

AGENDA

Bainbridge Island Metropolitan Park & Recreation District Regular Board Meeting 6:00 pm Thursday – August 18, 2022

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

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 August 4, 2022
- 30.2 Financial: Approval of vouchers and payroll.

40. GENERAL BUSINESS

- 40.1 Noxious Weeds and Herbicide Applications Roush (15 min)
Action: Motion to approve.
- 40.2 Hayashida Easement Gori (20 min)
Action: Possible motion to approve.

50. DIRECTOR'S REPORT

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

09/01/22	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
09/15/22	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
09/29/22	Special Board Meeting	6 pm	Bainbridge Island Recreation Center
10/20/22	Regular Board Meeting	6 pm	Bainbridge Island Recreation Center
10/20/22	Work Session	7 pm	Bainbridge Island Recreation Center

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** – 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.
- 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

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

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

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 August 4, 2022
BAINBRIDGE ISLAND RECREATION CENTER**

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, Dawn Janow, Jay Kinney, Tom Swolgaard.

ADJUSTMENTS TO AGENDA: Executive session for real estate and personnel for 10 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.

PUBLIC COMMENTS ON NON-AGENDA ITEMS

Clay Roberts thanked the board and staff because it has been two years since the pickleball courts at Battle Point Park opened. He said July 19-25 of this year the pickleball group observed and tracked pickleball court use to document how many people are playing pickleball. In a week's time over 700 people used the pickleball courts. The average use was 101 people a day and nine courts a day. One day last week all the pickleball courts were full at 6:45 am. On Monday of this week there were 24 people on the pickleball courts and 33 people waiting to play. The reason he is here is to say there is a need for more pickleball courts. He thinks the statistics presented are an underestimate of pickleball group usage as observers were not always present during the week statistics were tracked. He asked the board to start a conversation about the future of pickleball on the island. He said Bainbridge Island Recreation Center is not a good option for indoor pickleball beyond the beginner level, but the pickleball group would like to have a conversation about a new covered and lit place to play pickleball in the winter. They would like to have a conversation about planning for a facility before the next budget cycle. He also asked the board to address the current demand for pickleball courts while an additional facility is being discussed. He is not sure if it is an operational or a policy issue that tennis was promised priority on the tennis courts at Battle Point Park. He asked that the west tennis court be prioritized for pickleball. He said during their observation week they observed only five tennis players a day.

Commissioner Swolgaard asked how many more pickleball courts are needed and where they should be built. Clay Roberts said that six more courts would be his recommendation but if the sport continues to grow at this pace that may not even be enough. He thinks the logical thing to do would be to turn the tennis courts at Battle Point Park into pickleball courts and build tennis courts somewhere else. If possible he would like the additional pickleball courts covered for winter play and said if they had a covered facility they would not need to use BIRC for pickleball. Commissioner Janow asked how prioritizing one tennis court for pickleball shifts the conversation if they already have shared use. Clay Roberts said the way the signage reads tennis has priority whenever they show up and it has caused some issues. He said that tennis players are exhibiting bad sportsmanship and that to ask the pickleball group to always wait for tennis players is not fair. The tennis courts are not used all the time by tennis and could be better used by pickleball if they were given priority.

Executive Director Terry Lande said he is concerned about the email received today from Stephen Vilke. Stephen Vilke makes it very clear that he must drive twenty minutes each way to see if there is anyone on the pickleball courts. Terry Lande said he wants the board to be aware that what Stephen Vilke is saying is not true. There is a camera at Battle Point Park which can be accessed online, and which shows the pickleball courts so players can see what the current usage is like. Stephen Vilke has access to that camera and has previously thanked staff for it in an email. Clay Roberts said that what Stephen Vilke is trying to say is that he is having trouble accessing the camera and that he wants to put up different cameras. Terry Lande emphasized that what Stephen Vilke did say is simply not true.

Commissioner Kinney said he started playing pickleball about a year ago and clearly there are times when there are almost as many people waiting for a pickleball court as there are using a pickleball court. At some point, the board will have to figure out how long it is reasonable to have people waiting around to use the pickleball courts and he thinks the board needs to delve into it. He said as the board goes through the upcoming budget process there is a lot to consider but the discussion about what can be done with pickleball can begin in coordination with what will be done for tennis at Strawberry Hill Park.

