

AGENDA

**Bainbridge Island Metropolitan Park & Recreation District
Regular Board Meeting 6:00 pm
Thursday – February 1, 2024**

Bainbridge Island Recreation Center
11700 Meadowmeer Circle NE
Bainbridge Is, WA 98110
206-842-5661

Remote access options for board meetings available at www.biparks.org.

10. CALL TO ORDER

- 10.1** Roll Call
- 10.2** Adjustments to the Agenda
- 10.3** Conflict of Interest Disclosure
- 10.4** 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.

20. PUBLIC COMMENTS

30. BOARD CONSENT

- 30.1** Minutes: Regular Board Meeting of January 18, 2024
- 30.2** Financial: Approval of vouchers and payroll.

40. GENERAL BUSINESS

- | | | | |
|-------------|---|------------------|----------|
| 40.1 | Update Regarding Ray Williamson Pool Renovation
Action: Information only. | Keough | (20 min) |
| 40.2 | Strawberry Hill Park Concept Plan
Action: Information only. | Keough | (20 min) |
| 40.3 | Enterprise Fleet Lease Program
Action: Information only. | Hamlin | (20 min) |
| 40.4 | Resolution 2024-02: Amended 2024 Salary Scale
Action: Motion to approve. | Lande | (10 min) |
| 40.5 | Acting Executive Director Pay
Action: Motion to approve. | Swolgaard/Kinney | (10 min) |

50. STAFF REPORT

60. UPCOMING MEETINGS

02/15/24	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
03/07/24	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
03/21/24	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
04/04/24	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
04/18/24	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center

70. BOARD MEMBER REMARKS

80. ADJOURNMENT

90. ADJOURN TO EXECUTIVE SESSION IF NEEDED

100. EXECUTIVE SESSION

110. RECONVENE TO REGULAR SESSION

120. ADJOURNMENT

Board Committees

Governance
Capital Facilities
Program
Budget & Finance
Personnel
Ad Hoc Committee: Forest Management
Ad Hoc Committee: Sakai Site Planning

2024 Board Representatives

Swolgaard/Janow

Janow/DeWitt
Kinney/Swolgaard

Board Liaisons

Park District Committees:
Trails Advisory Committee
Dog Advisory Committee

Community/Public Agencies:
Bainbridge Island Parks & Trails Foundation
Bainbridge Island School District
City of Bainbridge Island

Goodlin/DeWitt
Kinney/Janow

Goodlin/Janow

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING January 18, 2024
 BAINBRIDGE ISLAND RECREATION CENTER**

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

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

ADJUSTMENTS TO AGENDA: Add an agenda item to approve paying the balance on the total purchase amount for the Comcast Property.

MISSION STATEMENT: Chair Swolgaard 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.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the January 4, 2024 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: DeWitt/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
01/03/24	001 General Fund 300 Capital Improvement Fund	27221-27245	130,371.57	01/03/24
01/09/24	001 General Fund 300 Capital Improvement Fund	27246-27264	55,568.18	01/09/24
01/10/24	001 General Fund 300 Capital Improvement Fund 310 Land Acquisition Fund	27265-27295	77,553.75	01/10/24

GENERAL BUSINESS

STEMPER ARCHITECTURE COLLABORATIVE UPDATE REGARDING RAY WILLIAMSON POOL RENOVATION: Senior Planner Matthew Keough said Stemper Architecture Collaborative is leading the project management for the Ray Williamson pool renovation. Staff anticipates that decisions will need to be made on this project in mid-February. Stemper President and Managing Member Melody Leung noted that the approval received from the board in June on the second amendment to the professional services agreement moved Stemper into the design phase. A construction package was created to go to bid and permit. The permit package was submitted to the City of Bainbridge Island in late November and is currently under review in an estimated 18–20-week review process for first round comments. At the 65% construction document Stemper started to talk to contractors and vendors to determine the reality of costing, escalations, and feasibility of the construction and sequencing. Ray Williamson pool construction sequencing is critical as there is a need to try and maintain an open building and critical programming needs with few choices in terms of diverting the users. In speaking with the general contractor about the amount and the overlap of work, and due to sensitivity of the high water table from November to May it was determined the best thing to do in order not to add significant cost is split the work into two phases. Phase I could begin as soon as early summer 2024 and go through spring of 2025. Phase I would include items such as rehabilitating the old locker room area, concrete repairs, electrical upgrades, and replacement of the HVAC system. Some of the Phase I work

