



Parks, Recreation & Cultural Services/ Tree Board

Regular Meeting Agenda Packet

March 24, 2022



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

2022

April 28	7:00 p.m.	TBD
May 26	7:00 p.m.	TBD
June 23	7:00 p.m.	TBD
July 28	7:00 p.m.	TBD
August 25	7:00 p.m.	TBD
September 22	7:00 p.m.	TBD
October 27	7:00 p.m.	TBD
December 1	7:00 p.m.	TBD



AGENDA

PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD REGULAR MEETING

March 24, 2022
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 / WELCOME** 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
Bill Franklin, Chair

- 3. APPROVAL OF FEBRUARY 24, 2022 MEETING MINUTES** Action
Bill Franklin, Chair

- 4. PUBLIC COMMENT** 7:05
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 March 24, 2022 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> <i>Mary Reidy, RCS Superintendent</i> <i>Dan Johnson, Parks, Fleet and Facilities Manager</i>	Presentation and Questions	7:15
6. COMMITTEE UPDATES <i>Bill Franklin, Chair</i>	Discussion	7:30
7. PARK BOND PUBLIC ENGAGEMENT PLAN <i>Sara Lane, ASD Director</i> <i>Jeremy Woolley, Parametrix Project Manager</i>	Discussion	7:45
8. PARK LEVEL OF SERVICE TO RESIDENTS <i>Park Committee</i>	Discussion	8:15
9. URBAN FORESTRY ADVISORY PANEL <i>Jean Hilde, Board Member</i>	Discussion	8:30
10. COMMENTS FROM THE BOARD <i>Bill Franklin, Chair</i>	Discussion	8:45
11. ADJOURN		9:00

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Zoom Meeting



Parks, Recreation & Cultural Services/Tree Board Meeting Minutes

Call to Order/Attendance/Welcome

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

Park Board members present: Vice Chair Jeff Potter, Genny Arredondo, Jean Hilde, Dustin McIntyre, Sara Raab McInerny.

Absent: Chair William Franklin, Noah Weil, David Lin, Hayley Berkman

City Staff present: Recreation and Cultural Services Superintendent Mary Reidy, Administrative Services Director (ASD) Sara Lane, Parks Superintendent Kirk Peterson, Public Art Coordinator David Francis, Recreation, Cultural and Community Services (RCCS) Administrative Assistant III Lori Henrich.

Land Acknowledgment read by Genny Arredondo

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.

Approval of Agenda

Vice Chair Potter called for a motion to approve the agenda. So moved by Ms. Hilde and seconded by Ms. Raab-McInerny. The motion carried.

Approval of January 27, 2022, Meeting Minutes

Vice Chair Potter called for a motion to approve the Meeting Minutes. So moved by Ms. Arredondo and Mr. McIntyre seconded. The motion carried.

Public Comment

Vice Chair Potter called for public comment. Ms. Henrich stated that there were two people signed up to give public comment.

1. Janet Covarrubias, Shoreline, does not support the addition of the temporary basketball court at the Richmond Highlands Recreation Center.
2. Susanne Tsoming, Shoreline, spoke about Item 8 and her support for the formation of an Urban Forestry Panel and repurposing the existing Tree Board.

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Director's Report

Mary Reidy, Recreation and Cultural Services Superintendent

Kirk Peterson, Parks Superintendent

(See Attachment A for the PowerPoint presentation)

Ms. Reidy provided general updates on the following:

- Passage of Proposition 1
- Senior Management Analyst Katrina Steinley hired
- Parks Fleet and Facilities Manager Dan Johnson to retire in April

Recreation and Cultural Services

- Public Art finalized Artist in Residency jury panel
- The Teen Center has reopened, very well attended opening night
 - Following WA and KC CV Health guidelines
- Summer Camp registration begins March 15
- Received SEEK Grant for outdoor programming
- The first Lantern Festival held in Shoreline was very well attended

Park Operations

Kirk Peterson, Parks Superintendent

Mr. Peterson provided updates on the following:

- The Richmond Highlands Recreation Center substantially complete
- The Park Restroom Rehabilitation Project complete
 - Grants will be sought to fund rehabilitation of the final four restrooms
- Hillwood Park restroom replacement underway, funded by the School District
- Shoreline Pool demolition continues
- Annual renovation of fourteen baseball fields has begun
- New border installed for the play equipment at Paramount School Park
- Park Bond Project Manager position advertised
- Swing sets at Twin Ponds Park to be replaced

Questions/Comments:

- Is there a date for installation of the Pavilion?
 - No date is set yet. Staff continues to work on amending the Joint Use Agreement (JUA) with the School District. More details will be provided once the amendment to the JUA is approved by the School District
- Does staff expect patterns of ongoing usage of the sport court now that the Teen Center has reopened?
 - Not enough time has passed since it was installed to speak to ongoing usage patterns. The Teen Center is primarily for adults with disabilities and drop-in 18 or under.
 - The court sees frequent use.
- Is the Teen Center open during the weekends?

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- It is closed during the day on the weekends
- Rentals on Saturday and Sunday will begin again in April

Public Art Engagement Plan

David Francis, Public Art Coordinator

(See Attachment B for the PowerPoint presentation)

Mr. Francis presented updates on the following:

- Reviewed the background of the current 2017-2022 Public Art Plan
- Discussed the upcoming 2023-2028 Public Art and Cultural Services Plan
 - Expand community engagement
 - Municipal Art Fund revisions will be incorporated into the new plan
 - Bond opportunities included
 - Equity and Inclusion focus
- Arts and Community Survey is available in English and Spanish
 - Shared widely in the community using a variety of communication methods
- Board Involvement
 - Participate in focus groups and interviews
 - Arts and Culture Committee assistance with developing focus group questions
 - Provide suggestions for in-depth interviews
 - Review draft of the Plan
- Data from Current CIP Project Community Outreach
 - The 175th Corridor Project Team recently gathered community input on public art, urban design, and landscape features
- Mr. Francis will return later this year with a draft of the plan for the Board's review and input

Questions/Comments:

Vice Chair encouraged Board members to participate in the public engagement processes and groups. Hearing how different groups in the community want to engage in art can be helpful as the Board continues to advise on the new Public Art Plan.

