

BOARD OF PARK COMMISSIONERS AGENDA

Wednesday, November 3rd, 2021 5:30pm

Zoom

The Park Board meeting will be conducted remotely, not in-person. However, you may view the meeting by visiting a link, or call in and listen via telephone:

The public may view the meeting by using the following link:

<https://us02web.zoom.us/j/86594399776>

The public may also listen to the meeting via telephone by dialing toll-free:

(888) 788-0099 - when prompted enter Webinar ID

press # (*participant ID not required*) 865 9439 9776

Public comments may be submitted by email to ssmith@ci.lacey.wa.us. Emailed comments will be included in the next available Park Board packet, but will not be addressed during the meeting. Public comments may also be made at the Zoom meeting via audio.

1. Call meeting to order
2. Addition or deletions to the agenda **(Action)**
3. Announcements & Introductions
4. Approval/correction of October meeting minutes **(Action)**
5. Correspondence
 - a) Hicks Lake
 - b) Skate Park Lights
 - c) Covington Court
6. Citizen/Public Comment
7. Old Business
 - a) Lacey Parks Outreach Team Survey & Presentation – JRO + Co.
 - b) COVID-19 update “Healthy Washington – Roadmap to Recovery”
 - c) Disc Golf Course Expansion Agreement **(Action)**
 - d) Greg Cuoio Park and Greenways Master Plan
8. New Business
 - a) Commissioner Nominations & Elections **(Action)**
 - b) Scholarship Changes **(Action)**
 - c) 2021 Accomplishments **(Action)**
 - d) 2022 Work Plan **(Action)**
 - e) Open Public Meetings Training #3
9. Director’s Report
 - a) Staff Presentation – Roger Johnson *Introduction & Presentation*
 - b) Sports Commission – Annual Sports Awards 11/3 at 7PM, Zoom; Olympia & Beyond to register.
 - c) Programs & Special Events – Sue Falash
 - d) Construction Project Updates
 - e) Planning

- f) Grants & Budget
- g) Volunteers
- h) Miscellaneous

10. Commissioner's Report
11. Chair's Report
12. Committee Reports
 - a) PARC Foundation
13. Adjourn

BOARD OF PARK COMMISSIONERS MINUTES

Wednesday, October 6th, 2021 5:30pm, via Zoom

Present:

Commissioners: Chair Sarah Daniels, Cmr. Erwin Vidallon, Cmr. Gary Larson, and Vice Chair Aram Wheeler.

Excused: Commissioner Troy Kirby

Staff: Jen Burbidge, Sarah Smith, Sue Falash, Cody Lee, and Jamie Oakland.

Public: None present

The meeting was called to order at 5:32 pm, by Chair Sarah Daniels

Additions or deletions to the Agenda

Chair Sarah Daniels made a motion to move item #9 Director's Report Before item #7 Old Business and Commissioner Erwin Vidallon seconded. Motion carried.

Announcements & introductions

Ms. Jen Burbidge introduced new Commissioner Gary Larson and staff, then reminded the Board of the 10/7 Commissioner hearing.

Minutes

Commissioner Aram Wheeler made a motion to approve the September 1st minutes, and Commissioner Erwin Vidallon seconded. Motion carried.

Correspondence

No correspondence.

Citizen/Public Comments on Items not on the Agenda

None.

9. Director's Report

- a) Staff Presentation – Mr. Cody Lee provided details of the summer camp programs' success and partnership with North Thurston School District.
- b) Sports Commission update – None.
- c) Programs & Special Events – Ms. Sue Falash updated the Board on registration and waitlists for upcoming winter programs.
- d) Construction Updates
- e) Planning
- f) Grants & Budgets
- g) Volunteers
- h) Miscellaneous – Mr. Jamie Oakland provided updates on parks maintenance and upcoming facility closures. Mr. Oakland advised Little Free Library moved locations.

