



# Minutes

Board of Park Commissioners

100 Dexter Avenue North, Seattle 98109

Thursday, December 12, 2019

6:30 p.m. to 7:45 p.m.

## Commissioners:

Andréa Akita, Vice Chair

Dennis Cook

Marlon Herrera

William Lowe, Chair

Eliza Ramsey

Tom Byers

Jessica Farmer

Evan Hundley

Kelly McCaffrey

## Welcome and Introductions

Commissioner Byers calls the meeting to order at 6:30pm. The November minutes will be voted on at the next meeting. Commissioner Byers asks for approval of the Agenda. Rachel asks to move the election to another meeting since there is no quorum. Commissioner Farmer moves, Commissioner Herrera seconds and the Agenda is approved as amended.

## Public Comment

David Folweiler – He is following up on his public testimony at the November meeting regarding the 24<sup>th</sup> Ave NW street end. It is controlled by Seattle Public Utilities. He would like the property turned over for public use. The plan is to retain the Yankee Diner property, but the community would like SPR to acquire it for open space.

Superintendent Aguirre responds – 24<sup>th</sup> Avenue; Superintendent Aguirre reached out to Mami Hara, the SPU General Manager. Superintendent Aguirre will have the Planning and Development Division staff review it. This is not SPR property, but the department will at least stay involved in the planning.

## Superintendent's Update

Jesús Aguirre, Superintendent, Seattle Parks and Recreation

Golf course – The Inter-departmental team kicked off their planning effort. The team will be co-chaired by SPR and Office of Planning and Community Development (OPCD). The City agencies will meet to consider all options and bring a recommendation to the public. Their meetings will start early next year.

City Council action – The City Council held a meeting on Monday – SPR entered a Memorandum of Understanding with the Aquarium for their expansion. The Council approved legislation allowing SPR to acquire property next to Terry Pettus Park on Lake Union. They also approved Andrea's

Web site: <http://www.seattle.gov/parks/parkboard/>

reappointment to the Park Board and two new PDOC members Deepa Sivarajan (Immigrant and Refugee Commission rep) and Shelani Vanniasinkam (Seattle LGBTQ Commission rep).

City-wide pool maintenance – Helene Madison is open, and Medgar Evers will open next week.

Upcoming events:

- Teen late night 30<sup>th</sup> anniversary Celebration– It will take place on Friday, December 13 at Rainier Community Center.
- Pathway of Lights on Saturday at Green Lake – It is a busy event so use public transit! The Board wonder if it could be replicated at Seward Park.

The new Councilmember from District 4, Alex Pedersen, was sworn in at Magnuson Park. Daniel Strauss, City Council District 6, will be sworn in on December 22 at Marvin Gardens.

Budget Follow-up:

#### **Recreation**

- **Free Showers:** Redirects \$244,000 in King County Levy funding from the Comfort Station Renovations CIP projects and adds it to Recreation to add a free shower program and Meadowbrook Community Centers (1,560 hours) and to expand the existing free shower program at Miller Community Center (+624 hours).
- **Water Bottle Stations:** The one-time proposal adds \$300,000 to SPR's budget to install water bottle filling stations at all community centers.
- **Scholarship Fund Swap:** Reduces \$500,000 of General Fund in Scholarships (Childcare) and backfills it with \$500,000 of King County Levy funding taken from the Play Area Renovations CIP project.
- **Youth Programming:** Adds \$150,000 of General Fund (one-time) for American Indian and Alaska Native youth development through sports.

#### **Planning and Development/Recreation**

- **Licton Springs Community Center:** Appropriates \$150,000 of fund balance to fund a feasibility study for an Aurora-Licton Springs Community Center.

#### **Parks and Environment**

- **Emergency HUBS:** Adds \$35,000 in funding to Dept. of Neighborhoods to place 15 Emergency HUBs in parks.

#### **Finance/Parks and Environment/Natural Resources**

- **Statement of Legislative Intent on Green Seattle Partnership Program:** Requests a progress report on the Green Seattle Partnership Program by June 2020. The intent is to

evaluate forest restoration progress against the 2025 goal to restore 2,500 acres as well as the type and level of maintenance needed to achieve this goal.

