

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

Tuesday  
November 14, 2017  
6:00 p.m.

Bellevue City Hall  
Room 1E-113  
Bellevue, Washington

**BOARDMEMBERS PRESENT:** Chair Van Hollebeke, Vice-Chair Synn, Boardmembers Deng<sup>1</sup>, Heath<sup>2</sup>, Kumar, Nieuwenhuis, Trescases

**PARKS STAFF PRESENT:** Patrick Foran, Nancy Harvey, Emil King (PCD), Ken Kroeger, Camron Parker, Doug Sanner, Terry Smith

**OTHERS PRESENT:** Betsi Hummer, Pamela Johnston

**MINUTES TAKER:** Michelle Cash

1. **CALL TO ORDER:**

The meeting was called to order by Chair Van Hollebeke at 6:00 p.m.

2. **APPROVAL OF AGENDA:**

**Motion by Vice-Chair Synn and second by Boardmember Kumar to approve the meeting agenda as presented. Motion carried unanimously (5-0).**

3. **APPROVAL OF MINUTES:**

**Motion by Boardmember Heath and second by Boardmember Nieuwenhuis to approve the October 10, 2017 Parks & Community Services Board Meeting Minutes as presented. Motion carried unanimously (6-0).**

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

Pamela Johnston  
3741 122<sup>nd</sup> Ave. NE, Bellevue, WA

Ms. Johnston discussed a petition that is being circulated to gather signatures to create a tree master plan. She stressed the importance of creating a tree master plan as soon as

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<sup>1</sup> Arrived at 6:35 p.m.

<sup>2</sup> Arrived at 6:01 p.m.

possible, rather than incorporating the tree master plan in the neighborhood master plans. Ms. Johnston also encouraged the formation of an Urban Forestry Commission. She cited an example of a tree within the city and staff determining whether or not the tree is a landmark. Ms. Johnston recommends that the cultural and historic values of trees be evaluated by a citizen commission, rather than city staff, since the citizen commission would be more educated about tree values.

Lastly, Ms. Johnston requested that the proposed list of parks projects be revisited in relation to the budget process. She requested that some of the neighborhood projects be completed prior to some of the grander projects (i.e., Newport Hills, Bridle Trails, etc. versus Bel Red, Grand Connection, etc.).

Chair Van Hollebeke asked that an update of the tree master planning process be provided at the January 2018 Board meeting.

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

*None.*

6. **DIRECTOR'S REPORT:**

Mr. Foran congratulated Boardmember Nieuwenhuis on his recent victory as a Bellevue City Councilmember.

Mr. Foran also encouraged Boardmembers to view the construction progress being made at the Meydenbauer Bay Phase 1 Park Development.

Mr. Foran encouraged Boardmembers to attend the joint holiday/volunteer recognition event on December 5, 2017 with the Human Services Commission.

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

*None.*

7. **BOARD COMMUNICATION:**

Boardmember Nieuwenhuis will no longer be a Parks Boardmember since he was recently elected to the City Council. Boardmembers invited Boardmember Nieuwenhuis to attend the January 9, 2018 Board meeting so that they can provide an official token of appreciation for his service to the Parks Board.

Boardmember Kumar expressed her fondness of the MyBellevue app.

Boardmember Heath reported that a written survey was distributed to City Councilmember candidates and four noted on the survey that they would be in favor of special zoning to protect parks.

Vice-Chair Synn recently enjoyed fishing on Lake Washington.

8. **CHAIR COMMUNICATION & DISCUSSION:**

Chair Van Hollebeke reported that City Council will be reviewing the Grand Connection plans at their December 11, 2017 meeting. Chair Van Hollebeke will present the Parks Board's memo regarding the Grand Connection along with Parks Board activities at the December 4, 2017 City Council meeting.

Chair Van Hollebeke noted that he is on the planning committee for the NE 4<sup>th</sup> Street park entrance.

