



Parks, Recreation & Cultural Services/ Tree Board

Regular Meeting Agenda Packet

May 23, 2019



**Parks, Recreation and Cultural Services Board
2019 Meeting Schedule**

June 24	5:30 p.m.	Council Dinner Meeting
June 27	7:00 p.m.	Shoreline City Hall, Room 303
July 25	6:00 p.m.	Annual Tour of Parks
August 22	7:00 p.m.	Shoreline City Hall, Room 303
September 26	7:00 p.m.	Shoreline City Hall, Room 303
October 24	7:00 p.m.	Shoreline City Hall, Room 303
December 5	7:00 p.m.	Shoreline City Hall, Room 303



AGENDA

PARKS, RECREATION & CULTURAL SERVICES/TREE BOARD

REGULAR MEETING

May 23, 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. ELECTION OF OFFICERS	Action	7:05
4. APPROVAL OF MEETING MINUTES	Action	7:15
5. PUBLIC COMMENT		7:17
<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>		
6. DIRECTOR'S REPORT	Information	7:20
a. CAPRA Update		
b. Community & Aquatics Center Update		
7. SPECIAL EVENTS PROCESS	Discussion	7:40
8. PUBLIC ART PROGRAM	Discussion	8:00
a. Update		
b. Funding Plan		
9. COMMENTS FROM THE BOARD	Discussion	8:45
10. 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.



Memorandum

DATE: May 23, 2019

TO: Parks, Recreation & Cultural Services/Tree Board

FROM: Eric Friedli, Director

RE: Election of Chair and Vice-Chair

Requested Board Action:

The Board should receive nominations and elect a Chair and Vice chair.

Project or Policy Description and Background:

The Park, Recreation, and Cultural Services/Tree Board by-laws (Section 3:C) calls for election of a Chair and Vice-chair each year in May. The May meeting is conducted by the outgoing Chair or Vice-Chair until the election is held, after which the newly elected Chair conducts the remainder of the meeting.

Section 3: A & B describe the duties of the officers as follows: The Chair shall preside at all meetings and call special meetings when necessary. The Chair shall be a full voting member of the Parks Board. The Chair shall sign minutes and official papers and may delegate duties to other Parks Board members with the consent of the Parks Board. The Chair shall speak on behalf of the Parks Board before the City Council and to the public.

The Vice-Chair shall perform the duties of the Chair in the absence of the Chair. In the past, the Board has taken verbal nominations followed by a vote.

Additional Information:

Eric Friedli
206-801-2601
efriedli@shorelinewa.gov

April 25, 2019



Parks, Recreation & Cultural Services/Tree Board Meeting Minutes

Call to Order/Attendance

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

Absent: Erik Ertsgaard, Bill Franklin

PRCS Staff present: PRCS Director Eric Friedli, Administrative Assistant III Lynn Gabrieli

Approval of Agenda

Vice-Chair Southwick called for approval of the agenda. Mr. Friedli informed the Board that the Special Events item is delayed until the May meeting. Mr. Hoey moved to approve the amended agenda. Seconded by Ms. White. The motion carried.

Approval of Minutes

Vice-Chair Southwick called for approval of the March minutes. So moved by Mr. Amundson and seconded by Ms. White. The motion carried.

Public Comment

None

Director's Report

- The Green Cities partnership kickoff was March 30. More information about this partnership is at Greenshoreline.org
- Shoreline is part of the [Whale Trail project](#). Informational signage will be installed at Richmond Beach Saltwater Park. The dedication is scheduled for June 21, 2019.
- City Maintenance Facility proposals were presented to Council on Monday. The Council directed staff to proceed pursuing Option A. More information at <http://www.shorelinewa.gov/government/projects-initiatives/city-maintenance-facility-project>
- Merlone Geier Partners, owner of [Shoreline Place](#), has been refining their proposal for over 1300 units and retail space at 155th and Westminster. Plans include open plaza and community park spaces that will generate over \$3 million in Park Impact Fees which could be offset in part by providing park open space. Director Friedli has been actively involved in providing feedback on open space proposals. The City is working on a phased planning agreement that will go to the Planning Commission for review first, and then to the City Council.
- Rhiza A+D refined the concept proposal for the art installation at the Park at Town Center with an expected installation timeframe of fall 2019. There will be opportunities for the community to view the designs this summer.

