

# PORT ANGELES PARKS, RECREATION & BEAUTIFICATION COMMISSION MEETING

Port Angeles, Washington

November 21, 2019

**CALL TO ORDER – REGULAR MEETING:** Commission Chair Winslow called the meeting to order at 6:04 p.m.

**ROLL CALL: Members Present:** Student Representative Jacobsen; Commissioners Forrest, Milburn, Sinton, Tucker, Wojnowski; Chair Winslow.

**Members Absent:** Commissioner Kirsch

**Staff Present:** Director Delikat & Secretary Straits

**APPROVAL OF THE MINUTES:** It was moved by Commissioner Sinton to approve the October 17, 2019 meeting minutes. The motion passed unanimously.

**LATE ITEMS:** None.

**PUBLIC COMMENT:** None.

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

**LEGISLATION:** None.

**GUEST SPEAKERS:** None.

## **DIRECTOR'S REPORT:**

1. **Committee Assignments:** Continued discussion occurred regarding each member of the Parks Commission serving on committees of local partners of recreation. Further discussions regarding the committees will resume in January of 2020.
2. **Departmental Updates:**
  - a) **Park Shop Building:** Parks and Recreation will bring the lease agreement contract to City Council for approval on December 3<sup>rd</sup>. This contract has already been approved by the Port of Port Angeles.
  - b) **Generation II Dream Playground Foundation:** On December 3<sup>rd</sup>, Steve Methner will provide a presentation to City Council regarding the budget for the new Dream Playground. The Foundation received a \$25,000 donation from the Kiwanis earlier this month.
  - c) **Veteran's Memorial Park:** The construction fencing will remain at Veteran's Memorial Park until security cameras have been installed. Cameras are expected to be installed in mid-December.
  - d) **Civic Field Sidewalk:** The Civic Field Sidewalk and Peabody Sidewalk projects were bundled and approved. The project will cost \$100,000. \$75,000 will come from the Lodging Tax Fund and \$25,000 will come from the Real Estate Excise Tax Special Revenue Fund. Director Delikat hopes for the project to be completed by Spring 2020.
  - e) **Laurel Street Stairs:** Sargent Engineers provided the City with a report in early November that included five design options and costs of materials for each design.
  - f) **Zig Zag Inspection:** Sargent Engineers provided the City with an inspection report. The report findings show that the overall structure of the Zig Zag is in good condition. The total cost to repair minor damage due to a shifting hillside, ramp and railing repairs will be \$270,000.
  - g) **Lodging Tax Applications:**
    - (1) **City Pier Railing:** The Parks & Recreation Department has applied for \$75,000 from the Lodging Tax Fund to help cover the cost of installation. Sargent Engineers is currently preparing three design options, which Director Delikat expects to receive in a report by the end of January.
    - (2) **24-Hour Restroom Pilot Project:** The Parks & Recreation Department will apply for \$200,000 from the Lodging Tax Fund for a 24-hour restroom.
    - (3) **Tournaments:** Parks & Recreation has applied for \$80,000 from the Lodging Tax Fund for sports programs and field maintenance.
    - (4) **Lion's Park Mitigation:** A sub-committee consisting of Commissioner Milburn, Commissioner Forrest and Director Delikat gathered to discuss possible next steps for developing Lion's Park.
  - h) **City Council Presentation:** The November presentation was postponed. Director Delikat will provide an in-depth presentation to City Council regarding the Parks & Recreation Department in January 2020.

**ADJOURNMENT:** Chairperson Winslow adjourned the meeting at 6:42 p.m. The next meeting is December 19, 2019, at 6:00 p.m. in the City Council Chambers.

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Iris Winslow, Chairperson

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Jessica Straits, Secretary