



Department of Parks and Recreation

Seattle Board of Park Commissioners
Meeting Minutes
October 23, 2008
Meeting Held at 100 Dexter Avenue North

Web site: <http://www.seattle.gov/parks/parkboard/>
(Includes agendas and minutes from 2001-present, and
Seattle Channel tapes of meetings from June 12, 2008)

Board of Park Commissioners:

Present:

Neal Adams
John Barber
Terry Holme
Donna Kostka
Christine Larsen
Jackie Ramels, Vice-Chair

Excused:

Amit Ranade, Chair

Seattle Parks and Recreation Staff:

Timothy Gallagher, Superintendent
Sandy Brooks, Park Board Coordinator

Commissioner Ramels called the meeting to order at 7:00 p.m. and reviewed the meeting agenda and correspondence record. **Commissioner Holme moved, and Commissioner Barber seconded, approval of the agenda, the minutes as amended, and the record of correspondence that includes written testimony to the Board on park issues, announcements, meeting notices, and press releases. The motion was approved.**

Superintendent's Report

Superintendent Gallagher reported on several park items. For more information on Seattle Parks and Recreation, visit the web pages at <http://www.seattle.gov/parks/>.

2009-2010 Budget Update: Superintendent Gallagher reported that the Department's budget has moved forward at City Council and no major changes are anticipated. For more information on City Council's budget review process, see http://www.seattle.gov/council/committees/budget_comm.htm.

Recycling Pilot: The recent recycling program, set up in selected parks, has been more successful than anticipated, with much better results than the Department's previous effort. Staff report that at heavily-used sites (beaches, ballfields, etc.) park users are making a good effort to sort recycling from garbage and place both in appropriate containers. The pilot is not as successful in less-used areas, resulting in recyclable materials being mixed in the garbage. The Department will continue its efforts and expand the program next summer. For more information on the pilot, see <http://www.seattle.gov/mayor/newsdetail.asp?ID=7611&dept=40>.

Phase 2 of South Lake Union Park Now Under Construction: Superintendent Gallagher reported that some serious contamination has been found on both the west side and water front of the park and is being tested.

Responding to a question from Commissioner Barber on whether the contamination will be removed or covered, Superintendent Gallagher answered that the Department will monitor the sites and may remove the contaminants. For more information on the development of this new 11+ acre park, see <http://www.seattle.gov/parks/proparks/projects/LakeUnionPark.htm>

Encampment Moves to University District Church: The large encampment that recently moved, without permission, onto land at Discovery Park has since moved to church property in the University District. Illegal encampments are still located in various parks and City staff continue their efforts to remove them.

Freeway Park: Everyone is invited to a celebration at Freeway Park, 5:00 pm, on Monday, October 27, when Mayor Nickels will amend the name of Freeway Park to Jim Ellis Freeway Park to celebrate the conclusion of the Forward Thrust bonds that helped build the park. For more information on Freeway Park, see http://www.seattle.gov/parks/park_detail.asp?ID=312. Seattle's History Link includes the following about Mr. Ellis: *"A retired municipal bond lawyer, James R. Ellis has never held public office, never headed a major corporation, and never been rich. Yet he has left a bigger footprint on Seattle and King County than perhaps any other single individual, as a citizen activist for more than half a century. He was a leader in the campaigns to clean up Lake Washington in the 1950s; to finance mass transit, parks, pools, and other public facilities through "Forward Thrust" bonds in the 1960s; to preserve farmlands in the 1970s; to build and later expand the Washington State Convention & Trade Center in the 1980s, and to establish the Mountains to Sound Greenway along the I-90 corridor in the 1990s. "*

Crown Hill and Webster Schools Acquisition: Seattle Public Schools surplused these two properties, both located in Ballard, in summer of 2008. Parks has been working with the community to purchase both properties and is now working with City Council to complete the purchases by the end of the year.

Magnuson Athletic Fields: Work is moving ahead full steam on the athletic fields. Work has also resumed at the wetlands, where the recently-discovered areas of contamination are being remediated.

Magnuson Park Building 11 and 27: Work continues on the code amendments, shoreline zoning, wayfinding, parking, and deed restrictions for Building 11. It may take up to a year before construction begins. Construction on Building 27 should move ahead more quickly.

Parks staff members are working with the artists who have been renting space in Building 11 to find a suitable new location. Approximately half are interested in moving to the building at E.C. Hughes Playfield in West Seattle. Six-eight may remain at Magnuson Park. Viewlands Elementary School is currently vacant and Parks is working with Seattle Public Schools on whether the artists could work there.

For more information on Magnuson Park, see <http://www.seattle.gov/parks/Magnuson/>.

Auditor Looking at Seattle's Trees: The City Auditor's office is now reviewing the number of trees on City property and whether the City should have one tree maintenance policy.

Commissioner Barber asked which City departments are involved in the study and Superintendent Gallagher stated that it includes Seattle Parks, Seattle City Light, and Seattle Department of Transportation. Each has its own system for tree maintenance. Superintendent Gallagher noted that Seattle City Light's successful tree trimming program has resulted in far fewer power outages from trees/limbs falling on power lines.

