

BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING April 17, 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: Adjust the order for agenda item 40.2 as needed to accommodate for a speaker who will not be at the meeting until 7:00 pm.

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

Adam Hunt spoke about the impacts of, and events following his filing of recall charges against four District commissioners in May of 2023.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the April 3, 2025 regular board meeting, Chair Goodlin stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: Kinney/Swolgaard: 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
04/09/25	001 General Fund 300 Capital Improvement Fund	29734-29762	105,215.25	04/09/25

GENERAL BUSINESS

BAINBRIDGE PREPARES STORAGE AND COMMUNICATIONS TOWER: Executive Director Dan Hamlin introduced Pascal Schuback, a program director and volunteer for Bainbridge Prepares. For his day job Pascal Schuback runs the organization for the national earthquake hazard reduction program for the western united states. He thanked the District for its partnership with Bainbridge Prepares and said the tower next to the administration building in Strawberry Hill Park presents a unique opportunity. The island is at risk for a variety of natural disasters as well as infrastructure vandalism and cybersecurity events. In all these cases disruption to public emergency communications is likely. The tower is surrounded by a security fence and Bainbridge Prepares hopes to store supplies in that fenced area as well. In the event of a natural disaster or other event disrupting regular communications the tower could help facilitate the communication needed for an organized response by Bainbridge Prepares volunteers as well as public messaging. The existing tower is 144 feet tall and was installed in 1989 for Bainbridge Island TV. The fact that the tower already exists presents an opportunity to have communications capabilities up and running faster than starting from scratch. Purchasing a new tower, without shipping costs, was recently quoted at \$275,000-300,000 and there would be additional challenges associated with the permitting process. Bainbridge Prepares understands that the future development of the concept plan for Strawberry Hill Park could potentially be impacted by the guide wires for the tower, but they are eager to move forward and work together to make

sure all the potential users have what they need. Bainbridge Prepares is also hoping to add two 40-foot storage containers in addition to a container for storing and operating the radios for communication in the fenced area below the tower. There was some discussion about the tower and future use of the general area of the park where it is located. Commissioner Goodlin said while he thinks this proposal has tremendous merit he would like to walk the area before committing to anything. Dan Hamlin said this proposal kicks the discussion about what will be done with that area of the park back into gear. Assessing whether the tower can stay in a more formalized plan for the park is a next step.

PURCHASE AND SALE AGREEMENT WITH BAINBRIDGE ISLAND SCHOOL DISTRICT FOR THEIR PROPERTY IN GRAND FOREST EAST: Executive Director Dan Hamlin said the property owned by the Bainbridge Island School District in the Grand Forest East was originally purchased for a potential future high school. Since that time the property has been managed by the Park District as part of the Grand Forest East. When the School District decided to sell the property, they came to the Park District because they know that it is important to the community as part of the Grand Forest. The Park District worked with Bainbridge Island Parks & Trails Foundation and Bainbridge Island Land Trust to raise the money to secure the property. Earlier tonight the School District board approved this purchase and sale agreement at a special board meeting. The only change from the version circulated in the board packet is that instead of a statutory warranty deed there is now a bargain sale deed. It is a simpler sale that releases the School District's interest in the property to the Park District. He thanked BIPTF and BILT for all their work as the Park District would not have been able to purchase the property without them. **MSC: DeWitt/Kinney: Move to approve and direct the executive director to sign the purchase and sale agreement with Bainbridge Island School District for their parcel next to the Grand Forest East.**

TERRY LANDE LEGACY COMMITTEE UPDATE: Executive Director Dan Hamlin said the committee met twice to decide if Terry Lande's legacy warrants the naming of something in his honor and if so, to recommend options for what to name. Dan Hamlin presented a timeline of the many accomplishments achieved by the District during Terry Lande's tenure as executive director. He noted that there was a theme of partnerships and collaboration, efficiencies were improved, and the work culture of professionalism was developed. On January 2 of this year the board passed a motion to direct the executive director to recommend a committee to evaluate possible ways to honor Terry Lande including but not limited to possibly naming a facility such as the Bainbridge Island Recreation Center after him and report back to the board. Notice was given to the community of the formation of the committee and community members volunteered to serve. The volunteers were appointed to the committee via a motion of the board.

