

**CITY OF BELLEVUE
PARKS & COMMUNITY SERVICES BOARD
REGULAR MEETING MINUTES**

Tuesday
June 13, 2017
6:00 p.m.

Bellevue City Hall
Room 1E-113
Bellevue, Washington

BOARDMEMBERS PRESENT: Chair Heath, Vice-Chair Kumar, Boardmembers Deng, Nieuwenhuis, Synn, Trescases, Van Hollebeke

COUNCILMEMBER PRESENT: Councilmember Robertson

PARKS STAFF PRESENT: Shelley Brittingham, Patrick Foran, Nancy Harvey, Terry Smith

OTHERS PRESENT: Sherry Grindeland

MINUTES TAKER: Michelle Cash

1. **CALL TO ORDER:**

The meeting was called to order by Chair Heath at 6:10 p.m.

Boardmembers welcomed the newest Boardmember, Heather Trescases, to the Park Board.

2. **APPROVAL OF AGENDA:**

Motion by Boardmember Van Hollebeke and second by Boardmember Nieuwenhuis to approve the meeting agenda as presented. Motion carried unanimously (7-0).

3. **APPROVAL OF MINUTES:**

Motion by Boardmember Van Hollebeke and second by Boardmember Kumar to approve the May 9, 2017 Parks & Community Services Board Meeting Minutes as presented.

Motion by Vice-Chair Kumar and second by Boardmember Van Hollebeke to amend page 6 of the meeting minutes, the sentence before Item B to read:

“By general consensus, Boardmembers elected ~~agreed that~~ Boardmember Synn ~~should report back to the~~ as the Planning Commission liaison.”

Motion carried unanimously (7-0) to approve the amendment to the main motion.

At the question, motion carried unanimously (7-0) to approve the meeting minutes as amended.

4. **ORAL COMMUNICATIONS/PUBLIC COMMENTS:**

None.

5. **COMMUNICATIONS FROM CITY COUNCIL, COMMUNITY COUNCIL, BOARDS AND COMMISSIONS:**

Councilmember Robertson discussed some of the items that City Council has been working on, including:

- Downtown Livability Initiative
- 148th Avenue Puget Sound Energy project
- Environmental Impact Study
- Identifying a location for the homeless shelter
- Transportation loan

In addition, Councilmember Robertson encouraged Boardmembers to attend the Downtown Park Grand Opening and the Bellevue Family 4th of July Celebration.

6. **DIRECTOR'S REPORT:**

- Follow-up on Oral Communications/Public Comments from prior meetings

Mr. Foran distributed an aerial view of Sound Transit's current project at the East Channel Bridge/Enatai Beach Park. He noted that WSDOT has a right-of-way designation at Enatai Beach Park. Sound Transit will utilize this area, along with other parts of the park, for staging including a crane. There will also be work performed on the bridge columns. Mr. Foran noted that impacts to the park will be relatively minor. However, some adjustments may need to be made to parking during the column work. Councilmember Robertson clarified that the area designated for the staging and crane is not owned by the city. The work and staging area at Enatai Beach Park will begin in October, 2017 and is anticipated to continue for two years.

Mr. Foran encouraged Boardmembers to attend the Downtown Park Grand Opening and the Bellevue Family 4th of July Celebration.

7. **BOARD COMMUNICATIONS:**

Vice-Chair Kumar enjoyed the Lake-to-Lake Bike Ride and the 25th Anniversary Celebration for Bellevue Botanical Gardens.

Boardmember Van Hollebeke expressed his appreciation to Boardmembers for their patience while he lived in New York City for the past several months. He expressed his enthusiasm for the completion of Downtown Park and looks forward to the continued progress at Meydenbauer Bay Park.

Boardmember Synn commended staff for their work on the Downtown Park project. He also recently attended two Planning Commission meetings regarding the Downtown Livability Initiative and will provide a more detailed report later in the meeting agenda.

Boardmember Deng enjoyed Downtown Park with her Stroller Strides class that she offers. On behalf of the Board, Boardmember Deng and Boardmember Nieuwenhuis attended a recent City Council meeting to accept a Proclamation for National Kids-to-Parks Day. Lastly, Boardmember Deng enjoyed the 25th Anniversary Celebration for Bellevue Botanical Gardens.

