

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING JANUARY 7, 2021  
ZOOM VIRTUAL MEETING**

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

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

**BOARD CONSENT**

**APPROVAL OF MINUTES:**

Upon hearing there were no corrections to the minutes of the December 17, 2020 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

**UNFINISHED BUSINESS**

**KITSAP PUBLIC UTILITY DISTRICT GAZZAM LAKE NATURE PRESERVE:** Park Services Division Director Dan Hamlin said that he met with Commissioner DeWitt, Commissioner Swolgaard, Senior Planner Perry Barrett and Bainbridge Island Land Trust representatives. They reviewed all documents and feel that Kitsap Public Utility District has the right to drill a well and replace a water storage tank within their existing easement. The group is reporting tonight that they recommend that the Park District share that conclusion with KPUD. A lot more time would be needed to discuss an expansion of the easement both internally and with the public as well as with the Land Trust regarding what it would mean to expand the KPUD easement within the existing conservation easement in order to reclaim conservation values. Commissioner DeWitt said that one of the issues KPUD has with the current easement is that presently one water tank sits partially outside of the KPUD easement. The replacement water tank would be much bigger and built fully within the easement. The well may become an issue for KPUD due to configuration within the easement which may make it difficult to drill and service the well. A second larger replacement water tank would not fit into the current easement, necessitating for KPUD their request to expand the easement by 5,000 square feet. Discussion has indicated that more conversation is needed before KPUD moves forward with any work at the site. Matters that must be investigated include expanding parking on Deer Path Lane, rerouting the trail, and dealing with the spoils from well drilling. Commissioner Kinney asked if it was true and if so to what extent the Land Trust holds a conservation easement on that part of Gazzam Lake Nature Preserve, because as he remembers it when the land was purchased there was the possibility for active uses on the property. Commissioner DeWitt said that while the language in the purchase documents specifies that there can be active uses on the land, the Land Trust does hold a conservation easement on it which would come into play if the KPUD easement expansion were to be granted. Dan Hamlin said that in the area of the park where active use is allowed the Park District has the right to drill a well for park use only. The conclusion is that KPUD's easement, and their right to drill a well within it, predated the conservation easement on the land. Commissioner Swolgaard said that before KPUD moves forward with any work there will need to be a written agreement. Dan Hamlin said there will be a presentation to the board before any work begins at the site regarding exactly what would be in the agreement, at which time staff will obtain further direction from the board for incorporation. Commissioner Janow clarified that KPUD may choose to not move forward with work in the easement if the expansion is not granted. Dan Hamlin said that originally KPUD said they would not move forward if an easement expansion is not granted, however the Park District cannot grant an expansion within KPUD's time frame. While the Park District originally challenged KPUD's right to drill a well, that position has since been reversed. Executive Director Terry Lande said that any follow up presentation to the board on this topic would be after an agreement is prepared and may be several board meetings away. Executive Director Jane Stone with the Land Trust said she is hoping the timeline will allow for them to brief their board and attorneys. Commissioner Swolgaard said that the Park District would like for the Land Trust to be involved in the agreement. Jane Stone said the Land Trust would also like to be involved in the agreement and that while KPUD has the right to do work within their existing easement the Land Trust would like to make sure that any activity

reflects the special nature of the park with minimal impact resulting from construction activity. Dan Hamlin said that if the KPUD easement expansion was to be granted, implications from the conservation easement on the area of the park where active use is currently allowed are not yet known.

