



Parks, Recreation & Cultural Services/ Tree Board

Regular Meeting Agenda Packet

August 24, 2023



**Parks, Recreation and Cultural Services/Tree Board
Remaining Meeting Schedule**

2023

September 28	7:00 p.m.	Room 303 and Zoom
October 26	7:00 p.m.	Room 303 and Zoom
December 7, Council guest TBD	7:00 p.m.	Room 303 and Zoom



AGENDA

PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD REGULAR MEETING

Thursday, August 24, 2023
7:00 p.m.

Hybrid Meeting: Room 303, City Hall
and Zoom (link below)

This meeting is conducted in a hybrid manner with both in-person and virtual options to attend.



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 Remotely](#)

Pre-registration is required by 6:30 p.m. the night of the meeting.



In person public commenters sign up in person prior to the start of the meeting in Room 303 at City Hall

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

Dustin McIntyre, Board Chair

3. [APPROVAL OF JULY 27 MEETING MINUTES](#)

Action

Dustin McIntyre, Board Chair

4. PUBLIC COMMENT

7:05

The PRCS/Tree Board provides several options for public comment: in person; remote via computer or phone; or through written comment. Members of the public may address the Board during regular meetings for three minutes or less, depending on the number of people wishing to speak. Please be advised that each speaker's comments are being recorded. Written comments received by 6:30 p.m. on August 24, 2023, will be entered into the Public Comment portion of the meeting for Board consideration. Instructions for submitting written comments can be found through the link above or at www.shorelinewa.gov/parkboard

5. COUNCILMEMBER VISIT <i>Deputy Mayor Robertson</i>	Discussion	7:10
6. DIRECTOR'S REPORT <i>Mary Reidy, Recreation, Cultural and Community Services Director</i> <i>Nickolas Borer, Parks, Fleet and Facilities Manager</i> <i>Kirk Peterson, Parks Superintendent</i> <i>Jacob Bilbo, Park Bond Project Manager</i>	Presentation and Questions	7:25
7. COMMITTEE UPDATES <u>Arts and Culture Committee</u> <i>Park Committee</i>	Discussion	7:35
8. <u>COMMUNITY ENGAGEMENT COMMITTEE</u> <i>Jean Hilde, Chair</i>	Action	7:40
9. <u>URBAN FOREST STRATEGIC PLAN</u> <i>Kirk Peterson, Parks Superintendent</i> <i>Kevin Hickenbottom, Senior Parks Maintenance Worker – Urban Forestry</i>	Presentation	7:50
10. <u>PROSA PLAN UPDATE</u> <i>Jacob Bilbo, Park Bond Project Manager</i>	Discussion	8:05
11. ADJOURN		9:00

July 27, 2023

Hybrid Meeting



Parks, Recreation & Cultural Services/Tree Board Meeting Minutes

The purpose of these minutes is to capture a high-level summary of the Board's discussion and action. This is not a verbatim transcript. Meeting audio is available on the [City's website](#) (in the 'Event' column, select a meeting to listen to).

Call to Order/Attendance/Welcome

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

Board members present: Chair Dustin McIntyre, Vice Chair Sara Raab McInerny, Genny Arredondo, Jean Hilde, Jonathan Garner, Katie Lorah, Cindil Redick-Ponte, Youth Representative Sam Kuo

Absent: Youth Representative Millie Wang

Guests: Tom Beckwith, Beckwith Consulting Group

City Staff present: Recreation, Cultural and Community Services (RCCS) Director Mary Reidy, Administrative Assistant III Lori Henrich, Parks, Fleet and Facilities Manager Nick Borer, Parks Bond Project Manager Jacob Bilbo

Land Acknowledgment read by Katie Lorah

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

Chair McIntyre called for a motion to approve the agenda. So moved by Vice Chair Raab McInerny and seconded by Mr. Garner. All were in favor, the motion carried.

Approval of June 22, 2023 Meeting Minutes

Chair McIntyre called for a motion to approve the meeting minutes. So moved by Vice Chair Raab McInerny and seconded by Ms. Lorah. All were in favor, the motion carried.

Public Comment

One member of the public was signed up to speak. An archive of written comments submitted to the Board are available on the [City's website](#).

1. Keen Engie, Shoreline, shared his concerns about tree removal on 15th Avenue.

July 27, 2023

Hybrid Meeting

Director's Report

Mary Reidy, Recreation, Cultural and Community Services Director

Nick Borer, Parks, Fleet and Facilities Manager

Myllinda Sneed, Public Art Coordinator

[\(See Attachment A for the presentation\)](#)

Ms. Reidy reported on general updates that included welcoming a new youth board member, plan updates, neighborhoods, CAPRA Reaccreditation process update, Firlands Way update, staff changes, community engagement data, various events, and summer programs.

Recreation and Cultural Services

Mary Reidy, Recreation, Cultural and Community Services Director

Ms. Reidy reported on a variety of events, programs, and activities.

Park Operations

Nick Borer, Parks, Fleet and Facilities Manager

Mr. Borer reported on park operations and maintenance, property acquisition, and the Urban Forest Strategic Plan progress.

Mr. Bilbo provided updates on Park Bond bundles, upcoming design review on bundle 3, design development and potential approval of grant funds.

Questions/Comments:

- Is there a list of active Neighborhood Associations?
 - Yes, the webpage is in the process of being updated.
- Was the grant a factor in the overall budget already (Brugger's Bog plan), was it forecasted?
 - It's in addition to what the city has allocated for the project and will offset costs.
- Installation of a new pickleball striping at Meridian Park Elementary School - what is the City's relationship is with that?
 - The School District asked for it for the children that attend there during the school year. It's not for public use.
 - It's part of the JUA with the School District and the City maintains them.
- Regarding the 600k grant for Brugger's Bog - the scope or planned activities don't change; it just makes funds available for other projects?
 - Staff answered that was correct.

Committee Updates

Dustin McIntyre, Chair

Arts and Culture Committee

Dustin McIntyre, Chair

[\(See Attachment B\)](#)

The committees were asked to reexamine their charters. Updated charters should be available next month.

July 27, 2023

Hybrid Meeting

Chair McIntyre shared the meeting summary from the committee's recent meeting. He highlighted one specific item pertaining to the PROSA Plan: staff completed mapping all the public art throughout the city and noted that's part of the mapping initiatives the small groups discussions have been working on. Work continues on the Mission Statement and the goal is to have a draft ready for the Board to review next month. He offered a reminder that if any Board member wishes to participate in this committee that there is still room for a third member.

Questions/Comments: None.

Parks Committee

Sara Raab McInerney, Chair

The committee has met with staff and has balanced that with the small group meeting opportunities.

Questions/Comments: None.

Community Engagement Committee

Jean Hilde, Committee Chair

Ms. Hilde will present an action item in August that seeks to combine the two existing online surveys into one to help drive participation.

Questions/Comments: None.

PROSA Plan Update

Tom Beckwith, Beckwith Consulting Group

Jacob Bilbo, Parks Bond Project Manager

[\(See Attachment C for the presentation\)](#)

Mr. Bilbo introduced Mr. Beckwith and provided an update on the status of the PROSA Plan noting that the focus of the discussion will center around Community Needs Mapping and the Guiding Principles for property acquisition and development. He stressed that at this juncture, the discussion needs to be wrapped up so the team can move forward with drafting a document and developing Strategic Action Initiatives (SAIs).

He reviewed the timeline and topics for the upcoming Council Dinner meeting, possible August small group meeting sessions and the August Board Meeting, integrating overall findings and having SAI discussions. Development of the draft is scheduled for September.

Community Needs Mapping – small group meeting follow-up.

Ms. Reidy reviewed the changes that were made because of the feedback gathered at the small group meetings.

Mr. Beckwith reviewed the maps in the presentation and spoke about each one.

The Board reviewed the draft Guiding Principles framework presented by Ms. Reidy that facilitated the discussion to provide guidance and feedback to staff. The Council is looking for the Board's perspective on this topic. During this discussion, the Board focused on arriving at the driving points to be conveyed with the overall planning efforts. Ms. Reidy said that this is one part of the PROSA Plan the next step after getting some high-level guidance on how the City should move through these different decision-making processes.

July 27, 2023

Hybrid Meeting

- Land Acquisitions
- Schedule of Development
- Acquisition vs. Development
- Program and Services

Questions/Comments:

Board members asked questions and commented about what input go into this framework; intricacies around the Land Acquisition slide and if this in the PROSA Plan, UFSP, etc. and how this aligns with them; should accessibility for a parcel that needs to be developed be rated higher; what are the factors that go into our land acquisition strategy vs development and how we weigh those two things against each other; would these be ranked by priority or not necessarily; are the Guiding Principles too technical; are the principles identified in, or in support of, adopted City Plans. Ms. Reidy said it's more like giving guidance that we must do due diligence by thinking through these and addressing them as the Board proposes and brings opportunities to purchase land or develop to Council. Develop SAIs that give staff guidance.

Ms. Reidy heard the same two factors percolating up during the discussion that relate to the Guiding Principles: Community Needs Maps and identify plan alignment.

Ms. Reidy will update the slides for the Council Dinner meeting to reflect the general consensus of the discussion and requested that Board members share thoughts or specific wording with her for inclusion in the briefing memo to Council.

Mr. Bilbo spoke about strategizing the next steps that included discussing the updated slides with Council. Staff will further refine the feedback and engage in one more round of small group meetings if time allows and then include that information before potentially finalizing the Guiding Principles. An SAI could be developed that says we're going to work on refining this process or something similar.

Chair McIntyre noted that the discussion foreshadowed the Parks Committee charter action that's up next on the agenda and asked whether that committee could help solidify the Guiding Principles on behalf of the Board since it is a small group that can focus on it. He also asked if that was in line with the intentions of the Park Committee.

Vice Chair Raab McNerny said that the committee would like to take that on, and they have been deferring to not wanting to overshadow the rest of the Board. It was beneficial to have the discussion together and suggested that a special meeting could be scheduled to discuss this further as a group.

Ms. Reidy replied that a special meeting and small group sessions are encouraged, reiterating that this is one component of the PROSA Plan; it hasn't been integrated with the community engagement data, SAIs and writing of the chapter etc. yet.

Vice Chair Raab McNerny asked if the Parks Committee would take on the small group meeting role rather than having small group meetings. Chair McIntyre agreed with this and noted that the Board will address the Park Committee charter in order to do this work as a way to move forward.

Ms. Lorah asked if it was enough for the PROSA Plan to have an SAI that says to solidify and implement this framework.

Ms. Reidy explained that there is guidance in the PROSA Plan that states this will be the work in the next six years. By the time the next PROSA Plan is to be updated, this will be defined.

July 27, 2023

Hybrid Meeting

Parks Committee Charter

Sara Raab McInerny, Chair

(See Attachment D for the briefing memo)

Ms. Raab McInerny reviewed the revised charter noting changes that added goals and updated tasks and timelines. Essentially, the focus remains very similar to the original charter with some wordsmithing done. The primary goal is to support the PROSA Plan and Park Bond projects.

Questions/Comments:

- What opportunities are there for the Board to have additional small group meetings?
 - Ms. Reidy responded that until the adoption of the PROSA Plan, small group meetings are typical because of the condensed timeline and the amount of new work addressed. She'd like the skilled and insightful group to weigh in on that, though the sustainability of the meeting cadence is uncertain for a variety of reasons.
 - Ms. Raab McInerny clarified that the committee/staff interaction was a new occurrence, and it could return to no constant staff contact. She didn't want the committee to be siloed from the rest of the Board. All the committees should have their work known and discussed by the full Board.
 - Ms. Arrendondo shared her concerns regarding wider Board participation in these discussions.
 - Chair McIntyre added that it should be clear that work within a committee can't take an action that formally represents a decision by the full Board. The committee report outs done in the monthly meetings is a way to make sure silos don't exist, especially if there are actions the Board needs to decide on that reflect the collective will of the Board. Those actions are to be voted on by the collective, not the committee deciding on behalf of the Board. There is an expectation that the full Board will be kept in the loop on the discussions with staff.
- Chair McIntyre asked for any other concerns or objections from the rest of the Board. Hearing none, he proposed the Board adopt the charter as written, including the work that the committee will do, and as discussed, some of that work will include frequent conversations with staff to arrive at a draft of the PROSA Plan but that is not work done that excludes the remainder of the Board. Other small groups can be scheduled as needed.

The action brought by the committee was brought to a vote. Five Board members voted to approve, one abstained. The motion carried.

Questions/Comments:

Ms. Reidy reviewed the details of the upcoming dinner meeting with Council.

At 9:07 p.m., Chair McIntyre declared the meeting adjourned.

_____/_____
Signature of Chair Date
Dustin McIntyre

_____/_____
Signature of Minute-Writer Date
Lori Henrich, Administrative Assistant III



Attachment A

PARKS, RECREATION AND CULTURAL
SERVICES/TREE BOARD

JULY 27, 2023

GENERAL UPDATES

Welcome Sam Kou: Incoming Youth Board member

Climate Action Plan: Implementation of internal, multi-departmental Climate Action Team [Climate Action Plan Update | City of Shoreline \(shorelinewa.gov\)](#)

Neighborhoods Update: Assessment and upcoming shifts

- City support continues for both Neighborhood Associations (NA) and Council of Neighborhoods (CON)
- Mini-grant program - shift focus to partnerships up to 5K/year for incorporated associations
- CityLearn new program – hybrid meetings open to all residents starting September 2023
- CON annual summit

GENERAL UPDATES

- **CAPRA Reaccreditation:** Process update
[CAPRA, Commission for Accreditation of Park and Recreation Agencies | National Recreation and Park Association \(nrpa.org\)](#)
- **Firlands Way Update**

GENERAL UPDATES

Recreation and Cultural Services Superintendent Position

Linda Finch will join the City of Shoreline team on August 28th!

Linda joins the Recreation, Cultural and Community Services team with more than 20 years of recreation service delivery experience and has served several local government agencies in British Columbia and California.

Most recently she has been with the City of New Westminster, British Columbia in the position of Program Manager, Recreation since early 2021. She has held a variety of recreation leadership roles in Monterey and Sausalito, California, and several local government agencies in British Columbia. Experience includes recreation service delivery and facility operations and project management experience with the replacement of two aquatic and community centers and work in the areas of facility construction projects, strategic planning, program review and audits, workplace health and safety, and accessibility.

OTHER BUSINESS

Your Voice Matters and Park Board Survey Data

May 25, 2023 - July 27, 2023			
	Number of contacts	General topic	Follow-up
Your Voice Matters	1		N/A
Park Board Survey	0		N/A
Public Comment Webform	2	<ol style="list-style-type: none"> 1. Tree removal along 5th and 15th Ave 2. Expand Pickleball facilities 	Staff is preparing responses
Direct email to Board	3	<ol style="list-style-type: none"> 1. Street tree removal at 14836 Meridian Ave N 2. Pocket Park Proposals 3. Consideration of a Shoreline Pool 	Staff responded, complete
Direct email to Staff	0		N/A

RECREATION AND CULTURAL SERVICES

Special Events

Swingin' Summer Eve

- Wednesday, July 19 @ Cromwell Park 5:30-8:30
- 2000 attendees and tons of fun



Tuesday Noon Concerts

- Tuesday, July 25th @Cromwell
- >400 folks to see Reptile Isle



Karaoke in the Park

- Tuesdays, 5:30-8:00pm @ Cromwell, ages 7-10 years old
- 50-100 in attendance and up to 40 singers per night!
- Volunteer run for 8 years.



