



REGULAR MEETING MINUTES SEQUIM PARKS, ARBOR & RECREATION BOARD

Sequim Civic Center
152 West Cedar Street
Sequim, WA
February 18, 2020
5:00 PM

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

Council Liaison: NONE; Staff liaison: Jason Loihle

CAAC Liaison: Ross Brown

Agenda Item

1. Check-in. Bill Wrobel was not present and was not an excused absence. Wren Fierro-Burdick was not present and was an excused absence due to having the flu.
Was noted that there is no Council Liaison and Ross Brown was also present from the CAAC.

2. Approval of minutes:

- a. [December 16, 2019 Minutes](#)

December minutes were discussed by Kremkau, the question about the joint meeting with the CAAC was raised concerning centennial plaza. No action has been taken to facilitate this meeting at this time due to loss of Arts Coordinator Cyndi Hueth. Kremkau made a motion to approve the minutes, Biery seconded, there was unanimous approval.

3. Public Comments (*Please limit comments to 3 minutes.*)

Ross Brown discussed the Sunshine Festival and his light exhibit that will be on display at Pioneer park. Kremkau asked about who was heading this festival and Loihle explained that it was Barb Hanna and staff who were organizing the festival with the help of the festival planner Jim Goettler who was hired by the City as the event organizer. Loihle further explained that the funds were coming from tourism and lodging tax for this event and it was related too but separate from the parks.

Kremkau wanted to send a big “Thank You” to the crews that put out non-skid pads at Gebhardt Zwicker trail and wanted to bring to staff attention that a plaque by the friendship pond labeled “Friends of the Garden” was damaged and needed repair/replacement. Loihle agreed to pass this information to Public Works.

4. Reports:

- a. Staff

- i. Trees at Keeler

The trees will start being planted in the next couple of weeks.

- ii. Sunshine Festival/Guy Cole

The Sunshine festival was previously discussed by Ross Brown, Loihle detailed it

further and explained all information was on the Visitsunnysequim website. He also discussed Guy Cole Phase III and their plan to have the breakout room ready, new tables and chairs for the center that are lighter and easier to use for the public that reduce wear and tear on the facility and would make setup and teardown easier to Renters.

iii. Park Host Update – To Council February 24

Park host update is going to council on February 24th. Loihle passed out the new park host contract and explained some of the new changes that included a term limit, required insurances, and an applicable scope of duties that was not previously included. The new program reduces risk to the City and meets the needs of the program by having a presence in the Park during peak usage months.

iv. [Park Master Plan and Impact Fees RFP](#)

The Park MP RFP has been submitted, Loihle discussed the important dates and that prospective proposals will be presented to the board on March 13th.

v. June Robinson Park Update

Loihle discussed meeting with the City Legal team and other staff members to discuss the operations at June Robinson Park and how to best continue the organic gardens there.

vi. Council Liaison

Loihle informed the board that they were the only City board that did not have a council liaison. The PARB consented to ask staff to seek out a council liaison.

5. Unfinished Business

Loihle discussed the Gerhardt rental and how there was a restricted fund in place that was funded by the rental to be used only Gerhardt park improvements in the amount of approximately \$40,000. It was discussed about how funding could be obtained for the PARB to conduct community outreach events and recreation which they have not been able to do since all parks budget is accounted for as maintenance and CIP projects. Seabolt made a motion to direct staff to present to council “PARB request the monies from the facility rental Pan D Amore stay in the PARB for Parks and Recreation use under the direction of the PARB”. This motion was seconded by Kremkau and passed unanimously. They wanted to have this brought to the Council at the March 9th Council meeting.

6. New Business

a. RFP Presentations to PARB/CAAC and deliberation

As discussed during the Park Master Plan RFP the proposals will be presented to the board on March 13th and staff will inform the Board of times and location as the information arrives.

7. PARB Conversation (Check-out)

Adjourn at 5:55pm