

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING May 1, 2025
STRAWBERRY HILL CENTER**

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

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

CONFLICT OF INTEREST DISCLOSURE: None

MISSION STATEMENT: Vice-Chair Janow 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

KC Halls said that he has been involved in a lot of parks in cities throughout the west and the parks here are the best he has ever seen. He made some suggestions for improving accessibility to the beach at Fay Bainbridge Park for people with limited mobility.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the April 17, 2025 regular board meeting, Vice-Chair Janow stated the minutes stand approved as submitted.

GENERAL BUSINESS

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 there are representatives from the Bainbridge Island Land Trust and the Bainbridge Island Parks & Trails Foundation in attendance tonight and he thanked them for their assistance to make purchasing the Bainbridge Island School District's property in the Grand Forest East possible. When the Park District learned about the time frame on which the School District wanted the property purchased BILT was asked to help fundraise and led the development of the fundraising campaign. Once the campaign was launched a significant donation was received by the Bainbridge Island Parks & Trails Foundation. The purchase and sale agreement is for BILT to purchase the restrictive covenants and grant of deed of right on the property for the \$610,000 they raised from the campaign before the anonymous donor stepped in with the remainder of the funding. Commissioner DeWitt said the Park District's direct costs for this property were limited to the survey and a share of the title and escrow costs. **MSC: DeWitt/Swolgaard: Move to approve the purchase and sale agreement of the restrictive covenants and grant of deed of right for the Grand Forest East property transfer and authorize the executive director to sign the agreement.** Commissioner DeWitt said this has been an amazing process with two government agencies and two non-governmental organizations working to get this done in record time with only minimal cost to the taxpayers and Commissioner Swolgaard echoed those sentiments. Dan Hamlin said the agreement between the Park District and BIPTF for the anonymous donation of the remainder of the funds to purchase the property is ready for approval. **MSC: DeWitt/Swolgaard: Move to approve the donation agreement for the Bainbridge Island School District's Grand Forest East parcel and have the executive director sign.**

COMPREHENSIVE PLAN UPDATE AND SURVEY REVIEW: Senior Planner Matthew Keough said that public outreach for the Comprehensive Plan update launched last week at the Earth Day Expo. Advertising for the community stakeholder meetings will begin soon. The community survey will start with a random population to achieve a scientifically valid result.

After the random population completes the survey, the survey will be available for the entire community. An updated draft of the survey was distributed for review.

RESOLUTION 2025-08: TEXTING AND INSTANT MESSAGING POLICY: Executive Director Dan Hamlin said the resolution before the board tonight makes it policy that texting and instant messaging can only be used for transitory District records.

MSC: Kinney/Swolgaard: Move to approve Resolution 2025-08 concerning the text and instant messaging policy for the District's Policy Manual.

WEBSITE PRESENTATION: Marketing and Communications Manager Erin Johnston said the new website will merge the three current websites into one and there is a focus on user-centered navigation. Currently staff are working on visual design, development, and content migration. Erin Johnston shared a preview of what the new website will look like. Next steps are testing and quality assurance followed by the soft launch, public launch, and post-launch activities. The new website is projected to go live between August and October of this year.

STAFF REPORT

Park Services Division: Park Services Superintendent David Harry said the HVAC installation for the Ray Williamson pool renovation is scheduled to happen tomorrow. There are multiple contracts currently out for bid. Parking lot repairs are underway at Fay Bainbridge Park. Now that the septic system replacement for the restroom by KidsUp! Playground at Battle Point Park is approved, the bid for installation is posted and the permitting for installing the restroom building is under way. Park Services Division Director Lydia Roush thanked everyone who helped with the Earth Day Expo last weekend, which was excellent. One of the boardwalk sections on the Sunny Hill to Nute's trail is now complete.

Recreation Division: Aquatic Program Administrator Jenette Reneau said that staff are expecting to hear from the Washington State Department of Health tomorrow regarding whether the District will be allowed to reopen the Ray Williamson pool between the two phases of the renovation. Registration for summer programming will begin on Saturday. The transition to ActiveNet software has gone smoothly. Staff want to have a conversation about moving the first day of registration to a weekday.

Administrative Division: Assistant Executive Director Amy Swenson said the District will be moving to an annual audit starting this fall for 2024. The increase in District revenue is triggering the requirement for increased audit frequency by the Office of the Washington State Auditor. While there will be an increase in costs for the District for more frequent audits, District staff welcome the change as it will offer more frequent feedback. The 2022-2023 audit is finished, and the report should be published next week. Commissioner Kinney said he attended the exit interview for the audit, and it was a clean audit. Amy Swenson noted that the auditor did a deep dive on the Bainbridge Island Recreation Center likely due to complaints received by their office related to the District purchasing BIRC.

Executive Director Dan Hamlin shared a proposed board meeting calendar and said staff are recommending that the board pass a resolution at the next meeting to set the regular board meeting schedule through January 2026. He received a lot of comments about how well the Earth Day Expo went. He noted that staff are seriously considering not sending the printed recreation catalog to all island households this fall. Instead, people would receive a much smaller and less expensive mailer which would direct them to the online catalog.

BOARD MEMBER REMARKS:

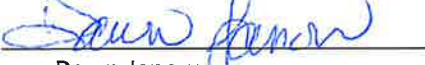
- Commissioner Swolgaard said he attended the Earth Day Expo, and it was a lot of fun. He appreciated how well Senior Planner Matthew Keough engaged with the community.
- Commissioner Swolgaard said the Battle Point Astronomical Association has a new telescope.

- Commissioner Swolgaard asked what is happening with the Sakai Park entrance on Madison Avenue. Park Services Superintendent David Harry said there is still work to be done.
- Commissioner DeWitt said that he received a nice email from a person on the south end of the island who is very appreciative of all the trail work being done.
- Commissioner DeWitt said he walked the trail in the mountain bike park at Strawberry Hill Park, and it will be a lot of fun for users.
- Commissioner Kinney commended everyone for the work being done on the Comprehensive Plan update and all the thought that is going into gathering information from the community.
- Commissioner Janow said great comments were received from the community for the Comprehensive Plan update at the Earth Day Expo.
- Commissioner Janow asked if there will be an announcement for the opening of the tennis courts at Sakai Park. Executive Director Dan Hamlin said after the courts are painted staff will work with Bainbridge Community Tennis Association on a public opening event.
- Commissioner Janow said she was pleased to see the flexible care option in the summer Recreation Connection catalog to facilitate coverage for working parents before and after camp times and the amount of adaptive recreation opportunities.

MEETING ADJOURNED at 7:18 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