

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

CALL TO ORDER: A quorum being present, the meeting was called to order at 6:00 pm by Chair Janow.

BOARD MEMBERS PRESENT: Ken DeWitt, Asaph Glosser, Dawn Janow, Jay Kinney, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Add an Executive Session for potential litigation as item 10.4 for twenty minutes. Add item 50.3 for Approval of Bid for Battle Point Park Pond Dam Repair.

MISSION STATEMENT: Commissioner Janow read the Park District’s mission statement: The mission of the Bainbridge Island Metropolitan Park & Recreation District is to build a healthy community through effective, sustainable stewardship of the District’s parks and open space, and through the development and delivery of innovative cultural and recreation opportunities.

MEETING ADJOURNED TO EXECUTIVE SESSION at 6:04 pm for discussion of potential litigation with announced time to reconvene at 6:24 pm.

MEETING RECONVENED at 6:25 pm and **ADJOURNED TO EXECUTIVE SESSION** at 6:25 pm for continued discussion of the above items, with announced time to reconvene at 6:30 pm.

MEETING RECONVENED at 6:30 pm and **ADJOURNED TO EXECUTIVE SESSION** at 6:30 pm for continued discussion of the above items, with announced time to reconvene at 6:40 pm.

MEETING RECONVENED at 6:40 pm.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the September 16, 2021 regular board meeting, Chair Janow stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: DeWitt/Swolgaard: 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 |
|------------|---|-------------------|-----------------|--------------|
| 09/14/21 | 001 General Fund 300 Capital Improvement Fund 310 Land Acquisition Fund | 21830-21842 | 39,699.99 | 09/14/21 |
| 09/21/21 | 001 General Fund 300 Capital Improvement Fund | 21843-21874 | 57,647.66 | 09/21/21 |
| 09/28/21 | 001 General Fund | EFT & 21875-21882 | 11,833.21 | 09/28/21 |
| | 001 General Fund (Sept. Payroll) | EFT & 2864-2876 | 473,366.02 | |
| 10/07/21 | 300 Capital Improvement Fund | Pre-approval | 90,237.83 | |
| 10/07/21 | 001 General Fund | Pre-approval | 259,125.00 | |

GENERAL BUSINESS

2022 BUDGET GOALS: Administrative Division Director Amy Swenson shared a presentation to help establish the 2022 budget goals, as budgets are created based on goals. While not all goals will be accomplished in one year, they help staff determine projected costs including staffing costs. The two overarching goals for 2022 are to honor the support the Park District has received from the community, including the recent levy lid lift, and to continue to fulfill the Park District’s

mission statement. Recreation Division Director Mark Benishek spoke about the need for replacement of the sail float in Eagle Harbor. The sailing program is in high demand in the community and the sail float is nearing the end of its useful life. Two options are being explored simultaneously, one for a replacement of the standalone sail float and one for a finger dock off the existing City of Bainbridge Island dock at Waterfront Park. Park Services Superintendent David Harry talked about addressing the need for increased parking at trailheads due to their growing popularity and the expansion of the trail system.

