



Parks, Recreation & Cultural Services/ Tree Board

Regular Meeting Agenda Packet

February 25, 2021



**Parks, Recreation and Cultural Services Board
2021 Meeting Schedule**

February 25	7:00 p.m.	ZOOM Meeting
March 25	7:00 p.m.	ZOOM Meeting
April 22	7:00 p.m.	ZOOM Meeting
May 27	7:00 p.m.	ZOOM Meeting
June 24	7:00 p.m.	ZOOM Meeting
July 22	7:00 p.m.	TBD
August 26	7:00 p.m.	TBD
September 23	7:00 p.m.	TBD
October 28	7:00 p.m.	TBD
December 2	7:00 p.m.	TBD



AGENDA

PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD REGULAR MEETING

February 25, 2021
7:00 p.m.

ZOOM Meeting
Estimated Time

In an effort to curtail the spread of the COVID-19 virus, the PRCS/Tree Board's Regular Meetings will take place online using the Zoom platform and the public will not be allowed to attend in-person. You may join the meeting via Zoom Webinar; or listen to the meeting over the telephone.

The PRCS/Tree Board is providing opportunities for public comment by submitting written comment. Your written comment must be received by 6:30 p.m. the night of the meeting. Please see the information listed below to access all of these options:



Attend the Meeting via Zoom Webinar: <https://zoom.us/j/97515984680>



Call into the Live Meeting: (253) 215 8782 - Webinar ID: 975 1598 4680



[Click Here to Submit Written Public Comment](#)

Written comments will be presented to PRCS Tree Board and posted to the website if received by 6:30 p.m. the night of the meeting.



[Click Here to Sign-Up to Provide Oral Testimony](#)

Pre-registration is required by 6:30 p.m. the night of the meeting.

1. CALL TO ORDER/ATTENDANCE

7:00

Land Acknowledgement: We acknowledge the land on which our work started as the traditional home of the Coast Salish and Snohomish peoples. We take this opportunity to thank the original caretakers and storytellers of this land who are still here, and to recognize the immense culture of these peoples by remembering their history and traditions. We invite you to recognize our government's history of unfair treatment and lack of accountability against Indigenous communities as we push to raise visibility and education about them.

2. APPROVAL OF AGENDA

Action

Chair John Hoey

3. APPROVAL OF JANUARY MEETING MINUTES

Action

Chair John Hoey

4. PUBLIC COMMENT

7:10

Pursuant to Governor Inslee's Proclamation 20-28, in an effort to curtail the spread of the COVID-19 virus, the PRCS/Tree Board's Regular Meetings will take place online using the Zoom platform and the public will not be allowed to attend in-person. Written comments received by 6:30 p.m. on February 25, 2021 will be entered into the Public Comment portion of the meeting for Board consideration. Instructions for submitting written comments can be found at www.shorelinewa.gov/parkboard

5. DIRECTOR'S REPORT <i>Colleen Kelly, RCCS Director</i>	Presentation	7:15
6. TRANSPORTAION MASTER PLAN <i>Nora Daly-Peng, Senior Transportation Planner</i>	Presentation and Discussion	7:25
7. PARK NAME RECOMMENDATION <i>Bill Franklin, Christine Southwick, Bruce Amundson</i>	Action	8:05
8. ARTS & CURTURAL SERVICES SUBCOMMITTEE RECOMMENDATION <i>John Hoey and Bruce Amundson</i>	Action	8:25
9. COMMENTS FROM THE BOARD	Discussion	8:45
10. ADJOURN	Action	9:00

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Zoom Meeting



Parks, Recreation & Cultural Services/Tree Board Meeting Minutes

Call to Order/Attendance

The meeting was called to order at 7:00 p.m.

Park Board members present: John Hoey, Christine Southwick, Sara Raab McInerny, Jeff Potter, Bruce Amundson, Bill Franklin, Elizabeth White, Student representatives David Lin and Hayley Berkman

Absent:

PRCS Staff present: RCCS Director Colleen Kelly, Administrative Assistant II Gail Robertson, Administrative Assistant II Martha Karl, Arts Coordinator David Francis, Parks Superintendent Kirk Peterson, Recreation Superintendent Mary Reidy, Facilities Superintendent Dan Johnson, Assistant City Manager John Norris

Approval of Agenda

Chair Hoey called for a motion to approve the agenda. So moved by Mr. Amundson and seconded by Mr. Potter. The motion carried.

