



**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, Karen Kremkau and Maria Seabolt. Bill Wrobel – Excused absence.

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

<b>Agenda Item</b>	<b>Action Needed</b>
<b>1. Call to Order &amp; Agenda Adoption</b>	<b>Recording and Motion for approval</b>
a) Roll Call	<b>Recording</b>
b) March 18, 2019 PARB Meeting Minutes (See attachment)	<b>Motion for approval</b>
c) Public Comment	<b>Recording</b>
d) Board & Commission Updates	<b>Recording</b>
<b>2. New Business</b>	
a) Staffing and Board Needs	<b>Recording</b>
b) C.I.P. playgrounds	<b>Recording</b>
<b>3. Old Business</b>	
a) Park Benches (Jason)	<b>Review, Discussion, Motion to Adopt</b>
b) Goals and Objectives update (Charisse)	<b>Recording</b>
<b>4. Good of the Order</b>	<b>Recording</b>
<b>5. Adjourn</b>	

**Next Meeting: Monday May 20, 2019**

**Attachment:**



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

Staff: Jason Loihle ----- City Council Liaison: Bob Lake, Arts commission – Ross Brown

**Agenda Item**

1. Call to Order and Agenda Adoption  
Remove Item 2b from agenda.

Call to order at 5:05pm. Wren present as student rep.

- a) Roll Call  
Karen K. and Pat J. are absent. Both excused.
  - b) February 19, 2019 PARB Meeting Minutes (See attachment 1) -motion to approve by Bill, seconded by JoAnne, Approved.
  - c) Public Comment - none
  - d) Board & Commission Updates  
Ross Brown. Thanks to those who helped pick musicians for the summer program. Handed out possible roles for Arts commission. See attachment.
2. New Business – Bob Lake suggested that this board also be the “bicycle” committee. (official liaison to the bike community). Maria asked if that should already be included in recreation. Jason said the city has plans in the street plans. Sequim is rated for bicycle friendly city (a low rating). It was decided to discuss this more next meeting. A representative from Ben’s bikes suggested to Bob L. that he was unhappy with the biking and city. Bill B. suggested that perhaps he should come to a meeting. Bill W. did not like that idea.

Bill B. said there were 75 openings for the county commission. He is trying to follow it up. There is one position opening for the parks specifically.

- a) Student Liaison Review (Jason Loihle, Management Analyst)  
Wren Fierro-Burdick saw the notice in the newspaper and spoke with Jason L. She is a junior at the high school. She and her family are very environmentally conscious. She feels there is a disconnect between her fellow students and the environment. Jason recommended a one-year term. It was suggested that there could be an overlap between this year's liaison and next years. A 12-month term of service with a 2 month overlap. Jason also suggest that Wren get intern credits. JoAnne moved that we recommend the council appoint Wren Fierro-Burdick, to the PARB Bill W. seconded it. All in favor.
  
- b) Parks Master Plan Goals & Objectives (Jason) (See attachment 2) – removed motion to adopt from agenda.  
Jason got three revision suggestions. He would like to make available a copy for everyone to be able to edit. Charisse would also like to make it available to the public when this board is done. Bob L. suggested that we wait until this board is done making revisions.  
One of the biggest changes was that Jason took out objective 7 because he felt it was already mentioned several other places in the document. The other big change was item #6, good governance, this was reworded and clarified. JoAnne asked about items G6 in the old document because she didn't see it anywhere else. Jason said he would add them in another heading. Bill W. suggested that Jason complete draft he likes before he gives it to the board to review. JoAnne said she wondered about an educational aspect and didn't see that in the plan. She also mentioned that an environmental protection awareness might be added.  
Objective 8 was added to by Jason (8.4).  
Bob L. said that eventually this Parks master plan could be integrated into the city long range master plan.

### 3. Old Business

- a) Park Benches (Jason) – 3 to 4 surplus benches may be available. David Garlington said that we can not buy new benches, the budget is for maintenance. But installation and an artistic re-work could be possible. Ross B. previously presented a handout with creative benches and thinks something could be done. Jason needs to research more about the surplus benches. JoAnne asked if we could budget for next year, more benches, etc. Bill W. suggested that perhaps this board needs a budget. Jason mentioned that there is some funding for purchases of new land. There is a parcel, (5 acres), just east of Carrie Blake Park that could be purchased. The restricted fund are for new purchases only.  
Bill B. asked what the process was if families wanted donate benches with a commemorative plaque. At this point the city must approve/specify where the bench goes and what style of bench. This is a change from previous years. Jason will research this further. Ross suggested “what if it were artwork”.  
Jason also mentioned about signage. He was not aware of any standard for signs. Other counties and cities have color schemes and design schemes. Bob L. said the architects for Carrie Blake park did have some scheme. Jason will look into this further. Signs

must be 4 feet by 3 feet but that was all. The is relevant because the botanical garden would like a sign. It was suggested that we could discuss sign coordination next time.

4. Good of the Order

JoAnne asked about the donation plaza tiles outside that seem worn out already. She suggested that the tables put on the plaza might be wearing them down faster. Ross agreed. Jason said he would talk to David and Barry about that.

Maria thanked Wren for joining us and hopes it will be a good experience for her.

Bob L. asked if all public spaces that city owns should be considered our concern? Bill W. did not think so, Jason said that public right of ways should not be directed towards parks.

Jason referred to table 2-1 which lists recreation/park sites. He wants to remove bracket road trail which is actually a sidewalk. Bob L. knows the site and wants to put a trash can there. There are two other sites that are public right of ways and listed as parks.

There are a lot of items to put on the next agenda.

JoAnne would like some clarification on funds. All requests need to go through public works. Bill W. asked why we don't have input and control over monies earmarked for parks. Clarification needed.

5. Adjourn - 6:17pm meeting adjourned.

**Attachment 2:**  
**Not done yet**