- There was a question regarding survey question #13 "Where would you like to see art?" The choices were "parks" and "new parks" – what's the difference between the two?
 - New parks have become a special focus and the public may have a strong interest in placing art in new parks.
- Ms. Arredondo offered that it would be interesting to interview folks that have a lens on users with different abilities to make sure that is kept in perspective moving forward.
 - Mr. Francis emphasized the importance of Public Art for all. It has a broad spectrum that can engage the visual realm, sound and tactile art for all people including those who have different abilities or who may interpret art in different ways.

Ms. Reidy added that the Specialized Recreation participants and their families/caregivers received the flyers Mr. Francis shared in his presentation so they can engage and provide feedback.

- Is the poetry in the woods program with vocal recordings still active?

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- Mr. Francis replied that the 'Voices in the Forest' program is still active. Users are encouraged to use the QR code with a smartphone to hear the poet read the poem on the same spot the poem was written about.

Committee Charter Adoption

Jeff Potter, Vice Chair

(See Attachment C for the adopted Committee Charters)

Vice Chair Potter requested each committee Chair give an overview on the general scope and goal of the committee and a brief update on any work or topics being explored.

Three Committee Charters were reviewed and discussed:

- Arts & Culture Committee, Chair Dustin McIntyre, member Bill Franklin
- Parks Committee, Chair Sara Raab McInerney, members Bill Franklin and Jeff Potter
- Community Engagement Committee, Chair Jean Hilde, member Noah Weil

Discussion and Questions:

- Committee membership can be flexible though limited to no more than 3 members.
- It was noted that working with staff will be highly beneficial to inform committee work.
- Ideas can be shared with other committees.
- Recommendations from committees will depend on the subject matter and intention behind them. It will need to be determined if it's the role of this Board or falls under the purview of another entity in the city.
- The broad scope of each committee can allow for exploration of issue-specific matters.
- Recommendations can be brought from the committees for a full Board discussion.

Vice Chair Potter called for a motion to approve the Committee Charters. Ms. Arredondo moved to approve the Charters presented. Mr. McIntyre seconded. A question about removal of question marks in the draft Arts and Culture Committee Charter was asked. The content of the Charter would not change; the document would look finished.

Ms. Arredondo made an amendment to the motion that the Board approve the charters as presented, removing the question marks from the Arts & Culture Committee Charter. Mr. McIntyre seconded. A roll call vote was taken; the motion carried.

Urban Forestry Advisory Panel (UFAP) Recommendation

Jeff Potter, Vice Chair

Vice Chair Potter reviewed Board action at the last meeting regarding the extension of the public notification period to 45 days for non-hazardous tree removal. He noted that a Board member requested time on the agenda to discuss the formation of an Urban Forestry Advisory Panel as proposed by the Tree Code Preservation Committee. He further noted that this is a large and complex topic that is about a strategic move the Board would be recommending and it would be an unsolicited

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recommendation to the City Council for how the Board should structure which bodies manage or make recommendations on tree policy.

Staff confirmed that the City Council will not be discussing this topic at their February 28, 2022, meeting.

Ms. Hilde assembled and distributed a document that provided history on the formation of the PRCS Tree Board and how it was adopted. The document provides some of the potential options the Board could consider.

Vice Chair Potter asked if the Board is interested in exploring this topic further and potentially making a recommendation to Council. Vice Chair Potter suggested Discussing next steps, keeping in mind what will serve the city best to manage our trees most effectively. Should the next steps include continuing to schedule time to eventually make a recommendation or specifically seeking additional context for information to assist the Board?

Ms. Hilde provided an overview of the document she assembled. The Tree Protection Code Team (TPCT) created a batch of proposed code amendments that were presented to the Planning Commission. The Planning Commission declined to consider 12.30 and the formation of UFAP because those amendments were not in their purview.

Ms. Hilde indicated that the Board was asked to discuss the proposed formation of the UFAP.

Ms. Lane confirmed that the Staff Report that includes the recommendation regarding SMC 12.30 that the Board made last month is being prepared for the April 4th City Council meeting. To date, the Council has not indicated an interest in discussing the formation of a UFAP.

Ms. Hilde reviewed the two scenarios the TPCT proposed and offered prompts for discussion:

1. Provide no recommendation regarding the status of the PRCS/Tree Board
2. Form a stand-alone Tree Board
3. Create an Advisory panel to the Tree Board and other city agencies
4. Divide the current Board into two:
 - Parks and Trees
 - Arts, Recreation and Cultural Services

Ms. Arredondo mentioned that in terms of capacity and knowledge, she doesn't have the personal knowledge or familiarity with the issue. It's helpful to have experts make informed decisions or suggestions to Council. Ms. Hilde agreed.

Ms. Hilde discussed her review of past Council meeting minutes regarding the Tree City requirement and Council's discussion.

Mr. McIntyre responded that his position is in line with scenario two from the TPCT. The Tree City USA requirement is a broader concern for our residents, and we should try to not be locked in to Tree City guidelines. He can also see expenses associated with a stand-alone Board and trying to balance those concerns.

Regarding next steps, Mr. McIntyre suggested that this topic warrants more discussion and a possible draft resolution.

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Ms. Raab McInerney doesn't have a strong focused statement currently. She's unclear on how any potential change to this Board fits in with the city structure. There is more work this Board can do now, for example to advocate for more urban forestry staff and for the expansion of the pilot project to inventory trees. She would like to learn more about how Boards in other cities interface with City staff and what we think the goals are.

