

Seattle Department of Parks and Recreation

Seattle Board of Park Commissioners
Meeting Minutes
January 27, 2011

Web site: <http://www.seattle.gov/parks/parkboard/>
(Includes agendas and minutes from 2001-present)

Also, view Seattle Channel tapes of meetings, June 12, 2008-most current, at
<http://www.seattlechannel.org/videos/watchVideos.asp?program=Parks>

Board of Park Commissioners

Present:

John Barber
Terry Holme, Chair
Jourdan Keith
Donna Kostka
Diana Kincaid, Vice-chair
Jackie Ramels

Seattle Parks and Recreation Staff:

Christopher Williams, Acting Superintendent
Eric Friedli, Acting Deputy Superintendent
Sandy Brooks, Coordinator

This meeting was held at Seattle Park Headquarters at 100 Dexter Avenue North. Commissioner Holme called the meeting to order at 7:00 pm and reviewed the meeting agenda. **Commissioner Barber moved approval of the January 27 agenda and record of correspondence received by the Board since the December 9, 2010, meeting. The motion was seconded by Commissioner Kostka. The vote was taken, with all in favor, and the motion was approved.**

Commissioner Barber moved approval of the October 18 annual retreat minutes. Commissioner Kincaid seconded. The vote was taken, with Commissioners Kostka and Ramels abstaining and all others in favor. The vote was taken and the motion was approved.

Commissioner Barber moved approval of the December 9 minutes. Commissioner Kincaid seconded. The vote was taken, with Commissioners Kostka and Ramels abstaining and all others in favor. The vote was taken and the motion was approved.

Commissioner Barber moved approval of the January 13 minutes. Commissioner Kincaid seconded. The vote was taken, with Commissioners Kostka and Ramels abstaining and all others in favor. The vote was taken and the motion was approved.

Presentation

Acting Deputy Superintendent Eric Friedli made a surprise announcement to the Board and audience with the good news that Seattle's Municipal League has honored Acting Superintendent Williams as Public Employee of the Year. The Municipal League press release stated: "Government and local non-profit leaders are among those slated for recognition by the Municipal League at its 52nd Annual Civic Awards Celebration Dinner to be held March 31, 2011.....The Civic Awards honor the accomplishments of elected officials, public employees, other citizen groups, the news media, and individual citizens who make outstanding contributions to the community and to better government." Prior to this meeting, Parks employees received the following announcement from Acting Deputy Superintendent Friedli:

Dear Colleagues and Friends:

*Christopher is probably much too humble to share this information with you, but I am pleased to tell you that the Municipal League of King County has awarded **Christopher Williams** its **Public Employee of the Year** award!*

This well-deserved award recognizes Christopher's leadership, compassion and innovation. In support of Christopher's nomination Mayor McGinn stated that "Christopher has demonstrated the highest level of commitment to enhancing the lives of the people of Seattle through his leadership of Seattle Parks and Recreation." Councilmember Bagshaw stated that, "I work closely with this department and every day I appreciate Christopher's leadership even more. He is a leader, in every sense of the word."

Christopher strongly believes that his success is due to the power of the 900+ strong team of people who make up Seattle Parks and Recreation. If Christopher were writing this I am sure he would say something like "I really don't deserve this award." He will try and convince us that he just did what anyone else would have done - ain't no big deal. He would say that this is really an award for the good work done every day by everyone in Parks and Recreation. And he would be absolutely correct - everyone does deserve the highest recognition for the work done to get us through the challenges of the past year.

*But whether he sees it or not, Christopher provided us all the surety, the calm, the reassurance, the understanding, the direction, the care we needed when we needed it most. For that, I hope you agree, **Christopher is the Public Employee of the Year.***

Congratulations Christopher!"

Commissioners added their congratulations and the audience joined in a hearty round of applause.

Superintendent's Report

Acting Superintendent Williams reported on the following topics. To listen to the report, see <http://www.seattlechannel.org/videos/video.asp?ID=5591107> and move cursor to position 5.00.

Central Waterfront Public Meeting: Commissioners were invited to attend the City of Seattle and the Central Waterfront Committee's public kickoff for the project. Scheduled at the Seattle Aquarium, Thursday, February 17, at 6:30, the lead design team will provide a 30-minute presentation that showcases the team's analysis and aspirations for the waterfront and provides opportunities for the public to engage in design priorities, as well as opportunities for public comment, ideas, and interaction with the City and Project teams. For more information, see <http://affordableseattle.wordpress.com/2011/01/31/february-17-2011-waterfront-seattle-public-kick-off-free/>.

Meeting with Lisa J. Graumlich, Dean of the UW College of the Environment: Acting Superintendent Williams met recently with Lisa J. Graumlich, recently appointed Dean of the University of Washington's College of the Environment. Dean Graumlich is responsible for oversight of the UW's role in the partnership between the City and University in regards to the Washington Park Arboretum. The City owns and maintains the Arboretum property, while the UW owns and maintains the extensive, and internationally-recognized, plant collection. The meeting was held to discuss the potential for establishing a more comprehensive partnership. The University is looking to give broader focus on social initiatives and youth outreach, e.g., students at the College of the Environment could perform practice teaching at Seattle Parks' environmental learning centers. This was an exciting meeting and there is the potential for the UW to partner with additional City departments, such as Seattle Public Utilities. For more information on the College of the Environment, see <http://coenv.washington.edu/>.

Mayor's Open House: Mayor McGinn has scheduled an open house at City Hall on Saturday, January 29. The events include City Hall tours, meeting elected officials, and booths set up to provide information about the City's various departments.

Employee Budget Suggestions: In April of last year, the Mayor asked all employees to share cost-saving ideas with his office as he and the City Budget Office (CBO) began looking at mid-year reductions and the 2011–2012 budget process. This request reflects the importance of engaging employees to develop efficiencies in the City's operations. Employees have since submitted over 300 suggestions for reducing expenses, which were then reviewed by CBO analysts. Of the suggestions received, the City was able to implement 56 suggestions in the 2011–2012 budget.

