

**Board of Park Commissioners  
Meeting Minutes  
March 11, 2004**

Present: Bruce Bentley, Chair  
James Fearn  
Joanna Grist  
Terry Holme  
Sarah Neilson  
Kate Pflaumer

Staff: Ken Bounds, Superintendent  
Sandy Brooks, Park Board Coordinator

Note: Archived agendas and minutes from January 2000 to present may be viewed online at  
<http://www.cityofseattle.net/parks/parkboard>

Chair Bruce Bentley called the meeting to order at 6:05 p.m. **Terry moved, and James seconded, that the March 11 agenda, February 26 minutes, and acknowledgment of correspondence be approved. The vote was taken and the motion carried unanimously.**

Terry asked that the policy on motorized scooters be discussed during new business.

**Superintendent's Report**

Parks Superintendent Ken Bounds reported on the following:

**Discovery Park Capehart Housing:** The City Council passed a resolution asking the Navy to return the Capehart site to Seattle as an addition to Discovery Park. Ken will keep the Board posted on the outcome.

**Zoo Long-Range Plan EIS:** This week the Hearing Examiner dismissed the Environmental Impact Statement (EIS) adequacy appeal in response to the motion for reconsideration. This means that the environmental review process is complete and the long-range plan and EIS can now be presented to City Council. Park Department staff members continue to work with the Zoo Society and Department of Finance staff on the parking garage issue.

**Sandpoint Magnuson Park:** Parks' staff members have been before the City Council's Parks, Neighborhoods and Education Committee regarding the Athletic Fields and Wetland portions of the Sand Point Magnuson Park Master Plan. Councilmember Della and staff toured the site today. There will be a presentation to the full Council on April 5 and a public hearing on April 21. A decision on these issues may be made in early May.

**Uptown Acquisition:** Parks signed an agreement to buy a 12,000-square-foot park site in the Uptown neighborhood for \$1.7 million, using Pro Parks Levy funds. The Levy also provides \$269,000 to develop the site, located at lower Queen Anne Avenue N and Roy St. The acquisition is expected to close in April, contingent on City Council approval.

**Scooters in Alki:** Motorized scooters on the Alki Path continue to be an issue with neighbors and regular walkers and joggers. The scooters make noise, zigzag on the path, and are usually moving faster than is safe for joint use with pedestrians. Staff members are working with Police to post signs explaining where motorized scooters may and may not be used. This item will be discussed further tonight under “New Business.”

**\$100K Received in IAC Grants:** The Washington State Interagency Committee for Outdoor Recreation (IAC) recommended grant funding to the four projects submitted by Seattle Parks. We requested and received \$25,000 each for Hutchinson Playfield, Lower Woodland Playfield, E.C. Hughes Playfield, and West Queen Anne Playfield, for a total of \$100,000.

**Green Lake Alum Treatment:** The contractor for the Green lake Alum Treatment mobilized equipment and barges on site this week. Treatment will begin March 17 and run for 14 working days. Staff members have provided mailer notification to nearby residents (11,000 plus), in addition to posting caution signs every 100 feet of shoreline, per State law.

**Ballard Civic Center:** At the third community meeting for the Ballard Civic Center park on March 9, about 250 community members gathered to review and comment on the preferred alternative for the new \$2.47 million Pro Parks development project. Many of the community comments focused on the fact that the staff-preferred alternative for this 1.38-acre park does not include a skate bowl, but does include an area for street skating. The Park Board has scheduled a Public Hearing on April 8 at the South Lake Union Armory.

**Cleaner Seattle Event:** The Third Annual Boulevard/Shoreline Clean Up will be held from noon to 3:00 p.m. on Saturday, March 13, along the shores of Lake Washington. More than 100 volunteers are expected to pick up litter. Participants and friends from Mount Baker Rowing and Sailing Center will clean from Colman Park to Seward Park.

**Regrade Off Leash Area Opening:** The Regrade Off-leash Area opening on Sunday, March 7, was a very happy and successful event, with many dogs, dog owners, and others using the park.

