

## **BOARD OF PARK COMMISSIONERS MINUTES**

Wednesday, April 7, 2021 5:30pm, via Zoom

### **Present:**

Sarah Daniels, Troy Kirby and Erwin Vidallon

Unexcused: Ken Balsley and Aram Wheeler

Staff: Jen Burbidge, Scott Devlin, Carolyn Elliott, Sue Falash and Sean Finney

Public: None present

The meeting was called to order at 5:30 pm by Chair, Sarah Daniels

### **Additions or deletions to the Agenda**

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

### **Announcements & introductions**

None

### **Minutes**

**Commissioner Vidallon made a motion to approve the March minutes as amended and Commissioner Kirby seconded. Motion carried.**

### **Calendar**

No updates to the calendar

### **Correspondence**

None

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

None

### **Old Business**

- a) COVID-19 Update. Jen gave newest guidelines due to COVID-19 as they pertain to Parks, Culture and Recreation Department:  
PARKS: we will be taking outdoor shelter reservations starting in June for July-October events  
EVENTS: we will be running Lacey In Tune, but ticketing and working closely with guidelines  
FACILITIES: slowly getting those back up with safety plans in place  
FITNESS: same thing, getting those back up and running, have to make sure instructors are comfortable teaching.  
AQUATICS: updated formula to calculate pool occupancy which should allow more swimmers, staff are working on that. 4 person per lane max has been eliminated  
SPORTS: most notably, we got updated guidance for face coverings and for tournaments. It was a bit confusing because there are Guidelines on Spectators for ticketed venues (for example T-Mobile field in Seattle where the Mariners play) but those did not apply to park venues or other outdoor venues without permanent seating which is where our sports programs and rentals fall in.  
The yellow highlights in the packet are additions made by the 3 city agencies of Olympia, Tumwater and Lacey in conjunction with Thurston County Public Health

Dept. All agencies were in agreement it's better to have all spectators wear face coverings because otherwise it's confusing, for example spectators have to wear face covering for a tournament but not for a league game (at the RAC we have both of those things running at the same time on adjacent fields).

- b) Park Board & City Council Joint Worksession Debrief. Went really smoothly, Council seemed appreciative.

### **New Business**

- a) Lacey Cares. Jen provided an update:

Lacey Cares is a City-wide engagement initiative for the community to share their vision for how Lacey should look, feel, and be in the future. She encouraged park board members to take the survey and to spread it as far and wide as possible. When filling it out, board members might not only think about recent discussions the board has had for example, the RAC current operations, but also take a look to the main planning document, Parks & Recreation Comprehensive Plan, to refresh on the vision identified there. The great thing is that with the feedback from the Lacey Cares survey, and then the park specific feedback the department will launch sometime around June, we will have some good information from our community for the next Comprehensive Plan update in 2023.

- b) Greg Cuoio Park & Greenways Master Plan

- The board gave recommendations for the Public Involvement Plan at the February meeting, but wanted to get it into an official Park Board packet this month.
- Public Meeting #1 is scheduled for Wednesday, May 12 at 6:00pm via Zoom. Jen encouraged all members of the board to attend although she will provide a recap and the data at the June board meeting.
- The consultants (HBB Landscape Architects) will be on the board's next month to give a preview of what to expect and see if board members have comments and questions before the workshop.
- The Pop-Up Event on the schedule is being worked on in the face of COVID. Normally, this would have been at Lacey Spring Fun Fair or 3<sup>rd</sup> of July Fireworks Extravaganza but due to COVID July 3<sup>rd</sup> is going to be a "park & watch" format and while Lacey In Tune Concert Series is a go, it will need to be a ticketed event (although free) and not just open to everyone.
- Jen covered the Action Items listed in the packet, and noted a lot of work had been done since then. She would like to
  - Get more feedback on PIP if the board has any
  - Show the draft website
  - Share there will be an article in the next Lacey Life
  - Share there will be a media release to all media in the area
  - Share there will be direct contact to all stakeholders
  - Share that the webinar is all set up and HBB sub (BERK consulting) is developing draft live polling

The consultant is still:

- Revising bubble images on flyer
- Inserting project website URL to flyer and utility bill insert

c) Thurston County Specialized Recreation agreement

Jen shared the standard update to the three year contract for Thurston County to provide specialized recreation programs for the region. Lacey, Olympia and Tumwater all pay in to this program. Lacey's portion is \$8,377 per year. The previous agreement expired at the end of 2020, so the proposed agreement would span January 1, 2021 through December 31 of 2023. Next step is City Manager would sign and then share with City Council.