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- King County Conservation Futures application reviewers toured proposed acquisition sites. A decision is expected within the next few weeks.
- David Francis, Dan Johnson, and Eric Friedli were interviewed by 4Culture related to a grant application to refurbish and convert the former caretaker's house at Richmond Beach Saltwater Park into an artist residency studio. A grant award decision is expected next month.
- Contract negotiations are in process with EarthCorps for trail work and restoration in Southwoods, Kruckeberg Botanic Garden, Darnell, Interurban Trail, and Innis Arden Reserve.
- The CAPRA accreditation site visit is scheduled for May 21-23. The PRCS/Tree Board is invited to attend a dinner with the accreditation team on Tuesday, May 21 at Anthony's in Edmonds.
- The May meeting includes Board elections for Chair and Vice-Chair.
- PRCS/Tree Board members are invited to serve on the Public Art Panel.
- There are numerous park projects in the works this summer. Check www.shorelinewa.gov/parkprojects for updated information.
 - Ronald Bog Park will be closed to the public for redevelopment as a wetland mitigation site for Sound Transit.
 - Ridgecrest Park will remain open during Sound Transit parking lot construction with limited access.
 - Hillwood Park will be impacted by construction staging for Einstein Middle School for 12-18 months.
 - Upper restrooms at Richmond Beach Saltwater Park will be closed May 15-23 for renovation that include new floors, upgraded plumbing, and new partitions. Sanicans will be provided for the duration of the project.
 - The Sunset School Park parking lot will be resurfaced.
 - New playgrounds will be replacing aging facilities at Twin Ponds and Shoreview this summer. No other impacts to those parks are anticipated. The Sunset playground will be replaced in the fall or spring. New playground installations include upgraded surfacing that is easier to maintain and safer.

Special Events

(Cancelled)

PFAC Recommendation

Mr. Friedli, Director

Summary results from the City of Shoreline Resident Priorities Survey were shared with the Board. These are available online at www.shorelinewa.gov/cac. The results of this survey will be considered by the City Manager and City Council as they determine next steps related to the proposed Community & Aquatics Center.

The Board reviewed the Park Funding Advisory Committee's (PFAC) final recommendation as it appears in the Agenda Packet. Board members Jeff Potter and Sara Raab McInerney served on the PFAC and reflected that the process was thoughtful and sensitive to the financial impact of a bond measure on voters.

Mr. Friedli invited the Board's discussion:

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- Mr. Hoey appreciated the open-ended nature of the acquisition recommendation, providing an ability to respond to grant opportunities as they present themselves.
- The PFAC was asked to consider whether a financial investment, above and beyond the 1% for the Arts ordinance, should be recommended for a potential tax measure. The final report does not recommend additional Public Art investment. Mr. Amundson expressed concern that this recommendation perpetuates an imbalance between Cultural Services and Parks and Recreation that leaves Cultural Services under-funded by comparison.
- Mr. Hoey also expressed disappointment that the final report does not include the proposed \$1,000,000 for public art.
- Mr. Hoey was grateful that the Committee recommended some park improvement compromises so that the final recommendation would be financially within the realm of possibility. He was pleased to see Brugger's Bog recommended for the full option, however, because of the significant need at that site.
- Mr. Hoey commended the Committee's work in keeping the dollar figure as low as possible. He affirmed the recommendation to add two additional swim lanes without a separate diving well, and additional senior center space in the Community & Aquatics Center.
- Mr. Amundson requested clarification about the senior center space. The PFAC recommendation includes 6,000 additional flexible-use space for senior center programs including a commercial kitchen to support the senior center meals program.
- Ms. Southwick spoke in favor of co-locating senior center space within the Community & Aquatics Center (CAC) to provide more options for adults who remain active well into their later years. She suggested "senior priority daytime use" for the additional square footage as an alternative to designated space.
- Mr. Hoey encouraged continued conversation with both the senior center and the school district to find mutually agreeable proposals.
- Mr. Amundson inquired about whether any PFAC members were Arts advocates. Mr. Potter and Ms. Raab McInerny responded that Committee members discussed whether to include additional monies above the 1% for the Arts in the final recommendation but felt concerned about the financial impact of the total package to the taxpayer.

