

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING APRIL 7, 2022
HYBRID MEETING**

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

BOARD MEMBERS PRESENT: Tom Goodlin, Dawn Janow, Jay Kinney, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Add item 50.05 for staff introductions and 50.4 for Sakai Park/Sound to Olympics trail update. Add an executive session for real estate for 30 minutes.

MISSION STATEMENT: Commissioner Kinney 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.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Dave Johnson said he wants to share with the board a concept for building a field house through his family foundation on the island for youth sports. The field house could be used for indoor soccer, lacrosse, flag football, and ultimate frisbee. It would be a little larger than a football field. If clearance cannot be obtained for the height necessary to play games, it could be built as a practice facility with a slightly lower ceiling. He would like to get this proposal on a board meeting agenda to talk about in detail. Commissioner Kinney said this topic will be put on the agenda soon.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the March 17, 2022 regular board meeting, Vice Chair Kinney stated the minutes stand approved as submitted.

Upon hearing there were no corrections to the minutes of the March 23, 2022 special board meeting, Vice Chair Kinney stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: Goodlin/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
03/18/22	001 General Fund 300 Capital Improvement Fund	22715-22750	65,660.75	03/18/22
03/21/22	001 General Fund	22751-22758	65,261.13	03/21/22
03/23/22	001 General Fund 300 Capital Improvement Fund	22759-22792	50,810.27	03/23/22
03/25/22	001 General Fund	22793-22824	46,377.67	03/25/22
03/30/22	001 General Fund	22825-22852	18,614.77	03/30/22
04/01/22	001 General Fund	22853-22854	2,550.79	04/01/22
04/05/22	001 General Fund 300 Capital Improvement Fund	22855-22868	71,852.71	04/05/22
	001 General Fund (March Payroll)	EFT & 2948-2959	489,671.63	

GENERAL BUSINESS

STAFF INTRODUCTIONS: Park Services Division Director Dan Hamlin introduced Dave Davis who is the new Horticulture Manager. He is from California and has a master's degree in horticulture. Lydia Roush is the new Natural Resources Manager. She is from Iowa and earned an undergraduate degree in biology and a master's degree in environmental studies. Recreation Program Administrator Julie Miller introduced Audree Gormanson who is the new Sports Program Coordinator. She is from Kitsap County originally and has a bachelor's degree in sports and recreation management.

SKATE PARK RENOVATION UPDATE: Marketing Manager Douglas Slingerland said he is the Park District liaison to the committee for the skate park renovation. Following a lot of community interest in expanding the skate park, in November of 2021 the Park District established an agreement for this project with the Bainbridge Island Parks Foundation. Park District staff started gathering a list of interested community members, created a request for proposals, and developed a scoring sheet for the responsive firms. Five well qualified firms responded to the request for proposals. Park District and BIPF staff narrowed the field down to two finalists. A committee comprised of seven community members was created. The committee selected Grindline to work with on the renovation; they are a local firm and the firm that helped build the original skate bowl. Grindline is now working with the committee to create a survey for the community. There will be a meeting on April 19 at Strawberry Hill Center to present ideas and gather community input. Commissioner Goodlin asked what the timeline for this project is. Douglas Slingerland said the timeline depends on how quickly fundraising happens. Commissioner Goodlin asked what the fundraising goal is. Park Services Division Director Dan Hamlin said the committee is working on deciding what components to include in the skate park, which will determine the fundraising goal.

MEETING ADJOURNED to a four-minute recess at 6:21 pm with announced time to reconvene at 6:25 pm. **MEETING RECONVENED** at 6:25 pm.

