

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

August 11, 2020  
7:00 p.m.

Remote Meeting Via  
Telephone or Teleconference

**PRESENT**

**EXCUSED**

**ABSENT**

Don Enochs, Chair (Via Teleconference)  
Noah Knodle, Vice Chair (Via Teleconference)  
Clare McLean (Via Teleconference)  
Audrey Meyer (Via Teleconference)  
Keith Edholm (Via Teleconference)  
Amelia Anthony (Via Teleconference)  
Billy McKeever (Via Teleconference)

**Council Liaison**

Steve Woodard, City Council Liaison (Via Teleconference)

**City Staff**

Jeff Betz, Recreation and Parks Director (Via Teleconference)  
Ken Courtmanch, Parks and Facilities Superintendent (Via Teleconference)

**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, McLean, Meyer, Anthony, and Edholm present.

**30      APPROVAL OF MINUTES**

Approval of the July 14, 2020 meeting minutes.  
Commissioner McLean moved to approve the minutes as presented. Commissioner Meyer seconded. Roll call 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 2020 Work Plan**

Superintendent Courtmanch reported on current projects including Ballinger Restrooms, the Evergreen Playfield #1 project, the Ballinger trail project between the Boat Launch and the Senior Center and the water elements at the Boat Launch that includes the fishing pier, floating dock, and boat ramp improvements.

Director Betz informed the Commission that the Recreation and Parks Open Space plan will be starting and that staff has a kickoff meeting set for the following day with Conservation Technix who will be the consultant on the project. He noted that the meeting is to put together the roles for the consultants and staff as well as to start the information gathering process to assist in putting together a comprehensive plan. He informed the Commission that they will be included in upcoming meetings and that the process will be on going for the next year.

Director Betz additionally informed the Commission that a number of items scheduled to go before the Council had been pushed out due to the pandemic and many are being rescheduled for late summer and early fall including the Adopt a Park Policy, an Arbor Day proclamation, and the Tree City USA award.

Director Betz also discussed the interest in some public input meetings for the Playground at Ballinger as well as some final input for the E-1 project. He noted that Park and Recreation Staff has met with our Public Relations Director and are working out some details on how that can be achieved. A round table discussion was initiated with the Commission on some ideas on how to reach the public including utilizing the library, some possible drop in meetings, social media and Zoom or Webinar meetings with breakout rooms. The discussion also included ideas and basic concepts for the Ballinger Playground.

Superintendent Courtmanch reminded the Commission that the Fall volunteer effort was tentatively planned for September 12<sup>th</sup>. He suggested that those who could be available be prepared but also noted that unless the current status changed it is likely that the event would be cancelled.

**80 REPORTS FROM CHAIR AND MEMBERS:**

Chair Enochs commented that he watched the video of the RCO presentation by Park Staff and he felt it was very well done.

**90 REPORTS FROM COUNCIL LIAISON:**

Councilor Woodard reported that over 24,000 masks have been distributed by city staff to the community. Councilor Woodard also reported that the City is developing a Diversity, Equity and Inclusion Commission and are currently recruiting for members. He also noted that though the city budget has been hit hard by the pandemic it appears it may not be as bad as originally considered.

**100 STATUS REPORT:**

Director Betz and Superintendent Courtmanch reported on operations in light of the current pandemic.

Director Betz noted that a few staff members have been brought back from furloughs including dance instructors who will be starting an “On-Line” program for dance.

Director Betz also noted that there have been discussions concerning the annual tree lighting ceremony. Issues include the location at E-1 as well as construction work planned for the Tower. Ideas include getting a new tree and holding an event at the Jerry Smith Town Center Plaza if allowed.

Superintendent Courtmanch reported that he had been contacted by a few Eagle Scout Candidates interested in starting to put together projects in the Mountlake Terrace Parks.

**110 AGENDA RECONSIDERATION:**

There were no agenda considerations.

**120 ADJOURNMENT:**

As there were no further items for discussion, Chair Enochs adjourned the meeting at 7:54 p.m.