



City of Lacey, Washington
Parks, Culture & Recreation
Board Minutes

Wednesday, August 2, 2023

5:30 PM

Council Chambers and Online

Commissioners Present: Hilary Dykstra, Bill Fosbre, Kamber Good, Wendy Goodwin, Gary Larson, Chris Porrazzo, Aram Wheeler.

Staff Present: Jennifer Burbidge, Director, Sue Falash, Recreation Manager (*arrived 5:35 p.m., left 5:46 p.m.*), Sean Finney, Recreation Supervisor II, Sarah Hock, Director of Joint Animal Services, Sarah Smith, Executive Assistant, and Jenny Wilson, Senior Parks Planner.

Call to Order

The meeting was called to order by Chair Goodwin at 5:30 p.m.

1. Addition or deletions to the agenda

Commissioner Fosbre moved to approve the agenda as written. Commissioner Larson seconded. Motion carried.

2. Announcements and Introductions

- Mayor Ryder will be recommending Commissioner Aram Wheeler's third Parks Board term to the City Council for approval at their tomorrow night, August 3, 2023 meeting.
- 2) As of July 10, 2023 Jenny Wilson is our new Senior Parks Planner.
- 3) The agenda and packet looked different this month due to the switch to CivicClerk and there will be more changes coming.

3. Minutes:

A. Correction/Approval to the June 7, 2023 minutes

Commissioner Larson made a motion to approve the minutes as written.
Commissioner Wheeler seconded. Motion carried.

B. Correction/Approval to the June 12, 2023 minutes



Commissioner Larson made a motion to approve the minutes as written.
Commissioner Fosbre seconded. Motion carried.

4. Correspondence:

Chair Goodwin verified all correspondence was received and read.

5. Calendar of Events:

Ms. Burbidge advised events are located in Programs & Special Events report.

6. Public Comment:

None.

7. Old Business:

A. Greg Cuoio Park Phase 1A

Jennifer Burbidge, Parks, Culture & Recreation Director

- Since our last meeting, Commissioner Larson met with the Capital Projects Team on July 14, and staff met with the consultants on July 11 and July 25. Here are the updates: The cultural resources field work was completed with no significant findings. The report is in progress.
- The monument sign has gone to CED for review. Ms. Burbidge shared the signage renderings.
- Design is still in 90% review, taking a closer look at drainage and stormwater at the site.
- Permit submittals are paused pending direction on the drainage design.

B. LPCR Comprehensive Plan Update

Jennifer Burbidge, Parks, Culture & Recreation Director

LPCR Comprehensive Plan went to Planning Commission on June 20 as a first review, then again July 18th where a public hearing was made available to the public. There were no comments. The Planning Commission unanimously approved the plan and recommended to full council. Ms. Burbidge will be presenting the plan for first review at the August 10 City Council worksession (was rescheduled from July 13), and tentatively August 17 for final review and approval. Ms. Burbidge thanked Sarah Smith, Jenny Wilson and Erin Quinn Valcho for proofing and finalizing the work.

8. New Business:

A. Animal Services Update

Sarah Hock, Joint Animal Services Executive Director

Ms. Burbidge went over the current park rules and consequences as they relate to animals, then introduced Sarah Hock, Executive Director for Joint Animal Services who covered:



- Enforcement issues
- Clarity around the Lacey Municipal Code
- What JAS needs to write a citation
- Challenges
- Solutions

Chair Goodwin requested staff put together a proposal of near- and longer-term solutions and bring back to the Parks Board for a future agenda item.

B. Updated Park Rules Signs

Jennifer Burbidge, Parks, Culture & Recreation Director

Ms. Burbidge shared the updated park rules signs and thanked Jamie Oakland and Donna Feliciano for their efforts in getting these designed.

9. Director's Report:

A. Staff Presentation

Sean Finney, Recreation Supervisor

Sean Finney gave a presentation and update on RAC events.

B. Sports Commission

No report.

C. Programs & Special Events – July & August

Ms. Burbidge confirmed all commissioners received written staff updates. Ms. Smith shared the new marketing update and survey results from Lacey Spring Fun Fair.

D. Construction Project Updates

No report.

E. Planning

No report.

F. Grants & Budgets

Ms. Burbidge shared confirmation of the two funding sources received for the Greg Cuoio Park Phase 1A project, and another grant the department has received confirmation for:

- \$500,000 RCO WWRP for GC Park Phase 1A granted
- \$500,000 Direct State Legislative ask granted / Dept of Commerce to oversee
- \$15,000 Washington State Historical Society Diversity in Local History Grant to be used for Oral History project

G. Miscellaneous

Ms. Burbidge reported Lacey Parks' first ever volunteer recognition is set for August 11, 2023 at Rainier Vista Park from 6:00 – 7:30 p.m. The department had approximately 550 volunteers in 2022.

Ms. Burbidge reported from Parks Maintenance:



- Thanks to Board member Gary Larson for helping our staff repair the buoys at the Long Lake Park swim area.
- The Long Lake Management District has installed 4 No Wake buoys the City purchased to protect the swim area at Long Lake Park.
- We are in the process of awarding a contract to install two gates at the Depot playground.
- Ken Balsley Memorial Bench has been ordered for Civic Plaza, it will take approx. 12 weeks
- Long Lake adjacent property: experiencing vandalism and camera theft. LPD making extra visits, and maintenance installed extra NO TRESPASSING signs.

Ms. Burbidge also reported:

- She attended the Senior Services for South Sound's 50th Anniversary on June 30 at the Virgil S. Clarkson Senior Center with City Manager Rick Walk and Assistant City Manager Shannon Kelley-Fong.
- City Council officially named Rick Walk as the City Manager at the July 6, 2023 City Council Meeting.

Ms. Smith reported:

- InterCity Transit responded to the Parks Board letter of request for upgrades to the bus stop nearest the RAC and shared the photo of the improvements.

10. Reports:

A. Commissioner Reports

No report.

B. Chair Report

Chair Goodwin reported the following:

- Thank you to Parks events staff and Commissioner Wheeler who emceed multiple events. Over 700 attendees at Dreamland Petting Zoo at Woodland Creek Park
- Working with Glynnis from the Department of Fish and Wildlife for the Wildlife Project's next steps.
- St. Martin's had an exchange student group at the last Lacey In Tune and the performer announced the program.

C. Ad-Hoc Committee Reports

N/A

11. Adjourn

The meeting was adjourned at 7:51 p.m.

The next meeting will be held September 6, 2023 at 5:30 p.m. via Zoom and at City Hall.