7. Old Business

- a) Greg Cuoio Park & Greenways Master Plan Update – Ms. Jen Burbidge advised the following:
 - Pickleball courts were pulled off the plan.
 - Architects looking for cross country options.
 - Reviewing crossings at Carpenter Road for a pedestrian bridge.

- Reviewed the suspension bridge and will be seeing it in person with Department of Fish & Wildlife and tribal representatives and providing more details after reviewing the bridge with City Council at their November hybrid meeting and work session.
 - Maintenance facility will be opened in 2 phases: opening phase and expansion phase.
 - Group camping has been removed from the plans after public input, but will remain a potential future option.
 - Question arose from Commission if the maintenance facility phases will be complete prior to park opening. Ms. Jen Burbidge clarified some phases will be complete, some will be in progress, and Phase 1 will be completed prior to the park opening.
- b) COVID-19 Update. – Ms. Jen Burbidge provided COVID-19 updates.
- c) Lacey Cares Survey Update – Ms. Jen Burbidge advised the first survey is completed, a second survey regarding prioritization will be sent 10/7.

8. New Business

- a) Work Plan Check-In – Ms. Jen Burbidge reviewed the workplan.
- b) Commissioner Open Public Meetings Training Session 2 Video.
- c) Commissioner Open Public Meetings Training Session 1 (Reviewed prior to meeting)

10. Commissioner's Report

No Report

11. Chair's Report

No Report

12. Committee Reports

- a) PARC Foundation. No report

13. Adjourn

Meeting adjourned at 7:06 pm.

Next meeting: Wednesday November 3rd, 2021 at 5:30pm via Zoom.

I notice Hicks Lake was auspiciously left out of the outdoor swim info. Why is that? It has sand on the shoreline and a good beach for younger kids. It provides the user access to swimming, fishing and picnicking with parking and trails.

I grew up in the adjacent Shady Lane to Ruddle/Pacific neighborhood and practically lived in Hicks lake over the summers. I know this area provides young families a bit of nature which is extremely important when it comes to maintaining and developing a balanced mental state.

Customer provided the following link to show where Hicks Lake was omitted upon prompting:
<http://www.ci.lacey.wa.us/city-government/city-departments/parks-and-recreation/parks-and-facilities/swimming-facilities>

Jen Replies:

We don't advertise Wanscher's Park as designated swim area because there are inherent swim area criteria that it doesn't meet. Here is a guideline from the Department of Health on how beaches should be designed – it isn't binding, more of a best practices document.

<https://www.doh.wa.gov/Portals/1/Documents/Pubs/333-211.pdf>

Using the guidelines, here are some main issues at Wanchers Park:

- No known record of the bottom slope, drop-offs, underwater obstructions
- No water quality testing done on a regular basis (bacteria).
- No swim area boundary buoy lines to designate boat vs swimmer traffic.
- No restrooms. We have tried to provide a sanican at this site but it was burned down.
- Parking is extremely limited.

Hello Jennifer,

I'm a 32 years old software engineer who has grown up skateboarding at Rainier Vista skateboard park.

I'm emailing you today to advocate for installing lights at the Rainier Vista park.

During the winter months, the sun begins to set before most of us even get out of work or school. Many of us experience a far more sedentary lifestyle during these months - particularly those of us who simply cannot afford to go snowboarding or skiing. For me, and many others like me, this leads to seasonal depression and weight gain.

I believe that the skateboarding, scootering, and biking populations of Lacey, Olympia, and Tumwater would greatly benefit from lights in the park.

In addition to this, lights have been proven to increase safety in parks:

Take the 2008 example of the Inglewood, CA community ridden with public park gang violence. The community banded together and launched its GRYD Summer Night Lights initiative, which aimed to increase nighttime lighting in gang-prone parks and increase nighttime activity programming for members of the community. Crime dropped dramatically, with a reported 40 percent decrease in gang activity and a 57 percent decrease in gang-related homicides. As a result of the program's success, more cities have adopted similar lighting and programming initiatives in public parks with similar success.

