CITY OF BELLEVUE
PARKS & COMMUNITY SERVICES BOARD
REGULAR MEETING MINUTES

Tuesday
September 13, 2016
6:00 p.m.

Bellevue City Hall
Room 1E-113
Bellevue, Washington

BOARDMEMBERS PRESENT: Chair Heath, Vice-Chair Kumar, Boardmembers Deng, Synn

BOARDMEMBERS ABSENT: Vice-Chair Grindeland, Boardmembers Nieuwenhuis, Van Hollebeke

COUNCILMEMBER PRESENT: Councilmember Robertson

PARKS STAFF PRESENT: Shelley Brittingham, Lynde Eller, Patrick Foran, Nancy Harvey, Glenn Kost, Pam Myers, AnnaMarie Solomonson

OTHERS PRESENT: Barbel Kappes, Kristen McSherry, Jack and Susan Myer, Michael and Bonnie Nash, Betsi Hummer

MINUTES TAKER: Michelle Cash

1. CALL TO ORDER:

The meeting was called to order by Chair Heath at 6:02 p.m.

2. APPROVAL OF AGENDA:

Motion by Vice-Chair Kumar and second by Boardmember Synn to approve the meeting agenda as presented. Motion carried unanimously (4-0).

3. APPROVAL OF MINUTES:

Motion by Boardmember Synn and second by Vice-Chair Kumar to approve the June 14, 2016 Parks & Community Services Board Regular Meeting Minutes as presented. Motion carried unanimously (4-0).

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

Bonnie Nash
12923 SE 6th Place, Bellevue, WA

Ms. Nash enjoys using the Kelsey Creek play structure with her grandchildren. She is aware that there is some disagreement amongst the neighborhood about where the new structure should be located. Ms. Nash suggested that the structure be located near SE 6th Place. She also requested that the play structure be located in an open area, rather than secluded.

Michael Nash
12923 SE 6th Place, Bellevue, WA

Mr. Nash supports the plans to relocate the Kelsey Creek play structure. He thinks that directly across from the SE 6th Place cul-de-sac is a good location for the structure relocation.

Kristen McSherry
417 130th Pl. SE, Bellevue, WA

Ms. McSherry explained that there is no community need or desire for the proposed play structure at Kelsey Creek. She regularly sees children enjoying the current play structure. Ms. McSherry is concerned about the proposed location of the playground so close to 130th Place SE, particularly since many of the park-users will utilize the street for parking. In addition, the proposed fence (single rail, low level car deterrent) is not in keeping with the historic farm environment, nor will it encourage children to keep out of the area near the street.

Councilmember Robertson clarified that Council has received emails from Kelsey Creek community members and staff is assisting to respond. She added that the Kelsey Creek Farm playground structure location is not within the Park Board's authority or scope to manage. Mr. Foran added that staff is conducting an internal review of various alternatives based upon community feedback.

Betsi Hummer
14541 SE 26th Street, Bellevue, WA

Although Ms. Hummer is a member of the East Bellevue Community Council, she clarified that her comments are being made as a private citizen.

Ms. Hummer requested that the restrooms at Larsen Lake be open year-round. Citizens have made this request in the past and the restrooms continue to be closed during the winter months. Ms. Hummer asked Boardmembers to revisit this issue once again to keep the restrooms open.

Ms. Hummer also expressed her concerns about potential rezoning around Larson Lake. Currently, the area is zoned as residential. Ms. Hummer requested that the area remain zoned residential.

Councilmember Robertson encouraged Ms. Hummer to email City Council about her request to keep the Larson Lake restrooms open year round, particularly since it is a budget year for the City. She also encouraged Ms. Hummer to attend the public hearing where the Operational Budget will be discussed. Chair Heath clarified that the Parks & Community Services Board does not have authority over the Larson Lake restrooms.

Lastly, Ms. Hummer expressed her enjoyment of Enatai Beach Park. She commended staff for their upkeep efforts with the park.

5. **WELCOME TO NEW BOARDMEMBERS:**

Chair Heath welcomed Yu Deng to the Board. He noted that Boardmember Deng is a current contractor for the City. However, after a legal review it was determined that it is appropriate for Boardmember Deng to be part of the Park Board.

