

AGENDA

**Bainbridge Island Metropolitan Park & Recreation District
Regular Board Meeting 6:00 pm
Thursday – February 5, 2026**

Strawberry Hill Center
7666 High School Road NE
Bainbridge Is, WA 98110
206-842-0501

Remote access options for board meetings available at 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 January 22, 2026
- 30.2** Financial: Approval of vouchers and payroll.

40. GENERAL BUSINESS

- 40.1** Comprehensive Plan Update Keough (10 min)
Action: Information only.
- 40.2** Sail Float Replacement Committee Keough (10 min)
Action: Motion to approve.
- 40.3** Discussion Regarding Future Meetings Between the District Board or Selected Board Representatives and the Boards of the Bainbridge Island Parks & Trails Foundation and the Bainbridge Island Land Trust DeWitt (15 min)
Action: Information only.

50. STAFF REPORT

60. UPCOMING MEETINGS

02/19/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center
03/05/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center
03/19/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center
04/02/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center

70. BOARD MEMBER REMARKS

80. ADJOURNMENT

90. ADJOURN TO EXECUTIVE SESSION IF NEEDED

100. EXECUTIVE SESSION

110. RECONVENE TO REGULAR SESSION

120. ADJOURNMENT

Board Committees

Governance
Capital Facilities
Program
Budget & Finance
Personnel
Ad Hoc Committee: Comprehensive Plan

2026 Board Representatives

DeWitt/Kinney

Kinney/Pritchett
Goodlin/DeWitt
Swolgaard/Kinney

Board Liaisons

Park District Committees:
Trails Advisory Committee

Community/Public Agencies:
Bainbridge Island Parks & Trails Foundation
Bainbridge Island School District
City of Bainbridge Island

DeWitt/Swolgaard

Pritchett/Goodlin

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING January 22, 2026
STRAWBERRY HILL CENTER**

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

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

ADJUSTMENTS TO AGENDA: None.

CONFLICT OF INTEREST DISCLOSURE: None.

MISSION STATEMENT: Chair DeWitt 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

Ben Kopetti, member of Bainbridge Island Little League, spoke in support of building a wiffleball park at Hidden Cove Ballfields that BILL would fund.

Kristin French spoke in support of building a wiffleball park at Hidden Cove Ballfields with funds donated to BILL in memory of her son.

Staff will meet with BILL representatives to discuss the proposal.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the January 8, 2026 regular board meeting, Chair DeWitt stated the minutes stand approved as submitted.

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

Batch Date	Fund Number and Name	Warrant Numbers	Total Batch Amount
1/8/2026	001 General Fund 300 Capital Improvement Fund	31343-31359	\$95,352.33
1/12/2026	001 General Fund	31360-31377	\$42,569.77
1/16/2026	001 General Fund	31378-31380	\$202.21
1/20/2026	001 General Fund	31381-31410	\$114,119.44

GENERAL BUSINESS

COMPREHENSIVE PLAN: FULL DRAFT AND TRAILS VISION PLAN: Senior Planner Matthew Keough said if there is no objection from the board staff plan to start formal public comment on the District’s draft Comprehensive Plan and submit it to the state for certification. Staff have continued to edit the draft plan since it was distributed in the board packet. Public comments will be accepted until February 19 however only comments received by February 11 will be included in the plan, as an appendix. A resolution will be brought to the board to adopt the plan at the February 19 board meeting. Community partners have already submitted public comments.

Park Services Division Director Lydia Roush said that staff reviewed the Trails Vision Plan, which is part of the Comprehensive Plan, and broadened the language in some areas and made sure it was aligned with the rest of the Comprehensive Plan. One small acquisition zone was added to the Trails Vision Plan, and all the visuals have been updated. Commissioner DeWitt said he would like to see stronger language about the importance of including the District's volunteer Trails Advisory Committee in the trail planning process. Additional edits were mentioned to update the visuals in the Trails Vision Plan. Commissioner DeWitt suggested there be language to indicate that private trails without official public access are not reflected in the visuals.

Commissioner Kinney said there are small things to work on but overall, the Comprehensive Plan is getting very close to being finished. Public comments will offer additional feedback and make it an even better document. Commissioner Pritchett said the executive summary is a great addition. Since there was no objection from the board, staff will update the draft plan to include the feedback received and then post it on the website for public review and comment and submit it to the state.

