

BOARD OF PARK COMMISSIONERS MINUTES
Monday, November 26, 2012 5:30pm, Lacey City Hall

Present:

Commission: Gary Hanson, Paul Royer, Shawn Smith, Glen Crandal, Lu Carlson & Jason Agtarap

Staff: Lori Flemm, Liz Spiller

The meeting was called to order at 5:30pm, by Chairman Shawn Smith.

Additions or deletions to the Agenda

Addition: 7d) Election of Officers

Minutes

The October 22, 2012 minutes were unanimously approved and placed on record.

Calendar

No meeting in December.

Correspondence

- a) Citizen Nancy Powers sent an email regarding concerns with the stormwater pond at Bush Park and suggested protective fencing around the area. Public Works Director Scott Egger responded to Ms. Power, assuring her the pond is designed with side slopes that safely allow people to walk or crawl out of the pond area and that fencing may hamper rescue efforts.
- b) LPRD received an email and subsequent letter with a check for \$100 due to an incident at Wonderwood Park. A local resident was at the park one morning, needed the restroom and when he found the restroom locked, proceeded to urinate outside the building. Lori asked Commissioners their input:

**Motion: Return the check to the citizen, with a letter
thanking him for his honesty, but no payment is
necessary.**

The motion was seconded and unanimously approved.

Old Business

- a) Wood Cutting Policy

At previous meetings, Commissioners asked that the City's wood cutting policy be reviewed and revised for better clarification and fairness regarding use of power tools in City parks. Lori discussed the issue with the City's Risk Management staff and Washington Cities Insurance Authority and determined RCW 4.24.210 Recreational Immunity Statute addresses the issue of volunteers using power tools in City Parks. Commissioners reviewed draft E-2 Wood Cutting Policy and had the following comments and suggested a change to item #3 to align with Public Works policy: *"A fee may be charged to anyone issued a permit, in accordance with Public Works Procedure #301, City of Lacey Operations Department."*

**Motion: To approve the draft Wood Cutting Policy as
amended.**

The motion was seconded and unanimously approved.

- b) Adopt-a-Trail Program

Waiting for response from Washington Cities Insurance Authority staff, will have more information at the January meeting.

New Business

- a) Future neighborhood park: proposed Meridian North Campus Park
A 5 acre tract of heavily wooded land near Meridian Park was donated to the City, for future development of a neighborhood park. Lori reviewed different development options for maximum tree preservation, including a mowable slope easement into the park and/or retaining wall. Commissioners unanimously preferred the slope and tree wells to the retaining wall option. Lori asked when Commissioners thought Master Planning should begin. Commissioners thought Planning should begin right away, so the Plan could be presented to potential home buyers. They also thought installation of a sign was important to advise of the future development.

Motion: Timber sales from trees removed due to future development of proposed Meridian North Campus Park should be applied towards development costs.

The motion was seconded and unanimously approved. Lori and the Commissioners will try to walk the property in February.

- b) Jacob Smith House SOQ selection, schedule & budget
Landscape architect Bob Droll was selected for the Jacob Smith House renovations. Geotechnical work is scheduled to begin on December 3.
- c) C-15
Lori presented a draft of C-15 Electronic and Message Board Policy. The policy is under review by other City Department staff and should be ready for adoption in January.
- d) Election of Officers

Motion: Nominate Paul Royer as Chairman of the Board of Park Commissioners.

The nomination was accepted, seconded and unanimously approved.

Motion: Nominate Lu Carlson as Vice-Chair of the Board of Park Commissioners.

The nomination was accepted, seconded and unanimously approved. Lori and the Commissioners thanked Shawn Smith for his service as Chairman since 2011.

Director's Report

- a) Holiday events: Lori asked Commissioners to let her know if they plan to attend any of the events so they can be properly introduced.
- Dec 4, 7pm, Lacey Community Center: South Sound Community Orchestra Holiday Concert
 - Dec 6, 6pm, Huntamer Park: Lighting of the Christmas Tree
 - Dec 7, 6:30pm, Chambers Prairie Elementary: Signing Santa
 - Jan 1, noon, Long Lake: Polar Bear Plunge
- b) RAC
- Beverage and concession contracts: Concession contract was awarded to Big Daddy's (concessionaire at Rainier Vista) and both Pepsi & Coke have submitted proposals for the beverage contract.
 - Screen netting should be completed by December 26.
 - Electronic message board: I-5 Signs should have sign installed in February 2013.
 - 2013 tournaments: 51 weekend tournaments booked for 2013!

- c) Variable Message Board (VMB) use
Electronic VMBs are owned and operated by the Public Works Department, who have graciously allowed LPRD to advertise registration and special events the last few years. "Full use" of the Public Works electronic VMBs will be granted through 2013 and then the signs will be used for traffic control and road closures only. Lori asked Commissioners for suggestions for new ways to advertise & promote LPRD programs.
- d) Wonderwood Park security issues
Video cameras have been installed at Wonderwood Park, due on ongoing security issues. Tapes are reviewed when evidence of 'misconduct' is found in the park (graffiti, undergarments, etc).
- e) Turn Back the Clock Run: over 500 participants for this great event.
- f) Winter Registration begins December 5
- g) City Council approved refinance of bonds

Commissioner's Report

No report. Lu asked if the Wood Cutting Permits would be updated & revised. Lori said they would be when the current permits run low and new forms are needed.

Chairman's Report

No report.

Citizen Comments

No citizens present.

Committee Reports

- a) PARC Foundation, Paul Royer: No meeting

Adjourn

Meeting adjourned at 7:15pm

Next meeting: Monday, January 28, 2013 at 5:30pm at the Lacey City Hall.