will require pool closure. The Phase II scope of work essentially addresses everything related to the pool deck and the pool itself. Stemper is thinking that scope of work could be accomplished between late spring of 2025 and fall of 2025. During Phase II the pool would have to be closed. The cost for Phase I including soft costs and contingency is estimated at \$3,045,457. For the original Phase II the cost is estimated at \$2,085,426. Melody Leung noted that there will also be inflation costs associated with Phase II which have been included in the estimate.

In December Stemper was asked to study the feasibility of adding two lanes to the Ray Williamson pool as well as raising the deck. Melody Leung said doing so would require a new permit review due to the scope of work being significant enough, and it will potentially trigger substantial alteration. In the case of substantial alteration, the life safety systems will be required to be upgraded and it will also trigger seismic upgrade requirements for the building. It is feasible to add two lanes or to add two lanes and raise the deck, however these changes would add significantly to both cost and closure time for a modified Phase II. Commissioner Janow asked if the permitting process that is underway would have to be scrapped if Phase II work was expanded. Melody Leung said no, Stemper would expect the Phase I work to go forward. Commissioner Goodlin asked what the tipping point is for having to do the seismic upgrades. Melody Leung said the significant foundation differences in redesigning the entire pool basin and the supports for the existing retaining walls and footings are usually considered a substantial alteration. Commissioner Swolgaard asked for an explanation of raising the deck. Melody Leung said the proposal is to raise the deck flush to the top stairs on the east and west sides of the pool. Executive Director Terry Lande said it sounds as if the challenges for expanding the scope of Phase II are increased cost and closure time. Commissioner Janow said she wants to hear from the swimming community. Commissioner Swolgaard said the board should take a tour. Commissioner Goodlin asked if, even with the cost associated with a modified Phase II, it is still a fair amount cheaper than tearing the building down and rebuilding. Melody Leung confirmed it would be a huge difference in cost to start from the ground up. She also said it is important to understand that the work being proposed is not just to repair but to replace and upgrade systems, each of those elements will have 20-50 year or more lifecycles, which are really going to prolong the life of the pool.

A man in the audience asked if the Park District decides to make the pool wider and deeper if it could be combined with Phase I. Melody Leung said no due to the high water table issue. Terry Lande said the other issue is cost.

A man in the audience asked if it is possible for the Park District to negotiate with other pools in Kitsap County to share information and swim lanes during the closure period. Aquatic Program Administrator Jenette Reneau said she is working on that already.

Commissioner Goodlin asked if the Don Nakata pool will stay open during construction. Melody Leung said it will have to shut down for a period during Phase II. Commissioner Goodlin said he appreciates the effort that has gone into finding a way under the current renovations to improve the pool. Adding two lanes would add 33% of space to the pool, which would be huge for the community, and he is encouraged that it is being looked into.

BAINBRIDGE ISLAND PARKS & TRAILS FOUNDATION TRAILS LIST: Park Services Superintendent Lydia Roush said the Bainbridge Island Parks & Trails Foundation is working with the Park District to find trail easements. The yellow circled areas on the map included in the board packet are the additional areas being proposed tonight as potential easement corridors. Staff believe these areas serve the purpose and goals of the trails vision plan. The asterisked areas are the ones BIPTF would like to focus on first. **MSC: Janow/DeWitt: Motion to approve amending the potential corridors map to include the new zones identified by the Foundation and District that will increase connectivity between parks and trails.**

Commissioner Goodlin asked how this map is being used. Park Services Division Director Dan Hamlin said it primarily protects BIPTF. BIPTF staff want to know whether the Park District will reimburse them for work done in these areas.

