

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
SPECIAL BOARD MEETING September 29, 2022
BAINBRIDGE ISLAND RECREATION CENTER**

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

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

ADJUSTMENTS TO AGENDA: Approval of minutes from the September 15, 2022 regular board meeting will be postponed until the October 20, 2022 regular board meeting.

MISSION STATEMENT: Commissioner DeWitt 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

Bonnie Harris lives in the Fort Ward neighborhood, near the Fort Ward Parade Grounds. She is at the board meeting on behalf of herself and many other Fort Ward residents. She asked the board to table the current proposal to put a playground on the Fort Ward Parade Grounds. She would like the help of Park District staff to facilitate a fair process that allows Fort Ward residents and neighbors to participate in the decision-making process. She feels the neighborhood has not been afforded a fair and inclusive process, causing recent discord and growing animosity in the Fort Ward community. She said there appears to be a nominal Fort Ward Neighborhood Association; however, it has not involved the whole neighborhood for at least the past ten years. She stated the Fort Ward Neighborhood Association currently does not have a neighborhood consensus to present to the board. Ms. Harris said that as far as can be determined, the Fort Ward Neighborhood Association has only two members, one of which is advocating for a playground on the Fort Ward Parade Grounds. She and her neighbors would like to be involved in the Fort Ward Neighborhood Association. Ms. Harris is not against a playground; she believes it is a great idea but not necessarily on the Fort Ward Parade Grounds and not without sufficient time for neighborhood discussion. There was a recent meeting at the Fort Ward Community Hall, however no notice was given of the meeting, but some neighbors heard about it via word of mouth. Ms. Harris was at this meeting and stated there was a majority consensus in favor of a playground but there was not a consensus on where to locate the playground. She asked the Park District board to allow time to work together with the Fort Ward Neighborhood Association and find consensus, so the neighborhood does not irreparably break apart.

John Lay thought that at a July board meeting the Park District board voted on the question of the playground on the Fort Ward Parade Grounds without an opportunity for citizens to be heard. He was upset but now understand the process better and thanked the board for their time and for helping to solve the playground problem.

Sarah Lee lives in the Fort Ward neighborhood. She personally would prefer the playground structure not be placed on the Fort Ward Parade Grounds. She provided a brief history of the Fort Ward area. Ms. Lee's concern is the historic nature of the Fort Ward Parade Grounds. It is the only military facility on Bainbridge Island on the National Register of Historic Places because of what occurred there, not just the physical structures located there. When Ms. Lee donated land to Fort Ward Parade Grounds, she hoped the property would be honored. She quoted someone who once said the fabric of public memory is very fragile. She feels it is important to preserve certain memories.

Tom Dildine is a Fort Ward resident and stated his concerns about the proposed playground on the Fort Ward Parade Grounds. He said one of the proposed playground sites has quite a bit of stormwater infrastructure. A playground on this site would impact the stormwater infrastructure which would trigger a review by the City of Bainbridge Island Historic Preservation Commission. There are three sites under consideration for the Fort Ward playground. Two of the proposed

sites occur on or adjacent to the Fort Ward Parade Grounds. All three sites occur within a National Historic District. Mr. Dildine has concerns about how stormwater runoff will be mitigated at one of the proposed sites. He also believes there would be additional cost to the Park District if stormwater infrastructure is impacted.

BOARD CONSENT

APPROVAL OF PAYMENTS: MSC: Goodlin/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
09/12/22	001 General Fund 300 Capital Improvement Fund	23660-23679	50,918.92	09/12/22
09/21/22	001 General Fund	23680-23695	13,411.76	09/21/22

GENERAL BUSINESS

RESOLUTION 2022-10: AMENDED 2022 GENERAL FUND BUDGET: Administrative Division Director Amy Swenson shared a presentation of the 2022 amended General Fund budget. An overview of the presentation included changes to revenue: \$300,000 more than expected from the Washington Recreation & Park Association SEEK grant; increased recreation program fees across various departments; a \$30,000 increase in campground revenue, and a \$40,000 decrease in short-term rentals. Changes to expenses include: \$166,000 increase in utility and fuel costs; \$94,000 increase in insurance costs; the additional \$300,000 SEEK grant provided funding for the purchase of additional recreation equipment, supplies and part-time staff, and added Student Conservation Corps and Trails Crew sessions. Two full-time staff members were hired mid-year. The Park District is expected to have an estimated cash balance of \$3,600,000 at year-end. **MSC: Kinney/Janow: Approve Resolution 2022-10 regarding the adopted and amended General Fund budget for fiscal year 2022.**

