

## AGENDA

**Bainbridge Island Metropolitan Park & Recreation District  
Regular Board Meeting 6:00 pm  
Thursday – February 15, 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](http://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 February 1, 2024
- 30.2** Financial: Approval of vouchers and payroll.

**40. GENERAL BUSINESS**

- 40.1** Ray Williamson Pool Renovation Update Keough (20 min)  
**Action:** Information only.
- 40.2** Board Retreat Discussion DeWitt/Janow (15 min)  
**Action:** Possible decision on date and topic for retreat.

**50. STAFF REPORT**

**60. UPCOMING MEETINGS**

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
05/02/24	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** — legal, per RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

100.1 Potential motion to apply for grant.

110. RECONVENE TO REGULAR SESSION

120. ADJOURNMENT

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**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 February 1, 2024  
 BAINBRIDGE ISLAND RECREATION CENTER**

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

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

**ADJUSTMENTS TO AGENDA:** Add an executive session for legal for 15 minutes.

**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.

**PUBLIC COMMENTS**

Paul Webber said he is excited about the potential for a wider and deeper Ray Williamson pool. Any way the length of the closure period can be shortened is important. If the pool is widened and deepened, the more it can be treated as a partnership with the aquatic community the more successful it will be. The big picture is that this is a way to help increase the physical and mental health of both youth and adults.

**BOARD CONSENT**

**APPROVAL OF MINUTES:**

Upon making the following revisions to the minutes of the January 18, 2024 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: On page 4, first bullet point, second sentence, after the word “bond” insert: to build a replacement pool.

**APPROVAL OF PAYMENTS: MSC: DeWitt/Goodlin: I have reviewed the following vouchers, warrants and electronic payments and move that they be approved for payment.**

<b>Batch Date</b>	<b>Fund Number &amp; Name</b>	<b>Warrant Numbers</b>	<b>Total Batch Amt</b>	<b>Pre-Approved</b>
01/18/24	001 General Fund	27296-27322	103,939.65	01/18/24
01/26/24	001 General Fund 300 Capital Improvement Fund	27323-27372	157,899.85	01/26/24
01/31/24	001 General Fund 300 Capital Improvement Fund	27373-27397	129,944.76	01/31/24
	001 General Fund (Jan. Payroll)	EFT & 3251-3261	635,038.64	

**GENERAL BUSINESS**

**UPDATE REGARDING RAY WILLIAMSON POOL RENOVATION:** Senior Planner Matthew Keough said in December, as Stemper Architecture Collaborative was getting close to 100% construction documents on the Ray Williamson pool renovation they were asked to do a feasibility study on an expanded Phase II including adding lanes and deepening the pool. There are 15 critical items that must be addressed to keep the Ray Williamson pool functioning and are part of the original scope of work. The seasonal high water table necessitates that the project be done in two phases with Phase I tentatively scheduled for 2024 and the original Phase II scheduled to be complete by the end of 2025. The work is not a band aid, it is designed to allow the pool to last another 20-50 years. The original project scope would cost an estimated \$5.1 million dollars with Phase II accounting for about 2 million of those dollars. Staff have been reviewing the Capital

Improvement Fund and the necessary funds for the original scope can be made available, although board authorization will be needed to amend the CIF budget.

Under consideration are two additional options for Phase II. Option 1 is the original scope of work, plus adding two lanes and adding pool depth. The cost for Phase II Option 1 based on the feasibility study has been estimated at 5-6 million dollars with total project cost estimated at 8-10 million dollars. Phase II Option 2 is the original scope of work plus adding two lanes, adding pool depth, and raising the deck. The cost for Phase II Option 2 based on the feasibility study has been estimated at 6-7 million dollars with the total project cost estimated at 9-11 million dollars. There is a funding gap of 5-6 million dollars which is a very serious consideration. Construction documentation is being finished now and there is a need to bid the project and award the contract by April to hopefully start Phase I in June 2024. Staff are working with the City of Bainbridge Island regarding what it would mean to the existing permit if Phase II was amended to Option 1 or Option 2. There is a vesting in the building code that takes place in mid-March and changes after that date carry a risk of having to meet the new code which would include a lot of seismic improvements. Commissioner Goodlin asked Matthew Keough to explain more about vesting. Matthew Keough said currently in effect is the 2018 International Building Code and higher standards are anticipated in the 2021 IBC which becomes effective for project review on March 15, 2024. The 2021 IBC increases the review standards and the mandates on building structures and systems. According to Stemper's initial review, under the 2021 IBC there would be a potential estimated cost increase of 1.5 million dollars. The ideal is to have 100% construction documentation under permit review before March 15.

