

**CITY OF EDMONDS
PLANNING BOARD MINUTES**

January 11, 2012

Chair Lovell called the meeting of the Edmonds Planning Board to order at 7:00 p.m. in the Council Chambers, Public Safety Complex, 250 – 5th Avenue North.

BOARD MEMBERS PRESENT

Philip Lovell, Chair
John Reed, Vice Chair
Kevin Clarke
Todd Cloutier (arrived at 7:40 p.m.)
Kristiana Johnson
Valerie Stewart
Neil Tibbott
Bill Ellis (Alternate)

STAFF PRESENT

Dave Earling, Mayor
Carrie Hite, Parks, Recreation and Cultural Services Director
Renee McRae, Recreation Manager
Karin Noyes, Recorder

READING/APPROVAL OF MINUTES

VICE CHAIR REED MOVED THAT THE MINUTES OF DECEMBER 14, 2011 BE APPROVED AS AMENDED. BOARD MEMBER CLARKE SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY.

ANNOUNCEMENT OF AGENDA

Chair Lovell reviewed the proposed agenda. No changes were made, and the agenda was accepted as presented.

AUDIENCE COMMENTS

No one in the audience indicated a desire to address the Board during this portion of the meeting.

PARKS, RECREATION, AND CULTURAL SERVICES UPDATE

Ms. Hite said she was present to update the Board on Parks, Recreation and Cultural Services activities that have occurred from July through December. She referred them to the written report prepared by staff, and specifically highlighted the following:

- The City broke ground on the Interurban Trail Project last August. The contractor expressed a desire to expedite the construction schedule but was unable to complete the project within the weather window. The project is about 95% complete, and the remaining work must wait for warmer weather. At this time, the contractor is working with adjacent property owners to complete mitigation projects. The contractor is hoping to complete the project no later than the end of April, pending weather conditions. She summarized that the project is on scope and on budget, and the contractor has created a good relationship with adjacent property owners to provide appropriate mitigation. The City is happy with the process and the progress of the project.

- The City also broke ground last October for the small courtyard area in front of Old Milltown. However, while grading the surface to get ready for construction, the contractor found that some posts and the boardwalk at Old Milltown had deteriorated to a point where they needed to be replaced before the trench for the drain could be installed. The City was not successful working with the bank (owner of the building) to resolve the issue, and did not have the ability to do repair work on private property. The City has recently learned the property was purchased, and the new owner has repaired the posts and the boardwalk and indicated support for the proposed park development. The new owner has an ambitious business plan to attract new businesses into Old Milltown. The first raised flower bed will be poured tomorrow, and the planters have been constructed by staff and are ready to be poured. All the precast planters have been delivered and the benches have been sold and delivered. The City's two horticulturists have worked with the Edmonds Floretum Garden Club to select plants for the new park. She said she anticipates the project will come together fairly quickly from this point.
- Last summer the Yost Park pool was replastered, and the project was completed on time and on budget. Other minor improvements were done, as well. There is also money in the budget in 2012 to replace the boiler, and staff will research more sustainable alternatives. However, because the pool will open in June, installation of the new equipment may have to wait until after the pool closes in the fall.
- The Edmonds School District owns the former Edmonds Woodway High School (EWHS) property, and the Department of Natural Resources (DNR) owns part of the field and the green spaces west of the field. The District has indicated their interest in redeveloping the field, and they have worked with the surrounding neighborhood to create a master plan. Because the initial plan would be costly, the District is now considering scaling back the project to just one baseball and one soccer field. They have invited representatives from the City of Edmonds to participate in future discussions, along with representatives from Mountlake Terrace, Lynnwood, and Verdant Health Care. Their goal is to put together a financial plan to move the project forward. City staff has expressed concern that developing just one soccer field would not meet the current needs of the community. While the City does not have a huge baseball community, they do have a need for two to three full-sized soccer fields to meet community needs and to attract tournaments that bring visitors to the City.

The District has indicated that they have no desire to sell the Civic Stadium to the City, and the current lease (\$1 per year) expires in 2020. The District has also made it clear that they will seek market value for the property once the current lease expires. The City depends on this property for fields, festivals, and other gathering opportunities, and staff is working with the district to identify a solution. She has had discussions with the District about alternative options. For example, the property could be developed as part of a partnership between the City and the District through a Mutual Use Agreement. There has also been preliminary discussions about creating a master plan for Civic Stadium that could include a baseball field to attract a semi-professional team to the City. This would meet the District's needs for a high-school sports facility, and address the community's needs at the same time. However, there are numerous concerns and benefits that still need to be addressed. Using this approach, a baseball field would no longer be needed at the EWHS site, and additional soccer fields could be accommodated instead. The District is interested in discussing various partnership opportunities. As discussions move forward, staff will continue to report to the Board.

