

LYNNWOOD PARKS AND RECREATION BOARD
MEETING MINUTES
August 5, 2020
Via Zoom

10. Call to Order – 6:00 pm.

20. Roll Call

Boardmember Coelho	Director Sordel
Boardmember Gladysz	Deputy Director Olson
Boardmember Hernandez	Senior Parks Planner Thompson
Councilmember Altamirano-Crosby	Civil Engineer Hanson
	Administrative Assistant Flesher

30. Approval of Minutes – July 15, 2020. Approved.

40. Written Communications – None.

50. Public Comments – Katie McKeown, applicant for the Board, was in attendance.

60. Comments from Boardmembers

60.1 Boardmember Coelho mentioned that he has been working on the South Lynnwood Park Co-Design Committee. He will share more information as they get more details about how the neighborhood is going to develop.

70. Resolutions and Other Business.

70.1 September Meeting Date/Time. The Board discussed changing the next meeting to 6:00pm on September 9. *Boardmember Hernandez, seconded by Boardmember Gladysz, moved to reschedule the September meeting to 6:00pm on September 9. Motion approved.*

80. Staff Reports.

80.1 10-Minute Walk. Deputy Director Olson introduced Public Works Engineer Amie Hanson, the Project Manager for the City’s Connect Lynnwood project. The Park Access Plan is a component of the Connect Lynnwood Plan; the City’s new comprehensive active and accessible transportation plan. Senior Parks Planner Thompson will be assisting with the review of the Park Access Plan. Connect Lynnwood: Active and Accessible Transportation Plan has a variety of goals including planning for improvements to walking and biking conditions through Lynnwood to improve safe access to schools, parks and transit. The goal of the Park Access chapter of the Plan is to identify infrastructure improvements that make trips to parks safe and comfortable for people walking, biking and rolling. The broader 10-Minute Walk goal is to increase access by making sure everyone has a park within a 10-minute walk of their home and that that walk to the park is safe and accessible.

Last year we conducted walk audits to identify issues with the network, i.e., visibility, missing sidewalks, overgrown vegetation, etc. That data is being layered on top of an existing walking and biking conditions analysis. We are working on a recommended list of countermeasures, which are improvements that could be made to address these issues. Examples include enhances bikeways, sidewalks, enhanced crossings, trail connections.

Deputy Director Olson walked through a map and the relevant countermeasure recommendations. She will send the full presentation to the Board for review and comment. Staff will continue to thoroughly review the countermeasures and present them to the public in another round of outreach to solicit feedback in order to finalize the Connect Lynnwood Plan. Review and adoption by the Planning Commission and City Council is anticipated early next year.

Boardmember Coelho suggested that it's a great wish list. Greater connectivity is a compelling argument to make. He noted that the southwest corner of Firwood Drive loop floods a lot and is impassible; it might be good to add that to the list.

Deputy Director Olson indicated all of the countermeasures will be run through a prioritization exercise. Does it improve access to a park or a school? Is it on a transit line? How much does it cost? She encouraged the board to provide input on any missing items.

Boardmember Gladysz asked when ranking and prioritization would take place? Deputy Director Olson responded that the list of countermeasures will go out to the public for feedback. They will then be ranked and prioritized, probably at the end of 2020 or very early 2021. The hope is to have the plan adopted early in 2021.

Boardmember Hernandez asked if the countermeasures would be coordinated or flagged in a way to be incorporated into ongoing projects so that they aren't just on a wish list? Deputy Director Olson noted that there are several ways projects go from priority list to a project. Priority projects will be added to the Transportation Improvement Plan and the Capital Facilities Plan. Some of the projects might get lumped into a park project and be included that way. There is also a list of projects from the Capital Facilities Plan that go into Park Impact Fee rate study if they add new capacity. They might also apply and be added to the ADA Transition Plan. There is a lot of coordination between various planning documents and the City's comprehensive plan. Civic Engineer Hanson noted that some of these could also be integrated into the City's upcoming paving projects. Deputy Director Olson reported that Parks, Public Works and Planning staff work together all the time and we're always looking for opportunities to collaborate. Civic Engineer Hanson agreed that Planning, PW and Parks are all on the Connect Lynnwood plan; there is an integrated team and a lot of awareness. Boardmember Hernandez noted that she was encouraged that they won't just stay on a wish list but could move forward in a coordinated way with other projects. Deputy Director Olson mentioned that some of them could also happen as part of private development. Boardmember Hernandez asked if there was coordination with the schools. Deputy Director Olson responded that staff has had many meetings with school and school district officials. A similar countermeasures exercise was completed with the school district.

