



City of Medical Lake  
Parks & Recreation Advisory Board  
March 26, 2024

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Regular Meeting

City Hall Annex Building  
124 S Lefevre Street  
Medical Lake, WA 99022

5:30PM

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1. CALL TO ORDER

- a. Meeting called to order at 5:34pm by Parks and Recreation Director Glen Horton. Board Member Mellott informed the Board that he would be late to the meeting. All other members present at the meeting start time.

2. APPROVAL OF MINUTES

- a. Motion made by Board Member Smith to approve minutes. Second by Board Member Senn, carried 4-0.

3. ADOPT AGENDA

- a. Motion made by Board Member Senn to approve agenda, second by board member Smith, carried 4-0.

4. REGULAR BUSINESS

a. FEE SCHEDULE

- i. Mr. Horton introduced the current and future rates of programs being offered. Motion to approve fee schedule made by board member Smith, Second by board member Senn. Carried 4-0.

b. MASTER PLAN/SURVEY

- i. Mr. Horton introduce the board to the current Survey that is available for residents to participate in with regards to the future of our department.
- ii. Board Member Smith volunteered to help share the survey on the community FB page to help get more residents involved.
- iii. Mr. Horton also informed the Board that there is a Master Plan for the department currently being worked on and that the board will be actively involved in the creation of the master plan.

c. REQUESTS FROM CITIZENS

- i. Board Member Ronholt requested that Citizen requests for improvements be included in the meeting.
- ii. Mr. Horton compiled a list of recommendations he has received most frequently from residents of Medical Lake.

d. DEPARTMENTAL UPDATES

- i. Benches and Tables – Mr. Horton informed the Board that the tables and benches requested at the previous meeting have been ordered and updates will continue as received by the department.
- ii. Rent.Fun – Currently the department is waiting on the delivery of paddle boards to Waterfront to activate the Rent.Fun Kiosks. Anticipated mid April.

- iii. Youth Sports – The Spring Season currently has 96 registered with more spots anticipated to fill before the start of the season.
- iv. Community Garden – The Community Garden is ready for citizen use. Parks staff will be installing the Greenhouse soon.
- v. Summer Concert Series – Mr. Horton updated the Board on the status of the Linger at the Park Summer Concert Series. Advertising and sponsorship discussions will occur soon. Working with KR Creative Strategies on promotional opportunities.
- vi. Kitchen Schematics – Mr. Horton included an attachment of the kitchen Schematics provided to the City for the Auditorium remodel.

## 5. QUESTIONS AND ANSWERS

- a. Board Member Smith recommended that the Parks and Recreation Advisory Board tour the Medical Lake Parks at the next meeting in order to better understand the inventory and conditions to better make recommendations to the city council for upgrades and capital improvements.

## 6. ADJOURNMENT

- a. Motion to adjourn meeting at 6:34pm made by board member Smith, second by board member Senn. Carried 4-0.