



Parks, Recreation & Cultural Services/ Tree Board

Regular Meeting Agenda Packet

December 5, 2019



**Parks, Recreation and Cultural Services Board
2020 Meeting Schedule**

January 23	7:00 p.m.	Shoreline City Hall, Room 303
February 27	7:00 p.m.	Shoreline City Hall, Room 303
March 26	7:00 p.m.	Shoreline City Hall, Room 303
April 23 (Spring Break)	7:00 p.m.	Shoreline City Hall, Room 303
May 28	7:00 p.m.	Shoreline City Hall, Room 303
June 22	(Tentative) Dinner Meeting with Council 5:45 p.m.	
June 25	7:00 p.m.	Shoreline City Hall, Room 303
July 23	Special Meeting – Annual Tour of Parks and Facilities 6:00 p.m.	
August 27	7:00 p.m.	Shoreline City Hall, Room 303
September 24	7:00 p.m.	Shoreline City Hall, Room 303
October 22	7:00 p.m.	Shoreline City Hall, Room 303
December 3	7:00 p.m.	Shoreline City Hall, Room 303



AGENDA

PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD REGULAR MEETING

December 5, 2019
7:00 p.m.

Shoreline City Hall Room 303
17500 Midvale Ave N

		Estimated Time
1. CALL TO ORDER/ATTENDANCE		7:00
2. APPROVAL OF AGENDA	Action	7:02
3. APPROVAL OF MEETING MINUTES	Action	7:03
4. PUBLIC COMMENT		7:04
<i>Members of the public may address the PRCS/Tree Board on agenda items or any other topic for three minutes or less. When representing the official position of a State registered non-profit organization or agency or a City-recognized organization, a speaker will be given 5 minutes and it will be recorded as the official position of that organization. Each organization shall have only one, five-minute presentation. Please be advised that each speaker's testimony is being recorded. Speakers are asked to sign up prior to the start of the Public Comment period. *</i>		
5. DIRECTOR'S REPORT	Information	7:07
6. DIVERSITY & INCLUSION	Discussion	7:20
7. JANUARY AGENDA PREVIEW	Discussion	8:45
8. COMMENTS FROM THE BOARD	Discussion	8:50
9. ADJOURN	Action	9:00

The PRCS/Tree Board meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2230 in advance for more information. For TTY telephone service call 546-0457.

October 24, 2019
Shoreline City Hall Room 303



Parks, Recreation & Cultural Services/Tree Board Meeting Minutes

Call to Order/Attendance

The meeting was called to order at 7:00 p.m.

Park Board members present: Christine Southwick, John Hoey, Sara Raab McInerny, Jeff Potter, Bruce Amundson, Ivan Brown, Bill Franklin, Elizabeth White

Absent: Erik Ertsgaard

PRCS Staff present: PRCS Director Eric Friedli, Senior Management Analyst Susana Villamarin, Public Art Coordinator David Francis, Administrative Assistant III Lynn Gabrieli

Approval of Agenda

Chair Southwick called for a motion to approve the agenda. So moved by Mr. Potter and seconded by Mr. Franklin. The motion carried.

Approval of Minutes

Chair Southwick called for a motion to approve the June 27 minutes. So moved by Mr. Hoey and seconded by Mr. Potter. The motion carried.

Public Comment: None

Director's Report

- The City was awarded CAPRA accreditation at the September National Recreation and Parks Association (NRPA) Annual Meeting in Baltimore, MD. The treasurer of NRPA presented the award to the Shoreline City Council on October 21.
- Proposition 1 is on the November ballot. To prepare for the potential passing of Proposition 1, the City has been exploring ways to design, permit and construct the new community and aquatics facility, retaining the services of Parametrics, a firm who would manage the project's administrative processes under the supervision of the Public Works department.
- Monster Mash Dash and Hamlin Haunt were both well-attended, popular events.
- Negotiations with DSHS related to the East Side Off-leash area have resumed. Both parties are working toward a positive resolution.
- PRCS Staff will be on retreat on November 7. All facilities will be closed.
- A summer camp payment plan is in development to allow registrants to divide payments into three installments throughout the summer.
- Green Shoreline Day is November 16. Flyers and email blasts will advertise volunteer events at Hamlin, Twin Ponds, and Richmond Beach Saltwater Parks. Everyone is welcome and encouraged to participate.

