

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

Tuesday
May 14, 2019
6:00 p.m.

Bellevue City Hall
Room 1E-113
Bellevue, Washington

BOARDMEMBERS PRESENT: Chair Kumar, Vice-Chair Trescases, Boardmembers Clark, Hamilton, Heath¹, Synn, Unger

COUNCILMEMBER PRESENT: Councilmember Robertson

PARKS STAFF PRESENT: Betsy Anderson, Shelley Brittingham, Julie Ellenhorn, Pam Fehrman, Nancy Harvey, Glenn Kost, Ken Kroeger, Nathan McCommon, Shelley McVein, Camron Parker, Scott VanderHyden, Lynde Wallick

MINUTES TAKER: Michelle Cash

1. **CALL TO ORDER:**

The meeting was called to order by Chair Kumar at 6:01 p.m.

2. **APPROVAL OF AGENDA:**

Motion by Vice-Chair Trescases and second by Boardmember Unger to approve the meeting agenda as presented. Motion carried unanimously (6-0).

3. **APPROVAL OF MINUTES:**

Motion by Boardmember Hamilton and second by Boardmember Unger to approve the April 9, 2019 meeting minutes as presented. Motion carried unanimously (6-0).

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

None.

¹ Arrived at 6:03 p.m.

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

Councilmember Robertson provided the following update on Council projects:

- Work on the Aquatic Center Feasibility Study continues: there are four sites under consideration.
- The Council received a presentation from Parks staff regarding diversity and inclusion programming at the Bellevue Botanical Garden. In another presentation, Diversity Advantage staff reported on a Council-directed study evaluating options for a multicultural center.
- The Arts Program is in the process of updating the Cultural Compass Plan and will lead efforts for cultural arts programming within the community.
- There will be a community meeting at Newport Hills next week to gain community feedback about the park.

6. **DIRECTOR'S REPORT:**

In addition to the many events listed in the Board packet, Ms. McVein invited Boardmembers to attend the following events:

- June 8, 2019 Surrey Downs Park Grand Opening.
- May 29, 2019 Youth Link Community Leadership Awards Ceremony.
- May 25-26, 2019 REI Boathouse Grand Opening at Meydenbauer Bay Park and Enatai Beach Park.

7. **BOARD COMMUNICATIONS:**

Boardmember Unger attended the Youth Link Gumbo Night and visited Surrey Downs Park. She also met with Parks' staff to discuss the Surrey Downs Park grand opening celebration.

Boardmember Clark enjoyed Downtown, Ashwood, and McCormick Parks.

Boardmember Hamilton attended the Volunteer Recognition Luncheon at North Bellevue Community Center. He commended Dan Lassiter and Darrion Spratley for their commitment and dedication to the center. Boardmember Hamilton also attended the Youth Link Gumbo Night event and thanked Patrick Alina and Helena Stephens for their hard work at the event. He was amazed by the youth involved with Youth Link.

Boardmember Synn enjoyed spending time at Meydenbauer Bay Park. He also encouraged Boardmembers to continue championing parks.

Vice-Chair Trescases visited Ashwood Park.

8. **CHAIR COMMUNICATION & DISCUSSION:**

Chair Kumar enjoyed the Youth Link Gumbo Night event. She also was amazed at the turn-out for Arbor Day at Lewis Creek Park. Lastly, Chair Kumar encouraged the city to consider pet waste composting.

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

No reports.

10. **DISCUSSION/ACTION ITEMS:**

A. **Bellevue Essentials Program**

Julie Ellenhorn, Program Coordinator for Bellevue Essentials, encouraged Boardmembers to consider taking the Bellevue Essentials course. Bellevue Essentials is a 9-week civic engagement class that provides a behind the scenes look at how city government works every day. It provides a hands-on, interactive experience with presentations, tours and activities designed to keep participants actively engaged.

Ms. Ellenhorn highlighted the following information about the class:

- What will class members gain from Bellevue Essentials?
- Program overview.
- Who should apply for Bellevue Essentials?
- How do you apply?
- How is the class selected?

There was a general discussion about other city classes and programs that are offered (i.e., Police Academy, Conflict Resolution/Mediation Training, etc.).

B. **Parks Capital Projects Overview**

Glenn Kost provided an overview of the park capital projects planning and public engagement process. He also introduced additional staff members (Pam Fehrman, Ken Kroeger, Scott VanderHyden, and Lynde Wallick) that have been involved with various capital projects.

Mr. Kost noted that the current capital projects for 2019-2020 include:

- Aquatic Center Feasibility Study
- Newport Hills Neighborhood Park
- Bridle Trails Neighborhood Park
- Downtown Park NE Gateway Design
- Ashwood Park Master Plan Update

Ms. Kost explained some of the public engagement objectives as well as the outreach techniques for capital projects. Some of the factors influencing outreach include: project type, project scale and scope, previous planning/outreach, level of interest/concern, partnership proposal, and special use facility. Mr. Kost also noted that outreach techniques vary from project-to-project. Some of the past capital projects include:

- Replace playground equipment at Forest Glen Park
- Bridle Trails Corner Park
- Surrey Downs Park Master Plan & Update
- Bellevue Airfield Park Master Plan
- Meydenbauer Bay Park & Land Use Plan
- Fieldhouse Proposal

Chair Kumar asked if a master plan revision would need to take place if Airfield Park is considered for the aquatic center. Mr. Kost clarified that if Airfield Park was the recommended choice for the Aquatic Center, then a Master Plan revision would be necessary.

