



**AGENDA
PARKS, ARBOR &
RECREATION BOARD**
Sequim Civic Center
Burkett Conference Room
152 W. Cedar Street
Sequim, WA
March 18, 2019
5:00 p.m.

Board Members: JoAnne Yerkes, Bill Wrobel, Bill Biery, Pat Johansen, Patricia Knapp and Maria Seabolt. Karen Kremkau absent – excused.

Staff: Jason Loihle ----- City Council Liaison: Bob Lake

| Agenda Item | Action Needed |
|--|---|
| 1. Call to Order and Agenda Adoption | Recording and Motion for approval |
| a) Roll Call | Recording |
| b) February 19, 2019 PARB Meeting Minutes (See attachment 1) | Motion for approval |
| c) Public Comment | Recording |
| d) Board & Commission Updates | Recording |
| 2. New Business | |
| a) Student Liaison Review (Jason Loihle, Management Analyst) | Motion for adoption of position title and terms, Interview, Motion to Induct |
| b) Parks Master Plan Goals & Objectives (Jason) | Review, Discussion, Motion to Adopt |
| 3. Old Business | |
| a) Park Benches (Jason) | Recording |
| 4. Good of the Order | Recording |
| 5. Adjourn | |

Next Meeting: Monday, April 15, 2019

Attachment 1:



**MINUTES
PARKS, ARBOR & RECREATION
BOARD
Sequim Civic Center
Burkett Conference Room
152 W. Cedar Street
Sequim, WA
February 19, 2019
5:00 p.m.**

Board Members: Karen Kremkau, JoAnne Yerkes, Bill Wrobel, Bill Biery, Pat Johansen, Patricia Knapp and Maria Seabolt.

Staff: Jason Loihle ----- City Council Liaison: Bob Lake

1. Call to Order

2. Roll Call

Pat Johansen absent.

Also present is Ross from Arts CAAC

3. Public Comment

Ross spoke of 2015 mater plan: interested in outdoor sculpture show and permanent works. Bill asked for specifics about outdoor sculpture. Maintenance is an issue. CBP was mentioned as a site for an outdoor sculpture show. Could be rotation annual event that could be juried. Several artists bring their work, it remains for approximately a year, then selected work would be installed. Pu (SP)allup has an event where fund raising is used to make selections permanent. This is a rotating event. Other permanent structures could include water features, sundial, kinetic sculpture. Karen asked about other sites ie Pioneer memorial (water feature), Seal street would help make a connection between areas of the city. Looking at 2020 time frame. Start small to work out a lot of issues including using the administration building. The site outside the civic center was suggested. Bill B. asked about creating a permanent spot with a base that can be used in a utilitarian way. There are two types of bases; pedestal and ground. These could be moved. Working on sponsorships to make things happen.

4. Board & Commission Updates

Bill – Sequim botanical garden society update. Wanting to put in benches and they have found a sponsor. Bill had photos of repurposed composite material benches made in Port Angeles. They would get benches and ask the city to install them. Jason will look into it. They would like 2-3 benches.

Bill B. Sent in an application to serve on the County Parks board. If that happens, he would be able to communicate between the two groups.

Karen made a motion to approve both sets of minutes. The motion was approved.

5. December 17, 2018 PARB Meeting Minutes (See attachment 1)
6. January 22, 2019 PARB Meeting Minutes (See attachment 2)
7. Mission-Vision Statement from workshop meeting Feb. 7.

From the group;

“Provide natural and recreational resources for all to share and cherish.”

From Bill W.

“Provide multiple recreation opportunities in a natural park environment.”

This is the vision for the park plan which is going to be revised. There was some confusion about the terms mission and vision. The city of Sequim has statements using both terms, the council uses “vision”. Bill Maria and Charrise all had a conference call and determined that we should use both terms interchangeably.

Jason explained that goals could stand as they are. We should focus on vision. Joanne mentioned that we have some areas that are not “Parks” and questioned using that word. Bill questioned the “share’ and “cherish”. Maria said that we wanted it more personal and everyone liked “cherish” and the inclusiveness of the words.

It was asked if we would decide on the exact words tonight? Maria listed some of the words we used and then eliminated. She thinks the words are inclusive and open. Bill crossed out cherish. Joanne moved to adopt the vision statement: “Provide natural and recreational resources for all to share.” The motion was approved.

8. Parks, Arbor and Recreation Board Member Reports

This item used to be on the agenda. It was suggested that the Sequim botanical update could go here.

Bob has an OTD update, the frosty moss event is cancelled.

Bill B. commented that the anti-skid material put on the Johnson creek bridge is working very well and has improved the safety a great deal.

