



Parks, Recreation & Cultural Services/ Tree Board

Regular Meeting Agenda Packet

September 28, 2023



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

2023

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



AGENDA

PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD REGULAR MEETING

Thursday, September 28, 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 AUGUST 24 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 September 28, 2023, will be distributed to Board members and appropriate staff prior to the meeting and entered into the Public Comment portion of the meeting for Board consideration. Comments received after the deadline will be distributed prior to the following Board meeting. Instructions for submitting written comments can be found through the link above or at www.shorelinewa.gov/parkboard

<p>5. 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></p>	<p>Presentation and Questions</p>	<p>7:10</p>
<p>6. COMMITTEE UPDATES <u><i>Arts and Culture Committee</i></u> <i>Park Committee</i></p>	<p>Discussion</p>	<p>7:20</p>
<p>7. <u>COMMUNITY ENGAGEMENT COMMITTEE</u> <u>COMMUNITY FEEDBACK SURVEY</u> <i>Jean Hilde, Chair</i></p>	<p>Action</p>	<p>7:30</p>
<p>8. <u>PROSA PLAN UPDATE</u> <i>Jacob Bilbo, Park Bond Project Manager</i></p>	<p>Discussion</p>	<p>7:35</p>
<p>9. <u>URBAN FOREST STRATEGIC PLAN ADOPTION</u> <i>Kirk Peterson, Parks Superintendent</i> <i>Kevin Hickenbottom, Senior Parks Maintenance Worker – Urban Forestry</i></p>	<p>Action</p>	<p>8:35</p>
<p>10. ADJOURN</p>		<p>9:00</p>

August 24, 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

At 7pm, the meeting was called to order by Chair McIntyre who presided.

Board members present: Chair Dustin McIntyre, Vice Chair Sara Raab McInerny, Genny Arredondo, Jean Hilde, Cindil Redick-Ponte, Youth Representative Millie Wang

Absent: Jonathan Garner, Katie Lorah

Guests: Deputy Mayor Robertson

City Staff present: Recreation, Cultural and Community Services (RCCS) Director Mary Reidy, Administrative Assistant III Lori Henrich, Administrative Services Director Sara Lane, Public Art Coordinator Mylinda Sneed, Parks, Fleet and Facilities Manager Nick Borer, Parks Superintendent Kirk Peterson, Senior Parks Maintenance Worker – Urban Forestry Kevin Hickenbottom, Parks Bond Project Manager Jacob Bilbo

Land Acknowledgment read by Cindil Redick-Ponte

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 discussion to amend the agenda to allow for an extended public comment period and to adjourn at 9:10pm. Ms. Hilde made a motion to move the Community Engagement Committee action item to the September agenda. Ms. Redick-Ponte seconded. Chair McIntyre called for a vote and the amendment was approved by unanimous consent. Chair McIntyre moved to change the adjourn time to 9:10pm. Ms. Redick-Ponte seconded. All were in favor, the motion carried.

Approval of July 27, 2023 Meeting Minutes

Chair McIntyre called for a motion to approve the meeting minutes. So moved by Ms. Arredondo and seconded by Ms. Raab McInerny. The agenda was approved by unanimous consent.

August 24, 2023

Hybrid Meeting

Public Comment

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

1. Janet Way, Shoreline, spoke as a representative of Shoreline Preservation Society about the recent tree loss on N 155th Street. She noted various ways of accommodating street trees and asked the Board to advise the Council to come up with alternative solutions for street trees and sidewalks.
2. Charles Anstett, Lake Forest Park, spoke about the various organizations that attended the tree rally, and reiterated Ms. Way's request for a recommendation from the Board to the Council.
3. Michelle Moyes, Shoreline, shared her concerns about the tree removal on both N 155th Street and 15th Avenue NE and its effects on her family.
4. Boni Biery, Shoreline, spoke about the trees that have been lost to the sidewalk improvements and offered suggestions that may help avoid this in the future. She asked if the PRCS/T Board had been informed of the decision to remove publicly owned trees and if not, why.
5. Nancy Morris, Shoreline, concurred with previous speakers and reiterated that the street trees are assets of the people. She supported the resolution recommendation suggested by Ms. Way. She asked for an immediate halt to the street tree destruction until alternatives could be considered.
6. Kathleen Russell, Shoreline, on behalf of Save Shoreline trees, commented on the street trees that were removed along 15th Avenue NE, 5th Avenue NE and N 155th Street. She quoted Shoreline Municipal Code Chapter 12.30 outlining the responsibilities of the Board as advisory to the City Council. She expressed disappointment that the public was not informed in a timely manner to allow the public to provide input to the City Council. She asked the Board to provide a policy recommendation to City Council to provide the public with advance notice and the opportunity to provide input on the removal on non-hazardous public trees.
7. Vivien Korneliussen, Shoreline, expressed her frustration over the removal of street trees and said they must be replaced. She quoted Resolution 494 and Ordinance 975 to support her view.

