

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING March 6, 2025
STRAWBERRY HILL CENTER

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

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

ADJUSTMENTS TO AGENDA: Add agenda item 40.5 Privacy Statement under general business for information only.

MISSION STATEMENT: Chair Goodlin read the 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

Jerry Elfendahl spoke to share that he recently used Pacer Pole brand hiking poles, and he highly recommends them.

Mary Meier, executive director of the Bainbridge Island Parks & Trails Foundation, shared that in 2024 BIPTF was able to provide cash grants to the District in the amount of \$488,979 due to the generosity of the community. In non-cash grants two private citizens facilitated land acquisition gifts through BIPTF estimated to be worth nearly 1.5 million dollars in total. She thanked the District for being a great partner and the community for allowing BIPTF to do that work. The commissioners expressed their gratitude to BIPTF.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the February 20, 2025 regular board meeting, Chair Goodlin stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: Kinney/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
02/27/25	001 General Fund 300 Capital Improvement Fund	29457-29469	38,301.01	02/27/25
03/03/25	001 General Fund	29495-29524	51,133.89	03/03/25
	001 General Fund (Feb. Payroll)	EFT & 3415-3417	405,001.50	
	001 General Fund (Feb. Payroll Benefits and Taxes)	EFT & 10065-10070	210,774.66	
	300 Capital Improvement Fund	Pre-approval	52,810.92	

GENERAL BUSINESS

NON-BINDING LETTER OF INTENT FOR BAINBRIDGE ISLAND LAND TRUST TO PURCHASE A CONSERVATION EASEMENT FROM PARK DISTRICT ON LAND CONSISTING OF APPROXIMATELY 40 ACRES LOCATED IN KITSAP COUNTY, WASHINGTON, TAX PARCEL NO.162502-1-041-2006 (CURRENTLY OWNED BY BAINBRIDGE ISLAND SCHOOL DISTRICT): Executive Director Dan Hamlin said at the last meeting the board directed staff to work with Bainbridge Island Land Trust and Bainbridge Island Parks & Trails Foundation to acquire the Bainbridge Island School District property in the Grand Forest East which they surplused. He took a moment to thank BILT and BIPTF for their work towards the goal of raising money to save this property. The letter of intent is a non-binding commitment to work with BILT to place a conservation easement on the

property within a suitable timeframe, as it will not be possible to have one in place by the time the property will have to be purchased. The District will be responsible for some expenses in connection with acquiring the property, similar to those the District has paid for properties that have been received by the District as a donation. The date in section nine of the letter will need to be edited to reflect April 4 instead of March 14 if the board decides to move forward. Dan Hamlin said the District will require the following in any conservation easement allowed on the property: 1) that the current sanctioned trails are protected in perpetuity, 2) allowance of up to a twelve-car parking lot in an agreed upon location, 3) a recreation zone established around all the trails, 4) protection of the trail to the northwest corner of the property, 5) allowance of a future east/west trail connection, and 6) establishment of a mutual process to establish any new trails in the future. Commissioner Goodlin asked if there will be an ability to modify trails in the future under the conservation easement. Dan Hamlin said yes and that typically under a conservation easement the District has a no net loss agreement meaning the amount of trail mileage would have to remain the same. **MSC: Janow/Swolgaard: Approve and direct Executive Director Dan Hamlin to sign the non-binding letter of intent for purchase of conservation easement at the Grand Forest East with the change in date to number nine from “both parties no later than March 14” to read April 4, 2025 and also in line three to change March 14 to April 4, 2025, and to include the trail corridor that runs north/south on the west boundary just off of Mandus Olson Road.**

Kirk Robinson encouraged the board to consider in discussions with BILT that it is important that a trail extension to the east including potential connection to Meigs Park be allowed as well as the ability to complete what has been referred to as the northeast loop trail.

Commissioner Swolgaard asked if the trails referred to by Kirk Robinson would be allowed. Dan Hamlin said the conversations to date with BILT would not allow any new trails in the northern section. A trail connection to the east would be allowed, but further south than the location Kirk Robinson referred to.

PURCHASE AND SALE AGREEMENT WITH BAINBRIDGE ISLAND SCHOOL DISTRICT FOR GRAND FOREST EAST PROPERTY:

Executive Director Dan Hamlin said the document for discussion is a draft of a relatively simple purchase and sale agreement with the Bainbridge Island School District for their property in Grand Forest East. There have already been some suggested edits for the attorneys to review. Bainbridge Island Land Trust wants the recitals under section B amended to read, “conservation and recreation purposes.” In section two an edit is under consideration to change the amount of the earnest payment to \$25,000 to match the earnest payment in the letter of intent between BILT and the Park District. In the last sentence of section two it is noted that the deposit will be non-refundable, but staff want that taken out as this is being done based on the School District’s timeline. The School District can sell this property at a reduced value of 2.2 million dollars to the Park District because the transaction is between two public agencies. However, the full value must still be accounted for and one way to account for it is through a seller’s reserve easement which would provide access for educational purposes in perpetuity to the School District. However, that easement could not supersede the conservation easement which would need to control the seller’s reserve easement.