Anyway, I know that this change would require that Rainier Vista adjust their policy regarding the park closing at dusk. In addition to the cost of the lights, this is a big ask.

I would really appreciate your support in advocating for lights at Rainier Vista. I am more than happy to participate in fund-raising for this cause if it would help.

Thank You

Good Afternoon Jen,

I hope this email finds you well. I am writing to formally request signage in Covington Court similar to that of the Pleasant Glade park on the other side over by you (see attached). With increased awareness of the park we have now had to call the police more than once on suspicious vehicles parking down here. Yesterday there were individuals high on drugs parked at the park opening going in and out of the woods. With one individual passed out in the car. Honestly, the no motorized vehicle sign is attracting negative attention, showing the trail entrance That signs needs to be replaced with a no parking sign. Or just add a no parking sign to the pole.

This is the exact safety concern we have expressed. I had to stop two elderly ladies walking yesterday to stay clear of the intoxicated individuals walking up and down the street looking for their shoes that were on their feet. We have many kids in this neighborhood and live in this secluded area to keep our kids and family safe.

Furthermore if you look at the trail entrance and the side of the road it is very muddy and worn down because of parking there. I would say more than 3x a week cars are parked there with people entering the woods. Lately it has been a lot of people saying they are looking for mushrooms. It might seem minuscule but they are regularly tracking mud out onto the road. I recently had to pave my side driveway opening (\$3,000) per county ordinance of any egress from the main road. That park opening is seeing more traffic than my side driveway.

I would be happy to add the no parking sign for you or if you can send me copy of your no parking sign I would be happy to laminate and post on the existing pole for you.

Sincerely,

94 individuals commented

7a

Community Event-Activity	Info-Education	Rec Event-Activity
events not mid-week	better advertising - only heard	cross country ski
Events, Festivals	map of walking trails	flag football
family friendly festivals (Location: hawk prairie)	volunteer program	karate
activities for families	Help people get out more, learn	fly fishing
Battle of the bands for teens	Help people get out more, learn	walk skip jump
Adult music after work times, try	Wants website for youth sports	Having to sign up for a YMCA membership
BBQ in park	Stem fair	Would like a drop-in style pick-up
car show	preschool age programs	more adult classes: floral arrangement
nature walk program	we need more printed community	more adult sports, unique adult
movie night at the museum		outdoor fishing event 2x year
community outreach programs with festivals and music		speed boat event for kids (saw & did)
clean-up		Open swim at high school pools
extend concerts to early june-aug or sept.		Playground activities
food events		Pick up pickleball games
Free activities in the summer(location: hawk prairie, bus line)		Pickleball has taken over there & is
kid days		tours
music		
treasure hunts		
goose chase app		
Halloween event (Location: hawk prairie and college/more centralized)		
would love more festivals		
more music in the parks (beyond Aug. 6)		
added activities and for kids and families		
Just more activities		
Just more activities		
They like the concerts so maybe more of those.		
more music in the parks		
More movies in the park		
movies		
more concerts (both in days of the week and extended later in summer)		
More concerts with more Rock and Roll music - would be willing to pay for more.		
more family events		
more festivals/events		
more music festivals with local bands and shows		
more events like the bug chef like events with animals.		
more outdoor entertainment, clean, safe and well-kept		
more outdoor visual programs for special needs		
Movies and games		
music events		
outdoor events		
Outdoor films, kids shows		
Spooky in the park Halloween event		
maybe more concerts (for adults only/older folks)		

