

## AGENDA

### Bainbridge Island Metropolitan Park & Recreation District Regular Board Meeting 6:00 pm Thursday – June 2, 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: 897 7699 1130  
Passcode: 575612

#### 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 19, 2022
- 30.2 Financial: Approval of vouchers and payroll.

#### 40. GENERAL BUSINESS

- |      |   |        |          |
|------|---|--------|----------|
| 40.1 | Strawberry Hill Park Proposal from Dave Johnson<br><b>Action:</b> Information only.     | Lande  | (20 min) |
| 40.2 | Hayashida Easement<br><b>Action:</b> Possible motion to approve.                        | Hamlin | (20 min) |
| 40.3 | Board Meeting Format Discussion<br><b>Action:</b> Possible motion for change of format. | Lande  | (15 min) |
| 40.4 | Renaming of Waterfront Trail<br><b>Action:</b> Possible motion to approve.              | DeWitt | (10 min) |

#### 50. DIRECTOR'S REPORT

- 50.1 Director's Report
- 50.2 Upcoming Meetings/Work Sessions/Events

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
08/18/22	Regular Board Meeting	6 pm	Hybrid Meeting

**60. BOARD MEMBER ITEMS**

- 60.1** Remarks from Board Members
- 60.2** Board Member Committee Reports

**70. WRITTEN COMMUNICATIONS**

**80. ADJOURNMENT**

**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**

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**Board Committees**

**2022 Board Representatives**

Governance	DeWitt/Kinney
Capital Facilities Program	Janow/Kinney
Budget & Finance	Janow
Personnel	DeWitt/Goodlin
Ad Hoc Committee: Forest Management	Janow/DeWitt
Ad Hoc Committee: Sakai Site Planning	Swolgaard/DeWitt
	Goodlin/Swolgaard

**Board Liaisons**

Park District Committees:	
Trails Advisory Committee	Swolgaard/DeWitt
Dog Advisory Committee	Kinney/Janow
Community/Public Agencies:	
Bainbridge Island Parks Foundation	Janow/Kinney
Intergovernmental Work Group (IGWG)	DeWitt/Kinney
Bainbridge Island School District	Kinney/Goodlin
City of Bainbridge Island	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 19, 2022  
 HYBRID MEETING**

**CALL TO ORDER:** A quorum being present, the meeting was called to order at 6:01 pm by Chair DeWitt.

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

**ADJUSTMENTS TO AGENDA:** Move the Executive Session from agenda item 50 to 130. Remove agenda item 70.4.

**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 May 5, 2022 regular board meeting, Chair DeWitt stated the minutes stand approved as submitted.

**APPROVAL OF PAYMENTS: MSC: Goodlin/Swolgaard: 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
04/19/22	001 General Fund 300 Capital Improvement Fund 310 Land Acquisition Fund	22914-22970	165,018.96	04/19/22
04/26/22	001 General Fund 300 Capital Improvement Fund	22971-22989	15,881.42	04/26/22
05/03/22	001 General Fund 310 Land Acquisition Fund	22990-23009	46,066.89	05/03/22
05/10/22	001 General Fund 310 Land Acquisition Fund	23010-23059	161,382.81	05/10/22
	001 General Fund (April Payroll)	EFT & 2960-2971	520,731.74	

**GENERAL BUSINESS**

**STRAWBERRY HILL PARK REQUEST FOR QUALIFICATIONS UPDATE:** Park Services Division Director Dan Hamlin said the Park District is still in the process of selecting a vendor from the proposals received in response to the request for qualifications for Strawberry Hill Park. There was a neighborhood meeting Monday night regarding the park. The possibility of a lighted artificial turf field was brought up and those neighbors present were not opposed. Information was well received by the neighbors who are excited to participate as the park development process moves on. Commissioner Swolgaard asked if staff was going to talk to the neighbors who were not able to make the meeting. Dan Hamlin replied yes and said that letters have also been sent out and the neighbors are talking to each other as well.

