

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING October 2, 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: Tom Goodlin, Dawn Janow, Jay Kinney, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: None

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

Anna Oeste asked if there is a map of trails where people can ride bicycles. Executive Director Dan Hamlin said trail maps are available in the District office and on the website.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the September 18, 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 and Name	Warrant Numbers	Total Batch Amount
9/18/2025	001 General Fund 300 Capital Improvement Fund	30790-30805	\$136,215.83
9/22/2025	001 General Fund 300 Capital Improvement Fund	30806-30814	\$41,186.44
9/30/2025	001 General Fund 300 Capital Improvement Fund	30815-30851	\$97,580.79
9/30/2025	001 General Fund (September Payroll Benefits and Taxes)	EFT and 10098-10101	\$253,820.33
9/30/2025	001 General Fund (September Payroll)	EFT and 3477-3489	\$460,225.11
	300 Capital Improvement Fund	Pre-approval	\$70,072.00

GENERAL BUSINESS

COMPREHENSIVE PLAN UPDATE: Executive Director Dan Hamlin said staff plan to have input from the Comprehensive Plan update committee incorporated into the goals and objectives section draft and distribute that draft for review soon. Senior Planner Matthew Keough said the next section that will be worked on is the demands and needs analysis which will help to inform the level of service and dovetail with the goals and objectives. Commissioner Kinney said he and Commissioner Janow, the board’s Ad Hoc Comprehensive Plan Committee, have already been reviewing and offering input on the goals and objectives draft including checking for consistency with District policies. The final draft will be distributed to commissioners and community partners for review.

STAFF REPORT

Recreation Division: Recreation Division Director Madison Collins said interviews start tomorrow for the adaptive recreation coordinator position. Recreation Superintendent Bryan Garoutte said staff attended a resource fair at the Bainbridge Island Senior Center over the weekend and will be holding a clay class there next week for people who are visually impaired.

Park Services Division: Park Services Division Director Lydia Roush said Strawberry Hill Bike Park has been very busy and the user group has already hosted two work parties. The Vincent Road to Gazzam Lake Nature Preserve trail permit has been received and work has begun. Staff will be meeting with representatives from Bainbridge Island Little League to talk about ballfields. There is an appreciation event tomorrow for park services staff. Park Services Superintendent David Harry is currently working with contractors on several capital projects. Bainbridge Island Japanese American Exclusion Memorial Association is looking to have a groundbreaking ceremony for the visitor center soon.

Administrative Division: Assistant Executive Director Amy Swenson said she and Procurement Administrator Michelle Miller attended the Washington Finance Officers Association conference last week. Michelle Miller said the conference increased her appreciation for how involved the District’s board members are and how much they care, which is not the case everywhere. She is thankful for all the checks and balances the District has in place and how well it is doing on compliance, especially for a small special purpose district. She also learned about a new module from Tyler Technologies, the software system the District uses for accounting and time sheets, that the District will be switching to for the accounts payable approval process to increase efficiency.

Executive Director Dan Hamlin said Haunted Hayride is coming up soon and encouraged anyone who wants to volunteer to sign up. The Lande Administration Building dedication event will be on Monday. He noted that City Manager Blair King stepped in to help the District get the permit from the City of Bainbridge Island for the Vincent Road to Gazzam Lake Nature Preserve trail.

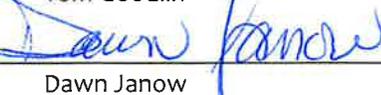
BOARD MEMBER REMARKS:

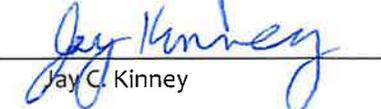
- Commissioner Swolgaard thanked District staff for their work preparing for the work session for the 2026 budgets that was held this evening before the regular board meeting.
- Commissioner Swolgaard said he had a good time volunteering at the District booth at the Farmers’ Market last Saturday.
- Commissioner Goodlin expressed his appreciation for the staff for all their work.

MEETING ADJOURNED at 6:26 pm.

Helen Stone
Dan Hamlin
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

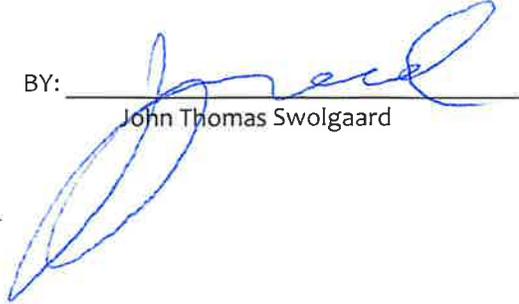
BY: 
Tom Goodlin

BY: 
Dawn Janow

BY: 
Jay C. Kinney

BY:

John Thomas Swolgaard



ATTEST:

Kenneth R. DeWitt

