



# Agenda

Board of Parks and Recreation Commissioners

1600 S Dakota St, Seattle, WA 98108/Seattle Parks and Recreation Horticulture Center

To join the meeting remotely, please [click here](#); or call: +1-206-207-1700 and enter the Access code:  
2499 582 0547

Thursday, January 26, 6:30 p.m. to 8:30 p.m.

## **6:30 pm Welcome, Introductions & Land Acknowledgement**

Jessica Farmer, Board of Parks and Recreation Commissioners, Co-Chair

- Consent Items: 1/26/23 Agenda; 11/10/22 Minutes

## **6:35 Public Comment**

Please sign up ahead of time by emailing [paula.hoff@seattle.gov](mailto:paula.hoff@seattle.gov) before 5:00 pm on Thursday, January 26, 2023. More details below.

## **6:45 Superintendent's Report**

AP Diaz, Interim Superintendent

## **6:55 Park District Implementation**

Michele Finnegan, Deputy Superintendent of Policy and Finance

## **7:15 Department Priorities**

AP Diaz, Interim Superintendent

## **7:45 Communications Update**

Rachel Schulkin, Communications Manager

## **8:15 Old & New Business**

Jessica Farmer, Board of Parks and Recreation Commissioners, Co-Chair

## **8:30 Gratitude & Adjourn**

Jessica Farmer, Board of Parks and Recreation Commissioners, Co-Chair

- Next meeting: February 9, 2023

Please contact Ben Burtzos at (206) 733-9599 or via e-mail at [benjamin.burtzos@seattle.gov](mailto:benjamin.burtzos@seattle.gov) as soon as possible to request accommodations for a disability.

## **Webex Meeting Instructions and How to Join the Meeting**

There are three main modes to participate in a Webex event: on a computer using the desktop app, on a mobile phone or tablet using the Webex Meet app or calling in via telephone.



**To participate on the computer:**

- When you click the meeting link embedded in the agenda, you will be directed to a registration page, where you will be asked to enter your first and last name and your email address. The event password will be pre-populated.
- Once you enter your information, if you have not used Webex before, your browser will prompt you to install the Webex Add-on or extension. It is a very quick installation, and completely free. Once you have enabled the add-on, Webex should automatically begin the meeting.

*If you prefer not to download the Webex extension/add-in to your browser, you may participate in the meeting via the Webex App on a mobile device (cell phone or tablet) or via the call-in line – see instructions below.*

**To participate via the Webex app on a mobile device or tablet:**

- Download the Webex Meet app from the App store.
- Once the app is downloaded, there are two options to join the meeting:

**Option 1 – Use Agenda Link**

- Click the link embedded in the agenda to join the meeting, which will launch the Webex Meet app on your mobile device.
- Enter your name and email address when prompted.

**Option 2 – Enter Meeting Information Manually**

- Open the Webex Meet app on your phone or tablet.
- On the welcome screen, click the green “Join Meeting” button on the left.
- You will be prompted to enter your name, email address, the meeting number and then the meeting password, which are:
  - **Meeting Number:** 2499 582 0547
  - **Meeting Password:** ParksRecBoard (72757673 from phones)

**To participate via dial-in on a mobile phone or landline (no video):**

- Dial the number listed at the top of the agenda: 1-206-207-1700
- Please enter the meeting number when prompted: 2499 582 0547
- When prompted to enter an attendee ID, hit # again (participants do not need an attendee ID for this meeting).

**Hand-Raising Instructions:** *Participants who have signed up for public comment will be asked to “raise their hands” when their name is called so SPR staff can unmute them.*

**To raise your hand using Webex on the computer:**

- Click the “Participants” icon on the toolbar in the center bottom of the screen (third from the left, looks like a small person with three horizontal bars)
- When the participant list panel opens on the righthand side of the screen, click the small hand icon at the bottom right corner to raise your hand
- When you have been unmuted and have finished your comment, please click the icon again to lower your hand



**To raise your hand when participating via phone:**

- If you have called in and are participating via phone audio only (not the app or the computer), please dial \*3 to raise your hand when your name is called.

**To raise your hand on the app:**

- Click on the participant list icon in the top righthand side of your screen (it looks like a small person with three small horizontal bars)
- Click the bottom right-hand hand icon labeled “Raise Hand”

**Please do not raise your hand unless your name has been called for public comment. This is how SPR staff will know who to unmute to make a comment.**