

October 26, 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, Jean Hilde, Jonathan Garner, Katie Lorah, Cindil Redick-Ponte, Youth Representative Sam Kuo and Millie Wang

Absent: Genny Arredondo

Guests: Elizabeth Kelly, City Engineer

City Staff present: Recreation, Cultural and Community Services (RCCS) Director Mary Reidy; Administrative Assistant III Lori Henrich; Recreation and Cultural Services Superintendent Linda Finch; Public Art Coordinator Mylinda Sneed; Parks, Fleet and Facilities Manager Nick Borer; Parks Superintendent Kirk Peterson

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 noted that Agenda Item 7 was amended to be a discussion item instead of an action item. He called for a motion to approve the agenda as amended. So moved by Vice Chair Raab McInerny and seconded by Ms. Redick-Ponte. The agenda was approved by unanimous consent.

Approval of September 28, 2023, Meeting Minutes

Chair McIntyre called for a motion to approve the meeting minutes. So moved by Mr. Garner and seconded by Ms. Lorah. The minutes were approved by unanimous consent.

Public Comment

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

October 26, 2023

Hybrid Meeting

1. Kathleen Russell, Shoreline, spoke about tree removal mentioned in the Briefing Memo from Public Works Director Tricia Juhnke.

Director's Report

Mary Reidy, Recreation, Cultural and Community Services Director

Linda Finch, Recreation and Cultural Services Superintendent

Myllinda Sneed, Public Art Coordinator

Nick Borer, Parks, Fleet and Facilities Manager

[\(Attachment A\)](#)

Ms. Reidy reported on general updates regarding projects, studies, planning documents, the Undoing Institutional Racism Workshop staff attended, racial equity analysis work as part of the Comprehensive Plan, the new schedule for the PROSA Plan adoption and community engagement data.

Recreation and Cultural Services

Linda Finch, Recreation and Cultural Services Superintendent

Myllinda Sneed, Public Art Coordinator

Ms. Finch reported on current and upcoming fall programs and events, and the City's portable art collection on display at City Hall.

Park Operations

Nick Borer, Parks, Fleet and Facilities Manager

Mr. Borer reported on park operations support for special events, the Communi-trees Program, new acquisitions, and the Park Bond projects.

Questions/Comments:

- The portable art collection is viewable by the public during regular hours at City Hall.
- Can the City collaborate with WSDOT regarding the strip of green between Ronald Bog and James Keough?
 - Making a connection through the ROW one block off where the City's pump station is located is planned.

Committee Updates

Dustin McIntyre, Chair

Arts and Culture Committee

Dustin McIntyre, Chair

[\(Attachment B\)](#)

Chair McIntyre spoke about the meeting summary included in the agenda packet and read the committee's mission statement. The next step is to work on a racial equity strategy. No other actions or recommendations were put forth.

October 26, 2023

Hybrid Meeting

Community Engagement Committee

Jean Hilde, Chair

Ms. Hilde said there were no new updates from the committee. She expressed her appreciation to staff for reporting on community engagement and thanked the Board for approving the survey questionnaire last month. She asked what the timeline was for publishing the combined surveys.

Ms. Finch said that staff is reviewing the questions, and a draft will be shared with the Board. Staff will reach out to the committee to ensure it meets their desired goals.

Parks Committee

Sara Raab McInerney, Chair

Ms. Raab McInerney reported that the committee met with Mr. Bilbo to discuss the schedule of the PROSA Plan and reemphasized the importance of transparency around tree removal on the bond projects.

Questions/Comments: None.

CIP Project Tree Updates

Elizabeth Kelly, City Engineer

[\(Attachment C\)](#)

Ms. Kelly reviewed the briefing memo included in the agenda packet. She provided information regarding upcoming capital projects with notable levels of tree impacts with the intention to place more emphasis on tree impacts during community engagement as part of improving transparency. She said transportation is a common theme in the projects and creating a more walkable community is a priority for the department.

Projects must meet federal requirements of the Americans with Disability Act (ADA) and that is an important part of ensuring Shoreline is a welcoming and accessible place for everyone. There is also a commitment to be fiscally responsible with public money. For every project, the City needs to balance the cost associated with saving as many trees as possible with our need to repair aging and construct new infrastructure.

