

JEFFERSON COUNTY PARKS & RECREATION DISTRICT #1  
Minutes of a Regular Meeting of the Board of Commissioners

September 8, 2020

The meeting was called to order 6:12 p.m. at the Laurel B. Johnson Coyle Community Center, Quilcene, WA.

Present: Commissioners Robinson, Hull, Schmitt, Bohman

Previous Minutes. Minutes from the August 11, 2020 meeting were presented. RH moved, CB seconded and all approved the minutes.

Treasurer's Report. RH reported an available balance of \$25,083.13. Voucher Nos. 79633 to 79635 and 79638 to 79639 for a total of \$4,139.79 were submitted for approval. Motion was made by DS, seconded by LR and all approved to accept the Treasurer's Report as presented. Garbage service has been suspended until the Center reopens.

Calendar. No additions/changes.

**OLD BUSINESS**

Toandos.org. No report

Accessibility Community Advisory Committee. CB reported that WA state responded to the revised grant proposals submitted due to increased costs. There is no additional funding available. No changes to grant contracts are being submitted to the contracts office. Therefore P&R District #1 will be paying all the increased costs on both grants. The equipment has been received by the company for the ADA restroom door openers. Due to a currently full schedule, they now anticipate being able to complete the project by mid-October.

Propane Tank. Pending

New Food Handling Policy. Pending. We will comply with the new Jefferson County Department of Health's policy when it is published.

Future Use of Community Center. No change. The Center will open in Phase 3 under the restrictions promulgated by the Jefferson County Department of Health.

Center Cleaning. Cleaning will continue on a reduced schedule while the Center is closed.

Mowing/Landscaping. Maintaining as needed schedule.

Lead Kitchen Manager Position. Discussion at time of preparing 2021 budget.

Welcome Sign. Postponed.

## **NEW BUSINESS**

Painting – Interior of Center CB suggested we consider painting interior walls of the Center that are in need of a fresh coat of paint while the Center is closed. Possible areas are kitchen, restrooms, hallway by restrooms. Board members are to bring names of possible individuals/businesses to hire for the project to the October meeting.

Center Keys DS raised the question as to whether we need to re-key the Center for security purposes in order to have a new list of distributed keys. Last re-key was done in February 2014. Discussion followed. CB will review the current list and contact key holders before a decision is made.

Motion made by DS, seconded by CB and all approved to adjourn at 6:40 p.m.

Respectfully submitted,

Cathy Bohman  
Acting Secretary