Based on tonight's discussion, Vice Chair Potter said that this topic should be brought back for further discussion. There has to be engagement with staff to understand the trade-offs and how would it structurally work and identify hurdles that would need to be addressed. Firming up the 'why' is critical. How would this proposal fundamentally improve the way that we as a Board can influence tree management policies in the City and protect our canopy.

Next steps would include engaging with staff to better understand what the different scenarios would look like and if they are feasible.

Street Tree Strategy Discussion

Jeff Potter, Vice Chair

Vice Chair Potter wanted to get a sense of how the Board wants to determine next steps/setting future agendas for this item.

He noted that the purview of the Board per the City Attorney is at a strategic management level for recommendations, not at the project level. This topic is about high-level management practices and recommendations the Board wants to make.

Vice Chair Potter shared that Chair Franklin recently sent out an email that showcased that there are opportunities to potentially evaluate the way we look at trees that are planted as part of a development project that later become public street trees and how that's monitored to ensure that they're healthy. He also attached several recommendations from the TPCT.

Ms. Raab McInerney stated that information Chair Franklin shared is an example of a gap in current practices. It's worth exploring how those processes can be improved and an area of focus the Board could talk about.

Mr. McIntyre said that beyond the specific examples Chair Franklin shared, he would like more information on the severity of the issue. How often does this happen? This could be another topic for a policy discussion.

Vice Chair Potter asked if there were additional comments about how the Board could engage in more overall strategies for street trees. This is an example of potential issues the Board can explore. More information is needed, and this topic will be discussed at future meetings. The Board has a lot of work to accomplish this year and needs to be strategic with time and very intentional where we engage. It's also important to make recommendations we think will have the biggest impact and understanding what the tradeoffs would be. The Board will look to staff for a better understanding of current procedures. How can we make this topic less confusing?

Ms. Hilde stated that during her research, she found that after the Board was established in 2012, the PRCS/Tree Board held a retreat in 2013, engaged in lots of public involvement, held open houses, and

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conducted surveys that resulted in the 2014 Urban Forestry Strategic Plan (UFSP). She asked if that's something the Board can consider again.

Ms. Lane mentioned that public engagement will again be part of the update process for the UFSP.

Vice Chair Potter said that if we're going to update the UFSP, that gives us something tangible that some of this work could feed into.

He observed that it's his understanding that the Board wants to keep discussing this and build out into future agendas.

Comments from the Board

Jeff Potter, Vice Chair

Several board members thanked Vice Chair Potter for running the meeting.

Ms. Arredondo thanked staff for all their work. She is proud that so much thought and effort goes into making this a great community and great place to live.

Adjourn

Hearing no further business, Vice Chair Potter called for a motion to adjourn. So moved by Ms. Hilde, seconded by Ms. Arredondo. The motion carried. The meeting adjourned at 8:59pm.