9. Parks Master Plan Update (Jason Loihle, Management Analyst)

Jason spoke with Charlie, they discussed if actual address should be obtained. He is going to work on a paper version that can be distributed at events. Also developing

questions for focus groups. Karen asked about what kind of focus groups. Something like a neighborhood specific focus. This information will all help with the master plan. Public meetings will also be used. Kiosks could be used for advertising the focus groups and or meetings. Jason is using Manual 2 on the RCO website. Very important to document what you do and get as much information as possible. It was suggested to post it at the Y, Library and the Boys and Girls club. Timeline has not changed much. See previous handouts. Could hand out surveys on First Fridays at different locations. House bill 1371 is just going out – it is designed for small communities like ours. At this point there is no opposition in the state. Jason will follow this bill. It is similar to Metropolitan parks district.

10. Student Liaison Appointment (Jason)

Today there was a walk-in student who is interested. The student will possibly come to the next meeting. There were two other people interested but they would not be available to come to Monday meetings.

11. Good of the Order

Tye and Charrise and Jason are going to a training on 28, February 2019 in Tukwilla. SP? It is free to them. It will cover several topics in .5 days! Jason hopes to make some valuable contacts.

Joanne asked if we should write a letter in support of Bill on the County committee. It was decided that this would not necessarily help.

Maria asked if the completion of the master plan date could be on the agenda plan. It is due November 2019. It should be approved by the city council in November.

Maria: Reminded us about time and structure of the meeting. Start on time and be out on time.

12. Adjourn

Motion to adjourn at 6:05pm was passed!

Next Meeting: Monday, March 18, 2019

Attachment 2:

Goals and Objectives:

(G.1) Safe Community

Through the use of our parks by the general community and regular maintenance, we will continue to create an inviting and clean environment that is family friendly. Our goal is to provide clean and well-maintained community gathering places throughout the city where neighbors form social ties that produce stronger, safer neighborhoods.

(O1.1)

When revising the Sequim Municipal Code (SMC), provide an option to encourage developers to provide an in-lieu fee instead of the currently required 10-percent open space to help fund capital improvements to neighborhood parks which serve the residents of new developments.

(O1.2)

When revising the SMC, provide incentives that encourage developers in commercial districts to provide pocket parks, plazas, courtyards, arcades, atriums, pedestrian corridors, and through block corridors.

(O1.3)

Develop new and additional partnership/volunteer stewardship programs utilizing local service clubs and organizations.

(G.2) Healthy and Socially Thriving Community

The City of Sequim promotes a healthy citizen community, while recognizing that environmental, economic, and social sustainability are built upon full community involvement. Sequim's park and recreation system should provide one of the most effective ways to build a sense of community and improve quality of life. The community should be able to participate in parks and recreation programs, and special event opportunities, to build social capital and serve as the backbone of a strong and engaged community.

(O2.1)

Develop park master site plans and implementation strategies which address the community's needs for active and passive recreation opportunities.

(O2.2)

Develop a funding strategy to implement the designed and approved master site plans.

(O2.3)

Provide recreation programs that are comprehensive, enriching, and affordable for all citizens.

(O.2.4)

Identify, preserve and interpret Sequim's heritage, traditions, historic, environmental and cultural features.

(G.3) Accessible, Connected and Livable Community

The City of Sequim should integrate a compact, interconnected urban park system which helps to define the shape and feel of a city and its neighborhoods. Sequim's urban parks, which include parkland, plazas, greenways, landscaped boulevards and civic spaces, should define the community layout, traffic flow, public events and the civic culture. The City of Sequim should continue to maintain and develop a balanced and well-connected system of parks and recreation facilities that is linked to all modes of travel. Linking parks, greenways, and other natural or restored lands to create an interconnected green-space system provides benefits for people, wildlife, and the economy. It can help connect people and neighborhoods while providing opportunities for exercise to assist in countering today's trends in obesity, adult-onset diabetes, while enhancing emotional well-being by being in natural areas.

(O.3.1)

To develop a comprehensive open space and trails plan and implementation program which is designed to link neighborhoods with parks, significant open spaces, schools, shoreline access areas, mixed use centers and employment centers.

(O.3.2)

Acquire land for open spaces and trails through municipal or state programs, such as stormwater management and wildlife/wetland protection.

(O.3.3)

Apply for grants from public agencies and private foundations to acquire land for open spaces and trails.

(O.3.4)

Work with nonprofit groups, such as the North Olympic Land Trust, to obtain conservation easements and create incentives for open space and trails system development.

(O.3.5)

Integrate the open space and trails network of development proposals with the Olympic Discovery Trail.

(G.4) Environmentally Sustainable Community

The City of Sequim should strive to implement “Green infrastructure” into park sites, buildings and facilities to conserve natural ecosystem values and functions. This includes efforts to reduce waste/litter and promote recycling when it’s applicable. The City facilities should also have a major role in implementing energy conservation practices as the utilization of high-efficiency lighting and heating/cooling systems can dramatically reduce the city’s carbon footprint and contribute to the financial and environmental sustainability of the Sequim community.