Responding to a question from Commissioner Barber on who would oversee a joint tree maintenance policy, Superintendent Gallagher answered that it isn't yet known. Commissioner Barber asked if a tree inventory will be developed from the study and the Superintendent stated that an inventory is on the auditor's list.

For more information on the City Auditor's office and its work, see <http://www.seattle.gov/audit/>.

Water Taxi: With the creation of the Ferry District, the Elliot Bay Water Taxi is slated for year round service beginning in January 2010. Since the Ferry District has yet to determine a permanent docking site for the Water Taxi, they are requesting to continue their temporary use at Seacrest (park property) in exchange for funding some much needed improvements to the dock, including the area for recreational use. There will be a January community meeting regarding the change of use and the improvements to the dock. The proposal will come before the Park Board in late February.

Responding to a question from Commissioner Ramels on moving the docks to another area, Paula Hoff (Parks' strategic analyst working on this) responded that other sites are being considered; however, each has issues. For more information on the Water Taxi, see http://en.wikipedia.org/wiki/Elliott_Bay_Water_Taxi

Oral Requests and Communication from the Audience

The Chair explained that 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 minutes each and will be timed. The Board's usual process is for 15 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 business. One person signed up to testify.

Cindi Barker: Ms. Barker represents Southwest Morgan Community Council and the Southwest District Council. A new park is being built in West Seattle, using Pro Parks Levy Funds, and the community is advocating naming the park after Tim St. Clair, recently deceased, and previously a reporter from the West Seattle Herald. The community has sent a letter to Superintendent Gallagher asking that the Park Naming Policy be changed so that a person does not have to be dead for three years before a park can be named after him/her. The Superintendent noted that the suggested name is included in the list of potential names for the new park. West Seattle citizens will be asked to help make the naming decision.

Discussion/Recommendation: Cheshiahud Lake Union Loop

David Graves, Seattle Parks' Planning Manager, briefed the Board on progress on the Cheshiahud Lake Union Loop Trail at the Board's September 25 meeting. To read the minutes from that meeting, see <http://www.cityofseattle.net/parks/ParkBoard/minutes/2008/09-25-08.pdf>. The Board held a public hearing at its October 9 meeting and tonight will discuss the project and make a recommendation to the Superintendent. No one testified at the public hearing and no written testimony was received by the Park Board. To read the October 9 minutes, see <http://www.seattle.gov/parks/ParkBoard/minutes/2008/10-09-08.pdf>

Board Discussion/Recommendation

Mr. Graves stated that he is before the Board to ask its recommendation that the Department is proceeding in a good direction with the Trail's draft Master Plan and to move forward. Final adoption of the Master Plan is expected in January 2009.

Commissioner Ramels asked if Parks and Seattle Department of Transportation had already completed part of the work on the Trail before beginning work on the Master Plan. Mr. Graves agreed and stated that much of the loop trail, as well as some of the signage, was already in place before the Cheshiahud Lake Union Loop was officially designated.

Commissioner Barber asked about the costs for the possible cable operation at Mallard Cove. Mr. Graves stated that the cost is not yet known; however, it would not be an insignificant amount. The challenge is that there is little room for a fixed walkway in this area, resulting in a less-preferred design option.

Commissioner Ramels noted that at the community meetings, which more than 100 people attended, Mr. Graves reported that 85% of the comments were positive. She asked what comprised the 15% negative comments and Mr. Graves answered that some people on the Westlake side are unhappy with parking impacts. Others fear that the Trail could bring the wrong element to their neighborhoods, while others were concerned that the current parking spaces at Peace Park will be removed to accommodate the Trail. Responding to a question from Commissioner Ramels on whether the meeting attendees seemed to be generally happy with the direction of the draft Master Plan, Mr. Graves agreed.

Commissioner Holme was concerned if adequate notice was given to the public about the Park Board's hearing, as the Board received no testimony. This is a very rare occurrence. Was there due diligence in notifying the public? Mr. Graves answered that staff gave notice at the community meetings that the Park Board had scheduled a public hearing on the draft Master Plan and that the Seattle Design Commission would review the Plan.

Commissioner Adams stated that he attended one of the public meetings and heard no strong negative positions on the draft Master Plan. Mr. Graves agreed and added that the "devil is in the details" — and as details are added to the Plan, people may be more concerned about changes the Trail might bring to their neighborhood.

Commissioner Holme moved that staff proceed with the current draft Master Plan direction. Commissioner Barber seconded. Commissioner Kostka urged that staff work to resolve potential problems between bikers and walkers on the Trail. **The vote was taken with Commissioners Adams, Barber, Holme, Kostka, and Larsen voting yes. The Chair only votes to make or break a tie. Motion passed.**

Commissioners thanked Mr. Graves for the briefing.