BOARD CONSENT

APPROVAL OF MINUTES:

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

APPROVAL OF PAYMENTS: MSC: Janow/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
07/07/22	001 General Fund 300 Capital Improvement Fund 310 Land Acquisition Fund	23300-23333	100,725.34	07/07/22
07/12/22	001 General Fund 300 Capital Improvement Fund	23334-23356	59,251.58	07/12/22
07/21/22	001 General Fund 300 Capital Improvement Fund	23357-23416	128,059.18	07/21/22
07/27/22	001 General Fund 300 Capital Improvement Fund	23417-23425	24,769.79	07/27/22
	001 General Fund (July Payroll)	EFT & 2994-3010	672,344.90	

GENERAL BUSINESS

RESOLUTION 2022-09: SCAN AND TOSS POLICY: Administrative Division Director Amy Swenson said storing and easy retrieval of documents is important. Storing hard copies takes up a lot of facility space and typically it is easier to search and retrieve electronic documents. A document cannot be scanned and tossed unless it is designated as non-archival by Washington State Archives. Documents that are scanned and then tossed must be scanned at 300 dots per inch or above, be owned by the Park District, be retrievable for their entire retention period, meet their specific retention requirements, and then their destruction must be documented. Documents may not be scanned and tossed if they are archival, if there is an existing public records request, ongoing or reasonably anticipated litigation, or other legal requirements. Scan and toss procedures will be written for each type of eligible document. Commissioner Janow asked if staff would scan and toss old documents or just use the policy moving forward. Amy Swenson said she is not sure. Commissioner Swolgaard asked if the scanned documents would be stored in the cloud and Amy Swenson said yes. Commissioner DeWitt said the Park District used to send documents over to Washington State Archives and Amy Swenson said those are archival documents which would not be eligible for scan and toss. **MSC: Janow/Swolgaard: Motion to approve Resolution 2022-09 adopting an additional operational policy for the Park District’s policy manual regarding scan and toss.** Commissioner Swolgaard said it will be much easier to find documents if they are stored electronically.

DIRECTOR’S REPORT

Recreation Division: Recreation Division Director Mark Benishek said that it has been a busy summer for the recreation division. Traditionally summer programming starts to wind down for the last two weeks of August, but not this year. Aquatic Program Administrator Megan Pleli has eight new high school aged lifeguards. The head lifeguard position has been offered to a candidate. The Don Nakata pool will be closed for maintenance starting August 15, but the Ray Williamson pool will remain open. Gymnastics staff is attending a training at the end of the month. The men's softball season is finishing up. The adult cornhole league will be extended through the winter. Registration for fall programs is Saturday, August 13 starting at 9:30 am for residents.

Administrative Division: Administrative Division Director Amy Swenson said the Washington State Auditor contacted her this week to schedule the 2020-2021 audit for this fall. Commissioner DeWitt asked when the Park District will move to having an annual audit. Amy Swenson said not for a while because the auditor's office increased the dollar threshold that audit frequency is based on.

Park Services Division: Park Services Division Director Dan Hamlin said the trails crew is working on the farm trail. There will probably be an easement transfer request from the City of Bainbridge Island on the agenda soon regarding the Pine Way trail. The bike park is starting to take shape. An outline has been identified for the bike park area which the Dog Advisory Committee can now work with for the dog park expansion. Staff met with Field Turf regarding Strawberry Hill Park and storm water studies are set to begin. A new employee, Mat Mitchell, was recently hired as a park maintenance coordinator. Staff met with the City planning and public works departments and these monthly meetings will continue. Senior Planner Perry Barrett said the Environmental Protection Agency will be working in Pritchard Park August 11.

Executive Director Terry Lande said the Sounds of Summer concert last night was an example of what a dream looks like from the standpoint of wanting to see concerts in the park reach a certain level. The community outreach coordinator position has been filled by Stephanie Bugas, who will start work on August 15.