Chair Van Hollebeke suggested that a Parks Board Retreat be held after Boardmember Nieuwenhuis' Board position has been filled. The retreat will focus on six month planning/visioning.

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

A. **Wilburton Citizen Advisory Committee**

Boardmember Kumar distributed a report from her recent Wilburton CAC meetings. The report discussed a presentation by James Henderson and Jesse Canedo from the Economic Development group. Boardmember Kumar noted that at the end of the meeting the CAC was asked to vote for either a public space or a catalyzing mixed-use development. The majority of the group voted in favor of a catalyzing mixed-use development. Boardmember Kumar voted for the public space.

Boardmember Trescases inquired if the CAC's visions are contrary to the Parks Board's visions. Chair Van Hollebeke suggested that Boardmember Kumar raise this question/concern at the next CAC meeting.

Mr. Foran explained that it is important to get educated about the terminology that was presented to the CAC. A recreation center/public space is more complex than an open space. There is clear interest in having a space with public amenities that can be incorporated into a larger mixed-use catalyst project, rather than instead of a larger mixed use catalyst project.

Boardmembers discussed parks and open space as a memorable feature for a catalyst development. Boardmember Kumar reminded Boardmembers about the October 10, 2017 memo that was sent to City Council regarding *Comments on the Draft Grand Connection Framework*

*Plan.* Boardmember Heath suggested that the October 10, 2017 memo be addressed and sent to the CAC.

Vice-Chair Synn expressed his concern about the vote that was taken during the CAC meeting and asked why the Parks Board was not involved in this process. Boardmember Kumar clarified that the vote that was taken during the CAC meeting was a straw poll vote. The CAC is starting to discuss preliminary design options for Phase 2. If Phase 2 is beginning, Vice-Chair Synn expressed his support of sending a memo to the CAC regarding the Parks Board's position on the project.

**Motion by Boardmember Heath and second by Vice-Chair Synn to address and send the October 10, 2017 memo regarding *Comments on the Draft Grand Connection Framework Plan* to the Wilburton CAC.**

Mr. Foran clarified that the October 10, 2017 memo addressed the Grand Connection framework. Boardmember Kumar's report is regarding the Wilburton CAC. Sending the memo regarding *Comments on the Draft Grand Connection Framework Plan* may be confusing to the Wilburton CAC. However, Boardmember Kumar thinks the memo might be appropriate, since it addresses the Grand Connection and Wilburton area.

Boardmember Trescases views the *Comments on the Draft Grand Connection Framework Plan* as a different project and agrees that forwarding the memo to the Wilburton CAC may be confusing. If a memo is desired, she suggested that a new memo be prepared so that Boardmember Kumar can present the information as documentation in support of the Board's position. Chair Van Hollebeke suggested that the *Comments on the Draft Grand Connection Framework Plan* memo be forwarded to the Wilburton CAC as presented.

If the Board would like to communicate with another entity, Boardmember Heath suggested that a formal motion be made so the direction can be clearly communicated.

**At the question, motion failed (3-4).**

If an official communication is desired to the Wilburton CAC, Boardmember Trescases requested clarification on when and how the communication should be presented. Boardmembers suggested that Boardmember Kumar present the October 10, 2017 memo that was sent to City Council regarding *Comments on the Draft Grand Connection Framework Plan* to the Wilburton CAC in an informal manner.

**B. Bylaws Subcommittee**

The Bylaws Subcommittee will schedule a meeting with City Attorney's Office and City Clerk's Office staff to review the proposed Bylaws. Additional information will be shared at the January, February, or March Board meeting. Mr. Smith noted that the City Attorney's Office and City Clerk's Office had requested that Bylaws be complete by the end of 2017.

Boardmember Trescases requested clarification regarding the Board's concerns with the draft Bylaws. Boardmembers requested that the Bylaws Subcommittee obtain clarity on the draft Bylaws. Vice-Chair Synn noted that the Board was not able to validate that all of the questions/concerns previously raised were included in the current draft of the Bylaws. The Subcommittee will continue its review process.

