

AGENDA

**Bainbridge Island Metropolitan Park & Recreation District
Regular Board Meeting 6:00 pm
Thursday – August 3, 2023**

Bainbridge Island Recreation Center
11700 Meadowmeer Circle NE
Bainbridge Is, WA 98110
206-842-5661

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 July 20, 2023
- 30.2** Financial: Approval of vouchers and payroll.

40. GENERAL BUSINESS

- 40.1** Gazzam Lake Nature Preserve to Vincent Road Trail Status Hamlin (60 min)
Action: Possible motion to apply for permit.
- 40.2** Budget Process Timeline Swenson (10 min)
Action: Information only.

50. STAFF REPORT

60. UPCOMING MEETINGS

| | | | |
|----------|-----------------------|------|-------------------------------------|
| 08/17/23 | Regular Board Meeting | 6 pm | Bainbridge Island Recreation Center |
| 09/07/23 | Regular Board Meeting | 6 pm | Bainbridge Island Recreation Center |
| 09/21/23 | Regular Board Meeting | 6 pm | Bainbridge Island Recreation Center |
| 10/05/23 | Regular Board Meeting | 6 pm | Bainbridge Island Recreation Center |
| 10/19/23 | Regular Board Meeting | 6 pm | Bainbridge Island Recreation 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: Forest Management
Ad Hoc Committee: Sakai Site Planning

2023 Board Representatives

Kinney/Swolgaard
Kinney/Janow
Janow/DeWitt
Goodlin/Janow
DeWitt/Kinney
Swolgaard/DeWitt
Goodlin/Swolgaard

Board Liaisons

Park District Committees:
Trails Advisory Committee
Dog Advisory Committee

Goodlin/DeWitt
Kinney/Janow

Community/Public Agencies:
Bainbridge Island Parks & Trails Foundation
Intergovernmental Work Group (IGWG)
Bainbridge Island School District
City of Bainbridge Island

Goodlin/Janow
Kinney/Swolgaard
Goodlin/Kinney
DeWitt/Janow

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING July 20, 2023
BAINBRIDGE ISLAND RECREATION CENTER**

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

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

MISSION STATEMENT: Chair Kinney read the Park 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

Masuko Giesecke requested that the Park District accept the Renew Active insurance program at Bainbridge Island Recreation Center.

William Giesecke requested that the Park District accept the Renew Active insurance program at Bainbridge Island Recreation Center.

Diane Galbraith spoke in support of the Park District accepting the Renew Active insurance program at Bainbridge Island Recreation Center.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the June 15, 2023 regular board meeting, Chair Kinney stated the minutes stand approved as submitted.

GENERAL BUSINESS

WAYPOINT WOODS CONCEPT PLAN: Park Services Division Director Dan Hamlin said the Bainbridge Island Parks & Trails Foundation has taken this project on. The project will improve entry points and install seating areas. BIPTF have asked for formal approval of the concept plan so permits can be obtained from the City of Bainbridge Island. Commissioner DeWitt said the plan looks great. Commissioner Goodlin said it is a great plan. **MSC: Swolgaard/DeWitt: Motion to approve the Waypoint Woods concept plan.**

MASTER TRAIL AGREEMENT WITH BAINBRIDGE ISLAND PARKS & TRAILS FOUNDATION: Park Services Division Director Dan Hamlin said the Bainbridge Island Parks & Trails Foundation provided the initial draft of the agreement which was reviewed by Park District Attorney Hayes Gori. The agreement formalizes the relationship the Park District has had with BIPTF for the last several years regarding trail easements and projects. **MSC: DeWitt/Swolgaard: Move to approve the master trail agreement with Bainbridge Island Parks & Trails Foundation.** Commissioner Janow asked why the process is being formalized. Dan Hamlin said when there is hesitation on the part of the board regarding accepting trail easements that the Park District has previously told BIPTF are a priority it puts BIPTF in an awkward situation. The agreement formalizes projects and the sequence of the steps for projects. Commissioner Swolgaard said the Park District and BIPTF have worked well together over the years but there should be something in writing.

