

## AGENDA

### Bainbridge Island Metropolitan Park & Recreation District Regular Board Meeting 6:00 pm Thursday – May 19, 2022

#### Hybrid Meeting

##### **In-person Option**

Bainbridge Island Recreation Center  
(Large Exercise Room)  
11700 Meadowmeer Circle NE  
Bainbridge Is, WA 98110  
206-842-5661

##### **Zoom Option**

Please click [here](#) to join the meeting,  
or use the following information:

[https://zoom.us/  
1-253-215-8782](https://zoom.us/j/12532158782)

Webinar ID: 868 2062 0638  
Passcode: 593220

#### 10. CALL TO ORDER

- 10.1 Roll Call
- 10.2 Adjustments to the Agenda
- 10.3 Conflict of Interest Disclosure
- 10.4 Mission Statement

#### 20. PUBLIC COMMENTS (Oral Communications from Audience)

- 20.1 Public comments on topics not itemized elsewhere on the agenda.  
**Action:** Information only.
- 20.2 Public comments on agenda topics.  
**Action:** Information only.

#### 30. BOARD CONSENT

- 30.1 Minutes: Regular Board Meeting of May 5, 2022
- 30.2 Financial: Approval of vouchers and payroll.

#### 40. ADJOURN TO EXECUTIVE SESSION

#### 50. 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;

**Potential Litigation**, per RCW 42.30.110(1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

#### 60. RECONVENE TO REGULAR SESSION

#### 70. GENERAL BUSINESS

- 70.1 Strawberry Hill Park Request for Qualifications Update                      Hamlin                      (15 min)  
**Action:** Information only.
- 70.2 Artificial Turf Field Update    Hamlin                      (15 min)  
**Action:** Information only.

- 70.3** Integrated Pest Management – Request for Herbicide Applications for Poison Oak and Broadleaf Control  
**Action:** Motion to approve application. Hamlin (10 min)
- 70.4** Proposals Received Late for an Invitation to Bid  
**Action:** Motion to waive irregularity and accept proposals. Swenson (10 min)

**80. DIRECTOR'S REPORT**

- 80.1** Director's Report  
**80.2** Upcoming Meetings/Work Sessions/Events

06/02/22	Regular Board Meeting	6 pm	Hybrid Meeting
06/16/22	Regular Board Meeting	6 pm	Hybrid Meeting
07/07/22	Regular Board Meeting	6 pm	Hybrid Meeting
07/21/22	Regular Board Meeting	6 pm	Hybrid Meeting
08/04/22	Regular Board Meeting	6 pm	Hybrid Meeting

**90. BOARD MEMBER ITEMS**

- 90.1** Remarks from Board Members  
**90.2** Board Member Committee Reports

**100. WRITTEN COMMUNICATIONS**

**110. ADJOURNMENT**

**120. ADJOURN TO EXECUTIVE SESSION IF NEEDED**

**130. EXECUTIVE SESSION**

**140. RECONVENE TO REGULAR SESSION**

**150. ADJOURNMENT**

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**Board Committees**

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

**2022 Board Representatives**

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

**Board Liaisons****Park District Committees:**

Trails Advisory Committee  
Dog Advisory Committee

Swolgaard/DeWitt  
Kinney/Janow

**Community/Public Agencies:**

Bainbridge Island Parks Foundation  
Intergovernmental Work Group (IGWG)  
Bainbridge Island School District  
City of Bainbridge Island

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

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***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.*

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING May 5, 2022  
HYBRID MEETING**

**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, Tom Goodlin, Dawn Janow, Jay Kinney, Tom Swolgaard.

**ADJUSTMENTS TO AGENDA:** Add an executive session for real estate for thirty minutes.

**MISSION STATEMENT:** Commissioner DeWitt 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.

**BOARD CONSENT**

**APPROVAL OF MINUTES:**

Upon hearing there were no corrections to the minutes of the April 21, 2022 regular board meeting, Chair DeWitt stated the minutes stand approved as submitted.

