

**CITY OF BELLEVUE
PARKS & COMMUNITY SERVICES BOARD
REGULAR MEETING MINUTES**

Tuesday
June 14, 2022
6:00 p.m.

Bellevue City Hall & *Via Zoom*
Room 1E-113
Bellevue, Washington

BOARDMEMBERS PRESENT: Chair Hamilton; Boardmembers Clark, Clima, Singh, Synn, Trescases

BOARDMEMBER ABSENT: Boardmembers Giampetro

COUNCILMEMBER PRESENT: Councilmember Stokes

PARKS STAFF PRESENT: Shelley Brittingham, Pam Fehrman, Irmina Lumbad, Camron Parker, Mariam Sarwary, Michael Shiosaki

MINUTES TAKER: Michelle Cash

1. **CALL TO ORDER/ROLL CALL:**

The meeting was called to order by Chair Hamilton at 6:00 p.m.

2. **APPROVAL OF AGENDA:**

Motion by Boardmember Synn and second by Boardmember Clark to approve the meeting agenda as presented. Motion carried unanimously (6-0).

3. **APPROVAL OF MINUTES:**

Motion by Boardmember Clark and second by Boardmember Trescases to approve the May 10, 2022 meeting minutes as presented. Motion carried unanimously (6-0).

4. **WRITTEN/ORAL COMMUNICATIONS:**

Representatives from the Bellevue Downtown Association invited Boardmembers to join the 30th annual Bellevue Family 4th of July celebration presented by The Bellevue Collection.

David Lai

David Lai is the lead in a volunteer committee advocating for more pickleball courts in Bellevue. David Lai expressed his appreciation to the Parks Board for including the need for pickleball courts in the 2022 Bellevue Parks and Open Space Systems Plan.

David Lai said that the volunteer committee has been looking for space for dedicated pickleball courts in Bellevue. The committee understands that the Parks Department is in the process of updating the Bellevue Airfield Park Master Plan and requested that pickleball courts be included in the park, since it only takes 1/3 acre to accommodate 8 dedicated pickleball courts. David Lai said that it appears that it would not be too difficult to add eight pickleball courts in the relatively flat 14.6 acre area of Airfield Park.

David Lai submitted a proposal describing the volunteer committee's request. This proposal has a lot of support from the Eastside pickleball community including many Bellevue residents. The information also included supportive emails from community members for the pickleball courts.

Leslie Wang

Leslie Wang reiterated David Lai's request for eight dedicated pickleball courts at Airfield Park. Leslie Wang said that it is estimated that installation of the courts would cost approximately \$300K and will also build a positive community environment.

5. **COMMUNICATION FROM CITY COUNCIL:**

Councilmember Stokes welcomed newly appointed Boardmembers to the Parks Board. Boardmember Singh will fill the remainder of the term for Boardmember Unger, and Boardmember Clima will fill the vacated seat from Boardmember Kumar.

6. **BOARD COMMUNICATIONS:**

Boardmembers welcomed newest Boardmembers Singh and Clima to the Board.

Boardmember Trescases provided highlights from the recent Eastrail NE 8th Street Overcrossing groundbreaking event that she recently attended.

Boardmember Clark visited several parks over the past month. He also enjoyed reading about the history of Downtown Park.

Boardmember Synn looks forward to the upcoming 4th of July celebration at Downtown Park.

Boardmember Clima thanked Boardmembers for the warm welcome and highlighted some of the parks that she recently enjoyed.

Boardmember Singh introduced himself and expressed excitement for joining the board and working with the group.

7. **CHAIR COMMUNICATION & DISCUSSION:**

No report.

8. **BOARDMEMBER/COMMITTEE/LIAISON REPORTS:**

No report.

9. **DIRECTOR'S REPORT:**

Michael Shiosaki, Parks & Community Services Director, provided the following report:

- Staff provided information about the parks long term strategy at the June Council meeting.
- Council endorsed the project categories and is continuing to move forward. A recommendation will be presented to Council in July.
- The ninth annual Lake to Lake Bike Ride, presented by the City of Bellevue, Crossroads Bellevue and Overlake Medical Center & Clinics was recently held. Congratulations to Ted Mittelstaedt for holding such a successful event.
- A Water Safety Workshop was held on June 25, 2022. This workshop was in partnership with REI and SplashFORWARD.
- Boardmembers are encouraged to attend the Bellevue Botanical Society 30th anniversary event on June 25, 2022.

Councilmember Stokes expressed council's appreciation for the hard work and research that was conducted for the levy project.

10. **DISCUSSION/ACTION ITEMS:**

A. **Parks & Community Services Board Bylaws Amendment**

Karen Phu, City Attorney's Office, reviewed the current existing bylaws, particularly for rules pertaining to remote participation.

Karen Phu said that on June 1, 2020, and in response to the COVID-19 pandemic, the City Council amended the Bellevue City Code (BCC) to eliminate the restrictions that prevented all members of City of Bellevue boards and commissions from participating remotely in board or commission meetings. This amendment was intended to be temporary, in order to allow the boards and commissions to meet fully remotely while in-person meetings were not available due to the pandemic.