**Magnolia Community Center Visited by Sonics’ Mascot:** The Magnolia Cub basketball games last Friday night had a special visitor. The Sonics’ mascot, Squatch, took over the Community Center and stayed for over two hours playing ball with the kids, watching the games, and signing autographs for all that asked.

**North Downtown Park Plan:** Parks staff members are working to develop a plan for a system of parks and open space linkages to meet the needs of future residents and workers in the Lake Union, Denny Triangle, and Belltown neighborhoods. The plan will involve the use of public-private partnerships, creative land use controls, and redevelopment of public rights-of-way to realize the recommended open spaces in the City’s Comprehensive Plan and Parks Plan 2000. Twenty-five stakeholders participated in the project’s first working session held in mid-February. The next working session will be held on March 17, where the design team will present preliminary recommendations on park and recreation facilities.

**Impacts of South Park Neighborhood Shooting Incident:** Another shooting, involving youth and ending in two deaths, occurred in the South Park neighborhood last weekend. The neighborhood and the South Park Community Center staff are feeling the impact of kids shooting kids. This particular incident occurred near the Center and involved two youth who live in the neighborhood. There has been increased activity by the police in the area. Detectives have come into the Center to talk to staff and some participants. Staff members are hearing that there may be more gang-related retaliation and have been instructed to be on alert for activity in or around the Community Center and to call 911 for any unusual behavior or people they don’t recognize. We may be requesting off duty police for a short period of time.

**Yesler Community Center is a Happening Place:** Six of Yesler's eight basketball teams have made it to the Citywide Playoffs. The playoffs will begin on March 11, with the championship games on March 19-20. Yesler's Teen program, in partnership with Delridge Community Center, has created a joint program called "First Steps". This is a job readiness program for teens to get them ready for their first jobs and hopefully this program will help prepare the teens for summer jobs.

**High Point Community Center Dedication:** A community celebration will mark the opening of the newly-renovated High Point Community Center, 6920 34<sup>th</sup> Ave SW, on Saturday, March 20. A dedication ceremony will take place from 1:00 to 1:30 p.m., followed by a community open house. Mayor Greg Nickels will be the keynote speaker.

### **Oral Requests and Communication from the Audience**

Bruce explained that the general public comment portion of the agenda is reserved for topics that have not had or are not scheduled for a public hearing. Testimony is limited to three minutes per speaker. No one signed up to testify.

### **Discussion and Recommendation: Golf Request for Proposals Process**

At its February 26 meeting, the Board heard a briefing on the Golf Request for Proposals and asked a number of questions ([http://www.cityofseattle.net/parks/ParkBoard/minutes/2004/02-26-04\\_minutes.pdf](http://www.cityofseattle.net/parks/ParkBoard/minutes/2004/02-26-04_minutes.pdf).) Tonight Strategic Policy Director Fritz Hedges, Golf Manager Andy Soden, and Recreation Division Director Herbye White came before the Board to answer questions and request a recommendation from the Board.

Fritz briefly reviewed what has transpired so far and what the Board is being asked to recommend. **Kate moved approval of the staff's recommendation that "the Department will conduct a Request for Proposals (RFP) process to select a single firm to manage and operate the three regulation courses (Jackson, Jefferson, and West Seattle), with City employees continuing to maintain these three regulation courses. The same firm would manage, operate, and maintain Interbay. Following the selection of a management firm, a contract for these services would be negotiated for a three-to-five year term."** James seconded the motion.

Discussion: Andy stated that Premier Golf now works as Parks' agent to maximize net proceeds. James asked if, once the RFP process is complete, will a recommendation be brought back to the Board and Fritz answered yes. James requested that the financial figures also be brought back to the Board when it is asked for its recommendation.

Bruce asked for the RFP process timeline. Fritz stated that the Department hopes to complete the process and bring a recommendation to the Board by late August-early September. Once the Board has made a recommendation to the Superintendent and he has made his recommendation, the recommendation will go to City Council for final approval. Premier Golf's contract expires at the end of 2004 and the new contract will need to be in place by that time.

