

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

August 13, 2019
7:00p.m.

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

PRESENT

Don Enochs, Chair
Noah Knodle, Vice Chair
Amelia Anthony
Keith Edholm
Crystal Gamon
Clare McLean
Audrey Meyer

EXCUSED

ABSENT

Council Liaison

Councilor Doug McCardle

City Staff

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

10 CALL TO ORDER:

Chair Enochs called the meeting to order at 7:00 PM

20 ROLL CALL:

The roll was called with Chair Enochs, Vice Chair Knodle, and Commissioners Anthony, Edholm, Gamon, McLean and Meyer present.

30 APPROVAL OF MINUTES

Approval of the June 11, 2019 Meeting Minutes.
Commissioner Gamon moved to approve the minutes as presented. Commissioner Edholm seconded. Motion passes 7 yes 0 no.

40 PUBLIC COMMENT:

There was no public comment.

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 Chair

Chair Enochs opens the floor for nominations. Commissioner Edholm nominated Commissioner Enochs. Commissioner Knodle Seconded. Motion passes 7 yes 0 no.

70.2 Elect Vice Chair

Chair Enochs opened the floor for nominations. Commissioner McLean nominated Commissioner Knodle. Commissioner Edholm seconded. Motion passes 7 yes 0 no.

70.3 NPIS Appointment

Superintendent Courtmanch stated that the Neighborhood Park Improvement Subcommittee representative for Terrace Creek Park Austin Welker moved out of town and became ineligible to continue his membership on the subcommittee. As a result Superintendent Courtmanch had contacted Sarah Bayle who had filled out an application for Commission membership and lived in the half mile radius of the park required for representation on the NPIS. Sarah Bayle replied with a letter addressed to the RPAC with a request to represent the park. Commissioner Gamon read the letter to the Commission.

Commissioner Edholm moved to appoint Sarah Bayle to represent Terrace Creek Park on the Neighborhood Park Improvement Subcommittee. Commissioner Gamon seconded. Motion passes 7 yes 0 no.

70.4 Town Center Plaza Naming Policy

Director Betz noted that the Commission had been involved in the development of the Town Center Plaza adjacent to the new City Hall. He stated that there is an interest in naming the plaza after former Mayor Jerry Smith. Director Betz then produced a copy of the current naming policy and the criteria required to name the park. The policy states that there would be a review by the RPAC who could then make a recommendation to the Mountlake Terrace City Council. Director Betz noted some of the achievements of the late Mayor Smith and asked the Commission for their consideration. The Commission held a round table discussion and the consensus of the group was that they had an interest, though were also interested in gathering further input from residents. The Commission asked if the city could gather some online input and discuss at the next RPAC meeting. Director Betz said he would look into getting a survey on line and staff would inform the Commission when the survey is available.

Commissioner Gamon moved to table the discussion on this agenda item to the next regular RPAC meeting. Commissioner Edholm seconded. Motion passes 7 yes 0 no.

70.5 Recreation and Park Agreements Update

Director Betz discussed current agreements and updates that the Recreation and Parks Department has with other entities and projects. The discussion included an update to a use agreement with the Edmonds School District for the exchange of use of facilities and an update to the field use agreement with non-profit youth groups for the field use at Forest Crest Playfield. Director Betz also discussed the agreements for upcoming grants including the Recreation Conservation Office grant for Youth Athletic Fields of \$350,000 for the Evergreen Playfield project which will be going before Council as well as an update on the Verdant Grant for the same project that is currently being negotiated. Director Betz also noted that the Land Water Conservation Fund grant of \$250,000 for play equipment at Ballinger Park is also being completed and should be ready to go before Council in October. Superintendent Courtmanch noted that the Snohomish County Small Capital Project Partnership grant agreement for \$5,000 will also be going before the Council at the end of August.

70.6 Open Public Meetings Act Presentation

Superintendent Courtmanch produced a packet for each Commissioner including information from the Attorney General’s Office concerning the Open Public Meetings Act (OPMA). He stated that the training is required for board and commission members appointed by council within 90 days of being appointed and a follow up every four years. He noted that with two new members the timing was appropriate to go over the information. Superintendent Courtmanch then proceeded to go over the entire presentation with the Commission.

80 REPORTS FROM CHAIR AND MEMBERS:

Commissioner Meyer noted that there has been conversations about Veterans Memorial Park and the garbage collecting around the park and the library. She suggested possible volunteer efforts on a regular basis. Commissioner Edholm noted that he could bring the suggestion to the Neighborhood Park Improvement Subcommittee meeting for discussion.

90 REPORTS FROM COUNCIL LIAISON:

Councilor McCardle reported that Forterra is scheduled for the next Council meeting which was recommended by the RPAC. The Council will also be reviewing the Youth Athletic Fields Grant agreement.

100 STATUS REPORT:

Director Betz and Superintendent Courtmanch reported on the August status report. Director Betz thanked the Commission for their participation at the National Night Out. He also reported that the Tasoff property purchase has closed and the property is now a part of Terrace Creek Park. Additionally he noted there will be a pool closure on September 3-5 for some mechanical repairs. Superintendent Courtmanch reported that the celebration barbeque for Bicentennial Park is scheduled for August 23rd at 4:00 PM and invited the Commission to attend. He also noted that the Mountlake Terrace Community Foundation has scheduled a concert in the park at Terrace Creek for August 25th.

110 AGENDA RECONSIDERATION:
There were no agenda considerations.

120 ADJOURNMENT:
As there were no further items for discussion, Chair Enochs adjourned the meeting at 8:32 p.m.