Councilmember Visit

Deputy Mayor Robertson

Deputy Mayor Robertson reported on the following topics:

- An upcoming Council discussion scheduled for September 11 regarding tree removals on the projects Council has heard about to gain a better understanding of how decisions were made about which trees to remove and which to keep.
- Undoing Racism Workshop training offered by the [People's Institute](#) is scheduled for October 17 and 18, and the PRCS/T Board is invited to participate. She noted that this training is key to the commitment to [Resolution 467](#)
- In June 2024, compostable food packaging requirements for takeout orders from Shoreline restaurants will begin. The intent is to reduce hard to recycle materials, waste and pollution.

The Board discussed and asked questions related to tree removal and alternatives to tree removal, public noticing requirements and advanced notice, and the lack of information available on the project webpages.

August 24, 2023

Hybrid Meeting

Deputy Mayor Robertson asked if staff has information on what the percentage of the urban canopy is street trees.

Mr. Borer replied that staff does not, though a street tree inventory is in process; the fifth neighborhood is currently being inventoried.

Director's Report

Mary Reidy, Recreation, Cultural and Community Services Director

Nick Borer, Parks, Fleet and Facilities Manager

Kirk Peterson, Parks Superintendent

Kevin Hickenbottom, Senior Parks Maintenance Worker – Urban Forestry

Mylinda Sneed, Public Art Coordinator

(Attachment A)

Ms. Reidy reported on general updates on staff changes, plan and study updates, community engagement data, and various events.

Recreation and Cultural Services

Mary Reidy, Recreation, Cultural and Community Services Director

Mylinda Sneed, Public Art Coordinator

Ms. Sneed spoke about the new Juneteenth mural and provided an overview of work and events related to the Artist Residency Program.

Ms. Reidy reported on Summer Camp attendance data, various summer special events and upcoming recreation facility maintenance closures.

Park Operations

Nick Borer, Parks, Fleet and Facilities Manager

Mr. Borer reported on park operations/maintenance and property acquisition.

Mr. Bilbo provided updates on the park bond projects that included permitting, anticipated construction and remaining design development. He added that several schematic designs were updated and are available on the [Parks Bond Project](#) webpage.

A [groundbreaking event](#) is scheduled for September 18 at Richmond Highlands Park and Board members are invited to attend.

Questions/Comments:

- What is the timeline for the Aquatic Feasibility Study?
 - Staff anticipate receiving it by the end of the year. It will then be added to the appendix in the PROSA Plan.
- Will tree impact information be posted on the Park Bond Project webpages?
 - Staff do not anticipate removing trees; designs have been modified to retain them. Kruckeberg may have several non-significant, small caliper trees removed due to the nature of the property. Staff have worked closely with the Kruckeberg staff and the Board of Directors on this, going through multiple iterations of pathways to find the least amount of impact. Notification of this removal may be added to the webpage.

August 24, 2023

Hybrid Meeting

Committee Updates

Dustin McIntyre, Chair

Arts and Culture Committee

Dustin McIntyre, Chair

[\(Attachment B\)](#)

Chair McIntyre shared the meeting summary from the committee's recent meeting. He highlighted work focused on drafts of Strategic Action Initiatives (SAIs) and feedback provided in the PROSA Plan update tonight. Other items are in the agenda packet and were mostly addressed in the Director's Report.

Questions/Comments: None.

Parks Committee

Sara Raab McInerney, Chair

The committee met about SAIs, assembled comments, and shared them with staff.

Questions/Comments: None.

Community Engagement Committee

Jean Hilde, Chair

[\(Attachment C\)](#)

Ms. Hilde said the memo provided in the packet sufficiently explained the action item that has been moved to the September meeting. She mentioned that the committee is looking for other ways to reach out to the community. Several ideas include a possible presentation at one of the CityLearn meetings and a potential opportunity to do a listening session after the relaunch of the City led Equity and Social Justice Commission of residents.

Questions/Comments: None.

Urban Forest Strategic Plan Update

Kirk Peterson, Parks Superintendent

Kevin Hickenbottom, Senior Parks Maintenance Worker – Urban Forestry

Mr. Peterson reported on the background and status of the plan. He talked about the extensive public process over the last year as well as feedback received from the Board. The plan is currently being finalized and staff anticipate bringing it to the Board on September 28 for adoption. The discussion is an opportunity for the Board to better understand the content of the plan and to provide additional feedback to staff.