Reorganization of DHS Announced: The Mayor has requested Dannette Smith, the new Director of the Human Services Department, to push human services out into the communities. As this work unfolds, Seattle Parks will be a partner in HSD's developing new ways to serve citizens where they live. For more information on HSD, see <http://www.seattle.gov/humanservices/>.

Tilikum Place Update: There has been recent controversy on this property at the corner of Denny Way and Fifth Avenue. Seattle Parks owns the fountain and maintains the area as a park; however, Seattle Department of Transportation (SDOT) owns the rest of the property and recently issued a permit to 5 Point Café, located adjacent to Tilikum Place, to extend its business to an outdoor café where alcoholic beverages may be served. Several nearby businesses and residents are unhappy with the proposal, as it requires the area to be fenced off. Seattle Parks believes sidewalk cafes are a good idea, as they can help push illegal activities from public areas. Parks and SDOT staff have met with the community and will re-design the outdoor café area.

Acting Superintendent Williams added that a similar relationship exists at Westlake Park, with SDOT owning 90% of the property and Parks maintaining it. The two Departments are currently working to finalize a street vacation, with ownership of the Westlake property being transferred to the Parks Department. For more information on the controversy, see <http://queenanne.komonews.com/content/battle-tilikum-place>. For more information on Tilikum Place, see http://www.seattle.gov/parks/park_detail.asp?ID=3909.

Commissioner Barber stated that he agreed with the people who testified to the Park Board against the permit. He believes drinking alcohol in a park is not the usual way of Seattle Parks Department. He also believes that alcohol consumption can lead to loud voices and high emotions, that may be disturbing to the park's neighbors. [This discussion continued during Old/New Business, with Commissioner Barber re-stating his position that serving alcohol on a routine basis is not family friendly or Parks' usual standards. Acting Superintendent Williams responded that some downtown park areas may need to be managed differently than neighborhood parks. Commissioner Keith understood that the testimony was not so much against alcohol being served, rather those who testified did not like the outdoor seating design as it would fence off the area and create obstacles for pedestrians. They seemed to favor a more open seating area, similar to European cities.]

Commissioner Ramels asked if those people who testified are happy with the current proposal. Acting Superintendent Williams and staff met with them and he believes they feel they were heard. He has since met with SDOT Director Peter Hahn and SDOT, Parks, and Department of Planning and Development staff are working to resolve the situation. Commissioner Kincaid heard from their testimony that they wanted a re-design of the outdoor seating and she was pleased this is being done.

Golden Gardens Park Issues: Golden Gardens Park has an off-leash area (OLA), as well as many trails in the wooded ravine area adjacent to the OLA. Some members of the public and the parks' forest steward have complained the dogs and owners are damaging both the trails and the native plants and have asked the Department to close the steep and water saturated trails just north of the OLA. Acting Deputy Superintendent Friedli met with the park steward and other members of the public this week and will be the lead on resolving

this issue. He will report the outcome back to the Park Board. For more information on Golden Gardens Park, see http://www.seattle.gov/parks/park_detail.asp?ID=243.

Responding to a question from Commissioner Kincaid, Acting Superintendent Williams responded that the Department is working to determine to what extent people with dogs are affecting the trails. Commissioner Holme requested Acting Deputy Superintendent Friedli to include an update report on water quality at Golden Gardens Park when he reports back on the trails and off-leash area.

Record Year for Ballard Pool!: This popular pool had an amazing 2010 revenue total of \$533,414, which translates into a 77.5% cost of recovery. The usual recovery rate for municipal pools is 45-50%. Ballard had a 68% cost recovery in 2009 and Parks staff keep a goal in mind of 100% recovery! Contributing to this number was a record month in December, with nearly \$90,000 in revenue. These numbers result from careful quality programming and from hard working staff who present high quality lessons and programs. For more information on Ballard Pool, see <http://www.seattle.gov/parks/aquatics/Ballardp.htm>

2010 Accomplishments: In 2010, Seattle Parks underwent leadership changes and experienced severe budget woes. However, it is important to stop and smell the roses and recognize the many accomplishments by the Department. Acting Superintendent Williams briefly reviewed some of these:

Completed Levy Projects – In 2009, Parks completed 8 Parks and Green Spaces (PGSL) projects: Atlantic Street Playground; Bayview Playground; Bhy Kracke Playground; Brighton Playground; Lower Woodland Park Field #2; Lower Woodland Park Field #7; Magnuson Park Improvements – 65th Street Entry; and Chinook Beach Park Renovation. In 2010, 12 more PGSL projects were completed, bringing the total to 20: Children's Play Garden – Garden House; Camp Long Renovation; John C. Little Sr. Play Area; Queen Anne Blvd Improvements; Seward Park Play Area; Fairmount Play Area; Genesee Playfield; Lawton Play Area; Matthews Beach Play Area; Beacon Play Area Renovation; Delridge Playfield should be completed by end of this month – weather has delayed; and the Gateway to Chile at Washington Park Arboretum. Other projects are not yet completed.

In addition, Parks acquired seven new parcels in 2010 through the Parks and Green Spaces Levy (PGSL), bringing the total PGSL acquisitions to 11. Four of these acquisitions occurred in 2009: Me Kwa Mooks Natural Area; Duwamish Head Greenbelt parcel #1; Bell Street Blvd; and Fauntleroy Park Addition . In 2010, seven more properties were acquired: Thornton Creek parcel #6; Federal and Republican – Capitol Hill; Duwamish Head Greenbelt parcel #2; Lake City 33rd Ave NE; Fremont/Ernst Park Addition; Waldo Woods 15th Avenue NE and NE 85th Street; and Taylor Creek 6109 S. Fountain Street.

Sandel Park Play Area Grand Opening: The grand opening for this newly-renovated park is Saturday, March 5. For more information on the park, see http://www.seattle.gov/parks/park_detail.asp?ID=250.

Oral Requests and Communication from the Audience

The Chair explained this portion of the agenda is reserved for topics that have not had, or are not scheduled for, a public hearing. Speakers are limited to two-to-three minutes each, will be timed, and are asked to stand at the podium to speak. The Board's usual process is for 10 minutes of testimony to be heard at this time, with additional testimony heard after the regular agenda and just before Board of Park Commissioner's Old/New Business. No one signed up to testify.