**GENERAL BUSINESS**

**BIKE PARK UPDATE:** Park Services Division Director Dan Hamlin said six proposals were received and scored by the bike park committee in response to the request for qualifications. Interviews were held with the top two candidates. Ultimately Evergreen Mountain Bike Alliance was selected. Staff is now the process of refining the list of deliverables. Community surveys will be done to gather public input. The tentative plan is to hold the first committee meeting to pull all the ideas together in early July. The committee is aiming to bring a plan to the board for discussion in September. Input will be taken from both the board and the community at that time to develop a conceptual plan with hopes to have a pre application meeting with the City of Bainbridge Island by the end of the year. The next steps are to finalize the contract with Evergreen and launch the process. Commissioner Janow asked if the bike park will be ready by next spring. Dan Hamlin said that is the goal, but it will depend heavily on permitting.

**DIRECTOR'S REPORT**

**Recreation Division:** Recreation Division Director Mark Benishek said summer registration revenue is now at 1.1 million with about 2,100 transactions processed. Helpline House issued about \$11,000 in financial assistance to community members for summer programming. Active Adult Program Manager Sue Barrington's walkabout program is launching at Battle Point Park this month. Aquatic Program Administrator Megan Pleli is teaching another lifeguard certification class with nine candidates. Staff just completed training for five new swim instructors. Bainbridge Island Swim Club held their end of the season banquet last week. Bainbridge Aquatic Masters had their national swim meet in San Antonio and Amy Hunt placed in the top four in the nation in all her events. The Bainbridge Island Recreation Center pool opened Monday. Recreation Superintendent Bryan Garoutte gave kudos to the BIRC front office staff as they recently scored 100% with the Kitsap County Health District. BIRC summer hours will start June 1. BIRC will host the first tennis social since the COVID-19 pandemic began this month. BIRC will be teaming up with Kitsap Tennis and Athletic Center for tennis matches and socials. There are new tennis and pickleball machines which are available for rent. A new tennis instructor has been hired. The BIRC gym will be closed most of May for floor resurfacing. Staff is making some adjustments to BIRC to improve ADA access. Sports Program Coordinator Audree Gormanson is working on her first fall catalog and is organizing an adult cornhole league which starts next month. Gymnastics is working to add classes in response to program waitlists. Youth & Teen Program Manager Shannon Buxton is working on hiring summer job applicants and reviewing volunteer applications. The

Teen Center, in coordination with Bainbridge Island Youth Services and Young Life, is holding pizza socials every other Tuesday for high school students during their lunch breaks and about fifty kids showed up last week. The Teen Center's No More Schoolapalooza event, complete with music and activities, will be held June 16. Plans are being made for a BIRC teen night in July.

Park Services Division: Senior Planner Perry Barrett said the City of Bainbridge Island granted the Park District allowable use for connecting the swim float to the City's dock in Waterfront Park. Now the Park District can move forward with the Recreation and Conservation Office grant request. A lot of cooperation was needed, and it all happened in a timely way. There is quite a bit of funding potentially available through a bill in congress regarding the Environmental Protection Agency's cleanup of the Wycoff site adjacent to Pritchard Park. Commissioner DeWitt asked where the Blakely Harbor Park cleanup through the Washington State Department of Ecology is at. Perry Barrett said the cleanup is moving forward with testing and removal. Park Services Division Director Dan Hamlin said Natural Resources Manager Lydia Roush has been meeting with consultants regarding both Strawberry Hill Park and Moritani Preserve. Horticulture Manager Dave Davis has been giving Red Pine Park a facelift. The Fay Bainbridge Park campground was full last weekend. Cabin four will open soon. Cabin five will hopefully be open by early July. The Earth Day event at Rotary Park was amazing and Volunteer Manager Morgan Houk did a great job organizing it. At the next board meeting there will be a request to use an herbicide treatment for some poison oak at Fort Ward Park in accordance with the Integrated Pest Management policy. The artificial turf field at Battle Point Park was recently super vacuumed and for the first time the company said the field is starting to look tired and suggested the Park District look to replace the carpet in 2-3 years. The Strawberry Hill Park request for qualifications is posted and responses are due by May 15. The Cartegraph software test site is up and running and being used by staff. The Park District's Cartegraph site will go live on Monday. Commissioner Janow asked when the Strawberry Hill Park neighborhood meeting will be. Dan Hamlin said staff is holding a meeting with the neighbors May 16 to inform them of all the activity going on and the potential changes. There will be more meetings as the Park District moves through the process.

