



Meeting Minutes for the Parks, Recreation
and Cultural Services Board / Tree Board
Regular Meeting

December 5, 2013
7:00 p.m.

Shoreline City Hall
Room 301

1. Call to Order/Attendance

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

Park Board Members Present: Katie Beth, John Hoey, Christine Southwick, Betsy Robertson, Kevin McAuliffe, Garry Lingerfelt

Excused absence: Jesse Sycuro

City Staff Present: Dick Deal, Director; Maureen Colaizzi, Parks Projects Coordinator; Kirk Peterson, Parks Maintenance Superintendent; Lynn Gabrieli, Administrative Assistant III

2. Approval of Agenda: Chair Beth called for a motion to approve the agenda as written. So moved by Mr. McAuliffe and seconded by Ms. Southwick. The motion carried.

3. Approval of Minutes: Chair Beth called for the motion to approve the October minutes as written. So moved by Ms. Robertson and seconded by Mr. Hoey. The motion carried.

4. Public Comment

Boni Biery, Shoreline, provided feedback related to the Urban Forestry Strategic Planning matrix in the packet. Ms. Biery encouraged the assignment of dollar values to publicly owned trees and advocated for the establishment of a tree population based on native trees of maximum canopy volume wherever suitable for the natural environment. She would like to see the Tree Board have a voice in everything related to trees in the City.

5. Comments from the Board

Ms. Southwick attended the dedication of the WoodWave and enjoyed both the celebration and the sculpture itself.

6. Staff Reports

Kirk Peterson, Parks Maintenance Superintendent

- New signage has been installed at Hillwood Park and Kruckeberg Botanic Garden.
- Holiday lights have been hung in North City.
- Beavers have been active at Boeing Creek Open Space. The City has installed fencing around vulnerable significant trees.
- The City is conducting a property boundary survey at Richmond Reserve to address invasive ivy and respond to community requests for Park upgrades.
- Thirteen hazardous Lombardy poplar trees will be removed from Twin Ponds Park beginning December 9. The Board requested that one or two of the trees be left as snags for wildlife habitat.

Public Comment (by permission of the Chair): Meghan Peterka, Shoreline, expressed concern that to replant trees in the area where the poplars are being removed would be to overcrowd the planting area. Mr. Peterson stated that replacement trees will be strategically placed throughout the park rather than concentrated in one area.

Dick Deal on behalf of Mary Reidy, Recreation Superintendent

- Winter special events: Holiday Crafts Market was another success in November, the Christmas Ship will be at Richmond Beach next Tuesday, December 10, and Breakfast with Santa is this Saturday, December 7.
- The Youth and Teen program cooked Thanksgiving dinner at the REC for 40 of their peers.
- Specialized Recreation has two basketball teams this year.
- Assessment of the pool roof and ventilation has been postponed due to weather. The pool will be closed February 24-March 8 for annual maintenance.
- The Winter Recreation Guide will be in mailboxes by the end of December.
- Ms. Reidy will share the results of a survey regarding recreation programming this winter.

Maureen Colaizzi, Park Development

- Sunset School Park received a grant from King County to fund the Community Garden and Phase 2 amenities which are expected to go to bid this spring.
- Plans to bid the Echo Lake Park improvements should be complete this spring.
- ShoreDog is in need of new membership/leadership to continue to maintain and expand programming for off-leash dog areas. Several meetings have been scheduled over the coming months to elect new leaders and establish a work plan.
- University of Washington students have been volunteering with the City of Shoreline Parks Department since 2007. Students will come to the Board in January for approval for their 2014 environmental stewardship proposals.
- Mountains to Sound Greenway Trust has planted over 400 trees at South Woods Park. A grant with King County funded a two acre improvement project on that site.

7. Unfinished Business

Urban Forest Strategic Plan Retreat Summary

Elizabeth Walker, Consultant, led the Board through a discussion of three items: The tree inventory, the vision statement, and top key objectives.

Tree Inventory

- 1600 trees were inventoried in ten of Shoreline's major corridors. Ms. Walker presented the results of the inventory to the Board as identified in the agenda packet.

Top Key Objectives

- Ms. Walker reviewed the Top Key Objectives identified in green on the matrix that the Board identified as the priorities that would guide the Board to move forward. Mr. Deal stated that the public will be invited to comment on these objectives, among other topics related to the Strategic Plan, at the public open house on January 23 just prior to the next Board meeting.

Vision Statement

- Ms. Walker projected feedback received from Ms. Southwick and Mr. Sycuro and encouraged the Board to think about key words from the PROS Plan, Sustainability Strategy, Climate Action Plan, and Vision 2029 as they formulate their vision statement.
- Ms. Walker presented the following draft Vision Statement Proposal: *Shoreline is dedicated to protect and manage its vibrant and thriving urban forest through good stewardship by the City and citizens alike in order to preserve and enhance its benefit to the environment and the livability of the community today and for generations to come.*

- The Board provided input which will result in a draft vision statement to be presented to the public at the January open house for ongoing feedback.

8. New Business

Community Garden Update

a. Appointment of new Twin Ponds garden committee member

Based on his expression of interest, staff recommended Board appointment of Randy Eakin to the unexpired Giving Garden Coordinator term left by Jeanne Powell. **Ms. Beth called for the motion to approve. So moved by Mr. McAuliffe and seconded by Ms. Southwick. The motion carried.**

b. Approval of Sunset plot donation to Hopelink

In response to a written request by Hopelink Food Bank for space at the new Sunset Community Garden, Chair Beth called for the motion to approve the donation of two plots to Hopelink. So moved by Ms. Southwick and seconded by Mr. Lingerfelt. The motion carried.