Questions/Comments:

- Can the point about urban canopy percentage on private land versus public land be quantified? The response includes percentages, but it doesn't exactly answer the question of what percentage of this 30% is on private land versus on public land. That would be useful data to include in the plan because it's a part of the strategic question of where we are focusing our efforts and how much of it is about encouraging actions on private property and how much is within the City's control.

August 24, 2023

Hybrid Meeting

- The Urban Tree Canopy Assessment gives more detail on private vs public. Information on tree density and canopy will be in another plan.
- The 20-year Forest Management Plan is more detailed. The UFSP is a larger strategic vision, not necessarily a management detail plan.
- The workplan for the biennium helps staff accomplish goals that have been identified in the other plans. It looks at funding for what can be accomplished in the next two-year period/biennium.
- Chair McIntyre said that should the tree aspect of this Board want to do more; committee work outside of the regular monthly meeting could be dedicated. That was his recommendation as the Board considers 2024 priorities after the PROSA Plan is adopted.
- Ms. Reidy said that while staff work plans are not the purview of the Board, regular progress updates on the strategic plans should be presented to the Board.
- Goals in adopted plans would relate to the Board's work.
- In the matrix, would staff clarify how Appendix A was addressed and reworked for the whole plan to provide a robust equity lens in relation to trees and health?
 - Mr. Peterson said there will be more detail in the presentation on September 28.
 - Ms. Reidy added as we go through the PROSA materials, you'll see "in adopted Plans" and in the PROSA Plan itself you'll see its guidance using heat/stress maps, and where there is intersectionality of all the plans.
- Regarding Interdepartmental communication and reviving a City Tree Team, what was the jurisdiction of that team and how will it become successful?
 - The City Tree Team met regularly which was a part of the City becoming Tree City USA. It involved multiple departments talking about anything that was happening with trees. It was disbanded during COVID. The group intends to restart.

PROSA Plan Update

Jacob Bilbo, Park Bond Project Manager

(Attachment D)

Mr. Bilbo reviewed discussion items that included the project timeline, goals and policies, Strategic Action Initiatives (SAIs), and the progress on the Property Acquisition/ Development Model. He requested that the Board focus on the SAIs that have been discussed extensively and looked to them to provide any other thoughts, questions and comments as the next step is to go to Council. He noted that this is the last opportunity to get feedback from the Board.

Ms. Reidy said that the data gathered from the community and the Board was incorporated into the SAIs presented. She reminded the Board that this is a planning document that helps guide the work and workplan.

She reviewed each one and the objectives and the associated overarching plan goals, noting that the SAIs feed into and support the overall plan goals.

She reviewed the Property Acquisition/Development Decision Model that Mr. Garner was instrumental in crafting.

August 24, 2023

Hybrid Meeting

Questions/Comments:

- In SAI #2, how did we arrive at the “no less than three parks” number?
 - Staff came up with the number and wanted to commit to at least three as a floor, we may potentially be able to plan for more with the funding model.
- As a follow up question, four geographical target areas are identified but there is a goal of three. Why not one in each area?
 - Staff struggled with this and did not want to over commit. It’s not just specifically neighborhoods, the Aurora Corridor and the transit station growth could be different neighborhoods for example.
- SAI 3, Objective 3, how was “physical and economic access” decided around accessibility as opposed to being slightly broader in how we are defining accessibility? Physical accessibility means different things to different folks. Is the broad language meant to include all the various interpretations? Language or cultural access should be included.
 - Staff is open to wordsmithing suggestions and requested that they be sent to Mr. Bilbo. Keeping it broad allows staff to come up with workplans to work on interpretation.
- In SAI #7, there was concern around lumping unhoused neighbors into being a safety issue. Could this be reframed to clarify what ‘reach out’ means and incorporating harm reduction and health and safety would be helpful. Expand the SAI to include health and safety.

Ms. Henrich offered to send the Board the presentation after the meeting to allow the Board to digest the material and provide additional feedback to staff.

Mr. Bilbo mentioned that the Guiding Principles have gone through multiple iterations and a model that was evenly weighted when decisions are made was desired. These equally weighted elements should be considered in decisions about property acquisition and development.

The Board had additional comments/questions and discussed several aspects in detail.

Adjourn

Mr. Borer said that an open house will be held at the newly acquired property at Ronald Bog next Wednesday in an effort to be more forthright with the community. Ms. Lane added staff plan to do this in the future as part of property acquisition communication to the community once staff is no longer in acquisition negotiations.

At 9:15 p.m., Chair McIntyre declared the meeting adjourned.

