

- 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. **ADJOURNMENT**

Board Committees

Governance
 Capital Facilities
 Program
 Budget & Finance
 Personnel
 Ad Hoc Committee: Forest Management
 Ad Hoc Committee: Sakai Site Planning

2024 Board Representatives

Swolgaard/Janow

 Janow/DeWitt
 Kinney/Swolgaard

Board Liaisons

Park District Committees:
 Trails Advisory Committee
 Dog Advisory Committee

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

Goodlin/DeWitt
 Kinney/Janow

Goodlin/Janow

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
 REGULAR BOARD MEETING July 18, 2024
 BAINBRIDGE ISLAND RECREATION CENTER**

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

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

MISSION STATEMENT: Chair Swolgaard 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

Ron Piland said he has a significant concern that the financial information being presented by the Park District about the bond measure is inaccurate and misrepresenting what is happening and if it continues the credibility of the Park District is going to get called into question.

Acting Executive Director Dan Hamlin said staff have been very upfront, held two informational meetings, and are available to discuss the proposition.

BOARD CONSENT

APPROVAL OF MINUTES:

Upon hearing there were no corrections to the minutes of the June 20, 2024 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

Upon hearing there were no corrections to the minutes of the June 28, 2024 special board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

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

Batch Date	Fund Number & Name	Warrant Numbers	Total Batch Amt	Pre-Approved
06/11/24	001 General Fund 300 Capital Improvement Fund	28070-28082	55,322.17	06/11/24
06/13/24	001 General Fund	28125	3,249.93	06/13/24
06/17/24	001 General Fund	28128-28130	21,745.51	06/17/24
06/20/24	001 General Fund 300 Capital Improvement Fund	28131-28159	77,637.29	06/20/24
06/27/24	001 General Fund	28180-28198	8,405.28	06/27/24
07/02/24	001 General Fund 300 Capital Improvement Fund	28209-28238	58,275.36	07/02/24
07/09/24	001 General Fund	28239-28241	6,622.62	07/09/24
07/16/24	001 General Fund 300 Capital Improvement Fund	28270-28297	59,836.70	07/16/24

GENERAL BUSINESS

RAY WILLIAMSON POOL RENOVATION UPDATE: Park Services Superintendent David Harry said staff have been in contact with the Phase I contractor for the Ray Williamson pool renovation, FPH Construction, and are in the process of approving submittals. FPH Construction is working on ordering equipment and once the delivery dates are known the project schedule can be put together. So far staff have not run into any problems with the submittals thanks to the engineers with Stemper Architecture Collaborative doing top notch work. Aquatic Program Administrator Jenette Reneau said staff asked if, without disturbing the integrity of Phase I, FPH Construction could delay shutting down the Ray Williamson pool for as long as possible so as not to disturb users. FPH Construction said they would not need to shut the pool down until the first quarter of 2025. She is excited to have more time to plan for the closure. Commissioner Kinney asked approximately when Phase I work will start. Acting Executive Director Dan Hamlin said FPH Construction is under contract and working on the project now to get everything ready to mobilize. David Harry said they do not want to mobilize and do part of the project and then have to leave because they are waiting on equipment or a subcontractor to be onsite. The Park District needs the project to be as smooth and concise as possible so there is a limited amount of disturbance to not only the facility, but to the Bainbridge Island School District as well. Commissioner Swolgaard said that is what a prudent contractor does.

RAY WILLIAMSON POOL RENOVATION BUDGET UPDATE: Assistant Executive Director Amy Swenson said staff will be bringing an amended 2024 Capital Improvement Fund budget to the board after the election including an adjustment for Ray Williamson pool renovation planning to cover the cost of the drains required by the Washington State Department of Health. The entire Capital Improvement Fund will be impacted by whether the Ray Williamson pool renovation bond passes so staff are waiting for that information before moving forward with amending it.

SAKAI PARK TENNIS COURTS BID AWARD: Park Services Superintendent David Harry said two bids were received for the Sakai Park tennis courts project. The low bid was from Agate Asphalt. There was also an optional bid for the road approach in Sakai Park. Agate Asphalt did submit the optional bid for the road approach in Sakai Park for \$54,897. Staff recommend awarding the contract for the tennis courts to Agate Asphalt for \$338,247 pending the commitment and receipt of funding from the tennis community. Senior Planner Matthew Keough said it was exciting that the bid came in under budget which means less funding is needed from both the Park District and the tennis community which have planned to split the construction cost for the new tennis courts. The Park District has invested in the planning, permitting, and design work. Paul Sullivan, president of Bainbridge Community Tennis Association, said the tennis community has raised \$80,000 and they are still fundraising and hoping to meet their goal.