RESOLUTION 2024-01: HOLIDAY PAY POLICY: Administrative Division Director Amy Swenson said this policy is to authorize the Park District to pay non-exempt hourly employees double time if they work on a holiday recognized in the personnel policy manual. **MSC: Janow/Kinney: Motion to pass Resolution 2024-01 which would adopt an update to the employee benefits policy for the District's policies manual regarding overtime pay.**

COMCAST PROPERTY TOTAL PURCHASE AMOUNT: Executive Director Terry Lande said now that the final purchase price has been established for the Comcast Property staff need authorization to pay the difference which is \$260,000. The initial \$850,000 payment was previously authorized by the board. The money is all coming from an anonymous donor. **MSC: Kinney/DeWitt: Authorize the executive director to accept the donation of \$260,000 to complete the purchase of the Comcast Property.** Commissioner Goodlin said the Park District is very grateful to the donor.

STAFF REPORT

Recreation Division: Recreation Division Director Madison Collins said three sections of low sensory swimming lessons are being offered currently. Dates have been selected for the neurodivergent Student Conservation Corps program. Staff are exploring options for adaptive personal training. Recreation Superintendent Bryan Garoutte said winter/spring registration went well. Aquatic Program Administrator Jenette Reneau said the Ray Williamson pool was shut down for a couple weeks due to issues with the heater. She was really impressed with the swimming community as they navigated sharing reduced space. Bainbridge Island Swim Club is gaining strength under the new head coach. Aquatic Center staffing levels are strong, allowing patrons more opportunities for swimming than there have been in the last 3-4 years. Heavy analysis was done on the Aquatic Center pricing structure which has been updated to appropriate levels.

Park Services Division: Park Services Superintendent Lydia Roush said the tree thinning project is underway at Strawberry Hill Park and thinning at Moritani Preserve will begin in about three weeks. Commissioner Goodlin asked if there was enough value in the wood to cover the cost of the thinning. Lydia Roush said there was enough value to substantially offset the cost. Park Services Division Director Dan Hamlin said staff had a meeting to discuss the cleanup effort at Blakely Harbor Park with Port Blakely Tree Farms and learned they are reaching the end of the remedial investigation stage. Staff also met with the Department of Ecology regarding the cleanup effort and have plans for another meeting with the folks at Ecology who are determining what the remedy will be. Staff have been dealing with busted pipes from the recent freezing temperatures.

Administrative Division: Administrative Division Director Amy Swenson said she met with the Finance Committee to discuss the Ray Williamson pool renovation financing challenges and changes that will probably have to be made to the Capital Improvement Fund to get the renovation done more quickly than originally anticipated. The accounting staff are spending a lot of time closing out fiscal year 2023.

BOARD MEMBER REMARKS:

- Commissioner Kinney said that at the last board meeting there was a conversation about the rotation of the board officer positions. He went back and looked at minutes from previous years to confirm his memory that there was a process, and he was wrong, apparently there is no set rule regarding the rotation.
- Commissioner Kinney said that regarding field three at Strawberry Hill Park, the right outfield is not 200 feet. He would like it if the row of trees behind the fence could be removed so the ballfield could be extended there. He asked staff to investigate it while trees are being taken down in that area. Staff will investigate.
- Commissioner Kinney said a discussion needs to be started about adding two lanes to the Ray Williamson pool during the renovation and if the swimming community finds the tradeoff of the extended closure time acceptable. The cost also needs to be considered and how much the swimming community should contribute. Executive

Director Terry Lande said determining that is one of the reasons the Finance Committee is meeting. Commissioner DeWitt said the challenge is coming up with the money for the renovation in a two-year period.

- Commissioner Goodlin said that he is looking forward to discussions on the Ray Williamson pool renovation. He said he does not think there is appetite on the board or in the community for a large bond and he has accepted that is off the table. The idea of adding lanes during the renovation is exciting because it is an opportunity to come back after the closure period to something that will be greatly improved.
- Commissioner Janow said she has been to Strawberry Hill Park to see the tree thinning project and said it is a shining example of what is possible and thanked staff for their leadership on that project.
- Commissioner Janow said she attended a Dog Advisory Committee meeting.
- Commissioner Janow noted continued gratitude to the anonymous donor who has made such an incredible impact with the expansion of Strawberry Hill Park.
- Commissioner DeWitt said he attended a Trails Advisory Committee meeting.
- Commissioner DeWitt asked if the wildlife study for the trail connection from Vincent Road to Gazzam Lake Nature Preserve has been received yet. Park Superintendent Lydia Roush said it has been received and staff is getting ready to submit an application for permits.
- Commissioner Swolgaard said his nine-year-old grandson is playing in the Park District's basketball league and he attended a game last weekend.
- Commissioner Swolgaard asked what the next steps are now that the Park District has ownership of the Comcast Property. Executive Director Terry Lande said it will be included in the Strawberry Hill Park concept plan which will be presented to the board soon, but there are no other plans or money budgeted in 2024 for that area.

