



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

City Hall Room 303

1. Call to Order/Attendance

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

Park Board Members Present: Betsy Robertson, Christina Arcidy, Katie Schielke, Bill Franklin, Erik Ertsgaard, John Hoey

Absent: Christine Southwick, Cindy Dittbrenner, Natalia Ablao Sandico

City Staff Present: Director Eric Friedli, Recreation Superintendent Mary Reidy, Public Art Coordinator David Francis, Administrative Assistant III Lynn Gabrieli

2. **Approval of Agenda:** Chair Robertson moved to approve the agenda. Seconded by Ms. Arcidy. The motion carried.
3. **Approval of September Minutes:** Chair Robertson moved to approve the September minutes. Seconded by Ms. Schielke. The motion carried.
4. **Approval of October Minutes:** Chair Robertson called for a motion to approve the October minutes. So moved by Mr. Hoey and seconded by Ms. Arcidy. The motion carried.
5. **Public Comment:** None
6. **Director's Report**
 - Breakfast with Santa is December 9. Space is still available for the second seating.
 - Kruckeberg Botanic Garden will host the Solstice Stroll December 8 and 9.
 - The Christmas Ship will arrive at Richmond Beach Saltwater Park on December 13th.
 - The Concept Design Open House is from 6:00 - 7:30 on December 13 to allow people to attend the Christmas Ship event.
 - A new ADA van will be delivered to Parks in January which will allow some program expansion in 2018.
 - Mr. Friedli is meeting regularly with Paul Lwali, Executive Director of the YMCA, to discuss partnership opportunities and build relationships.
 - The 2017 Community Garden total donation to Hopelink is 4,420 pounds, making Shoreline's community gardens a top contributor to food banks in the Puget Sound region. The City will be pursuing an amendment to the SMC to create an ordinance prohibiting theft from community gardens to allow clear signage. The police may install surveillance cameras if theft continues to be an issue.
 - The Parks Dept. is negotiating the annual contract with EarthCorps to include trail repairs at Hamlin Park, volunteer events at Kruckeberg and South Woods, and an Arbor Day event.
 - Mary Anne Kelly, Spartan Recreation Center Manager, has announced her retirement after 19 years with the City. The position is open until January 7.
 - Mr. Friedli will be out of the office January 7 - 29. Ms. Reidy will be the acting director.

7. **Public Art Update and 2018 Budget**

David Francis, Public Art Coordinator, described public art highlights for 2017 via PowerPoint presentation including a recap of projects, Art Plan Phase 1 check-in, and an update on the major installation at the Park at Town Center totaling \$140,000. The deadline for proposals is January 31, 2018.

Mr. Francis reminded the Board of the five public art goals from the Public Art Plan. He focused on advancements for Goal 2 (Equity and Inclusion) and Goal 5 (Integrate with PRCS). Updates were provided regarding City Hall Gallery exhibitions, Groundswell 2017, 4Culture Grant projects, artwork purchases for the permanent collection, City Hall rotating artwork, and behind the scenes administrative work.

Mr. Francis reviewed the 2017-2018 public art budget with year-end estimates and 2018 projections. Mr. Friedli directed the Board's attention to Exhibit A in the Agenda Packet. Exhibit B illustrates the revised 2018 budget proposal to initiate a portable works collection for the City. Portable Works is described as 2D works that can be moved from facility to facility. Mr. Francis described the need for such a collection and proposed a process for procurement that includes a call for portable works. A panel would choose which works to purchase. The Board would evaluate the proposals from the panel and every year or two the City would acquire two or three permanent art pieces for City Hall. This would save staff time orchestrating City Hall exhibits and serve as an investment for the City. The Public Art Coordinator would focus on larger-scale and neighborhood art.

The Board asked for clarification regarding the impact of the revised budget proposal. Ms. Schielke expressed concern about the potential loss of nature art. Mr. Francis explained that Artscape would be replaced by the new large-scale major art piece currently open to artists. Rather than several rotating exhibitions, there would be one special show each year.

