

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

Present:

Commission: Ken Balsley, Sarah Daniels, Troy Kirby, Erwin Vidallon, and Aram Wheeler

Unexcused: Jason Griffith

Staff: Desiree Atkin, Jen Burbidge, Carolyn Elliott, Sue Falash and Jason Simmonds

Public: No one present

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

Additions or deletions to the Agenda

The agenda was approved as written

Announcements & introductions

Jen had two announcements:

- The joint work session with Council will be Feb. 20 at 7:00 p.m.
- Parks and Recreation is going through some structural changes. Sue Falash is now the Recreation Manager; she will be attending more meetings. Jason Simmonds, from Park Maintenance has also had some structural changes and will attend Park Board meetings more frequently.

Minutes

There was discussion regarding how much information should be included in the Park Board minutes. Park Board would like to discuss this topic at their next meeting.

Commissioner Daniels had some suggested edits.

Motion carried to table October 2, 2019 minutes until next month, where Parks staff will make changes as requested and bring back to Park Board for approval.

Calendar

Correspondence

- a) McAllister Park
- b) Disc Golf

Citizen/Public Comments on Items not on the Agenda

No one present

Old Business

- a) Sponsorship Policy. Jen explained work is being done on this policy to secure sponsorship opportunities and create business partnerships. There was a motion made to remove “religious, gambling and alcohol” from “the following classes of advertising through sponsorship are not authorized online or on City property”. There was no second, the motion did not carry.

There was discussion regarding whether or not gambling and/or alcohol industries should be eligible for corporate sponsorship. The policy will need to go to City Council for approval, so a discussion will be had.

Jen was given direction to take the policy back to legal to see if the section titled “The following classes of advertising through sponsorship are not authorized

online or on City property” is necessary. In addition, Commissioner Daniels has some grammatical edits she would like to make before policy approval.

- b) Park Board Tour Follow up. Those in attendance reported it was a great tour, and some went to sites they had not seen before. Next Park Tour will include Lake Lois Habitat Reserve.

New Business

- a) Scholarship Policy. Jen shared the new scholarship policy and the application and reported staff had been working all year on this project. Commissioner Daniels has some grammatical edits to make. Jen will bring an updated version to the December meeting for approval.
- b) Commissioner Nominations
Nomination & Election of Officers: Erwin Vidallon asked for nominations from the floor for Chair and Vice-Chair.
Sarah Daniels nominated Aram Wheeler as Chair. No other nominations were received.
Troy Kirby nominated Sarah Daniels as Vice-Chair. No other nominations were received.
Ken made a motion to close the nominations.
Motion approved to close nominations.
Discussion followed.
Motion carried: To elect Aram Wheeler as Chair.
Motion carried: To elect Sarah Daniels as Vice-Chair.
- c) 2020 Calendar. Sarah asked if the time could be changed on the Park Tours. Jen recommended the times be changed to 1:30 p.m. to 4:00 p.m. 2020 Calendar was approved as amended.
- d) Lacey Rotary playground groundbreaking ceremony will be Nov 14 at 12:45 p.m.
- e) New City parking permit policy. Jen shared the new policy, which limits RV parking in public lots to four hours unless permitted for longer, and how it will affect RV parking in Lacey Parks.

Director's Report

- a) Staff Presentation. Desiree Atkin gave a presentation which highlighted the work and programs she oversees at Lacey Parks & Recreation.
- b) Sports Commission update-Sue reported that at last month's VCB meeting there were a slate of candidates for the Sports Commission Advisory Board. There were representatives from Lacey, Tumwater, Olympia School district, hoteliers, SPSCC and St. Martins University.
- c) Programs & Special Events-Sue Falash
 - Aquatics Polar Bear Plunge is January 1st at noon
 - Teen ACT night is this Friday at Chinook Middle School
 - The Northwest Chocolate Festival trip is this Saturday
 - The Lighted Parade is December 2 at 6:30 p.m. A highlight will be two live reindeer. The event will be held at Huntamer Park.
 - Breakfast with Santa is already full.

- Athletics: Softball and baseball are both in full swing and infields 3 and 4 turf replacement is underway.
- d) Construction Updates
1. Depot Trail Amenity, construction is still underway.
 2. Pleasant Glade Park new fence is completed.
 3. RAC infields 3 & 4 replacement, Sue covered this in her report
 4. RAC playground netting repair will be very soon.
- e) Planning
1. New Museum & Civic Center
 2. Greg Cuoio Park Master Plan. Jen will be having a meeting Friday with the consultant team to discuss scope, deliverables and public outreach.
 3. 2020 Work Plan. Jen explained that the Park Board approves the work plan then it goes to joint worksession with the council in February to discuss.
- Motion carried to approve 2020 work plan as amended.**
Jen will amend the 2020 work plan as discussed then send it to Park Board via email.
- f) Grants & Budgets
1. 2020 Parks & Recreation, Community Buildings & RAC Budget was included in Park Board packets for their information. Jen asked if there were any questions, and there were not.
 2. 2020 Budget Requests. A list was included in Park Board packets for their information. Jen asked if there were any questions, and there were not.
- g) Volunteers. Parks & Recreation will be centralizing volunteers in 2020 and we may have a sponsor.
- f) Miscellaneous. In January, Parks & Recreation will be centralizing all events. Grand openings will be handled by the events team.

Commissioner's Report

Ken Balsely reported:

- Jen gave a presentation at North Thurston Kiwanis.
- He would like to give Erwin Vidallon a round of applause for the great job he did with McAllister Park and the South Puget Sound Disc Golf Association.

Chair's Report

No report

Committee Reports

- a) PARC Foundation. No report

Adjourn

Meeting adjourned at 7:30 p.m.

Next meeting: Wednesday, December 4, 2019 at 5:30pm at Lacey City Hall.