

**CITY OF MOUNTLAKE TERRACE  
RECREATION AND PARKS ADVISORY COMMISSION  
MINUTES (Approved August 10, 2010)**

July 13, 2010  
7:00 p.m.

Recreation Pavilion  
Mountlake Terrace, WA.

**PRESENT**

Linda Rogers, Chair  
Gerald Conner  
Keith Edholm  
Ann Nygaard  
Chris Shields

**EXCUSED**

Joe Skidmore, Vice Chair  
Andrew Funk

**ABSENT**

**City Council Liaison**

Rick Ryan (N/A)

**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 Edholm, Nygaard, Shields, Conner and Chair Rogers present. Commissioner Edholm made a motion to excuse Vice Chair Skidmore and Commissioner Funk. Commissioner Shields seconded the motion. Motion passed 5 yes 0 no.

**20.5 Election of Chair and Vice Chair.** Commissioner Conner nominated Chair Rogers for Chair and Vice Chair Skidmore for Vice Chair. Commissioner Edholm nominated Ann Nygaard for Chair. There were no other nominations for the position of Chair. Chair Rogers received 3 votes and was reelected as Chair. Commissioner Nygaard received 2 votes. Commissioner Edholm nominated Commissioner Nygaard as Vice Chair. There were no other nominations. Commissioner Nygaard received 5 votes and was elected Vice Chair.

**30 APPROVAL OF MINUTES:**

Vice Chair Nygaard made a motion to approve the July 13, 2010 minutes as presented. Commissioner Conner seconded the motion. Motion passed 5 yes 0 no.

**40 PUBLIC COMMENT:**  
There were no public comments.

**50 AGENDA CONSIDERATIONS:**  
There were no agenda considerations.

**60 ORAL AND WRITTEN COMMUNICATIONS:**  
Chair Rogers provided Commissioner Shields with a certificate of appreciation presented at the Boards and Commissions Barbecue.

**70 OTHER BUSINESS:**

**70.1 RPAC 2010 Work Plan.** Commissioner Shields reported on the status of the map for the Interurban Trail. Commissioner Shields said the contact person from Community Transit is on vacation and would be back in 2 weeks. Commissioner Shields said that she will contact this person once he gets back. Commissioner Shields further described the Interurban Trail projects that are underway in the City of Lynnwood. Commissioner Shields also reported on kiosk signs.

**70.2 Update on Summer Recreation Programs.** Director Sarcletti reported on the Summer Recreation Programs. Director Sarcletti mentioned summer programs are well attended and said that 97 kids recently participated in the Basketball Camp held at Mountlake Terrace High School. Director Sarcletti also mentioned that summer camps are averaging over 100 kids per week and summer swim lessons are operating at 95% capacity with 11 different sessions offered. Director Sarcletti also mentioned that the Marlins Summer Swim Team is the largest in years with 130 kids participating and noted that public swims are often filled to capacity.

**70.3 Upcoming Community Events – Tour de Terrace and National Night Out.** Director Sarcletti reminded the RPAC about upcoming special events including Tour de Terrace and National Night Out. Director Sarcletti said the City will have a booth at both events and asked if RPAC would be interested in helping at the booth. Director Sarcletti said that he would send out an e-mail to the RPAC about volunteering at the Tour de Terrace and at National Night Out.

Chair Rogers commented on the volunteer effort at Bicentennial Park and the idea of having a Fall Clean-up Event. Commissioner Shields suggested having a larger Community Clean-up/Potluck event. Commissioner Edholm mentioned the potential liability of having a pot luck and concern with people getting sick. Director Sarcletti commented that packaged foods would be a safer situation rather than having people bring food that was prepared at home. Director Sarcletti also suggested the possibility of having some entertainment at the event.

Superintendent Courtmanch said the contact person from the LDS Church would like to continue the work that was started at Bicentennial Park and perhaps a park on the west side of the City on September 11<sup>th</sup>.

Superintendent Courtmanch mentioned approximately 40 people from the LDS Church participated in the Spring Clean-up Event. In addition, Superintendent Courtmanch reported that he will be submitting projects for this year's United Way Day of Caring Program scheduled for September 24 & 25.

RPAC discussed the idea of having a City event as well and identified September 25<sup>th</sup> as a potential date for a volunteer clean-up event. The RPAC also discussed having the United Way Day of Caring Program on September 24<sup>th</sup>. The RPAC will discuss the volunteer clean-up events at the August 10<sup>th</sup> meeting.

Superintendent Courtmanch reported on the NPIS and their interest to replace the tire with a new swing set at Terrace Ridge Park.

Superintendent Courtmanch said this could be a volunteer effort.

Superintendent Courtmanch said that NPIS is scheduled to review the plan on Thursday and their final will be brought back to RPAC in August. Superintendent Courtmanch said that he would order the play equipment once RPAC approves the project and hopefully the play equipment will arrive by September 25<sup>th</sup>.

RPAC discussed the approval process and suggested moving forward with the project rather than waiting until August for RPAC approval as long as there are no changes from what has been proposed. Commissioner Edholm made a motion to approve the NPIS recommendation in concept for the playground equipment with the understanding that any changes from the original plan would need to be reviewed by RPAC. Vice Chair Nygaard seconded the motion. Motion passed 5 yes 0 no.

**80 REPORTS FROM CHAIR AND MEMBERS:**

Vice Chair Nygaard reported that the gate at the dog park where wood chips are delivered is blocked by concrete barriers. Superintendent Courtmanch said that he would contact Public Works to have the concrete blocks removed away from the gate.

**90 REPORTS FROM COUNCIL LIAISON:**

There were no reports from Council Liaison.

**100 STATUS REPORT:**

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

Director Sarcletti and Superintendent Courtmanch reported on programs and projects identified within the July 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 8:10 p.m.