## **2019 Seattle Parks and Recreation Accomplishments**

### Healthy people:

- Renovated 6 play areas;
- 186,000 people visited summer beaches;
- Amazon granted SPR \$225,000 for summer youth engagement;
- Expanded access to roller derby in SPR facilities
- Analyzing community center operating model with consultant.
- Specialty gardens had record visitors

### Healthy environment:

- 8 parcels of property bought;
- 7.8 acres of public lands; GSP donated 62,000 hours of volunteer time and planted 72,000 plants in 102 acres;
- Banned glyphosate in Seattle;
- SPR staff spent 320,000 labor hours in parks;
- Encampment team provided 18, 346 labor hours cleaning encampments citywide; completing over 216 clean-up on park sites and disposed of over 1,237 tons of garbage.

### Strong Communities:

- Snowpocalypse - During the February 2019 snowstorm, SPR maintenance staff provided 6,151 hours of support to SDOT in snow and ice control, including removing snow from roads, sidewalks, and community centers, as well as hauling over 1,000,000 pounds of salt. SPR also opened two emergency shelters, one at Bitter Lake Community Center and one at Garfield Community Center, serving upwards of 50 residents each night for over two weeks.
- Joint Athletic Field Development Plan and Joint Use Agreement with the Seattle School District are completed

### Organizational Excellence:

- Strategic plan is almost done!
- Appreciates and congratulates SPR staff for all the work they do.

## **Discussion and Possible Vote - Multi-use trail Pilot Project**

Presented by Todd Burley, Strategic Advisor, Seattle Parks and Recreation

Todd says he is grateful for the Board's perspectives.

Todd reviews the basic elements of the pilot project. The briefing paper can be found [here](#).

Seattle Department of Transportation will align their policies with SPR once it is done.

Seattle Police Department will consider sending out patrols if they receive a lot of complaints to their non-emergency line.

Commissioner Byers asks the Board if they are ready to make a motion. Commissioner Herrera moves to recommend the adoption of the Multi-Use Trail Policy and the changes to the Bicycle Use Policy; Commissioner Cook seconds, the board votes unanimously to approve. The Motion is approved.

## **Presentation: Planning and Development Division Update**

Andy Sheffer, Planning and Development Division Director; Dan Enrico, Capital Projects Manager

Preserve and Enhance – Major maintenance first and enhance to add value and functionality to assets.

Opportunity for Development: Apply equity criteria to inform prioritization; using GIS. Condition assessments are a tool to promote equity – not listening to squeaky wheel but observing assets throughout their lifecycle.

Opportunity for Engagement: Meeting community where they are in conjunction with an existing event. SPR attended and participated in over 40 events. SPR staff work to maintain a presence in the community to continue established relationships and build trust and maintain transparency.

Opportunities for Partnerships: Friends of Jimi Hendrix Park are actively maintaining and activating the park through events.

Accessibility to open space – Completed the development of two land-banked sites this year but finished design for seven more for 2020 construction.

Accessibilities to facilities – Made Americans with Disabilities Act (ADA) improvements and removed barriers for accessing facilities at 10 sites.

Accessibility to play – Six play areas completed – increased accessibility for kids; supporting creative and different forms of play.

Sustainability = asset life cycle this helps with prioritizing projects and replacements; enter asset information into Asset Management Work Order (AMWO) system as soon as projects are completed to allow for informed and planned life cycle maintenance.

Incrementally increase scope to accommodate environmental changes and relevancy. Accessibility funds also added insulation; installed emergency generators; and, added functionality like painting pickleball lines on tennis courts that are being resurfaced.

Climate adaptation – SPR received \$1.5 million in grants from the Recreation and Conservation Office to remove a bulkhead and tennis court at Lowman Beach to graduate the land form for a natural beach setting to support shoreline habitat.