Discussion/Recommendation: Waterski Events at Green Lake Park

At its September 11 meeting, Paula Hoff, Seattle Parks Strategic Advisor, briefed the Board on Waterski Events at Green Lake Park. To read the minutes from that meeting, including the briefing paper, see <http://www.cityofseattle.net/parks/ParkBoard/minutes/2008/09-11-08.pdf>. The Park Board held a public hearing at its September 25 meeting. To read the minutes of that meeting, see <http://www.seattle.gov/parks/ParkBoard/minutes/2008/09-25-08.pdf>. At the Board's October 9 meeting, several Commissioners were out of town and the remaining Commissioners agreed to delay their discussion and recommendation to the Superintendent until tonight's meeting.

Board Discussion and Recommendation

Ms. Hoff introduced herself and reviewed what the Board is being asked to recommend. Superintendent Gallagher stated that the Department's reason for reviewing the waterski policy is to ask if it is an appropriate use of a quiet, urbanized lake. In 1988, the Department moved to restrict waterskiing on the lake to two days each year. Now the Department is asking whether to do away with those two days. Commissioners have heard or read a great deal of testimony on the negative impacts to nesting grebes and the shoreline and many referred to environmental concerns. Those are not the Department's focus, however, although they may be part of the Board's consideration.

Commissioner Holme asked why the two days of waterskiing was grandfathered in during the 1988 decision. Ms. Hoff responded that, prior to that, loud speed boats were allowed on the lake. Those boats were banned and the two days of waterskiing that remained was grandfathered in as a concession.

Commissioner Larsen stated that she is comfortable with the amount of information the Board has received on this issue. **She moved that the Board recommend to the Superintendent to eliminate waterskiing at Green Lake. Commissioner Barber seconded.**

Commissioner Ramels reviewed the volume of testimony, both verbal and written, the Board has received over the past few weeks, with 32 in support of the current policy of two days each year of waterskiing on Green Lake and 130 opposed. Commissioner Ramels questioned whether the volume of testimony was a concerted effort by any particular groups and Ms. Hoff responded that several groups were especially interested in the outcome: Lake Sammamish Waterski Club, Friends of Green Lake Park, and the Green Lake Community Council. The Seattle Post Intelligencer also published an editorial in opposition of the waterskiing.

Commissioner Larsen stated that it was a tough decision for her; however, she considered the scale of the events on this small lake. In addition, she isn't convinced that the Ski Club exhausted a search of all other lakes in this area to hold their tournaments.

Commissioner Kostka stated that she spent a great deal of time thinking about the 45-year legacy of the two annual waterski tournaments and how those could be continued. The e-mail that convinced her to oppose the waterskiing contained information about invasive plants that travel from lake to lake via boats and trailers. She visited Green Lake last week and watched the Friends of Green Lake removing milfoil (another invasive plant species that can be introduced by boats and trailers). When pieces of the milfoil are broken, they float away and start new colonies. Consequently, for environmental reasons she will support the Department's recommendation.

Commissioner Kostka added that while at Green Lake, she observed the area where the grebes nest and noted that there is minimal fencing in the area to protect the nests. She suggested that Parks consider enhancing the vegetation in that area and possibly move the west boat launch away from the nesting area.

Commissioner Holme stated he has mixed feelings about the recommendation. He recalled waterskiing on small lakes when he was younger and stated that he has since felt guilty for using the lakes in that way. The testimony that most persuaded him asked the Board to hold off on a recommendation and attend the next waterski event (May 2009) and then decide. He believes that is the fairest way to judge this issue. Without seeing the skiers either in person or by videotape, he finds it difficult to decide.

Commissioner Adams stated that this was also a difficult issue for him, as he was affected by the testimony of the waterski participants. These two annual events are traditions and are important to the ski community. He also likes the physical aspects of the activity. However, he asked himself "what is another way to look at this issue?" and he settled on sustainability of Green Lake. If there were currently no skiing allowed on Green Lake

and a request was made to begin waterskiing, the request would be denied. He wants to make a good decision so that assets like Green Lake are available to future generations. Sustainability of the lake guided his decision.

Commissioner Barber considered that this is a small lake and has been fragile for many years, and he supports a more gentle treatment of it. Although he is ready to vote in support of the Department's recommendation, he noted that this has been one of the more difficult issues to come before the Board during his time as a Commissioner.

Commissioner Larsen's motion was summarized and the vote was taken. Five Commissioners (Adams, Barber, Holme, Kostka, and Larsen) voted in favor of the motion. The Chair only votes to make or break a tie. Motion carried.

Commissioners thanked Ms. Hoff and all those who testified.

Briefing/Public Hearing: West Seattle Stadium Request for Proposal (RFP)

Rebecca Salinas, Seattle Parks Director of Partnerships, briefed the Board on a Request for Proposal (RFP) for West Seattle Stadium. Ms. Salinas reviewed information from the written briefing that was sent to the Commissioners several days before the meeting and made available to the public via the Board's web page at <http://www.seattle.gov/parks/parkboard/>. That briefing is included below:

Written Briefing

Requested Board Action

No Park Board action is requested at the October 23 briefing and public hearing. A recommendation regarding the proposed Request for Proposals will be requested at the Board's November 13th meeting.