RESOLUTION 2022-11: AMENDED 2022 CAPITAL IMPROVEMENT FUND BUDGET: Administrative Division Director Amy Swenson said the Capital Improvement Fund budget is accounted for by fund and by year. Two 2021 budgeted projects, the Battle Point Park pond and KidsUp! playground, were invoiced in 2022. Projects added in 2022 included the Strawberry Hill Park plan and artificial turf field design. Construction costs for Fay Bainbridge Park cabins were over budget. New tennis courts and improvements to Pritchard Park have been moved to another year. **MSC: Janow/Kinney: Approve Resolution 2022-11 to amend the Capital Improvement Fund budget for the fiscal year 2022.**

2023 BUDGET GOALS: Administrative Division Director Amy Swenson reviewed the Park District’s financial reserve policy. The current policy states 5% to 8% of annual revenues are to be kept in reserve. Park District management recommends at least three months of expenses be kept in reserve. Commissioner DeWitt stated setting higher reserve levels allowed the Park District to continue providing services during the last economic downturn. Amy Swenson reviewed challenges facing the Park District. The biggest challenge is the labor shortage. Several positions have not been filled and there is a lack of applicants. Youth, teen, and college age individuals are not applying for jobs as they were prior to the COVID-19 pandemic. Amy Swenson said additional challenges include the increased cost of supplies; vendors charging more; delays in delivery of equipment and supplies; increasing public records requests; high and unstable energy prices; new local and national regulations fostered by climate change; and increased community demand on the Aquatic Center, facilities, and all other program areas. Goals to address the labor shortage faced by the Park District include possibly increasing the employee health benefits subsidy to attract new full-time hires; maintain competitive wages; maintain the Cost-Of-Living Adjustment (COLA) close to the Consumer Price Index so wages are not eroded by inflation; maintain proper staffing levels; and provide work/life balance. Options under consideration to retain and attract staff include tuition assistance; professional development and training; reduction of Park District fees for individuals who participate on Park District teams.

Commissioner Kinney said the Park District might consider a transportation/fuel subsidy as an employment perk to draw off-island residents. Commissioner Janow stated she is in favor of a COLA and a livable wage for Park District employees. Commissioner Kinney said staff retention is important and with inflation over 8% anything less than a 7-8% COLA increase in pay amounts to a pay cut. Amy Swenson said to address climate change the Park District could hire a forester and continue efforts to conserve and reduce energy usage. Community member Bonnie Harris suggested providing electric bicycles to Park District employees. Commissioner Goodlin asked if there is interest in providing electric vehicle charging stations at Park District locations. Executive Director Terry Lande said currently no research has been done on the cost of a vehicle charging station, but it will be researched in the future. Amy Swenson said the goal for public records requests is to make the process as smooth as possible. Park District staff is looking into records management software, a better record storage facility, and assigning a back-up staff member to fill in for vacation or illness. To reduce energy costs the Park District may research solar options and heat pumps to conserve fuel/energy as much as possible. To address the increased community demand on Park District services, options include increased staffing, managing activity/class waitlist differently, increasing class sizes safely, and utilizing existing facility space differently or finding additional facility space. 2023 Park District Capital Improvement Fund projects include Ray Williamson pool renovations; Strawberry Hill Park bike, skate, and dog park and artificial turf field plans; Eagle Harbor sail float replacement; address pickleball and tennis court demand; restroom maintenance/repair at Fay Bainbridge Park and Battle Point Park; and deferred maintenance.