Approval of Minutes

Chair Hoey called for a motion to approve the December minutes. So moved by Mr. Amundson and seconded by Mr. Potter. The motion carried.

Public Comment:

There were no public comments for tonight

Director's Report

Colleen Kelly, RCCS Director

- 4 board members have terms expiring in March. Applications are due by 2/5/21. They are then reviewed and interviewed by Council Sub-Committee and recommendations are presented to the full Council on 3/22/21. New members will be welcomed at the April 2021 Board Mtg.
- Mary reported that Remote Learning Camps are full. Most families have decided to stay with the Remote Learning Camp once the school district begins their Hybrid Learning model.
- Registration for the Community Gardens is almost complete and expected to be fully booked.
- Specialized Recreation courses are full and very popular even though they are virtual. Staff welcomes the board to join them to observe.
- YOLO teen program is operating and are currently organizing a COVID safe scavenger hunt between Shorewood and Shorecrest High Schools on Instagram.

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- There's a new internal working group for Community events and Special Events. The Collaborative Community Activities Team (CCAT) is launched this month.
- Shoreline Artist Cottage Residency Program has a call out for Artists open through the end of Feb for residency in March. Sara has volunteered to serve on the selection panel.
- "Big Red" is on track to be installed next month.

Parks/Maintenance Report – Dan Johnson, Kirk Peterson

- Mr. Johnson reported that the Kruckeberg Garden Cottage demo begins 3/1. The cottage needs to be de-constructed by hand. As the structure is removed, they will determine wither the former slab is suitable as a plaza. Should take about 3 months.
- A Modular Sports Court funded by King County is being installed at Richmond Highlands and expected to be fully installed by mid-June. The court is mobile and can be moved if needed
- The Shoreline Pool demo is proceeding and should be complete by the 3rd quarter this year.
- The city is working with the State Legislature for funding of 3 items.
 - Public Pavilion at the pool location and
 - 7 new Pros Plan restroom replacements.
 - Forest restoration at Hamlin South Woods.
- The staff is working with Morgan Geographics on mapping street trees to begin in Feb.
- Preliminary Design and pricing are being gathered for play equipment replacement at Richmond Beach Community Park and Bruggers Bog. A Park Board presentation and Public Conversation will be scheduled in coming months.
- Mr. Peterson has a pool of candidates for the Urban Forestry position. He hopes to have the position in place by the end of February.
- The city has 2 new Plows for inclement weather.

Ms. McInerney asked question on Bruggers Bog and the Bond measure

Mr. Peterson reported that 2 play equipment manufacturers are providing pricing on new play equipment – 3 renditions for each park for a total of 6 designs. Bill Franklin asked if the old equipment can be repurposed to another park. Kirk said that it's generally not appropriate to relocate existing equipment as items won't meet current safety standards.

Mr. Peterson was asked if the designs were subject to public comments. He said it would be something similar to what they did last time with Sunset Park but virtual. They will bring comments to the Park Board for a decision.

Mr. Hoey asked to clarify that it's the cottage at Kruckeberg that is being demolished and not the house. Mr. Johnson verified that.

Mr. Hoey clarified with Ms. Kelly that there are four Park Board positions available and that the four board members are eligible to reapply. She verified that was true. The 4 board members who are at the end of their terms are John Hoey, Christine Southwick, Bruce Amundson and Elizabeth White.

Haley Berkman asked if this applies to the Student Representatives and Ms. Karl advised that their terms last through the end of the school year.

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Proposition 1 Update; Board Members Roles

John Norris, Assistant City Manager

John Norris gave an update on the Bond measure that will be placed on the ballot in April 2021 and the roles of the board members. He thanked the board for their sub-committee work for the council. Now that council has approved putting this measure on the April Ballot, he will go through a Powerpoint presentation on the measure and the dos/don't for the board members.

Mr. Norris discussed requirements for voter turn-out and the 38.5 million cost package.

The council adoption process:

1/25/21 council unanimously adopted Ordinance #918 to place the measure on the ballot.

4/27/21 special election.

Next step for council is to appoint Pro/Con Committees to draft statements for the voter pamphlet. Council will appoint 3 members for each side if people are interested in serving on the committees.

