

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING MAY 21, 2020
ZOOM VIRTUAL MEETING**

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

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

BOARD CONSENT

APPROVAL OF MINUTES:

Upon making the following revisions to the minutes of the April 30, 2020 special board meeting, Chair Swolgaard stated the minutes stand approved as corrected: Under Park Services Division change wording from "one truck per person" to "one person per truck." Under Board Member Items change word "expedited" to "expedited."

Upon hearing there were no corrections to the minutes of the May 7, 2020 regular board meeting, Chair Swolgaard stated the minutes stand approved as submitted.

APPROVAL OF PAYMENTS: MSC: Janow/DeWitt: 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
05/05/20	001 General Fund 300 Capital Improvement Fund	20106-20141	112,366.87	05/04/20

UNFINISHED BUSINESS

PARK DISTRICT CORONAVIRUS UPDATE: Recreation Division Director Mark Benishek said the Park District is still on track to reopen using the four phased approach as presented at the last board meeting. Kitsap Public Health District is waiting until next week to make a recommendation to Kitsap County about moving to Phase II. A recommendation is needed for the county to apply to Governor Inslee's office for a variance to move ahead to Phase II in the Safe Start plan for gradual reopening. Staff has been moving forward with preparing for the tentative relaunch of programming which will be allowed for in both Phase II and Phase III. In anticipation of reopening, work has been done on a newspaper insert advertising summer recreation programs, summer job postings and purchasing necessary personal protective equipment.

Washington State Department of Health is the agency providing guidance for the Park District regarding reopening the Aquatic Center. According to the Washington State Department of Health, Phase III is currently the earliest an indoor aquatic facility can be reopened. Commissioner Janow asked how much lead time is needed before reopening the Aquatic Center. Recreation Division Director Mark Benishek said 2-3 weeks is the amount of time needed and July 1 is the earliest that the Aquatic Center will be ready to reopen on a limited basis. Commissioner Cox inquired about the current status of the Aquatic Center. Recreation Division Director Mark Benishek said that both pool systems are off and both pools have been partially drained. Park Services Superintendent David Harry said that staff has been putting granulated chlorine into the partially drained pools and there is a plan to circulate it to keep the water as fresh as possible. Having the pools only partially drained will speed up the reopening process because when the pools are filled with water from the City of Bainbridge Island's water utility, the water is a green color before it is filtered and treated. Facility Maintenance Technician Mike Omans is working his regular shift completing maintenance projects at the Aquatic Center and monitoring the pools every day. Commissioner DeWitt asked about the state of the Nakata pool liner. Park Services Superintendent David Harry said the parts of the Nakata pool liner that the Park District has

experienced failures with are exposed; due to insurance and legal issues nothing can be done other than mitigate sharp edges at this time.

Recreation Superintendent Bryan Garoutte said that exercise and fitness facilities can reopen in Phase II and this includes the Park District's gymnastics facilities. Social distancing must be maintained, and regulations include a 5:1 ratio of patrons to staff, no more than 30% occupancy and specific ratios of people per number of square feet. In order to reopen gymnastics facilities, the Park District must have a safety protocol plan in place. In addition to the safety protocol plan, staff has been preparing work plans, waivers, coronavirus response plans, and coronavirus training for employees. Commissioner Kinney asked if the safety protocols are being developed or if they are coming from the Washington State Department of Health. Staff replied that guidelines have been adapted from the Centers for Disease Control and Prevention, Washington State Department of Health and national organizations such as USA Gymnastics for specific department and facility needs.

RESOLUTION 2020-08: Administrative Services Director Amy Swenson said that this resolution regarding personnel policy revisions is required per Park District policy. The specific revisions were discussed and approved at the last board meeting. **MSC: DeWitt/Janow: Approve resolution 2020-08.**

GENERAL BUSINESS

OPEN GOVERNMENT TRAINING: Executive Services Manager Helen Stone said Commissioner Kristine Cox has completed her open government training requirement for new public officials. Commissioner Cox was presented with a certificate indicating she had completed her training in the Open Public Meetings Act, Public Records Act, and Public Records Retention. Executive Director Terry Lande said the training is required within 90 days of taking office.

PUBLIC RECORDS OFFICER TRAINING: Executive Services Manager Helen Stone, who also serves as the Park District's Public Records Officer, reported that she has completed her required training online and received a certificate. Public Records Officer training consists of training in Public Records Retention and the Public Records Act including supplemental electronic records and exemptions training.

DIRECTOR'S REPORT

Park Services Division: Park Services Superintendent David Harry said that Special Events Coordinator Emily Helgeson and Maintenance Coordinator Chris Andre have been working with the shared work program to keep full-time and regular part-time recreation staff employed by supplementing their regular duties with work for Park Services. The Fort Ward Community Hall project is winding down and the building has won a National Historic Preservation Award. Work is still being done at Cave Family Heritage Park, though staff has had trouble getting the necessary materials. The pickleball court construction project started this week. Commissioner Janow thanked staff for their work on the pickleball court project. The contractor for the pickleball court project has been asked for pricing to extend the fencing poles higher along the hockey rink boarder to hold netting to keep pucks that fly out of the hockey rink from landing in the pickleball court. Senior Planner Perry Barrett said grant season is just beginning, and this year the Park District will apply for a Washington State Recreation and Conservation Office grant in the water access category for the Springer Property. If the Park District is awarded funding for this project, it will be awarded next year and would likely need a letter of retroactivity. He is also working with Architect and Landscape Architect Johnpaul Jones and the anonymous donor at Blakely Harbor Park regarding interpretation for the bridge. Puget Sound Energy has set up a community sounding board working on the installation of new power lines, conservation measures, and battery back-up for the community. The Park District is working with the Land Trust on a funding option for the Albers Property.

