

A photograph of a golf course clubhouse with a large white umbrella, surrounded by tall evergreen trees and a paved path.

APPENDIX A: COMMUNITY SURVEY

To: Jeff Betz, Recreation and Parks Manager
From: Steve Duh, Conservation Technix, Inc.
Date: January 6, 2021
Re: **Mountlake Terrace Recreation, Parks & Open Space Plan**
Community Survey Summary Results

Conservation Technix is pleased to present the results of a survey of the general population of the City of Mountlake Terrace that assesses residents' recreational needs and priorities.

KEY FINDINGS

Mountlake Terrace residents strongly value their parks and recreation facilities.

Nearly all residents (97%) think parks and recreation are important to quality of life in Mountlake Terrace.



Residents are generally very satisfied with existing parks and recreation amenities and facilities.

A large majority of residents (92%) are somewhat to very satisfied with the value they receive from Mountlake Terrace Recreation & Parks for parks, facilities and open space. Half of residents visit at least once a week, often to walk or run (80%), relax (50%), walk or exercise their dog (48%), or visit beaches or the lakefront (39%).

Residents would like to see increased maintenance and upkeep of existing parks as well as additional improvements.

Residents are generally satisfied with the number of park and recreation amenities in Mountlake Terrace, although many would like to see additional trails and picnic areas. Residents are also supportive of all of the potential new park amenities asked about in the survey, and are particularly supportive of wildlife viewing opportunities, all-inclusive playgrounds, performance spaces, and restrooms. Residents also want the City to protect access to nature, trees, and open space for both people and wildlife.

However, many residents cited safety, cleanliness, or maintenance concerns as reasons they do not visit City parks more often. In multiple questions, residents mentioned concerns about playground maintenance, trash, lack of lighting, homeless campsites, and potential criminal activity, such as graffiti and drug use, and expressed a desire for enhanced upkeep of Mountlake Terrace parks.

When it comes to recreation, programs and activities, many residents expressed support for improvements and upgrades to the Recreation Pavilion, particularly the pool and fitness equipment. Residents also expressed a greater interest in performing arts and in adult and senior education, fitness and enrichment classes than in activities geared towards youth or teens. Water-based programs, such as swimming lessons and boating programs were also frequently cited as a need among residents.

SURVEY METHODOLOGY

In close collaboration with City of Mountlake Terrace staff and the Recreation & Parks Advisory Commission, Conservation Technix developed the 16-question survey that was estimated to take less than ten minutes to complete.

The survey was mailed to a random sample of 2,500 households within Mountlake Terrace on October 6, 2019. An online version of the same survey was posted to the City website a few later to allow the mail recipients to receive first notice about the survey. The online survey was available in English and Spanish. Reminder postcards were mailed to the 2,500 households on October 18th. Information about the survey was provided on the City's website home page and on the Plan subpage. It was promoted via social media and in the City Happenings newsletter. The survey was closed on November 23rd, and preliminary data were compiled and reviewed.

In all, 497 responses were completed from the random sample mail survey (19.9% response rate), and 548 responses were captured via the online survey (545 in English and 3 in Spanish) for a total of 1,045 responses. Although households were randomly chosen to receive the mail survey, respondents were not necessarily representative of all City residents, see age demographics below.

Age group	Survey Respondents			MLT Population	
	Mail	Online-only	Combined	Full	Over 20
Under 20	<1%	<1%	<1%	21%	--
20-34	19%	17%	18%	24%	31%
35-44	19%	32%	25%	15%	19%
45-54	16%	19%	18%	12%	15%
55-64	14%	15%	14%	15%	19%
65 and older	32%	17%	24%	13%	16%
Total	100%	100%	100%	100%	100%

This report includes findings of community opinions based principally on mailed survey responses. Each section also notes key differences between different demographic groups and among responses to the online-only survey, where applicable.

Percentages in the report may not add up to 100% due to rounding.

FULL RESULTS

How much do residents value parks and recreation?

Virtually all respondents (97%) feel that local parks, recreation options and open space opportunities are important or essential to the quality of life in Mountlake Terrace. More than eight in ten respondents feel that they are essential; while an additional 16% believe that they are important to quality of life, but not essential. Less than 1% of respondents believe parks are “Useful, but not important”.

Though respondents of all ages value parks and recreation, those between 35 and 44 years of age were significantly more likely to deem them essential to quality of life than other age groups. Respondents with children at home and in various locations, as well as those who responded to the online survey, valued parks and recreation similarly.

1. When you think about the things that contribute to the quality of life in Mountlake Terrace, would you say that public parks and recreation opportunities are...

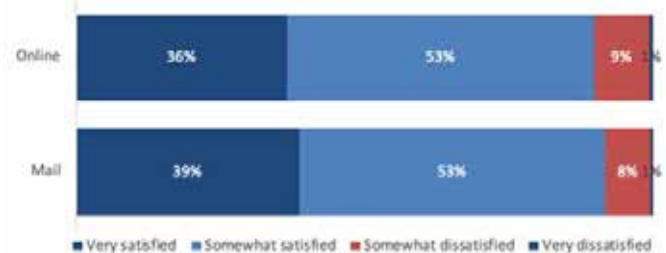
Response options	Mail	Online-only
Essential to the quality of life here	81%	88%
Important, but not really necessary	16%	11%
Useful, but not important	3%	<1%
Not important or don't know	1%	<1%

Are residents satisfied with Mountlake Terrace's recreation facilities, parks, and open spaces?

A large majority of respondents are somewhat to very satisfied Mountlake Terrace's recreation facilities, parks, and open spaces (92% for the mail survey and 89% in the online-only survey). However, one in ten respondents (9-10%) is either somewhat or very dissatisfied.

Respondents between 35 and 44 years of age, who visit parks more frequently than other age groups, were more likely to be dissatisfied with the City's parks (14% versus 4-8% for other age groups). There was no significant difference in satisfaction between respondents with versus without children at home or between respondents who live in various areas of the city.

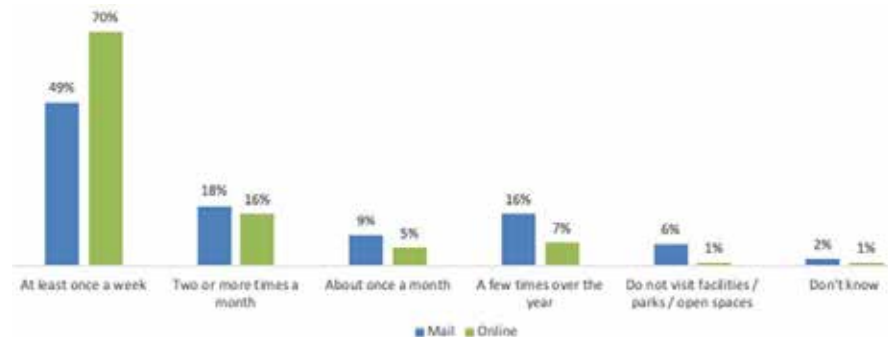
3. Rate your household's overall satisfaction with Mountlake Terrace recreation facilities, parks or open spaces.



How often do residents use Mountlake Terrace's recreation facilities, parks, and open spaces?

Respondents were asked how often they, or members of their household, visited a Mountlake Terrace park, recreation facility, or open space. Respondents tend to visit frequently, with nearly half (49%) of respondents to the mail survey visiting at least once a week and another 27% visiting one to three times per month. Only 16% of respondents visit just a few times per year. Few (6%) did not visit a park last year.

4. Prior to the COVID-19 quarantine, how often did you visit or use Mountlake Terrace recreation facilities, parks, or open spaces?



Online-only survey respondents tended to visit even more frequently than mail respondents, with 70% visiting at least once a week and 91% visiting at least once per month. As compared to other age groups, adults between 35 and 44 are the most frequent users of Mountlake Terrace’s recreation facilities and parks; with nearly three in four responding that they visit at least once per week. Respondents of households with children also visit significantly more frequently than those without children, with participation increasing in correspondence with the number of children in the home. Respondents who live in the southwest portion of the city were more likely than respondents elsewhere to use parks and recreation facilities frequently. One in eight respondents (13%) who live in the northwest quadrant (west of I-5 and north of 228th Street) had not visited any parks and recreation facilities in the last year – higher than respondents in any other area.

Why do residents visit parks?

Respondents visit local parks and recreation facilities for a variety of reasons. The most popular activities are walking or running (80%), followed by relaxation (50%), and dog walking/exercise (48%). More than three in ten respondents visited to enjoy a beach or lakefront (39%) or playground* (31%). Between 15% and 30% of respondents visited parks to ride a bike, use indoor aquatic and recreation facilities*, view wildlife, gather with family, attend a community event*, or use a sports field. Less than one in six respondents visit to use a sports courts*, participate in watersports, or for a recreation class, camp or league*.

With a few exceptions, respondents who responded to the online-only survey visited recreation facilities and parks for similar reasons as respondents to the mail survey. However, relatively fewer online respondents visited to walk or run (69%) while relatively more visited playgrounds (41%), indoor aquatic or recreation facilities (51%), or to participate in a recreation class, camp or league (25%).

Respondents between 20 and 54 were more likely than other groups to visit for playgrounds, water sports, sports fields and courts, classes and camps, and biking. Respondents over 65 were more likely than younger respondents to visit to view wildlife. Some activities, including visiting the lakefront, family gatherings, indoor aquatics and recreation, walking or running, walking dogs, and relaxation were similarly popular with all age groups. Respondents with children in their home were more likely to visit for playgrounds, indoor recreation, family gatherings, or classes and camps than respondents without children.

5. What would you say are the main reasons you visited Mountlake Terrace recreation facilities, parks or open spaces in the past year?

Reason	Mail	Online
Walking or running	80%	69%
Relaxation	50%	46%
Dog walking / exercise	48%	45%
Beach / lakefront	39%	37%
Playgrounds	31%	41%
Bike riding	27%	29%
Indoor aquatic & recreation	26%	51%
Wildlife viewing	26%	27%
Family gatherings / picnics	24%	21%
Community events / concerts	24%	26%
Sport fields	23%	23%
Outdoor sport courts	15%	15%
Watersports / canoeing / kayaking	14%	15%
Recreation class, camp or league	12%	25%

* Due to the COVID-19 pandemic, access to these recreational activities was limited for a portion of the ‘past year’ referred to in the question.

Why don't residents visit more often?

Park and recreation facilities

When asked why they do not visit Mountlake Terrace parks and recreation facilities more often, many respondents responded that they do visit (35%). However, approximately one in six respondents responded that they do not visit more often because of a lack restrooms (17%).

Respondents frequently selected reasons that the City may be able to address, including safety concerns (15%), outdated equipment or facilities (12%), lack of information (12%), maintenance and cleanliness issues (11%), and crowding (10%). In addition, multiple respondents wrote responses citing their age, ability, or the COVID-19 pandemic as reasons they do not visit more. Others mentioned safety concerns and off-leash dogs, or a lack of desired amenities in their response.

Some respondents use parks or facilities provided by other cities or organizations (13%) or are too busy (14%) suggesting that further improvements would not increase their use of parks.

Overall, respondents to both the mail and online-only survey expressed similar reasons for not visiting Mountlake Terrace parks and facilities more frequently. However, online respondents were less likely than mail respondents to be too busy (9%) or lack information (7%). They were more likely to cite outdated equipment (24%) and maintenance or cleanliness issues (17%) as reasons they do not visit more often, as were respondents with children in the home. Younger respondents (under 34) were more likely than other groups to cite over-crowding and a lack of information as reasons they do not visit more often. Respondents between 35 and 44 and those with children at home were more likely to respond that concerns about maintenance or cleanliness were why they do not visit more often. Respondents over 65 were the most likely to cite physical barriers. There were no significant differences in responses between respondents who live in different areas of the city.

Recreation programs

Respondents were also asked why they do not participate in recreation or sports programs offered by Mountlake Terrace. One in three responded that they were not aware of program offerings, suggesting a significant opportunity for the City to improve information and outreach. Between 15% and 20% of respondents cited a lack of desired activities and inconvenient times for programs as the reasons they do not participate. About one in four respondents to both the mail and online survey stated that they are too busy or lack the time to participate in activities. There were no significant differences between other subgroups.

6. Please check all the reasons why your household does not use City of Mountlake Terrace recreation facilities, parks, or open spaces more often.

Reason	Mail	Online
N/A - Does not apply to me	35%	33%
Not enough restrooms	17%	20%
Do not feel safe	15%	15%
Too busy	14%	9%
Other (please specify)	14%	19%
Use those provided by another city, organization, or private club	13%	13%
Outdated equipment or facility	12%	24%
I do not know what is offered	12%	7%
Are not well maintained / cleanliness	11%	17%
Not enough parking	11%	10%
Too crowded	10%	10%
Do not have the right equipment	4%	5%
Barriers to physical accessibility	3%	3%

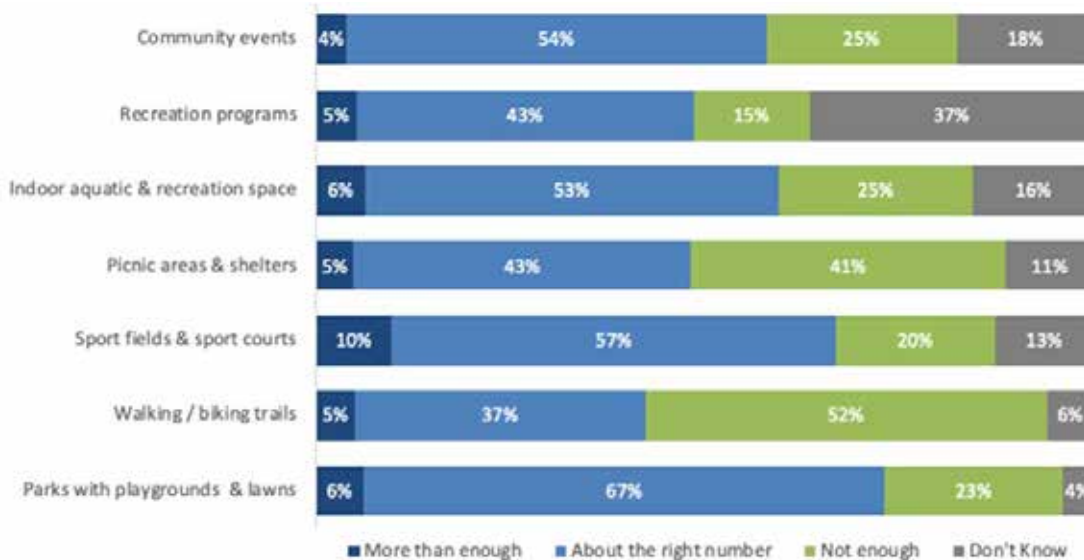
10. If you do not participate in recreation or sports programs offered by Mountlake Terrace, what are your reasons?

Reason	Mail	Online
Not aware of programs	34%	28%
N/A - Does not apply to me	31%	33%
Too busy; No time	26%	21%
Don't have activities I'm interested in	20%	20%
Held at inconvenient times	17%	22%
Other (please specify)	12%	12%
Too expensive / Fees too high	12%	9%
Classes or programs are full	6%	10%
Need child care in order to participate	6%	9%
Poor quality or outdated facilities	6%	10%
Poor quality of programs	2%	3%
Lack of transportation	2%	0%
Held at inconvenient locations	2%	4%

Are residents satisfied with the number and variety of park and recreation options?

A majority of respondents feel that there are enough or more than enough of most types of park and recreation options offered by Mountlake Terrace. However, only a plurality of respondents feel there are enough recreation programs, picnic areas, and walking and biking trails – suggesting some latent demand for facilities of these types.

2. When it comes to amenities provided by the City of Mountlake Terrace for meeting your needs for parks, trails and recreation facilities, would you say there are...

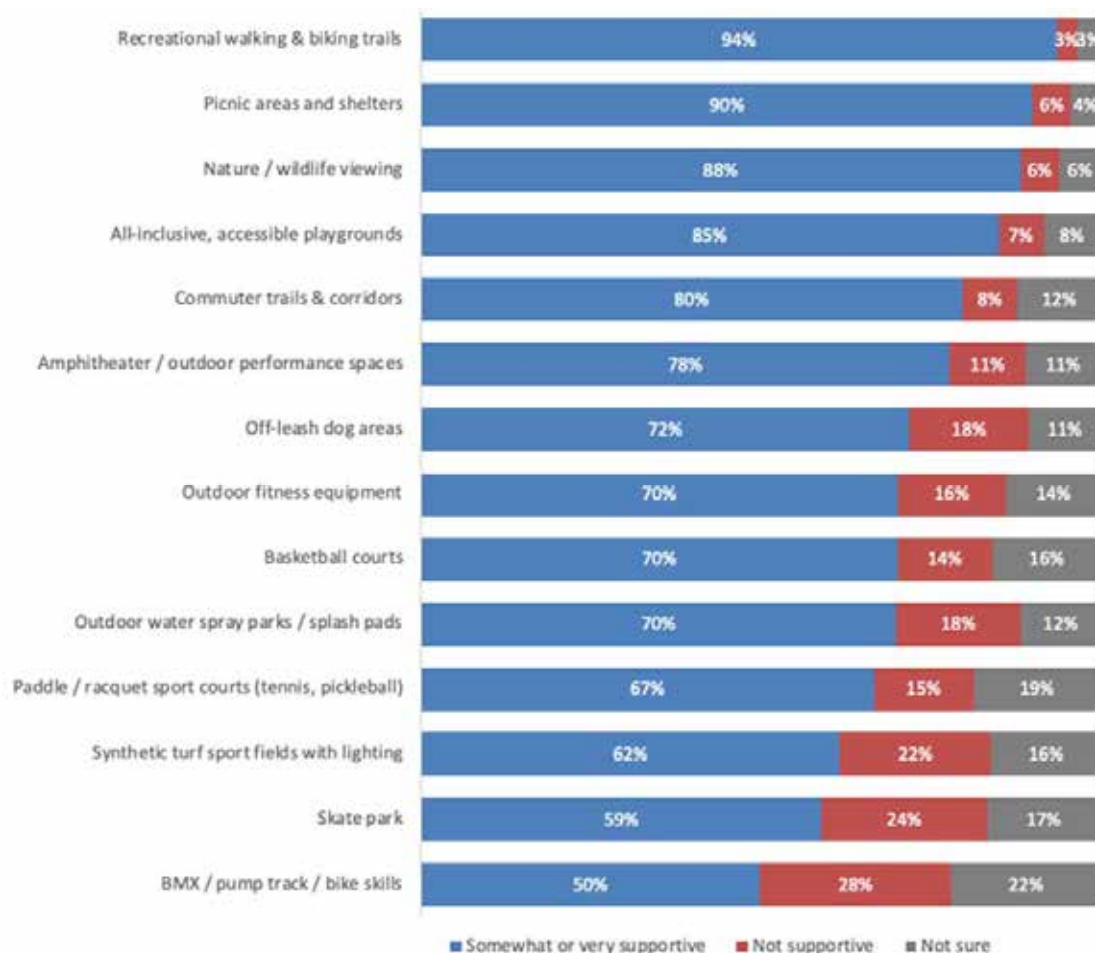


In general, younger respondents (those between 20 and 54 years of age) were more likely than respondents over 55 to feel there are not enough of each of the park, trail and recreation options listed. Respondents with children under 18 in their home were more likely than adult-only householders to feel the City does not have enough of all the parks and recreation options listed. Respondents who live to the west of I-5 were more likely to feel there are not enough parks with playgrounds and open lawns than those who live on the east side, while respondents to the east voiced a higher need for walking and biking trails.

What park improvements would Mountlake Terrace residents like to see?

Respondents are supportive of all of the potential park improvements under consideration by the City. Nearly all respondents (90% or more) are very or somewhat supportive of adding walking and biking trails and picnic areas and shelters. More than three in four are supportive of developing more opportunities for nature and wildlife viewing (88%), all-inclusive playgrounds (85%), commuter trails (80%), and outdoor performance spaces (78%). A majority (between 50% and 72%) of respondents were either somewhat or very supportive of all other improvements listed in the survey.

7. The following list includes park amenities that the City of Mountlake Terrace could consider adding to the park system. Please indicate whether you would be very supportive, somewhat supportive, not sure, or not supportive of each.



Younger respondents (under 54) were more likely than older respondents to support additional walking and biking trails, off-leash dog areas, sports courts, skate parks, splash pads, and outdoor fitness equipment. Respondents with children in their household were more supportive of city investment in synthetic sports fields, BMX/bike skills courses, skate parks, and splash pads than those without children. Respondents who live in the southeast quadrant (east of I-5 and south of 228th Street) were significantly more supportive of adding synthetic sports fields and skateparks than respondents of other areas.

What recreation and park investments would residents prioritize?

Respondents were asked to rank a list of potential recreation, park, and open space investments. Generally, respondents to both the mail and online survey ranked expanding recreational or commuter trails and developing new amenities in parks as their top priorities. Respondents ranked offering additional community events and providing more recreational programs as their lowest priorities in both the mail and online surveys.

There were no consistent differences in priorities between age groups. Respondents with children in their home tended to rate developing new amenities in parks as a higher priority than those without children in the home. Adult-only households tended to rate acquiring land for future parks and natural areas as a higher priority than those with children at home. Respondents did not vary significantly in their priorities depending on which part of the city they live in.

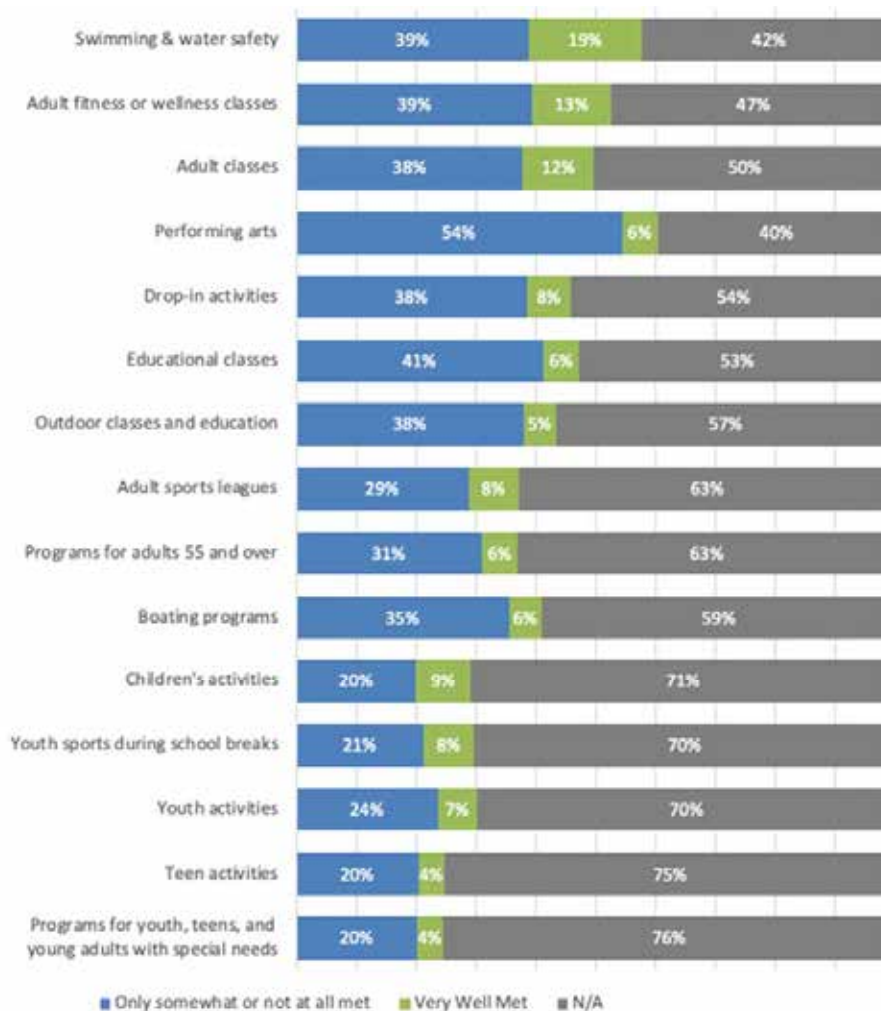
8. For the following list, indicate how you would rank the priority for each...

	Mail	Online
Highest	Expanding recreational or commuter trails	Developing new amenities in parks
	Developing new amenities in parks	Expanding recreational or commuter trails
	Acquiring land for future parks, natural areas	Acquiring land for future parks, natural areas
	Replacing the Recreation Pavilion	Replacing the Recreation Pavilion
	Offering additional community events	Providing more recreation classes & camps
Lowest	Providing more recreation classes & camps	Offering additional community events

What recreation options do residents have a need for?

When it comes to recreational programs and activities, respondents expressed a greater need for adult programs and activities than those geared towards youth or teens. In particular, respondents had a higher interest in seeing more swimming and water safety programs, adult fitness and wellness, adult enrichment classes, and performing arts.

9. For each of the following programs or activities, please indicate how well your household needs are met in Mountlake Terrace.

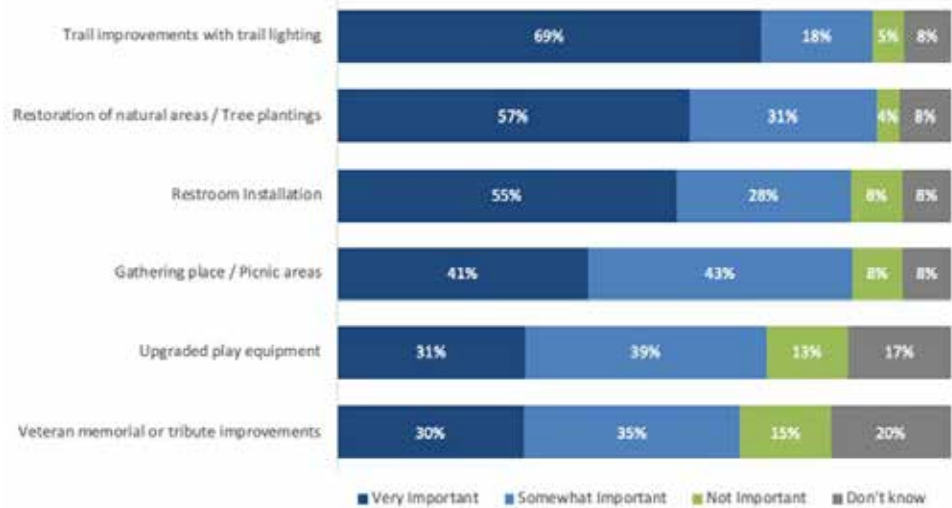


Respondents between 34 and 44 were more likely to state a need for additional adult classes and sports leagues, while those between 45 and 54 had a higher unmet need for youth classes and sports, as well as teen activities. Adults over 55 had the greatest unmet needs for classes and programs specific to people over 55. Households with children were more likely than those without to feel like their need for youth and teen activities were not well met. Respondents who live west of I-5 were significantly more likely than those who reside east of I-5 to feel their need programs for adults over 55 were not met at all.

What do residents want to see in the future Veteran's Park?

When asked about the importance of various potential improvements to Veteran's Park, at least two-thirds of respondents generally felt that all options listed were somewhat or very important to include. Trail improvements and lighting and restoration of natural areas were deemed somewhat or very important by the greatest percentages of respondents (88% each). Slightly fewer respondents (84%) listed restrooms and picnic areas as important features. The fewest respondents felt upgraded play equipment (70%) and a veterans memorial (65%) were important to include in the master plan for the park.

12. The City is preparing a site master plan for Veterans Memorial Park to guide future improvements to the park and strengthen the relationship to the Town Center. How would you rate the following amenities as improvements to consider...?



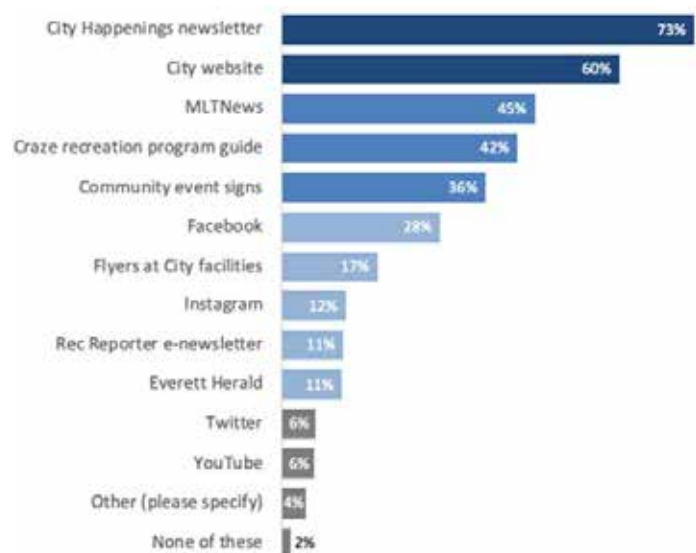
Respondents between 45 and 54 years of age expressed a significantly higher interest in including veterans memorial or tributes to the park as compared to respondents of other ages. Respondents with children at home expressed higher support for upgrading the park's play equipment than those without children at home.

How do residents want to hear about Mountlake Terrace's parks, facilities, programs and events?

The majority of respondents prefer to hear about Mountlake Terrace's parks, facilities, and programs through the City Happenings newsletter (73%) and the City's website (60%). MLT News and the Craze recreation program guide are also popular sources of information, preferred by a plurality of respondents. These sources were popular with respondents to both the mail and online-only surveys.

Fewer than one in three respondents would like to hear about park and recreation opportunities through social media (Facebook (28%), Instagram (12%), Twitter (6%), and YouTube (6%)). However, social media, including Facebook and Instagram, is a significantly more popular source of information for respondents under 44 and for families with children. The City Happenings Newsletter and the Craze recreation guide are preferred at higher rates by older respondents, though all age groups use these printed publications to get information about parks and recreation offerings.

13. Please check ALL the ways you would prefer to learn about Mountlake Terrace's parks, recreation facilities, programs and special events.



There were no significant differences in communication preferences between respondents with children at home and those without or among those living in different areas of the city.

Other Comments

The survey provided respondents with an opportunities to share their ideas and suggestions via open-ended responses. Over 399 respondents (38%) provided written comments. Common themes from these comments include:

- Respondents expressed interest in, and enthusiasm for, a wide variety of park improvements listed elsewhere in the survey, including the development of biking and walking trails, playgrounds, restrooms, sports courts, splash pads, and artificial turf fields.
- Many respondents expressed support for improvements and upgrades to the Recreation Pavilion, particularly the pool and fitness equipment. Respondents also expressed an interest in a wider variety of adult and senior programs as well as expanded swim lessons.
- Numerous respondents expressed a desire for enhanced maintenance, safety, and cleanliness of Mountlake Terrace parks and open spaces. Respondents mentioned concerns about playground maintenance, trash, lack of lighting, homeless campsites, and potential criminal activity such as graffiti and drug use.
- Many respondents want to make sure the City protects access to nature, trees, and open space for both people and wildlife.
- Many respondents responded that they are eager to see additional or improved off-leash dog parks in the City, either because they would use it themselves or because they are concerned about off-leash dogs outside of authorized areas in Mountlake Terrace parks.

A compilation of write-in comments is on file with the Mountlake Terrace Recreation & Parks Department.

Demographics

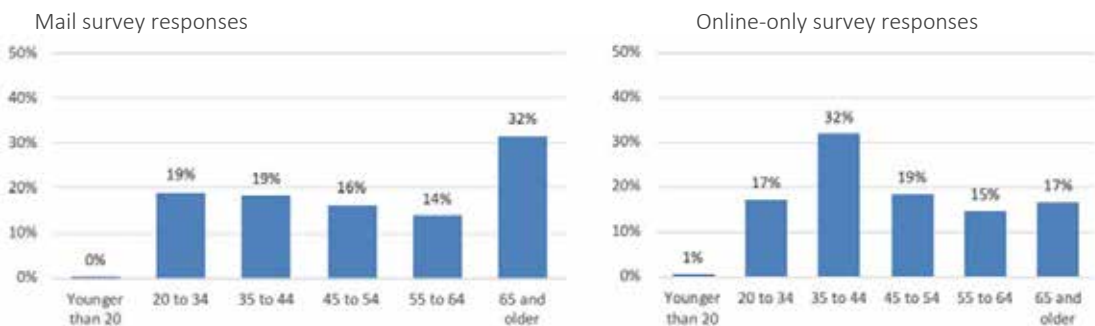
Number of children in household

The majority (73%) of respondents to the mail survey live in households with no children under 18, while about one in four live in a household with either one (12%) or two (12%) children. Less than three percent of respondents live in a household with more than three children. Online-only survey respondents were more likely to live in households with children than respondents to the mail survey.



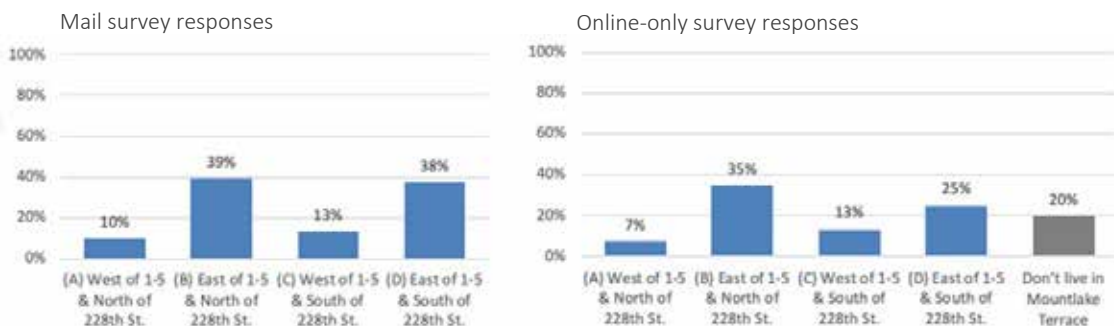
Age

Nearly one-third of respondents to the mail survey were over 65 years of age. Another 14% were between 55 and 64 years, while 16% were 45 to 64 years. There were slightly more responses from younger residents, 19% of responses were from people 35 to 44 and 19% were from those 20 to 34 years of age. Respondents to the online-only survey were predominately 35-44 years old (32%), followed by 45-54 years (19%), with fewer residents over 55 responding.



Location of residence

Just under 80% of mail respondents live east of I-5, roughly split between neighborhoods north of 228th Street and those to the south. About 13% of respondents live west of I-5 and south of 228th Street, with the remaining 10% living in the northwest portion of the city. The mail survey did not garner any responses from people who live outside Mountlake Terrace. Respondents to the online survey were similarly distributed across the city, with slightly higher representation of residents east of I-5. However, a significant portion (20%) of online-only respondents do not live in the city.





Community Survey on Recreation and Parks

Dear Mountlake Terrace Resident:

The City of Mountlake Terrace is beginning a community-led process to update its citywide Recreation, Parks and Open Space Plan (RPOS Plan). We need your help to determine how to prioritize projects and what we should focus on to keep our parks and programs thriving for the next 6-10 years. As an initial step, the City is conducting this short, random-sample survey to assess the community's recreation and facility needs. We understand that COVID-19 has impacted your ability to participate in programs and visit parks this year. We ask that you consider needs for the future as you evaluate recreation amenities. **Your opinions are important to the City. The survey has 16 questions and will only take a few minutes to complete.** Use the QR code to take this survey online at rposplan.com



- When you think about the things that contribute to the quality of life in Mountlake Terrace, would you say that public parks and recreation opportunities are... (CHECK ONE OPTION)
 - ☐ Essential to the quality of life here
 - ☐ Useful, but not important
 - ☐ Important, but not really essential
 - ☐ Not important at all
- When it comes to amenities provided by the City of Mountlake Terrace for meeting your needs for parks, trails and recreation facilities, would you say there are... (CHECK ONLY ONE BOX IN EACH ROW)

	More than Enough	About the Right Amount	Not Enough	Don't Know
Parks with playgrounds & open lawn areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking / biking trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sport fields & sport courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Picnic areas & shelters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Indoor aquatic & recreation space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreation programs (camps & classes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community events (such as Tour de Terrace)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- Rate your household's satisfaction with Mountlake Terrace recreation facilities, parks, or open spaces.
 - ☐ Very Satisfied
 - ☐ Somewhat Satisfied
 - ☐ Somewhat Dissatisfied
 - ☐ Very Dissatisfied
- Prior to the COVID-19 quarantine, how often did you visit or use Mountlake Terrace recreation facilities, parks, or open spaces?
 - ☐ At least once a week
 - ☐ Two or more times a month
 - ☐ About once a month
 - ☐ A few times over the year
 - ☐ Do not visit facilities / parks / open spaces
 - ☐ Don't know
- What would you say are the main reasons your household visited Mountlake Terrace recreation facilities, parks, or open spaces in the past year? (CHECK ALL THAT APPLY)
 - ☐ Playgrounds
 - ☐ Beach / lakefront
 - ☐ Watersports / canoeing / kayaking
 - ☐ Sport fields
 - ☐ Outdoor sport courts
 - ☐ Indoor aquatic & recreation activities
 - ☐ Family gatherings / picnics
 - ☐ Walking or running
 - ☐ Bike riding
 - ☐ Dog walking / exercise
 - ☐ Community events / concerts
 - ☐ Relaxation
 - ☐ Wildlife viewing
 - ☐ Recreation class, camp or league activity (like swim lessons)
 - ☐ N/A - I didn't use any Mountlake Terrace facilities
 - ☐ Other: _____

Use the QR code and take this survey online: rposplan.com

Or send it back in the pre-paid, self-addressed envelope provided. Thank you in advance for participating!



6. Please CHECK ALL the reasons why your household does not use Mountlake Terrace recreation facilities, parks, or open spaces more often.

- | | |
|---|--|
| <input type="checkbox"/> N/A - Does not apply to me | <input type="checkbox"/> Not enough restrooms |
| <input type="checkbox"/> Are not well maintained / cleanliness | <input type="checkbox"/> I do not know what is offered |
| <input type="checkbox"/> Outdated equipment or facility | <input type="checkbox"/> Too busy to go to facilities, parks, or open spaces |
| <input type="checkbox"/> Barriers related to physical accessibility | <input type="checkbox"/> Too crowded |
| <input type="checkbox"/> Do not have the right equipment | <input type="checkbox"/> Use facilities, parks, or open spaces provided by another city, organization, or private club |
| <input type="checkbox"/> Do not feel safe in park, facility or open space | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Not enough parking | |

7. The following list includes park amenities that the City of Mountlake Terrace could consider adding to the park system. Please indicate whether you would be very supportive, somewhat supportive, not sure, or not supportive of each.

	Very Supportive	Somewhat Supportive	Not Supportive	Not Sure
All-inclusive, accessible playgrounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreational walking & biking trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commuter trails & corridors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Off-leash dog areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Synthetic turf sport fields with lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Basketball courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paddle / racquet sport courts (tennis, pickleball)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BMX / pump track / bike skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skate park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Picnic areas and shelters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor water spray parks / splash pads	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nature / wildlife viewing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor fitness equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Amphitheater / outdoor performance spaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. For the following list, indicate how you would rank the priority for each (1st priority is highest and 6th priority is lowest). Use each ranking number only once.

	Higher Priority				Lower Priority	
	1 st	2 nd	3 rd	4 th	5 th	6 th
Developing new amenities in parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Expanding recreational or commuter trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Acquiring land for future parks or natural areas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Replacing the Recreation Pavilion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing more recreation classes & camps	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Offering additional community events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



Community Survey on Recreation & Park Preferences

9. For each of the following programs or activities, please indicate how well your household needs are met in Mountlake Terrace.