Briefing: Overview of YMCA's Get Engaged Program

Susan Golub, Seattle Parks' Strategic Advisor, introduced Sid Peterson, YMCA Get Engaged Coordinator, who presented information on the City's Get Engaged Program. This program encourages the City's Boards and Commissions to offer membership to a young person on their respective board or commission. Prior to the meeting, Commissioners received a written briefing, included below and posted to the Board's web page for the public. To hear the full presentation and discussion, see

<http://www.seattlechannel.org/videos/video.asp?ID=5591107> and move cursor to position 28.00.

Written Briefing

Requested Board Action

Parks staff is requesting a recommendation from the Board to pursue selection of the seventh member position through the Get Engaged program of Metrocenter YMCA.

Staff Recommendation

Staff recommends the Board approve using the Get Engaged Program to fill the seventh Board member position.

Project Description and Background

In 2007 the City Council passed Ordinance 122332, changing how Commissioners are appointed. Before the ordinance was passed, all Commissioners were nominated by the Mayor and confirmed by the City Council. The new appointment process has three members nominated by the Mayor and three by the City Council; all six are confirmed by the Council. The seventh member is selected by the other six members.

The Board went through the seventh member selection process in 2007. Although reaching a successful outcome with the appointment of Commissioner Kostka, the process was grueling. All interviews, deliberations and votes were subject to the Open Public Meetings Act; candidates could sit in on one another's interviews and the Board's discussion of the relative merits of the candidates – all open to the public.

City Councilmember Sally Bagshaw suggested using the Get Engaged Program as a means to avoid repeating the painful selection process and attain the goal of bringing a young voice to the Board. Get Engaged, a program of Metrocenter YMCA, places young adults ages 18-29 on 13 different City of Seattle boards and commissions. Sid Peterson, program director, will be at the January 27 Board meeting to further describe the program and answer Commissioner questions. Staff have contacted several City boards that have Get Engaged members, asking about their experience with the Program. A response from the Seattle Center Advisory Commission is attached (Attachment A); other responses will be presented on January 27.

Issues

Length of Service: Get Engaged places members for one year. This raises a concern that, due to the complexity of park issues, the term would be over before the young person was fully up to speed. To help in this regard, Get Engaged asks that the Board provide a mentor for the young person.

Ordinance Revision: Using Get Engaged would require amending Ordinance 122332. When doing the amendment, additional changes could be made, such as changing the terms from ending in December to ending in March. This has been discussed as helping the flow of appointments by avoiding year-end delays due to holidays and the Council's budget break.

Board Balance: A Get Engaged member would technically be a Mayoral appointment, thus giving the Mayor four appointments and the Council three. However, the process is not political as Get Engaged makes the selection.

Schedule

Get Engaged advertises for applicants in the spring and the one-year terms begin in September.

Additional Information

Susan Golub: susan.golub@seattle.gov

Get Engaged Program:

<http://www.seattleyymca.org/files/28/Get%20Engaged%202010%20Program%20Overview.pdf>

Verbal Briefing

Commissioners voiced both interest and concern with this proposal and asked that Parks staff determine whether voters approved to change the City Charter to designate the current makeup of the Board. Ms. Golub will also draft ordinance language reflecting the change in membership and bring to a future Park Board meeting for additional discussion. Commissioners thanked Ms. Golub and Ms. Peterson for the briefing.

Briefing: Seattle Public Utilities' Genesee Area Combined Sewer Overflow Projects

Kevin Stoops, Seattle Parks' Director, Planning and Development, introduced Andrew Lee of Seattle Public Utilities to brief the Park Board on SPU's Combined Sewer Overflow Projects (CSO) at Genesee Park. Prior to the meeting, Commissioners received a written briefing in the form of a Powerpoint presentation (link is included below), which was also available to the public on the Board's web page. To hear the full briefing and the Board's questions and discussion, see <http://www.seattlechannel.org/videos/video.asp?ID=5591107> and move cursor to 61.00.

Written Briefing



2011-1-27_Genesee
_Parks_Board.pdf

Commissioners thanked Mr. Stoops and Mr. Lee for the briefing and asked that the Board be kept informed and be briefed early in the process of any and all CSO projects which may affect Seattle Parks' property.

Briefing: Supplemental Park Use Guidelines for Downtown Parks

Victoria Schoenberg, Seattle Parks Strategic Advisor, presented a briefing on the Supplemental Park Use Guidelines for Downtown Parks. The Board will hold a public hearing on this at its February 10 meeting, and vote on a recommendation to the Parks Superintendent at the February 24 meeting. Prior to tonight's meeting, the Board received a written briefing and attachments, included below and available to the public on the Board's web page. To listen to the verbal briefing and the Board's questions and brief discussion, see <http://www.seattlechannel.org/videos/video.asp?ID=4761> position 19.00.

Written Briefing

Requested Board Action

Parks staff is requesting recommendations regarding draft revisions to use guidelines for eight downtown parks.

Staff Recommendation

Approve new Downtown Parks Supplemental Use Guidelines, eliminating individual Supplemental Use Guidelines for Occidental Square, Freeway, Victor Steinbrueck, and Waterfront Parks.

Project Description and Background

As a part of the City's initiative to revitalize downtown parks, a task force met throughout 2005 and early 2006 to develop strategies to help our downtown parks be the lively, welcoming, and safe places they should be. One of the recommendations of the Task Force was to eliminate unnecessary rules that hinder the scheduling of positive uses for downtown parks.

Use Management Guidelines for Parks and Recreation Facilities were developed in the late 1970s and early 1980s for Seattle Parks. These were intended to supplement the Park Code (Seattle Municipal Code –SMC Title 18) and establish use management practices to minimize adverse impacts of activities on park grounds, facilities, and the surrounding environment. In addition to the general guidelines, Supplemental Use Management Guidelines were established for some specific parks. In the downtown area, Freeway, Occidental,

Victor Steinbrueck (Market), and Waterfront Parks were all given their own individual supplemental use management guidelines. These guidelines are now outdated. To simplify, clarify, and improve activation efforts in the downtown area, this proposal calls for replacing these individual supplemental guidelines with one common set of supplemental guidelines that would apply to the eight downtown parks that require the greatest attention for positive activation – Freeway, Occidental Square, Victor Steinbrueck (Market), Waterfront, City Hall, Hing Hay, Pier 62/63 (currently closed to events but included here for potential future use), and Westlake Parks.