- The City has partnered with People for Puget Sound and received a \$100,000 grant from the Salmon Recovery Board, which will be matched with \$50,000 from the Real Estate Excise Tax (REET) Fund, and \$50,000 from the Stormwater Fund. The grant provides funding to start a feasibility study on the marsh, which does not currently function properly. The City, in conjunction with People for Puget Sound, is looking for ways to rehabilitate the marsh so it can absorb storm and tide water, allow enough room for salmon to swim upstream, and provide habitat for salmon. At this time, there is no evidence of salmon habitat in the marsh, and the study will include an analysis of the best way to daylight Willow Creek to allow for potential salmon return. People for Puget Sound will take the lead on the feasibility study and will work closely with parks and stormwater staff. Once a promising project has been started, it is common for the Salmon Recovery Board to stick with it and continue to provide funding. A five-year plan has been created to move the project forward, and the City is seeking a consultant to help further define the next steps in the process.

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Chair Lovell noted that the Interurban Trail Project report indicates that “sharrows” would be added to 74th Avenue West. He asked staff to define a “sharrow.” Ms. Hite answered that a “sharrow” is an arrow that identifies a shared roadway for both bicycles and vehicles. She noted that bike lanes are already present on 74th Avenue West, but they will be restriped with reflective paint.

Chair Lovell recalled that at their last meeting, Ms. Hite advised the Board that labor costs for constructing the Old Milltown Plaza would be charged directly to the City. He asked if this expense is reflected in the total cost of the project. Ms. Hite answered affirmatively. Chair Lovell asked if staff could provide an update on the Haines Wharf Park situation. Ms. Hite answered that because of potential litigation, she is unable to provide an update on this project.

Chair Lovell asked if the Parks, Recreation and Cultural Services Department has adequate funding to complete ongoing maintenance and repair projects in 2012. Ms. Hite answered that there is sufficient funding for this year. However, numerous maintenance projects have been deferred such as replacement of playground equipment. While staff works hard to ensure the equipment is safe, it is worn out and takes a lot of staff time to inspect and correct problems. The restrooms at many parks are old and need to be remodeled and/or replaced, as well. She advised that she has a list of deferred maintenance projects that could be forwarded to Planning Board members. While some REET funding can be used to address immediate maintenance needs, she acknowledged that numerous maintenance projects are not being taken care as a result of insufficient funding.

Board Member Stewart complimented Ms. Hite and parks staff for putting the City in a good position from an economic and environmentally sustainable standpoint. She said she is excited that the City received funding for a marsh feasibility study and that the City can provide the necessary matching funds to accept the grant. She noted that the study would take between five and six months to complete, and she questioned how this would impact the Port of Edmonds’ ability to move forward with their Harbor Square Redevelopment Master Plan. Ms. Hite said she has discussed this concern with the Port of Edmonds. The Salmon Recovery Board did a site visit and raised the concern that daylighting Willow Creek through Marina Beach Park may not be a viable option. They suggested that a better option would be to run the creek through Port property. While the Port has concerns about this option, they have indicated their willingness to discuss the concept with the City. This change may or may not impact Harbor Square. She noted that three options would be considered for daylighting Willow Creek: through Marina Beach Park using the culvert that was already installed as part of the Sound Transit project, across Port property, or up to Olympic Beach Park. Contamination on the Chevron property must also be addressed, and then the Washington State Department of Transportation (WSDOT) will have the first right of refusal to purchase the land. The current channel for Willow Creek may be too long, and using a portion of the Chevron property would accommodate an easier channel for salmon.