MEETING ADJOURNED at 7:25 pm.

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

BY: _____
John Thomas Swolgaard

BY: _____
Dawn Janow

BY: _____
Kenneth R. DeWitt

BY: _____
Jay C. Kinney

ATTEST: _____
Tom Goodlin

DRAFT Strawberry Hill Park Concept Plan

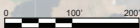


Legend

- ① Existing Feature
- ③① Planned Feature
- Bike Park (with trails)
- Dog Park (with features)
- New Sports Amenities
- Central Open Play Area
- Potential Circulation Route
- ♿ Restroom with outdoor access
- ♿ Restroom with indoor access

Planning Guidelines

- Program spaces, activities, and amenities
- Improve circulation and accessibility
- Coordinate infrastructure and improvements



- | | | | | |
|-----------------------------|---------------------------------|-----------------------------|-----------------------------|--------------------------|
| ① Field 1 (Realigned) | ⑧ Historic Interpretive Signage | ⑮ Mini Gym and Classroom | ⑳ Restrooms | ㉑ Tower |
| ② Field 2 | ⑨ Bike Park Entry | ⑯ Picnic Shelter | ㉒ Shelters/Programming Area | ⑳ Storage Space |
| ③ Field 3 | ⑩ Bike Park | ⑰ Strawberry Hill Center | ㉓ Well and Water Tank | ㉑ Well |
| ④ Concessions and Restrooms | ⑪ Dog Park | ⑱ Tennis Courts | ㉔ Pervious Parking Area | ㉒ Potential Office Space |
| ⑤ Gathering Space | ⑫ Expanded Skate Park | ⑲ New Play Area | ㉕ Trailhead | ㉓ Septic System Ingress/ |
| ⑥ Batting Cage | ⑬ Central Play Space | ⑳ Potential Alternate Drive | ㉖ Dedication Forest | ㉔ Egress |
| ⑦ Cistern and Pump | ⑭ Green Infrastructure Feature | ㉑ Filipino Community Hall | ㉗ Outdoor Sport Venue | |



Memorandum

Date: 1/24/2024

To: BIMPRD Board of Commissioners

From: Dan Hamlin, Park Services Director
Bainbridge Island Metropolitan Park & Recreation District

Subject: Vehicle and Equipment Replacement schedule

Background:

1. The District's fleet has historically relied on the purchase of used vehicles and equipment. The budget was created originally as a separate cost center around the year 2006 and typically only utilized a budget of \$40,000 annually. District staff would find used equipment from sources like the state surplus auction, partnering agencies such as the City of Bainbridge Island, and from private parties. Many times, the staff had to repair and modify the items purchased to meet the District needs, adding operational cost to the final purchase of the vehicles or equipment.
2. In 2021 the budget was increased to \$75,000 annually.
3. Also, in 2021 the District's lid lift was approved which opened the opportunity for additional funds to be allocated towards a 10 year replacement schedule beginning in 2022. The replacement fund was increased to \$155,000 per year.
4. In 2022 the District purchased its first group of new maintenance vehicles (trucks) through the State Purchasing Cooperative program.

Current status:

1. Cost of vehicles have skyrocketed since the pandemic. Trucks purchased for \$30,000 in 2021/2022 from the State Coop source are worth nearly \$50,000 each today. This has resulted in the District's replacement schedule being stretched beyond a 10 year estimation for replacement of each vehicle once again.
2. At this time, the District has 12 trucks that are over 20 years old. Gas mileage and maintenance costs continue to rise due to our aging fleet.
3. Typically, with all District vehicles and equipment on the schedule including boats,

tractors, mowers, etc. the District can only replace between two and three trucks per year.

4. The District Vehicle Fleet currently has 30 vehicles including, light trucks, heavy duty trucks, SUV's, Rec Vans, and a Bus.

