

**DRAFT**  
**CITY OF SHORELINE**

**SHORELINE PLANNING COMMISSION**  
**MINUTES OF REGULAR MEETING**

April 20, 2023  
7:00 P.M.

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**Commissioners Present**

Chair Pam Sager  
Vice Chair Julius Rwamashongye  
Commissioner Leslie Brinson  
Commissioner Janelle Callahan (online)  
Commissioner Mei-shiou Lin  
Commissioner Christopher Mosier

**Staff Present**

Andrew Bauer, Planning Manager  
Mary Reidy, Recreation & Cultural Services Supt.  
Jacob Bilbo, Parks Bond Project Manager  
Julie Ainsworth-Taylor, Assistant City Attorney  
Carla Hoekzema, Planning Commission Clerk

**Commissioner Absent**

Commissioner Andy Galuska (excused)

**Other:**

Tom Beckwith, Beckwith Consulting Group

**CALL TO ORDER**

Chair Sager called the regular meeting of the Shoreline Planning Commission to order at 7:00 p.m.

**ROLL CALL**

Ms. Hoekzema called the roll.

**APPROVAL OF AGENDA**

The agenda was accepted as presented.

**APPROVAL OF MINUTES**

The minutes of March 16, 2023 and April 6, 2023 were accepted as presented.

**GENERAL PUBLIC COMMENT**

There were no general public comments.

**STUDY ITEM: Parks, Recreation, Open Space and Art (PROSA) Plan Update**

*Mary Reidy, Rec. & Cultural Services Superintendent*  
*Jacob Bilbo, Parks Bond Project Manager*  
*Tom Beckwith, Beckwith Consulting Group*

Mr. Bilbo reviewed the background of the PROSA Plan and project history. The 5-phase process will guide development of the plan. This includes conducting workshops with stakeholders; developing and implementing public outreach; developing appendices; developing plan elements; and adopting PROSA plan. The timeline has shifted but the plan is on target to adopt and submit the new PROSA plan in December of 2023. He reviewed details of the anticipated schedule. Ms. Reidy reviewed the engagement process which has had an emphasis on anti-racism, equity-based outreach, and equity mapping. The public engagement portion has mostly been completed. There will be one more open house in May. There was one Council update and a focus group held in March. Small group meetings have been held and will continue to be held with Parks Recreation Cultural Services/Tree Board throughout the process. Interviews are also being done with local jurisdictions and agencies to find out where they are at with their own planning. Staff will be reviewing engagement data and meeting with consultants to dive deep into the public feedback.

Mr. Beckwith reviewed where they are currently. He noted that the first draft of the PROSA plan will be completed in September. Policies, goals, and objectives of the Climate Action and Urban Forest Strategic Plan will be integrated into that draft plan. A SEPA checklist will be drafted for the PROSA plan. The team is currently working on facility assessment, repair/replacement needs, and Level of Service (LOS) requirements. He explained that the PROSA plan is a standalone document but will integrate with the Comprehensive Plan.

From August through October the team plans to continue to work on projections of markets, demands, and needs; facility requirements; financial prospects and strategies; PROSA plan elements including strategic action plan and CIP; and a SEPA checklist. The North King County Aquatics Feasibility Study will be completed concurrently and included as an appendix.

Vice Chair Rwamashongye expressed appreciation for the city crews who do a fantastic job managing the pedestrian bridges, parks, open spaces, and the interurban trail. Chair Sager concurred.

Commissioner Brinson praised the high level of engagement the City has achieved in this process. This clearly shows they have done a lot to broaden who they are trying to talk to.

Commissioner Callahan asked to know more about the facilities aspect, especially restrooms, because this has a lot to do with making an inclusive space. She asked if they would be considering single-user restrooms. Ms. Reidy replied that restrooms will be considered a facility which is part of the plan analysis and LOS definition. They will not be doing a deep dive in the plan on the analysis of restrooms because there is a lot to be considered with single-use restrooms in terms of safety, viability, and cost. Mr. Beckwith added that they would be taking a look at the restrooms at each park. They will have an assessment for each park and each restroom by the time they are done. It is likely that these recommendations will be different for each park. Ms. Reidy acknowledged the comment on inclusivity and people feeling invited and safe to use the restrooms. She noted that there is a Portland Loo which is a single-use restroom at Echo Lake Park. This was a pilot, and they will be looking at the success or not

of that. Commissioner Callahan suggested checking in with other jurisdictions and municipalities to see what they are doing as well with regard to this topic. This is a big issue to help people feel safe, comfortable, and welcome. Ms. Reidy agreed.

Commissioner Lin referred to survey results and asked if there is any trend to getting more results from younger residents. Ms. Reidy replied that they did a tabling event at the Shoreline Teen Center Thrift Event and a focus group with the youth. They did the same thing with the Public Art Survey and received a lot of creative ideas. A lot of youth stated that they want public art to be engaging. The team received more feedback from youth than usual because they really focused on getting out to where the youth are. Mr. Beckwith commented that the characteristics of people responding to the online surveys were pretty balanced and a good representation of what they would find in the community.

Commissioner Lin asked about interviews with city staff. Mr. Beckwith will be meeting with the entire Recreation and Cultural Services staff in two weeks. They are also working to schedule a similar type of interaction with the Parks Operations team.

Commissioner Mosier asked if they are also getting a good representation of apartment dwellers. Ms. Reidy replied that they might not have gotten as much as they would have liked. They will have to make some assumptions from national and regional trends about what is appealing to that demographic.

Chair Sager said she is impressed at the level of detail the City has gone to to get the engagement and how hard they have worked to get the information they have so far. She also spoke to the importance of making sure that people with disabilities are able to enjoy any of the parks, trails, opens spaces, etc. Ms. Reidy agreed and added that they did a focus group with the specialized recreation program participants and their caregivers which includes adults with disabilities. They received a lot of good feedback from that group which will be incorporated as part of the equity lens they are using. Mr. Beckwith noted that 8% of online survey respondents identified as having some sort of physical disability. Their comments are incorporated as well.

The Planning Commission thanked staff and the consultant for their work and the update.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

None

**REPORTS OF COMMITTEES AND COMMISSIONER ANNOUNCEMENTS**

Planning Manager Bauer reminded commissioners about the online open house which is live right now for the Comprehensive Plan update. He encouraged them to participate and to share the information with others.

**AGENDA FOR NEXT MEETING**

Staff reviewed the agenda for the next meeting which is on May 18. The May 4 meeting will be cancelled.

**ADJOURNMENT**

The meeting was adjourned at 7:36 p.m.

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Pam Sager  
Chair, Planning Commission

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Carla Hoekzema  
Clerk, Planning Commission