## **Seattle Department of Parks and Recreation**

Seattle Board of Park Commissioners Meeting Minutes November 8, 2012

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

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

### **Board of Park Commissioners**

Present:

Antoinette Angulo
John Barber
Megan Heahlke
Jourdan Keith, Vice-chair
Diana Kincaid, Chair
Brice Maryman
Caitlin McKee
Yazmin Mehdi
Barbara Wright

#### Seattle Parks and Recreation Staff

Eric Friedli, Acting Deputy Superintendent Sandy Brooks, Park Board Coordinator

This meeting was held at Seattle Park Headquarters, 100 Dexter Avenue North. Chair Diana Kincaid called the meeting to order at 6:30 pm, welcomed members of the audience, and asked commissioners and Parks staff to introduce themselves. Commissioner Barber moved approval of the consent items including the meeting agenda, acknowledgment of correspondence received by the Board, and the minutes from the October 25 meeting as corrected. Commissioner Maryman seconded. The vote was taken and was unanimous in favor. Motion carried.

To hear and view the full meeting, see <a href="http://www.seattlechannel.org/videos/video.asp?ID=5591264">http://www.seattlechannel.org/videos/video.asp?ID=5591264</a>.

# Superintendent's Report

Acting Superintendent Williams was ill and sent apologies for missing tonight's meeting. Deputy Superintendent Friedli reported on the following:

Jacobsen Road Tree Removals: Parks staff are working to contract out removal of hazardous alder trees along SW Jacobsen Road, which runs through Me-Kwa-Mooks natural area. There are 22 trees slated for removal; all have either dead tops, advanced decay, severe leans, and/or compromised structure. This is a safety measure to protect frequent pedestrian and vehicle traffic that would be endangered by falling limbs and/or trees. A park neighbor voiced concerns about migratory bird nesting, and staff delayed the project until well after nesting season. Several neighbors expressed concerns about the trees due to falling branches or failing trees and are pleased with the removals. The tree crew has done clearance and hazard mitigation pruning within the past year, but based on their aerial inspections, reported the trees had defects that pruning could not mitigate. Given the species and conditions of the trees and site conditions, removing these trees is a necessary action to protect people and property. Parks staff invited three tree companies, which have blanket contracts with the City, to bid on the work, which should take place by the first week of December at the latest.

<u>Hutchinson Community Center RFP and Outreach Strategies:</u> Seattle Parks will run a Request for Proposal (RFP) process to activate and program the Hutchinson Community Center, which has been sitting idle for three years. While there has been recent interest from a non-profit organization to provide programs to the community, Park staff believe the best business practice approach is to issue a RFP and propose a long-term lease legislated to the successful proposer. This process provides equal opportunity to a broad spectrum of interested organizations.

In addition to placing an article in the Daily Journal of Commerce and multiple ethnic media, Parks staff members are working with the RSJI Change team to identify potential interested WMBE parties that include WMBEs. An extensive list of potential stakeholders and interested community members have been identified. The process will include community representation in the RFP evaluation panel and a couple of community meetings.

Queen Anne Bowl Playfield: Seattle Parks will bring legislation before City Council authorizing an exchange of property at Queen Anne Bowl Playfield that would enable Parks to continue to provide parking for that facility. Since 1977 Parks has had an agreement with Seattle Pacific University (SPU) for the use of a parking lot on 3<sup>rd</sup> Ave West for the users of Queen Anne Bowl, the only available off-street parking for this heavily used soccer, lacrosse, and running track facility. However, SPU recently sold the parking lot and another piece of property adjacent to and north of Queen Anne Bowl to Aegis Senior Communities, LLC. Aegis is interested in acquiring a 25 foot strip of land from Parks in order to use it to meet certain requirements of the City's Land Use Code enabling them to build an additional 10-12 senior housing units on their site. This strip of land was formerly used as part of a field event area for Queen Anne Bowl, specifically pole vault, but is no longer used nor maintained for that purpose. Aegis would not build on the buffer strip to be acquired from Parks. In exchange for Park's 25 foot buffer, Aegis would trade a portion of the parking lot acquired from SPU. This exchange of property will ensure some permanent off-street parking for the Queen Anne Bowl users while other options are explored. Parks would prefer to acquire all of the parking from Aegis, however there is no funding available for such an acquisition at this time.