Potential solution:

1. District staff have met multiple times with Enterprise Fleet Management, INC to discuss the possibility of leasing nearly all District vehicles, including the recreation vans.
2. The Program would put most of the District fleet on no more than 5 year replacement schedule.
3. Not all the District Fleet will be eligible for such a lease program. Any trucks with greater than a 26K GVWR and the Bus are not included.

Next Steps:

1. Staff will share more information at the Feb 1 Board meeting during an information only presentation. Topics of discussion will include:
 - a. Current fleet inventory
 - b. Pros and cons of the existing replacement schedule
 - c. Pros and cons of the leasing option
 - d. What we have heard from other clients of this type of program
2. Staff will be looking for direction to continue to pursue the leasing program, cease all consideration, or postpone for another upcoming year.
3. If given direction to continue to pursue the leasing program, staff will bring the topic back to the Board for final approval.

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT, KITSAP COUNTY, WASHINGTON, AUTHORIZING AN AMENDED 2024 SALARY SCALE FOR PERSONNEL OF THE BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT.

WHEREAS, the 2024 Salary Scale for personnel of the Bainbridge Island Metropolitan Park & Recreation District was adopted by the Board of Commissioners in Resolution 2023-12 on November 16, 2023; and

WHEREAS, it is now necessary to amend the 2024 Salary Scale to reflect a new level on the salary scale for assistant executive director,

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District, Kitsap County, Washington, that the attached Amended 2024 Salary Scale dated February 1, 2024, be adopted, and authorized to replace and supersede the 2024 Salary Scale adopted on November 16, 2023 in Resolution 2023-12.

PASSED by the Board of Commissioners of the Bainbridge Island Metropolitan Park & Recreation District, Kitsap County, Washington, at a regular meeting thereof held this 1st day of February, 2024, the undersigned commissioners being present.

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT

BY: _____
John Thomas Swolgaard

BY: _____
Dawn Janow

BY: _____
Kenneth R. DeWitt

BY: _____
Jay C. Kinney

ATTEST: _____
Tom Goodlin

**Bainbridge Island Metro Park and Recreation
2024 Salary Scale**

FULL TIME SALARY SCALE (40 hours equivalent)