Commissioner Kinney asked if the funding needs to be nailed down or planned for before an expanded Phase II is planned. Executive Director Terry Lande said there should be a plan for funding. Park Services Division Director Dan Hamlin said there is an effort to gauge interest in the community. The group interested in building a private pool has said they want to finish their feasibility study before they decide whether they would support an expanded Phase II. Terry Lande said staff are narrowing down the possible funding mechanisms for an expanded Phase II which appear to be bond, fundraising, and grant. Borrowing the money is out as paying it back would cost almost the entire CIF budget for the next ten years. To meet the proposed timeline, there are a lot of important decisions to be made in the next two months. Commissioner Kinney said it is concerning that the private pool group does not want to commit at this time with such a short timeline and asked Commissioner Goodlin if he knows what kind of interest the general pool community has in this. Commissioner Goodlin said he thinks interest is very high. Whenever he has spoken to people they have been enthused about the concept and he thinks people are willing to pitch in and do things. The private pool group is kind of small but is energized about their project and feels an obligation to see the feasibility study through because it was funded by donors. Terry Lande said a bottom-line issue is that without major support from the aquatic community an expanded Phase II is not going to go anywhere. Commissioner Goodlin said the board needs to consider starting a committee to help organize, give input, and get commitments for the project. Commissioner Kinney said that over the last few years large bonds over \$50 million dollars have been discussed in terms of a new pool or a field house. He thinks it might be an advantageous time for a small bond for something like this especially with any Bainbridge Island School District plans for capital improvement bonds on hold. The Park District certainly cannot afford to pay for an expanded Phase II without community financial support. To the extent that the swimming community could pitch in, it would make a good presentation for the public. A new pool would be wonderful, but it would be a pretty heavy lift to pay for. An expanded Phase II is a reasonable and financially sound compromise.

Jim Boulgarides spoke in support of adding two lanes to the Ray Williamson pool and said there is a lot of the swimming public that would support this project even if the private pool group does not.

Paul Webber said this is a wealthy island and people are willing to write checks; he believes that a bond would have public financial support behind it.

**STRAWBERRY HILL PARK CONCEPT PLAN:** Senior Planner Matthew Keough said the purpose of a concept plan is to be intentional. In 2022 the Strawberry Hill Park concept plan process was initiated. Staff have worked on the concept plan with a consultant and may bring the concept plan for adoption by the board as early as March 2024. A mailer went out to every address within a half mile radius of the park for a community meeting in 2022 and again for tonight's meeting. The general concept plan idea is to have a central open play area in the middle of the park with distinct special use areas around the perimeter of the park. Parking ease and circulation was designed with a second entry to create flow. A trailhead and dedicated forest area with trails as well as loop trails throughout the park were included. It was noted that an undefined sports complex area and adjacent pervious parking area is part of the concept plan on the park addition known as the Comcast Property. Matthew Keough talked through the list of park features both existing and proposed in the concept plan and said a concept plan enables future initiatives without prioritizing or sequencing. Commissioner Swolgaard said there are four things going on that have already been approved, the bike park, dog park, skate park, and batting cage. Matthew Keough said that is correct there are some commitments and priorities already in place. Having a concept plan helps with both budget and grant proposals.

