



**Parks, Recreation
&
Cultural Services/
Tree Board**

Agenda Packet

September 22, 2016



**Parks, Recreation and Cultural Services Board
2016 Meeting Schedule**

Date:	Time	Location:
October 27	7:00 p.m.	Shoreline City Hall, Room 303
December 1	7:00 p.m.	Shoreline City Hall, Room 303



AGENDA
PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD
REGULAR MEETING

Thursday, September 22, 2016
7:00 p.m.

Shoreline City Hall Room 303
17500 Midvale Ave North

			Estimated Time
1. CALL TO ORDER/ATTENDANCE			7:00
2. APPROVAL OF AGENDA	Action		7:02
3. APPROVAL OF AUGUST JOINT MEETING MINUTES	Action		7:03
4. APPROVAL OF AUGUST REGULAR MEETING MINUTES	Action		7:04
5. PUBLIC COMMENT			7:05
<i>Members of the public may address the PRCS/Tree Board on agenda items or any other topic for three minutes or less. When representing the official position of a State registered non-profit organization or agency or a City-recognized organization, a speaker will be given 5 minutes and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation. Please be advised that each speaker's testimony is being recorded. Speakers are asked to sign up prior to the start of the Public Comment period. *</i>			
6. DIRECTOR'S REPORT			7:10
7. PROS PLAN	Discussion		7:20
Discussion of September 20 th Public Meeting			
8. PROS PLAN	Discussion		8:25
Aquatics/Community Center Program Outline			
9. COMMENTS FROM THE BOARD	Discussion		8:55
10. ADJOURN	Action		9:00

The PRCS/Tree Board meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2230 in advance for more information. For TTY telephone service call 546-0457.

PARKS-SPONSORED UPCOMING EVENTS

Securing Our Foundation/Shaping Our Future Workshop

Date: 09/29/2016 7:00 PM - 8:30 PM

Location: Shoreline City Hall Council Chamber

Monster Mash Dash

Date: 10/08/2016 8:00 AM - 11:00 AM

Location: Interurban Trail

Tween Night

Date: 10/08/2016 6:30 PM - 10:30 PM

Location: The REC

PRCS/Tree Board Light Rail Subarea PROS Plan Subcommittee Meeting

Date: 10/18/2016 5:30 PM - 7:30 PM

Location: Shoreline City Hall Room 303

Hamlin Halloween Haunt

Date: 10/21/2016 6:00 PM - 8:30 PM

Location: Hamlin Park

Monster Mash Dance (Specialized Recreation)

Date: 10/21/2016 6:00 PM - 8:00 PM

Location: Spartan Recreation Center



**Minutes for the Joint Library Board and Parks, Recreation
and Cultural Services Board / Tree Board
Special Meeting**

**August 25, 2016
7:00 p.m.**

**Shoreline City Hall
Room 303**

1. Call to Order/Attendance

The meeting was called to order by Chair Robertson at 7:00 p.m. Ms. Robertson welcomed the Library Board members and acknowledged Library Board Chairperson, Eileen Wood-Lim.

Park Board Members Present: Betsy Robertson, William Franklin, Cindy Dittbrenner, Lauren Smith, Christina Arcidy, John Hoey, Christine Southwick, Katie Schielke

Absent: Natalia Sandico

Library Board Members Present: Eileen Wood-Lim (Chair), Robert L. Smith, Elrohi Shuge, Karen Thielke, Steven Watson, Chloe Horning, Brooke Shirts

Absent: Ella McGuigan

City Staff Present: Debbie Tarry, City Manager; Sara Lane, Administrative Services Director; Eric Friedli, Parks, Recreation & Cultural Services Director; Kirk Peterson, Parks Superintendent; Lynn Gabrieli, Administrative Assistant III

2. Approval of Agenda: Chair Robertson moved to approve the agenda as written. So moved by Ms. Schielke, seconded by Mr. Franklin. The motion carried.

3. Public Comment: None.

4. Levy Lid Lift Presentation

City Manager Tarry introduced Administrative Services Director, Sara Lane who presented the rationale behind placing Levy Lid Lift on the November ballot via PowerPoint presentation. The City Council voted to place the renewal of the 2010 Levy Lid Lift on the ballot for the November 2016 election. Ms. Lane and Ms. Tarry reviewed services currently supported by Levy funding and reviewed the Citizen Satisfaction Survey. Currently, expenditures are growing faster than revenue, and inflation is greater than the state mandated limit of 1%. They described how current property taxes are distributed and the history of financial sustainability efforts beginning with the 2008 citizen committee and 2010 levy approval.