Programming General	Fine As Is-Good Job	Safety	Farmers' Market-Food Truck	Acutally Indoor Programming
disappointed that all the camps happy with current facilities, us	water safety cl	farmers market	rock painting classes	
a strong youth program. Right	already do a really good job	better security	farmer's market (miss the one a	Conversation Spanish classes fo
Family with special needs daugt	feel like we have it fairly well	co park cameras	farmers market type events	science stuff
has a son with autism and his a	loves our clean bathrooms at th	safer trails, Ch	Farmers market, more events like Hun	tamer movies & santa
swim lessons are too loud and k	really like concerts and children's ent. series	food trucks		
more traveling events to differe	Has awesome programs	Food truck days		
programs to get folks outside, v	I have no need for the city to keep me entertain	music or farmers markets		
ing, ceramics classes, volleyball	I rarely think about public parks. We need ther	Outdoor flea market	(Location: close to SMU)	
sports like hamster ball	Lacey does very well			
NE lacey is underserved area	Lacey is the best City in TC (location: north)			
Park play day with activities - fie	Impressed with what you have (not from Lacey) and visits Lacey Parks regularly.			
parks are great, parking is an iss	like the boat racing at long's pond			
	likes the trails, enjoys what we have now			
	love concerts, RAC			
are not enough courts. Tennis is	love our events			
	Great camp at rainier vista.			
	Live in colonial estates so they have their own recreation and pool.			
	like the events			
	Loves the parks in lacey			
	Loves lacey parks - takes gymnastics, tball, swimming, always checks us first, the RAC is amazingly well-kept and			
	love the roving concerts at various parks and love the library program at wonder wood park			
	have done programs like tball- love it.			
	Parks are magnificent			
	moved here from Issaquah: we are doing great			
	Not enough knowledge of parks			
	not apparent what the needs are			
	parks and trails are good			
	parks are great			
	Parks and rec can serve almost everyone. Without parks we are just a city.			
	really enjoy the music			
	really great already kids are in art and tennis			
	we do a great job- raved about our parks			
	overall really happy and want us to keep it up!			

Actually Facility	Other
sensory walk in park program	(r excited about Movie at the Marina
happy with train park added	Olympia symphony music in the park trail programs (Olympia parks QR code), Tai Chi
Help HOAs with park maintenar	The only thing I want is a grocery store
homeless out of parks	

I loves the walking trails for dad who is a vet with PTSD (open and safe)

**AMENDMENT NO. 1 TO
AGREEMENT FOR SERVICES**

10/8/2021

THIS AMENDMENT is made and entered into this ____ day of _____, 2021.

PURPOSE: To amend the above referenced agreement for services dated January 22, 2021 between the **CITY OF LACEY** and **South Puget Sound Disc Golf Association**, referred to as "Service Provider."

IT IS MUTUALLY AGREED that the agreement for services is amended as follows:

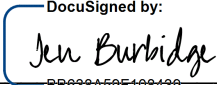
1. SCOPE OF SERVICE

The Service Provider shall perform such additional services and accomplish such additional tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are detailed in the amended Scope of Services, attached hereto as Exhibit A.

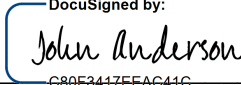
Except as expressly provided by this amendment, all other terms and conditions of the original professional services agreement and any amendments thereto remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed the day and year above written.

CITY OF LACEY

By 
Jen Burbidge
Parks, Culture & Recreation Director

South Puget Sound Disc Golf Association

By 
John Anderson
President

Approved as to form:

