

**BAINBRIDGE ISLAND METROPOLITAN PARK & RECREATION DISTRICT
REGULAR BOARD MEETING JUNE 18, 2020
ZOOM VIRTUAL MEETING**

CALL TO ORDER A quorum being present, the meeting was called to order at 6:05 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 June 4, 2020 regular board meeting, Chair Swolgaard stated the minutes stand approved as corrected: Under Board Member Items, correct spelling of "Ackerly" to "Ackerley."

APPROVAL OF PAYMENTS: MSC: Cox/Janow: 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
06/02/20	001 General Fund 300 Capital Improvement Fund	20191-20218	35,415.46	06/02/20
06/18/20	300 Capital Improvement Fund	Pre-approval	136,030.60	

UNFINISHED BUSINESS

PARK DISTRICT UPDATE ON CORONAVIRUS: Executive Director Terry Lande said that Governor Inslee has extended the proclamation for a variance to the Open Public Meetings Act through July 1. Tomorrow at 9:00 am the Kitsap County Health District will meet to vote on whether to allow Kitsap County to request to move to Phase III in the Governor's Safe Start gradual reopening plan. It is anticipated that Kitsap County will move to Phase III.

Park Services Division Director Dan Hamlin said that Phase III means picnic shelters will be available to rent for groups of 50 or less, fields will be available to groups of 50 or less and playgrounds not currently open will be reopened. Signs will be hung at playgrounds explaining coronavirus risks and ways to mitigate those risks. Indoor facilities will remain closed to public rentals through the summer. No additional restrooms will be opened upon entry into Phase III. The Park District will take part in a conversation about a request to live stream soccer games by Bainbridge Island Football Club as an alternative to people gathering on the sidelines to watch. Face shields have been ordered for staff to wear as an alternative to face masks when a facial covering is required. The trails crew has started work this week and members are following social distancing guidelines.

Recreation Division Director Mark Benishek said that Phase III will be a big shift for the recreation department, with more programming opportunities allowed in this phase. Staff is in the process of updating Phase III guidelines for posting on the website, and for inclusion in an email that will be sent to patrons when Phase III begins. The Aquatic Center is currently on track for a July reopening in anticipation of entry into Phase III. The Aquatic Center is being prepared for the new operational guidelines with markings on the floor and spacing out tables to facilitate social distancing. There has been good communication with the Aquatic Center's organized user groups regarding plans and expectations. The Park District guidelines for reopening are based upon Kitsap Public Health District guidelines which are based on the Governor's office guidelines and the Washington State Department of Health. It was noted that aquatic facilities are held to the standards of the specific county they are in. Most of the recreation programming is set to begin July 6 but is dependent on Kitsap County being in Phase III. Commissioner Janow asked if the Aquatic

Center is the only community pool that is currently planning to reopen in Kitsap County. Recreation Division Director Mark Benishek said that as far as he knows the Aquatic Center is the only one reopening. Everyone who visits the Aquatic Center will preregister for a swim time or lesson and preference is being given to Bainbridge Island residents. There are limits on the number of reservations per person per week as well as limits on the total amount of people in the building. There will be no open swims at this time. Commissioner Cox asked if more than one person from the same household will be allowed to swim in the same lane. At this time no variance will be allowed from the Kitsap County Health District for more than one person in a swim lane even if they are from the same household. Commissioner Cox asked about the user group that uses the Nakata pool for physical therapy. Recreation Division Director Mark Benishek said that the Park District has been working with this user group and they will be able to reserve time in the Nakata pool. Commissioner Swolgaard asked when Phase IV is supposed to start. Recreation Division Director Mark Benishek said that it is anticipated that Kitsap County will be in Phase III for a while before progressing to Phase IV.

Commissioner DeWitt said that there was an article today in the Bainbridge Island Review about the Park District's Phase III reopening plans.

GENERAL BUSINESS

PERSONNEL POLICY REVISION: Administrative Division Director Amy Swenson said that she worked with Park District Attorney Hayes Gori to write an Emergency Authority Policy that is proposed to be included in both the personnel policy manual and the operational policy manual. The policy gives the Executive Director the authority to act quickly during a public health emergency. Commissioner Kinney suggested an edit to the last paragraph of the proposed policy: that the Executive Director's emergency authority shall extend until the Board of Commissioners declares there is no longer a public health emergency.

MSC: Janow/DeWitt: Authorize the Emergency Authority Policy with the changes to the last paragraph as outlined by Commissioner Kinney.

2019 FINANCIAL STATEMENTS: Administrative Division Director Amy Swenson said that the Park District is required by the state of Washington to provide financial statements to the state auditor. Information the state gathers is compiled into a report for the entire state. Currently the Park District is on a cash basis accounting system, it is anticipated that in a few years the state will mandate that the Park District move to an accrual basis for financial reporting. Currently staff is setting up an asset module to track depreciation in preparation for accrual basis accounting.

DIRECTOR'S REPORT

Administrative Division: Administrative Division Director Amy Swenson said she and her staff are working on an online invoicing system.

