunities provided by the Park District, whether it is hiking a trail or going for a swim, serve as outlets for people during this time when they may be frustrated, scared or confused and thanked Commissioner Kinney for his comment.

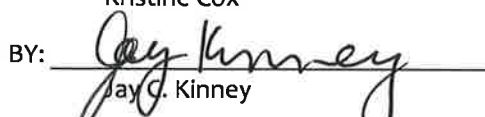
MEETING ADJOURNED at 7:12 pm.

Helen M. Stone
Terry M. Lande
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: 
John Thomas Swolgaard

BY: 
Dawn Janow

BY: _____
Kristine Cox

BY: 
Jay C. Kinney

ATTEST: 
Kenneth R. DeWitt

Commissioner Cox's signature not included due to her resignation.