SAIL FLOAT SUBLEASE AND INTERLOCAL AGREEMENT: Senior Planner Matthew Keough said this is now the dock extension project which will allow services to be provided without interruption. The dock extension on the City of Bainbridge Island dock in Waterfront Park would replace the current sail float in Eagle Harbor used for Park District programming. For the dock extension project to move forward a sublease of Department of Natural Resources aquatic

lands needs to be established for the permitting process and for the Recreation and Conservation Office's grant confidence. A first interlocal agreement is in place between the Park District and the City of Bainbridge Island regarding cooperation on this project, however it terminates at the time of construction. A second ILA is needed so RCO can see there is an ongoing partnership agreement to allow access to the dock extension. RCO is asking for at least a 25-year commitment to make sure COBI is committed beyond the DNR lease terms. Commissioner Goodlin asked how long the DNR lease is for. Matthew Keough said the DNR lease between DNR and COBI can go to 2043 with the possibility for an extension to 2047. However, RCO is requesting a guarantee through 2049 based on construction starting in 2024. While a longer commitment cannot be obtained from DNR at this time, COBI can commit to guaranteeing to the public and RCO that there will be continual access. The Park District will also need to perform mitigation in the intertidal zone at Waterfront Park. Commissioner Janow asked when the second ILA would commence. Matthew Keough said the two ILAs would be in effect concurrently.

STAFF REPORT

Executive Director Terry Lande introduced Jenette Reneau, the new aquatic program administrator. The recreation division is doing well, and the staff is busy running camps and programs. The Bainbridge Island Recreation Center pool has been full of patrons.

Park Services Division: Park Services Division Director Dan Hamlin said the memorial bench being installed at Pritchard Park is extraordinary. The horticulture crew is now fully staffed and working hard to catch up with work. Student Conservation Corps is moving into its second session. The trails crew rerouted a trail at Hawley Cove Park. Two bids were received for the dog park fencing project. A GIS seasonal staff person is collecting data and cleaning up the data for the rescue locator program. The net on the pickleball court at Williams-Olson Park has been removed because the amount of play was exceeding expectations. The top goal of the planning process for that park was not to increase traffic to the park but rather to enhance what was there. There are parking restrictions on the deed and there have been issues with parking. Therefore, it has been turned back into a situation where you must bring your own net to play pickleball. Terry Lande said the other issue is that the sound from people constantly playing pickleball has been hard on the neighbors. Dan Hamlin said the park was never meant to be a destination for people to play pickleball, rather it was meant as a neighborhood park. Commissioner Goodlin said he heard about the noise. Commissioner Janow asked about a timeline for the dog park fencing project. Dan Hamlin said the project can start as soon as the vendor is selected and can get started. Commissioner Janow asked if the Park District wants to reimagine that space if the pickleball court at Williams-Olson Park is going to be a draw. Dan Hamlin said some people are bringing their own net and staff has no plans to change the space at this time; the court may also have some historical value. Senior Planner Matthew Keough said the playground committee for Fort Ward Parade Grounds is moving forward. The committee has already found some success in fundraising and the playground will include five play pieces. The committee's goal is to have the playground installed around Labor Day. Commissioner Goodlin asked if the permit for that playground required by the City of Bainbridge Island has been processed. Matthew Keough said that this is the first time the Park District has been asked to have a permit for a playground. COBI is aware of the project timeline and has assured the Park District that the playground permit will get priority and that they do not expect a long review process.

Administrative Division: Administrative Division Director Amy Swenson said staff is working on the budget process schedule. Applications are being received for the open recreation division director and Bainbridge Island Swim Club head coach positions.

Terry Lande said a bunch of new photos by Pete Saloutos have been hung at Bainbridge Island Recreation Center. Terry Lande and Dan Hamlin met with Melissa Bang-Knudsen and Sean Magy from pickleball and Paul Sullivan from Bainbridge Community Tennis Association. The tennis community prefers the courts at Battle Point Park to remain multiuse. At the meeting the representatives were told that there will be no new tennis courts built at Sakai Park if tennis does not give up