Steve Hall stated that he became a Board member of the not-for-profit MGS in January 2002 and it soon became evident that it was a "sinking ship." The Department's contract with MGS didn't spell out the details of responsibility. In contrast, when a management company is selected through this RFP process, Parks will have full authority to control maintenance. It is also a benefit that the City hired a professional, Andy Soden, to manage its golf courses. Steve believes that Park is going down the right path with this process.

Terry and Kate asked a couple of questions on the prevailing wage. Kate stated that there is a big difference to employees whether they are paid the prevailing wage scale, and recommended that the Department doesn't shortcut wages in order to make a profit.

**There being no further discussion, the vote was taken and the motion passed unanimously.**

## **Update: Donor Policy**

Susan Golub, Strategic Advisor, gave an update briefing on the Department's Donor Policy. The Board received both a written and verbal briefing; both are included in these minutes.

### *Written Briefing*

**1. Introduction:** Happily, the Department of Parks and Recreation is expecting to receive several large donations, with some park projects possibly in line for multiple donations of over a million dollars. This fortunate prospect, largely resulting from efforts of the Seattle Parks Foundation, has led the Department to an evaluation of our donor recognition policies to assess whether they provide appropriate and helpful donor recognition guidance. We want to be sure that when these donations come in we will have in place policies that will ensure tasteful, public park-appropriate recognition.

**2. Policy Issue:** The question we are presenting to the Board is whether we should add more specific donor recognition language to our donor recognition policies. And if so, which of several possible approaches should we take. At this time we are asking the Board to share with staff their views on large donation recognition. We are not bringing a recommendation to the Board at this time — we want to air the issue and hear Commissioners' thoughts on the options presented and will return to a meeting in the future with a recommendation.

Our current policy (Acceptance of Gifts and Donor Recognition, Policy 060-P2.13.1) was updated after Board review in 2002. At that time we tightened up the language about not allowing memorials in parks, clarified what type of donations we will receive, and updated the procedure section. The language in the policy regarding donor recognition is:

It is the policy of Seattle Parks and Recreation to recognize donors in a manner consistent with Department goals. (Section 5.1.6)

**3. Options for Donor Recognition Guidelines:** As part of the evaluation of our policies, staff members have reviewed similar policies for park departments in a number of jurisdictions. The simple conclusion is that our existing policy is significantly more advanced than most other cities. Where we have found guidance is among our local non-profits and institutions which provide a range of approaches to donor recognition that can be used to frame our discussion.

**A. University of Washington:** Guidelines for donor recognition at the University of Washington are based on percentages; if a donation is a certain percentage of a project, then a specific level of recognition is awarded. For example, a building is named after an individual or family if fifty percent of the project cost is donated. This is the approach staff believes is most applicable to a city-wide park system.

**B. Woodland Park Zoo:** More directed recognition guidelines are provided in the Woodland Park Zoological Society's Capital Recognition Policy. This policy specifies dollar amounts that will be recognized and specific elements at the Zoo that will earn recognition; for example, a \$5 million dollar donation will be recognized by an individual or family name on the new Family Science Learning Center. While this approach may be suitable for very large projects or parks, it might be difficult to apply city wide.

**C. Seattle Public Library:** The Seattle Public Library Foundation takes a third approach to donor recognition, one that is similar to our current policy. The Library and the Department make general policy statements about recognition, leaving decisions up to individual projects and, in the Department, ultimately the Superintendent.

**4. Staff Draft Recognition Matrix:** Following the approach of the University of Washington, staff has prepared the following recognition matrix. We have discussed this matrix with staff from the Foundation, and have received

support for this approach. We are looking for feedback to see if this is along the lines of the Board’s thinking about donor recognition.

DONOR RECOGNITION GUIDELINES					
Recognition Items	Project decides	25% of value of specific park feature or total park	50% of value of specific park feature or total park	100% of value of specific park feature or total park	Superintendent decides
Brick or paver	X				
Multiple donor names on a single plaque (1)		X			
Individual donor plaque		X			
Indoor feature name (2)				X	
Outdoor feature name (3)			X		
Rainbow sign name					X

1. Plaques are to follow Design Standards for Plaques, Std. #10420.02.
2. Indoor features include rooms, entryways, gyms, special equipment, artwork, display cabinets, special lights, artifacts, and gifts.
3. Outdoor features include plazas, play structures, sportsfields, pools, bleachers, viewpoints, interpretive elements, cultural artifacts, gifts, and fountains.