Park District funding would be phased over several years and only be agreed to if there are no conservation easements on the property.

Administrative Services Division: Administrative Services Director Amy Swenson said she has been working on annual financial statements. The Park District is due for an audit by the Office of the Washington State Auditor this year for 2018 and 2019.

Recreation Division: Recreation Division Director Mark Benishek said that Active Adult Program Manager Sue Barrington's virtual program offerings have done well and are expanding. He also reported that Marketing Coordinator Allie Smith has done a tremendous job with the website, social media and marketing. Recreation Superintendent Bryan Garoutte said that Sports Program Manager Julie Miller has been working at Waypoint Park through the shared work program; she is also working on summer hiring and fall programming options. Through the shared work program, Recreation Specialist Katie Rochon has been working at Waypoint Park and pressure washing tennis courts. Youth & Teen Program Manager Shannon Buxton has hired Peyton Larson to work for the All-Day Explorer Camp starting the first week of June. Outdoor Program Manager Nick Prevo has been participating in the shared work program with duties at Cave Family Heritage Park; as well as working on gathering grant information and implementing physical barriers to protect vehicle drivers during programs that use Park District vehicles for transportation.

Executive Director Terry Lande said the Park District's response to the coronavirus is changing daily to adjust to new information and it is amazing how well staff has responded. Staff have been examining issues from all sides, at all levels of the agency. Everyone has had to do something they never expected to do, and they are making the best of it and demonstrating great attitudes. Kevin Dwyer has been hired as CEO of the Bainbridge Island Chamber of Commerce, at least on an interim basis. The Bainbridge Island 3rd and 4th of July celebrations and Sea-fair in Seattle have been cancelled for this summer. Maintenance Coordinator Chris Newlin's wife made masks with the Park District logo on them and they will be made available for commissioners.

UPCOMING MEETINGS & EVENTS:

June board meetings will be held on Zoom.

BOARD MEMBER ITEMS:

- Commissioner DeWitt asked about the status of summer interns. Staff said one intern will be starting next Tuesday, and a second intern will be starting at the end of June.
- Commissioner DeWitt asked for an update on KidsUp! Playground. Park Services Superintendent David Harry said Park Services staff is planning to start work at the site the first week of June.
- Commissioner DeWitt inquired regarding the status of stocking the Battle Point Park pond. Staff replied that the pond will not be stocked this year.
- Commissioner DeWitt asked about the Sakai Park trails. Senior Planner Perry Barrett said they are authorized but a permit has not yet been issued; he will continue to pursue issuance of the permit from the City of Bainbridge Island.
- Commissioner DeWitt asked if there are any updates on reopening camping at Fay Bainbridge Park. Park Services Superintendent David Harry said the Park District is ready to reopen as soon as Kitsap County enters Phase II of the Safe Start plan.
- Commissioner Janow said she wants to thank staff for how beautiful the trails look as she has received a lot of compliments.

- Commissioner Janow said she talked to recently retired Executive Services Manager Elizabeth Shepherd and that Elizabeth Shepherd extends greetings to everyone.
- Commissioner Janow said she shared Park District summer recreation survey results with the local non-profit Raising Resilience.
- Commissioner Janow asked about a Park District presence at the Farmers' Market. Executive Director Terry Lande said he doesn't know when or if the Park District will have a booth there this year.
- Commissioner Kinney asked if staff has received complaints about people's behavior in the parks from community members. Executive Director Terry Lande said he has received calls concerning high school aged kids gathering at docks. In response, large signs have been hung at the docks reminding people to social distance. Requests have been received to make everyone walk clockwise at Battle Point Park; there are no plans to implement such a practice as there is no one to enforce it. For the most part it has been observed that people are practicing social distancing. It was acknowledged that there will always be some people who don't follow rules, but there is no way for the Park District to regulate people's behavior. Off-leash dogs were becoming a problem and since then Animal Control has made their presence known.
- Commissioner Kinney said it was good news about the Albers Property, which would make a beautiful addition to the Park District.
- Commissioner Kinney said that at Rotary Park it appears that Little League is now putting up the high nets to protect spectators and players from foul balls.
- Commissioner Kinney asked if everyone saw this year's senior prank. It was generally agreed that this year's senior prank for which students hung a for sale sign at the high school, was a good one.
- Commissioner Cox said Pacific Northwest Swimming is petitioning Governor Inslee to move reopening of aquatic facilities to Phase II. Recreation Division Director Mark Benishek said that if it is approved the Park District would adhere to the Washington State Department of Health's guidance in moving forward with reopening; however, the lead time needed to prepare for reopening would not change.
- Commissioner Cox asked what phase playgrounds reopen, considering a recent study that indicates the coronavirus is not easily transmitted by surfaces. Staff replied that it is currently Phase III but if new guidance comes out the Park District will adjust accordingly.
- Commissioner Swolgaard asked if Commissioner Cox would be willing to take on the role of treasurer for the board. She agreed and it was decided that it will be put on a future agenda for the board to take official action.
- Commissioner Janow asked about putting a discussion regarding the status of the Sakai Park and Ray Williamson Replacement Pool Advisory Committees on a future agenda. It was decided that it would be an agenda item once the board is able to meet in person.

MEETING ADJOURNED at 7:14 pm.

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

BY: _____

John Thomas Swolgaard

BY: _____

Dawn Janow

BY: _____

Kristine Cox

BY: _____

Jay C. Kinney

ATTEST: _____

Kenneth R. DeWitt