Mark Benishek stated that while the Park District is exploring a replacement option for the Ray Williamson pool, in the meantime an investment in improvements for the Ray pool is necessary to avoid any unplanned closures. The Ray pool is heavily used by multiple generations. Executive Director Terry Lande said that staff is working under the assumption that the board is not planning on putting a bond measure on the ballot for replacement of the Ray pool in the next three to five years. The Ray pool renovation will cost a significant amount of money over several years but will ensure that the Ray pool is functional for at least another 10 years. Commissioner Swolgaard asked how long the Ray pool will have to be shut down for renovations. Terry Lande said that the renovations may require the Ray pool to be closed for months but not years. Commissioner Kinney said that to build a new pool, not only would the Park District need to pass a bond, but the School District would have to approve an expansion of the current Aquatic Center facility which is located on School District property. Furthermore, if the School District is going to try to go out for a bond soon, they may see a Park District bond as competition, which may give them reason to not participate in expansion discussions at this time. Commissioner Janow said it is her understanding that the School District will assess their needs first, with their board planning to go out for a bond in 2025 for a renovation of both Ordway Elementary School and the Commodore campus. They are going to pursue a bond for their needs first and are not looking to include money for a new pool in that bond from what she understands. Terry Lande said the School District's bond needs alone could easily be for over 100 million dollars. The Park District would have to pass a bond measure to build a new pool and due to rising construction costs, what was originally projected to cost 50 million dollars could now cost a lot more. Commissioner Kinney asked how confident the Park District is that the School District will allow an expansion of the Aquatic Center footprint when they have not yet decided how they are going to rebuild Ordway Elementary School and Commodore. Commissioner Janow said that while she cannot speak for them, it appears that the School District will assess their academic needs first. Although it is not impossible, it is her sense that the Park District would be jumping into somebody else's negotiations by getting involved at this time. Commissioner DeWitt said that in previous discussions with School District staff, they indicated that if a new pool was to be built in the Aquatic Center's north parking lot that the Park District would have to give up the space where the Ray pool is now. Commissioner Kinney said if the Park District does not start putting money into the Ray pool in the next couple of years and then there is a failure in the next three or four years, the Park District will be in trouble. He asked how confident the Park District is that an expansion will be worked out with the School District and that construction will start in the next three years. Commissioner Janow said she is not at all confident in that assumption. Commissioner Kinney said that in that case he believes the Ray pool renovations should move forward. Commissioner Swolgaard said there needs to be a discussion with the School District. School District enrollment has been dropping every year and no one knows what enrollment will be like in five years. Commissioner Janow said she agrees with Commissioner Kinney that the Park District should not delay this renovation. Commissioner Swolgaard said he thinks the renovation should be phased so that the pool is not closed for a long period of time due to how heavily used it is. Terry Lande said that necessary closures for renovations would be part of the conversation staff will have with a consultant, but that short periods of closure for renovations is something staff will push for. Mark Benishek said the approach would be to revisit hiring a consultant to help develop a phased approach to address issues that could cause a potential closure first.

Senior Planner Perry Barrett talked about the work that is being planned for at Strawberry Hill Park including building mountain bike trails, expanding the dog park, and making improvements to the skate park. David Harry said that deferred

maintenance needs for parks and facilities must be addressed. A forest health management program will be implemented to address fire danger, hazardous trees, invasive species encroachment, and areas in need of reforestation or revegetation. Perry Barrett spoke about the plan for continued site design, improvements, and restoration at Pritchard Park. Due to the demand for trails, a continued commitment to the development of new trails including securing easements and funding construction was outlined. Mark Benishek spoke about allocating additional funding for special events, specifically to expand the popular Sounds of Summer concert series. Recreation Superintendent Bryan Garoutte talked about needs and improvements for the Bainbridge Island Recreation Center including continued evaluation of programming and staffing levels, exercise machine maintenance and replacement, and a plan to bring in more community members via a marketing strategy geared towards different user groups. Executive Services Manager Helen Stone shared records management goals including RCW compliance and increased efficiency to be achieved through a records assessment which will also serve to set a foundation for the implementation of an Electronic Content Management System.