Type of Amenity	Very Well Met	Somewhat Met	Not At All Met	N/A
Adult classes, such as arts, crafts or music	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult fitness or wellness classes (aerobics, yoga, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult sports leagues, such as soccer or softball	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Boating programs, such as sailing, kayaking, paddleboarding or rowing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Children's activities, such as supervised after-school programs or summer day camps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational classes, such as technology, natural history, safety or health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor classes and education, such as fishing, environmental or orienteering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing arts, such as community theater or concerts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programs for adults 55 and over, such as drop-in activities, trips or health	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programs for youth, teens, and young adults with special needs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Swimming & water safety, such as classes or for fitness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drop-in activities (gymnasium, game room, computers, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teen activities, such as drop-in facilities, trips or camps during school breaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth activities, such as fitness, music, arts or crafts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth sports programs and camps during school breaks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. If you do not participate in recreation or sports programs offered by Mountlake Terrace, what are your reasons? (CHECK ALL THAT APPLY)

- | | |
|--|--|
| <input type="checkbox"/> N/A - Does not apply to me | <input type="checkbox"/> Classes or programs are full |
| <input type="checkbox"/> Not aware of programs | <input type="checkbox"/> Need child care in order to participate |
| <input type="checkbox"/> Don't have activities I'm interested in | <input type="checkbox"/> Too busy; No time |
| <input type="checkbox"/> Poor quality of programs | <input type="checkbox"/> Lack of transportation |
| <input type="checkbox"/> Poor quality or outdated facilities | <input type="checkbox"/> Too expensive / Fees too high |
| <input type="checkbox"/> Held at inconvenient times | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Held at inconvenient locations | |

11. Please share any additional needs for amenities, facilities, programs, special events or activities that you may have in Mountlake Terrace.

12. The City is preparing a site master plan for Veterans Memorial Park to guide future improvements to the park and strengthen the relationship to the Town Center. How would you rate the following amenities as improvements to consider for Veterans Memorial Park?

	Very Important	Somewhat Important	Not Important	Don't Know
Upgraded play equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trail improvements with trail lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Restoration of natural areas / Tree plantings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gathering place / Picnic areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Restroom Installation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Veteran memorial or tribute improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

13. Please check ALL the ways you would prefer to learn about Mountlake Terrace's parks, recreation facilities, programs and special events.

- | | |
|---|---|
| <input type="checkbox"/> City website | <input type="checkbox"/> Everett Herald |
| <input type="checkbox"/> City Happenings newsletter | <input type="checkbox"/> Community event signs |
| <input type="checkbox"/> Facebook | <input type="checkbox"/> Flyers at City facilities |
| <input type="checkbox"/> Instagram | <input type="checkbox"/> Craze recreation program guide |
| <input type="checkbox"/> Twitter | <input type="checkbox"/> Rec Reporter e-newsletter |
| <input type="checkbox"/> YouTube | <input type="checkbox"/> None of these |
| <input type="checkbox"/> MLTNews | <input type="checkbox"/> Other: _____ |

The following questions help us understand whether we have a cross-section of the community responding to this survey. Please provide a response to each question, and remember your answers are confidential.

14. How many children under age 18 live in your household?

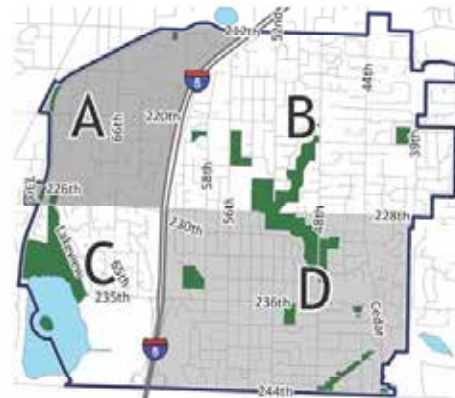
- | | |
|----------------------------|------------------------------------|
| <input type="checkbox"/> 0 | <input type="checkbox"/> 2 |
| <input type="checkbox"/> 1 | <input type="checkbox"/> 3 or more |

15. What is your age?

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Younger than 20 | <input type="checkbox"/> 45 to 54 |
| <input type="checkbox"/> 20 to 34 | <input type="checkbox"/> 55 to 64 |
| <input type="checkbox"/> 35 to 44 | <input type="checkbox"/> 65 and older |

16. In which section of Mountlake Terrace do you live?

- ☐ (A) West of I-5 & North of 228th St.
☐ (B) East of I-5 & North of 228th St.
☐ (C) West of I-5 & South of 228th St.
☐ (D) East of I-5 & South of 228th St.
☐ Don't live in Mountlake Terrace



Thank you for taking the time to complete this survey!

Your input will help guide the development of the Mountlake Terrace Recreation, Parks & Open Space Plan.

Take this survey online with the QR code or at: rposplan.com

Learn more about Mountlake Terrace parks and trails, and stay informed about the RPOS Plan process at <http://cityofmlt.com/389/Parks-Trails>




The City of Mountlake Terrace is using the services of a consultant team who specializes in park and recreation planning.

Please return your completed survey in the enclosed pre-paid, Return-Reply Envelope addressed to:

Conservation Technix Inc.
PO Box 12736
Portland, OR 97212

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APPENDIX B: TEEN SURVEY

To: Jeff Betz, Recreation and Parks Director
From: Steve Duh, Conservation Technix, Inc.
Date: March 3, 2021
Re: **Mountlake Terrace Recreation, Parks & Open Space Plan**
Teen Survey Summary Results

Conservation Technix is pleased to present the results of a survey of the general teen population of the City of Mountlake Terrace that assesses residents' recreational needs and priorities.

SURVEY METHODOLOGY

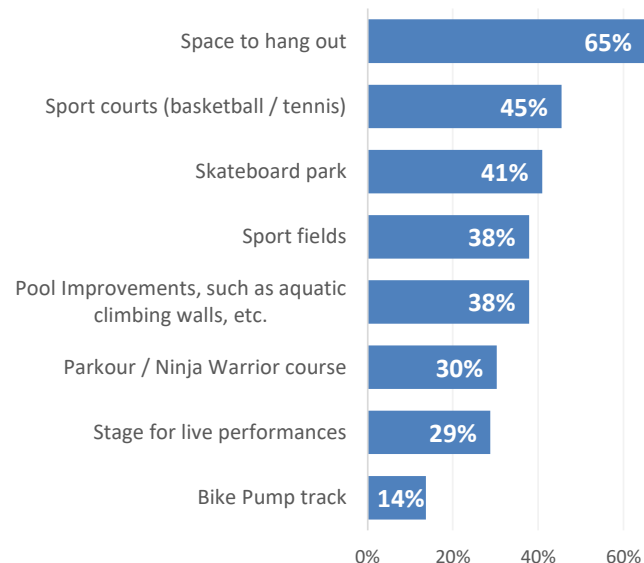
City of Mountlake Terrace staff developed a short 6-question survey to explore the recreational interests of local teens. The online-only survey was promoted at Brier Terrace Middle School and Mountlake Terrace High School in December 2020. In all, 66 responses were collected. This report summarizes the findings of teen opinions based on survey responses. Percentages in the report may not add up to 100% due to rounding.

FULL RESULTS

What park improvements would Mountlake Terrace teens like to see?

Two-thirds of teen respondents (65%) indicated an interest in a space to hang out. Approximately two in five respondents noted an interest in additional sport courts (45%), a skateboard park (41%), sport fields (38%) and improvements to the pool (38%).

1. What would you like to see added or improved in Mountlake Terrace?
(Check all that apply)

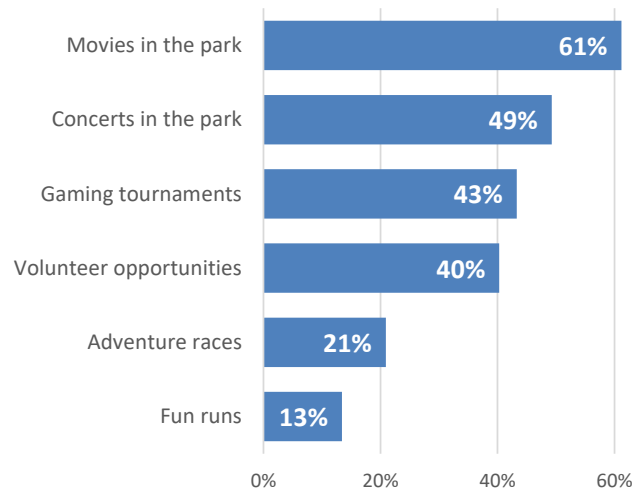


What events or activities would teens do?

Considering opportunities to engage teens in larger community events or activities, they were asked about which activities they would go to from a list provided. A majority of respondents (61%) indicated interest in movies in the park, and about half indicated interest in concerts in the park.

Gaming tournaments and volunteer opportunities were supported by approximately 40% of teen respondents. Adventure races and fun runs had the lowest response (21% and 13%, respectively).

2. Which of the following would you go to?



Which recreation programs would teens register for if offered?

Teens were asked which programs they might register for if they were available. A majority (63%) preferred game nights. Approximately two in five respondents would register for e-sports (46%) or art classes and workshops (42%).

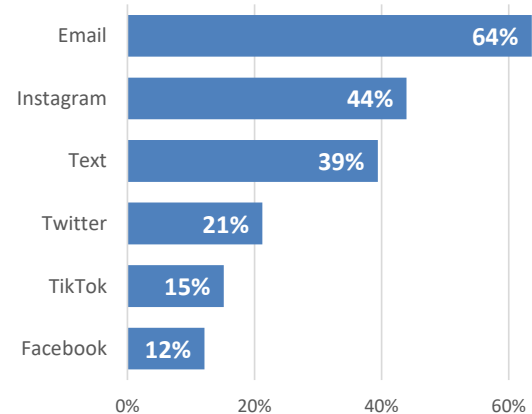
Lifeguarding classes were of interest to 25% of respondents, while dance classes and special swim activities had the weakest interest – with under 20% of teens indicating interest in these activities.

3. What programs would you like to register for if offered?
(Check all that apply)



How do teens want to get information about Mountlake Terrace's parks, facilities, programs and events?

The majority of teen respondents would prefer to hear about Mountlake Terrace's parks, facilities, and programs through email (64%). For social media sites, Instagram was preferred by 44% of respondents, which is more than twice the response of the other social media platforms listed (Twitter, TikTok and Facebook). Direct text notifications were of interest by nearly 40% of teens.



Other Comments

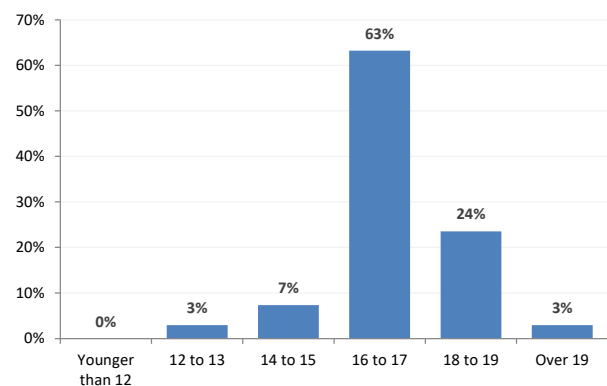
The survey provided teens with an opportunity to share their ideas and suggestions via an open-ended question at the end of the survey. Twelve respondents (18%) provided written comments:

- More basketball courts
- Generally, preserve the natural beauty that we already have
- photoshoot area
- More places for the community to come together and connect with one another.
- More trees!
- More big events that brings the community together
- More parks with good space to hang with friends
- Maybe put lights on the field out front
- Courts or areas to play sports
- More creativeness and letting teens/kids make decisions
- Teen activities, like a night scavenger hunt, pool sleep over, teen gaming night, things like that
- Splash pad at park

Demographics

Age

Nearly two-thirds of respondents were between 16 and 17 years of age. Another 10% were between 12 and 15 years, while 27% were over 17 years of age.



A large, textured tree trunk stands prominently in the foreground, casting a long shadow across a lush green lawn. In the background, a dense forest of various trees is visible under bright, natural light.

APPENDIX C: ONLINE OPEN HOUSE SUMMARY



Mountlake Terrace Parks Planning

ONLINE OPEN HOUSE FINAL REPORT

APRIL 7 – APRIL 28, 2021

SUMMARY

The City of Mountlake Terrace is developing two plans that will help guide the future of its parks and open spaces: The [Recreation, Parks and Open Space \(RPOS\) Master Plan](#) and the [Veterans Memorial Park \(VMP\) Master Plan](#).

As part of these two planning projects, the City hosted an online open house between April 7 and April 28, 2021. The purpose of the online open house was to share information about the projects and what was heard from the community during previous outreach, and to gather input.

When visiting the online open house, participants could:

- Learn more about the two projects, including needs, existing conditions, and what we've heard so far.
- Share their ideas, values, and priorities for the future of the City's recreation programs, parks, and open spaces.
- Review design concepts for Veterans Memorial Park and share their preferences.
- Share demographic information.
- Sign up to receive email updates.

Promotions

The City used multiple methods to reach audiences and promote the online open house. Yard signs were placed throughout Mountlake Terrace and emails were sent to project partners, neighborhood organizations, and immediate project stakeholders.

The online open house was also promoted on the project webpage, social media, and in the City Happenings newsletter.

METHODOLOGY

The online open house included 19 questions that addressed:

- Ideas, values and priorities for the City's recreation programs, parks, and open spaces.
- Design options for Veterans Memorial Park.
- Respondent demographics.

Participants were given the opportunity to provide their contact information to receive updates about the projects and other Mountlake Terrace Recreation & Parks activities.

The online open house was available in other languages through the Google Translate webpage extension. All questions were optional. Not all respondents answered every question. Many questions allowed respondents to select more than one answer or write in their response.

In cases where the respondent could select more than one answer, this report does not provide the percentages for each answer. In some cases, percentages do not add to 100 because of rounding.

The following report captures the data for all survey questions built into the online open house. Open-ended comments are included as appendices.

Use and Activity

Between April 7 and April 28, 472 individuals visited the online open house. Each question received a different number of responses:

- 148 people responded to the RPOS survey.
- 33 people responded to the VMP survey.
- 48 people signed up to receive email updates.
- 22 people provided demographic information.

All survey entries were in English.

SURVEY RESULTS

Recreation Parks and Open Spaces (RPOS)

Not all 148 participants responded to every question. Below are the results of each question.

Question 1 | What is one park and recreation improvement you'd like to see in the next five years?

135 people shared a park and recreation improvement they'd like to see in the next five years. Common responses are listed below. For a list of all responses to this question, see [Appendix A](#).

- Pickleball courts
- New Recreation Pavilion
- Improvement of play structures
- Improved/continued park maintenance
- Ballinger Park and Veterans Memorial Park improvements
- Trails
- Skate park

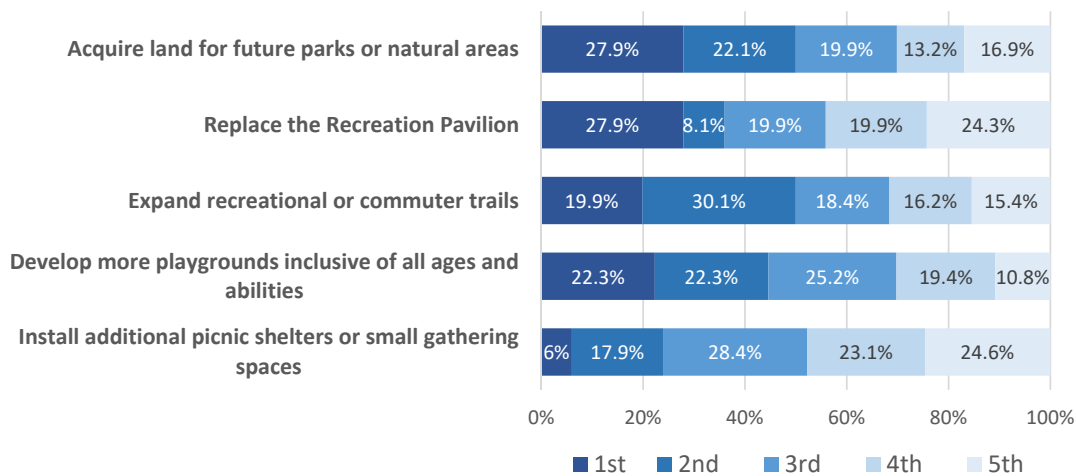
Question 2 | From accessible playgrounds to splash pads to natural play areas, the types of play experiences that are being provided are changing and diversifying. Are there other types of experiences that you'd like to see in Mountlake Terrace? What outdoor recreation opportunities are missing?

114 people shared an experience they'd like to see in Mountlake Terrace. Common responses are listed below. To review all responses to this question, see [Appendix A](#).

- Pickleball courts
- Skate park
- Splash pad
- Bigger off-leash dog park

Question 3 | The fall 2020 community survey identified five priorities for the park system. For the following list of park system priorities, indicate how you would rank the priority for each (1st priority is highest and 5th priority is lowest).

Acquiring land for future parks or natural areas and replacing the Recreation Pavilion were ranked highest by respondents. When using weighted rankings, acquiring land for future parks or natural areas and expanding recreational or commuter trails were the highest ranked priorities. Installing additional picnic shelters or small gathering spaces was the lowest ranked priority by respondents.



	1st	2nd	3rd	4th	5th	Total respondents
Acquire land for future parks or natural areas	38	30	27	18	23	136
Replace the Recreation Pavilion	38	11	27	27	33	136
Develop more playgrounds inclusive of all ages and abilities	31	31	35	27	15	139
Expand recreational or commuter trails	27	41	25	22	21	136
Install additional picnic shelters or small gathering spaces	8	24	38	31	33	134

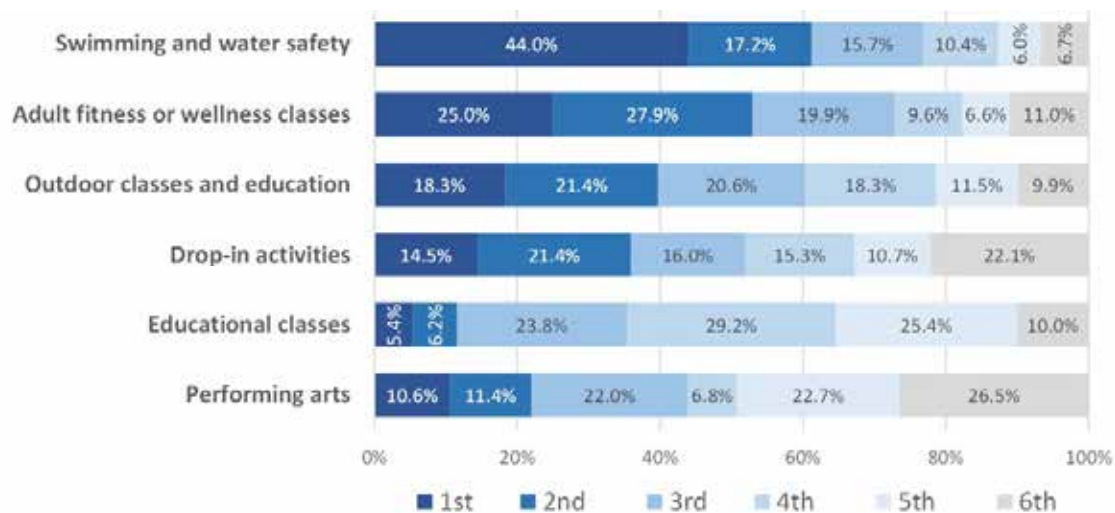
Question 4 | Is there a particular park in Mountlake Terrace where you would like to see improvements made? What improvements?

98 people provided a response. Commonly suggested improvements noted are listed below. To review all write-in responses to this question, see [Appendix A](#).

- Ballinger Park restrooms and play areas
- Evergreen Playfield pickleball courts
- Bicentennial Park restrooms and play areas
- Veterans Memorial Park trails and maintenance

Question 5 | The fall 2020 community survey identified six priorities for recreation programs and activities. For the following list of recreation programs and activities, indicate how you would rank the priority for each (1st priority is highest and 6th priority is lowest).

Respondents identified swimming and water safety as their top priorities, followed by adult fitness or wellness classes, and outdoor classes and education. Educational classes and performing arts were prioritized lowest by respondents.



	1st	2nd	3rd	4th	5th	6th	Total respondents
Swimming and water safety	59	23	21	14	8	9	134
Adult fitness or wellness classes	34	38	27	13	9	15	136
Performing arts	14	15	29	9	30	35	132
Drop-in activities	19	28	21	20	14	29	131
Educational classes	7	8	31	38	33	13	130
Outdoor classes and education	24	28	27	24	15	13	131

Question 6 | The 2020 community survey identified some reasons why people don't use Mountlake Terrace parks more often. Please indicate which, if any, of these issues apply for each park listed below.

The following were identified by respondents as the most common reasons for not visiting Mountlake Terrace's parks more frequently:

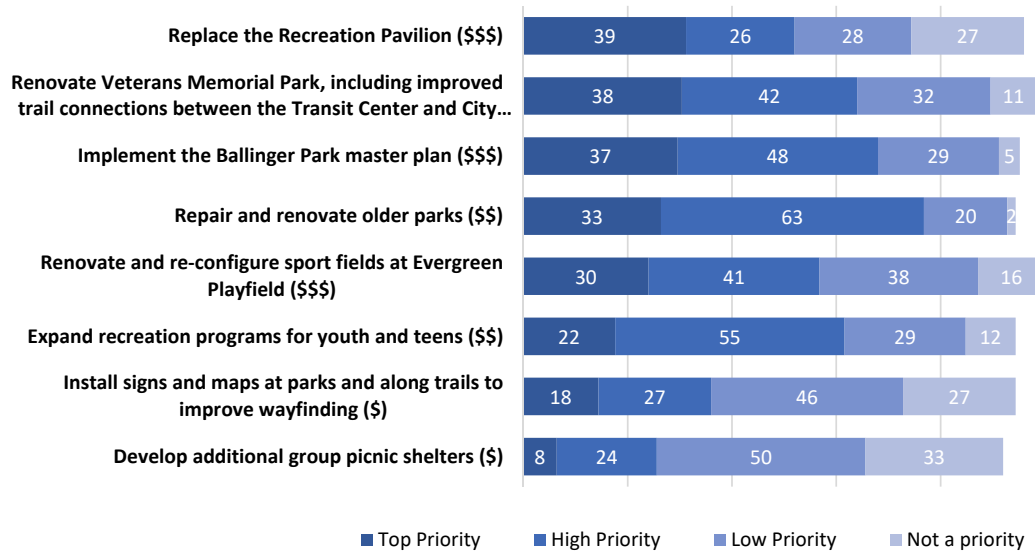
- Outdated amenities at Evergreen Playfield
- Not enough restrooms at Forest Crest Playfield
- Not enough restrooms at Terrace Creek Park
- Safety concerns at Veterans Memorial Park

Park	Not enough restrooms	Outdated amenities	Safety concerns	Maintenance/cleanliness concerns
Ballinger Park	46%	43%	35%	34%
Bicentennial Park	50%	39%	28%	3%
Evergreen Playfield	48%	54%	19%	15%
Forest Crest Playfield	66%	26%	26%	18%
Jack Long Park	38%	35%	46%	23%
Terrace Creek Park	67%	28%	42%	8%
Terrace Ridge Park	53%	44%	34%	9%
Veterans Memorial Park	40%	48%	75%	48%

	Total respondents	Not enough restrooms	Outdated amenities	Safety concerns	Maintenance/cleanliness concerns
Ballinger Park	65	30 (46%)	28 (43%)	23 (35%)	22 (34%)
Bicentennial Park	36	18 (50%)	14 (39%)	10 (28%)	1 (3%)
Evergreen Playfield	48	23 (48%)	26 (54%)	9 (19%)	7 (15%)
Forest Crest Playfield	38	25 (66%)	10 (26%)	10 (26%)	7 (18%)
Jack Long Park	26	10 (38%)	9 (35%)	12 (46%)	6 (23%)
Terrace Creek Park	60	40 (67%)	17 (28%)	25 (42%)	5 (8%)
Terrace Ridge Park	32	17 (53%)	14 (44%)	11 (34%)	3 (9%)
Veterans Memorial Park	65	26 (40%)	31 (48%)	49 (75%)	31 (48%)

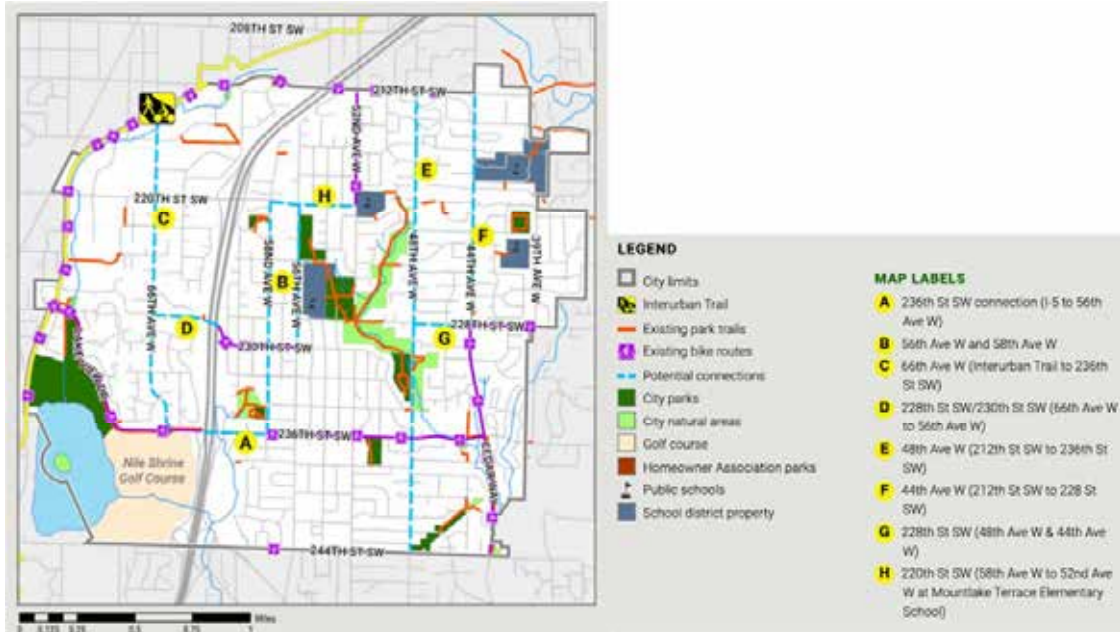
Question 7 | The following list of improvements and facilities may be considered in the new RPOS Plan. Improvements would be funded by your tax dollars. For each item, please tell us if it should be a Top Priority, a High Priority, a Low Priority or Not a Priority at all.

When considering future system investments, respondents identified repairing and renovating older parks, replacing the Recreation Pavilion, renovating Veterans Memorial Park, and implementing the Ballinger Park master plan as their top priorities.



	Top Priority	High Priority	Low Priority	Not a priority	Total respondents
Implement the Ballinger Park master plan (\$\$\$)	37	48	29	5	119
Renovate and re-configure sport fields at Evergreen Playfield (\$\$\$)	30	41	38	16	125
Repair and renovate older parks (\$\$)	33	63	20	2	118
Renovate Veterans Memorial Park, including improved trail connections between the Transit Center and City Hall (\$\$)	38	42	32	11	123
Expand recreation programs for youth and teens (\$\$)	22	55	29	12	118
Develop additional group picnic shelters (\$)	8	24	50	33	115
Replace the Recreation Pavilion (\$\$\$)	39	26	28	27	120
Install signs and maps at parks and along trails to improve wayfinding (\$)	18	27	46	27	118

Question 8 | The following map illustrates existing recreational trails and bikeways, in addition to potential bike routes that may be considered as future improvements to the city's trail network. Thinking about trails and pathways, what destinations need to connect in Mountlake Terrace?



Respondents identified 236th St SW between I-5 and 56th Ave W, as well as 66th Ave W from Interurban Trail to 236th St SW, as the most needed trail and pathway connections.

	Number of responses
A: 236th St SW connection (I-5 to 56th Ave W)	50
C: 66th Ave W (Interurban Trail to 236th St SW)	44
B: 56th Ave W and 58th Ave W	28
D: 228th St SW/230th St SW (66th Ave W to 56th Ave W)	27
H: 220th St SW (58th Ave W to 52nd Ave W at Mountlake Terrace Elementary School)	26
E: 48th Ave W (212th St SW to 236th St SW)	24
G: 228th St SW (48th Ave W & 44th Ave W)	23
F: 44th Ave W (212th St SW to 228 St SW)	21
Other:	1
Total responses	96

Question 9 | The Craze recreation program guide is increasingly expensive to mail to all households in the City. In the fall 2020 community survey, respondents identified the City Happenings newsletter, the City’s website, and MLT News as the most preferred ways to learn about programs, events, and activities. If the City transitioned to an electronic-only version of the Craze, how would you prefer to receive it?

Most respondents would like to receive electronic versions of the Craze via the City’s Recreation & Parks Department webpage or as part of an opt-in email distribution list.

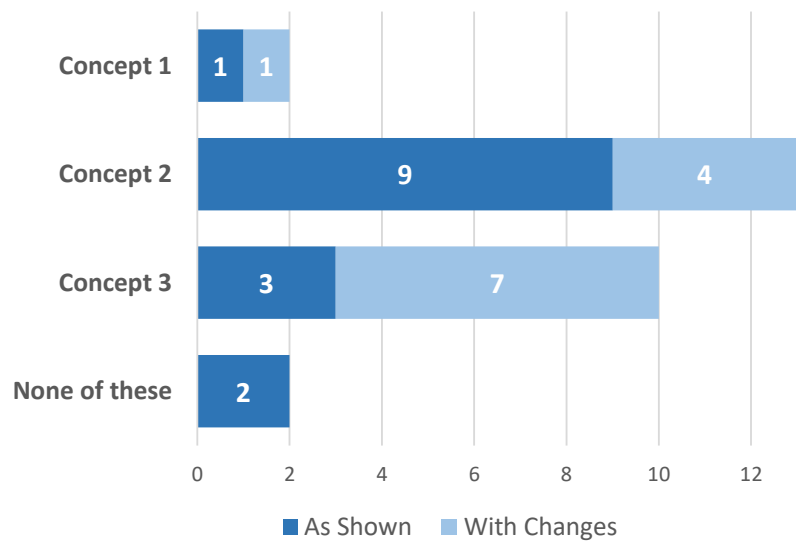
	Number of responses
On the Mountlake Terrace Recreation & Parks Department webpage	92
As part of an opt-in email distribution list	90
As a QR code or link in the City Happenings newsletter or on an informational postcard	54
From the City’s social media postings (Facebook, Twitter, Instagram)	50
None of the above; do not transition to an electronic-only version of the Craze	12
Other:	1
Total responses	134

Veterans Memorial Park (VMP)

Not all 33 participants responded to every question. Below are the results of each question.

Question 1 | Which concept do you prefer? Select one.

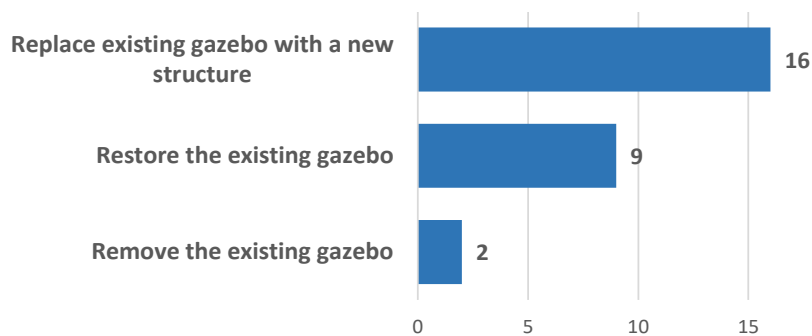
Respondents preferred Concept 2 as shown. Nine survey participants submitted suggested changes to a concept. The full list of suggested changes for each concept can be viewed on [Appendix B](#).



	Number of responses	Percentage
Concept 2 as shown	9	33%
Concept 3 with changes	7	26%
Concept 2 with changes	4	15%
Concept 3 as shown	3	11%
None of these	2	7%
Concept 1 as shown	1	4%
Concept 1 with changes	1	4%
Total respondents	27	

Question 2 | Which shelter option do you prefer? Select one.

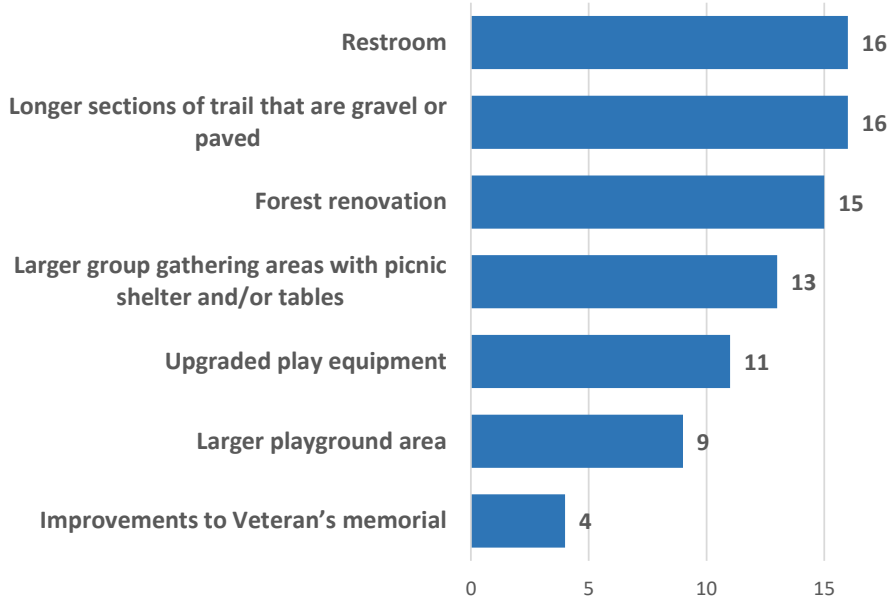
The majority (59%) of respondents prefer to replace the existing gazebo with a new structure.



	Number of responses	Percentage
Replace existing gazebo with a new structure	16	59%
Restore the existing gazebo	9	33%
Remove the existing gazebo	2	7%
Total respondents	27	

Question 3 | Below is a list of potential Veterans Memorial Park improvements. Which improvements are most important to you? Select up to 4.

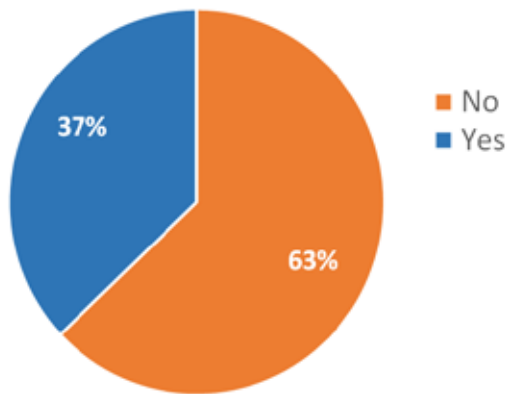
Respondents identified restrooms, longer gravel or paved sections of trail, and forest renovation as the most important improvements for Veterans Memorial Park.



	Number of responses
Longer sections of trail that are gravel or paved	16
Restroom	16
Forest renovation	15
Larger group gathering areas with picnic shelter and/or tables	13
Upgraded play equipment	11
Larger playground area	9
Improvements to Veteran's memorial	4
Total respondents	27

Question 4 | Would you use a new lawn/gathering area (“Middle Plateau” in Concept 3)? If yes, how would you use it?

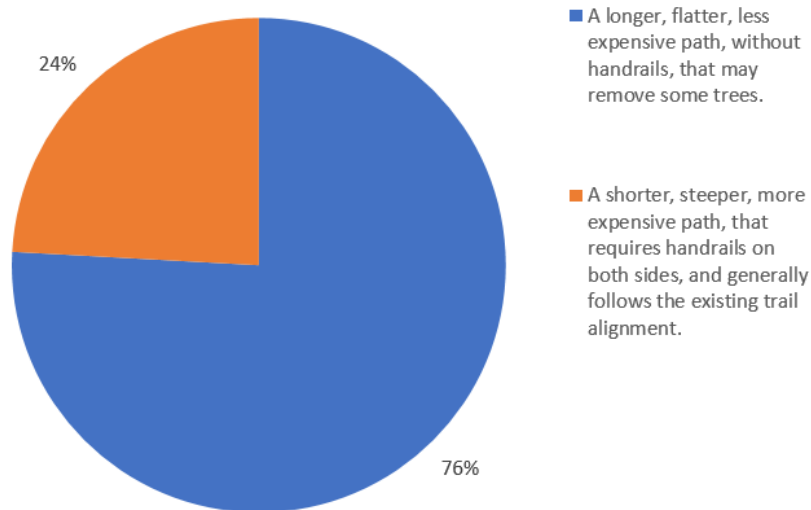
The majority (63%) of respondents said they would not use a new lawn/gathering area. Respondents that stated they would use a new lawn/gathering area said they would use it for activities such as picnics, reading or relaxing, and lawn games. The complete list of activities noted is in see [Appendix B](#).



	Number of responses	Percentage
No	17	63%
Yes	10	37%
Total respondents	27	

Question 5 | The Main Trail will be redesigned to make it ADA-compliant, and there are different ways to make that happen. Which option do you prefer for the new Main Trail?

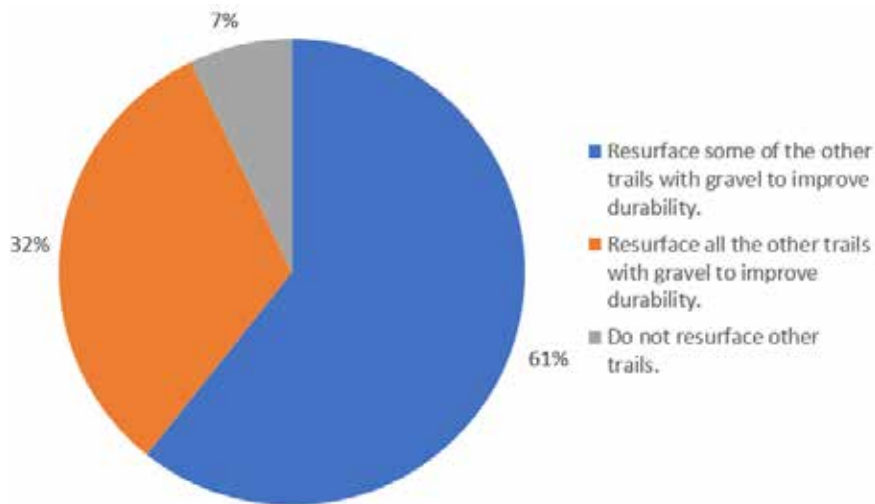
Most respondents (76%) would prefer a longer, flatter, less expensive path, without handrails, that may remove some trees.



	Number of responses	Percentage
A longer, flatter, less expensive path, without handrails, that may remove some trees.	22	76%
A shorter, steeper, more expensive path, that requires handrails on both sides, and generally follows the existing trail alignment.	7	24%
Total respondents	29	

Question 6 | Not including the Main Trail, what level of improvement do you prefer for other park trails?
SELECT ONE.

The majority (61%) of respondents would prefer some of the other park trails be resurfaced with gravel to improve durability.



	Number of responses	Percentage
Resurface some of the other trails with gravel to improve durability.	17	61%
Resurface all the other trails with gravel to improve durability.	9	32%
Do not resurface other trails.	2	7%
Total respondents	28	

Question 7 | Do you have other comments or suggestions for the future of Veterans Memorial Park?

12 people provided additional comments or suggestions for the future of Veterans Memorial Park. Some common themes are listed below. For a complete list of comments submitted, see [Appendix B](#).