BAINBRIDGE ISLAND METRO PARK AND RECREATION DISTRICT

POSITION	Hourly/Salary	2023	2024	B Step	C Step	D Step	E Step	F Step	G Step	H Step	I Step	J Step	K Step	L Step
		A Step	A Step											
Office Specialist	Hourly	24.70	25.82	26.59	27.39	28.21	29.06	29.93	30.83	31.75	32.70	33.68	34.69	35.74
	Monthly Equiv.	4,282	4,475	4,609	4,747	4,890	5,036	5,187	5,343	5,503	5,668	5,838	6,014	6,194
	Annual Equiv.	51,384	53,696	55,307	56,966	58,675	60,435	62,248	64,116	66,039	68,020	70,061	72,163	74,328
Maintenance Tech	Hourly	25.94	27.11	27.92	28.76	29.62	30.51	31.42	32.37	33.34	34.34	35.37	36.43	37.52
	Monthly Equiv.	4,496	4,698	4,839	4,985	5,134	5,288	5,447	5,610	5,778	5,952	6,130	6,314	6,504
	Annual Equiv.	53,953	56,381	58,072	59,814	61,609	63,457	65,361	67,321	69,341	71,421	73,564	75,771	78,044
Rec Prog Specialist	Hourly	27.17	28.40	29.25	30.13	31.03	31.96	32.92	33.91	34.93	35.97	37.05	38.16	39.31
	Monthly Equiv.	4,710	4,922	5,070	5,222	5,379	5,540	5,706	5,877	6,054	6,235	6,422	6,615	6,813
	Annual Equiv.	56,522	59,065	60,837	62,662	64,542	66,479	68,473	70,527	72,643	74,822	77,067	79,379	81,760
Senior Office Specialist	Hourly	27.17	28.40	29.25	30.13	31.03	31.96	32.92	33.91	34.93	35.97	37.05	38.16	39.31
	Monthly Equiv.	4,710	4,922	5,070	5,222	5,379	5,540	5,706	5,877	6,054	6,235	6,422	6,615	6,813
	Annual Equiv.	56,522	59,065	60,837	62,662	64,542	66,479	68,473	70,527	72,643	74,822	77,067	79,379	81,760
Accounting Coordinator	Hourly	30.88	32.27	33.24	34.24	35.26	36.32	37.41	38.53	39.69	40.88	42.10	43.37	44.67
	Monthly Equiv.	5,352	5,593	5,761	5,934	6,112	6,295	6,484	6,679	6,879	7,085	7,298	7,517	7,742
	Annual Equiv.	64,230	67,120	69,134	71,208	73,344	75,544	77,810	80,145	82,549	85,025	87,576	90,204	92,910
Recreation Program Coord	Hourly	30.88	32.27	33.24	34.24	35.26	36.32	37.41	38.53	39.69	40.88	42.10	43.37	44.67
	Monthly Equiv.	5,352	5,593	5,761	5,934	6,112	6,295	6,484	6,679	6,879	7,085	7,298	7,517	7,742
	Annual Equiv.	64,230	67,120	69,134	71,208	73,344	75,544	77,810	80,145	82,549	85,025	87,576	90,204	92,910
Maintenance Coordinator Rec Program Coordinator	Hourly	30.88	32.27	33.24	34.24	35.26	36.32	37.41	38.53	39.69	40.88	42.10	43.37	44.67
	Monthly Equiv.	5,352	5,593	5,761	5,934	6,112	6,295	6,484	6,679	6,879	7,085	7,298	7,517	7,742
	Annual Equiv.	64,230	67,120	69,134	71,208	73,344	75,544	77,810	80,145	82,549	85,025	87,576	90,204	92,910
Office Supervisor	Hourly	30.88	32.27	33.24	34.24	35.26	36.32	37.41	38.53	39.69	40.88	42.10	43.37	44.67
	Monthly Equiv.	5,352	5,593	5,761	5,934	6,112	6,295	6,484	6,679	6,879	7,085	7,298	7,517	7,742
	Annual Equiv.	64,230	67,120	69,134	71,208	73,344	75,544	77,810	80,145	82,549	85,025	87,576	90,204	92,910