#### **BOARD MEMBER ITEMS:**

- Commissioner Janow said she attended the Earth Day event and there was so much to see and so much community representation. It was well organized, and she commended everyone for putting it together. It brings attention to not only environmental issues but how well the Park District works together with the community.
- Commissioner Janow said she attended the recent Bainbridge Island Parks Foundation meeting. She heard that Kitsap County is not going to replace the noxious weed coordinator position. Park Services Division Director Dan Hamlin said that there was a misunderstanding and Kitsap County is refilling the position. Commissioner Janow said the Grace Church portion of the farmland trail has been resolved. There is a Blakely Harbor Park tour on June 14. She gave kudos to the Bainbridge Island Parks Foundation which is very robust and to the BIPF staff which is phenomenal.
- Commissioner Goodlin said that after the last board meeting he heard from two community members who appreciated that they, as taxpayers, got the first opportunity to register for summer programs. They also appreciated that there was a que to hold their place in line for online registration. Recreation Division Director Mark Benishek said that is a new software feature which is designed to not overload the servers. Staff is considering changing the first day of registration to Saturday in the fall to better accommodate working parents.
- Commissioner Goodlin attended the Earth Day event and participated in the weed pulling. He met several staff he had not met before, and everyone was very engaged and working hard. It was a great, well-organized event. He

never appreciated that there is a wooded area in Rotary Park and while a lot of invasive species were removed during the event there will have to be more work parties to tamp them down.

- Commissioner Goodlin said he asked for a list of pros and cons of potential locations for lighted artificial turf fields, and he would still like to see that.
- Commissioner Kinney said he played pickleball at Battle Point Park the other day and the courts were sparkling clean. The CBS morning show was recently there filming a segment about pickleball, and it will be on TV soon.
- Commissioner DeWitt said he and his wife were at the ferry terminal last Friday afternoon and there was a couple asking where the pickleball courts were. They were from the Bay Area and had come to Bainbridge Island to go to the Founders Courts at Battle Point Park.
- Commissioner DeWitt asked if staff has heard anything from the City of Bainbridge Island's planning department regarding infrastructure requirements at Sakai Park. Park Services Division Director Dan Hamlin said no.
- Commissioner DeWitt asked if there is any news on the status of the Vincent Road trail. Park Services Division Director Dan Hamlin said staff will be submitting the related documents soon.

**MEETING ADJOURNED** to a five-minute recess at 6:45 pm with announced time to reconvene at 6:50 pm. **MEETING RECONVENED** at 6:52 pm.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 6:52 pm for discussion of real estate with announced time to reconvene at 7:22 pm.

**MEETING RECONVENED** at 7:22 pm and **ADJOURNED** at 7:22 pm.

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

BY: \_\_\_\_\_  
Kenneth R. DeWitt

BY: \_\_\_\_\_  
Jay C. Kinney

BY: \_\_\_\_\_  
Tom Goodlin

BY: \_\_\_\_\_  
Dawn Janow

ATTEST: \_\_\_\_\_  
John Thomas Swolgaard



## Memorandum

Date: May 12, 2022

To: BIMPRD Board of Commissioners

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

Subject: Review of Lighted Synthetic Field options

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### **Background:**

Board commissioners recently requested that a review of District properties be provided to guide future decisions about lighted multi-use field opportunities on District property.

The District's Comprehensive Plan was last updated in 2020. The Park District's comprehensive plan dated 3/6/2020 is our agency's starting point in helping to guide siting decisions for recreation elements. Specifically, its planning designations section for park properties in Chapter 4: Inventory & Classification of Existing Park, Public, & Other Protected Land) is where the property designations are found. For ballfields the choice is among those parks designated for community or regional park facilities and correspondingly playgrounds and athletic fields categories as shown outdoor recreation athletic fields are located at community and regional park site settings and include Battle Point Park, Hidden Cove Ballfield, Strawberry Hill Park, Rotary Park, and Sands. Other sites large enough with active use area designations include Sakai and Gazzam Lake.

### **Criteria assessed:**

Existing infrastructure

Location

Property characteristics

Permitting requirements

Impact to surrounding area

## **Review of sites:**

### **Battle Point Park:**

#### Pros

Existing Restroom, parking, power, etc.