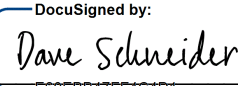

David Schneider
City Attorney

Exhibit A
Scope of Work

- 1) Service Provider is interested in use of Woodland Creek Community Park course for up to three tournaments per year. To secure use/dates Service Provider will submit the Facility Use Application attached hereto as Exhibit B. In lieu of payment of the required fees and deposits, South Puget Sound Disc Golf Association agrees to provide the following services:
 - a. Maintain the disc golf course at Woodland Creek Community Park. It is anticipated that there will be 2-3 work parties per year (at least one in spring and one in fall) where pathway maintenance (new wood chips spread, and minor cut back of overgrown branches in the pathways), and litter pick-up will occur. Work parties provide an opportunity to evaluate the equipment on the course, and make repairs as needed. City of Lacey will supply all wood chips to be used for the pathways.
 - b. Maintain the baskets and tee boxes to a level reasonably expected by the disc golf public. This will include replacements as needed.
- 2) Dates for the Disc Golf Tournaments will be coordinated through the Lacey Parks and Recreation Department as to not conflict with Lacey Community Center rentals.
- 3) All reservations are subject to guidance set forth by the Washington State Governor's Office and Thurston County Public Health, related to COVID-19.
- 4) Service Provider would like to install five additional tees and baskets at the Woodland Creek Park Disc Golf Course at the locations approved by the City of Lacey per the map at the bottom of this Exhibit.
 - a. Such responsibilities shall be performed and carried out in a workmanlike manner and in accordance with standard industry practice for the design, construction and maintenance of a Disc Golf Course.
 - b. Service provider may utilize volunteers to complete this project provided all volunteers abide by and adhere to all City of Lacey volunteer policies.
 - c. The use of power tools other than cordless drills and cordless screwdrivers by members or other volunteers shall not be permitted. Therefore, all lumber shall be cut off premises and delivered to the disc golf course for installation.
 - d. In the performance of the services herein contemplated, the Association has the authority to control and direct the performance of the details of the work. However, the results of the work contemplated herein must meet the approval of the City and shall be subject to the City's general rights of inspection and review to secure the satisfactory completion thereof.
 - e. Service provider shall guarantee the materials and workmanship for a period of one (1) year from and after the date of acceptance by the City. If, within said guarantee period, repairs are required which, in the opinion of the City, are rendered necessary as a result of work or materials which are inferior, defective or not in accordance with the terms of this Agreement, the Association shall, promptly upon receipt of notice from the City, and without expense to the City, (a) correct all defects and place in satisfactory condition in every particular all of such guaranteed work and materials; (b) make good all damage which in the opinion of the City is caused by such defects; and (c) repair any site disturbance caused by fulfilling such guarantee.

- f. All assets constructed and installed in Woodland Creek Community Park are owned by the City. Provided, however, if the Disc Golf Course is permanently closed due to specific action by the City, the Disc Golf baskets as earlier identified herein will be returned to the Association.
- g. Service provider shall provide at least five working days' notice to the City of any time when installation work will take place.



THE PARKS, CULTURE, & RECREATION RECOMMENDATION FOR SCHOLARSHIP CHANGES

For Consideration by the Lacey Board of Park Commissioners

OVERVIEW

The Parks, Culture, & Recreation Department recently changed from four registration quarters to three registration trimesters per year. Due to this shift it has become necessary to revisit the terms of the scholarship award.

Objective

Reevaluate the award amount based on the change from quarters to trimesters

RECOMMENDATION

Increase the Winter/Spring trimester scholarship amount to \$200 and leave Summer and Fall at \$100. Based on the combined quarters, this makes the most sense, retains the most access, changes none of the figures for the program, and continues to enable families to access both Winter and Spring trimester programs.

2021 Scholarship Program Policy

Scholarship Program Goals

- Offer recreation program opportunities to those in the community who could not afford to participate otherwise.
- Advertise the scholarship program so that it is more accessible and known throughout the community.
- Create a stable source of funds in a dedicated account, accept donations, and promote the scholarship program.

Scholarship Types

Annual scholarship program fund (based on 1% of program registration fees).

- Non-restricted.
- 2021 General Fund - \$6,678

Scholarship Donations – amounts at beginning of 2021

- Restricted funds
- Jim Lutz Memorial Fund (\$1,107.50 for Youth Sports & \$1,107.50 for General Scholarships)
- PARC Foundation Fund (\$6,800 for General Scholarships)
- Lacey Parks & Recreation Fund (\$1,255.63 for General Scholarships)
- Alpine Adventure (\$694.29 for certain use)

Awarding Scholarships

Staff will determine Scholarship Program approval each **trimester** according to the following schedule.
Executive Assistant will provide approvals to Department Assistants for the crediting of accounts.

Commented [SS1]: Changed from Quarter

Commented [SS2]: Changed from designated staffer

Prior to registration opening, the **Executive Assistant** will determine the available Financial Assistance balance and what the maximum available allocation amount is for the **trimester**. 25% of the available scholarship program fund will be allocated each **trimester**.

