

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING December 4, 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.

ADJUSTMENTS TO AGENDA: Ad an executive session.

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

Loanne Harmeling said the Bainbridge Community Tennis Association recently made a \$10,000 payment towards their commitment to funding for the new tennis courts in Sakai Park.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the November 20, 2025 regular board meeting, Chair Goodlin stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: Kinney/Janow: 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
11/19/2025	001 General Fund	31123-31135	\$9,522.28
11/25/2025	001 General Fund 300 Capital Improvement Fund	31136-31177	\$131,179.78
11/26/2025	001 General Fund (November Payroll Benefits and Taxes)	EFT and 10107-10111	\$258,503.58
11/26/2025	001 General Fund (November Payroll)	EFT and 3499-3502	\$421,816.06
12/2/2025	001 General Fund	31178-31188	\$12,210.35

GENERAL BUSINESS

COMPREHENSIVE PLAN UPDATE: TRAILS VISION PLAN: Park Services Division Director Lydia Roush said the trails vision plan will be updated as part of the Comprehensive Plan update. Part of the trails vision plan is the map identifying areas on the island that are targeted for trail easement acquisitions. There are some proposed edits to the areas previously approved to be targeted for additional trail easements. Staff are looking for direction from the board on the targeted areas map and updates to the trails vision plan language.

Commissioner Janow said one of the things the board and the Trails Advisory Committee have been looking at is whether all District trails need to always be open to all user types. There could be trails limited to specific users, such as pedestrians only. Other things that need to be addressed are e-bikes on trails and prioritizing ADA accessibility. Executive Director Dan Hamlin said the current trails vision plan is clear in stating that District trails are primarily multi-use, so it is important to know if the board is interested in changing that. Commissioner Kinney said if the board is going to make a policy change

there will need to be many more meetings on the topic and a lot of input from both the Trails Advisory Committee and the public. Commissioner DeWitt said a big challenge related to limiting user types on trails is enforcement. Commissioner Kinney said one idea is that new trails could be designated for specific users. That would allow for a different experience for users and not be a takeaway from others. Commissioner Goodlin said he would like to see the District embrace single-use trails for pedestrians. The data shows that there are quite a few elderly people on the island and people have expressed concerns with the speed of bicycles and the size of horses. He thinks there is a need and that changing existing trail designations from multi-use to single-use is doable. Commissioner Janow recommended that the topic be taken to the Trails Advisory Committee and staff for further consideration. JK

Commissioner DeWitt said the District needs to establish what its responsibility for new trail development is. The District should be primarily responsible for new trail development within parks and easements that it owns and controls. The District should partner with Bainbridge Island Parks & Trails Foundation or Bainbridge Island Land Trust or other agencies for trails on land or easements that the District does not control but connect to the parks or trails systems that the District maintains. Classification or reclassification of all future trails must be done with board approval to avoid issues created in the past by accepting easements outside of policy. The Trails Advisory Committee needs to be included as a valued partner in trail planning, development, and maintenance. Over the years the Trails Advisory Committee has had an amazing amount of expertise and planned, developed, and built a lot of trails on the island. If the District is going to assume maintenance of a trail, it needs to have a significant role in developing its classification to avoid future conflicts. Accessibility needs to be considered when developing and maintaining trails for which the District has responsibility and the trails vision plan should designate whether the trails the District controls meet ADA accessibility standards or not. Maps should be updated to reflect all currently existing trails. Some trails could be rerouted to reduce grade, avoid roots for tree health, and improve water flow. The areas where trails are going to be planned in the future should be examined as there are areas lacking trails that have previously had specific proposals which have not come to fruition. Commissioner Janow said clear District priorities would be helpful for partner organizations. Staff will take the input and bring back a draft of the trails vision plan for consideration.

RESOLUTION 2025-24: DATA BACKUP AND RECOVERY POLICY: Assistant Executive Director Amy Swenson said this policy was drafted by IT Director Skye Carlson and was an agenda item at the last board meeting. **MSC: Janow/DeWitt: Motion to pass Resolution 2025-24 regarding adopting a backup and recovery policy for the District's policy manual.**

RESOLUTION 2025-25: FINANCIAL AND REVENUE POLICY: Assistant Executive Director Amy Swenson said this policy was updated in large part to adjust the language surrounding reserves. **MSC: DeWitt/Janow: Move to approve Resolution 2025-25 adopting a revised financial and revenue policy for the District's policy manual.**

AMENDED 2025 GENERAL FUND BUDGET: Assistant Executive Director Amy Swenson said board authorization is required to increase the amount of District expenses even if revenue has gone up. There were unanticipated projects that affected the budget in 2025 including the batting cage at Strawberry Hill Park and the well at Eagledale Park. The Aquatic Center budget had a rough year due to increased utility costs and the closure of the Ray Williamson pool during Phase I of the renovation. Aquatic Program Administrator Jenette Reneau said in 2024 when staff built the 2025 budget they were conservative on their estimation of how much the public would continue to use the facility during the closure period. Public use was higher than expected and while revenues went up so did the expenses required to meet more demand. Amy Swenson said she is tentatively expecting the transfer to the Capital Improvement Fund to be not as large as is reflected in the numbers tonight.