Boardmember Nieuwenhuis enjoyed the Lake-to-Lake Bike Ride and the 25th Anniversary Celebration for Bellevue Botanical Gardens. He also participated in the Emerald City Bike Ride and commended Bellevue Police for their assistance with this event. Boardmember Nieuwenhuis discussed a recent news report that he saw on Q13 Fox News that highlighted Bellevue becoming a booming tourist destination. Boardmember Trescases also saw this newscast and encouraged Boardmembers to watch it.

Boardmember Trescases distributed fliers for the upcoming Eastside Heritage Center Strawberry Festival at Crossroads Park. She also recently hiked the Coal Creek Nature Area and commended the Parks Department for all of the hard work that has been put into the project, including the interpretive signs.

8. **CHAIR COMMUNICATION & DISCUSSION:**

A. Next Quarter's Agenda Items

Chair Heath suggested that the Board discuss the next steps for implementing the items discussed at the Planning Retreat at the next Board meeting.

9. **BOARDMEMBER COMMITTEE/LIAISON REPORTS:**

A. Wilburton Citizen Advisory Committee

Vice-Chair Kumar noted that the Wilburton CAC recently reviewed the density information that was shared with the Parks Board at the May 9, 2017 Parks Board meeting. The Wilburton CAC also received a presentation regarding some of the transportation constraints in the project area. Vice-Chair Kumar encouraged Boardmembers to periodically visit the Wilburton area so they can provide valuable input and share their future visions.

Chair Heath encouraged Vice-Chair Kumar to identify park-related items in the Wilburton area so the Parks Board can provide input/feedback. Vice-Chair Kumar noted that the CAC has discussed impacts to some of the streams, wetlands, and lake.

B. Planning Commission Follow-Up

Boardmember Synn praised the Planning Commission for their hard work and dedication. He summarized his interactions with the Planning Commission regarding the Downtown Livability Initiative Land Use Code Update, including park impact fees. Out of the many discussions that occurred, Boardmember Synn reported that the Planning Commission sent City Council a Transmittal Memo to encourage them to consider park impact fees as a means for funding parks and open spaces. Boardmember Synn noted that the interactions with the Planning Commission have created a closer relationship between the Parks Board and Planning Commission. He added that the Planning Commission would also like the Parks Board to make a presentation to City Council.

At the last Parks Board meeting, there was discussion regarding the definition of “open space.” Councilmember Robertson read Land Use Code 20.50.038.O Definitions, which states:

“Open Space. Land area unoccupied by buildings, traffic circulation roads, or parking areas, including, but not limited to, woodlands, fields, sidewalks, walkways, landscape areas, gardens, courtyards, or lawns.”

Councilmember Robertson also discussed the Land Use Code and Comprehensive Plan and how the two items are related. There are also other factors to consider (i.e., Shoreline Master Plan, and other documents related to the Downtown and the Bel-Red corridor).

Chair Heath suggested that the next steps for the Planning Commission be discussed under Agenda Item 10d.

10. **DISCUSSION/ACTION ITEMS**

A. Goodbye/Thank You for Outgoing Boardmember Sherry Grindeland

Councilmember Robertson read a Commendation for Sherry Grindeland to thank her for serving on the Parks Board. On behalf of the Board, Chair Heath presented Ms. Grindeland with a plaque, and on behalf of staff Mr. Foran gave her framed pictures as a token of appreciation. In addition, Boardmembers and staff expressed their appreciation to Ms. Grindeland for her valuable contributions to the city and Board.

B. Board Elections

Chair Heath opened nominations for the Parks & Community Services Board Chair position.

Motion by Chair Heath to elect Boardmember Van Hollebeke as the Parks & Community Services Board Chair.

Motion by Boardmember Nieuwenhuis to elect Vice-Chair Kumar as the Parks & Community Services Board Chair. Vice-Chair Kumar declined the nomination.

Chair Heath requested other nominations for the Parks & Community Services Board Chair position. There were none. Therefore, nominations were closed.

At the question, motion carried unanimously (7-0) to elect Boardmember Van Hollebeke as the Parks & Community Services Board Chair.

Chair Heath opened nominations for the Parks & Community Services Board Vice-Chair position.