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- Erik Ertsgaard is on Shorewood Varsity's Tennis Team which won the west coast championship.
- Mr. Franklin and his daughter were recognized by EarthCorps for their volunteer service at Darnell Park.

Agenda Planner Review

Mr. Friedli led the Board through the 2020 Agenda Planner as presented in the Agenda Packet.

- Not included in the Agenda Planner is the December 2019 meeting which will feature a discussion focused on equity and inclusion with the City's Diversity and Inclusion Coordinator, Suni Tolton.
- The April meeting is scheduled during Spring Break. Staff will follow up at a future meeting to see whether we should reschedule.
- Both youth Board member positions will be open in the spring.
- Mr. Friedli invited the Board's ongoing feedback about the agenda planner throughout the year.
- Mr. Hoey suggested that the Board identify priorities and objectives prior to joint meetings with other commissions or Boards to increase their productivity. He asked staff to make time on agendas for discussion leading up to those meetings.

Public Art Funding Study

Mr. Friedli prefaced the conversation with a review of prior Board conversations on this topic. The primary challenge faced by the Public Art program is financial stability. Information in the Agenda Packet memo confirms the projection that funding challenges will continue. The Public Art Plan includes a commitment to develop a sustainable funding source for the Public Art program.

Mr. Francis reminded the Board of the five Public Art Plan goals which align with City Council goals:

1. The Public Art Program will be a leader in the City's Placemaking effort.
2. Support the City's commitment to equity and inclusion through the arts.
3. Achieve greater financial sustainability for the Public Art Program.
4. Engage the community through public/private partnerships.
5. Integrate public art within Parks, Recreation and Cultural Services and the City.

He touched on the implementation strategies related to those goals and the three phases of the Plan ([Public Art Plan](#), page 22).

Ms. Villamarin reviewed the options presented in the Public Art Funding Study created by University of Washington students for Shoreline:

1. Do nothing. The result is expected to generate \$30K per year for the Public Art Program which would deplete the Public Art Fund by 2022.
2. Change the Public Art Ordinance to include more eligible capital projects. The result is estimated to generate \$140K per year for the Public Art program.
3. Establish a per capita contribution to the Public Art Fund of \$1 per resident, generating \$55K per year. This money would come from the General Fund.
4. Increase the Municipal Art Fund designation from 1% to 1.5% which would generate approximately \$65K per year and increase construction costs by 0.5%.

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5. Dedicate 10% of facility rental fees to Public Art, generating roughly \$50K per year. If rates remain the same, the money would come from the General Fund and would involve a reduction somewhere else. The other option is to raise rental rates.

The staff recommendation is to pursue Option 2 - clarify and expand the Public Art Ordinance to include every project in the CIP unless restricted by the conditions of the funding. Staff drafted Ordinance 864 (replacing Ordinance 312 which created the Municipal Art Fund) for Council discussion on November 18, adoption on December 2, and implementation in 2020. If it passes, the Public Art Plan would be revised to move additional projects to the 2021 implementation phase.

The requested Board action is to endorse Ordinance 864 to achieve the objectives outlined in recommendation #2.

Mr. Amundson distributed a Public Art funding scenario based on the staff memo in the Agenda Packet (Attachment A). He affirmed the staff recommendation insofar as it addresses the Public Art sustainability issue, and he reminded the Board of their 2017 endorsement of increasing the Public Art Coordinator position to full-time. To achieve the objectives of Ordinance 864 and bring the Public Art Coordinator position to full-time he introduced the following proposals for discussion:

1. Revisit the recommendation to move the Public Art Coordinator to full-time status
2. Expand core support from the City General Fund in the amount of \$.50 per capita for ongoing Public Art program support

There was clarifying discussion about how the work of the Shoreline Lake Forest Arts Council dovetails with the City's Public Art program and the way current public art funding mechanisms work.

