



City of Lacey, Washington  
Parks, Culture, and Recreation Board Meeting Minutes  
Wednesday, October 2, 2024 - Council Chambers and Online

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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, Laurie Davies, Hilary Dykstra (left at 7:40 p.m.), Bill Fosbre, Aryan Kumar (Youth Representative) (left at 7:50 p.m.), Aram Wheeler  
Commissioners Absent (excused): Gary Larson

1. Land Acknowledgment:

Vice Chair Good read the land acknowledgement.

2. Approval of Agenda and Minutes:

A. Approval of the Agenda

Commissioner Davies motioned to approve the agenda. Vice Chair Good seconded. Motion carried.

B. Approval of August 7, 2024 Minutes

3. Public Comment:

No public comment.

4. Business Items:

A. New Youth Commissioner  
Jenny Wilson, Senior Parks Planner

Youth Commissioner Kumar introduced themselves and shared why they were interested in serving on the Parks, Culture and Recreation Board.

B. Sport Fields Fees Update  
Sean Finney, Recreation Supervisor

Recreation Supervisor Finney presented the proposed sport fields fee updates included in the agenda packet.

Vice Chair Good motioned to approve the fees updates as presented. Commissioner Davies seconded. Motion carried.

C. Lacey Community Center and Jacob Smith House Rental Fees Update  
Justin Beard, Recreation Supervisor

Recreation Supervisor Beard presented proposed updates for facility rental fees.

Commissioner Wheeler motioned to approve the fee updates as presented. Commissioner Davies seconded. Motion carried.

D. Advisory Board Handbook Updates  
Shannon Kelley-Fong, Assistant City Manager  
Elissa Fontaine, City Clerk  
Brandy Legomina, Deputy City Clerk  
Paul J. White, Deputy City Clerk

Staff provided updates to the City of Lacey's Advisory Board Handbook.

E. Enhancements Program Update  
Jenny Wilson, Senior Parks Planner

Senior Parks Planner presented the enhancement requests received and the staff committees recommendations therein.

Commissioner Wheeler motioned to approve the enhancement request updates as presented. Commissioner Good seconded. Motion carried.

5. Reports:

A. Commissioners

Commissioner Good shared appreciation for the recent improvements to the Regional Athletic Complex.



## B. Chair

Chair Goodwin congratulated Commissioner Wheeler on being featured in an art project in downtown Olympia.

## C. Recreation Manager

Senior Parks Planner Wilson provided the Recreation Manager's report.

- The job positing for the currently vacant Recreation Coordinator position closed on September 20, 2024.
- Summer programming has wrapped up successfully.
- Revenue for opening day of fall registration was higher than last year.

## D. Parks Maintenance Supervisor

Senior Parks Planner Wilson provided the Parks Maintenance Supervisor's report.

Parks Maintenance has performed the following since the last board meeting:

- Removed twelve bollards from Parks per recommendation from Washington Cities Insurance Authority;
- Installed parking enforcement signage at Woodland Creek, Depot and Museum;
- Conducted a warranty walk-through for landscape materials at new the Regional Athletic Complex parking lot;
- Top-dressed athletic fields at Rainier Vista with 120 tons of sand;
- Completed the quarterly play toy inspections;
- Painted restroom at Rainier Vista and the Regional Athletic Complex;
- Groomed synthetic infields at the Regional Athletic Complex;
- Installed "No Trespassing" signs at fourteen undeveloped City properties;
- Removed 8.64 tons of sod and soil from turf strips on Ruddell Rd.;
- Worked with SPS Disc Golf Association and City staff to do additional disc golf planning at Cuoio Park;
- Removed broken tick tack toe feature on play toys at Thornbury Park;
- Replaced basketball backboards at Lakepoint Park;
- Installed two buoys offshore at Wanschers Park;
- Repaired two park entrance gates;
- Responded to sixteen incidents of graffiti;
- Pruned twenty-six acres of ornamental landscapes in right-of-ways; and
- Pruned street trees in school zones that obstructed school zone signs/beacons.

## E. Senior Parks Planner

Senior Parks Planner Wilson reported:

- A contract has been awarded for the McKinney House project;
- This week, over four hundred Komachin Middle School students were hosted by Lacey Parks and Water Resources at Wonderwood Park as part of their science program where they learned about plants and species in the



- parks and parks planning;
- The Washington Recreation and Conservation Office released preliminary rankings for this year's grant cycle; Lacey's Rainier Vista project ranks sixteenth, and the Bush Park project ranks twenty-sixth;
- The newly formed Parks Improvement Funding Workgroup continues to meet this fall, recently reviewing the Parks Comprehensive Plan and potential funding sources; and
- During the November Parks, Culture and Recreation Board meeting, presiding officer elections will be held and the Board will review the 2025 Work Plan.

F. Director

Senior Parks Planner Wilson provided the Director's report.

- The Lacey City Council recently held their budget workshop, and we will share the drafted budget with the Board during the November meeting.
- The Annual Volunteer Appreciation Picnic was held on August 14, 2024. Thank you to all those who attended.

6. Adjourn

Chair Goodwin adjourned the meeting at 8:01 p.m.