Prior to the Council vote, a 13 member citizens' advisory committee met 7 times. 11 of the 13 members agreed that the levy should be renewed at the same rate as 2010. The other two members wanted to restrict the increase to CPI. The final proposal is to reset the rate to \$1.39 in 2017 which results in an average annual cost difference to homeowners of about \$7 per month for a median priced home.

The Board inquired about the origin of the 1% limit and how the state limit could be changed. They asked clarifying questions about the financial impact on Shoreline citizens and inquired whether any restrictions exist regarding Board members' ability to advocate for or against the

Levy Lid Lift ballot measure. Rules regarding the use of City facilities and equipment were clarified. A copy of the PowerPoint presentation was requested. Staff agreed to email it to the Boards when it becomes publicly available.

5. Adjourn

Hearing no further business, Chair Robertson moved that the meeting be adjourned. So moved by Ms. Arcidy and seconded by Ms. Southwick. The meeting adjourned at 7:33 p.m.

Signature of Chair
Betsy Robertson

Date

Signature of Minute Writer
Lynn Gabrieli

Date



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

**August 25, 2016
7:45 p.m.**

**Shoreline City Hall
Room 303**

1. Call to Order/Attendance

The meeting was called to order by Chair Robertson at 7:45 p.m.

Park Board Members Present: Betsy Robertson, William Franklin, Cindy Dittbrenner, Christina Arcidy, John Hoey, Christine Southwick, Katie Schielke, Gillian Lauter

Absent: Natalia Sandico

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

2. Approval of Agenda: Chair Robertson moved to approve the agenda as written. So moved by Ms. Southwick; seconded by Ms. Schielke. The motion carried.

3. Approval of Minutes: Chair Robertson called for a motion to approve the July, 2016 minutes. So moved by Ms. Dittbrenner and seconded by Ms. Schielke. The motion carried.

4. Public Comment: Laura Mork, Shoreline, expressed her support of the creation of a park impact fee levied on developers to increase funding for parks and open spaces. This will be a future topic for PRCS Board discussion.

5. Director's Report:

- Summer events and camps are winding down. There were no significant issues.
- 70 additional bricks were sold and engraved for the Veterans Recognition Plaza this week.
- This is the last weekend for Aurora Theater's production of Oliver! at City Hall.
- At the last meeting the Board requested information about tree regulations for private property. The Planning Department's publicly available tree regulations were distributed for information. The Board commented on the lack of regulation on commercial property and asked clarifying questions about code requirements.

6. PROS Plan: Goals and Policies

Ms. Colaizzi followed the agenda packet materials to facilitate a discussion of PROS Plan Goals and Policies. The Board clarified that changes to these goals and policies would be reflected in the Comprehensive Plan in the form of an amendment.

Board feedback regarding PROS Plan Vision and Mission statements:

- The proposal was made to change "culture" to "cultures" in the Mission Statement. Chair Robertson called for comments. Board discussion resulted in the decision to leave "culture" singular.
- "To bring our culture to Life" could be changed to "Celebrate or serve our diverse cultures." Board discussion followed. Rather than "bring to life," "celebrate arts and

culture” was proposed resulting in the following: “To celebrate arts and culture, enhance our natural environment, and pass this legacy onto the next generation.”

Board proposals regarding PROS Plan Goals and Policies included the following:

Goal 1: Add: 1.9 Maintain, improve, and leverage the potential of existing parks and facilities. Add verbiage to ensure the Urban Forestry Strategic Plan is used as a guideline for decision making.

Goal 3: The Board requested information about how this goal is being met and measured, and how the Board can participate in achieving it.

Goal 4: 4.4 Add a period after “development” and eliminate second half of the statement. Encourage the Fircrest Administration to enhance the community use of their campus.

Goal 5: Add translation and interpretation strategies to allow culturally and linguistically diverse groups to participate in decision making.

Hearing no further discussion, Chair Robertson called for a motion to approve the goals and policies as presented and amended: So moved by Ms. Southwick and seconded by Mr. Hoey. The motion carried.