**Commissioner Vidallon made a motion to approve the Thurston County Specialized agreement. Commissioner Daniels seconded. Motion carried.**

d) Beverage Contract extension

Jen informed the board she extended the L&I Bottling beverage agreement for the RAC & RVCP from the end of 2020 to the end of 2021. Staff were pursuing a sponsorship opportunity in this area but after reviewing City purchasing rules, and given the beverage contract is a service agreement, Requests for Proposal from the business community would be required. A few factors that went into the decision were with COVID, it's poor timing to go out for RFP with numbers and visitation being down, and the beverage contract and concession agreement at the RAC & RVCP has been one year staggered. Staff will prepare the RFP for concessions and beverages in the next quarter, then bring those through Park Board at the same time.

**Director's Report**

a) Staff Presentation-Sean Finney/RAC Policy update

Jen began the presentation, and proposed having Sean present the main updates and take questions, but asked if the board could allow more time for reformatting. Sean highlighted some of the changes in the policy update.

- Taking out Thurston County Parks name throughout the policies.
- Removed deposits for booking tournaments
- Added COVID Safety Plans to application requirements
- Pet owners and pets allowed in baseball complex not on the fields.
- Use of amplified music of any kind requires prior approval. This will go through tournament directors for tournaments.
- No metal cleats allowed

b) Sports Commission. No update

c) Programs & Special Events, Sue shared highlights:

- Spring registration brought in \$21,000
- Summer daycamp is 50% full already
- Swim lessons filled fast, 72 families on the waitlist. Lap swim filled.
- Cultural Celebration that was last weekend and held virtually the first day had 1200 views, opened for viewing until the end of this month. 2500

views this week. Five different countries and 20 different states viewed the celebration.

- Grass Volleyball, Spring Softball league along with tournaments are beginning.
- A full time staff member at the RAC retired; down one position
- Concessioner announced they will be leaving

d) Construction Updates. The City Council has authorized a pilot project for a Food truck plaza at the Depot area. There has been about five food trucks expressing interest. The hours will be 11:30am-1:30pm and will be four days a week. The anticipated opening is either the last week of April or the first week of May. Scott Devlin reported that maintenance staff has graveled the entire parking lot, added chip around the outside, four wooden picnic tables, and put a line of granite rocks between the Lacey Depot and the grass.

e) Planning: no update

f) Grants & Budgets

Jen wanted to thank Commissioner Kirby for sending the MLB & Scotts Field Refurbishment program information. He had shared the application that shows the possibility of up to \$50,000 for renovation of a youth field if you can show the benefits. It looks like they release it in February, applications are due in April and then they award and want the project done by summer of 2021. Therefore, for us, we would need to get on the capital projects list because it is one thing to get the funds but another to pull off the project on time for the grant requirements. For example, if we know we will apply in 2022 we can get on that capital list now and be able to plan and prioritize.

g) Volunteers. No updates

h) Miscellaneous. Parks, Culture and Recreation will have 12 staff attending the Washington Recreation & Park Association virtual conference the last week of April. This is the most staff ever to attend at once due to digital nature.

### **Commissioner's Report**

No reports

### **Chair's Report**

Commissioner Daniels reported that there is a proposal for a gas station and a grocery store across from Meridian Park it will be discussed at next month's meeting.

### **Committee Reports**

- a) PARC Foundation: Jen reported that Beth Doglio would take over as President. When the draft contract is ready, Jen will bring it to the Park Board.

### **Adjourn**

Meeting adjourned at 6:45 pm.

**Next meeting:** Wednesday May 5, 2021 at 5:30pm via Zoom.