Project Description and Background

Parks and Recreations' West Seattle Stadium, located at 4432 35th Avenue SW, has been and continues to be a great public resource for the people of Seattle for over 70 years. It has been home to countless high school football games, track and field meets, and other public events. It is, however, an aging facility with many structural and support systems nearing the end of their useful life. The north stand and its bleachers, locker rooms, restrooms, fire sprinkler system, the existing field and other structures are currently non-compliant with the Americans with Disabilities Act and other building codes and require major upgrades and renovation. The Department does not currently have funding to make these improvements and is proposing to issue a Request for Proposal (RFP) to seek interested parties that will make improvements, operate, and maintain the stadium, including the track and field areas. The RFP excludes the existing parking areas outside the stadium.

RFP Process and Project Description

Interested parties are being asked to submit formal proposals for the development of the West Seattle Stadium for public use. To ensure the proposed development constitutes a public use, the development plan will require management oversight and control of the property and activities by Parks and Recreation. The Department anticipates entering into a long term agreement with the operator who submits the most acceptable proposal. The Department will maintain authority to stop or alter the operation of the stadium if the agreement is breached. The development and operating agreement will require approval by the Mayor and City Council prior to final execution.

Public Involvement Process

Department staff contacted Department of Neighborhood (DON) Neighborhood Coordinators and provided a RFP Summary and Prospectus to be distributed to the Southwest and Delridge Neighborhood Councils for their review and feedback. Staff also provided the RFP prospectus to historic users of the stadium, including Seattle public and private schools, and Department sponsored programs. A link on the Park web page to the RFP

prospectus was also provided to the general public. A public hearing sponsored by the Park Board at the October 23rd meeting is another venue for receiving public input on the Department’s proposal. The attached prospectus contains the key elements of the final RFP packet which the Department plans to complete and make available to interested parties on November 17, 2008. The Park Board is requested to make a recommendation to the Superintendent at its November 13th meeting. Citizens can either e-mail their feedback regarding this RFP proposal to the Park Board directly or attend the October 23 meeting to provide public testimony.

Issues

The central question is whether the Department should proceed with the proposed RFP process for the development, operation and maintenance of West Seattle Stadium. Additional issues are presented in the table, below.

Potential issues with proceeding with RFP	Pros	Cons
Transferring management, operation, and development to the stadium to a non-city entity resulting in a long term concession agreement with the successful respondent (operator) of the RFP	Reduces city maintenance costs of managing the facility; more efficient management by operator; transfers risks and liability to operator; making much needed renovation and improvements with non-city resources and which the city currently does not have.	May be perceived by public as privatization of public asset, commercialization of such asset, and potentially loss of public access to the stadium.
Public Access and Programming	Contract will be written to ensure that current usage will be honored and that there will be opportunities to continue city sponsored programs.	Perception that this will result in loss of public access by historical users and general public to the stadium.
Operator managed improvements	Contract written to require adherence to public works and park standards; City reviews and approves funding and design prior to construction and final inspection to approve improvements.	Concerns that shortcuts made to reduce costs; public works requirements overlooked; park standards omitted.
Appropriate outreach and notification of RFP to solicit public feedback	RFP prospectus sent to concerned neighborhood councils, historic users, and accessible on Park web page.	Concern that the community is not properly notified in timely manner about RFP.

Budget

Only budgeted staff time and some nominal printing/advertising costs are involved to implement the RFP process.

Schedule

The attached RFP Prospectus includes a comprehensive schedule.

Staff Recommendation

Staff recommends that the Park Board support the Department's RFP process at its November 13th Park Board Meeting.

Additional Information

Attachment A – RFP Summary and Prospectus
Charles Ng: charles.ng@seattle.gov; 684-8001

ATTACHMENT A--RFP Prospectus and Summary

Key terms and requirements

1. Project description and capital investment requirements:

Operator will make improvements to the Stadium estimated to cost at least Four Million Dollars (\$4,000,000) and include, but is not limited to, the following scope of work:

- a. North Grandstand:
 - New Bleachers with a capacity seating that will include seating that is ADA accessible.
 - Walkways. ADA improvements; renovate stairs & walkways.
 - Locker Room. Upgrade, including new HVAC.
 - Bathroom Fixtures. Renovate fixtures.
 - Fire Suppression/ Sprinkler. Renovate to current Fire Code requirements.
 - Press Box. Replace flooring.
 - Painting. Scrape, caulk, seal and paint exterior surfaces.
 - Concession Building. Complete proposed restrooms.
- b. South Bleachers.
- c. Improving Overall Circulation and Layout.
 - Better access is needed between main track area and west area.
 - Better circulation for all activities.
 - Perimeter Fence. Replace.
- d. Playing Field. Turf replacement.

The above scope of work is identified in the Department's capital asset plan. Additional consideration will be given to the Operator(s) that proposes improvements that are above and beyond the scope of work noted in this RFP. All improvements must be designed to Department Standards.