POTENTIAL TRANSFER OF SEWER DISTRICT #7 PROPERTIES TO THE PARK DISTRICT INCLUDING FORT WARD HALL (9705 EVERGREEN AVE NE): Executive Director Dan Hamlin said Sewer District #7 is looking to dissolve all their assets, all their infrastructure will go to Kitsap Public Utility District. Management of Sewer District #7 is currently contracted to KPUD which has no interest in owning the property with Fort Ward Hall or the other piece of property. The Sewer District #7 manager at KPUD has been tasked with negotiating terms with the Park District if the board is interested in ownership of Fort Ward Hall or a separate vacant lot to the north of Fort Ward Parade Grounds. There will be two separate tracks, one for Fort Ward Hall and one for the vacant lot which would have restrictions and therefore require additional conversation. Commissioner Janow said she is in favor of moving forward with an agreement on the property with Fort Ward Hall but is less interested in the other property if it has any encumbrances. However, she would be interested in understanding how it

would make sense for the District to maintain the vacant property with any encumbrance on it. Commissioner DeWitt said he agrees with Commissioner Janow and that if the vacant property were to be transferred to the District, he would want it to be unencumbered. He noted that it is separated from the Fort Ward Parade Grounds and said if there is no use for it other than open space then he sees it as a liability for the District. Commissioner Swolgaard asked what restrictions would be on the vacant lot. Dan Hamlin said his understanding is it would be open space and essentially would just have to be mowed and nothing else could be done with it. There was some conversation about how the vacant piece of property could be used by the District and Dan Hamlin said he would follow up on whether the property could be transferred unencumbered and if not, what would be allowed. He has concerns regarding kids crossing the road between Fort Ward Parade Grounds and the vacant parcel were it to be owned by the District and have any features enticing to kids. It was noted that if Fort Ward Hall were transferred to District ownership that KPUD would still have the right to use the office and possibly utilize some space to bring broadband into the area.

INTEGRATED PEST MANAGEMENT PLAN 2025: Park Services Division Director Lydia Roush said the District has a comprehensive integrated pest management plan which utilizes various methods to control weeds. However, there are weeds that are managed with herbicides. Last year staff had success eradicating poison hemlock at Schel Chelb Park and Point White Pier. Staff did not apply herbicides in parks as they usually do last year due to difficulty with finding windows of appropriate weather in which herbicides could be applied. The goal is to continue to grow the number of parks managed under the IPM plan without losing the progress that has been made. There is constant monitoring of parks by staff, and citizens are also good at reporting noxious weeds. Staff want to spray sports fields this fall. It was noted that last fall the weather prohibited herbicide application on sports fields as well. The sports fields to be treated are at Battle Point Park, Hidden Cove Ballfields, Strawberry Hill Park, and Rotary Park. Staff intend to try some organic herbicides this year. **MSC: DeWitt/Kinney: Move to approve staff to apply herbicide treatments for noxious weeds and broad leaf weeds and species of concern on District property at: 1) known locations, 2) newly discovered locations, 3) sports fields, and 4) follow up treatments as necessary through the spring and fall application seasons.** Commissioner Swolgaard noted that while he is no fan of herbicides, he voted in support of the motion because he trusts that staff will use a minimal amount. There was some conversation regarding how herbicides are a last resort per policy and that the District has worked hard on and had success managing weeds through other methods. Executive Director Dan Hamlin added that when herbicide treatments are applied it is almost always in a controlled environment on a targeted species.

PRIVACY STATEMENT: Executive Director Dan Hamlin said what is being presented tonight is not a new policy, but it does consolidate policies into a public statement about how the District handles information privacy. Some software applications the District plans to implement in conjunction with launching the Active Net software require a privacy statement to be posted on the District's website. He asked if the board had any reservations about what staff are proposing to post. There were some suggestions from the board and Dan Hamlin said he would consider them prior to posting the statement online.