_____/_____
Signature of Chair / Date
Dustin McIntyre

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

Parks, Recreation and Cultural Services/Tree Board Meeting

August 24, 2023

General Updates

- Linda Finch – Recreation and Cultural Services Superintendent First day August 28, 2023
- PROSA Plan Update
- CAPRA (Commission for Accreditation of Parks and Recreation Agencies)
- NKC Aquatics Feasibility Study
- Council Break - Next meeting September 11, 2023
- September 11th Council meeting
- Undoing Institutional Racism Training – October 17th and 18th

Other Business

July 27, 2023 - August 19, 2023			
	Number of contacts	General topic	Follow-up
Your Voice Matters	0		N/A
Park Board Survey	0		N/A
Public Comment Webform	2	1. Capital Project tree removal along 5th, 15th Ave and 155th	Staff is preparing responses
Direct email to Board	6	1. Capital Project tree removal along 5th, 15th Ave and 155th 2. Pocket Park Proposals 3. Signage for artist open house	Staff are preparing responses for a few, others have been responded to
Direct email to Staff	1	1. Capital Project tree removal along 5th, 15th Ave and 155th	Staff responded, complete

Recreation and Cultural Services

Juneteenth Mural

- Vincent Keele and Myron Curry
- 3rd Public Art Mural on the Shoreline Secure Storage wall



Artist in Residency

- 2nd Artist, Roldy Aguero Ablao, finished earlier this month. Textile and found object patterning inspired by traditional Guamanian pottery design & the site at Richmond Beach Saltwater Park.
- 3rd Artist, Salome MC, is an Iranian rapper and documentarian Begins the week after Labor Day, open studio times to be announced soon.



Recreation and Cultural Services

Summer Camps

- 125 camps over 10 weeks
- 4,429 campers / 3,898 of the Shoreline Residents
- 458 campers on waitlists
- 60 camp staff were hired and worked with 6 different contractors

Special Events

- Swingin' Summer Eve
- Karaoke in the Park
- Celebrate Shoreline – huge success with perfect weather!

Spartan Recreation Center Closure – deep cleaning

- September 2 - September 10 (reopening to the public on September 11)

Richmond Highlands Recreation Center Closure – deep cleaning and gym floors

- August 26 - September 2 (open for programs on September 5)