2. Proposed contract terms:

- a. Non-City Capital Investment:
 - 100% Capital funding provided by Operator to complete the scope of work, including assurances for covering cost overruns.
 - Operator to certify to City, and City to verify that 100% of construction funds are secured prior to start of construction.
 - The Operator is required to expend at least \$2,000,000 toward improvements to the stadium by the end of the fifth year of the term of the proposed contract.
- b. Ownership of Improvements. City will own improvements immediately once improvements are amortized or upon termination of the agreement.
- c. Agreement Term:
 - Proposed to be 10 years (can be renegotiated to be commensurate with level of capital investment and life of building improvements).
 - City reserves right to terminate for default and breach of contract and other non-compliances.
 - City reserves the right to terminate for other municipal purposes and will repay the portion of any capital improvements not amortized.
- d. Rent:
 - Operator is required to propose in its response to the RFP a base rent to the Department for its use of the stadium that is comparable to market rent paid to public agencies that own similar facilities.
- e. Utilities:
 - Operator is responsible for Leasehold Excise Tax and King County Surface Water Tax (SWT) or other applicable fees.

- Operator to separately meter and be responsible for all utility costs.
- f. Allowable Rent Offsets—the Department may allow the following offsets:
 - Capital Improvement Costs.
 - Programming offered for free of charge, or at substantially reduced rates, to the general public.
- g. Design, Construction and Project Management:
 - Operator manages design and construction.
 - Operator sponsors public review process.
 - Department approves concept design.
 - Department subsequently approves final design, construction management team and schedule prior to commencing construction.
 - Department reserves the right of inspection during construction.
 - All work must be approved by Department Engineer prior to start of use by Operator.
- h. Estimated Project Schedule:
 - Concept design approval by second quarter 2009.
 - Final design approval by 3rd quarter 2009.
 - Permit applications submitted by the end of 2009.
 - Construction underway by July 2010.
- i. Major Maintenance and Ongoing Janitorial / Grounds Maintenance:
 - Operator at its sole cost and expense shall maintain the facility in accordance with Department standards to the sole satisfaction of the Superintendent.
- j. Funding Shortfalls / Liability:
 - Operator is responsible for 100% of construction cost overruns
 - City retains environmental liability for pre-existing conditions, but not for any conditions arising from Operator use.
- k. City Use:
 - Right for City to continue historic uses (see section 3. below).
- l. Public Use /Access:
 - Operator will ensure park areas adjacent to premises remain free and clear of obstructions to park use.
- m. Parking and Access:
 - City will not demolish or block access to existing parking during park hours.
 - Operator will maintain access to parking lot and existing parking at all times.
 - Operator will participate in a joint parking management plan to be developed with the West Seattle Golf Course – expecting that certain amount of parking may be assigned for golf course parking only.
- n. Relationship to Golf Course:
 - Operator recognizes City’s right to develop, modify and expand operation of golf course.
- o. Prevailing Wages:
 - The Operator will be required to pay prevailing wages for capital improvements, not for operations.
- p. Dispute Resolution:
 - Parties agree to resolve disputes outside of court if possible.

3. Historic Uses:

Some, but not all, of the current Stadium users include:

- O’Dea High School, Private All Boys School – Approx 500 students. Use is for track, football and meets (practice & games).
- Seattle Lutheran High School – Private coed school – Approx 150 students. Use is for track, football and meets (practice & games).

- Holy Names Academy, Private Catholic college prep, All Girls School – Approx 650 students. Use is for track and meets (practice & games)
- Northwest School, coed Private Middle & High College Prep Day & Boarding School. Use is for track and meets (practice & games).
- Seattle Academy, coed independent private middle and high school - Approx 560 students. Use is for track and meets (practice & games).
- Seattle Preparatory School, a Private coed Jesuit high school. Use is for football (practice & games).
- Seattle School District, Public City-Wide coed school system. Use is for track, football and meets (practice & games).
- West Seattle High School, Public Seattle coed High School. Use is for track, football and meets (practice & games).
- Citywide Athletics, Parks Department Division. Use is for track, football and meets (practice & games).
- Pacific Northwest track and Field Association, a group committed to the development of USA Track and Field. Use is for track and meets (practice & games).
- Club Northwest, Club involved in the Pacific Northwest running community, and nationally with USA Track & Field
- Use is for track and meets (practice & games).
- ACA Relay for life, American Cancer Society coordinates runs to raise money for research and programs. Relay runs to raise money for research.
- UW – University of Washington. Use is for track and field events (practice & games).
- Van Asselt CC Youth – Parks Department Community Center. Use is for track and field events (practice & games).
- Southwest Athletic Club – teaches personal and social responsibility through sports and health-related activities. Use is for football (practice and games).
- Seattle Speed Track Club – Their goal is to assist young people ages 8-18 with a path way to success both athletically and educationally through the development of their athletic talents. Use is for track and field events (practice & games).

Continued Access: It is expected that the Operator will accommodate historic stadium users. The Department welcomes proposals that include coordination between one or more organizations that currently use the stadium and that would increase year-round use. Extra consideration and evaluation scores will be given for proposals that demonstrate that the Operator will encourage and accommodate ongoing interest in field usage and activities.