Mr. Hoey moved to express gratitude to the PFAC and endorse the final recommendation. Seconded by Mr. Potter. Vice-Chair Southwick called for the vote.

Members voting in favor of endorsing the PFAC's Final Recommendation: Christine Southwick, John Hoey, Sara Raab McInerny, Jeff Potter, Elizabeth White

Member voting against: Bruce Amundson

The Board's recommendation will be included in the staff report to the Council for the May 20 Council meeting where the CAC recommendation will be presented for discussion.

Comments from the Board

Mr. Amundson inquired about whether operations and maintenance costs were factored into the CAC recommendation and staff responded that they are included.

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Adjourn

Hearing no further business, Vice-Chair Southwick called for a motion to adjourn. So moved by Mr. Amundson and seconded by Ms. White. The meeting adjourned at 8:26 p.m.

Signature of Vice-Chair
Christine Southwick

Signature of Minute-Writer
Lynn Gabrieli, Administrative Assistant III



Memorandum

DATE: May 23,2019
TO: Parks, Recreation, & Cultural Services/Tree Board
FROM: Pam Barrett, Special Events Coordinator
RE: Special Event Process Overview

Requested Board Action:

No action is required. This is to provide the Board with an overview of City-hosted special events coordinated by the Parks, Recreation and Cultural Services Department.

Project Description and Background:

PRCS hosts several City-sponsored special events throughout the year. The presentation will provide you with a brief background on the origin of the events as well as the resources necessary to successfully offer events to the Shoreline community.

PRCS employs one staff person dedicated to coordinating special events. The Special Events Coordinator works with a budget of \$123,331 to book and contract performers, hire Extra Help staff, develop public marketing materials, and pay for event supplies and rental equipment. The Special Events Coordinator works with staff from all City departments as well as Police and Fire to develop and implement plans for major special events.

The Special Events Coordinator is responsible for an event through its entire life cycle including:

1. Scheduling
2. Marketing
3. Sponsorship development
4. Event Safety Management planning
5. Partnership development
6. Securing vendors and entertainment
7. Permits
8. Staffing
9. Volunteer coordination
10. Site preparation
11. Day of Coordination

12. Post event debrief
13. Event evaluations

Attachment A: Special Event Key Milestones 1995-present
Attachment B: List of the 2019 Parks sponsored events

Additional Information:

Pam Barrett, Special Events Coordinator, 206-801-2634, pbarrett@shorelinewa.gov



Attachment A

Special Event Key Milestones: 1995 - Present

1995:

- 1st Celebrate Shoreline parade and street dance held on Aurora

2002:

- Celebrate Shoreline parade and festival moved from Aurora to North City

2003:

- Youth/Teen Skate Competition began at Connie King Skate Park as part of CS

2004:

- 1st Sandcastle Contest held at Richmond Beach Saltwater Park as part of CS
- 6th concert added to Lunchtime Concert Series

2005:

- Holiday Crafts Market began at Spartan Recreation Center

2007:

- Breakfast with Santa started

2008:

- Holiday Crafts Market expanded to two rooms adding 15 additional vendors
- 1st Jazz Walk held in North City

2009:

- Art Gallery Openings at Shoreline City Hall debuted Fall 2009

2010:

- Shoreline Veteran's Association held the 1st annual Shoreline Veterans Day event
- Arts Crush Studios in City Hall lobby October 2010 - 2012

2012:

- 2 Healthy City events took place: Shoreline Eats 4 Health and Monster Mash Dash
Eats 4 Health lasted one year, Monster Mash Dash 5k ongoing
- Dogfest added to Celebrate Shoreline week (Dogfest ended: 2013)
- Shoreline Farmers Market began in June 2012
- Piano Time began in August 2012
- Sculpture Stroll started in August 2012
- Arts al Fresco began in August 2012, discontinued in 2016
- SummerSet Arts Fest was held for the 1st time in September 2012, ended in 2015
(SummerSet was coordinated by Meridian Park Neighborhood Association)

2013:

- Celebrate Shoreline redesigned, moved to Cromwell Park; parade discontinued
- Karaoke in the Park was held for the 1st time (runs the month of July)

2014:

- Beach to Bluff Run became part of Sandcastle Contest, ended in 2016

2016:

- Veterans Recognition Plaza built and dedicated on City Hall grounds

Attachment B

Special Events 2019				
Sponsored by City of Shoreline Parks, Recreation & Cultural Services				
Event	Day	Date	Time	Location
Spring/Summer				
Dance Recital	Saturday	8-Jun	10 am - 1 pm	Shoreline Auditorium
Noon Concert	Tuesday	9-Jul	12 - 1 pm	Richmond Beach Saltwater Park
Karaoke in the Park	Tuesday	9-Jul	5:30 - 8:00 pm	Cromwell Park
Noon Concert	Tuesday	16-Jul	12 - 1 pm	Hamlin Park
Karaoke in the Park	Tuesday	16-Jul	5:30 - 8:00 pm	Cromwell Park
Swingin Summer Eve	Wednesday	17-Jul	5:30-8:30 pm	Cromwell Park
Noon Concert	Tuesday	23-Jul	12 - 1 pm	Cromwell Park
Karaoke in the Park	Tuesday	23-Jul	5:30 - 8:00 pm	Cromwell Park
Noon Concert	Tuesday	30-Jul	12 - 1 pm	Hamlin Park
Karaoke in the Park	Tuesday	30-Jul	5:30 - 8:00 pm	Cromwell Park
Noon Concert	Tuesday	6-Aug	12 - 1 pm	Richmond Beach Saltwater Park
Noon Concert	Tuesday	13-Aug	12 - 1 pm	Cromwell Park
Celebrate Shoreline				
North City Jazz Walk	Tuesday	13-Aug	7 - 10 pm	North City Business District
Festival	Saturday	17-Aug	12 - 9 pm	Cromwell Park
Sandcastle Contest	Sunday	18-Aug	11:00 AM	Richmond Beach Saltwater Park
Million Step Challenge		Month of September		Paramount Park
Million Stair Challenge		Month of October		Richmond Beach Saltwater Park
Fall				
Monster Mash Dash 5K	Saturday	5-Oct	8 - 11 am	Interurban Trail 175th - 145th
Hamlin Halloween Haunt	Friday	18-Oct	6 - 8:30 pm	Hamlin Park
Indoor Playground Halloween	Thursday	31-Oct	9:30 am - 12 pm	Spartan Recreation Center
Veteran's Day Celebration	Monday	11-Nov	2:00 PM	Shoreline City Hall
Holiday Crafts Market	Saturday	23-Nov	9 am - 4 pm	Spartan Recreation Center
Breakfast with Santa	Saturday	7-Dec	9 am - 12 pm	Shoreline Senior Center
Christmas Ship	Wednesday	TBD	7:30 - 8:50 pm	Richmond Beach Saltwater Park
Solstice Stroll		TBD	4:30 - 8:30 pm	Kruckeberg Botanic Garden



Memorandum

DATE: May 23, 2019
TO: Parks, Recreation & Cultural Services/Tree Board
FROM: Eric Friedli, Director
David Francis, Public Art Coordinator
RE: Public Art Program Funding Study

Requested Board Action:

No action is requested from the Board at this time. The purpose of this presentation is to familiarize the Board with the Public Art Funding Study, gather feedback and questions, and outline next steps.

Project or Policy Description and Background:

The City of Shoreline operates a Public Art program in alignment with our City Council adopted 2017 - 2022 Public Art Plan (<http://www.shorelinewa.gov/home/showdocument?id=30225>) with the goal of expanding public art's role in the Shoreline community. Currently, the City of Shoreline uses a version of the common percent-for-art funding strategy where 1% of the cost of new major construction projects is dedicated to public art (Attachment A).

The City of Shoreline's Public Art Plan seeks to support both permanent commissioned installations and temporary exhibits or experiences of a variety of mediums, which will require a higher funding level than currently exists. Ultimately, the current 1% strategy has not provided a high enough level of funding to fully implement the Public Art Plan.

One of the Public Art Plan's goals is to "achieve greater financial sustainability for the public art program". To this end, the City contracted with Evans School of Public Administration to conduct research and prepare a report looking at issues related to funding public art programs. This Report will serve as the first step towards developing a proposal for stabilizing the Public Art Fund in Shoreline. The Report is being finalized and will be distributed to the Board under separate cover as soon as it is available.

The report describes the scope of the project, the results of a literature review, the team's research methods and findings, and an analysis of potential funding options. The report

includes appendices with useful information from their interviews and samples of other cities' art fund regulations and policies.