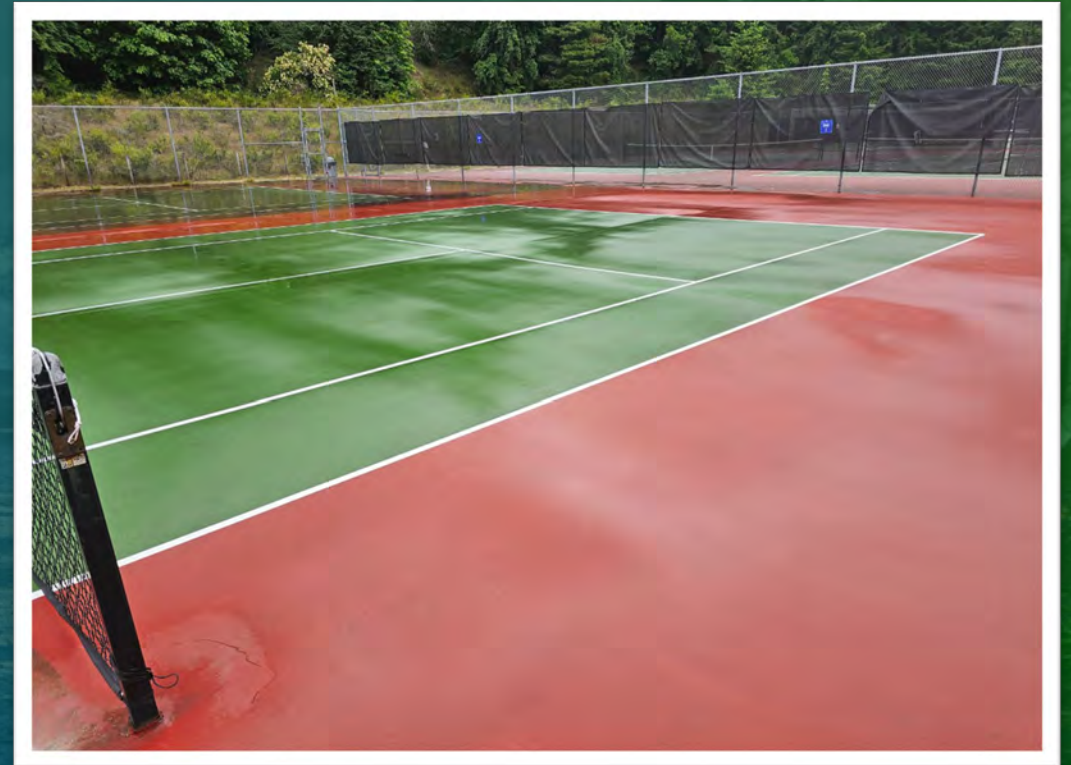
Park Operations Updates

Celebrate Shoreline Assistance



Park Operations Updates

Shoreview Park Power Washing Before and After



Park Operations Updates

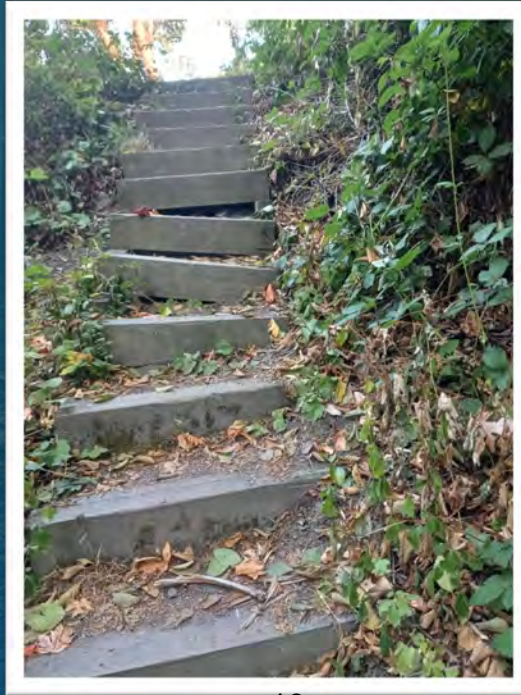
Property Acquisition – 2132 N 172nd St (South edge of Ronald Bog)



Park Operations Updates

Seattle Conservation Corps to Begin Repairs

Innis Arden Reserve will be receiving trail repairs and maintenance through the end of the year, i.e. grading, box steps & vegetation control



Park Bond Updates

- Permitting
- Construction
- Remaining Design Development



RIDGECREST PARK

108 NE 161ST ST, SHORELINE, WA 98155



RICHMOND HIGHLANDS PARK

16554 FREMONT AVE N, SHORELINE, WA 98133



HILLWOOD PARK THEME: PIPES AND PUDDLES

19001 3RD AVE NW, SHORELINE, WA 98177





Questions?

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).

PROSA PLAN

PRCS/Tree Board Meeting 8/24/2023

Agenda

- ▶ Project Timeline
- ▶ Review COMP Plan Goals and Policies
- ▶ Strategic Action Initiatives
- ▶ Property Acquisition/Development Model

Timeline



1. Preserve, enhance, maintain, and acquire built and natural resources to ensure equitable high-quality access for current and future residents.

- ▶ 1.1 Encourage restoration, protection, preservation, education, and stewardship of natural, cultural, art, and historical resources.
- ▶ 1.2 Provide a variety of indoor and outdoor gathering places for recreational and cultural activities.
- ▶ 1.3 Plan for acquisition and development of land with defined metrics to meet the needs of Shoreline's growing and changing demographics.
- ▶ 1.4 Maintain environmentally sustainable resources that reduce waste, protect ecosystems, and address impacts of past practices.
- ▶ 1.5 Create efficiencies and reduce maintenance costs by using new technology, contracted services, and volunteers where appropriate.
- ▶ 1.6 Support a variety of multi-modal infrastructure options, such as trails, paths, and bikeways, that improve accessibility to resources in an equitable manner.
- ▶ 1.7 Improve accessibility and usability of existing facilities.
- ▶ 1.8 Explore opportunities to increase use of City facilities to meet community needs.
- ▶ 1.9 Support climate change mitigation efforts and critical area conservation and City trees.

2. Provide Park, recreation, cultural, and art services in an accessible and equitable manner based on community needs.

- ▶ 2.1 Provide and enhance recreational and cultural programs which are responsive to diverse needs of Shoreline.
- ▶ 2.2 Increase access to fee-based services by providing affordable programs and financial support.
- ▶ 2.3 Create culturally responsive and accessible programs that engage community and support active and healthy lifestyles.
- ▶ 2.4 Determine priority for resources and services by conducting regular needs assessments.
- ▶ 2.5 Adjust program and facility offerings to align with demographic trends, community feedback, and needs assessments.