Commissioner Kinney said regarding the concept plan's proposed realignment of field 3, it would be incredibly expensive to realign the field. Field 3 does need to have the trees taken out on the west side which restrict the size of the right field. Having had kids that played on that field he does not see a need to realign it and it is economical to just leave it aligned as is. He shared that last week the pickleball group had a planning meeting at which building covered pickleball courts was discussed at either Battle Point Park and/or Strawberry Hill Park. He suggests that the designated sports complex area be made larger for pickleball and/or tennis courts. He also suggests taking the road out connecting the second entrance to the original entrance road. Commissioner Goodlin said that he likes the concept of the central play area and thinks it is worth considering a road to Strawberry Hill Center that does not require driving across it. He said keep in mind a potential future option is installing artificial turf on the two fields on the northeast side of the park. Commissioner Goodlin said for the sake of discussion, if the board does decide to go out for a bond for the Ray Williamson pool renovation it could consider including money designated for Strawberry Hill Park. Commissioner Kinney said that is a great idea but only if it would help get the bond to pass. Commissioner Goodlin said he does not mean go out for a large bond but if it is a modest increase, it could be beneficial to fund some of the developments at Strawberry Hill Park. Commissioner DeWitt said one thing to think about is that Strawberry Hill Center is a portable building. Commissioner Kinney said if you move Strawberry Hill Center you no longer need the road across the central play area. Commissioner DeWitt said he agrees that there needs to be as much court space as possible as there is going to be demand and it is one of the few options for building court space. Commissioner Swolgaard asked if he heard right that the designated court area is sized for ten tennis courts and Matthew Keough said yes.

Jim Woehr is a Strawberry Hill Park neighbor who is concerned about the perimeter trail which he would like to see reoriented away from his property.

Commissioner Goodlin asked if any of the park boundary is fenced. Park Services Division Director Dan Hamlin said the original parcel is fenced.

Ben Skoglund spoke in support of reducing roads in the concept plan and with concern about the perimeter trail as a park neighbor.

Executive Director Terry Lande asked Matthew Keough to clarify what a concept plan is. Matthew Keough said it is a guiding vision of what is feasible but is always up for amendment.

Mary Meier, executive director of the Bainbridge Island Parks & Trails Foundation, said it has been a thrill to work with the public to bring the acquisitions about to enlarge Strawberry Hill Park which is centrally located and close to schools. She spoke in support of loop trails in the park, particularly on the Comcast Property addition. She also mentioned that there is funding in place through BIPTF for interpretive signage to continue to tell the story of the park back to the Hayashida family.

Commissioner Kinney said there has been conversation about potentially renaming Strawberry Hill Park after the Hayashida family and that ought to be thought about again now. There was also talk about whether Native American tribes used that spot or if they were mostly on the shoreline which can be checked into.

**ENTERPRISE FLEET LEASE PROGRAM:** Park Services Division Director Dan Hamlin said staff are entertaining an option to lease vehicles. It is being considered because currently 16 of the Park District's 31 vehicles are at least 20 years old. The existing replacement plan is budgeted at \$155,000 per year. That is a larger amount than it has been in previous years, and it can be flexible if park District spending needs to be reduced for any reason. Escalating vehicle costs have meant mostly purchasing used vehicles with the existing replacement plan budget, which covers both vehicles and equipment. The Park District is no longer able to achieve the targeted 10-year replacement schedule for vehicles. Transitioning to electric vehicles would not be possible for a long time with the current replacement plan. It is difficult for the Park District mechanic to keep up with the size of the fleet and there is a maintenance component included in the lease program.

With the vehicle lease program, savings would be realized in fuel costs with more fuel-efficient vehicles and with reduced required maintenance. The lease program vehicles would be on a five-year replacement schedule and equity would be created in the system as a vehicle is leased. Leasing vehicles would create an ability to transition to electric or hybrid vehicles more quickly. Vehicles would have all the latest safety equipment, more fuel efficiency, and have a maintenance plan included. Cons include having a fixed annual cost and no fixed preferred vehicle manufacturer. Also, some vehicles are not eligible such as the bus and vehicles with a gross vehicle weight rating over 26,000. Commissioner DeWitt asked how many vehicles that effects, and Dan Hamlin said four including the bus. If the Park District participates in the lease program about \$170,000 a year would need to be budgeted for the replacement plan. Commissioner DeWitt said with the \$155,000 currently budgeted, which does not include the cost to maintain vehicles, it is probably a wash or close to it. Dan Hamlin said that is what it looks like and why staff is introducing the idea to the board. There are no red flags regarding the contract, but staff has more questions and is checking in with other agencies participating in lease programs.

