

The Parks & Community Services Board approved these meeting minutes on March 14, 2017.

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

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

Bellevue City Hall
Room 1E-113
Bellevue, Washington

BOARDMEMBERS PRESENT: Chair Heath, Vice-Chair Kumar, Boardmembers Deng, Grindeland¹, Nieuwenhuis

BOARDMEMBERS ABSENT: Boardmembers Synn, Van Hollebeke

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

MINUTES TAKER: Michelle Cash

1. **CALL TO ORDER:**

The meeting was called to order by Chair Heath at 6:03 p.m.

2. **APPROVAL OF AGENDA:**

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

3. **APPROVAL OF MINUTES:**

Motion by Vice-Chair Kumar and second by Boardmember Deng to approve the January 10, 2017 Parks & Community Services Board Regular Meeting Minutes as presented. Motion carried unanimously (4-0).

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

No public comments.

5. **CITY COUNCIL COMMUNICATION:**

No report.

¹ Arrived at 6:07 p.m.

6. **DIRECTOR'S REPORT:**

No report.

7. **BOARD COMMUNICATIONS:**

Boardmember Deng reported that she recently attended the Bellevue Youth Theatre Foundation Benefit Auction. The event and performance of *Songstruck* were enjoyed.

8. **CHAIR COMMUNICATION & DISCUSSION:**

No report.

9. **DISCUSSION/ACTION ITEMS:**

A. Grand Connection/Wilburton Initiative CAC Report

Vice-Chair Kumar encouraged Boardmembers to complete the survey on the Wilburton commercial area's future. This information will help the planners and the Community Advisory Council with future visioning. In addition, Vice-Chair Kumar noted that there will be a walking tour of the Grand Connection area on February 18, 2017. Boardmembers are encouraged to attend.

B. Park Board Development/Retreat/Retreat Discussion Continuation

Boardmembers reviewed the draft Bylaws that were prepared at the Board retreat. They also reviewed both Boardmember Synn's and Van Hollebeke's written comments that were submitted regarding the draft Bylaws. Boardmembers agreed that a subcommittee, consisting of Boardmembers Grindeland and Synn, should be formed to finalize the Bylaws. The following Bylaw edits/comments were discussed:

- Page 1, Paragraph 1: after "Parks & Community Services Board" add "(hereafter known as 'The Board')." Then, all references to the Board should be changed in the document.
- Page 1, Article 1, Paragraphs 2 and 3: these should be consistent with Ordinance 6241 (see 3.62.050).
- Page 1, Article 1, Paragraph 3: include the proposed grammatical edits.
- Page 1, Article 1, Paragraph 4 and Sub-items: include the proposed grammatical edits; however, further clarification is needed regarding the Board's authority or responsibility related to Item A.
- Page 2, Article II, Item A.1: since the Board does not appoint their own Boardmembers, this item should be stricken from the Bylaws.
- Page 2, Article II, Item A.3: should be stricken from the Bylaws.

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- Page 2, Article II, Item B: need clarification regarding the timing of electing Officers.
- Page 2, Article II, Item D: delete the proposed edits.
- Page 2, Article II, Item E: need clarification regarding this item.
- Page 2, Article II, Item G: remove this item, since it is already stated in Ordinance 6241.
- Page 3, Article II, Item H: the proposed edits are redundant.
- Page 3, Article II, Item I: item should be stricken from the Bylaws.
- Page 3, Article III: no changes discussed.
- Page 4, Article IV, Items A and B: items should be stricken from the Bylaws.
- Page 4, Article V, Item F, second sentence should read: “Any member anticipating absence from an official meeting should notify the Chair or Vice-Chair ~~or~~ and Board staff in advance.”
- Page 4, Article V, Item F, third sentence: need clarity as to who can grant an excused absence.
- Page 4, Article V, Item G: item should be stricken from the Bylaws, since it is already stated in Ordinance 6241. If not stricken, need clarification regarding how many times per year—is it per calendar year?
- Page 5, Article VI, Item D: need to add verbiage noting that these items are guidelines (i.e., the Board wants discretion to alter if necessary).
- Page 5, Article VI, Item 4 and Article VII: need clear direction on Oral Communications and expectations. The internal process should be written. Is dialogue allowed?
- Page 7, Article VIII: no changes discussed.
- Page 7, Article IX, Item E: need clarification if this is consistent with the City’s policy.
- Page 8, Article X: no changes discussed.
- Page 8, Article XI: no changes discussed.
- Page 8, Article XII: no changes discussed.
- Page 8, Article XIII: correct typo in title.
- Page 9, Article XIV: no changes discussed.
- Page 9, Article XV: no changes discussed.
- Page 10, Article XVI: no changes discussed.
- Page 10, Article XVII: no changes discussed.

In addition to the items noted above, Boardmembers Synn and Grindeland will contact Boardmember Van Hollebeke to incorporate his edits/changes to the Bylaws. A revised draft of the Bylaws will be provided at the March Board meeting.

Boardmembers also reviewed the Parks & Community Services Board Agenda Items Planning 2017-2018 spreadsheet. Boardmembers suggested that 2-4 meetings each year be held at off-site locations. In addition, a work session will be utilized at the discretion of the Board Chair or Vice-Chair.

Boardmembers requested that a high level overview of the green highlighted items on the Parks & Community Services Board Agenda Items Planning 2017-2018 spreadsheet be provided at the March Board meeting. In addition, Boardmembers would like to prioritize the purple highlighted items and have the Crossroads Center – CAYA program presentation at the March Board meeting.

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

Boardmember Grindeland reflected on the Crossroads Community Center holiday event. She stressed the importance of these types of events in the community (i.e., affordable). She has been a part of this celebration for many years and has enjoyed the many cultures that Crossroads brings together. In addition, Boardmember Grindeland invited Boardmembers to attend the 19th Annual Gumbo Night, which will be held on March 30, 2017 at Boardmember Grindeland's home.

11. **NEW BUSINESS:**

None.

12. **OTHER COMMUNICATIONS:**

- A. CIP Project Status Report
- B. Email re SBCC staff

13. **INFORMATION:**

- A. List of upcoming Parks special events
- B. Next regular Parks Board meeting—March 14, 2017, Bellevue City Hall

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

None.

15. **ADJOURNMENT:**

Motion by Vice-Chair Kumar and second by Boardmember Deng to adjourn the meeting at 7:48 p.m. Motion carried unanimously (5-0).