3. Establish and strengthen partnerships with other entities and communities to maximize use of all resources.

- ▶ 3.1 Collaborate with and support public and private partners to strengthen communitywide resources and programs.
- ▶ 3.2 Seek public and private partners in the planning, enhancement, and maintenance of resources and programs.
- ▶ 3.3 Develop and improve mechanisms for public outreach, communication and coordination among all partners.
- ▶ 3.4 Engage and partner with the business community to create public open space in private development.

4. Utilize an equity lens to engage communities in park, recreation, and cultural services decisions and activities.

- ▶ 4.1 Encourage consistent and effective public involvement in planning processes to engage underserved communities, as identified by program and population data and community needs assessments.
- ▶ 4.2 Utilize effective communication strategies to inform residents of opportunities to participate in services, program and policy decisions, and other activities.
- ▶ 4.3 Create volunteer and other opportunities to encourage resident involvement and participation.

5. Expand and strengthen the City's public art collections and programs.

- ▶ 5.1 Include public art in the City's placemaking efforts.
- ▶ 5.2 Support and reflect the City's commitment to anti-racism, equity, and inclusion through public art collections and programs.
- ▶ 5.3 Encourage public and private partnerships which integrate and support art in the community.
- ▶ 5.4 Support Shoreline's creative economy.
- ▶ 5.5 Integrate Public Art within Parks, Recreation and Cultural Services and the City.

Strategic Action Initiatives

SAI	Objectives	Associated Comp Plan Goals
1. Create and implement an equitable framework to ensure park acquisitions and development meet the needs of the <u>entire</u> community.	Objective 1: Develop and implement guidelines that incorporates Community Needs Assessments and guiding principles to inform investment in park land acquisition and development.	1. Preserve, enhance, maintain, and acquire built and natural resources to ensure equitable high-quality access for current and future residents.
	Objective 2: Develop and implement a funding model to support planning and decision-making as it relates to acquisitions and capital improvements by 2027.	

SAI	Objectives	Associated Comp Plan Goals
2. Provide parks in areas of high inequity and low/no walkability to a park.	Objective 1: Acquire, develop and enhance no less than 3 parks in areas listed or as identified in updated community needs mapping: North Hillwood, Southwest Parkwood, Light Rail Station areas (to address growth), West Ballinger/Northeast North City, Aurora Corridor, and South Shoreline along interurban trail.	2. Provide park, recreation, cultural, and art services in an accessible and equitable manner based on community needs.
	Objective 2: Provide, enhance or improve green space and walking trails based on National Recreation and Parks Association metric framework in underserved areas based on community needs assessments.	1. Preserve, enhance, maintain, and acquire built and natural resources to ensure equitable high-quality access for current and future residents. 4. Utilize an equity lens to engage communities in park, recreation, and cultural services decisions and activities

SAI	Objectives	Associated Comp Plan Goals
3. Increase equitable access to both programs and facilities.	Objective 1: Complete ADA assessment and implementation plan for all parks facilities by 2026.	1. Preserve, enhance, maintain, and acquire built and natural resources to ensure equitable high-quality access for current and future residents.
	Objective 2: Explore options for increasing physical access to both indoor and outdoor programs, play and recreation, especially during winter months.	2. Provide park, recreation, cultural, and art services in an accessible and equitable manner based on community needs.
	Objective 3: Increase physical and economic access to recreation and cultural services programming.	4. Utilize an equity lens to engage communities in park, recreation, and cultural services decisions and activities

SAI	Objectives	Associated Comp Plan Goals
4. Continue to pursue opportunities to provide access to Aquatic and Recreation facilities for residents.	Objective 1: Provide all residents access to an aquatic facility.	3. Establish and strengthen partnerships with other entities and communities to maximize use of all resources.

SAI	Objectives	Associated Comp Plan Goals
5. Continue to maintain and improve the condition of current park resources.	Objective 1: Review and update condition assessment and long-term operating and capital plan for existing parks and assets with the goal of providing high quality park facilities for all by 2025.	1. Preserve, enhance, maintain, and acquire built and natural resources to ensure equitable high-quality access for current and future residents.
	Objective 2: Establish and adopt a minimum park amenity framework.	

SAI	Objectives	Associated Comp Plan Goals
7. Enhance safety for park and facility users.	Objective 1: Conduct ongoing CPTED assessments within a system-wide, data-based structure and develop improvement action lists which inform CIP budgeting focused on enhancing the health and safety for park and facility users.	2. Provide park, recreation, cultural, and art services in an accessible and equitable manner based on community needs.
	Objective 2: Continue to work with community partners to reach out to our unhoused individuals who frequent city parks.	3. Establish and strengthen partnerships with other entities and communities to maximize use of all resources.