## **GENERAL BUSINESS**

**LAND ACQUISITION FUND BUDGET UPDATE:** Administrative Division Director Amy Swenson started with a brief overview of the 2021 General Fund budget for which the goal is to maintain at least 1.5 million dollars in reserves. In the 2021 budget the beginning cash reserve balance is estimated at 2.4 million dollars and the estimated ending balance after accounting for revenues and expenses as budgeted is 3.1 million dollars. The increase of \$750,000 is due to the grant received from the Recreation and Conservation Office for Sakai Park. In the Land Acquisition Fund budget in 2020 there was an ending balance of about \$238,000 due to anticipated expenses for acquisitions and easements that didn't come through in 2020. Amy Swenson reviewed the revenues and expenses in the Land Acquisition Fund budget for 2021 and said the ending cash balance is estimated to be about \$238,000. Executive Director Terry Lande said that the Park District is increasing the General Fund reserves in preparation for possible future implications to the budget from the coronavirus pandemic and that the grant is one-time money that therefore cannot be budgeted towards ongoing expenses. A motion was made by Commissioner Janow and seconded by Commissioner Kinney: *Approve \$35,000 from the Land Acquisition Fund for the acquisition of two parcels at Ted Olson Nature Preserve.* Commissioner Swolgaard inquired after the status of fundraising done by the neighborhood committee called Friends of Ted Olson.

Mike Derzon said that Friends of Ted Olson has raised \$265,000 so far towards the \$350,000 goal. The committee is thankful to everyone who has donated towards this effort and to those who have given their energy to it. He said he is thankful that the board is looking at \$35,000 but that if the board thinks they can do \$50,000 that he and a bunch of people in attendance tonight would love that.

Nancy, one of the core members of Friends of Ted Olson, said that the fundraising came about very organically when they saw the parcels were for sale. It has been a grass roots effort and members have worked very hard at being creative and persistent with their efforts. They are very happy with all the support received from friends and neighbors. She said this park is important to the entire corridor east of 305, as it is one of the only green spaces east of 305. The group is excited and appreciative to hopefully be preserving the additional parcels from development.

Emery Tarter said he loves Ted Olson Nature Preserve because he builds forts at the mossy garden and he likes painting rocks with his family and leaving them in the park. He thanked the board for thinking about making it bigger.

Cay said that she has always wondered who it was leaving the painted rocks which she notices every day and thanked Emery Tarter for his efforts. She said she has been walking in Ted Olson Nature Preserve since her kids attended a Teddy Bear Picnic there thirty years ago. For those thirty years she and her now grown children and her dogs have been going there almost every day and she said it is an important part of their family legacy.

Jim Copen thanked Emery Tarter for the painted rocks. He said he lives five minutes from Ted Olson Nature Preserve and that it is a big part of his life as he recovers from some health issues, as it is a place of peace and quiet. He said when his grandkids visit, they always want to go to the park. Last time they visited his grandson noticed a Barred Owl on a stump less than ten feet away from them, this experience really struck both of his grandchildren and touched him as well. He said the park is a gem in that part of the island and worth preserving. He thanked everyone for showing up tonight to support the cause and the board for their generous consideration of \$35,000 to help fund the acquisition and said if the board could contribute \$50,000 that would be even better.

Lee Robinson said she is a park steward for Ted Olson Nature Preserve and a wildlife biologist by training who has also been involved in education. As a park steward, she has spent countless hours in the preserve removing invasive species such as holly and ivy. She would like to encourage the board to support acquisition of the two parcels to protect and expand the park as she feels they will be an important biological asset while preserving the land from development. She thanked the board for their consideration and encouraged them to put as much funding as possible up to \$50,000 towards the purchase.

Kirk Robinson said he supports the additions to Ted Olson Nature Preserve. He believes one of the key reasons for supporting the additional properties is protecting the existing park. He said that where the trail goes up from Kallgren Road it is right next to the property line. The adjacent parcel, which would be part of the purchase, is very narrow and therefore clearing it for development would have significant impacts on the park. Another big impact would be that because it is a wet area, if it was developed there may be water impact issues on the park. He encouraged the board to go big when spending on this acquisition. He sits on the Parkland Acquisition Committee and though they have not met in over a year, or been asked to look at this, he believes that spending for land acquisition is more about opportunity than planning. Things come up and you must jump at them when they do. He again encouraged the board to go big and spend \$50,000 for this acquisition and said that he and the other people in attendance tonight would appreciate it and that it is a good expenditure of Park District funds at this time.

