

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

September 10, 2019  
7:00p.m.

Recreation Pavilion  
5303 228<sup>th</sup> 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  
Kevin Witte, Athletics Supervisor  
Rose Ploeg, Aquatics Supervisor  
Renee Norton, Support Services Supervisor

**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 August 13, 2019 meeting minutes.  
Commissioner Edholm moved to approve the minutes as presented. Commissioner Knodle 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:**

Superintendent Courtmanch noted that he had been contacted by NPIS member Belinda Riba who holds the position at large. She officially requested to step down from her position after 23 years. He noted that the city would begin a recruitment process to seek a replacement.

**70 OTHER BUSINESS:**

**70.1 Review Recreation Fee Schedule**

Director Betz introduced recreation staff Kevin Witte, Rose Ploeg and Renee Norton. He went on to describe the fee schedule process and that the RPAC generally reviews the recreation fee schedule and makes suggestions and comments prior to recommending that the fee schedule is approved for review by the City Council. The recreation staff produced a PowerPoint presentation for the Commission's review going over each department including the current fee schedule and any changes projected for the coming year.

The Commission reviewed the presentation making comments and some minor suggestions.

Vice Chair Knodle moved to approve the fee schedule with suggested changes. Commissioner Edholm seconded. Motion passes 7 yes 0 no.

**70.2 Town Center Plaza Naming Policy**

Director Betz reminded the Commission that at the August meeting they had discussed the possibility of naming the Town Center Plaza after former Mayor Jerry Smith. The Commission recommended gathering further input from residents and asked staff to put together a survey for input. Director Betz then summarized the comments received from the survey and noted that there were 14 responses. Of those responses, 8 had referenced Jerry Smith in one form or another, one noted Frank Hammer, and most others referenced a name considering the location such as "Town Center" or "City Center". The Commission had a round table discussion concerning all comments.

Commissioner Gamon moved to recommend that the Town Center Plaza be named the "Jerry Smith Town Center Plaza". Vice Chair Knodle seconded. The motion passes 7 yes 0 no.

**70.3 2019 Workplan/Fall Volunteer Event**

Vice Chair Knodle commented that he would like to see ADA accessibility be a part of the work plan moving forward. He then asked the Commission to consider a possible event or idea around having a week that centered around parks. He said his original thought was a play on "Shark Week" and call it "Park Week". He noted that a lot of residents don't know where all the parks are and getting the word out by having people actually visit the parks was the intent. He thought the Commission could recruit the NPIS and have representatives at each park during a certain period of time and doing something during National Night Out, or Tour de Terrace were also possibilities. A round table discussion ensued with numerous ideas and possibilities. Superintendent Courtmanch noted that an NPIS meeting is

scheduled for Thursday September 12<sup>th</sup> and suggested that he and Commissioner Edholm to bring the idea to the subcommittee to discuss what the interest would be and if there were further ideas.

Superintendent Courtmanch reminded the Commission that the Fall Cleanup is scheduled for the following Saturday September 14<sup>th</sup> at 9:00 AM at the Recreation Pavilion and invited all Commissioners to attend.

**80 REPORTS FROM CHAIR AND MEMBERS:**

There were no reports.

**90 REPORTS FROM COUNCIL LIAISON:**

Councilor McCardle thanked the Commission for recommending that the Council see the presentation from Forterra about urban forests, and that it was well received by the Council and directed staff to look further into working with the group. He also reported that Coffee with the City was scheduled at the Pavilion for Wednesday at 6:00 PM. He further noted that the next Council meeting on Thursday September 12<sup>th</sup> would include Town Center discussions as well as a report on a storm water rate study and invited the Commission to attend.

**100 STATUS REPORT:**

Director Betz and Superintendent Courtmanch reported on the September status report. Director Betz also noted that staff will be working with Forterra to do a basic tree assessment in the following spring. He also noted that there are numerous upcoming items for current park projects and that there is a new web page with information on park projects and invited the Commission to take a look on the city website. He further noted that staff had completed a tour with Senator Salomon at Ballinger Park that went well. Superintendent Courtmanch stated he has been contacted by an Eagle Candidate who has an interest in updating the play area at Bicentennial Park. He also noted that the Girl Scout Troop that did the invasive plant removal in Lake Ballinger is scheduled for Council recognition on October 7<sup>th</sup> and invited the Commission as well as requested that the Chair or Vice Chair be in attendance to assist in reading the certificates of appreciation.

Superintendent Courtmanch then thanked those in attendance at the Celebration at Bicentennial Park on August 23<sup>rd</sup>.

**110 AGENDA RECONSIDERATION:**

There were no agenda considerations.

**120 ADJOURNMENT:**

As there were no further items for discussion, Chair Enochs adjourned the meeting at 8:38 p.m.