

AGENDA

**Bainbridge Island Metropolitan Park & Recreation District
Regular Board Meeting 6:00 pm
Thursday – March 19, 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 March 5, 2026
- 30.2** Financial: Approval of vouchers and payroll.

40. GENERAL BUSINESS

- 40.1** Purchase of Conservation Credits as Mitigation Associated with Eagle Harbor Sail Float Replacement Project
Action: Possible motion to approve. Keough (15 min)
- 40.2** Presentation of Open Government Training Completion Certificates
Action: Information only. Stone (5 min)
- 40.3** Retreat Scheduling Discussion
Action: Information only. DeWitt (5 min)

50. STAFF REPORT

60. UPCOMING MEETINGS

04/02/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center
04/16/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center
05/07/26	Regular Board Meeting	6:00 pm	Strawberry Hill Center
05/21/26	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** — real estate, per RCW 42.30.110(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price.
- 110. **RECONVENE TO REGULAR SESSION**
- 120. **ADJOURN TO CLOSED SESSION IF NEEDED**
- 130. **CLOSED SESSION** — per RCW 42.30.140 (4)(b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.
- 140. **RECONVENE TO REGULAR SESSION**
- 150. **ADJOURNMENT**

Board Committees

Governance
 Capital Facilities
 Program
 Budget & Finance
 Personnel

2026 Board Representatives

DeWitt/Kinney

 Kinney/Pritchett
 Goodlin/DeWitt

Board Liaisons

Park District Committees:
 Trails Advisory Committee

DeWitt/Swolgaard

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

Pritchett/Goodlin

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING March 5, 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, Jay Kinney, Rachel Pritchett, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Add item 10.5 for introduction of new staff, as well as an executive session and a closed session.

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.

NEW STAFF INTRODUCTION: Recreation Division Director Madison Collins introduced Winston Porter, who was recently hired to fill the tennis and pickleball program manager position.

PUBLIC COMMENTS

KC Halls spoke, regarding Fay Bainbridge Park, in support of additional accessible parking, additional kayak storage, extending the boardwalk, and expanding the observation deck area on the boardwalk.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the February 19, 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
2/24/2026	001 General Fund 300 Capital Improvement Fund	31563-31605	\$298,618.77
2/27/2026	001 General Fund (February Payroll Benefits and Taxes)	EFT and 10120-10122	\$262,887.17
2/27/2026	001 General Fund (February Payroll)	EFT and 3509-3513	\$435,264.40
3/3/2026	001 General Fund	31606-31627	\$26,332.82

GENERAL BUSINESS

2025 STUDENT CONSERVATION CORPS AND VOLUNTEER REPORT: Volunteer Program Manager Sierra Kross briefly reviewed the history of the Student Conservation Corps which began in 2010 as a twelve-day employment opportunity for island youth. In 2025 there were four three-week sessions including one session of Neurodiverse Student Conservation Corps. Work was performed at 12 sites, including both parks and trails, with a total of 3,918 hours worked. In 2025, in addition to District funding, funding was received from Bainbridge Island Parks & Trails Foundation, City of Bainbridge Island, Bainbridge Island Land Trust, and Ocean Conservancy with Sustainable Bainbridge. In 2026 there will again be four three-week sessions. Staff are continuing to work on streamlining hiring and recruitment, developing curriculum, and pursuing grant and other funding opportunities.

2025 TRAILS CREW REPORT: Natural Resources Manager Morgan Houk said the trails crew is an employment opportunity for college-aged youth focusing on trail construction and maintenance that was established in 2015. All the funding for trails crew is provided by yearly grants from the Bainbridge Island Parks & Trails Foundation. The four-person crew works full-time throughout the summer. Accomplishments in 2025 included brushing the Lost Valley trail corridor, rebuilding beach access infrastructure on the Westwood Shore trail, closing social trails and doing tread work in Gazzam Lake Nature Preserve, and infrastructure maintenance in West Port Madison Nature Preserve. In 2026 the Bainbridge Island Parks & Trails Foundation is again granting the District \$20,000 to fund the trails crew program. The District is responsible for program administration including hiring, training, and supervising the trails crew.

BATTLE POINT PARK SEPTIC SYSTEM REPLACEMENT (KIDSUP! RESTROOM) PROJECT CHANGE ORDER: Assistant Finance Director Michelle Miller said staff are asking for approval for a change order for the septic system replacement project at Battle Point Park. The cost of the change order will be \$5,678.40. Risk and Capital Project Manager David Harry said the change order is to connect the plumbing from the new septic system to the drains, toilets, and sinks in the new restroom building. The contractor has not only the expertise but the equipment to do the work for less than it would cost to complete the work with staff, especially considering the cost of renting the necessary equipment. **MSC: Kinney/Swolgaard: Move to approve the change order to finish the septic system at Battle Point Park not to exceed \$5,700.**

STAFF REPORT

Administrative Division: Assistant Executive Director Amy Swenson said the Office of the Washington State Auditor will be wrapping up the District's 2025 audit soon. Assistant Finance Director Michelle Miller said the Ray Williamson Pool Renovation Phase II project is out to bid and the deadline has been extended to allow for extra time to answer questions from potential bidders to ensure the bids received are as accurate as possible. Risk and Capital Project Manager David Harry said staff are preparing to put multiple capital improvement projects out to bid soon.

