

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING April 3, 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.

**ADJUSTMENTS TO AGENDA:** There will be no executive session.

**CONFLICT OF INTEREST DISCLOSURE:** None

**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**

Loanne Harmeling presented a check from Bainbridge Community Tennis Association for \$25,000 towards their financial commitment for the new Sakai Park tennis courts.

**BOARD CONSENT**

**APPROVAL OF MINUTES:**

Upon hearing there were no corrections to the minutes of the March 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
03/25/25	001 General Fund 300 Capital Improvement Fund	29641-29676	\$138,674.27	03/25/25
04/01/25	001 General Fund 300 Capital Improvement Fund	29677-29733	\$231,856.10	04/01/25
	001 General Fund (March Payroll)	EFT & 3419-3122	\$396,892.91	
	001 General Fund (March Payroll Benefits and Taxes)	EFT & 10071-10074	\$266,629.66	
	001 General Fund	Pre-approval	\$61,732.00	
	300 Capital Improvement Fund	Pre-approval	\$73,702.55	
	300 Capital Improvement Fund	Pre-approval	\$594,830.86	

**GENERAL BUSINESS**

**PURCHASE AND SALE AGREEMENT WITH BAINBRIDGE ISLAND SCHOOL DISTRICT FOR THEIR PROPERTY IN GRAND FOREST EAST:** Executive Director Dan Hamlin presented an updated version of the purchase and sale agreement with the Bainbridge Island School District for their property in Grand Forest East including the statutory warranty deed which mentions the reserved easement for the School District to access the property for educational purposes. Section eight on page six has been edited to mention the restrictive covenants. Commissioner DeWitt asked about the cost of the statutory warranty deed. Dan Hamlin said the Park District is getting a bargain sale because the School District is keeping the value of the easement. The School District will review and potentially approve these documents at their April 17 board meeting. The

documents will also be brought back to the Park District's board meeting for potential approval that night. There will be an additional purchase and sale agreement with Bainbridge Island Land Trust for the purchase of the restrictive covenants and grant of deed of right.

**RESTRICTIVE COVENANTS AND GRANT OF DEED OF RIGHT FOR PROPERTY IN GRAND FOREST EAST:** Executive Director Dan Hamlin said the restrictive covenants and grant of deed of right with Bainbridge Island Land Trust for the property in the Grand Forest East does not need to be approved at this meeting and there are updates to the document. The Bainbridge Island Parks & Trails Foundation board and staff made some recommendations regarding the consultation and collaboration language in the document. There was an expectation at the launch of the fundraising campaign that the land would be protected in perpetuity which led to the development of the restrictive covenants as the mechanism. In section 6A of the document, consultation and collaboration have now been defined. Commissioner Kinney said he would like more time to think about the definitions of consultation and collaboration in the document. Commissioner Janow asked if the District would have to check with BILT if there was a desire to build a new trail on the property and Dan Hamlin said yes.

**MSC: Kinney/Janow: Move to table approval until the next meeting.**

Mary Meier, the executive director of the Bainbridge Island Parks & Trails Foundation, said they are grateful to BILT for leading the fundraising campaign with them and taking on the restrictive covenants. Their point was that collaboration is an ambiguous word, and they are thinking about perpetuity, not the current partnership.

**DRAFT SURVEY FOR COMPREHENSIVE PLAN UPDATE:** Senior Planner Matthew Keough said community input is needed at the beginning of the comprehensive plan update process. Preparations are underway to launch the public engagement portion of the process to learn about current community priorities and educate the public about the District. A scientifically valid survey will be run by a third party and is tentatively scheduled to go out at the end of April. After the controlled sample audience completes the survey, the survey will be made available to all members of the public. Executive Director Dan Hamlin noted that the controlled data set will be kept separate. There was some discussion and suggestions from commissioners regarding the draft survey questions, adding questions, and defining terms.

**RESOLUTION 2025-04: ADVERTISING AND SPONSORSHIP POLICY:** Executive Director Dan Hamlin said there has been a request for one edit prior to approval. The request is to edit the second bullet in section four which is at the top of page two, to read, "Promotion of classes, programs, events, or services not sponsored by the District," in place of the current language. **MSC: DeWitt/Kinney: Move to approve Resolution 2025-04 as revised.**

**RESOLUTION 2025-05: BULLETIN BOARD AND KIOSK POSTING POLICY:** Executive Director Dan Hamlin said there are no suggested changes to what was in the board packet. **MSC: DeWitt/Kinney: Motion to approve Resolution 2025-05 the kiosk policy.**

**RESOLUTION 2025-06: REMOTE WORK POLICY:** Executive Director Dan Hamlin said there has been a suggestion for an addition to the list on page two, under the expectations for remote work section. A new #5 would be inserted stating that the District will not pay for or reimburse for remote internet service or office equipment purchased for personal use. **MSC: Janow/Kinney: Motion to pass Resolution 2025-06 regarding adopting a remote work policy for the District's policy manual with the caveat of inserting between 4 and 5 under the expectations of remote work language that clarifies that the District will not compensate for home internet use or other office equipment.**

