



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

**December 4, 2014
7:00 p.m.**

**Shoreline City Hall
Room 303**

1. Call to Order/Attendance

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

Park Board Members Present: Katie Beth, Vadim Dolgov, Lauren Smith, Al Wagar, Betsy Robertson, John Hoey, Christine Southwick, Garry Lingerfelt

Excused Absence: Jesse Sycuro

City Staff Present: Dick Deal, Director; Maureen Colaizzi, Parks Projects Coordinator; Kirk Peterson, Parks Maintenance Superintendent; Mary Reidy, Recreation Superintendent; Sheryle Harp, Administrative Assistant II

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

3. Approval of Minutes: Chair Beth called for a motion to approve the October 2014 minutes as written. So moved by Mr. Wagar and seconded by Ms. Southwick. The motion carried.

4. Public Comment: none

5. Staff Reports

Kirk Peterson, Parks Maintenance

- Recent storms resulted in downed trees in parks and open spaces throughout Shoreline. The maintenance staff will be involved in clean up for the next month as a result.
- North City banners and lights have been hung for the holidays.
- EarthCorps has been working on trail improvements at Kruckeberg Botanic Garden.

Mary Reidy, Recreation

- 145 Tweens attended the November Tween Night which approached the maximum attendance of 150. 133 lbs of food were raised for Hopelink that evening.
- The Winter Recreation Guide will be in mailboxes by the end of December. Registration begins January 2nd.
- Breakfast with Santa has sold out.
- The Argosy Christmas Ship will be at Richmond Beach on December 9.
- The Solstice Stroll at Kruckeberg Botanic Garden will be held December 19-21.
- James McCrackin, Pool Manager, is one of three finalists for Employee of the Year.
- The pool bulkhead will be replaced on February 26, 2015 following a long evaluative process and in partnership with the Shoreline School District.
- The Shoreline/Lake Forest Park Arts Council contract and the Shoreline Historical Museum contract go before the City Council for renewal in January.
- All levels of staffing within the Recreation Division have been involved in Safety Training.

Maureen Colaizzi, Park Development

- On Saturday, December 6th members of the Council, PRCS Board and Echo Lake Neighborhood Association are invited to walk through Echo Lake Park to see the construction improvements.
- We have met the deadline for Tree City USA for 2015 and anticipate approval.
- ShoreDog will meet Tuesday in room 104 to evaluate 2014 year-end and create a work plan for 2015. They intend to present to the PRCS Board in January.
- EarthCorps will continue to work with the Parks Department in 2015 on trail maintenance, vegetation management, and a variety of other park projects.
- UW Restoration students will provide the Board with their work plan in January.
- The contractor has been issued a "Notice to Proceed" on bridge repairs at Richmond Beach Saltwater Park.

Director's Report

Candidates for the Public Art Coordinator position will be interviewed the week of December 15, with the goal of filling the position by January 1.

Thirty-eight applications were received for the Director of Parks position. Interviews will be held the week of December 8th. The process includes a tour of parks and facilities, interviews with Staff, Leadership Team, and the City Manager. The expectation is that the position would be filled by the end of the year.

6. EarthCorps Presentation

Bill Brosseau, EarthCorps Field Director thanked the Board for the opportunity to partner with Shoreline in projects throughout the City. He provided a context for the work and mission of EarthCorps and entertained questions from the Board.

7. ShoreDog Eagle Scout Project

Presidents of the ShoreDog Board, Tina and Adam Colby, described the mission of ShoreDog and introduced Dalton Brown, Eagle Scout with Troop 348. Mr. Brown described his experience with scouting and presented his proposal to the Board. The plan is to build a platform to raise an existing 50 gallon water drum off of the ground at the south end of Shoreview Off-leash Area in such a way that water is able to drain under the spigot. The project will be constructed by scouts and friends. Construction will begin on January 17. Materials will be donated or purchased from local home-improvement stores. **Ms. Robertson called for a motion to approve the project as described. So moved by Mr. Hoey and seconded by Mr. Wagar. The motion carried.**

8. Right-of-Way Street Tree List

Mr. Deal described the context for the list under review. This list was adapted from the Seattle Street Tree List which was updated two years ago. Some trees were removed for Shoreline's list due to potential maintenance, disease, and diversity issues. **Mr. Wagar Moved to approve the Street Tree List as proposed in the Agenda Packet. Ms. Southwick seconded the motion. The motion carried.**

9. Northcrest Park

Ms. Colaizzi described the project as it is outlined in the agenda packet including the following improvements:

- a. the removal and replacement of the play equipment,
- b. installation of a gravel path off of 160th,
- c. the relocation of a bench to the new gravel path to allow increased visibility from the bench to the park entrance,
- d. improved visibility to the playground and increased natural light through tree maintenance,
- e. additional signage.

Ms. Beth called for a motion to approve the playground structure and other improvements to the park as defined in the packet. So moved by Ms. Robertson and seconded by Ms. Southwick. The motion carried.

10. 2015 Proposed Budget

- The 2015 budget was approved by Council on November 24. One new .8 FTE Maintenance Worker I position was created to compensate for the reductions in extra help positions because of the Affordable Care Act.
- The CLASS software system currently used for program registration is being replaced. The goal is to have something new up and running by the fourth quarter of 2015.
- An additional \$10,000 was added to the maintenance budget for right-of-way stump removal and tree planting.

11. Community Garden Interview Panel

Mr. Deal invited members of the Board to participate in the interview process for Community Garden Committee members. Mr. Lingerfelt and Ms. Robertson agreed to participate.

12. Comments from the Board

- The Board and staff explored possibilities for the expansion of funding for the arts. Staff recommended the Board work toward a proposal to the Council for the 2016 budget which may include funding the Public Art Coordinator position from the general fund rather than the Public Art Fund.
- The Board requested that future meeting agendas reflect which items are action and which are discussion/information.
- Ms. Robertson proposed a PRCS Board Martin Luther King Day project on Jan 19th. Ideas were explored. Ms. Colaizzi will follow up with the Board via email.
- Ms. Robertson expressed her frustration that the Board has not yet been involved in the hiring process for the PRCS Director. Mr. Hoey and Mr. Lingerfelt echoed this concern.
- The Board invited the guests in the room to introduce themselves. One guest expressed concern about trees that had been removed by the City along 155th Street and have yet to be replaced. The other guest was Eric Friedli who introduced himself as one of the candidates for the Park Director position.
- Mr. Lingerfelt commended Ms. Colaizzi’s involvement of the community in the Northcrest Park improvement process.

13. Adjournment

Hearing no further business, Chair Beth called for the motion to adjourn. So moved by Mr. Wagar and seconded by Ms. Southwick. The December 2014 meeting of the PRCS/Tree Board adjourned at **8:51pm**.

 Signature of Chair
 Katie Beth

 Date

 Signature of Minute Writer
 Lynn Gabrieli

 Date