10. **DISCUSSION/ACTION ITEMS:**

A. **Downtown Parks NE Entry Design and Process**

Mr. Kroeger provided an update on the design process of the Downtown Park – NE Corner Entry funded CIP project. This project will create a park entry at the NE corner of the Downtown Park. Mr. Kroeger added that the project will seek to incorporate the City's Grand Connection and public art concepts into the project.

Mr. Kroeger stated that staff will return to the Parks Board in the new year to review the status of the public artist selection and gather feedback. Approximately 98 artist applications have been received for the project with 54 qualified applicants. As mentioned earlier in the meeting, Chair Van Hollebeke will be the Parks Board's representative for the artist selection process.

Boardmember Trescases discussed the archway that was preserved from the old school that was at one time located at Downtown Park. She inquired if the archway will be incorporated into the Downtown Park entry. Mr. Kroeger clarified that planners are looking at integrating the archway into the formal garden area. He also pointed out that there is a bronze marker in the middle of the park that denotes where the school used to be located. Boardmember Trescases stated that there was a commitment from City Council and the Parks Board in the 1980s to put the archway back up in the park. It would be very disappointing if the NE Corner Entry project is completed prior to the archway project.

Boardmember Kumar inquired if there is continuity between the entrances to Downtown Park. Mr. Kroeger clarified that there may be some variations but the goal is to provide some continuity.

Vice-Chair Synn inquired if there will be a public comment aspect for the project. Although community input may be gathered, Mr. Kroeger noted that it is not required since the NE Entry project was part of the Master Plan Update. Mr. Foran added that a contemporary approach may be utilized to gather community feedback (i.e., social media/online surveys). Chair Van Hollebeke expressed his support of including public outreach.

B. **CIP Funding**

Mr. Parker provided an overview of the City's Incentive Zoning system and the Parks Board's public outreach process in support of the 2008 voter initiative.

Currently, Bellevue has two incentive systems in the code. These include:

- Bel-Red (adopted 2009)
- Downtown (newly adopted October 2017)

Mr. Parker noted that incentive systems are one tool to advance Bellevue's urban parks systems. There are other mechanisms that also contribute to publicly-accessible space.

Mr. Parker reviewed the overall process for an incentive.

Boardmember Kumar asked how fees are allocated if fees are collected in-lieu of an incentive. Mr. Parker clarified that the fees typically stay within the project area. He also noted that foundations and underground parking are not included in the ratio calculations.

Mr. King explained that the Downtown Incentive System was created in 1981 and has been updated and edited to include 18 items on the amenity list. Approximately 75% of the incentive points must come from the first 8 amenities. The remaining 25% of the incentive points could come from the second tier of amenities.

Mr. King clarified that there previously was not a fee in-lieu of component in the Downtown area. He discussed Ordinance No. 6377 amending the Bellevue Land Use Code, Title 20 of the Bellevue City Code. Any fees collected will be used for publicly accessible space. Mr. Parker clarified that developers decide, based upon the city's plans and the Land Use Code, whether to construct amenities onsite or pay an in-lieu fee. If the in-lieu fee is opted, the amount is calculated as the project is reviewed for compliance with the Land Use Code. Mr. Parker added that the payment is due when the building permit is issued. Then, based upon the timing and amount of collection, the City can determine the appropriate capital project to which fees can be applied as part of the CIP budget process.

Mr. Parker reviewed the fund collections in Bel-Red for the incentive system. He clarified that the funds are reviewed during the Parks CIP budget process.

Mr. King noted that all new applications or expired applications will be reviewed under the new Downtown Land Use code. If an application was completed prior to October 16, 2017, the old Land Use Code will apply. Vice-Chair Synn inquired if there are any other exceptions that might supersede the Land Use Code. Mr. King cited an example of a variance that is a very unique exception. In addition, Amenity #18 in the new Land Use Code provides more flexibility for exceptions.

