

**LYNNWOOD PARKS AND RECREATION BOARD**  
**MEETING MINUTES**  
**January 6, 2021**  
**Via Zoom**

10. Call to Order – 6:06 pm.

20. Roll Call

Boardmember Coelho	Director Sordel
Boardmember Darboe	Deputy Director Olson
Boardmember Hernandez	Senior Parks Planner Thompson
Boardmember McKeown	Civil Engineer Hanson
Boardmember Stohr	Administrative Assistant Flesher

30. Approval of Minutes – December 2, 2020. Approved.

40. Written Communications – None.

50. Public Comments – None.

60. Comments from Boardmembers.

Boardmember McKeown asked about the procedure to make comments during a public hearing. Deputy Director Olson clarified that public hearing comments aren't made during the "public comments" portion of the meeting. Boardmember Hernandez asked about Council not voting on an issue the same night as a public hearing. Deputy Director Olson responded that this was a preference of some Councilmembers but not a policy.

70. Messages from the City Council. Councilmember.

80. Resolutions and Other Business.

80.1 Approve 2020 Annual Report of the Board. *Boardmember Hernandez, seconded by Boardmember McKeown, moved to approve the draft 2020 Annual Report of the Board. Motion approved.*

90. Staff Reports

90.1 PARC Plan Update – ADA Review.

Deputy Director Olson reported that staff would be working with the Board in 2021 to complete a robust update to the Park, Arts, Recreation and Conservation (PARC) Plan and outlined the schedule of discussion topics for 2021 Board meetings. She explained the process to adopt various plans and how they drive goals and policies adopted as part of the City's Comprehensive Plan. She reviewed the five goals of the existing PARC Plan:

- Foster Healthy, Active Community
- Create Great Parks & Public Spaces
- Ensure Sound Management & Maintenance
- Prepare for the Future
- Encourage Connectedness

She explained that advancing equity would be a critical feature in the plan updates, with the following definition in mind: Acknowledging that different people start in

different places due to racist historical context and giving everyone what they need to succeed equally. “Equity” is about equal outcomes.

Deputy Director Olson introduced Amie Hanson, Civic Engineer in the Public Works Department. Ms. Hanson is the Project Manager for the City’s ADA Transition Plan. She explained the requirements and the process to develop the City’s ADA Transition Plan. City programs, policies and activities were evaluated for meeting ADA requirements and best practices with a self-evaluation and a physical assessment of all facilities available to the public. Items were then reviewed and prioritized by a focus group. Public and stakeholders will review the draft plan by March 12 and the plan is anticipated to be finalized by April 2021. Ms. Hanson invited the Board to review the plan at a virtual open house between January 11 and March 12 at [www.lynnwoodwa.gov/adatransitionplanopenhouse](http://www.lynnwoodwa.gov/adatransitionplanopenhouse)

Boardmember Hernandez suggested that this seems like a heavy lift and seems to be a roadmap over a considerable amount of time in the future. Ms. Hanson agreed that it will take some time to complete. There isn’t a specific timeline, but the City needs to demonstrate that we have a plan to meet the goals, have committed funding and are making progress.

Boardmember Coelho asked about a specific time commitment. Deputy Director Olson responded that there is no particular pressure but there is always a risk; any person in the community could apply pressure by suing the City. The Department of Justice could also mandate further funding commitment and/or impose compliance deadlines or withdraw federal funding for City projects. Director Sordel added that fines could also be levied for non-compliance.

Boardmember Coelho wondered what drives prioritization. Monica Thompson, Senior Park Planner, noted that each department is responsible for implementation of the ADA Transition Plan for items within its purview. All parks, trails, facilities and programs were reviewed, and 2,300 accessibility barriers were identified. She provided an explanation and some examples of the barrier categories:

Category #1: High priority barriers related to accessibility to a facility: parking, paths of travel (walks, ramps, stairs), doors

Category #2: Barriers related to improving/enhancing access to program use areas: public spaces (transaction counters, conference rooms, offices), restrooms, playgrounds and picnic shelters

Category #3: Barriers related to items that improve access to amenities serving program areas: site furnishings (vending machines, drinking fountains, telephones)

Category #4: Barriers in areas or features not required to be modified for accessibility: no public programs located in this area or duplicate features

She explained various criteria to determine prioritization of barriers and scheduling for implementation. Deputy Director Olson showed the transition plan schedule based on systemwide park elements and park-specific improvements. Items planned to be completed in 2021-2022 include Meadowdale Playfields pathway improvements, Daleway Park restroom renovations, Wilcox Park access improvements and North Lynnwood restroom renovations.