Robert Miller said that regarding the proximity of the parcels to the park, that until he saw some clearing on one of the parcels, he had assumed that it was part of the park. Furthermore, it would be quite shocking to see that area cleared and developed and he encouraged the board to go big.

Ellen, who grew up near Ted Olson Nature Preserve and whose parents still live there, said the park is a special place to her and everyone in attendance tonight in order to walk, run, appreciate native plants and animals and to take their animals there. The park has known four of her family dogs and her parents got married there. It is important to preserve and expand places like Ted Olson Nature Preserve in our community for people to be able to immerse themselves in nature and the benefits of getting outside in the woods are fundamental to our community. She strongly supports the board putting \$50,000 towards the purchase and encouraged the board to go big.

Nina Meierding said that she is part of the core Friends of Ted Olson team. She acknowledged the Bainbridge Island Land Trust and their part in helping with the acquisition. The Land Trust was very supportive from the beginning but were financially committed to their Stand for the Land campaign. The Friends of Ted Olson agreed to not compete with the Land Trust when raising money. Friends of Ted Olson did not do island wide fundraising or solicit newspaper stories because members fully support and want to see the Land Trust succeed in the ventures they had previously committed to. The \$265,000 raised so far has been raised by the boots on the ground work of neighbors talking to people, going to mailboxes and calling people. They were very restricted in what they could do not only with their agreement to not compete but with COVID-19. A timeline was successfully negotiated by the Land Trust with the sellers allowing for a period before they would put the property on the market. The timeline necessitated all the work to be done within only a few months. She thanked everyone who has stepped up to this cause already in this very short time period. She said she hopes the board will go big, as the trail is very close to the edge of the current park. There was damage done to the property before it was put up for sale and neighbors are committed to getting in there with boots and gloves and doing restoration work. She acknowledged that restoration will cost money too and said Friends of Ted Olson is taking into account long-term restoration efforts. She encouraged the board to give \$100,000 if they can.

A citizen who has been participating in the Park District's walking program for seven years said that while they live in Winslow, they go to Ted Olson Nature Preserve several times a year. They have even taken a class through the Park District

with Christina Doherty at the park to see all the native plants and said the park is a gem. She said they have donated towards the acquisition and she encouraged the board go big, as it is a treasure.

Jane Stone, Executive Director for the Bainbridge Island Land Trust, thanked the neighborhood group for all their incredible energy and work. It is very exciting to her that they are still a grass roots organization and that neighborhoods can come together and make something like this happen. She applauded everyone in attendance for their effort and the progress made in an incredibly short amount of time.

Andrew Fraser, Stewardship Coordinator with the Bainbridge Island Land Trust, said this neighborhood's effort is becoming a model and has inspired other people across the island as to what they can do for conservation work.

Robert Ross said that for Christmas he received a donation towards the acquisition of the parcels as a gift, and it was the best gift he received. He said that as far as the idea of cumulative effects, Ted Olson Nature Preserve as it is now is a pretty doggone special place, but with the acquisition of the additional property it becomes a supreme special place. He encouraged the board to go for it.

Jason said that he lives within walking distance of the park with his two children and they use the park to learn about nature. He said he appreciates the board supporting this effort and believes the next generation will appreciate it as well, which is the most important thing.

Dan Kowalski said that Ted Olson Nature Preserve as it is now is enjoyed by many people. He believes that development on these parcels would severely negatively impact the quality and the nature of the preserve and sees acquiring them as important. In a long-term perspective, the monies being talked about here are very small compared to the benefit over the long haul. He encouraged people to take their COVID-19 stimulus money and donate it to the cause and encouraged the board to go big.

Ann McElearney said that her family moved here in 2007 from New Jersey, they left New Jersey primarily because of over development and a lack of green space. They are part of the neighborhood group and have donated their own funds and may donate more to help reach the goal. She said that while she supposes development has its benefits, we need green spaces and even amplifying green spaces by this amount is important. It is such a peaceful and quite spot and she too has been greeted by the owls. She believes that biologists would agree that the bigger you make the space the better it is for the wildlife whose home it is. She said her kids have enjoyed the preserve and that while they are older now her son runs on the cross-country team at the high school and loves to run through that trail. She encouraged the board to go big and do as much as they can.