Signature of Chair
Vice Chair Jeff Potter

Date

Signature of Minute-Writer

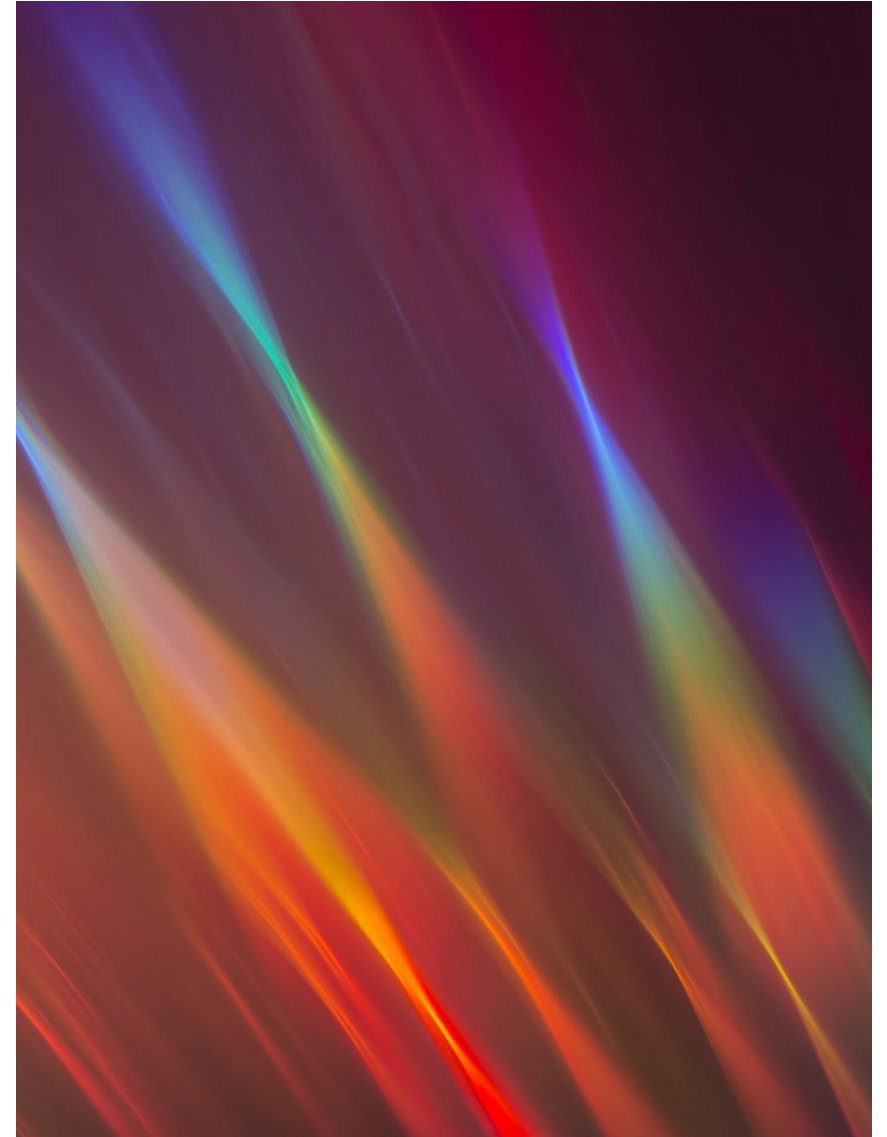
Date

Lori Henrich, Administrative Assistant III

PRCS/TREE BOARD DIRECTOR'S REPORT

February 24, 2022

Mary Reidy
Recreation and Cultural Services
Superintendent



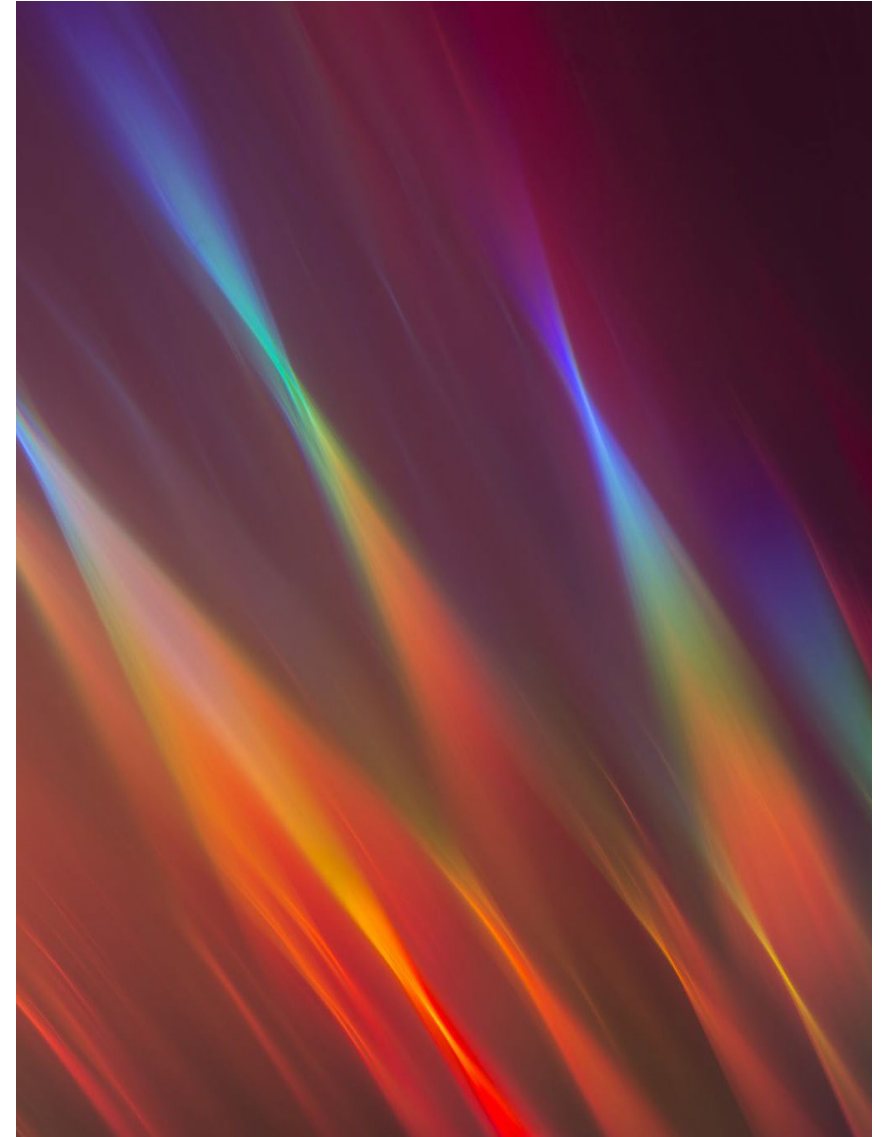
GENERAL UPDATES

Big News

- On February 8, Shoreline voters showed enthusiastic support for Proposition 1 with 68% voting in favor.

Staffing News

- We have hired Katrina Steinley to serve as our next Senior Management Analyst. Katrina will provide budget and grant support to both Park Operations and Recreation and Cultural Services
- Dan Johnson has announced he will retire effective April 1, 2022



RECREATION AND CULTURAL SERVICES

- David has finalized the Artist in Residency Jury Panel for 2022.