Next Steps:

Following the Board's discussion, staff will look at the findings from the Report and develop a staff recommendation for the Board's consideration later this summer. One important piece of information that was outside of the scope of the UW study is a more thorough assessment of how the City of Shoreline's 1% program is implemented. Staff will complete that analysis as part of the recommendation package.

Consistent with the Public Art Plan, staff expects to prepare a recommendation to the City Manager for stabilizing the funding for the Public Art program later this fall.

Additional Information:

Eric Friedli
206-801-2601
efriedli@shorelinewa.gov

David Francis
206-801-2661
dfrancis@shorelinewa.gov

ORIGINAL

ORDINANCE NO. 312

AN ORDINANCE REGARDING THE ALLOCATION OF CITY FUNDS FOR WORKS OF ART IN PUBLIC PLACES; CREATING A MUNICIPAL ART FUND; AND ADDING A NEW SECTION 3.35.150 TO THE SHORELINE MUNICIPAL CODE.

WHEREAS, the City of Shoreline recognizes the importance and benefit of providing visual art at its public places and facilities. Works of art create a more visually pleasing, humane environment, and add to the overall beautification and cultural climate of the City of Shoreline and the quality of life of its citizens; and

WHEREAS, it should be the City's policy to provide funding for works of art in public places of the City of Shoreline with art purchased with these funds becoming part of a permanent City art collection;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. New Section. A new section 3.35.150 is added to the Shoreline Municipal Code to read as follows:

.150 Municipal Art Fund.

- A. There is created a fund to be known as the "Municipal Art Fund" to receive appropriations under this section and donations and grants for visual art in public places within the City. Expenditures are restricted to those approved through the City's Public Art Policy approved by the City Council. Ending fund balances including interest earned on transferred funds will be carried over from year to year.
- B. The City's Capital Improvement Program, as annually updated, will budget 1% of the Capital Improvement Program funding for Qualifying Municipal Construction Projects defined in subsection C, beginning with the 2003 Program budget, as a revenue source for the Municipal Art Fund; provided, contribution from a particular Qualifying Municipal Construction Project budget may be eliminated or reduced if the City Council determines that the public interest would be better served by the reduction. This budgeted amount will be displayed for that year as arts program funding in the adopted Capital Improvement Program. Funds shall be transferred to the Municipal Art Fund based on 1% of the total amount of the project contract as originally approved by the City Council or City Manager without adjustment for contract change orders. However, when the annual art plan calls for project art in the form of structural elements or design, funds may be transferred at the beginning of the budget year or when needed, based on 1% of the project budget in the Capital Improvement Program, to allow timely and coordinated selection and production of the public artwork.
- C. Qualifying Municipal Construction Projects: Qualifying Municipal Construction Projects are capital construction projects funded wholly or in part by the City of Shoreline to construct any building, decorative or commemorative structure, park facility, street, sidewalk and parking facility, which is accessible to the public, or to repair or reconstruct any portion thereof where cost of construction exceeds 50% of the


existing valuation of the structure. Qualifying Municipal Construction Projects shall not include acquisition of real property or equipment, routine maintenance, the repair of existing public facilities including life cycle replacement, or the replacement of fixtures in such facilities. Design fees, taxes, testing, reimbursable costs, and internal City construction management costs shall not be included in the 1% calculation.

- D. In the case of a Qualifying Municipal Construction Project that involves the use of grants, bonds, or sources of funding other than the City's General Fund, the 1% calculation will be based on the total source of funds that allow for art as an authorized expense.

Section 2. Policy Adopted. The Public Art Policy filed under Clerk's Receiving No. 1883 is hereby adopted.

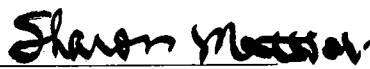
Section 3. Effective Date. . A summary of this ordinance consisting of the title shall be published in the official newspaper and the ordinance shall take effect thirty days after publication.

PASSED BY THE CITY COUNCIL ON AUGUST 26, 2002.




Scott Jepsen, Mayor

ATTEST:



Sharon Mattioli, CMC
City Clerk

APPROVED AS TO FORM:



Ian Sievers
City Attorney

Date of Publication: August 29, 2002
Effective Date: September 28, 2002