AMENDED 2025 CAPITAL IMPROVEMENT FUND BUDGET: Procurement Administrator Michelle Miller shared updated 2025 Capital Improvement Fund budget numbers that reflect carrying portions of the funding forward into 2026 for unfinished

projects including ballfield improvements, the Battle Point Park bathroom and septic system, and court resurfacing. Numbers for the Ray Williamson pool renovation planning and the recoating of the skate park in Strawberry Hill Park now reflect actual costs. The District agreed to pay half the cost for the change order for the Strawberry Hill Bike Park and that change is now included. The transfer from the General Fund will be less than was anticipated this year. An additional \$10,000 worth of grant funding has been added to the line for interpretive signage at Williams-Olson Park.

AMENDED 2025 LAND ACQUISITION FUND BUDGET: Assistant Executive Director Amy Swenson said \$50,000 was originally budgeted in the 2025 Land Acquisition Fund for easements. However, the funding for the purchase of a portion of the Grand Forest East from the Bainbridge Island School District went through this fund so the budget needs to be amended.

BOARD MEETING CALENDAR FOR FEBRUARY 2026 THROUGH JANUARY 2027: After some discussion the board directed staff to plan for one regular board meeting in July on the third Thursday of the month. Regular board meetings in all other months from February 2026 through January 2027 will be scheduled on the first and third Thursdays of the month. A resolution will be brought to the next board meeting to adopt the regular board meeting calendar.

STAFF REPORT

Recreation Division: Aquatic Program Administrator Jenette Reneau said the Aquatic Center lobby, meeting rooms, bathrooms, and locker rooms are being repainted and the colors will be a preview of what will be used in the next phase of the Ray Williamson pool renovation. Recreation Division Superintendent Bryan Garoutte said winter quarter registration for residents will begin on Tuesday. Spring and summer registration will begin on March 17 for residents. Open gyms are being held almost every night of the week and are very popular with adults. There are two articles in the winter issue of PNW Bainbridge about District programming.

Park Services Division: Park Services Division Director Lydia Roush said the trail from Vincent Road to Gazzam Lake Nature Preserve is almost complete and Bainbridge Island Parks & Trails Foundation is planning a grand opening in January. Staff are continuing to work with the Gear Grinders to build out the skills zone in the Strawberry Hill Bike Park. Park Services Superintendent David Harry said the contractor for the new septic system at Battle Point Park started mobilizing today. Construction of the Bainbridge Island Japanese American Exclusion Memorial visitor center is going well.

Administrative Division: Assistant Executive Director Amy Swenson said the District's 2024 state audit has begun.

Executive Director Dan Hamlin said staff will attend a meeting hosted by the Washington State Department of Transportation on the proposed roundabout for the Highway 305 and High School Road intersection. Staff met with Bainbridge Island School District staff after they bumped District programming for select team programming. An interlocal agreement between the agencies gives the District second priority for facilities to offer programming for the community. Assurances were given that the District will be included in conversations before decisions are made in the future.

BOARD MEMBER REMARKS:

- Commissioner Kinney said he and Commissioner Janow have been doing a lot of work on the Comprehensive Plan update as members of the board's Ad Hoc Comprehensive Plan Committee. There is still a lot of work to do in the next couple of months. It was decided that although Commissioner Janow's term on the board ends at the end of this year she will remain on the committee as a citizen until the Comprehensive Plan update process is completed in February.
- Commissioner Janow said she would like there to be a water fountain at Sakai Park.
- Commissioner Janow said she hikes District trails all the time and wants to thank everyone and remarked on what an amazing community there is here that supports access to trails and parks.

- Commissioner DeWitt extended congratulations to Bainbridge Prepares for their recent award from the International Association of Emergency Managers for their preparedness and emphasis on water, hygiene, and sanitation.
- Commissioner Goodlin said he has heard rumors that the District is having financial difficulties and has explained to those people that it is not the case. The limitation the District has now is that reserves have been spent down to fund the renovation of the Ray Williamson pool and that means the District will have to be very mindful and careful managing the budget moving forward. That repercussion was communicated to the public when the District put the bond for the project on the ballot which was voted down by residents.

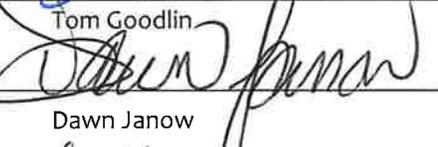
MEETING ADJOURNED to a five-minute recess at 7:31 pm with announced time to reconvene at 7:36 pm. **MEETING RECONVENED** at 7:36 pm.

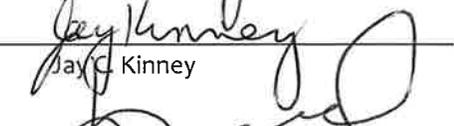
MEETING ADJOURNED TO EXECUTIVE SESSION at 7:36 pm for discussion regarding consideration of site selection or acquisition of real estate purchase or lease if likelihood that disclosure would increase price per RCW 42.30.110(1)(b) with announced time to reconvene at 7:46 pm.

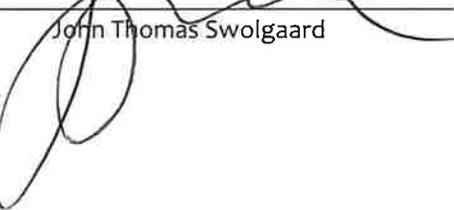
MEETING RECONVENED at 7:46 pm and **ADJOURNED** at 7:46 pm.

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