CITY OF EDGEWOOD
PARKS AND RECREATION ADVISORY BOARD AGENDA
Thursday, March 7, 2019 – 6pm ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1. CALL TO ORDER

2. ROLL CALL
   • Position 1 – Brian Levenhagen, Chair
   • Position 2 – Diane Kerlin
   • Position 3 – Bill Hilton
   • Position 4 – Caitlyn Remington
   • Position 5 – Jeff Southard, Vice Chair
   • Position 6 – Linda Howard
   • Position 7 – Anne Percival

3. PUBLIC COMMENT

4. STAFF UPDATES

5. APPROVAL OF MEETING MINUTES
   • February 7, 2019

6. OLD BUSINESS
   • 2019 Work Plan
   • Parks Appreciation Day – April 27th, 2019
   • 36th & Meridian Update
   • Parks Municipal Code
   • Parks Inventory

7. NEW BUSINESS
   • Movie Nights – PRAB Participation / Sign-up
   • Nelson Nature Park – Bridge Repair
   • Nelson Farm Park – Farmhouse Renovation
   • Pinedale Pond – PC Conservation Futures Acquisition

8. BOARD MEMBER COMMENTS

9. NEXT MEETING
   • Thursday, April 4, 2019 at 6pm

10. ADJOURN
1. **CALL TO ORDER**
Chair Levenhagen called the meeting to order at 6:00pm

2. **ROLL CALL**
   Present: Brian Levenhagen, Bill Hilton, Caitlyn Remington, Jeff Southard, Anne Percival (Late)
   Absent: Diane Kerlin (Excused), Linda Howard (Excused)
   City Staff: Public Works Director (PWD) Jeremy Metzler

3. **PUBLIC COMMENT** – Jerry Whittig updated the PRAB on the Nelson Nature Park, firewood harvest from last year resulted in 4 cords being delivered to the food bank, getting ready to start harvesting this year. Also noted damage to bridge during January wind storm, some of the railing and decking were destroyed, but appears relatively sound otherwise.

4. **STAFF UPDATES** – PWD Metzler briefed on the following:
   - *Nelson Nature Park Bridge Repair*: Requested direction / guidance from Board, to discuss with Public Works staff and report back to PRAB at March Meeting
   - *E-Mail Policy*: Handed out city-based email logon procedures and reminded PRAB that all e-mail communications need to be done through the city-based email for public records compliance
   - *New Hire*: Reported to PRAB that the City has hired a new Senior Engineer, allowing Public Works Director Metzler to focus on upcoming capital projects, code updates, and future planning efforts

5. **APPROVAL OF MEETING MINUTES**
   C. Remington MOVED, seconded by A. Percival to approve the January 3, 2019 Minutes.
   APPROVED unanimously.

6. **OLD BUSINESS**
   - **36th & Meridian Update:**
     Public Works Director Metzler discussed status of the park design Request for Qualifications, Berger Partnership received the top score through the interview process, contract negotiations underway, targeting contract execution by the end of February (weather permitting). Further discussion regarding required park elements, scope of work, budget, and anticipated schedule.
   - **Parks Municipal Code**: TABLED to next meeting
   - **Parks Inventory**: TABLED to next meeting

7. **NEW BUSINESS**
   - **Parks Appreciation Day:**
     Current plan is to host volunteer opportunities at the Nelson Nature Park on Saturday, April 27th from 10a to 1p. Public Works Director Metzler requested input for quarterly magazine article preparation, PRAB members to provide info by e-mail no later than end of day Wednesday, February 13th. Further discussion regarding messaging, social media coordination, and handout / flyer prep.
   - **Interurban Trail:**
Growing interest in developing a trail route from outside groups. PRAB agreed that the City’s first priority is getting the 36th & Meridian Park design underway, then study potential routes for the remaining Interurban Trail as time and resources allow.

8. **BOARD MEMBER COMMENTS**
   - B. Levenhagen – Attended WWRC / WRPA Lobby Day in Olympia today, discussed several bills and proposals moving through the legislature: new parks financial tools (Special Benefit Districts, Improvement Districts), and HB 1591 (re: homeless camps in parks).

9. **ADJOURN** – 7:10pm