SAIL FLOAT REPLACEMENT UPDATE: Senior Planner Perry Barrett said staff is working with Park District Attorney Hayes Gori on an interlocal agreement with the City of Bainbridge Island regarding the sail float. The ILA would allow for attaching the Park District's new sail float to the City dock. The alternative is to have a sail float which is accessible by boat. Staff understands the board's preference is the extension off of the City dock. The City has an aquatic lease with the Department of Natural Resources and the Park District would have a sublease. DNR is receptive to this idea and their support is needed regarding regulatory involvement and for a Recreation and Conservation Office grant. Staff will ask the board for formal permission to move forward with the RCO grant related to this proposal at the next board meeting. RCO guidance on this project is to pursue a grant in the aquatic lands category. The City is technically out of compliance with RCO currently. They must be compliant with RCO for the Park District to be awarded the grant. RCO has advised Park District staff to move forward with the grant while the City works on their compliance issue with RCO. Commissioner Janow asked if the ILA is in jeopardy if the City is non-compliant when the ILA is signed. Perry Barrett said the ILA would not be in jeopardy, but the City has obligations to rectify. Commissioner Swolgaard asked what the City is out of compliance with RCO regarding. Executive Director Terry Lande said the compliance issue is related to some paperwork for John Nelson Park. Commissioner Goodlin asked when the RCO project rankings would come out. Perry Barrett said the grant would compete at the end of August and rankings are official in October. PND Engineers is the firm working with staff on permitting. PND Engineers has completed the dive survey and the habitat analysis and is currently working on a biological assessment for the Joint Aquatic Resources Permit Application. The project requires various levels of federal and state authorization as well as tribal input.

DEPARTMENT OF SOCIAL AND HEALTH SERVICES/INDIVIDUAL AND FAMILY SERVICES FINANCIAL ASSISTANCE CHANGES: Recreation Division Director Mark Benishek said that in 2019 two families asked the Park District to accept Individual and Family Services waivers issued by the Department of Social and Health Services. DSHS issues IFS waivers to provide funds to families of individuals with disabilities. Over the past three years a total of 16 individuals from 9 families have participated in the program through the Park District. Of those participants there were 9 residents and 7 nonresidents, 14 youth and 2 adults. The program has provided a great resource for the participants. However, there have also been challenges and

currently the contract with the state is expired. DSHS issues funds as a reimbursement which is based upon attendance, so if a participant misses a class there is no payment. Many details make it difficult to track the reimbursements and there are also challenges from the accounting side for this program. The administrative time used to deal with this program is significant. In 2022 DSHS has only reimbursed about 50% of the cost of the programs participants were registered for. What staff is proposing to the board is to fund this program internally with an allocated amount of dollars dedicated only to those individuals who qualify for IFS waivers. Participants would need to prove that they are qualified for the IFS program to qualify to use these funds. It would consolidate the amount of administrative work required while continuing to meet the needs of these participants. Staff's recommendation is to grandfather in the seven nonresident participants, even though the Park District's regular financial aid program administered by Helpline House is only available to residents. It would simplify the process yet still meet the needs of participants. Commissioner Janow asked if participants would be evaluated annually. Mark Benishek said yes, DSHS would determine how much funding participants qualify for. The Park District would get that information, generated by IFS, via a Person-Centered Service Plan. Commissioner Janow asked how many agencies accept IFS waivers in Kitsap County. Mark Benishek said he does not know, but he knows the number has decreased due to the challenges covered this evening. Commissioner Janow asked if the allocated funds are not used for island residents if they can be made available for nonresidents so that the Park District can help as many families as possible. Mark Benishek said staff is open to that. Executive Director Terry Lande said nonresident participants in this program will be fully subsidized by island tax dollars. Commissioner Kinney said for anyone qualified for the IFS waiver, the Park District should cover the cost of participation. It would look cruel to turn people down for the kind of money being spent through this program. If it becomes a major financial drain the program can be reevaluated. Commissioner Goodlin said maybe the nonresident participants could be limited to no more than the resident participants. He asked how much the program costs a year. Mark Benishek said a single individual could be approved for up to \$1,200 worth of funding, although they may choose to spend it through multiple providers. **MSC: Janow/Swolgaard: Do not renew the DSHS contract. Move forward with creating a Park District procedure for funding the program like the Helpline House program is funded. The program would be for any qualified participant, for whom the parent/guardian must submit a copy of their Person-Centered Service Plan from DSHS. Participants will qualify for the amount stated in the PCSP as long as Park District funding is available, and the parent/guardian requests the funds available through the Park District. This can be reevaluated at the end of the calendar year. The funding is not to exceed \$10,000 in 2022.**