Park Services Division: Park Services Division Director Dan Hamlin said that the playground is now open at Cave Family Heritage Park; railings are still needed on the house's porch. The Fort Ward Community Hall is nearly done. Work on the KidsUp! Playground renovation has begun. Net posts for the new pickleball courts have been installed and the rest of the concrete is being poured. The Park District is projecting an early August opening for the new pickleball courts. An individual was caught using Hilltop as a space to do bird dog training with live birds and making a sound like a gunshot. The police were called, and staff will make contact if he is seen again to make sure he knows that is not an appropriate activity in a park. Senior Planner Perry Barrett said that the Sakai Park trail permit has been issued by the City of Bainbridge Island.

Recreation Division: Recreation Division Director Mark Benishek said that the registration relaunch on June 10 exceeded all expectations. There will be a marketing insert in the local newspaper at the end of the month. In anticipation of the need to be able to keep information up to date, the Recreation Connection catalog will be published only in electronic format this fall. An additional marketing insert will be sent in the fall via the newspaper. People who don't have internet or access to the electronic catalog file will be able to request a printed copy of the catalog. Commissioner Janow asked that an announcement be made in the marketing insert to alert people that they can contact the Park District for a printed copy of the catalog. Active Adult Program Manager Sue Barrington is moving forward with five new upcoming in-person art classes. A recent online sketch booking class filled up with 20 participants. Active Adult Program Manager Sue Barrington won a grant for \$1,700 from Bainbridge Island Community Foundation for Walking with Ease, a program which is offered in conjunction with the National Arthritis Foundation. Special Events Coordinator Emily Helgeson shared with the leadership group today how the Haunted Hayride and a new seasonal winter holiday event, called Holiday at Fay, will look this year. To allow for social distancing people will remain in their own personal vehicles for these events; if allowed by the phase Kitsap County is in at the time there will also be an opportunity for pictures with Santa. Recreation Superintendent Bryan Garoutte said the Teen Center reopening plan has been finalized. Sailing staff is excited to have received the eight new RS Tera sailing boats that the Park District ordered earlier in the year. All-Day Explorer Camp will start next week, it is the first camp starting this summer. Eagledale Pottery Studio hosted their first pottery pick-up event today since the Stay Home, Stay Healthy order went into effect. The gymnastics department had a soft reopening over the last few weeks with teams practicing under the Phase II guidelines in the gym.

Executive Director Terry Lande said the Bainbridge Island City Council is looking into a face mask ordinance that would be enforceable by the police via a fine on the third offense. The Bainbridge Island School District will probably be rotating groups of students on alternating days for the 2020-2021 school year; the Park District will work to offer programs to fill in any gaps in childcare for the community.

UPCOMING MEETINGS & EVENTS:

Island Center Hall will be the location for upcoming board meetings.

BOARD MEMBER ITEMS:

- Commissioner DeWitt said work has been done on the Boundy Trail and asked if the Park District was part of that work. Park Services Division Director Dan Hamlin said the Park District was not involved.
- Commissioner DeWitt asked about the status of the Sounds of Summer concert series and Movies in the Park. Recreation Division Director Mark Benishek said concerts have been canceled through July. Phase IV is when the Park District would be able to have events, unless new guidelines come from the Governor's office on group gatherings.
- Commissioner Kinney said he went by the Fort Ward Community Hall and got a tour from Douglas Crist. Commissioner Kinney said it was inspiring to see all the work that has been done and hopes the Park District can have a nice grand opening ceremony for this facility.
- Commissioner Cox said she had a conversation yesterday regarding the Aquatic Center with Recreation Division Director Mark Benishek. She said that Bainbridge Island Swim Club is a very special team, and she hopes it can be preserved.
- Commissioner Janow said she went out to the pickleball courts when they were pouring concrete and ran into members of the pickleball user group who were very excited to see the progress being made on the pickleball courts.

- Commissioner Janow said that the Trails Committee will have a meeting in July if Kitsap County enters Phase III before then.
- Commissioner Janow extended good wishes for a happy Father's Day to everyone.

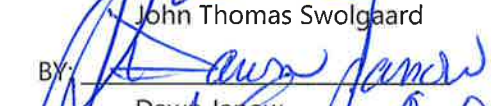
WRITTEN COMMUNICATIONS

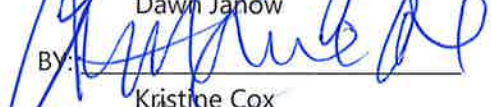
Park Services Division Director Dan Hamlin spoke to an email the board received from a camper at Fay Bainbridge Park. The camper was uncomfortable with the amount of people and the behavior of people in the park; staff responded to the email.

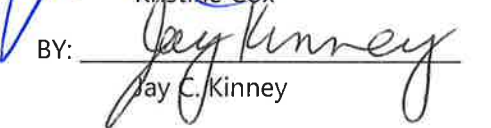
MEETING ADJOURNED at 7:30 pm.

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