

**CITY OF SEQUIM
PARK AND RECREATION BOARD
MINUTES, January 8, 2013
Public Works Conference Room, Sequim, WA**

1. CALL TO ORDER: 6:35 p.m. by Allan Goff, Chairman
2. ROLL CALL: Allan Goff, Chairman; Liisa Fagerlund, Vice-Chairman; Patsy Mattingley, Roger Fell, Maria Seabolt. Excused: Vincent Shu. Staff Present: Jeff Edwards. Guests: Don Hall, Ross Coyle, Sequim Gazette.
3. APPROVAL OF MINUTES: Moved by Roger to approve December 11 minutes, second by Liisa.
4. CORRESPONDENCE:
 - News articles were circulated about new rain garden development, new bridge rails, and pond maintenance.
 - Letters were received from Don Hall stating that he would rather have Jim Stouffer on the board so Don is removing his name. The board asked him not to do that as we have two openings.
 - An e-mail was received from Vincent Shu asking for a three month leave of absence. An e-mail from the City Clerk states that we can give him the leave or ask him to step down from the board. Discussion ensued and we were reminded of the policy that “Snowbirds” are not eligible for the board due to long periods of absence. The board unanimously decided to ask Vincent to step down. Allan will so inform Vincent.
5. UNFINISHED & CONTINUING BUSINESS:
 - a. Park Activities & Maintenance:
 - The fish pond is being cleaned and will be filled next week. The silt is being used as fertilizer.
 - Bird screens are being installed at Dr. Standard Park and the playground sight is being cleared and leveled.
 - Street light has been installed at Rhodefer Rd. and the James Center driveway.
 - The Skate Park is in good shape. The kids are picking up trash and tagging has stopped. The fencing is being changed to black galvanized chain link and will be lower for a nicer look.
 - A rain garden is being installed by the Conservation District between the lily pond and the playfields. Plantings will help with the runoff and will be installed in the early spring.
 - The board wishes to commend the efforts of the City grounds crew, Roger, Hank & Ty for their excellent work.
 - Guy Cole rejuvenation by the Tribe has slowed. Reservations for the building are only taken 3 months out due to the uncertainty of the building schedule.

- The school district still plans to help with playfields mowing in 2013.
- b. PTC Report
- The new PTC newsletter had an article asking for donated helmets for the skate park. None have yet been donated.
 - The Transportation Master Plan is going to the Planning Commission in February. Included in the 6 year and 20 year project lists are additional bike lanes and sharrows, way finding & trail marking. Streets Department is to be putting up ODT trail signs now. Fir Street is in the Master Plan as the route through town. The plan is committed to bikes, pedestrians and mobility carts.
- c. Board Vacancies Update:
- The City Clerks are heading the vacancy
 - Interviews will be held in January.
- d. Concession stand at Carrie Blake Park has not been approved by Council yet.
- e. Park Host
- 1 applicant has applied to live on site, act as docent, and keep an eye on Carrie Blake and the Reuse Parks. No pay for this position.
 - A pad has been laid for a trailer just southeast of the current Carrie Blake entrance.
 - There is no electricity yet, but there is now a water source.
 - No trailer older than 1990 will be allowed.
 - More applications are being solicited, but someone will be in place by February.
 - Host responsibilities list is being developed by Jeff.
- f. Olympic Peninsula Demonstration Garden
- Stu Hemstreet has engaged a landscape architect, Sissy Bruch, to develop ideas for Carrie Blake Park and the Reuse Site.
 - They will meet with all park users on Friday, January 11, at 3:15 p.m. at the library meeting room to discuss ideas.
 - Their findings will most likely be rolled in the Master Plan.
- g. Action item follow-up:
- The City Clerk did not give an indication as to High School applicants for the Park Board.
 - “Name the Park” contest should still be pursued, even though the board still favors the name “Sequim Ecology Park”.

6. NEW BUSINESS:

- a. Master Plan is on hold waiting for OPDG outcome.
- b. Sequim Gazette Article: Ross Coyle, Sequim Gazette reporter, will be working with us on articles for the paper. Patsy will be the liaison. Ideas to be passed on to Ross:
 - Number of groups that use and maintain the parks.
- c. Budget Approval for Parks:
 - Snack Bar is not approved yet.
 - Facility Fees: Prices are going up for all facility rentals: \$162 for street banner hanging; \$55 per hour for Guy Cole rental; James Center higher.
 - Park Host approved.
 - Play equipment in Dr. Standard Park is approved, but grants must be sought to pay for it.

7. GOOD OF THE ORDER:

Nothing this month.

8. ADJOURNED: Moved by Liisa and seconded by Maria at 7:40 p.m.

NEXT MEETING: February 12, 2013 in the Public Works Conference Room.

Respectfully submitted by Patsy Mattingley