2022 Residency Jury Panel

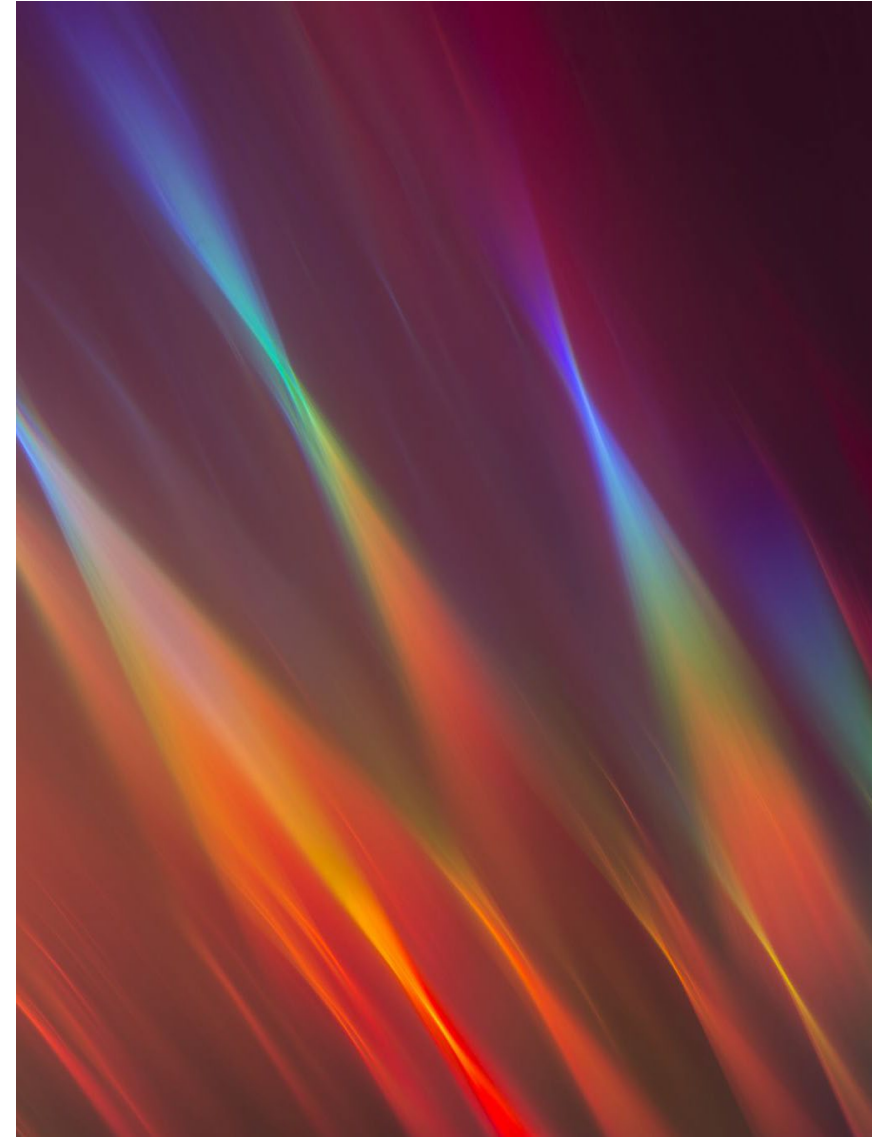
Dustin McIntyre, PRCS Board

Subhash Prajapati, ShoreLake Arts Board

Kimberly Davis, Borealis Light Festival (Community Relations)

Reed "Moon" Adjibly, hip hop (trap) musician

- The Shoreline Teen Center re-opened to Shoreline youth and teens on Friday night, 2/11.
- Changes in WA and KC DOH Covid guidelines for operations.



RECREATION AND CULTURAL SERVICES

- Summer Camp registration will start March 15th for Shoreline residents. Programs will be visible online for preview later this month and recreation guides will arrive at homes early March.
- We are very excited to announce that The City of Shoreline is a recipient of a \$43,736 SEEK grant through Washington Recreation and Parks Association, in partnership with AWC and OSPI.
- City partnership with ShoreLake Arts to coordinate a first ever Shoreline Lantern Festival was a huge success with upwards of 900 people in attendance



PARK OPERATIONS

- The Richmond Highlands Recreation Center Project is substantially complete. Gutters are being installed.
- The Park Restroom Rehabilitation Project is complete, and staff are working on the next grant cycle for the State Department of Commerce Grants to complete the final 4 restrooms. They are Kayu Kayu Ac, Richmond Highlands, Upper Shoreview and Lower Shoreview.
- Hillwood Park restroom replacement funded by the school district should now be underway.
- Shoreline Pool Demolition Continues. A rock crusher has been brought to the site to pulverize the concrete and masonry block making it suitable for backfill. The project is expected to be complete in early March.



PARK OPERATIONS

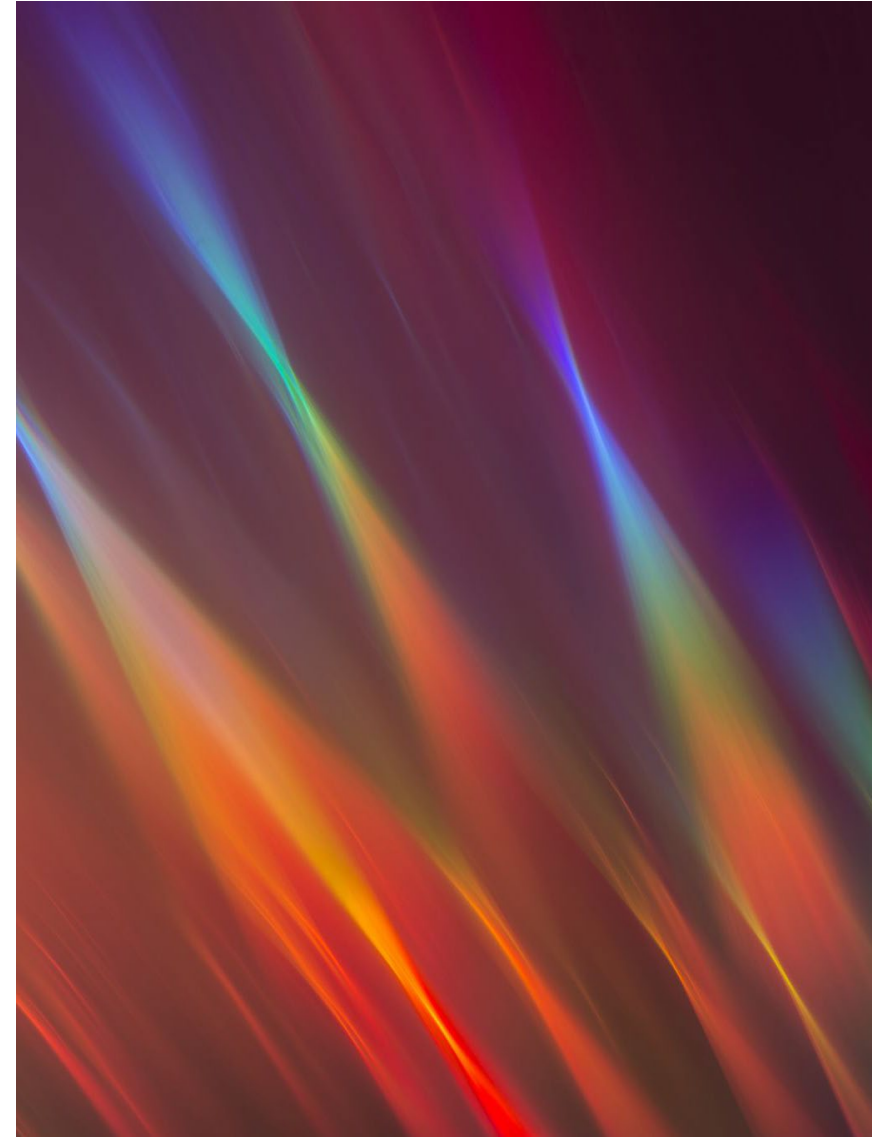
Park Ops staff has begun the renovation of our baseball fields. This work usually takes 3 weeks and it involves power washing, chain link fence repair, roof repair, rototilling the infields with the addition of a 3-way mix of soil and setting bases. This work is in anticipation of the March 1 beginning of baseball.

