

BOARD OF PARK COMMISSIONERS MINUTES

Wednesday, December 2, 2020 5:30pm, via Zoom

Present:

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

Excused:

Staff: Jen Burbidge, Scott Devlin, Carolyn Elliott, Jenny Wilson and Troy Woo.

Public: None present

The meeting was called to order at 5:34 pm, by Chair Aram Wheeler

Additions or deletions to the Agenda

No additions or deletions to the agenda

Commissioner Balsley made a motion to approve the agenda as written and Commissioner Vidallon seconded. Motion carried

Announcements & Introductions

None

Minutes

Commissioner Daniels made a motion to approve the November minutes and Commissioner Kirby seconded. Motion carried

Correspondence

Jen shared with Commissioners the correspondence that came in regarding the PSDGA expansion came in after last month's packets went out, so it is included here. PSDGA is not on the agenda tonight, but will be at a future meeting if the board adopts the 2021 work plan with this item included, which staff recommends.

Citizen/Public Comments on Items not on the Agenda

None

Old Business

- a) **RAC Financial Plan.** Jen stated there are several items in the board's packet and hard copies were mailed to make reading the materials easier. Some of the information is repetitive to what you had in your packet last month, but the RAC Financial Plan completed documents need to be in the official packet for this meeting. Jen reviewed the contents of the packet which are:
- Cover sheets (sneak peek at the new logo!) and table of contents
 - Page 4 – Executive Summary
 - Different sections, with recommendations
 - Long-Term Financial Plan spreadsheet
 - RAC 2020 budget, and accompanying ordinance which amended the 2020 budget due to COVID, and then the amendments to the 2020 budget
 - RAC 2021 budget

Jen highlighted the recommendations of each section and turned it over to Troy to review the RAC Financial Plan spreadsheet.

Commissioner Balsley made a motion to approve the RAC Financial Plan update which includes seeking City general fund additional reserve commitments for medium-term resources (5 years) to support RAC operations and maintenance while a long-term funding plan can be developed. Commissioner Daniels seconded. Motion Carried.

- b) **COVID-19 Update.** Jen shared the updates that were marked in red in the packet. She also pointed out the updated park signage that was included in the packet and gave an update on what staff are currently working on.

c) 2021 Work Plan

Commissioner Wheeler made a motion to adopt the 2021 Work Plan and Commissioner Vidallon seconded. Motion carried.

New Business

a) 2020 Accomplishments

Commissioner Wheeler made a motion to approve the 2020 Accomplishments with a notation to add to noteworthy accomplishments Lacey Rotary's donation of \$50,000 and Commissioner Balsley seconded. Motion carried.

b) 2021 Park Board Calendar

Commissioner Daniels made a motion to approve the 2021 Park Board Calendar and Commissioner Vidallon seconded. Motion carried

- c) **Park Board Zoom Meeting Time.** No changes to the meeting time.
- d) **Annual Report Draft.** The board viewed a presentation of the Annual Report. Jen thanked Jenny Wilson for all of her work on this project. It was a heavy lift to get a format set, work with Public Works for all of their additions, and staff input.
- e) **PSDGA agreement.** Jen explained the agreement in the packet is the current agreement for maintenance of the course at Woodland Creek Park that needs to be renewed.

Commissioner Wheeler made a motion to approve renewing PSDGA contract and Commissioner Daniels seconded. Motion carried.

- f) **Park Board Nominations and Elections.**
Commissioner Wheeler asked for nominations from the floor for Chair.

Commissioner Balsley nominated Commissioner Daniels as Chair. No other nominations were received. Commissioner Wheeler

seconded. Motion approved to elect Sarah Daniels as Chair of Lacey Park Board for 2021.

Commissioner Wheeler asked for nominations from the floor for Vice Chair.

Commissioner Balsley nominated Troy Kirby as Vice Chair.
Commissioner Kirby declined.

Commissioner Kirby nominated Erwin Vidallon for Vice-Chair and Commissioner Wheeler seconded. Motion approved to elect Erwin Vidallon as Vice-Chair of Lacey Park Board for 2021.

Director's Report

- a) Staff Presentation-none
 - b) Sports Commission update-none
 - c) Programs & Special Events. Jen gave highlights of the programs that staff are working on for winter programs.
 - d) Construction Updates
 - 1. Depot and Playground- the playground will open January 1
 - e) Planning
 - f) Grants & Budgets
 - g) Volunteers
 - h) Miscellaneous
 - Updated Department Name: the Parks and Recreation Department will now be called Parks, Culture and Recreation Department. This change is not intended to add services, but better define the services the department already offers, for example arts, music and dance programs, Cultural Celebration and Lacey In Tune concert series, and the Lacey Museum & Cultural Center.
 - New Logo
 - New Website sneak preview
- Jen shared a slideshow that detailed all the above new changes coming to Lacey Parks, Culture and Recreation Department.

Commissioner's Report

Ken shared he will be doing a History talk on Thurston County's Recent Past, Dec. 8 at 6:00pm via Zoom.

Chair's Report

None

Committee Reports

- a) PARC Foundation. No report

Adjourn

Meeting adjourned at 7:01 pm.

Next meeting: Wednesday, January 6, 2021 at 5:30pm via Zoom.