Validation requirements – in order for the election to count 14,092 voters need to vote. This is based on voter turn-out from the November election. 40% of those who voted in the 2020 general election. Passage requires 60% yes votes. John discussed that this is a high bar based on the large turn-out in the November election. Mr. Hoey asked if the measure doesn't meet requirements and pass and city council decides to put it on a future 2021 ballot will it still require the same amount. Mr. Norris said yes – this validation requirement carries through this year and resets in 2022 based on 11/21 numbers.

Staff will be hosting several factual communication presentations with the public via zoom. The schedule of upcoming meetings is available at shorelinewa.gov/prop1.

A city-wide mailer will go out in April.

Ms. McNerny asked if there are any additional presentations planned beyond 3/2. Mr. Norris said that may be possible. Ms. McNerny mentioned that the discussions were set pretty early on (Feb) and with the election not until April the presentations may not reach many people. Mr. Norris said this was a good point and they'd look into it.

Mr. Norris discussed what the board and city employees can/can't do:

- Don't do any for/against unless it's on personal time.
- Make sure all aware that this is not the official position of the city or the PRCS/Tree Board – you are functioning as a private citizen.
- Do not use city resources-including city email.

Hayley suggested ways that students can help and David asked if they can use Instagram, Facebook or Next Door. Mr. Norris said the city has these accounts as well and would look into getting the word out that way.

No further questions for John Norris. Mr. Norris thanked the board for all the hard work they put in to make the measure possible and get it on the ballot.

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Park Board Agenda Planner

John Hoey, Board Chair

Mr. Hoey reviewed the items and commitments already on the agenda and suggested looking at other opportunities and ideas.

He directed everyone to the packet, page 1 summary & Draft Agenda Planner. Q1 is all set. Ideas can still be considered.

- Feb/March – went thru what is currently on the agenda. He discussed the work the Park Naming sub-committee has done. The recommendation for the name of the new park on 185th will come up next meeting and go before the council in April
- 2/25/21 Arts sub-committee will bring a recommendation to the board on the Arts Commission which will be sent to the Council.
- City Council retreat is set for 3/5 – 3/6.
- Discussion of new play structures is set for the March Agenda and Kirk agreed that the timing for this is good.

Ms. McInerney asked Mr. Hoey about the 3rd sub-committee devoted to equity. Mr. Hoey says he hasn't done much since the city launched their Racial Equity sessions. Ms. Kelly shared that the City Council has adopted Resolution 467 declaring the City's commitment to building an anti-racist community. Ms. Kelly offered to forward the resolution to all the board members and to pend for Q2.

The application for new board members is open until 2/5/21. Hopefully applications will be looked at through the lens of diversity/inclusion.

April board meeting – welcome new members and election of officers. Mr. Hoey said that he will not be seeking re-election to the board, so they'll need to elect a new chair.

He encouraged everyone to think about what they'd like to add and ideas for priorities and which quarters to put them in.

The question was asked about the next Pros Plan updated. Ms. Reidy said that it goes through 2023 Updates kick off in 2022. It's about an 18 month process.

If levy passes a suggestion was made to invite Kruckeberg to come and give an overview of updates to Kruckeberg.

Suggestion that if the bond passes there needs to be time on the agenda to discuss that. Ms. Kelly mentioned that she and the Board Chair meet monthly to shape the agenda.

Art Subcommittee Update

Shoreline Lake Forest Park Arts Council

Bruce Amundson, PRCS/Tree Board member

Mr. Hoey stated that with Public Arts & Culture there are 3 things on the work plan that have potential:

1. Public Arts Work Plan

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2. Meeting with the Arts Council
3. Public Arts Tour

Mr. Amundson reminded Board members that they had passed the resolution recommending the city council establish an Arts Commission. He & Mr. Hoey agreed to consider an additional communication with the council before the retreat. He's working on a draft. He reached out to 3 sources to solicit ideas on what an arts council does. Mr. David Francis, 4Culture - King County Arts Program and several other cities that have Arts Commissions. He prepared a draft to council that more focused on what a commission does.

1. Vision for Arts & their importance to the community.
2. Review current status in King County (25 of 30 cities have an Arts Commission).
3. Defining potential roles to strengthen Arts in Shoreline.

