

**LYNNWOOD PARKS AND RECREATION BOARD  
MEETING MINUTES  
March 5, 2014**

10. Call to Order – The meeting was called to order at 7:00 pm.

20. Roll Call

Boardmember Aldrich	Director Sordel
Boardmember Cheek	Parks Planner Cowan
Boardmember Gilbertson	Project Manager Bond
Boardmember Hildebrandt	Project Manager Victor
Boardmember Megill	Administrative Assistant Flesher
Councilmember Goodwin (Liaison)	
Councilmember AuBuchon	

30. Approval of Minutes. February 5, 2014. Approved.

40. Written Communications – None.

50. Public Comments – None.

60. Comments from Boardmembers.

Boardmember Hildebrandt mentioned the feet first organization, which promotes walkable communities. This group held “walk and talk” sessions at the first two light rail stations in Bellevue and Capitol Hill. She suggested that Lynnwood work with them in the future. Parks Planner Cowan noted that the Economic Development Department has already started thinking about pedestrian connections relative to City Center and Sound Transit light rail.

Boardmember Cheek reported that he had attended a steering committee meeting for the Celebrate event and had the opportunity to vet the submissions for the call for performers.

Boardmember Megill mentioned a letter in the NRPA magazine that talked about adult sporting events that are trending, i.e. Color Runs. Those events bring people in, promote health and wellness, and offer fun activities. There was also an article about Portland’s Parke Diem event to help the department complete projects with citizens and corporate sponsors. He suggested Lynnwood consider something similar on a smaller scale.

Boardmember Aldrich mentioned that he had visited some disc golf courses and was impressed by how these can be set up with minimal impact to the existing parks.

70. Resolutions and Other Business.

70.1 Scriber Corridor Study. Director Sordel introduced Jared Bond and Robert Victor from the Public Works Department.

Public Works is beginning a study of a segment of Scriber Creek. They want to create an advisory committee of stakeholders of the general area, including Wilcox Park and Scriber Lake Park, to look at flooding problems as well as water quality and habitat issues. Scriber Lake has phosphorous and algae blooms. There is flooding by Wilcox Park during a 2-year storm (1.5 inches in a 24-hour period). There are flooding issues at Casa del Ray condominiums. Other issues include roadway and structure flooding, and lack of adequate riparian habitat. Staff checks for issues regularly during storms and period of heavy rain.

The 2009 Stormwater Comprehensive plan identified replacement of undersized culverts in the area. The concern is that increasing the size of one culvert might just move the

problem downstream or create a new problem. Staff wants to look at the situation holistically and come up with an overall plan and schedule. They want to hear from people closest to the issue to understand what they see and what happens beyond what the models predict. They want to hear ideas for solutions. All options are on the table and will be considered; no project has been decided or predetermined at this time. The partnerships, and stakeholder involvement, participation and buyoff, are critical to the project. The committee will meet 4-5 times, once per month, beginning in March or April. Staff anticipates a committee of 10-13 people. Meeting dates and times will be determined by the group. Technical background is not a requirement or even expected.

Staff wants input from the Parks, Recreation & Cultural Arts Department, and the Board, because this will touch the parks. There are opportunities to make some changes to improve the system and reduce flooding. It might be possible to change the use of or expand parks. The goal is to incorporate everyone's ideas and start vetting a suite of recommendations to guide staff through the next phase of engineering studies and determining a project list.

Boardmember Gilbertson asked if funding is in place. \$750,000 is appropriated, which should complete the entire study and build at least one project. The study will include funding recommendations and potential sources of money (grants).

Boardmember Gilbertson suggested that the park property on 188<sup>th</sup> could be impacted. He also mentioned a walking corridor that was once talked about. There might be an opportunity to work on these plans.

Director Sordel indicated that this is something to keep in mind as we look at mitigation ideas with Sound Transit. There might be an opportunity to connect all of the parks in the area and tie into City Center. Mr. Victor agreed that this could be great considering the goal to make Lynnwood a walkable community.

Boardmembers Aldrich and Gilbertson agreed to partner to represent the interests of the Board on the Stakeholders Committee.

Director Sordel indicated that the department could provide Master Plan documents for Scriber Lake Park.