Chair Robertson requested clarification about the shift from 10 art opportunities to two, and inquired about other venues where this portable works collection would be seen. Mr. Francis clarified that the artwork would live in City Hall, Shoreline Center, the fire station - anywhere where the City has walls in public places. The benefit is reducing the wear and tear of the many art shows on staff and on the budget by focusing on one or two exhibitions per year.

Ms. Arcidy reflected on the responsibility of the staff and Board to choose wisely for the future. She supported the idea of limiting the purview of the City away from the demand of rotating exhibits and expressed support for continuing events and community-involved art.

Mr. Hoey wondered about the loss to the dedicated art enthusiasts who enjoy coming to the art openings. Is it a loss of service to a segment of the community?

Mr. Franklin inquired where the \$10,000 proposed budget figure to purchase artworks came from. Mr. Francis replied that it is in line with neighboring jurisdictions who engage in a similar practice.

The Board discussed the implications of approving the revised budget as proposed. Chair Robertson moved to approve Exhibit B, Proposed Public Art Budget for 2018. Seconded by Ms. Arcidy. The motion carried unanimously.

8. **Refund Policy Amendments**

Mary Reidy, Recreation Superintendent, described proposed changes to the Refund Policy born from the need to reduce the impact of high-volume refunds related to camp registrations. In 2017 over 1,000 no-show campers and changes to camp registrations were processed.

The proposed change would allow any change to camp registrations prior to the first Monday in June without penalty. After the first Monday in June until one week prior to camp, a \$50 administrative fee will be charged. Ms. Reidy described the rationale for initiating this fee and reviewed other changes as illustrated in the agenda packet.

Ms. Arcidy moved to support the staff recommendation to amend the current Refund Policy as a reasonable step in assuring administrative efficiency. Seconded by Mr. Franklin. The motion carried.

9. **Park Concept Design Project**

Mr. Friedli described the project in the context of the PROS Plan update. Concept designs will be proposed for a long list of parks in a general concept way, then developed into more detail for five or six of the parks on the list. He described the steps as follows:

- HBB Landscape has been contracted to draw the designs
- A 2,000-person mailing will be sent to park neighbors to raise awareness and announce an open house
- A press release will go out from the City Manager's office
- Neighborhood Associations will be alerted
- User groups will be contacted
- The public will be invited to an open house on December 13 to provide feedback on concept designs
- A questionnaire will be available at the open house and online following the public meeting at www.shorelinewa.gov/parks

Mr. Friedli showed PowerPoint slides developed by the consultants to illustrate possible improvements at each of the proposed sites and invited the Board to attend the Open House.

10. **PRCS Department Accreditation**

Lynn Gabrieli, Administrative Assistant III, described the overall process of achieving CAPRA accreditation. The Board was shown the SharePoint site used by staff to organize accreditation information and do the internal work required to gather evidence for the 151 Standards.

11. **PRCS/Tree Board 2018 Work Plan**

Mr. Friedli talked through the 2018 Board Work Plan as outlined in the Agenda Packet.

12. **Comments from the Board**

Mr. Franklin shared information about private tree regulations from Bellevue, Lynnwood, Edmonds, and Lake Forest Park. The Board discussed the complexities of what it means to function as a Tree Board, and the difficulty of isolating the Board's purview to public trees when pressed for answers regarding private trees.

Ms. Schielke requested additional training on Robert's Rules of Order.

Chair Robertson updated the Board on a meeting between the City Manager, Assistant City Manager, Director Friedli, Mr. Hoey and herself involving a potential timeline for a ballot measure to fund a new Community Aquatics Center.

13. **Adjourn**

Hearing no further business, Chair Robertson moved to adjourn. Seconded by Ms. Schielke. The meeting adjourned at 9:00 p.m.

Signature of Chair
Betsy Robertson

Date

Signature of Minute Writer
Lynn Gabrieli

Date