She spoke about what the team will be doing to improve transparency around tree impacts in the department's communication initiatives:

- Improve how staff use the City's website to make information on tree impacts more accessible and available to the community on a project-by-project basis.
- Develop better instructions for the designers and arborists regarding what 30% design etc. represents.
- Incorporate more information in outreach.
- Provide information about tree impacts and replanting information at various points in the project.
- Develop clearer additional outreach and communication on tree removal, replacement, and protection at various phases in the project.

October 26, 2023

Hybrid Meeting

Questions/Comments:

- Several board members expressed appreciation for the discussion around the climate benefits of walkability and how that is a factor in the projects. Quantifying ecological services that trees provide, benefits of a roundabout in terms of emissions and any project that improves walkability and promotes mode shift is valuable.
- An interdepartmental Climate Action Team is being assembled to implement the policies in the Climate Action Plan (CAP).
- It was suggested that a short sentence be added to project webpages that said how many trees would be removed and that information could be updated as the project progresses.
- Will arborist reports be reviewed to bring them up to date in accordance with the Council directive regarding how to implement the CAP?
 - Staff plan to adjust how impacts such as trees are focused on and how alternatives are evaluated on projects.
 - Ms. Kelly will find out what the departmental plan is for climate action.
- Some of the arborist reports for CIP projects were done prior to recent changes to the tree code. Will those reports be reevaluated?
 - They may need to be reevaluated if there's a regulatory requirement for us to change how we're considering trees. For projects closer to 60-90%, arborist reports would be updated to the consider what is important at the time.
- It was suggested that a report from Public Works be provided at the monthly Board meetings. Creating sustainable and resilient solutions with these projects can be planned. Being mindful and open to other approaches to ensure the stability of our city environment is critical.
- Several board members commented that interdepartmental coordination needs to be improved and perhaps restarting the Tree Team would help achieve that.
 - Ms. Reidy said the Board will be updating the Street Tree List in 2024, which is under the Board's purview. The Street Tree List speaks to what would be planted, and what would go back into a planting strip that won't impact the hardscape installed in the future.
 - Mr. Borer said the Tree Team is more of a communication tool, not for policy creation. An update on the status of the team would be provided at a later Board meeting.

Chair McIntyre noted that this was clearly a topic the Board is passionate about, and one the community is interested in. Understanding that the Board's responsibility is not approving or giving direct guidance on the CIP; the Board has impact on the Street Trees List. As the Board continues to meet, discussions can continue about what policy or code changes the Board may want to recommend to Council.

[PROSA Plan Update](#)

Tom Beckwith, Beckwith Consulting

[\(Attachment D\)](#)

Mr. Beckwith reviewed the draft content which consisted of six chapters and appendices. Staff heard from the Board in the past that the current PROS Plan is very lengthy and dense. The Board, staff and the community wanted the updated document to be as comprehensive and understandable as possible.

Chair McIntyre called for the meeting to be extended to 9:10pm. The Board approved by unanimous consent.

Parks Recreation and Cultural Services/Tree Board Regular Meeting

October 26, 2023

General Updates

- CAPRA
- North King County Regional Aquatics Feasibility Study
- Undoing Institutional Racism Workshop
- Comprehensive Plan: Racial Equity Analysis Work

General Updates

| | | |
|-------------------|---------------------|--|
| October 26, 2023 | PRCS Board | Very early draft review and discussion |
| November 16, 2023 | Planning Commission | Public Hearing on Parks and Recreation elements of the Comp Plan |
| December 7, 2023 | PRCS Board | Review final draft for recommendation to Council for adoption |
| January 8, 2024 | City Council | Discussion item PROSA Plan |
| January 22, 2024 | City Council | Action item for PROSA Adoption |

Other Business

- Community Engagement Data

| September 28 - October 26 | | | |
|--|--------------------|--|-----------------|
| | Number of contacts | General topic | Follow-up |
| Your Voice Matters | 0 | | N/A |
| Park Board Survey | 0 | | N/A |
| Public Comment Webform | 5 1 | * CIP - Public Tree Removals * Draft PROSA Plan review | Staff responded |
| Oral Testimony at PRCS/T Board Meeting | 1 | Pickleball at Shoreview Park | N/A |
| Email to Board and staff | | One email sent was a duplicate of a webform submitted (same sender and about the same topic) | Staff responded |

Recreation and Cultural Services

Fall programs are well under way while staff are also finalizing the winter programming (Jan-March) for the recreation guide to be delivered to homes in early December. **Registration** for winter opens **December 21**.

