

**LYNNWOOD PARKS AND RECREATION BOARD**  
**MEETING MINUTES**  
**August 3, 2016**

10. Call to Order – 7:00pm.

20. Roll Call

Boardmember Aldrich

Director Sordel

Boardmember Hanson

Deputy Director Olson

Boardmember Hildebrandt

Park Superintendent Peterson

Boardmember Thompson

Administrative Assistant Flesher

30. Approval of Minutes – June 1, 2016. Approved.

40. Written Communications – None.

50. Public Comments – Mr. Aaron Wilson of the Snohomish County Sports Commission was in attendance and introduced himself. The Sports Commission works to bring sporting events to the county and develops partnerships with local agencies and sports clubs.

60. Comments from Boardmembers.

Boardmember Hanson noted that the Afro-Latino festival would take place on August 6 and encouraged boardmembers to attend.

Boardmember Hildebrandt mentioned driving through Kenmore and seeing a small glass building, which she researched and learned is Kenmore’s pavilion in its public square or “Town Green.” She asked about the status of Lynnwood’s Town Square Park. Staff is working to move this project to the top of the list of capital priorities and develop a strategy for getting the park built.

70. Resolutions and Other Business.

70.1 Boardmember Reappointment Process. The Board discussed the new reappointment process. Boardmembers with expiring terms who wish to be reappointed should submit written notification to Director Sordel before the end of September.

80. Staff Reports.

80.1 Capital Projects. Deputy Director Olson reported on the status of the City’s capital planning process. Staff briefed the board on the following projects:

- Meadowdale Neighborhood Park Improvements – 19 additional parking stalls and picnic shelter.
- Meadowdale Playfields Renovation – the design team has been selected; they will present various options for field surfacing.
- Deferred Maintenance – improvements need to be made to meet ADA and safety standards.
- Golf Course Parking Lot – 50 additional parking stalls in the green space adjacent to the Pro Shop.
- Off Leash Dog Area @ Lynndale Park

- City Center Parks Master Plan – 2007 plan needs to be refreshed.
- Town Square Park Acquisition and Development
- Recreation Center Parking Lot
- Rowe Park Development – 2004 plan needs to be refreshed for grant eligibility. Boardmember Thompson noted the competitive nature of RCO grants and recommended master planning that shows projects are ready to go.
- Bike/Ped Update and Citywide Corridor Study
- Interurban Trail Improvements
- Scriber Creek Trail Improvements – staff has applied for grant funding; redevelopment opportunities are likely to arise with transit center development.
- Scriber Lake Park Renovation
- South Lynnwood Park Improvements
- Alderwood Middle School Acquisition – potential acquisition opportunity; site shares a border with Heritage Park.
- Neon Signs Exhibit – project of the History & Heritage Board
- City Center Public Art Features – potential plans to screen PUD boxes in City Center
- Strategic Acquisitions – Boardmember Thompson commented that the acquisition need for Town Square and AMS site would represent large strategic acquisition commitments if completed.

80.2 Interurban Trail Master Plan. Deputy Director Olson reported on master planning efforts for Interurban Trail improvements, including meetings with stakeholders and two design charrettes. Boardmember Thompson and the principal, Juliette Vong, of HBB generously donated their time to the project and put a lot of work into the draft master plan.

Boardmember Thompson noted that they wanted to break the trail up based on its character. Different sections have different characteristics including size of buffer and proximity to buildings or freeway:

- southern section has more residential context and wants to be more natural
- transit section is located near transit center adjacent to Scriber Creek Park/Trail and wants to have more urban plazas and gathering spaces
- fitness section with anchor business Experience Momentum in City Center can house fitness elements
- the gateway section has a lot of variability but needs trail surface improvements and could have a trailhead connected to a new mini park

Places for obvious trailheads have been identified; These could include historical or cultural markers, bike service tool racks, drinking fountains and some type of shelter. Mileage markers, wayfinding, seating, and interpretive signs could be added all along trail.

There is some funding available for a trailhead at 40<sup>th</sup> Avenue and Alderwood Mall Boulevard. Boardmember Thompson presented a draft of ideas for this trailhead. Deputy Director Olson noted that the next step for the project is to identify different proposed improvements for each segment in order to go after volunteer service projects or crowdfunding or sponsorship opportunities.

80.3 Budget Status. Director Sordel reported that staff had presented the department budget to the Mayor and Finance team earlier in the day. Finance and the Directors will be fine-tuning and developing priorities over the next month and finding solutions to bridge a gap between projected revenues and proposed expenditures. We messaged key issues going on in parks, recreation, healthy communities and administration. Deputy Director Olson encouraged Boardmembers to take the budget survey available on the City's website. The Mayor will present her proposed budget to City Council on October 10. The department's presentation to Council on October 19. Staff will present the budget to the Board on October 5. The public can speak at any regular meeting of the City Council. Boardmember Hildebrandt encouraged boardmembers to attend and speak at Council meetings.

80.4 Staff Report. A staff report was provided.

Superintendent Peterson reported on a shooting incident that occurred recently at Spruce Park and the steps Park Maintenance and the Police Department have been taking to help deter this type of activity. Staff reduced the size of landscaping at the entrance and throughout the park to maximize visibility. Security cameras have also been installed.

Deputy Director Olson reminded the Board about Love Your Block mini grants and encouraged boardmembers to submit applications.

90. Messages from the City Council. None.

100. Adjournment – The meeting was adjourned at 8:58 p.m.