SAI	Objectives	Associated Comp Plan Goals
8. Public Art is included in the City's placemaking efforts through planning processes and economic development.	Objective 1: Encourage public/private partnerships which integrate and support art in the community.	1. Establish and strengthen partnerships with other entities and communities to maximize use of all resources.
	Objective 2: Develop programs that feeds into and supports the greater Shoreline creative economy.	5. Expand and strengthen the City's public art collections and programs .

SAI	Objectives	Associated Comp Plan Goals
9. Offer programs that reflect the unique interests of the communities/neighborhoods they serve.	Objective 1: Develop a community needs mapping and community engagement input framework for biennial analysis which guides program and event service delivery.	<p>4. Utilize an equity lens to engage communities in park, recreation, and cultural services decisions and activities</p> <p>1. Preserve, enhance, maintain, and acquire built and natural resources to ensure equitable high-quality access for current and future residents.</p>

SAI	Objectives	Associated Comp Plan Goals
10. Enhance community engagement utilizing an equity lens.	Objective 1: Increase demographic representation in community input opportunities.	4. Utilize an equity lens to engage communities in park, recreation, and cultural services decisions and activities
	Objective 2: Develop guidelines for community engagement for park, recreation and public art planning to provide engagement opportunities of all residents, revisiting and update guidelines annually for continuous improvement.	

SAI	Objectives	Associated Comp Plan Goals
11. Increase community access to public art and cultural events.	Objective 1: Expand and strengthen the City’s art collections and arts programming.	2. Provide park, recreation, cultural, and art services in an accessible and equitable manner based on community needs.
	Objective 2: Assess and modify physical locations of public art to provide equitable access throughout the City.	5. Expand and strengthen the City’s public art collections and programs .
	Objective 3: Support, reflect and integrate the cities commitment to anti-racism, equity, and inclusion through public art collections and cultural services programs.	

Property Acquisition/Development Decision Model



Guiding Principals

- ▶ **Serve the community.**

Continue to provide a park system that matches resident demographics and meets the needs of Shoreline's diverse community, creates and increases equitable access to park amenities, programs, and facilities for all residents, and delivers parks in areas of high inequity and low/no walkability to a park.

- ▶ **Practice due diligence.**

Focus efforts and available funding within the areas of the city that address a community need as identified in the PROSA Plan-adopted Community Needs Maps and is identified in an adopted City planning document (PROSA, CAP, UFSP) as a priority for acquisition or development based upon criteria in those plans.

- ▶ **Apply a decision-making hierarchy for purchasing, developing, and maintaining Parks properties.**

Utilize multiple inputs that incorporate community needs mapping, PROSA goals, and an associated funding forecasting model to serve as a framework to guide when and where to either purchase new property, develop purchased properties for new parks, or update existing properties and facilities.

- ▶ **Foster environmental stewardship.**

Preserve unique environmental, cultural, or historical sites, protect habitats and environmentally sensitive areas, implement sustainable resource management strategies and life-cycle maintenance standards, and plan for climate change.

- ▶ **Be proactive.**

Continue to maintain and improve the condition of current park resources, create new access points for existing public space, increase a sense of belonging and safety for all park and facility users, and expand place-making efforts through community art and wayfinding and ensure adequate parkland and open space to meet the needs of our growing community.

DISCUSSION

PRCS/T Board Arts and Culture Committee

Summary for the September 28th, 2023, PRCS/T Board Meeting

Summary of the Arts & Culture Committee Meeting on Thursday September 14, at 9am PST

Mission Statement

- Final:
Centering equity and anti-racism, the City of Shoreline's Public Art Program supports, sustains, and advocates for arts and culture as a core expression of our community's identity.
- We will further this discussion with a Vision statement and Racial Equity Strategy for the Public Art Program to help us associate metrics with this mission.

Exhibits

- o Spartan Recreation Center
 - Planning artist(s) install late September – January Latine/Chicano Artists in conjunction with Dia de Muertos. Working with [Nepantla Cultural Arts Gallery](#)
- o City Hall:
 - On view through September "Yes We Can", Artists: Tyresha Jones, LoMar, Troy Miles, Myron Curry and Rodney King, curated by Vincent Keele.
 - Vincent Keele "Running with the Wild" on the 4th floor through September.

Art Cottage Residency at Richmond Beach Saltwater Park 2023 Season:

- **C: September – October:** Salome MC, Iranian multimedia, and installation artist, for this experimental documentary, which will explore the effects of today's unprecedented urbanization to human social ties. On and off camera community participation will be key to creation of this piece which will ask questions about identity, home and belonging.

Shoreline citizens and visitors to the Art Cottage are encouraged to add their vision to the documentary through the medium of their choosing: interviews, bodily movements, visual creations, handwritten messages, audiovisual recordings and so on. All ages are welcome.