Youth and Teen Development staff are back in schools and the Shoreline Teen Center is busy with events such as the upcoming **Halloween Costume Party** on **October 28, 6:00pm-10:00pm** and a **Free Thrift Store** event on **November 3**. Donations of new or gently used winter clothing is being collected at City Hall (4th Floor).

Specialized Recreation staff have been busy planning trips and events such as a recent visit to the **Pumpkin Patch** and the upcoming **Boo Bash** at SRC on **October 26**



Adult Van Trips continue to provide opportunities to participate in interesting activities such as **Goat Yoga** and **Glassblowing**.

Recreation and Cultural Services

Fall is a very busy event season for RCS with several community events taking place throughout the City.

On October 20th, the local favorite **Hamlin Haunt** took place at Hamlin Park and later that night the **YTDP staff** hosted an 'After the Game Party' at Spartan for both Shorecrest/Shorewood students after the traditional Rotary Cup football game.

A promotional poster for the Hamlin Halloween Haunt event. The background is dark with a glowing jack-o'-lantern in the foreground and a castle silhouette in the distance. The text is white and yellow.

FREE Hamlin Halloween Haunt
FRIDAY, OCTOBER 20
5:30 - 8:30 pm
Hamlin Park: 16006 15th Avenue NE

Join us for spooky songs and tales told around a campfire, hayrides, games and more. Dress warmly and bring a flashlight.

Shoreline Parks, Recreation & Cultural Services
206-801-2600
shorelinewa.gov/specialevents



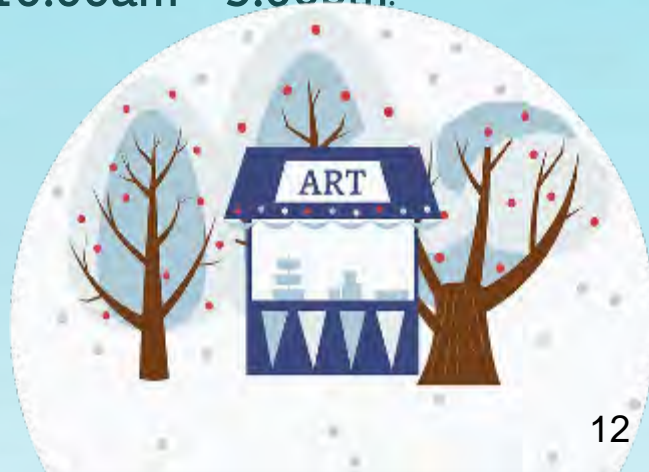
Veterans Day event takes place at City Hall on November 10, 2:00pm. We invite everyone to join local Veterans as we recognize the service they have given to our country.

Recreation and Cultural Services

In **November** Angie, Stephanie, Pam, Mylinda, and others are co-hosting two events with ShoreLake Arts and we invite everyone to join!

Dia de los Muertos Celebration takes place at Spartan on November 2, 5:30pm - 7:30pm.

Underground Holiday Market will be at City Hall on November 18, 10:00am - 5:00pm.



Recreation
and Cultural
Services

Arte de la Raza Art Exhibition curated by Judy Avitia-Gonzalez & Jake Prendez of the Nepantla Cultural Arts Gallery is a celebration of the rich and vibrant art being created by Chicana/o & Latine artists in Western Washington. Arte de la Raza runs November 2, 2023 - January 31, 2024 and features some of the top local Chicana/o Artists: Jake Prendez, Rolando Avila, Teresa Martinez, Iris Sanchez, Che Lopez, & Yessica Marquez.