A list of roles and activities. In Shoreline this is not represented by any single entity but instead a wide variety of public organizations and groups exist in the city and the greatest strength of an Arts Commission is to serve as a single system wide body to combine strength of different groups.

- Serve as a clearing house.
- Help Arts and Culture grow their economy.
- Fill current void to expand opportunities to combine with State and local governments arts organizations.
- Serve as an incubator for non-profits.
- Arts Commission expands opportunities for equity and inclusion for minority groups.
- Expand exhibition opportunities for artists and Shoreline's visibility.
- Hasten expanding opportunities along Aurora Ave through private/public funding.
- Support vision to create a City Arts Center addressing lack of a central arts facility.

These will create a richer culture of art in our city.

The board's recommendation to the city council is to establish an Arts Commission.

Mr. Amundson asked for comments/suggestions before they move this forward. He and Mr. Hoey will get a draft out to all within the next week. Asked they not edit it as a group – too much like having a meeting - but make edits and email them.

Ms. Kelly shared that this will be a topic on the Council Retreat Agenda. There will be discussion at the retreat, and staff will ask them whether they want to move ahead with a more complete analysis at this time.

Mr. Amundson suggested trying to build support with city council and urged the board to speak with city council prior to the retreat. Most other cities had success when they were able to get support from their councils.

Comments from the Board

- Mr. Amundson – Hopes they enjoyed the video he shared on “Art around the world”.
- Mr. Hoey – encouraged everyone to take the opportunity to drive or walk by the signature piece of Art on Aurora Ave. He thanked Mr. David Francis and everyone who worked on this piece

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and mentioned that traditionally July is tour month for the board and he'd like the board to visit this art.

- Mr. Amundson asked when "Big Red" would be installed and Mr. Francis said hopefully next month. There's been an issue with paint matching, but it's almost finished.
- Mr. Amundson discussed succession of leadership on the board and encouraged all to consider stepping up

Adjourn

Hearing no further business, Chair Hoey called for a motion to adjourn. So moved by Ms. Southwick and seconded by Chair Hoey. The meeting adjourned at 8:59 p.m.

_____ / _____	_____ / _____		
Signature of Chair	Date	Signature of Minute-Writer	Date
John Hoey		Gail Robertson, Administrative Assistant II	

DRAFT



Memorandum

DATE: February 12, 2021
TO: PRCS/ Tree Board
FROM: Nora Daley-Peng, Senior Transportation Planner
RE: City of Shoreline Transportation Master Plan Update

Requested Board Action

No Board Action is required. The PRCS/Tree Board may be interested in providing early input on the Transportation Master Plan (TMP) update.

Project Description

The City is currently updating its Transportation Master Plan to better serve the community's current and future transportation needs. The TMP supports all forms of travel – by foot, bicycle, skateboard, scooter, stroller, wheelchair, transit, motorcycle, automobile, etc. The TMP update will guide local and regional transportation investments and define the City's future transportation policies, programs, and projects for the next 20 years.

The last update to the TMP was in 2011. We must update it by 2023 to align with the City Comprehensive Plan and meet the Growth Management Act requirements, maintain the City's eligibility for pursuing future grant funding, and set transportation policies for guiding the development of Shoreline.

With the coming arrival of light rail transit, new and higher frequency bus service, new pedestrian/bicycle connections, and land use changes and growth, the TMP update provides an opportunity to better align transportation goals, objectives, and policies with the City's Comprehensive Plan vision.

Project Goals and Key Considerations

The TMP update goals are to provide:

- A clear, consistent vision.
- Priorities that reflect community and Council goals.
- Policies, programs, and projects that reflect existing work and future needs.
- A financially sustainable roadmap for the next 20 years of transportation investments.

Key Considerations of the TMP update include:

- Substantial growth: Shoreline, WA is part of one of the fastest growing regional in the nation. The TMP update will look at ways to synergize growth with multimodal transportation options.
- Regional transit investments: Two light rail stations opening in Shoreline by 2024 with new frequent bus connections to/from them.
- Ongoing transportation issues like traffic congestion and safety.
- Maintaining Shoreline’s quality of life by preserving neighborhood character and improving access to parks.
- Cost constraints: The TMP update will develop a realistic improvement plan to be implemented over the next 20 years.
- Emerging Technology: The TMP update will prepare for the future by planning for electric vehicles, car sharing, micromobility devices such as e-scooters and e-bikes.