Commissioner DeWitt said focusing on access for people with mobility issues needs to be a goal. Commissioner Swolgaard agreed and noted that an effort has been made to make playgrounds inclusive and that people often ask about accessible trails. Commissioner Glosser asked if there are goals from last year that are still outstanding or being deprioritized or shifted based on user needs and engagement. Amy Swenson said one of the previous goals was to get better office space and that was accomplished with the acquisition of Bainbridge Island Recreation Center. Mark Benishek said that the issue of addressing Aquatic Center needs has been carried over from previous years. Acquiring BIRC and passing the levy lid lift both accomplished goals for the Park District in 2021. Commissioner Janow said at this time last year the Park District was in a very different place. Amy Swenson said that the goal for increased trails has been carried over from year to year. Commissioner Glosser said two things that have been at the top of his mind are Sakai Park and recruitment and retention of staff. Amy Swenson said that cost of living increases will be discussed at the upcoming board work session. While pay is a primary motivator for staff, health insurance coverage and other benefits are also important. Commissioner Kinney said that for the last few years money has been set aside for replacement of the administration office in Strawberry Hill Park which is no longer needed due to the acquisition of BIRC. He suggested continuing to build on those reserves in case of a failure at the Ray pool or another emergency. Pickleball is extremely popular and addressing plans for pickleball and tennis courts is important. He also suggested the board take a tour of the Battle Point Park maintenance shop, which he has heard is beyond its useful life, as replacement of that building would be a big-ticket item. Commissioner Janow said that she would like to see the dedication of some funds to art elements in parks.

MEETING ADJOURNED to a five-minute recess at 7:25 pm with announced time to reconvene at 7:30 pm. **MEETING RECONVENED** at 7:32 pm.

RESOLUTION 2021-07: CREDIT CARD LIMIT: Administrative Division Director Amy Swenson said the Park District currently has seven credit cards and an overall credit card limit of \$75,000. Due to growth, staff is asking to increase the credit card limit to \$125,000 which will be spread out between the department cards. **MSC: DeWitt/Swolgaard: Move to approve resolution 2021-07 to increase the credit card limit from \$75,000 to \$125,000.**

APPROVAL OF BID FOR BATTLE POINT PARK POND DAM REPAIR: Park Services Superintendent David Harry said that the dam in the Battle Point Park pond failed last winter and needs to be repaired. Staff is bringing this bid to the board for approval because it was the only one received in response to the request for proposals for the dam repair. The bid came in at about \$197,000. Staff has worked with the bidder, Nordland Construction, on the construction of the pickleball courts and Fay Bainbridge Park bathroom repairs and they have been good to work with. Staff recommends moving forward on the dam repair by accepting this bid. The new dam is designed to last for 50 years. Commissioner Swolgaard asked what the scope of work is. David Harry said the existing piping will be filled, sealed, and abandoned and a new outlet spillway will be put in. Disturbance at the site will be visible but can be mitigated with selective planting. While it has taken a lot of time to

get to this point, all the steps were very important to the success of the project. Commissioner Swolgaard asked about the timeline for the repair. David Harry said if the bid is accepted, he will ask for a project schedule, but noted that the project will probably go into 2022. **MSC: Swolgaard/DeWitt: Move to approve the bid for the Battle Point Park pond dam repair for an amount not to exceed \$200,000.** Commissioner Swolgaard asked when the dam was built. David Harry said the oldest document he can find that references the pond is from 1984. Commissioner DeWitt said the pond was already there when he moved to the island in 1979.

DIRECTOR'S REPORT

Recreation Division: Recreation Division Director Mark Benishek said the Haunted Hayride is already 89% full and over 50 volunteers have stepped forward to work on this event. Next Friday will be the staff pumpkin carving and commissioners and families are also invited. Active Adult Program Manager Sue Barrington has submitted for reimbursement of \$131,000 in funds through the Washington Recreation & Park Association grant that the Park District won. WRPA was appreciative of her detailed reporting on the grant and has encouraged the Park District to apply again next year. Sue Barrington connected with a new music class instructor who is a Bainbridge Island Recreation Center monthly user. New connections and networks are being made at BIRC as users learn more about what the Park District offers. Marketing Coordinator Allie Smith is working on BIRC marketing and development of the winter/spring catalog. A marketing campaign targeted at Bainbridge Aquatic Masters team members has produced two prospective lifeguard candidates. Kudos were given to Aquatics Maintenance Manager Mike Omans and Maintenance Technician Tim Minch who have been doing a tremendous job on Aquatic Center maintenance. The search for a new head coach for the Bainbridge Island Swim Club is moving forward. Recreation Superintendent Bryan Garoutte said there are now 712 monthly user accounts at BIRC. BIRC will begin offering the Silver & Fit program for seniors. Tennis Program Coordinator Dayna Guizzetti has hired an additional instructor and two of the tennis teams are currently in first place in their leagues. Group exercise classes at BIRC are steadily growing and three new instructors have been hired. Outdoor Program Manager Nick Prevo administered an overnight mountain biking trip recently. Gymnastics staff are busy teaching as the department is short staffed and private lessons are growing in popularity. Sports Program Manager Julie Miller has been busy helping register monthly users at BIRC and scheduling orientations for new users. Youth & Teen Program Manager Shannon Buxton has applied for a grant through the Bainbridge Island Parks Foundation for equipment at the Eagledale Pottery Studio and has hired two new instructors. Mark Benishek noted that there has been an increase in the number of senior monthly users at BIRC since the Park District acquired the facility due to new opportunities for access that the Park District is offering.

