

**BOARD OF PARK COMMISSIONERS MINUTES**  
Wednesday, February 7, 2018 5:30pm, Lacey City Hall

**Present:**

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

Staff: Jen Burbidge, Carolyn Elliott

Public: Moria Davin, VCB, Christine Hoffman, PSE

The meeting was called to order at 5:30 pm, by Chair Ken Balsley

**Additions or deletions to the Agenda**

Ken Balsley requested to move item 7A, Puget Sound Energy Geocache program, to item 5A.

**Announcements & introductions**

Christine Hoffman, PSE, and Moria Davin, VCB

**Minutes**

The January 3, 2018 minutes were approved as written and placed on record.

**Correspondence**

- a) Puget Sound Energy Geocache program. Christine Hoffman, PSE, presented a proposal to work in partnership with Lacey to put Geocaches in some of our parks. Aram said he'd help do the write up for the parks. After the Commissioners have the Park Tour on March 23, 2018 they will come up with a list of Parks.

**Old Business**

- a) Sports Commission discussion. The timeline is as follows:
  - January 26<sup>th</sup> special park board meeting
  - February 7<sup>th</sup> regular park board meeting
  - March 7<sup>th</sup> regular park board meeting. OLTVCB on agenda to discuss Park Board's metrics/scoreboard
  - April ?-report back to council, depending on schedule

Ken shared an invitation to a "Sports Huddle" meeting put on by the VCB to discuss how to maximize community resources to grow sports business and culture in Lacey on February, 23<sup>rd</sup> from 3:00-5:00pm. Location TBD.

Jen will do some research on the following unanswered questions from the Sports Commission Metrics meeting on Jan. 26, 2018:

- Is 30% of booking vs. leads by VCB Sports Commission adequate?
- Can the VCB task force be changed to a binding group?
- Is there a way to track secondary trips?

Jen will bring her findings back to the March 7<sup>th</sup> meeting.

Ken asked that we have City of Lacey attorney look into the legality of the Park Board having access to the password information to NASC leads. He also requested that the

VCB bring something in writing that explains the following about the task force to the March meeting:

- who's in charge
- what do they do
- who do they report to

b) Tobacco Use in Lacey Parks. Jen shared her presentation to the City Council regarding banning tobacco use in parks. Since this board is a regulatory board Jen explained the procedure for changing a park rule and handed out the paperwork that needs to be completed by the Park Board; it would then go to Jen for her signature then to the Mayor for final signing. In regards to banning tobacco she recommended that we allow 6 months to a year to educate the public before the rule change goes into effect. There are also a couple other park rules that the board may want to look at changing; drone use, and rules B2 & B13, that deal with freedom of speech. Completing all of rule changes at one time would be most efficient. Jen will bring more information to the March meeting regarding drones and freedom of speech.

**Motion approved to ban all tobacco products including vaping from all of City of Lacey Parks.**

c) Updated Park Board contacts. This was passed around and asked Commissioners to make corrections/ update their information. Updated Park Board contacts will be in the packets for the March.

d) Updated 2018 Park Board Calendar. The dates for the Sports Commission Metrics and Park Board Tour will be added to the calendar. An updated 2018 Park Board Calendar will be included in the packets for March. The Spring Park Tour will be the parks located at the North End of Lacey.

### **New Business**

- a) *PSE Geocache moved up to 5A under correspondence.*
- b) City of Lacey new publications
  - Lacey Life (monthly) this will be go out in with the utility bills.
  - Lacey Highlights (weekly) this will be emailed to commissioners.

### **Director's Report**

- a) Programs & Special Events
  1. 2018 Event Calendar, overview of events. Ken would like to visit Playground Pals
- b) Construction Project Updates
  - Bids are due tomorrow, 2/8/18, for the RAC bleacher covers. Should be done in July
  - Woodland Creek Community Park Trail should be done in June.
- c) Planning
  1. 2018 Work Plan
    - This was tabled until March 7<sup>th</sup> meeting
  2. Comp Plan presentation. Jen will present at City Council retreat, Friday, 2/9/18.

- d) Grants & Budget. There are grants available that are 50% matching funds for sports fields. Currently working on leveraging funds for grants through Washington Wildlife Recreation Program. They are due May 1<sup>st</sup>.
- e) Volunteers. Would like to model a volunteer program similar to Metro Parks
- f) Miscellaneous

### **Commissioner's Report**

Aram reported. Chris Gilberts, SPSDGA, spoke with a monk at St. Martins who really enjoys playing disc golf at St. Martins, he'd like to see it expanded to 18 holes. He thought there was a lot and that the City of Lacey and Saint Martins owned.

### **Chair's Report**

No Report

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

No report

### **Committee Reports**

- a) PARC Foundation  
No report

### **Adjourn**

Meeting adjourned at 6:50 pm.

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