The proposed changes aim to eliminate redundancies with other, existing regulations and remove outdated references and procedures. They introduce a new emphasis on promoting positive use and activities in the parks. They remove confusion or obstacles to positive activation by: stating clearly that concessions are allowed; establishing a broader list of acceptable special events; and removing constrictions to holding events after dark or for more than two days. They also add a few needed constraints (no biking, skateboarding, etc.), These changes would not change the activities that are currently being scheduled in the parks. Rather, they bring the guidelines up to the modern day, to match more accurately what we are already doing.

Public Involvement Process

In regards to the original recommendations of the Center City Parks Task Force, the Task Force met a dozen times throughout 2005. After its report was finalized, an open house and two public meetings were held in January 2006. Citizens could submit public comments at these meetings or via mail and e-mail until February 2006. These comments were then incorporated into the report. None of the submitted comments raised specific issues about use guidelines.

Regarding the current proposal, following the briefing to the Board, a public hearing will be held at the February 10 meeting of the Board of Park Commissioners.

Issues

There is clear community support for increased programming and activation of downtown parks. Surveys over the past three years confirm that programmed activities make people feel safer and more welcome. Community partners have stepped forward to help us in our efforts.

When concerns about programs or events in downtown parks arise they are usually related to one of two issues:

Noise – Regulations already in place include the Use Management Guidelines for Parks and Recreation Facilities (apply citywide) which limit events with amplified sound to three hours and the Noise Ordinance (SMC 25.08), which provides regulation regarding acceptable levels and kinds of sound. In addition, the Center City Parks unit works with the community to resolve issues and develop events that have strong neighborhood support.

Competition with brick-and-mortar businesses – Some concern has arisen, particularly in the Pioneer Square community, that allowing concessions in our parks, or events that include many vendors could hurt local business. However, the feedback after 2010's Seattle Markets, where food and retail vendors gathered in Occidental Square every Saturday for seventeen weeks, was that the event was good for neighborhood business and increased patronage of nearby stores.

Environmental Sustainability

Maintaining a lively, safe, and welcoming atmosphere in our downtown parks creates a healthy downtown for businesses, residents, and visitors, supporting smart growth and combating sprawl.

Budget

There are no direct costs for implementing the proposed revisions.

Schedule

Briefing to Park Board January 27, 2011; public notification week of January 18; Public Hearing February 10; Board discussion and recommendation February 24.

Additional Information

Victoria Schoenburg, Strategic Advisor, Center City Parks, Partnerships Unit
Seattle Parks and Recreation
100 Dexter Avenue North
Seattle, WA 98109
Phone: 206-684-7031

PROPOSED Supplemental Use Management Guidelines for
DOWNTOWN PARKS – DRAFT Dec. 27, 2010

1.0 PURPOSE

- 1.1 To define the permissible activities and requisite conditions for normal use and special events at specific downtown parks.
- 1.2 Parks included under these guidelines:
 - City Hall Park
 - Freeway Park
 - Hing Hay Park
 - Occidental Park
 - Pier 62/63
 - Victor Steinbrueck Park
 - Waterfront Park
 - Westlake Park

2.0 ORGANIZATIONS AFFECTED (In addition to those mentioned in reference 3.1)

- 2.1 Adjacent businesses
- 2.2 Adjacent residents
- 2.3 Community organizations
- 2.4 City departments and regulatory agencies

3.0 REFERENCES

- 3.1 Policy and Procedure 060-P 7.13.1, Use Management Guidelines for Parks and Recreation Facilities.
- 3.2 Seattle Municipal Code (SMC) Chapter 15.52 – Crowd Control Events.
- 3.3 Policy and Procedure 060-P 7.1.2 – Use Permits for Outdoor Special Events and Certain Other Facilities

4.0 POLICY - The use of parks listed under 1.2 above is governed by reference 3.1 and the guidelines of this Policy and Procedure.

- 4.1 Normal Use - Permissible normal use shall include a mix of passive and active recreational uses to support a healthy level of positive use by workers, residents, visitors, and families throughout normal park open hours.
- 4.1.1 Prohibited Activities - To encourage safe pedestrian activity and a welcoming environment, the following wheeled activities are prohibited unless authorized by the Superintendent, per reference 3.3:
- Bike riding
 - Roller skating
 - Skateboarding
 - Parking or use of motorized Vehicles
- 4.1.2 No equipment, vehicular or non-vehicular, that, in the judgment of the Superintendent, exceeds the structural load capacity of a park may be brought into that park
- 4.2 Special Events
- 4.2.1 Permissible Special Events:
- Community functions (i.e., picnics, dances, etc.)
 - Street fairs
 - Arts and crafts exhibits
 - Community festivals
 - Concerts, plays, dance performances
 - Farmers markets
 - Fine arts exhibits, temporary installations, performances
 - Commercial filming and photography
 - Educational and/or promotional events
 - Fundraisers and/or First Amendment events
- 4.2.2 No more than one special event will be scheduled at the same time unless the proposed events are determined by the Department not to conflict with one another.
- 4.2.3 The size or number of special events will be limited by the estimated number of participants and the capacity of an individual park, as determined by the Department.
- 4.2.4 Any special event that could attract a large number of participants is subject to additional requirements as stipulated by the Department. This may include the provision of portable toilets, dumpsters, event clean-up and other mitigating measures.
- 4.2.5 Events that exceed noise levels set forth in Seattle Municipal Code 25.08. are prohibited.
- 4.3. Vending and Concessions
- 4.3.1 Vending concessions (vending not associated with specific special events) will be permitted only if reviewed and approved by the Superintendent.
- 4.3.1.1. Vending concessions in any park within an historic district must also obtain any review and approval required by the relevant citizens' board or by the Landmark Preservation Board.