**ARTIFICIAL TURF FIELD UPDATE:** Park Services Division Director Dan Hamlin said staff is investigating the possibility of a lighted artificial turf field at Strawberry Hill Park. Commissioner Goodlin has previously inquired about all the possible locations for lighted artificial turf fields and there was a memo in the board packet explaining how Strawberry Hill Park was selected by staff as the recommended site for a lighted artificial turf field. The Park District’s comprehensive plan lays out

designations for different properties. There is a designation for playgrounds and athletic facilities which identified the parks analyzed, using the criteria developed, to select the best location for a lighted artificial turf field. When considering park sites designated for playgrounds and athletic facilities, the following criteria were used: existing infrastructure, location on the island, property characteristics, permitting requirements, impact to the surrounding area, and if it is large enough for a full-size multi-use field. The following parks are designated for playgrounds and athletic facilities and were examined individually for how well they met the criteria: Rotary Park, Hidden Cove Ballfields, Sands Ballfield, Battle Point Park, Strawberry Hill Park, Sakai Park, and Gazzam Lake Nature Preserve. Staff would not recommend Gazzam Lake Nature Preserve, although it is mentioned, as it does have the designation for playgrounds and athletic facilities. The staff recommendation is to continue to pursue a lighted artificial turf field at Strawberry Hill Park. Project design work for bidding and construction documents for an artificial turf field at Strawberry Hill Park is estimated to cost about \$150,000. A rough estimate for the cost to install an artificial turf field is 1.5 million dollars. Commissioner Goodlin said he appreciated the thorough evaluation of pros and cons in the presentation this evening. He asked how the existing softball fields would be accommodated by an artificial turf field. Dan Hamlin said that paint can be used to mark the artificial turf field for different uses. There are ways to put inserts in the artificial turf field for the bases and pitching areas during softball season. Those details would all be addressed in the planning stage. Commissioner Goodlin asked if dirt was required around the bases. Dan Hamlin said no, and that artificial turf is becoming common for these types of fields. Commissioner DeWitt said artificial turf is rapidly becoming a standard particularly at the more elite league levels. Commissioner Kinney said artificial turf is safer. Dan Hamlin said there would be more maintenance involved due to softball creating wear patterns, but it would still not be as much work as a dirt field. Commissioner Goodlin said it was brought to the board's attention that in the not-too-distant future the Battle Point Park artificial turf fields will need to be replaced and he asked if they would cost over 1 million dollars each to replace. Dan Hamlin said staff is getting a quote and that it will be a sizable amount of money. Commissioner Goodlin said he understands the recommendation for Strawberry Hill Park but asked if there is a second-choice location at this point if Strawberry Hill Park does not work out. Dan Hamlin said staff does not have a good second-choice recommendation and that the lighting infrastructure already in place at Strawberry Hill Park is very important. Commissioner DeWitt said he would like staff to come forward with a proposal that the board can act on.

#### **INTEGRATED PEST MANAGEMENT – REQUEST FOR HERBICIDE APPLICATIONS FOR POISON OAK AND BROADLEAF**

**CONTROL:** Commissioner DeWitt said the Park District was the very first public agency in Kitsap County to adopt an Integrated Pest Management policy in the mid to late 80's and it was updated in 2006 with a lot of community input. One of the things that is required is certain herbicide treatments must be requested by staff and approved by the board. Park Services Division Director Dan Hamlin said the Park District's use of herbicides has reduced dramatically over the years. There was a memo in the board packet which explained tonight's requests. Poison oak and poison hemlock are weeds that have been primarily treated in partnership with Kitsap County's Noxious Weed Control Coordinator. That position is currently vacant, and Kitsap County has no staff to perform the work. There was some hand pulling of poison oak at Fort Ward Park, which was not successful, and it has continued to spread in areas where the public is likely to encounter it. Staff would do the herbicide applications as soon as conditions allow for the poison oak and poison hemlock if they are approved. Staff is requesting two rounds of application to make sure nothing is missed. Garlon 3A with the active ingredient triclopyr would be used on the poison oak and poison hemlock. Commissioner Goodlin asked if these applications have been done before and Dan Hamlin said yes. Commissioner DeWitt said he is surprised that there is such a small area of concern. Dan Hamlin said staff is only treating within 10-15 feet of the trail, so the public does not encounter poison oak or poison hemlock. Commissioner Swolgaard asked what the necessary weather conditions are for treatment. Dan Hamlin said low to no wind, no rain in the forecast, and no extreme temperatures are all requirements for treatment conditions. Signage will be posted in accordance with legal requirements. **MSC: Goodlin/Kinney: Approve the application for**

