

BREMERTON PARKS & RECREATION COMMISSION

REGULAR BUSINESS MEETING

Minutes of September 22, 2020

Virtual Meeting

Commissioner's Present: Tim Baker, Ben Burnette, Pat Watson, Maggie Williams and Dave Hedger

Staff Present: Jeff Elevado, Director of Parks and Recreation
Colette Berna, Park Preservation and Development Manager

I. Meeting Called to Order at 5:33 p.m. by Chair Baker

II. Approval of Minutes: A motion was made to approve the minutes from the July 28, 2020 meeting. Hedger/Burnette (M/S/U)

III. Public Comment: N/A

IV. Business Items:

1) Parks & Recreation Department Covid-19 Update

Director Elevado summarized revisions to the state's Phase 2 protocol including reducing the number of gatherings to no more than five people outside a household and how the Department is adapting. Facilities, sports fields and playgrounds remain closed. Maintenance staff are busy with usual maintenance, cleaning and keeping barricades in place and Senior Center staff are doing creative things to stay in touch with seniors such as a drive-by bake sale and picking up supplies for craft projects.

2) 2021 Community Development Block Grant Application Presentation

Director Elevado shared that the Community Development Block Grant (CDBG) program is federal funding that helps non-profits and city governments fund improvements that benefit low-moderate income residents. Over the past five years funding has been limited to the downtown core but this year eligible projects can be located city-wide. **Ms. Berna** shared that the scope for the 75k grant application will provide accessibility upgrades at three park locations (Lions, Kitsap Lake, Pendergast) and one recreation facility (Sheridan Park Community Center). Proposed improvements to Lions Park will include accessible parking, accessible concrete pathway to access tennis courts and lighting controls, new gate to enter courts, and a concrete pad for an accessible portable restroom. Proposed improvements at Kitsap Lake Park include replacing uneven pavers around restroom with concrete paving, new custom doors to make the entries to the restroom accessible, new accessible drinking fountain, outdoor shower/footwash, picnic tables, grab bars and flushometers. Proposed improvements at Pendergast Regional Park include new flushometers in the main restroom and at Sheridan Park Community Center a new automatic door actuator will be installed at the accessible restroom. The grant results will be announced soon.

V. Staff Reports:

1) Warren Ave. Park & Playfield Renovation Project Update

Director Elevado shared before and after photos documenting recent changes (new paved parking, new lighting with scoreboard, new accessible restroom, new accessible concrete pathways) at the park. **Commissioners Burnette and Williams** commented that it's looking great.

2) Kitsap Lake Park Improvement Project Update

Director Elevado shared a Request for Qualifications for A/E work was advertised and five responses were received. Interviews with the top firms were conducted in August and Parametrix was chosen for their in-house experience with surveying and permitting. **Ms. Berna** noted that the permitting for in-water work is one of the biggest challenges for a project like this and can take six months for agency approval. The goal is to construct the boat ramp, launch and fishing dock during next year's fish window (July-October) so the timing is critical. **Director Elevado** added that the Department applied for a 10k grant from the Bremerton Parks Foundation and received notice of award to help support this project.

3) Ivy Green Cemetery Historic Preservation Grant Project Update

Director Elevado shared photos of new roof installed on entry guardhouse building at Ivy Green Cemetery. The exterior is currently being prepped for new paint. This work is being funded by a 25k state grant through the Department of Archaeology and Historic Preservation and will also fund a new entry gate and signage.

VI. Commissioner's Comments:

Vice Chair Burnette remarked that he is amazed at all the progress the Department is continuing to make during the pandemic and thanked everyone.

Chair Baker agreed and asked about the NAD log cabin. **Director Elevado** explained the challenge of repairing that building, the amount of money that would be needed and competing priorities. He added that a Foundation was developed several years ago specifically to plan, fundraise and restore the cabin but has since disbanded.

VII. Adjournment: Chair Baker adjourned the meeting at 6:20 pm.