Barb Trafton, Executive Director with the Bainbridge Island Parks Foundation said the hard work being done is fabulous. The Parks Foundation board is supporting the effort with a \$10,000 matching grant for which there are a few days left to participate. She encouraged the Park District board to support the expansion. She said it is great to see new people participate in Friends of Ted Olson and to see the group growing and that it is a testament to them.

After public comment, the motion to approve \$35,000 for the acquisitions at Ted Olson Nature Preserve was amended.

**MSC: Janow/Kinney: Approve \$50,000 from the Land Acquisition Fund for the acquisition of two parcels at Ted Olson Nature Preserve.** Commissioner Janow said that it is exciting to see everyone here tonight and that this is the kind of community involvement and work that is so vital to maintaining the quality of our island and which the Park District is interested in promoting; and that if it can be a model for other community pocket parks she supports that and thanked everyone for doing all the hard work. Executive Director Terry Lande thanked everyone in attendance tonight.

#### **PARK BOARD OFFICERS:**

**MSC: Kinney/DeWitt: That Commissioner Janow be appointed as Chair.**

**MSC: DeWitt/Swolgaard: That Commissioner Cox be appointed as Vice Chair.**

**MSC: Swolgaard/Cox: That Commissioner DeWitt be appointed as Treasurer.**

**MSC: Swolgaard/DeWitt: That Commissioner Kinney be appointed as Secretary.**

**MSC: Kinney/DeWitt: That Commissioner Swolgaard be appointed as Member at Large.**

**PARK BOARD COMMITTEES AND LIAISONS:**

Committee Assignments:

Governance:	Janow/Cox	<i>(incoming Chair and Vice-Chair)</i>
Capital Facilities:	DeWitt/Kinney	
Program:	Janow/Cox	
Budget & Finance:	DeWitt/Cox	<i>(current and past Treasurer serve on this committee)</i>
Personnel:	Janow/Swolgaard	<i>(outgoing and incoming Chairs)</i>
Forest Management:	Kinney/DeWitt	<i>(ad hoc committee established at 9/17/20 board meeting)</i>
Sakai Site Planning:	DeWitt/Swolgaard	<i>(ad hoc committee established at 11/3/16 board meeting)</i>

Board Liaison Positions:

Park District Parkland Acquisition Committee:	Swolgaard/Janow
Park District Trails Advisory Committee:	Swolgaard/Janow
Park District Dog Advisory Committee:	Kinney/Cox
Bainbridge Island Parks Foundation:	DeWitt/Kinney
Intergovernmental Work Group (IGWG):	Janow/Cox
School District:	Kinney/Cox

**MSC: DeWitt/Kinney: Move to approve the 2021 board committees and board liaisons as agreed to.**

**DIRECTOR'S REPORT**

Recreation Division: Recreation Division Director Mark Benishek said it has been a busy week for recreation with the announcement of Governor Inslee's new Healthy Washington – Roadmap to Recovery Plan which replaces the Safe Start Plan. These are the plans that regulate how recreation programming can operate. Details regarding the new plan have not yet been received. The state is now basing movement between phases on regions rather than counties and the collective data of all counties within a region will direct when a region can move from Phase I to Phase II in the Healthy Washington Plan. All regions will begin in Phase I and movement to Phase II is based on four key criteria. Kitsap County is grouped into the Northwest Region which includes Mason, Jefferson and Clallam counties. From what staff has seen so far it appears as if in Phase I some programming will be able to return to a similar status as was allowed for back in November, but this remains to be verified. The Healthy Washington Plan will go into effect January 11 and will determine how winter/spring programming will be adjusted moving forward. Winter/spring program registration was on Wednesday and not only were enrollment numbers strong, but a lot of positive feedback was received from the community. Feedback was received both via emails, which have been forwarded on to the board, as well as verbally from the majority of customers who called in and registered with staff over the phone. It was very touching for staff to hear customers who called in relay commendations for putting safety first and continuing to offer recreation opportunities as well as for the work being done on parks and trails. Adult Program Manager Sue Barrington is still working on the development of her Walking with Ease program; her online foreign language and drawing programs continue to be very popular with patrons and virtual offerings may expand into painting programs. Marketing Coordinator Allie Smith has been doing a tremendous job updating the catalog and website on a continuous basis with all the changes necessitated by the Governor's new orders. Community Outreach Coordinator Emily Swift is currently working to store decorations from and purchase additional decorations for expansion