**5. Additional Donor Recognition Policy Review:** Along with assessing our large donation recognition guidelines, we are reviewing the entire Acceptance of Gifts and Donor Recognition Policy. Considerable work was done in this regard by a Department committee, which led to the Seattle Parks Foundation taking over responsibility for the bench donation program. We are working on formalizing this policy change and several other housekeeping and procedural changes; these are not substantive and we do not anticipate review by the Board.

*Verbal Briefing*

Susan reviewed the written briefing, listing describing non-profits, the University of Washington, Woodland Park Zoo, and the Library’s donor policies and gave examples of questions that arise when large donations are made. The Parks Department seems to be far ahead of most other cities in defining its donor policies.

*Questions and Answers*

Joanna was at Seattle Parks Foundation committee this morning and a discussion was held on naming. Corporate naming was not favored. Susan said the Department has a separate Corporate Naming policy, and Ken explained that corporate naming involves elements such as scoreboards and backboards, not buildings or parks. Joanna suggested that Susan and the Parks Foundation keep each other posted on these policies and Susan answered that she is currently working with the Foundation on the policies. Bruce asked if Seattle Parks Foundation is currently following the same donor policy that the Parks Department follows and Susan answered yes.

Terry suggested that the Department have good, clear procedures for its “exception” policy. Sarah asked for a description of an “indoor feature” and Susan stated this includes areas such as meeting rooms or doorways. Sarah

asked if Susan received copies of policies from other cities. Susan answered no, that she had contacted several other cities and their policies are very general.

Joanna asked what policies the Department has for public donations (such as from the Washington State Wildlife) – is there recognition for these donations? Ken answered that generally a donation is recognized, if the terms of the donation require recognition. Joanna, who is director of a public organization that makes donations to park systems and others, said that it is a difficult challenge to get public donations recognized. She encouraged the Department to recognize these donations so citizens will be inclined to support the public organizations and the work they do.

Terry was recently at the Washington Park Arboretum and noticed a bench there with a plaque that read “In Memory of.....” Ken stated that the policy does not allow for this and the plaque shouldn’t be there. Sarah commented that the Arboretum is currently holding a large fundraising drive. Susan said that the Arboretum follows the Zoo’s donor recognition policy.

The entire donor policy is being revised and will be brought back to the Board for a discussion/recommendation at a future meeting. Karen Daubert, Director of the Seattle Park Foundation, will be invited to this meeting.

The Board thanked Susan for the briefing.

## **BRIEFING: Mapes Creek Restoration at Beer Sheva Park**

Cheryl Eastberg from the Parks Department, Rebecca Jahns, Project Manager from the US Army Corps of Engineers, and Sarah McKearnan, Strategic Advisor from the Directors Office of Strategic Policy of Seattle Public Utilities, came before the Board to give a briefing on the Mapes Creek Restoration at Beer Sheva Park project. The Board received both a written briefing (included in these minutes) and a PowerPoint presentation at the meeting.

### *Written Briefing*

#### **Action Requested**

None

#### **Purpose of the Project**

- Increase the rearing and refuge habitat available for ESA-listed Cedar River juvenile chinook during their migration through Lake Washington
- Create high quality habitat for other salmonids such as coho
- Provide a natural amenity improvement in a park in one of the most socio-economically and racially diverse neighborhoods
- Cultivate environmental stewardship and citizen awareness in an area of critical habitat for chinook salmon

#### **Project Background**

Mapes Creek meets Lake Washington along its southeastern shore. The creek is in a pipe for the last 2200 feet of its course, and discharges into Lake Washington one hundred feet off shore of Beer Sheva Park. This pipe also carries stormwater and sanitary sewer overflows.

Science has shown that juvenile salmon congregate at the mouths of creeks to feed and rest as they migrate through Lake Washington. The mouths of creeks provide shallow water habitat for protection from predators, and detritus from creek flows provides food.