## **Project Highlights**

Alice Ball Park – Greenwood has a real civic presence with the library across the street

Smith Cove Park – Phase 1 – contains athletic fields and an off-leash area; hopefully, phase 2 will be funded in the next cycle of the Park District.

Fritz Hedges Waterway Park – formerly portage bay and the UW Police Station; this will provide waterfront access in the U-District. It is scheduled for completion in Q1 2020.

Mercer Properties Community Center – 30,000 sq. ft facility that will include a gym, childcare, and multipurpose rooms. The community center will be located on the 1<sup>st</sup> floor of the West tower;

Green lake Request for Quote is out. SPR is looking for feasibility and analysis of the site. The new community center will have a different foot print, so the current community center can continue to function.

Lake City Community Center RFQ will go out in the 1<sup>st</sup> quarter of 2020.

Pool projects – Six pools were renovated. It has been a long project because many of the problems were below deck.

South Park Community Project – the renovation will include a new play area, synthetic play fields; and, an off-leash area. SPR is in discussions with SDOT about a street end transfer of jurisdiction to make a larger off-leash area.

55 project completions in 2019.

Key Performance Indicators – analyzing schedule risk and cost risk by establishing parameters at planning, design and construction phases that describe where the project should be. What percentage of the budget should be spent at each stage of the process. The majority of the projects are on schedule and on budget, however, SPR needs to better prepare getting projects ready in the winter for summer construction.

## **2020: Continuous improvement**

Andy introduces Dan Enrico, Capital Projects Manager who will implement stage gates for CIP Projects. This will help establish a backbone for project planning. Dan reviews the stages of the project at which time, the team will pause, reflect on the status and ensure all pre-work is done before moving to the next stage.

- Stage Gate 1 is the starting of the planning; develop the charter; assign the planner and project manager; and, assign responsibilities;
- Stage Gate 2 is when the Project Manager updates the design program, proves buy-off to management on the schematic design; asks for funding and permission to start the design phase; the project manager develops the timeline for 30,60, 90 percent review;
- Stage Gate 3 – Project Manager seeks permission to advertise the project – At this point, the project manager must prove shops and stakeholders have buy-in; funding is complete;
- Stage Gate 4 – Bids come in; Finance and Administrative Services verifies bids and ensures the contractors can be bonded. At this time, SPR staff pause and make sure the project is ready to go; construction process is intact and in place;
- Stage Gate 5 is the closeout of the project after warranty period is verified; punch lists are done and facility is in use. Oliver, one of our Planners, suggested this would be the ideal time to get new facilities into the AMWO system.

2020 projects will begin the stage gate process and stage gating will be implemented on existing projects. These are considered best practices and Andy encourages SPR staff to get the Project Management Professional certification.

### **Board Comments/Questions**

Commissioner Herrera suggests using General Contractor/Construction Manager (GC/CM) for projects; Andy says it is an excellent option for contracting; especially for projects where shutdowns are going to have to happen due to location.

The Board appreciates SPR staff taking outreach to communities and attending events; Andy says it is way more fun to go to an event instead of a meeting for 3-hours.

What tools do you have for the project process? Project websites will be updated at each stage of stage gating. Currently, SPR does not have a formalized system for updating the project websites.

Commissioner Byers asks about the construction environment since it is competitive right now. Andy responds that SPR needs to more accurately measure escalation and carefully review estimates from consultants. Andy mentions they will work on getting the word out early to contractors that there are projects coming; and bidding projects at the right time of the year.

The Board wonders if SPR enforces terms with contractors. Andy says SPR needs to institute tighter controls because the contractor cannot be accountable if SPR doesn't keep track.

## **Old/New Business**

The Board decides to postpone the election to January. The Executive Committee will review it at their next meeting and vote in January.

Commissioner Byers asks for a motion to adjourn; Commissioner Cook moves, Commissioner Herrera seconds, and the meeting adjourns at 7:45 p.m.

APPROVED: \_\_\_\_\_ DATE \_\_\_\_\_

William Lowe, Chair  
Board of Park Commissioners