Recreation Division: Recreation Division Director Madison Collins said spring and summer programs are now available to view via the District's online registration software and the digital catalog. Fitness Program Manager Marie Figgins recently participated in a podcast with the Bainbridge Island Senior Community Center. Outdoor Program Manager Stacey Stoner spoke about the District's outdoor programs at a recent Rotary Club meeting. The second annual Battle of the Paddle pickleball tournament at Bainbridge Island Recreation Center is this weekend. The Aquatic Center will be closed Saturday and Sunday for maintenance projects.

Park Services Division: Park Services Division Director Lydia Roush said staff are busy with spring cleaning and sprucing up parks and facilities.

Executive Director Dan Hamlin said Ellen Schroer will be interim city manager for the City of Bainbridge Island until at least July. The Board Retreat needs to be rescheduled because it conflicts with the Washington Recreation & Park Association annual conference.

BOARD MEMBER REMARKS:

- Commissioner Swolgaard said he was at the second Sounds of Winter concert, and it was well attended.
- Commissioner Pritchett said she has attended a couple of Sail Float Replacement Advisory Committee meetings and was at the Rotary Club meeting where Outdoor Program Manager Stacey Stoner made a presentation about District programs.
- Commissioner Pritchett said she attended the recent Bainbridge Island Parks & Trails Foundation meeting.

- Commissioner Pritchett said she attended a recent Bainbridge Island Land Trust meeting about watersheds.
- Commissioner Kinney said the forested area west of the Lande Administration Building is in need of rehabilitation.

MEETING ADJOURNED to a five-minute recess at 7:01 pm with announced time to reconvene at 7:06 pm. **MEETING RECONVENED** at 7:06 pm.

MEETING ADJOURNED TO EXECUTIVE SESSION at 7:06 pm as authorized by RCW 42.30.110(1)(b) for discussion regarding consideration of site selection or acquisition of real estate purchase or lease if likelihood that disclosure would increase price, and as authorized by RCW 42.30.110(1)(i) for discussion with District legal counsel about current or potential litigation with announced time to reconvene at 7:21 pm. District Attorney Hayes Gori was present via phone conference during the discussion with legal counsel about current or potential litigation per RCW 42.30.110(1)(i).

MEETING RECONVENED at 7:21 pm.

MEETING ADJOURNED TO CLOSED SESSION at 7:22 pm as authorized by RCW 42.30.140(4)(b) for that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress with announced time to reconvene at 7:32 pm.

MEETING RECONVENED at 7:32 pm and **ADJOURNED** at 7:32 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

Conservation Credit Purchase Form

Partnership Nearshore Credits: A NOAA-approved conservation credit provider

This form facilitates the process for federal permittees to purchase conservation credits from Puget Sound Partnership (Partnership) to offset Endangered Species Act (ESA) impacts resulting from the maintenance, replacement, expansion, or new construction of structures in the Puget Sound nearshore.

What type of “credits” does the Partnership provide?

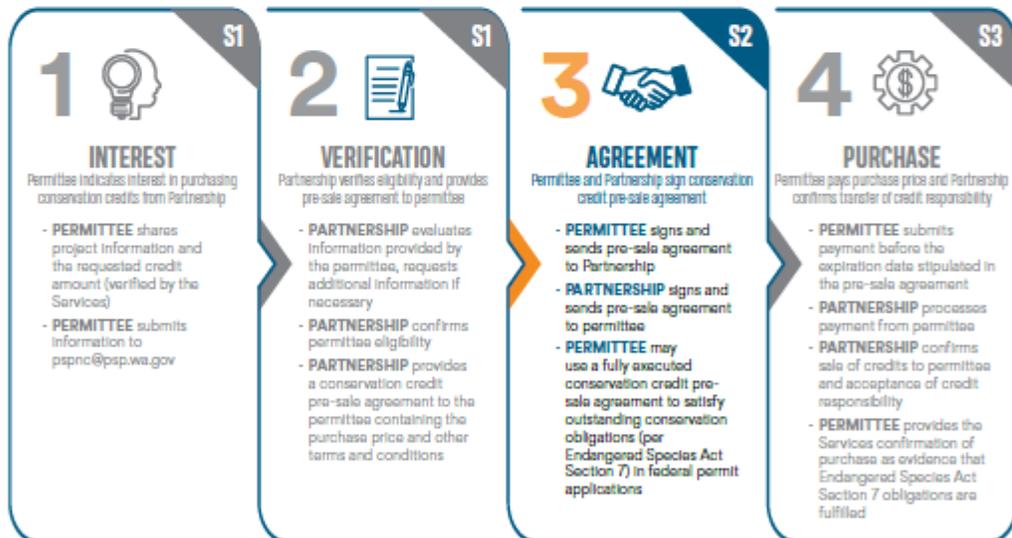
Puget Sound Partnership provides conservation credits for obligations under Endangered Species Act (ESA) consultations. If other federal, local, or state agencies also require mitigation, and that mitigation was not already included in the conservation calculator, it is the applicant’s responsibility to clarify with those agencies whether the conservation credits provided by Puget Sound Partnership would meet those obligations. For example, Partnership Nearshore Credits may not be used to satisfy compensatory mitigation obligations under Section 404 of the Clean Water Act.