**treatment of poison oak and poison hemlock as staff has recommended.** Dan Hamlin said the ballfields have been impacted by the COVID-19 pandemic budgets and staffing, another factor is that broadleaf spreads naturally over time in parks. Staff would like permission to treat the broadleaf infestation on all the ballfields this fall, after teams are done playing, with Crossbow which has the active ingredient 2, 4-D. Broadleaf impacts play as the ball can bounce in odd directions and it is slippery for players. While the ballfields may need to be replanted, staff would like to try this treatment first. Commissioner Swolgaard brought up the fact that a lot of people walk their dogs on the fields when sports teams are not using them. Dan Hamlin said the area will have visible signage to alert people to the treatment. **MSC:**

**Kinney/Swolgaard: Move to approve the staff's recommendation to treat the broadleaf infestation on sports fields with 2, 4-D as set out in the proposal.**

#### **DIRECTOR'S REPORT**

**Park Services Division:** Park Services Division Director Dan Hamlin said the Bainbridge Island Recreation Center gym is being resurfaced. There have been some requests to improve BIRC gym accessibility and a ramp is being built with the goal of being ready when the gym reopens. The Cartegraph work order system is now live, and front office staff is being trained to enter requests from community members directly into the system. City of Bainbridge Island Public Works Director Chris Wierzbicki called to say the trail that goes by Leslie Landing is a publicly dedicated trail, but it does not belong to a public agency. Dan Hamlin told him there may be interest from the Park District board for taking an easement on that trail to solidify public access. He asked if that is in fact something the board would like to pursue. The board agreed that it would like to pursue that easement. Senior Planner Perry Barrett said he is working on the Recreation and Conservation Office grant for the sail float replacement at Waterfront Park and there will be a technical evaluation in two weeks. The final scored event is at the end of August. The grant would be for \$500,000 on a 1.5-million-dollar project. The Corps of Engineers is coming up this fall on their 65 percent plan for the beach and the retaining wall adjacent to Pritchard Park. The retaining wall around the point is decaying and will need to come out. Staff's contact at the Corps believes there may be funding as early as next year for that project. All the necessary permits have been received for improvements at Schel Chelb Park.

**Administrative Division:** Administrative Division Director Amy Swenson said she is working on getting financial statements submitted to the State Auditor. Administrative staff is gearing up for summer hiring.

**Recreation Division:** Recreation Division Director Mark Benishek said that the summer mailing insert, the Parker Post, will be coming to mailboxes soon. Managers are currently working on developing the fall catalog. A head guard position at the Aquatic Center has been posted. Aquatic Program Administrator Megan Pleli is finishing up a lifeguard training class this weekend. Aquatic Program Manager Marjorie LeMaster opened an additional two-week session of swim lessons to help address that need. Active Adult Program Manager Sue Barrington is adding French to the foreign language offerings this fall. The walkabout program at Battle Point Park will be featuring poetry by Sue Hylan, who worked for the Park District for many years before her retirement. Recreation Superintendent Bryan Garoutte said there will be a student summer pass for Bainbridge Island Recreation Center. BIRC members are very happy that the pool is open. New summer hours for BIRC begin June 1. There has been an increase in youth participation at BIRC. Staff is getting ready to surplus and replace some cardio equipment. The sports department has been doing interviews for summer hiring. There will be six teams participating in the adult softball league. Glenn Runnels was recently hired to an open regular part-time position in the gymnastics department. The Youth Fly Fishing Expo was last Sunday. Outdoor Program Manager Nick Prevo is opening more advanced mountain biking classes on the weekends. Youth & Teen Program Manager Shannon Buxton has hired Senior Office Specialist Rachel Radtke for the Recreation Coordinator position in her department. A new instructor has been hired for the Eagledale Pottery Studio and kudos were given to Park Services Superintendent David Harry for getting a kiln working again.