4.3.2. Permissible items for vending:

Food, per regulations of Public Health – Seattle & King County

Farmers' produce

Arts

Crafts

Portable, non-food items such as clothing, clothing accessories, bags, novelties, books and periodicals, jewelry, etc.

4.3.3 Vending of any kind will only be permitted in locations where pedestrian traffic is not adversely hindered.

4.4 Responsibility for litter

4.4.1 Special event permits, use permits, or contracts issued for vending operations will require the operator to provide sufficient refuse containers and to be responsible for litter associated with that operation.

5.0 DEFINITIONS – See reference 3.1.

6.0 RESPONSIBILITY

6.1 The Citywide Events Office is responsible for scheduling reservations and issuing permits for all special events at downtown parks.

6.2 The Citywide Events Office is responsible for maintaining a publicly accessible website listing all events permitted by the Special Events Committee.

6.3 The Citywide Events Office, in collaboration with the Center City Parks unit, is responsible for reviewing applications for Use Permits, and ensuring that event organizers are aware of all appropriate permit requirements.

6.4 The Center City Parks unit is responsible for reviewing proposed concession contracts for vending within the parks listed in 1.2 above.

6.5 Special events that exceed the capacity of a park either by land area or estimated participants must be reviewed by the Seattle Special Events Committee.

7.0 PROCEDURES

7.1 Violation of Special Event Permit, Use Permit, or Contract Conditions

7.1.1 When the conditions of a special event permit, use permit, or contract are violated, the permit may be revoked and any remaining dates scheduled under that event permit cancelled.

PROPOSED Supplemental Use Management Guidelines for DOWNTOWN PARKS	Current Supplemental Use Guidelines for Occidental Square Park and Mall	Current Supplemental Use Management Guidelines for Freeway Park	Current Supplemental Use Management Guidelines for Market Park (now called Victor Steinbrueck Park)	Current Supplemental Use Management Guidelines for Waterfront Park
<p>1.0 PURPOSE</p> <p>1.1 To define the permissible activities and requisite conditions for normal use and special events at specific downtown parks.</p> <p>1.2 Parks included under these guidelines: City Hall Park Freeway Park Hing Hay Park Occidental Park *Pier 62/63 Victor Steinbrueck Park Waterfront Park Westlake Park</p> <p>*(NOTE: Currently closed to events for structural reasons)</p>	<p>1.0 PURPOSE</p> <p>1.1 To define the permissible activities and requisite conditions for normal use and special events at Occidental Park and Mall.</p>	<p>1.0 PURPOSE</p> <p>1.1 To define the permissible activities and requisite conditions for normal use and special events at Freeway Park.</p> <p>1.2 Excluded from these guidelines are music concerts sponsored by the Department.</p>	<p>1.0 PURPOSE</p> <p>1.1 To define the permissible activities and requisite conditions for normal use of and special events at Market Park.</p>	<p>1.0 PURPOSE</p> <p>1.1 To define the permissible activities and requisite conditions for normal use of and special events at Waterfront Park.</p> <p>1.2 These guidelines do not apply to piers 57 and 59.</p>
<p>2.0 ORGANIZATIONS AFFECTED (In addition to those mentioned in reference 3.1)</p> <p>2.1 Adjacent businesses</p> <p>2.2 Adjacent residents</p> <p>2.3 Community organizations</p> <p>2.4 City departments and regulatory agencies</p>	<p>2.0 ORGANIZATIONS AFFECTED (In addition to those mentioned in reference 3.1)</p> <p>2.1 Adjacent and surrounding businesses</p> <p>2.2 Pioneer Square Association</p> <p>2.3 Board of Public Works</p> <p>2.4 Pioneer Square Preservation Board</p> <p>2.5 Pioneer Square Property Owner's Association</p> <p>2.6 Engineering Dept., Street Use Div.</p>	<p>2.0 ORGANIZATIONS AFFECTED (In addition to those mentioned in reference 3.1)</p> <p>2.1 Surrounding businesses</p> <p>2.2 Residents of surrounding apartments</p>	<p>2.0 ORGANIZATIONS AFFECTED - See also reference 3.1.</p> <p>2.1 Department of Community Development</p> <p>2.2 Pike Place Merchants Association</p> <p>2.3 Market Park Maintenance Fund</p>	<p>2.0 ORGANIZATIONS AFFECTED See also reference 3.1</p> <p>2.1 The Seattle Aquarium</p> <p>2.2 Adjacent businesses (Piers 57 and 59)</p> <p>2.3 Waterfront Action Committee</p>
<p>3.0 REFERENCES</p> <p>3.1 Policy and Procedure 060-P 7.13.1, Use Management Guidelines for Parks and Recreation Facilities.</p> <p>3.2 Seattle Municipal Code (SMC) Chapter 15.52 – Crowd Control Events.</p> <p>3.3 Policy and Procedure 060-P 7.1.2 – Use Permits for Outdoor Special Events and Certain Other Facilities</p>	<p>3.0 REFERENCES</p> <p>3.1 Policy and Procedure 060-P 7.13.1., Use Management Guidelines for Parks and Recreation Facilities.</p> <p>3.2 Seattle Municipal Code 15.17.010, Areas where mobile peddling is restricted.</p>	<p>3.0 REFERENCES</p> <p>3.1 Policy and Procedure 060-P 7.13.1, Use Management Guidelines for Parks and Recreation Facilities.</p>	<p>3.0 REFERENCE</p> <p>3.1 Policy and Procedure 060-P 7.13.1, Use Management guidelines for Parks and Recreation facilities.</p>	<p>3.0 REFERENCES</p> <p>3.1 Policy and Procedure 060-P 7.13.1, Use Management Guidelines for Parks and Recreation Facilities.</p>

