



MEETING MINUTES SEQUIM CITY PARKS, ARBOR & RECREATION BOARD

Sequim Civic Center
152 West Cedar Street
Sequim, WA

May 16, 2022
4:00 PM

Members: Maria Seabolt, Chair, Bill Biery, Patricia Knapp, Karen Kremkau, Wren Fierro-Burdick, Cathy Kurtz

Council Liaison: Tom Ferrell

Staff Liaison: Hannah Merrill

1. CALL TO ORDER – 4 PM

Maria Seabolt calls the meeting to order at 4:02pm. Meeting is quorate.

2. ROLL CALL / INTRODUCTIONS

Members: Maria Seabolt, Chair, present, Bill Biery present, Patricia Knapp present, Karen Kremkau present, Cathy Kurtz present, Wren Fierro-Burdick excused absence

Council Liaison: Tom Ferrell, not present

Staff Liaison: Hannah Merrill, present

3. APPROVAL OF FINAL AGENDA

Motion to approve agenda by Cathy Kurtz, seconded by Karen Kremkau. Motioned passed, the agenda approved as presented.

4. PUBLIC COMMENT

Maria received a message from an anonymous city resident that asked that Maria share, that said: “the city parks are a beautiful addition to Sequim; the park department should be complimented.”

Hannah noted that she will pass on the message.

Karen Kremkau noted she is a Sunrise Rotary member and their community service committee, and plan to refinish two benches in the Carrie Blake Park Japanese Garden.

5. GENERAL BUSINESS

5.1 **Minutes of April 18, 2022, PARB Meeting:**

Motion to approve agenda by Karen Kremkau, seconded by Cathy Kurtz. Noted that meeting was not in person, remained virtual due to rising Covid numbers. *Hannah noted that in June and moving forward; meeting will be hybrid format, board members and public will have the option to call in or attend in person.* Motioned passed, the minutes are approved as presented.

5.2 **PARB member terms and applications:**

The [municipal code linked](#) in the Agenda for PARB members to review PARB term lengths and number of members etc. PARB has one seat to fill; and 3 members’ (Bill; Maria; Cathy) terms are up the end June. These board members are interested in continuing to serve on the PARB board. A committee consisting of Maria Seabolt, Patricia Knapp and Hannah Merrill will interview the 3 applicants and make a recommendation to the board in June. The option of increasing the number of PARB members from 7 to 9 was discussed as well.

5.3 **Capital Improvement Plan (CIP) prioritization:**

At the April 18, PARB meeting Sarah VanAusdle introduced the Public Works Capital

Improvement Project list. The board was asked to consider the projects and provide Hannah feedback *from a parks board perspective* via email. Hannah received thoughtful CIP comments and the board engaged in a lengthy and lively conversation about the Capital Improvement Project timeframe and funding.

-The PARB stated their commitment and focus is on the items on the CIP that have to do with the facility, improvements, and development of the parks. Highlighting safety as a high priority

-The PARB needs to be involved in the process and look ahead to the next 12 months, (i.e.: playground equipment and improvements for parks; and be involved to see how upgrades fit within the parks and it fits with the master plan.)

-The PARB recommends that the CIP are done in such a way that it capitalizes being fiscally responsible (economy of scale), noting that combining projects (i.e. paving) together, could be cost saving and effective.

6. REPORTS

6.1 **Parks & Facilities Manager:**

Parks Tour on hold until new member/s are on board.

6.2 **PARB Member Reports:**

None

7. OPEN PARB DISCUSSION

None

8. NEXT MEETING:

Regular PARB Meeting, **TUESDAY** – June 21, 2022, at 4 p.m.

(Corrected from the meeting discussion, as staff was not aware that the Juneteenth holiday was on Monday, June 20 – the usual PARB meeting time)

HYBRID: zoom/in-person meeting - location City Council Chambers.

9. ADJOURNMENT

Maria Seabolt adjourned the meeting at 6:03 p.m.