Parks is recommending an exchange of the Queen Anne Bowl buffer strip for 2 platted lots of the Aegis parking lot to accommodate approximately 10 parking stalls. (Aegis has offered to make the remainder of the parking lot – approximately 24 spaces – available to Queen Anne Bowl users while the City identifies funding to purchase the remainder.)

<u>Falling Leaves</u>: The seasonal leaf removal quest is underway throughout the park system. Crew projects have occurred at most of the higher profile parks to efficiently address the heavy leaf fall. Leaves are being mulched or removed depending on the health of the turf and amount of leaves.

<u>Jefferson Park Golf Capital Improvements</u>: The Planning, Land Use, and Sustainability Committee unanimously approved this project on October 26. A full Council vote is expected on Tuesday, November 13.

<u>Jefferson Park Beacon Mountain</u>: This project constructed a spray park and ecologically-oriented playscape in Jefferson Park, and was funded by 2008 Parks and Green Spaces Levy. In partnership with Seattle City Light, Parks combined this project with construction of picnic shelters that have solar panels as rooftops. Construction is substantially complete; but, the park will be closed from December–February to perform follow-up construction including additional retaining walls along the hillside.

<u>Magnolia Manor OLA</u>: Seattle Conservation Corps is almost complete with construction of the Magnolia Manor OLA. All drainage, aggregate and wood chips are in place, and the fence just went up. The site will be dedicated on November 18.

<u>Denny Awards</u>: The 2012 Denny Awards will be held on Thursday, November 29, at Langston Hughes Performing Arts Center. Everyone is invited. This year's winners are:

- Special Gardens Award: Mary Anne Parmeter, Kubota Garden Foundation
- Conservation and Environmental Stewardship Award: Lance Smith, Discovery Park Docent
- Community Stewardship Award: Craig Thompson, East Duwamish Greenbelt/Dr. Jose Rizal Park
- Corporate Citizen Award: Skanska, Magnuson Park Picnic Shelter
- Park Activation Award: Othello Park Alliance, Othello Park
- Making A Difference Award: Gray Newlin, LGBTQ Youth Organizer
- Superintendent's Award: Tom Douglas Restaurants, Salmon-Chanted Evenings

Octopus Issue at Alki Park: There was a recent public outcry when a scuba diver killed an octopus at Alki Beach in front of onlookers. Parks staff contacted authorities and determined it is legal to harvest octopus from Puget Sound. Staff are now evaluating this policy with the Fish and Wildlife authorities to determine if there is a way to protect the octopus, and will report back to the Park Board with the findings.

<u>Thornton Creek Elementary</u>: Seattle School District will have levies before voters in early 2013. If those pass, Thornton Creek Elementary School will be expanded, with one of the current playfields used for the expansion. The school's neighbors have written Seattle Parks asking it to purchase the property as open space. Parks has determined it cannot buy the property; however, it will continue working with the School District on a solution.

Commissioners asked several questions about the reports.

## 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 Old/New Business. One person testified.

<u>Donna Hartmann-Miller</u>: Ms. Hartmann-Miller referred to the Board's guiding principles. These are lofty goals and she hopes Commissioners will add language on current park users, as well as the community's needs. Commissioners agreed to discuss this at a future meeting.

# Park Board Business

## <u>Discussion & Recommendation: Park Board Guiding Principles</u>

Susan Golub, Seattle Parks Strategic Advisor, presented a briefing on the Park Board's Guiding Principles, which the Board has been working to develop over the course of several meetings. Commissioners received a draft copy of the latest version prior to this meeting. Following discussion and revisions, Commissioner Mehdi moved that the Board adopt the Guiding Principles, as revised at this meeting. Commissioner Maryman seconded. The vote was taken and unanimous in favor.

### Adopted Version

Seattle's world-class parks, recreation and green space system is essential civic infrastructure, contributing to the physiological, ecological, social and aesthetic quality of our city. Recent research confirms that Seattle's parks, recreation and green spaces are vital to our community's public health, economic competitiveness, sense of community, environmental stewardship and social cohesion.

To continue these indispensable services into the next century, Seattle's Board of Park Commissioners should steward a long-term, comprehensive parks, recreation and open space vision for our city. Transcending Seattle Parks Department-owned and managed properties, this long-range plan will need to be implemented through strong, strategic partnerships throughout the community, including other public agencies, non-profits, the private sector and volunteers.

