



City of Lacey, Washington
Parks, Culture, and Recreation Board Meeting Minutes
Wednesday, June 5, 2024 - Executive Board Room and Online

Call to Order

Chair Goodwin called the meeting to order at 5:30 p.m.

Roll Call

Commissioners Present: Chair Wendy Goodwin, Vice Chair Kamber Good, Nate Clay (Youth Representative), Laurie Davies, Bill Fosbre, Gary Larson, Aram Wheeler
Staff Present: Jen Burbidge, Director; Jenny Wilson, Senior Parks Planner; Carter Gibson, Executive Assistant; Justin Beard, Recreation Supervisor; Sue Falash, Recreation Manager; Jeannette Sieler, Recreation Supervisor

1. Land Acknowledgment:

Commissioner Wheeler read the land acknowledgment.

2. Approval of Agenda and Minutes

A. Approval of the Agenda

Commissioner Good made a motion to approve the agenda as written.
Commissioner Davies seconded. Motion carried.

B. Approval of May 1, 2024 Minutes

Commissioner Wheeler made a motion to approve the agenda as printed.
Commissioner Larson seconded. Motion carried.

3. Public Comment

No public comment.

4. Business Items

A. Stream Team Nature Sleuth Program

Ali Brown, Public Works Water Resources Specialist

Water Resource Specialist Brown provided the board an overview of the Nature Sleuth program.

B. Upcoming Summer Events

Jeannette Sieler, Parks, Culture and Recreation Recreation Supervisor

Recreation Supervisor Sieler reported the events that Lacey Parks, Culture and Recreation are organizing this summer.

C. Alcohol Use Permit

Justin Beard, Parks, Culture and Recreation Recreation Supervisor

Recreation Supervisor Beard summarized the alcohol use permit request from Lacey South Sound Chamber of Commerce.

Commissioner Good made a motion to approve the permit. Commissioner Larson seconded. Motion carried.

D. North Thurston Public Schools Interlocal Sub-Agreements

Sue Falash, Parks, Culture and Recreation Manager

Recreation Manager Falash summarized the proposed interlocal sub-agreements for athletic fields.

Commissioner Larson made a motion to approve the sub-agreements. Commissioner Davies seconded. Motion carried.

E. Young Child & Family Center Update

Jen Burbidge, Parks, Culture and Recreation Director

Director Burbidge summarized the presentation that was provided to the Lacey City Council during their June 4, 2024 meeting pursuant to the Young Child & Family Center project led by North Thurston Public School District.

F. Greg Cuoio Park Update

Jen Burbidge, Parks, Culture and Recreation Director

Director Burbidge shared the draft designs for signage of Phase 1 of the ongoing



Greg Cuoio Park project.

G. Parks Improvement Funding Work Group Update
Jen Burbidge, Parks, Culture and Recreation Director

Director Burbidge summarized the presentation provided to the Lacey City Council during their June 4, 2024 meeting pursuant to the establishment of the City's ad hoc Parks Improvement Funding Workgroup. She asked interested commissioners to follow up with staff regarding serving on the Workgroup in an ex-officio capacity.

5. Reports

A. Commissioners

No reports.

B. Chair

Commissioner Goodwin reported:

- She was moved from an alternate to a participant for the 2024 Thurston County Conservation Future Committee where she reviewed this year's projects.
- She presented Director Burbidge with a 2024 South Sound Exceptional Woman Award from the Soroptimist International of Olympia that she accepted on Director Burbidge's behalf.

C. Recreation Manager

Recreation Manager Falash reported:

- The Sports Commission is on hold until they hire new staff.
- Lacey Spring Fun Fair was a great success.
- The Regional Athletic Complex held the District playoffs for fastpitch and baseball *and* the WIAA 3A State Fastpitch tournament.
- The Regional Athletic Complex parking Lot is open.
- Day camps are full. Many weeks have wait lists.
- The Lacey Community Center and Jacob Smith House have been exceeding rental expectations.
- Aquatics classes continue to have wait lists, Recreation Supervisor Carter has recruited additional staff to triage these needs.
- Recreation Supervisor Carter completed his Lifeguard Training Certificate, permitting him to train staff.



D. Parks Maintenance Supervisor

Senior Parks Planner Wilson gave the Parks Maintenance Supervisor's report in his absence, reporting that since the last Board meeting the maintenance team:

- Completed the punch list for the new Regional Athletic Complex parking lot;
- Completed restoration of Field 3 at the Regional Athletic Complex;
- Re-landscaped the parking lot islands at Woodland Creek Community Park;
- Assisted with Lacey Spring Fun Fair;
- Completed the quarterly play toy inspections;
- Installed hanging baskets at the Lacey Community Center and the Regional Athletic Complex;
- Painted the new gate Long Lake Park;
- Cleaned seven instances of graffiti;
- Had four staff attend the Washington Recreation and Parks annual conference in Vancouver; and
- Executed a Memorandum of Understanding with Lacey Fire District 3 for use of park property for wildland fire training.

E. Senior Parks Planner

Senior Parks Planner Wilson reported:

- The construction of the Regional Athletic Complex Kiosk should be completed by June 15, 2024. The historical panels for the kiosk are being reviewed by staff.
- The Meridian Park water production well project has started.
- The Woodland Creek Community Park bridge project is nearing completion of the design phase.
- She and Director Burbidge submitted grant application to the Washington Recreation and Conservation Office for the Bush Park playground and Rainier Vista pickleball projects.
- Communication outreach and education efforts have continued for off-leash dogs.
- Due to community request, Lacey Parks, Culture and Recreation has started the process to make trail maps of key Lacey parks. Lacey Rotary and Gateway Rotary will donate \$5000 for this project and will provide volunteer support.

F. Director

Director Burbidge reported:

- The comprehensive plan identified Arbors Park as a City-owned neighborhood park leased to the Meadowlake Homeowner's Association for



maintenance. City staff continue to work with the Association in minor improvements required to meet safety standards as required in the agreement.

- The Ken Balsley Memorial Bench dedication was held on May 30, 2024.
- The Lacey Parks, Culture and Recreation Board will not meet in July due to the 3rd of July Fireworks Spectacular event at Rainier Vista Park.
- This is the last meeting Youth Commissioner Clay will be serving on this board as he is graduating from high school.

6. Adjourn

Chair Goodwin adjourned the meeting at 7:11 p.m.