Other uses: The stadium is located in a Single Family Residential Zone (SF 5000) and as such must adhere to the allowable uses and regulations included in this zoning. The operator is responsible for applying for and securing any zoning changes with the City of Seattle for any use that is not currently authorized in this zoning.

4. Project Design and Capital Investment:

- The successful Operator ("Operator") selected by the Department is expected to be responsible for all planning, design, permitting, construction, operation and maintenance costs relating to the development as agreed upon with the Department. It is expected that the Operator will make (fund) the investment necessary to have a functional stadium with amenities that could include, but not limited to, concessions operations, locker rooms, seating, new synthetic turf, track and field areas (more), scoreboard, lighting, sound system, fencing, landscaping and other improvements that they deem necessary.

5. Operations and Maintenance:

- Fair market rent may be partially offset by the capital improvements and maintenance activities that are a Public Benefit to the extent that the use of the stadium supports the public mission.
- The operator shall be responsible for all licenses, taxes and permits.
- The Operator will be responsible for the payment of all water, sewer, electrical and refuse removal charges and expenses.
- The Department has programs within separate areas of the Stadium and will provide structural insurance for the entire Stadium. The Operator will provide liability insurance and insurance for its personal property within the Stadium. The West Seattle Sportsman's Club is an authorized tenant under contract by the Department and is located below the South stadium seating area and has its own liability insurance coverage for its authorized Premises.
- There are restrictions on exterior signage, directional signage within the park and aesthetic considerations that apply to the exterior of the Stadium. Proposals should clearly set forth the exterior signage package as part of the proposal. The proposed signage must respect the historic nature of the Stadium and be consistent with the base zoning (SF 5000) sign standards. The Operator will install and maintain any signs that it installs to the satisfaction of the Department.
- The Operator will be responsible for major maintenance, including the exterior and the structural elements of the Stadium. The Operator will provide routine maintenance and preventative maintenance for all Stadium components such as painting, plumbing, fixtures, fencing, lighting, scoreboard, the new turf, track and field fixtures, electrical and HVAC that are part of the Stadium development and operation, and maintain the grounds. The Department will maintain existing parking lot and driveways.

PROPOSED WEST SEATTLE STADIUM OPERATOR

RFP SCHEDULE

The Department's proposed schedule for review of the proposals and final selection of a West Seattle Stadium Operator is as follows:

REQUEST FOR PROPOSALS

Oct 3, 2008	Complete Draft of RFP Packet
Oct 8, 2008	Meeting with Community Councils, W. District Council and W. Seattle High School with Prospectus - request any feedback by Oct 17. The public can also provide feedback via Park Board process
October 23, 2008	Park Board Briefing and Public Hearing
Oct 29, 2008	Publish Ad in news media locally
Nov 13, 2008	Park Board discussion and recommendation to Superintendent
Nov 17 2008	Final RFP Packages available for pick up or mailed out to potential proposers and interested parties
Nov 21, 2008	Deadline for written questions to the Dept. from proposers

Dec 2, 2008	Deadline for Dept. responses to proposers questions
Dec 9, 2008	RFP Submittal Deadline
Dec 11-12	Evaluation Panel reviews and scores proposals
Dec 18, 2008	Oral interviews – Optional by Department
Jan 5, 2009	Recommendation to Supt of successful proposer
Jan. 16, 2009	Superintendent decision, successful proposer notified
Feb 2009	Agreement negotiation
Feb. 2009	Law Dept. and Dept. of Finance review of Agreement/Legislation
Mar 2009	Proposed Ordinance is submitted to the City Council
April 2009	Agreement commencement date

Verbal Briefing/Board Questions and Answers

Ms. Salinas introduced herself and reviewed the information in the written briefing paper. Commissioners had a number of comments/questions:

Commissioner Adams

- Referred to the potential for 5,000 hours of usage. He asked if Parks staff have analyzed whether it is better to invest Parks' money in the stadium or to do this Request for Proposal (RFP.) Superintendent Gallagher responded that the Department already knows that it does not have the funds to renovate the stadium and hire staff to more fully program it; thus, staff will not spend time doing this analysis.

Commissioner Barber

- Asked if outdoor concerts would be allowed. Ms. Salinas stated that the Stadium is in a zoned residential area. The successful bidder would have to work with the City's Department of Planning and Development to stay in compliance with the zoning regulations.
- Asked for examples of other potential uses of the Stadium. Ms. Salinas answered that it could be used for health fairs, community events, etc. The RFP will open this up for suggestions.
- Asked what assurances the Department can give that events now held there will not become more expensive under an outside partner. Ms. Salinas answered that a negotiating point of the RFP is a fee scale so that historical and non-profit users of the Stadium will not be penalized. Superintendent Gallagher added that the goal is to have a partner who can fund renovations and schedule the Stadium, but do no harm to the current users.
- Asked for more specific information on the number of hours the Stadium is now used and its potential hours of use. Commissioner Holme also asked about the 5,000 hours of potential use and noted that at other athletic fields, the maximum number of hours of use is 2,300 hours. Superintendent Gallagher responded that 5,000 hours is the total daylight hours of possible use for the Stadium. Commissioner Adams added that if the Stadium is managed by a partner, it could be used for events other than athletics.