Chair Heath noted that Jared Nieuwenhuis has also been appointed to the Board but is out of town.

6. **DIRECTOR'S REPORT:**

Mr. Foran reported that the City's Leadership Team has completed the budget review. The requests have been forwarded to the City Manager. After the City Manager reviews the requests, he will forward the recommendations to City Council for further review. Staff will closely monitor the budget process and keep Boardmembers informed of any proposed changes.

Mr. Foran noted that Bellevue's parks were heavily used during the summer months. He was pleased to report that the water/beach parks had no major emergencies/incidents during the summer.

7. **CITY COUNCIL COMMUNICATION:**

Councilmember Robertson reported on the following items:

- Council has been working on the City's budget and will be looking for the Board's recommendations on the Parks CIP budget. The Council's priority is to honor the park levy projects that were included in the 2008 levy. Although there are two levies on the upcoming November ballot, Council will review the budget without the revenue for these levies. If the levies pass, Bellevue will have a robust budget amendment process in 1Q17.
- Negotiations are underway for the downtown fire station. The proposed location is just north of McCormick Park.
- Bellevue Police Department will begin a new drug takeback program for expired or unwanted medications.

- Council is working on the Critical Areas Update and will begin on the Eastgate Land Use Plan in the near future.
- The Downtown Livability Update is slated to be completed later this year or in early 2017.
- Budget hearings will begin in November.

8. **CHAIR COMMUNICATION:**

Chair Heath requested clarification for the Board's role in regards to the Grand Connection. Councilmember Robertson explained that there is a Citizen/Technical Advisory Committee to help with the planning efforts. Boardmembers will be notified when feedback is requested.

9. **BOARD COMMUNICATIONS:**

None.

10. **DISCUSSION/ACTION ITEMS:**

A. Park Board Roles & Responsibilities

Chair Heath explained that there have been several issues that have been brought forth before the Park Board where the Board was uncertain on how to handle the issues and/or it was not under the Board's scope of work. This has resulted in citizens becoming frustrated because they were under the impression that the Park Board could help their particular situation. Chair Heath wants to make the Board more effective for citizens and fulfill Council's mission. He proposed Vision 672. This vision is named from 7 Park Boardmembers, meeting 1 day per month, for 12 months out of the year. The total volunteer hours are approximately 672. Chair Heath would like Boardmembers to make decisions with sufficient information. The Park Board's work needs to be intentional (planned and goal driven). Since the Board has no authority, Chair Heath suggested that the Board determine how to integrate the Park Board priorities with other groups (i.e., City Council, staff, citizen groups, citizens, etc.). Chair Heath asked Boardmembers how they would like to approach their work so that it is intentional, integrated and meaningful work.

Vice-Chair Kumar expressed her hesitation about having an in-depth discussion without the entire Board present. However, she noted that sometimes communications get swept aside during Board meetings because there are so many issues for the Board to discuss.

Boardmember Synn expressed his confusion about the Board charter and how projects are determined. He would like to see the Board discuss the overall Board charter. In addition, Boardmember Synn recommended that the Board hold a separate meeting to determine a future strategy and plan. He proposed a Board retreat, outside of City Hall. Councilmember Robertson cautioned Boardmembers that they are not allowed to meet outside of regularly scheduled meetings without proper notification to community members (i.e., no rolling meetings or

meetings with more than three Boardmembers), due to the Open Public Meetings Act. Mr. Foran added that this restriction also applies to email/written correspondence.

Boardmember Deng expressed her support of Vision 672. She would like to be able to listen to citizens and provide responses.

Vice-Chair Kumar expressed her support of a Board retreat.

Chair Heath reminded Boardmembers that a retreat was conducted approximately 2-3 years ago. After the retreat, the Board unanimously agreed to not have a future retreat. Chair Heath noted his agreement of a retreat, if it is a productive retreat and there is follow-through from decisions made at the retreat.

Motion by Boardmember Synn and second by Vice-Chair Kumar to conduct a Board retreat at a date to be determined. Motion carried unanimously (4-0).