Commented [SS3]: Changed from designated staffer

Commented [SS4]: Changed from quarter

Commented [SS5]: Changed from quarter

Application Review and Processing – Staff will review and ensure all the requirements have been met for income eligibility and residency. The following chart will be used to determine income eligibility, per the DSHS requirements for free and reduced lunch:

Household size	Max monthly income
1	\$2,081
2	\$2,818
3	\$3,555
4	\$4,291
5	\$5,028

Applications that satisfy income and residency requirements will be considered in order of date and time received. Decisions regarding scholarship awards should be made within five business days after receipt of application. If a household has already been awarded funding that calendar year, other households would take priority. Scholarship amounts will expire at the end of each calendar year.

If sufficient funding is not available for all requests in a given ~~trimester~~, the Executive Assistant will meet with the Department Director to consider allocating restricted funds. However, no more than 25% of restricted funds will be used in a single year.

Commented [SS6]: Changed from quarter

Commented [SS7]: Changed from a designated staffer

Notification – Staff will notify the applicant of the denial / award amount based on the application timeline.

CLASS CANCELLATION OR REFUNDS USING SCHOLARSHIP FUNDS

When receiving a scholarship if for any reason the participant cancels or a class is cancelled the scholarship account will be credited back to the participants account in the form of a credit and the balance left that was paid by the participant will be refunded to participant. The participant will still have access to use that credit for future registrations as long as it falls within the calendar year Jan-Dec.



Scholarship Program Application

Primary Parent/Guardian Contact Name: _____

Home Phone: () _____ Cell Phone: () _____

Address _____ Zip _____

Email _____ (REQUIRED)

Which Quarter are you interested in scholarship for?

- ☐ Winter/Spring ~~Quarter-Trimester~~ (can apply starting Dec 1)
☒ ~~Spring Quarter (can apply starting March 1)~~
☐ Summer ~~Quarter-Trimester~~ (can apply starting May 1)
☐ Fall ~~Quarter-Trimester~~ (can apply starting Sept 1)

Which family member is this application for?

Name _____ Birthdate _____ Male/Female/Other (circle one)

Which program/s is this application for?

Name _____ Start Date _____

Name _____ Start Date _____

Proof of Residency and Financial Need

See detailed requirements #1 and #2 on the guidelines and information page.

- ☐ I have attached proof of residency and financial need **OR**
☐ I have previously applied this calendar year. My verification forms are on file.

I certify that all of the above information is true and correct, that I reside within City of Lacey or North Thurston Public School District boundaries and that all income is reported. I understand that this information is being given for purpose of obtaining fee-reduced services and the City of Lacey may verify the information on this application. I certify that my request meets the guidelines provided by the City of Lacey.

☐ I have read and understand all the terms associated with the financial assistance program.

Family Primary Contact Signature Date

Office Use Only: Account:

- ☐ General Fund (Use first)
☐ Jim Lutz Youth Sports Memorial Fund
☐ Jim Lutz General Recreation Memorial Fund
☐ PARC Foundation Fund
☐ Lacey Parks & Recreation Fund
☐ Alpine Adventure Fund



