

**LYNNWOOD PARKS AND RECREATION BOARD
MEETING MINUTES
December 2, 2015**

10. Call to Order – 7:00pm.

20. Roll Call

Boardmember Aldrich	Councilmember Goodwin
Boardmember Gilbertson	Director Sordel
Boardmember Hanson	Deputy Director Olson
Boardmember Hildebrandt	Park Superintendent Peterson
Boardmember Thompson	Administrative Assistant Flesher

30. Approval of Minutes – November 4. Approved.

40. Written Communications – None.

50. Public Comments – None.

60. Comments from Boardmembers.

Boardmember Hildebrandt mentioned a *Seattle Times* article that discussed the benefits of walking in natural outdoor areas.

Boardmember Gilbertson expressed appreciation for staff's hard work day in and day out.

70. Resolutions and Other Business.

70.1 PARC Plan – Park Inventory/Conditions. Deputy Director Olson reported that staff created an exhaustive inventory of the department's capital assets. MIG/SvR completed a thorough review/inspection of the system and developed an asset inventory and conditions assessment. She introduced Brice Maryman of MIG/SvR.

Mr. Maryman identified overall themes in Lynnwood's system:

- The park system is beautiful, well cared for and well loved.
- It is a legacy system with legacy challenges; there is a gradual erosion over time as assets wear out.
- There is a shifting regulatory landscape, which provides opportunities for ADA and playground safety compliance.

An asset inventory provides the foundation of an asset management plan for natural areas and manmade assets within the system and provides an order of magnitude costs for repair and/or replacement.

Mr. Maryman explained that MIG/SvR staff had toured Lynnwood's park system with Lynnwood staff and then performed field measurements and assessments at each park. With that information they then generated an asset rating for features in the parks. Potential ratings were as follows:

- 1 – good condition
- 2 – fair condition
- 3 – poor condition

Mr. Maryman indicated that the playground safety issues generally include liability concerns, making them crucial upgrades to be made in the park system. Boardmember Hanson asked if this is common in other park systems as well. Mr. Maryman replied that it absolutely is.

Park Superintendent Peterson reviewed a deferred maintenance list for Meadowdale Neighborhood Park as an example of the analysis done for each park. Boardmember Hanson asked about the invasive plant removal and whether the City had been doing that work. Park Superintendent Peterson indicated that volunteer groups have been working on invasive plant removal for over ten years. Deputy Director Olson reported that there is a plan to purchase a trailer for volunteer equipment/supplies; more work projects are being planned for 2016.

Director Sordel reported that City Council had authorized \$75,000 in 2016 for facility maintenance needs of the Recreation Center.

Boardmember Thompson understands that playground compliance has a liability issue but suggested that ADA accessibility issues in the parks that could also present a liability. It might be beneficial to include those for each park in the "Additional Opportunities" section.

Mr. Maryman indicated that MIG/SvR didn't find anything terribly surprising in Lynnwood's park system. It is important to have a stable funding base and be proactive in making safety and ADA compliance updates. It is a beautifully maintained system and looks stunning.

Boardmember Gilbertson Mr. Maryman if he could identify high priority ADA issues. Mr. Maryman noted that the law says you need to provide provisions to every type of experience, across the entire system (not necessarily within each park). The focus should be on parks where there is more exposure and more public benefit for the dollars.

Boardmember Aldrich asked if a trail for the blind is required by ADA. Mr. Merriman responded that he doesn't think so. Boardmember Thompson indicated that it is not required but an agency can choose to put down tactile strip if desired.

PARC Plan – Capital Facilities Plan (CFP) Review. Deputy Director Olson indicated that the City's adopted CFP is a 6-year window of scheduled projects. No specific projects are budgeted through the CFP. Staff provided the department's 10-year snapshot in a Draft Proposed Funding Schedule for the 2016-2026.

The Board reviewed each project on the list. Specific comments/questions are detailed below.

City Center Public Art Features: Boardmember Aldrich suggested that the City require the PUD to provide the artwork.

Meadowdale Playfields Soccer Renovation: Director Sordel noted that Snohomish County has committed an additional \$200,000 in funding for this project.

Scriber Lake Park Renovation Phases: Boardmember Gilbertson noted that it will be important to watch for mitigation plans for the Scriber Creek watershed issues. Deputy Director Olson noted that the models don't indicate that there will be any changes at Scriber Lake Park for floodplain control.

Interurban Trail Improvements: Boardmember Thompson announced that she and her colleague at HBB are taking on master planning of a portion of the trail gratis.

Boardmember Hildebrandt suggested linking the proposed list to the condition assessment matrix. Director Olson noted that the items were incorporated into the list with the exception ADA compliance opportunities.

Boardmember Hildebrandt suggested that the projects be ranked according to level of usage at the parks.

Deputy Director Olson indicated that staff's strategy was to focus on trails and connectivity and trail corridors. Town Square Park was the next priority. Other park projects were spread one per biennium, with Rowe Park the priority because it is in a gap area and was designed over ten years ago.

Boardmember Hildebrandt noted that South Lynnwood Park rates very low on the condition assessment matrix and is very popular but has no planned development. It is also an important park because it is located on the trail. Park Superintendent Peterson noted that some of the smaller projects, which could include improvements at South Lynnwood Park, could be completed earlier using the dedicated deferred maintenance funding, if approved.

Boardmember Hildebrandt suggested including some "total" columns for each park.

Boardmember Gilbertson suggested that we get to the low hanging fruit that would make a difference. Acquisition is also critical before the opportunity is gone. A dedicated funding source is going to be important. Director Sordel noted that this would be addressed in the PARC Plan. Boardmember Gilbertson and Boardmember Aldrich agreed that trails always rate very highly and did so with the visioning effort.

Deputy Director Olson noted that a thematic way to describe the highest needs in Lynnwood's park system would be to make them "safe, secure and accessible." The PARC Plan needs to demonstrate where these changes would be made.

Boardmember Thompson recommended the City perform a playground assessment that is outside the scope of the PARC Plan.

Boardmember Aldrich asked for more funding toward acquisition. Boardmember Gilbertson agreed.

80. Staff Reports.

80.1 Staff Report/Project Update. A staff report was provided and discussed.

90. Messages from the City Council. Councilmember Goodwin reported that the Health and Services Commission is getting rolling. He also mentioned the Homelessness Task Force is working with the YWCA to secure and finalize a contract for help in assessing Lynnwood's homelessness issue and what they might do to help. He expressed his appreciation for the City's volunteers.

100. Adjournment – The meeting was adjourned at 9:00 p.m.