Staff finished installing border materials for the play equipment at Paramount School Park Staff brought in top-soil and grass seed to provide a smooth level surface around the new borders.



PARK OPERATIONS

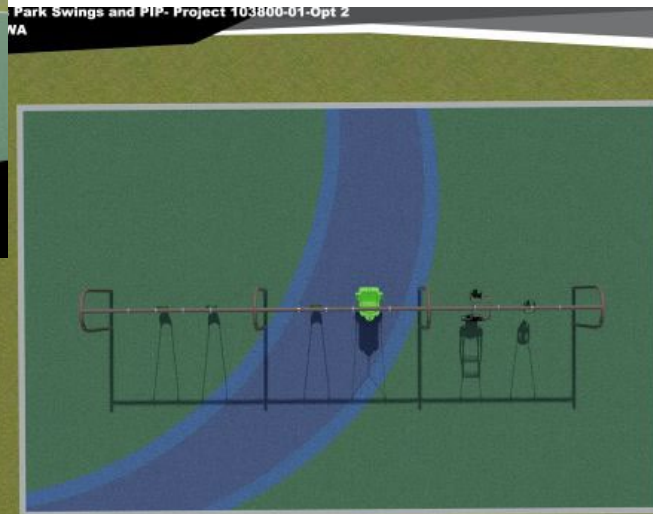
- City Council Authorized the City Manager to enter into a contract With Parametrix Inc. for Project Management Services for Park Bond Implementation.
- The City has posted the job announcement for an experienced project manager to oversee the contract with Parametrix and to ensure the delivery of Parks Capital projects supported by Parks Improvement Bond approved by voters on February 8, 2022. [Parks Bond Project Manager | Job Details tab | Career Pages \(governmentjobs.com\)](#)



PARK OPERATIONS



Twin Ponds Park Swings



Questions?

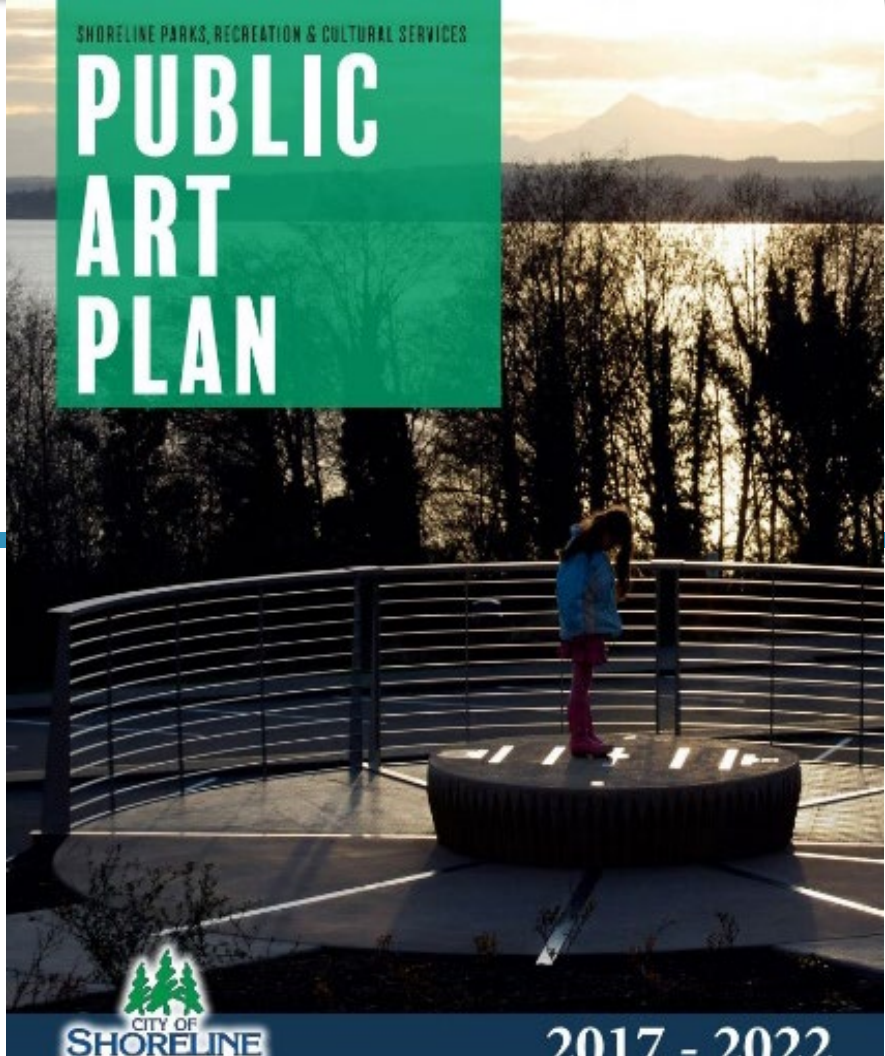
PUBLIC ART
&
CULTURAL SERVICES PLAN
2023 - 2028

**COMMUNITY ENGAGEMENT
PROCESS**

February 24, 2022



PUBLIC ART PLAN



Current Plan

2017-2022

- ▶ Public Art Plan

Upcoming Plan

2023-2028

- ▶ Public Art and Cultural Services Plan
- ▶ Expanded Community Engagement
- ▶ Ordinance 874, MAF Revisions
- ▶ Bond Opportunities Included
- ▶ Equity and Inclusion Focus