**BOARD STIPEND:** Executive Director Dan Hamlin reviewed information compiled by staff regarding compensation for board members. Some of the RCWs for special districts say "shall" and others say "may" regarding compensation and some prohibit compensation. Metro park districts fall into the category where compensation may be received. There is a maximum amount of compensation allowed by RCW per day and per year. The current annual maximum compensation is \$161 a day and \$15,456 a year. It has been found to be common for similar agencies to allow compensation, but it is also

common for board members to waive it. Currently the board policies allow for commissioners to be reimbursed for necessary expenses incurred for meetings of the board or when otherwise engaged in District business but prohibits compensation. Current board members would not be eligible to receive compensation, only those elected or reelected after a policy is put in place would be eligible, and compensation could be waived by individual commissioners. Commissioner Janow said the idea of compensation is to encourage or help facilitate people to serve on the board. She likes the idea of having compensation that could be waived. Commissioner DeWitt said when the current policy prohibiting compensation was established it was with the intention that the money could instead be put towards programs or maintenance. The compensation adds up and could potentially fund multiple part-time staff positions or even a full-time position. Commissioner Goodlin said he is not sure that compensation would broaden the pool of people interested in serving. He enjoys the fact that he volunteers for the public good and not to benefit himself and thinks there is merit in that. He does not know that a problem is being solved by offering to pay people. Commissioner Kinney said the option to be compensated would only apply to future or reelected commissioners and could be waived but it does give incentive and may even allow someone to participate who otherwise could not. Commissioner Goodlin said it is important to get the word out that this conversation is happening. Staff will compile more information to share at the next meeting.

### **STAFF REPORT**

**Recreation Division:** Recreation Division Director Madison Collins said there was a joint developmental disability awareness event at Island Center Hall on March 19 with other community organizations. A youth outdoor pickleball tournament will be held in June in partnership with Bainbridge Island Pickleball. Staff are still waiting to hear back from the Washington State Department of Health about whether the Ray Williamson pool will be allowed to open between the two phases of the renovation. Staff have decided to migrate over to ActiveNet just the households with current passes and memberships, which is about 6,000. ActiveNet will not allow for a negative balance in the software and will therefore require District funds to hold in an account for days when the amount of refunds issued exceeds the amount of revenue collected. Recreation Superintendent Bryan Garoutte said the summer recreation catalog was posted on the website today.

**Park Services Division:** Park Services Division Director Lydia Roush said the wet weather is making it difficult for staff to prepare the ballfields for the season. The contractor for the Strawberry Hill bike park build will start work in April. Park Services Superintendent David Harry said staff are wrapping up their work on the softball batting cage tomorrow. The new heating, ventilation, and dehumidification system for the Ray Williamson pool renovation will be brought in with a 110-ton crane.

Executive Director Dan Hamlin said the committee honoring Terry Lande's legacy will be on the next agenda to present recommendations. Bainbridge Island Parks & Trails Foundation has offered to help the District with comprehensive plan process messaging circulation and to support in-person meetings potentially with refreshments or childcare opportunities for participants to boost attendance.

### **BOARD MEMBER REMARKS:**

- Commissioner Kinney said a friend of his that swims laps every morning said they are having no trouble accessing a lane in the Don Nakata pool at the time they normally swim.
- Commissioner Kinney said some people have balked at the idea of serving on the board because the term length for a metro park district commissioner is six years. A request could be made to the legislature to change the length of the term.
- Commissioner DeWitt said he has been hearing positive feedback about how the Don Nakata pool schedule has been working out during the Ray Williamson pool renovation closure.

- Commissioner DeWitt said the softball community is grateful for all the work staff has done on the new batting cage at Strawberry Hill Park.
- Commissioner DeWitt attended the recent town hall meeting for the 23<sup>rd</sup> legislative district at Bainbridge High School. There were about 500 people in attendance and the conversation was mostly about school funding issues.
- Commissioner DeWitt said he participated in a recent walk-through of Eight Acre Wood.
- Commissioner Dewitt said he attended the commemoration for the 83<sup>rd</sup> anniversary of the day of forced removal at the Bainbridge Island Japanese American Memorial.
- Commissioner DeWitt said he has been working with staff to piece together District history by talking with former board commissioners.
- Commissioner DeWitt said the Bainbridge Island Police Department has been stepping up speed enforcement.
- Commissioner Janow acknowledged Executive Director Dan Hamlin for his work with the Grand Forest East.
- Commissioner Janow encouraged the board to look at the development of the comprehensive plan survey through the lens of incorporating history of the District and educating people about the District.
- Commissioner Goodlin said District staff are hosting the next Chamber of Commerce after-hour event at Fort Ward Hall.
- Commissioner Goodlin said he recalls discussions about improved trail head parking and there is interest from the community in continuing the conversation.
- Commissioner Goodlin said one of his neighbors captured footage of a cougar on their security camera this morning.

**MEETING ADJOURNED** at 7:37 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