RECREATION AND CULTURAL SERVICES

Summer Camps

- Fifth week which is halfway through the summer.
- Most camps are full with waiting lists and are going strong.
- We continue to see increased behavioral issues with campers post COVID.



Shoreline WALKS

- Participation has grown by 102% in 4 years, from 209 participants in 2019 to 424 in 2023.
- The largest group was 33 folks walking and creating community together.
- Average is 17 walkers per outing.
- Volunteer led program.



RECREATION AND CULTURAL SERVICES

Youth and Teen Development Camps!

Sportquest Camp



Counselor in Training



Camp of All Trades



RECREATION AND CULTURAL SERVICES

Community Gardens



PARK OPERATIONS UPDATES

Sport Court resurfaced at Cromwell Park



New pickleball lines added at Meridian Park Elementary School tennis courts



PARK OPERATIONS UPDATES

- Residence demolition of newly acquired park property adjoining Paramount Park Open Space
- Contract with the Seattle Conservation Corps to establish partnership for ecological restoration and trail maintenance
- South Woods clean-up



PARK OPERATIONS UPDATES

Urban Forestry Strategic Plan (UFSP) Update

- ❖ Content update of the 2023 Urban Forestry Strategic Plan (UFSP) is complete
 - Extensive public process implemented to update the plan
 - Graphic design in progress
- ❖ The plan provides a long-term strategic vision for the urban forest on public land
- ❖ Companion plans such as the Green Shoreline 20-Year Forest Management Plan and the 2023 Tree Canopy Assessment Study will provide detailed information and action steps to compliment the UFSP
- ❖ On August 24, the Parks, Recreation & Cultural Services Tree Board will be presented with the Urban Forestry Strategic Plan

PARK BOND UPDATES

- **Permit Review**
 - Bundle 1
 - Bundle 2 in August
- **Anticipated construction to begin in September**
 - Kruckeberg
 - Shoreview
 - Ridgecrest
- **Brugger's Bog CASUP**
 - Public meeting held on July 26



PARK BOND UPDATES

Design Development

- Loop trails have been re-added to Hillwood, Ridgecrest, and Richmond Highlands
- Bundle 3: Hillwood and Briarcrest
 - Design review to start in Fall

Other News

- King County Parks Grant for \$600k





Questions?

Attachment B

PRCS/T Board Arts and Culture Committee

June/July Summary for the July 27th, 2023, PRCS/T Board Meeting

Civic Art Collection

- Maintenance
 - o Cleanings are getting underway for artworks. “Limelight” by Linda Beaumont on the side of City Hall, cleaning completed.
 - o “Gnomon” sculpture to be sent to fabricator to update footing pins for reinstallation. With the assistance of Parks Operations, who will be pouring the concrete footing, we plan to install it in the fall. Currently working in updating MOU and contracting with 4Culture for their oversight of the project.

Exhibits

- City Hall:
 - o On view through September “Yes We Can”, Artists: Tyresha Jones, LoMar, Troy Miles, Myron Curry, and Rodney King, curated by Vincent Keele.
 - o Vincent Keele “Running with the Wild” moved & consolidated to the 4th floor through September, including the newly acquired “Zebra Purple”.

Art Cottage Residencies Richmond Beach Saltwater Park

- Art Cottage Residency at Richmond Beach Saltwater Park 2023 Season:
 - o A: May – June: Jacinthe Demmert, Haida weaver, created cedar bark basketry inspired by life on the shore at Richmond Beach Saltwater Park. Final Presentation: for public viewing was Friday June 16th from 3-7pm *heavy rainstorms), artist added additional time on Saturday June 17th 12-4pm.
 - o B: July - August: Join Cottage Artist in Residence, Roldy Aguero Ablao (pronounced Rowdy), Thursdays 5pm - 8pm, through August 10th. The artist is exploring textile and pattern making in this residency, inspired by the land and sea of the Pacific and the Pacific Northwest. Here they celebrate culture and ancestry by weaving stories of the past and present together, creating objects that explore place and belonging for future discovery. The public is invited to participate in pattern making on textiles and found objects for these open studio times.
 - o C: September – October: Salome MC, Iranian multimedia, and installation artist, planning to create a short film inspired by the site.

Capital Projects

- Writing Charter
 - o Sidewalk Poetry Projects (145th & Twin Ponds) projects are in the planning stage. (sidewalk poetry sample is at the old pool site). Working with Public Works to make stencils for these projects which may begin pouring concrete in early fall.
- Bond Projects
 - o Bond Projects art opportunities are going through cost analysis. PROSA plan findings are helping inform these potential opportunities.

PRCS/T Board Arts and Culture Committee

June/July Summary for the July 27th, 2023, PRCS/T Board Meeting

PROSA Plan

- Mapped all public art throughout the city (owned by the city & others). This is part of the larger PROSA mapping initiative which helps visualize disparities and will help to plan art opportunities now and into the future.

Cultural Events

- **Noon Concerts** - Free
 - o August 1, **Mikey Mike the Rad Scientist** – *Discovering science and nature through music.*
Spartan Recreation Center Field, 202 NE 185th St
- **Karaoke in the Park**– Free
 - o Tuesdays, through August 1 * 5:30-8:00pm
Cromwell Park: 18030 Meridian Ave N
Come to Cromwell Park each Tuesday this summer and sing your heart out. Karaoke is free and open to everyone. This is a family friendly event.
- **Celebrate Shoreline**
 - o *Come celebrate the City of Shoreline’s birthday. The festival has two stages with live music and shows, beer garden, pony rides, children’s theater, food trucks, petting zoo, hands on activities and more! This is a free family friendly festival. There is a cost for food, beverages, and some activities.*

Creative Economy (working with Economic Development)

- o Celebrate Pride at the Shoreline Farmers Market
- o Inaugural Shoreline Juneteenth Festival

Mission Statement

- o Brainstorming draft currently created.
- o Using suggested Goals & Policies from the Comprehensive Plan draft to inform this conversation.

Recruitment for this Committee

- o We still have one more seat available on the Arts & Culture Committee if another Board member would like to join us.

Meetings (scheduled for the 2nd Thursday at 9am, schedules permitting.)

- o August – Thursday August 10th, 9am
- o September – Thursday September 14th, 9am

PROSA PLAN UPDATE

(Parks, Recreation, Open Space, & Art)

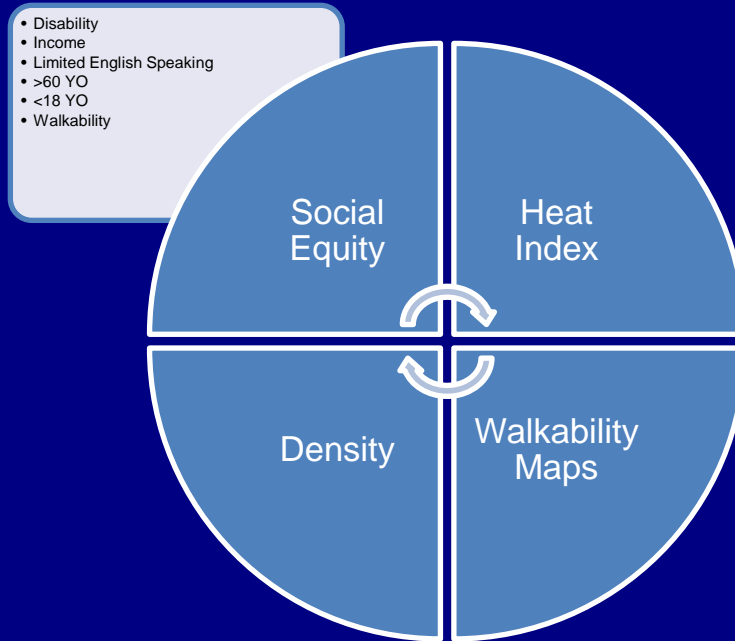
27 July 2023

Mary Reidy, Director Parks & Recreation
Nick Borer: Manager, Parks, Fleet, & Facilities
Jacob Bilbo, Project Manager
Tom Beckwith, Beckwith Consulting Group

Tonight's PROSA Discussion

- Community Needs Mapping
- Guiding Criteria discussion

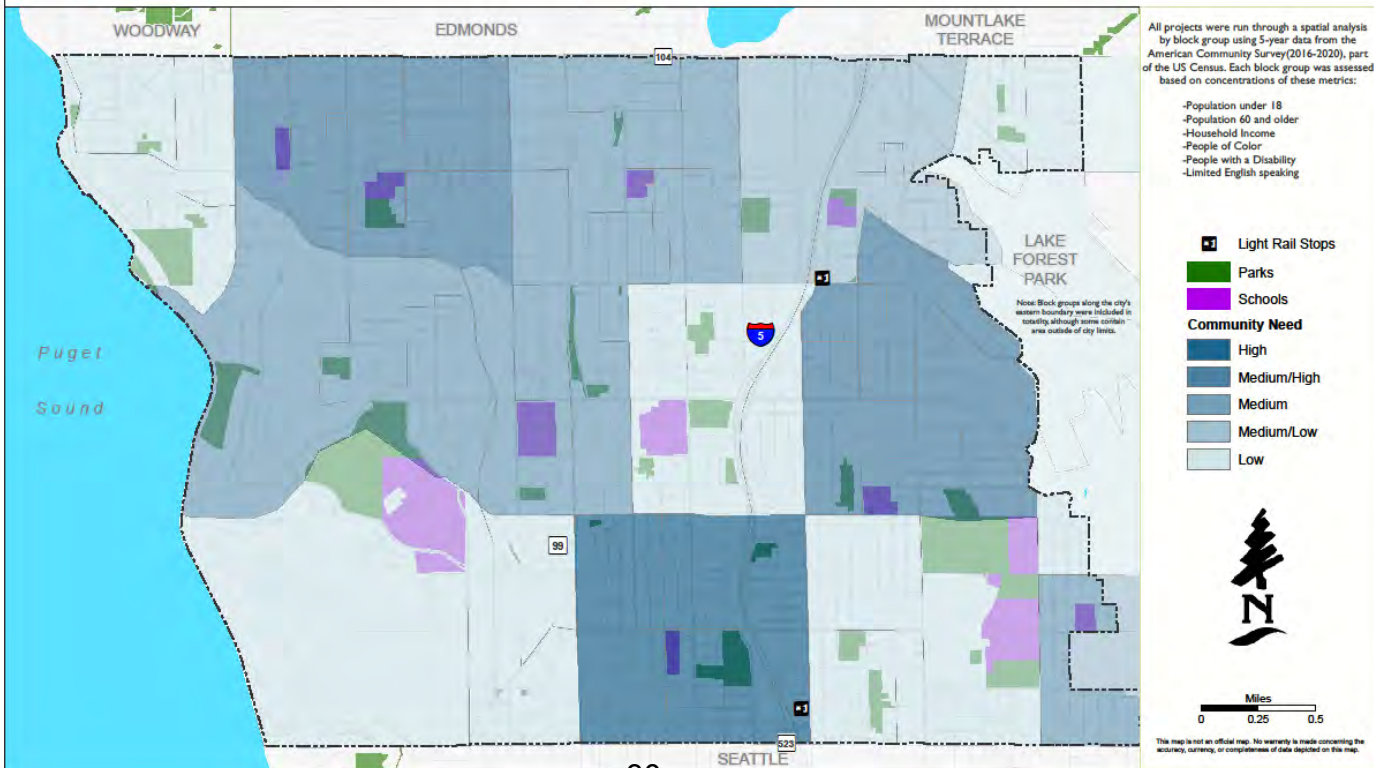
PROSA Community Needs Mapping



Social Inequities

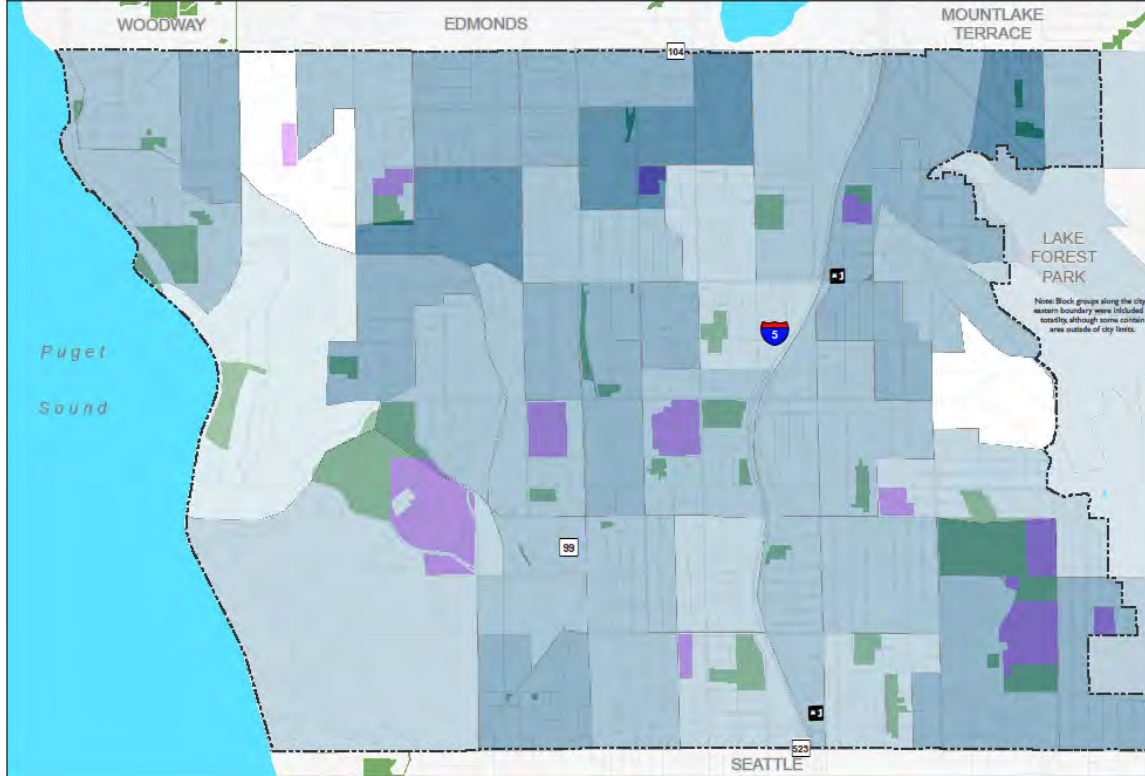


PROSA 2024 Community Need Score - Disability





PROSA 2024 Community Need Score - Median Income



All projects were run through a spatial analysis by block group using 5-year data from the American Community Survey (2016-2020), part of the US Census. Each block group was assessed based on concentrations of these metrics:

- Population under 18
- Population 60 and older
- Household Income
- People of Color
- People with a Disability
- Limited English speaking

Light Rail Stops

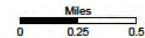
Parks

Schools

Community Need

- High
- Medium/High
- Medium
- Medium/Low
- Low

Note: Block groups along the city's eastern boundary were included in this study, although some contain areas outside of city limits.