COMMUNITY ENGAGEMENT

1. **Arts & Culture Community Survey**
2. **Focus Groups**
3. **Interviews**
4. **Data from Current CIP projects' outreach**
5. **Board Review Draft Document**

COMMUNITY ENGAGEMENT

Arts & Culture Survey:

- ▶ Spanish and English versions
- ▶ 3-5 minutes long
- ▶ Neighborhoods; Shoreline News; Currents; webpages; Shoreline School District families, Facebook; Diversity, Equity & Inclusion email list
- ▶ Hard copies at Senior Center
- ▶ Postcards with QR codes and links for distribution at local businesses

Board Involvement: Additions to survey distribution list

COMMUNITY ENGAGEMENT



City of Shoreline Public Art & Cultural Services

We need your help to shape the future of arts and culture in Shoreline

We are creating a new Public Art and Cultural Services Plan that will serve as a guide for the next six years (2023-2028); the data gathered here will help shape the Plan and identify community priorities. Please take 3-5 minutes to respond to the survey available at the links below. Answers are anonymous and not identified by individuals. Please note, the survey will close by March 10, 2022.

English:
<https://www.surveymonkey.com/r/J2NKN9X>



Estimada comunidad de servicios culturales y artísticos de Shoreline

Estamos agradecidos con tantos de ustedes por participar en nuestros programas a lo largo de los años; usted ha hecho de nuestra Ciudad un lugar acogedor para las artes y la cultura. A medida que salimos de la larga hibernación de la pandemia, nos emociona mirar hacia el futuro. La Ciudad de Shoreline está creando un nuevo Plan de Servicios Culturales y de Arte Pública que servirá como guía para los próximos seis años (2023 - 2028). Las respuestas son anónimas y no identificadas por individuos. La duración de la encuesta es de 3 a 5 minutos. Tenga en cuenta que la encuesta se cerrará el 10 de marzo de 2022.

Spanish:
<https://www.surveymonkey.com/r/J2WMMWY>



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2022 SURVEY

v & test

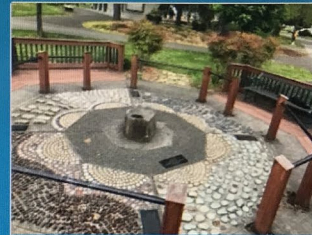
13. Where would you most enjoy seeing public art?  1



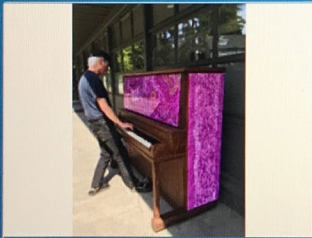
Plaza in private development



Public Park



New Parks



COMMUNITY ENGAGEMENT

Focus Groups:

- ▶ 1 hour each, 10 people per group, Zoom format
- ▶ Late March-April
- ▶ Seniors
- ▶ Arts community
- ▶ Teens
- ▶ General community
- ▶ Underserved and Underrepresented Communities

Board Involvement:

- 1. Arts and Culture Sub-Committee help develop focus group questions.*
- 2. Board Members participate in focus groups. David to send dates/times in coming weeks.*

COMMUNITY ENGAGEMENT

Interviews:

- ▶ Individuals / small groups
- ▶ Arts and Culture Community Organization Leaders (ShoreLake Arts ED; JHP; BCNW)
- ▶ Local artists (Laura Brodax, Emma Leavitt-Royer; Amanda Knowles)
- ▶ Determined through engagement gaps with survey and focus groups.

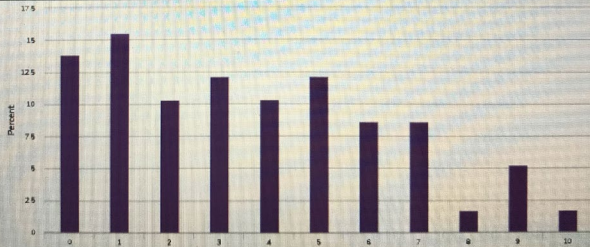
Board Involvement: Provide suggestions for in-depth interviews to Public Art Coordinator.

COMMUNITY ENGAGEMENT

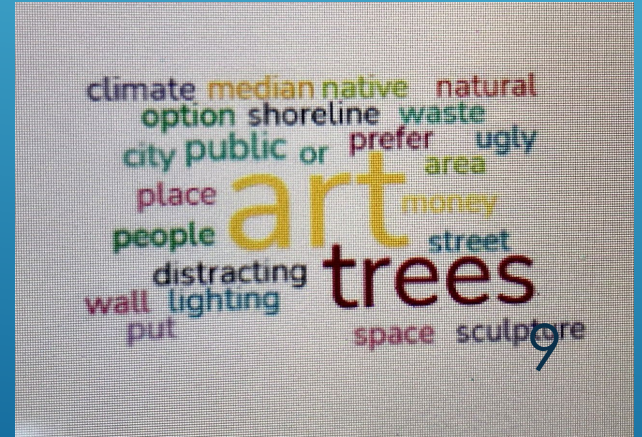
Data From Current CIP Project Outreach

- 175th St Corridor: Landscape/Urban Design/Art Workshop
- (Perteet Consultants, 2022)

22. Contemporary / Abstract



23. Other (please specify)



QUESTIONS?