the multiuse courts, as there will be no net gain of tennis courts. It was said that the tennis community does not care what happens to the tennis courts at Strawberry Hill Park or Egle Dale Park. The days and times that tennis and pickleball will have priority on the multiuse courts are still being negotiated between the two groups. Commissioner Goodlin asked what the path forward would be for building the tennis courts at Sakai Park. Terry Lande said if tennis gives up the two multiuse courts at Battle Point Park, then two tennis courts would be built at Sakai Park. Terry Lande said he talked to Dane Fenwick with Bainbridge Island School District and the School District thinks they have a donor to put a lighted artificial turf field at Woodward Middle School and possibly to put an artificial turf field at Sakai Intermediate School. The School District is also looking into additional lighted fields at Bainbridge Island High School. Therefore, there is no longer a strong need to spend the money to build an artificial turf field at Strawberry Hill Park. There is also talk that the donor is looking to spend money on a new private pool and fieldhouse. It is wonderful that someone is pursuing that privately. When the Park District bought Bainbridge Athletic Club, BAC did not allow very many insurance program members to use the facility because the facility makes very little money from those programs. Currently the facility is full to capacity of people who are members of the two insurance groups accepted by the Park District. If Renew Active is accommodated there may not be room for anyone beyond insurance group members. The insurance programs will have to be reevaluated.

BOARD MEMBER REMARKS:

- Commissioner Janow said that she and Commissioner Goodlin attended a Bainbridge Island Parks & Trails Foundation meeting.
- Commissioner Janow said Commissioner DeWitt will be facilitating the next Walks with Commissioners program.
- Commissioner Janow gave kudos to staff for the Sounds of Summer concert series.
- Commissioner Janow said the troll sculpture, which will be hosted by the Park District, is coming soon.
- Commissioner Goodlin said that at the Bainbridge Island Parks & Trails Foundation meeting there was talk about multiuse trails vs pedestrian only or limited use trails. He said the Park District board could take on a discussion regarding an approach that would allow for people to feel more secure in the use of trails on the island. He knows there is reticence on the part of Bainbridge Island Land Trust to create multiuse trails on their properties. He also knows someone who had a near collision with a mountain biker on a trail.
- Commissioner Goodlin said that a citizen asked him to request that when trees are cleared from trails that they be moved away from the trail for safety reasons. Park Services Division Director Dan Hamlin said that is the standard, but he will bring it up with staff.
- Commissioner Swolgaard said he and Commissioner DeWitt attended the Fort Ward Community Hall grand opening.
- Commissioner DeWitt said that the Fort Ward Community Hall grand opening was a great event. It is neat to see it being used by the community already. Park District staff could not have done a better job restoring the building.
- Commissioner DeWitt said that July 7 was the renaming ceremony for the Winslow Waterfront Trail, now the Charles Schmid Waterfront Trail. If it had not been for Charles Schmid the trail would not be sitting where it is today.
- Commissioner Goodlin complimented Commissioner DeWitt for his presentation at the renaming ceremony and thanked him for leading the board to pass the resolution last year supporting renaming the Charles Schmid Waterfront Trail. It was a nice event and a reminder that one individual can make a difference and that efforts in the community help to improve the lives of others.

- Commissioner Kinney said that regarding the condemnation of the Comcast property adjacent to Strawberry Hill Park, that Kitsap County Superior Court added an order on July 10. They found that the Park District had met the finding for public use and necessity and ordered that there be an exchange of appraisals no later than September 20, 2023. Thereafter the court will conduct a mediation in November. If the gap cannot be bridged there will be a trial on February 5, 2024 at which time the court will decide what the property is worth and the Park District can purchase it.

MEETING ADJOURNED at 7:14 pm.

Helen M. Stone
Terry M. Lande
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: _____
Jay C. Kinney

BY: _____
John Thomas Swolgaard

BY: _____
Dawn Janow

BY: _____
Kenneth R. DeWitt

ATTEST: _____
Tom Goodlin



Memorandum

Date: 7/28/2023

To: BIMPRD Board of Commissioners

From: Dan Hamlin, Park Services Director
Bainbridge Island Metropolitan Park & Recreation District

Subject: Gazzam to Vincent Road trail proposal

Background:

The Park District has managed Gazzam Lake Nature Preserve since 1995. The original acres were purchased by a special election bond supported by the citizens of Bainbridge Island and is protected by a Conservation Easement with the Bainbridge Island Land Trust.