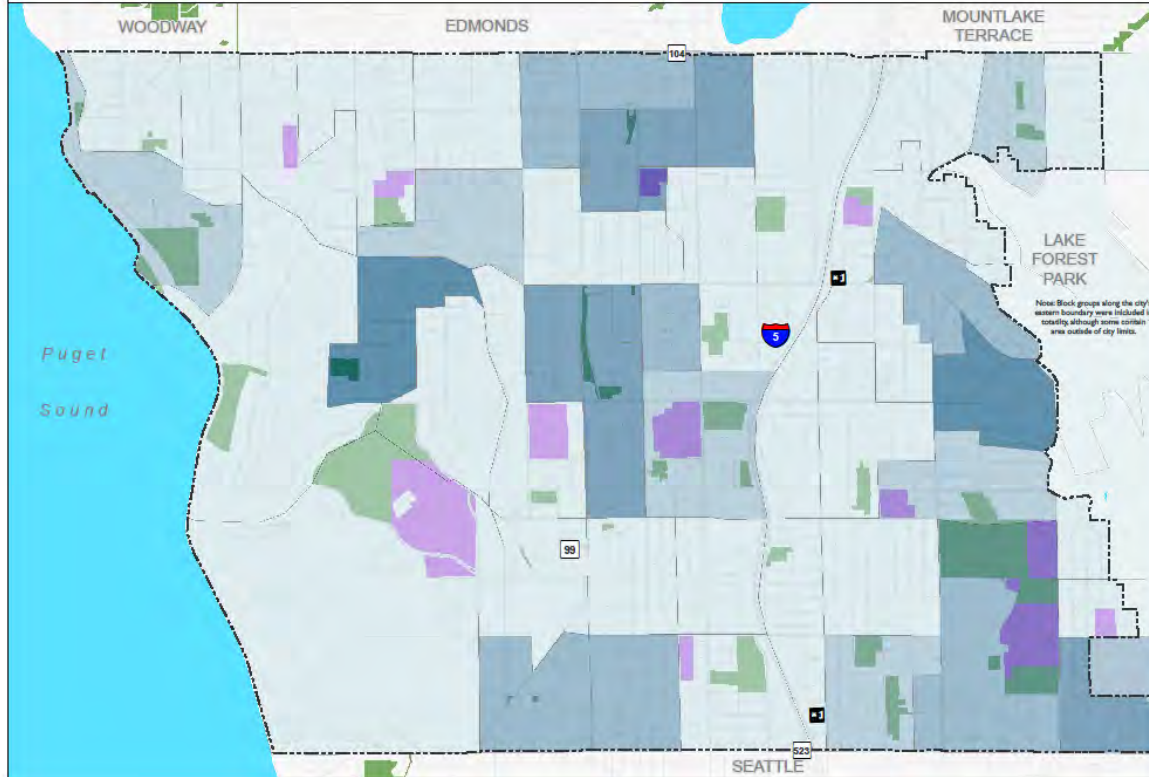
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Date Printed: 7/4/2023 | Request: 32407





PROSA 2024 Community Need Score - Limited English

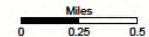


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- People with a Disability
- Limited English speaking

- Light Rail Stops
- Parks
- Schools
- Community Need**
- High
- Medium/High
- Medium
- Medium/Low
- Low

Note: Block groups along the city's eastern boundary were included in this study, although some contain areas outside of city limits.

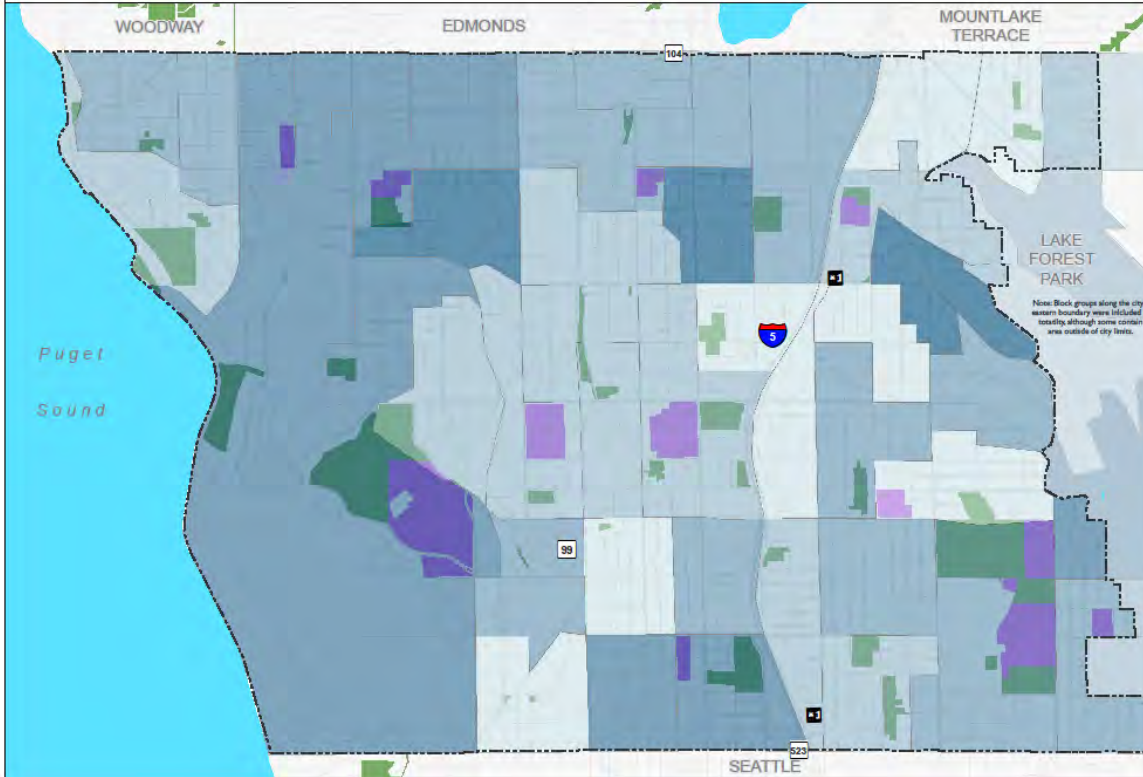


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PROSA 2024 Community Need Score - Over 60

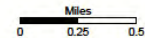


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- Limited English speaking

- Light Rail Stops
- Parks
- Schools
- Community Need**
- High
- Medium/High
- Medium
- Medium/Low
- Low

Note: Block groups along the city's eastern boundary were included in this study, although some contain areas outside of city limits.

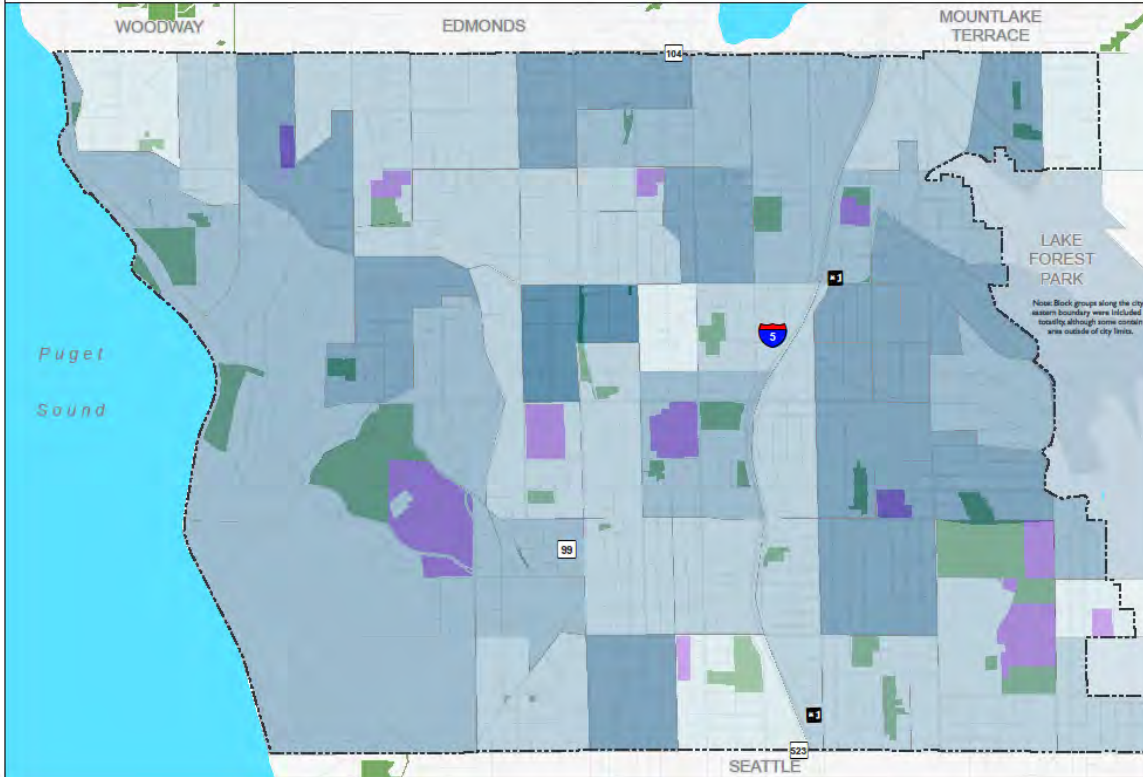


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PROSA 2024 Community Need Score - Under 18

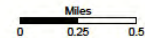


All projects were run through a spatial analysis by block group using 5-year data from the American Community Survey (2016-2020), part of the US Census. Each block group was assessed based on concentrations of these metrics:

- Population under 18
- Population 60 and older
- Household Income
- People of Color
- People with a Disability
- Limited English speaking

- Light Rail Stops
- Parks
- Schools
- Community Need**
- High
- Medium/High
- Medium
- Medium/Low
- Low

LAKE FOREST PARK
 Note: Block groups along the city's eastern boundary were included in this analysis, although some contain areas outside of city limits.

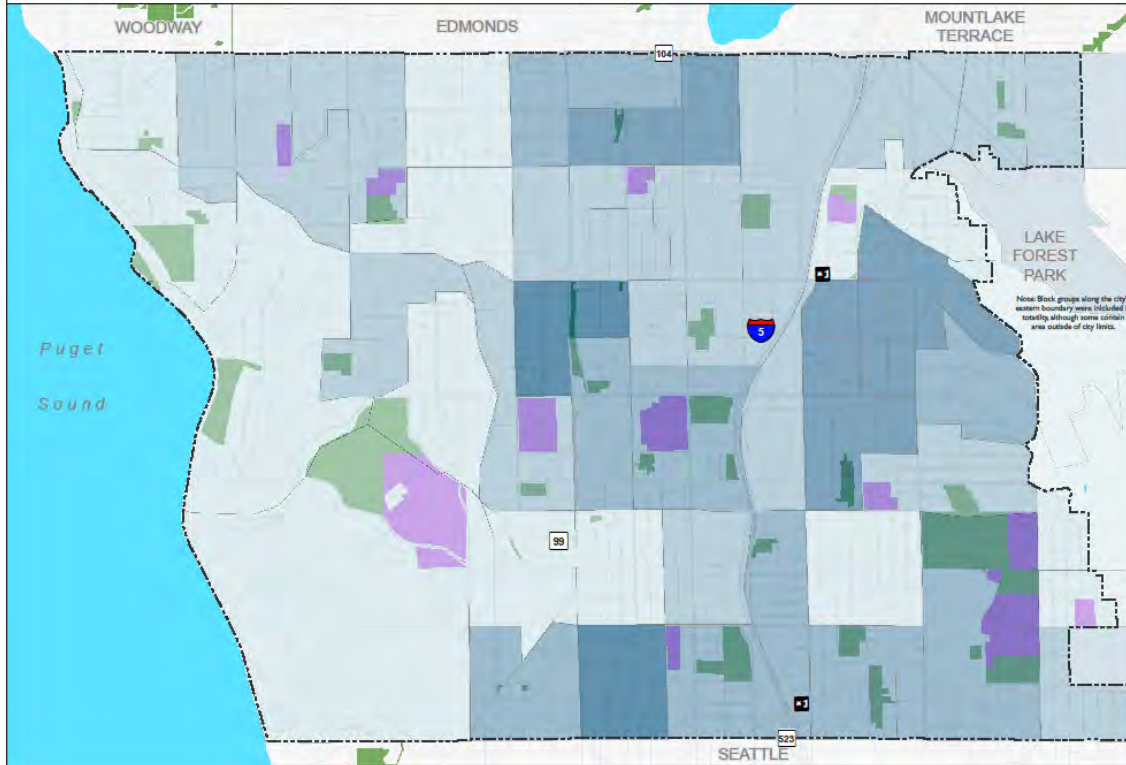


This map is not an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.





PROSA 2024 Community Need Score - People of Color

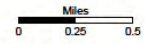


All projects were run through a spatial analysis by block group using 5-year data from the American Community Survey (2016-2020), part of the US Census. Each block group was assessed based on concentrations of these metrics:

- Population under 18
- Population 60 and older
- Household Income
- People of Color
- People with a Disability
- Limited English speaking

- Light Rail Stops
- Parks
- Schools
- Community Need**
- High
- Medium/High
- Medium
- Medium/Low
- Low

LAKE FOREST PARK
Note: Block groups along the city's western boundary were included in totaling, although some contain area outside of city limits.



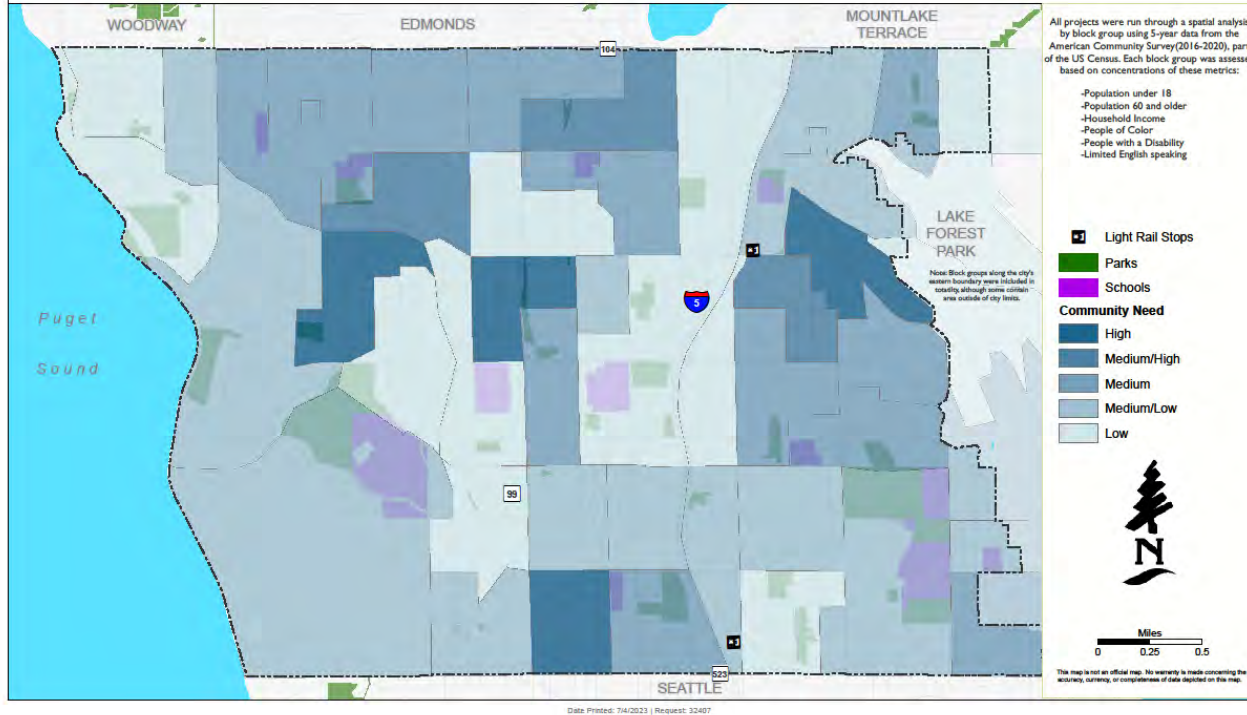
This map is not an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.

