



City of Shoreline | 17500 Midvale Avenue North | Shoreline, WA 98133
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Meetings are conducted in a hybrid format with both in-person and virtual options to attend.

SHORELINE CITY COUNCIL WORKSHOP DINNER MEETING

Monday, January 23, 2023

5:45 p.m.

Conference Room 303 · Shoreline City Hall

<https://us02web.zoom.us/j/84583314568>

Phone: 253-215-8782 | Webinar ID: 845 8331 4568

	<u>Estimated Time</u>
1. CALL TO ORDER	5:45
2. WELCOME AND INTRODUCTIONS	5:46
3. PARKS, RECREATION, AND CULTURAL SERVICES/TREE BOARD	5:56
• 2022 in Review	
• Looking Ahead to 2023	
4. ADJOURN	6:45

Any person requiring a disability accommodation should contact the City Clerk's Office at 206-801-2230 in advance for more information. For TTY service, call 206-546-0457. For up-to-date information on future agendas, call 206-801-2230 or visit the City's website at shorelinewa.gov/councilmeetings.



Memorandum

DATE: January 23, 2023

TO: Shoreline City Council

FROM: Colleen Kelly, RCCS Director

CC: Bristol Ellington, City Manager
John Norris, Assistant City Manager
PRCS/Tree Board

RE: Dinner Meeting with the PRCS/Tree Board

Background

Historically the City Council has invited the members of the PRCS/Tree Board to an annual dinner meeting to discuss the work of the prior year and to look ahead to the coming year. However, the COVID pandemic halted the City's dinner meeting practice beginning in March of 2020, and it is just beginning to be reinstated. Current Board Members are looking forward to this opportunity to meet with the City Council.

Current PRCS/Tree Board Members

Current PRCS/Tree Board	Term Expires
Bill Franklin, Chair—completing second term	3/31/2023
Jeff Potter—completing first term	3/31/2023
Sara Raab McInerney—completing first term	3/31/2023
Vacant Seat—December resignation	3/31/2025
Genevieve Arredondo—mid first term	3/31/2025
Jean Hilde—mid first term	3/31/2025
Dustin McIntyre, Vice Chair—mid first term	3/31/2025
Hayley Berkman—mid second term (Youth term 1-renewable up to 4 yrs)	6/30/2022
Millie Wang—mid first term (Youth term 1-renewable up to 4 yrs)	6/30/2022

2022 in Review

The PRCS/Tree Board reviewed, commented, and took action on a number of items during 2022. Key topics included the following:

- Urban Forestry Year End Update-Morgan Geographic
- Tracking, monitoring and management of street trees
- Public Art Engagement Plan
- Urban Forestry Advisory Panel Discussion
- Parametrix—Park Bond Public engagement process
- Minimum Level of Service related to Parks
- Hybrid Meeting Rules
- Current PROS Plan-- Progress Report on Strategic Action Initiatives and Park Impact Fees
- Kids and bikes in parks
- Park Tour – the Board chose to visit some Seattle parks with attractive elements ending at Kruckeberg Botanical Garden in Shoreline
- Climate Action Plan Input
- Park Bond/PROSA Plan Overview—Consultant presentations
- Park Bond--“Look and Feel” Input

In February 2022, the Board also voted to create a slate of standing committees. They are:

- Park Committee - Bill Franklin, Sara Raab-McInerney and Jeff Potter
- Public Art Committee - Dustin McIntyre and Bill Franklin
- Public Engagement Committee - Jean Hilde, Genevieve Arredondo, Noah Weil (recently resigned)

These committees meet independently outside of regular Board meetings to discuss issues of interest related to their committee charter. Time is reserved on the agenda of each Board meeting for Committees to share any updates related to their activities. Committees may propose action items for the Board by requesting agenda time and preparing a briefing memo with a recommendation to the full Board. Several committee proposals were acted on in 2022.

Finally, Board members were invited to join members of the City Council for small group meetings in November focused on adjustments needed to the Park Bond project bundle.

Looking Ahead to 2023

On January 23, 2023, staff will begin the process of recruiting applicants for open Board seats. As noted above, there are three Board members whose terms will expire in March and one seat open due to a recent resignation. Following an

interview process, the Council is scheduled to appoint and/or reappoint Board members on March 27th. In April, staff will begin the process of recruitment for the two Youth seats on the Board, and the Council is scheduled to appoint and/or reappoint youth members at a meeting in August.