Motion by Boardmember Van Hollebeke to elect Boardmember Synn as the Parks & Community Services Board Vice-Chair.

Motion by Vice-Chair Kumar to elect Boardmember Nieuwenhuis as the Parks & Community Services Board Vice-Chair.

Motion by Boardmember Deng to reelect Vice-Chair Kumar as the Parks & Community Services Board Vice-Chair. Vice-Chair Kumar declined the nomination.

Chair Heath requested other nominations for the Parks & Community Services Board Vice-Chair position. There were none. Therefore, nominations were closed.

At the question, motion carried (4-3) to appoint Boardmember Synn as the Parks & Community Services Board Vice-Chair.

The newly elected Board officers will begin their terms for the July meeting.

C. Review of Last Year

Chair Heath provided a PowerPoint presentation that summarized Board actions over the past few years. He prefaced his presentation noting that there was no blame to be placed from his presentation; it was merely information that has transpired over the past few years.

The presentation provided a 2014 Parks Board Retreat recap. Chair Heath noted that there was a retreat note stating “At a future Parks Board meeting the Board will distill these visioning ideas into themes to forward to the City Council.” Although the Board noted that they would get back to the retreat notes many times, this item was not discussed until the November 13, 2014 Parks Board meeting. Chair Heath further explained that Boardmember Van Hollebeke requested further Board Retreat follow-up regarding specific recommendations for visioning and the strategic plan discussed/created at the January 13, 2015 Board meeting. However, Boardmembers then decided that an additional Board Retreat was not necessary in 2015.

After Chair Heath became the Parks Board Chair, he ~~attended a~~ **reviewed the** Planning Commission **meeting minutes and noted that the**. ~~At that meeting, the Planning Commission Chair asked at one of the Planning Commission meetings Chair Heath~~ why the Parks Board was not involved with the Comprehensive Plan amendments.

Chair Heath noted that there were two park-related Comprehensive Plan Update amendments that were working through the Planning Commission and eventually recommended to City Council. However, the morning of the Council meeting, the Parks Board received a one-page memo regarding the meeting notification. Chair Heath reminded Boardmembers that the Board was outraged that they were not informed about this information. He clarified that Ordinance No. 6241 states: *“The Board shall review, advise, and make recommendations to the Council on policies regarding parks and open space and community services issues such as: long-range planning, including participation with the Planning Commission in preparing, reviewing, and recommending comprehensive plan updates and subarea plans.”*

The above examples (Board Retreat and Comprehensive Plan Update) are two examples that Chair Heath provided that prompted him to change the following agenda items:

- Oral Communications (In the event that the Board Chair determines follow-up is appropriate, a firm plan of action will be determined before the Oral Communications section of the agenda is complete.)
- Director’s Report
 - Follow-up on Oral Communications/public comments from prior meetings
- Communications from City Council, Community Council, Boards and Commissions
- Chair Communication & Discussion
 - Next Quarter’s Agenda Items
- Boardmember Committee/Liaison Reports (moved up)
- Establish Agenda for Next Meeting

As a result of the Board’s initiative, procedures were created for the following items:

- Board and Commission Liaisons
- Board Visioning and Planning
- Work Plan Council Reporting
- Work Plan Education

Chair Heath stressed the importance of everyone working together and being involved, including staff and Council. He explained that the new policies established above were done so to create more dialogue. Chair Heath provided an overview of a 12 month period and recommended procedures for Board Planning & Visioning.

Councilmember Robertson explained that the Parks Board would have been able to weigh-in on any substantive issues with the Comprehensive Plan if it went through a threshold review. She added that there are many anomalies that don’t always involve the Parks Board. Councilmember Robertson expressed her appreciation to the Board to improve transparency. However, she cautioned Boardmembers when trying to establish their own work plan/agenda. Councilmember Robertson clarified that Council establishes the work plan items for the Parks Board. If the

Parks Board wants a specific item included on their agenda then they should discuss this with Council.

Boardmember Van Hollebeke clarified that Chair Heath's leadership style is to be inclusive and build consensus. One of the Parks Board's goals is to listen and be an advocate for the community. Hopefully, the new policies will aid in these efforts.