Mr. Franklin requested consideration of a 5% increase to rental fees, noted as a public art contribution so as people rent a picnic shelter, they would know that this additional adjustment is supporting the arts in Shoreline. Mr. Friedli commented that the increase to an individual picnic shelter rental may not have a significant impact, but leagues and larger groups would notice a significant fee increase. Mr. Hoey noted that per capita funding asks the Council to approve general fund expenditures while additional rental fees ask the general public to pay more, and he expressed concern about a potential impact to the most financially vulnerable in our community. Mr. Hoey expressed support for the staff recommendation and suggested the Board move forward with that portion.

Board members discussed the merits of the staff recommendation as well as additional proposals that could add viability to the Public Art program.

Mr. Hoey moved to support Ordinance 864 to expand the list of qualifying capital projects to fund the Municipal Art Fund. This received a second from Mr. Amundson. Chair Southwick called for the vote. The motion passed with unanimous approval.

Mr. Franklin moved to add a 10% rental adjustment for public art on facility rentals (not field rentals), identifying the additional fee as a contribution to the 1% for the Arts fund. Failing to receive a second, this motion died. Questions were asked about the administrative impact of imposing an added fee as well as who would qualify for the increased fees and who would not. There was also concern about creating a complex proposal that could jeopardize the viability of the Board's recommendation.

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Mr. Friedli clarified that the Board’s final recommendation will be forwarded to the City Manager for her consideration. It is her recommendation that moves forward to the City Council as the staff recommendation. The staff report to the Council will reflect the Board’s recommendation.

Mr. Amundson moved to request per capita funding at \$.50 per person beginning in 2020 to support the Public Art Fund. Seconded by Mr. Hoey. Chair Southwick called for the vote. The motion passed with unanimous approval.

Mr. Amundson moved to recommend increasing the Public Art Coordinator position from half-time to one FTE in 2020. There was clarification that programming funds would decrease as a result of an increase in staff hours. Mr. Friedli noted that there’s a balance between having money for programming but not having the staff to implement it and having adequate staff hours to make it possible to use all the resources available to the program. Mr. Francis commented that additional staff time would create more capacity to apply for grants and private sector funding. **Following the discussion, Mr. Potter seconded the motion on the table to request per capita funding at \$.50 per person beginning in 2020 to support the Public Art Fund. Chair Southwick called for the vote. The motion passed with unanimous approval.**

Emerging Trends in Parks & Recreation

Due to time constraints, Mr. Friedli provided an abbreviated version of the emerging trends PowerPoint presentation featuring embedded video clips of popular parks and recreation trends. The full presentation will be sent to the Board for their information. Upcoming meetings will feature information about emerging trends related to specific focus areas and more time will be added to those presentations to make up for deficits this evening.

Comments from the Board

- Chair Southwick expressed appreciation for the Carol Milne artwork on display in the lobby.
- Mr. Hoey encouraged the Board to remain engaged with Proposition 1.
- Mr. Amundson thanked the Board for their support of the Public Art program.

Adjourn

Hearing no further business, Chair Southwick called for a motion to adjourn. So moved by Mr. Franklin and seconded by Mr. Potter. The meeting adjourned at 9:00 p.m.