70.2 April Meeting Conflict – Volunteer Recognition Dinner. The Board agreed to cancel the April meeting; the next meeting will be held in May.

## 80. Staff Reports.

80.1 Citizen Survey – Input on Questions. Parks Planner Cowan reported that staff had selected a consultant to administer a statistically valid citizen survey and other outreach efforts. Staff wants to be involved in selecting questions that are appropriate for Lynnwood. She asked the Board to brainstorm ideas for questions that could be included in a survey:

- Ask for demographic and income data.
- Take the ideas that have already been given and ask citizens to prioritize or rank those item (rank these four items in order of importance).
- What types of artwork would you like to see in parks?
- Describe your use of camps or teen programs.
- What are the reasons you use recreation center or a particular park?

- What do you see wrong with the parks?
- How could we improve the parks?
- What are your recreation needs outside of parks?
- What parks do you visit outside the city and why?
- Do you use our facilities? Why or why not?
- How do you find out about our services and events?
- How would you (or your culture) like to contribute to our park system or recreation programs?

Boardmember Gilbertson discussed the importance of reaching underrepresented populations. Director Sordel noted that the consultant has an emphasis in this area. Parks Planner Cowan noted that special outreach surveys and intercept surveys will seek to incorporate input from these populations, even if they are not part of the statistically valid survey.

Parks Planner Cowan asked for any other suggestions via email.

#### 80.2 Various Staff Reports:

- Amphitheater Project. The bid opening will be held on March 6. Council approval is anticipated by March 24.
- Meadowdale Playfields. The school district's bond was approved in February. City and school district staff will meet to discuss the scope and cost for the project in anticipation of grant applications to the state, Snohomish County TPA and Verdant Health Commission. Artificial turf is needed on the two multipurpose fields and on the softball infields. Safety issues also need to be addressed. Boardmember Megill suggested the project include a walking trail around the perimeter of the site.
- Budget.
  - Schedule:
    - Tuesday, 3/11 – Mayor and City directors will discuss budget process
    - Wednesday, 3/19 – Budgeting for Outcomes Training @ Council Chambers, 7:00pm
    - Friday, 4/25 – Public meeting (time TBD) at which Board and Commission members can express their ideas and priorities; facilitated with the intention to use this information for a smaller version of a BFO or PoG in preparation for the biennial budget creation
  - Staff met to discuss priorities for the next biennium. As we move forward, Director Sordel will provide a consolidated summary of issues for the Board's information and consideration. Staff plans to hold a joint meeting with the Arts Commission and Diversity Commission to roll out the department's proposed budget in September or October.
- Celebrate Event. Staff is in full planning mode for July 19 event.

- Farmers Market. The City has hired a manager; the market opens June 12 at Wilcox Park.
- Golf Course.
  - Boardmember Cheek asked about the Golf Course. Director Sordel noted that January was one of the best historically. February was not as good because of the weather. The transition has gone very well. Staff is negotiating with Premier for the management of the course maintenance, which is likely to start no later than May 1. Director Sordel believes the staff is adjusting very well and the clientele is happy with the continuity. He believes this will also be the case with the maintenance side of the agreement.
  - The City and Edmonds Community College plan to begin renegotiating the lease agreement soon.
  - Boardmember Megill suggested meeting at the Golf Course in June with a presentation from Premier.
  - Director Sordel is confident the Golf Course turned a profit in 2013; he is awaiting final budget numbers.
- Seabrook Property Acquisition. Director Sordel briefed the Board. Boardmember Gilbertson called Lund's Gulch a jewel in the park system, important for its protection of the salmon habitat.
- Arbor Day. Staff plans invite Boardmembers (and Arts Commissioners) to help plant trees in late April or early May on the south side of the amphitheater to help stabilize the slopes.
- Boardmember Aldrich asked if the Golf Course still participates in the Audubon program.
- The Boardmembers thanked Parks Planner Cowan for her service to the City and the Board.

90. Messages from the City Council. Councilmember Goodwin indicated that Council is thrilled about the Farmers Market and the amphitheater improvement project. We're excited and trying to get geared up for an exciting and busy summer. He thanked the Board for all of their work; it helps Councilmembers do their job.

100. Adjournment – The meeting was adjourned at 8:40 p.m.