of the Holiday at Fay event; which received a lot of positive feedback from the community. Emily Swift is also working on developing new spring and summer special events including a Martin Luther King Jr Day event and an event that will encourage people to experience parks on the island that are outside of their neighborhoods. Swim lessons and lap swim times at the Aquatic Center continue to be popular in the most recent registrations. Aquatic Program Administrator Megan Pleli is in the process of preparing a virtual in-service training for lifeguards to review safety procedures and build camaraderie. Sports Program Manager Julie Miller's walking programs are doing well and are now being offered each day Monday through Friday. Birding walks have also been popular, and Julie Miller is looking into offering a walk that would introduce participants to mushrooms. A new winter soccer program is filling up fast as are pickleball classes. Staff is hoping the School District will reopen their facilities to Park District programming. Gymnastics staff is excited and grateful that their classes and some team practices will be able to resume on Monday in accordance with Phase I of the Healthy Washington Plan. Outdoor Program Manager Nick Prevo will be purchasing two outdoor wheelchairs for the gear bank through a grant in order to facilitate getting more people outdoors; these wheelchairs are designed for maneuvering on hills and beaches. Youth & Teen Program Manager Shannon Buxton will be offering a Zoom cook-along for kids.

Administrative Division: Administrative Division Director Amy Swenson said that the Park District's 2018-2019 audit is moving forward slowly due to COVID-19 and staffing issues at the Office of the Washington State Auditor. Amy Swenson had a risk assessment with the auditor and Executive Director Terry Lande has one scheduled. The auditor has also scheduled a risk assessment with Commissioner Janow, and other commissioners are welcome to participate. Commissioner DeWitt said he would like to participate as he is now the Treasurer. Upcoming testing will be on procurement and bidding as well as wire fund transfers.

Park Services Division: Executive Director Terry Lande said that Park Services Division Director Dan Hamlin is working remotely on a limited basis right now while he deals with a family matter. Park Services staff is doing a great job stepping up and keeping operations running smoothly. Work has begun on the east part of the roof at the maintenance building by the contractor who won the bid award. In all the rain these last couple weeks the west side of the maintenance building roof has started to leak, and staff is now working to get estimates and select a contractor as required by law. Staff has been doing a lot of indoor work, as is typical this time of year due to the wet weather, including painting and clean up in the maintenance building. Senior Planner Perry Barrett noted that while new trail easements were acquired in 2020, they were all donated. Looking forward the Park District is exploring trail easements that will involve some acquisition costs. The Pritchard Park transfer is effectively complete which makes the Park District the sole owner of that park.

Executive Director Terry Lande said that staff met with representatives from the Bainbridge Island Japanese American Memorial Association today to discuss how the transfer of Pritchard Park to the sole ownership of the Park District relates to the memorial area. Recently the boardwalk between the area where the bus shelter is and the parking lot at the memorial was closed after it was discovered that it has rotted. In the agreement in the works between the Park District and BIJAMA the Park District will own and maintain the property and the structures associated with the memorial on the property, and BIJAMA will assist financially in maintaining structures in need of major repairs. The Park District did not budget any money or staff time for boardwalk work at the memorial in 2021 and it is important that BIJAMA get the site up to a higher level of repair before the Park District takes over responsibility. BIJAMA representatives said it is important to have the boardwalk open and they are looking to have the work completed. Commissioner Swolgaard asked if the Park District has any fallen cedar trees that could be milled for the project. Terry Lande said the Park District wants to be involved in the material decisions for the boardwalk. The Park District will own the structures at the memorial for property insurance and liability reasons. Commissioner Swolgaard asked how the National Park Service fits in. Terry Lande said the National Park Service's involvement is limited to a ranger being assigned to the site in the summer and leading interpretive walkthroughs at the memorial; which is considered a historic site in the National Park Service and not a national park.

