

Point Roberts Park and Recreation District No. 1 is still holding meetings; however, due to the current coronavirus crisis, we are attempting to restrict our meeting agenda to only items that need direct action by the Park Board and are following recommendations on open meetings during this period put out by the State Attorney General's office. Although the public is still welcome to attend and make public comment under the Open Meetings Act, we are asking that if possible, any comments be submitted by email to help us reduce contact between groups of people to help prevent contagion.

During this state of emergency, we plan on presenting a monthly report on non-actionable items that would normally be brought up in the Park Board meetings, as well as trying to inform our residents about any changes to our operations.

## Report on Non-Actionable items for 3/16/20

1. The Senior Center on Wednesday and Friday in the Community Center is closed; however, Whatcom Council on Aging and Meals on Wheels will continue to provide take out lunches. The following is the current course of action being taken to continue to provide lunch service. (this process will be re-evaluated needed)

*From Julie Meyers (Director Meals on Wheels):*

- **Starting the week of March 16**, we will no longer offer a congregate lunch, but will offer senior meals for pick-up during the regular lunch hour.
- Madeline and CC (the senior cook) and company will work together to assess potential demand for meal pick-up and need for additional home delivery.
- The Meals on Wheels deliveries will continue as usual.
- Seniors who cannot make it in to pick up meals, and are in need of home delivered meals, may be temporarily added to the meal delivery route.
  - Please provide the names and birthdates of these seniors to the Meals on Wheels office so that we can properly track them.
  - We do not have to complete a full intake for these temporary home delivered clients. (Procedure to follow)
- **Next week** we will bring a supply of frozen meals to be stored at the International Market. These meals will be for Meals on Wheels clients and for seniors who may need some extra meals during this time.
- It is possible that the demand for meal pick-up will be so low that we will transition to all frozen meals. However, we will work with you to make these determinations as appropriate.

2. The Park District received a query about the status of the PSE storage area on Benson Road. by the driveway going to the school. This site is on Park District property. PSE informed the Park District that they moved one of their storage containers and some of the spools of cable for the upgrade project that they are working on around the Point. Although the area may not

look as neat and clean as it usually does, PSE informed us that the area would be cleaned up once the project was done.

3. The Park District is planning on having a Strategic Planning meeting for 2020 and Beyond. The meeting structure, date and location will be determined later.

4. The Park District is investigating the possibilities of doing seismic upgrades. Local contractor said he was willing to look at the bolting of the building to the foundation but may not want to take on the job.

5. The Park District is waiting for county approval of the modifications to WCC 20.72 (The Point Roberts Special District land-use provisions) that would allow a second outbuilding on the property at the Community Center so we can add a new shed.

6. The new stove and dishwasher funded by the Colbert Foundation Grant are on track to be installed on April 6<sup>th</sup> and 7<sup>th</sup> with Smith Mechanical. Alpine Fire and Highline Electric. All groups using the Community Center that might be affected by this work have been notified. The stove had been delivered to Smith Mechanical but was damaged. A new stove should be delivered before the end of March. Once this part of the project is done, the Park District can determine any additional kitchen upgrades that can be done with the remaining Grant funds.

7. Whatcom County Health Department has not issued a permit yet on a new septic system. The Health Department said that our current septic had too much water running through it during the months of July/August to allow anything other than the Senior Lunches. They noticed this because of people trying to get food permits for the summer festivals and Saturday Markets. One thing the representative from the Health Department said was to make sure, when requesting the new permit that the new septic would be used for occasional events, in addition to Senior Lunches. Ken Calder communicated the need to get the permit and the septic done to Joel Lantz. Ken dug 3 test holes on the east lawn of the community center so that he could do the ground testing for the permit.

8. The new folding chairs arrived to replace the wooden chairs in the meeting room

9. An unknown person put a box of florescent replacement lamps in the electrical room. These lamps may work on our ceiling lights. It would have been nice to know who donated them.

10. The Park District has ordered a hands-free Purell dispenser to be placed at the entrance of the Community Center. Current back orders are at least 6 to 8 weeks out.

11. Four years ago, the Park district create its electronic calendar on Google to supplement the written calendar in the Park District office. The District also recommended a protocol for

email addresses for Park Board members. We recently had several issues with these that will need to be addressed at a future meeting. The calendar issue was an easy one to remedy. The laptop the calendar was created on went on a trip to the East coast of the United States and when the computer reset to the eastern time zone it converted Google calendar entries to Eastern time versus Pacific time. The computer was reset to Pacific time zone, but all of the scheduled events did not reset. We had to manually go in and reset the times for almost half of the events for the remainder of the year. The calendar was delinked from the laptop in question and is only linked to the laptop in the community center office. The Park Board may want to look at restricting all future scheduling to the office computer to eliminate any future potential problems. The email address recommendations that the Park Board came up with 4 years ago were that members would create a gmail account with their [name.prpr@gmail.com](mailto:prpr@gmail.com). This was to help easily identify mail from Board members and district employees and to keep all Park District related emails separate from personal email accounts. Keeping the Park District email separate from personal email accounts was done under advisement from the State Attorney General's Office. The Park Board can review email address recommendations at a future meeting, but it is important to remember that all Park District email is subject to the provisions of the Open Government Act.

If you wish to respond to any of these items or any other issue concerning the Park District then please email them to: [prparkdistrict@gmail.com](mailto:prparkdistrict@gmail.com)

Thank You and Keep Safe and Well,

Bennett Blaustein

Chairperson/Commissioner

Point Roberts Park and Recreation District No. 1