Schedule

The City is just beginning a two-year process to update the TMP with the goal of completion by the end of 2022. A schedule for the TMP update process is presented below.



Public Involvement Process

As public involvement is an essential component of the TMP update process. There will be multiple opportunities throughout the process to learn about future transportation needs, envision improvements, and give feedback. The project team is conducting Outreach Series 1 for the month of February. Outreach activities include two identical online open houses on February 17 from 7 to 8pm and February 23 from noon to 1pm. In addition, an online survey is available through February 28, 2021. Access to the online open houses and the survey is available on the project webpage at shorelinewa.gov/tmp or contact Senior Transportation Planner Nora Daley-Peng at ndaleypeng@shorelinewa.gov or (206) 801-2483.

Key Topics for Discussion

City staff is interested in hearing the PRCS/Tree Board’s early input on all aspects of the TMP update as well as focused feedback on the following Park-related topics:

- 1) Improvements to Support Walking and Biking to and through Parks:
 - To Parks: neighborhood-scale planning of how parks and open spaces could be linked together with neighborhood walking/biking paths.
 - Through Parks: incorporating walking/biking paths in parks for health and fitness.
- 2) Frontage Improvements along Parks:
 - Planning for sidewalks, amenity zones, bike facilities, and on-street parking along park frontages.
- 3) Bike/Scooter Parking at Parks:
 - Assessing the need for bike/scooter parking at existing and future parks and open spaces.
 - Developing city-wide bike/scooter parking standards.

TO: Parks, Recreation, and Cultural Services/Tree Board
FROM: Arts and Cultural Services Subcommittee – John Hoey and Bruce Amundson
RE: Shoreline Arts Commission Letter to City Council

The Arts and Cultural Services Subcommittee recommends the Board take action on the following proposed motion at the February 25th meeting of the PRCS/Tree Board and approve the letter (below) to the City Council that will accompany it:

“The Parks, Recreation, and Cultural Services/Tree Board unanimously passed a motion at its December 3, 2020 meeting to recommend the establishment of a Shoreline Arts Commission. We approve the attached letter to the City Council encouraging them to discuss this issue at their 2021 retreat and take subsequent action to create a Shoreline Arts Commission.”

Dear Shoreline City Council Members:

RE: Establishment of a Shoreline Arts Commission

The Parks, Recreation, and Cultural Services/Tree Board (PRCS/Tree Board) identified Arts and Cultural Services as one of its three strategic priorities for 2020. At its December 3, 2020 meeting, the Board unanimously passed a motion to recommend the establishment of a Shoreline Arts Commission. This Commission would foster the arts as a significant contributor to the quality of life in Shoreline. The Board provides the following information on POTENTIAL ROLES AND CONTRIBUTIONS of an Arts Commission for your consideration.

Vision for the Arts

Arts have a role in the aesthetic, economic, and spiritual health of a city so are central to our lives. As such, the arts are deserving of government support (as we currently see at all levels of government in the US).

Current Status in King County

King County’s arts and culture organization 4Culture reports that 25 of the 30-plus cities in King County have arts commissions. All receive some funding from 4Culture, and several cities receive joint funding for their arts commission and a local non-profit arts organization (or “lead arts agency”). In other words, the existence of an arts commission for the advocacy, support, planning and informing of city leadership represents best governance practice in our region for housing public arts programs.

Potential Roles for a Shoreline Arts Commission

How might an Arts Commission further strengthen arts and culture in Shoreline? Here are some examples of potential roles an Arts Commission could play as well as how it could complement current arts organizations in Shoreline.