Prior to the pandemic, Council limited remote participation by board and commission members to no more than two members per meeting and no more than four meetings per year. Karen Phu further clarified that this limitation is included in the current version of the Parks & Community Services Board's Bylaws, Article V, Paragraph G. When the City Council eliminated the remote participation restrictions in response to the pandemic, the Parks & Community Services Board took action to suspend Article V, Paragraph G of the Bylaws on July 14, 2020.

Karen Phu noted that in person attendance at city board and commission meetings is now possible, and on May 16, 2022, the City Council adopted Ordinance 6662. This Ordinance amends the city's Personnel Code, Title 3 BCC, to reinstate limitations on members of commissions and boards attending meetings remotely. The changes mandated by Ordinance 6662 provide more flexibility with respect to remote participation than existed prior to the pandemic, but Ordinance 6662 does limit remote participation by board and commission members. The limit on the number of board and commission members who can participate remotely at any one meeting has been expanded from two to three, and the previous restriction that a member could not participate remotely more than four times a year was eliminated.

There is also a requirement that the presiding officer (PO) attend meetings in person. For meetings where the PO is authorized to attend remotely, the PO must pass the PO role for that meeting to another board or commission member who will be attending in person.

The Governor's mandate has been lifted. Therefore, Karen Phu summarized the following recommended changes to conform with the new ordinance:

- Boardmembers are encouraged to attend meetings in person when practicable. A member not able to be physically present for a meeting may participate remotely using approved teleconferencing equipment. Remote participation must be approved by the board in advance of the meeting.
- The presiding officer must be physically present for a meeting. If the presiding officer is unable to be physically present, the presiding officer must pass the presiding officer role to a Boardmember who is physically present at the meeting.
- No more than three members may participate remotely during any one board meeting. Such remote participation will be considered attendance at the meeting and shall be counted toward determination of a quorum.

Boardmembers expressed hesitancy regarding the requirement of remote attendance being approved at the prior month's meeting. Formal approval of the changes to the bylaws will be made at the next Board meeting.

B. Bellevue Airfield Park Master Plan Update

Ken Kroeger, Project Manager, provide a brief update of the Bellevue Aquatic Center status, a summary of the current adopted Bellevue Airfield Park Master Plan, and plans to update the Bellevue Airfield Park Master Plan.

Ken Kroeger responded to various questions from Boardmembers.

C. 2023-2024 CIP Budget Recommendation

Irminda Lumbad, Fiscal Manager, explained that the budget is a financial plan/legal document that authorizes resource spending and policy statement of council's priorities. The city's budget covers a two year operating budget and seven year capital investment program plan.

Irminda Lumbad noted that to develop the budget, the city uses the Budget One approach, a strategic exercise of allocating resources based on outcomes which directly deliver on the Council's Vision. Irminda Lumbad added that departments prepare both operating and capital budget proposals relating to one of the seven Strategic Target Areas identified by the Council's Vision. These are:

- Economic Development
- Transportation and Mobility
- High Quality Built & Natural Environment
- Bellevue: Great Places Where You Want To Be
- Regional Leadership and Influence
- Achieving Human Potential
- High Performance Government

Irminda Lumbad said that department proposals were submitted to the Budget Office in April 2022. All proposals are evaluated by the Leadership Team. Then, the City Manager submits the Preliminary Budget to Council in September 2022. There will be three public hearing dates before Council's adoption of the balanced budget in November 2022.

In this current budget process, the Parks Board has a narrow focus. Specifically, only reviewing the submitted Parks Capital Investment Program projects in the near-term covering seven years from 2023-2029 with the known and available funding sources.

Irminda Lumbad explained the Parks Board's role in the process, which is to function as an advisor to Council on Parks capital needs; review the preliminary Parks CIP strategy; and develop a communication to Council to address requested projects and feedback on the budget process. A sample of the Board Communication to Council from 2020 regarding the Proposed 2021-2027 Parks CIP was included in the Board materials.

Parks' CIP projects are funded by the following resources.

- REET is levied on all sales of real estate transactions under RCW 82.46.
- 2008 Parks & Natural Areas Levy – \$3.4M is collected annually for capital through 2028 plus \$660K for M&O in perpetuity. There are 2 remaining levy projects Airfield Park and Lake Sammamish.
- Also available is King County levy 2020-2025 – approximately \$1.8M. The money can be used for parks system operations and capital improvement projects within Bellevue.
- In addition, there are project specific revenues such as grants from the State Recreation & Conservation Office, as well as King County Conservation Futures. Donations; developer fees (BelRed & Downtown Area Incentive fees); user fees are also sources of funding. Parks can also request General CIP funding available to all program areas.