STAFF REPORT

Park Services Division: Park Services Division Director Lydia Roush said the Department of Natural Resources will be removing creosote logs from the District's Manitou Beach property on March 24 and 25. She attended the grand opening for the Kitsap Public Utility District's new water towers in their easement in Gazzam Lake Nature Preserve and the new parking lot completed as part of the project agreement is a big improvement. The Environmental Protection Agency has closed some sections of Pritchard Park for their work on the superfund site and the closures will be in place for years to facilitate that work. Park Services Superintendent David Harry reported that work continues on the batting cage at Strawberry Hill Park and the Sakai Park entrance. Work is under way to help stabilize the sail float in Eagle Harbor. Matthew Keough said the engagement plan for the comprehensive plan update is being developed and shared a draft project calendar with the board.

Recreation Division: Recreation Division Director Madison Collins said Adaptive & Accessibility Coordinator Cody Ogren and Natural Resources Manager Morgan Houk were selected to present the neurodiverse Student Conservation Corps program at the National Recreation and Park Association annual conference. Rotary Club awarded the District a grant for equipment to start an adaptive kayaking program. The Ray Williamson pool is now scheduled to be closed for renovation as of March 17. Bainbridge Island Recreation Center is all set up for the pickleball tournament that starts tomorrow. Commissioner Janow asked what kind of training staff are receiving to meet the needs of participants in adaptive programs. Madison Collins said there is not much formal training available in that area, however, Adaptive & Accessibility Coordinator Cody Ogren has extensive knowledge in that field and meets with staff and leads a lot of the programs himself. Commissioner Janow suggested that staff could help the industry by being a leader in training for adaptive recreation. Recreation Superintendent Bryan Garoutte said that surplus equipment at Eagledale Pottery Studio has been sold.

Administrative Division: Assistant Executive Director Amy Swenson said a request for proposals will be out by the end of the month to review job descriptions and pay scales. The state's 2022-2023 audit of the District is expected to be wrapped up next week.

Executive Director Dan Hamlin said Kitsap Public Utility District's water tank at Sullivan Road has been removed per the agreement with the Park District regarding the KPUD easement off Deerpath Lane in Gazzam Lake Nature Preserve. The recognition committee to honor Terry Lande has held one meeting so far.

BOARD MEMBER REMARKS:

- Commissioner Swolgaard asked if the District will be able to get access through the property to get to the trail to Gazzam Lake Nature Preserve now that Kitsap Public Utility District's water tank has been removed from Sullivan Road. Executive Director Dan Hamlin said the easements are complicated, and access has not been sorted out yet.
- Commissioner Swolgaard said he and Commissioner Kinney attended the recent Bainbridge Island Parks & Trails Foundation meeting.
- Commissioner Janow said she and Commissioner DeWitt attended the grand opening for the Kitsap Public Utility District's water towers in their easement in Gazzam Lake Nature Preserve and noted that it is a nice demonstration of public agencies working together through challenges to achieve a result.
- Commissioner Janow said recently at Battle Point Park she saw a person fly fishing in the south retention pond.
- Commissioner Janow asked for it to be noted that the District's Earth Day Expo will be held April 26 at Battle Point Park from 10:00 am – 2:00 pm.
- Commissioner Janow said watching what is happening across the nation with the closing of national parks the District should think about what increase in usage could be anticipated and managed here.
- Commissioner DeWitt said Puget Sound Regional Council is asking local elected officials to support issues with the ferry system. He requested that it be an agenda item so the board can decide if they want to support it.
- Commissioner DeWitt said a recent article in the Bainbridge Review featured Adaptive & Accessibility Coordinator Cody Ogren and Natural Resources Manager Morgan Houk and several of the participants in the neurodivergent Student Conservation Corps program last summer who gave a presentation about the program in Olympia.
- Commissioner DeWitt read the card he received from Jane Field, Chuck Field's widow, after the recent dedication event for the Chuck Field Memorial Loop trail in the Grand Forest East.

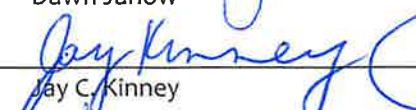
MEETING ADJOURNED at 7:35 pm.

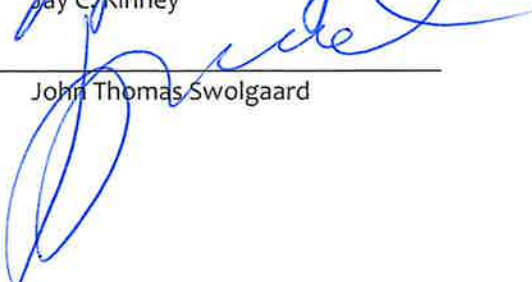
Helen Stone
Dan Hamlin

BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: 
Tom Goodlin

BY: 
Dawn Janow

BY: 
Jay C. Kinney

BY: 
John Thomas Swolgaard

ATTEST: 
Kenneth R. DeWitt