1. The arts, culture, and heritage community in Shoreline is not represented by any single entity but rather by a wide variety of private and public organizations. While this diversity is a strength, each group tends to focus on particular niches. Perhaps the single greatest benefit of an Arts Commission would be a role in serving the community as a single, system-wide body that could speak with a unified voice of advocacy, allowing the various arts organizations an opportunity to combine strengths, collaborate, and grow in unison as a maturing arts community.
2. Serve as a clearinghouse for concerns and ideas about improving and expanding all aspects of the arts.
3. An Arts Commission could help arts and culture programs grow the Creative Economy. The arts are widely recognized as an economic development force. An Arts Commission could increase collaboration with the city's Economic Development Strategic Plan and meet the intent of the Parks, Recreation and Open Space (PROS) Plan's Strategic Action initiative #6: Enhance Placemaking Through Public Art. Examples include strengthening Aurora Boulevard's aesthetic presence; attracting artists and trendsetters to establish a presence in Shoreline; and initiating contacts with Shoreline businesses to support art installations.
4. Fill a current void by expanding opportunities for arts organizations and the City to connect and collaborate with county, state, and federal arts organizations such as 4Culture, Artist Trust, the Washington State Arts Commission, and the National Endowment for the Arts. No current arts organization has the capacity to maintain memberships or participate in their meetings. These are also potential sources of additional resources that largely remain unexplored.
5. Serve as an incubator for new or emerging arts and cultural non-profits, especially in cultural areas not represented in our city. While Shoreline benefits from several long-established non-profits, there are relatively few arts and cultural non-profits overall and the smaller ones often struggle to sustain themselves.
6. Like many organizations and institutions, the arts community in Shoreline is in need of expanding equity and inclusion for minority groups. An Arts Commission composed of a diversity of members would be well positioned to help the City expand opportunities in arts and culture for a broader array of voices.
7. Expand exhibition opportunities for local artists via more shows at City Hall and other public and private venues. There has been a strong demand from local arts organizations for these venues from the Northwest Watercolor Society, Artists Connect, Seattle Artists League - all non-profits seeking hard-to-find exhibition space. This would expand Shoreline's visibility as an arts leader. This activity would thereby expand recognition and empowerment of local artists.
8. Hasten the rate of placement of sculptures for the *Aurora as an Avenue of Art* project through the exploration of public-private partnerships with both businesses and Shoreline residents. Through efforts of PRCS/Tree Board member volunteers, two Shoreline residents have already agreed to fund local artists for commissions to be gifted to the city and installed along Aurora Avenue. This initiative would address the interest some City Council members have expressed in garnering more private philanthropy from our residents to support Shoreline's public art program.
9. Support the visionary efforts of the ShoreLake Arts Council to create a city arts center, addressing for the first time our city's lack of a central arts facility serving a multitude of functions.

Many of the above functions would expand public and volunteer engagement and thereby help ensure the success of the city's current Public Art Plan whose goals include (1) ensuring that the public art program is a leader in the city's placemaking effort; (2) support the city's commitment to equity and inclusion through the arts; (3) engage the community through public/private partnerships; and, (4) integrate public art into parks, recreational programs and new developments (light rail sites, Shoreline Place, etc.).

There is little doubt that the potential programming imbedded in the Art Plan goals has not begun to be fully exploited. It's an unreasonable expectation given the minimal staffing for the public art program. Commission members could significantly augment our city's capacity for expanding arts activities.

Some might suggest there is not a need for an Arts Commission because we already have vital non-profit arts organizations. Although this is true, every city in King County with an arts commission also has vital arts organizations. Representatives from these cities report close collaboration between private arts organizations and art commissions resulting in stronger programming for the arts as an outcome.

Finally, we hope the Council will not primarily focus on whether or not to establish a new organ of government (an unlikely debate if the issue were whether or not to have a Parks Department), but instead recognize that the establishment of an arts commission would finally bring Shoreline up to this widely accepted civic standard for housing public art programs. Of parallel importance is that a commission comprised of individuals with arts experience and interests guiding the public arts program would vastly increase the knowledge, competence and professionalism of this program compared with the current city structure.

Parks, Recreation, and Cultural Services/Tree Board Recommendation

We urge the City Council to accept and act on the unanimous recommendation of the PRCS/Tree Board to establish a Shoreline Arts Commission. Further, it's suggested that the City Council appoint a steering committee composed of City staff, PRCS/Tree Board members, and representatives from Shoreline's art community to develop a proposed plan and structure for the Arts Commission. In discussions with 4Culture, it is clear they are an interested and ready partner to consult with us in the steps to establish an Arts Commission.

Thank you in advance for your consideration to establish a Shoreline Arts Commission.

Sincerely,

John Hoey, Chair, Parks, Recreation, and Cultural Services/Tree Board

Bruce Amundson, Chair, Public Arts Subcommittee

Submitted on behalf of the Parks, Recreation, and Cultural Services/Tree Board