Andy Maron said he volunteered to serve on the committee to recognize Terry Lande's legacy. The other voting members of the committee were Patricia Bell, David Harrison, Tom McCloskey, Jim Parsons, Ryan Vancil, and Jack Visco. They weighed the work done by the District under Terry Lande's leadership and agreed that some form of community recognition should be chosen to honor his legacy. They were tasked with recommending 3-5 options for what to name in honor of Terry Lande. The first thing they did was develop criteria including: 1) Terry Lande's personal involvement, 2) whether it is significant enough to merit the contribution he made, 3) whether it will be used by the community, 4) what is the committee's perception of support within the community for the selected recognition, 5) how visible the recognition would be, 6) whether the District can implement the name on its own, 7) whether it would be long or short term, and 8) the cost of doing it. The committee members considered the criteria when thinking of options they would advocate for. They developed three recommendations: 1) name the administration building in Strawberry Hill Park, 2) name the summer concert series and the amphitheater at Battle Point Park, and 3) name just the concert series. The strongest preference was for naming the administration building. Andy Maron said to him what is most significant about the administration building is Terry Lande's involvement with the expansion of Strawberry Hill Park. Strawberry Hill Park is central to the island and will be developed further and become more significant and it is highly visible from a main road. The concert series is appropriate

as well as Terry Lande was instrumental in that. Tom McCloskey said the committee would not be opposed if the board wanted to name all three to honor Terry Lande.

Commissioner Goodlin thanked the committee members for accepting the challenge and said it is helpful for the board to get the community input. Commissioner DeWitt said he was impressed with the committee's sense of purpose, and he appreciates their work. Commissioner Janow thanked the committee and questioned naming public facilities after people who are still alive. Commissioner Swolgaard said Terry Lande was the first executive director of the Bainbridge Island Metro Park & Recreation District which has grown phenomenally under his leadership, and he supports naming something after Terry Lande even though he is still alive. He has learned a lot from Terry Lande over the years and has great respect for him. Commissioner Kinney said he also has great respect for Terry Lande and spoke of the culture change during Terry Lande's tenure and the progress made under his leadership. He suggested that this be an agenda item for action at the second board meeting in May to give the District a chance to publicize it and give the community a chance to comment. Staff will share the committee's recommendations with the community and that the board may act on one or more of them, or something different, and wants to hear from the community. **MSC: DeWitt/Janow: Motion to accept the committee's work with gratitude and direct the executive director to seek further public comment and bring the results back to the board at the second meeting in May.** Commissioner Goodlin noted that it has been discussed before, but the District's current policy does allow for naming things in honor of a living person. Commissioner Kinney said it is nice to acknowledge someone while they are still alive to enjoy it.

Mary Meier, executive director of Bainbridge Island Parks & Trails Foundation, spoke to say there is funding in place for interpretive signage throughout Strawberry Hill Park which could be part of the public engagement surrounding the recommendation for the naming of the administration building.

RESTRICTIVE COVENANTS AND GRANT OF DEED OF RIGHT FOR PROPERTY IN GRAND FOREST EAST: Executive Director Dan Hamlin said there is an updated version of the restrictive covenants and grant of deed of right in front of the board tonight to clean up the language. District Attorney Hayes Gori reviewed the changes in the document including: 1) a sentence in section two regarding any future encumbrances reserving the rights of the Bainbridge Island School District under their easement, 2) cleaning up and moving the definitions of consultation and collaboration to a separate section, and 3) final decision-making authority rests with the District. Commissioner Kinney said he had some concerns about the document, but his mind is now at ease that if a dispute ends up in court regarding proper management the District has the final say unless there is a clear violation.

Commissioner Janow said the conversation started with taking the property unencumbered and the amount of time spent on wordsmithing this document is a precursor to potential challenges moving forward. She wants to put on the record that it would have been cleaner if the transfer had come to the District less encumbered. Commissioner Goodlin said his position is opposite and the encumbrances are light and not difficult to meet. The District did not have the funds to buy the property and when others are involved it is fair to give them input on what is being given. Commissioner DeWitt said the District is agreeing to manage the property the way it is managed now. Dan Hamlin said the District could look at the encumbrances as bad and feel like it is being told what to do or it could look at the partnership through which all the resources in the community are being leveraged as a good thing. **MSC: DeWitt/Kinney: Move that the board approves the restrictive covenants of the grant of deed of right for property in Grand Forest East and directs the executive director to sign the document.**

PURCHASE AND SALE AGREEMENT FOR RESTRICTIVE COVENANTS AND GRANT OF DEED OF RIGHT WITH BAINBRIDGE ISLAND LAND TRUST FOR THE PROPERTY BEING PURCHASED FROM THE BAINBRIDGE ISLAND SCHOOL DISTRICT IN GRAND FOREST EAST: Executive Director Dan Hamlin said this item will be for information only as the exact purchase price

for the restrictive covenants and grant of deed of right has not been verified. The dollar amount will be impacted by a known significant contribution that is coming in. This agenda item will be brought back at the May 1 board meeting.