Commissioner Swolgaard asked about the landing to be built as part of the memorial. Terry Lande said the landing is under construction and almost complete. Terry Lande said he received during this meeting some pertinent information and he would like to add an executive session to tonight's agenda for real estate and potential litigation for 15 minutes.

**BOARD MEMBER ITEMS:**

- Commissioner Kinney asked how erosion on the beach at Fort Ward Park near the barracks is looking with all the recent high tides. Executive Director Terry Lande said that erosion near the barracks will be assessed this week. Staff had an assessment done in 2020 regarding having the barracks moved or renovated, and it was found to be impossible due to the fact that they are in very bad shape and have never had foundations; however some of the wood could be reclaimed. At some point soon the Park District will probably have to remove the third of the barracks located closest to the beach. In the long term all of the barracks will probably have to be removed other than the one that is in good shape and does sit on a foundation; it could be preserved as a remnant of the barracks and interpretive signage could be added when the time comes to remove the remainder of the barracks. In addition, the stairs at Rockaway Beach have been closed due to instability caused by high tides. The stairs have not been removed in an effort to have access grandfathered in. Staff is going to try to negotiate replacing the stairs further to the north with the City of Bainbridge Island. If the stairs were to be torn out now there is a good chance that they would not be able to be rebuilt. Due to trail erosion at Rockaway Beach, brush has been cut back between the road and the trail to accommodate moving the trail over.
- Commissioner DeWitt said he attended Holiday at Fay and commended Community Outreach Coordinator Emily Swift and staff for doing a fantastic job.
- Commissioner Cox said this morning she was lucky enough to get two Bainbridge Aquatic Masters back-to-back time slots for lap swim at the Aquatic Center. As she sat waiting for her second time slot, she got to see the extent to which staff cleans between sessions. She did not realize how much cleaning happened between sessions and said that staff goes above and beyond. It was phenomenal she said to see the cleaning efforts demonstrated by staff and she feels that the Aquatic Center is truly safe.
- Commissioner Swolgaard said that in the December issue of Parks & Recreation Magazine he read about the chlorine smell in pools being caused by a chemical reaction from swimmers who are not clean before entering the water. Another article he read talked about partnering with school districts to use their facilities for recreation programming.
- Commissioner Swolgaard said that there is a new Kitsap County Parks Department Director, Alex Wisniewski, who used to work for the Park District.
- Commissioner Janow acknowledged that Barb Trafton is transitioning to a new position with the Bainbridge Island Parks Foundation. Executive Director Terry Lande said the Parks Foundation will be hiring a new Executive Director and Barb Trafton will work on projects.
- Commissioner Janow said that she would like to restart the Walks with Commissioners program in March and that she will reach out to Sports Program Manager Julie Miller to set it up as walks are currently able to be offered under the Governor's guidelines.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 7:45 pm for discussion of real estate and potential litigation with announced time to reconvene at 8:00 pm.

**MEETING RECONVENED** at 8:00 pm. And **ADJOURNED** at 8:00 pm.

Helen M. Stone  
Terry M. Lande

BAINBRIDGE ISLAND METROPOLITAN  
PARK & RECREATION DISTRICT

BY:   
Dawn Janow

BY: \_\_\_\_\_  
Kristine Cox

BY:   
Kenneth R. DeWitt

BY:   
John Thomas Swolgaard

ATTEST:   
Jay C. Kinney

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