Attachment C Committee Charters



PRCS/Tree Board Arts and Culture Committee		
Date Adopted		
February 24, 2022		
Committee Chair	Phone	Email
Dustin McIntyre	253-318-0700	dmcintyre@shorelinewa.gov
Committee Members	Phone	Email
Bill Franklin		wfranklin@shorelinewa.gov
Meeting Schedule (set times or as needed)		
Monthly, or as needed		
Committee Purpose (in relation to pending Board work)		
Provide advice to the full Board, city staff, or City Council for programs and planning pertaining to public art and cultural services.		
Committee Goals/Anticipated Outcomes		
<ul style="list-style-type: none"> ● Support formation of a Shoreline Public Art Plan that reflects the goals and values of the PRCS Board and residents of Shoreline. ● Increase opportunities for the PRCS Board to advise city staff in matters of public art and cultural services. 		
Committee Tasks and Timelines (where known)		
<p>March (annually): Artist in Residency selection panel</p> <p>Sept-Oct 2022: Review and feedback for Public Art (& Cultural Services) Plan. Report to PRCS Board for adoption of recommendations to send to City Council.</p> <p>As needed:</p> <ul style="list-style-type: none"> ● Represent PRCS Board input for public art acquisitions, locations, relocations and deaccessions. ● Serve on selection panels regarding public art or cultural services programs ● Attend public meetings, as relevant and feasible. 		



PRCS/Tree Board Parks Committee		
Date Presented: Feb 24, 2022		
Date Adopted: February 24, 2022		
Committee Chair	Phone	Email
Sara Raab McInerny		smcinerny@shorelinewa.gov
Committee Members	Phone	Email
Bill Franklin Jeff Potter		wfranklin@shorelinewa.gov jpotter@shorelinewa.gov
Meeting Schedule (set times or as needed)		
Monthly, or more frequently if/as necessary.		
Committee Purpose (in relation to pending Board work)		
The Parks Committee will support the ongoing development and improvement of City parks with an emphasis on strategic decisions to ensure quality and equitable investment throughout the parks system.		
Committee Goals/Anticipated Outcomes		
<ul style="list-style-type: none"> • PROS Plan Update: The Parks Committee will support the PROS Plan update with an emphasis on strategic project prioritization to ensure equitable investment and distribution of park amenities and improvements, whether funded by bond measure, capital improvement funds, grants or other sources. One potential example is exploring the establishment of a 'minimum level of service' or baseline set of amenities provided at every City park. • Proposition One Park Improvement Projects: The Parks Committee will engage with City staff in the next phases of project implementation. • The Parks Committee anticipates additional goals will emerge as the above two projects get underway, which may potentially include: <ul style="list-style-type: none"> ○ Advocating for the general provision and quality of facilities in Shoreline Parks. ○ Connecting Parks to broader City initiatives such as safe cycling, through the inclusion of a Pump Track in a Park. ○ Other site-specific park issues and community-led initiatives as they arise. 		



Committee Tasks and Timelines (where known)

- Coordinate with PROS Plan and Public Art Plan workflows for input to updated plans including collaborating with other Board Committees as needed.
- Engage with City staff regarding implementation of Proposition One Park Improvement projects.
- More to be determined.



PRCS/Tree Board Community Engagement Committee		
Date Adopted		
February 24, 2022		
Committee Chair	Phone	Email
Jean Hilde		JHilde@shorelinewa.gov
Committee Members	Phone	Email
Noah Weil		NWeil@shorelinewa.gov
Meeting Schedule (set times or as needed)		
Ad hoc		
Committee Purpose (in relation to pending Board work)		
To further improve the lines of communication between the Park Board and the general public.		
Committee Goals/Anticipated Outcomes		
<ul style="list-style-type: none"> • Improve public knowledge of Park Board activities and events • Improve public's ability to share relevant information with the Park Board • Improve Park Board's knowledge of the interests and issues of the general public. 		
Committee Tasks and Timelines (where known)		
<p>Tasks (timelines unknown):</p> <ul style="list-style-type: none"> • Find and foster media outlets informing the public of future Board meetings and events • Create meaningful, accessible survey for public to provide guidance of issues to the Board • Create meaningful, accessible method for members of the public to report specific park issues to the Board and/or City employees for review if action is needed. • Make decisions of changes, if any, to the way the Board interacts with members with public comments at Board meetings 		



Memorandum

DATE: March 24, 2022
TO: Parks, Recreation & Cultural Services/Tree Board
FROM: Dan Johnson, Parks, Fleet and Facilities Manager
RE: Park Bond Project Update

Requested Board Action:

No action is required at this time. This is an opportunity for staff to provide information and the Board to engage with City staff and the contracted project manager.

Project Background:

Proposition 1 Park Bond Update

Staff and the Parametrix Team (Prop 1 Team) have been working to be prepared to move the Prop 1 project forward as planned. In 2019, during the planning for early Parks Bond Projects, staff evaluated project delivery options and determined that utilizing an alternative to the traditional design, bid, build method would be most advantageous to the City. We discussed the Alternative Project Delivery (APD) methods that were being considered with Council on October 21, 2019.

Information about the various options considered are included in the [October 21, 2019 Staff Report](#).

During this early work, the City also conducted a Request for Proposals (RFP) for a contractor to support the City in utilizing this method. Sara Raab McInerney participated with the RFP evaluation process and Parametrix was selected to assist the City if the Bond was approved.

In evaluating the projects included in 2022 Proposition 1 specifically, we have determined that the Progressive Design Build alternative is the best option to deliver the full projects quickly at the lowest cost and with the least amount of risk.

To utilize APD, the City requires approval from the State. Parametrix has been leading us through the process to gain approval including filing the application with the Capital Projects Advisory Review Board (CPARB) and the Project Review Committee (PRC) in February. Jeremy Wooley from Parametrix will present more information about the process during tonight's meeting.

The Prop 1 Team will be presenting the application to the PRC on March 24th at 10am. We will be sharing the outcome of their decision, and a high-level project schedule. We will also discuss the timing and scope of PRCS/Tree Board and public engagement. This is an early project update.

Next Steps:

During the chartering process, the Prop 1 Team will be identifying opportunities to engage the Parks Committee more closely in the project. Staff will also provide monthly updates to the full PRCS/Tree Board during the Director's Report with more detailed updates at key milestones to be identified during project chartering process.