Conservation Credit Purchase Process

The overall process to purchase conservation credits from Partnership (and the way this form facilitates that process) is illustrated in the figure below.

ATTENTION:

Federal permit applicants must work with the National Oceanic and Atmospheric Administration’s National Marine Fisheries Service (NMFS) – first to avoid and minimize impacts on site, and then to finalize the number of conservation offsets needed for unavoidable impacts – before attempting to purchase nearshore conservation credits from the Partnership. NMFS must finalize all conservation calculators prior to any credit purchase agreement.



S1 = Section 1 S2 = Section 2 S3 = Section 3

Form Instructions

- Each section of this form is used by a single entity during each step in the credit purchase process, and the responsible entity is named and in bold text at the beginning of each section.
- When populating a section, all boxes must be populated.

Section II: Conservation Credit Pre-Sale Agreement

The credit pre-sale terms outlined in this section are completed by the **Partnership** to provide the permittee a formal offer to sell conservation credits to the permittee according to the terms and conditions below pending receipt of the credit purchase price from the permittee. If the permittee agrees to purchase conservation credits from Partnership on the terms and conditions below, the **permittee** signs and returns this section to the Partnership for the **Partnership** to countersign. The permittee must include a copy of completed Sections I and II of this form with payment to purchase credits.

CREDIT PRE-SALE TERMS

Buyer Organization Name: Bainbridge Island Metro Park and Recreation District
Buyer Mailing Address: 11700 NE Meadowmeer Circle City: Bainbridge Island Zip: 98110
Buyer Permit Project Name: Eagle Harbor Dock Extension Permit Project Number: WRCO-2019-04086-6516
Number of Partnership Credits to be Purchased: 156 Per Credit Purchase Price: \$1,411.00
Total Purchase Price: \$220,116.00 Pre-Sale Expiration Date: 03/31/2026

Successors and Assigns

This agreement shall inure to the benefit of and be binding upon the successors and assigns of the buyer and the Partnership.

Applicable Law

This agreement shall be construed and enforced in accordance with the laws of the State of Washington.

Notices

Any notice or demand permitted or required by this agreement shall be made in writing and delivered to the Buyer Mailing Address listed above or the Partnership's address listed under the Partnership Commitment to Sale Credits below with conformation of transmission. Any such notice or demand shall be effective and deemed received on the date delivered, as indicated on receipt confirmation.

Entire Agreement

This agreement contains the entire understanding between the buyer and the Partnership. This agreement shall not be binding upon the buyer and Partnership until executed by an authorized agent of the buyer and Partnership, and an executed copy of this agreement has been delivered to the buyer and Partnership.

Amendments and Waivers

This agreement may not be amended, modified, altered, or changed in any respect whatsoever, except by a further agreement in writing duly executed by the buyer and the Partnership.

Credit Pre-Sale Terms

The buyer listed above agrees to purchase the Number of Credits to Purchase listed above according to the credit pre-sale terms listed above and prior to the Pre-Sale Expiration Date listed above if the buyer's permit is approved by NOAA Fisheries. The buyer agrees that this conservation credit pre-sale agreement is terminated if the buyer fails to deliver the Purchase Price above on or before the Pre-sale Expiration Date listed above, and upon which neither the buyer or Partnership shall have no further rights or obligations hereunder.

Name of Authorized Agent: Matthew Keough
Authorized Agent Signature: Matthew Keough Date: 11/13/2025

Payment Instructions

Checks should be made payable to:
Recreation and Conservation Office

and sent to:
Recreation and Conservation Office
PO Box 40917
Olympia, WA 98504-0917

Partnership Commitment To Sell Credits

Puget Sound Partnership, whose mailing address is PO Box WT-41, Olympia, WA 98504-7000, agrees to sell the Number of Credits to Purchase listed above according to the credit pre-sale terms listed above and receipt of the Purchase Price listed above prior to the Pre-Sale Expiration Date listed above. Partnership agrees that it will comply with all terms and conditions set forth in the Partnership's memorandum of understanding with NOAA Fisheries and USFWS to generate the Number of Credits to Purchase listed above. Upon receipt of payment, of the Purchase Price listed above, Partnership shall provide the buyer within 30 days thereafter documentation as required by the Services to effectuate the purchase of credits. The Partnership agrees to reduce the Number of Credits to Purchase listed above and the Purchased Price pro rata if the regulatory agency requirement is decreased at no penalty to the buyer. If the Number of Credits to Purchase listed above is reduced, the Partnership will provide an addendum to this agreement at the request of the buyer.

Name of Authorized Agent: Ahren Stroming

Authorized Agent Signature: 
AHREN STROMING (WA Lic. 3025 343985 PST)

Date: 11/13/2025

Link to Section I
(Internal Agency Use Only)

Link to Section III
(Internal Agency Use Only)