Executive Director Terry Lande said he participated in a podcast about the Park District with Commissioner Janow. He will be attending a meeting of the Bainbridge Island Republican Women's Club next week to talk to the group about the Park District generally and specifically about the Bainbridge Island Recreation Center.

BOARD MEMBER ITEMS:

- Commissioner Swolgaard said he had a great time at the Farmers' Market last Saturday staffing the booth with Marketing Coordinator Allie Smith. He remarked that Allie Smith is a great asset to the Park District, she is good at communicating with people and making them feel comfortable.
- Commissioner Swolgaard gave kudos to Park Services Manager Douglas Slingerland for his work on the Park District's new trail map.
- Commissioner Swolgaard said that Mark Hoffman talked to him at the Farmers' Market booth regarding concerns about traffic on the lower paved path at Fort Ward Park.
- Commissioner Swolgaard asked where the Park District stands with the issues raised by representatives of the Bainbridge Island Water Polo Club during public comment at the September 16 board meeting. Executive Director

Terry Lande said the bottom line is that BIWPC's high school water polo teams are not sanctioned by the School District. Per the contract between the Park District and the School District, BIWPC cannot use the Aquatic Center for free if they are not sanctioned. The fact that BIWPC has not paid fees for their high school teams' use of the Ray Williamson pool for 35 years has been agreed upon by all parties. BIWPC was sent an invoice for the high school teams' use of the Ray Williamson pool for the 2021-2022 season. The Park District is still waiting for and expecting the bill to be paid. BIWPC has been operating within a grey area because until recently there was no official designation of whether BIWPC's high school teams were sanctioned by the School District. BIWPC has known that this change was likely coming for the last three years. Commissioner Glosser asked if there were other user groups who would want to use the pool if BIWPC did not have it reserved. Recreation Division Director Mark Benishek said there are other user groups who would be interested in additional pool time and that the schedule is very tight due to high demand for pool time. Commissioner Glosser said it is his understanding that there is competition for pool space and part of the issue is that BIWPC has not been paying fees for a significant number of years, while also having steady access to pool time for which there is a fair amount of competition. Commissioner Janow asked if BIWPC has been made aware that if they do not pay that there are people waiting in line for pool time. Mark Benishek said staff has had internal discussions regarding that unless the fees are paid the BIWPC will not get scheduled next season.