MSC: Janow/Goodlin: Motion to award the contract for \$338,247 for the ten-foot option.

Commissioner Goodlin asked about the road approach bid option. David Harry said the new entry way to the park will require paving so that option was added to the bid package and the Park District can choose to exercise it during the contract or can choose to bid it out on a separate contract. Acting Executive Director Dan Hamlin said staff are not asking to award that option now, it will be looked at during the process to amend the 2024 Capital Improvement Fund budget. Commissioner Swolgaard clarified that the Park District is required to have asphalt behind the sidewalk to keep gravel from rolling out into the road.

RESOLUTION 2024-05: NAMING GRAND FOREST EAST LOOP TRAIL IN HONOR OF CHUCK FIELD: Commissioner DeWitt said Jane Field, Chuck Field's widow, is in attendance tonight. Chuck Field felt that the Grand Forest was one of his greatest achievements during his tenure as director of the Bainbridge Island Park & Recreation District. A bond was passed by the voters to fund the acquisition and the price included the value of the timber. He worked for and received a grant from the state for 1 million dollars, which was the value of the timber, to help pay down the bond debt. This is an example of his stewardship and his love for that park, which has become one of the key parks on the island. **MSC: DeWitt/Janow: Motion**

to approve Resolution 2024-05. Commissioner Swolgaard said this is an outstanding opportunity to honor a great man. Acting Executive Director Dan Hamlin said it is an honor to recognize Chuck Field as he helped lay the foundation to build what the Park District has today. Jane Field said thank you and she is very honored and knows he would be too.

MEETING ADJOURNED to a two-minute recess at 6:49 pm with announced time to reconvene at 6:51 pm. **MEETING RECONVENED** at 6:51 pm.

EASEMENT ON PROPERTY PARCEL NUMBER 112402-3-038-2003: Park Services Superintendent Lydia Roush said this easement is one the Bainbridge Island Parks & Trails Foundation would like to transfer to the Park District. It is in an area highlighted by the trails vision plan for easement approval and acquisition and will help connect Nute's Pond to the Fort Ward neighborhood and eventually to Fort Ward Park. Staff plans to build a class II or III standard trail on this easement. The cost to purchase the easement from BIPTF is \$16,705.77 and there is money in the acquisition budget to reimburse BIPTF for the costs involved in securing this easement. **MSC: Janow/DeWitt: Approve the easement on property 112402-3-038-2003.** Acting Executive Director Dan Hamlin said BIPTF can negotiate terms for easements which is so crucial in making these connections happen.

RESOLUTION 2024-06: RCO GRANT FOR SKATEPARK AT STRAWBERRY HILL PARK (LAND AND WATER CONSERVATION FUND): Senior Planner Matthew Keough said this resolution is to authorize the application for the development funds required for the skatepark. The Park District is asking for almost 50% of the funding. This fund is run by the state although the funding is federal. The skatepark is estimated to be a 1.3-million-dollar project. **MSC: Janow/DeWitt: Motion to approve Resolution 2024-06 the RCO grant for the skatepark at Strawberry Hill Park through the Land and Conservation Fund, and this will be primarily for development funds.**

RESOLUTION 2024-07: RCO GRANT FOR SKATEPARK AT STRAWBERRY HILL PARK (WASHINGTON WILDLIFE AND RECREATION PROGRAM): Senior Planner Matthew Keough said this resolution authorizes application for almost 50% of the skatepark development costs from the Washington Wildlife and Recreation Program. It is taxpayer money set aside for things such as development in local parks and he thinks the skatepark is a good competitor in this program. All three of the RCO applications being talked about tonight are being made in conjunction with the Bainbridge Island Parks & Trails Foundation. The BIPTF is the Park District's community partner to assist with the required match. **MSC: Janow/DeWitt: Motion to pass Resolution 2024-07 the RCO grant for Strawberry Hill Park through the Washington Wildlife and Recreation Program in conjunction with the Bainbridge Island Parks & Trails Foundation.**

RESOLUTION 2024-08: RCO GRANT FOR BATTLE POINT PARK ARTIFICIAL TURF FIELD REPLACEMENT: Senior Planner Matthew Keough said with this grant application the Park District is asking for 50% of the cost to have the artificial turf fields replaced at Battle Point Park. This grant application is about continuing the investment in the original artificial turf fields that came to be due to community partnership and state funds. The application is compelling as it will extend an important regional asset. **MSC: Janow/DeWitt: Motion to approve Resolution 2024-08, RCO grant for Battle Point Park artificial turf field replacement.**

