



**Parks, Recreation & Beautification Commission Meeting  
September 21, 2023  
6:00 p.m. – Regular Meeting**

**This meeting will be conducted as a hybrid meeting; open to the public with virtual attendance available.**

**To join the meeting via Webex:**

**<https://cityofpa.webex.com/cityofpa/j.php?MTID=m0068333e0cd53ed76034237b3e5ce996>**

**Webinar password: PHyJgabJ326 (74954225 from phones and video systems)**

**For audio only please call: 1-844-992-4726**

**Use access code: 2558 559 6288**

**Visit: <https://www.cityofpa.us/984/Live-Virtual-Meetings> to learn how to participate during public comment or watch the meeting live.**

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## **AGENDA**

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1. Call to Order – Regular Meeting at 6 p.m.
  - a. Introduction of Shanee Wimberly- Administrative Specialist II
2. Roll Call
3. Approval of Minutes – May 25, 2023
4. Late Items
5. Public Comment
6. Finance/Packet Items
7. Legislation

**Phone:** 360-417-4550 | **Fax:** 360-417-4559

**[www.cityofpa.us](http://www.cityofpa.us) | [swimberly@cityofpa.us](mailto:swimberly@cityofpa.us) | [facebook.com/portangelesparksandrec](https://facebook.com/portangelesparksandrec)**

**321 East 5<sup>th</sup> Street | Port Angeles, WA 98362-0217**

8. Guest Speaker- Assistant Attorney Chris Cowgill
  - a. Annual Open Public Meetings Act, Public Records Act, and Ethics for Appointed Commissioners Training.
  
9. Director's Report – Information Only
  - a. Day of Play Report
  - b. Locomotive #4 Project Update
  - c. Volunteer Field Turf Project Update
  - d. Erickson/Elks Court Projects Update
  - e. City Pier Ramps- Winter Storage
  - f. Ediz Hook Floats Update
  - g. Graffiti & Vandalism Update
  - h. HVAC Upgrades Report
  - i. ODT Trail Maintenance Contracts/Improvements
  - j. Pump Track/Governor's Visit
  - k. Staffing Updates
  - l. Parks Commissioner David Shargel
  - m. Commissioner Photo/Badges
  
10. Adjournment

# PORT ANGELES PARKS, RECREATION & BEAUTIFICATION COMMISSION MEETING

Port Angeles, Washington  
May 25, 2023

**CALL TO ORDER – REGULAR MEETING:** Vice Chairperson McGuire called the meeting to order at 6:01 p.m.

**ROLL CALL: Members Present:** Commissioners Cripe, Collins, Forrest, Keidrowski, Hilory & McGuire.

**Members Absent:** Chairperson Hodgson

**Staff Present:** Director Delikat, Administrative Specialist Howell, Senior Center Manager Geyer & Parks Manager Tucker.

**APPROVAL OF THE MINUTES:** Commissioner McGuire moved to approve April 20, 2023 meeting minutes. Commissioner Hilory seconded the motion. The motion passed unanimously.

**LATE ITEMS:** Director Delikat presented a letter from a citizen that was addressed to the commission members regarding Veteran's Park. The Public Records Training for the Boards and Commission was tabled until the September meeting. Director Delikat also gave an update to the commission on Shane Park Playground, the City Pier Moorage Floats and Day of Play within his Director report.

**PUBLIC COMMENT:** None.

**FINANCE & PACKET ITEMS:** Director Delikat reviewed the Revenues and Expenditures Report.

**LEGISLATION:** None

**GUEST SPEAKERS:** Derrick Eberle from Baumwelt Landscape Architect presented plans for the upcoming Volunteer Field Turf Project.

## **DIRECTOR'S REPORT:**

- 1. Boards & Commission Training** – Director Delikat reminded the Commission on the email that City Clerk Kari Martinez – Bailey sent inviting the Commission to attend a Jurassic Parliament Training on June 5<sup>th</sup> at 6pm.
- 2. Erickson Playfield Tennis Court Grant** – Director Delikat discussed the status of the resurfacing of the Erickson Playfield Tennis courts and the intention to apply for additional grant funding for future lighting infrastructure.
- 3. Beautification Program** – Director Delikat discussed that the severe lack of seasonal help has drastically effected the department, including the cancellation of the beautification program. Additionally, the Parks & Recreation Department has had an extremely difficult time keeping up with mowing of the City's neighborhood parks.
- 4. Shane Park Tiles** – The tiles for Shane Park are slated to be installed on June 2<sup>nd</sup> with the reopening of the playground within two weeks.
- 5. City Pier Floats** – The City Pier Moorage Floats have been installed after 2 year of being removed due to damage of the main float. They will remain at the pier for public use until Labor Day weekend.
- 6. Day of Play** – Parks & Recreation Specialist Carter Droz is organizing this years Day of Play event. The event will take place on July 22<sup>nd</sup>.

**ADJOURNMENT:** Acting Chairperson McGuire adjourned the meeting at 6:47 p.m. The next meeting will be held on September 21<sup>st</sup>, 2023.

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Karry McGuire, Vice Chairperson

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Aubrianna Howell, Administrative Specialist

## 2023 Parks & Recreation Department Financial Report

### 67% Year Lapsed

#### REVENUES

Account	Budgeted Goal	Year to Date	Percentage of Goal
8012 - Senior Center Membership	\$ 29,500	\$ 28,763	98%
8050 - Cemetery	\$ 135,000	\$ 80,351	60%
8155 - Banner Rental	\$ 15,000	\$ -	0%
8155 - Ediz Hook Boat Launch	\$ 5,000	\$ 3,168	63%
8155 - Gateway	\$ 500	\$ -	0%
8155 - Vern Burton Rentals	\$ 30,000	\$ 31,985	107%
<b>Total</b>	<b>\$215,000</b>	<b>\$144,267</b>	

#### EXPENDITURES

Account	Yearly Budget	Spent to Date	Percentage Spent
8010 - Administrative	\$ 295,900	\$ 302,372	102%
8012 - Senior Center Operating	\$ 168,500	\$ 106,210	63%
8050 - Cemetery Maintenance	\$ 194,800	\$ 100,719	52%
8080 - Parks Maintenance	\$ 1,924,200	\$ 1,369,307	71%
8112 - Senior Center Maintenance	\$ 60,400	\$ 38,362	64%
8131 - Facility Maintenance	\$ 682,300	\$ 400,556	59%
8155 - Facility Rentals	\$ 125,300	\$ 30,203	24%
8221 - Sports	\$ 132,300	\$ 25,772	19%
<b>Total</b>	<b>\$3,583,700</b>	<b>\$2,373,501</b>	