- Town Center and transit center connections and integration
- Safety improvements
- Preservation of forest and green spaces

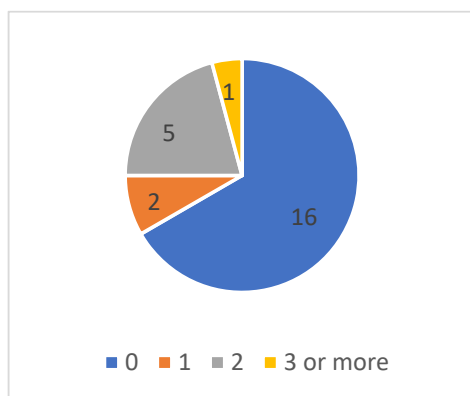
More About You (demographics)

Demographic questions were optional. Not all 22 participants responded to every question. Below are the results of each question

Question 1 | Please check ALL the ways you would prefer to learn about Mountlake Terrace's parks, recreation facilities, programs, and special events. Select all that apply.

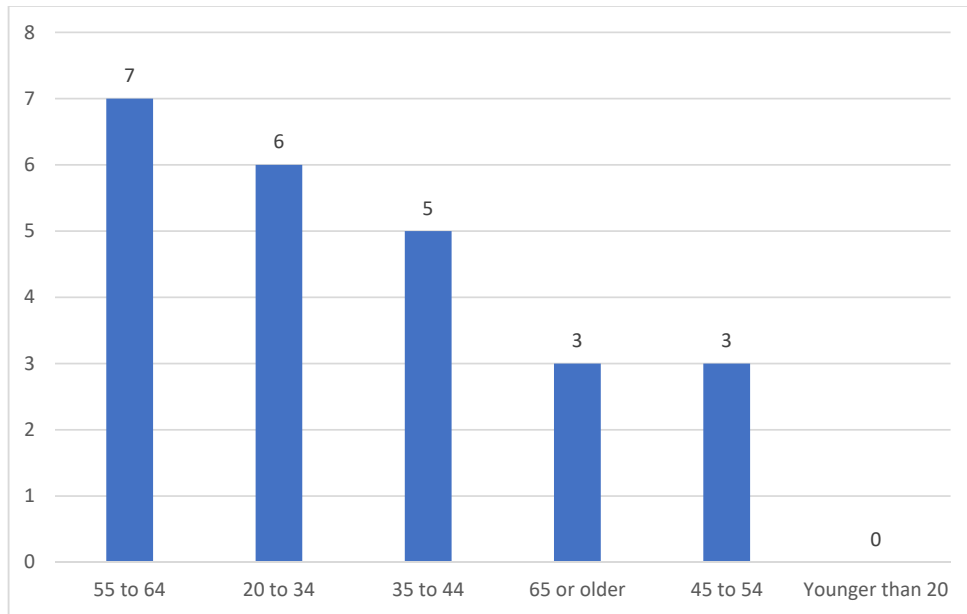
	Number of responses
City website	19
MLT News	17
Facebook	14
City Happenings newsletter	12
Craze recreation program guide	9
Community event signs	7
Instagram	6
Rec Reporter e-newsletter	5
Twitter	4
YouTube	3
Flyers at City facilities	1
Other:	1
Everett Herald	0
None of these	0
Total respondents	22

Question 2 | How many children under age 18 live in your household?



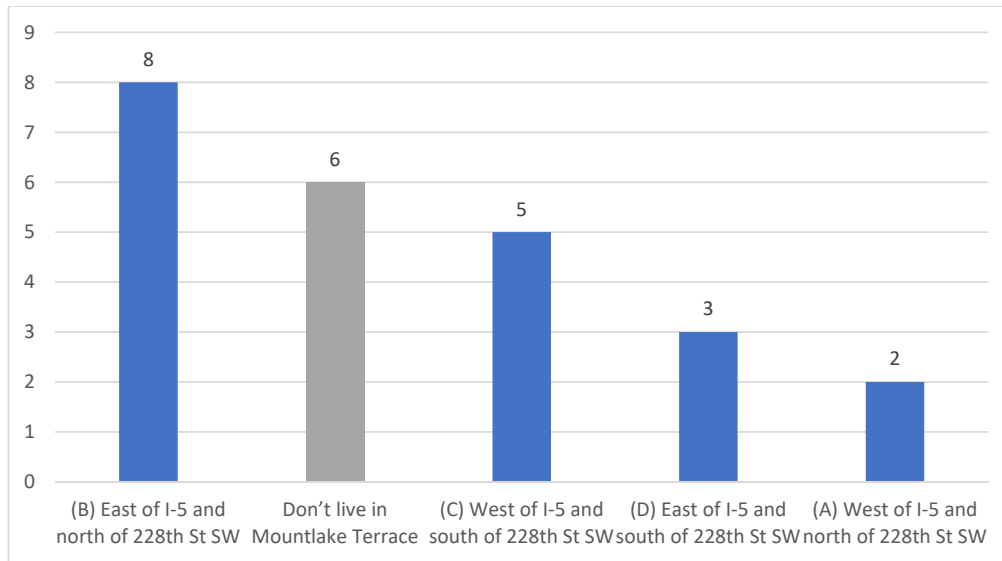
	Number of responses	Percentage
0	16	67%
1	2	8%
2	5	21%
3 or more	1	4%
Total	24	

Question 3 | What is your age?



	Number of responses	Percentage
55 to 64	7	29%
20 to 34	6	25%
35 to 44	5	21%
65 or older	3	13%
45 to 54	3	13%
Younger than 20	0	0%
Total	24	

Question 4 | In which section of Mountlake Terrace do you live?



	Number of responses	Percentage
(B) East of I-5 and north of 228th St SW	8	33%
Don't live in Mountlake Terrace	6	25%
(C) West of I-5 and south of 228th St SW	5	21%
(D) East of I-5 and south of 228th St SW	3	13%
(A) West of I-5 and north of 228th St SW	2	8%
Total	24	

NEXT STEPS

Input received from this online open house will be incorporated into both planning projects, which are at different stages in their development.

For the RPOS Plan, City staff and the project team will incorporate feedback into a draft plan for Recreation & Park Advisory Commission review and comment by mid-2021. City Council will review and approve the final plan by the end of 2021. The final RPOS Plan will guide recreation and park improvements for the coming 20 years.

For the VMP Master Plan, City staff will consider input received from this online open house, as well as comments from the Recreation & Park Advisory Commission, to recommend a preferred concept to City Council for approval by fall 2021. The final VMP Master Plan will guide City investments in the park.

The City has some funding to build an asphalt, ADA-accessible trail with lighting that connects the Town Center with the future Link light rail station. This new trail will be built by 2024, when the Mountlake Terrace light rail station is scheduled to open. Other improvements to the park will be made as funding is secured.

WEB ACTIVITY REPORT

URL: mltparks.infocommunity.org

Users | 472

Total number of individual IP addresses that visited the online open house at least once.

Sessions | 612

The number of individual visits to the online open house from all users.

Total Pageviews | 1,302

The total number of times all pages within the online open house were viewed.

Unique Pageviews | 1,116

This number aggregates multiple visits to a page within a single browsing session. Example: If a user viewed the Project Home page five times within one browsing session, the total number of unique views of that page would be one. If a user viewed the online open house on a Thursday and then came back to view again on a Friday, those visits are counted as multiple browsing sessions.

Pages Visited Per Session | 2.13

The average number of pages a user visited during a session.

Session Duration | 2 minutes, 27 seconds

The average time a user spent viewing the online open house during a session.

Device Use | Mobile (54%), Desktop (44%), Tablet (2%)

Top Traffic Sources | Direct Entry of URL (62%), Facebook (12%), City of Mountlake Terrace website (7%), Playtimescheduler.com (5%)

PAGE LEFT INTENTIONALLY BLANK

A photograph of a community garden scene. In the foreground, a woman in a green shirt and dark pants is planting seedlings in a raised wooden bed. Another woman in a grey tank top and blue jeans is working further down the row of beds. To the left, a wooden fence runs along the garden. In the background, a green dumpster with the text 'HOUNTLAKE TERRACE' is visible, and a grassy area with trees is in the distance. The text 'APPENDIX D: STAKEHOLDER DISCUSSIONS' is overlaid in the center of the image.

APPENDIX D: STAKEHOLDER DISCUSSIONS

STAKEHOLDER GROUP DISCUSSION NOTES

Project Name:	MLT RPOS Plan Update	Project No.:	Proj-# 20-131PLN
Location:	Zoom Teleconference	Interview Date:	February 4, 2021
Notes by:	Steve Duh, Conservation Technix	Time:	4:00 pm
Participant:	Elizabeth Zeller, MLT Senior Center		Brandy LeBlanc, parent & neighborhood activist
	Amanda Beckwith, Premera Blue Cross		Claire Martini, Cascade Bicycle Club
	Bryan Roehr, MLTskatepark		Jeff Betz, Recreation & Parks Director
	Sharon Swan, Snohomish County		Ken Courtmanch, MLT Parks & Facilities Superintendent
	Lowell Shields, Disc golf		Steve Duh, Conservation Technix
	Robyn Ryce, Ballinger garden		
Subject:	Parks & Trails Group Discussion		

PURPOSE

To discuss current interests and future demands and needs for parks and trails in Mountlake Terrace with a diverse group of individuals representing different recreational interests in the city. The meeting took place on February 4, 2021 via a Zoom teleconference from 4:00 – 5:20 pm.

DISCUSSION

The discussion began with a brief introduction of participants and an overview of the City's RPOS Plan update process. A set of questions were used to initiate the discussion and explore their interests and ideas about enhancements or improvements to the city's park and trail system.

Facility Improvements

- City parks are great; staff are accessible
- Expand the trail system and add more connections
- When running near the golf course, the trail disappears then it picks up again. Fully connect to the Interurban Trail and fill gaps
- Look at east/west connections – coordinate with Transportation; I-5 is a significant barrier
- There are very limited east/west connections across the city – feel cut off living on the westside
- Snohomish County is now updating its Non-Motorized Transportation Plan
- Consider canoes and watercraft on Lake Ballinger
- Garbage removal and use of dumpsters is an issue

Interview Notes (continued)

- Disc golf course at Lake Ballinger is loved to death; could use improvements to tee pads; upkeep is needed as a few holes are very brushy
- The gate entrance at Ballinger Park near the Senior Center is rutted and muddy and slippery. North end of Ballinger has a Sani can near the new playground; it is often not used or not well known. There is often water pooling under slide. City is considering installation of splash pad
- Dog walkers don't always pick up waste or carry out used waste bags. Could use more trash cans in heavy use areas and dog waste bag dispensers. Maybe designate an off-leash area (OLA) or add another OLA somewhere else in city
- At Firefighters Memorial Park, see teens at park using equipment, esp. swings, but they could use monkey bars or climbing apparatus
- Consider adding temporary or seasonal restrooms at Bicentennial Park; new equipment is needed
- Events are great – Tree lighting and July 3rd

Vision for 2025

- New Pavilion
- Senior program contractor couldn't host classes at Pavilion because they didn't want to have the seniors walk through the facility to access the classroom area.
- Terrace Creek Park needs an improved playground; the existing one is dated
- Bikes and safe routes to schools – coordinate with schools and work on safe access to schools
- Install the community garden at Ballinger Park
- Explore pocket or mini parks in areas that are 'park deserts' and encourage dispersed access to parks via open streets and bike greenway corridors. With light rail and Town Center development, there will be higher density and families without yards who will look for park spaces to recreate.
- Consider annual events like street festivals that close rights of way for connected, recreational routes

Communications & PR

- Premera Blue Cross has trail around campus. The City could do more to promote it and coordinate with Premera's communications department to highlight the trail and have a map of the campus. Most staff stay on campus for walking during the workday due to time constraints. Could program or initiate walks and health initiatives to get people out and enjoy the trails
- City Happenings, MLT News and Facebook are good (and used) media channels to share information
- Community boards/kiosks in parks are not being updated frequently. They could use park and trail maps. Maybe the city can prepare guidelines for local neighborhoods to manage and organize information at these kiosks.
- Seniors might miss out on communications if material is disseminated via online only, especially during COVID-19 since community terminals (i.e., library computers) are not accessible
- Orient people with maps and amenities online and at parks, especially with trail information ('you are here' and illustrations to indicate connections)

Interview Notes (continued)

Health & Wellness

- Ballinger Park is good for mental health – walking through park feels like an opportunity to be in nature; its size provides a Covid-friendly option to be out
- Disc golf is excellent exercise, due to the ruggedness of the course. Disc course is being overused; consider adding another 9-hole option – maybe at Pavilion Park
- Shifting people's mode of travel could help with wellness too; encourage options for biking and walking to and between parks
- Get people out – free library, free pantry, geocaching
- Communicate and illustrate on maps how city trails and Interurban Trail are part of a larger 400-mile network of trails around the region

Maintenance concerns

- More use creates more demand on maintenance. Garbage cans and dumpsters are being overused, especially at Terrace Creek Park. Also, there is dumping near the senior center on occasion.

Future needs

- Pursue additional park acreage to spread out park usage
- Consider a splash pad
- Implement the master plan for Ballinger Park and include perimeter trail
- Teens and high school aged residents need things that help support teens hanging out (i.e., covered seating or picnic areas, climbing elements, monkey bars, lighting)
- Seniors need sites with easy access (ramps), smooth trails, parking and painted curbs
- Consider exercise equipment stations around trails
- Consider a skatepark; there is need in the city and the surrounding area. Skating is generational and accommodates a wide range of age groups. (mltskatepark.org)

-- End of Notes --



STAKEHOLDER GROUP DISCUSSION NOTES

Project Name: MLT RPOS Plan Update **Project No.:** Proj-# 20-131PLN
Location: Zoom Teleconference **Interview Date:** December 16, 2020 **Time:** 6:00 pm
Notes by: Steve Duh, Conservation Technix
Participant: Shannon Pratt, Seattle Jr. Volleyball
Rusty Brown, DiscNW
Cory Stephens, Cascade Gymnastics
Adam Quaintance, Sno-King Basketball
Nalin Sood, Mountlake Terrace Select Basketball
Glenn Delaney, Forest Crest Tennis Club
Carl Middleton, Terrace Brier Soccer Club
Joe Disney, MTYAA Baseball and Football
Jeff Betz, Recreation & Parks Director
Kevin Witte, MLT Recreation Supervisor
Ken Courtmanch, MLT Parks & Facilities Superintendent
Steve Duh, Conservation Technix

Subject: Youth & Adult Sports Group Discussion

PURPOSE

To discuss existing challenges and future demands and needs for sports facilities and programming in Mountlake Terrace with representatives from a variety of sports leagues, clubs and programs. This meeting took place on December 16, 2020 via a Zoom teleconference from 6:00 – 7:15 pm.

DISCUSSION

The discussion began with a brief introduction of participants and an overview of the City's RPOS Plan update process. A set of questions were used to initiate a discussion of each organization's perspective and to consider their current and future status regarding facilities and programming.

League Overviews and Local Needs

- Youth football – Some leagues require turf fields for game play, and there is no turf in MLT that has football. Edmonds High School stadium is not an opportunity for MTYAA Football. These fields are mostly used for high school football play. The league accommodates 400-500 youth players.
- Baseball – The league plays at Forest Crest and Evergreen. Forest Crest would be good to have turf to limit weather rainouts, with turf infield and grass outfields. The league usually does field maintenance once per year, and they have good access to fields.
- Basketball – Sno-King Basketball accommodates approximately 1,400 players, and programs are run from school gyms. Mountlake Terrace Select has run basketball camps for over 20 years. Gymnasium space is

Interview Notes (continued)

limited. Gym usage at schools is limited, especially during school closures/breaks when sports groups could use them.

- Volleyball – Access to school gyms is a challenge, especially since Seattle Jr Volleyball is a regional league. The allocations for school facilities are often based on the percentage of local students using a facility, and scheduling discussions start 3-4 months in advance. The league draws from well beyond the MLT area. The league serves approximately 75 players and also runs a youth program with Snohomish School District. Current footprint for indoor play is tight for two courts – to avoid play interference between the two courts. There may be more options for outdoor courts.
- Tennis – The program could be year-round, instead of 2 months; would like to come into schools rather than have players come to us. Forest Crest Tennis Club has five pros teaching and serves all levels of play (age ranges from 3 years to 84 years).
- Disc / Ultimate Frisbee – Re-surfacing of E1 is a great benefit for after school ultimate Frisbee. If the city can get multiple fields and courts together, it could create a stronger community and family focus. Lighting would help significantly; adults would be willing to play to 11pm if access to fields were provided.
- Gymnastics – Cascade Gymnastics has a long wait list and cannot accommodate all kids with interest. It could use access to scholarships to support participants. Cascade brought equipment to schools to drive up support/interest in gymnastics. Mukilteo has a gymnastics center (Gymagine Gymnastics).

Other Comments

- Socioeconomic changes continue in MLT with coming of light rail and continued development. Accessibility for all kids to sport opportunities is important, especially via waivers/scholarships and hours to accommodate families.
- Lacrosse & rugby have been growing in popularity in recent years.

Coordination / Opportunities

- City Recreation youth programs are great feeder programs for local leagues and translate to benefits for local high school programs. The City has also been helpful in setting up fields and having a rain-out phone line.
- Biggest issue is field availability. Consider prioritizing fields for local program versus 1st come or seniority basis.
- With the school district, cross programming, coordination and communication are some challenges.
- USA Football offers a limited number of field grants annually for active projects. Could pursue grant of \$250,000 for field upgrade.
- Reach out to local officials and leagues to coordinate for grant opportunities/submittals.

Facility Improvements

- Evergreen Playfield – Re-envision E4,5,6 – adjust topography to be on the same plane; re-configure for multiple use with overlays. Need better parking and restroom near E1-2.
- Ballinger Park field has issues with grading and pH.
- Storage could be considered for Forest Crest.

Interview Notes (continued)

- Turf lighting to expand hours, especially in fall and winter.
- Bicentennial Park received a grant for pathway improvement; the City should continue to partner to pursue grants for field and court improvements.
- City staff acknowledge that the city is built out, and there is no additional space for new fields. Future improvements will utilize existing parklands.

Future Project Ideas

- Community center with 3-4 indoor basketball courts and multi-sport facilities for tournaments and play for soccer, football, track, basketball, volleyball and baseball. Look at Mill Creek as an example; 25 years of good planning. The Activity & Recreation Center (ARC) in Columbia, MO is another example.
- Re-do the Pavilion to make it bigger and accommodate more space and for multiple use. Expand the outdoor space to utilize more space for fields and courts.
- The City recognizes the lack of indoor gymnasium space. Snohomish County is also interested in an indoor sport facility.

Additional Notes Provided Post-Meeting

From Cory Stephens

What does your organization see as the key priorities for the city's sport fields and court facilities? What sport recreation opportunities are missing?

For the gymnastics community, a key priority is making the sport more accessible to all. This could include adding in facilities with capabilities to host athletes year round, as well as representatives/coaches to work with the national gymnastics governing body and local childcare facilities such as schools and after school centers. Gymnastics is an expensive sport. Most programs charge a few hundred dollars per session for 1 hour of practice a week. Add in uniform (leotard), registration fees, equipment like tape and chalk, all quickly add up. When it comes to competing, its costs over \$1000 per competition year, in addition to tuition just for competition fees. If the city were to make the sport more accessible to all, could the fees be spread out, making the sport more accessible to lower income families? Could grants be given to defray some of these costs?

Jump forward 5 years and imagine Mountlake Terrace in 2025. Please share your vision for one stand-out project completed to improve sport facilities in the recreation and park system?

I'm fairly new to the area, so I'm not sure if this already exists, but a massive sports complex capable of housing a wide variety of sports. It could include baseball, lacrosse, soccer, and football fields, basketball, volleyball, and tennis courts, skate park(s), men's and women's gymnastics facility, an olympic sized pool, a track- you could even have a dog park, picnic area, and playground area there as well. The city could rent out portions of the facility to private businesses to bring in additional income.

Interview Notes (continued)

In the New Orleans area where I grew up, we had the Coquille Sports Complex and the Tulane University athletic center. Coquille has 5 baseball fields, 5 lacrosse, 5 soccer, and 3 softball fields. Indoors they have 4 basketball, 4 volleyball, walking tracks, playgrounds, dog parks, skate parks, etc. When not in use, they rent out the indoor courts to various private clubs or use it as a community center for blood drives, craft fairs, pet adoption events, etc. The Tulane Center is a multi-story facility, including an indoor track, weight room, olympic pool and diving board area, along with basketball, volleyball, and other indoor courts.

Looking 5 years out, given we have the acreage and resources to build something on this scale, I was envisioning an amalgamation of the two complexes. Among all these sports and community amenities, adding in rock climbing, bowling, ninja warrior courses, etc.

What does your organization see as the future role for City Recreation in providing public sports field/recreation facilities?

I would consider City Recreation vital to providing facilities and activities to communities that would not otherwise have access if only available through private businesses. City recreation would need to recruit coaches and athletes, process uniform orders, fund raise, schedule practices and competitions, maintain the facilities, perform community outreach and marketing campaigns including social media, and stay up-to-date on the rules of the organizations' governing bodies and disseminate that to each league's coaches and members.

Are there any shortcomings with the existing facilities? Where are the challenges for future recreation facilities?

The most immediate challenge, until COVID-19 is contained, is providing facilities that are clean, safe, and socially distanced. This could include air filters and a continuing education campaign for coaches, athletes, and parents to all understand how to do their sport.

Are there opportunities for more collaborative projects between the leagues and city? What contribution, collaboration, and responsibilities can your organization bring?

What projects already exist, and is this in reference to private businesses collaborating with public parks and rec to increase accessibility, or with the public parks and rec to collaborate with other aspects of the city? As a private business, gyms with the capabilities can work with local schools to bring equipment and coaches there and host classes. Among the public leagues and organizations, you could launch marketing campaigns across all of the childcare facilities in the city and the leagues - libraries, churches, public schools, and press releases to announce enrollments, competitions. The facilities could host events, such as parents night out, to increase visibility, drum up interest, and bring in additional revenue. City could partner with other organizations around the community-lgbt, poc, special needs, etc- to provide leagues, or at least a space for leagues, to do their sports.

-- End of Notes --

STAKEHOLDER GROUP DISCUSSION NOTES

Project Name:	MLT RPOS Plan Update	Project No.:	Proj-# 20-131PLN
Location:	Zoom Teleconference	Interview Date:	February 26, 2021
Notes by:	Steve Duh, Conservation Technix	Time:	12:00 pm
Participant:	Julie Kuehn, Edmonds parent Rich Kuehn, Edmonds parent Karissa Richards, resident, MLT DEI Committee Chair Dustin Dekoekoek, MLT parent Saboora Deen, MLT High School staff, MLT DEI Committee Vice Chair Mary Williams, MLT Elementary School principal	Tameyah Maxie, MLT student Sarah Keogh, MLT parent Jeff Betz, Recreation & Parks Director Ken Courtmanch, MLT Parks & Facilities Superintendent Kevin Witte, Recreation Supervisor Renee Norton, Support Services Supervisor Rose Ploeg, Aquatics Supervisor Steve Duh, Conservation Technix	
Subject:	Underrepresented Users Group Discussion		

PURPOSE

To discuss current interests and future demands and needs for programs, parks and trails in Mountlake Terrace with a diverse group of individuals representing different recreational needs, including youth, parents with children with special needs and educators. The meeting took place on February 26, 2021 via a Zoom teleconference from 12:00 – 1:15 pm.

DISCUSSION

The discussion began with a brief introduction of participants and an overview of the City's RPOS Plan update process. A set of questions were used to initiate the discussion and explore their interests and ideas about enhancements or improvements to the city's overall recreation and park system.

Facility Improvements

- Accessible swim lessons have been great; the supervisors are great to work with
- One issue is the lack of a family changing area at the Pavilion. Have child with special needs and am left using the lifeguard changing room, showering him in his chair, and changing him on the floor.
- Consider an equipment check-out option (i.e., tennis racquets and balls, basketballs). When living in another city, have accessed equipment by showing ID.

Interview Notes (continued)

- Install additional restrooms in parks – only a few parks have built restrooms; the rest have temporary Sani cans
- Spanish language speakers are the largest local non-English speaking group; look at other key language groups, such as Urdu, and think about posting language translation on the website and posting rule/usage signs at parks that are accessible for other language group (i.e., QR code to translated materials on signs)

Barriers

- Perception of safety – some parks have dark spaces and poor sight lines into the park
- Swim class capacity – it is a challenge to register for swim classes, with basically a 1-hour block to register before classes become full. This is especially challenging for non-English speakers who do not know the system or haven't been enrolled previously.
- Family support staff at school district forge relationships with local families, and the City should build relationships with ESD family support staff to improve how they get the word out about programs and facilities; use them as an outreach resource
- Signage – install maps at parks showing access points and relationship to other parks in the city, especially if parks are connected
- Parks are generally designed for young kids (ages 3-8 years); there is a need for more amenities for teens, such as basketball, skate boarding, volleyball, picnic area for hanging out
- Local neighborhood parks could be more inclusive to have more for kids of different ages and teens
- Playground wood chips are technically ADA compliant, but they are not a good surface material for a walker, wheelchair or stroller; consider phasing out wood chips in some parks and address ramp cuts and other physical access to and into a play area, especially at Recreation Park. (*Jeff informed/reminded the group that the Ballinger Park remodel will include an all-inclusive playground with universal access*)
- Consider a skate park and pump track
- Basketball – often go to other cities for basketball. There are no covered outdoor basketball courts in MLT, and the only dry courts are in school gyms. The hoops need to be replaced in some parks.

Communications

- The city website is clunky, tedious and cumbersome. The translation button is buried in the lower corner and doesn't list the languages it translates; have a "Here's What's Coming" section to share information about projects to get people excited
- Better wayfinding and signage would help at parks and along trails; it will improve access and usage if people know how to get to parks
- At park, if the city provides a wifi hotspot, the landing page can be something like "What's happening in MLT"
- Push communications on all media platforms, plus coordinate with schools to reach families
- Continue to publish and mail the Craze. On the inside cover or another visible space in Craze, highlight how people can access city information in different languages
- The Department should consider partnerships with local cultural groups within the city and highlight different cultures through city events. Have activities that are culturally diverse

Interview Notes (continued)

Future needs & Big ideas

- Universally accessible playground
- Accessible changing rooms at the Pavilion with high table
- Update existing facilities (i.e., rusty playground equipment)
- Address public perception – when people see a nice-looking park, it encourages to go outside to use it
- Upgrade and enhance the park system over time; continue to make incremental improvements to improve accessibility and universal access
- Veterans Memorial Park is hard to see into and hard to know what is in the park; improve the park edge and surrounding area to be more enticing
- Improve Ballinger Park based on the master plan; improve the playground and add a restroom
- Consider expanding program options for youth/adults with special needs (i.e., soccer for kids with physical disabilities)
- Have an AED in every park

-- End of Notes --

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STAKEHOLDER MEETING NOTES – Mountlake Terrace RPOS

DATE: November 17, 2020 - 3:00 pm – 4:30 pm

PROJECT: **Mountlake Terrace RPOS Plan Update**

LOCATION: Microsoft Teams Virtual Meeting

BY: Arielle Farina-Williams, MacLeod Reckord

PRESENT:

Rory Paine-Donovan
Dr. Robin Leshner
Kristin Piepho
Rosita Sandell
AP Hurd
Riley Taylor

Lindsay Hale
Don Lloyd
Jeff Betz, City of Mountlake Terrace
Ken Courtmanch, City of Mountlake Terrace
Connie Reckord, MacLeod Reckord
Arielle Farina-Williams, MacLeod Reckord

Purpose

To discuss current conditions in, and preferred uses/improvements for, Veterans Memorial Park. The Stakeholders involved were selected as representatives of the community.

Discussion

The discussion began with a brief introduction and project overview by Jeff Betz, Director of the Recreation and Parks Department. The importance of the Stakeholder role was discussed and the master planning process was described. After identifying where we are in the master planning process of Veterans Memorial Park and sharing graphics produced to date, the conversation developed into a pointed discussion on how the park currently is used, the benefits and shortfalls of the park now, and thoughts on what should be the most critical improvements to the park.

Current Use and Important Elements

Trails and Connections

- A walking connection to access the transit center for commuters. Walking through the park is an exceptional experience since it provides access to nature. Other trails in the park are not obvious and some users do not know they exist.
- Although the trail is important, it does not get used as much in the winter since it is too dark and muddy.
- The main trail is already perfect and does not need improvements.
- The most utilized part right now is the path.

Play Area

- Play area is used even though it doesn't have much to offer. There are few play areas in close proximity.
- The play area is dumbed down and needs some updates to provide more creative play opportunities.
- Known as the "spider park", the sculpture is intriguing, but run down.

Veterans Memorial

- Veterans use the park due to significance to that community, but the park needs updating and a higher level of maintenance.
- The Veterans Memorial is a valued part of the park.
- Mountlake Terrace was/is an important location for Veterans and it is appropriate that a memorial be located here.

Natural Environment

- The existing trees and forest character are important to the community and should be retained.
- Grade changes to the properties to the south of the park site are steep.
- The topography in the park is steep and the vegetation is wild feeling.
- Not much light gets into the forest. The park is currently very shaded and overgrown.
- High winds take out a lot of tree limbs creating potentially dangerous conditions at times.

General Comments on Users

- Vagrants currently sleep in the park, including under shelter of the gazebo, making it feel unsafe.
- The gazebo is heavily used by various groups for picnicking.
- The upper field near the Veterans Memorial gets used for activities by the community.
- The park feels underused and worn out, which the children and larger community notice.
- Over the last two decades the parks use has diminished.
- It is unclear how much of the plan outlined in the 1990's has been implemented.

Critical Improvements Needed**Trails and Connections**

- Access to the light rail through the park will be an important element in the park. The trail should be ADA accessible and lit to improve safety and allow trail use for commutes after dark. A point of clarification was that only the path, not the entire park, should be lit.
- An example of a park that has exemplary trail wayfinding and experience of nature is Edith Moulton Park
- Mill Stream (a housing development organization) is in the process of acquiring houses adjacent to the park. It is preferred that a wall not separate the park from the future development since proximity to the park is one of the benefits of the development site. A trail to the light rail station should be incorporated into the development.
- A northern spur or the trail system, that is as wide and accessible as the main trail to the light rail station, should be incorporated into future development.
- A connection along the west side of the site is important and the community believes that this is the City's plan. All paths should be designed with safety in mind and without blind spots that encourage hiding.
- High Priority improvements include pedestrian trails connecting the Civic Center with the Transit Center. Improvements may necessitate removing some vegetation, which is acceptable if the natural feel is maintained.
- The soil conditions may make paths on steep slopes tricky.
- An unused East/West Right-of-Way that is fairly level and along the south edge of the park may offer some potential for connections.

Play Area

- An example of a park with exemplary play areas that provide a valuable experience for all users regardless of ability is Bellevue Downtown Park.
- The play area needs updating and adding opportunities for more creative play.
- Providing appropriate activities to attract kids is important such as an improved play area and partnering with the Library to hold "Story Walks" through the park.

Natural Environment

- Retaining the forest feel of the park and removing invasive species is important.
- It will be important to have a unified landscape in the park but maintain native plant material.
- The interior of the park should be kept in good native ecological condition.
- Additional native plantings should be incorporated into the future improvements to enhance the intensely natural feel of the park.
- It would be nice to “see the other side of the park” – it would improve safety and legibility of the trail system.

General Improvements/Comments

- Veterans think the park needs updating and regular maintenance.
- The park’s importance will grow as Town Center is developed.
- As the surrounding area continues to develop and more people move here, the park’s importance to the community will continue to grow.
- The flag on the Veterans Memorial should be lit appropriately if left up overnight or, if not lit, taken down at night (it currently is not).
- Providing benches along the trail for older residents is important.
- The gazebo is several decades old but it has not been updated. It looks run down and needs improvements.
- Forest restoration will be important to determine what improvements are appropriate based on the soils, the stand condition, etc...
- Activities that damage the park should be limited.
- Frisbee golf was suggested as a potential program. Other rejected this as inappropriate for this heavily wooded site and where there was potential for conflict with trail users.

APPENDIX E: VETERANS MEMORIAL PARK SURVEY #1





To: Jeff Betz, Recreation & Parks Director
From: Steve Duh, Conservation Technix, Inc.
Date: December 21, 2020
Re: **Veterans Memorial Park Master Plan**
Online Survey Summary Results

Conservation Technix is pleased to present the results of an online survey to explore preferences and interests in site development options for Veterans Memorial Park.

SURVEY METHODOLOGY

In collaboration with City staff and MacLeod Reckord, Conservation Technix developed a 13-question survey that was estimated to take approximately five minutes to complete.

The online survey was posted to the City's website on November 9, 2020. Information about the survey was provided on the City's website home page and on the Veterans Memorial Park project page. It also was promoted via multiple city Facebook posts. The survey was closed on December 9, and preliminary data were compiled and reviewed. In all, 249 survey responses were received.

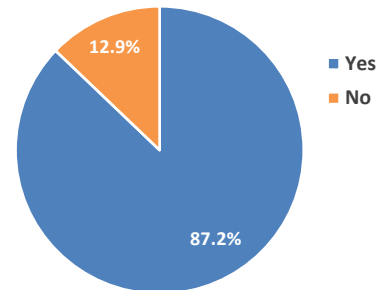
Since the survey was open to the general public and respondents were not selected through statistical sampling methods, the results are not necessarily representative of all City residents.

Percentages in the report may not add up to 100% due to rounding.

FULL RESULTS

Have respondents visited the Veterans Memorial Park?

Slightly more than nine-tenths of respondents (87%) indicated that they have visited the Veterans Memorial Park. Slightly less than 13% have not visited the nature park.

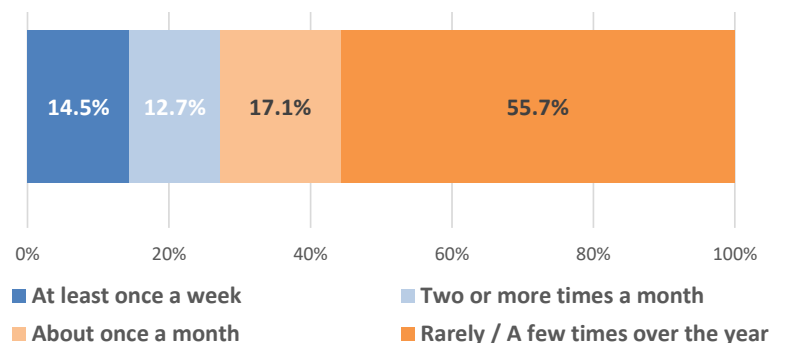


How often have respondents visited the Veterans Memorial Park?

A large majority of respondents (73%) visit the park infrequently or rarely - between once a month and a few times over the year. Approximately one in seven respondents (15%) visit the park frequently – at least once a week. Another 13% of respondents visit the park often and two or more times per month.

Respondents over 45 years of age indicated that they visit at least two times a month or more on a slightly higher frequency than other age groups. Respondents with two or more children were less likely to visit this park and were more likely to visit the site rarely or only a few times over the year.

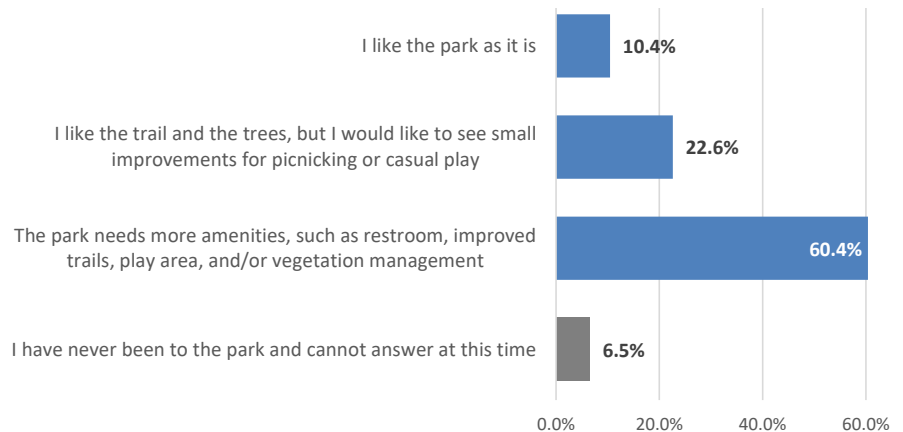
2. How often do you visit the park?



What is the current sentiment of respondents toward the park today?

Respondents were asked about their sentiment toward the status of the Veterans Memorial Park today in terms of its level of site development. Nearly 83% of respondents indicated that they would like to see some amount of improvement at the park, to include small improvements for picnicking to larger improvements such as improved trails and restrooms. Approximately one-tenth of respondents (10%) like the park as it is today.

3. Which one of the following best describes your opinion about the park today?



Respondents between the age of 20 and 54 more strongly than other subgroups think the park needs more amenities to draw them in to the park. Respondents 65 and over were more inclined than other age groups to indicate interest in small improvements, such as areas for picnicking.

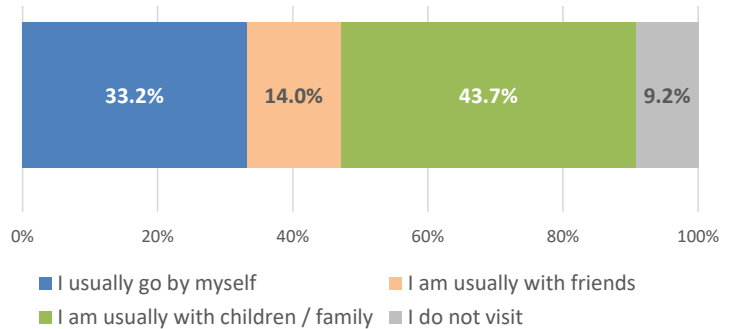
With whom do respondents typically visit the park?

A slight plurality of respondents (44%) visit the park with children or family. Approximately one-third of respondents visit the park solo. Slightly more than half (58%) of respondents visit the park with other people – either friends or family.

Respondents between 20 and 34 typically visit with friends. Those over 55 and those without children were more likely to visit the park solo.

Respondents with two or more children and those between 35 and 44 were slightly more likely to visit the park with children or family.

5. For a typical visit to Veterans Memorial Park, which of the following is most common for you?

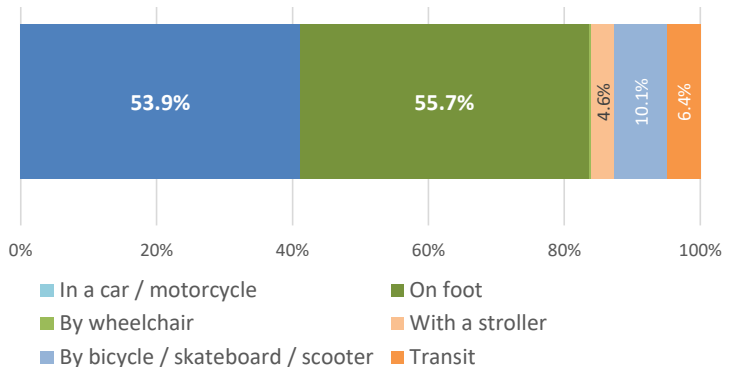


How do respondents typically access the park?

Respondents were asked about their means of travel to the park. Nearly equal percentages of respondents access the park by car (54%) or on foot (56%). Approximately one-in-ten respondents access the park by bicycle, skateboard or scooter.

Respondents with children were more likely to access the park via car or with a stroller.