Recreation
and Cultural
Services



“Residency” by Wiley Astley



“Saddle” by Weldon Butler



“Zebra Purple” by Vincent Keele

November 6th through February 2nd, 2024

Shoreline Portable Art Collection will be on view at City Hall, levels three and four

This will be the first time on view, in its entirety, at City Hall.

Park Operations

Hamlin Halloween Haunt Hayride

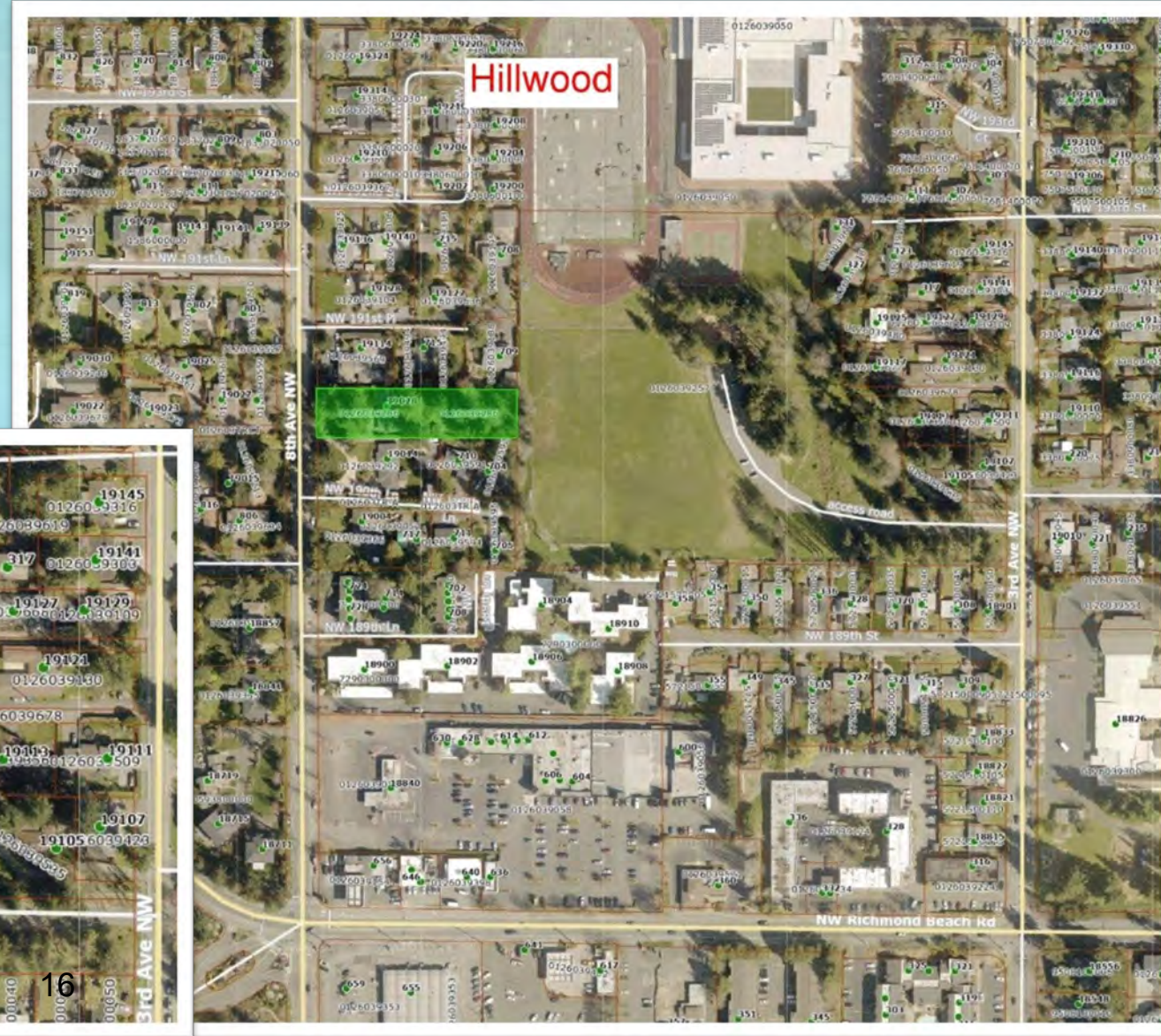
Parks staff provided hayrides for the Hamlin Halloween Haunt using the City's tractor & trailer