#### **Conceptual Design**

The project would daylight Mapes Creek in Beer Sheva Park, creating a natural meandering creek channel and creek mouth. 1500 lineal feet of new pipe would be installed to separate the creek's clean water (70% of watershed is forested) from storm water and sewer overflows.

### **Public Process**

To be reviewed at Parks Preview. Proposal includes 4'x4' signs, mailings to residents living within 500' of park, personal contact with special interest groups (Friends of Mapes Creek, Pritchard Island neighbors, Rainier Beach High School science curriculum instructor, Beer Sheva sister city representatives. A public meeting will be held to explain what is being considered, and periodically as needed throughout design process.

### **Preferred Alternative**

The preferred alternative design is currently scheduled to be identified in 2005.

### **Justification for Preferred Alternative**

The Army Corps of Engineers conducts many types of surveys, assessments and studies in preparation for selecting a preferred alternative. Parks and SPU will be involved during the design process. Public meetings, and sign updates will keep the public informed.

### **Permitting**

State and local permits will be done through SPU. All federal permits will be done by the Army Corps of Engineers.

### **Project Schedule**

Design and permitting will continue through 2007, with construction expected in 2008.

### **Project Budget**

The Army Corps of Engineers will fund design (including studies, analysis and permitting) and construction, estimated at \$1M and \$2 respectively. Parks design review and support is estimated at \$65,000 and SPU staff time estimated at \$160,000, both through project construction. Maintenance estimates are being developed. SPU will maintain the pipe and water flows, and it is under discussion as to which department will maintain new vegetation during plant establishment and longer-term.

### **Other Associated Projects**

The 52<sup>nd</sup> Ave. walkway project, led by Friends of Mapes Creek, will be coordinated and integrated into this project, as the new pipe carrying the Mapes Creek water will run along the same right-of-way as the walkway.

### **Additional Information**

This is a partnership project between the Army Corps of Engineers, Seattle Public Utilities and Seattle Parks and Recreation. The value of the land for this project is used as the Corps' required 25% local match. The city will take ownership upon completion of the project, including all required maintenance.

Terry asked if there would be below-the-waterline maintenance and staff responded yes. The Board asked several additional questions and thanked Cheryl, Rebecca, and Sarah for the interesting presentation.

### **Park Board Business – Items of Interest to the Board**

None

### **Old/New Business**

**Motorized Scooters in City Parks:** Terry asked whether it is legal for individuals to have motorized scooters on park pathways. Ken stated that the scooters are allowed on public streets and sidewalks; however, Parks policy is that they aren't allowed. Parks staff have been working with the Police Department to install proper signage reflecting this policy.

Missing Signs: Kate recalled that, at one time, the wetlands path near Foster Island had “no running” signs posted. The signs have been missing for several years. Was a decision made to remove the signs or are they just missing? Ken will check on this and get back to the Board.

Ballard Civic Center Park project: The Board is scheduled to hold a briefing/public hearing on this project at its April 8 meeting. A larger audience than usual is expected and the location has been changed to the South Lake Union Armory. Two of the Board members will be out of town at the following meeting, April 22. The Board requested that the discussion/recommendation be scheduled for its May 13 meeting, when all the Board members expect to be present. If a large number of people testify at the April 8 meeting, Board members will take breaks as needed, rather than taking a “set” break.

Terry requested that the project manager include in the briefing papers to the Board all the alternatives and a copy of the Department’s skateboard policy. He attended the most recent public meeting and heard comments from both community members who have worked on the Civic Center plan for the past six years and from youth and others who really want the skatebowl to remain at the site. Bruce commented that the public meetings have had good community participation and he noted that 80% or so of those present were from the nearby community.

Several Board members asked questions about the exact location of the skatebowl (57<sup>th</sup> and 22<sup>nd</sup> NW) and the best time to visit it.

Golf Environmental Briefing: This item was scheduled for the April 22 meeting; the Board requested that it, too, be moved to the May 13 meeting when all Board members will be present.

There being no further business, the meeting adjourned at 8:00 p.m.

APPROVED: \_\_\_\_\_ DATE \_\_\_\_\_  
Sarah Neilson, Acting Chair