BATTLE POINT PARK TURF FIELDS BID AWARD: Assistant Finance Director Michelle Miller said the Battle Point Park turf fields replacement project is in the 2026 Capital Improvement Fund budget. Staff worked through King County Directors' Association, a cooperative purchasing entity through which the District is allowed to piggyback on contracts already in place, to solicit proposals for the project. A proposal was received from AstroTurf with a base bid cost of \$1,019,012. Staff met with the president of AstroTurf to discuss the proposal and staff feel confident they will do a great job. AstroTurf was highly recommended by Bainbridge Island School District staff, and they are currently under contract with the University of Washington and Washington State University. Staff recommend moving forward with AstroTurf on the project. Executive Director Dan Hamlin noted the bid is for the cork fill option rather than the rubber fill the current turf fields have. The bid came in within the 1.2 million dollars of District funds budgeted for the project. Michelle Miller noted that Washington State sales tax would bring the base bid total to \$1,112,761.11. Commissioner Swolgaard suggested approving the project with some contingency funding. **MSC: Goodlin/Pritchett: Move to approve contracting with AstroTurf for their proposed field replacement including cork filling for a total with tax assumed to be \$1,112,761.11 with a contingency up to 1.2 million dollars total, as appropriate, as included in the Capital Improvement Fund.**

STAFF REPORT

Park Services Division: Park Services Division Director Lydia Roush said 176 volunteers performed 520 hours of volunteer service at the Martin Luther King Jr Day volunteer event at Blakely Harbor Park. The sea level rise reverse time capsule bench at Fay Bainbridge Park was dedicated this week. The grand opening for the Vincent Road to Gazzam Lake Nature Preserve trail was held today. Volunteer Program Manager Sierra Kross wrote an article about mentorship that was published by National Recreation and Park Association. Applications for Trails Advisory Committee membership are still coming in and interviews have begun. Assistant Park Services Director David Harry said staff are working on the deferred maintenance list. The Battle Point Park restroom and septic system replacement project is moving forward slowly due to weather and soil issues. Construction of the Bainbridge Island Japanese American Exclusion Memorial visitor center will require some parking lot closures to accommodate large equipment.

Recreation Division: Recreation Division Director Madison Collins reported that some areas inside the Aquatic Center have been painted, and studio spaces are being painted at the Bainbridge Island Recreation Center. Interviews for the tennis and pickleball program manager position are underway. Assistant Recreation Director Bryan Garoutte said staff are in the second round of interviews for the adaptive recreation coordinator position. In 2025 \$48,000 was budgeted by the District for scholarships; Helpline House works directly with community members and distributes the scholarships. About \$35,000 was utilized by community members in 2025.

Administrative Division: Assistant Executive Director Amy Swenson said work with the consultant on the salary survey will wrap up in February. Assistant Finance Director Michelle Miller said staff are getting bid documents prepared so 2026 Capital Improvement Fund projects can be bid out and scheduled as early as possible.

Executive Director Dan Hamlin said that while there was a lot of involvement in the project, the Bainbridge Island Parks & Trails Foundation really carried and deserves most of the credit for making it possible to build the Vincent Road to Gazzam Lake Nature Preserve trail.

BOARD MEMBER REMARKS:

- Commissioner Swolgaard said he enjoyed the Martin Luther King Jr Day volunteer event, the weather was beautiful and it was nice to enjoy it with so many people.
- Commissioner Pritchett said during the recent good weather she visited Fort Ward Park and Battle Point Park on two separate days and in 35 years she has never seen so many people out enjoying the days.
- Commissioner Pritchett said she is looking forward to the Sounds of Winter concerts and suggested adding the event hours to the poster.
- Commissioner Kinney said he had a conversation with a park user supportive of excluding dogs from Gazzam Lake Nature Preserve due to the park name including the term “nature preserve.” Executive Director Dan Hamlin said the name including “nature preserve” does not exclude dogs but they are required to be on leash.
- Commissioner Kinney asked for an update on the sail float replacement project. Executive Director Dan Hamlin said the names of volunteers for the sail float replacement committee will be brought to the next board meeting so they can be appointed and begin their work.
- Commissioner DeWitt suggested a board retreat or special meeting this spring to start looking at items to address in the next several years such as Sakai Park, the Strawberry Hill Park concept plan, and a wildfire management plan.
- Commissioner DeWitt asked for an update on the ADA transition plan. Senior Planner Matthew Keough said reports are being refreshed and staff are working on prioritization within the plan.
- Commissioner DeWitt said parks need to be assessed to prioritize repairs, deferred maintenance, and additions.
- Commissioner DeWitt said John Sloat passed away recently. He was the Bainbridge Island Football Club board president when the turf fields were first installed at Battle Point Park. He was instrumental in getting the project done and managing supporters.
- Commissioner DeWitt said the City of Bainbridge Island is searching for a new city manager and he believes the District should have a voice in the process. He proposed sending a letter from the board requesting the District and other relevant agencies be included in the search process due to the somewhat unique division of services between the public agencies on the island. Some suggestions were made for edits to the draft letter, and it was agreed that the letter be signed by the board chair and sent to the city council.
- Commissioner Swolgaard asked for an update on whether the City of Bainbridge Island will be implementing park zoning. Executive Director Dan Hamlin said at the January 8 planning commission meeting edits were made to the City’s draft Comprehensive Plan; however, they left the park zone in the plan. Senior Planner Matthew Keough added that the planning commission made a motion to include the park zone in the land use chapter of the Comprehensive Plan update, which passed unanimously.

MEETING ADJOURNED at 7:23 pm.

Helen Stone

Dan Hamlin
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: _____
Kenneth R. DeWitt

BY: _____
Jay C. Kinney

BY: _____
Rachel Pritchett

BY: _____
Tom Goodlin

ATTEST: _____
John Thomas Swolgaard

DRAFT

Memorandum

Date: 01/30/2026
To: Board of Commissioners
From: Matthew Keough, Senior Planner
Subject: **Progress Report:** 2026 Comprehensive Plan Update

Status:

Following the board meeting on January 22, the draft plan was proposed to the community for formal public comment and forwarded to the State of Washington for a certification review.

The proposed 2026 Comprehensive Plan is posted online:
<https://biparks.org/comprehensive-planning/>

This draft further consolidates previously presented draft components and includes Appendices, except for the Public Comment Log, which is only finalized and presented when the plan is adopted by the board.

Discussion

The latest draft, dated January 30, contains mostly corrected technical information particularly related to inventory. It also represents updates to the Executive Summary and Funding pages per board review and direction.

As a reminder, Appendices allow for related plans and data tables to stand alone and to be updated as needed. The updated Trails Vision Plan, Appendix A, for example, will be adopted with this Comprehensive Plan but then be amended as needed through its own community process. Also important to note, Appendix E refers to the official, “living” inventory of assets. Mostly data tables, Appendix E consists of digital files that used GIS-based mapping. These are adjusted as necessary to keep acreage and facility counts, as well as maps, current. The Comprehensive Plan presents only a snapshot of the inventory in general terms, not the official inventory to be identified as Appendix E.

Public Message

The draft Comprehensive Plan is posted for public comments which are best addressed to the board at info@biparks.org, up to and including the anticipated plan adoption on February 19, 2026. Comments received through February 11 will be incorporated into the formal document.

Memorandum

Date: 01/30/2026
To: Board of Commissioners
From: Matthew Keough, Senior Planner
Subject: Sail Float Replacement Development Agreement Update

At the August 20, 2025 meeting, the Park District Board of Commissioners agreed to enter into a project agreement with the Bainbridge Island Parks & Trails Foundation, entitled "Sail Float Replacement."

The development agreement went into effect on September 3, following acceptance by the Foundation's board. This was an exciting moment, indicating confidence in the community interest and capacity to support the project, particularly the capital costs that have escalated over time, through Covid as well as the permitting process.

Staff have worked with the Foundation to identify a robust community committee, a critical aspect of the joint Master Agreement regarding these development agreements. The list of confirmed committee members will be presented at the board meeting. With the board's endorsement of the proposed committee, the Foundation will convene the committee and specify their scope of work. In this case, the Sail Float Replacement project has already been through the design and development phase. Therefore, this committee will focus on building community support and fundraising for the project, also known as the Eagle Harbor Dock Extension project, related to recreational sailing.

This effort is on a strategic timeline, in line with project requirements per existing permits and grant funding. The strategy included awaiting the new year to convene the committee, which can be anticipated to occur later in February, with an update to the board in March.