6. How do you typically get to Veterans Memorial Park? (Check all that apply)

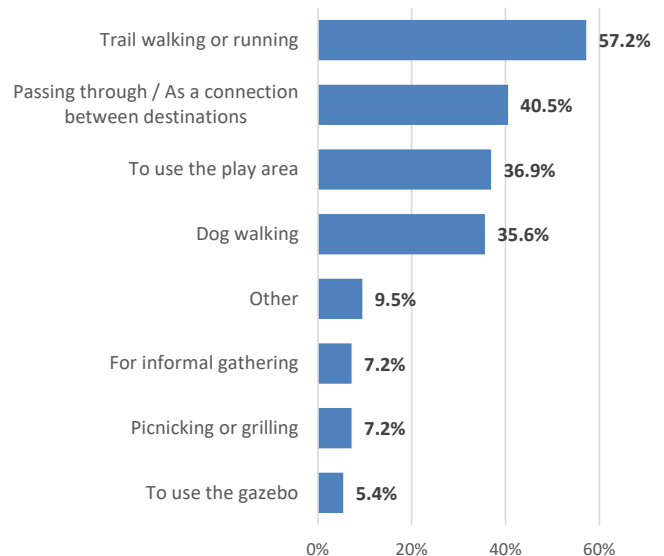


What are the top reasons to visit Veterans Memorial Park?

A majority of respondents (57%) indicated that trail walking or running as the top reason for visiting the park. Approximately two-thirds of respondents noted that they use the park as a pass-through (41%), for the play area (37%) and for dog walking (36%). Fewer than 10% of respondents use Veterans Memorial Park for informal gatherings, picnicking or to use the gazebo. Respondents wrote-in other uses that included disc golf, geocaching, bird watching and being in nature. A full list of 'other' responses is provided at the end of the memo.

Respondents between 35 and 44 years of age and those with children were more likely than other age groups to use the park for the play area.

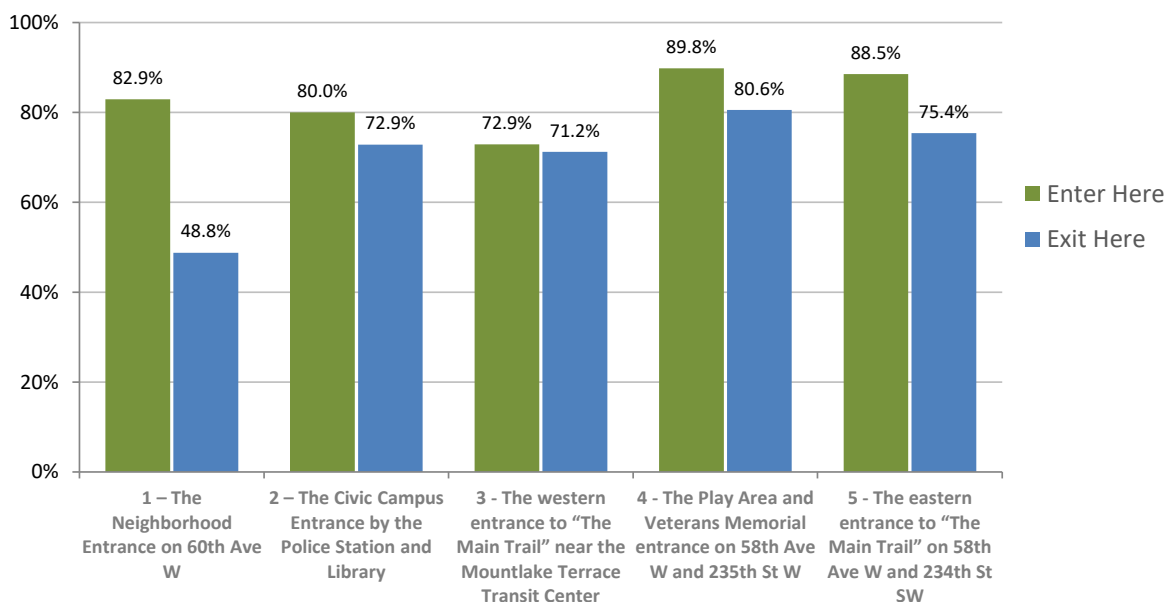
3. What are the reasons you visit Veterans Memorial Park? (Check all that apply)



Where do you enter and exit Veterans Memorial Park?

Respondents were provided a graphic of the park with entry points labeled, and they were asked to identify where they typically enter and exist the site. Each of the five noted entry points were identified as typical entries for majorities of respondents – from a low of 73% accessing at point #3 (western entrance) to a high of 90% accessing the site at point #4 (play area). Access points #2 through #5 had comparable levels of usage as exit points from the park. The neighborhood entrance at 60th Avenue West had the lowest usage (49%) as an exit point.

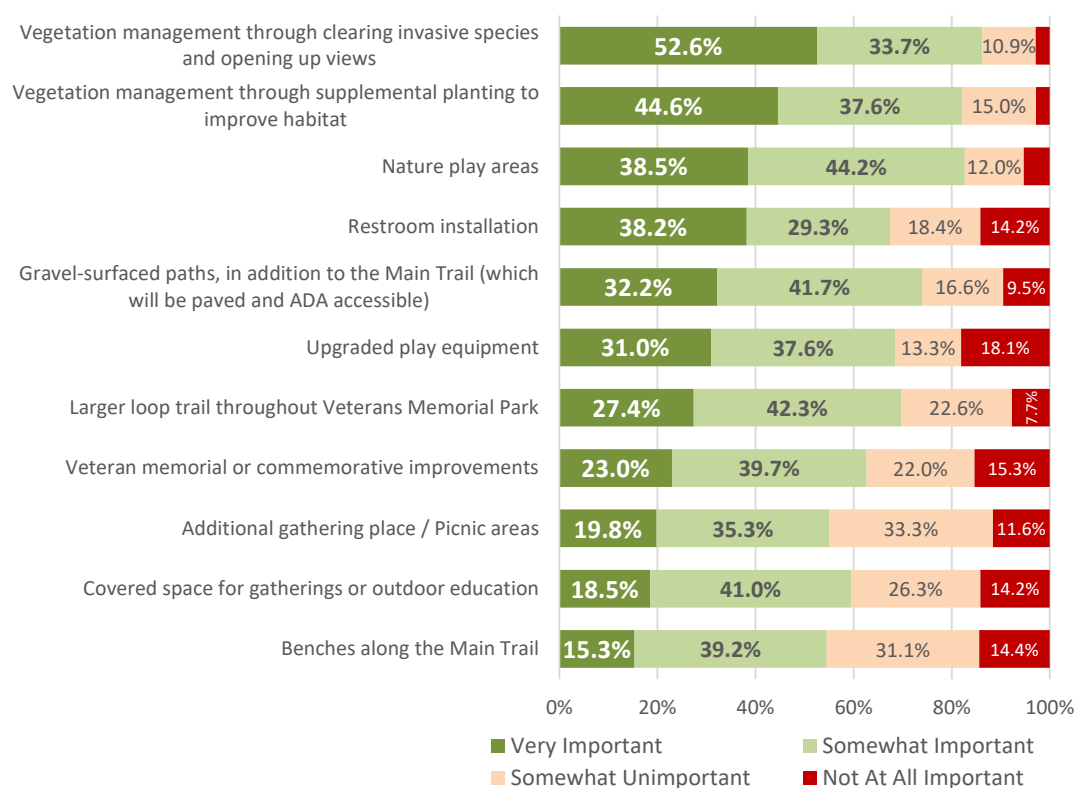
7. Where do you typically enter and exit the park, when the park is open? (Check your primary access points)



Which improvements do respondents feel are important?

Respondents were offered a list of eleven items that could be considered as improvements or enhancements to the Veterans Memorial Park. Strong majorities of respondents indicated the importance of vegetation management through clearing invasive species (86%), vegetation management through plantings (82%) and nature play areas (83%). Majorities of respondents noted that each of the eleven items listed as either very or somewhat important to improve Veterans Memorial Park.

8. How important is each of the following items to your future use of the park?



Respondents were provided an opportunity to write-in other comments. The most frequently noted comments included patrolling the site for homeless encampments, cleaning the site and providing more trash cans, accommodating disc golf, trail lighting and playground equipment upgrades. The complete list of comments is provided at the end of this memo.

Respondents between 34 and 44 and those with children were slightly more supportive of upgraded play equipment and nature play. Those over 55 felt vegetation management (both options), additional gathering places and restrooms are important. Respondents without children also were slightly more supportive of both vegetation management options.

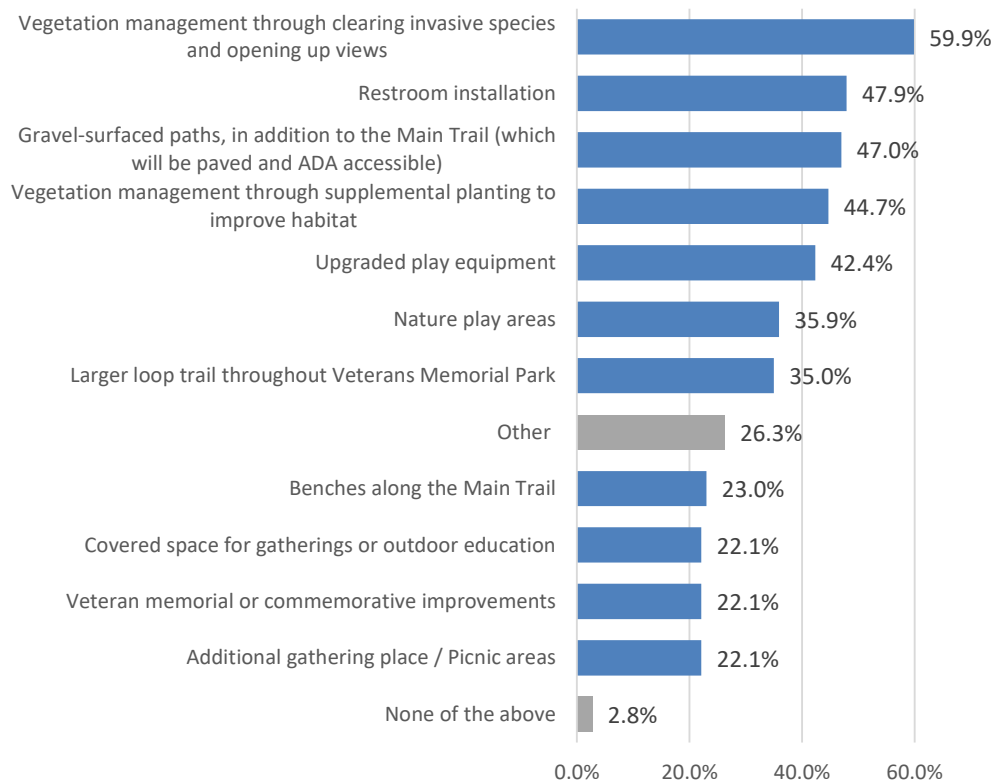
How would residents allocate funds to different project types?

Respondents were provided the same list for a second question which asked them to identify their top five improvement options. Respondents were instructed to select at least one item and up to five items. Three-in-five respondents identified vegetation management through clearing invasive species as the top improvement.

The top five improvements are noted in the list below.

1. Vegetation management through clearing invasive species and opening up views
2. Restroom installation
3. Gravel-surfaced paths, in addition to the Main Trail (which will be paved and ADA accessible)
4. Vegetation management through supplemental planting to improve habitat
5. Upgraded play equipment

9. Using the same list again, what are your TOP FIVE improvements to enhance Veterans Memorial Park? (Check up to 5 options)



What is the most important thing for the city to know about that makes this park special to you? (Open-ended)

Respondents were offered asked to share what they feel are the most important things that make Veterans Memorial Park special. In all, 148 respondents (59%) provided written comments. Common items from these comments include:

- Connecting with nature in a more natural way; a little bit of wildness in the midst of a city
- Great location right next to the library
- Trails through the large wooded area makes this park special

- The following word cloud illustrates the most frequently used terms from write-in comments.

[illegible]

The survey also provided respondents an opportunity to offer other comments about the Veterans Memorial Park. In all, 136 respondents (55%) provided written comments. Common items from these comments include:

- The following word cloud illustrates the most frequently used terms from write-in comments.

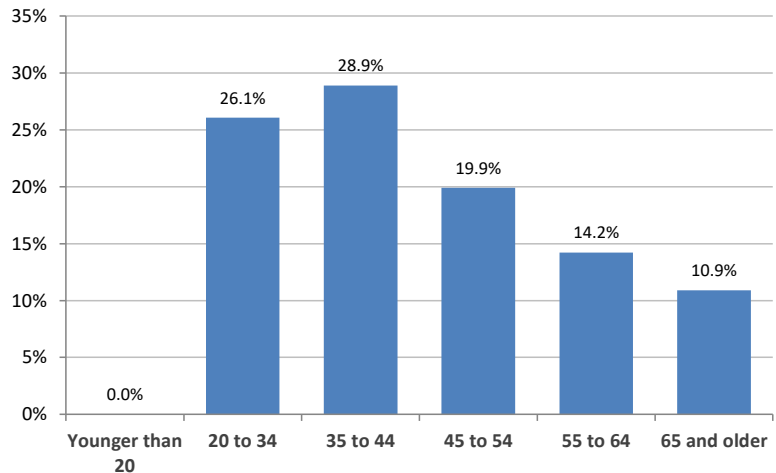
168



Demographics

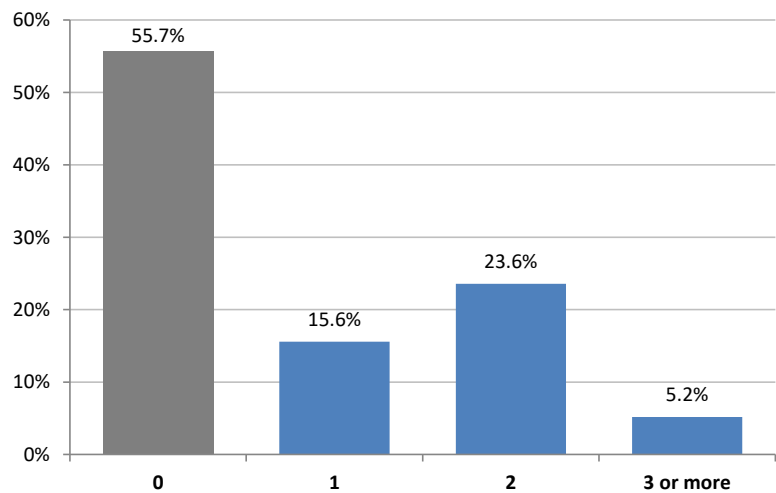
Age


The largest age group who responded to the survey were younger than 45 (55%). The rate of responses declined for respondents over 45 years of age, with 20% between 45 and 54 years of age, 14% between 55 and 64 and 11% 65 and over. There were no respondents younger than 20 years of age.



Number of Children in Household

More than half of respondents (56%) have no children in their household. These households tended to include older adults (over age 55). The remaining 44% of households have one (16%), two (24%), or three (5%) children in the home.





APPENDIX F: VETERANS MEMORIAL PARK SURVEY #2

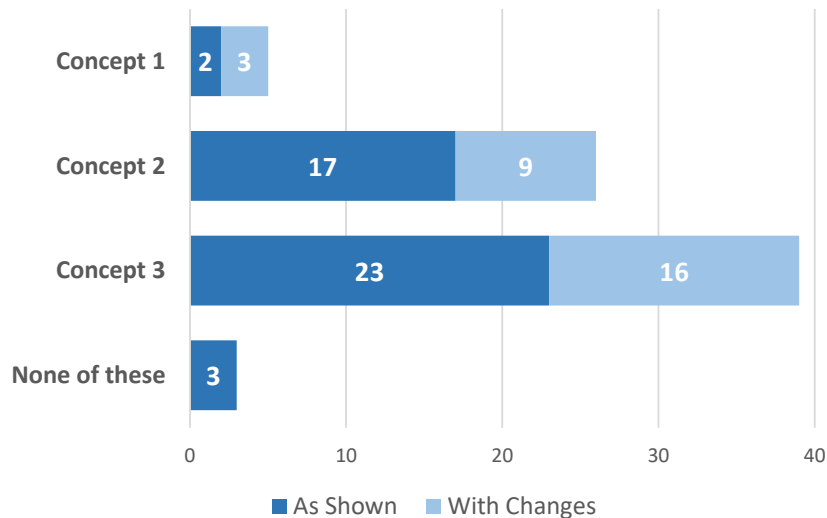
To: Jeff Betz, Recreation and Parks Director
From: Steve Duh, Conservation Technix, Inc.
Date: May 25, 2021
Re: **Mountlake Terrace Recreation, Parks & Open Space Plan**
Veterans Memorial Park Concepts Survey Results

Following the close of the online open house on April 28th for the Recreation, Parks & Open Space Plan, the survey questions pertaining to the Veterans Memorial Park Site Master Plan were re-issued as an extended survey with the goal of soliciting additional community feedback. The questions and graphics from the online open house were re-used and posted within a Survey Monkey site, and the City promoted the extended survey via social media. The extended survey was open for two weeks, from May 7, 2021 through May 23rd.

The following summarizes the aggregate data from the extended survey and the online open house.

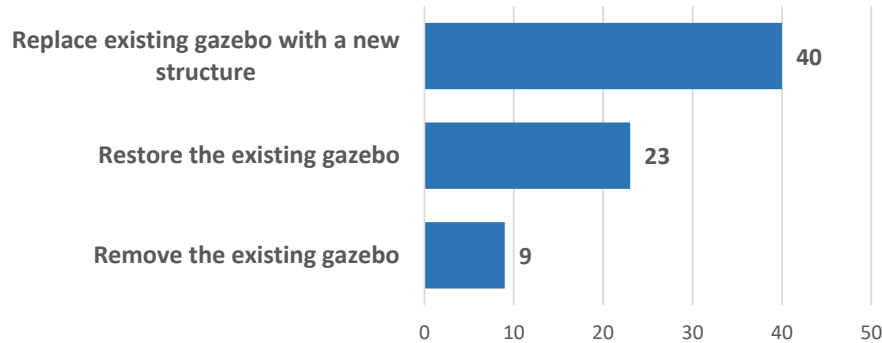
Question 1 | Which concept do you prefer? Select one.

The combined responses from the online open house and the extended survey indicate a slightly stronger preference toward Concept 3. Respondents from the online open house preferred Concept 2 (13 out of 27 responses) as compared to the aggregate data shown below. N



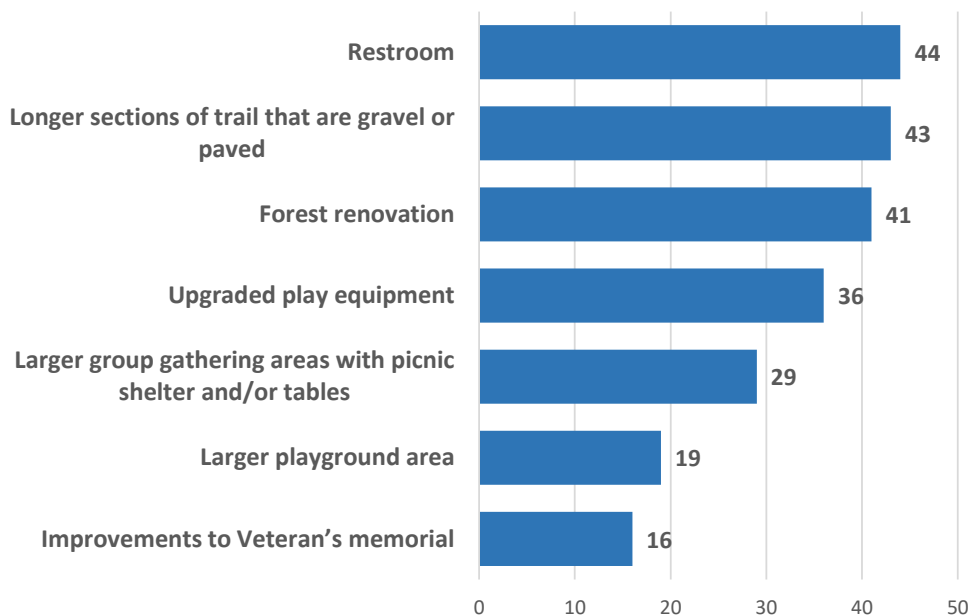
Question 2 | Which shelter option do you prefer? Select one.

The majority (56%) of respondents prefer to replace the existing gazebo with a new structure. This ranking is consistent with the initial responses from the online open house from April 2021.



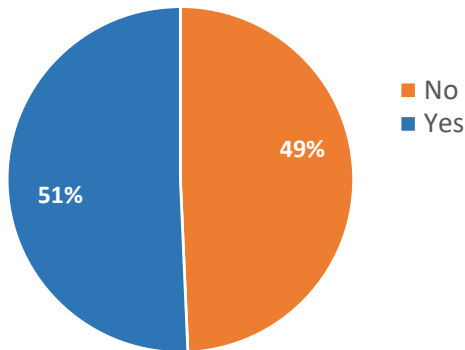
Question 3 | Below is a list of potential Veterans Memorial Park improvements. Which improvements are most important to you? Select up to 4.

Respondents identified restrooms, longer gravel or paved sections of trail, and forest renovation as the most important improvements for Veterans Memorial Park. These top three selections are consistent with the initial responses from the online open house from April 2021.



Question 4 | Would you use a new lawn/gathering area (“Middle Plateau” in Concept 3)?

Respondents provided a nearly even split in opinion (51% yes, 49% no) about potential usage of a new lawn/gathering area shown in Concept 3. From the online open house, a modest majority (63%) of respondents said they would not use a new lawn/gathering area.



Question 5 | The Main Trail will be redesigned to make it ADA-compliant, and there are different ways to make that happen. Which option do you prefer for the new Main Trail?

A majority of respondents (72%) indicated a preference for a longer, flatter, less expensive path, without handrails, that may remove some trees. This ranking is consistent with the initial responses from the online open house.

Main Trail Options	Responses	Percentage
A longer, flatter, less expensive path, without handrails, that may remove some trees.	55	72.4%
A shorter, steeper, more expensive path, that requires handrails on both sides, and generally follows the existing trail alignment.	21	27.6%

Question 6 | Not including the Main Trail, what level of improvement do you prefer for other park trails? SELECT ONE.

A modest majority of respondents (56%) indicated a preference that some of the other park trails be resurfaced with gravel to improve durability. This ranking is consistent with the initial responses from the online open house.

Level of Improvement for Other Trails	Responses	Percentage
Resurface some of the other trails with gravel to improve durability.	42	56.0%
Resurface all the other trails with gravel to improve durability.	23	30.7%
Do not resurface other trails.	10	13.3%

Open-ended Responses (from Online Open House)

Question 7: Do you have other comments or suggestions for the future of Veterans Memorial Park?

- Absolutely none of these plans are acceptable as a transformative master plan required for our Town Center. They need to be more ambitious, better connect the transit center to the town center, treat the edges as porous, and address surrounding development. Please come back with better plans.
- Even today, Veterans Memorial Park (especially the area around the existing gazebo) has had a tendency to be a refuge area for homeless folks. I am concerned that the improved accessibility of Veterans Memorial Park to the light rail station could make this problem much more prevalent. Although I am absolutely in favor of much greater accessibility at all points in the park, the benefits to the Town Center would be diminished if the Town Center residents do not feel comfortable or safe passing through or using the space. I feel that future concepts/studies for VMP should acknowledge this possibility. It might be beneficial for the design team to seek input from local law enforcement on what issues they have had at VMP in the past and work to craft design solutions to discourage this behavior in the future. For example, Concept 3 will add restrooms and a new gazebo that I can easily foresee being a nightly magnet for homeless folks' use. Future designs for these spaces should consider ways to make the gazebo and restroom inaccessible (self-locking, or manually locked) during nighttime hours. The design team should also seek input from local law enforcement if design elements not yet considered could make it easier for them to regularly/easily monitor the park.
- I completely agree with all of the statements outlined in this article: <https://nextmlt.com/the-veterans-memorial-park-master-plan-is-too-important-to-get-wrong/>. I do not feel that any of

the plan options properly take into consideration the integration of the Veterans Mem. Park with the Town Center master plan, the civic center campus, or the future adjacent multi-family residential/commercial development (especially on the South side of the park). I sincerely hope we get more concept options which take into account the 'boundary' areas at the edges of the park as I feel this would be a better long-term investment.

- I like that a lot of the park is natural, but I have rolled my ankle while running on the trail from the library to the transit center due to erosion. If nothing else, need to fix the eroding trails and the play structures for safety!
- I think it is VERY IMPORTANT to consider how the park will interact with the Transit Center/ Light Rail Station, the neighborhood plan (with tall buildings surrounding it in the future), and also how the city envisions people using the park. As density increases, our shared green spaces become all the more precious and vital for our communal health. Let's do our best now to prepare for an increased population density in the future, including how to help the park to be a safe place.
- It is dark and scary!
- Keep it forested as much as possible while improving the play/gathering areas.
- Please DO NOT overdevelop it. Leaving parts of it with a feel of being in the woods is so important.
- REMOVE THE HOMELESS SO WE CAN USE IT SAFELY!!!
- Safety and lighting are a must. It is very scary now to walk through the park from the transit center to the city center or home. A bathroom is really needed at the main park area! 2 bathrooms would be really nice. Right now, people either try to run to the library, or go in the woods. A better picnic area would be grand!
- Since it is Veterans Memorial Park, it is important to keep and enhance that concept as the veterans were the first to move here. The park is underused mostly due to safety concerns related to it being too wooded, not lighted, a blight, and easy for folks with drugs, alcohol, and homelessness issues (who do not keep things clean or safe). Limbing up the park to make it more visible would help address safety as well as lighting and usability. The park will continue to be underused unless safety is address which to me is more important than protecting the tree canopy. There are plenty of trees that will remain and make it a nice wood park but currently the trees and shrubs are part of the problem. Bicentennial Park's improvements are a perfect example of how that park has transformed from an eyesore that attracted drugs, alcohol and trouble to one that is open, accessible, and used often which makes it safer.
- Something I would consider to be very important at this park is the preservation of the existing trees and native plant life. Along with the removal of invasive and nonnative plants like ivy and holly to be replaced by native species that would compliment the parks ecosystem. I believe that a prioritization of the parks environmental health will create a pleasant atmosphere for people to go on a walk along the trails or to meet up with friends; while also providing an environmental benefit by its presence in the area.

Open-ended Responses (from re-posted survey in May 2021)

Question 7: Do you have other comments or suggestions for the future of Veterans Memorial Park?

- Please remove invasive species from forested areas
- Please get creative and/or tougher to move along the homeless living there. They leave trash and waste and make it unsafe. I understand it's a tough issue. Park won't be used otherwise due to safety concerns. The trees will be healthier if they are thinned so, please do so.
- "This is a great opportunity to honor our veterans and create a welcoming place for our community. (I work in Mountlake Terrace)."
- It would be lovely to have a park right across from the assisted living facility that has ADA accessible paths. How nice for families and friends of residents to enjoy time in nature so close to the care facility! I'm excited to see what happens.
- Yes, there should be benches in various places along the trail/path
- Good lighting on main trails, removal of invasive plants and in general lifting growth for better visibility.
- My preferred concept is Concept 3 with changes. These changes include:
 - The current Concept 3 shows that the Main Path goes around the north side of the Middle Plateau and then wraps around the west side. This connection through the park should be more efficient by paving and illuminating the path on the south side of the Middle Plateau.
 - No pathway proposed on the southern border of Veterans Memorial Park that was shown in the Town Center Subarea Plan document.
 - There is poor connectivity between the 60th Ave W vicinity and the transit center. The Concept 3 plan shows merely a gravel connection. The area just northwest of Veterans Memorial Park is zoned as TC-1 (6-12 story buildings)! This development could eventually mean potentially hundreds of pedestrian trips between the future development northwest of the park and the transit center. This will not be easy or possible if a paved and illuminated connection does not exist between 60th Ave W and the transit center.
- None of the current Veterans Memorial Park Master Plan concepts include several vital paved and illuminated connection points to the future Town Center. These missing connections include:
 - The current Town Center Subarea Plan (drafted September 26, 2019) page 38 illustrates a proposed pathway connection along the south side of Veterans Memorial Park. This connection is important to provide frontage for first floor commercial/retail spaces that face the park and to provide a pedestrian friendly thoroughfare between the future 57th Ave extension to 236th (as outlined in the Town Center Subarea Plan) and future light rail station.
 - There is no direct paved and illuminated connection between Veterans Memorial Park and the Civic Campus. These are two of the primary public spaces in the Town Center and should be connected to one another in an obvious and inviting way. There is currently ample space adjacent to the MLT public library to create an obvious gateway between the park and Civic Campus.

- A paved and illuminated connection between 60th Ave W is completely missing from all concepts. This connection between a relatively isolated corner of the Town Center to the future light rail station has never been more important, as a 2-acre assemblage of existing single-family homes located along 60th Ave W was just listed in April 2021. This assemblage was marketed to developers as a significant TOD, but it's residential and commercial success will be determined, in part, by its efficient connectivity to the transit center.
- The west hill side of the park needs to be corrected because of bad erosion.
- Remove lower tree branches to let in more light and air and to make the park feel safer. Most people I know won't even go to the park because it doesn't feel safe. You can't see very far into it.
- Use existing play and gathering spaces, just upgrade facilities there.
- Please don't remove too much of the natural beauty!
- Arts and craft outdoor gathering area
- the middle plateau would be a great place to have an outdoor type amphitheater for concerts in the parks, puppet shows, weddings - much like is available at Lynndale park in Lynnwood - beautiful wooded setting. Also, would like to see a weekend farmers market area that is easily accessible from the community center parking lot.
- I think the most important thing is to get rid of the ivy.
- Tree thinning is vitally important for safety and usability. The existing trail has always been sketchy, and the park needs to become safer to allow real connection between the City and the MLT transit center. The middle lawn area is going to become a homeless campground because it's out of sight of the road, so ditch that idea. Make trail loop areas that allow for up-and-down exploration of the area. Making the whole park open and accessible to the public is the best way to keep this a safe place.
- Don't be cheap with this, put the money into it now so we're not back here again later spending more money on it.
- This park will soon be surrounded by new development including some of the tallest buildings in the city. The plans don't address how this development will interface with the park. This park, based on location, should be the showplace park of the city instead of an afterthought.
- IF any play area - make it applicable for ALL ages, not just kids!
- I'm not sure you are asking the right questions. Lighting and safety are not addressed. Is there enough lighting to safely get from the library to the transit center at night? Can someone in a wheelchair safely get from the loop trail to the Transit Center? How much will the park be utilized by commuters (parking in and around there because the garage fills up by 7:15 or residents who are walking to the Transit Center) vs. recreationally? Is the homelessness situation going to be addressed? Hence the need to have a conversation about lighting. Trails are all well and good, but if no one is using them because they don't feel safe, or find them difficult to navigate, and are opting to walk along the street, what's the point of improving them?
- The three concepts don't show that the main trail would have any lighting. Lighting is really needed. Also, I would think that a one-stall bathroom should be sufficient. And, some exercise equipment for all age groups would be great!

- MLT needs to do a better job of keeping the homeless and problem people (drug dealers) from gathering there and making a mess of the place. This place was built for families to use and enjoy. Not for random people living in, drinking in, doing drugs in, etc.. What is has no become. That is the single largest problem with that area. It's so outdated and ran down that so people don't really use it like they should. I used that park as a kid and explored in greatly. These days I wouldn't step foot in there (or send my kids there) because of the known homeless problem. That is where the city needs to start. It's so bad people have been camping in tents and destroying the property outside the public library. Which is in the same parking lot as the new city hall. Please do more for us MLT residents. And make this city a better place to live. Thank you.

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APPENDIX G: VETERANS MEMORIAL PARK SITE MASTER PLAN

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VETERANS MEMORIAL PARK MASTER PLAN REPORT

Mountlake Terrace Recreation and Parks

September 2021



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Overview



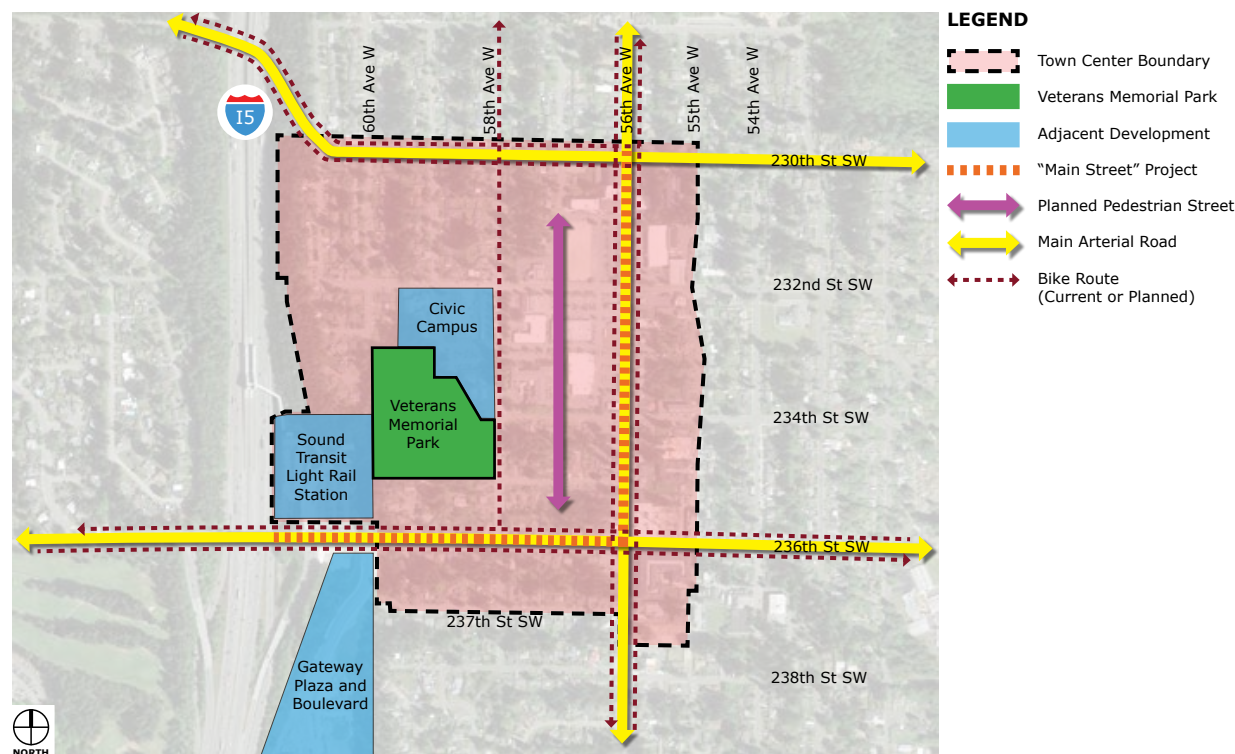
Aerial view of Veterans Memorial Park

The City of Mountlake Terrace is engaged in updating its Recreation, Parks and Open Space (RPOS) Plan to reflect the current needs of the community. A critical part of the 2021 RPOS update is development of a conceptual master plan for Veterans Memorial Park, a treasured park and natural area located in the heart of the City's Town Center. The overarching goal is to balance the development of recreation opportunities and pedestrian connections through the site with retention of the Park's urban forest. The Park boasts a dense forest populated with second growth trees, walking trails, a play area, gazebo, picnic areas, a veterans' memorial, a drainage feature and varied topography that includes steep slopes. Veterans Memorial Park is flanked by the Sound Transit Light Rail Station (Transit Center) to the west, which is currently under construction, the rapidly developing Town Center to the east, and the Civic Campus development to the north, which houses the City Hall, Police Station, Fire Station, Library, and a new public plaza. Adjacent to the Park are several pockets of residential neighborhood. (See Veterans Memorial Park Context Map on page 2.)



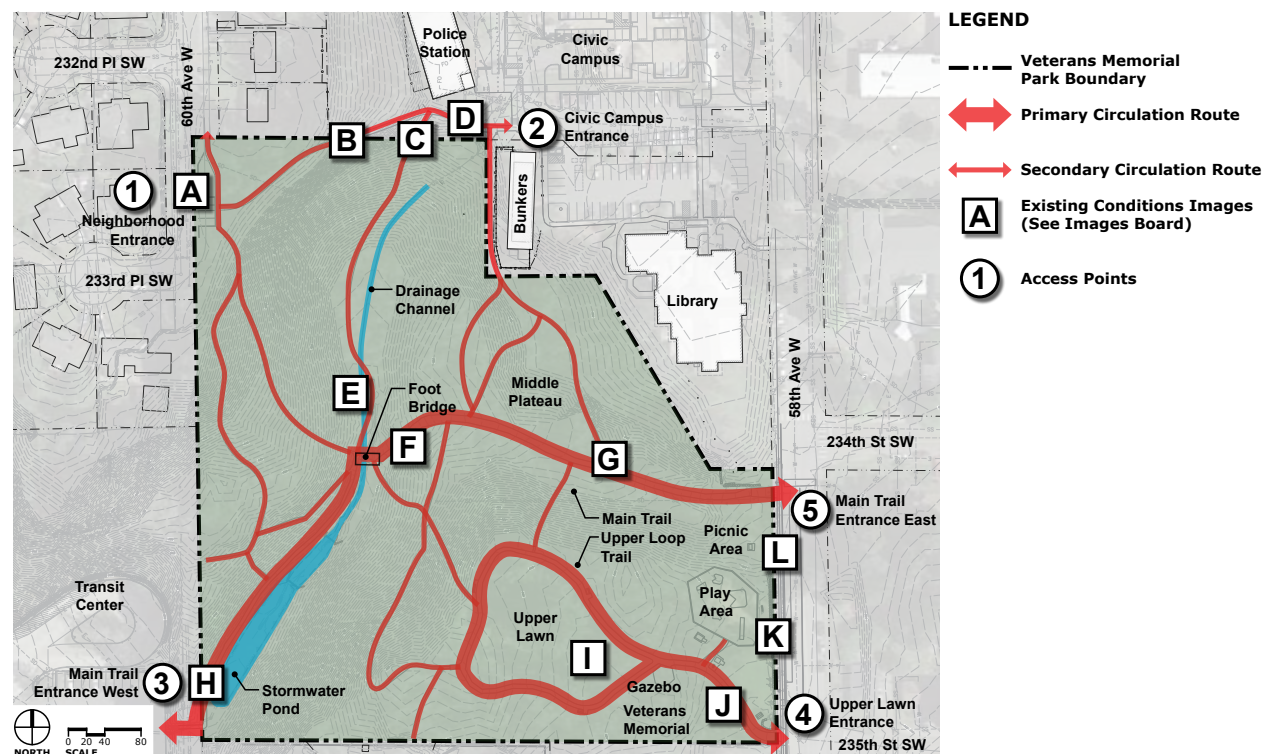
Park sign on 58th Ave W

VETERANS MEMORIAL PARK CONTEXT MAP



A primary component of the Park is the Main Trail that traverses the site in an east/west orientation and connects 58th Ave W to the Transit Center. The trail crosses a north/south oriented drainage feature with a short red footbridge. Other trails, both formal and informal, spiderweb through the site and connect to 60th Ave W and the Civic Campus. (See the Veterans Memorial Park Existing Conditions Map on page 3 and Veterans Memorial Park Existing Conditions Images on page 4.) Through the Sound Transit Access Fund, the City has secured a grant to improve the trail to enhance pedestrian access to the Transit Center. The grant includes funding to upgrade the trail to an 8-foot wide, asphalt paved ADA accessible route with lighting and a new footbridge across the drainage feature. The conceptual master plan for Veterans Memorial Park provides trail connections to areas the community has identified as important. Other improvements in the master plan include gathering area enhancements, play area renovation, picnicking sites, additional lighting, updates to the memorial, signage, frontage improvements and vegetation management to improve the health of the forest. Crime Prevention Through Environmental Design (CPTED) principles are applied to the overall plan to address safety throughout the Park.

