

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

October 8, 2019  
7:00p.m.

Recreation Pavilion  
5303 228<sup>th</sup> St SW.  
Mountlake Terrace, WA.

**PRESENT**

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

**EXCUSED**

Amelia Anthony

**ABSENT**

**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, Edholm, Gamon, McLean and Meyer present. Commissioner Knodle moved to excuse Commissioner Anthony. Commissioner Edholm seconded. Motion passes 6 yes 0 no.

**30      APPROVAL OF MINUTES**

Approval of the September 10, 2019 meeting minutes.  
Commissioner Edholm moved to approve the minutes as presented. Commissioner Gamon seconded. Motion passes 6 yes 0 no.

**40      PUBLIC COMMENT:**

Mountlake Terrace resident Dale Jerimiah (7106 230<sup>th</sup> St SW) noted that his property is adjacent to Ballinger Park and wished to comment that he felt the park staff was doing excellent work in removing the blackberry and thistle within the park and enjoyed watching the remote machine they were utilizing to complete the work which reminded him of the movie character WALL-E. He said he just wanted to come to a Commission meeting and pass along his thanks.

**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 NPIS Appointment**

Superintendent Courtmanch reminded the Commission that at the last meeting he announced that long time NPIS member Belinda Riba had resigned from the subcommittee after 23 years. The city had done some recruitment efforts and received one application to fill the position from Wendy Westby. He noted that this was for the position at large so the half mile requirement was not in effect. Superintendent Courtmanch noted that he had contacted the applicant and she was still interested. The Commission held a round table discussion concerning the appointment.

Vice Chair Knodle moved to appoint Wendy Westby to the Position at Large on the Neighborhood Park Improvement Subcommittee. Commissioner Edholm seconded. Motion passes 6 yes 0 no.

**70.2 Adopt a Park Policy Review**

Director Betz distributed a draft of an Adopt a Park policy for Commission review. He then went over the draft by each section and the Commission made comments and suggestions. Comments included a possible change or addition to the name and front page to make the program more inviting to all. Other suggestions included devising a recognition system that would entice some of the local businesses to get involved without leaving out the individual and family efforts. Suggested possible recognition included notation in the city newsletter or Craze magazine, recognition on the city's website or installation of a sign at the location of the adopted area. The group further discussed the possible requirements or milestones that may be needed to be reached to receive different levels of recognition. Director Betz noted that he would take the suggestions and make some changes to the draft then bring an updated draft back to the Commission.

**70.3 2019 Workplan/Fall Volunteer Event**

Superintendent Courtmanch informed the Commission that in early 2020 the RPAC would be presenting the 2020 work plan to the Council at a workshop meeting. He said he would bring the presentation that the Commission had completed last year to the next meeting for the Commission to review and make suggestions for an update to the 2020 plan presentation.

Director Betz noted that the Jerry Smith Town Center Plaza design is moving along and there are some design elements that are still being discussed including the final design of the water feature. He distributed some examples of water feature concepts that included types of water jets, lighting, and seating. The Commission reviewed the concepts and made suggestions to the possible configuration of the water feature design. The consensus of the group was to

include seating along the entire feature with lighting in the seating area as well as jets inside the main body with programmable lighting and possibly an inner wall to allow for a waterfall effect. They did express an interest in keeping it easy to maintain.

Superintendent Courtmanch noted that had brought the idea of a park event in the future such as “Shark Week” to the NPIS as suggested and the subcommittee was highly interested and had numerous ideas for an event.

**80 REPORTS FROM CHAIR AND MEMBERS:**

Vice Chair Knodle noted that he wanted to thank park staff for the volunteer effort on September 14<sup>th</sup> and felt that it was a fun event. He also wanted to thank staff for the recognition presentation for the Girl Scout Troop at the last Council meeting.

Commissioner Gamon noted that she would be on a cruise with family during the next RPAC meeting and asked to be excused.

**90 REPORTS FROM COUNCIL LIAISON:**

There was no report.

**100 STATUS REPORT:**

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

Director Betz also noted that staff had been notified that the LWCF grant for the Ballinger playground equipment had been approved for over \$250,000. This is in an addition to the Hazel Miller Grant of \$250,000. Director Betz let the Commission know that there will be a public input process including the RPAC and NPIS for the design of an inclusive playground.

**110 AGENDA RECONSIDERATION:**

There were no agenda considerations.

**120 ADJOURNMENT:**

As there were no further items for discussion, Chair Enochs adjourned the meeting at 8:40 p.m.