PROPOSED Supplemental Use Management Guidelines for CENTER CITY PARKS	Current Supplemental Use Guidelines for Occidental Square Park	Current Supplemental Use Management Guidelines for Freeway Park	Current Supplemental Use Management Guidelines for Market Park (now called Victor Steinbrueck Park)	Current Supplemental Use Management Guidelines for Waterfront Park
<p>4.0 POLICY - The use of parks listed under 1.2 above is governed by reference 3.1 and the guidelines of this Policy and Procedure.</p> <p>4.1 Normal Use - Permissible normal use shall include a mix of passive and active recreational uses to support a healthy level of positive use by workers, residents, visitors, and families throughout normal park open hours.</p> <p>4.1.1 Prohibited Activities - To encourage safe pedestrian activity and a welcoming environment, the following wheeled activities are prohibited unless authorized by the Superintendent, per reference 3.3: Bike riding Roller skating Skateboarding Parking or use of motorized vehicles</p> <p>4.1.2 No equipment, vehicular or non-vehicular, that, in the judgment of the Superintendent, exceeds the structural load capacity of a park may be brought into that park</p>	<p>4.0 POLICY - The use of Occidental Park and Mall is governed by reference 3.1 and the guidelines of this Policy and Procedure.</p> <p>4.1 Normal Use - Permissible normal use of Occidental Park shall be limited to informal passive recreational activities.</p> <p>4.2 Prohibited Activities: - Bike riding - Roller skating - Non-food vending or non-food concessions in Occidental Park or in the Mall area north of Main Street unless in conjunction with authorized special events. The Department will not object to non-food vending in the Mall south of Main Street. Vending on public property south of Yesler Way from 6th Avenue South to the waterfront within 2 hours of the commencement of a Kingdome event in accordance with reference 3.2.</p>	<p>4.0 POLICY - The use of Freeway Park is governed by reference 3.1 and the guidelines of this Policy and Procedure.</p> <p>4.1 Normal Use</p> <p>4.1.1 Climbing on the canyon walls and planters will be discouraged because of the potential for injury and damage to plantings.</p> <p>4.1.2 Visitors will be discouraged from bringing pets to Freeway Park because of potential damage to plants and grounds.</p> <p>4.1.3 Use of active recreational equipment such as skates, skateboards, bicycles, frisbees, etc. is prohibited within the park.</p>	<p>4.0 POLICY - The use of Market Park is governed by 3.1 and the guidelines of this Policy and Procedure.</p> <p>4.1 Normal Use</p> <p>4.1.1 Permissible normal use of Market Park shall generally be limited to informal, drop-in activities.</p>	<p>4.0 POLICY -- The use of Waterfront Park is governed by reference 3.1 and the guidelines of this Policy and Procedure.</p> <p>4.1 Normal Use</p> <p>4.1.1 Permissible normal use of Waterfront Park shall generally be limited to informal drop-in activities.</p> <p>4.1.2 Public boat docking is prohibited.</p>

PROPOSED Supplemental Use Management Guidelines for DOWNTOWN PARKS	Current Supplemental Use Guidelines for Occidental Square Park and Mall	Current Supplemental Use Management Guidelines for Freeway Park	Current Supplemental Use Management Guidelines for Market Park (now called Victor Steinbrueck Park)	Current Supplemental Use Management Guidelines for Waterfront Park
<p>4.2 Special Events</p> <p>4.2.1 Permissible Special Events:</p> <ul style="list-style-type: none"> - Community functions (i.e., picnics, dances, etc.) - Street fairs - Arts and crafts exhibits - Community festivals - Concerts, plays, dance performances - Seafair sponsored events as part of the annual Seafair week - Farmers markets - Fine arts exhibits, temporary installations, performances - Commercial filming or photography --Educational and/or promotional events - Fundraisers and/or First Amendment events 	<p>4.3 Special Events</p> <p>4.3.1 Permissible Special Events:</p> <ul style="list-style-type: none"> - Arts and crafts exhibits - Fine arts exhibits - Noon/midday concerts - Street fairs - Other special events that are compatible with Pioneer Square theme 	<p>4.2 Special Events</p> <p>4.2.1 Permissible Special Events:</p> <ul style="list-style-type: none"> -Theme festivals, arts/crafts exhibits(see paragraph 4.2.3) - Filming commercials or movies (see paragraph 4.2.4) -Music concerts/plays (see paragraph 4.2.5) -Political rallies, fund raisers or First Amendment events -Food vending associated with a special event 	<p>4.2 Special Events</p> <p>4.2.1 Permissible Special Events</p> <ul style="list-style-type: none"> --Small community functions (i.e., picnics, volleyball play, etc.) -- Music concerts --Fundraisers and First Amendment events 	<p>4.2 Special Events</p> <p>4.2.1 Permissible Special Events:</p> <ul style="list-style-type: none"> --Concerts/plays/dance --Fundraisers and/or First Amendment events --Events sponsored by Seafair as part of the annual Seafair week --Community festivals