Date Printed: 7/4/2023 | Request: 32407





PROSA 2024 Community Need Score - Composite



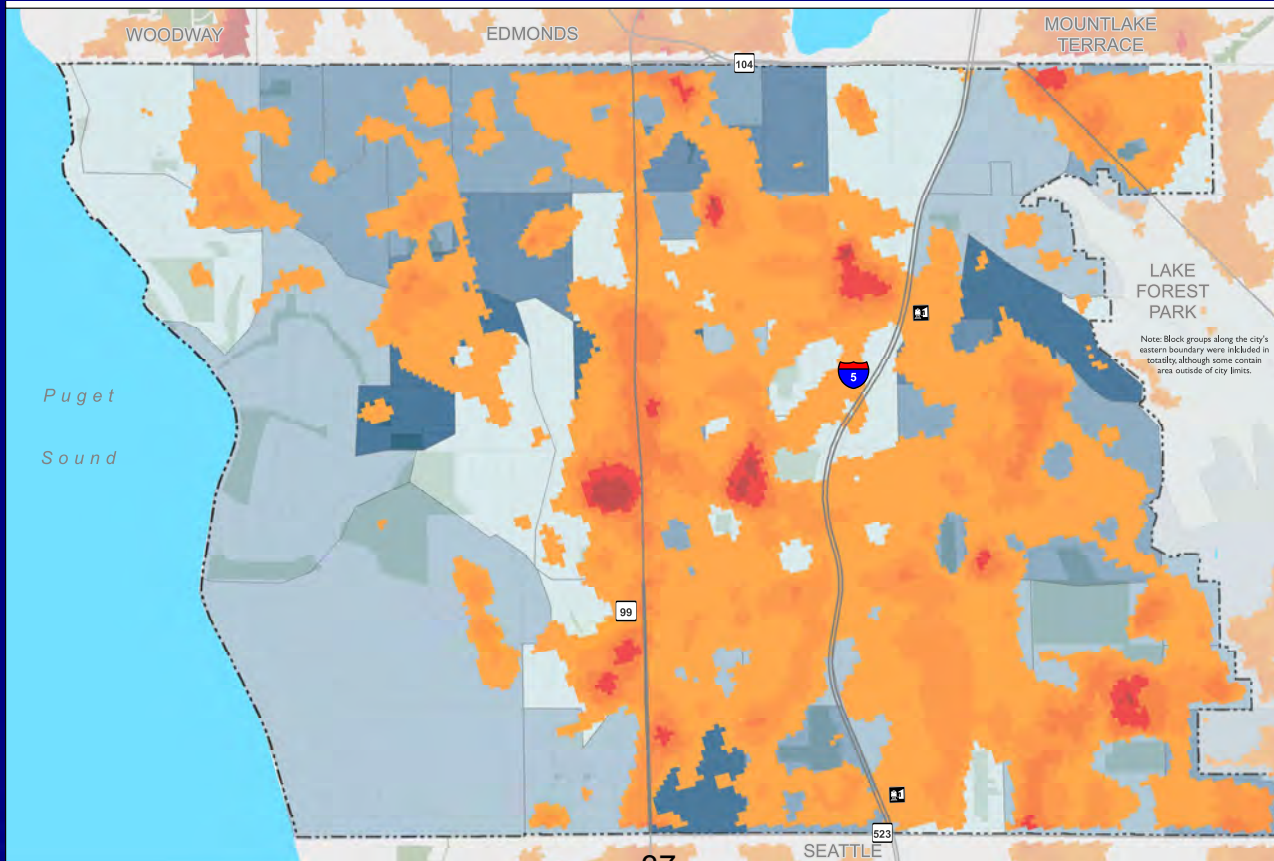
Metrics Used

- Population under 18
- Population 60 and older
- Household Income
- People of Color
- People with a Disability
- Limited English Speaking





PROSA 2024 Heat Index

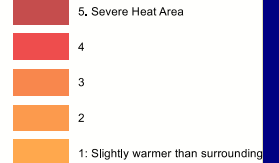


All projects were run through a spatial analysis by block group using 5-year data from the American Community Survey (2016-2020), part of the US Census. Each block group was assessed based on concentrations of these metrics:

- Population under 18
- Population 60 and older
- Household Income
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- Limited English speaking

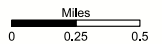
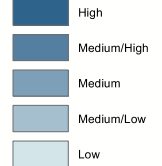
Light Rail Stops

Heat Index (2021)



Parks

Social Inequity Ranking

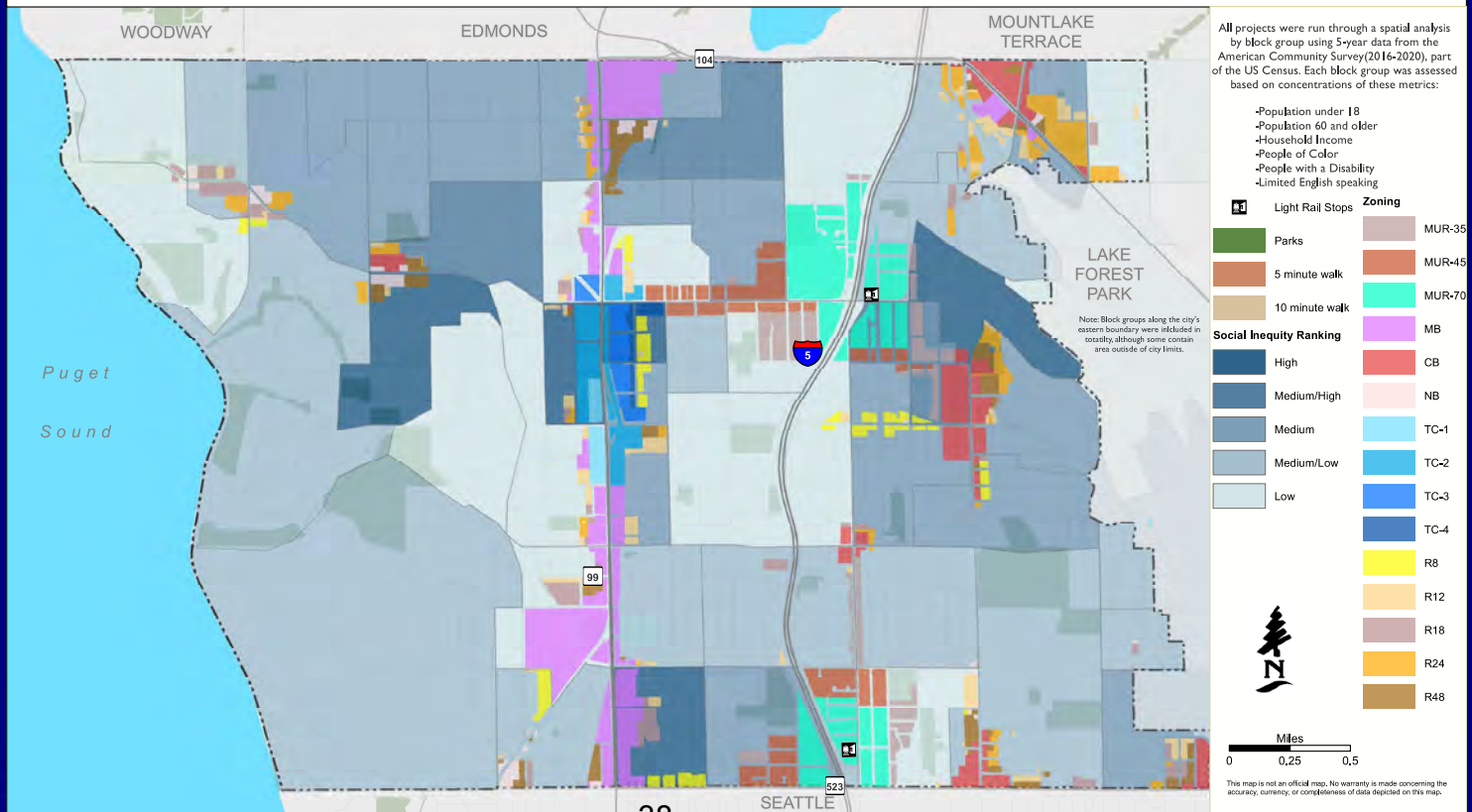


This map is not an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.





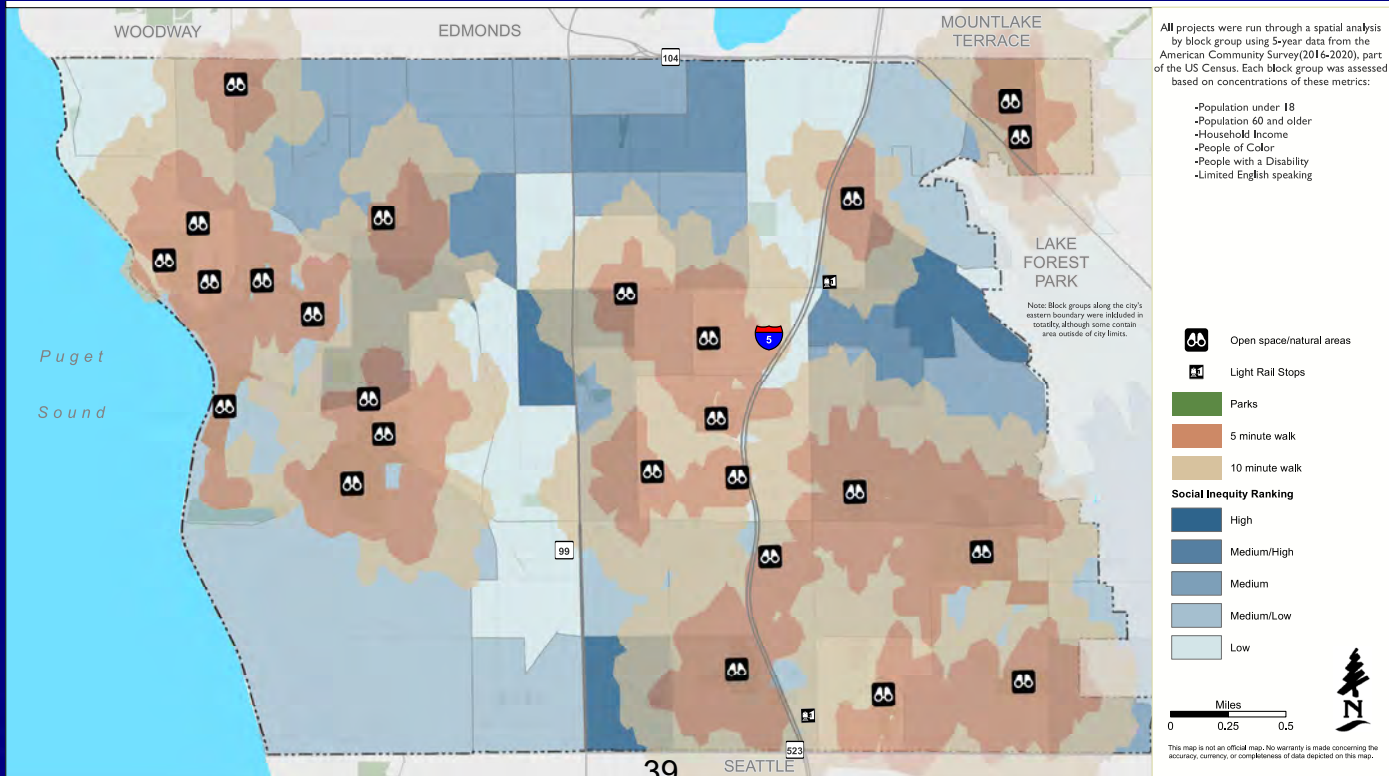
PROSA 2024 High Density Residential Zoning



Walkability – 5 and 10 Minutes

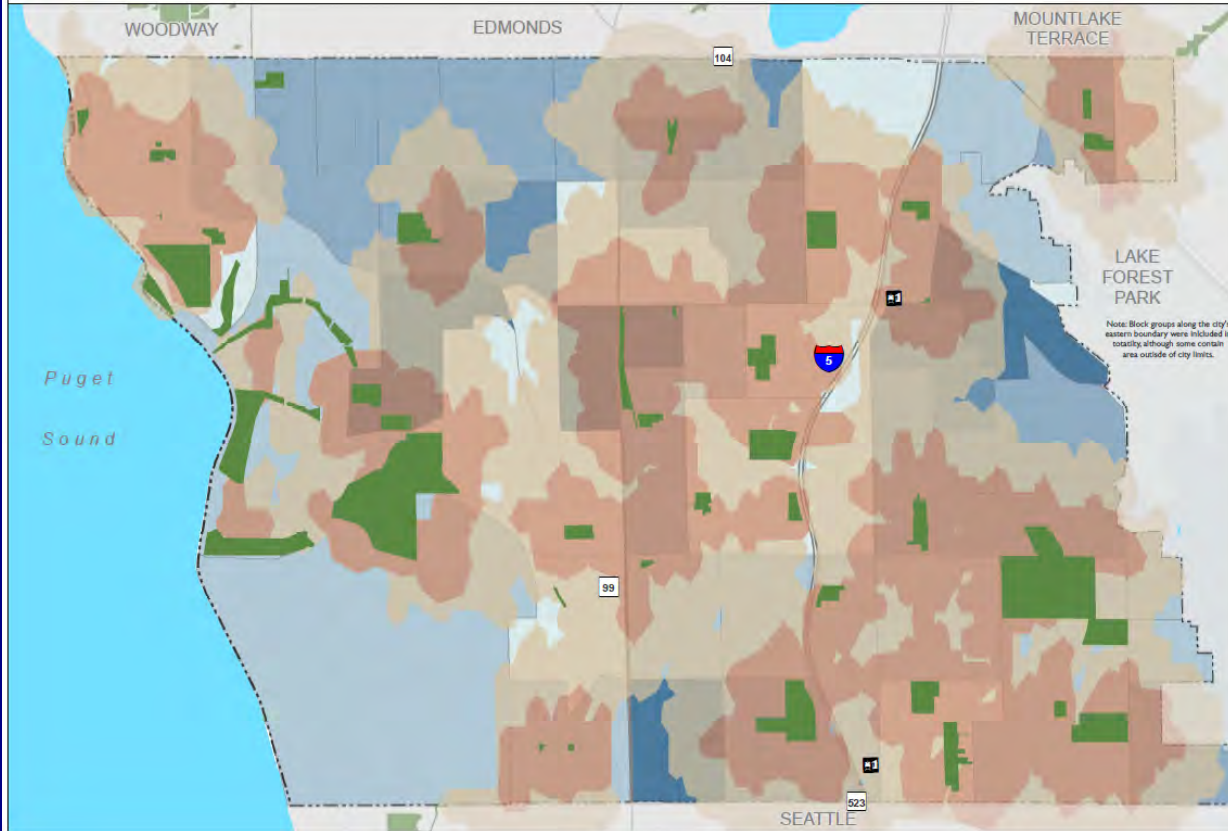


PROSA 2024 Open Space/Natural Area Walkability





PROSA 2024 Park Walkability

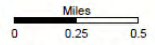


All projects were run through a spatial analysis by block group using 5-year data from the American Community Survey (2016-2020), part of the US Census. Each block group was assessed based on concentrations of these metrics:

- Population under 18
- Population 60 and older
- Household Income
- People of Color
- People with a Disability
- Limited English speaking

Note: Block groups along the city's eastern boundary were included in totality, although some contain area outside of city limits.