Remaining Open Studio Times are 10am – 3pm on the following dates:

September: 29 & October: 1, 6, 8, 13, 15

The final video will be screened to the public on October 21st, exact time tbd followed by a Q&A.

The outcome of this documentary is dependent upon crowd sourced participation, please stop in and contribute.

Cultural Events

- o **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

Summary for the September 28th, 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).

This is a free family friendly festival. There is a cost for food, beverages and some activities.

Capital Projects

- Writing Charter for working with Public Works still in process
- Pump Station 26; taking a tour next week of the site, to assess artwork potential at this site.
- Sidewalk Poetry Projects (145th & Twin Ponds) projects are in the planning stage. Engineers have our prototype stamp and are helping noodle through a way to create a removeable handle for the stamps.
- Bond Projects going through cost analysis (PROSA plan is helping inform)
- Banner Program, asking for mid-bi budget amendment.

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

- October – Thursday October 12th, 9am
- November – Thursday November 9th, 9am



Memorandum

DATE: July 18, 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: September 28, 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 take this opportunity to provide any additional feedback, input, or questions to the Strategic Action Initiatives (SAIs), PROSA Plan outline, and Capital Facilities Plan before we progress further into drafting the document.

Project or Policy Description and Background:

Staff had developed a 'Property Acquisition and Development Framework' that is meant to inform City Council when making these decisions. This includes three elements: Community Needs Maps, Guiding Principles, and a Funding Model. Staff and PRCS/Tree Board members drafted the 'Guiding Principles' and presented them along with the Property Acquisition and Development Framework to the City Council on September 25th. The Funding Model has been identified in SAI #1 and will be developed in the future. Staff also presented the draft Strategic Action Initiatives (SAIs) to the PRCS/Tree Board at the August 24th meeting. Staff incorporated the Board's feedback in the SAIs and then conducted a focus meeting with the entire Parks Recreation and Cultural Services staff to discuss the Maps, Guiding Principles, and SAIs. Finally, staff presented the draft SAI's, Guiding Principles, and Property Acquisition and Development Framework to City Council on September 25th.

Tonight, staff and Beckwith Consulting will be providing an update on the project to-date and sharing feedback from City Council. We will be asking for the Board's feedback and to present any additional questions concerns to the project team before proceeding to the last phase of the project.

Next Steps

This discussion is an opportunity for the Board to provide input and feedback on these topics before being finalized and incorporated into the PROSA plan. Staff will shift focus to drafting the PROSA plan and ultimately finalizing and approving the document.



Memorandum

DATE: September 28, 2023
TO: PRCS/Tree Board
FROM: Kirk Peterson, Parks Superintendent
Kevin Hickenbottom, Senior Park Maintenance - Urban Forestry
RE: 2023 Urban Forestry Strategic Plan Adoption

Requested Board Action:

Staff is requesting the final review and recommendation to Council for adoption of the City of Shoreline's 2023 Urban Forestry Strategic Plan (UFSP).

Project or Policy Description and Background:

The UFSP was last updated in 2014. 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). The 2023 UFSP does not involve private land or development related projects, permitting or code issues.

Budget Implications:

The City of Shoreline's Urban Forestry efforts are funded through the City's general fund, grants and in-lieu of fees. The plan itself does not have direct budget implications, however the adoption of the 2023 UFSP will provide staff with a reference document which will be useful in obtaining future grant funding. In addition, the plan may inform future budget requests associated with implementation.

Public Involvement Process:

Staff conducted public outreach events throughout 2023 with a variety of stakeholders and interest groups, as well as the general community. This outreach included, but was not limited to, public service announcements with links to the UFSP and comment area fields for input, notification of the process on the website and in Enews as well as press releases. Open houses were also held, both in person and online, to solicit additional feedback and comments from the community.



Additional Information and Tree Board Member Involvement:

Staff invited the PRCS/Tree Board members to attend review/feedback sessions on July 10th, 2023, meeting with three to ask for the members review of the draft 2023 UFSP.

Parks Board Members provided in-depth feedback, and the feedback was incorporated in the 2023 UFSP.

Key Highlights of the 2023 Urban Forestry Strategic Plan:

- The UFSP provides a comprehensive set of goals, strategies, and objectives for publicly owned land.
- Provides a high-level internal document to guide the development of policies, work plans and strategies for urban forestry.
- 2023 UFSP goals, strategies, and objects to reflect current situation.

Links:

- [2023 Urban Tree Canopy Assessment](#)
- [Green Shoreline 20-Year Forest Management Plan](#)
- [DRAFT 2023 Urban Forest Strategic Plan](#)