SAKAI PARK/SOUND TO OLYMPICS TRAIL UPDATE: Park Services Division Director Dan Hamlin said City of Bainbridge Island staff is currently seeking permission and support from the City Council to create a master plan for the entire Sound to Olympics trail route and a 30% design from the end of the STO up to Madison Avenue or Sportsman Club Road. In pursuit of this effort the City is asking for \$25,000 from the Park District and for the Park District to participate in the planning of the STO through Sakai Park. Staff will be coming back to the board at the next regular board meeting to ask for approval of that funding. Commissioner Janow asked if the STO will be crossing any other Park District land. Commissioner Swolgaard said the STO will cross Meigs Park and Rotary Centennial Park. Executive Director Terry Lande said the Meigs Park section has Bainbridge Island Land Trust easements and therefore the route for where the STO can go is pretty set. Dan Hamlin said staff could put in the initial agreement with the City that the Park District needs to have control over those sections of the STO as well. Commissioner Swolgaard asked how the STO handles storm water. The Park District is trying to get a trail built on a piece of property the City owns on Vincent Road, where the City gave the Park District an easement, and they are requiring storm water management. Dan Hamlin said staff has presented a storm water management plan to the City for the Vincent Road trail with hundreds of feet of ditches and six rain gardens and it was met at the City with the same amount of disgust that Park District staff had for it. Staff is currently waiting to hear back from the City's Public Works Director, Chris Wierzbicki, who has reviewed the Park District's Trails Management Plan to see if the Park District can get a programmatic permit in place to establish storm water measures for trail construction. Commissioner Swolgaard said if the

City is willing to work with the Park District he is willing to go along with this. Dan Hamlin said Chris Wierzbicki is a problem solver and has been great to work with. Commissioner Goodlin said he thinks that having a master plan for the entire route is the right thing to do. Commissioner Kinney asked about the 30% design. Dan Hamlin said a 30% design is a technical term for what is being provided. It is a concept plan from which one can estimate construction costs so that funding can be looked at. Dan Hamlin said to do the 30% design plan for Sakai Park alone would probably cost \$35,000-\$40,000. The \$25,000 being requested will give the Park District control over the design through Sakai Park.

DIRECTOR'S REPORT

Administrative Division: Administrative Division Director Amy Swenson said there are a lot of staff vacations coming up and asked Commissioner Swolgaard to be available to sign checks.

Recreation Division: Recreation Division Director Mark Benishek said gymnastics teams are finishing the championship portion of their season. All-Day Explorer Camp has 12 participants for spring break. Eagledale Pottery Studio had a clay throwing marathon. The Aquatic Center is hosting the American Red Cross Instructor Training Academy this week for the Pacific Northwest region. Zoe Riggs has accepted a Head Guard position. There are two upcoming lifeguard certification classes. Lisa Claesson-Gordon is now working as an assistant coach for Bainbridge Aquatic Masters. Kate Meyers has returned to the pool deck as an assistant coach for BAM. A Bainbridge Island Swim Club swimmer is attending a national clinic and the opportunity has been extended to the head coach to travel and train with her. Bainbridge Island Recreation Center staff is preparing for the gymnasium closure while the floor is refinished. Staff is working to accommodate programs in smaller spaces during that time. Sports Program Manager Audree Gormanson is launching the spring soccer program with 183 kids registered. Outdoor Program Manager Nick Prevo and his staff are working on boat repairs for the sailing program. The Springer dock and house negotiations have been returned in the form of a three-year lease. The Department of Natural Resources has said that Seattle Yacht Club must replace all the creosote pilings beneath the dock and the building by 2028, so they are concerned about guaranteeing a longer lease. Commissioner Janow asked when the BIRC pool will be open. Mark Benishek said staff is planning for May, but it will be weather dependent. Commissioner Janow asked if the Park District is doing any special events this spring in lieu of mEGGa Hunt, which was canceled. Mark Benishek said the geocache egg hunt has been expanded and focus has been put on the Earth Day event.