**Bainbridge Island Metro Park and Recreation
2024 Salary Scale**

BAINBRIDGE ISLAND METRO PARK AND RECREATION DISTRICT

POSITION	Hourly/Salary	2023	2024											
		A Step	A Step	B Step	C Step	D Step	E Step	F Step	G Step	H Step	I Step	J Step	K Step	L Step
Head Swim Coach	Monthly	5,352	5,593	5,761	5,934	6,112	6,295	6,484	6,678	6,879	7,085	7,298	7,517	7,742
	Annual	30.88	32.27	33.24	34.23	35.26	36.32	37.41	38.53	39.69	40.88	42.10	43.37	44.67
IT Manager	Monthly	6,637	6,936	7,144	7,359	7,579	7,807	8,041	8,282	8,531	8,786	9,050	9,322	9,601
	Annual	79,649	83,233	85,730	88,302	90,951	93,680	96,490	99,385	102,367	105,438	108,601	111,859	115,215
Facility Maint Manager	Monthly	6,156	6,433	6,626	6,824	7,029	7,240	7,457	7,681	7,911	8,149	8,393	8,645	8,904
	Annual	73,869	77,193	79,508	81,894	84,350	86,881	89,487	92,172	94,937	97,785	100,719	103,740	106,853
Natural Resource Manager	Monthly	6,156	6,433	6,626	6,824	7,029	7,240	7,457	7,681	7,911	8,149	8,393	8,645	8,904
	Annual	73,869	77,193	79,508	81,894	84,350	86,881	89,487	92,172	94,937	97,785	100,719	103,740	106,853
Parks Program Manager	Monthly	5,674	5,929	6,107	6,290	6,479	6,673	6,874	7,080	7,292	7,511	7,736	7,968	8,207
	Annual	68,087	71,151	73,286	75,484	77,749	80,081	82,484	84,958	87,507	90,132	92,836	95,621	98,490
Rec Prog Manager	Monthly	5,674	5,929	6,107	6,290	6,479	6,673	6,874	7,080	7,292	7,511	7,736	7,968	8,207
	Annual	68,087	71,151	73,286	75,484	77,749	80,081	82,484	84,958	87,507	90,132	92,836	95,621	98,490
Exec Services Manager	Monthly	5,674	5,929	6,107	6,290	6,479	6,673	6,874	7,080	7,292	7,511	7,736	7,968	8,207
	Annual	68,087	71,151	73,286	75,484	77,749	80,081	82,484	84,958	87,507	90,132	92,836	95,621	98,490
Program Administrator	Monthly	6,637	6,936	7,144	7,359	7,579	7,807	8,041	8,282	8,531	8,786	9,050	9,322	9,601
	Annual	79,649	83,233	85,730	88,302	90,951	93,680	96,490	99,385	102,367	105,438	108,601	111,859	115,215
Parks/Recreation Superintendent	Monthly	7,708	8,055	8,296	8,545	8,802	9,066	9,338	9,618	9,906	10,204	10,510	10,825	11,150
	Annual	92,496	96,658	99,558	102,545	105,621	108,790	112,053	115,415	118,877	122,444	126,117	129,901	133,798
Senior Planner	Monthly	7,708	8,055	8,296	8,545	8,802	9,066	9,338	9,618	9,906	10,204	10,510	10,825	11,150
	Annual	92,496	96,658	99,558	102,545	105,621	108,790	112,053	115,415	118,877	122,444	126,117	129,901	133,798
Division Director	Monthly	8,350	8,726	8,988	9,258	9,535	9,821	10,116	10,419	10,732	11,054	11,386	11,727	12,079
	Annual	100,204	104,713	107,854	111,090	114,423	117,856	121,391	125,033	128,784	132,647	136,627	140,726	144,947
Assistant Executive Director	Monthly		9,599	9,887	10,183	10,489	10,803	11,128	11,461	11,805	12,159	12,524	12,900	13,287
	Annual		115,184	118,640	122,199	125,865	129,641	133,530	137,536	141,662	145,912	150,290	154,798	159,442

