

**BOARD OF PARK COMMISSIONERS MINUTES**  
Wednesday, May 28, 2014 5:30pm, Lacey City Hall

**Present:**

Commission: Glen Crandal, Paul Royer, Lu Carlson & Robert Kowalski

Excused: Gary Hanson, Shawn Smith

Staff: Lori Flemm, Sue Falash

Public: James Reddick

The meeting was called to order at 5:32pm, by Chair Paul Royer.

**Additions or deletions to the Agenda**

No additions or deletions.

**Minutes**

The April 23, 2014 minutes were unanimously approved and placed on record.

**Calendar**

June 4: Open Public Meetings Training, 6:30-8pm @ Washington Center

June 6: Senior Center Artist Reception, 5-6pm @ Lacey Senior Center

**Correspondence**

Letter from Committee on Geographic Names: Long's Pond approved and forwarded to Board on Geographic Names.

**Old Business**

a) **Draft Remote Control Aircraft Policy**

Paul Royer surprised that \$50 would buy a million dollar insurance policy, would like to see the policy. Also concerned with unsupervised youth flying aircraft. Lori circulated the insurance policy for review. WCIA suggested (among other things) a designated fenced area for flying aircraft, and not allowing above fields, courts or play equipment. Determine classifications for aircraft- size, no fixed wing, no gas powered. Attorney ruled GoPro camera/filming in a public park does not violate privacy rights, so mounted cameras could be allowed. All agreed aircraft should not be permitted above courts, fields or play areas. Post sign advising people of designated remote aircraft area. Lori suggested Commissioners look at Meridian Park- large, undeveloped, no ball fields, then send draft policy to WCIA for review.

b) **Saint Martin's Student Project – Cuoio Community Park**

6 or 7 students in the class this year, so the level of detail is lower than in years past. Professor asked for same project to be assigned next year, so they can build on the project OR suggest that SMU students be involved in STEM Fair next year.

c) **RAC Financial Planning**

RAC Manager Sue Falash updated the Commissioners on the status of the RAC financial plan: met with Chun in COL Finance to establish goals, divide complex into components (community park, baseball/softball complex, soccer fields), then determine individual M & O costs for each component. Based on RAC Senior Maintenance Technician Scott Devlin's financial analysis, roughly 55-60% of budget is spent on the community park. Next highest component is baseball/softball complex, then soccer component. Phase 3 is also a budget consideration. City staff recommended charging for parking (like Dream Fields). Sue does not like the idea: hard to regulate, would need to staff just for parking enforcement, public acceptance & reputation would diminish, should not have to pay to go to a public city park. Conversation with Parks Maintenance confirmed

the amount of work that goes into maintaining just the community park component of the RAC- grass maintenance (mowing, edging, fertilizing), trail maintenance (clearing, chips), parking lot (striping, pressure washing), shelters & restrooms (cleaning, painting, garbage). 1/3 of entire complex (community park) accounts for 55-60% of M & O costs.

Staff believes RAC tournament players come to play and stay in local hotels, many in Olympia, yet we do not get Lodging Tax money from Olympia, however, the Washington Center for Performing Arts, located in Olympia, receives Lodging Tax money from City of Lacey, and has for many years.

**Motion: Authorize City of Lacey staff to submit Lodging Tax Applications to cities of Olympia and Tumwater.**

Motion was unanimously approved.

Concessions at the RAC: Sue talked to staff at Tacoma and Yakima facilities who run their own concessions, and found they net about \$8,000-\$10,000. Sue is concerned that staff costs, equipment costs & maintenance, would exceed the amount of money the concession generates. Paul suggested a minimum probability of 25% increase in revenue or the risk is too high. Commissioners feel unknown variables seem too high a risk. Current contract with Big Daddy Concessions is good for one more year. They are aware COL will increase their fees when contract is up for renewal. Sue is very happy with Big Daddy Concessions, saying they offer great service and hours. COL collects \$18,000 per year from the RAC Concessionaire, which staff estimates, is equal to or greater than what would be generated if COL ran the RAC concessions, and is guaranteed revenue vs. unknown net of running the concessions ourselves.

**Motion: Table discussion on RAC concessions. Does not seem to be worth pursuing at this time.**

Motion was unanimously approved. Commissioners discussed sponsorship from local businesses like Costco, Cabela's, Winco, Bass Pro, and the potential for 'field naming rights'. Lu suggested a music festival to generate revenue. Could be a great event, but parking would be an issue since ball fields are also in use. Commissioners thanked Sue for her information & attendance.

## **New Business**

a) Policy Manual

City Council asked all Commissions have Code of Conduct and Policy Manual in effect. A draft will be provided by City Manager and Human Resources, for each Commissions review and approval. Deputy Mayor Pratt will attend the next park Board meeting.

b) Recruitment of Commissioners

Gary Hanson's term ends in August and Youth Commissioner ends in September, so will be recruiting for both spots on City Website, newspaper and letter to community service groups.

## **Director's Report**

a) Programs & Special Events

- 1) Summer Program Registration: May 21, 40% web registration, 60% phone/in person. In person registration is higher in summer because day camp registration not permitted online or via telephone due to emergency contact information, parent signatures, etc.
- 2) STEM Fair: huge success, very well received, great feedback.
- 3) Bicycle Rodeo: grant & donation funded, very positive event, bike ridership to local schools has increased.

- 4) Fun Fair and Grand Parade: thanks to parade judges! City may be asked to take over lead of entire Fun Fair from Fun Fair Committee.
  - 5) National Trails Day: June 7
  - 6) Lacey in Tune: great line up for summer
  - 7) BBQ Festival: Lu said ads at the Westfield Mall are enormous! Lori asked for reports from anyone attending the BBQ Festival.
- b) Construction Project Updates
- 1) Disc Golf Course: t-pads poured & site furniture installed. Laminated fliers reminding people that alcohol not allowed in City Parks (recent complaint of garbage, mostly beer cans).
  - 2) Lacey Community Center Roof: bid awarded last week, 40 year shingle roof to be replaced within budget in June or July.
- c) Planning
- 1) Steilacoom Road Widening and Phase 3 RAC
- d) Grants & Budget
- 1) RCO grant application for Woodland Creek Community Park Trail: submitted May 1, tech review is June 2.
  - 2) 2015 Budget Preparation schedule: 'hold the line' budget, no requests will be granted.
- e) Miscellaneous
- 1) Petition circulators: issue at RAC, with petitioners circulating in the complex, asking for petition signatures. Customer complained, staff asked petitioner to go outside complex entrance, petitioner left instead. Received a call Monday that RAC staff violating freedom of speech. Research revealed public agencies are not regulated. Lori asked if a petition policy should be considered, or if staff should continue to handle. Commissioners suggested waiting for City Attorney's opinion.
  - 2) Electronic Message Display Request  
Application circulated. Most requests are handled by Public Affairs.

### **Commissioner's Report**

Robert Kowalski (Trails Committee): discussed ideas for trail improvements: paint, benches, 'paw prints', bird watching.

### **Chair's Report**

No report.

### **Citizen Comments**

No citizens present.

### **Committee Reports**

- a) PARC Foundation, James Reddick:
- 1) Good raffle items obtained. 3 packets, 60 tickets returned.
  - 2) PARC Foundation signed an agreement with LBA Committee to serve as their fiscal agent. If land acquisition is not achieved, 50% of funds to PARC Foundation, 50% to Audubon Society.

### **Adjourn**

Meeting adjourned at 7:10pm.

**Next meeting:** Wednesday, June 25 at 5:30pm at the Lacey City Hall.