The Board of Park Commissioners is an advisory body that provides a citywide, long-term perspective, grounded in the Board's guiding principles below:

## **Actively Participate in Core Functions**

- Guide, oversee and steward a long-term parks, recreation and open space vision for the City.
- Actively seek out and engage the public regarding the management of the parks, recreation and open space system.
- Understand how the parks, recreation and open space system links to other critical city initiatives and goals.
- Work collaboratively with appropriate City agencies and entities to create and maintain a world-class parks, recreation and open space system.
- Seek and share information and ideas from national and international park, recreation and open space leaders to bring emerging best practices and innovations to Seattle's parks, recreation and open space system.
- Educate the public, elected officials and other entities on the multiplicity of benefits that are afforded by Seattle's parks, recreation and open space system, and the opportunities and threats to this system that require widespread support.
- Advocate for the parks, recreation and open space system.
- Protect park and open space assets for long-term, public parks, recreation and open space uses.
- Share the Parks and Recreation Department mission, vision and values.

### **Develop Creative Funding and Programming Partnerships**

- Strengthen existing partnerships with the Associated Recreation Council, the Seattle Parks Foundation, the Green Seattle Partnership and others.
- Advocate for stable system-wide City funding, augmented by creative funding partnerships.
- Seek partnerships with other agencies, non-profits and citizens groups that create, manage and maintain green infrastructure spaces throughout the city, or that provide access to our existing parks and recreation assets.
- Help foster creative and constructive working relationships with parks volunteers.

#### **Conduct Business in Professional Manner**

- Conduct Park Board business in an open and transparent manner.
- Undergo training and orientation of the City's Race and Social Justice Initiative framework and apply its
  principles and tools in every policy, procedure and budget consideration to the park, recreation and
  open space system.
- Respect differing viewpoints and conduct discussion in a respectful manner.
- Offer well reasoned and fully considered recommendations to the Mayor and Council that are rooted in the long-term vision for Seattle's parks, recreation and open space system.

### Discussion & Recommendation: Park Board Operating Procedures

In early 2012, City Council ratified Ordinance 123803, "authorizing a Get Engaged young adult position to the Board of Park Commissioners; changing the membership composition and terms of Park Commissioners; and amending Section 3.26.010 of the Seattle Municipal Code." Previously, the Board was required to hold two public meetings each month. The Ordinance also changed that requirement to one public meeting. The Board's Coordinator, Sandy Brooks, revised the Operating Procedures to reflect these changes. Following a brief discussion, Commissioner Wright moved to adopt the revised operating procedures. Commissioner Mehdi seconded. The vote was taken and the motion passed unanimously.

#### Adopted Version

#### I. Definitions

- A. The Board of Park Commissioners, herein referred to as the "Board", is established under City of Seattle Charter, Article XI, Section 2, and Ordinance 96453 of February 19, 1968 (Seattle Municipal Code, Chapter 3.26) and as amended by Ordinance 122332 of January 18, 2007, Ordinance 117377 of December 19, 2011, and Ordinance 117404 of February 21, 2012.
- B. Seattle Parks and Recreation shall herein be referred to as the "Parks".

#### II. Membership

- A. The Board consists of nine members. Eight members are appointed for three-year staggered terms, which run from April 1to March 31; the ninth member, the Get Engaged position, is appointed for a one-year term from September 1 to August 31. The Mayoral and City Council appointments may serve two three-year terms; the Get Engaged position may serve two one-year terms and then apply for one of the regular three-year terms.
- B. Appointments are made in the following manner:
  - 1. Four positions are nominated by the Mayor and confirmed by the City Council (positions 1, 3, 5 and 7);
  - 2. Four positions are appointed by the City Council (positions 2, 4, 6 and 8); and
  - 3. The ninth position is appointed through the Get Engaged program for a one year, renewable term.
- C. If a position is vacated with more than 18 months remaining in the term, the person appointed to fill the position will complete the term, based on the original end date of the term. This will be considered their first term.
- D. If a position is vacated with less than 18 months remaining in the term, the person filling the position will complete the term, based on the original end date of the term. This will not be considered a first term. Vacated positions will be filled by the appointing authority specified above.
- E. The Board elects the Chair and Vice-chair annually, with the term of office beginning April 1 and ending March 31.
  - 1. Nominations are solicited by staff, with staff contacting all Board members to determine their interest in serving as Chair or Vice-chair. Staff bring forward the names to the Board for a vote, preferably at the March meeting. Voting will be by paper ballot, distributed and collected by staff.
  - 2. The terms for each officer are one year, with the possibility of re-election.
  - 3. If at the conclusion of their second one-year term, either the Chair or Vice-chair desire to run for the same position that they hold, they must take one year off.