- Light Rail Stops
- Parks
- 5 minute walk
- 10 minute walk
- Social Inequity Ranking**
- High
- Medium/High
- Medium
- Medium/Low
- Low

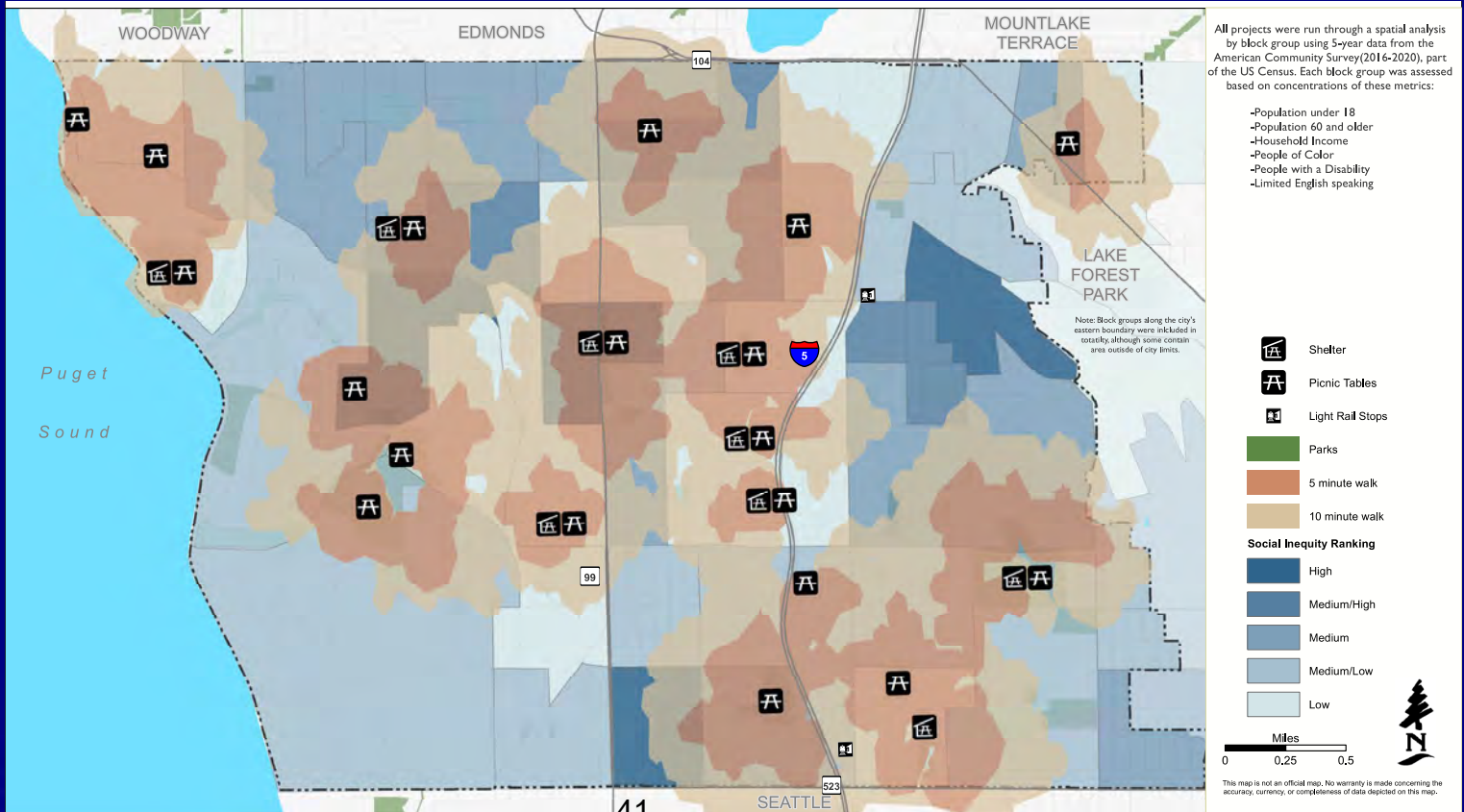


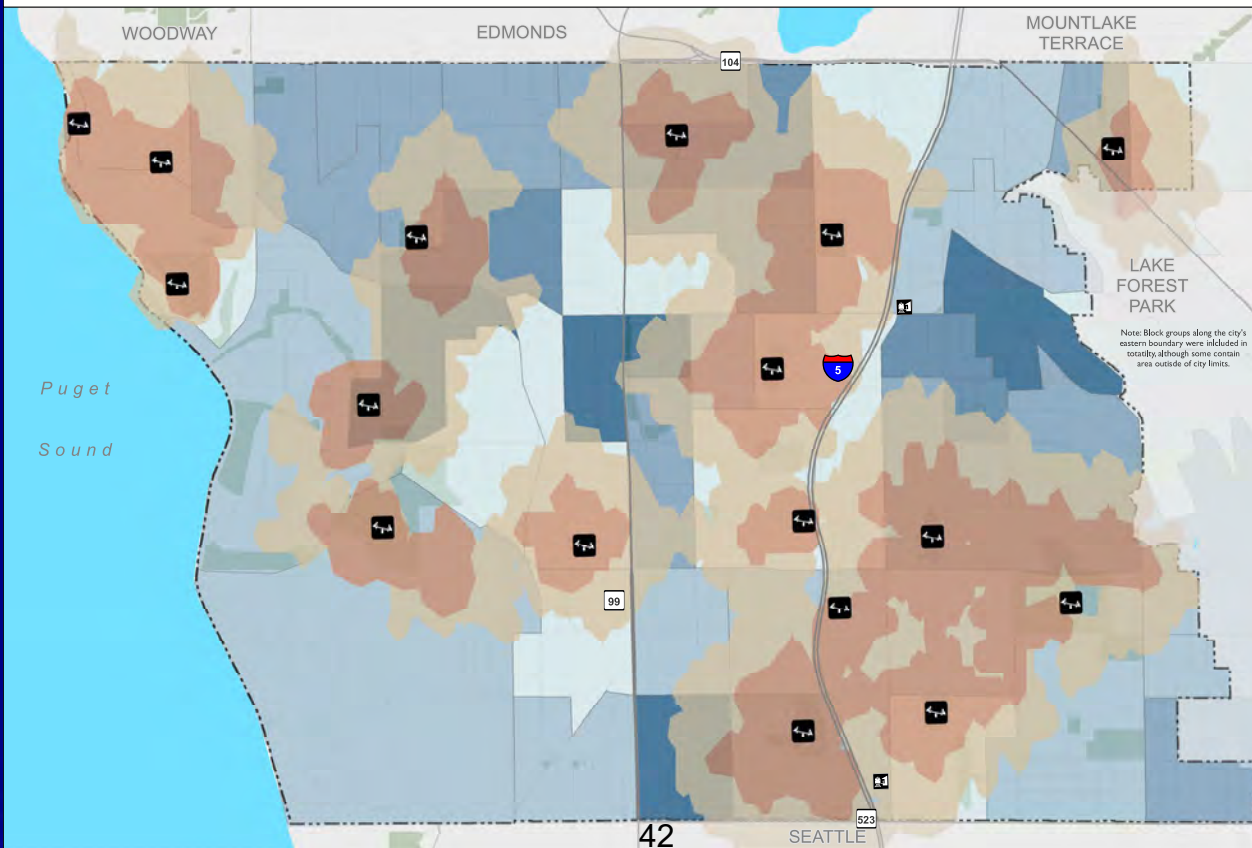
This map is not an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.





PROSA 2024 Picnic Area Walkability



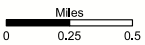


All projects were run through a spatial analysis by block group using 3-year data from the American Community Survey (2016-2020), part of the US Census. Each block group was assessed based on concentrations of these metrics:

- Population under 18
- Population 60 and older
- Household Income
- People of Color
- People with a Disability
- Limited English speaking

Note: Block groups along the city's eastern boundary were included in totality, although some contain area outside of city limits.

- Playgrounds
- Light Rail Stops
- Parks
- 5 minute walk
- 10 minute walk
- Social Inequality Ranking**
- High
- Medium/High
- Medium
- Medium/Low
- Low

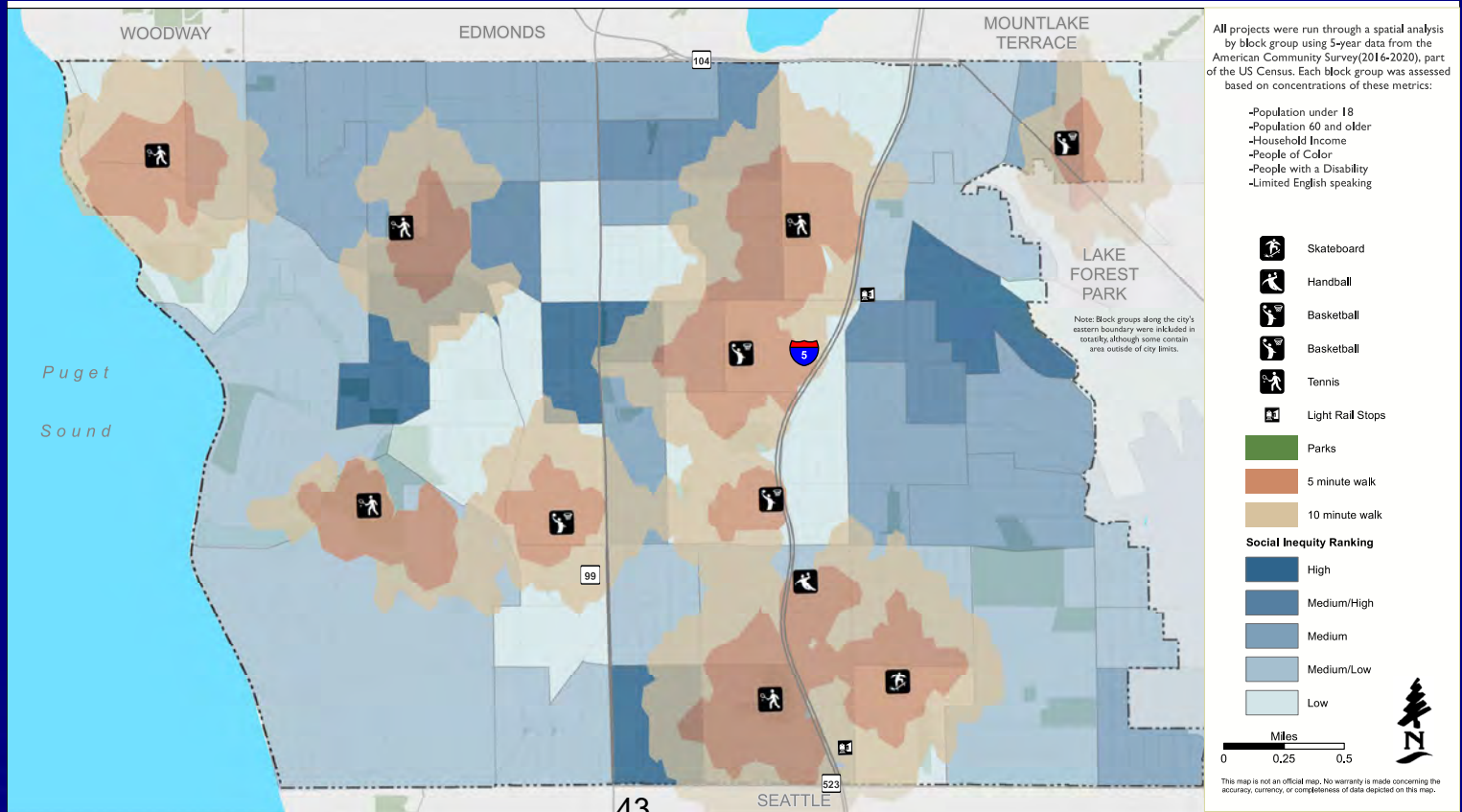


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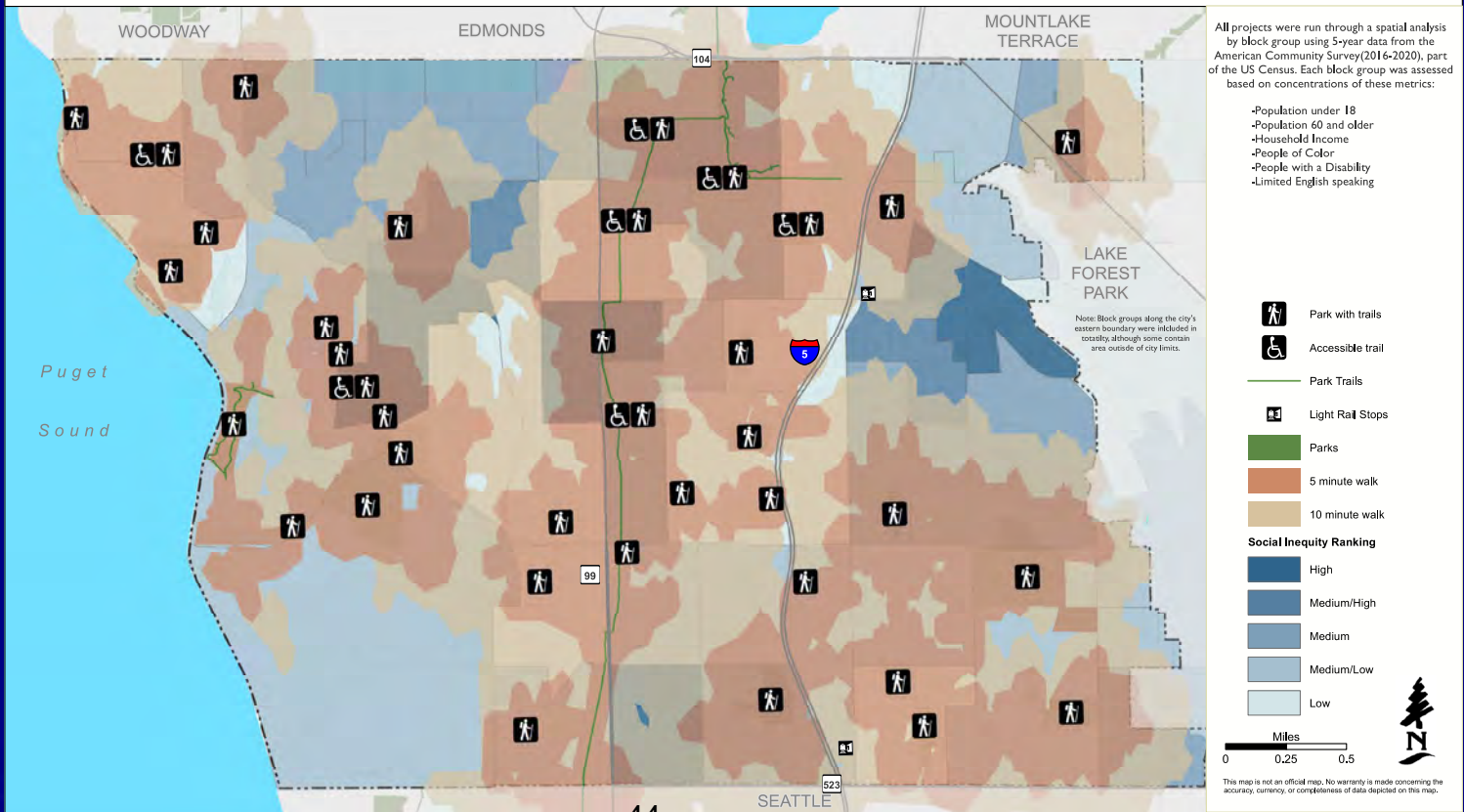


PROSA 2024 Sports Courts Walkability





PROSA 2024 Parks Trails Walkability



Guidance Criteria

Acquisition

Development

Acquisition
vs.
Development

Programs
and Services

Guiding Criteria for Park acquisition and development

DRAFT EXAMPLE CHECKLIST |

- Does the parcel in question address a community need as identified in the adopted Community Needs Maps?
- Is this parcel/area identified in any adopted City planning documents as a priority for acquisition based upon criteria in those plans?