BOARD MEMBER ITEMS:

- Commissioner Kinney asked if the issues Clay Roberts raised during public comment were operational or policy issues. Commissioner Janow asked Commissioner Kinney what he would recommend if the board took the lead on this decision. Commissioner Kinney said he is trying to be careful here since he plays pickleball. He wants there to be a firm consensus that what is done is good for everyone and where no one is put at a disadvantage. He remembers two or three years ago when the pickleball group wanted the tennis courts to be dedicated to pickleball, but instead pickleball courts were built. He does not remember if the board made a promise to tennis at that time that tennis would always get priority on the tennis courts or if tennis court user priority was decided by the board or by staff. Commissioner Janow asked about how it works for pickleball players when tennis players have priority on the tennis courts. Park Services Division Director Dan Hamlin said tennis players have been disruptive in claiming the tennis courts. Tennis players have taken the west tennis court when it is in use by pickleball players even when the east tennis court was free. Commissioner Janow said she does not have a problem designating one tennis court with priority for pickleball. Dan Hamlin said there is some tit for tat going on. Pickleball players did leave their nets out on the tennis courts after promising that they would remove them when not in use. The idea of establishing the east tennis court with priority for tennis is a good one. This is becoming a national issue, pickleball is a growing sport and tennis folks do not like it. Staff is looking into signage and rules to address it. Terry Lande said there is not an easy decision for the board to make without staff doing some research and making recommendations. The tennis community also needs to be made aware of the issue. It is not news to staff that the pickleball courts are overrun and that tennis does not have a large presence, but both sides need to play fair. Commissioner DeWitt asked staff to come back to the board with recommendations.

- Commissioner Kinney said his cousin was visiting from the east coast and he took him to Fort Ward Park, the Bainbridge Island Japanese American Exclusion Memorial, and Point White Pier. When he wants to show people around the island he takes them to parks.
- Commissioner Swolgaard asked how many pickleball courts can fit on one tennis court. Park Services Division Director Dan Hamlin said two. Commissioner Swolgaard asked how much six pickleball courts would cost. Staff replied that the six that were built in 2020 cost about \$400,000. Commissioner Swolgaard said someone talked to him at the Farmers' Market about lining the Eagle Dale Park tennis court for pickleball. Dan Hamlin said staff needs to do research on the topic.
- Commissioner Swolgaard said he loves the fall recreation catalog, and that staff did a phenomenal job. What he really picked up on was that the youth section was over twice as big as the adult section. He is glad that youth on the island have things to do and can keep busy.
- Commissioner Swolgaard said he received the Bainbridge Island Parks & Trails Foundation report. He really appreciates everything that BIPTF does for the Park District and for the community. They are a great partner, and it is wonderful to work with them.
- Commissioner Janow said the fall recreation catalog is amazing.
- Commissioner Janow said she was out at the Sounds of Summer concert last night talking to younger families who are thrilled that fall registration is on a Saturday.
- Commissioner Janow said she was at the groundbreaking ceremony for the Wintergreen Townhomes. She talked with Executive Director Inez Maubane Jones with Arts & Humanities Bainbridge which is doing a big push to bring art into Winslow. Commissioner Janow said a sculpture park at Sakai Park has always been a dream of hers and hopefully there can be some conversation between the two agencies about putting art in parks.
- Commissioner Janow said she attended the Bainbridge Island Parks & Trails Foundation meeting. BIPTF is thrilled about the farm trail being constructed. Natural Resources Manager Lydia Roush gave a great presentation and Commissioner Janow thought the BIPTF board was impressed by her. The BIPTF seems to be broadening their scope and it will be interesting to see what direction they take as they branch out from supporting the Park District.
- Commissioner DeWitt said that he would like to recognize that Executive Director Terry Lande's 19th anniversary with the Park District is this month. Terry Lande said his 44th wedding anniversary is also this month.
- Commissioner DeWitt asked if staff knows the status of the Kitsap County noxious weed program. Park Services Division Director Dan Hamlin said Kitsap County is having trouble filling the noxious weed coordinator position. Staff is preparing to come to the board soon to ask for permission to treat noxious weeds as the Park District has a legal requirement to do so. Commissioner Kinney asked what seems to be attacking the leaves on the big leaf maples. Dan Hamlin said it is powdery mildew, which does not harm the tree.

MEETING ADJOURNED to a six-minute recess at 7:09 pm with announced time to reconvene at 7:15 pm. **MEETING RECONVENED** at 7:15 pm

MEETING ADJOURNED TO EXECUTIVE SESSION at 7:15 pm for discussion of real estate and personnel with announced time to reconvene at 7:25 pm.

MEETING RECONVENED at 7:25 pm and **ADJOURNED TO EXECUTIVE SESSION** at 7:25 pm for continued discussion of the above items, with announced time to reconvene at 7:30 pm.

MEETING RECONVENED at 7:30 pm and **ADJOURNED** at 7:30 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