#### III. Meetings

- A. The Board shall generally meet once a month. Meetings may be cancelled due to inclement weather and other just causes.
- B. All Board meetings, formal or informal, involving a quorum or more, will be open to the public and subject to review by the whole Board, in accordance with the Washington State Open Public Meeting Act (RCW42.30).
- C. Civil discourse is expected from all at Board meetings and the Chair has the authority to recess or adjourn a meeting should conditions occur which prohibit reasonable discussions.

#### IV. Attendance

- A. If a member is unable to attend a scheduled Board meeting, he or she should advise the Coordinator at least one full day ahead.
- B. Members who miss three or more regular meetings in a row without good cause should consider resigning from the Board, and the Chair should discuss with them their ability to meet Board commitments.

#### V. Responsibilities

- A. The Board shall act in an advisory capacity to the Mayor, City Council, Department of Parks and Recreation, and other City departments in respect to park and recreation matters and shall have the following specific responsibilities as defined in Section 3.26.030 of the Seattle Municipal Code (SMC):
  - To consult with and make recommendations to the Superintendent of Parks and Recreation and other City departments and officials with regard to the development and amendment from time to time of the City's parks and

recreation comprehensive plan and capital improvement program;

- 2. To consult with and make recommendations to the Superintendent of Parks and Recreation regarding policies for the planning, development and implementation of policy concerning the City's recreation program;
- 3. To consult and make recommendations to the Superintendent regarding policies for the planning, development and use of all of the City's park and recreation facilities;
- 4. To consult with the Superintendent on matters pertaining to the proposed annual budget of Parks during the period of its preparation and from time to time thereafter;
- 5. To hold public meetings from time to time in various parts of the City for the purpose of reviewing park and recreation programs and objectives with citizen groups and the community at large. A major objective of the Board shall be to develop public interest in the activities of the Park and Recreation Department and to solicit, to the fullest extent, participation of community groups, the general public, and public and private agencies;
- 6. To meet from time to time with local, regional and national park and recreation agencies and, when possible, attend park and recreation meetings and seminars in order to keep informed of new trends in policy, programs and park facilities' development.
- B. In accordance with SMC 3.26.030 and their stated willingness to serve the public, Board members will be as active as able in recreation and park matters with other groups. The Superintendent, Mayor and/or City Council may appoint Board members to groups such as citizen advisory councils, liaison committees, foundations, and special committees or task forces.
- C. By self-nomination or by nomination from the floor, both subject to Board confirmation, a Board member will be a member of the Park Naming Committee and other committees as required by ordinance.

## VI. Operations

- A. The Board shall adopt rules and administrative procedures consistent with the City Charter and applicable ordinances.
- B. The Board, and any standing or special committees it creates, shall be organized and operated under the <u>Roberts Rules of Order Newly Revised</u>. The Chair will appoint members of any standing or special committee subject to confirmation by the Board.
- C. A quorum shall be as follows:
  - 1. A quorum of the 9-member Board shall be 5 or more members provided, however, that in the event of Board vacancies the quorum shall be altered.
  - 2. If there are one or two vacant seats (7-8 members) the guorum shall be four or more members; and
  - 3. If there are three or four vacant seats (5-6 members) the guorum shall be three or more members.
- D. The Board shall review and be as cognizant as possible of previous policies and resolutions and actions of the Board and the Department. Such procedural choices as are allowed under Roberts Rules shall be determined by a quorum of the Board.
- E. Per the SMC Section 3.26.040, the Superintendent will provide administrative support staff and services. Regular and special meetings and public hearings will be recorded and such recordings will be available to Board members and to other persons. The Superintendent will attend all scheduled Board meetings or be sure a representative of the Department is there. The Superintendent will ensure that minutes are taken at the meetings either directly or from the recordings and transcribed and distributed to all Board members