STAFF REPORT

Park Services Division: Park Services Superintendent David Harry said the first Enterprise fleet lease vehicle has been received and the next two are due to arrive on Monday. Park Services Superintendent Lydia Roush said the first ever session of Neurodiverse Student Conservation Corps wrapped up last week. SCoCo continues this week with another session. Lydia Roush gave Volunteer Program Manager Morgan Houk kudos for her work building the volunteer program; there is a man who comes over from Seattle to attend the work parties because he learns so much. The trails crew is finishing up the Farm Trail.

Administrative Division: Assistant Executive Director Amy Swenson said staff are beginning to work on the 2025 budget and she will bring a draft budget process timeline to the next board meeting.

Recreation Division: Recreation Division Director Madison Collins said any given week summer camps are accommodating kids from 1.5 years old to 17 years old. There is a huge variety of offerings. Staff put together a new summer camp promotional video which was played for the board. The Don Nakata pool will be closed from July 27-September 1 for the liner replacement which created an opportunity for the Pups in the Pool event scheduled for July 26.

Acting Executive Director Dan Hamlin said he met with Adaptive & Accessibility Coordinator Cody Ogren and Volunteer Program Manager Morgan Houk on the last day of Neurodiverse SCoCo last week. It was great to see the excitement from both staff and the participants and to hear the rave reviews. That program was initiated by Morgan Houk and funding was secured through a grant. It was so successful that Cody Ogren and Morgan Houk will be recognized at next Wednesday's Sounds of Summer concert, and they will attend the next board meeting to talk about the program. That is the kind of creative thinking, action, and passion that the Park District is proud to have and wants to encourage. Dan Hamlin met with Tom McCloskey who is a Rotary Club member that works with the Bainbridge Island School District's vocational program to job coach high school kids. Tom McCloskey asked the Park District to participate in the program and the conversation is ongoing.

BOARD MEMBER REMARKS:

- Commissioner Goodlin said he and Commissioner DeWitt and Acting Executive Director Dan Hamlin met with representatives from the Bainbridge Island School District.
- Commissioner Goodlin was at the Park District booth at last week's Sounds of Summer concert.
- Commissioner Kinney offered some suggestions on how to change the document that compares the passage and the failure of the Ray Williamson pool renovation bond measure due to Ron Piland's public comment earlier in the meeting. The board had a discussion and left it to staff to make changes to the document.
- Commissioner Janow said she attended the July 9 Bainbridge Island Parks & Trails Foundation meeting.
- Commissioner Janow said on June 25 she attended a walk with Representative Greg Nance and representatives from the Recreation and Conservation Office and the Washington Wildlife and Recreation Program at Sakai Park.
- Commissioner Janow said the Bainbridge Island Parks & Trails Foundation's Party for Parks is on August 16 at Strawberry Hill Park.
- Commissioner Janow said Housing Resources Bainbridge is holding free talks monthly and she attended one about accessibility and design and she was inspired by ideas for moving beyond ADA requirements.
- Commissioner DeWitt said that tomorrow is National Park & Recreation Professional Day; he thanked staff and asked the staff present at the meeting to pass the thank you on to all staff.
- Commissioner DeWitt said on June 22 he was at the Park District's booth at the Farmers' Market and a lot of people new to the island or visiting stopped by the booth.
- Commissioner DeWitt said next week he and Commissioner Goodlin have a Trails Committee Meeting.
- Commissioner DeWitt said he and Commissioner Swolgaard will be attending an ice cream social at Governor Jay Inslee's house to thank people who worked on the upper trail reroute and the boardwalk at Hawley Cove Park.
- Commissioner Swolgaard said he will be at the Park District's booth at the Farmers' Market this Saturday.
- Commissioner Swolgaard said he had fun participating in the 4th of July parade with the Park District.

MEETING ADJOURNED at 7:46 pm.

