

BOARD OF PARK COMMISSIONERS MINUTES
Wednesday, March 4, 2020 5:30pm, Lacey City Hall

Present:

Commission: Ken Balsley, Sarah Daniels, Troy Kirby, Erwin Vidallion, and Aram Wheeler

Excused:

Staff: Jen Burbidge, Sue Falash, Marilyn McKenzie and Ashley Smith

Public:

The meeting was called to order at 5:31 pm, by Chair Aram Wheeler

Additions or deletions to the Agenda

Commissioner Balsley made a motion to approve the agenda and Commissioner Wheeler seconded. Motion carried.

Announcements & Introductions

Minutes

Commissioner Daniels made a motion to approve the February 5, 2020 minutes with the notation that the sign in sheet needs to be included in the electronic packet and Commissioner Wheeler seconded. Motion carried.

Calendar

No updates

Correspondence

No Correspondence

Citizen/Public Comments on Items not on the Agenda

Please see attached sign in list for public in attendance

Old Business

- a) Joint Park Board and City Council worksession debrief.
- b) Updated Park Board position

Commissioner Daniels made a motion to approve the updated Park Board roster Commissioner Vidallion seconded. Motion carried.

- c) Sponsorship Update. Jen reported we are getting closer to two different park partners; the first is a typical park partner that would be involved in many events year round, the second is a park partner plus RAC naming rights. Jen showed pictures of RAC signage opportunities (existing and future).
- d) Updated Work Plan

Commissioner Balsley made a motion to approve the updated Work Plan Commissioner Daniels seconded. Motion carried.

New Business

- a) Long Lake Park improvements. Jen and Ashley Smith presented an overview of the improvements.
- b) Strategic Communications Planning. The city is having a communications audit. That will look at our methods and structure of the Public affairs department then make recommendations.

Director's Report

- a) Staff Presentation –Marilyn McKenzie shared what is happening with the Aquatics division.
- b) Sports Commission update-no report
- c) Programs & Special Events-Sue Falash reported:
 - Upcoming History Talks: March 24 Washington Suffragists. April 22, Destination: Lacey! A talk with Museum Curator, Erin Quinn Valcho.
 - Sprouts classes are full, we have a new flag football league and all the fields are opened.
 - Registration for spring began today, as of 5:00 p.m. we had collected \$77,177.00, which is an increase of approximately \$4,000.00 compared to last year.

Upcoming Adult Trips and Tours:

- March 7 Boeing Future of Flight and Paul Allen Warbird Museum Tour is full.
- March 28 is the Astoria trip which is full.

Teens and youth programs:

- Friday, February 28 ACT Night at Komachin Middle School had 490 students. March 13 at Chinook Middle school and March 27 is at Salish Middle school are two more ACT nights.
- Spring break day camp is almost full with 37 registered.
- Cultural Celebration is Saturday March 7.

Lacey in Tune update:

- TGIF Fridays-Food, Fun Flick-moved from Saturdays to Fridays, 2 concerts and a movie with food trucks.
- 24 vendors for STEM Fair May 2
- 75 vendors for Fun Fair May 16-17
- Continuing with the Thursday Family Fun at Long Lake at 2pm with performing border collies, steel drum show and more.

Facilities: HVAC replacement at the Lacey Community Center will be replaced which will have an impact on rentals.

d) Construction Updates

1. Depot Trail Amenity. Jen reported the painting is completed. Then they will seal the concrete. The 5700 building will eventually come down; it consists of up to 90% recyclable material.
2. RAC playground netting repair from the snow damage. We are waiting on the net.
3. RAC fencing, fields #1 & #2. Bids open March 13.

e) Planning

1. Greg Cuoio Park Master Plan. Cost is coming in \$80,000 over budget. Ashley and Jen trimmed down cost and are now waiting to hear back.

f) Grants & Budgets. No report

g) Volunteers. No report

h) Miscellaneous.

- Scott Devlin is new Parks Maintenance Supervisor.
- Jen got approval for an Executive Assistant, this person will help with Commissions and assist Jen with her calendar and scheduling. There may still be a need for the third DA III position.
- The city is hiring an Assistant City Manager and an Executive Assistant to the City Manager.

- Parks and Recreation is following the Washington State Health Department and Thurston County Health Departments recommendations regarding the coronavirus.

Commissioner's Report

Ken Balsley Just a reminder that if our agenda is full we may want to postpone staff presentations.

Chair's Report

Aram Wheeler reported he had a Girl Scout stop to sell cookies. She wants to earn a community impact badge. Her goal was to do a little covered library. Aram will let her know she can come to a Park Board meeting and present her idea.

Committee Reports

- a) PARC Foundation. Agencies are looking at separate contracts.

Adjourn

Meeting adjourned at 7:06 pm.

Next meeting: Wednesday, April 1, 2020 at 5:30pm at Lacey City Hall.