Scholarship Program Guidelines and Information

1. Residents may request financial assistance for recreation programs every quarter. Verification of residency within the City of Lacey limits or within North Thurston Public School District must be submitted with the application. Accepted forms of verification are a school district document or identification or a utility bill.
 2. Verification of income is required. Forms of verification can be a copy of last year's tax return, a letter from North Thurston Public Schools verifying free and reduced lunch, or a benefits letter. In lieu of the above, a detailed letter of explanation outlining the financial need will be accepted. Please address in the letter why one of the other three options is not available as verification. *Applications without these items will not be considered.*
 3. Every awarded household will receive a \$2400 credit to be used on the Winter/Spring program/s and a \$100 credit to be used on the Summer and Fall programs indicated on the application for the indicated quarter/semester. Any unused funds will remain on household account for future use, but will expire at the end of the calendar year. Refunds may not be requested for scholarship funds. A household can apply for multiple quarters/semesters if scholarship funds are still available. The scholarship program goal is to reach as many households as possible (limit \$400 per household per year).
 4. Applications are available at Lacey City Hall or online www.ci.lacey.wa.us/recguide. PLEASE NOTE, during COVID applications are only available online, and may only be submitted via email to laceyparks@ci.lacey.wa.us. Financial and personal information may be kept confidential but names and scholarship amounts awarded are subject to public records disclosure laws. For assistance with the application or questions, call (360) 491-0857 or email laceyparks@ci.lacey.wa.us.
 5. Eligibility must be established each calendar year. Beginning December 1, applications will be accepted for the following year of programs. Applications for specific programs and classes need to be submitted each quarter/semester.
 6. After submitting the application, allow up to 5 business days for processing before registering for a class/program. You will be notified via email if your application was approved, and when the credit will be available for use, or if your request was denied.
 7. Approval of financial assistance does not automatically register you in a program. When approved you will need to register for the activity and pay any remaining balance.
 8. Financial assistance is limited and could be suspended for the remainder of the year due to fund balance depletion.
- Priority (first review) of assistance will be given to applications as received

Applications accepted:

December 1st – Winter/Spring programs-semester

~~March 1st – Spring programs~~

May 1st – Summer program/semester

September 1st – Fall program/semester

- After scholarship funds have been awarded, to register, go to www.ci.lacey.wa.us/recguide. Click on "set up new household account" which will take you to the online recreation registration system. Click on Log In or Create Account in the upper left corner. Your financial assistance award will be redeemable on file under your account. You will need to pay any remaining balance upon registration. Call the office at 360-491-0857 if you need help.
- The recreation guide lists specific registration dates (www.ci.lacey.wa.us/recguide)

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Lacey Park Board
2021 ACCOMPLISHMENTS

Task	Responsible Commissioner	Status	Target Completion date
ONGOING			
1. Parks & Recreation Staff Updates			
2. Parks & Recreation, Community Buildings, and RAC Annual Department Budget			
3. Annual Capital Facilities Plan Update			
4. Grant Opportunities			
CONSTRUCTION PROJECTS			
5. RAC Parking Lot Video Cameras	All	In progress	January 2022
6. RAC Gravel Parking Lot Design	All	Upcoming agenda	December 2021
SPECIAL PROJECTS			
7. Community Engagement & Outreach	All	Upcoming agenda	December 2021
8. New Museum & Cultural Center site A/E	Historical Commission	Done	April 2021
9. Parks Volunteer Program	All	In progress	June 2022
10. Memorial or Honorarium Bench Program	All	In progress	June 2022
11. Wildlife Information	Aram Wheeler	Upcoming agenda	December 2021
12. New Scholarship Policy Review	All	Upcoming agenda	December 2022
13. Chinqually Equipment Agreement	All	Upcoming agenda	December 2021
14. WCCP Disc Golf Course Expansion	All	Upcoming agenda	November 2021
15. Community Garden Pilot Project	All	Upcoming agenda	June 2022
PARK RULES			
16. Park Signage Update	All	In progress	June 2022
PLANNING			
17. RAC Future Financial Plan	All	Done	July 2021
18. Greg Cuoio Park & Surrounding Area master plan	All	In progress	February 2022
19. Thurston Regional Planning Council – updated regional trails plan	All	Done	July 2021
POSTPONED DUE TO COVID-19			
20. Long Lake Park beach area & dock		Dock/swim area completed Beach concept in progress	
21. RAC outfield fencing completion			
22. RAC increased WiFi connection		Sue working with IS	
23. Wonderwood Park Trail & Court Upgrades (Sunset)			
24. Bush Park Playground Equipment Replacement			
25. Lake Lois Habitat Reserve – update interpretive signage & brochure			