Helen Stone
Dan Hamlin
BAINBRIDGE ISLAND METROPOLITAN
PARK & RECREATION DISTRICT

BY: _____
John Thomas Swolgaard

BY: _____
Dawn Janow

BY: _____
Kenneth R. DeWitt

BY: _____
Jay C. Kinney

ATTEST: _____
Tom Goodlin

DRAFT



TO: Park Board of Commissioners

FROM: Matthew F. Keough, Senior Planner

DATE: August 1, 2024

RE: City of Bainbridge Island Comprehensive Plan Update

Background

The City of Bainbridge Island is preparing an update to its Comprehensive Plan, which will provide guidance for City all policies and objectives related to public uses, investments, and development code. Presently, the public update process is evaluating various alternative directions for the community's planning, with a focus on the environmental impacts. Officially, the comment period regarding the Environment Impact Statements (EIS) began on July 26th and lasts through October 10th, 2024. All stakeholders, including the Park District, are encouraged to examine the alternatives at hand, particularly regarding objectives related to anticipated development standards. Staff of both the Park District and the City continue to work together towards consistent long-range planning, particularly as the Park's Comprehensive Plan (to be updated by early 2026) is integrated into the larger City Plan.

Board members can anticipate a related presentation from the City this Fall as well opportunities to attend open houses. Comments can be made by Commissioners as individuals, and, as a board, through motions at board meetings. Direct access to the process is found at: <https://cityofbainbridgeisland.civilspace.io/en/projects/2024-comprehensive-plan-periodic-update>.

Recommendation

Staff recommends stating the District's well-established position regarding Park Zoning at the onset of the process, implicit in Alternative 2 and 3 now up for comment. This could engage residents, community organizations, and decision-makers, if not support, regarding the interest of the Park District. Alternatively, the Board may wish to take a less assertive position at this time and reserve commenting until later in the public process, following more community deliberation.

Suggested Action: Motion to approve the Chair to sign letter of support for Park Zoning and related code updates in the COBI Comprehensive Plan.

Attachment: Proposed Letter of Support



August 1, 2024

City Council
Planning Commission
City of Bainbridge Island, WA

RE: Letter of Support for Alternatives 2 and 3 for Comprehensive Plan Update

The Park District makes this initial and early comment to indicate strong support for Alternatives 2 and 3 which are currently under consideration in the City's Comprehensive Plan Update. Alternatives 2 and 3 instructs a new Comprehensive Plan, map, and development code that acknowledges zoning standards for public parks, to be adopted by City in 2025. The Park District supports the advancement of these alternatives into the Preferred Alternative.

We see Alternative 2 and 3 as reflective of the coordination between our organizations over the years in delivering parks and recreation and park improvements to Island residents. These alternatives can enable more cooperation, efficient processes, and outcomes desired by the Park District and the larger community.

The Park District primarily supports these alternatives because they endorse more expansive Zoning designations than those currently in place, particularly in their acknowledgement of public parks as a land use that is best guided by park-specific development standards and processes.

The Park District has expertise to contribute towards land use and development provisions of the City's code. The Park District's jurisdictional expertise is also appropriate to utilize in the implementation of the development standards of a future Park Zone or similar zoning designation. Please call on our staff for assistance and cooperation towards these goals. Our point of contact is Matthew Keough, Senior Planner, at: mattk@biparks.org and (206) 565-5658.

We appreciate the City's full consideration of the community interests implicit in Alternative 2 and 3, as recognized by the Bainbridge Island Metropolitan Park & Recreation District.

Sincerely, on behalf of the Park Board,

Tom Swolgaard
Chair of the Board of Commissioners

2025 Budget Schedule DRAFT

Task	Due By
Budget Forecast review with Leadership/Goal setting	august
Leadership CIP review with Leadership to establish 2025 CIP projects	august
Decisions on COLA recommendations to board etc.	September
Review budget timeline with Board	8/1/24
Detailed information of projected revenue and expenses turned into Division Directors for review (Terry for Rec)	8/12/24
Budget request for additional funds or one time purchases due to Amy	8/12/24
Skye reviews recommended IT budget with Leadership	8/13/24
Review recommended vehicle replacement plan with leadership (madison and david H)	8/13/24
Division Directors turn in all budget information to Amy	8/20/24
information on tax revenue from county-approximately	8/31/24
Review and finalize budget goals with board	9/19/24
Packet to Helen for Board work session (morning)	10/11/24
Health ins./Liability Ins. Estimates	September
Work Session - After Board Meeting	10/17/24
Follow up from Work session make changes as necessary-Amy	
Packet to Helen for Board First reading	11/1/24
1st Reading bd meeting	11/7/24
All Staff Meeting (benefit review)	
Packet to Helen for Board Final Reading	11/15/24
2nd reading bd meeting	11/21/24
Budget to County	11/27/24
Thanksgiving break	11/28 and 11/29