

**CITY OF MOUNTLAKE TERRACE  
RECREATION AND PARKS ADVISORY COMMISSION  
MINUTES (Approved April 13, 2010)**

March 9, 2010  
7:00 p.m.

Recreation Pavilion  
Mountlake Terrace, WA.

**PRESENT**

Linda Rogers, Chair  
Joe Skidmore, Vice Chair  
Gerald Conner  
Keith Edholm  
Ann Nygaard  
Andrew Funk

**EXCUSED**

Chris Shields

**ABSENT**

**City Council Liaison**

Rick Ryan (not able to attend)

**City Staff**

Don Sarcletti, Recreation and Parks Director  
Ken Courtmanch, Parks and Property Management Superintendent

**10 CALL TO ORDER:**

Chair Rogers called the meeting to order at 7:00 p.m.

**20 ROLL CALL:**

The roll was called with Commissioners Conner, Edholm, Nygaard, Funk, Vice Chair Skidmore and Chair Rogers present. Commissioner Edholm made a motion to excuse Commissioner Shields. Commissioner Funk seconded the motion. Motion passed 6 yes 0 no.

**30 APPROVAL OF MINUTES:**

Commissioner Edholm made a motion to approve the February 9, 2010 minutes as presented. Commission Nygaard seconded the motion. Motion passed 6 yes 0 no.

**40 PUBLIC COMMENT:**

Chair Rogers welcomed members of the Neighborhood Parks Improvement Subcommittee (NPIS) - Belinda Riba, Sandi Pistole and Sandy Van Sickel.

**50 AGENDA CONSIDERATIONS:**

There were no other agenda considerations.

**60 ORAL AND WRITTEN COMMUNICATIONS:**

There were no oral and written communications.

**70 OTHER BUSINESS:**

**70.1 NPIS/RPAC Work Plan Review.**

Vice Chair Skidmore and Chair Rogers provided an update on the RPAC work plan for 2009/10. Chair Rogers gave an overview of the progress being made on the Wayfinding/Signage projects. Vice Chair Skidmore reported on master planning work at Terrace Ridge Park, Bicentennial Park and Firefighters Memorial Park.

Director Sarcletti reminded the RPAC about the upcoming meeting with the City Council on Thursday May 13. Director Sarcletti said that last year's presentation is available tonight for RPAC's review and comment. Superintendent Courtmanch and Director Sarcletti reviewed the power point presentation. Chair Rogers suggested the presentation include efforts that are being made to maintain the status of the parks especially during difficult economic times and listing the types of improvements going forward into 2010.

The RPAC discussed the presentation and suggested updating some of the pictures and to include a list of accomplishments and improvements that were made to each of the parks in 2009.

Commissioner Edholm inquired about the Eagle Scout project at the disk golf course and the possibility of including this project in the presentation. Superintendent Courtmanch said that the Eagle Scout is working directly with Seattle Disk Golf President, Lowell Shields however; the project has yet to be approved.

**70.2 Joint Meeting with City Council – May 13.**

Director Sarcletti said the upcoming meeting with the City Council will be on Thursday May 13 at the interim City Hall. Superintendent Courtmanch mentioned the May RPAC meeting will be held on Tuesday May 11<sup>th</sup>.

**70.3 Approve In Kind Services Projects in Lieu of Ballfield Rental Fees.**

Director Sarcletti reported on the In Kind Service Projects that have been proposed by the Mountlake Terrace Youth Athletic Association. Director Sarcletti said the In Kind Service Policy provides opportunities for youth sport organizations to reduce their field rental fees by performing certain projects. The projects list includes soccer goals replacement, fencing improvements at Ballinger and Evergreen Playfields, purchasing moisture absorbing material for all ballfields and constructing concrete dugout pads at the Forest Crest baseball field.

Director Sarcletti recommended the RPAC approve the In Kind Services Projects list as presented. Commissioner Edholm made a motion to approve the In Kind Services Projects in lieu of ballfield rental fees. Commissioner Conner seconded the motion. Motion passed 6 yes 0 no.

**70.4 MTYAA – Evergreen Playfield Snack Bar/Score Booth Use**

**Agreement.** Director Sarcletti reported the Mountlake Terrace Youth Athletic Association (MTYAA) has operated the Evergreen Playfield concession stand and score booth since 1977. As part of the concession agreement, the City requires MTYAA to provide specific projects during the year in return for the franchise right to operate the Evergreen Playfield concession stand.

Director Sarcletti reviewed the 6 projects which include paying for scoreboard repairs, general maintenance/cleaning before tournaments and the Tour de Terrace, providing and spreading bark, purchasing soccer nets, providing portable restrooms at Forest Crest Playfield and purchasing and spreading infield mix at Forest Crest Playfield.

Director Sarcletti recommended RPAC approve the projects presented by MTYAA as part of the Evergreen Playfield Snack Bar Concession and Broadcast Booth Contract for 2009. Commissioner Edholm inquired if MTYAA would be operating the concession stand since they are having difficulty finding volunteers. Director Sarcletti, said that MTYAA is trying to find volunteers to operate the concession stand.

Commissioner Edholm made a motion to approve the projects as presented by the MTYAA as part of the Evergreen Playfield Snack Bar Concession and Broadcast Booth Contract for 2009. Commissioner Conner seconded the motion. Motion passed 6 yes 0 no.

**80 REPORTS FROM CHAIR AND MEMBERS:**

Vice Chair Skidmore mentioned that the City’s web site should be expanded to include additional information about what types of items that are considered “recyclable” at the Transfer Station since curb side pick-up is no longer available.

Vice Chair Skidmore reported on the activities of the Off Leash Dog Park including volunteer clean-up parties that have been scheduled.

**90 REPORTS FROM COUNCIL LIAISON:**

No reports from Council Liaison.

**100 STATUS REPORT:**

**100.1 Department Status Report –March 2010.**

Director Sarcletti and Superintendent Courtmanch reported on the items in the March 2010 Status Report.

**110 AGENDA RECONSIDERATION:**

There were no agenda reconsiderations.

**120 ADJOURNMENT:**

As there were no further items for discussion, Chair Rogers adjourned the meeting at 8:05p.m.

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