Park Operations

Property Acquisition

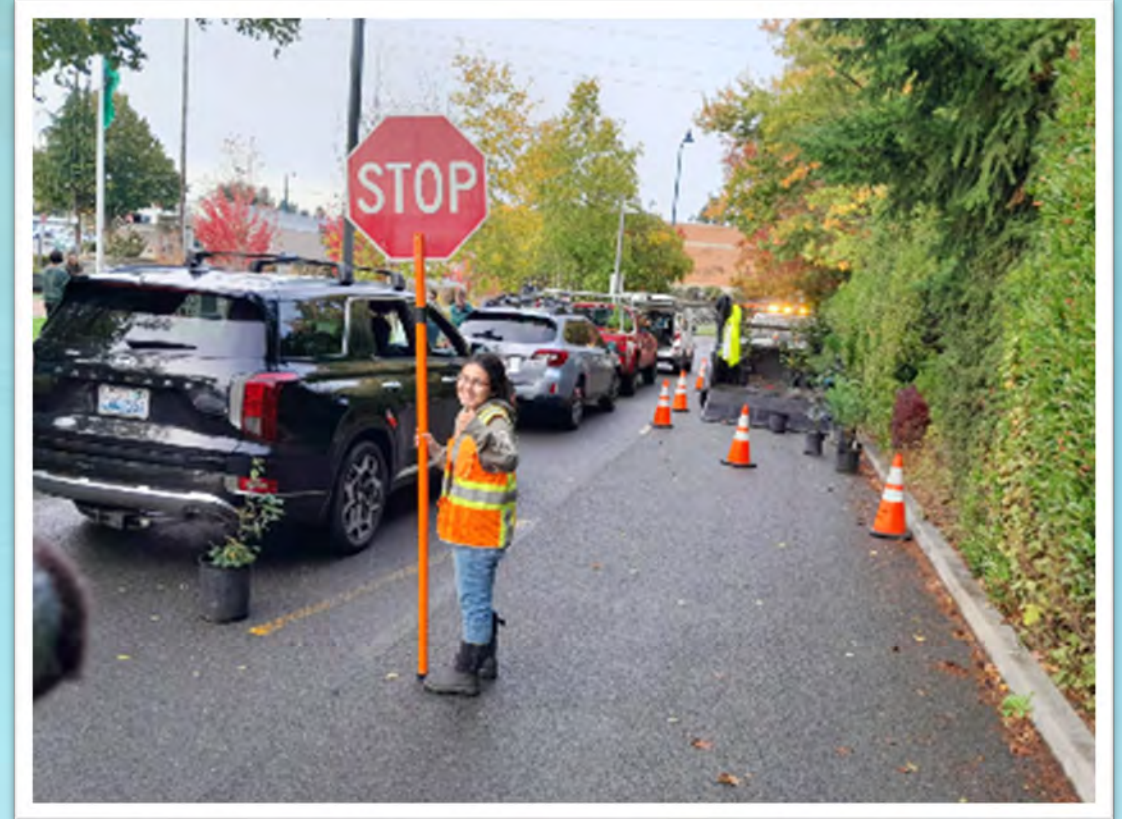
The City has signed a purchase and sale agreement to purchase the property at 19028 8th Avenue NW which will significantly improve accessibility to Hillwood Park from the west.



Park Operations

Communi-Tree Program

- Distributed 130 free trees
- Distributed water bags and mulch
- Taught tree care workshop
- Interdepartmental coordination among Parks, Surface Water, Grounds and Environmental Service



Park Bond Projects Updates

- **Design**
 - Continuing to explore parking options at James Keough
 - Exploring design options for the sensory garden at Richmond Highlands
 - Considering design option for play area at James Keough
- **Permitting**
 - Received permit for Ridgecrest Park
 - Received permit for Kruckeberg Botanic Garden
 - Continue to coordinate easements for Shoreview DOL
 - Submitting Bundle 2 permits in November
- **Construction**
 - Ridgecrest Park starting October 30



Questions?