Acquisition - does the parcel:

- Preserve unique environmental, cultural, or historical site?
- Support habitat or environmental sensitive area?
- Retain a unique feature for public use?
- Provide multiuse potential?
- Have ready/feasible funding source?
- Have staff or stewardship resource to maintain?
- Create a new access point for existing public space?
- Add or expand an existing park or conservation?
- Have existing or proposed multimodal access?
- Support implementation of more than one adopted City plan?
- Have a reasonable purchase cost or agreement?
-
-
-
-

Development - does the parcel:


- Have targeted development funding unique to the site?
- Provide/expand multiuse/multigenerational service?
- Provide or expand fully accessible access to park?
- Reasonable life cycle maintenance standards?
-
-
-
-



Program/Service Delivery-Guiding Principles

- CAPRA Standard




Recreation Lines of Service Determinants Evaluation Tool

Program:
 Date assessed:
 Staff:

DETERMINANTS	CAPRA	Yes	No	Specifics	Target Metrics used	Resource/Budget Impact
PRCS Vision and Mission alignment						
Healthy People	ab	X				
Enhanced Natural Environment	b					
Life-Enhancing Experiences	abef	X				
Healthy Communities	abdf	X				
Stewardship for the Next Generation	bdf					
Celebrate Arts and Culture	abf					
PRCS Strategic Action Initiative alignment						
Expand Opportunities to connect with nature	abdf					
Expand Recreation Facility opportunities	bd					
Serve the full spectrum of aging adult recreation needs	abd					
PRCS Clarity Map Goal alignment						
Ensure Quality opportunities	abd					
Diverse and Affordable Programs	abd	X				
Equitably distribute Resources	abd					
Partnerships	bd					
Community Engagement	abcdf					
Cost Recovery alignment						
Staffing Available						
Appropriate Space Available						
Participant Survey evaluated	cd					
Suggestion Survey evaluated	cd					
National Trends	c					
Demographics	a					
RECOMMENDATION						

DISCUSSION

Attachment D



Memorandum

DATE: July 27, 2023
TO: Parks, Recreation & Cultural Services/Tree Board
FROM: PRCS/T Parks Committee
RE: Committee Charter Update

Requested Board Action:

Vote to adopt Charter.

Project Description and Background:

The Parks Committee Charter has been revised to reflect the following:

- Updated membership.
- Maintained PROSA Plan and Proposition One Goals.
- Added a goal specific to a prioritization and decision-making framework for balancing maintenance and development of current parks with acquisition and development of new park properties. This goal also identifies the need for scalable park design processes.
- Ongoing goals include additional City-wide goals including climate action initiatives.
- Site specific and community led initiatives are maintained.
- Tasks and Timelines updated with the known PROSA and Park Bond timelines.
- Added a task specific to providing input into design and process of future park development, and a task specific to supporting the implementation of the PROSA Plan after its adoption.

Next Steps

- Schedule monthly meetings with staff and provide updates to the full Board.

PRCS/T Board Arts and Culture Committee

August Summary for the August 24, 2023, PRCS/T Board Meeting

Summary of the Arts & Culture Committee Meeting on Thursday August 10th at 9am

PROSA Plan: SAI Drafting

- Reviewed, discussed, and made suggestions for edits to the DRAFT SAI's focusing on the SAI's directly associated with our committee's work.
- Engagement mapping equity SAI demographic data
- Outcomes of this discussion are in the SAI Draft document.

Art Cottage Residency at Richmond Beach Saltwater Park 2023 Season:

- **B: July - August:** Roldy Aguero Ablao, explored their ancestral textile and pottery patterning from Guam, through this inspiration from the Pacific and the cottage site here in the Pacific Northwest, they celebrated culture and ancestry by weaving stories of the past and present together, creating objects that explore place and belonging for future discovery. Final Presentation was Sunday Aug 6th, last open studio date Wednesday, August 9, 5-8pm.
- **C: September – October: Salome MC,** Iranian multimedia, and installation artist, planning to create a short film inspired by the site. Putting together her schedule right now for open studio times which will be announced soon.

Next Cultural Event

- **[Celebrate Shoreline](#), Saturday August 19, 12pm – 9pm**
Cromwell Park, 18030 Meridian Ave N
Celebrate Shoreline is the City's annual birthday party! The festival has multiple stages with live music and shows, a beer garden, pony rides, children's theater, food, toy workshop, hands on activities and more!
This is a free family friendly festival. There is a cost for food, beverages and some activities.

Meetings (scheduled for the 2nd Thursday at 9am, schedules permitting.)

- September – Thursday September 14, 9am
- October – Thursday October 12, 9am

TABLED

- Art Program Mission Statement Update Discussion
- **OTHER UPCOMING EVENTS**
 - **Hamlin Halloween Haunt Friday, October 20, 2023, 5:30pm - 8:30pm,**
Hamlin Park, 16006 15th Avenue NE
[Hamlin Halloween Haunt](#) is a free Halloween event held outdoors at Hamlin Park. Listen to spooky songs and stories as you toast marshmallows around a campfire, ride the hay wagon, play Halloween games, and have your face painted. Dress for the weather and bring a flashlight.

PRCS/T Board Arts and Culture Committee

August Summary for the August 24, 2023, PRCS/T Board Meeting

- **Dia de los Muertos Celebration, Thursday, November 2, 2023, 5:00 pm – 7:30 pm,**
Spartan Recreation Center, 202 NE 185th Street
Join family and friends as we remember and honor special people from our lives who have passed away. Enjoy music, dance, and hands-on activities. Come prepared to purchase food from the food truck onsite.
- **Veterans Day Celebration, Saturday, November 11, 2023, 2pm,**
Shoreline City Hall Lobby, 17500 Midvale Avenue N
Join the City of Shoreline and the Shoreline Veterans Association as we celebrate veterans. All veterans of any U.S. military service are invited, along with family and friends and those who would like to honor our veterans. There is a short program followed by refreshments. View the 2021 Veteran's Day Program on the [City's YouTube channel](#).
- **Winter Porchlight Parade, December 1 - 31, 2023**
The cities of Bothell, Kenmore, Lake Forest Park and Shoreline have partnered again this year to celebrate communities shining bright with the 2023 Winter Porch Light Parade, running from December 1 through December 31, 2023. These four cities invite residents and businesses to create light displays that will become part of a virtual map, marking the many holidays and traditions celebrated during the winter season in our communities.
- **CITY SPONSORED EVENTS**
 - ShoreLake Arts: [Underground Holiday Market](#) **Saturday November 18th, 10am – 4pm,** Shoreline City Hall, 17500 Midvale Ave N
Start your holiday shopping in Shoreline to find that perfect hand-crafted gift. We can't think of anything more quintessentially wintery than a stroll through a unique holiday market. We are excited to bring the Shoreline Holiday Market and Shoreline Farmers Market together with everything under one roof (quite literally!) at the Shoreline City Hall undercover parking garage (open air).



Memorandum

DATE: August 24, 2023
TO: Parks, Recreation & Cultural Services/Tree Board
FROM: PRCS/T Board Community Engagement Committee
RE: Community Feedback online "survey" opportunity

Requested Board Action: Approve combining the online PRCS/T Board survey with the online Shoreline Recreation Opportunities survey on the City of Shoreline website in order to streamline and simplify community feedback/input as well as to more easily drive public engagement via a common survey.

Project Description and Background: Combine the online PRCS/T Board survey with the online Shoreline Recreation Opportunities survey on the City of Shoreline website. This merger would provide a single and more visible feedback/input link on the City of Shoreline website.

The Community Engagement Committee feels the questions comprising both the current surveys could be combined "as is" with no need for any changes. In order to tie the online survey in with the community outreach poster campaign in the parks, the Committee would like the tiles or buttons which access the online survey to use the same "Your Voice Matters!" verbiage, colors and font, if possible.

Next Steps: Ask staff to merge the online PRCS/T Board survey with the online Shoreline Rec Opportunities survey into one common survey. Place tiles or buttons to access the survey on the PRCS/T Board page as well as the Recreation Programs, Parks & Trails, and Events, Arts & Culture pages of the City website.



Memorandum

DATE: August 24, 2023
TO: PRCS/Tree Board
FROM: Kirk Peterson, Parks Superintendent
Kevin Hickenbottom, Senior Park Maintenance - Urban Forestry
RE: Urban Forest Strategic Plan (UFSP) Update

Requested Board Action

Staff is providing an update of the City of Shoreline's 2023 Urban Forest Strategic Plan (UFSP).

Project or Policy Description and Background

The UFSP was last updated in 2014. The plan provides a broad, strategic overview of the goals for public land and forestry issues on public and park land owned and operated by the City.

Budget Implications

The City of Shoreline's Urban Forestry efforts are funded via the City's general fund, grants as well as in-lieu of fees. The updating of the UFSP is being updating using existing funds.

Public Involvement Process

Staff have conducted a number of public outreach events to a variety of stakeholders, interest groups as well as the public to seek input on the 2023 UFSP. Some of the outreach efforts have included a public service announcement with links to the UFSP and comment area fields were available to capture online feedback. Staff also conducted an in person and online open house to solicit feedback.

Additional Information and Tree Board Member Involvement

Staff met separately with three PRCS/Tree Board members in July to ask the members to review the draft 2023 UFSP. Board Members provided feedback on the plan and staff made changes to the plan to address suggestions and questions raised by the Board. Table 1 below lists the summary of the changes made as a result of this feedback.

The new Introduction includes:

- Addressed the definition of public v private trees, and management responsibilities.
 - *While Shoreline’s tree canopy spans across public and private lands, and the overarching mission, vision, and some goals and objectives in this plan pertain to the entire community’s forest, the scope of the strategies are focused on the city’s efforts on public property, specifically public parks, open space, and rights-of-way (ROW).*
- Included a definition/explanation of what an Urban or “community” forest is.
 - *Shoreline has a passion for its urban forest, a universal term for the collective of trees and associated vegetation in a community—from backyards and streetscapes to native forest remnants, parks, and green open space.*
- Addressed update in 2023/since 2014 in greater detail.
 - *In 2014, through a guided process considering all aspects and components of a sustainable city program, the City adopted its first Urban Forest Strategic Plan (UFSP), a comprehensive set of goals, objectives, and strategies for urban forestry. This plan is intended to be a high-level internal document to guide the development of policies, protocols, and work plans as well as the implementation of projects and partnerships to achieve the goals.*

New strategies in goals section include:

- *Share tree canopy data with other city departments, such as Planning and Community Development to track private property’s contribution to overall canopy goal.*
- *Explore the Tree Equity Score to identify canopy needs in disadvantaged areas of the community.*
- *Apply for seed funding, such as, USDA Forest Service Urban & Community Forestry Grant to expand the city’s urban forestry program. (accomplished).*
- *Develop a program to provide free trees and education on proper tree care for residents. (accomplished)*
- Added a “Summary of Strategies” section at the end.

Added Appendix D Shoreline’s Strategies with Timeline & Budget Implications

Reworked Appendix A with Vibrant Cities Lab Fact Sheet on “Urban Forest Benefits for Climate, Carbon, and Human Health.”

Table 1

Feedback	Response
Definition of Public vs Private, “Address this issue head on”	Addressed in new introduction
Meaning of community forest	Addressed in new introduction
Reference update since 2023	Addressed in new introduction

Reference of various plans is confusing & we don't understand the hierarchy?	All the plans are important and interrelated; purposefully didn't rank them.
PROSA, SAI's action plan is unclear & how do they work together?	The UFSP is independent of PROSA, but we are recommending that the PROSA plan include an SAI related to the implementation of the UFSP and the more detailed 20 Year Forest Management Plan. This SAI will link the two plans.
Goals & strategies are confusing with the check marks for completion	Checks are useful for showing what has been completed and help guide future management plans.
175th & Development Code & Future Growth, what is it in relation to trees and sidewalk?	The PROSA Plan is focused on City Parks, Recreation, Open Space, and Arts. The Transportation Improvement Plan, Development Code are independent of this plan. All City plans are interrelated and connected through the Comprehensive Plan.
Urban Canopy on private land vs public land and percentages?	Addressed, added detail <i>"Well over half of the city (60%) is covered with vegetation (grass, shrub, trees), with two-thirds of Shoreline's parks and open space covered by tree canopy."</i>
Equity mapping & benefits/health relationship, quality of life	Addressed, reworked Appendix A "Urban Forest Benefits for Climate, Carbon and Human Health" Also added in goals <i>"Explore the Tree Equity Score to identify canopy needs in disadvantaged areas of the community."</i>
Provide robust equity lens in relation to trees & health	Addressed, reworked Appendix A "Urban Forest Benefits for Climate, Carbon and Human Health" Also added in goals <i>"Explore the Tree Equity Score to identify canopy needs in disadvantaged areas of the community."</i>
Community based outreach to other groups (other than Neighborhood Association), look at all groups & be inclusive with volunteer efforts & goals in mind in relation to the UFSP	We are recommending that the PROSA plan includes an SAI to develop guidelines for community engagement for park and recreation planning for engagement of all residents. These guidelines would be used for all Parks development activities including UFSP implementation.