A citizens committee was formed to create a Master Plan for the site and worked from Dec 1995 to July 1996. 22 members held 17 meetings to develop the master plan and shared the plan with neighbors and the Park Board for community input. The plan created a master plan for trail development and included critical area review and wildlife habitat review.

The master plan created included both the existing Opal Ridge trail and a future connection to the County disposal site. This trail connection was a thoroughly discussed connection by the 1996 citizens committee, and ultimately was recommended to remain on the master plan. The wildlife review of the master plan stated: "The proposed plans for Resource Conservation Zone and the Active Recreational Zone do not appear to conflict with the prime wildlife habitat and wildlife use of the site."

Current status:

Efforts by the Park & Trails Foundation, on behalf of the Park District, have secured easements to establish the route from the Opal Ridge trail to Vincent Rd outside of the Nature Preserve.

The easements cover all except approximately 200 feet of the trail connection. The remaining

approximately 200 feet will be within the existing conservation easement on the Gazzam Lake Nature Preserve property.

Careful review of the Conservation Easement language supports this as an approved activity within the Preserve. The specific language will be reviewed in the presentation at the 8/3/2023 Board meeting. This conclusion has been discussed with Land Trust staff and confirmed as an accurate interpretation.

Concerns:

A citizens group has formed in opposition of this proposal called the “Friends of Gazzam Lake”. This group is not affiliated with the Land Trust, the Park & Trails Foundation, or the Park District. It is a stand alone committee claiming the trail proposal poses a significant impact to wildlife and therefore is in violation of the conservation easement terms as well as restrictions associated with the state grants obtained to help purchase the site.

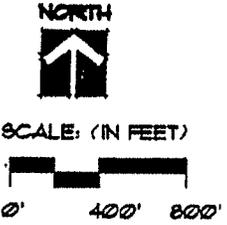
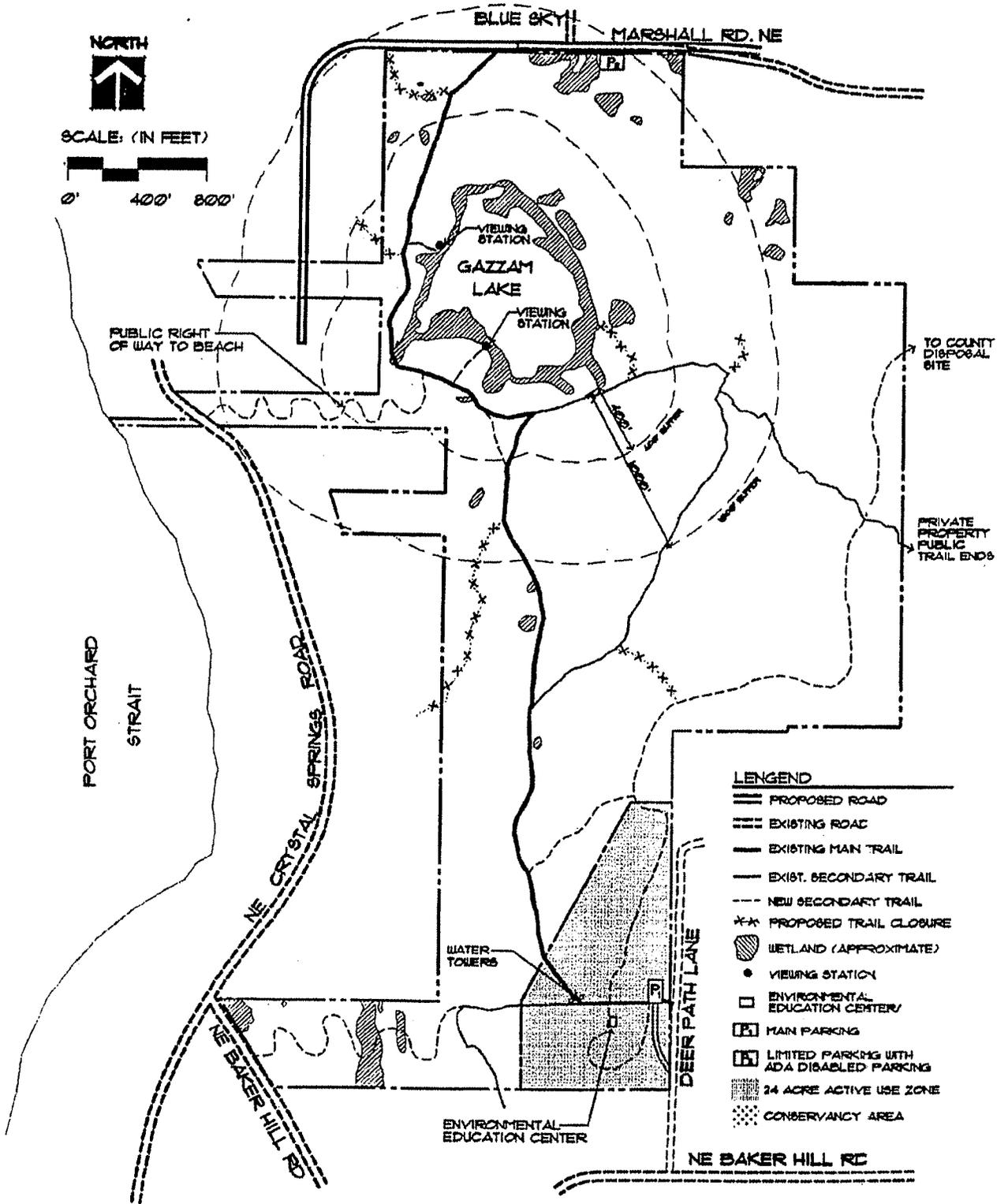
Proposal:

District staff have reviewed the Conservation Easement, grant documents, and worked with the Parks & Trails Foundation to plan the route outside of the Preserve as much as possible. The connection is a vital part of the District’s Trails Vision Pan seeking to create long distance connections, as well as a critical piece of the Winslow to Gazzam vision the District, the City of Bainbridge Island, and Parks & Trails Foundation have been pursuing for many years.

Staff is recommending approval to move forward with permitting this connection made possible by the generous easements provided by neighbors and the City of Bainbridge Island.

Next Steps:

If granted approval to move forward with this connection, staff will conduct an updated wildlife study and finalize all required permit documentation for permit submittal this fall.



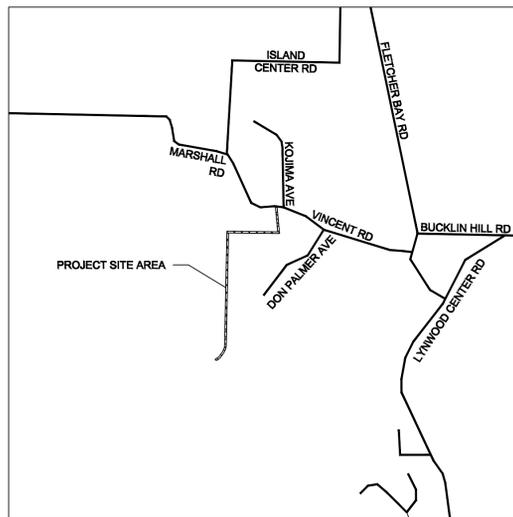
- LENGEND**
- PROPOSED ROAD
 - EXISTING ROAD
 - EXISTING MAIN TRAIL
 - EXIST. SECONDARY TRAIL
 - NEW SECONDARY TRAIL
 - X-X PROPOSED TRAIL CLOSURE
 - WETLAND (APPROXIMATE)
 - VIEWING STATION
 - ENVIRONMENTAL EDUCATION CENTER
 - P MAIN PARKING
 - P LIMITED PARKING WITH ADA DISABLED PARKING
 - 24 ACRE ACTIVE USE ZONE
 - CONSERVANCY AREA

FIGURE 4
GAZZAM LAKE
TRAILS MASTER PLAN
 November 1996



CONCEPTUAL OVERALL SITE PLAN
SCALE: 1" = 250'

TOPOGRAPHY BASED ON PUBLICALLY AVAILABLE LIDAR DATA. EXISTING FEATURES BASED ON VINCENT ROAD TRAIL EXTENSION SITE PLAN DATED 11/2/21. DATUM: NAVD88.