MEETING ADJOURNED to a five-minute recess at 8:09 pm with announced time to reconvene at 8:14 pm. **MEETING RECONVENED** at 8:14 pm.

COMPREHENSIVE PLAN UPDATE: Senior Planner Matthew Keough said the community engagement process for the comprehensive plan update will begin at the Earth Day Expo next week. The messaging will include an educational component and that the District needs help from the community to guide the path forward. Commissioner Goodlin said there are a fair number of people on the island who do not understand that the District is not part of the City of Bainbridge Island, and this is a chance to clarify that. The proposed schedule for community meetings to be held on the three Thursday evenings in May when there are no board meetings was reviewed. Commissioner Janow said she would like to see at least one of the meetings held at a different time on a different day of the week. There was some discussion about when to hold the meetings and it was acknowledged that there would never be a perfect schedule to accommodate everyone.

RESOLUTION 2025-07: ACTIVENET REFUND ACCOUNT: Recreation Division Director Madison Collins said due to the upcoming move to ActiveNet software, staff are asking to put District money into an account with ActiveNet to allow the District to dip into its own money as needed to issue refunds. The District operates on a cash basis necessitating this account for when the dollar amount of the refunds processed on a given day is larger than the dollar amount of income received. **MSC: Janow/Swolgaard: Motion to approve Resolution 2025-07 authorizing a \$15,000 account with ActiveNet for processing refunds.**

DRAFT TEXT/INSTANT MESSAGE POLICY: Executive Director Dan Hamlin said this draft policy to use text and instant messages only for communications classified by their content as transitory records would simplify records management for the District and save money. The commissioners agreed that it is a good plan.

BOARD COMPENSATION: Executive Director Dan Hamlin said the District is eligible to compensate board members. It has been found to be common in other similar local government agencies to allow for compensation. Based on staff research some elected officials opt to take compensation and others do not. The current board policy does allow commissioners to be reimbursed for expenses. There was a conscious decision when the board policy was written to not allow for compensation. Current board members in their current terms would not be eligible for compensation. After some discussion staff was directed to draft a board policy to allow commissioners to claim the compensation only for board meetings (meetings subject to the Open Public Meetings Act) for review and consideration by the board.

STAFF REPORT

Park Services Division: Park Services Division Director Lydia Roush said staff are busy installing new signs, doing deferred maintenance on facilities, and will start grading parking lots soon. Other staff are spending a lot of time mowing grass, and a lot of volunteer work parties are being held in honor of Earth Month. The Strawberry Hill Park bike park build starts on Monday and it is expected to be done by July 4.

Recreation Division: Recreation Division Director Madison Collins said the ActiveNet software system will be live starting on Monday. Summer program registration will start on May 3 for residents and May 4 for non-residents. The Ray Williamson pool renovation is going well and the replacement of the stairs for the large slide by the Don Nakata pool is now underway.

BOARD MEMBER REMARKS:


- Commissioner Kinney gave kudos to Bainbridge Island Land Trust and Bainbridge Island Parks & Trails Foundation for pulling together the donors and the transfer for the Grand Forest East. He is pleased with the cooperation and looks to it as a model for moving forward.

- Commissioner DeWitt asked if the District's 2022-2023 audit is finished yet. Executive Director Dan Hamlin said it is wrapping up and an exit interview will be arranged soon.
- Commissioner DeWitt attended the recent Chamber of Commerce after-hours event at Fort Ward Hall.
- Commissioner Janow echoed what Commissioner Kinney said about the Grand Forest East, it was a big lift with a lot of moving parts.
- Commissioner Goodlin said he would like to tour the east addition to Strawberry Hill Park where the tower discussed tonight is located.

MEETING ADJOURNED at 9:06 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