Commissioner Goodlin asked where the maintenance would happen for the leased vehicles. Dan Hamlin said Island Center Auto is approved for service. Commissioner Goodlin asked if it would free up the Park District mechanic to do other things. Dan Hamlin said it is currently difficult for the mechanic to keep up and he would still be responsible for all the equipment and boats. Commissioner DeWitt asked what the estimated replacement cost would be for the vehicles not on the lease program. Dan Hamlin said the remaining available funds in the replacement plan budget after paying the lease costs would be enough to cover those as well as equipment and boats.

**RESOLUTION 2024-02: AMENDED 2024 SALARY SCALE:** Executive Director Terry Lande said on January 4 the board unanimously adopted a transition plan which included a proposal to transition Administrative Division Director Amy Swenson to assistant executive director. The only change made to the salary scale was adding a new level for assistant executive director. **MSC: DeWitt/Kinney: Move to approve Resolution 2024-02, the amended salary schedule.**

**ACTING EXECUTIVE DIRECTOR PAY:** Commissioner Kinney said he and Commissioner Swolgaard are on the Personnel Committee and they met with Park Services Division Director Dan Hamlin to discuss the pay increase for taking on the position of acting executive director. Dan Hamlin was offered a 10% increase which he agreed to. Dan Hamlin was appointed acting executive director as of March 1 at the January 4 board meeting. **MSC: Kinney/DeWitt: Motion to increase Dan Hamlin's current pay by 10% to account for him taking the position of acting executive director.** Commissioner DeWitt said his salary would be 10% above \$144,947 which is \$159,442.

#### **STAFF REPORT**

**Recreation Division:** Recreation Superintendent Bryan Garoutte said the first draft of the summer catalog is due from staff on Monday. Aquatic Center summer programs will not have published dates or times until there is a firm schedule for the Ray Williamson pool renovation. There will be a Valentine's Day dance for middle schoolers at Bainbridge Island Recreation Center.

**Park Services Division:** Park Services Superintendent David Harry said staff are working to finish up the utility infrastructure at the dog park. Work continues at Williams-Olson Park. Next up is the new batting cage at Strawberry Hill Park and after that rebuilding the Eagledale Park picnic shelter. Park Services Superintendent Lydia Roush said the goal is to have the dog park expansion project complete in time for the Roses and Noses event on February 10. Staff have been working with the two Strawberry Hill Park neighbors that spoke tonight to plant buffers for them. There is a volunteer appreciation event February 8 from 5:00-7:00 pm at the Bainbridge Island Recreation Center. A trail has been rerouted at Blakely Harbor Park. Horticulture staff is prepping for the spring flush. Park Services Division Director Dan Hamlin asked if the board would object if Kitsap Public Utility District left the new water tower on their easement at Gazzam Lake Nature Preserve as unpainted concrete. Commissioner Swolgaard said he would object as painting it was agreed to. Staff have been engaged with Port Blakely Tree Farms regarding being part of the agreed order with the Department of Ecology to compete for grants for cleanup at Blakely Harbor Park without taking on financial risk. Rotary Club reached out about installing a solar charging table at Battle Point Park which has been approved.

#### **BOARD MEMBER REMARKS:**

- Commissioner DeWitt said he went to a Chamber of Commerce monthly mixer to represent the Park District and there were about 50 people there. There are a lot more people involved in their mid-30's to mid-40's than there used to be, which is neat for a vibrant community.
- Commissioner DeWitt said since October 1 there has been 24.38 inches of rain on Bainbridge Island with 7.57 of those inches in January.
- Commissioner Kinney said at the last board meeting he brought up a request by the softball community to take out trees along the right field fence at field 3 at Strawberry Hill Park to make the field larger and comparable to what the boys have. Park Services Division Director Dan Hamlin said it is being assessed.
- Commissioner Goodlin said he was contacted by Tom Kilbane and Reed Price with the Bainbridge Island Senior Community Center. He met with them and potential collaboration with the Park District was discussed.
- Commissioner Goodlin said he has had a lot of informal conversations about the Ray Williamson pool renovation. There is a lot of enthusiasm even though there would be some hardship with it being shut down.

**MEETING ADJOURNED** to a two-minute recess at 8:08 pm with announced time to reconvene at 8:10 pm. **MEETING RECONVENED** at 8:10 pm.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 8:10 pm for discussion of legal with announced time to reconvene at 8:25 pm.

**MEETING RECONVENED** at 8:25 pm and **ADJOURNED** at 8:25 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