

BREMERTON PARKS & RECREATION COMMISSION
REGULAR BUSINESS MEETING

Minutes of October 27, 2020

Virtual Meeting

Commissioner's Present: 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
Steve Mutek, Parks Operations Manager

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

II. Approval of Minutes: A motion was made to approve the minutes from the September 22, 2020 meeting. Hedger/Watson (M/S/U)

III. Public Comment: N/A

IV. Business Items:

1) 2021 Parks & Recreation Budget Review

Director Elevado shared presentation from recent City Council Budget Workshop. This year the Department reduced expenditures due to revenue loss from not having revenue generating programs due to the pandemic. For instance, several part-time and seasonal staff positions were not filled this year because there were no recreational programs and special events. The presentation also included the 2021 Budget for the Parks Capital construction fund which includes multiple grants for the Kitsap Lake Park renovation project, Ivy Green Cemetery improvement project and ADA upgrades to multiple park facilities. Government related construction projects (excluding parks) are charged 1% to go towards the city's public art program which has been funding the vinyl cabinet wraps with printed artwork around town. Because there has not been a major government construction project recently the fund balance for this program is waning. The Gold Mountain Golf Course has been breaking records for use over the last several months and revenue numbers are exceeding expectations. Golf was the one recreational activity that allowed people to maintain a safe social distance this year. The City renegotiated the contract with Columbia Hospitality this year which increased the amount of revenue that can go into a reserve fund to purchase equipment and make improvements to the course to make it more competitive and easier to maintain. Most Departments are status quo this year with no new programs apart from the Police Department which is looking to fund body cameras. The final vote and approval of the 2021 budget will be in November.

2) Grant Application Results – RCO (YAF, Local Parks) & CDBG

Director Elevado shared the Recreation & Conservation grant results for the Haddon Park Renovation project. The project ranked high for both grants (5/37 in the Youth Athletic Facility category and 8/80 in the Local Parks category) totaling 850k. If all goes smoothly the funding should be available next year. Staff are excited to get to work on this park which is in an area of the city that doesn't get a lot of attention. **Ms. Berna** shared the RCO's website that is using a photo of Manette Park as an example of a successful park renovation project. **Director Elevado** shared that the CDBG application to make 75k of ADA improvements to several parks (Lions, Kitsap Lake, Pendergast) and Sheridan Park Community Center was awarded. This work is expected to start next year. **Vice Chair Burnette** asked how much money we've been awarded since we've started applying for these grants. **Director Elevado** estimated it was close to 10M in

grants but the overall value is much greater as the Department has been doing a lot of work in house and is able to be very cost effective and efficient.

3.) Warren Avenue Park Playground Equipment Design Presentation

Director Elevado shared that we've collected proposals from three different vendors with playground equipment layouts to fit the Warren Ave. Park playground site which is a relatively small and narrow footprint. Of the three vendors, Landscape Structures had the most play value, with a lot of change in height and fit the site the best. The design also includes a smaller kid area and accessible panels with moving parts. **Ms. Berna** added that there's a lot of variety, it's challenging for kids at different abilities and exceeds the number of accessible components required by the Americans with Disabilities Act. **Director Elevado** added that Darla Hicks (member of Bremerton Beyond Accessible Play) was involved in the playground selection process. **Vice Chair Burnette** asked if there was going to be a community build like what was done at Manette Park. **Director Elevado** said due to restrictions on gathering size the equipment will be installed by Parks crew after the posts are installed by the contractor.

4.) November/December Parks & Recreation Commission Meeting Schedule

In order to keep upcoming meetings from interfering with holidays, Commissioners agreed to hold the next meeting on Tuesday, December 8th.

V. Staff Reports:

1) Warren Ave. Park & Playfield Renovation Project Update

Mr. Mutek shared that the field lighting is complete, the restroom is 99% complete and shelter just needs the metal roof. Once these items are complete Parks crew can start landscaping and playground install. **Director Elevado** added that Parks crew have been on site throughout the contract making sure the field was prepped for hydroseeding and generally making sure the project was moving along. Some of the engraved bricks weren't received and some didn't turn out like we wanted so staff are working on getting those replaced. Overall, the project has been going well and we expect to have contingency money left over to roll into our next capital project.

2) Kitsap Lake Park Improvement Project Update

Ms. Berna shared that Parametrix was chosen to develop the construction documents for this project and the kick-off meeting was held at the site last week. The survey has been completed and we're working towards having drawings ready to submit for permits in early December. Permitting for in-water work is a big hurdle for this project because of the estimated 6-month review time needed. Our construction window for in-water work is July-October so we're hoping to get the permitting started to make this timeline feasible for next year. We're excited to be working on this project and how transformational it will be for the park users.

3.) Kitsap County Department of Emergency Management Community Based Testing Site at Pendergast Regional Park Parking Lot

Director Elevado shared that the City entered into a use agreement with the County's Department of Emergency Management to use the 470+ stall parking lot at Pendergast Regional Park to operate a drive-thru Covid-19 test site. Tests are free and will be available 3 days a week. This is something the community needs, and we are happy to be partnering with them. Staff have coordinated with the Indoor Soccer Center to make sure they still have the parking they need during this time.

VI. Commissioner's Comments:

Commissioner Watson remarked that he is amazed at the amount of work that is being accomplished during the pandemic.

Commissioner Hedger asked about whether the sports court at Manette Park could be reopened for pickleball. **Director Elevado** explained that it needed to be closed to ensure people can be socially distanced. Manette's tennis court is lined for 4 pickleball courts (with potential for 16 people playing in a small area) whereas Lions Park is lined for only one pickleball court per tennis court so it's a better option to keep people socially distanced and safe right now.

VII. Adjournment: Vice Chair Burnette adjourned the meeting at 6:31 pm.