VETERANS MEMORIAL PARK EXISTING CONDITIONS MAP



Veterans Memorial Park has been an important asset to the community for many years. The community values the Park for its woodland character, as a gathering area, for dog walking, trail walking, running, picnicking, and other recreation. Currently, the community has expressed concerns regarding safety in the Park due to transient use, unauthorized encampments, lack of lighting, degraded trails, and an overgrown understory that restricts visibility. Despite these challenges, the Park remains an asset valued by the community for its beautiful forest and incredible potential.

The master planning process included reviewing background information and planning documents previously created, performing site reconnaissance and analysis, assessing the potential programming possible in the Park, engaging stakeholders selected by the City, conducting public input surveys, and presenting the conceptual alternatives and the preferred alternative to the Recreation & Park Advisory Commission and public for input and direction.

VETERANS MEMORIAL PARK EXISTING CONDITIONS IMAGES



Images correspond to Existing Conditions Map on page 3

Background Assessment

A large portion of the Veterans Memorial Park was acquired by the City in 1960 with funds from a general obligation bond to provide the civic center with park space. Adjacent parcels were added to the park at later dates. The parkland was intended as a play area and wooded wildlife preserve. Several documents, as summarized below, have informed the development of the Park through the years.

PREVIOUS VETERANS MEMORIAL PARK MASTER PLAN

In 1984 a master plan funded by an Urban Forestry Grant from Washington State Department of Natural Resources was developed for Veterans Memorial Park which showcased trails, a playground, a veterans' memorial, and other park amenities. Trails in the park were constructed by crews from the Edmonds School District.

PREVIOUS RECREATION, PARK, AND OPEN SPACE (RPOS) PLANS (1993, 2009, 2015)

Several previous RPOS plans note the unique value of the Veterans Memorial Park natural area. Recommendations include emphasizing the connection between the Park and adjacent facilities and improving trails to focus on access and security, such as paving trails, regrading for ADA accessibility, providing a new footbridge, and lighting pathways.

The 1993 RPOS states that the trail systems should be enhanced in the center and at the southern end of the site and that the bridge should be replaced. Other recommendations include planting grass and groundcover in the central meadow behind the library to control runoff; re-purposing the unused bunkers as picnic shelters or screening them from view; and, upgrading the playground to be in compliance with ADA guidelines. The 2009 RPOS notes opportunities in the Park for natural and interpretive facilities, trail development, and open space protection. The 2016 RPOS notes the value of expanding and improving the site's trail system considering its proximity to the civic center and to multiple modes of public transportation.

VETERANS' PARK FOREST MANAGEMENT PLAN

The 1992 Veterans' Park Forest Management Plan identifies the Park as a second growth forest remnant that has significant potential for restoration. Goals include restoring the natural area to a typical northwest forest and incorporating opportunities for environmental education. The Plan also includes a recommended plant list.



Bunkers Buildings

The Forest Management Plan notes the high density of trees is resulting in an unhealthy forest and recommends selective removal to encourage more vigorous growth of the remaining trees. The Plan recommends thinning in 10 to 15 years (approx 2002-2007). No documentation was found confirming this thinning had been done.

All previous vehicular access points seem to have been converted to pedestrian trails. The Forest Management Plan notes evidence that park users are seeking a loop trail and recommends that new trails be constructed using only permeable surface. The Plan evaluates the current trails to determine which would remain and which would be removed. Techniques noted in the Plan to discourage use of the vegetated areas include establishing proper path alignments and strategically installing barriers from downed trees.

TOWN CENTER PLAN (2009)

The Town Center Plan highlights the importance of a pedestrian-friendly environment and access to green space. Veterans Memorial Park is noted as a valuable community asset that provides vital pedestrian connections through a unique natural space, but accessibility throughout the Park needs improvement. The Plan notes that a thoughtfully designed trail system is essential for providing safe public access and minimizing disturbance to the natural area and comments on the importance of cycling connections around the park and to local and regional trails.

RECREATION AND PARKS NEEDS

Veterans Memorial Park is identified as a potential location for a covered outdoor classroom space since there is a lack of this type of facility in the park system.

SOUND TRANSIT SYSTEM ACCESS FUND

The City has obtained funding from the Sound Transit System Access Fund to design and construct an ADA accessible, illuminated, asphalt paved pedestrian pathway through Veterans Memorial Park connecting the Transit Center with the Civic Center and Town Center redevelopment. Providing walkable options between the Transit Center and important places in the community, fostering equitable access, and enhancing connectivity with options that promote health and safety are of particular importance to the funding agency. The Sound Transit Temporary Construction Easement specifically states that the ADA access must go beyond the minimum ADA requirements, noting that “Just designing and meeting the minimum applicable access standards is NOT a good design practice.” The Conceptual Alternatives will be developed to include options for the design of the Main

Trail that allow for a more integrated and park-like ADA access through the site. Construction for the Main Trail is slated to occur in 2022-2023.

THE COMPREHENSIVE PLAN (2017)

Several sections of the Comprehensive Plan provide guidance on the development of Veterans Memorial Park. The Environmental Element notes Veterans Memorial Park is a State-recognized upland wildlife habitat where bald eagles and pileated woodpeckers have been observed. The Economic Vitality Element discusses the value of master planning the Park to guide continued improvements and establish a strong pedestrian connection between the Transit Center and Civic Center. The Land Use Element states that a trail system through the Park enhances walkability in the area since it connects so many important places. The Transportation Element outlines the important role an improved main trail in Veterans Memorial Park plays in providing non-vehicular transportation options. The Capital Facilities Element identifies ADA accessibility as a major priority.

MOUNTLAKE TERRACE MUNICIPAL CODE 19.75

Guidance outlined in the City's Municipal Code will help define how this park fits into its surrounding context. Applicable excerpts are listed below:

- Veterans Memorial Park is a neighborhood park as well as a natural area and mini park.
- Setbacks on the front, side, and rear yard structure are 20 feet.
- The maximum building height is 35 feet except three stories not to exceed 60 feet in special use areas and community parks.
- The maximum structural coverage is 25% of lot.
- Screen storage yards from public view.
- Signs are not to exceed 100sf for recreation facilities.
- Natural Areas shall be managed to promote native vegetation and low stormwater impacts.

LIGHTING OPTIONS

The lighting fixture options that fit the character of the Veterans Memorial Park have been assembled in a document created by Otak and provided to the City. As City standards evolve, so should the fixture design and detailing.

OTHER PLANNING DOCUMENTS

In the 2017 Community Survey Draft, the quality of life is noted as trending toward good and that safety is very important to residents.

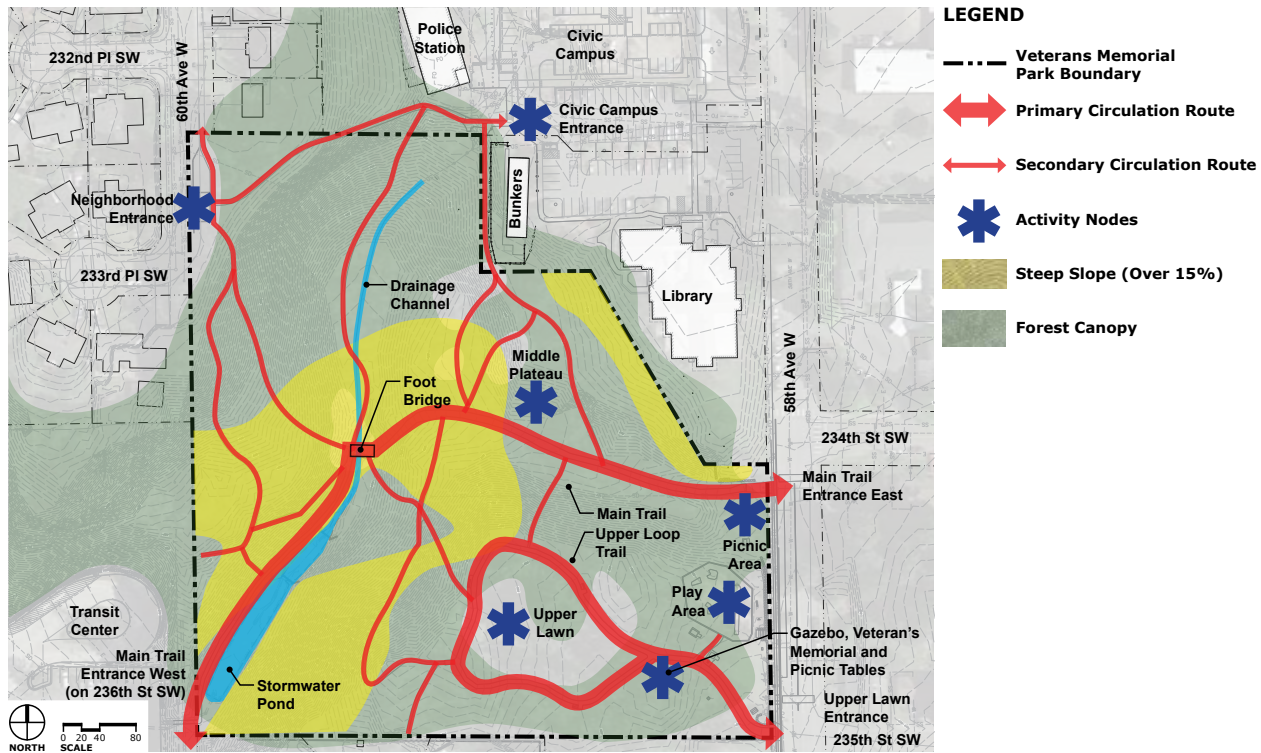
Planning documents such as the Town Center Subarea Plan (2019) and Puget Sound Regional Council's Vision 2050 mention the importance of providing options that encourage walking to promote healthy living and environmental sustainability. A walkable atmosphere contributes to the development in Town Center, and the remnant forest contributes to the placemaking of Town Center. The Town Center Subarea Plan notes the importance of having wide sidewalks and a pedestrian friendly environment. The frontage of the park on the west side of 58th Ave W does not currently have wide sidewalks and is designated per the Subarea Plan as a "Secondary" block-frontage. This type of block-frontage is defined as a sidewalk area that allows for either pedestrian-oriented features and appears to encourage wide sidewalks or more residential feeling sidewalks with landscaping depending on the context of the site. Due to the proximity of Veterans Memorial Park to the Town Center core, a wide, pedestrian-oriented sidewalk is appropriate. The Subarea Plan mentions extending an access corridor along the unopened 235th Street SW to create a proposed pathway connection at the south boundary of the park. Also noted is importance of flexibility in the design and form of these connections, which is important where there is extreme topography or other barriers that make the creation of a linear access corridor difficult. Since the west portion of the 235th Street SW right-of-way along the southern boundary of the Park is very steep and forested with many mature trees that should be retained, the Concept Alternatives will explore providing cross-site, ADA access primarily on the Main Trail with strategically located connections to trail system in the park and future adjacent development. The Town Center Subarea Plan recommends creating a Master Plan for Veterans Memorial Park and improving accessibility between the Town Center and the Transit Center.

The Transportation Master Plan promotes the development of safe connections between the neighborhoods, schools, parks, the downtown, and the civic campus. It notes a bike route along 58th Ave W.

Each of these planning documents provides guidance applicable to the development of Veterans Memorial Park such as creating a site master plan to integrate the park with adjacent natural, civic, and transportation features; providing elements in the park that encourage gathering and provide a setting for community interaction; and, connectivity through the park should be improved.

Program Assessment

VETERANS MEMORIAL PARK SITE ANALYSIS



The following program assessment for Veterans Memorial Park is based upon information collected from the public surveys and discussions noted below. Detailed information on key findings, percentage preferences, opinions, and general comments can be found in these documents:

- Veterans Memorial Park Master Plan Stakeholders Meeting, November 17, 2020
- Veterans Memorial Park Master Plan Online Survey Summary Results, December 21, 2020
- Mountlake Terrace Recreation, Parks & Open Space Plan Community Survey Summary Results, January 6, 2021

CURRENT PARK USE SUMMARY

Survey respondents generally indicate they place great value on the park trails, particularly the Main Trail that connects 58th Ave W with the Transit Center. In addition, respondents value the natural and wild character of the forest and believe preservation of this wooded area is important to

the character of the growing community. The other park amenities that received comment, but were generally less notable, included the play area, gazebo, open lawn areas, and Veterans Memorial. Many respondents noted the state of disrepair and/or lack of maintenance of trails, woodland upkeep, play equipment, gazebo, and picnic areas. The lack of lighting for the Main Trail was cited as a reason some felt intimidated or unsafe using trails early and late in the day. A major issue concerning the community is the transient use and encampments that occur in some areas of the site and that the denseness of the vegetation inhibits visibility through the site, increasing the sense of lack of safety.

The reasons cited for visiting Veterans Memorial Park include:

- Trail use / Walking / Running / Dog Walking / Geocaching
- Accessing Transit Center or other perimeter destinations
- Enjoying nature in the City / Bird watching
- Play area use / Picnic or unscheduled open space use
- Stewardship / Picking up trash

PARK PROGRAM ELEMENTS

Based on results from both surveys the highest priority potential improvements to the Park include:

- Trail improvements with trail lighting
- Restoration of natural areas / invasive species removal / supplemental native plantings
- Restroom installation
- Gathering place / picnic areas
- Upgraded play equipment
- Veteran Memorial or tribute improvements

Other improvements, or more details about the highest priority improvements, include:

- Nature play areas / more creative play opportunities / story walks in partnership with the Library / integrate the spider into a new improved play area
- Expand upper loop trail
- Improve other trails with new surfacing and/or grading to achieve ADA compliance. Specific trails mentioned:
 1. Connecting 60th Ave W and the Civic Campus
 2. Connecting 60th Ave W with the Transit Center along the west side of the Park

3. Connecting the Civic Campus with the Transit Center
 4. Within the 235th St SW unopened right-of-way along the south side of the Park
- Add wayfinding signs and/or improve online information about trail condition and routing
 - Add benches along the Main Trail
 - Provide a covered space for gatherings and outdoor education
 - Add more gathering areas and picnic tables / locations
 - Improve or expand the Veterans Memorial
 - Improve visibility into the forest / add lighting
 - Remove or update gazebo
 - Add bike racks
 - Add exercise stations
 - Add a disc golf course
 - Add a drinking fountain
 - Add a skate park
 - Add basketball hoops
 - Add a pickleball court
 - Provide regular maintenance
 - Manage transients / removing hiding and camping places
 - General clean up including adding trash cans and pet waste stations

PROGRAM ASSESSMENT TO INFORM PARK OPTIONS

Assessing the suitability of such a broad range of program elements / park improvements requires a strategic assessment of not only site conditions but carrying capacity of the Park. Due to the size, topography, and density of mature vegetation throughout the Park, the type and number of program improvements may be limited. The benefit in generating conceptual options for the Park Master Plan is to illustrate and describe:

1. What the range of program elements means for the impact to, or compatibility with, the most valued aspects of the Park;
2. What can reasonably fit the site, and;
3. Whether the combination of program elements meets the needs of the public and the City.

Conceptual Alternatives

Three conceptual alternatives were developed for Veterans Memorial Park illustrating a graduated level of development and are presented in graphic and table form. Alternatives vary generally from minimal development (Conceptual Alternative 1) to moderate development (Conceptual Alternative 2) to maximum development scenarios (Conceptual Alternative 3). The program for each alternative is indicated in the tables that follow. The alternatives were presented through virtual presentations and on-line surveys to the Recreation & Park Advisory Commission and the public for input. The following actions are recommended for all alternatives:

- Develop / update the Vegetation Management and Forest Habitat Enhancement Plan and identify timeline, specific tasks and responsible parties.
- Proactive action from the City to identify a “Friends of Veterans Memorial Park” or similar interest group responsible for coordinating work parties to maintain trails and facilities, perform light vegetation maintenance (possibly with support of City crews for larger jobs or for pick-up of pruning debris), plant according to the Vegetation Management Plan, and regularly patrol and report on illegal behavior.
- Increase and dedicate City maintenance budget for miscellaneous repair and regular clean up.

Improvement of the Main Trail – connecting 58th Ave W with the Transit Center – currently has funding and is the highest priority program element. Specific trail improvements identified in the grant are to reconstruct the trail to be ADA compliant, which means reducing steep slopes and providing paving, and to illuminate the route. ADA compliance for a pedestrian trail can be met in a number of ways including building steeper ramps (8.3% maximum) with handrails on both sides or flattening the trail to a lesser slope (4.9% maximum) which does not require handrails, or a combination of the two. Each of the three Alternatives presents a different way to achieve ADA compliance in the Main Trail resulting in very different aesthetics and varying impacts to the surrounding topography and tree cover. Images illustrating the trail types shown in the Alternatives are provided on page 13. The images correspond to the trail symbols shown in the Conceptual Alternative plans on the following pages.

TRAIL TYPES SHOWN IN THE CONCEPTUAL ALTERNATIVES



ASPHALT TRAILS
8.3% max ramp and landing with handrails



ASPHALT TRAILS
4.9% max without handrails

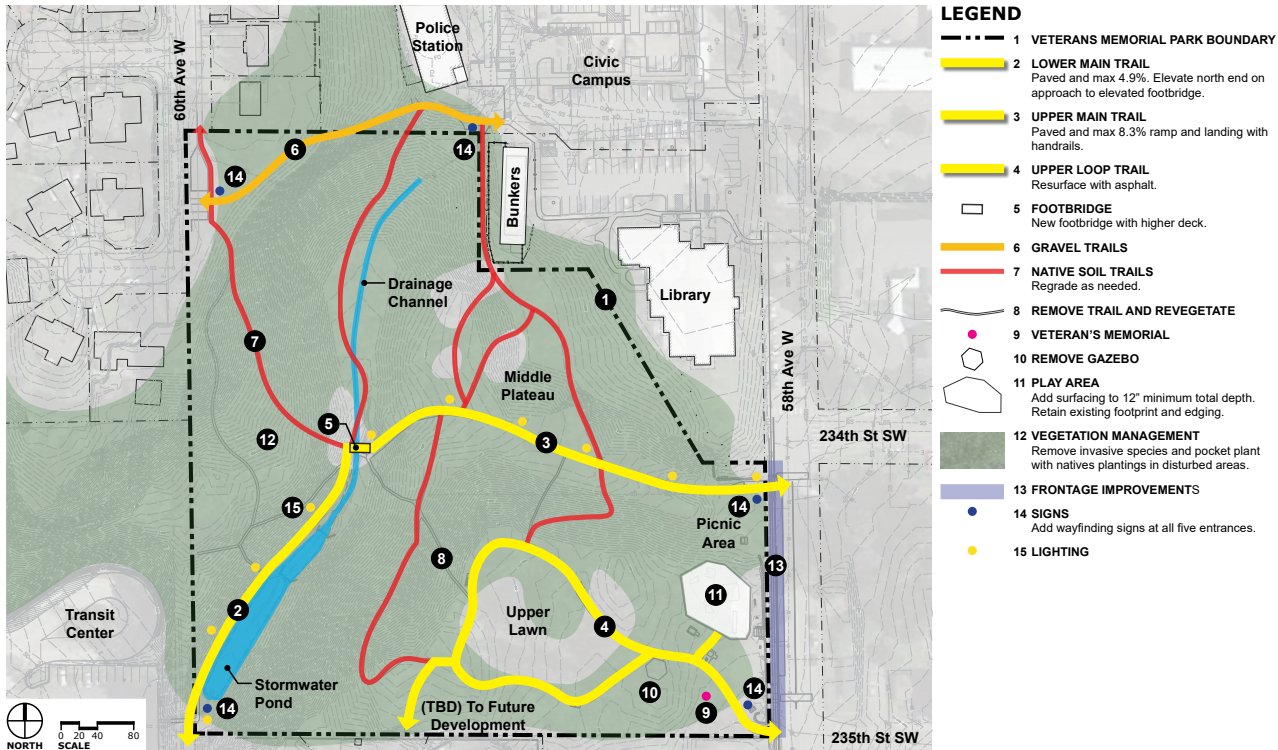


GRAVEL TRAILS



NATIVE SOIL TRAILS

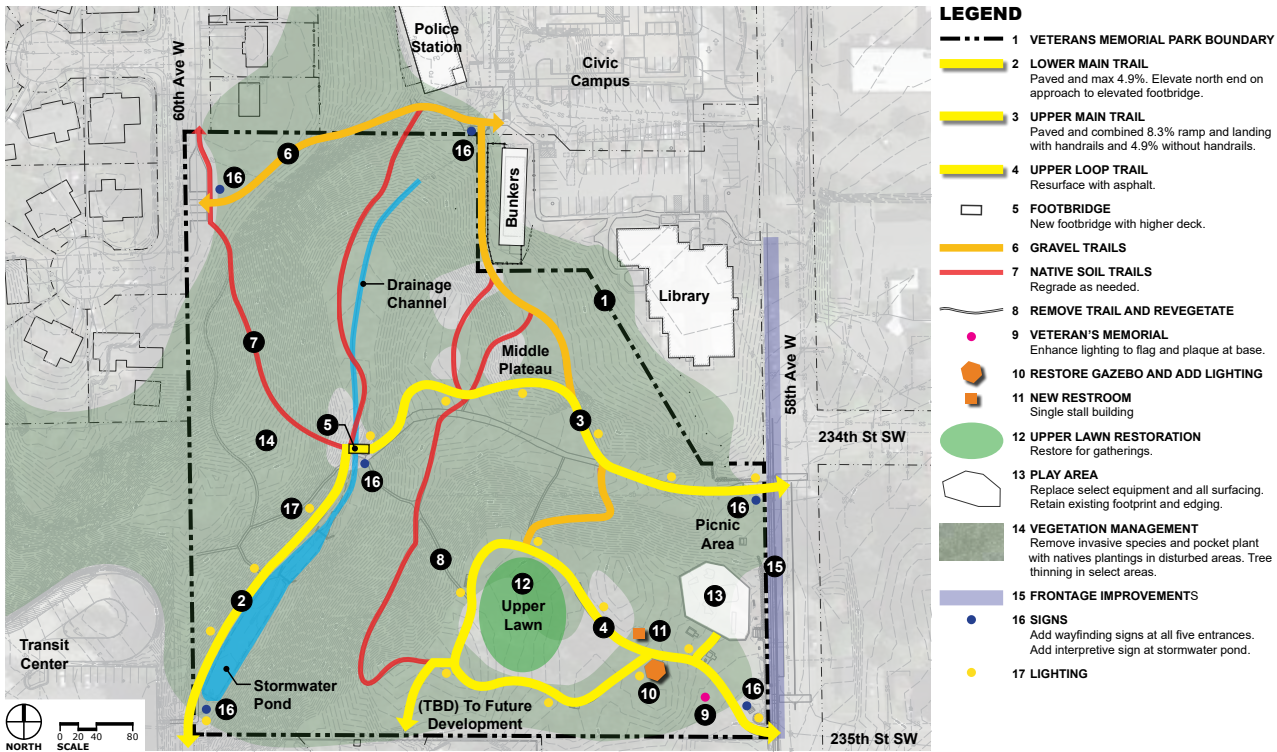
CONCEPTUAL ALTERNATIVE 1 PLAN



CONCEPTUAL ALTERNATIVE 1 TABLE

Program Element	Specific Improvement
Trail Improvements	<ul style="list-style-type: none"> Adjust grades on Main Trail for ADA compliance with ramp/landing (8.3% max grade) and handrails both sides. Horizontal alignment is close to existing. Pave Main Trail and resurface Upper Loop Trail with asphalt. Resurface northernmost trail connecting 60th Ave and the Civic Center with additional gravel. All other trails to remain to be regraded and left with native soil surfacing. Replace footbridge with wider, longer structure that is slightly elevated to improve trail grades above and clearance below.
Frontage	<ul style="list-style-type: none"> Enhance frontage to meet City standard along Park with widened sidewalk and plantings.
Lighting	<ul style="list-style-type: none"> Add lighting along Main Trail.
Signs	<ul style="list-style-type: none"> Add wayfinding signs depicting trail system at all five entrances.
Structures	<ul style="list-style-type: none"> Remove gazebo.
Play Area	<ul style="list-style-type: none"> Supplement engineered wood fiber surfacing in play area. Retain existing footprint and edging.
Vegetation Management	<ul style="list-style-type: none"> Vegetation Management to include removal of all ivy, blackberry and other invasive species. Pocket plant disturbed areas with native shrubs and groundcover.

CONCEPTUAL ALTERNATIVE 2 PLAN



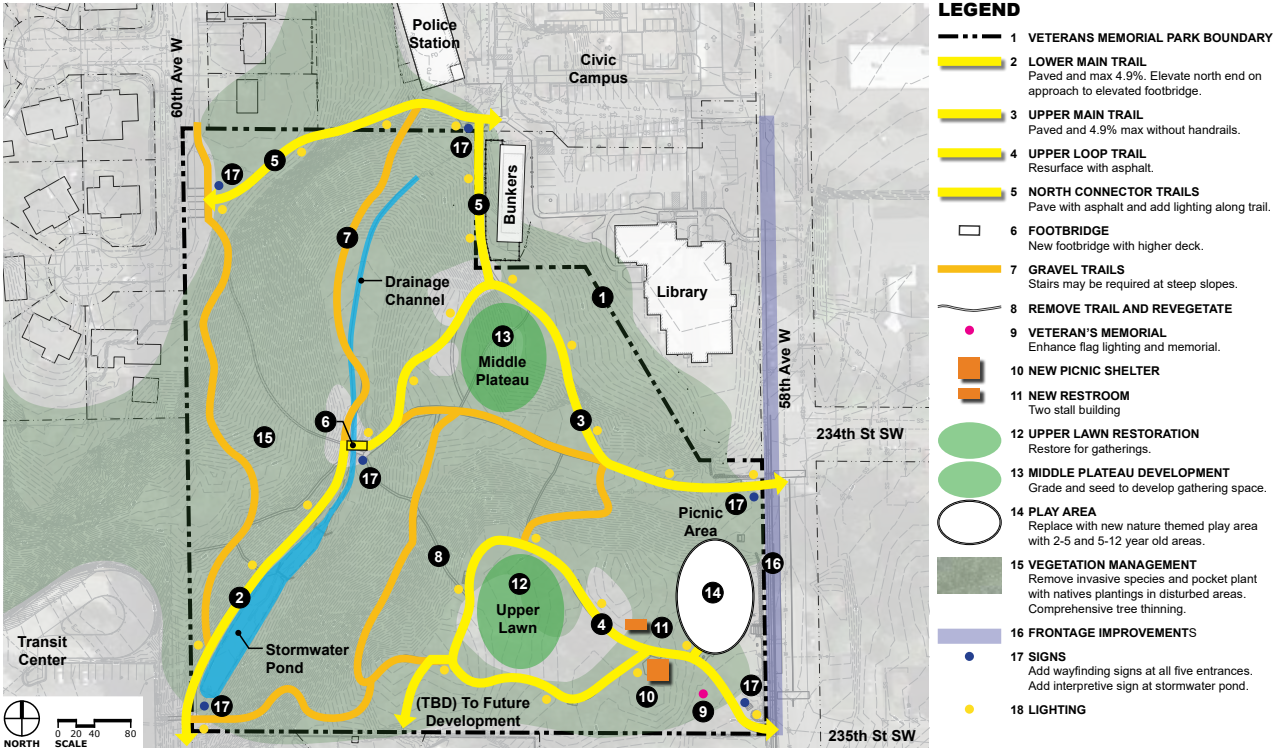
PRECEDENT IMAGES



CONCEPTUAL ALTERNATIVE 2 TABLE

Program Element	Specific Improvement
Trail Improvements	<ul style="list-style-type: none"> Adjust grades on Main Trail for ADA compliance with combination of ramp/landing (8.3% max grade) and handrails both sides AND flattened slope (4.9% max grade) and no handrails. Alignment extends north into Middle Plateau and eliminates some trees. Pave Main Trail and resurface Upper Loop Trail with asphalt. Resurface northernmost trail connecting 60th Ave and the Civic Center with additional gravel. Secondary trails, such as the trail connection between northernmost trail to Main Trail and the trail connection between Main Trail and Upper Loop Trail to be regraded and surfaced in gravel. All other trails to remain to be regraded and left with native soil surfacing. Replace footbridge with wider, longer structure that is slightly elevated to improve trail grades above and clearance below.
Frontage	<ul style="list-style-type: none"> Enhance frontage to meet City standard along Park and as necessary at Library with widened sidewalk and plantings.
Lighting	<ul style="list-style-type: none"> Add lighting along Main Trail and Upper Loop Trail. Enhance/upgrade Veteran's Memorial flag and plaque at base. Add lighting to gazebo and restroom.
Signs	<ul style="list-style-type: none"> Add wayfinding signs depicting trail system at all five entrances. Add interpretive sign at stormwater pond / drainage channel.
Structures	<ul style="list-style-type: none"> Remove gazebo.
Gathering Areas	<ul style="list-style-type: none"> Restore Upper Lawn for gatherings
Play Area	<ul style="list-style-type: none"> Assess play equipment for suitability and retain those in an acceptable condition. Retain Spider and refurbish to current safety standards. Replace all unsuitable equipment with new equipment. Retain existing footprint and edging. Supplement engineered wood fiber surfacing in play area.
Vegetation Management	<ul style="list-style-type: none"> Vegetation Management to include removal of all ivy, blackberry and other invasive species. Pocket plant disturbed areas with native shrubs and groundcover. Minor tree thinning to reduce canopy competition or other high priority actions recommended in Vegetation Management Plan.

CONCEPTUAL ALTERNATIVE 3 PLAN



PRECEDENT IMAGES



CONCEPTUAL ALTERNATIVE 3 TABLE

Program Element	Specific Improvement
Trail Improvements	<ul style="list-style-type: none"> Adjust grades on Main Trail for ADA compliance with flattened slope (4.9% max grade) and no handrails. Alignment extends north of Middle Plateau, connects to Civic Campus, and eliminates more trees. Pave Main Trail and trail connection between northernmost trail to Main Trail and resurface Upper Loop Trail with asphalt. Resurface northernmost trail connecting 60th Ave and the Civic Center with additional gravel. All other trails to remain to be surfaced with gravel. Add new gravel surfaced trail connections along south and west edges of park with stairs at steep slopes as necessary to create a larger loop trail system around the park. Replace footbridge with wider, longer structure that is slightly elevated to improve trail grades above and clearance below.
Frontage	<ul style="list-style-type: none"> Enhance frontage to meet City standard along Park and north to the Civic Campus plaza with widened sidewalk and plantings.
Lighting	<ul style="list-style-type: none"> Add lighting along Main Trail, Upper Loop Trail and North Connector Trail. Enhance/upgrade Veteran's Memorial flag and plaque at base. Add lighting to new picnic shelter and restroom.
Signs	<ul style="list-style-type: none"> Add wayfinding signs depicting trail system at all five entrances. Add interpretive signs at stormwater pond / drainage channel. Incorporate other enhancements to the Veteran's Memorial as recommended by community / commission.
Structures	<ul style="list-style-type: none"> Add a dual stall restroom near the play area. Replace gazebo with new picnic shelter that is of a complementary style to new restroom building. New shelter may be in a different location than the gazebo.
Gathering Areas	<ul style="list-style-type: none"> Restore Upper Lawn for gatherings Develop Middle Plateau for gatherings
Play Area	<ul style="list-style-type: none"> Replace play area with and an expanded nature-based themed play area that includes equipment for ages 2-5 and 5-12, new edging, surfacing and accessible ramps.
Vegetation Management	<ul style="list-style-type: none"> Vegetation Management to include removal of all ivy, blackberry and other invasive species. Pocket plant disturbed areas with native shrubs and groundcover. More comprehensive tree thinning to reduce canopy competition or other high priority actions recommended in Vegetation Management Plan.

Preferred Concept

Based on public and staff input a final preferred concept was developed, which was a variation of Concept Alternative 3. Preferences noted from the public include a longer, flatter Main Trail without the need for handrails even if removal of some trees was necessary. Other preferences of note include: replacing the existing gazebo with a new structure; adding a restroom; surfacing selected trails in gravel to improve durability; upgrading the play equipment; accommodating connections to the future development to the south of the park; and, frontage improvements along 58th Ave W. The following graphic is the Preferred Concept Plan followed by an Opinion of Probable Cost on page 21. Guiding Policies, as a result of more in-depth discussion among City staff, are identified on page 22 and are intended to assist with implementation and planning for phased development.

PREFERRED CONCEPT PLAN



Cost Opinion

MacLeod Reckord, PLLC

Landscape Architecture Planning Urban Design

Project Name: Mountlake Terrace RPOS - Veterans Memorial Park Master Plan
 Project Phase: Master Plan
 Prepared By: AFW
 Checked By: CR

Date: 8/6/2021

ITEM AND DESCRIPTION	QUANTITY	UNIT	UNIT COST	ITEM TOTAL	SUBTOTAL
MOBILIZATION (10%)					\$ 253,800
SITE SURVEY	1	LS	\$ 40,000		\$ 40,000
TESC AND TRAFFIC CONTROL					
TESC	8.0	AC	\$ 5,000	\$ 40,000	
Traffic Control	1.0	LS	\$ 40,000	\$ 40,000	
					\$ 80,000
DEMOLITION AND SITE PREPERATION					
Clear and Grub	8,000	SY	\$ 2	\$ 16,000	
Remove Invasive Species	1	LS	\$ 10,000	\$ 10,000	
Removals	1	LS	\$ 262,000	\$ 262,000	
Haul and recycle	1	LS	\$ 50,000	\$ 50,000	
					\$ 338,000
EARTHWORK - TRAILS AND PARK					
Earthwork and Grading for Main Trail	1	LS	\$ 54,000	\$ 54,000	
Earthwork and Grading for Park	1	LS	\$ 66,000	\$ 66,000	
					\$ 120,000
PAVED AREAS AND SURFACING -FRONTAGE AND SITE INTERIOR					
Frontage Paving and Surfacing	1	LS	\$ 110,000	\$ 110,000	
Main Trail Paving and Surfacing	1	LS	\$ 58,000	\$ 58,000	
Park Paving and Surfacing	1	LS	\$ 116,000	\$ 116,000	
Stairs and Walls	1	LS	\$ 216,000	\$ 216,000	
					\$ 500,000
UTILITIES					
Water, Sewer, Power to Restroom	1	LS	\$ 120,000	\$ 120,000	
Power to Trails, Shelter	1	LS	\$ 100,000	\$ 100,000	
					\$ 220,000
SITE FURNISHINGS AND AMENITIES					
Restroom (2 Stall)	1	EA	\$ 180,000	\$ 180,000	
Picnic Shelter	1	EA	\$ 120,000	\$ 120,000	
Play Area Equipment and Surfacing	1	LS	\$ 268,000	\$ 268,000	
Park Furnishings	1	LS	\$ 102,000	\$ 102,000	
Footbridge	1	EA	\$ 130,000	\$ 130,000	
Trail, Play Area, and Veteran's Memorial Lighting Fixtures	1	ALLOW	\$ 200,000	\$ 200,000	
					\$ 1,000,000
PLANTING AND IRRIGATION					
Selective Restoration Pocket Planting	1	ALLOW	\$ 20,000	\$ 20,000	
Plant Beds and Lawn	1	LS	\$ 126,000	\$ 126,000	
Irrigation for Plant Beds and Lawn	1	LS	\$ 94,000	\$ 94,000	
					\$ 240,000
ITEM SUBTOTAL					\$ 2,791,800
Estimating Contingency (30%)					\$ 837,540
SUBTOTAL					\$ 3,629,340
Design/Construction Administration (30%)					\$ 1,088,802
TOTAL					\$ 4,718,142

NOTES:

- 1) Cost estimate is in 2021 dollars and does not include WSST.
- 2) Unit pricing based on best available information during pandemic transition.

GUIDING POLICIES FOR VETERANS MEMORIAL PARK FUTURE DEVELOPMENT

1. Primary Connector Trails will be built to accessibility standards, will be lit, and provide connection between these important destinations: Civic Campus, 60th Ave W, 58th Ave W, and the Transit Center.
2. A Vegetation Management Plan should be developed with a detailed Tree Survey as a component to more fully ascertain the location and scope of selective thinning based on trail alignment, park design, and health of forested areas.
3. The interface between buildings and the park edges should be designed in detail using Crime Prevention Through Environmental Design (CPTED) principles. These areas should have an open, welcoming feel towards the park and should not locate parking, utility or maintenance facilities facing park.
4. Direct pedestrian access between the Park and adjacent private properties that is supported by private property owners shall be integrated into the Park trail system to the greatest extent possible.
5. Nature themed play area and natural building materials reflecting the character and quality of the site and City branding should be incorporated into the park design.
6. Maintenance levels of park should reflect goals of design, CPTED, and results of vegetation management plan.

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A photograph of an indoor swimming pool. In the foreground, a young girl in a purple and white checkered swimsuit stands on a yellow inflatable slide, looking towards the pool. Another girl in a floral swimsuit is further up the slide. The pool is filled with other children playing on various inflatable toys, including yellow rafts and a red mat. In the background, a group of people stands near a basketball hoop, and a clock is visible on the wall.

APPENDIX H: RECREATION TRENDS

The following summaries from recognized park and recreation resources provide background on national, state and local trends that may reflect potential recreational activities and facilities for future consideration. Examining current recreation trends can help inform potential park and recreation improvements and opportunities that may enhance the community and create a more vibrant parks system as it moves into the future.

NRPA AGENCY PERFORMANCE REVIEW

The 2020 National Recreation and Park Association (NRPA) Agency Performance Review summarizes the key findings from their Park Metrics benchmarking tool and is intended to assist park and recreation professionals in effectively managing and planning their operating resources and capital facilities. The report offers a comprehensive collection of park- and recreation-related benchmarks and insights to inform professionals, key stakeholders and the public about the state of the park and recreation industry. The 2020 NRPA Agency Performance Review contains data from 1,053 unique park and recreation agencies across the United States as reported between 2017 and 2019.

KEY FINDINGS AND CHARACTERISTICS

Park facilities differ greatly across the local and regional park and recreation agencies in the U.S. The typical agency participating in the NRPA park metric survey serves a jurisdiction of approximately 42,500 people, but population size varies widely across all responding jurisdictions. The typical park and recreation agency has jurisdiction over 20 parks comprising over 430 acres. Park facilities also have a range of service levels

in terms of acres of parkland per population and residents per park. These metrics are categorized by the agency's population size.

