

**LYNNWOOD PARKS AND RECREATION BOARD
MEETING MINUTES
February 4, 2015**

10. Call to Order – 7:03 p.m.

20. Roll Call

Boardmember Bluford	Councilmember Goodwin
Boardmember Gilbertson	Director Sordel
Boardmember Hanson	Deputy Director Olson
Boardmember Hildebrandt	Administrative Assistant Flesher
Boardmember Megill	
Boardmember Thompson	

30. Approval of Minutes – January 7, 2015. Approved.

40. Written Communications – None.

50. Public Comments – None.

60. Comments from Boardmembers.

Boardmember Bluford is pleased that the Golf Course continues to do well despite heavy rainfall totals.

Boardmember Gilbertson is delighted that the approved budget includes a building maintenance budget for the Recreation Center. He is also pleased to see that the Arts Commission is partnering with the engineering firm for City Center. He is hopeful that the City will make progress on the potential purchase of the Seabrook property.

70. Resolutions and Other Business.

70.1 City Comprehensive Plan Review. Deputy Olson introduced the draft Parks, Recreation and Open Space element of the City’s Comprehensive Plan. The draft includes formatting changes and revisions from the leadership team has rewritten the summary of issues section and made other changes throughout the document. The deadline for staff to submit final edits is Friday, February 13.

Boardmember Hanson commented that the document contained a lot of good stuff and asked whether the Board ever identifies its priorities for the year? Director Sordel noted that more of that will come when the PARC Plan is drafted. He reported that the draft would be reviewed by the Planning Commission and then presented to City Council for adoption.

Deputy Olson mentioned that certain types of funding require that projects be included in the City’s Comprehensive Plan. There should also be alignment with other City documents, i.e., budget, vision, strategic planning and capital facility planning documents.

Boardmember Megill noted that the Board’s goals align with the department and City goals, dependent upon available funding.

Director Sordel highlighted the Summary of Issues section, which will be important in developing the PARC (Parks, Arts, Recreation and Conservation) Plan. A study regarding potential funding options for parks and recreation will also be an important piece of work in 2015. Deputy Olson noted that staff will work with the Board on the PARC Plan at future meetings. She reported that there is a new “Community Character” chapter in the City Comprehensive Plan.

Director Sordel noted that the department’s work is very collaborative – with other City departments, the Edmonds School District, Edmonds Community College, etc. There is an important piece of our mission.

Boardmember Gilbertson noted that it will be important to highlight the changing character of Lynnwood. The City falls further behind each year in meeting level of service standards, which puts pressure on the general fund. Deputy Olson noted that the Parks, Recreation and Open Space element reflects on the changing demographics of the City, and this is expanded in the Community Character chapter.

Director Olson noted that the team agreed to focus on the current City limits in this document until there is a commitment to annexation. Staff is aware of issues in the MUGA, but we cannot influence that right now. We have longstanding needs and issues within our City limits.

Boardmember Gilbertson noted that, in Seattle, they will be taking a close look at urban villages and their impact. Deputy Olson noted that the City is planning for population growth with land use requirements that speak to sidewalks, open space, connectivity and livability.

Boardmember Gilbertson asked whether the City has options to weigh in on land use decisions for areas that could be annexed into the City. Director Sordel has spoken with the County’s Parks & Recreation Director about this. The City does have opportunity to provide input about potential lack of amenities, traffic issues, etc., when County permitting is open for comments. If the County isn’t buying land or providing park space in these areas, it puts enormous stress on the City’s park facilities close to the boundaries. Deputy Olson noted that Conservation Futures funding for land purchases is a major contribution from the County, but we also need funding for active parks.

Boardmember Hildebrandt asked about Policy P-2 regarding new park development. She suggested a mention of making improvements to existing parks that are below standard. Deputy Olson noted that we could add a policy and a strategy regarding deferred maintenance and the need for capital renewal.

Boardmember Thompson asked what undeveloped parks look like and if there is a minimum park standard? The undeveloped park space bumps up the numbers for the chart on page 9. She wondered if there would be a benefit in splitting those numbers up. If the undeveloped space doesn’t meet minimum requirements then it is an unusable space.

Boardmember Gilbertson asked the City is looking at an opportunity fund for new acquisition in case some open space becomes available in the City limits. Director Sordel indicated that this might come out of the PARC Plan and funding feasibility study. Deputy Olson noted that the level of service study will evaluate existing conditions and service gaps.

Boardmember Thompson suggested some mention of light rail and park and/or trail connections.

Deputy Olson asked the Board to email any additional thoughts or comments to her by Tuesday, February 10.

70.2 PARC Plan Survey Questions. Deputy Olson introduced the new draft survey which focuses on the community's level of satisfaction and priorities/values/needs. Staff received the survey on Monday and has not yet made edits.