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<p>4.2.2 No more than one special event will be scheduled at the same time unless the proposed events are determined by the Department not to conflict with one another.</p> <p>4.2.3 The size or number of special events will be limited by the estimated number of participants and the capacity of an individual park, as determined by the Department.</p> <p>4.2.4 Any special event that could attract a large number of participants is subject to additional requirements as stipulated by the Department. This may include the provision of portable toilets, dumpsters, event clean-up and other mitigating measures.</p> <p>4.2.5 Events that exceed noise levels set forth in Seattle Municipal Code 25.08. are prohibited.</p> <p><i>[NOTE: Policy and Procedure 060-P 7.13.4.3 of the Use Management Guidelines for Parks and Recreation Facilities states: "For those special events requiring sound amplification equipment, the use period per day will be limited to a maximum of three hours."]</i></p>	<p>4.3.2 Special events are permitted only during daylight hours, unless specific approval is obtained to continue activity beyond daylight hours.</p> <p>4.3.3 Requests for special events will be reviewed by a committee of the Pioneer Square Association, Pioneer Square Property Owners Association and the Pioneer Square Preservation Board.</p> <p>4.3.4 No event may continue for more than two consecutive days.</p> <p>4.3.5 Only one special event involving vending is permitted per month.</p>	<p>4.2.2 Any event that could involve a large crowd is subject to special provisions as stipulated by the Department. This may include portable toilets, dumpsters, clean-up and other mitigating measures.</p> <p>4.2.3 Guidelines for Theme Festivals, Arts/Crafts Exhibits:</p> <p>4.2.3.1 Limited to two consecutive days per event.</p> <p>4.2.3.2 Limited to daylight hours.</p> <p>4.2.4 Guidelines for Filming Commercials or Movies:</p> <p>4.2.4.1 Scheduled with the explicit understanding of the applicant that the activity not interfere with normal public use of the facility.</p> <p>4.2.5 Guidelines for Concerts/Plays:</p> <p>4.2.5.1 Musical events that exceed noise levels set forth in Seattle Municipal Code 25.08. accepted are prohibited in Freeway Park.</p> <p>4.2.5.2 All scheduled concerts are also subject to review by the Performing and Visual Arts Manager.</p>	<p>4.2.2 Music events are limited to 3 hours between the hours of 12 noon - 6 p.m. unless a variance is obtained.</p> <p>4.2.3 No event can be scheduled in this park that requires equipment on site, vehicular or non-vehicular, that exceeds the structural load capacity of the park with a maximum of 100 psf live load. <i>[NOTE: See 4.1.2 of proposed guidelines.]</i></p>	<p>4.2.2 As a regional park in accordance with reference 3.1 no more than one special event will be scheduled at Waterfront Park at the same time, unless two or more proposed events are determined by the Department not to conflict with one another or would cause no undue problems.</p> <p>4.2.3 Special events will be limited by number of participants so as not to exceed the capacity of the park and result in spillover onto the pedestrian walkway and into the street.</p> <p>4.2.4 Special events are permitted only during daylight hours, unless specific approval is requested and obtained to continue activities beyond daylight hours</p>

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<p>4.3 Vending and Concessions <i>[NOTE: Policy and Procedure 060-P 7.13.4.3 of the Use Management Guidelines for Parks and Recreation Facilities states: "Vending in urban and regional parks (outside of a concession) is prohibited except when associated with a scheduled special event."]</i></p> <p>4.3.1 Vending concessions (vending not associated with specific special events) will be permitted only if reviewed and approved by the Superintendent.</p> <p>4.3.1.1 Vending concessions in any park within an historic district must also obtain any review and approval required by the relevant historic district citizens' board or by the Landmark Preservation Board.</p>	<p>4.4 Guidelines for Food Vending</p> <p>4.4.1 Food vending will be permitted only with coordinated review by a committee of the Pioneer Square Association, Pioneer Square Property Owners Association and the Pioneer Square Preservation Board, whether by use permit for a special event or by concession contract.</p>		<p>4.3 Concession and Vending Guidelines</p> <p>4.3.1 Concessions are prohibited at Market Park.</p> <p>4.3.2 Vending in conjunction with special events is prohibited unless authorized by the Superintendent.</p> <p>4.4 Vehicles are prohibited in the park. <i>[NOTE: See 4.1.1 in Proposed Guidelines]</i></p>	<p>4.3 Vending in Conjunction with Special Events</p> <p>4.3.1 Vending in conjunction with special events is prohibited unless authorized by the Superintendent.</p>
<p>4.3.2 Permissible items for vending: --Food, per Public Health – Seattle & King County regulations --Farmers' produce --Arts --Crafts --Portable, non-food items such as clothing, clothing accessories, bags, novelties, books and periodicals, jewelry, etc.</p> <p>4.3.3 Vending of any kind will only be permitted in locations where pedestrian traffic is not adversely hindered.</p> <p>4.4 Responsibility for litter</p> <p>4.4.1 Special event permits, use permits, or contracts issued for</p>	<p>4.4.2 Food Vending Concessions:</p> <p>4.4.2.1 The types of food to be sold by concession will be reviewed and approved by the Superintendent, and the vending time and types of food that may be sold will be set forth in individual concession agreements.</p> <p>4.4.2.2 Food vending concessions will be limited to snack items that can be sold from a portable cart or stall (the design of the cart or stall is to be approved by the Pioneer Square Preservation Board) and do not create significant amounts of refuse (wrappers, paper</p>			

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<p>vending operations will require the operator to provide sufficient refuse containers and to be responsible for litter associated with that operation.</p>	<p>plates, peels, etc.).</p> <p>4.4.2.3 Food concession activities should not duplicate services provided in establishments within 200' of the Park and Mall.</p> <p>4.4.2.4 No more than three food concession will be allowed in the Park and Mall at any one time</p>			
<p>5.0 DEFINITIONS – See reference 3.1.</p>	<p>5.0 DEFINITIONS - See reference 3.1.</p>	<p>5.0 DEFINITIONS - See reference 3.1.</p>	<p>5.0 DEFINITIONS - See reference 3.1</p>	<p>5.0 DEFINITIONS See reference 3.1</p>
<p>6.0 RESPONSIBILITY</p> <p>6.1 The Citywide Events Office is responsible for scheduling reservations for all special events at city center parks.</p> <p>6.2 The Citywide Events Office is responsible for maintaining a publicly accessible website listing all events permitted by the Special Events Committee.</p> <p>6.3 The Citywide Events Office, in collaboration with the Center City Parks unit, is responsible for reviewing applications for Use Permits and ensuring that event organizers are aware of all appropriate permit requirements.</p> <p>6.4 The Center City Parks unit is responsible for reviewing proposed concession contracts for vending within the parks listed in 1.2 above.</p> <p>6.5 Special events that exceed the capacity of a park either by land area or estimated participants must be reviewed by the Seattle Special Events Committee.</p>	<p>6.0 RESPONSIBILITY</p> <p>6.1 The supervisor of the Dept.'s Recreation Information Office is responsible for scheduling reservations and issuing permits for all special events at the Park and within 200' of the Park, including Occidental Mall.</p> <p>6.2 The Department's Permit Coordinator is responsible for securing the review of applications for Use Permits for special events from the appropriate Pioneer Square organizations, and for coordinating the acquisition of other appropriate permits.</p> <p>6.3 The Dept's Concession Coordinator is responsible for obtaining the review of proposed concession contracts from the appropriate pioneer Square organizations.</p> <p>6.4 The Pioneer Square Assoc. and the Pioneer Square Property Owners Assoc. are responsible through committee for reviewing and advising the Superintendent regarding permit requests and concession contracts involving</p>	<p>6.0 RESPONSIBILITY - See reference 3.1.</p>	<p>6.0 RESPONSIBILITY - See reference 3.1</p>	<p>6.0 RESPONSIBILITY See reference 3.1</p>