Task	Responsible Commissioner	Status	Target Completion date
26. Nisqually Fields			
27. Pickleball Long Term Requests			
28. Outdoor Ping Pong tables			

OTHER NOTEWORTHY ACHIEVEMENTS

Adjusted to COVID-19 restrictions and guidance / creative program changes

Held all Park Board meetings virtually

Celebrated July Parks & Recreation month virtually

Lacey Park Board
2022 DRAFT WORK PLAN

Task	Responsible Commissioner	Status	Target Completion date
ONGOING			
1. Parks & Recreation Staff Updates			
2. Parks & Recreation, Community Buildings, and RAC Annual Department Budget			
3. Annual Capital Facilities Plan Update			
4. Grant Opportunities			
CONSTRUCTION PROJECTS			
5. RAC Parking Lot Video Cameras	All	In progress	January 2022
6. RAC Gravel Parking Lot Construction	All	Upcoming agenda	December 2022
7. Outdoor Ping Pong tables	All	Upcoming agenda	December 2022
8. Wonderwood Park Trail & Court Upgrades (Sunset)	All	Upcoming agenda	December 2022
SPECIAL PROJECTS			
9. Community Outreach Project	All	Upcoming agenda	December 2022
10. Parks & Recreation Comprehensive Plan update	All	Upcoming agenda	August 2023
11. Park Facilities Security Camera Expansions	All	Upcoming agenda	December 2022
12. Parks Volunteer Program	All	In progress	June 2022
13. Memorial or Honorarium Bench Program	All	In progress	February 2022
14. Wildlife Information	Aram Wheeler	Upcoming agenda	June 2022
15. New Scholarship Policy Review	All	In progress	December 2022
16. Community Garden Pilot Project	All	Upcoming agenda	June 2022
PARK RULES			
17. Metal Detecting	All	Upcoming agenda	December 2022
18. Ebikes & Escooters	All	Upcoming agenda	December 2022
19. Park Signage Update	All	In progress	June 2022
PLANNING			
20. RAC Phase 3 Preliminary Design	All	Upcoming agenda	December 2022
21. Greg Cuoio Park & Greenways Master Plan	All	In progress	February 2022
FUTURE			
22. Long Lake Park beach area & dock		Dock/swim area completed Beach concept in progress	
23. RAC outfield fencing completion			
24. RAC increased WiFi connection		Sue working with IS	
25. Bush Park Playground Equipment Replacement			
26. Meridian Campus North Neighborhood Park Master Plan			

Task	Responsible Commissioner	Status	Target Completion date
27. Lake Lois Habitat Reserve – update interpretive signage & brochure			
28. Nisqually Fields			
29. Pickleball Long Term Requests			
30. Longs Pond Fishing Dock Replacement			

2022 PARKS, CULTURE & RECREATION

BUDGET PROPOSALS

2020 PROPOSALS THAT GOT APPROVED, THEN CANCELLED DUE TO COVID-19

WIND SCREENS FOR RVCP PICKLEBALL COURTS	\$2,400
WONDERWOOD PARK TRAIL & COURT UPGRADES	\$70,000
BUSH PARK PLAYGROUND REPLACEMENT	\$225,792
OUTDOOR PING PONG TABLES	\$25,000

NEW PROPOSALS

MUSEUM EXHIBIT CASE REPLACEMENTS	\$12,500
WOODLAND CREEK PARK BRIDGE REPLACEMENT & FENCING	\$145,000
PARK FACILITIES SECURITY CAMERA EXPANSIONS	\$318,449
RAC PHASE 3 PRELIMINARY DESIGN	\$5,000
RAC PARKING LOT CONSTRUCTION	\$2,305,000

PROPOSALS - ONGOING

UPGRADE & ADDITIONAL STORAGE FOR MUSEUM	\$1,900/YEAR
POLICE OVERTIME @ LONG LAKE PARK	\$47,000/YEAR
FULL TIME MUSEUM COORDINATOR	\$52,000/YEAR