

**BOARD OF PARK COMMISSIONERS MINUTES**  
Wednesday, February 26, 2014 5:30pm, Lacey City Hall

**Present:**

Commission: Gary Hanson, Paul Royer, Lu Carlson & Robert Kowalski

Excused: Glen Crandal & Shawn Smith

Staff: Lori Flemm

Public: James Reddick

The meeting was called to order at 5:30pm, by Chair Lu Carlson.

**Additions or deletions to the Agenda**

Addition: 6b) Revisions to 2014 work plan

**Minutes**

The January 22, 2014 minutes were unanimously approved and placed on record.

**Calendar**

March 6: Work Session w/ City Council, 7pm

March 26: meetings will be moved to Community Room in Lacey City Hall

May 17: Fun Fair Parade judging

**Correspondence**

a) Letter from Chinqually Booters

Letter from the Board of Chinqually Booters Soccer Club, requesting field #2 at the RAC be converted from a grass field to synthetic field. When grass fields are closed down (Nov-Mar), there is a high demand for playable (synthetic) fields.

b) Draft response to Chinqually letter

Commissioners discussed and approved the draft letter in response to Chinqually Booters, stating that no action would be taken this year, but their input would be considered when reviewing and updating the Comprehensive Plan this fall.

**Motion: To approve the response letter to Chinqually Booters  
as drafted.**

The motion was seconded and unanimously approved.

**Old Business**

a) Regional Park Board meeting report

James Reddick from the PARC Foundation reported good feedback on the recent Regional Park Board meeting, and said notes/minutes are being drafted and will be circulated very soon.

b) Revision to 2014 Work Plan

Lori reported that City Manager Scott Spence asked that as Park Board prepares their 2014 Work Plan, they keep in mind, new programs will require resources, and as we prepare the 2015 budget funds may not be available for new programs.

**New Business**

a) Woodland Creek Community Park Trail

Reviewed schematic plans. Bruce Dees is working on cost estimate for the bridge (foot v. vehicle traffic).

b) Comprehensive Plan for Outdoor Recreation update: to be adopted in summer of 2015, public input and tentative timeline discussed.

c) ADA and accommodations

Lori reported a recent request for accommodations for a hearing impaired child in our basketball program. The cost of the program was \$60 for 8 classes. The mom requested a sign language interpreter for her son after the first class (City policy specifies request must be made 2 weeks prior to start of program). The cost for a contracted sign language interpreter for the remaining classes was going to be up to \$900 (6 classes x \$150 per class). ADA requires the City to pay for accommodations. Staff is currently reviewing City policy, since there is not currently a fund available to pay for accommodations. In Lori's 5 years with the City, there have only been 3 ADA accommodation requests, so though not frequent, fund should be available to pay for the accommodations. Other cities have a surcharge on program fees, for a reserve fund for ADA accommodation fees. Lori thought .5% surcharge would be adequate, providing \$3,500-4,000 per year for the ADA reserve fund.

**Motion: Implement a .5% surcharge on all Park & Recreation Programs beginning in 2015, to establish an ADA Accommodation reserve fund.**

The motion was seconded and unanimously approved.

**Director's Report**

- a) Programs & Special Events
  - 1) Ethnic Celebration: very good turnout, running out of space at SMU.
  - 2) STEM Fair: May 3
- b) Construction Project Updates
  - 1) Avonlea Park Emergency Remediation: soil test came back 'clean'. Tank will be installed soon.
  - 2) Crime Stoppers signs  
New signs installed at Wonderwood, Rainier Vista, the RAC and Long Lake. Gary asked that a sign be installed at Wanschers Park too.
  - 3) Rules signs- current rules
  - 4) Lacey Community Center roof bid
- c) Planning
  - 1) Surveillance Cameras 2014 Capital Project: Staff is locating as-built plans to located junction boxes and spare conduit.
- d) Grants & Budget
  - 1) Potential RCO Grant Application Projects: Application is due on May 1. DNR Urban Forestry Grant: Figured maple wood
  - 2) Recreation Equipment Replacement 2014: Commissioners did not need to prioritize list in 2014 since our budget now includes a \$10,000 annual line item.
  - 3) WA State Sales Tax: passed out of committee in both houses, vote in next few days on the floor of both houses.
  - 4) SOQ for property management firm: received 1 SOQ for management of 4 City owned properties.
- e) Miscellaneous
  - 1) Virtual tour of Lacey Community Center: partnering with Google for virtual tour of Lacey Community Center
  - 2) City of Lacey website updates
  - 3) Regional maps prepared by TRPC: Commissioners reviewed TRPC map and support use of the QR codes.

**Commissioner's Report**

No report.

**Chair's Report**

No report.

**Citizen Comments**

No report.

**Committee Reports**

a) PARC Foundation, James Reddick

The PARC Endowment Fund increased by \$5,000 this year and the Jocelyn Dahm Fund for choral music, increased by nearly \$20,000.

**Adjourn**

Meeting adjourned at 7:00pm

**Next meeting:** Wednesday, March 26, 5:30 in the ***Community Room*** at Lacey City Hall.