_____ / _____

Signature of Chair
Christine Southwick

Date

_____ / _____

Signature of Minute-Writer
Lynn Gabrieli, Administrative Assistant III

Date

October 24, 2019

Proposal for Additional Support of Arts and CS Program, 2020

Background:

- * A beginning effort to address long-deferred city support for A & CS
- * The needs: additional, stable revenue and increased staffing
- * Acknowledge earlier PRCS board support for 1.0 FTE for Arts Coordinator
- * City council reports current strong fiscal status (last council meeting)

2020 Revenue, from 2020 budget and expanded 1% sources:

MAF (1% ordinance):	\$106,200
General Fund:	95,900 (\$60,000 allocated to SLFP Arts Council)
Grants, misc:	5,500
Total:	\$207,600

Therefore, only \$146,600 for Arts and CS program

Proposal:

Public Arts Coordinator move to 1.0 FTE: \$110,000 (leaving \$36,600)
Increase in what is now minimal support from the General Fund (\$35,900)
after all the years of our city's existence, thereby slowly expanding core city
dollars for this program:
\$.50 per capita funding = \$27,000 (added to \$35,600 = 62,600 for other
program support)

I recommend the board adopt this plan for Eric to take forward.

Thanks.

Bruce



Memorandum

DATE: December 5, 2019
TO: Parks, Recreation & Cultural Services/Tree Board
FROM: Eric Friedli, Director
RE: Equity & Inclusion

Requested Board Action:

No action requested. This is intended to be the beginning of an ongoing conversation about how equity and inclusion impacts parks, recreation, events, and the arts.

Project or Policy Description and Background:

The 2016-2018 City Council Goals and Workplan includes expanding the City's focus on equity and inclusion to enhance opportunities for community engagement. On January 23, 2017, the Shoreline City Council unanimously adopted Resolution 401 declaring the City of Shoreline to be an inviting, equitable, and safe community for all. The resolution states, "As leaders in the community, we have a special responsibility not to stay silent in the face of discrimination, harassment or hate against any of our residents, and we choose to be a leader in protecting human rights, equity, public safety and social well-being."¹

On September 14, 2019 the PRCS/Tree Board convened for a retreat to identify priority discussion topics for the 2020 calendar year. The resulting topics fell into the following broad categories:

- Parks
- Open Spaces
- Funding
- Cultural Services/Public Art
- Community Engagement
- Relationships
- Equity & Inclusion
- Proposition 1

The Board met again on October 3, 2019 to prioritize the categories and discuss expectations for each. The top four categories that emerged from this discussion were:

¹ <http://www.shorelinewa.gov/our-city/diversity-inclusion>

1. Equity & Inclusion
2. Parks
3. Cultural Services/Public Art
4. Proposition 1

Summary notes taken during the October 3 discussion included the following observations made by Board members related to Equity & Inclusion:

- The PRCS/Tree Board ought to reflect the diverse population of Shoreline. This would bring the desired lens or framework to the Board's discussions
- Develop a framework as a Board to approach diversity work
- Take action to support inclusion
- Engage in diversity and inclusion training. Invite the City's Diversity & Inclusion Coordinator to present the City's initiatives and discuss barriers to inclusion with the Board.
- Perhaps individuals could be invited to provide feedback to the Board during meetings
- Perhaps the Board could meet in the community rather than at City Hall
- Maybe one Board meeting could include a representative from each neighborhood
- Level of Service is also an equity marker. Parks and playgrounds should be accessible to everyone.
- Provide equity and access to all facilities, programs, activities and events for all residents in Shoreline.
- Mr. Friedli encouraged the Board to challenge staff to consider issues of diversity and inclusion related to projects and issues as they are brought to the Board for feedback.

To further the Council's goal of expanding the City's focus on equity and inclusion, to honor the Board's request for more information about the City's Equity & Inclusion initiatives, and to facilitate the Board's exploration of their own perspectives related to issues of equity and inclusion, the City's Diversity & Inclusion Coordinator, Suni Tolton will be leading a discussion on this topic during the December 5th meeting.

This discussion is expected to be the beginning of an ongoing conversation intended to underscore the importance of equity and inclusion in all aspects of the PRCS Department's work.

Additional Information:

<http://www.shorelinewa.gov/our-city/diversity-inclusion>

Eric Friedli

206-801-2601

efriedli@shorelinewa.gov