Commissioner Holme

- Asked if the contracted fees will be similar to those at Interbay, which allowed the contractor to charge higher rates. Superintendent Gallagher reminded the Board that what is before them is a Request for Proposals. If the RFP process is successful, the Department will select a winning bid and negotiate a contract. If it isn't successful, then Parks will continue operating the Stadium as it currently does.

- Asked if the Department's general policy is to keep rates the same throughout the Department and the Superintendent agreed.
- Commented that Section G of the RFP (design construction) gives him pause. He urged that the Department ensure its public involvement policy process is followed. Superintendent Gallagher responded that a successful bidder would hire a private contractor to do the capital improvements. The work would not be a public project and it would be up to the contractor to do any public review process. Commissioner Ramels agreed with Commissioner Holme and urged that any construction work include a public involvement process.
- Noted that his mom lived in an apartment across the street from the Stadium. The area is referred to in the briefing as "single family"; however, this is also a higher density area, too. Parking is tight in the area and some employees of local businesses use the Stadium parking lot for overflow. He asked whether the Department is discussing charging for parking at the Stadium. Ms. Salinas answered that the Department is not discussing this and the winning contractor would not be allowed to use the parking lot to charge fees.

Commissioner Kostka

- Also asked about the event scheduling process. Ms. Salinas responded that the bidders must include scheduling information in their bid and must work with the Department to solve any barriers that arise due to their scheduling.

Commissioner Ramels

- This is one of the best written briefings she has received since she has been with the Board of Park Commissioners. She especially liked the discussion of the pros and cons of doing an RFP for the Stadium. She noted that the Stadium is a popular site in the area and is well used and loved.
- Is there interest in taking on this \$4-10 million project? Superintendent Gallagher answered that there is tremendous interest.

Public Hearing

Commissioner Ramels next moved the agenda to the public hearing. Speakers were reminded that they have up to two minutes each to testify and will be timed. Eleven people testified.

Bob Langenbach: He is a member of the track and field community and recalled participating in a 50-kilometer race at West Seattle Stadium in 1964 with 10 participants and 20 spectators. The community uses this facility's track and grass areas for walking and running. He is a track and field official and observes people at the Stadium from 8:00 am-11:00 pm who use it, at no cost, for exercise and fitness programs. The Stadium is the only Northwest site with a hammer throw area.

Doris Heritage: She is a member of the track and field community and coaches at Seattle Pacific University, which holds its meets at West Seattle Stadium. The Stadium is the only suitable area for regional, conference, and invitational track and field meets. She stressed that the grass running areas/fields need to rest between the meets and should not be over programmed.

Audience members added that Ms. Heritage is one of Seattle's most competitive Olympic runners in the 800 meter, 1500 meter, and cross country. She is also a five-time world cross country champion.

Becca Gillespy: She is a team manager for Club Northwest, which is a non-profit organization that encourages athletes and helps them move from one level to the next highest level. Her organization is not affiliated with any school and having continued access to, and not being priced out of, the Stadium is a big concern to them. She noted that if the infield area is turfed, teams will not be able to throw the javelin. She stated that the Stadium was recently renovated and asked why the Department is now doing this RFP.

George Matthews: He is the president of the Seattle Masters Athletic Club. Their organization is not on the "historical users" list; however, they have used the Stadium for 14 years. His organization paid for and maintains the hammer throw area. This throw area is very significant for the Northwest and is the site of both meets and master championship competitions.

Patti Petesch: Ms. Petesch explained that she is an employee of the Parks Department; however, she is testifying as a West Seattle resident and individual. She is a past president of Seattle Track and Field and it is important for Seattle Parks to recognize the Stadium's importance to the community and to find ways to maintain it. The public has had low-cost or free use of the Stadium since the 1970s. It is also important that the grass remain and not be replaced with a synthetic surface.

Zack Midles: He is a student at the University of Washington and has participated in the hammer throwing competitions since 1996 and helps with summer track camps at the site. The hammer throw area is very important to the Northwest. The UW uses it for its competitions and he wants to protect it for continued access. He is at the Stadium by 6:00 am three mornings of every week and sees a large number of people using the Stadium for exercise and enjoying the wonderful views.

Rob Philips: He is a member of the Seattle Academy and Washington Field and Track Association. He commended the Department for looking for a private partner to help maintain the Stadium; he wants much more clarity in the RFP on the meaning of "historical user", and asked how a private partner might increase use of the stadium. There are few other places for track users in Seattle. This spring there is a meet scheduled there with 1,500 people expected to attend.

Brian Vincent: He is on the staff of O'Dea High School and stated that they are in favor of a private-public partnership; support the notion in the prospectus but asked for much more clarity; and noted that O'Dea has no grassy areas of their own for sports. Thus, their teams travel all over the city to compete. The West Seattle Stadium is critical to their athletics programs.