Richmond Beach Saltwater Park Pedestrian Bridge Repair

Noel Hupprich, Capital Projects Manager, presented background and contextual information to provide a basis for understanding the repairs required to extend the life of the bridge including the following:

- Replace the fill around each abutment with more structurally stable material,
- Install longitudinal bracings at two locations,
- Replace two rotted and cracked pile caps,
- Replace steel pan decking with precast concrete panels,
- Replace the rotted timber curbing and chain link fence along the walkway portion of the bridge.
- The project will involve a complete bridge closure and will take an estimated 8 weeks to complete. City residents and interest groups will be notified.
- Total project budget equals \$300,000.

2014 Work Plan

Mr. Deal reviewed the status of the 2013 PRCS/Tree Board Work Plan and presented a draft 2014 work plan (attachment A). Ms. Robertson expressed her desire to include a broader scope of the Board's purview in the work plan. Mr. Hoey also expressed a desire to balance the Board's tree-related responsibilities with Cultural Services and Recreation. Mr. Deal acknowledged the time that the Urban Forestry Strategic Plan is taking. He applauded the Board's desire to be more inclusive. Further conversation will be scheduled into future meetings and the Board's desires will be included in the 2nd and 3rd quarter of the Work Plan.

Ms. Robertson and Mr. Lingerfelt spoke to their preference for meeting less formally in a conference room rather than in Council Chambers in order to foster a more realistic connection to the community. Ms. Southwick stressed the importance of including public feedback in decision making.

9. Adjournment

Hearing no further business Chair Beth called for the motion to adjourn. So moved by Ms. Robertson and seconded by Ms. Southwick. The meeting of the Board adjourned at 8:53 p.m.

	1/22/14		1-23-14
Signature of Chair	Date	Signature of Minute Writer	Date
Katie Beth		Lynn Gabrieli	

2013 PRCS / Tree Board Work Plan

Adopted January, 2013

Q-1 January - March

- **Review Shoreline Urban Forest Findings Report**
- **Plan Arbor Day event**
- **Review Earth Corps Holly Strategy**
- **Receive First Tree City USA Designation**
- **Quarterly Update on Tree Work and permit activity**
- **Host Sunset School Park Community Meeting**

Q-2 April - June

- **Training of new Board members on Parks, Arts, Tree, and Recreational work of Dept.**
- **Quarterly Update on Tree Work and permit activity**
- **Discuss Regional Trail Signage Strategy COMPLETED IN Q-4**
- **Review Shoreline Pool Assessment**
- **Recommend Pesticide Use Policy for Council Approval DELAYED**
- **Shoreline CC Joint Use Agreement Review DELAYED**
- **Appoint Arts Committee Members**
- **Approve Sunset School Phase 1 improvements**

Q-3 July - September

- **Quarterly Update on Tree Work and permit activity**
- **Review of Alcohol in Parks Policy**
- **Begin Update of ROW Tree inventory (if grant received from DNR)**
- **Begin work on Urban Forestry Management Strategy (if grant received from DNR or other funding source)**
- **Board discussion of the Urban Forest Management Strategy (UFMS)***

Q-4 October - December

- **Review Ordinance 627 and ROW Tree list MOVED TO Q-1 2014**
- **Quarterly Update on tree work and permit activity**
- **Shoreline School District Joint Use Agreement review MOVED TO Q-2 2014**

BOLDED Work Plan Items Completed in 2013

Timeline for Urban Forest Management Strategy

- **August** – Discuss at PRCS/Tree Board meeting
- **September - October**
 - ½ day retreat

- Public open house
- **November – January**
 - Create and review draft strategy language
- **February – March**
 - Present draft to community and City Council
- **April – May**
 - Finalize Plan
 - Board and Council adoption

2014 PRCS / Tree Board Draft Work Plan

Q-1 January - March

- Community Open House for Urban Forest Strategic Plan
- ROW Tree List Community Discussion
- Plan Arbor Day event
- Final Review of RBSWP Bridge Upgrade
- Receive Second Tree City USA Designation
- Quarterly Update on Tree Work and permit activity
- Sunset School Park Community Art Project Discussion
- Recommend Pesticide Use Policy for Council
- Final Review of Shoreline Pool Assessment

Q-2 April - June

- Urban Forest Strategic Plan Final Discussion / Approval and Forwarded to Council for Adoption
- ROW Tree List Finalized
- Training of new Youth Board members on Parks, Arts, Tree, and Recreational work of Dept.
- Quarterly Update on Tree Work and permit activity
- Shoreline CC Joint Use Agreement Review
- Shoreline School District Joint Use Agreement Review
- Sunset School Park Community Garden Dedication

Q-3 July - September

- Quarterly Update on Tree Work and permit activity
- Echo Lake Park Improvements Dedication
- CIP 2015 -2020 Review and Discussion
- 2015 Proposed Department Budget Review
- Board discussion of the Urban Forest Management Strategy Implementation
- Finalize Shoreline School District Joint Use Agreement Update

Q-4 October - December

- Quarterly Update on tree work and permit activity
- PROS Plan Mid-Term Review