- within 3-7 days before the following meeting. Recordings are to be retained for one year from date of a meeting, unless otherwise directed by the Board.
- F. At least seven days prior to scheduled Board meetings, the Executive Committee will set the agenda with the Superintendent. If a Board member has or knows of an item for the agenda, the Chair should be notified as soon as possible. The Superintendent will send out to each Board member the latest agenda for the subject meeting. Reports, recommendations, and supplementary information will be sent out in advance with the agenda whenever possible, otherwise they will be provided prior to the start of the meeting. It is preferred that written details accompany all presentations.
- G. A copy of the Board minutes and resolutions shall be kept by the Superintendent at the Department headquarters for ten years, posted to the Department's web page, and the signed copy sent to the City Archivist for permanent retention.
- H. Depending on the complexity of the issue and whether matters of public safety are involved, Board officers and staff will determine the number of meetings devoted to each agenda item. The Board's review will include a staff briefing and may include a public hearing and Board recommendation.
- I. The Board Chair generally does not vote on matters that come before the Board. The Chair may vote in the affirmative to cause a motion to prevail. If there is one more in the affirmative than in the negative, the chair can create a tie by voting in the negative to cause the motion to fail. Similarly, if a two-thirds vote is required, he or she may vote either to cause, or to block attainment of the necessary two thirds.

#### VII. Ethics

- A. Members of the Board shall comply with Seattle's Code of Ethics (SMC Section 4.16.070). A member of the Board experiencing a conflict of interest shall abstain from voting on the matter and keep out of any deliberation on the matter. The member shall not discuss the matter in question privately with any other members. The reason for abstaining from voting, for good and sufficient reason, shall be announced to the Board for the record.
- B. Whenever a vote is taken on a matter after a public hearing has been held, no member shall be entitled to vote on the issue unless the member has heard all of the oral testimony and read all of the written testimony. Provided, however, that a member not present at a hearing at which oral testimony was presented may listen to or watch the official recording of the hearing and, after so advising the presiding officer, may participate in the vote.
- C. Subject to limitations that may be requested by the head of the office involved, Board members will consider that they have free access to the Mayor and his/her staff, the City Council, the Superintendent and his/her staff, other government offices, the news media, and the public. However, when Board members are acting in their capacity as such, either directly or indirectly, they will endeavor to keep the whole Board advised of the matters of discussion.

## **VIII. Public Testimony**

- A. Persons speaking before the Board will sign in on the public testimony sheets and identify themselves for the record as to name, address, and organization, if appropriate. This information becomes a part of the public record.
- B. The Board shall hear from the public at the regularly scheduled Thursday meeting during the Oral Requests and Communication from the Audience on items that have not had or are not scheduled for a public hearing. Individuals will be allowed two minutes to speak. A maximum of 10 minutes testimony will be heard at the beginning of the meeting; additional non-public hearing testimony will be heard after regular agenda items have concluded and just before "Park Board Business".
- C. The following rules shall be observed during a Public Hearing:

- 1. An initial presentation of background information from Department staff or Park Board staff may be allowed 20 minutes unless otherwise authorized by the Chair of the meeting. This briefing is to be followed by a public hearing and the Board's discussion and recommendation to the Superintendent.
- 2. During the public hearing, individuals will be allowed up to two minutes each to speak.
- 3. Speakers shall be advised that testimony is being recorded.

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Adopted June 5, 1981

Revision: Quorum, Page 2 September 16, 1982

Revised: Page 2, 2<sup>nd</sup> paragraph addition 1984

Revised: Per Law Department February 17, 1989
Revised: Public Testimony July 20, 1989
Revised: Revised and adopted May 14, 2009
Revised: Revised and adopted November 8, 2012

### Discussion & Recommendation: Park Board Internal Committees

Commissioners Kincaid, Maryman, and Wright volunteered to develop a list of internal Park Board committees to focus on aspects of the Board's work plan. Commissioner Keith moved to limit the number of Park Board members on each committee to three. Motion died for lack of second.

Commissioner Maryman moved to adopt the list of the committees as presented, (exclusive of the number of commissioners who may serve on a committee.) Commissioner Heahlke seconded. The vote was taken and motion was unanimously approved.

Following additional discussion, Commissioner Wright moved approval of the Internal Committees, as revised at this meeting. Commissioner Mehdi seconded. The vote was taken with eight votes in favor and one opposed (Commissioner Keith.) Motion carried.

### **Adopted Version**

# Committee and Work Group Recommendations Adopted November 8, 2012

Purpose: The committees will offer opportunities for small groups of Park Board members to meet and discuss draft ideas to be considered by the Full Board. Each committee is responsible for developing a work plan and timeline to be approved by the Full Board. Each committee will select a chair to call, organize and conduct meetings. The committees can be short-term or long-term in their existence.