Board Member Reed recalled that two years ago, several designs were considered for replacing Yost Pool with a new version. He asked if this project is still included on the City’s “wish list.” If so, does staff have any plans for moving the project forward at some point in the future? Ms. Hite answered that the project is still included on the City’s long-term “wish list.” However, it would be difficult to move it forward at this time because of its significant cost. She acknowledged there are opportunities for grant funding, but it would take a tremendous amount of community support to approve bonds, levies, etc. to fully fund the project. She reminded the Board that the City does not have a lot of capital dollars for parks. They are currently limited to the \$5,000 REET fund, so it would take a significant amount of time to stock pile enough money for the project. She said a private/public partnership is another option the City could consider for potential redevelopment of Yost Pool. While these partnerships have occurred across the nation, they are more difficult at this time given the current economic situation. Chair Lovell recalled that he participated on the citizen group that explored options for a new aquatics center in the City. The EWHS site was one potential site for the facility, but the District made it clear they would not support the concept. He encouraged staff to be cautious when approaching the District about a potential partnership to develop a new pool.

Board Member Johnson asked Ms. Hite to share the City’s recent and planned efforts to raise more park revenue. Ms. Hite reported on the following activities:

- A non-resident fee for recreation programs was implemented in December. While they received a few negative comments from non-residents, none were received from City residents. The 20% premium charged to non-residents is estimated to result in an additional \$50,000 of revenue per year.
- A large percentage of recreational programs require contract instructors to teach the classes. The instructors are paid a percentage of revenue depending on how many people register for the class, so there is incentive for them to get more people. In the past, the revenue has been distributed 80% to instructors and 20% to the City. Staff has been working to renegotiate the percentages to 75/25 and 70/30. The instructors have been cooperative because they recognize that the City needs more revenue to continue to administer the programs. The previous 20% split was not sufficient to cover the City's cost of advertising and registering participants and providing space for the classes.
- Staff will propose changes to the Edmonds Municipal Code to make it easier to allow concessions in parks. The current code language is cumbersome and requires a public hearing and City Council approval. The proposed new language would give the mayor authority to enter into concession agreements so that concessions can be treated more like a business. She pointed out that a citizen has operated a day camp at Yost Park for several years at no charge. While the camp provides a public benefit, the operator has been allowed to use public land without paying for it. The operator is also not currently required to provide insurance, so the City has increased liability exposure. She said the same is true for the dive shop and compass course school, which operate out of the dive park free of charge and without providing insurance. The proposed code amendments would help clear up some of the problems with the current process by requiring concessionaires to enter into formal contracts with the City, provide proof of insurance, and provide some public benefit.
- The public has frequently asked for more amenities in the parks, particularly at Marina Beach Park, and the new code language would encourage these types of uses to benefit the public. In addition, the City would receive a percentage of the revenue, which could be used to fund other park projects.

CONTINUED PUBLIC HEARING ON PROCESS AND NAMING RECOMMENDATION FOR THE PARK AT THE OLD MILLTOWN SITE

Chair Lovell noted that the initial public hearing for naming the park at Old Milltown was held on December 14th, and it was continued to January 11th. He recalled that at the initial hearing, the Board received numerous materials regarding past proposals and plans related to the site. They agreed it would be appropriate to review the materials before making a recommendation to the City Council. He particularly referred to the document titled, "Renovation of Old Milltown Garden," which was prepared in 2010 by the Edmonds Floretum Garden Club.

Board Member Cloutier arrived to the meeting at 7:40 p.m.

Leigh Bennett, Edmonds, Hazel Miller Foundation Board Member, recalled that he spoke to the Board at the December 14th hearing on behalf of the Hazel Miller Foundation, and was present once again to address the Board's inquiries. He said he reviewed the minutes from the last public hearing and found them to be accurate as to what was said. Because she was not in attendance at the December 14th hearing, Board Member Stewart asked Mr. Bennett to summarize the comments he made earlier.

Mr. Bennett advised that the Hazel Miller Foundation was established after Hazel Miller's death in 2010. Its purpose is to enhance quality of life by offering grant funding to organizations and municipalities in South Snohomish County, particularly the City of Edmonds where she lived for 30 years. The Foundation was fully funded less than one year ago, and it now has between \$11 million and \$12 million dollars. It is intended that the Foundation will exist in perpetuity. Once fully operational, they will give away \$500,000 to \$600,000 per year. As per Ms. Miller's legal documents, the Mayor of Edmonds will appoint members to fill vacant Foundation Board positions.