Councilmember Altamirano-Crosby asked whether the signage would be translated into other languages. Deputy Director Olson replied that the signs she referred to were the names of parks, so those wouldn't be translated. Other signage could provide opportunities for translation.

Deputy Director Olson noted that she would send presentation to Board and she welcomes input or questions over the next month.

Boardmember Coelho noted that this underscores the benefit of having more voices on the Parks & Recreation Board.

80.2 2021-2022 Budget Update. Director Sordel reported that staff submitted the department budget to the Mayor and Finance Department. The Mayor will present her preliminary budget to City Council in September [actual date is October 12]. We'll have more to go over at our September and October Board meetings. For 2021-2022, our priorities and budgetary request are linked to the City's Vision, Strategic Plan and department plans including the PARC Plan, Arts Plan, History and Heritage Plan and Healthy Communities Action Plan.

We constantly stress the issues with our Park Maintenance operations. We have made a very strong message that this is our core service. We have an aging system with lifecycle issues and we still have lots of work to do. In November, the leadership team got together to look at 2021-2022, and determined that our Park Maintenance staffing was critical. We did our own Budgeting for Outcomes exercise and determined that we could make sacrifices in each of our divisions to fund one Park Maintenance staff person. We never recovered from the recession in 2008. Over the last ten years we've made requests to improve staffing levels for Park Maintenance. And there is extensive work this team has and will be taking on, including tree care on 36th Ave, new South Lynnwood Park, Water Tower and increased use of Heritage Park, and a huge other set of responsibilities.

Recreation has been exceptionally challenged by Covid-19. Explained some of the staffing changes proposed in 2021-2022. Director Sordel reported that the department presentation to Council would be October 26. The Mayor and Finance Director might ask us to make further reductions before the Mayor makes her recommendation to Council. After budget presentations to Council, there could be further refinement.

Boardmember Gladysz thanked Director Sordel for the transparency. It's not great news. He is glad we were able to get Eric Peterson some help in Park Maintenance. He asked about insurance claim. Director Sordel reported that we would be filing the claim next week.

Boardmember Hernandez asked if there could be a way to require businesses to manage their own landscaping. Director Sordel responded that many of these areas are in the City's Right of Way. And Public Works does not do that level of care so we are responsible for it. Deputy Director Olson added that, when the City puts in that type of investment, they don't want a lot of different levels of care and want to make sure to maintain that investment. Boardmember Hernandez suggested that we need to highlight that this is what the City designed and the type of look the City invested in and now it needs to be taken care of. It is going to cost you something. Deputy Director Olson indicated that staff has been careful to make sure City Council knows about these issues when projects are approved.

Boardmember Coelho noted that staff took on a monumental task of reducing the budget. He asked if we had considered outsourcing some of the basic landscaping. Deputy Director Olson replied that it actually isn't more cost effective. The prevailing wage for landscaping firms is more than we pay our staff. We do bring on some seasonal workers in the busier months to do some of the less-skilled work.

Boardmember Coelho asked if this budget is fixed for the next two years. Director Sordel replied that it's what we've submitted today. The Mayor puts the budget together for the City, so we'll wait and see what she puts together. Hopefully what we

submitted will stay intact. But we don't know if more reductions will be needed. If revenue forecasts go down, more reductions could be needed.

- 80.3 Staff Report. A written report was provided. Deputy Director Olson reported that staff is discontinuing the Meet Meet At the Park Program for 2020. Sandlot Cinemas has also been canceled. There might be an opportunity to do a carpool cinema program. More details to come. Director Sordel explained that staff is exploring childcare and camp options with the announcement that schools will be virtual through the end of the year. Boardmember Coelho noted that it is great staff is thinking outside the box. You guys are meeting the challenge.

Director Sordel added that the Golf course has already made up its lost revenue from the 40-day closure and is on track to have its best year since the mid-1990s.

90. Messages from the City Council. Councilmember Altamirano-Crosby expressed that she is happy to serve on the Board and would like to join as much as she can to learn all she can. She looks forward to sharing the needs and projects with City Council.

100. Adjournment – The meeting was adjourned at 7:57 p.m.