Lance Giles: He is the head coach of Club Northwest, has lived in West Seattle all his life, and attended Kennedy High School, where he used West Seattle Stadium for practices. He is speaking tonight as a resident of West Seattle and stated that many people use the Stadium; however, he believes that many in West Seattle have no idea that the RFP process is happening. He is concerned that the current users have continued access without having to pay to use the Stadium.

Jimmy Bean: He is the University of Washington Assistant Field and Track Coach. He stated that the West Seattle Stadium is a great place for young athletes, especially for up and coming hammer throwers. It has a wonderful, free flowing environment which he hopes continues.

Gary Gaffner: He stated that his sister ran in track meets with Doris Heritage. He is concerned with the economics of the RFP and wondered how a private party can make a profit without cutting back on free access to the Stadium. He asked that Ms. Salinas and her staff closely scrutinize this.

Additional Board Questions and Comments After the Public Hearing

Commissioner Holme

- Asked for more specifics on the historical uses and users.
- Will the current hours of use be included in the RFP?
- What are the rates charged at comparable area facilities?
- What are the pros and cons of synthetic surfaces on the infield?

- Asked that staff include wording in the RFP on the hammer head competition and the safety aspects of all events held at the Stadium.
- Asked that notice of the RFP be posted as quickly as possible at the Stadium to include information how they can testify to the Park Board, and include take-home information sheets.

Commissioner Adams

- Supports Commissioner Holmes' request for more information about the historic and traditional users. He also wants notice to the general, casual users posted at the Stadium and he wants their interests included in the RFP.
- Asked Ms. Salinas to summarize the generalized feedback from the RFP process and give to the Park Board.

Commissioner Ramels

- Will have additional questions on the finances.

Commissioner Holme commented that often the Board hears testimony for or against a proposal. Tonight the Board isn't hearing "don't do"; instead, the Department brought this to the Board and the public early and the comments focused on gathering additional information. Superintendent Gallagher responded that the Department has heard the comments and questions and Parks staff will investigate and expand the RFP. He added that this process is not black or white or good or bad. Instead the Department is talking with people, going through the RFP process, and trying to determine if a different type of management at the Stadium is a possibility.

Commissioner Ramels thanked the Department for bringing the Board into the process much earlier than usual. She urged staff to schedule meetings with additional West Seattle community groups. And she suggested that the RFP information be posted on the West Seattle Blog. Ms. Salinas will follow up on these suggestions.

The Board will discuss the RFP at its November 13 meeting and make a recommendation to Superintendent Gallagher.

Old/New Business

Park Naming Policy: Commissioners Barber and Ranade have spent time reviewing the Department's Park Naming Policy. They will report any recommendations for changing the policy at the November 13 meeting.

Commissioner Larsen Resigns: Commissioner Larsen announced that, effective immediately, she is resigning from the Board of Park Commissioners. She stated that she has been re-evaluating the amount of time she can allot to volunteer activities and where she can best direct that time. Commissioners and the Superintendent voiced surprise and regret at this announcement and thanked her for her work as a Commissioner for the past year.

Brown Bag: Commissioner Ramels has requested a brown bag lunch be scheduled for the current Board with some previous Park Board members. Parks staff will work to schedule this in early 2009.

Denny Awards: Commissioners and the public are invited to the November 25 Denny Awards, which will be held at the Seattle Aquarium. For more information on the Denny Awards, see

<http://www.seattlechannel.org/news/detail.asp?ID=8905&Dept=14>.

(Note: the date for the Denny Awards celebration was originally scheduled for November 18 and subsequently changed to November 25.)

Statue of Liberty: Commissioner Ramels asked about reports of the brick base of the newly-restored Statue of Liberty "leaking." Superintendent Gallagher answered that this type of leaking is not unusual. For more information on the Statue of Liberty at Alki Beach Park, see <http://depts.washington.edu/wpa/index.htm>.

Pool Drain Requirement: Commissioner Ramels asked about the Virginia Graeme Baker (VGB) Pool and Spa Safety Act requirement that all swimming pools drains must equal or exceed 29" by December 19, 2008.

Superintendent Gallagher stated that the Department is not yet in compliance and has one year after the law comes into effect to be so. Staff are working to determine how quickly the drains can be altered to be in compliance. There is a substantial cost to this, estimated to be \$750,000. For more information on the requirement, see <http://www.nrpa.org/content/default.aspx?documentId=8106>.

Arboretum Shows Its Fall Color: Commissioner Holme reported visiting the Washington Park Arboretum recently. Huge crowds were visiting to take advantage of the excellent fall color, especially to see the maple grove. Superintendent Gallagher noted that Arboretum Drive has been closed during recent project work and asked Commissioner Holme whether this seemed to affect the number of visitors. Commissioner Holme didn't believe it did. For more information on the Arboretum, see <http://depts.washington.edu/wpa/index.htm>.

There being no other new business, the meeting adjourned at 9:00 p.m.

APPROVED: _____
Jackie Ramels, Vice-Chair
Board of Park Commissioners

DATE _____