Mr. Bennett reported that in 2011, the Edmonds Parks, Recreation and Cultural Services Department submitted a grant request asking the Foundation for either \$40,000 to assist in the development expenses of the Old Milltown Park or up to

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\$88,000, which is more than 50% of the total construction cost. The understanding was that staff would do their best to shepherd the Foundation's desired name for the park through the process. The Foundation Board voted to accept the \$88,000 grant request on the condition that the new park would be named "Hazel Miller Plaza." He specifically referred to the City's adopted Park Naming Policy and noted that Criteria E allows the City to name a park after "an individual or organization that contributes significantly to the acquisition or development of the facility to be named." Because the Foundation is offering to provide more than 50% of the total construction cost for the project, the Foundation Board felt it would be consistent with the City's Park Naming Policy to name the park "Hazel Miller Plaza." He also referred to Criteria D, which allows the City to name a park after "a commonly recognized historical event, group, organization or individual (living or deceased)." He emphasized that the Foundation will become more recognized in future years and will exist in perpetuity. He said the policy also states that the City is to conduct a poll to obtain citizen input on potential names, which was done by the Parks, Recreation and Cultural Services Department. He noted that of the 43 names submitted, more than half included Hazel Miller's name and at least 25% supported the name "Hazel Miller Plaza."

Mr. Bennett recalled that at the last meeting the Board asked if the Foundation Board would support a variation of the name, and he emphasized that the Board strongly believes it is important to use Hazel Miller's full name, and not just her last name. They agreed that they were not willing to compromise their position in this regard. It is now up to the Board to determine if a different name is so important that the City should elect to turn down the grant funding. He also emphasized that the Foundation Board wants to start off their relationship with the City on a good and healthy relationship, and they view this as an opportunity for the City.

Mayor Earling thanked the Board for their service to the community. He commented that one of the City's successes is their volunteers who are willing to fill important roles and make good decisions on behalf of the citizens. He said he is fortunate enough to have known the Miller Family. They were quiet people who loved the community, and the legacy they have left for the community is important for the Board to consider, understand and appreciate. He said he supports naming the park "Hazel Miller Plaza" so the City can accept the \$88,000 grant from the Hazel Miller Foundation. This would free up money that can be used for other park projects.

Mayor Earling said it is important to keep in mind that the Foundation was formed to benefit the community in perpetuity. That means the Foundation will still be in place and making grants in the community when the Board members are gone. They have already distributed grant funding throughout the community. He said he is on the Senior Services of Snohomish County Board, which was one of the first recipients of a \$500,000 grant from the foundation. Not only did he know the Millers, but he knows most of the Foundation Board Members. They are thoughtful people who make good decisions. The Old Milltown Park is one of the first large projects they have expressed an interest in, and accepting their generous grant offer will not only leave a great legacy for the Miller Family, but the City will know they were one of the first to receive a major grant. He said he supports the name proposed by the Foundation, and he knows the community will appreciate the park for years to come.

Diana White, Edmonds, Hazel Miller Foundation Board, agreed that the Foundation has an excellent Board, and they think hard on the decisions they make. She said she fully supports the Foundation's proposed name of "Hazel Miller Plaza." She said Mr. and Mrs. Miller were very generous in what they did and she continually thinks of them watching the things the Foundation does with their donation. Ms. White said she is also a newly elected member of the Edmonds School Board, and she will share the Planning Board's earlier discussions about partnering with the City to provide recreational opportunities for the community.

Board Member Tibbott asked if the Foundation foresees the possibility of on-going support for the programs offered at the new park. Mr. Bennett referred to an email he sent to Ms. Hite in which he stated that the City could always submit a grant proposal for park maintenance in the future, and the Foundation would make a decision on the request at that time.

Board Member Tibbott said he researched the Foundation's website to learn more about the projects they have contributed to, as well as what they have in mind for the future. He asked if Mr. Bennett would consider Hazel Miller's name as the trademark of the Foundation. Mr. Bennett said Hazel Miller is the Foundation's legal name. He recalled the Board previously inquired if the Foundation would support the name "Miller Plaza," and he responded in an email that it is important to use Ms. Miller's entire name because "Miller" is a common name and they want the park to be specifically

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associated with Hazel Miller. The Foundation believes it is important to recognize that the funds originated from Hazel Miller.

Board Member Clarke said he is grateful that there are individuals, families and organizations that have a desire to give back to the community, particularly in perpetuity. It is a wonderful blessing for organizations to receive funding from the Foundation to improve the quality of life in the community. He said that, as a public board, the Planning Board has an obligation to represent the constituents, and this is only the third time in the past 30 years that the City has named a new park. The last two were named after individuals, but all previous parks were named after streets, locations, etc. He expressed concern that the City's adopted Park Naming Policy does not give exact guidelines on this issue. They know that if an organization or individual donates more than 50% of the cost of project construction, the City has the ability to name the park after that organization or individual. However, the Board must also provide a forum for the public to voice their opinions and ideas, recognizing that the City Council will make the final decision.