ADA Barrier removal can be completed in various ways and with various budgets. Some are simple and relatively inexpensive and can be completed as maintenance projects. Others are part of larger capital improvement projects. Our intention is to make our parks as accessible as possible; collaboration, combination and creativity are being utilized to be able to remove as many barriers as possible.

Boardmember McKeown asked if the severity of the non-compliance is considered. Deputy Director Olson responded that removing hazards is always at the top of Park Superintendent Peterson's list. The Park Maintenance team is in our parks and trails every day and they know which items are most severe; those items move up on the list.

Deputy Director Olson asked the Boardmembers to consider what changes or new priorities they want to see related to barrier removal or ADA compliance.

Boardmember Hernandez suggestion that, with the city-wide data and emphasis, the PARC Plan needs to reflect the importance of the issues as it is a driver in projects and decision making. She asked what level of detail should be in the PARC Plan update. Deputy Director Olson responded that the narrative section should state that the City has a transition plan and identify the number of barriers and total cost to remove the barriers.

Boardmember Coelho asked if equity plays a part in the prioritization and funding.

Boardmember McKeown asked whether park stakeholders had provided feedback on the prioritization. Deputy Director Olson responded that at least two park stakeholders have been invited to participate on an upcoming focus group.

Deputy Director Olson noted the example of woodchip surfacing, which does meet ADA standards when in perfect condition, but is challenging to maintain. This is a common complaint of wheelchair users about our parks. Boardmember Coelho asked how we fix that. Deputy Director Olson responded that surfacing with engineered wood fiber is the safest and most affordable to maintain. Other materials (synthetic turf, pour in place concrete, rubber tiles) creating solid surfaces are better for people with mobility challenges, but are more expensive, damaged differently and must be maintained differently creating trade offs.

Boardmember Coelho asked about the planned surfacing for the play equipment at South Lynnwood Park. Are we building these improvements into new projects?

Deputy Director Olson responded that the swing set area has woodchips and the main play features have synthetic carpet.

Boardmember Stohr spoke to two different tracks – existing public access maintenance/improvement and moving forward with new development/renovations. We move forward with maintenance and bring non-compliance facilities into compliance. But then, if equity is a grounding principal and the goal is to make the city very inclusive, what policies do we set? We know what the minimum ADA standards are, but what do we want *our* standards to be? How do we weigh inclusivity versus cost? She suggested the policy recommendations should include bringing all non-compliant issues up to compliance. And then setting our own standards for new projects, which might be more than what is required by law. She mentioned Meadowcrest Early Learning Center in Renton, which has a lot of ground-level play opportunities, adaptive swings, roll-on ground level-elements, sway machine, and an

adaptive merry-go-round. All of their surfacing is either hard rubberized surfacing or artificial grass.

Boardmember Coelho asked, if cost is a consideration, whether it make sense to have all of our parks have some inclusive element(s) or if we should condense it into one super accessible park and consider everything else a duplicate. Deputy Director Olson noted that her preference would be to have one site that's fully accessible and then be compliant at every site, as a starting point.

Boardmember Hernandez asked if that would make the park a special use facility. Deputy Director Olson responded that it wouldn't; it would just be designed for inclusivity.

Boardmember Hernandez asked where this would that go in the plan. Would we set a specific goal related to inclusivity in parks and all replacement designs? Deputy Director Olson indicated that staff would take the Board's comments and make the update. This might entail adding another policy statement that speaks to Boardmember Stohr's comments about our standards, and then add action items such as building an all-inclusive Rowe Park.

Deputy Director Olson encouraged the Board to provide any additional written comments/feedback as well.

She asked the board to think about what kinds of public involvement they would like to see us include in our public engagement plan.

- 90.2 Staff Report. A written report was provided. Boardmember Hernandez asked about the ULI study. Deputy Director Olson noted that this would be a discussion topic at the February meeting.

Boardmember Coelho asked about onboarding of maintenance workers. Director Sordel provided an update.

Senior Park Planner Thompson reported the City had been approved for \$2.75 million in grant funding for the Scriber Creek Trail project.

100. Adjournment – The meeting was adjourned at 8:05 p.m.