PARK FACILITIES

Nearly all (96%) of park and recreation agencies operate parks and related facilities. The typical park and recreation agency has:

- One park for every 2,281 residents
- 9.9 acres of park land for every 1,000 residents in its jurisdiction
- 11 miles of trails for walking, hiking, running and/or biking

Figure H1. Median Residents per Park Based On Population Size

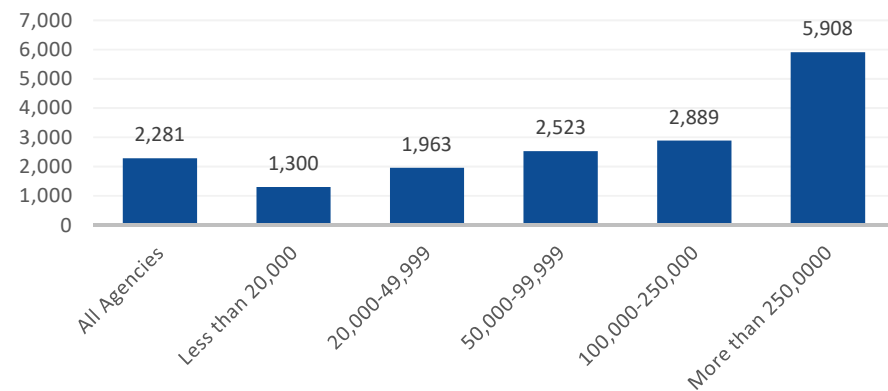
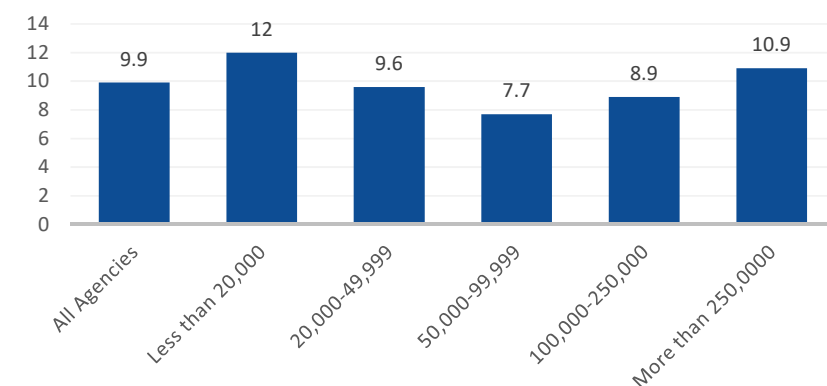


Figure H2. Acres of Parkland per 1,000 Residents based on Population Size

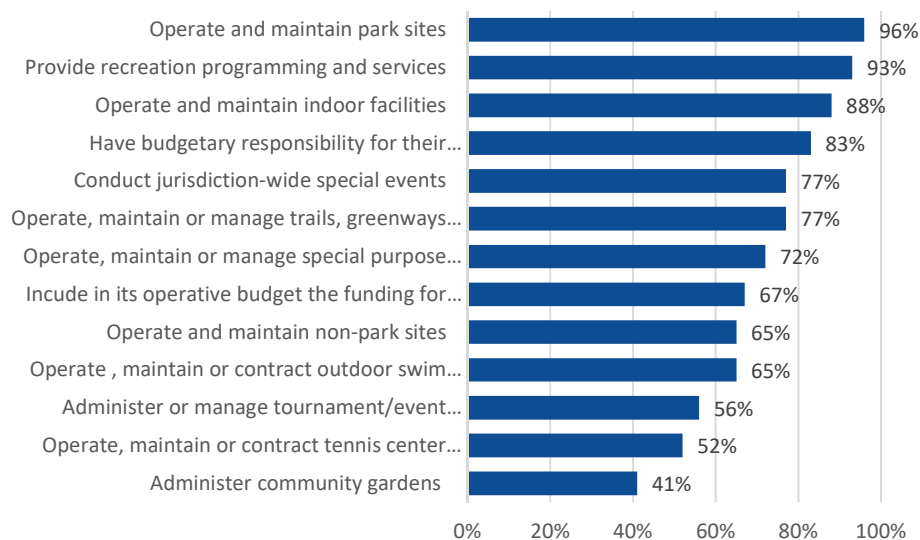


A large majority of park and recreation agencies provide playgrounds (93.9%) and basketball courts (86.5%) in their portfolio of outdoor assets. Most agencies offers community and/or recreation centers (60%) while two in five offer senior centers.

The typical park and recreation agency that manages or maintains trails for walking, hiking, running and/or biking has 11.0 miles of trails. Agencies serving more than 250,000 residents have a median of 84.5 miles of trails under their care.

Park and recreation agencies often take on responsibilities beyond their core functions of operating parks and providing recreational programs. Other responsibilities can include tourist attractions, golf courses, outdoor amphitheaters, indoor swim facilities, farmer's markets, indoor sports complexes, campgrounds, performing arts center, stadium/arena/racetrack, fairgrounds and/or marinas.

Figure H3. Key Responsibilities of Park and Recreation Agencies



PROGRAMMING

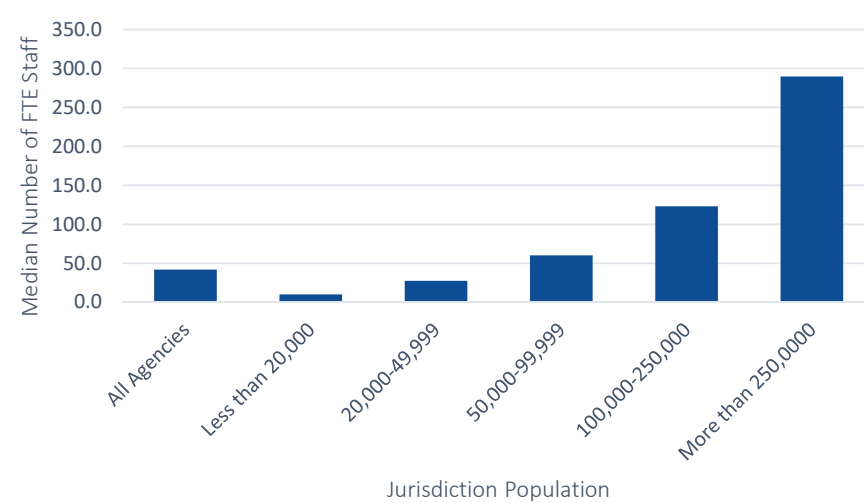
Nearly all (93%) of park and recreation agencies provide recreation programs and services. More than eight in ten agencies provide themed special events (88% of agencies), team sports (87%), social recreation events (87%), youth summer camps (83%), fitness enhancement classes (82%) and health and wellness education (81%).

STAFFING

Park and recreation employees are typically responsible for operations and maintenance, programming and administration. The typical park and recreation agency has:

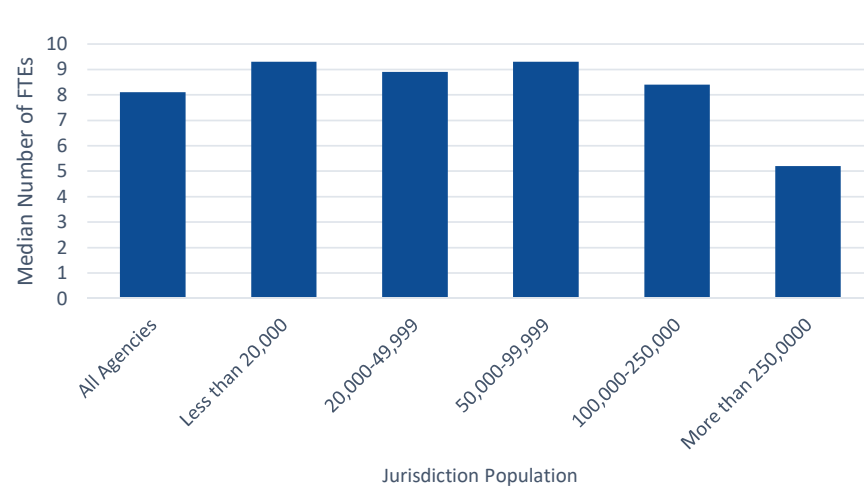
- 41.9 full-time equivalent staff (FTEs) on payroll
- 8.1 FTEs on staff for every 10,000 residents in its jurisdiction
- Median counts of FTEs on staff also positively correlate with number of acres maintained, number of parks maintained, operating expenditures and population served. For example, agencies that serve populations between 20,000 and 49,999 residents employ an average of 27.3 full-time equivalent (FTE) staff, while agencies that serve 50,000 to 99,000 people employ an average of 60 FTE.

Figure H4. Park and Recreation Agency Staffing: Full-Time Equivalents (By Jurisdiction Population)



Another way of comparing agency staffing across different park and recreation agencies examines number of staff per 10,000 residents. These comparative numbers hold fairly steady across population sizes with the median for all agencies at 8.1 FTEs.

Figure H5. Park and Recreation Agency FTEs Per 10,000 Residents



CAPITAL AND OPERATING EXPENSES

For capital expenses, the typical park agency:

- Dedicates about 55% on renovation projects and 32% on new development projects.
- Plans to spend about \$5,000,000 million on capital expenditures over the next five years.
- For operations, the typical park agency spends:
- \$4,342,495 per year on total operating expenses

- \$7,160 on annual operating expenses per acre of park and non-park sites managed by the agency
- \$81.19 on annual operating expenses per capita
- \$97,093 in annual operating expenditures per employee
- 54% of the annual operating budget on personnel costs, 38% on operating expenses, and 5% on capital expenses not included in the agency's capital improvement plan (CIP)
- 44% of its operating budget on park management and maintenance, 43% on

recreation, and 13% on other activities

AGENCY FUNDING

The typical park and recreation agency:

- Derives 60% of their operating expenditures from general fund tax support, 26% from generated revenues, 11% from dedicated taxes or levies, and 5% from grants, sponsorships and other sources
- Generates \$20.93 in revenue annually for each resident in the jurisdiction

2020 STATE OF THE INDUSTRY REPORT

Recreation Management magazine's 2020 Report on the State of the Managed Recreation Industry summarizes the opinions and information provided by a wide range of professionals (with an average 22.3 years of experience) working in the recreation, sports and fitness industry. Given the emerging COVID-19 pandemic, Recreation Management also conducted a supplemental survey in May 2020 to learn about both the impacts to the industry and what mitigation steps organizations were taking in response.

PARTNERSHIPS

The 2020 report indicated that most (89%) recreation, sports and fitness facility owners form partnerships with other organizations as a means of expanding their reach, offering additional programming opportunities or as a way to share resources and increase funding. Local schools are shown as the most common partner (64%) for all facility types. Youth-serving organizations (Ys, JCC, Boys & Girls Clubs) and park and recreation organizations were the most likely to report that they had partnered with outside organizations, at 100% and 95% respectively.

REVENUE OUTLOOK

In January 2020, half of respondents expected revenues to increase in both 2020 and 2021. Survey respondents from urban communities are more optimistic about revenue increases as compared to rural respondents.

In last year's report, parks respondents had reported increases in their average operating expenditures with operating costs that grew by 14% between fiscal 2018 and fiscal 2019. Respondents generally expected their operating expenses to continue to increase between 2019 and 2021, with camps expecting a 10% increase, recreation centers at 8%, and parks at 6%.

Relative to costs and revenues, few facilities covered by the survey reported that they cover more than 75 percent of their operating costs via revenue. The percentage recovered varied with type of organization with the average percentage of costs recovered for all respondents hovering near 50% and private for-profit organizations achieving the highest cost recovery rates. For parks, the cost recovery rate remained steady at 44%.

Over the past decades, public parks and recreation departments and districts have faced a growing expectation that facilities can be run like businesses. Many local facilities are expected to recover much of their operating costs via revenues. While this is the business model of for-profit facilities like health clubs, it is a relatively recent development for publicly owned facilities, which have typically been subsidized via tax dollars and other funding sources. Most recreation providers (81%) have been taking actions to reduce expenditures. Cost recovery actions typically involve reduction in expenses with improving energy efficiency as the most common action (51% of respondents). Increased fees and staffing cost reductions and putting off construction or renovation plans were reported as other common methods for reducing operating costs.

As of May 2020, nearly 90% of respondents anticipated that total revenues would decline in 2020 due to the COVID-19 pandemic and related measures. Most anticipated a revenue drop of 30-50%, though one in seven expected a decline of more than 50%. In general, respondents are split on when they expect that revenues will begin to recover – 44% believe revenues will begin to rebound in 2021 while 40% expect further revenue declines.

FACILITY USE

The majority of respondents reported an increase in use of their recreational facilities as of January 2020. Looking forward, more than half of respondents (53%), including 60-65% of parks and recreation centers, were expecting to see further increases in

the number of people using their facilities over the next two years.

However, the COVID-19 pandemic caused the majority of respondents to either close all facilities temporarily (69.2%), or temporarily (27%) or permanently (1%) close some facilities by May 2020 due to health and safety directives. While some states began lifting stay-at-home orders as early as the end of April and beginning of May, nearly half (44%) of respondents to the COVID-19 Update Survey indicated that they were still not sure when their facilities would reopen. Another 40.2% said they planned to reopen in May or June 2020.

STAFFING

Prior to COVID-19, the average organization covered by the survey had slightly reduced their staffing (4%), following on a more significant decrease in 2019 of over 20%. In January 2020, the average survey respondent employed 31 full-time employees, 46 part-time employees, and 51 seasonal workers, 46 volunteers, and 12 employees of "other" designations.

In 2020, 22% of respondents said they were planning to add more staff at their facilities, 75% were planning to maintain existing staffing levels, and 3% were planning to reduce staffing. However, the May 2020 survey found that nearly half of responding organizations had laid off or furloughed staff due to the impacts of COVID-19 and nearly two-thirds had suspended any hiring plans.

A majority of respondents (82%) require certifications for some of their staff members to help measure and verify specific types of professional knowledge and skill. Of those respondents that require certification, the most common types of certification required included CPR/AED/First Aid (required by 90% of those who said they require some staff members to be certified), background checks (84%), and lifeguard certification (57%).

FACILITIES AND IMPROVEMENTS

Respondents from parks were more likely than other respondents to include: park shelters (83.3% of park respondents had shelters); playgrounds (82.7%); park restroom structures (79%); open spaces (73.9%); outdoor sports courts (71.9%); bike trails (48.3%); outdoor aquatic facilities (42.1%); dog parks (40.4%); skateparks (39.9%); fitness trails and outdoor fitness equipment (34.5%); disc golf courses (33.7%); splash play areas (33.3%); community gardens (32.3%); golf courses (29.2%); bike and BMX parks (14.2%); and ice rinks (13.9%).

Over the past seven years, the percentage of respondents who indicate that they have plans for construction, whether new facilities or additions or renovations to their existing facilities, has grown steadily, from 62.7 percent in 2013 to 72.9 percent in 2020. Construction budgets have also risen. The average amount respondents were planning to spend on their construction plans was up 10.8% in 2020, after an 18.4% increase in 2019. On average, respondents to the 2020 survey were planning to spend \$5,630,000 on their construction.

A majority of park respondents (54%) reported plans to add features at their facilities and were also the most likely to be planning to construct new facilities in the next three years (39%).

The top 10 planned features for all facility types include:

1. Splash play areas (25.4% of those with plans to add features were planning to add splash play)
2. Playgrounds (20.3%)
3. Park shelters (17.3%)
4. Dog parks (17.1%)
5. Park restrooms (16.1%)
6. Synthetic turf sports fields (14.8%)
7. Walking and hiking trails (14.8%)
8. Fitness trails and outdoor fitness equipment (14.8%)
9. Disc golf courses (12.9%)
10. Outdoor sports courts (11.3%)

However, COVID-19 is having a significant impact on construction plans. As of May 2020, over one-third (34%) of respondents had put construction on hold due to the impacts of the pandemic.

PROGRAMMING

Nearly all respondents (97%) offer programming of some kind. The top 10 most commonly offered programs include: holiday events and other special events (provided by 65.3% of respondents); educational programs (59%); group exercise programs (58.8%); fitness programs (57.6%); day camps and summer camps (57.3%); youth sports teams (55.2%); mind-body balance programs such as yoga and tai chi (51.2%); adult sports teams (46%); arts and crafts programs (45.8%); and programs for active older adults (45.4%).

Respondents from community centers, parks and health clubs were the most likely to report that they had plans to add programs at their facilities over the next few years. The ten most commonly planned program additions were:

1. Fitness programs (24% of those who have plans to add programs)
2. Group exercise programs (22.4%)
3. Teen programs (22%)
4. Environmental education (21.8%)
5. Day camps and summer camps (20.9%)
6. Mind-body balance programs (20.5%)
7. Programs for active older adults (18.1%)
8. Special needs programs (17.9%)
9. Holidays and other special events (17.4%)
10. Arts and crafts (17%)

Addressing the COVID-19 pandemic required many respondents to either put programs or services on hold (82%) or cut programs or services entirely (34%). Additionally, many respondents have had to rethink their programming portfolios. Two-thirds of respondents (67%) had added online fitness and wellness

programming as of May 2020, 39% were involved in programs to address food insecurity, and one in four was involved in programs to provide educational support to out-of-school children.

GENERAL CHALLENGES

In January 2020, facility managers were asked about the challenges they anticipated impacting their facilities in the future. Generally, overall budgets are the top concern for most respondents including their ability to support equipment and facility maintenance needs (58%) and staffing (54%). Marketing, safety/risk management, and creating new and innovative programming also remain continuing challenges for facility managers. Facility managers also report that environmental and conservation issues (13%) and social equity and access (10%) are posing increasing challenges. However, as of May 2020, many respondents concerns had shifted to addressing the COVID-19 pandemic impacts described in the sections above.

OUTDOOR PARTICIPATION REPORT

OVERALL PARTICIPATION

According to the 2020 Outdoor Participation Report, published by the Outdoor Foundation, just over half of Americans ages 6 and older participated in outdoor recreation at least once in 2019, the highest participation rate in five years. However, this increase was not universal and there was significant variation in participation between age, gender, and racial groups.

Despite the overall increase in the percentage of Americans engaging in outdoor recreation, the total number of recreational outings declined in 2019. Outdoor participants went on a total of 10.9 billion outdoor outings in 2019 – a 12% drop from the 2012 high-water mark of 12.4 billion outings. In addition, the number of outings per participant declined

17% in the past five years, from 85 outings per participant in 2014 to 71 in 2019.

This drop mirrors a declines in the total number of outings per participant. Each year for over a decade, participants have engaged less often in outdoor activities.

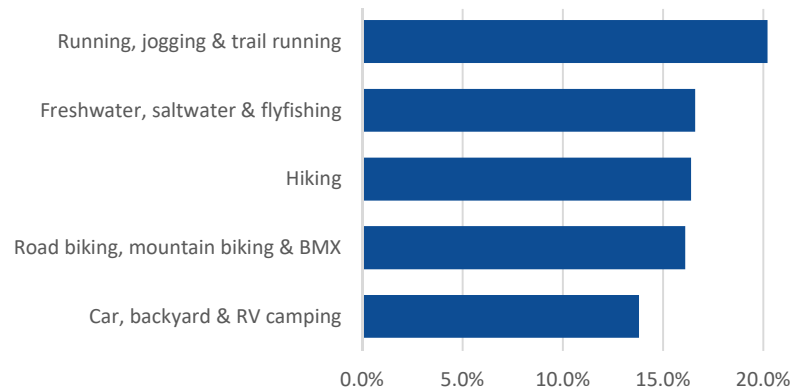
As a result, the percentage of ‘casual’ participants in outdoor recreation (i.e. those who participate one to 11 times per year) has grown by about 4% over the past 15 years, which the percentage of ‘core’ participants (i.e. weekly participants) has declined.

Figure H6. Frequency of Outdoor Outings: Trending Over Many Years

Frequency of Outdoor Outings	2007	2010	2013	2016	2019
Casual (1 to 11 times)	28.2%	27.9%	28.4%	31.7%	32.6%
Moderate (12 to 51 times)	32.5%	31.8%	33.1%	32.5%	32.6%
Core (52+ times)	39.3%	40.4%	38.5%	35.8%	34.9%

Running, jogging and trail running in the most popular outdoor activity by levels of participation, as shown in the chart below, followed by fishing, hiking biking and camping.

Figure H7. Most Popular Outdoor Activities by Participants, Nationwide



Youth Participation Declines

The youngest participants, children 6 to 17, were outdoors far less than in previous years. Their average outings fell from a high of 91 in 2012 to just 77 per child in 2019. Youth participation declined across the board in 2019, with the biggest declines seen in girls aged 18 to 24 (-5%) and boys ages 13 to 17 (-4%). However, households with children continue to drive growth in participation. Adults with children had much higher outdoor recreation participation rates (57%) than adults without children (44.4%).

Female Participation Continues to Grow

In 2019, women made up 46% of participants in outdoor recreation while men made up 53.8%, representing the smallest gender gap measured in the report’s history. Women’s participation has increased from 43% of all participants in 2009 to 46% in 2019.

Diversity Gap Remains

Despite increases in participation, Black/African American and Hispanic Americans continue to be significantly underrepresented in outdoor recreation.

Hispanics made up 11.6% of outdoor recreation participants, a 35 percent shortfall relative to their proportion of the population ages 6 and over (17.9%). Similarly, Black/African Americans represented 12.4% of the U.S. population ages 6 and over in 2019, but just 9.4 percent of outdoor participants, a 24 percent participation deficit. Black youth were the least likely to participate in outdoor recreation as compared to Asian, Hispanic, and Caucasian youth – signaling a potential future gap in outdoor participants. However, those Black and

Hispanic Americans who do participate in outdoor recreation do so frequently – more often, on average, than members of other racial groups.

In 2019, 62% of Asian Americans participated in outdoor recreation, followed by 53% of White, 48% of Hispanic, and 40% of Black/African Americans.

The popularity of outdoor activities also varies based on race and ethnicity. White participants favored hiking (19.4% participated in 2019) and fishing (18%) while Hispanics and Black/African Americans favored running and jogging (21% and 17% respectively) and biking (15.4% and 11% respectively) and Asians preferred running (25.5%) and hiking (20%)

Impacts of COVID-19

An August 2020 report from the Outdoor Industry Association indicated that COVID-19 impacted participation in April, May and June as Americans flocked to outdoor recreation amid COVID restrictions. Americans took up new activities in significant numbers with the biggest gains in running, cycling and hiking. Walking, running and hiking were widely considered the safest activities during pandemic shutdowns. The hardest hit activity segments during COVID shutdowns were team sports (down 69%) and racquet sports (down 55%). Reviewing just April, May and June 2020, participation rates for day hiking rose more than any other activity, up 8.4%.

SPORTS, FITNESS, AND LEISURE ACTIVITIES TOPLINE PARTICIPATION REPORT

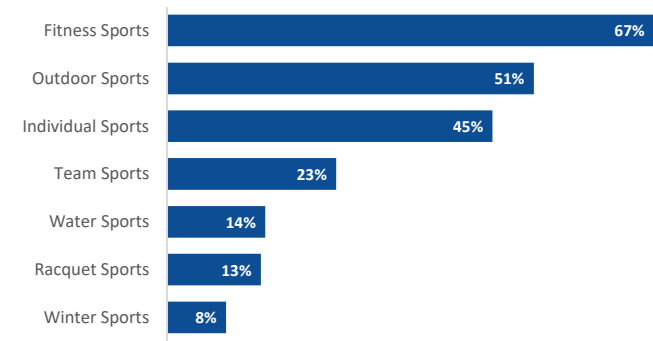
Prepared by a partnership of the Sports and Fitness Industry Association (SFIA) and the Physical Activity Council (PAC), this February 2020 participation report summarizes levels of activity and identifies key trends in sports, fitness, and recreation in the US. The report is based on over 18,000 online interviews of a nationwide sample that provides a high degree of statistical accuracy using strict quotas for gender, age, income, region, and ethnicity. The study looked at 122 different team and individual sports and outdoor activities.

Compared to 2014, eight million more Americans were casually active in 2019 indicating a positive movement toward an increasingly active population. Sports that made great strides in the last six years include trail running, cardio tennis, BMX biking and day hiking. Over the last year, only 2.1 million additional people reported participating in an activity that raises their heart rate for more than 30 minutes. Participation in active high calorie activities has remained flat for the last four years.

The percentage of people reporting no physical activity during the past year declined to 27% in 2019 – its lowest point in six years – continuing an increasing trend in activity. Rates of inactivity continue to be linked to household income levels, with lower income households having higher rates of inactivity. However, in 2019, households across the income spectrum saw declines in inactivity.

Fitness sports continue to be the most popular activity type for the 5th consecutive year. Other sports activities, including individual sports, racquet sports, and water sports have seen a modest decline in participation since 2018. Team sports experienced a slight increase in participation, driven by the increasing popularity of basketball and outdoor soccer. While racquet sports lost about 2% of participants since 2018, mostly due to declines in squash and badminton participation, the rising popularity of pickleball and cardio tennis may reverse this declining trend.

Figure H8. Total Participation Rate by Activity Category



When asked which activities they aspire to do, all age-groups and income levels tend to show interest in outdoor activities like fishing, camping, hiking, biking, bicycling, and swimming. Younger age groups are more interested in participating in team sports, such as soccer, basketball and volleyball, while older adults are more likely to aspire to individual activities like swimming for fitness, bird/nature viewing, and canoeing.

Physical education (PE) participation shows 96% of 6 to 12-year old youth and 82% of 13-17 year olds participated in PE in 2019. While younger children were more likely to participate in PE, older youth had higher average days of participation. Children were more than twice as likely to be inactive if they did not attend PE. Overall, all ages saw an increase in PE 2019. Participation in PE is thought to lead to an increase of active healthy lifestyles in adulthood.

Figure H9. Sports with the highest 5-year increase in participation

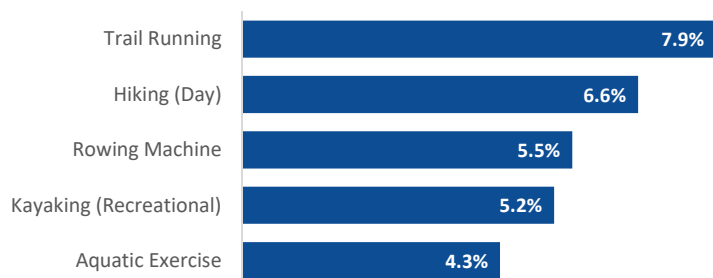
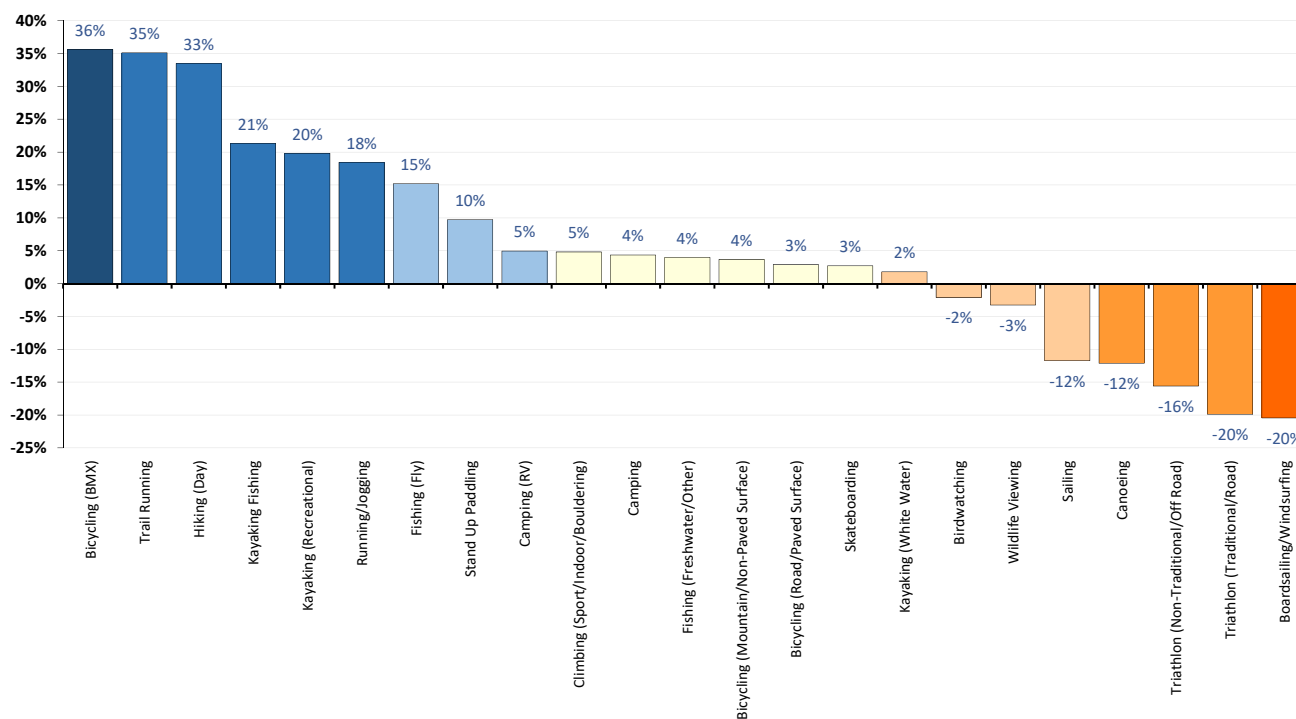


Figure H10. 5-Year Change in Outdoor Sports Participation



AMERICANS ENGAGEMENT WITH PARKS SURVEY

This annual study from the National Park and Recreation Association (NRPA) probes Americans' usage of parks, the key reasons that drive their use and the greatest challenges preventing greater usage. Each year, the study examines the importance of public parks in Americans' lives, including how parks compare to other services and offerings of local governments. The survey of 1,000 American adults looks at frequency and drivers of parks/recreation facilities visits and the barriers to that prevent greater enjoyment. Survey respondents also indicate the importance of park and recreation plays in their decisions at the voting booth and their level of support for greater funding.

In 2020, NRPA conducted a shorter-than-typical Engagement survey because of the dynamic nature of life during the COVID-19 pandemic. The 2020 study focused on the impacts of the COVID-19 pandemic on park and recreation usage, whether residents see public parks as an essential public service, and whether people vote for political leaders based on their support for parks and recreation funding.

Key findings include:

- Eighty-two percent of U.S. adults agree that parks and recreation is essential.
- Seventy-seven percent of survey respondents indicate that having a high-quality park, playground, public open space or recreation center nearby is an important factor in deciding where they want to live.
- U.S. residents visit local park and recreation facilities more than twice a month on average.
- Three in five U.S. residents — more than 190 million people — visited a park, trail, public open space or other recreation facility at least once during the first three months of the pandemic (mid-March through mid-June 2020).

- Seventy-two percent of U.S. adults are more likely to vote for local political leaders who make park and recreation funding a priority.

IMPACTS OF THE COVID-19 PANDEMIC

According to the Americans Engagement with Parks report,

"In many communities across the nation, parks, trails and other public open spaces have been crucial resources available to people seeking a brief respite from the public health crisis. As businesses shut down operations during the spring, many parks and trails remained open, providing people with opportunities to safely enjoy outdoor physical activity with its many attendant physical and mental health benefits. According to NRPA Parks Snapshot Survey data (nrpa.org/ParksSnapshot), 83 percent of park and recreation agencies kept some/all of their parks open during the initial wave of COVID-19 infections in April 2020, while 93 percent did the same with some/all of their trail networks.

Consequently, people flocked to their local parks, trails and other public open spaces. Three in five U.S. residents — more than 190 million people — visited a park, trail, public open space or other recreation facility at least once during the first three months of the pandemic — from mid-March through mid-June 2020. Parks and recreation usage was particularly strong among GenZers, Millennials, Gen Xers, parents, people who identify as Hispanic/Latinx and those who identify as nonwhite.

As has been the case with virtually every aspect of life, the COVID-19 pandemic has altered the frequency with which most people engage with their local park and recreation amenities. Still, slightly more than half of people have been visiting parks, trails and other public open space amenities as often — if not more often — since the start of the pandemic than they had during the same period in 2019. Twenty-seven percent of U.S. residents report that their use of parks, trails and other public open spaces increased during the first three months of the pandemic relative to the same period in 2019.

A quarter of survey respondents indicates their parks and recreation usage during the period from mid-March to mid-June 2020 matched that of the same three months in 2019. Forty-eight percent of people report that their usage of parks, trails and public open spaces declined during the early months of the pandemic."

WASHINGTON STATE RECREATION AND CONSERVATION PLAN

The 2018–2022 Recreation and Conservation Plan for Washington State provides a strategic direction to help assure the effective and adequate provision of outdoor recreation and conservation to meet the needs of Washington State residents. The plan identifies the following five near and long-term priority areas and establishes specific actions within each priority to help meet the outdoor recreation and conservation needs within the state:

1. Sustain and Grow the Legacy of Parks, Trails, and Conservation Lands
2. Improve Equity of Parks, Trails, and Conservation Lands
3. Meet the Needs of Youth
4. Plan for Culturally Relevant Parks and Trails to Meet Changing Demographics
5. Assert Recreation and Conservation as a Vital Public Service

SUSTAIN & GROW THE LEGACY

A wealth of existing recreation and conservation areas and facilities should be kept open, safe and enjoyable for all. Some modifications to meet the interests of today's population may be needed at some facilities. Sustaining existing areas while expanding and building new facilities to keep up with a growing population is one of the five priority goals.

IMPROVE EQUITY

The National Recreation and Park Association’s position on social equity states:

“Our nation’s public parks and recreation services should be equally accessible and available to all people regardless of income level, ethnicity, gender, ability, or age. Public parks, recreation services and recreation programs including the maintenance, safety, and accessibility of parks and facilities, should be provided on an equitable basis to all citizens of communities served by public agencies.”

The Washington plan restates that equity goal for all its citizens. Improving equity is also a strategy for improving a community’s health. Current statewide participation rates in outdoor activities were surveyed as part of the plan.

Figure H11. Participation Rates for Washington Residents in Outdoor Activities

Participation Rates for Top 12 Categories	
Activity	%
Walking	94%
Nature activities	89%
Leisure activities at parks	82%
Swimming	68%
Sightseeing activities	67%
Hiking	61%
Outdoor sports	48%
Water-based activities (freshwater)	46%
Camping	45%
Trending activities	33%
Snow and ice activities	30%
Bicycling	28%

GET YOUTH OUTSIDE

Washington State youth participate in outdoor activities to a greater extent than youth nationally. Park and recreation providers are urged to offer a variety of outdoor activities for youth and to support youth programs. Most youth are walking, playing at a park, trying new or trending activities, fishing in freshwater, exploring nature, and riding bikes. Other activities of interest to youth are activities in freshwater such as boating and paddling,

fishing in saltwater, and target shooting, hiking, outdoor sports, and riding off-road vehicles.

Figure H12. Youth Participation Rates for Washington Residents in Outdoor Activities

Youth Participation Rates	
Activity	%
Walking	88%
Leisure in parks	78%
Trending activities	77%
Fishing in freshwater	77%
Nature-based activities	75%
Bicycling	74%
Freshwater-based activities*	66%
Target shooting	62%
Hiking	57%
Outdoor sports	57%
Off-road vehicle riding	57%
Fishing in saltwater	53%

*(not swimming)

PLAN FOR CULTURALLY RELEVANT PARKS AND TRAILS TO MEET CHANGING DEMOGRAPHICS

Washington’s population is expected to grow by 2 million people by 2040 leading to more congestion and competition for recreation resources. Between 2010–2040, the percent of people of color are expected to increase from 27 percent to 44 percent. With the cultural change in the population, preferred recreational activities also will change. By 2030, more than one of every five Washingtonians will be 65 years old or older. By 2040, there will be more seniors than youth. Park and recreation providers should be prepared to create new and diverse opportunities and accommodate the active senior population.

ASSERT RECREATION AND CONSERVATION AS A VITAL PUBLIC SERVICE

The plan recognizes that outdoor recreation contributes to a strong economy and is a public investment like other public services and infrastructure. The report cites the Outdoor Industry Association and other economic studies that reinforce the importance of park and recreation services locally, regionally and statewide.

SPECIAL REPORT ON PADDLESPO RTS & SAFETY


In 2019, the Outdoor Foundation produced a report focused on paddlesports data based on a participation survey (over 20,000 online interviews with a nationwide sample of individuals and households). In 2018, 22.9 million Americans (approximately 7.4% of the population) participated in paddle sports. This represents an increase of more than 4 million participants since the study began in 2010. Over the last five years, there continues to be an increase in paddlesports popularity among outdoor enthusiasts, with significant portions of the nationwide growth occurring in the Pacific region.

Recreational kayaking continues to grow in popularity but may be driving some of the decline in canoeing. The popularity of stand up paddling has soared, increasing by 1.5 million participants over the past five years, though it does not have nearly as high a participation rate as either recreational kayaking or canoeing.

Most paddlers are Caucasian, other racial and ethnic groups largely under-represented. However, Caucasian participation has remained relatively flat while participation by people identifying as Hispanic or Black/African American has grown by 0.5% to 1% per year since 2013. This growth has led to more than 773,000 new Hispanic paddlers in just six years, signaling the importance and potential of engaging minority groups in paddlesports.

One in eight paddlers have been participating in the sport for 21 years or more. However, many participants – between thirty and sixty percent, depending on the discipline – tried a paddlesport for the first time in 2018. Such high levels of first time participation may produce longer term growth in paddling, assuming participants continue to enjoy the sport.

Among adult paddlers, most participate for excitement and adventure, for exercise, or to be close to nature. Kayakers, rafters, canoers and stand up paddlers often enjoy, or would be willing to try, other paddlesports. Many also enjoy similar outdoor “crossover” activities such as hiking, camping, walking, and nature viewing.

A group of approximately ten children are posing in a dance studio. They are arranged in three rows. The back row has three girls standing with their arms raised in a 'V' shape. The middle row has four children in various poses, including a girl in a pink shirt crouching and a boy in a grey shirt standing. The front row has two girls lying on their stomachs on the floor. The studio has a green wall with a framed picture of a group of people. The text 'APPENDIX I: RECREATION PROGRAM ASSESSMENT' is overlaid in the center in a blue, outlined font.

APPENDIX I: RECREATION PROGRAM ASSESSMENT

Current Recreation Programs and Services Assessment

The City of Mountlake Terrace's Recreation and Parks Department currently has an extensive offering of recreation programs and services for its citizens.

- The Department has a long history of providing a broad range of recreation programs and services to its residents.
- The Department focuses much of its programming efforts on youth while offering some level of programming for all age groups.
- Most of the programming is currently provided by part-time staff with only a small number of programs being provided by contract providers. However, the Department does have a significant number of program partners.
- The majority of indoor recreation programs and services are delivered out of the Recreation Pavilion.
- Programs and services are generally the more traditional recreation offerings.
- A number of programs and services are provided by other community organizations that utilize Department facilities.
- The Department has a relatively strong number of performance measures and good record keeping regarding recreation programs.

Program Determinates: The following are the basic guiding principles for the delivery of recreation programs and services for the Recreation and Parks Department:

Council Goals (Directly related to Recreation and Parks)

- Protect and Enhance the City's Financial Health and Stability While Maintaining Appropriate and Essential Public Services in a Cost-Effective Manner.
 - Provide recreation programs and services in a cost-effective manner that meets the overall cost recovery goal for recreation programs.
 - Explore new recreation program and funding opportunities, including partnering with service organizations, volunteer groups, businesses, and other public agencies.
 - Continue to evaluate and implement recreation marketing plan and strategies.
- Undertake Economic Development Initiatives and Programs that Result in Economic Development Related Outcomes Throughout the Community.
 - Offer comprehensive recreation programs, activities and events that promote community and visitor participation.

- Develop and Implement Effective Communication and Outreach with the Community.
 - Identify and provide volunteer opportunities, including partnering with service organizations, volunteer groups, businesses, and other public agencies.
 - Maximize use of technology for effective and efficient marketing, registration, and customer service.
 - Develop attractive promotional and marketing materials that reflect quality programs and services that are provided to citizens and visitors to the community.
 - Partner with agencies and organizations to provide special events to the community.

From the City's 2021-2022 Proposed Biennial Budget.

Mountlake Terrace Recreation Programming Assessment

Programming Classifications: The categories below represent the major areas of focus for current Mountlake Terrace recreation programs and services by categories commonly found in parks and recreation agencies nationally. Program lists are based on a review of program offerings for 2019-2020, that were provided by the Department.