Board Member Clarke asked if Mayor Earling would agree that the Park Naming Policy needs to be refined and updated, particularly to clarify who gets to choose the name of the park. Mayor Earling answered that any time the Board determines that a policy is not working, they can recommend that the policy be reviewed and updated appropriately. He said that while the policy may be somewhat unclear, it does not preclude the Board from accepting the park name proposed by the Foundation. He encouraged the Board to take action on the park name now, and then ask the City Council to consider revisions to the policy at some point in the future.

Chair Lovell recalled that the Board worked with the City's previous Parks, Recreation and Cultural Services Director to create the current Park Naming Policy, which was adopted by the City Council in 2009. While he agreed with Board Member Clarke's concern that the policy may need to be updated, he cautioned that perhaps some flexibility was intended to allow the Board to act on various situations that come up that are in the best interest of the citizens. He encouraged the Board to move forward with a recommended park name, and then work with staff to forward a recommendation to the City Council that the policy be updated.

Board Member Clarke recalled that during a previous park naming process, a City Council Member indicated he would not vote for naming a park after an individual who was still living, but the policy does not support this decision. Upon researching policies from other cities and counties in the area, he found that some are much more specific. He suggested the Board recommend the document be updated at some point in the future to provide greater clarity. However, he agreed that the Board should not postpone their recommendation regarding the Old Milltown Park name until after the policy has been updated.

Vice Chair Reed said he found the additional information provided at the last meeting to be helpful in understanding and recognizing the Edmonds Floretum Garden Club's effort and substantial contributions to the process. Irrespective of what the park is named, he said it is very important that significant donors and organizations are recognized in some way when the park is completed. Ms. Hite agreed and advised that individuals and organizations who have contributed significantly to the park project will be recognized by having their names placed on plaques that will be installed on planter insets.

Vice Chair Reed said he highly appreciates the Foundation's gesture. He suggested there has been enough publicity that the public is aware of what the Foundation has done, is doing and will continue to do for the community. He said he is impressed with the list of projects for which the Foundation has already provided support.

Board Member Stewart also thanked the Foundation for their generous donation towards the park construction. She said she wished she could have known Ms. Miller. The City should be honored by the legacy that she has left and accept the donation. She noted that many who submitted names for the park were in favor of using Hazel Miller's name in some fashion, so naming the park "Hazel Miller Plaza" should not create controversy. She agreed it would be appropriate to recognize others who have contributed to the process, as mentioned earlier by Ms. Hite. She also suggested that the sign to the park could also include (in small letters) the words "at Old Milltown." She explained that people who have lived in the community recognize Old Milltown as a destination, and including it on the sign would let people know right where to go without diminishing the name "Hazel Miller Plaza." She said she is not concerned about using Ms. Miller's first and last

name as part of the park name. Because the Foundation is named after Hazel Miller, it seems appropriate to use the full name at the park name, as well. She said she is in favor of supporting the Foundation's request.

Chair Lovell summarized that:

- When the City Council approved the project last August, they temporarily loaned the Parks Department \$70,000 from the REET Fund to aid in fulfilling funding needs for construction. However, the Parks, Recreation and Cultural Services Department was instructed to go out and raise funds to refill the kitty.
- The design and construction currently in progress is not based on the Edmonds Floretum Garden Club's "Renovation Plan" dated October, 2010.
- Many citizens, friends, and organizations within Edmonds have given much work, history, contribution and input to the program now being realized at the park site. All of these efforts and contributions will be visually and permanently designed and displayed within the park's infrastructure as coordinated and led by the Parks, Recreation and Cultural Services Department.
- The Parks, Recreation and Cultural Services Department fulfilled the City Council's charge of procuring additional funding for the construction of the park by applying for and obtaining a two-part grant award from the Hazel Miller Foundation. The larger grant award of \$88,000 under current consideration is "conditioned" by the Hazel Miller Foundation to provide that the restored park be named "Hazel Miller Plaza."
- The Park Naming Policy has been followed.
- Until the City may choose to identify and acquire same from independent sources, the maintenance and upkeep of the new park will be carried out by the City's in-house forces.