Boardmember Synn asked how the outreach efforts are determined, specifically for Ashwood Park. Mr. Kost explained that once a project begins then outreach will be determined to ensure the community has fair representation. Boardmember Synn also asked if there are risk assessments for understanding the best outreach approach. Mr. Kost noted that community outreach typically doesn't cause legal issues so risk assessments are minimal.

Boardmember Heath complimented Mr. Kost and Mr. VanderHyden for their fantastic work with outreach. He discussed some of the outreach efforts that have been conducted over the years and noted that things typically work out unless the process isn't followed.

Boardmember Hamilton expressed his appreciation for the thoughtful presentation. He called attention to the fieldhouse project noting that there are lessons that can be learned from this process. Boardmember Hamilton suggested that Boardmembers become more engaged with the outreach process. Mr. Kost also encouraged Boardmembers to attend the various outreach events.

Boardmember Clark asked if there are specific expenditures attached to each capital project approved by Council. Mr. Kost clarified that there are, however, Council can redirect the funds if recommended/needed. Mr. Kost discussed some examples of past funding flexibility. He also discussed projects that are phased due to funding or other limitations. Boardmember Clark called attention to the Ashwood Park Master Plan, noting that the plan includes affordable housing and a community building. Mr. Kost explained that the Ashwood Park Master Plan is quite dated and needs to be revised, particularly since it may not align with the community needs and current vision for the park.

Boardmember Unger asked if special attention is being given to the health concerns regarding synthetic fields. Mr. Kost explained that there is currently no empirical evidence to support the synthetic field health concerns. However, staff is keeping a close eye on research. A grant was recently received to replace the turf at Wilburton Hill Park and staff will most likely go through an exercise to find the best turf option.

In regards to community outreach, Boardmember Unger encouraged staff to continue conducting in-person meetings, as well as electronic and other alternatives. Boardmember Unger also asked if the Parks Board would receive the analysis for the Aquatic Center Feasibility Study and the preferred alternative. Mr. Kost explained that the Board's current role is to review the study and provide feedback, if desired.

Vice-Chair Trescases expressed her appreciation to staff and reiterated the complexity of the outreach process. She noted that the fieldhouse project was a perfect example of an unforeseen opportunity and does not want staff to be discouraged from exploring unforeseen opportunities.

In regards to risk management, Boardmember Synn asked Mr. Kost to provide an overview of Airfield and Ashwood Parks and the approved levy. Mr. Kost explained that Ashwood Park is funded for a Master Plan Update. The design and construction phase of Ashwood Park is not currently funded. In addition, Mr. Kost noted that Ashwood Park is not a levy project. In regards to Airfield Park, Mr. Kost clarified that the funding is still allocated. If the levy money is not spent on the project it won't disappear unless Council chooses to use it elsewhere, which also takes additional action and may have legal implications depending on the language in the approved levy documents. Boardmember Synn thinks that there is more risk involved if a master plan is completed and then an update needs to be conducted. He recommends that the work on Airfield Park proceed consistent with the current master plan. However, Mr. Kost clarified that the levy did not specify design elements for phase 1 of Airfield Park. Vice-Chair Trescases added that if the levy money exists but the project no longer exists, Council can reallocate the funds. She cited the example of the exception made on the Winter's House years ago.

11. **NEW BUSINESS:**

Boardmember Synn suggested that a date be set for the Board Retreat. Boardmembers discussed the pros and cons of holding a retreat in the near future or waiting for a Director to be hired. Chair Kumar and Vice-Chair Trescases will meet with staff to discuss options and topics for a potential September retreat.

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

Mr. Parker reminded Boardmembers that the June meeting will be a joint meeting with the Arts Commission. The meeting will also include Board elections and the Department's Strategic Plan Overview. The July agenda is planned to include the following items:

- Aquatic Feasibility Study
- Environment Stewardship Initiative
- Choices Plan for Individuals with Disabilities

13. **OTHER COMMUNICATIONS:**

- A. CIP Project Status Report
- B. Arbor Day/Earth Day Memo and Proclamation (from Council packet)
- C. Commendation for Patrick Foran
- D. Email from Pamela Johnston re parks levy data
- E. Correspondence with Dwight Schrag re Ashwood Park
- F. List of upcoming Parks special events

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

None.

15. **ADJOURNMENT:**

Motion by Boardmember Clark and second by Boardmember Unger to adjourn the meeting at 8:28 p.m. Motion carried unanimously (7-0).