

**CITY OF BELLEVUE  
PARKS & COMMUNITY SERVICES BOARD  
SPECIAL MEETING (RETREAT) MINUTES**

Saturday  
February 11, 2017  
8:30 a.m.

MSEEC  
Bellevue, WA

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

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

**MINUTES TAKER:** Nancy Harvey

1. **CALL TO ORDER:**

Chair Heath called the meeting to order and reviewed the agenda.

2. **PARKS & COMMUNITY SERVICES BOARD'S ROLE:**

Boardmembers answered the question "What is your role as a Boardmember?"

- Ambassador of parks
- Advocate for the community, parks, and the community's wellbeing
  - Knowledgeable about master plans and long-range plans
  - Protect/preserve what we have
- Advisor to Council
- All of the above – for Community Services also
  - Youth Link
  - Community Centers
  - Programs
- Link to, advise and connect with other Board/Commissions when relevant.
  - Planning Commission
  - Human Services Commission
  - Arts Commission
  - Other boards/commissions
- Serve as an intermediary/liaison between citizens and the Council.
  - Land acquisition issue? (Need clarification)
  - Other areas
  - Conduit to the process, to the Council
  - Communicate

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<sup>1</sup> Arrived at 8:37 a.m.

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

- Responsibility to be educated and informed about the parks system in general.
- Promote the common good of the community.

Boardmembers discussed “What is the role of the Board?”

- Determine the best strategy
  - Listen to stakeholders
  - Decide how to express your role
    - Risk
- Balance ideas/recognize and understand the diversity on the Board.
- Clarify role to community – and what’s realistic
- Role with other boards/commissions:
  - Listen, observe, and report back
  - Community and elevate when needed
  - Time on our agenda?
    - Add a standing item on agendas.
  - Staff – contact liaisons of other commissions to let us know of relevant items.

“Parking Lot” ideas for future discussion:

- Connection with other Boards and Commissions
  - Joint meetings
  - Process/representation – what is the trigger as work impacts us?
- Need clarification on role in the community
  - When to talk, what to say
  - How to channel response
  - Managing the shades of grey
- Community Services
- By-Laws – coordination with other boards/commissions
- Oral Communications response process.

### 3. **PARKS & COMMUNITY SERVICES BOARD’S DRAFT WORK PLAN:**

The Board discussed the draft work plan for 2017-2018.

To the “red” (Council directed) work items, they added:

- Bylaws

To the “green” (Board requested) work items, they added:

- Budget process review and future funding
- Liaison to other boards and commissions
- Quarterly reporting to Council
- Board visioning

The Board generally agreed on the value of the “purple” (Department presentation/education) items, as many of them pertain to the Community Services areas.

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4. **PARKS & COMMUNITY SERVICES BOARD DRAFT BYLAWS:**

The Board decided to table most of the discussion about bylaws until the February 14, 2017 meeting. Boardmember Van Hollebeke suggested that Boardmembers come prepared to suggest:

- What's missing in the draft bylaws?
- What's most important, or an essential expression of the Board's role?
- What specific suggestions does each Boardmember have for adding to or tweaking the draft bylaws?

5. **ADJOURNMENT:**

The Parks & Community Services Board adjourned the meeting at noon.