PROPOSED Supplemental Use Management Guidelines for DOWNTOWN PARKS	Current Supplemental Use Guidelines for Occidental Square Park and Mall	Current Supplemental Use Management Guidelines for Freeway Park	Current Supplemental Use Management Guidelines for Market Park (now called Victor Steinbrueck Park)	Current Supplemental Use Management Guidelines for Waterfront Park
	<p>vending and regarding other pertinent issues concerning development and use of the Park and Mall.</p> <p>6.5 The Street Use Division of the Engineering Department is responsible for authorizing permits for events or vending in the Mall beyond the 200' limit after coordination with the Department and the Pioneer Square organizations.</p> <p>6.6 The Board of Public Works is responsible for reviewing permit denials of events or vending on the Mall beyond the 200' limit at the request of applicants.</p> <p>6.7 The Pioneer Square Preservation Board is responsible for reviewing and advising the Superintendent regarding the appropriateness of displays or carts used for food vending and events, the appropriateness of proposed uses, and concerning all issues pertaining to development and use of the Park and Mall.</p>			

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<p>7.0 PROCEDURES</p> <p>7.1 Violation of Special Event Permit, Use Permit, or Contract Conditions</p> <p>7.1.1 When the conditions of a special event permit, use permit, or contract are violated, the permit may be revoked and any remaining dates scheduled under that event permit cancelled.</p>	<p>7.0 PROCEDURES</p> <p>7.1 Special Events</p> <p>7.1.1 The Permit Coordinator will submit a copy of permit applications and the Concession Coordinator will submit a copy of proposed concessionaire contracts to the Pioneer Square Preservation Board for review and recommendation by a committee composed of representatives from the Pioneer Square Association and the Pioneer Square Property Owners Association. (The Board will schedule a meeting for the above organizations to review the request.)</p> <p>7.1.2 The recommendation of the above agencies will be sent to the Superintendent for action.</p> <p>7.1.3 After approval by the Superintendent the Permit Coordinator (or the Concession Coordinator) will coordinate all applicable permits (including street use permit from the Engineering Department if event will use the Mall).</p> <p>7.2 Requests to reserve the Park or Mall which do not come under the definition of special event will be scheduled in accordance with the Department's normal procedures for such events, i.e., through the Department's Recreation Information Office. (See also paragraph 7.1.1 in reference 3.1.)</p>	<p>7.0 PROCEDURES - See reference 3.1.</p>	<p>7.0 PROCEDURE - See also reference 3.1</p> <p>7.1 Affected organizations will be notified of scheduled special events if a contact is provided to the Recreation Information Office.</p>	<p>7.0 PROCEDURE See also reference 3.1</p> <p>7.1 The Recreation Information Office will advise the Aquarium of scheduled special events at least 10 days in advance of their occurrence to avoid potential conflicts with activities conducted by the Aquarium.</p> <p>7.2 Other affected organizations will be notified of scheduled special events if it is determined by the Department that an event would significantly impact a particular organization.</p>

Verbal Briefing/Board Discussion

Commissioner asked several questions and thanked Ms. Schoenberg for the briefing. The Board will hold a public hearing on this topic at the February 10 meeting and make a recommendation to the Superintendent at the February 24 meeting.

Old/New Business:

To hear the Board's discussion of Old/New Business, see <http://www.seattlechannel.org/videos/video.asp?ID=4761> and move cursor to position 37.0.

Central Waterfront Committee Votes: Commissioner Kostka represents the Park Board on the Central Waterfront Committee. Recently, the Committee determined that three of its members, who also hold seats on City Boards and Commissions, may not serve on a sub-committee and be entitled to vote. The explanation for this is, for example, Commissioner Kostka would be helping develop a park design, which would then be brought to the Park Board for discussion and approval. Commissioner Kostka and other commissioners vote on other committees/Boards they serve on as representatives of the Park Board. Commissioner Kincaid suggested that Commissioner Kostka could recuse herself when a vote comes before the Park Board. Acting Deputy Superintendent Williams has met with Marshall Foster, who is Central Waterfront Committee chair. Seattle Parks Department has an administrative role on the project and isn't the lead. He will look further into the voting determination and report back to the Board.

Atlantic City Nursery Request for Proposals: Commissioner Keith is the Board's representative on the RFP oversight committee and asked Parks staff to send her the committee's meeting schedule. The RFP will select a non-profit partner to manage the site. The RFP will be advertised in February.

Status of Seattle Parks' Emergency Fund: Commissioner Holme asked for a brief status report on this fund and requested the Department report on the fund balance, from time to time. During recent budget cuts, City Council used a portion of the funds for other purposes. Acting Superintendent Williams expects the fund to be back at its standard \$1 million balance in the near future.

Three wind/rain/snowstorms in the past several months have required 2,100 hours of cleanup and were paid for from the Emergency Fund. Three main sites were affected: Burke-Gilman Trail, Lake Washington Boulevard, and the Montlake area.

Seafair Repayment Update: Commissioner Holme also asked for a status report whether Seafair is repaying its debt to Seattle Parks for use of Seattle's parks. Acting Superintendent Williams stated that Seafair has paid \$40,000 of the \$68,000 owed for its 2009 permits. However, it still owes \$81,000 overall to the City of Seattle.

Park Board Vacancy: Philip Roewe of Councilmember Bagshaw's office reported the City Council position on the Park Board, currently vacant, is expected to be nominated and confirmed by February 17, with the new member joining the Park Board in early March.

There being no other new business, the meeting adjourned at 9:30 p.m.

APPROVED: _____

Terry Holme, Chair
Board of Park Commissioners

DATE _____