Synthetic Fields

#### Cons

Conflicting uses (Observatory)

Ingress/Egress very dark in winter

Neighborhood impact on entry roads

Location not central to Island

### **Rotary Park:**

#### Pros

Existing Restroom, parking, power, etc.

Location near downtown.

#### Cons

Topography would be challenging for large multi-use field

Parking is limited

### **Hidden Cove Ballfields:**

#### Pros

May be Large enough for 1 multi-use field



Location near 305.

Cons

Major redesign needed

Parking is currently limited

No restrooms on site

Difficult to meet parking requirements during permitting process

Power and other utilities not adequate currently

Sands Ballfield:

Pros

Large enough for possibly 2 fields

Parking may be adequate

Cons

School District ownership

No restrooms on site

No power

Limited water source

Sakai:

Pros

Large enough

Downtown

Cons

New Plan would be needed

No restrooms on site

No parking

No Utilities

Gazzam Lake:

Cons

Don't recommend this site for any further consideration at this time.

Strawberry Hill:

Pros

Existing infrastructure including light poles

Large enough

Near Downtown

Existing CUP can be updated

Less neighborhood impact

Entire site currently under review for redesign

Cons

Need to construct synthetic field

**Recommendation:**

Staff has reviewed these sites utilizing the stated criteria and suggests pursuing further the option of developing a lighted synthetic field at Strawberry Hill Park. The existing CUP, lighting infrastructure, and open design phase make this site a good option for serious consideration.



## Memorandum

Date: May 11, 2022

To: BIMPRD Board of Commissioners

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

Subject: Herbicide Application requests

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### **Background:**

#### IPM program:

The District adopted an Integrated Pest Management Policy via resolution 2006-11 on May 25, 2006. The IPM policy states that the District Goal is to implement pest management practices that are environmentally sensitive while protecting the health and safety of the public and District employees.

Per policy District staff must receive Board approval to utilize certain herbicides for the control of specific weed species.

#### Poison Oak, Poison Hemlock treatments:

Spot treatments of Poison Oak and noxious weeds such as Poison Hemlock have been treated primarily through a partnership with the Kitsap County Noxious Weed Control Coordinator. The County's Coordinator position is currently vacant, and they don't have the staff to perform the work.

The District has licensed applicators who can perform the work where needed.

#### Sport field Maintenance:

Since 2006 the ballfields have been treated for broadleaf control only once.

#### Covid impacts:

Staffing and budget shortfalls due to Covid shut downs and guidelines have had negative impacts to weed management in parks.

**Current status:**

Poison Oak:

Poison Oak has been a consistent problem over the years at Ft Ward and Blakely Parks. The population has been managed by hand pulling in the past, however the current level and location of the populations are very high along paths where the public can come into unintended contact.

Poison Hemlock:

Poison Hemlock treatments were conducted by Noxious Weed Coordinator in previous years and are important to continue at Meigs and Blakely Parks.

Ballfields:

Due to the inability to continue the Turf program the past couple seasons the fields at Rotary, Hidden Cove, Battle Point, Sands, and Strawberry Hill have crossed an acceptable threshold for playability and function, if left untreated the fields could become unsafe in the near future.

**Request:**

Poison Oak:

Spring 2022 application of Garlon 3A, active ingredient Triclopyr

Blakely Park – along path on North side of log pond.

Fort Ward Park – along path leading from lower parking lot to the upper trail.

Poison Hemlock:

Spring 2022 application of Garlon 3A, active ingredient Triclopyr

Meigs Park – Near storage barn

Blakely – various locations within park

Broadleaf applications:

Fall 2022 application of Crossbow, active ingredient 2, 4-D

All ballfields






### **Application methods:**

If approved District staff will utilize labeled methods for all products and apply the products in the most effective and safe manner during low use times at each site. Applications will only take place when conditions are optimal, low to no wind, no rain in the forecast and when there are no forecasted temperature extremes.

The District utilizes spot treatment methods with backpack sprayers which allows staff to apply the product with no loss of product while applying it to the target weed directly.

Each treatment will likely require at least two applications. The first would be to treat the entire site followed by a second treatment 2 to 3 weeks later to treat any areas that are missed during the first application.

# BIMPRD Herbicide Treatment Requests

-  Park Requesting Treatment
-  Broadleaf
-  Poison Hemlock
-  Poison Oak
-  Trails