Mr. Sanner discussed the Parks Board's role during the 2008 Voter Initiative. In particular, the Parks Board conducted public outreach to gauge community support for the 2008 ballot measure. This was done in an advisory capacity to City Council.

Boardmember Trescases requested additional information regarding the amount of funding needed to complete the desired projects.

Chair Van Hollebeke would like the January Parks Board meeting agenda to include discussions regarding the need for parks and open space funding.

Boardmembers discussed the Bel-Red area and how the Land Use Code will impact this area, particularly regarding fee generation. Mr. King noted that the Bel-Red area will take multiple development cycles before it is fully built. In addition, some of the residential projects may not have enough space so incentives may be more advantageous for this sector.

Mr. King noted that there was an important improvement in the Land Use Code for catalyst projects in the Bel-Red and Spring District areas.

Boardmember Heath called attention to the available \$1.3M in incentives for streams and park funding. Boardmember Heath inquired if there might be a project that this funding could accommodate. Mr. Parker clarified that the incentive revenue stream is one funding source that may be used. There are other funding sources that may be utilized to leverage money.

Mr. Foran noted that the Bel-Red Plan includes a list of unfunded capital projects. Staff will forward this information to Boardmembers.

Chair Van Hollebeke expressed his appreciation to staff for the thorough presentation. This will help the board determine where to focus their efforts.

11. **NEW BUSINESS:**

*None.*

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

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

- Roadmap for the next 4-5 months.
- How much funding is needed—how much is the Board short to put their plans in place?
- What is next up on the project list?
- What is the Parks Board's role in getting people to donate land in their trust to the city/parks?
- What are advocacy pressure points?
- What are the advocacy opportunities?
- Determine the current stage of the Wilburton CAC.
- Director's Follow-up regarding trees and canopy. Also include an educational session on a 2018 meeting agenda about this subject matter.
- Downtown Park NE Entry Project.

13. **OTHER COMMUNICATIONS:**

- A. CIP Project Status Report
- B. Board's memo to Council re Grand Connection
- C. Memo from Assistant City Attorney re Board Bylaws
- D. Memo from staff re Well-KEPT program
- E. Email re parks

14. **INFORMATION:**

- A. List of upcoming Parks special events
- B. Next regular Parks Board meeting—January 9, 2018

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

**Motion by Vice-Chair Synn and second by Boardmember Nieuwenhuis to extend the meeting until 8:35 p.m. Motion carried unanimously (7-0).**

Betsi Hummer, East Bellevue Community Council  
14541 SE 26<sup>th</sup> Street, Bellevue, WA

Ms. Hummer is a member of the East Bellevue Community Council (EBCC). She would like the East Bellevue Community Council to be apprised of activities happening in their jurisdiction before they actually happen (e.g., Robinswood Park, Larsen Lake, Spiritwood, etc.). There were a few activities that recently occurred at Robinswood that the EBCC was not made aware of, including artwork that was recently added, a crime sign that was recently added.

Ms. Hummar distributed an election advertisement for Stephanie Walter that discussed the EBCC activities. She also recently attended a Bellevue Essentials course and enjoyed learning more about Bellevue's tree canopy.

Lastly, Ms. Hummer thanked Boardmembers for their continued leadership.

Pamela Johnston

3741 122<sup>nd</sup> Ave. NE, Bellevue, WA

Ms. Johnston inquired if there is a map that indicates when Parks projects will begin (i.e., Airfield Park).

Ms. Johnston encouraged Parks staff and Boardmembers to view REI as an ally. REI has high expectations for bike trails in the Bel-Red area but Ms. Johnston is concerned about how these projects will be funded.

She also encouraged city planners to be mindful about the equestrian community within Bellevue.

Lastly, Ms. Johnston inquired if space in Bel-Red is an urban oasis or an active zone.

16. **ADJOURNMENT:**

**Motion by Boardmember Heath and second by Vice-Chair Synn to adjourn the meeting at 8:37 p.m. Motion carried unanimously (7-0).**