Commissioner DeWitt asked the commissioners to state their wish list items for the 2023 budget. Commissioner Janow would like to see the projects mentioned come to fruition. Commissioner Goodlin said some island residents would like to see an asphalt apron installed at the transition from gravel parking lot to street pavement at Pritchard Park and Hidden Cove Park to keep gravel from spilling onto the road, which can be a hazard to bicyclists. Commissioner Swolgaard would like to see restrooms repaired or replaced at Gazzam Lake Nature Preserve and the Grand Forest west trail system and increased parking at Grand Forest west. Park Services Division Director Dan Hamlin said two restrooms have been ordered. The Grand Forest west parking area will be surveyed prior to submitting a permit for additional parking to the City of Bainbridge Island. Commissioner Kinney said he has no additional items to add so as not to overburden the staff. Commissioner DeWitt would like to see trail improvements to the main trails in Grand Forest west making the trails safer for people with mobility impairments or using a wheeled conveyance. Commissioner Goodlin suggested pulling the Sakai Park plan and reproposing the plan with the City of Bainbridge Island. He imagines a small development at Sakai Park such as tennis and/or pickleball courts, a play area, and picnic shelter. Executive Director Terry Lande said Park District staff will be notifying the City of Bainbridge Island to withdraw the Sakai Park plan.

DIRECTOR'S REPORT

Recreation Division: Recreation Division Director Mark Benishek recognized the recreation staff for their work on fall programming. Staff is finishing up the first draft of the winter/spring catalog. Active Adult Program Manager Sue Barrington is finalizing the report for the Washington Recreation & Park Association SEEK grant. Sue Barrington is retiring September 30, 2022. The Aquatic Center's Bainbridge Island Swim Club youth swim team had an intrasquad meet last weekend. Preparations are moving forward for the BAMfest swim meet October 9. Recreation Superintendent Bryan Garoutte said the Bainbridge Island Recreation Center is running well. Tennis Coordinator Dayna Guizzetti is trying to get more people interested in the new high tech tennis ball machine. Gymnastics classes are going strong. After school clubs and pottery classes are doing well. The chess club has 132 young members. Angela Winks was recently hired as a Senior Recreation Instructor for Fitness and Exercise. A second round of interviews will be held next week for the Outdoor Recreation Program Manager position. Teen night at BIRC is October 14.

Park Services Division: Park Services Division Director Dan Hamlin said the Park District staff is gearing up for the Haunted Hayride event in late October. The Park District has been loaned a broadcast herbicide sprayer for turf application which will

result in a quicker and safer treatment at all ballfields. Once the herbicide application is completed the remaining fall ballfield preparations will occur including aerating, top dressing, seeding, and fertilizing. Dan Hamlin said the City of Bainbridge Island informed him that they need to do a wetland study and permit on the farm trail. Park District work on the farm trail will be delayed by months. Senior Planner Perry Barrett said a shoreline and building permit was submitted as directed by the City of Bainbridge Island for Williams-Olson Park. This includes the landscape plan, geotechnical plan, vegetation plan, site plan, and FEMA report. Perry Barrett provided a letter of support for the Bainbridge Island Parks & Trails Foundation which has requested a Lodging Tax Advisory Committee (LTAC) grant for trail mapping and their annual fundraiser. The remaining condition of the Bainbridge Island Japanese American Exclusion Memorial capital grant that the Park District hosts is a records retention requirement.

UPCOMING MEETINGS & EVENTS: No regular board meeting on October 6, 2022. On October 20, 2022 there will be a regular board meeting followed by a work session related to the 2023 budget.

BOARD MEMBER ITEMS:

- Commissioner Kinney stated that it is worth considering a fuel subsidy for Park District staff to pay \$0.25 per mile for a staff member's commute from their residence to their worksite.
- Commissioner Janow attended the Farmers' Market two weeks ago and received positive comments about the new Park District trails map. She went to the recent open house at Bainbridge Island Recreation Center which was well attended. The final Walk with the Commissioners was cancelled but it will resume in the spring.
- Commissioner Goodlin has a meeting scheduled with Mark Emerson of the Bainbridge Island School District board in a couple of weeks.
- Commissioner DeWitt said the Waterfront Trail is now officially the Charles Schmid Waterfront Trail. The Bainbridge Island City Council approved the resolution renaming the trail the night before last.
- Commissioner DeWitt expressed his and the board's appreciation of the hard work retiring Active Adult Program Manager Sue Barrington has done.

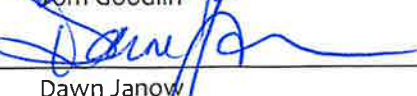
MEETING ADJOURNED at 7:30 pm.

Betty Mirkovich
Terry M. Lande
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: _____
Kenneth R. DeWitt

BY:  _____
Jay L. Kinney

BY:  _____
Tom Goodlin

BY:  _____
Dawn Janow

ATTEST:  _____
John Thomas Swolgaard