Q2. Boardmember Hildebrandt asked about the phrase "provide multi-cultural programs." Deputy Olson suggested "provide opportunities for different cultures to interact." She mentioned a few additional wording changes: "help people build healthy lifestyles," "promote health and wellness," "engage and respond to the changing needs of the community," and "address needs of low income."

Q3. Deputy Olson mentioned a few changes: "older adults (62+)," "before/after school care." She noted that the question regarding alcohol in rental facilities does not belong in Question 3. Boardmember Hildebrandt thought the introductory question seemed awkward.

Q4. Boardmember Hildebrandt suggested adding "lack of transportation" and/or "too crowded."

Q9 and Q10 include the responses in the question – repetitive.

Q11. Boardmember Megill asked about the phrase "during the seasons of most use." Deputy Olson noted that staff wants to gauge their personal use and the specific season is not important. Boardmember Hildebrandt agreed that the phrase seemed odd. Councilmember Goodwin suggested "during the season you most use it." Deputy Olson indicated that staff would wordsmith this question.

Q12. Lighting safety and level of comfort safety are two separate issues. Boardmember Thompson suggested adding questions regarding drainage and accessibility.

Q13. "Enhance property and home values," "create a desirable place to live," "create a connected community" and "protect history and historical sites and landmarks" will move to Question 2. Boardmember Hildebrandt suggested striking the word "POLICIES" from the question. Deputy Olson noted that some are not facility-related and will be moved.

Q14. Deputy Olson noted that some reorganization of the questions will be done.

Q15. Boardmembers Thompson and Hanson suggested moving “environmental education center,” “community gardens,” “arboretum,” “fishing” and “outdoor walking track” to the Park question.

Q16. Boardmember Thompson suggested that disabled access need to be re-worded (inclusive park design?) as ADA accessibility is a requirement.

Q17. Need to include indoor soccer. Also re-word access for disabled populations.

Q24. Boardmember Hanson noted typo – “PRAC” instead of “PARC.”

Boardmember Hildebrandt suggested a question about the scholarship program.

Boardmember Hanson suggested a question about interest in volunteering.

Deputy Olson reported that the survey will be sent to 3,000 registered voters and will run until we get a minimum of 500 responses. There will be English and Spanish versions.

80. Staff Reports.

80.1 Tree Board Update and Arbor Day Planning. Deputy Olson noted that the Board serves as the Tree Board for the City. She referred to the application for Tree City USA designation included in the packet. She noted that the City has received this designation for the past 15 years. Standards for Tree City USA designation include a Tree Board, a Tree Ordinance, spending a certain amount of money on tree plantings (at least \$2 per capita) and having an Arbor Day observance and proclamation.

There is a tree voucher program at the City – Public Works provides Lynnwood residents with vouchers to use at local nurseries for tree purchases.

Deputy Olson reported that the Arbor Day celebration is tentatively set for Friday, April 24, at 2:00pm. Vine maples and western red cedars will be planted to create an understory at Wilcox Park to help with hillside erosion. Fifth and Sixth graders from Cedar Valley Elementary will come to help us do the planting as part of their curriculum. The Board is invited to attend and participate.

80.2 Staff Report/Project Update. Director Sordel directed the Board to the memo provided in the packet. Deputy Olson discussed upcoming events.

Director Sordel highlighted the opening of the Verdant Wellness Center. Verdant didn't have a strategy to operate the facility after hours and reached out to department staff to operate, manage and staff the facility after hours for the cost of staffing plus an administrative fee. An agreement will be presented to City Council for approval.

90. Messages from the City Council. Councilmember Goodwin indicated that an ongoing concern of the City Council is how to keep up with maintenance of the parks and add additional parks in the future. City Council wants to be able to provide for citizens of the future, but the general fund is taxed by other services. It will be important to have a plan for future funding. He asked to Board to help by spreading the message to citizens about

the importance of parks in a healthy community. The Board's work should include consideration of other potential funding options. Director Sordel mentioned that, between the survey, the level of service study and the consultant's work on funding options, he would be extremely disappointed if we don't soon have a plan for the future. Councilmember Goodwin mentioned that the Council has seen the efforts to move in that direction.

Boardmember Gilbertson asked if it was helpful to inform Councilmembers about the needs. He asked about linking parks to the economic development plan for the City, because parks are economic drivers and create livable cities. The reliance upon the general fund for parks and recreation is not sustainable.

Director Sordel asked Councilmember Goodwin to report back to Council that we are really working to create those ideas with our survey, PARC plan, level of service study and the funding study. Councilmember Goodwin noted that the Council is very set on budgeting for outcomes. Gathering surveys and citizen priorities will help City Council know where to focus in budgeting.

100. Adjournment – The meeting ended at 9:05 p.m.