7. PROS Plan: Light Rail Station Area Park & Open Space Planning

Mr. Friedli described the map as presented in the agenda packet. Chair Robertson invited the Board’s discussion. Sound Transit’s plan to move the 145th Street station further north and the overall impact of light rail on the opportunity sites was considered. The Board inquired about vacant property on 185th and Ashworth about which staff had no information. The suggestion was made to create maps layered with existing opportunity areas; these areas could be layered with plans for the future to create a more helpful visual aid. The Board requested more explicit mapping with keys and lines of orienting for use at the September meeting. The suggestion was made to include images that illustrate potential parks and facility amenities.

8. Subcommittee Appointments

The Board reviewed the subcommittee appointments as outlined in the agenda packet, and agreed on their formal adoption.

9. Chair Robertson invited final comments from the Board: Ms. Southwick requested the installation of landscape features in the Park at Town Center and additional amenities at Ronald Bog Park.

10. Adjourn

Hearing no further business, Chair Robertson moved that the meeting be adjourned. So moved by Ms. Southwick and seconded by Mr. Hoey. The meeting adjourned at 8:55 p.m.

Signature of Chair
Betsy Robertson

Date

Signature of Minute Writer
Lynn Gabrieli

Date



Memorandum

DATE: September 22, 2016
TO: Parks, Recreation and Cultural Services/Tree Board
FROM: Maureen Colaizzi, Park Project Coordinator
RE: PROS Plan: Community Workshop 1- Neighborhood and Light Rail Station Subarea Park and Open Space Planning

Requested Board Action

No PRCS/Tree Board Action is requested.

This topic is an opportunity for the PRCS/Tree Board to review what comments were shared by the community at the September 20th community workshop and provide any directional comments to staff to prepare for the second community workshop on November 1st.

Project or Policy Description and Background

Community Workshop 1, Neighborhood and Light Rail Station Subarea Park and Open Space Planning,

This workshop will be an opportunity for the community to engage with staff and the PRCS/Tree Board about park and open space needs in their neighborhood and to explore possibilities for providing new park and open space opportunities in both the two light rail station subareas and neighborhoods.

The goal of the meeting is to:

- Review what park and open space needs we've heard through our public outreach efforts to date;
- Receive feedback on staff's interpretation of that we have heard;
- Listen for any additional thoughts and ideas.

There will be five stations staffed by the PRCS/Tree Board and City staff, four that align with geographic neighborhood zones and one that relates to the 185th and 145th Light Rail Station Subareas:

1. Richmond Beach, Hillwood, Innis Arden Neighborhoods
2. Richmond Highlands, Highland Terrace, Westminster Triangle Neighborhoods
3. Echo Lake, Meridian Park, Ballinger, North City Neighborhoods
4. Parkwood, Ridgecrest, Briarcrest Neighborhoods
5. 185th and 145th Street Light Rail Station Subareas

PRCS/Tree Board members will answer questions and take input from community members. At the Board meeting on September 22nd the Board will engage in a discussion about what was heard and provide insight to staff to assist in preparing for the next community meeting.

Questions:

- What new ideas were shared?
- What opportunities seem to excite most people?
- What were some of the emerging themes shared at the meeting?
- Were there ideas that didn't resonate?
- What were some of the questions you heard?
- Any concerns expressed that would help us prepare for the next meeting?

Additional Meeting Background:

The meeting will include a 30-minute PowerPoint presentation which will highlight the following:

- Purpose of the PROS Plan – why it is unique
- The PROS Plan Goals
- Key Themes from Outreach
- Recreation Demand Study Results
- Demographic and Market Analysis
- Light Rail Subarea Needs and Station Mitigation
- Staff Synthesis of Summary Data
- Securing Foundation - Existing Facility Needs
- Shaping Future - Emerging Needs

After the introduction presentation, participants will circulate through five stations to provide feedback on staff's synthesis of data collected from community outreach efforts and the asset condition assessments.

The consultant team and staff are in the process of preparing final exhibits for the September 20 public meeting. The four geographic neighborhood zone stations will include the following exhibits:

1. Maps of existing parks and open spaces within the four neighborhood geographic zones;
2. Synthesized list of park and open space opportunities by neighborhood.

The synthesized list was compiled from public input received during public outreach efforts; from park asset condition assessments and from park maintenance staff feedback. The list will

include ideas for what we can do in our neighborhoods and the parks within the two light rail station subareas to:

- Secure our foundation -maintain and improve our parks and open spaces;
- Shape our future –redevelop existing park land and acquire new land for future parks and open spaces.

