

**CITY OF MOUNTLAKE TERRACE
RECREATION AND PARKS ADVISORY COMMISSION
MEETING MINUTES**

May 14, 2019
7:00 p.m.

Recreation Pavilion
5303 228th St SW.
Mountlake Terrace, WA.

PRESENT

Clare McLean
Noah Knodle
Crystal Gamon
Linda Rogers

EXCUSED

Don Enochs, Chair
Keith Edholm
Amelia Anthony

ABSENT

Council Liaison

Councilor Doug McCardle

City Staff

Jeff Betz, Recreation and Parks Director
Ken Courtmanch, Parks and Facilities Superintendent

10 CALL TO ORDER:

Commissioner Rogers called the meeting to order at 7:00 PM

20 ROLL CALL:

The roll was called with Commissioners Rogers, Gamon, Knodle, and McLean present. Commissioner Knodle moved to excuse Chair Enochs, and Commissioners Edholm and Anthony. Commissioner Gamon seconded. Motion passes 4 yes 0 no.

30 APPROVAL OF MINUTES

Approval of the April 9, 2019 Meeting Minutes.
Commissioner Gamon moved to approve the minutes as presented. Commissioner Knodle seconded. Motion passes 4 yes 0 no.

40 PUBLIC COMMENT:

Resident and former RPAC Commissioner Dale Jeramiah introduced himself as a resident near Ballinger Park and wanted to make the RPAC aware of a tree down in the park on the west side near the bridge that has dried out and he is concerned about a fire danger. Superintendent Courtmanch said he would look into it.

50 AGENDA CONSIDERATIONS:

There were no agenda considerations.

60 ORAL OR WRITTEN COMMUNICATIONS:

There were no oral or written communications.

70 OTHER BUSINESS:

70.1 Elect Vice-Chair

Superintendent Courtmanch noted that at the last regular meeting the election of a Vice Chair was tabled. He noted that the RPAC generally will hold Chair and Vice Chair elections in July so the elected Vice Chair would be up for appointment again at the next election. He then opened the floor for nominations. Commissioner Rogers nominated Commissioner Knodle. With no other nominations the floor was closed for nominations. Commissioner Gamon moved to approve the nomination of Commissioner Knodle for Vice Chair. Commissioner McLean seconded. Motion passes. 4 yes 0 no. Vice Chair Knodle began to chair the meeting.

70.2 Memorial Request

Superintendent Courtmanch stated he had been contacted by Kate Pownall who has an interest in donating a memorial bench for her mother who passed away in 2006. Kate's mother was Rose Hanson who lived in Mountlake Terrace at 5306 234th St SW from 1951 until 2006. Kate was four years old when they moved into this house. Her mother was a single mother who raised Kate and her sister in Mountlake Terrace. Kate has an interest in donating a bench at Terrace Creek Park with a small plaque with her name and dates and a whimsical one line tribute to her Mom who loved to quote magazine lines. The Commission discussed the possibility and asked staff to do a background check and discuss final locations. Commissioner Gamon moved to approve a memorial bench in Terrace Creek Park pending approval of location and wording. Commissioner McLean seconded. Motion passes 4 yes 0 no.

70.3 Ballinger Park Project update

Director Betz stated that the City had just released a Request for Qualifications (RFQ) for design of the grant funded water elements at the Ballinger Park Boat Launch and distributed copies of the RFQ. The elements included in the design request include removing tire rip rap, improving the boat ramp, designing a new floating boat dock, and designing a new fishing pier to the north. The RFQ responses are due on June 7th. Staff will score and select a firm based on the received Statements of Qualifications and interviews. Director Betz also described the asphalt trail that will run from the clubhouse to the boat launch which is currently being designed in house by City Engineering staff. Director Betz then produced some conceptual designs for the restrooms at the Boat Launch. The designs are from a manufacturer that supplies restrooms to the state. The design includes four unisex changing rooms and an outdoor shower. Currently staff is having the existing building tested for any hazardous materials. Director Betz then discussed the all-inclusive playground and that it looks to be fully funded. The playground project will likely go out for proposals in late summer or early fall with the intention of installing after the trail is completed. He noted that the RPAC and the NPIS would be heavily involved in the process.

70.4 2019 Work Plan\Adopt-A-Park\Special Event Schedule

Director Betz informed the Commission that the city is beginning the process of starting an ADA Transition Plan. The plan will primarily start with the transportation aspect and will be followed up by a facilities portion that will include city parks and buildings. The plan is intended to prioritize areas where ADA access can be improved so the city can plan how to approach access in the future.

Vice Chair Knodle noted that he felt the Earth Day and Arbor Day event on April 27th went well. He said he enjoyed himself and that the mix of having the Mountlake Terrace Ballinger Organic Garden group, a representative from Plant Amnesty, the MLTDOG, the Mountlake Terrace Senior Center and the information about the Army Corps of Engineers was helpful and informative. Superintendent Courtmanch noted that there were over 50 in attendance and that they removed about 20 yards of debris.

Director Betz reported that proposals for the artwork for the Town Center Plaza had been received and distributed copies of each proposal. He noted that since most Commissioners have attended the plaza public input meetings and that the plaza is being primarily funded with park impact fees that he wanted the RPAC to be apprised of the choices. He noted that the Arts Commission would be making a recommendation before Council for which artist should be commissioned to complete the art work for the Plaza.

80 REPORTS FROM CHAIR AND MEMBERS:

Commissioner Rogers reported that the Mountlake Terrace Garden Club has a couple of hanging baskets left as a fund raiser and if anyone was interested to contact her.

90 REPORTS FROM COUNCIL LIAISON:

Councilor McCardle reported that the next Council meeting is on the 16th and there will be a presentation on homelessness and at the same meeting they will be discussing the purchase and sale agreement of the Tasoff property adjacent to Terrace Creek Park.

100 STATUS REPORT:

Director Betz and Superintendent Courtmanch reported on the May status report.

Director Betz noted that staff have been meeting with the Army Corps of Engineers to move the feasibility study forward. He also noted that there is a planned maintenance closure for the recreation pavilion on June 17th for one week. Work to be completed include deck work around the pool, painting, lobby restroom improvements, and the indoor playground will be getting new toys, paint and flooring.

Director Betz also noted that in July both he and Superintendent Courtmanch may not be available for the July RPAC meeting and we will be discussing the possibility of a cancellation at the meeting in June.

Superintendent Courtmanch informed the Commission that the Ballot Drop Off Box at the civic campus has been relocated to the west side of the Library parking lot and will be ready for use for the upcoming elections.

110 AGENDA RECONSIDERATION:
There were no agenda considerations.

120 ADJOURNMENT:
As there were no further items for discussion, Vice Chair Knodle adjourned the meeting at 8:09 p.m.