D. Liaisons to Other Boards/Commissions

Boardmember Synn clarified that his representation to the Planning Commission has always been as a Parks Board representative. The Planning Commission requested that the Parks Board define "open space" and "plazas." Therefore, the Parks Board determined a definition of plaza at the last Parks Board meeting. Boardmember Synn reminded Boardmembers that there was general consensus that an open space should not be considered a park.

Boardmember Synn further added that the Planning Commission suggested that a Parks Board representative attend the City Council meeting where a Transmittal Memo regarding the Comprehensive Plan Amendments will be introduced. Although the Planning Commission is moving forward with the Parks Board's recommendations, Boardmember Synn noted that since the Parks Board does not report directly to the Planning Commission it is prudent to attend the City Council meeting, as recommended by the Planning Commission.

When Boardmembers determine they would like a parks and open spaces discussion add to a meeting agenda, staff will provide definitions and additional information for the discussion.

Motion by Boardmember Trescases and second by Boardmember Synn to extend the meeting until 8:40 p.m. Motion carried unanimously (7-0).

Boardmember Trescases requested clarification on why the Planning Commission suggested that a Parks Board representative attend the City Council meeting. Councilmember Robertson explained that Council will soon be briefed on the Downtown Livability Initiative Land Use Code Update. She noted that typically, a Board/Commission provides input to the Planning Commission and then the Planning Commission forwards recommendations to Council. After Council is briefed on the Downtown Livability Initiative Land Use Code Update, Councilmember Robertson will inform the Parks Board if input is desired/necessary. She noted that Parks Boardmembers are always welcome to attend Council meetings as private citizens.

Boardmember Synn reiterated the Planning Commission's request for the Parks Board to speak to Council. Mr. Foran reminded Boardmembers that the next steps for the Downtown Livability Initiative Land Use Code Update should come from Council.

Boardmember Van Hollebeke requested that a definition of open space be provided to Boardmembers. He would also like to discuss the park impact fees concept during a visioning and planning session. Although the Parks Board passed the Parks & Open Space Plan, Chair Heath noted that no one knows the definition of "open space." He suggested that an educational

session be added to a future meeting agenda to define “open space.” Vice-Chair Kumar encouraged Boardmembers to meet one-on-one with staff members when questions arise.

Motion by Boardmember Van Hollebeke and second by Boardmember Synn to extend the meeting until 8:45 p.m. Motion carried unanimously (7-0).

E. “Emergency” Agenda Items Process

Boardmembers determined that if there is an emergency agenda item that needs to be dealt with the Board Chair and/or Vice-Chair will work with staff to determine the necessary steps.

Motion by Chair Heath and second by Boardmember Synn to extend the meeting until 8:50 p.m. Motion carried unanimously (7-0).

F. Community Services—Strategy and Vision

11. **NEW BUSINESS:**

None.

12. **ESTABLISHING AGENDA FOR NEXT MEETING:**

Boardmembers requested that the following topics be included in the next meeting agenda:

- Revisit topics discussed at the Board Retreat, including planning and visioning.
- Review annual Work Plan
- Determine if there are other Boards/Commissions that Parks Boardmembers should interact with

In addition, Boardmembers asked staff to forward information about “open space” terminology to the Planning Commission.

13. **OTHER COMMUNICATIONS:**

- A. CIP Project Status Report
- B. Invitation to Downtown Park Grand Opening
- C. 2017 Election Activities and Public Disclosure Commission Rules
- D. National Kids to Parks Day Proclamation
- E. National Older Americans Month Proclamation

The Parks & Community Services Board approved these minutes as amended on July 11, 2017.

- F. World Elder Abuse Awareness Day Proclamation
- G. Memo from staff re 2016 Visitor Centers and Environmental Programs review
- H. Correspondence from Pam Johnston
- I. Email from Sue J re Robinswood Park off-leash area

14. **INFORMATION:**

- A. List of upcoming Parks special events
- B. Next regular Parks Board meeting—July 11, 2017

15. **ORAL COMMUNICATIONS/PUBLIC COMMENTS:**

None.

16. **ADJOURNMENT:**

Motion by Chair Heath and second by Boardmember Synn to adjourn the meeting at 8:56 p.m. Motion carried unanimously (7-0).