

**BOARD OF PARK COMMISSIONERS MINUTES**  
Wednesday, January 3, 2018 5:30pm, Lacey City Hall

**Present:**

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

Excused:

Staff: Jen Burbidge, Carolyn Elliott

Public: Shauna Stewart, Moira Davin, and Jeff Bowe from OLTVCB

The meeting was called to order at 5:29pm, by Chair Ken Balsley

**Additions or deletions to the Agenda**

The order of agenda items 7A & 7B were moved to item 3A and item 12 moved to 4A. Item 6B was removed, due to no one present from the Lacey Rotary.

***Motion: To switch the order of agenda items 7A, 7B, 12 and removal of item 6B***

***The motion was seconded and unanimously approved***

**Announcements & Introductions**

All the new commissioners introduced themselves and gave a little background about themselves.

**Election of Officers**

***Motion: Nominate Ken Balsley for 2018 Park Board Chair and Troy Kirby for Vice Chair.***

**The motion was seconded and unanimously approved.**

**Minutes**

The November 1, 2017 minutes were approved as written and placed on record.

**PARC Foundation Report:** James Redding introduced himself and explained what the PARC foundation does. The Jack Dawkins Charitable Trust awarded the PARC Foundation \$40,000.00, \$20,000.00 will go to Lacey.

**Correspondence**

No correspondence

**Old Business**

- a) Sports Commission discussion. Jen brought new commissioners up to speed on the task of coming up with a scorecard/metrics to measure the success of the Sports Commission for Lacey. A special meeting will be scheduled for this topic.
- b) Lacey Rotary 50<sup>th</sup> Anniversary project/Community Gardens. (Item removed)
- c) Smoking on Park Property. Jen shared the slideshow that she will be sharing in some form at council worksession on January 11.
- d) Re-naming of Long's Pond.

***Motion approved to turn over the historical name recognition of Long's Pond to the Historical Commission.***

### **New Business**

- a) Introduce New Commissioners (moved to 3A)
- b) Election of Officers (moved to 3A)
- c) 2018 Park Board Calendar
- d) Meridian Campus HOA meeting-signage at future Campus Peak Park. Meridian Campus HOA has requested that we put signage up for the future site of Campus Peak Park. Ken asked if we could schedule a tour of the Parks for the new Commissioners. We will look at using Doodle to send out potential dates.
- e) Unisex restrooms at parks. Jen shared that staff recommends making all park restrooms unisex for increased availability, especially for ADA access.
- f) New parks highlight video. Jen shared that the City of Lacey has a new videographer and he will be producing a video that highlights Lacey's Parks. Look for it in June on social media, City website, and TCTV.

### **Director's Report**

- a) Programs & Special Events  
2018 Event Calendar. This is still in draft form, Jen shared an overview of 2018. Jen would like to have recreation staff members attend Park Board meetings and share information about their programs.
- b) Construction Project Updates. Will be covered in the Work Plan.
- c) Planning  
2018 Work Plan. Jen presented a draft work plan.
- d) Grants & Budget  
No report
- e) Volunteers  
Jen shared that she will be hiring a forestry intern, hopefully with applicants from either SMU or SPSCC to help with the volunteer work parties, and oversee the Lake Lois Habitat forestry grant. She handed out 2018 work parties dates for Lake Lois Habitat.

### **Commissioner's Report**

No report

### **Chair's Report**

Ken Balsley asked Jen to not schedule staff to present at a Board meeting at the same time that we go over things that may potentially take a long time. Ken also wanted to let the new commissioners know that if they ever feel he is moving too fast through the agenda to please let him know.

### **Citizen/Public Comments on Items not on the Agenda**

None

### **Committee Reports**

(moved to 4A)

Meeting adjourned at 6:54 pm.

**Next meeting:** Wednesday, February 7, 2018 at 5:30pm at Lacey City Hall