BAINBRIDGE ISLAND METROPOLITAN PARK RECREATION DISTRICT

2024 Salary Scale

PART-TIME SALARY SCALE FOR 2024 - ALL HOURLY

POSITION	2023	2024											
	A step	A step	B Step	C Step	D Step	E Step	F Step	G Step	H Step	I Step	J Step	K Step	L Step
Student Conservation Corp and Trails Crew	\$ 16.68	\$ 17.43	17.95	18.49	19.05	19.62	20.21	20.81	21.44	22.08	22.74	23.43	24.13
Park Aide	\$ 16.69	\$ 17.44	17.96	18.50	19.05	19.63	20.21	20.82	21.45	22.09	22.75	23.43	24.14
Camp Counselor	\$ 16.69	\$ 17.44	17.96	18.50	19.05	19.63	20.21	20.82	21.45	22.09	22.75	23.43	24.14
Recreation Assistant	\$ 16.69	\$ 17.44	17.96	18.50	19.05	19.63	20.21	20.82	21.45	22.09	22.75	23.43	24.14
Front Desk Clerk	\$ 17.91	\$ 18.72	19.28	19.86	20.45	21.07	21.70	22.35	23.02	23.71	24.42	25.15	25.91
Senior Recreation Assistant	\$ 17.91	\$ 18.72	19.28	19.86	20.45	21.07	21.70	22.35	23.02	23.71	24.42	25.15	25.91
Lifeguard	\$ 18.53	\$ 19.36	19.94	20.54	21.16	21.79	22.45	23.12	23.81	24.53	25.26	26.02	26.80
Recreation Instructor	\$ 18.53	\$ 19.36	19.94	20.54	21.16	21.79	22.45	23.12	23.81	24.53	25.26	26.02	26.80
Aquatics Instructor	\$ 19.76	\$ 20.65	21.27	21.91	22.57	23.24	23.94	24.66	25.40	26.16	26.95	27.76	28.59
Recreation Program Leader	\$ 19.76	\$ 20.65	21.27	21.91	22.57	23.24	23.94	24.66	25.40	26.16	26.95	27.76	28.59
Senior Lifeguard	\$ 21.00	\$ 21.94	22.60	23.28	23.98	24.70	25.44	26.20	26.99	27.80	28.63	29.49	30.37
Camp Program Supervisor	\$ 21.00	\$ 21.94	22.60	23.28	23.98	24.70	25.44	26.20	26.99	27.80	28.63	29.49	30.37
Recreation Specialist	\$ 21.00	\$ 21.94	22.60	23.28	23.98	24.70	25.44	26.20	26.99	27.80	28.63	29.49	30.37
Teen Center Program Supervisor	\$ 21.00	\$ 21.94	22.60	23.28	23.98	24.70	25.44	26.20	26.99	27.80	28.63	29.49	30.37
Senior Student Conservation Corp	\$ 21.00	\$ 21.94	22.60	23.28	23.98	24.70	25.44	26.20	26.99	27.80	28.63	29.49	30.37
Office Assistant	\$ 22.23	\$ 23.23	23.93	24.65	25.39	26.15	26.93	27.74	28.58	29.43	30.32	31.22	32.16
Event Assistant	\$ 22.23	\$ 23.23	23.93	24.65	25.39	26.15	26.93	27.74	28.58	29.43	30.32	31.22	32.16
Recreation Program Coordinator	\$ 23.47	\$ 24.53	25.26	26.02	26.80	27.60	28.43	29.28	30.16	31.07	32.00	32.96	33.95
Assistant Swim Coach	\$ 23.47	\$ 24.53	25.26	26.02	26.80	27.60	28.43	29.28	30.16	31.07	32.00	32.96	33.95
Senior Recreation Instructor	\$ 23.47	\$ 24.53	25.26	26.02	26.80	27.60	28.43	29.28	30.16	31.07	32.00	32.96	33.95
Swim Coach - Assistant	\$ 23.47	\$ 24.53	25.26	26.02	26.80	27.60	28.43	29.28	30.16	31.07	32.00	32.96	33.95
Student Conservation/Trails Crew Coordinator	\$ 23.47	\$ 24.53	25.26	26.02	26.80	27.60	28.43	29.28	30.16	31.07	32.00	32.96	33.95
Office Specialist	\$ 24.70	\$ 25.82	26.59	27.39	28.21	29.06	29.93	30.83	31.75	32.70	33.68	34.69	35.74
Maintenance Tech	\$ 25.94	\$ 27.11	27.92	28.76	29.62	30.51	31.42	32.37	33.34	34.34	35.37	36.43	37.52
CDL Driver	\$ 30.26	\$ 31.62	32.57	33.55	34.56	35.59	36.66	37.76	38.89	40.06	41.26	42.50	43.78

Step Scale from A to L is 3%

Executive Director has authority to negotiate hourly pay rates for short term, highly specialized, part-time employees.

BAINBRIDGE ISLAND METROPOLITAN PARK RECREATION DISTRICT

2024 Salary Scale

REGULAR PART-TIME SALARY SCALE FOR 2024 - ALL HOURLY

	2023	2024											
POSITION	A Step	A Step	B Step	C Step	D Step	E Step	F Step	G Step	H Step	I Step	J Step	K Step	L Step
Office Assistant	22.23	23.23	23.93	24.65	25.39	26.15	26.93	27.74	28.58	29.43	30.32	31.22	32.16
Head Lifeguard	23.47	24.53	25.26	26.02	26.80	27.60	28.43	29.28	30.16	31.07	32.00	32.96	33.95
Office Specialist	24.70	25.82	26.59	27.39	28.21	29.06	29.93	30.83	31.75	32.70	33.68	34.69	35.74
Maintenance Tech	25.94	27.11	27.92	28.76	29.62	30.51	31.42	32.37	33.34	34.34	35.37	36.43	37.52
Rec. Program Specialist	27.17	28.40	29.25	30.13	31.03	31.96	32.92	33.91	34.93	35.97	37.05	38.16	39.31
Maintenance Coordinator	30.88	32.27	33.24	34.24	35.26	36.32	37.41	38.53	39.69	40.88	42.10	43.37	44.67

Step Scale from A to L is 3%

Executive Director has authority to negotiate hourly pay rates for short term, highly specialized, part-time employees.