Area	Focus	Programs
Sports	Youth Sports	Sports Camps, Soccer, Tennis Team, Tennis Lessons, Skyhawks Sports Camps
	Adult Sports	Tennis Lessons, Softball, Basketball, Volleyball, Racquetball Tournaments
Fitness	Youth	Fitness Classes
	Adult	Fitness Classes, Yoga, Tai Chi, Personalized Training
Cultural Arts	Youth	Dance Academy, Dance Classes, Dance Camps, Dance Workshops, RockStars, Oil Painting Workshops
	Adult	Dance Classes
Aquatics	Youth	Swim Lessons, Marlins Summer Swim Team, Jr. Lifeguard Training, Adaptive Swim Lessons
	Adult	Swim Lessons, Water Fitness, Lifeguard Training
Youth		Kids Krew Before & After School, Kindergarten Readiness, Preschool, Summer Camps, School Break Camps, Non-School Days,
Education	Youth	CPR/AED/First Aid
	Adult	CPR/AED/First Aid

Mountlake Terrace Recreation Programming Assessment

Area	Focus	Programs
Specialty/ General Interest	Youth	N/A
	Adult	Dog Training
Special Needs		Adaptive Swim Lessons
Special Events		Arts of the Terrace, South County Walks, National Night Out, April Pools Day, Tree Lighting Ceremony, Earth Day Community Clean-Up, National Day of Service, Independence Day Celebration, Tour De Terrace, Egg Hunt, Concerts in the Park, Winter Gala, Dance Recitals
Outdoor Recreation	Youth	Fly Tying Class.
	Adult	Fly Tying Class.
Seniors		Silver Sneakers Classes, Drop-in Volleyball, Water and Land Fitness Classes
Teens		Swim Lessons, Dance, Fitness, Lifeguard Training Courses
Self- Directed	Youth	Open Swim, Lap Swim, Indoor Playground, Racquetball
	Adult	Open Gym, Open Swim, Lap Swim, Facility Rentals, Racquetball, Cardio Equipment
Social Services		Kids Krew (Daycare), Parents Night Out

Program Area General Definitions (national basis):

Sports – Team and individual sports including camps, clinics, and tournaments. Also includes adventure/non-traditional sports.

Mountlake Terrace Recreation Programming Assessment

Fitness – Group fitness classes, personal training, education, and nutrition.

Cultural Arts – Performing arts classes, visual arts classes, music/video production and arts events.

Aquatics – Learn to swim classes, aqua exercise classes, competitive swimming/diving, SCUBA, and other programs (synchro, water polo, etc.).

Youth – Before and after school programs, summer/school break camps, and preschool.

Education – Language programs, tutoring, science (STEM) classes, computer, and financial planning. Also included is CPR/AED/First Aid.

Specialty/General Interest – Personal development classes and dog training classes.

Special Needs – Programs for the physically and mentally impaired. Also, inclusion programs.

Special Events – City wide special events that are conducted throughout the year.

Outdoor Recreation – Environmental education, hiking, camping, kayaking, and other activities.

Seniors – Programs and services that are dedicated to serving the needs of seniors. This can include all of the activity areas noted above plus social service functions.

Teens - Programs and services that are focused on serving the needs of teens. This can include all of the activity areas noted above (except seniors).

Self-Directed – This includes the opportunities for individuals to recreate on their own. This can include activities such as open gym, use of weight/cardio space and lap/recreational swimming. Although not an organized program, time and space must be allocated for this purpose.

Social Services – This can include nutrition and feeding programs, job training, life skills training, childcare, and other activities such as health screenings.

Mountlake Terrace Recreation Programming Assessment

Programs Available by Age Groups: Below is listed the basic program categories that are available for different age groups.

Program Category	Preschool	Youth	Teen	Adults	Senior
Sports	●	●	●	●	●
Fitness	○	●	●	●	●
Cultural Arts	●	●	●	●	○
Aquatics	●	●	●	●	●
Education	●	●	●	●	●
Specialty/Gen Inter.	○	○	○	●	○
Special Needs	○	●	○	○	○
Special Events	●	●	●	●	●
Outdoor Recreation	○	○	○	○	○
Self-Directed	●	●	●	●	●
Social Services	●	○	○	○	○

Most of the program categories that the Department provides programming in serves most major age groups. Education, Special Needs, Specialty/General Interest, and Outdoor Recreation have limited organized programs in place.

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Recreation Performance Measures: The following are general program/facility metrics for various recreation services offered by the Recreation and Parks Department from 2019-2022.

	Actuals 2019	Revised 2020	Proposed 2021	Proposed 2022
% Overall Cost Recovery	80%	81%	77%	77%
% Classes Offered vs. Held Yearly	82%	31%	82%	82%
# of Classes Held Yearly	2,246	600	2,500	2,500
# of Days Pool is Open	354	134	351	351
Recreation Program Attend.	294,786	95,000	295,000	295,000
Recreation Program Attend. Daily	832	300	833	833
Recreation Swim Attendance	63,038	25,000	65,000	67,000
Swim Lesson Capacity	80%	82%	82%	82%
# of Sports Field Hrs. Scheduled	4,382	3,000	4,500	4,500
# of Swimming Pool Rentals	301	100	300	300
# of Room Rentals	352	150	350	350
# of Gym Hrs. Scheduled	1,853	400	1,900	1,900
# of Sports Fields prepped for events	185	20	200	200

Mountlake Terrace Recreation Programming Assessment

Information from the City of Mountlake Terrace-2021-2022 Proposed Biennial Budget

It should be noted that 2020 performance measures were heavily impacted by COVID-19.

Recreation Program Attendance and Facility Use: The tables below summarize the attendance for major program areas for the last year as well as facility use numbers for the same time period.

Recreation Program Attendance for the Last 5 Years

Program Area	2016	2017	2018	2019	2020
Aquatics Classes	85,684	84,477	91,178	77,861	9,830
Preschool	5,576	5,946	6,073	6,162	2,211
Preschool Camps	562	661	791	714	216
Kids Krew	31,178	29,649	30,390	35,943	8,937
Dance Classes	5,702	7,432	5,789	6,677	2,005
Dance Camps	340	375	679	546	0
Dog Classes	613	597	662	741	142
Youth Camps	6,517	5,666	5,564	4,853	1,721
Racquetball Tourn	58	28	28	11	0
Land Fitness	2,316	1,828	1,678	1,699	502
Adult Basketball	3,860	4,540	5,680	3,480	720
Adult Softball	3,090	8,250	0	0	0
Adult Volleyball	1,810	2,740	2,940	2,840	1,080
Silver Sneakers	1,392	1,465	3,479	1,190	605
Total	148,698	153,654	154,931	142,717	18,186

Facility Use Numbers for the Last 5 Years

Facility	2016	2017	2018	2019	2020
Rec. Swimming	79,284	63,036	81,464	86,216	18,753
Pool Rentals	14,059	11,250	13,045	15,140	4,150
Room Rentals	334	11,224	11,866	14,115	3,209
Dance Rentals	144	145	190	51	52
Indoor Playground	2,342	2,166	2,428	2,517	769
Indoor Play Rent	396	204	165	240	90
Racquetball Res.	5,113	4,777	4,597	2,510	630
Cardio Room Use	1,914	1,437	3,241	3,481	597
Open Gym	1,836	2,240	2,706	2,273	584
Field Rental	40,838	39,818	35,309	30,255	2,448
Gym Rentals	4,914	4,833	3,946	3,333	1,140
Total	151,174	141,130	158,957	160,131	32,422

It should be noted that 2020 attendance and use numbers were heavily impacted by COVID-19.

The program areas with the greatest attendance over the last five years include:

- Aquatics Classes
- Kids Krew
- Preschool
- Dance Classes
- Youth Camps

Facility use numbers are highest for the following facilities:

- Recreation Swimming
- Field Rentals
- Pool Rentals
- Room Rentals

Except for 2020, program attendance increased steadily from 2016 through 2018 then declined some in 2019. Facility use numbers also increased from 2017 through 2019.

Program Partners: In addition to the programs and services that are offered directly by the Department, there are also a number of program partners, include the following organizations:

Partner Organizations	Role
Premiera Blue Cross	Partner on employee discount program to run fitness classes
Mountlake Terrace Seniors Group	Rent Mickey Corso Community Clubhouse from the city and they offer senior services to the community.
Edmonds School District #15	Current interlocal agreement covers programs and facility use of fields, pool, gym, etc.
Mountlake Terrace Library	Provides reading and other education programs for both youth and adults.
Cedar Park School	Adult basketball programs utilize their gym for leagues.
Mountlake Terrace Youth Athletic Association Baseball	In exchange for use of Forest Crest baseball fields, they maintain the infields.
Terrace Brier Soccer Club	In exchange for use of Forest Crest soccer fields, they line the fields.
St. Pius X Church	City utilizes their parking lot for major events.
Seafair	Sanctions Tour de Terrace as official Seafair event

Mountlake Terrace Recreation Programming Assessment

Partner Organizations	Role
Cheeseburger Babies Foundation	Runs the 3 rd of July event.
Skyhawks	Runs youth sports camps and programs as a contractor for the City.
Kidz Love Soccer	Runs youth soccer programs as a contractor for the City.
Mountlake Terrace Business Association	Assists with events to promote local businesses and kid friendly activities.
Snohomish County	Has many cross-participation groups and provides grant funding and other support.
City of Edmonds	City partners on a joint recreation program brochure (Craze).
Verdant Health Commission	Provides grant funding for programs and facilities.
Hazel Miller Foundation	Provides grant funding for programs and facilities.
Mountlake Terrace Community Foundation	Provides grant funding and leadership for programs and facilities.
Snohomish County Sports Commission	Cross promotes activities with the City.
Friends of the Arts	Assists with Arts of the Terrace event.
Evergreen Junior Tennis League	Coordinates private clubs and public providers for cross county tennis league and tournament.

Other Recreation Providers: In addition to the program partners that are listed above, there are also a significant number of other providers in the greater Mountlake Terrace area.

Other Providers
<i>Public</i>
City of Lynnwood
City of Edmonds
City of Shoreline
<i>Non-Profits</i>
Dale Turner YMCA
Mountlake Terrace Seniors Group
<i>Private</i>
Sno-King Youth Sports-Edmonds
Cascade Gymnastics-MLT
Olympic View Arena (Ice Rink)-MLT
Lynnwood Ice Rink-Lynnwood
Forest Crest Tennis Club
Arena Sports-Mill Creek
Haven Dance Academy-Lynnwood
Pacific Chamber Ballet-Lynnwood
Dance Experts, Lynnwood
All That Dance-Edmonds
Dance Spectrum-Edmonds
Shoreline Academy-Shoreline
Edge Performing Arts-Shoreline
Jays Dance Experience, Shoreline
Dance Workshop-Shoreline
American Dance Institute-Shoreline
Fitness 19-MLT
Paramount Strength & Conditioning-MLT
Industrious-Lynnwood
Seattle Boot Camp-MLT
Juicy Power Yoga-MLT
Pilates Northwest-Shoreline
Fullscope Yoga Therapy-Shoreline
Integrated Body Fitness-Edmonds
Edmonds CrossFit-Edmonds
Northcore Fitness & Performance-Shoreline
Studio 26 Pilates-Edmonds
Tree House Lyenger Yoga-Shoreline
24 Hour Fitness-Lynnwood

Other Providers (continued)
Anytime Fitness-Lynnwood
LA Fitness-Lynnwood
Orangetheory Fitness-Lynnwood
Full Scope Yoga Therapy-MLT
Samurai Karate Academy-MLT
Team Lightning Inline Skating & Fitness-Lynnwood
Seattle Tae Kwon Do-MLT
Basha Tennis-MLT

This is not intended to include all of the other recreation providers in the greater Mountlake Terrace area but is representative of what is available.

There are significant other providers of a variety of recreation programs and services. The communities that border Mountlake Terrace all have strong parks and recreation departments with considerable indoor and outdoor space for a wide range of recreation programs and services. There is a full-service YMCA in the area that also has a wide range of services available to its members and the community. Beyond these providers there is also a long list of private providers including dance studios, martial arts studios, fitness centers and specialty facilities such as ice rinks, tennis facilities and gymnastics studios. There are also a number of senior living communities that provide activities for their residents including fitness.

In addition to the facilities listed above, there are also a considerable number of childcare providers many of which are private facilities.

Program Impacts Due to Facility Limitations: The ability of Mountlake Terrace Recreation and Parks to deliver a wide range of recreation programs and services is impacted by the facilities that are available to support these activities. This includes the following program areas:

- *Youth Sports* – Although most youth team sports are offered by other organizations, most of them are highly dependent on City athletic fields and school fields and gyms as locations for their programs. This limits the size of existing programs and makes it difficult to add new programs such as lacrosse, ultimate and other sports.
- *Adult Sports* – With an emphasis on serving the needs of youth team sports that utilize athletic fields, it has been difficult to grow adult team sports. With additional sports fields there could be an increase in adult soccer and other emerging field sports.

The lack of indoor gym space also limits the growth of adult sports such as basketball and volleyball as well as pickleball.

- *Fitness* – The Pavilion has limited fitness amenities to support a comprehensive fitness program. Adding additional weight/cardio space and a group exercise studio

would help, along with the possibility of a teaching kitchen. Utilizing outdoor spaces for fitness classes should also be promoted.

- *Cultural Arts* – Without a facility that supports drama and other performing arts activities it will be difficult to increase programming offerings in this area. Also, the visual arts require specialized program space such as an arts and crafts room.
- *Aquatics* – Even though the Recreation Pavilion has a significant indoor pool, the amount of deep and mid water depth is insufficient to support some larger water exercise classes and limits starts from blocks for competitive swimming. There is also an acute shortage of storage space for program equipment. Aquatics would also benefit from a wet classroom for certain programs.
- *Outdoor Recreation* – To really have a successful program in this interest area, it is important to have a covered outdoor classroom space that provides a “home” for these types of activities to take place.
- *Teens* – Although not essential, having dedicated teen space in a community recreation center can be a foundation to developing a strong teen program.

General Facility Assessment – Based on the information noted above, the primary facility concerns are the following:

- *Recreation Pavilion* - Despite the presence of the center as the hub for most indoor recreation services, the facility is no longer able to adequately support present let alone future indoor recreation program needs and expectations. This facility either needs to undergo a full renovation/expansion or be totally replaced.
- *Athletic Fields* – The City has a number of athletic fields available for team sports but the demand for fields is greater than the supply. This is particularly true for sports that require rectangular fields and has only been exacerbated by new team sports.
- *Gymnasium Space* – One of the greatest needs for indoor space in most communities is for gymnasiums. Whether this is to support team sports such as basketball and volleyball or emerging sports such as pickleball or futsal, there is a strong need for additional gyms.

Current Program Assessment: The following is an assessment of the major program areas as outlined in the national program categories.

- *Youth Sports* – Currently the Department provides introductory programs for a select number of team sports as well as limited programs for individual sports (tennis). Most sports camps and team sports programs are offered by Skyhawks and Kidz Love Soccer. However, most competitive youth sports leagues and

programs remain the responsibility of community-based youth sports organizations in the area.

- *Adult Sports* – The Department provides several adult sports leagues, including softball, basketball, and volleyball. In addition, there are a few individual sports such as tennis and racquetball.
- *Fitness* – Despite the fact that the Department has the Recreation Pavilion there is limited fitness programming due in part to inadequate fitness amenities, and a lack of emphasis on more general wellness services. This area will likely need additional focus in the future.
- *Cultural Arts* – The main focus of this program area is on youth and in particular youth dance. There are also a significant number of adult dance classes but no other major cultural program offerings. There are only a few visual art programs offered. There are very limited facilities to support this type of programming as well.
- *Aquatics* – With the aquatics facility that is part of the Recreation Pavilion, the Department has a strong focus on aquatic programs and activities. There will need to be a continued emphasis on aquatic programming, especially learn to swim classes for youth, as a primary program area.
- *Youth* – With the Department's large before and after school, preschool and summer camp program, youth programming is a primary area of emphasis for recreation, and it is anticipated that this will remain so well into the future. The ability to integrate education, social services and even fitness/wellness into these programs will be critical in the future.
- *Education* – Currently the Department does not have stand-alone education programming for adults or youth, but this is integrated into the before and after school program, preschool, and Kids Krew programs. There are CPR/AED and first aid classes, however. More formal type of programming in this area is often being provided by local school districts, specialized non-profits, libraries, or private providers.
- *Specialty/General Interest* – With the exception of dog training, there are no other programs in this category.
- *Special Needs* – The Department does not currently offer organized programming for special needs beyond adaptive swim lessons. Most of this programming is filled by other organizations in the area.
- *Special Events* – The Department does conduct a number of special events on a City-wide basis.

- *Outdoor Recreation* - There currently is very little emphasis given to this program area by the Department.
- *Seniors* – The Recreation and Parks Department has a limited number of programs and services that are focused on seniors. Most senior programming is the responsibility of the Mountlake Terrace Seniors Group which operates out of the Mickey Corso Community Clubhouse.
- *Teens* – There are relatively few programs offered in this area that are specifically targeted to teens. Most all of the programs are adult, or youth based that are also open for teens to participate in as well. In the future additional services and programs will likely need to be targeted to this age group.
- *Self-Directed* – Even though these types of activities are not formal programs they do require that the Department provide the opportunities and time in facilities for this to occur. With the Recreation Pavilion and other facilities, self-directed activities remain as a significant program area.
- *Social Services* - Although there is only one main program area, day care (Kids Krew), that is dedicated to this category, some social service functions are being integrated into most youth program areas on a regular basis.

Recreation Program Strengths and Weaknesses Analysis: The following is a basic assessment of Mountlake Terrace Recreation and Parks Department program strengths and weaknesses.

Strengths – Programming strengths include the following:

- The Department has a strong youth programming emphasis with a before and after school program and preschool during the school year as well as summer camp programs.
- With the City’s indoor pool, there is an extensive aquatics program with an emphasis on learn to swim classes.
- The Department has a strong emphasis on youth and adult dance programs.
- Providing day care services is an area of focus for the Department.
- The Department partners with a number of organizations to expand recreation programming opportunities for the community.
- Self-directed program opportunities are extensive.
- With the Recreation Pavilion and numerous athletic fields there is a strong rental program for the indoor pool, rooms, and fields.

- While much of the recreation program focus is on youth, the Department does offer some level of programming for all age groups.

Weaknesses – Programming weaknesses are noted below:

- There are virtually no outdoor recreation programs being offered.
- Special needs programming is not available through the Department.
- Education programming outside of preschool, before and after school and some summer camps, is limited.
- There are very few specialty/general interest classes offered.
- There is very little intergenerational programming or family-based programming available.
- There are limited offerings for seniors, but most of this need is handled by the Mountlake Terrace Seniors Group.
- Beyond dance, cultural arts offerings are very small in number.
- There are a limited number of fitness/wellness programs that are provided. This is due in part to inadequate facilities to support these types of programs.
- Much of the programming is very traditional with few emerging interest areas and programs.

Other Recreation Programming Observations

Beyond what is noted above, there are a number of other observations regarding recreation programs and services. These include:

Recreation Program Plan – The Recreation and Parks Department does not have a formal program plan that can be utilized to guide program development and areas of focus. This would be very beneficial for the Department for long range recreation program planning.

Program Marketing Efforts – The Department has a very basic marketing plan that outlines marketing tasks by quarter and the responsible individual for implementation. There are also a number of specific marketing tools that are utilized including:

- Craze is the printed (and digital version) recreation program brochure that is produced quarterly in conjunction with the City of Edmonds Parks, Recreation and Cultural Services Department.

- Electronic reader board at the corner of 228th and 56th street to promote programs and activities.
- Constant Contact for creating and sending out marketing information.
- Social media such as Facebook, Instagram, and Twitter.
- In-house flyers, banners, and posters.
- Local newspaper and google ads.
- Attendance at local community special events.
- The DASH software program is being utilized for program registration including on-line and is used for email blasts to specific target markets.
- Reliance on partner marketing efforts.

Performance Measures – The Recreation and Parks Department utilizes a series of performance measures to measure and track a number of indicators. This includes:

- Percentage of overall cost recovery
- Percentage of classes offered vs. held
- Number of classes held yearly
- Marketing tools that are utilized and their effectiveness
- Recreation program attendance
- Facility use numbers
- Number of rentals
- Fees for programs and services over time

Fee Setting Policy - In 2000, the City Council adopted an ordinance that enables Recreation and Parks fees to be set by resolution in a five-year schedule. Each year, a Recreation and Parks fees analysis is conducted to ensure program fees are in alignment with current market conditions and reflective of the city's financial goals and policies. This fee review process also takes into consideration current economic conditions, program demand, costs, and competition along with

anticipating potential impacts associated with fee adjustments. Specific cost recovery mandates include:

- Where direct beneficiaries of a city program or services can be identified, fees will be established to recover the costs of that service or program.
- Some services provide some benefit to the greater community. When a greater community benefit is identified, the City may choose to subsidize, either whole or in part, such service.
- Rental fees will be established to be comparable to commercial rates, while at the same time recovering full costs of use of the property or facility.
- As a whole, the Recreation Department will recover 83% of the overall Department's costs through charges and fees. City residents, who own Recreation facilities and support programs through general taxes, will pay less for programs than non-residents.
- Fees for services will be reviewed and adjusted (where necessary) at least every biennium to ensure that rates are equitable and cover the cost of service. Fees for Recreation programs will be reviewed on an annual basis.

Recreation Program Recommendations for the Future

Based on information that was assembled from the assessment of existing recreation programs and services and public input that was gathered as part of the master plan process, the following are recreation program recommendations for the City of Mountlake Terrace for the future.

Recreation, Parks and Open Space Plan Goals and Objectives: The future direction of recreation programs and services for the Mountlake Terrace Recreation and Parks Department needs to respond to the goals and objectives that have been developed for the master plan. Key goals that impact recreation programming include:

Provide fun and diverse recreational opportunities that support the health, wellness, lifelong play, active lifestyles, and engagement of all community members.

- Enhance the diversity of programs offered, focusing on programs that are in high demand or serve a range of users.
- Monitor local and regional recreation trends to ensure community needs and interests are addressed by available programming.
- Continue to provide and expand opportunities for seniors to engage in social, recreational, educational, nutritional, and health programs designed to encourage independence, in partnership with community agencies.
- Provide and maintain facilities as well as recreation programs in a cost-effective manner and utilize technology to measure actual costs.
- Study the possibility of replacing the Recreation Pavilion, along with the financing and funding requirements for capital and operations.
- Maintain and enhance program scholarships and other mechanisms to support recreation access for low-income residents.
- Periodically review and update the fee policy for programs, indoor facility uses and rental rates that supports the operational requirements and cost-recovery goals.
- Continue to foster and expand partnerships with the Edmonds School District, private non-profit agencies, private fitness clubs and the local businesses to provide recreation services.
- Continue to implement the Arts & Culture Strategic Plan and build partnerships within the local arts community.
- Maintain staff development and certifications (e.g., CPR/First Aid, lifeguard certification, playground safety, etc.) to retain high safety standards in facilities and on play equipment.

Community Demographics: It is critical to understand the future demographic trends for the City of Mountlake Terrace as a whole as this will have a direct impact on programming recommendations.

- The population of the city is projected to increase from 21,660 to 24,474 from 2020 until 2030 and go up to 26,171 by 2040. This indicates a modest rate of growth.
- The largest age group is 25-44, with a growing number of families with children. The percentage of households with children is 31.7% which is higher than the state numbers but lower than Snohomish County.
- The median age in the city is 37.1 which is lower than the state and county.
- The current ethnic make-up shows 70% being White, 12% Asian, 7% Black or African American, and 11% Hispanic/Latino.
- One in four residents speak a language other than English at home.
- The median household income in Mountlake Terrace is \$72,765 which is higher than the state but lower than the county. Fewer households are in the higher income categories than the county and the number of households with incomes less than \$25,000 is similar to the county.
- Approximately 10% of the population has a disability that interferes with life activities.

Note: This information was derived from the demographic material contained earlier in this document.

Possible Impact on Recreation Services

These demographics have a potential impact on the delivery of recreation services both now and in the future.

- There will be a continued increase in demand for services as the population continues to grow.
- Future recreation services will need to meet a broader range of age groups and cannot focus as much on youth.
- Recreation programs and services will need to serve households with children.
- Providing programs and services to the disabled community will be important.

Mountlake Terrace Recreation Programming Recommendations

- Programming will need to meet the ethnic and cultural needs of city residents.
- Programming will need to be both nimble and dynamic to meet changing needs and the non-traditional household unit.
- Affordability will continue to be an issue but there is a sizeable segment of the population that has the ability to pay for services.

Public Input Summary: As a part of the overall recreation programming recommendations, a number of public input mechanisms (including surveys, focus groups and an on-line open house) were utilized to gain input from the community regarding recreation and parks needs. Key public input findings regarding recreation programs included:

Programming Priorities

- Performing Arts
- Aquatics
- Outdoor Education
- Education Classes/Programs
- Fitness/Wellness
- Drop-in Activities

Future Recreation Program Directions: Based on the analysis of existing programs, the demographic characteristics, and the input received from the public, the following are basic recommendations for future recreation programs and services.

Establish a Programming Philosophy

The Recreation and Parks Department should develop an overall programming philosophy with the following objectives:

- Provide recreation program and service opportunities to all ages, incomes, abilities, gender, and ethnic groups in an equitable and inclusive manner.
- Provide recreation program and service opportunities in areas of interest that are identified as a need in the community.
- Partner with other providers to bring a full spectrum of recreation programs and services to the community.
- Recreation program and service offerings will be delivered on a community wide basis and a neighborhood level where appropriate.
- Recreation and program service offerings will respond to identified community needs in a cost effective and efficient manner.

- Recreation Programming efforts must be viewed through a DEIA lens that ensures recreation program and service access to all ages, incomes, abilities, gender, sexual orientation, and ethnic groups in an equitable and inclusive manner.

Develop a Program Plan

Developing a program plan for the Department that includes the general direction of recreation programming for the next 5 plus years should be undertaken. This would include the following areas of programming focus:

- Identify priorities for **increasing** programming to include:
 - Outdoor Education
 - Fitness/Wellness
 - Performing Arts
 - Aquatics
 - Education Classes/Programs
 - Drop-in Activities
- Commit to **continuing** the focus on the following program areas:
 - Youth Programs – before & after school, preschool, summer camps.
 - Dance
 - Kids Krew
 - Sports – Youth and adult
- Programming should include virtual options in addition to traditional in-person offerings.
- Determine the role of other organizations and recreation providers in the area. Establish key partnerships with other providers to expand program offerings.
- Clearly identify areas of programmatic responsibility to ensure that there is not overlap in resource allocation.
- Determine clear staffing and operational budget requirements to support the program plan.
- Establish an implementation plan:
 - Determine how recreation programs and services will be provided and the role of the Department as well as other providers.
 - Establish a method of delivery for Department based programs. Are they hourly/class paid staff or contract service providers?
 - Determine the facility, staffing and budget requirements for new programs.
 - Incrementally develop new programs for the first few years with a limited number of programs being directly offered by city staff.

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- Commit to contracting for many of the new programs for the first couple of years to lower the financial risk.
- Grow programs first that can be offered in existing facilities or parks and do not require extensive capital investment.
- Enhance key performance measures to gauge program success.

Program Plan Focus

The program plan for the Department includes the general direction of recreation programming for the next 5 plus years. This should include the following areas of programming focus:

- Priorities for programming expansion to include:
 - *Outdoor Recreation (Outdoor Education)* – There are currently very few programs that are being offered by the Department in this area. However, through the public input process this was identified as a priority. Increasing the level of programming in this area in the coming years will be important. This will likely require partnering with other outdoor education providers in the area.

- *Fitness/Wellness* – This area will need special emphasis and should include more than just fitness classes. There will need to be a strong focus on wellness and healthy living activities and events. It is realized that without physical alterations to the Recreation Pavilion (or a new center), it will be difficult to effectively serve this need.

Developing partnerships with prominent healthcare providers in the market will provide important expertise and credibility to this effort.

- *Cultural Arts* – Currently the Department’s programming in this area is mostly dance classes. Adding additional programming in the performing arts is being requested by the public. There may also need to be an emphasis on visual arts as well. It will be important to utilize the findings from the Arts & Culture Strategic Plan as a foundation for developing additional programs. This should include the reliance on other cultural arts groups as contributors to programming of this type.

Without facilities that are able to support these types of programs, it will be difficult to significantly increase programming in the area of performing arts.

- *Aquatics* – This is already an area of emphasis for the Department and needs to continue to be so in the coming years. Programs such as learn to swim and water exercise classes will need continued focus and enhancement but also should include expanding to other programming.
- *Education* – Other than integrating education into before and after school programs, preschool, and Kids Krew, there have not been any specific education programs

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offered by the Department. Determining the types of education-based programming that the community is looking for will be required to adequately serve this need. Partnering with the school district or other education organizations will be essential to provide the expertise that is needed for this type of program.

- *Self-Directed* (Drop-in Activities) – Another priority for the community was the availability of recreation and parks amenities for drop-in activities. Continuing to allocate time at the Recreation Pavilion and other facilities for this purpose will be essential. This includes the use of facilities for community rentals.
- Continued programming emphasis to include:
 - *Youth Sports* – The Department currently provides a number of sports programs and most of these are introductory team sports for youth with some individual sports programs and camps. It is expected that the Department will continue to offer these programs and may add emerging sports or non-traditional offerings. Most competitive youth team sports will continue to be offered by community-based youth sports organizations.

If the city is going to significantly increase its commitment to youth sports, there will need to be additional athletic fields and gymnasiums.
 - *Adult Sports* – While the Department has a small base of adult team and individual sports currently, it is not expected that there will be much growth in this area unless there is an increase in athletic fields and gymnasiums and a stronger commitment to adult sports.
 - *Youth Programming* - It is expected that youth programming will continue to be the cornerstone of offerings by the Department in the future. Updating these programs to meet today's youth needs and broadening the focus to include education, social services and fitness/wellness will be important.
 - *Social Services* – The primary program in this area will continue to be Kids Krew, but it is not anticipated that there will be other areas of significant growth in the future.
- Other programming:
 - *General Interest* – This program category includes programming that does not fit into the other categories. It is not anticipated that this will be an area of program growth in the future for the Department.
 - *Special Needs* – This is not a significant program area for the Department currently but there is certainly a need to have these types of services available for this segment of the community. It is anticipated that the vast majority of programming

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will be provided by other agencies that specialize in these services, but this will need to be coordinated by the Department.

- *Special Events* – Currently the Department offers a few special events, but this was not identified as a high priority for future programming needs. The primary responsibility for providing additional special events (especially on a city-wide basis) should reside with other organizations and entities in the future, but the Department will need to assist with the identification of the types of events that would meet community needs.
- The need for demographic specific programming should include:
 - *Youth* – The majority of current programming focuses on youth services, and this is primarily through the preschool, after school and summer camp programs. This will need to continue but there needs to be broader range of services to other age groups in the future.
 - *Teens* – This age category has not received the same level of programming focus as younger youth age groups and as a result will need to see an increase in the type and number of programs that are offered. However, the Department does not necessarily have to be the lead agency or the actual provider of services.
 - *Seniors* – The Department currently has a limited number of senior services and programs. Yet, with the presence of the Mountlake Terrace Seniors Group, it is not anticipated that the Department will have a significant role in providing seniors services. Still in the future there needs to be a greater focus on the more active, younger senior (the Baby Boomers). This is a significant market segment that is not being adequately served at this time by other providers and the Department may need to provide more programming for them.
 - *Intergenerational/Multigenerational* – Offering programs and services that have an appeal to multiple generations or across generations should become an area of focus with the number of households with children in the community.
 - *Ethnic Based* – With the ethnic makeup of Mountlake Terrace, there needs to be an effort to offer programs and services that are appropriate for the cultural orientation of the area.

Program Classifications

Based on the Program Plan Focus, the following is the projected programming classifications for Mountlake Terrace Recreation and Parks. It is important to realize that while certain program areas may be a focus for growth in programs and services, the Recreation and Parks Department's role in providing the actual service may be different as indicated below.

Mountlake Terrace Recreation Programming Recommendations

The following chart identifies and summarizes recommended **future** core programs, secondary programs and support program areas for the Recreation and Parks Department.

Mountlake Terrace Recreation Programming Recommendations

Programs	Core	Secondary	Support
Youth Sports	●		
Adult Sports		●	
Fitness/Wellness	●		
Cultural Arts		●	
Aquatics	●		
Youth	●		
General Interest			●
Education			●
Special Needs			●
Special Events		●	
Outdoor Recreation		●	
Seniors		●	
Teens		●	
Self-Directed	●		
Social Services		●	

Mountlake Terrace Recreation Programming Recommendations

Classification Definitions

- *Core Programs* – are those programs that are a primary responsibility of the Recreation and Parks Department to provide as city-based activities.
- *Secondary Programs* – are those programs that are a lower priority to be provided directly by the Recreation and Parks Department but may be offered by other organizations through contract with the city.
- *Support Programs* – are programs that are not a priority for the Recreation and Parks Department to be providing directly to the community but where the city may provide support through facilities, program coordination, and promotion of activities for other organizations.

Program Delivery Methods

Recreation programming is usually offered in a number of ways. Determining what works best for Mountlake Terrace will be critical.

Neighborhood vs. Community Based – Communities often wrestle with the best method to plan and provide recreation services. Neighborhood based activities provide for more customized programming for smaller more identified areas of a community but usually require more staff and resources as well as neighborhood locations (community centers) to deliver. The community-based approach centralizes most programming in one or two facilities. This generally is a more cost-effective approach that requires fewer staff and facilities and often results in more revenue. Many agencies have a combination of these two approaches, where certain more specialized activities and those that require unique facilities (aquatics, indoor fitness, etc.) are community based while other more basic programming (after-school, youth sports, etc.) might have a neighborhood model. The geographic size of the community and demographic characteristics can also impact the approach.

For Mountlake Terrace, the emphasis for the future should be on the community-based approach for most recreation programming due to the smaller population base and the history of programs being provided out of the Recreation Pavilion.

Hourly vs. per Class/Session - For those programs that are going to be offered directly by a recreation and parks agency, the question often is if the staff should be hourly or per class/session. The rate of compensation to attract and keep specialized staff (fitness instructors, sports officials) often requires a higher rate of compensation than a learn to swim instructor or camp counselor. This has spawned the fee per class concept. It is likely that the difficulty in recruiting qualified staff for many programs, will result in more and more positions moving to a per class/session payment in the future as well as increased hourly rates.

Hourly/Class vs. Independent Contract Provider – For many recreation and parks agencies, the question often is if the program should be an internal paid position (hourly/per class/session) or

contract. Some of this is dictated by local and state employment regulations and in other instances it is a question of convenience and expertise. There are agencies that contract for most all of their programming and have very few actual employees. Contract providers usually split gross revenues with the agency on a percentage basis under a contract for services. Determining the best approach depends on a number of factors.

- Legal Requirements – Is this a viable method of providing recreation programs and services by local statute?
- Convenience – In some instances it is easier to contract with an individual or organization for certain programming and services than organize and offer the program in-house.
- Specialty Service – Contracting for specialized programs and instructors may be the only way that the program can be brought to the community.
- Financial Risk – There are two sides to this issue. For programs where there may be a limited audience, splitting revenues may allow for the program to be offered where an agency employee approach would result in the program being cancelled. For popular programs where there are strong registration numbers, the contractor may be receiving the bulk of the revenue being generated by the program rather than the agency. In these instances, it would be better to have the instructor be an agency employee.

The revenue split should always be based on gross revenue and should never be less than 30% to the agency if the program takes place at an agency facility. Ideally the agency should receive 40% of all revenue. It is critical that the agency collect all registration payments and issue payment to the contractor on a monthly basis.

Volunteers – There are generally only a few programs that can be staffed by volunteers. These are generally youth sports coaches, special needs program assistants, or senior program assistants. While not requiring direct payment, they do need to be recruited, background checked, trained, and monitored which does require extra staffing time. The use of volunteers is becoming much more difficult and for the future, this is probably not a reliable form of staffing for most programs and services.

City vs. Other Providers – On a larger scale, having the responsibility for the delivery of certain recreation programs and services cannot be solely in the hands of the city. This is usually determined as part of the program plan and applies to those programs and services that are designated as secondary or support. Other providers could be actual contract partners with the agency or simply be recognized as another community-based provider. In some instances, the other providers might be using agency facilities for their programs and other times the programs or activities are taking place at their facilities. Other providers administer their own programs, hire their own staff, and set and collect their own fees.

Implications for Mountlake Terrace

The methodology for the Recreation and Parks Department in the City of Mountlake Terrace to utilize in the delivery of recreation and parks services to the citizens of the community will need to be determined. It is likely that the methodology will be a combination of those outlined above.

- Programming will generally be delivered on a community wide basis.
- Core programs will be primarily provided in house by Recreation and Parks staff or contractual staff under Department supervision.
- Secondary programming will generally be provided by independent contractors or other organizations and entities.
- Support programs will almost exclusively be provided by other providers through a partnership with the Department or as independent organizations.
- Volunteers will be utilized where it is appropriate and when they can be properly recruited and managed.

Role of Other Providers

Mountlake Terrace Recreation and Parks, as noted above, does not have to be the actual provider of all recreation programs and services. With limited resources, the City of Mountlake Terrace will need to continue to rely on other groups and organizations to provide recreation programs and services for the community.

- The Department will need to be a “clearinghouse” for recreation programs and services provided by others. This should involve promotion of their activities, coordinating of some programs, and scheduling of facilities.
- The Recreation and Parks Department will still need to be a provider of many of the facilities (especially centers, pools, parks, and athletic fields) for other organizations to use.
- Partnerships with other organizations and entities will continue to be necessary to develop and expand recreation programs. All partnerships should be backed up by a memorandum of understanding or contract to formalize the relationship. This should clearly identify specific roles and expectations as well as limits to facility scheduling and operations. Partnerships with organizations should reflect the needs and culture of the specific markets they will be providing the services for.

For partnerships to be effective the following must occur.

- Must actively pursue and sell the benefits of the partnership.

Mountlake Terrace Recreation Programming Recommendations

- Weigh the benefits vs. the cost of the partnership.
- Do not compromise on the original vision and mission of the Recreation and Parks Department.
- Establish a shared partnership vision.
- Expect compromises to meet different needs and expectations.
- Clearly define development and operations requirements.

Before determining which programs, and services to contract or have provided by others, an assessment of the specific pros and cons of such a move needs to be completed. A major aspect of this analysis should be to determine the financial impacts and quality of the services that will be provided. Key questions to be asked include:

- Will this be the most cost-effective method to obtain the program, service, or function?
- Does the Department have the knowledge and equipment to provide the program, service, or function?
- Will the quality of the program, service or function suffer if it is contracted to other organizations?
- Are there other more qualified organizations that should provide the program, service, or function?
- Is the service, program, or function only available from a contract provider?
- Are the safety and liability risks too high to provide the program or service in house?

Other organizations that could provide activities include:

- *Youth Sports Organizations* – Should continue to be responsible for providing most competitive team sports for youth. However, the Department will still need to provide most if not all the facilities for these activities. It is highly recommended that the Department establish a youth athletics council that meets monthly. This council would work to coordinate programs and activities, prioritize athletic facility usage, and promote coaches training.
- *Edmonds School District* – Coordinating with the school district to provide some youth-based programs and services, education classes for youth (and even adults), as well as youth sports (location for practices and games), will need to be enhanced. The school's facilities could also be a location for some recreation programming to take place. Having a formal the IGA between the city and schools should ensure some use in the future.