(O.4.1)

Locate trails in areas that are important to preserve as open spaces, such as wooded areas, drainage corridors, shorelines, scenic vistas, and others. Locate trails along drainage corridors when possible to do so without degrading the environmental functions and values of the area.

(O.4.2)

Designate and retain wetlands, drainage corridors and other areas that provide essential habitat for priority plant or wildlife species as passive open space. Sites which the City should consider critical corridors which include:

- a. Johnson Creek corridor
- b. Bell Creek corridor

(O.4.3)

Where possible, accommodate multiple functions within the open space and trails system, including: stormwater management; viewpoints; protection of cultural resources; wildlife habitat; and passive recreation.

(O.4.4)

Locate, design, construct and manage park and recreation facilities to be compatible with natural features (e.g., soils, geology, topography, and shoreline resources) and cultural resources.

(O.4.5)

Establish a heritage tree program while recording an inventory of trees of significant height and growth.

(O.4.6)

Implement green, environmentally sustainable features throughout the parks systems that promote sustainable practices and showcases the City's commitment to the environment.

(G.5) Economically Vital Community

The City of Sequim should continue to utilize parks as an indicator for creating positive economic benefits. This is important because parks, recreation and leisure amenities enhance property values and attract families, retirees, and visitors. Sequim should recognize that parks and recreation often emerge as an “engine” that drives tourism in the community by providing access to unique features, programs, and experiences such as special events and festivals. Recreation facilities provide sites for sports tournaments and athletic events, which can be major sources of tourism and an economic benefit to the City of Sequim.

(O.5.1)

Incorporate significant cultural resources in the design and development of new park and recreation facilities that promote tourism, economic benefit, and provide interpretive opportunities where appropriate.

(O.5.2)

Design and manage park and recreation facilities to maximize environmental protection and provide interpretive opportunities for ecological systems and features, and cultural resources.

(O.5.3)

Deliver measurable economic benefit to the community by providing or supporting programs, special events and facilities.

(O.5.4)

Establish an ongoing six-year Capital Improvement Plan (CIP) for parks and recreation facilities.

(O.5.5)

Providing culturally significant public art, through relationships with the City Arts Advisory Committee (CAAT) in appropriate locations throughout the city and designing public spaces. Examples include, but are not limited to, entry, directional, and interpretive signs that can contribute to Sequim's image.

(G.6) Good Governance

The City of Sequim will abide by Good Governance practices for the process of decision-making and the process by which decisions are implemented (or not implemented) that include the eight key factors of Participation, Rule of Law, Transparency, Responsiveness, Consensus Oriented, Equity and Inclusiveness, Effectiveness and Efficiency, and Accountability.

(O.6.1)

Board members and staff are aware and recognize the diverse population and interests of its citizens by maintaining public comment and “other boards” recognition to speak during regularly scheduled monthly public meetings. The Board actively seeks out liaison positions for underrepresented areas such as the student, youth, population.

(O.6.2)

Public meeting minutes are recorded and published for citizens to understand and have access to the means and manner in which decisions are made. The City fulfills public records requests to any requestor.

(O.6.3)

The City of Sequim abides by Rule of Law and does not discriminate to those who use public parks, nor show favoritism to any particular group or individuals by any basis. The City strives to design park and recreation facilities to accommodate a citizenry diverse in age, interests, income levels and abilities.

(O.6.4)

The Parks, Arbor, and Recreation department seeks public involvement and opinion by encouraging members of the community to participate in public meetings by posting meeting Agendas publicly. Public surveys, public meetings, and special events to engage the community are common used tools to engage the public and that information is transmitted to the City Council for further decision making and public involvement.

(O.6.5)

Major decisions are ultimately determined by the City Council, who is accountable to the citizens of Sequim.

(G.8) Increase Park Ability to Developing and Implement Recreation Activities through Regional Partnerships and Increased Staffing and Training.

The City should share recreational opportunities by coordinating with County, State, Tribes, Port, Sequim School District, private individuals, Sequim Aquatic Recreation Center and other local agencies, when and where feasible. Consideration of a Parks and Recreation Department or a Parks District should be considered by the City to meet the growing need of the Citizens.

(O.8.1)

Coordinate with above mentioned agencies to ascertain possible joint projects or activities to the benefit of each party and the Citizens.

(O.8.2)

Increase cooperative management with the Sequim School District through joint use agreements.

(O.8.3)

Joint use agreements should seek to renovate, schedule, and manage facilities for greater public use and enjoyment.

(O.8.3)

Explore possible options and scenarios that would create full time staff members to develop and implement recreational activities and increase the parks ability to meet the growing needs of the communities and the citizens of the City, the surrounding area, and visitors.