

BOARD OF PARK COMMISSIONERS MINUTES
Wednesday, February 6, 2019 5:30pm, Lacey City Hall

Present:

Commission: Ken Balsley, Troy Kirby (arrived at 5:39pm), Carrianna Plascencia, Erwin Vidallon, Aram Wheeler

Excused: Sarah Daniels

Staff: Jen Burbidge and Carolyn Elliott

Public: No one in attendance

The meeting was called to order at 5:30 pm, by Chair Erwin Vidallon

Additions or deletions to the Agenda

Item b) under Correspondence added to the agenda, an email from Ed Pole

Motion carried: To approve the agenda as amended.

Announcements & introductions

None

Minutes

The January 2, 2019 minutes were approved and placed on record.

Calendar (no updates)

Correspondence

- a) Aquatics thank you letters from staff
- b) Email from Ed Pole

Old Business

- a) Sponsorship Policy. Was well received by Council. Reviewing the contract now.
- b) Community Gardens/Sustainable South Sound.
 - Went to executive team for review.
 - Community Development did a lot of work on Urban Agriculture, which includes parameters for gardens on private property in 2011. In the packets is the Lacey Municipal Code (LMC)
 - Next steps:
 1. Resolution go before City Council
 2. Park Board develop guidelines & procedures for community gardens in Lacey's park system
 2. Determine which locations are acceptable for community gardens
 3. Determine where applications would be submitted and who would review them
- c) Public Affairs Department Communication Plan. Public affairs will be hiring a consultant to do a strategic communication plan for the city.

New Business

Follow up from joint worksession. It was great to see City Council excited about the projects:

- Greg Cuoio Park. Council would like to see master planning for this site get started in 2019 rather than 2020.

- Indoor Sports Facility Feasibility. Consultant report was well received. City Council would like Park Board to lead the effort for Phase II of feasibility. Commissioner Balsley requested concise direction on Park Board role.
 - Sponsorship Recommendations; Council was supportive of moving forward.
 - Park Rule updates is on the agenda for next council meeting with final approval being recommended.
 - The Park Board work plan will be updated as needed; some of the projects could get bumped to next year due to new work added.
- a) RAC Fields #1 & #2 replacement celebration. Thursday, March 21st at 5:30p.m. at the RAC. Jen will confirm the date and notify Park Board.
 - b) Senior Services Contract. Jen found the 2012-2022 Senior Services Contract, which is under the Parks & Recreation Department. The City provides the building, lights and power. Commissioner Kirby asked how performance is measured at the Senior Center. It is possible to add to the performance measures once that project is started.
 - c) Mobile concessions. In 2011 no one responded to RFP's, so they were no longer sent out. Staff checked with Big Daddy's and they are not interested in doing mobile concessions.

Director's Report

- a) Staff Presentations- Jordy Beasley will report next month on outdoor ping-pong tables. April will be Cody Lee & Sue Falash.
- b) Sports Commission--(see updated schedule) Next year, Sports Commission will be on the agenda for the joint Park Board & City Council worksession.
- c) Programs & Special Events
 - Mom & Son, Let it Glow Dance & Two Daddy Daughter Dances last weekend, sold out events!
 - Lacey Loves to Read-now through February 15. Author Visit 2/21/19
 - Lacey Cultural Celebration, Saturday March 2, 10am-6pm at SMU.
- d) Construction Project Updates
 1. Capital Facilities Manager. Position was filled with an applicant from Public Works. Ashley Smith has started, and doing a great job; she has been working on Pleasant Glade Park, Long Lake Park, Depot Trail Amenity and the playground equipment replacement at Wonderwood Park.
 2. Long Lake Park RFQ, in progress. The report will be done by end of February.
 3. Longs Pond Dock on hold
- e) Planning
 1. Pleasant Glade Park Pre-Submission Conference. The goal is to put in up to a mile of a natural trail. Due to RCO grant requirements the property needs to have public access and we would use volunteers to help with trail maintenance. Currently there is a gate, picnic table and a park sign. Parking will go where the house used to be. We will host a community meeting to keep the neighbors informed. The goal for this year is to complete the wetland delineation and repair the fence.

f) 2019 Work Plan Updated.

Motion carried: To approve 2019 updated Work Plan.

g) Grants & Budget

1. Gateway Rotary application. Commissioner Kirby reported we did not get the \$2500 for needle boxes. Jen stated that we should put in a budget request.
2. Nisqually Tribe \$10k grant received for Cultural Celebration.

h) Volunteers

1. Homann Field sign Eagle Scout project.
2. MLK event/WCCP update. This volunteer event hosted by public works, Stream Team. They do invasive pulling and native planting. In the past, they have had over 200 volunteers.

i) Miscellaneous

1. New Recreation Software. Civic Plus-Civic Rec was chosen. Jen is currently working on the contract.
3. Kiwanis presentation. Jen presented to the Kiwanis January 28 at Hawks Prairie Restaurant.

Commissioner's Report

Commissioner Kirby: Wanted to give a big shout-out to Sue Falash for helping get a three on 3-soccer tournament from kids to adults, scheduled August 24 at the RAC.

Commissioner Wheeler: He has noticed at Wonderwood Park vandalism to some trees, where the bark is stripped away from the tree. He would like to brainstorm ideas on how to increase education of "Forest Health". Jen said we have had several trees dying at the Sunset entrance to Wonderwood, due to the dry summers. Parks Forestry Intern position gets posted in early Spring, the position is from March-October. This would be a good project for the intern.

Chair's Report

No report.

Citizen/Public Comments on Items not on the Agenda

No one present

Committee Reports

- a) PARC Foundation. No Report

Adjourn

Meeting adjourned at 6:50 pm.

Next meeting: Wednesday, March 6, 2019 at 5:30pm at Lacey City Hall.