CHAIR LOVELL MOVED THAT THE PLANNING BOARD RECOMMEND TO THE CITY COUNCIL THAT THE NEWLY CONSTRUCTED PARK AT THE CORNER OF FIFTH AVENUE AND MAPLE STREET BE NAMED "HAZEL MILLER PLAZA." HE FURTHER MOVED THAT THE BOARD RECOMMEND THAT THE NAMES OF OTHER CONTRIBUTING INDIVIDUALS, CLUBS, AND ORGANIZATIONAL ENTITIES TO EITHER THE PARK'S HISTORY OR FUNDING BE RECOGNIZED THROUGH PERMANENTLY-INSTALLED PLAQUES AT THE NEW PARK, SAID PROCESS BEING LED BY THE PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT. BOARD MEMBER CLARKE SECONDED THE MOTION.

Board Member Tibbott asked if the City would have the ability to rename the park if the Foundation ceases to exist. Board Member Johnson pointed out that Item 3.B of the Park Naming Policy states that "parks and facilities named after individuals shall not be changed unless it is found that because of the individual's character the continued use of their name would not be in the best interest of the community."

THE MOTION CARRIED UNANIMOUSLY. (Note: As an alternate, Board Member Ellis did not vote.)

BOARD MEMBER CLARKE MOVED THAT THE PLANNING BOARD RECOMMEND TO THE CITY COUNCIL THE CREATION OF A PERMANENT PLAQUE THAT BEARS THE IMAGE OF HAZEL MILLER AND A DISCRPTION OF HER CONTRIBUTION TO THE COMMUNITY THAT WILL REMAIN IN THE PARK IN PERPETUITY. BOARD MEMBER STEWART SECONDED THE MOTION.

Board Member Clarke pointed out that the proposed plaque would be similar to the one that was installed at Hickman Park in recognition of Robert O. Hickman.

Vice Chair Reed recalled that at the December 14th meeting it was discussed that the Parks staff would work with the Foundation to design the sign. Ms. Hite emphasized that the sign would be designed to meet the City's adopted sign standards. The Foundation understands this requirement, and they will have an opportunity to view the final mock up before the sign is constructed. Vice Chair Reed asked if the motion on the floor would be consistent with the City's current sign standard. Ms. Hite answered affirmatively. She said she supports the proposed motion, but she suggested the Board seek feedback from the Foundation as to whether a sign with Hazel Miller's image would be acceptable to them before forwarding the recommendation to the City Council.

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Board Member Clarke explained that there is value to the community to help future generations understand those who have contributed throughout their lives. This kind of understanding and context is what often inspires other people to rise to something better. It is a wonderful way to preserve history and create an inspiring memorial.

Mr. Bennett said the Foundation Board Members in attendance believe the entire Foundation Board would support the concept of including Ms. Miller's image and a description of her contribution on a park sign. He noted that one Foundation Board Member was a long-time friend of the Miller's, and he is certain he would support the idea, as well.

THE MOTION CARRIED UNANIMOUSLY. (Note: As an alternate, Board Member Ellis did not vote.)

Board Member Johnson referred to a letter from Betty Larman of the Edmonds Floretum Garden Club, which talks about an agreement that was signed by the Parks, Recreation and Cultural Services Director and Mayor Haakenson. Ms. Hite said she was unable to find a copy of the signed agreement in the City Clerk's office. Therefore, she concluded that the agreement was likely never signed. Board Member Johnson said the letter from Ms. Larman also states that the original design included a gazebo or bandstand structure. Ms. Hite explained that when the City Council charged her with completing the park, several citizens expressed concern about the proposed design. She explored how the plan came about and met with members of the Garden Club, including Ms. Larman, to discuss these concerns. Particular concerns were that the proposed bandstand would block the view to businesses at Old Milltown, no utilities were identified in the plan to accommodate the structure, and drainage issues were not considered. In addition, the Garden Club's process did not include public input.

As per the City Council's direction that she collaborate with the Garden Club to redesign the project, a committee of 20 individuals was formed, including members of the Citizens Economic Development Commission, Arts Festival Foundation, Edmonds Floretum Garden Club, Alliance of Citizens for Edmonds, and Edmonds in Bloom. The committee reviewed the Garden Club's plan and identified their concerns. Everyone agreed, including the Garden Club Members, that the bandstand should be eliminated.