VICINITY MAP
SCALE: 1" = 1000'

PARCEL(S): 282502-3-052-2003 (PRIVATE PROPERTY, N)
332502-2-019-2001 (CITY PROPERTY)
332502-2-015-2005 (PRIVATE PROPERTY, S)
322502-1-004-2001 (GAZZAM LAKE PROPERTY)

PRIVATE PROPERTY, N
OWNER: MARK JULIAN & DIANE HUTCHINGS
SITE ADDRESS: 6811 VINCENT RD, BAINBRIDGE ISLAND, WA 98110
LOCATION: SEC. 33, TWN. 25, RNG. 2E, NW QTR.
ZONING: R-0.4

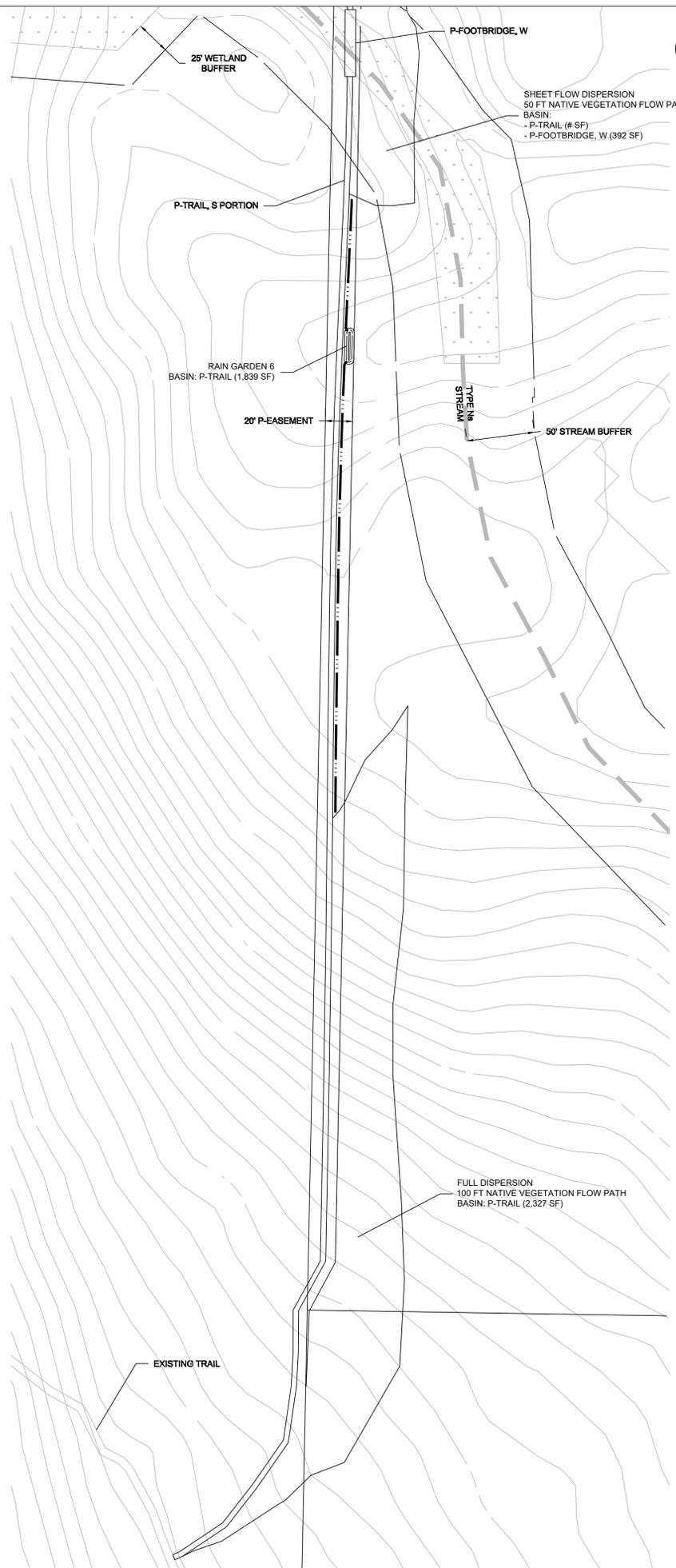
CITY PROPERTY
OWNER: CITY OF BAINBRIDGE ISLAND
SITE ADDRESS: 6400 DON PALMER AVE NE, BAINBRIDGE ISLAND, WA 98110
LOCATION: SEC. 33, TWN. 25, RNG. 2E, NW QTR.
ZONING: R-0.4