Park Services Division: Park Services Division Director Dan Hamlin said the main Battle Point Park bathroom has been shut down by the Kitsap County Health District until there is an acceptable repair, a contractor has been out to look at what needs to be done. The horticulture crew is working on a spring clean-up for Fay Bainbridge Park. The fourth cabin at Fay Bainbridge Park is nearing completion. Some areas of the split rail fence at Battle Point Park have been replaced. The bike park request for qualifications process is entering the interview stage. The horticulture crew is working hard just trying to keep up with mowing the fast-growing spring grass. Trails Coordinator Sean Smith Sell went to the Professional Trail Builders Association conference and got a firsthand look at construction techniques and equipment. Ben Dunscombe has been hired as a Trails Technician. There will be interviews next week for two Park Maintenance Coordinator positions in construction. Interviews have started for applicants for the Dog Advisory Committee. A prefabricated restroom company has quoted the Park District \$82,000 for a single occupant restroom. Staff continues to familiarize themselves with the new Cartegraph software. Senior Planner Perry Barrett said staff is finishing up the request for qualifications for Strawberry Hill Park. Dan Hamlin has reached out to Field Turf to schedule a preliminary meeting to determine what an artificial turf field at Strawberry Hill Park would cost.

Executive Director Terry Lande said this afternoon there was a meeting with Mark Hoffman and Paul Kuntz to talk about the trail from Lost Valley to Gazzam Lake Nature Preserve, to which they are opposed. Dan Hamlin will be on vacation April 25-May 3. Amy Swenson will be on vacation April 18-May 3. Terry Lande will be on vacation April 20-May 23.

UPCOMING MEETINGS & EVENTS:

The April 14 board retreat has been canceled.

BOARD MEMBER ITEMS:

- Commissioner Swolgaard said he was at Safeway and ran into former mayor Dwight Sutton, who was spry as could be, and he wanted to know all about how the Park District is doing.
- Commissioner Swolgaard said that Bainbridge Island Swim Club Head Coach Kyle Harris ran into Alex Nowjack, who grew up on the island and is a swim coach in Tacoma, and the two have become friends.
- Commissioner Swolgaard is working on a project off Walden Lane. It is fun to work outside and hear the crack of bats at Sands Field.
- Commissioner Goodlin said he has made some progress on understanding storm water fees. He is surprised on the amount of money spent on engineering for storm water management. It is shocking that the Park District pays \$65,000 a year to the City of Bainbridge Island for storm water fees. He would support ways to minimize storm water fees.
- Commissioner Kinney said the ceremony at Battle Point Park designating pickleball as the official Washington State sport was fun.
- Commissioner Kinney went to the Bainbridge Island Parks Foundation meeting this week. Dave Shorett was there, and he was gushing about the Bainbridge Island Recreation Center and what a good deal it was.

MEETING ADJOURNED to a five-minute recess at 7:41 pm with announced time to reconvene at 7:46 pm. **MEETING RECONVENED** at 7:46 pm

MEETING ADJOURNED TO EXECUTIVE SESSION at 7:46 pm for discussion of real estate with announced time to reconvene at 8:16 pm.

MEETING RECONVENED at 8:16 pm and **ADJOURNED TO EXECUTIVE SESSION** at 8:16 pm for continued discussion of the above items, with announced time to reconvene at 8:30 pm.

MEETING RECONVENED at 8:30 pm and **ADJOURNED** at 8:30 pm.

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

BY: 
Kenneth R. DeWitt

BY: 
Jay Kinney

BY: 
Tom Goodlin

BY: 
Dawn Janow

ATTEST: 
John Thomas Swolgaard