Mountlake Terrace Recreation Programming Recommendations

- *Other Government Organizations* – There needs to be strong efforts to partner with other governmental agencies in the area to develop programs and services. This is most likely to occur with the county and neighboring communities. Program areas that could be provided by other organizations through a partnership include special events, outdoor recreation, and cultural arts activities.
- *Non-Profit Providers* – Coordinating with a variety of non-profit providers to deliver recreation services needs to continue to be pursued. Organizations such as the Boys & Girls Club, YMCA, cultural arts groups, etc. should be encouraged to continue to provide programs in Mountlake Terrace.
- *Private Providers* – Since there are a considerable number of private recreation, sports and fitness providers (health clubs, dance, martial studios, and arts studios) located in the Mountlake Terrace market area, these entities should be counted on to provide more specialized activities that are not easy for the public sector to conduct.
- *Faith Based Organizations* – With a significant number of churches and other faith-based institutions in the community, they often provide some recreation services for their congregation and community. These organizations should be seen as possible providers of some basic community-based recreation services and facilities as well.
- *Medical Providers* – As has been previously mentioned, if the Department is going truly focus on fitness and wellness in the future then an expanded partnership with Premier Blue Cross or other medical providers will be essential.
- *Social Service Agencies* – There is a definite trend with recreation and parks departments throughout the country to integrate social services with recreation services. This is particularly true for youth and seniors. To expand social services there should be a renewed effort to grow partnerships with other agencies in the area.
- *Community Organizations* – Developing working relationships with community organizations and service clubs could provide much needed support for programs as well as facilities. They could also be sponsors.
- *Business and Corporate Community* – It is important to approach the corporate community with a variety of sponsorship opportunities to enhance the revenue prospects of the Department's programs and facilities.

Future Programming Challenges: As a summary, the future challenges to improving and increasing the delivery of recreation and parks programs and services in Mountlake Terrace are:

- *Funding* – With limited operational and capital funding available it could be challenging to significantly increase the level of recreation programming available or make improvements to facilities to facilitate greater programming. Determining the level of financial commitment that the city is willing to make to provide additional recreation programs and services will be critical.
- *Staffing* – There will need to be a commitment from staff to implement and manage the program plan for it to be successful. There will also need to be adequate staffing on the administrative, supervisory and delivery levels to implement the plan. Staff will also need to be trained and held accountable for increasing overall program and services growth.
- *Inadequate Facilities* – The city is faced with a number of inadequate facilities that need to be added or renovated to meet today’s recreation demands. This includes:
 - Recreation Pavilion – The center should ideally be replaced by a new facility that has a competitive/lap pool, recreational pool, large gym, enhanced fitness center, and space to support youth services. This is due to the age of the facility and a need to upgrade amenities to better serve the indoor recreation needs of the community. This has been identified by the city already but needs to include additional feasibility planning for the facility including the operational impacts of the project.
 - Athletic Fields – Increasing the number of fields (especially rectangular) to accommodate the growth in new team sports for youth as well as adults would be best but at minimum continuing to convert some grass fields to synthetic turf would increase use and serve more activities.
 - Cultural Arts Center – If the city is going to have a significant level of cultural arts programming (especially the performing arts), then having a facility to support these activities will be required. This could be located in the Town Center.
- *Fee Policy* – The Department has an existing fee policy that serves as a good foundation for guiding revenue generation. This needs to continue to be updated on a regular basis to support the program plan and balance revenue expectations. Managing a strong scholarship program will be an important aspect of the policy.
- *Partnerships* – Due to the ever-increasing recreation program demands and limited funding and facilities, there will need to be a continuing emphasis on partnerships with other groups and organizations in the community.

- *Performance Measures* – There will need to be a concerted effort to expand the program performance metrics that are currently being utilized by the Department. These also need to be updated consistently on a quarterly basis with comparisons to prior years. While the Department has a good template in place, there still needs to be updated information and data categories. New performance measures should include:
 - Rates of fill for programs and activities (capacity vs. actual numbers).
 - Participation numbers and comparisons to past years/seasons.
 - Rate of program cancellations (should be between 15% and 20%)
 - Financial performance including cost per participant.
 - Evaluations from participants.
- *Marketing* – To maximize the programming offerings by the Recreation and Parks Department, as well as other providers in the community, there needs to be an enhanced marketing effort to inform and promote the recreation programs and services that are available. This can best be accomplished by having an updated Department marketing plan for recreation programs and services. This document needs to be a simple, easy to implement, document that serves as a guideline for specific marketing efforts. There should be a more visionary 5-year plan as well as a very specific yearly plan that outlines areas of focus, specific marketing tools and tasks, as well as the responsible staff member for implementation, financial resources that are required and a thorough evaluation process. The marketing plan should focus on the following areas:
 - Utilization of social media platforms and the development of a social media policy.
 - Website enhancement to better promote programs and services.
 - Promotion of program registration options and especially on-line options.
 - Programs and services offered by other providers.
 - Methods of gathering input on the effectiveness of specific marketing efforts and tools.
- *Support Issues* – Other important issues that can support and enhance recreation program offerings include:
 - DEIA Policy – Programming efforts must be evaluated through a diversity, equity, inclusion, and access policy that ensures recreation program and service

access to all ages, incomes, abilities, gender, sexual orientation, and ethnic groups in an equitable and inclusive manner.

- Policies and Procedures – Having comprehensive policies in place that provide a framework for program administration, development, and implementation is an important management tool. Some examples of policies could include:
 - The need for every new program or service to develop a program proposal form to determine the direct cost of offering the activity as well as the minimum number of registrants needed to conduct the program. This proposal form should also evaluate the need for the program, its market focus, and the ability to support the program plan and priorities of the Department.
 - Follow-up when each program or service is completed, with a program report that itemizes the exact cost (and possible revenues) that were generated by the program and the number of individuals served. This will determine if the program or service met its financial goals and also its service goals.
 - All in-house programs should have strict minimum numbers of registrants that ensure enrollment, budget and revenues are adequate and there is the best use of space and time at Department facilities.
 - A lifecycle analysis of the Department’s recreation programs and services needs to be undertaken where program registrations by interest area are tracked and reviewed on a seasonal basis. Programs should be slotted into the following categories:
 - *New* – programs in the start-up phase that are just starting to build in popularity.
 - *Mature* – programs that have consistent high levels of registrations and are still growing in popularity.
 - *Old* – programs that are seeing a decline in popularity.


Program offerings should be reasonably distributed among the three areas noted to have a healthy and vibrant programming focus. Programs that are in the old category should ultimately be changed, updated, or discontinued.

- Safety and Security – Critical to growing recreation programs and services, is the assurance that participants safety and security is being addressed on an on-going basis.

Mountlake Terrace Recreation Programming Recommendations

- Facility Maintenance – A common request from community members regarding recreation programs and services is to have facilities that are clean and well maintained.
- Staff Training – Having a comprehensive staff training program to enhance recreation program and service delivery can be helpful.
- Evaluation and Adjustments – One of the keys to having a dynamic program plan for recreation programs and services is having an internal and external evaluation process in place. The evaluation of the overall plan on a city-wide basis as well as regionally must be outcome based. The process will need to integrate staff assessments with those of the users and the general community. The results of the evaluation process need to be utilized to make adjustments to the programming process as well as individual programs themselves.
- Trends Analysis - The Department should continue to track program trends on a regional and national basis to ensure that program offerings are current and reflect the opportunities that are available.

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A photograph of two people running on a paved track. The person in the foreground is wearing a blue t-shirt and dark pants, running away from the camera. The person in the background is wearing a white shirt and teal shorts, also running away. A chain-link fence runs along the left side of the track, and a grassy hill with trees is in the background. The text "APPENDIX J: IMPLEMENTATION TOOLS" is overlaid in the center in a blue, outlined font.

APPENDIX J: IMPLEMENTATION TOOLS

LOCAL FUNDING OPTIONS

The City of Mountlake Terrace possesses a range of local funding tools that could be accessed for the benefit of growing, developing and maintaining its parks and recreation program. The sources listed below represent likely potential sources, but some also may be dedicated for numerous other local purposes which limit applicability and usage. Therefore, discussions with City leadership are critical to assess the political landscape to modify or expand the use of existing City revenue sources in favor of park and recreation programs.

COUNCILMANIC BONDS

Councilmanic bonds may be sold by cities without public vote. The bonds, both principal and interest, are retired with payments from existing city revenue or new general tax revenue, such as additional sales tax or real estate excise tax. The state constitution has set a maximum debt limit for councilmanic bonds of 1½% of the value of taxable property in the city.

GENERAL OBLIGATION BOND

<http://apps.leg.wa.gov/RCW/default.aspx?cite=84.52.056>

For the purposes of funding capital projects, such as land acquisitions or facility construction, cities and counties have the authority to borrow money by selling bonds. Voter-approved general obligation bonds may be sold only after receiving a 60 percent majority vote at a general or special election. If approved, an excess property tax is levied each year for the life of the bond to pay both principal and interest. The state constitution (Article VIII, Section 6) limits total debt to 5% of the total assessed value of property in the jurisdiction.

EXCESS LEVY – ONE YEAR ONLY

<http://apps.leg.wa.gov/RCW/default.aspx?cite=84.52.052>

Cities and counties that are levying their statutory maximum rate can ask the voters, at any special election date, to raise their rate for one year (RCW 84.52.052). As this action increases revenue for one-year at a time it is wise to request this type of funding for one-time uses only.

REGULAR PROPERTY TAX – LID LIFT

<http://apps.leg.wa.gov/RCW/default.aspx?cite=84.55.050>

Cities are authorized to impose ad valorem taxes upon real and personal property. A city's maximum levy rate for general purposes is \$3.375 per \$1,000 of assessed valuation. Limitations on annual increases in tax collections, coupled with changes in property value, causes levy rates to rise or fall; however, in no case may they rise above statutory limits. Once the rate is established each year, it may not be raised without the approval of a majority of the voters. Receiving voter approval is known as a lid lift. A lid lift may be permanent, or may be for a specific purpose and time period.

A levy lid lift is an instrument for increasing property tax levies for operating and/or capital purposes. Taxing districts with a tax rate that is less than their statutory maximum rate may ask the voters to "lift" the levy lid by increasing the tax rate to some amount equal to or less than their statutory maximum rate. A simple majority vote of citizenry is required.

Cities and counties have two "lift" options available to them: Single-year/basic or Multi-year.

Single-year: The single-year lift does not mean that the lift goes away after one year;

it can be for any amount of time, including permanently, unless the proceeds will be used for debt service on bonds, in which case the maximum time period is nine years. Districts may permanently increase the levy but must use language in the ballot title expressly stating that future levies will increase as allowed by chapter 84.55 RCW. After the initial "lift" in the first year, the district's levy in future years is subject to the 101 percent lid in chapter 84.55 RCW. This is the maximum amount it can increase without returning to the voters for another lid lift.

The election to implement a single-year lift may take place on any election date listed in RCW 29A.04.321.

Multi-year: The multi-year lift allows the levy lid to be "bumped up" each year for up to a maximum of six years. At the end of the specified period, the levy in the final period may be designated as the basis for the calculation of all future levy increases (in other words, be made permanent) if expressly stated in the ballot title. The levy in future years would then be subject to the 101 percent lid in chapter 84.55 RCW.

In a multi-year lift, the lift for the first year must state the new tax rate for that year. For the ensuing years, the lift may be a dollar amount, a percentage increase tied to an index, or a percentage amount set by some other method. The amounts do not need to be the same for each year. If the amount of the increase for a particular year would require a tax rate that is above the maximum tax rate, the assessor will levy only the maximum amount allowed by law.

The election to implement a multi-year lift must be either the August primary or the November general election.

The single-year lift allows supplanting of expenditures within the lift period; the multi-year lift does not, and the purpose for the lift must be specifically identified in the election materials. For both single- and multi-year lifts, when the lift expires the base for future levies will revert to what the dollar amount would have been if no lift had ever been done.

The total regular levy rate of senior taxing districts (counties and cities) and junior taxing districts (fire districts, library districts, etc.) may not exceed \$5.90/\$1,000 AV. If this limit is exceeded, levies are reduced or eliminated in the following order until the total tax rate is at \$5.90.

1. Parks & Recreation Districts (up to \$0.60)
Parks & Recreation Service Areas (up to \$0.60)
Cultural Arts, Stadiums & Convention Districts (up to \$0.25)
2. Flood Control Zone Districts (up to \$0.50)
3. Hospital Districts (up to \$0.25)
Metropolitan Parks Districts (up to \$0.25)
All other districts not otherwise mentioned
4. Metropolitan Park Districts formed after January 1, 2002 or after (up to \$0.50)
5. Fire Districts (up to \$0.25)
6. Fire Districts (remaining \$0.50)
Regional Fire Protection Service Authorities (up to \$0.50)
Library Districts (up to \$0.50)
Hospital Districts (up to \$0.50)
Metropolitan Parks Districts formed before January 1, 2002 (up to \$0.50)

SALES TAX

<http://apps.leg.wa.gov/RCW/default.aspx?cite=82.14>

Paid by the consumer, sales tax is a percentage of the retail price paid for specific classifications of goods and services within the State of Washington.

Governing bodies of cities and counties

may impose sales taxes within their boundaries at a rate set by state statute and local ordinances, subject to referendum.

Until the 1990 Legislative Session, the maximum possible total sales tax rate paid by purchasers in cities was 8.1 percent. This broke down as follows: state, 6.5 cents on the dollar; counties, 0.15 cents; cities, 0.85 cents; and transit districts, a maximum of 0.6 cents (raised to 0.9 cents in 2000). Since then multiple sales options were authorized. Those applicable to Parks and Recreation include: counties may ask voters to approve a sales tax of up to 0.3 percent, which is shared with cities. At least one-third of the revenue must be used for criminal justice purposes.

Counties and cities may also form public facilities districts, and these districts may ask the voters to approve a sales tax of up to 0.2 percent. The proceeds may be used for financing, designing, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, and reequipping its public facilities.

Revenue may be used to fund any essential county and municipal service.

If a jurisdiction is going to change a sales tax rate or levy a new sales tax, it must pass an ordinance to that effect and submit it to the Department of Revenue at least 75 days before the effective date. The effective date must be the first day of a quarter: January 1, April 1, July 1 or October 1.

BUSINESS AND OCCUPATION TAX

<http://apps.leg.wa.gov/rcw/default.aspx?cite=35.102>

Business and occupation (B&O) taxes are excise taxes levied on different classes of business to raise revenue. Taxes are levied as a percentage of the gross receipts of a business, less some deductions. Businesses are put in different classes such as manufacturing, wholesaling, retailing, and services. Within each class, the rate must be the same, but it may differ among classes.

Cities can impose this tax for the first time or raise rates following referendum procedure.

B&O taxes are limited to a maximum tax rate that can be imposed by a city's legislative body at 0.2 percent (0.002), but grandfathered in any higher rates that existed on January 1, 1982. Any city may levy a rate higher than 0.2 percent, if it is approved by a majority of voters (RCW 35.21.711). Beginning January 1, 2008, cities that levy the B&O tax must allow for allocation and apportionment, as set out in RCW 35.102.130.

ADMISSIONS TAX

<http://app.leg.wa.gov/RCW/default.aspx?cite=35.21.280>

An admissions tax is a use tax for entertainment. Both cities and counties may impose this tax through legislative action.

Cities and/or counties may levy an admission tax in an amount no greater than five percent of the admission charge, as is authorized by statute (cities: RCW 35.21.280; counties: RCW 35.57.100). This tax can be levied on admission charges (including season tickets) to places such as theaters, dance halls, circuses, clubs that have cover charges, observation towers, stadiums, and any other activity where an admission charge is made to enter the facility.

If a city imposes an admissions tax, the county may not levy a tax within city boundaries.

The statutes provide an exception for admission to elementary or secondary school activities. Generally, certain events sponsored by nonprofits are exempted from the tax; however, this is not a requirement. Counties also exempt any public facility of a public facility district for which admission is imposed. There are no statutory restrictions on the use of revenue.

IMPACT FEES

<http://apps.leg.wa.gov/RCW/default.aspx?cite=82.02.050>

Development impact fees are charges placed on new development in unimproved areas to help pay for various public facilities that serve new development or for other impacts associated with such development. Both cities and counties may impose this tax through legislative action.

Counties that plan under the GMA, and cities, may impose impact fees on residential and commercial development activity to help pay for certain public facility improvements, including parks, open space, and recreation facilities identified in the county's capital facilities plan. The improvements financed from impact fees must be reasonably related to the new development and must reasonably benefit the new development. The fees must be spent or encumbered within ten years of collection.

REAL ESTATE EXCISE TAX

<http://apps.leg.wa.gov/RCW/default.aspx?cite=82.46.010>

Excise tax levied on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages, and other debts given to secure the purchase. Both cities and counties may impose this tax through legislative action.

Counties and cities may levy a quarter percent tax (REET 1); a second quarter percent tax (REET 2) is authorized. First quarter percent REET (REET 1) must be spent on capital projects listed in the city's capital facilities plan element of their comprehensive plan. Capital projects include planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of parks, recreational facilities, and trails.

The second quarter percent REET (REET 2) must also be spent on capital projects, which includes planning, construction, reconstruction, repair, rehabilitation, or improvement of parts. Acquisition of land

for parks is not a permitted use of REET 2. Both REET 1 and REET 2 may be used to make loan and debt service payments on projects that are a permitted use of these funds. The City of Mountlake Terrace currently assesses both REETs and uses this funding for a variety of capital project needs.

LODGING TAX

<http://app.leg.wa.gov/RCW/default.aspx?Cite=67.28.180>

The lodging tax is a user fee for hotel/motel occupation. Both cities and counties may impose this tax through legislative action.

Cities and/or counties may impose a "basic" two percent tax under RCW 67.28.180 on all charges for furnishing lodging at hotels, motels and similar establishments for a continuous period of less than one month.

This tax is taken as a credit against the 6.5 percent state sales tax, so that the total tax that a patron pays in retail sales tax and hotel-motel tax combined is equal to the retail sales tax in the jurisdiction. In addition, jurisdictions may levy an additional tax of up to two percent, or a total rate of four percent, under RCW 67.28.181(1). This is not credited against the state sales tax. Therefore, if this tax is levied, the total tax on the lodging bill will increase by two percent.

If both a city and the county are levying this tax, the county must allow a credit for any tax levied by a city so that no two taxes are levied on the same taxable event. These revenues must be used solely for paying for tourism promotion and for the acquisition and/or operating of tourism-related facilities. "Tourism" is defined as economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs; there is no requirement that a tourist must stay overnight.

CONSERVATION FUTURES TAX (SNOHOMISH COUNTIES)

<http://apps.leg.wa.gov/RCW/default.aspx?cite=84.34>

The Conservation Futures Tax (CFT) is provided for in Chapter 84.34 of the Revised Code of Washington. Snohomish County imposes a Conservation Futures levy at a rate of \$0.0625 per \$1,000 assessed value for the purpose of acquiring open space lands, including green spaces, greenbelts, wildlife habitat and trail rights-of-way proposed for preservation for public use by either the county or the cities within the county. Funds are allocated annually, and cities within the county, citizen groups and citizens may apply for funds through the county's process. The CFT program for each county provides grants to cities to support open space priorities in local plans.

FEDERAL & STATE GRANTS AND CONSERVATION PROGRAMS

RIVERS, TRAILS AND CONSERVATION ASSISTANCE PROGRAM

<http://www.nps.gov/orgs/rtca/index.htm>

The Rivers, Trails and Conservation Assistance Program, also known as the Rivers & Trails Program or RTCA, is a technical assistance resource for communities administered by the National Park Service and federal government agencies so they can conserve rivers, preserve open space and develop trails and greenways. The RTCA program implements the natural resource conservation and outdoor recreation mission of NPS in communities across America.

COMMUNITY DEVELOPMENT BLOCK GRANTS

These funds are intended to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low and moderate income persons. Snohomish County, in partnership

with 18 cities and towns within the county through an interlocal agreement, receives CDBG funds on an entitlement basis as an Urban County Consortium. The county administers this funding on behalf of the consortium through the Snohomish County Office of Housing and Community Development (OHCD). CDBG funds can be used for a wide variety of projects, services, facilities and infrastructure.

NORTH AMERICAN WETLANDS CONSERVATION ACT GRANTS PROGRAM

<http://www.fws.gov/policy/524fw1.html>

The North American Wetlands Conservation Act of 1989 provides matching grants to organizations and individuals who have developed partnerships to carry out wetland conservation projects in the United States, Canada, and Mexico for the benefit of wetlands-associated migratory birds and other wildlife. Two competitive grants programs exist (Standard and a Small Grants Program) and require that grant requests be matched by partner contributions at no less than a 1-to-1 ratio. Funds from U.S. Federal sources may contribute toward a project, but are not eligible as match.

The Standard Grants Program supports projects in Canada, the United States, and Mexico that involve long-term protection, restoration, and/or enhancement of wetlands and associated uplands habitats.

The Small Grants Program operates only in the United States; it supports the same type of projects and adheres to the same selection criteria and administrative guidelines as the U.S. Standard Grants Program. However, project activities are usually smaller in scope and involve fewer project dollars. Grant requests may not exceed \$75,000, and funding priority is given to grantees or partners new to the Act's Grants Program.

RECREATION AND CONSERVATION OFFICE GRANT PROGRAMS

www.rco.wa.gov

The Recreation and Conservation Office was created in 1964 as part of the Marine Recreation Land Act. The RCO grants money to state and local agencies, generally on a matching basis, to acquire, develop, and enhance wildlife habitat and outdoor recreation properties. Some money is also distributed for planning grants. RCO grant programs utilize funds from various sources. Historically, these have included the Federal Land and Water Conservation Fund, state bonds, Initiative 215 monies (derived from unreclaimed marine fuel taxes), off-road vehicle funds, Youth Athletic Facilities Account and the Washington Wildlife and Recreation Program.

Aquatic Lands Enhancement Account (ALEA)

This program, managed through the RCO, provides matching grants to state and local agencies to protect and enhance salmon habitat and to provide public access and recreation opportunities on aquatic lands. In 1998, DNR refocused the ALEA program to emphasize salmon habitat preservation and enhancement. However, the program is still open to traditional water access proposals. Any project must be located on navigable portions of waterways. ALEA funds are derived from the leasing of state-owned aquatic lands and from the sale of harvest rights for shellfish and other aquatic resources.

Washington Wildlife and Recreation Program (WWRP)

The RCO is a state office that allocates funds to local and state agencies for the acquisition and development of wildlife habitat and outdoor recreation properties. Funding sources managed by the RCO include the Washington Wildlife and Recreation Program. The WWRP is divided into Habitat Conservation and Outdoor Recreation Accounts; these are further divided into several project categories. Cities, counties and other local sponsors may apply for funding in urban

wildlife habitat, local parks, trails and water access categories. Funds for local agencies are awarded on a matching basis. Grant applications are evaluated once each year, and the State Legislature must authorize funding for the WWRP project lists.

Land and Water Conservation Fund

The Land and Water Conservation Fund (LWCF) provides grants to buy land and develop public outdoor facilities, including parks, trails and wildlife lands. Grant recipients must provide at least 50% matching funds in either cash or in-kind contributions. Grant program revenue is from a portion of Federal revenue derived from sale or lease of off-shore oil and gas resources.

National Recreational Trails Program

The National Recreational Trails Program (NRTP) provides funds to maintain trails and facilities that provide a backcountry experience for a range of activities including hiking, mountain biking, horseback riding, motorcycling, and snowmobiling. Eligible projects include the maintenance and re-routing of recreational trails, development of trail-side and trail-head facilities, and operation of environmental education and trail safety programs. A local match of 20% is required. This program is funded through Federal gasoline taxes attributed to recreational non-highway uses.

Youth Athletic Facilities (YAF) Program

The YAF provides grants to develop, equip, maintain, and improve youth and community athletic facilities. Cities, counties, and qualified non-profit organizations may apply for funding, and grant recipients must provide at least 50% matching funds in either cash or in-kind contributions.

Puget Sound Acquisition and Restoration Fund

Grants are awarded by the Salmon Recovery Funding Board for acquisition

or restoration of lands directly correlating to salmon habitat protection or recovery. Projects must demonstrate a direct benefit to fish habitat. There is no match requirement for design-only projects; acquisition and restoration projects require a 15% match. The funding source includes the sale of state general obligation bonds, the federal Pacific Coastal Salmon Recovery Fund and the state Puget Sound Acquisition and Restoration Fund.

STP REGIONAL COMPETITION - PUGET SOUND REGIONAL COUNCIL

<https://www.psrc.org/our-work/funding/project-selection>

Surface Transportation Program (STP) funds are considered the most “flexible” funding source provided through federal transportation funding. Every two years the Puget Sound Regional Council conducts a competitive grant program to award FHWA Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. These funds are awarded at the Regional level by PSRC and at the countywide level by the Infrastructure Coordinating Committee (ICC). The ICC is a standing sub-committee of Snohomish County Tomorrow (SCT) comprised of public works representatives of the cities, the County and the Tulalip Tribe; representatives from the PUD, the Washington State Department of Transportation, Port of Everett, and local transit agencies.

For the Countywide STP/CMAQ competitions, the policy focus is on providing transportation improvements to a center or centers and the corridors that serve them. Centers are defined as regional growth and regional manufacturing/industrial centers, centers as designated through countywide processes, town centers, military bases/facilities and other local centers

OTHER METHODS & FUNDING SOURCES

METROPOLITAN PARK DISTRICT

<http://apps.leg.wa.gov/RCW/default.aspx?cite=35.61>

Metropolitan park districts may be formed for the purposes of management, control, improvement, maintenance and acquisition of parks, parkways and boulevards. In addition to acquiring and managing their own lands, metropolitan districts may accept and manage park and recreation lands and equipment turned over by any city within the district or by the county. Formation of a metropolitan park district may be initiated in cities of five thousand population or more by city council ordinance, or by petition, and requires majority approval by voters for creation.

PARK AND RECREATION DISTRICT

<http://apps.leg.wa.gov/RCW/default.aspx?cite=36.69>

Park and recreation districts may be formed for the purposes of providing leisure-time activities and recreation facilities (parks, playgrounds, pools, golf courses, paths, community centers, arboretums, campgrounds, boat launches, etc.) and must be initiated by petition of at least 15% percent of the registered voters within the proposed district. Upon completion of the petition process and review by county commissioners, a proposition for district formation and election of five district commissioners is submitted to the voters of the proposed district at the next general election. Once formed, park and recreation districts retain the authority to propose a regular property tax levy, annual excess property tax levies and general obligation bonds. All three of these funding types require 60% percent voter approval and 40% percent voter turnout. With voter approval, the district may levy a regular property tax not to exceed sixty cents per thousand dollars of assessed value for up to six consecutive years.

PARK AND RECREATION SERVICE AREA (PRSA)

<http://app.leg.wa.gov/RCW/default.aspx?cite=36.68.400>

Purpose to finance, acquire, construct, improve, maintain or operate any park, senior citizen activities center, zoo, aquarium and/or recreation facilities; and to provide higher level of park service. The Northshore Parks and Recreation Service Area, which owns the Northshore Senior Center building, is located east of Mountlake Terrace.

BUSINESS SPONSORSHIPS/DONATIONS

Business sponsorships for programs may be available throughout the year. In-kind contributions are often received, including food, door prizes and equipment/material.

INTERAGENCY AGREEMENTS

State law provides for interagency cooperative efforts between units of government. Joint acquisition, development and/or use of park and open space facilities may be provided between Parks, Public Works and utility providers.

PRIVATE GRANTS, DONATIONS & GIFTS

Many trusts and private foundations provide funding for park, recreation and open space projects. Grants from these sources are typically allocated through a competitive application process and vary dramatically in size based on the financial resources and funding criteria of the organization. Philanthropic giving is another source of project funding. Efforts in this area may involve cash gifts and include donations through other mechanisms such as wills or insurance policies. Community fundraising efforts can also support park, recreation or open space facilities and projects. The Community Foundation of Snohomish County also offers small grants (\$500 - \$5,000) to qualified non-profit organizations (501(c)(3)) or public agencies such as local government, schools, libraries or parks.

ACQUISITION TOOLS & METHODS

DIRECT PURCHASE METHODS

Market Value Purchase

Through a written purchase and sale agreement, the city purchases land at the present market value based on an independent appraisal. Timing, payment of real estate taxes and other contingencies are negotiable.

Partial Value Purchase (or Bargain Sale)

In a bargain sale, the landowner agrees to sell for less than the property's fair market value. A landowner's decision to proceed with a bargain sale is unique and personal; landowners with a strong sense of civic pride, long community history or concerns about capital gains are possible candidates for this approach. In addition to cash proceeds upon closing, the landowner may be entitled to a charitable income tax deduction based on the difference between the land's fair market value and its sale price.

Life Estates & Bequests

In the event a landowner wishes to remain on the property for a long period of time or until death, several variations on a sale agreement exist. In a life estate agreement, the landowner may continue to live on the land by donating a remainder interest and retaining a "reserved life estate." Specifically, the landowner donates or sells the property to the city, but reserves the right for the seller or any other named person to continue to live on and use the property. When the owner or other specified person dies or releases his/her life interest, full title and control over the property will be transferred to the city. By donating a remainder interest, the landowner may be eligible for a tax deduction when the gift is made. In a bequest, the landowner designates in a will or trust document that the property is to be transferred to the city upon death. While a life estate offers the city some degree of title control during the life of the

landowner, a bequest does not. Unless the intent to bequest is disclosed to and known by the city in advance, no guarantees exist with regard to the condition of the property upon transfer or to any liabilities that may exist.

Gift Deed

When a landowner wishes to bequeath their property to a public or private entity upon their death, they can record a gift deed with the county assessors office to insure their stated desire to transfer their property to the targeted beneficiary as part of their estate. The recording of the gift deed usually involves the tacit agreement of the receiving party.

Option to Purchase Agreement

This is a binding contract between a landowner and the city that would only apply according to the conditions of the option and limits the seller's power to revoke an offer. Once in place and signed, the Option Agreement may be triggered at a future, specified date or upon the completion of designated conditions. Option Agreements can be made for any time duration and can include all of the language pertinent to closing a property sale.

Right of First Refusal

In this agreement, the landowner grants the city the first chance to purchase the property once the landowner wishes to sell. The agreement does not establish the sale price for the property, and the landowner is free to refuse to sell it for the price offered by the city. This is the weakest form of agreement between an owner and a prospective buyer.

Conservation and/or Access Easements

Through a conservation easement, a landowner voluntarily agrees to sell or donate certain rights associated with his or her property (often the right to subdivide or develop), and a private organization or public agency agrees to hold the right to enforce the landowner's promise not

to exercise those rights. In essence, the rights are forfeited and no longer exist. This is a legal agreement between the landowner and the city that permanently limits uses of the land in order to conserve a portion of the property for public use or protection. The landowner still owns the property, but the use of the land is restricted. Conservation easements may result in an income tax deduction and reduced property taxes and estate taxes. Typically, this approach is used to provide trail corridors where only a small portion of the land is needed or for the strategic protection of natural resources and habitat. Through a written purchase and sale agreement, the city purchases land at the present market value based on an independent appraisal. Timing, payment of real estate taxes and other contingencies are negotiable.

Park or Open Space Dedication Requirements

Local governments have the option to require developers to dedicate land for parks under the State Subdivision Law (Ch. 58.17 RCW) and the State Environmental Policy Act (SEPA) (Ch. 43.21C RCW). Under the subdivision law developers can be required to provide the parks/recreation improvements or pay a fee in lieu of the dedicated land and its improvements. Under the SEPA requirements, land dedication may occur as part of mitigation for a proposed development's impact.

LANDOWNER INCENTIVE MEASURES

Density Bonuses

Density bonuses are a planning tool used to encourage a variety of public land use objectives, usually in urban areas. They offer the incentive of being able to develop at densities beyond current regulations in one area, in return for concessions in another. Density bonuses are applied to a single parcel or development. An example is allowing developers of multi-family units to build at higher densities if they provide

a certain number of low-income units or public open space. For density bonuses to work, market forces must support densities at a higher level than current regulations.

Transfer of Development Rights

The transfer of development rights (TDR) is an incentive-based planning tool that allows land owners to trade the right to develop property to its fullest extent in one area for the right to develop beyond existing regulations in another area. Local governments may establish the specific areas in which development may be limited or restricted and the areas in which development beyond regulation may be allowed. Usually, but not always, the “sending” and “receiving” property are under common ownership. Some programs allow for different ownership, which, in effect, establishes a market for development rights to be bought and sold.

IRC 1031 Exchange

If the landowner owns business or investment property, an IRC Section 1031 Exchange can facilitate the exchange of like-kind property solely for business or investment purposes. No capital gain or loss is recognized under Internal Revenue Code Section 1031 (see www.irc.gov for more details). This option may be a useful tool in negotiations with an owner of investment property, especially if the tax savings offset to the owner can translate to a sale price discount for the City.

Current (Open Space) Use Taxation Programs

Property owners whose current lands are in open space, agricultural, and/or timber uses may have that land valued at their current use rather than their “highest and best” use assessment. This differential assessed value, allowed under the Washington Open Space Taxation Act (Ch.84.34 RCW) helps to preserve private properties as open space, farm or timber lands. If land is converted to other non-open space uses, the land owner is required to pay the difference between the current use annual taxes and highest/best taxes for the previous seven

years. When properties are sold to a local government or conservation organization for land conservation/preservation purposes, the required payment of seven years worth of differential tax rates is waived. The amount of this tax liability can be part of the negotiated land acquisition from private to public or quasi-public conservation purposes. Snohomish County has four current use taxation programs that offer this property tax reduction as an incentive to landowners to voluntarily preserve open space, farmland or timber land on their property.

OTHER LAND PROTECTION OPTIONS

Land Trusts & Conservancies

Land trusts are private non-profit organizations that acquire and protect special open spaces and are traditionally not associated with any government agency. Forterra (formerly called the Cascade Land Conservancy) is the regional land trust serving the Mountlake Terrace area, and their efforts have led to the conservation of more than 234,000 acres of forests, farms, shorelines, parks and natural areas in the region (www.forterra.org). Other national organizations with local representation include the Nature Conservancy, Trust for Public Land and the Wetlands Conservancy.

Regulatory Measures

A variety of regulatory measures are available to local agencies and jurisdictions. Available programs and regulations include: Critical Areas Ordinance, Mountlake Terrace; State Environmental Policy Act (SEPA); Shorelines Management Program; and Hydraulic Code, Washington State Department of Fisheries and Department of Wildlife.

Public/Private Utility Corridors

Utility corridors can be managed to maximize protection or enhancement of open space lands. Utilities maintain corridors for provision of services such as electricity, gas, oil, and rail travel. Some utility companies have cooperated with local governments for development of public programs such as parks and trails within utility corridors.

A scenic view of a lake with a wooden pier extending into the water. In the foreground, a grassy area is populated by several ducks. A blue trash can and a bench are also visible on the grass. The background features a dense forest of evergreen trees under a clear sky.

APPENDIX K: ADOPTING ORDINANCE

CITY OF MOUNTLAKE TERRACE

ORDINANCE NO. 2802

AN ORDINANCE OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, ADOPTING AN UPDATED COMPREHENSIVE RECREATION, PARKS AND OPEN SPACE PLAN FOR THE CITY OF MOUNTLAKE TERRACE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council adopted a Recreation, Parks, and Open Space Plan by approving Ordinance No. 2802 on January 18, 2022; and

WHEREAS, the 2015 Recreation, Parks, and Open Space Plan was revised on December 19, 2016 in Ordinance No. 2693 for consistency with the 2015 Recreation, Parks and Open Space (RPOS) Master Plan and the 2016 Supplement addressing levels of service, repealing and replacing the RPOS Element in the plan with a revised element; and

WHEREAS, the 2019 Town Center Master Plan outlined the growth and development of Mountlake Terrace's downtown, recognizing the importance of planning the future of Veterans Memorial Park with its central location to light rail, the Civic Center, and the downtown core; and

WHEREAS, in June 2020, the City began the process of developing a comprehensive Recreation, Parks and Open Space Master Plan (also known as the "RPOS") to guide the development and acquisition of new recreation facilities, parks, and open spaces, as well as the renovation of existing facilities over the next twenty years; and

WHEREAS, in addition to the RPOS the City pursued a new park master plan for Veterans Memorial Park that would be rolled into the same process with its own public input and recommendations but be included as a chapter to the RPOS; and

WHEREAS, extensive community outreach was conducted including three community input surveys in two languages, four stakeholder group discussions, a month long virtual open house, numerous Recreation and Parks Advisory Commission sessions, Planning Commission and City Council meetings; and

WHEREAS, over 1,045 responses were provided through both the random statistically valid survey and online version of the survey available to all. The second survey involved questions related to Veterans Memorial Park and gathered 249 responses. The third survey was of teens in the community and gathered just under 100 responses. Over 100 responses were gathered for the Virtual Open House, and 4 stakeholder groups were attended by approximately 35 people with overall participation in all groups equaling approximately 1,900 responses; and

WHEREAS, at the October 14, 2021 Council work session, the City Council reviewed and approved the conceptual map and plan for Veterans Memorial park in Resolution No. 852; and

WHEREAS, under the State Environmental Policy Act, the updates to the RPOS were determined to not create significant adverse impacts on the environment and a Determination of Non-significance was issued on September 21, 2021, which has not been appealed; and

WHEREAS, the Planning Commission held a public hearing on January 10, 2022 and recommended the approval of the RPOS to the City Council for approval; and

WHEREAS, the City Council held a public hearing on January 18, 2022, to consider the proposed updates to the City of Mountlake Terrace RPOS, the Planning Commission recommendation, public testimony and the entire record regarding the updates; and

WHEREAS, the Planning Commission recommended, and the City Council concurs and made findings that the proposed updates to the RPOS have been prepared in conformance with applicable laws, including Chapter 36.70A RCW, Chapter 43.21C RCW, have been met, and by this ordinance the City Council find and conclude that the proposed RPOS promotes the health, welfare, and safety of the general public, will not create excessive additional requirements at public cost for public facilities and services, that there are significant social, economic, environmental, or land use-related factors that support the proposed update, and that the proposed update is consistent with goals and policies of the RPOS; and

WHEREAS, the City Council finds the RPOS consistent with and in aid of the parks and open space policy elements of the City's Comprehensive Plan, the Growth Management Act, Snohomish Countywide Planning Policies and other relevant laws and is intended to be adopted as an update to the appendices in the Comprehensive Plan;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOUNTLAKE TERRACE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are hereby adopted and incorporated as Findings of Fact and/or Conclusions of Law of the City Council pursuant to the requirements of Mountlake Terrace Municipal Code 19.110.250.B. The City Council bases its findings and conclusions on the entire record of testimony and exhibits, including all written and oral testimony before the Planning Commission and the City Council, and any findings as prepared by the Planning Commission which are incorporated herein by reference.

Section 2. Adopting Recreation, Parks and Open Space Master Plan. The Recreation, Parks and Open Space Master Plan is hereby adopted as set forth in Appendix A, which is hereby adopted by reference as if fully set forth; it replaces and supersedes the 2015 Recreation, Parks, and Open Space System Plan adopted by Ordinance No. 2693 and any amendments thereto.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or

unconstitutionality shall not affect the validity or constitutionality of any section, sentence, clause or phrase of this Ordinance.

Section 4. Corrections by City Clerk or Code Revisor. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary non-substantive corrections to this Ordinance, including the correction of clerical errors; references to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

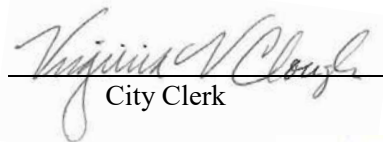
Section 5. Publication and Summary. This Ordinance or a summary thereof consisting of the title, shall be published in the official newspaper of the City and shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Mountlake Terrace this this 18th day of January, 2022, and signed in authentication of its passage this 18th day of January, 2022.



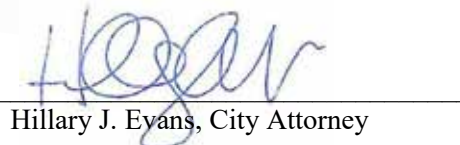
Mayor Kyoko Matsumoto Wright

ATTEST:



City Clerk

APPROVED AS TO FORM:



Hillary J. Evans, City Attorney

MLT

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