



MEETING AGENDA SEQUIM CITY PARKS, ARBOR & RECREATION BOARD

Sequim Civic Center
152 West Cedar Street
Sequim, WA
January 19, 2021
5:00 PM

Members: Maria Seabolt, Bill Wrobel, Bill Biery, Patricia Knapp, Karen Kremkau, Wren Fierro-Burdick, Vacant Member

Council Liaison: Tom Ferrell; Staff Liaison: Jason Loihle, Travis Simmons

CAAC Liaison: Ross Brown

Agenda Item

1. CALL TO ORDER – 5 PM

Maria called the meeting to order at 5pm and welcomed everyone back to the PARB as this was the first meeting since February 2020.

2. ROLL CALL / INTRODUCTIONS

All Board members were present. New Staff member Travis Simmons introduced himself to the Board and shared some of his background and eagerness to be here.

3. VIRTUAL MEETINGS

3.1 Meeting Guidelines and Procedures for Online Meetings

Maria went over some general Zoom Virtual Meeting guidelines and etiquette. She explained to the group the need for muting their mics while others were talking and how to use the raise hand feature if they had something to share with the group.

4. APPROVAL OF MINUTES

4.1 [Minutes](#) of February 18, 2020 Meeting

Bill Biery made a motion to approve the minutes as presented – Patricia Knapp seconded the motion. Maria asked if anyone wanted to discuss, there was no discussion, and the Board approved the minutes unanimously.

5. CHECK IN

5.1 Status of Parks

Jason touched on how June Robinson garden was improved and upgraded by organizing the plots into equitable sizes, proper spacing, and a ramp at the entrance of the garden to make it easier to get in and out. We also put in a lockbox in place of giving every gardener their own key.

Aside from the upgrades to the park we also updated the fee structure of renting a garden plot - \$30 first year, \$45 second year and \$60 third year and on. One of the raised gardens was replaced with a potting station to make it the site more accessible to ADA recommendations..

Carrie Blake Park – currently the site of the COVID vaccinations and COVID Food Distribution programs. Due to COVID restrictions and guidance from the State and County, we are constantly putting up new signage as changes occur. This has led to lots of complaints from citizens regarding park features and amenities with either being open or closed. A Carrie Blake concern that happens annually is in relation to wigeon ducks that come in huge flocks that eat the algae off the surface of the ponds. We got complaints about them leaving a lot of duck droppings. Ty and his crew have tried a lot of different deterrents for these seasonal ducks, but they don't tend to work well, and the ducks usually only last a few weeks during their migration.

Centennial Place – becoming a big project for the Arts Commission and Council has asked that this becomes a focus of the Arts, PARB and others to work on this multi-year project. The goal is to make this a more appealing feature of the City. There will be more to follow as Jason works with the Arts Commission and new Arts Coordinator Aurora Lagattuta.

5.2 Updates from Jason

Not doing facility rentals during COVID. When we do, we'll be able to share our new website, CivicRec. Maria asked about renting out the house at Gerhardt Park – Jason confirmed this was not being rented and that was a decision made by Public Works. Maria asked about income collected from Joseph Keeler Park and Jason explained that, it is \$1 per year.

Bill Wrobel asked about Park Budgets – Jason explained that we have the Pan D'amore fund that is about \$3,000 but that it is increasing by roughly \$800 every month.

5.3 Board Updates

Bill Biery was wondering what the purpose of having a Parks Board is when the Board hasn't been looped in on all of the happenings involving Parks. From playground closures, Pickleball Court mandates, to a ceremonial proclamation for planting trees there was a lack of communication and the Board was totally in the dark. He would like to know more for when interacting with the public about the things going on. Bill Wrobel agreed with this statement and added that the Arts Board seems to get more recognition than the PARB. Jason agreed with these comments and took responsibility for the lack of communication and said he should've been more in touch with everyone even as things are happening quickly. He also added that there is no Parks Coordinator in the way that the Arts Commission has an Arts Coordinator. Maria thanked Bill Biery for bringing this up and agreed that she would like to see better communication as well and took some of the responsibility for that as well.

Bill Biery was happy to know that we still had a Council representation on the Board in Tom Ferrell as it seems that we've been losing Council Members a lot recently. He also asked the status of the City Manager and wanted to know if Tom had advocated for the "firing" of the City Manager. Jason explained that Tom did not vote to "fire" the City Manager and added that Charlie has not left his post yet but that he has begun the process of getting his letter of resignation started.

Bill Biery also added that he wanted to commend Ty Brown and the rest of the Public Works staff on their work with the Johnson Creek Overcrossing Bridge. The job was completed in a timely fashion and was very well managed. The public and users that use this portion of the Olympic

Discovery Trail are very pleased with the results. He thanked everyone involved for making it happen.

6. Old Business

6.1 Parks MP review of applicants

Jason explained that we received four proposals for the Parks Master Plan. Three of the applicants are the same from last year and one additional application. Jason stated that the proposals were sent to everyone's emails.

6.2 Selection of Jury and Criteria

Jason explained that the criteria will be established when working with Public Works and the group that will be reviewing the proposals later. He added that for the Selection Committee we would like to have at least two people from the Board, Charisse, one person from Public Works, and a member from the Arts Commission. He asked who would like to be a part of the Committee and Maria and Wren volunteered.

7. New Business

7.1 Park Host advertising for 2021

Jason explained that we can probably start advertising for the position in February to fill the position in March. Karen stated that she would be interested in assisting with the interview process.

7.2 Programing options (recreation or otherwise)

With funding from Pan D'amore we have some money to do some programming options. Councilor Janisse has been asking about when we can get parts of the Skate Park painted. There has been interest from the Council and Skating Youth Association of Sequim to get this project started. Patricia said this sounds like a great idea and would like to get the kids involved to help do the painting. Maria agreed that getting the kids and some local artists involved would be awesome. She said that we could get Craig Robinson from the Arts Commission involved as he is a skater and has some experience like this.

Jason added that the funds from Pan D'amore are limited to Parks things that could be used for fundraisers or even creating some Recreational programming to secure our foothold as a recreation department.

7.3 Virtual Meeting Schedule

Jason offered up the option of changing the time of these meetings since they will now be conducted virtually for the foreseeable future. We are not restricted by needing a location for these meetings, so we have a lot more flexibility. Maria stated that she is available anytime after 3pm. Karen added that late afternoon is good and that going into the evening can sometimes be a struggle – she stated that going at 4pm would be her suggestion. Bill also voted for 4pm. Bill made a motion to hold the next upcoming PARB meeting at 4pm, Karen seconded the motion and the Board approved unanimously.

8. ADJOURNMENT

The meeting was adjourned at 6:05pm.