Based on the available resources, using Council's CIP prioritization guidelines and assuming prior commitments remain the same, the following capital proposals were submitted last April 15 that focused on the following:

- Continue to invest in ongoing programs/projects that maintain what is built—Funding for two years was added (2028 and 2029) to the Parks Planning & Design (\$300K/yr); Enterprise Facility Improvements (\$100K/yr) and Parks Renovation and Refurbishment Plan (\$6.6M/yr).
- Continue to invest in ongoing projects to build new – Requested \$2.1M/yr funding was added for 2028 and 2029 to the Parks & OP Acquisitions; and \$7.7M funding for Bellevue Airfield Park Development in 2028 where the last year levy collection of \$3.4M was committed.
- Then for previously approved projects increased funding to reflect current cost estimates so the following projects can be completed:
 - Mercer Slough East Link Mitigation – additional \$1.2M for the design and construction of trail and boardwalk connections; and construction of farm stand building after light rail project is completed.
 - Bridle Trails/140th Street Park Development – added \$2M to complete design, permitting and construction of new neighborhood park.
 - Bel-Red Parks and Streams - \$13.7M with \$8.7M funded by developer fees to advance acquisition, design and construction of parks, open space and trails systems along stream corridor consistent with the Parks and Open Space System Plan projects adopted in the BelRed Subarea Plan.
 - Meydenbauer Bay Park Planning & Design Phase 2 – added \$10M to support initial design, development and grant leveraging opportunities to expand public waterfront access.

Irmina Lumbad discussed the nine new CIP projects (\$38.4M) that were informed by the Parks and Open Space System Plan. These projects include:

- Lake Sammamish – public park with waterfront access on the western shore of Lake Sammamish proposed \$3.4M.
- Eastgate Neighborhood Park – \$5M proposal for acquisition, design and development to address the significant gap in walkable access in the Eastgate area.
- Factoria Neighborhood Park – \$5M proposal for acquisition, design and development to address the significant gap in walkable access in the Factoria area.
- Ashwood Park is a 2.84-acre parcel in Downtown Bellevue. CIP proposal for \$5M to support the update to the adopted master plan and park development of the site.
- Aquatic Center - \$4M proposal to incremental fund work to advance regional aquatic center concept and schematic designs to help inform feasibility, cost and funding options.
- Dog Off-Leash facilities – This million dollar project would provide for the design and development of multiple off-leash facilities geographically dispersed serving central, north, and downtown areas of the city.

- Bellevue Botanical Garden Wetland-Sun Terraced Garden – This is a \$5M proposed project that advances the next phase of garden development as identified in the Council Adopted 2008 Bellevue Botanical Garden Master Plan Update. The new garden room will be located in the northwest corner of the garden along Main Street. Extending west from the current perennial border and surrounding the north and east sides of the wetland. This garden will capitalize on the sites' south and west facing slopes which overlook the wetland.
- Park Trails – This proposal adds \$5M to develop trails to address significant gaps in walkable access, connecting parks and expanding the trail system. Connections that need to be made include Mercer Slough, Coal Creek, Richards Valley, Lake to Lake, Easttrail and the Grand Connection to name a few.
- Shoreline Restoration – The last \$5M proposal will be used to support Bellevue's environmental protection and restorations goals, by providing design and development funds to restore city park shorelines at Chism Beach Park, Clyde Beach Park, and Newcastle Beach Park. The project will improve shoreline habitat for native fish, improve upland wildlife habitat through native planting, improve water quality and maintain public access while providing enhanced educational opportunities through interpretative areas.

Staff responded to various questions from Boardmembers. Boardmembers will forward comments to staff to finalize the list of messages that will be presented at the next Board meeting.

D. Chair and Vice Chair Elections

Chair Hamilton opened nominations for the Parks & Community Services Board Chair position.

Motion by Boardmember Trescases to reappoint Chair Hamilton as the Parks & Community Services Board Chair. Chair Hamilton accepted the nomination.

Chair Hamilton requested other nominations for the Parks & Community Services Board Chair position. There were none. Therefore, nominations were closed.

At the question, motion carried unanimously (6-0) to reappoint Chair Hamilton as the Parks & Community Services Board Chair.

Chair Hamilton opened nominations for the Parks & Community Services Board Vice-Chair position.

Motion by Boardmember Synn to appoint Boardmember Clark as the Parks & Community Services Board Vice-Chair. Boardmember Clark accepted the nomination.

Chair Hamilton requested other nominations for the Parks & Community Services Board Vice-Chair position. There were none. Therefore, nominations were closed.

At the question, motion carried unanimously (6-0) to appoint Boardmember Clark as the Parks & Community Services Board Vice-Chair.

11. **NEW BUSINESS:**

Motion by Boardmember Clark and second by Boardmember Synn to approve remote participation for Boardmembers Synn, Clark, and Singh for the July Parks Board meeting. Motion carried unanimously (6-0).

12. **PROPOSED AGENDA FOR NEXT MEETING:**

The following agenda items were proposed for the next Board meeting:

- 2023-2024 budget discussion

13. **OTHER COMMUNICATIONS:**

- A. Emails RE: Pickleball Courts in Bellevue Airfield Park (06/07/2022-06/10/2022)
- B. Invitation to Bellevue Botanical Garden's 30th Anniversary
- C. Invitation to 2022 Bellevue Family 4th

14. **WRITTEN/ORAL COMMUNICATIONS:**

None.

15. **ADJOURNMENT:**

At 8:08, Chair Hamilton declared the meeting adjourned.