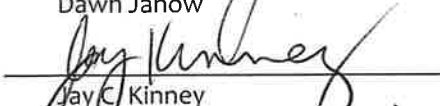
- Commissioner Swolgaard asked who owns the deck at the Bainbridge Island Japanese American Exclusion Memorial. Senior Planner Perry Barrett replied that the Park District owns it. Commissioner Swolgaard said the deck was swaying recently when he was there, and he suggested that staff investigate whether it is a construction issue or a design issue.
- Commissioner DeWitt said that he attended the recent Bainbridge Island Parks Foundation meeting.
- Commissioner DeWitt said the Madison Tot Lot needs a new sign.
- Commissioner DeWitt said he met with the Battle Point Astronomical Association and the Battle Point Night Skies Alliance regarding the proposed lighting of the artificial turf fields at Battle Point Park. They had a good conversation and he told them there needs to be communication between all the interest groups.
- Commissioner DeWitt participated in a podcast recently about the history of the Park District and some of the parks which will be published in December. He will be recording an additional podcast in a few weeks.
- Commissioner DeWitt said he attended Bill Barrow's celebration of life. Bill Barrow was a longtime island resident and a supporter of the Park District. He was instrumental in the campaign to acquire the Department of Natural Resources land that is now known as the Grand Forest.
- Commissioner Glosser gave kudos to staff for the open house event at Bainbridge Island Recreation Center last Saturday.
- Commissioner Glosser said there was an article in the Seattle Times recently that highlighted points of interest on Bainbridge Island, more than half of which were parks. He said the article reflects well on the facilities and infrastructure the Park District has.
- Commissioner Kinney said the Bainbridge Island Recreation Center open house was a fun event.
- Commissioner Kinney said that last Sunday the pickleball group held a commemoration for the one-year anniversary of the pickleball courts. He enjoyed not only listening to people play pickleball but could hear kids playing at the newly reopened KidsUp! Playground as well. The pickleball group is grateful for support from Executive Director Terry Lande, Park Services Division Director Dan Hamlin, and Park Services Superintendent David Harry and the group is planning on having bricks engraved to honor them.

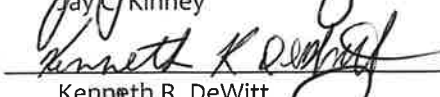
- Commissioner Janow said she also attended the commemoration held at the pickleball courts last Sunday.
- Commissioner Janow said that the Walks with the Commissioners program will resume on Sunday. It is a nice and relaxed opportunity to check in with community members.
- Commissioner Janow said the podcasts being recorded will build a nice archive for the Park District. She will be reaching out to more individuals in the next couple of months to participate in additional podcasts and encouraged submitting ideas for topics.
- Commissioner Janow said that she is excited to hear tonight that there may be two new lifeguards at the Aquatic Center. She knows staffing is a concern across the Park District and that current staff is being as creative as possible in trying to attract new employees. She said that the board is here to support staff in taking the necessary steps to make sure the Park District is fully staffed so that no one is over worked.
- Commissioner Janow mentioned at the September 16 board meeting her interest in how the needs of the Park District intersect with affordable housing needs on the island in terms of staff recruitment and retention. There will be a conversation between Housing Resources Bainbridge, Bainbridge Island Land Trust, Bainbridge Island Parks Foundation, City of Bainbridge Island, Bainbridge Island School District, and the Park District to discuss how to be aware of and support affordable housing issues on the island. Affordable housing directly impacts the Park District in terms of being able to recruit and retain employees as well as creating community.
- Commissioner Janow said that in terms of creating equity around the registration system for recreation programs she has talked to a couple of folks who are not able to register when registration opens due to their work schedules. Due to the popularity of some programs, they are unable to get themselves or their dependents into popular programs which fill very quickly. She asked if there was a way to better facilitate registration opportunities for the community members that are unable to be available when registration opens.
- Commissioner DeWitt said that there was a post on the Bainbridge Islanders Facebook group about the Park District. He said that providing public information in this forum is one thing but reminded commissioners not to engage with the public on Facebook and said that email is a more appropriate communication tool for commissioners to use. Commissioner Kinney said it becomes a records retention issue if commissioners engage with the public on social media.

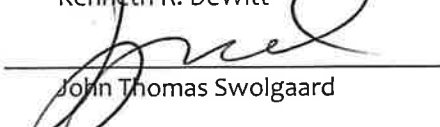
MEETING ADJOURNED at 8:38 pm.


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

BY: 
 Dawn Janow

BY: 
 Jay C. Kinney

BY: 
 Kenneth R. DeWitt

BY: 
 John Thomas Swolgaard

ATTEST: 
Asaph Glosser