The exhibits in the light rail station subarea station will include:

1. The revised draft park and open space opportunities map which was reviewed by the PRCS/Tree Board on August 22;
2. A list of possible park/open space and pedestrian/bicycle connection opportunities
3. Photographic images of what different types of opportunities could look like.

The Board will be able to preview the exhibits on Tuesday prior to the meeting. One or two PRCS/Tree Board members will be assigned to each station along with a staff person. After the 45-minute activity, PRCS/Tree Board members at each station will report out what they have heard from the community members who visited their stations.

Staff will close the meeting after describing the next steps:

1. Incorporating community comments and ideas
2. Prioritizing the list of capital needs and wants
3. Presenting the prioritized list at the November 1 meeting.



Memorandum

DATE: September 22, 2016
TO: Parks, Recreation and Cultural Services/Tree Board
FROM: Maureen Colaizzi, Park Project Coordinator
RE: PROS Plan: Aquatic-Community Center Architectural Program Review

Requested Board Action

No PRCS/Tree Board Action is requested.

Staff is requesting input and direction from the PRCS/Tree Board on the preferred building program. Staff's recommendation is to continue to evolve the medium facility program as presented on Attachment 2.

Project or Policy Description and Background

Aquatic/Community Center Architectural Program Review

Background Information

In July, the consultant team's architect worked with staff to begin fleshing-out an architectural building program based on the Parks, Recreation and Cultural Services (PRCS) department's existing facility needs and public input on future desires for an aquatic/community center. An architectural program review is a thorough and systematic evaluation of the interrelated values, goals, facts, and needs of a client's organization, facility users, and the surrounding community. A well-conceived program leads to a better building design.

The building program options included a small, medium and large facility program:

- The small facility program was closest to our existing building square footage program which includes the total square footage at Spartan Recreation Center and the Shoreline Pool.
- The medium facility program had everything we have now with some larger spaces plus extras including a recreation pool, a community room and some space for seniors.
- The large facility program provided just about everything the community desires for a new aquatic/community center and contains the largest square footage needs and cost.

Subcommittee Review

The PRCS/Tree Board Subcommittee for the Aquatic/Community Center Feasibility Study met on August 3 to provide feedback on the three architectural program options ranging from a small to large facility program. The subcommittee provided comments to shape the medium building program. The feedback in Attachment 1 from the subcommittee and the recreation staff was used by the consultant to evolve the medium building program into the City's preferred building program shown in Attachment 2.

Staff Recommendation

Staff's recommendation is to continue to evolve the preferred building program as presented on Attachment 2 to allow the consultant team to begin developing building concepts.


PRCS/Tree Board Review, Discussion and Action

At tonight's meeting, staff will present the final draft architectural program option in Attachment 2 along with some photographic images of other aquatic/community center spaces to assist in visualizing what some spaces may look or feel like.

Key questions for the Board include:

- What are the advantages of each option?
- What are the disadvantages?
- Is there anything missing?
- Is there anything we should remove?