Tradeoffs in evaluating land use & development code on both private & public property	Not addressed, beyond the scope of the plan. The plan is focused on public trees on public lands.
Goal to maintain 37% - where does that come from, is it good enough? Expand report to address this.	The 2023 Urban Tree Canopy Assessment estimates the overall tree cover in Shoreline at 37%. The goal to maintain this is derived directly from that number. The overall canopy cover needed can be speculative, the ongoing goal is to increase coverage.
240-acre goals stated on restoration, why?	Acreage goal comes from the 20-Year Forest Management Plan and is the estimated total acreage of Shoreline's forested parks and natural areas
Species selection & restoration, why & where did it come from?	Species selections in restoration come from 20-Year Forest Management Plan and contract restoration ecologist, the plan identifies key areas and recommendations based on site conditions
Street trees, where is the focus & future goals to improve tree canopy?	Too detailed for this plan, that is for a management plan, not strategic
Tree team & interdepartmental working group to address development, communication & long-term care/establishment of street trees that are required as part of development/permitting code	Already addressed with strategy "Revive City 'Tree Team' with guidelines/policy for inter-departmental and inter-agency coordination"
Why is plan just of public UF?	Addressed in the introduction. The plan is focused on public trees. Other trees are addressed in other City plans and codes.
Carbon sequestration & tree canopy values	Information available in the Climate Action Plan
Climate trends & climate appropriate degree of tree cover; how does planting plan relate to equity scores?	Beyond the scope of the strategic plan – this is forest management plan
Timeline on implementing goals on page 7	Added summary of strategies and <i>Appendix D Shoreline's Strategies with Timeline & Budget Implications</i>
Prioritization of goals, strategies with Tree Team	Added summary of strategies and <i>Appendix D Shoreline's Strategies with Timeline & Budget Implications</i>

<p>What about climate adaptation</p>	<p>Not specifically addressed, consideration, will review species selection regularly to ensure that climate adaptation is considered.</p>
<p>Is there a different list for forest restoration vs ROW</p>	<p>Not addressed, ROW list is referenced in plan, forest restoration efforts are site specific depending on nature of the sites and are not limited to a specific list. A certified arborist will make the determination of the appropriate plantings for the site.</p>
<p>Species suitability, how often discussed</p>	<p>Not in scope of plan, no specific schedule, ongoing considerations based on observation, climate trends and other influencing factors</p>
<p>Concern about contractor planted trees and establishment maintenance</p>	<p>Not in scope of plan. This is a development code, permitting and enforcement issue.</p>



CITY OF SHORELINE URBAN FOREST STRATEGIC PLAN

July 2023



ACKNOWLEDGMENTS

Mayor:

Keith Scully

City Manager:

Bristol Ellington

City Council:

Betsy Robertson (Deputy Mayor), Doris Fujioka McConnell, Laura Mork, Eben Pobe, John Ramsdell, Chris Roberts

Parks, Recreation and Cultural Services/Tree Board:

Dustin McIntyre (Chair), Sara Raab McNerny (Vice Chair), Genevieve Arredondo, Jonathon Garner, Jean Hilde, Katie Lorah, Cindil Redick-Ponte

Staff Advisory Team:

Nick Borer, Parks, Fleet and Facilities Manager

Kirk Peterson, Parks Superintendent

Kevin Hickenbottom, Urban Forester

Technical Advisor:

Elizabeth Walker, TerraFirma Consulting

City of Shoreline
2023 Urban Forest Strategic Plan

Introduction..... Page

The Urban Forest as a Natural Resource..... Page

Assessment of the Current Urban Forest..... Page

Strategic Planning Update Process..... Page

Guiding City Policies and Plans

Public Feedback

Vision and Mission Statements..... Page

Identified Key Priorities..... Page

Shoreline’s Urban Forestry Goals & Strategies..... Page

A. Vegetative Resource..... Page

B. Resource Management..... Page

C. Community Framework..... Page

Summary of Strategies..... Page

Conclusion..... Page

Appendix A – Urban Forest Benefits for Climate, Carbon, and Human Health

Appendix B – Public Comments from Open House & Online Forum

Appendix C – Shoreline Urban Tree Canopy Assessment – 2023 Factsheet (Insert)

Appendix D - Shoreline’s Strategies with Timeline & Budget Implications

Introduction

Shoreline has a passion for its urban forest, a universal term for the collective of trees and associated vegetation in a community—from backyards and streetscapes to native forest remnants, parks, and green open space. Realizing it is a valued asset and supports the city’s priorities and vision, Shoreline continues to be committed to supporting efforts to maintain and enhance its tree canopy, particularly on city-managed properties.

In 2014, through a guided process considering all aspects and components of a sustainable city program, the city adopted its first Urban Forest Strategic Plan (UFSP), a comprehensive set of goals, objectives, and strategies for urban forestry. This plan is intended to be a high-level internal document to guide the development of policies, protocols, and work plans as well as the implementation of projects and partnerships to achieve the goals.

While Shoreline’s tree canopy spans across public and private lands, and the overarching mission, vision, and some goals and objectives in this plan pertain to the entire community’s forest, the scope of the strategies are focused on the city’s efforts on public property, specifically public parks, open space, and rights-of-way (ROW).

Along with mission and vision statements, most of the 2014 UFSP elements still hold true today, including these key objectives:

- Maintain a robust degree of tree cover community-wide to maximize the ecosystem benefits.
- Establish a diverse tree population suitable for the various growing conditions and adapted to the region and climate change.
- Acquire a comprehensive understanding of the public tree resource to direct its management.
- Implement a comprehensive urban forest management plan for public trees.
- Develop and maintain adequate staff and funding to implement an urban forestry program.
- Citizens understand and cooperate in urban forest management, recognizing the urban forest as vital to Shoreline’s environmental, social, and economic well-being.

Several earlier strategies have been implemented and are on-going. Of the remaining strategies, most have been included and adapted to be in closer alignment to the current city operations. With the updating of the PROS(A) plan and 2022 update of the Climate Action Plan, new strategies and specific benchmarks have been included in this plan and can help inform other city departments’ stewardship efforts for the urban forest across the community.

The success of the Plan continues to heavily rely on support of these strategies by both the city decision makers and the community. Adequate funding and resources committed to a program are critical to advance and cultivate a more sustainable program. The Plan is structured to be utilized in developing work plans for public tree management, short-term goals, and a direction toward stewarding a healthy and thriving urban forest.

The Urban Forest as a Natural Resource

The City of Shoreline understands that it needs to manage its trees and urban forest. Both staff and community make the connection that it's prudent to manage trees as assets because they provide many tangible benefits to the community. Some of the benefits from Shoreline's urban or forest* are:

- Reduces stormwater runoff and erosion
- Provides shade and cooling for fish-bearing streams and buildings
- Improves air quality and mitigates wind effects
- Provides wildlife habitat
- Increase property values and sense of place

* For more information, see Appendix A.

Every tree also has a monetary value. For example, if one is damaged by a car crash, there is a landscape value that is considered in its replacement cost. Trees, like other assets, also have maintenance costs, such as pruning young trees for structural integrity or for clearance on roadways and trails. Trees may become public safety liabilities that must be accounted for, for instance, when they become structurally unsafe or die and fall into the road or onto a park trail or sports field. A proactive mitigation program with high-risk trees, which includes removal, replacement, and where appropriate, leaving snags, is responsible stewardship of the urban forest.

Assessment of the Current Urban Forest

The most recent tree canopy assessment was conducted this year - 2023 (with 2021 data and imagery) and offers helpful information about the city's tree canopy and urban forest:

- The overall (average) tree cover in Shoreline is estimated at 37%, an effective level to provide significant ecosystem benefits.
- Compared to the previous tree canopy assessment in 2018, Shoreline's canopy slightly *increased* with an additional 10 acres.
- Area-wise, the city's tree canopy matches the amount of impervious surface.
- Well over half of the city (60%) is covered with vegetation (grass, shrub, trees), with two-thirds of Shoreline's parks and open space covered by tree canopy.

- Shoreline’s 2,751 acres of trees absorb nearly 227 million gallons of water per year, which minimizes flood risk and stabilizes soil, and thus, improves water quality and valuable habitats.
- The city’s urban forest helped lower air temperature and improve public health by removing approximately 176,000 lbs. of air pollution annually.
- Citywide, Shoreline’s tree canopy provides over \$21 Million in ecosystem benefits through avoided infrastructure costs and energy use, pollution reduction, and in stored carbon.

In 2019, a forest management plan was adopted to help prioritize restoration work in the city’s parks and open space system. Including historical projects, the city has accounted for:

- Since 2017, at least 15 acres in 13 forested park areas and open space are being actively restored and maintained in Shoreline as part of the city stewardship program.

Strategic Plan Updating Process

In updating the strategic plan, two components for input were 1) any current documents that tie to urban forestry and 2) public feedback on priorities.

1) Guiding City Policies and Plans

The city has several established documents and plans that have guided its programs and policies and resonate well with an urban forest strategy. The following language in these plans supports the value of trees and an urban forestry program.

[Shoreline Climate Action Plan](#) (CAP)

In the inaugural Climate Action Plan (2013):

Preserve urban forests and the multi-layered benefits they provide to the community, including aesthetic appeal that attracts businesses and residents, stormwater management, air quality enhancement, wildlife habitat diversity, and shade from the hot summer sun.

In 2022, an addition of relevant actions for public forest and tree management include:

Ecosystems and Sequestration Focus Area

- ES 1.1 Create nature patches
- ES 1.2 Expand forest restoration efforts
- ES 1.3 Expand street tree planting
- ES 1.4 Increase urban forestry funding
- ES 1.7 Update street tree list/planting practices
- ES 1.8 Utilize forest carbon credits

Community Resilience and Preparedness Focus Area (Capital Projects)

CRP 1.1 Expand Climate Impacts Tool usage

CRP 1.2 Develop recommended design practices for urban heat

CRP 1.3 Climate resilient urban design standards (GSI)

The CAP also includes the following forest-related targets:

- Increase urban forest sequestration 5% by 2050 compared to 2019 levels (*supports overall goal of net-zero community-wide emissions by 2050*). Currently, an estimated 2,237 tons of carbon are sequestered in Shoreline’s urban forest annually, which is valued at \$381,459.
- Restore 240 acres of urban forest by 2039 (*according to the Green Shoreline 20-Year Forest Management Plan*).

Climate Impacts and Resiliency Study

The actions in the Climate Action Plan were built from the 2020 Study which created a “Climate Impacts Tool” for staff to screen city projects/plans – and includes a relevant urban forestry recommendation:

16. Resilient Planting | Revise tree list and GSI planting requirements to create more resilient urban habitat and expand [thriving] urban forest canopy.

City of Shoreline Parks, Recreation, and Open Space (and Arts) - PROSA Plan

The city’s PROS plan is currently being updated and now incorporates arts. The goal of the previous plan is to:

Provide quality parks, recreation, and cultural services, to promote public health and safety; protect our natural environment; and enhance the quality of life of our community.

There is an intent to have this Urban Forest Strategic Plan inform the PROSA Plan updating process with not only the enclosed goals, objectives, and strategies, but public concerns and priorities around acquisition and management of forested parks and open space.

Shoreline Environmental Sustainability Strategy (2008)

“The City of Shoreline will exemplify and encourage sustainable practices in our operations and in our community by:

- Being stewards of our community’s natural resources and environmental assets.
- Promoting development of a green infrastructure for the Shoreline community...”

City of Shoreline Vision 2029 (2009)

“People are first drawn here by the city’s beautiful natural setting and abundant trees.”

2) Public Feedback

For the update of this strategic plan, the city provided two ways to receive feedback from the public: an online public comment forum and an open house. The online forum requested public comment via a short survey and provided access to copies of the 2014 version of the Plan and the 2018 Green Shoreline 20-Year Forest Management Plan for reference. The forum was available March 10 – April 28, 2023. The city received 119 responses within that period.

The city hosted a public open house on April 13, 2023 in council chambers. After an intro on the plan update, attendees were invited to visit various posters with the proposed strategies and speak with staff and the consultant, register comments, and indicate their top priorities with dots.

A compilation of the public feedback is found in Appendix B. For the open house, the written comments are shown as well as the location of dots. For the online forum, survey responses mentioning specific areas needing planting and/or management are included.

Since this valuable input goes beyond this strategic plan, relevant comments could be shared with the responsible departments (e.g., Planning & Community Development) or working groups (e.g., PRCS Board) to consider in their purview.

Vision and Mission Statements

In the development of the UFSP in 2014, the city saw the importance of having both a vision and mission statement around Shoreline's urban or community forest. The following vision remains appropriate today:

Shoreline's urban forest is a healthy and cohesive ecosystem that is valued and cared for through community stewardship.

As mentioned before, the urban forest is considered a compilation of trees and associated vegetation. The reference to it being an **ecosystem** engenders more of a community of organisms – plants, animals, fungi, microbes – that interact as a dynamic system. Biodiversity, disturbance, and succession are influences to the system. The urban forest is **cohesive** in nature because it is an assemblage of both native and non-native species crossing public and private property lines making it contiguous and functioning as a system.

Community stewardship speaks to active management of the resource, using best practices by City and citizens alike.

For direction, a mission statement was created to capture the commitment and reason for developing a more sustainable program:

Shoreline is dedicated to protect and manage the vibrant urban forest to enhance its benefit to the environment and its contribution to the livability of the community today and for generations to come.

Benefit to the environment refers to the ecological benefits of providing wildlife habitat and shade to fish-bearing creeks as well as performing as air & water pollution filters and mitigation of flooding and erosion.

Livability of the community pertains not only to the social and economic benefits the urban forest provides but also the importance to balance with other community values such as solar access, land use, view protection, and gardening.

Key Priorities & Objectives

The original seven key priorities remain effective in guiding strategies and actions:

1. TREE CANOPY - Maintain an optimal degree of tree cover, community-wide.
2. SPECIES SUITABILITY - Establish a tree population suitable for the urban setting and adapted to the regional environment and climate change.
3. TREE INVENTORY - A comprehensive inventory of the public tree resource to direct its management.
 - a. Detailed understanding of the condition and risk potential of all publicly managed trees.
 - b. Urban forest renewal is ensured through a comprehensive tree establishment program driven by canopy cover, climate resilience, species diversity, and species/age distribution objectives.
 - c. All public trees are managed with safety as a high priority.
4. MANAGEMENT PLAN - Develop and implement a comprehensive urban forest management plan for public property.
 - a. The ecological structure and function of all publicly owned natural areas are protected and, where appropriate, enhanced or restored.
 - b. Preservation and enhancement of local natural biodiversity, where appropriate.
5. FUNDING - Develop and maintain adequate funding to implement a city forestry program.
6. STAFFING - Employ and train adequate staff to implement city forestry plan/program.
 - a. Ensure all city departments and other public agencies cooperate with common urban forestry goals and objectives.
7. COMMUNITY STEWARDSHIP - At the neighborhood level, residents understand and cooperate in urban forest management.
 - a. The public values the role of the urban forest through education and participation. The urban forest is recognized as vital to Shoreline's environmental, social, and economic well-being.

Shoreline's Urban Forestry Goals & Strategies

The proceeding goals and strategies are organized under three major categories: vegetative resource, resource management, and community framework. The framework established in the 2014 process remains, with updated goals where appropriate, addition of new strategies, and indication of strategies that are ongoing with a check mark.