Mr. Foran noted that staff can meet with the Chair and Vice-Chair to discuss the retreat agenda. Then, the full Board can review the retreat agenda. Chair Heath added that a professional facilitator can facilitate the retreat if desired. He also asked Boardmembers the following questions:

- What does the Board want to accomplish during the retreat?
- What is expected from the Board?
- What is the Board's authority (i.e., what are the legal parameters)?
- What is the Board's understanding of the overall authority process?
- How does the Board fit in with City Council?

In addition, Chair Heath suggested that a survey be conducted to determine what Boardmembers have in common (i.e., thought process). To assist with this process, he developed an inventory questionnaire by evaluating many Board data points (i.e., meeting minutes, agendas, etc.). The questionnaire will help determine the agenda for the Board retreat. Chair Heath stressed the importance of the survey being anonymous. Staff will distribute the survey to Boardmembers for them to complete prior to the next Board meeting so that the results can be shared at the October meeting.

Boardmember Synn requested that the Board retreat include a discussion regarding Ordinance 6241.

The October meeting agenda will include the following items:

- Review of Board charter (Ordinance 6241)
- Review of survey results
- Review of proposed retreat agenda

Councilmember Robertson added that the Board may also want to discuss the following:

- Board roles and responsibilities in Ordinance 6241.
- Role of a Boardmember as an entire Board and also as an individual in the community.

- Expectations of the Board.
- How the Board should manage expectations (i.e., use of meetings, adequate information printed in the Board packet, follow-up with Boardmembers and the public, agreement on operating procedures, etc.).
- Meeting management and expectations.
- How should the Board relate to staff?
- Future work plan.
- Long-range plan (may want this included in the back of the Board packet).
- Transparency.

Boardmember Synn explained that he would like to trust past Boardmembers and their decisions. He does not want to reprioritize past priorities because previous Boardmembers may have a better understanding of past issues.

Chair Heath requested that the meeting minutes from the previous Board retreat be included in next month's Board packet. He also asked the following questions:

- What is expected of the Board during the October Board meeting in regards to budget discussions?
- What does the Board want to see for the budget presentation?
- How should the Board prepare for the budget presentation?
- What are other Boards and Commissions doing in regards to the budget?
- Does Council want the Park Board's feedback regarding the budget?

Mr. Foran noted that each budget cycle schedule is dependent upon the final budget cycle and how it synchs with Board/Commission meeting schedules. Historically, the City Manager has transmitted the budget prior to the October Park Board meeting.

Chair Heath requested that staff schedule a budget review with interested and new Boardmembers, prior to the October Board meeting, so questions can be addressed and to provide Boardmembers a better understanding of the proposed budget. This will allow the October Board meeting to be substantive, rather than educational.

Chair Heath suggested that the following principles be utilized for Board development:

- Value diversity.
- Respect history.
- Want everyone included.
- Want everyone to feel safe.
- Assume positive intent.

B. <u>Crossroads Community Center Programs and CAYA</u>

This agenda item was postponed due to time constraints.

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

None.

12. **NEW BUSINESS:**

A. Future agenda items

13. **OTHER COMMUNICATIONS:**

A. CIP Project Status Report

B. Parks & Recreation Month Proclamation

C. Status Report on burrows Cabin Relocation

D. Memorial Bench Donation Process

E. Email re NW R/C Ship Modelers fun float schedule and Parks Scheduling staff

F. Email re Bellevue Track & Field program

G. Email re Lake-to-Lake Bike Ride

H. Email and attachments re Mercer Slough and Light Rail

I. Email re Seafair boat launch parking

J. Email re Meydenbauer Beach lifeguards

K. Email re Kelsey Creek summer camps

14. **INFORMATION:**

A. List of upcoming Parks special events

B. Next regular Park Board meeting—October 11, 2016, Bellevue City Hall

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

None.

16. **ADJOURNMENT:**

Motion by Vice-Chair Kumar and second by Boardmember Synn to adjourn the meeting at 8:24 p.m. Motion carried unanimously (4-0).