Much of the 2023 Board work plan will focus on the PROSA Plan with several discussions scheduled on the 2023 Agenda Planner (Attachment A). January will provide an opportunity for the Board to serve as a specific focus group for the purpose of providing high level input about general goals and priorities for the coming years. In April, staff will invite Beckwith Consulting to share a summary of engagement and technical data and begin a process of identifying potential Strategic Action Initiatives (SAIs) for this update. These will continue to be developed over the next few months and in June, draft SAIs will be reviewed with the Board. The final draft review of the PROSA Plan is scheduled for September to allow time for review and discussion with the City Council prior to adoption.

Other key work occurring in 2023 will focus on the Park Bond projects and CAPRA reaccreditation. The PRCS Board agenda planner includes time to address both of these items. Staff has also proposed to host a Public Art Tour in July rather than the usual Park Tour. This will be discussed with the Board later this spring before finalizing.

Potential Discussion Items

Given the importance of the PROSA Plan Update, Council may wish to focus on sharing high level suggestions related to key goals and priorities that you believe should be included for consideration.

Additionally, the Park Committee of the Board has shared an interest in identifying a set of minimum standards that every Shoreline Park should meet, e.g. a sign identifying the park, clear access, trash receptacles, etc. Board members would be interested in Council's thoughts on this idea.

Finally, the Park Bond included \$1M specifically for Public Art in the parks. While the outreach and engagement work for the PROSA Plan is soliciting input related to public art, it would be helpful to know if Council has any specific thoughts or ideas about how the City might best utilize those funds.

**Shoreline Parks, Recreation and Cultural Services/Tree Board
Agenda Planner
DRAFT**

D=Discussion A=Action
PH=Public Hearing I=Information

2023

January 26, Hybrid Format / Room 303

Subject	Type	Time	Presenter
Committee Reports	D	15 min	Committee Chairs
PROSA Plan Focus Group	D	60 min	S and A

February 23, Hybrid Format / Room 303

Subject	Type	Time	Presenter
Committee Reports	D	15 min	Committee Chairs
Urban Forestry Strategic Plan Discussion/Comments	D	45 min	Staff
Bylaws Update	A	15 min	Staff

March 23, Hybrid Format / Room 303

Subject	Type	Time	Presenter
Committee Reports (standing Item)	D	15 mins	Committee Chairs
Parks Bond—Design input	D	45 mins	Forma/Mithun

April 27, Hybrid Format / Room 303

Subject:	Type	Time	Presenter
Election of Board officers	A	15 mins	
Committee Reports (standing Item)	D	15 mins	Committee Chairs
PROSA Plan Data Review	D	45 Mins	Staff/Beckwith

May 25, Hybrid Format / Room 303

Subject	Type	Time	Presenter
Committee Reports (standing item)	D	15 min	Committee Chairs
Partners Annual Presentation	D	60 min	Contract Partners
CAPRA Update	D	15 min	Staff

**Shoreline Parks, Recreation and Cultural Services/Tree Board
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June 22, Hybrid Format / Room 303

Subject:	Type	Time	Presenter
Committee Reports (standing item)	D	15 min	Committee Chairs
PROSA PLAN SAI Draft Review/Input	D	60 min	Staff/Beckwith

July 27, Park or Public Art tour

Subject	Type	Time	Presenter
Public Art Tour—start early (6pm);			

August 24, Hybrid Format / Room 303

Subject:	Type	Time	Presenter
Committee Reports (Standing Item)	D	15 min	Committee Chairs
Public Art Tour Debrief	D	40 min	All
CAPRA Update	D	15 min	Staff

September 28, Hybrid Format / Room 303

Subject:	Type	Time	Presenter
Committee Reports (Standing Item)	D	15 min	Committee Chairs
PROSA Plan Final Draft Review	D	60 min	Staff/Beckwith

October 26, Hybrid Format / Room 303

	Type	Time	Presenter
Committee Reports (Standing Item)	D	15 min	Committee Chairs
Park Bond Update	D	30 min	Forma/Mithun

December 7, Hybrid Format / Room 303

Subject	Type	Time	Presenter
Committee Reports (Standing Item)	D	15 min	Committee Chairs
TBD			