ATTACHMENT 1

	
Aquatic/Community Center Feasibility Study	
DRAFT Building Program Options Review Comments	
Draft Version: July 28, 2016	
<div style="font-size: 48pt; opacity: 0.5; font-weight: bold;">DRAFT</div>	
Board comments 8/3, staff comment 8/9	
Potential Spaces	Comments. All assume working off of the Medium facility.
Fitness/Sports	
Weights/Cardio Area	Dedicated space makes sense, proximity to child care room so can watch kids while exercising?
Gymnasium/Multipurpose Indoor Play Space	Delete 'Indoor Play Space'
Muti-purpose exercise, community rooms.	Complex of multi-purpose rooms: Lg group excrise, sm group excrise, community room, child care/indoor playground. Would like to see these very flexble and co-located, small conferece room, breakout rooms. Variety of sizes from 1,000 to 3,000 sq ft.
Lg Group Exercise/Gymnastics Room	See note regarding multi purpose rooms
Sm Group Exercise/Fitness Studio	See note regarding multi purpose rooms
Walking Circuit (in small & med option, elevated running/walking track in large option)	Ok at 1,000 feet, want this to be creatively designed. Big one outdoors if possible.
Bouldering/Rock climbing Area	No, perhaps a feature on the side of the building?
Indoor Turf Field	No
Racquetball/Handball Courts	No
SUBTOTAL	
Aquatics	
Competition/Lap Pool	would like to see cost versus revunue secanrio for 6 or 8 lanes. Interested in a discussion about depth as well. What is the cost differential between various pool depths. Diving?
Spectator Seating	150 would be ideal.
Pool Staff Offices/Lockers	How many staff does this assume?
Recreation/Wellness Pool	Yes.
Viewing Area	Ok
Party/Rental Rooms	yes, two probably enough. Can they be multi-purpose?
Warm Water Wellness Pool	We'd like to. Whgat about hot tubs? Family hot tub, adult only hot tub?
SUBTOTAL	
Community Spaces	
Classrooms/Arts and Crafts	Yes. Sinks, different flooring.
Catering Kitchen	Yes. Perhaps countertop for small cooking classes?
Child Care/Indoor Playground	Change title to Multi-purpose room (child care). The main difference would be adjacent storage for large play toys.
Exhibit/Gallery Space	Perhaps adjacent to the community room, double as an executive conference room?
Community Room	Yes.
Stage Platform	No
SUBTOTAL	
Senior Spaces	
Senior Lounge/Living Room	Yes.
Game Room	Change title to Activity Room
Separate Entry/Lobby	NO
SUBTOTAL	
Support Spaces	
Entry Lobby	Yes. One lobby/ public observation, welcoming living room
Reception/Check-in/Control	Yes. Needs to be seperable from public access
Offices	How many staff assumed?
Staff Room	yes.
Conference Room	Maybe
Restrooms	
Men's & Women's Locker Rooms	We would like to think creatively about restrooms and locker rooms. Given the need for them to be less designated by sex, is there a way to design thme for more individuals rooms, family rooms and less the typical 'group' facilities? Concern over maitenance and construction costs.
Universal Changing Rooms	
Storage	more is better
Mech/Pool Mech/Elec/Telecomm Rooms	if we must
Outdoor Spaces	
SUBTOTAL	
FACILITY SUBTOTAL	
Circulation/Walls/Chases	minimize circulation.
TOTAL SF	

ATTACHMENT 2



DRAFT PREFERRED FACILITY PROGRAM

Aquatic/Community Center Study

9/1/2016

Program Spaces	Sq Feet	Notes
Fitness/Sports	21,900	
Weights/Cardio Area		
Gymnasium/Multipurpose		2 basketball+ 3 volleyball, Spartan= 10,000 SF
Lg Group Exercise/Tumbling Room		2500 SF max recommended, Spartan is 2900 SF
Sm Group Exercise/Fitness Studio		1000-1500 SF suggested, Spartan is 1600 SF
Storage		adjacent to gym and exercise rooms
Walking Circuit (integrated within required circulation/hallways)		SF allowance to supplement walking circuit within required circulation/hallways
Aquatics	21,670	
Competition/Lap Pool		6-lane x 25 yd pool, a rough estimate for an 8-lane pool would add \$750,000 to \$850,000 in direct construction cost
Diving Well		diving well area extends into 2 lanes of lap pool, a rough estimate for a diving well would add \$900,000- \$1,000,000 in direct construction cost
Spectator Seating (on deck)		seating capacity approx. 150
Pool Staff Offices/Lockers		
Recreation/Wellness Pool		includes hot tub, Lynnwood is approx 10,800 SF
Viewing Area		
Party/Multipurpose Rental Rooms		accommodates 20-25 people each
Storage		adjacent to pools
Community Spaces	7,500	
Classrooms/Arts and Crafts		wet classrooms for preschool, youth, adult and senior use
Catering Kitchen		also use for small cooking classes, no grease hood
Child Care		multipurpose child activity space
Exhibit/Gallery Space		incorporate in lobby/ circulation space
Community Room		divisible into 3 spaces for social, meeting and performance space
Storage		adjacent to Community Room
Senior Spaces	1,780	
Senior Lounge/Living Room		
Activity Room		
Senior Staff Office Space		
Support Spaces	14,150	
Entry Lobby		
Reception/Check-in/Control		
Offices		approx. 8 private offices and 12 workstations for facility and recreation division
Staff Room		approx. 12 staff at round tables
Conference Room		10-12 people, for staff and public use
Universal Restrooms		
Men's & Women's Locker Rooms		
Universal Changing Rooms		
Storage		general
Mech/Pool Mech/Elec/Telecomm Rooms		
Outdoor Spaces		Outdoor playground, courts, climbing structures included, but no indoor SF are assigned
FACILITY SUBTOTAL	67,000	
Circulation/Walls/Chases	13,400	assume 20% non-programmed space
TOTAL SF	80,400	