PRIVATE PROPERTY, S
OWNER: JPI-KITSAP LLC
SITE ADDRESS: NO ADDRESS FOUND, BAINBRIDGE ISLAND, WA 98110
LOCATION: SEC. 33, TWN. 25, RNG. 2E, NW QTR.
ZONING: R-0.4

GAZZAM LAKE PROPERTY
OWNER: BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
SITE ADDRESS: 6105 NE MARSHALL RD, BAINBRIDGE ISLAND, WA 98110
LOCATION: SEC. 32, TWN. 25, RNG. 2E, NE QTR.
ZONING: R-0.4

PROJECT SIZE: 1.12 ACRES

SOILS WITH PROJECT SITE:
74.4% HARSTINE GRAVELLY ASHY SANDY LOAM
21.0% PITS
4.6% MCKENNA



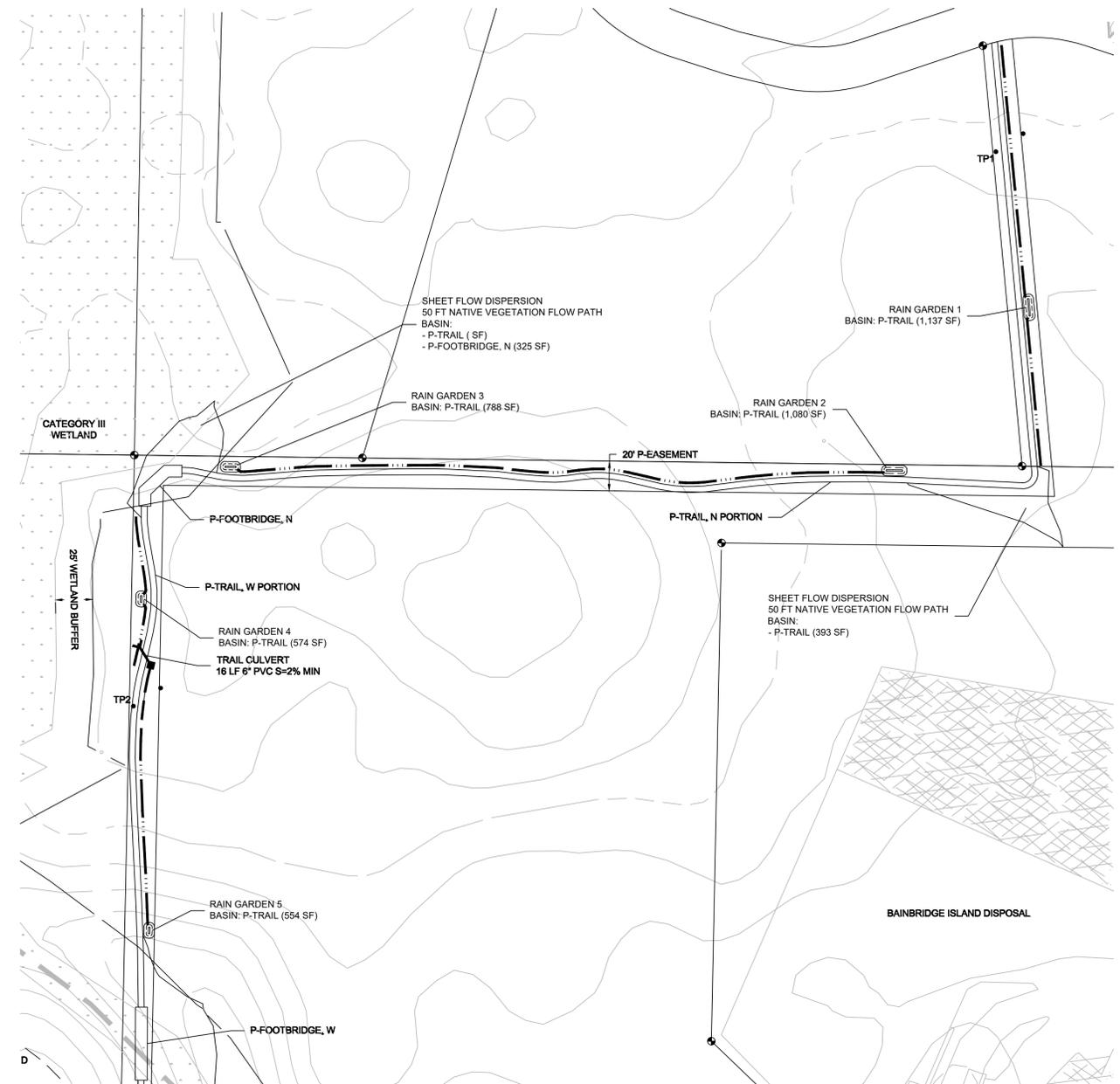
CONCEPTUAL DRAINAGE PLAN (WESTERN PORTION)