Roles and Responsibilities: Assigned conveners will call the first meeting and at the first meeting the committee will select a chair. Committee chairs are responsible to call meetings, set agendas, facilitate meetings and report back to the Full Board. Each committee will (1) define their work assignment, (2) develop a work plan, and (3) recommend additional committee members if appropriate to be approved by the Full Board.

The following are committees for 2012-2013 to be used to move forward the work of the Board:

Committee	Draft Work assignment to be refined	Members
	Work assignment	
Executive Committee	Full Board agenda development;	Diana, Chair
	strategizing draft Board work plan,	Jourdan, Vice-Chair
	recommend committee assignments for	Barbara
	ratification by the Full Board	Brice
Funding Work Group	Review pros and cons of funding options	Yazmin, convener
	and recommend Full Board action	John
		Brice
		Diana
Strategic Planning	Help establish Board role in	Megan, convener
Committee	development of the Park Legacy Plan	John
	and recommend how the Board can	Caitlin
	actively be involved in the final plan	Barbara
Partnerships Committee	Review best practices to develop	Diana, convener
	guidelines and criteria for quality Park	Jourdan
	Board partnerships.	Barbara
		Brice
Community	Develop draft communication plan;	Delay until early 2013
Engagement/Public	recommend engagement and public	
Education/Communications	education strategies for specific issues	
Committee	that emerge, in partnership with other	
	interdepartmental efforts, when relevant	

# Briefing: Expansion of Coal Terminals and Trains in the Puget Sound

At the Park Board's October 25 meeting, Commissioners voiced concerns with the proposal to expand coal terminals and trains in the Puget Sound area. Railroad tracks that would carry the increased amounts of coal run directly through several of Seattle's waterfront parks, including Carkeek, Golden Gardens, Myrtle Edwards, and others. Commissioners expressed concerns that park visitors, as well as the environment, would be negatively impacted by increased coal dust.

Alison Gorp, Mayor McGinn's office, and Craig Kenworthy of Puget Sound Clean Air Agency briefed the Park Board on health/air quality issues and traffic impacts from the proposed expansion of coal terminals and trains in Puget Sound. They distributed several handouts to the Board, which focused on traffic impacts. Commissioners asked many questions on the health and environmental impacts. To listen to the discussion, see <a href="http://www.seattlechannel.org/videos/video.asp?ID=5591264">http://www.seattlechannel.org/videos/video.asp?ID=5591264</a> and move cursor to position 88.

The deadline for submitting comments to the Army Corp of Engineers is mid-January 2013. A public hearing is scheduled on December 13, 4-7:00 pm, at the Washington State Convention Center. The public hearing was moved from its original site at North Seattle Community College, as a very large crowd is expected to attend the hearing.

Commissioners Maryman and Mehdi volunteered to draft a letter to the Army Corp of Engineers expressing the Board's concerns. The letter will be brought to the December 13 meeting for review.

## **Old/New Business**

<u>Event Attendance Tracking System</u>: Parks staff send Commissioner a number of flyers/invites about Park Department events. She asked that a system be developed where all Commissioners are notified who is representing the Board at which events.

<u>Park Board Minutes</u>: Commissioner Mehdi suggested the written minutes be condensed, as all the meetings are taped by Seattle Channel and available for the Commissioners and public to watch online. This will save Parks staff time, as well as the Commissioners' review time. The Executive Committee will discuss this suggestion.

<u>2013 Work Plan</u>: Following adoption of the Park Board's internal committees, the committees will soon convene, with a goal of preparing a draft 2013 Work Plan for consideration at the Board's December 13 meeting.

<u>Central Waterfront Committee</u>: Commissioner Barber has heard concerns that the new waterfront corridor will have negative impacts on Victor Steinbrueck Park. Acting Deputy Superintendent Friedli responded that it is too early to know whether Victor Steinbrueck will be included as part of the corridor. However, he will pass Commissioner Barber's concerns on to Park staff Michael Shiosaki and David Graves, who represent Parks on the Central Waterfront Committee. Commissioner Kincaid represents the Park Board on the Central Waterfront Committee and was pleased that 77% of Seattle's voters approved funding to replace the crumbling seawall.

There being n	o other business, the meeting adjo	urned at 8:57 pm.	
APPROVED: _		DATE	
	Diana Kincaid, Chair		