Board Member Johnson recalled that four couples contributed money specifically for the bandstand structure. She asked if they have been notified of the design change. Ms. Hite answered that all four have confirmed their commitment to the park.

Ms. Hite reminded the Board that part of the Garden Club's proposed agreement with the City indicated that the Garden Club would be responsible for maintaining the park in perpetuity. Several members of the Garden Club expressed concern that they would not be able to fulfill this responsibility. It was agreed that the City would be responsible for park maintenance, but the Garden Club would provide input on appropriate plant materials.

THE PUBLIC HEARING WAS CLOSED.

ELECTION OF 2012 PLANNING BOARD OFFICERS

The Board discussed whether or not a Board Member was limited as to the number of terms he/she could serve as chair of the Board. They agreed there was no limitation. Board Member Clarke pointed out that three Board Members' terms (Lovell, Clarke and Stewart) expire at the end of 2012.

Board Member Johnson reminded the Board that they previously discussed the need to review and perhaps update their rules and procedures. However, this task was not accomplished in 2011. Chair Lovell agreed to contact staff to schedule this discussion on a future agenda.

BOARD MEMBER TIBBOTT NOMINATED BOARD MEMBER LOVELL AS CHAIR OF THE BOARD. THE NOMINATION WAS SECONDED BY BOARD MEMBER CLARKE. THERE WERE NO OTHER NOMINATIONS, AND THE NOMINATION WAS UNANIMOUSLY APPROVED.

BOARD MEMBER STEWART NOMINATED BOARD MEMBER CLOUTIER AS VICE CHAIR OF THE BOARD. BOARD MEMBER REED SECONDED THE NOMINATION.

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Board Member Johnson commented that the City Council typically bases their chair and vice chair appointments on longevity. She suggested the Board consider the same approach.

BOARD MEMBER JOHNSON NOMINATED BOARD MEMBER STEWART AS VICE CHAIR OF THE BOARD. BOARD MEMBER LOVELL SECONDED THE NOMINATION.

THERE WERE NO OTHER NOMINATION, AND BOARD MEMBER STEWART WAS ELECTED VICE CHAIR OF THE BOARD BY A VOTE OF 5-2. (Note: As an alternate, Board Member Ellis did not vote.)

REVIEW OF EXTENDED AGENDA

Chair Lovell reviewed the proposed schedule for Strategic Plan Stakeholder Focus Group Sessions as follows:

- January 17th at 7:00 p.m. – Parks and Recreation – Board Members Stewart and Reed would attend.
- January 18th at 1:00 p.m. – Transportation – Board Members Tibbott and Johnson would attend.
- January 18th at 7:00 p.m. – Economic Development – Board Members Lovell, Tibbott and Cloutier would attend.
- January 19th at 1:00 p.m. and 7:00 p.m. – Individuals and Special Interest Groups
- January 24th at 6:45 p.m. – Joint meeting with the Economic Development Commission, Planning Board and City Council.

Chair Lovell advised that he would work with staff to update the extended agenda to incorporate the Port of Edmonds’ Harbor Square Redevelopment Master Plan process, the Strategic Planning Process, and the Shoreline Master Program Update. The Commission agreed to tentatively schedule their retreat for February 22nd. They also agreed to schedule a review of the Park Naming Policy. Board Members were encouraged to review Portland’s policy, which was forwarded to them by Board Member Stewart.

PLANNING BOARD CHAIR COMMENTS

Chair Lovell did not make any additional comments during this portion of the meeting.

PLANNING BOARD MEMBER COMMENTS

Board Member Stewart challenged the Board Members to use electronic versions of the documents that are prepared for each meeting. They should set an example for City staff and others to use less paper. She said she recently read a study that indicated the City of Seattle uses 74 million sheets of paper each year, which would equal 40 space needles in height. She cautioned that the environmental impact associated with this high level of paper use is substantial. She shared other facts brought out in the City of Seattle study and said she plans to conduct a similar review for the City of Edmonds.

Board Member Clarke thanked Board Member Reed for serving as vice chair of the Board for the past year. He noted that Board Member Reed has served on the Board since October 24, 2006. He thanked him for his leadership contribution. He also thanked Chair Lovell and Board Member Stewart for accepting the responsibility to lead the Board in 2012.

ADJOURNMENT

The Board meeting was adjourned at 8:55 p.m.