A. VEGETATIVE RESOURCE

The criteria in this category relate to the composition and condition of the urban forest. The performance indicators range in the level of diversity and known health of the trees across the community. These are generally used as performance benchmarks to assess the effectiveness of resource management and the community framework, the other categories. In general, the major strategies to achieve diversity and health goals are:

- ❖ For age diversity, planned regeneration and good management and preservation of the highly valued mature trees in the community.
- ❖ For species suitability and distribution, use of a diverse and appropriate species list for all community plantings.
- ❖ For a healthier and safer tree population, responsive management to address public hazards and optimize the urban forest's role in community benefits.

Canopy Cover

Shoreline's Goal: *Maintain the current 37% average tree cover for its optimal ecosystem benefits, while planting future canopy in appropriate public planting spaces.*

- ✓ Perform regular tree canopy assessments to track change and identify opportunities of enhancement through planting projects and stewardship. Appendix C is a factsheet of the most recent assessment.
- Identify potential planting spaces in public land to enhance tree cover.
- Share tree canopy data with other city departments, such as Planning and Community Development to track private property's contribution to overall canopy goal.

Species Suitability

Shoreline's Goal: *More than 75% of the public trees are of species considered suitable for climate resilience.*

Shoreline's Goal: *Native species are specified where appropriate in publicly managed areas; invasive species are aggressively eradicated.*

- ✓ Update ROW Tree Species List
- Regularly discuss interdepartmentally suitable [climate-ready tree species](#), including native species, for city managed land and projects.
- Analyze the species distribution of the trees in the rights-of-way (ROW).

Tree Inventory

Shoreline's Goal: *A comprehensive tree inventory of right-of-way (ROW) trees that includes detailed tree condition and risk ratings and is a mapped layer in GIS.*

- Appropriate inventory collection that includes accurate tree and site data for effective management and service response.
 - Reporting capabilities to assess overall status of population, identify priority work, and track species distribution for diversity and climate suitability goals.
 - Coordinate the integration of ROW tree inventory data into the city's asset management system and GIS layers for coordinated management.
 - Inventory available planting spaces to be considered for new ROW planting.

B. RESOURCE MANAGEMENT

The criteria in resource management speak to the significant components of a city urban forestry program – staff, funding, resources, planning, policy, and operations.

Management Plan & Policies

A comprehensive urban forest management plan provides a specific road map for annual work and budget for public tree management that is aligned with the vision, mission, and goals of an urban forestry program. The strategies and priorities in this strategic plan are a solid foundation for such a plan.

Shoreline's Goal: *A comprehensive plan for publicly managed forest resources developed and implemented.*

- ✓ Develop and implement stewardship/regeneration plans for parks and open space.
 - [Green Shoreline 20-Year Forest Management Plan](#) (2018)
 - Green Shoreline Partnership for stewardship on public land
 - Active restoration projects following a forest management work plan.
- Develop a proactive work plan from ROW tree inventory addressing priority actions – hazard tree removal, replacement, and new tree plantings.
 - Explore the [Tree Equity Score](#) to identify canopy needs in disadvantaged areas of the community.
- Develop a tree risk management program for street trees and parks.
- Develop an overall policy for ROW trees - removal, replacement, proper pruning, etc.
 - Create a ROW tree manual (Engineering Manual Appendix G for tree list)

Funding

Without funding, a management program cannot be successful. These days, cities must be creative in developing and maintaining adequate funding to execute needed work identified in the management plan. In the Pacific Northwest, urban forestry can be linked

effectively to stormwater management for a city, and therefore, funding could be garnered from other departments that have similar goals. Climate Action and Green Stormwater Infrastructure are important initiatives to partner and leverage.

Shoreline's Goal: *Funding to provide for a measurable increase in urban forest benefits and contribution to climate resilience.*

- Develop annual program work plan connected to resource management priorities for biennial budget discussion.
- Discuss using Surface Water Utility fees to support urban forestry efforts.
- Develop framework and budget for a city program.
- ✓ Apply for seed funding, such as, USDA Forest Service Urban & Community Forestry Grant to expand the city's urban forestry program.
- Explore forest carbon credits.

Staffing

Along with funding, the staffing resource is just as critical for the success of an urban forestry program. The key objective is to employ and train adequate staff to implement the program and plan.

Shoreline's Goal: *Dedicated staff are certified and qualified with regular professional development.*

- Staff to Municipal Forestry Institute or Green Communities Leadership Institute
- Recognize and support a full-time City Forester position and other needed staff resources to implement city forest management program for public trees and forested spaces.

C. COMMUNITY FRAMEWORK

This category offers aspects and relationships that impact the sustainability of the urban forest. The criteria stress the importance of cooperation and deep understanding of the value of the urban forestry for a successful program.

Public Agency Coordination

The key objective is to ensure all city departments cooperate with common goals and objectives around the proper management of the urban forest. The city's Climate Action Plan offers many opportunities for inter-departmental coordination.

Shoreline's Goal: *Policies and best practices are developed and implemented by formal interdepartmental/interagency teams on all municipal projects and activities.*

- Revive City ‘Tree Team’ with guidelines/policy for inter-departmental and inter-agency coordination.
- ✓ Continue to review annual tree work plan from Seattle City Light to anticipate interagency coordination and public awareness.

Neighborhood Engagement

The key objective is citizens understand and cooperate or participate in urban forest management, ideally at the neighborhood level. The most effective way to achieve this is to engage the neighborhood associations with the program through education, advocacy, and active stewardship.

Shoreline’s Goal: *City-wide coverage and interaction, particularly engagement of neighborhood associations with forest restoration and stewardship in nearby forested parks and open space.*

- ✓ Green Shoreline Stewardship – volunteer training, invasive removal, events
- Promote current restoration efforts in nearby spaces at the neighborhood association level – opportunities for education and participation.

Increased Community Awareness

The most effective way to get the general public to appreciate the role of the urban forest is through education and participation. A successful outcome is public support of a city urban forestry program and City Council approval for adequate resources and funding of a program.

Shoreline’s Goal: *The urban forest is recognized as vital to Shoreline’s environmental, social and economic well-being.*

- ✓ Combined Arbor Day with Green Shoreline celebration in the fall.
- ✓ Expand urban forestry presence on [city website](#) with benefits, tree care information, and local resources.
- ✓ Develop a [program](#) to provide free trees and education on proper tree care for residents.
- Highlight the critical relationship between the city’s urban forest and climate resilience through the Climate Action Plan and the Urban Forest Strategic Plan.

Summary of Strategies

Each of the strategies in this plan are listed in [Appendix D](#) within their respective categories and include their status, proposed timeline, and a general sense of budget implications. Ideally, several strategies are worked on concurrently as the city program evolves with more data from mapping and inventory, more dedicated resources, and an increase in coordination through partnerships.

Conclusion

Shoreline is a community that has a passion for its urban forest. Realizing it is a valued asset and supports the city's priorities and vision, the city continues to be committed to supporting efforts to maintain and enhance its tree canopy and forest. In 2014, through a guided process considering all aspects and components of a sustainable city program, the city adopted its first Urban Forest Strategic Plan (UFSP), a comprehensive set of goals, objectives, and strategies for urban forestry. Along with mission and vision statements, most of the Plan elements still hold true today, including the key objectives and priorities.

Several strategies provided in the 2014 UFSP have been implemented and are on-going. Of the remaining strategies, most have been included and adapted to be in closer alignment to the current city operations. With the updating of the PROS(A) plan and 2022 update of the Climate Action Plan, new strategies and specific benchmarks have been incorporated into this plan and shared to help inform other city departments' stewardship efforts for the urban forest across the community.

The success of the Plan continues to heavily rely on support of these strategies by both the city decisionmakers and the community. Adequate funding and resources committed to a program are critical to advance and cultivate a more sustainable program. The next steps must entail developing annual work plans, focusing on short-term goals, and striving to engage the community in planning and stewardship toward a healthy and thriving urban forest.

APPENDIX A

URBAN FOREST BENEFITS FOR CLIMATE, CARBON, AND HUMAN HEALTH

Healthy forests support healthy communities. Urban trees and forests are more than just scenery. These are some of the benefits that urban ecosystems provide:



Human Health

- Improved air quality and reduced pollutants
- Lowered temperatures and reduced heat-related illness and mortality
- Greater opportunities for physical activity
- Improved mental health, happiness, and wellbeing
- Reduced mental fatigue and enhanced cognitive function
- Relief from mental illness
- Stress reduction/recovery
- Improved social health, cohesion, and resilience
- Improved social equity from access to nature
- Reduced crime and safer communities
- Improved drinking water quality



Climate Adaptation

- Reduced air temperatures from increased tree canopy cover
- Interception and absorption of stormwater, reduced flooding
- Reduced erosion and stable slopes from improved plant cover, which maintain water quality
- Enhanced flood resilience relative to “gray” infrastructure
- Increased biodiversity
- Lowered risk of damage from storms or other disturbances
- Reduced wildfire risk



Carbon Mitigation

- Reduced energy use from tree shading and urban forest cooling
- Enhanced carbon storage in trees and ecosystems
- Increased sustainable production through urban wood utilization
- Reduced transportation emissions to create green and walkable communities

Source: [Vibrant Cities Lab](#)

APPENDIX B

Shoreline Urban Forest Open House – April 13, 2023

A. VEGETATIVE RESOURCE

Written comments and dots

“Dots are not effective”

“Native Ecosystems must be enhanced for wildlife + people”

“Tree cutting must be virtually eliminated (except for true hazards)”

*“Emphasize importance of trees on private land too!”

*“Quantify value of trees on private lands for wildlife”

*“Ensure that the newest canopy assessment #'s are incorporated in plan update = make sure that data is incorporated in the goals.”

“Forest stewardship program needs city oversight/re: appropriate planting (ex. Saltwater Park)”

“Check other values – views: balance”

B. RESOURCE MANAGEMENT

Strategies with dots

** Develop a proactive work plan from inventory addressing priority actions – hazard, tree removal, replacement, and new tree plantings.

** Recognize and support a full-time City Forester position and other needed staff resources to implement city forest management program for public trees and forested open space

Written comments and dots

“Structure + process to identify opportunities of enhancement”

“Stewards – steward email + biannual meeting”

“How many stewards per park”

“Stewards give input + strategic planning”

*“Increase open space acquisition. Especially near light rail. Its required for growth management act.”

“Avoid cutting trees at all costs”

*“Mitigate tree loss from development”

*“Tree planting for reducing heat island effect.”

“Highlight wildlife in plan”

*“Protect Fircrest forest open space.”

*“Planting a healthy understory (native + non-native species)”

“Need Parks Director”

“Have City Light mitigate tree removal and poorly pruned trees”

C. COMMUNITY FRAMEWORK

Strategies with dots

- *Revive City “Tree Team” with guidelines/policy for inter-departmental and inter-agency coordination.
- *Neighborhood Engagement
- **Promote current restoration efforts in nearby spaces at the neighborhood association level – opportunities for education and participation. Balance w/other values (solar, views)
- *Goal: The urban forest is recognized as vital to Shoreline’s environmental, social and economic well-being.

Written comments and dots

- *“Engage Public Schools in education/awareness projects and neighborhood restoration/maintenance programs. (Agree)”
- *“Coordinate more w/building dept. re: tree protection”
- *“Emphasize wildlife habitat and climate change mitigation by preserving existing large native trees.”
- “Continue supporting stewardship.”
- *“Save big trees at Hamlin Park when designing maintenance building.”
- “New trees in SW Park will block views.”

Specific Areas of Concern from the online survey/forum (March 10 – April 28, 2023)

Restoration:

- Fircrest forest open space?
- North Creek Park (lots of hazard trees – dead, dying)
- Northcrest Park
- Southwoods
- Paramount Open Space

New trees (may need to refer to PROSA planning):

- Echo Lake Park
- James Keogh Park
- McCormick
- Rotary
- Park at Town Center
- Edwin Pratt/Platt
- Hillwood

Problematic request for more trees (parks planning/design) due to views:

- Richmond Beach Saltwater Park
- Sunset

APPENDIX C

INSERT 2023 UTC Assessment Factsheet

DRAFT

City of Shoreline urban forest strategic plan

	STRATEGY	ONGOING	SHORT 1-5 YRS	LONG 6-10 YRS	BUDGET
	VEGETATIVE RESOURCE				
1	Perform regular tree canopy assessments	√	√	√	\$\$
2	Identify planting spaces on public land	√	√		\$
3	Discuss use of climate-ready tree species including native trees on public land		√	√	\$
4	Update ROW Tree Species List	√	√	√	\$
5	Complete detailed ROW tree inventory incl. available planting spaces + into GIS	√	√		\$\$\$
6	Analyze species distribution ROW trees		√		\$
	RESOURCE MANAGEMENT				
7	Forest stewardship/regeneration plans for parks/ open space	√	√		\$\$
8	Develop work plan from ROW inventory – integrate with AMS (CityWorks)		√	√	\$\$\$
9	Develop tree risk management program/ policy for street trees and parks		√		\$
10	Develop policy for ROW trees - Manual		√		\$\$
11	Annual program work plan for budget		√	√	\$\$\$
12	Framework & budget for a city program		√	√	\$\$
13	Discuss using SW fees for urban forestry		√	√	\$
14	Apply for grant funding to establish city UF program	√			\$
15	Explore forest carbon credits		√	√	\$\$
16	Staff training – MFI or GCLI		√		\$
17	Dedicated City Forester and staff for a city-wide program		√		\$\$\$
	COMMUNITY FRAMEWORK				
18	Formalize city “Tree Team” – internal communication, coordination		√		\$
19	Green Shoreline Stewardship – city volunteer training, events, invasives	√	√		\$\$\$
20	Combine Arbor Day & Green Shoreline celebrations	√			\$
21	Promote nearby restoration at NA level – education and participation		√	√	\$
22	UF presence on city website - resources	√			\$
23	Promote UF relationship to climate resilience through Climate Action Plan	√	√		\$



Memorandum

DATE: August 24, 2023
TO: Parks, Recreation & Cultural Services/Tree Board
FROM: Jacob Bilbo
Project Manager, City of Shoreline
RE: PROSA Plan Update

Requested Board Action:

Staff is requesting that the Board provide feedback and input on the updated Strategic Action Initiatives and guiding principles for land acquisition and improvements.

Project or Policy Description and Background:

Staff and Beckwith Consulting Group have been developing Strategic Action Initiatives (SAIs) based off of community engagement feedback. Staff also previously met with the PRCS/Tree Board and City Council on July 31st at the City Council dinner meeting to discuss the criteria that should be considered in future property acquisition or improvement decisions. Staff took the feedback from that meeting and has continued to develop these alongside work done at the committee level by PRCS/Tree Board members. Tonight, we will be presenting those updated “guiding principles” and Strategic Action Initiatives for further discussion. Staff will be asking for feedback for further refinement on both items for presentation to City Council on September 25th.

Next Steps

This discussion is an opportunity for the Board to provide input and feedback on these two topics before being incorporated into the PROSA plan. Staff will again update the SAIs and guiding principles based on the Board’s feedback and present these to City Council for review in September.