## **BOARD MEMBER ITEMS:**

- Commissioner Goodlin said he was approached at the Aquatic Center by a lap swimmer that said he would appreciate there being a sign-up system for swimming laps in the pool at Bainbridge Island Recreation Center.
- Commissioner Goodlin said when he campaigned last summer and fall he heard that people wanted more transparency. That was shorthand for early notification and involvement in projects. He thinks it is great that staff has taken that to heart and that Park Services Division Director Dan Hamlin is getting out and talking with the neighbors at Strawberry Hill Park.
- Commissioner Goodlin said last Saturday Battle Point Astronomical Association had an open house which he attended.
- Commissioner Goodlin said he reached out to the Bainbridge Island School District board and he and Commissioner Kinney will meet with them soon as the Park District board liaisons to BISD.
- Commissioner Goodlin said he will be meeting with some Bainbridge Island Land Trust representatives in the beginning of June.
- Commissioner Goodlin said he will be meeting with Sara Tifft, the board president of the newly renamed Bainbridge Island Parks & Trails Foundation.
- Commissioner Swolgaard said he noticed today there was another posting about vandalism of automobiles in the Grand Forest and Gazzam Lake Nature Preserve and asked if there are cameras on those areas. Park Services Division Director Dan Hamlin said the Police Department has cameras up. Commissioner Swolgaard said their cameras do not produce high quality images. Dan Hamlin said staff reached out to the Police Department and they said they will handle it.
- Commissioner Kinney asked how Bainbridge Island Recreation Center is doing financially. Administrative Division Director Amy Swenson said overall BIRC is doing well financially. Commissioner Kinney asked about membership numbers. Recreation Division Director Mark Benishek said that membership numbers have plateaued. Staff who was at the facility under the previous ownership have indicated that is typical in the summer season. There has been massive growth in youth participation at BIRC this spring.
- Commissioner Kinney said he will not be at the June 2 regular board meeting.
- Commissioner DeWitt said he attended the Trails Advisory Committee meeting Monday night, and it is neat to see things coming along the way they are. Trails Coordinator Sean Smith Sell shared that an analysis is being done of trail problem areas so they can be addressed. Since then, Commissioner DeWitt walked the Grand Forest West with Sean Smith Sell to talk about problem areas there.
- Commissioner DeWitt said that National Trails Day is coming up on June 4 and he will be helping to staff an information booth that day at Gazzam Lake Nature Preserve.
- Commissioner DeWitt asked if the Park District is participating in the Cascade Rising exercises the 13-15 of June. Staff said there are no plans to participate at this time. Commissioner DeWitt said if so it might be a good idea to get it posted on the website or social media.
- Commissioner DeWitt asked if the Park District will be participating in the reception for the unveiling of the newly renamed Bainbridge Island Parks & Trails Foundation. Park Services Division Director Dan Hamlin said an invitation was received today.

**MEETING ADJOURNED** to a three-minute recess at 7:07 pm with announced time to reconvene at 7:10 pm. **MEETING RECONVENED** at 7:10 pm.

**MEETING ADJOURNED TO EXECUTIVE SESSION** at 7:10 pm for discussion of real estate and potential litigation with announced time to reconvene at 7:25 pm.

**MEETING RECONVENED** at 7:25 pm and **ADJOURNED** at 7:25 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

DRAFT