SCALE: 1" = 50'



LEGEND

- BUFFERS
- EXISTING BUILDING
- EXISTING GRAVEL
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- EXISTING ROAD
- PROPERTY CORNER
- PROPERTY LINE
- PROPOSED CATCH BASIN
- PROPOSED DRAINAGE DITCH
- PROPOSED EASEMENT
- PROPOSED TRAIL
- STREAM
- WETLAND



CONCEPTUAL DRAINAGE PLAN (NORTHERN PORTION)

SCALE: 1" = 50'



PRELIMINARY
NOT FOR CONSTRUCTION



| | | | |
|---|---|------------------------------------|---------------------|
| CONCEPTUAL DRAINAGE PLAN GAZZAM LAKE TRAIL EXTENSION SITE ASSESSMENT REVIEW | | DATE: 3/2/22 | C1 1 OF 1 |
| BROWNE • WHEELER ENGINEERS, INC. 241 ERICKSON AVENUE BAINBRIDGE ISLAND, WA 98110 P 206.842.0605 INFO@BrowneWheeler.COM | BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT 7666 HIGH SCHOOL RD NE BAINBRIDGE ISLAND, WA 98110 PERRY@BIPARKS.ORG | DESIGNED: BKR | |
| | | DRAWN: BKR | |
| | | CHECKED: AEW PROJECT # BA02-026 | |

2024 Budget Schedule

| Task | Due By |
|--|-----------------|
| Budget Forecast review with Leadership/Goal setting | august |
| Leadership CIP review with Leadership to establish 2023 CIP projects | august |
| Decisions on COLA recommendations to board etc. | 8/3/23 |
| Review budget timeline with Board | 8/3/23 |
| Detailed information of projected revenue and expenses turned into Division Directors for review (Terry for Rec) | 8/21/23 |
| Budget request for additional funds or one time purchases due to Amy | 8/21/23 |
| Skye reviews recommended IT budget with Leadership | 8/21/23 |
| CIP review with Leadership to establish 2023 CIP projects | 8/31/23 |
| Bryan/Dan/Mark review recommended vehicle replacement plan with leadership | 8/31/23 |
| Division Directors turn in all budget information to Amy | 9/7/23 |
| Leadership review initial budget based on DD information | 9/18/23 |
| information on tax revenue from county-approximately | September |
| Review and finalize budget goals with board | 10/5/23 |
| Terry -follow up from Goals meeting. Make changes or updates as necessary | |
| Packet to Helen for Board work session | |
| Health ins./Liability Ins. Estimates | mid sept |
| Work Session - After Board Meeting | 10/19/23 |
| Follow up from Work session make changes as necessary-Amy | |
| Packet to Helen for Board First reading | |
| 1st Reading bd meeting | 11/2/23 |
| All Staff Meeting (benefit review) | November |
| Packet to Helen for Board Final Reading | |
| 2nd reading bd meeting | 11/16/23 |
| Budget to County | 11/30/23 |