

## Department of Parks and Recreation

Seattle Board of Park Commissioners  
Meeting Minutes  
June 25, 2009

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

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<http://www.seattlechannel.org/videos/watchVideos.asp?program=Parks>

### ***Board of Park Commissioners:***

Present:

Neal Adams, Vice-chair  
John Barber  
Terry Holme  
Jourdan Keith  
Diana Kincaid  
Donna Kostka  
Jackie Ramels, Chair

### ***Seattle Parks and Recreation Staff:***

Christopher Williams, Deputy Superintendent  
Sandy Brooks, Coordinator

Commissioner Ramels called the meeting to order at 7:00 p.m. and announced that the Board's July 23 meeting will be held at Langston Hughes Performing Arts Theater. She also announced that one of the Board's newest members, Commissioner Keith, is a former poet laureate of Seattle and Commissioner Ramels asked if she would be willing to share a park-related "haiku" at the beginning of each meeting. Commissioner Keith agreed to do so.

*[A haiku is an unrhyming verse form, conveying a complete image or feeling in three lines of syllables, and are usually about nature or natural things.]* For more information on haiku, see <http://en.wikipedia.org/wiki/Haiku>.

Commissioner Ramels next reviewed the meeting agenda topics. Due to the full agenda, she asked Board members to keep their discussions within the allotted timeframe, so as to keep topics on schedule. The Board has a discussion and recommendation on two topics: Park Operating Hours and Use of Synthetic Turf Policy. She suggested that if the discussions run over the allotted time, that one/both be tabled until a future meeting.

**Commissioner Holme moved approval of the minutes from the May 14 and May 28 meetings, with Commissioner Adams seconding the motion. The vote was taken, with all in favor. Motion carried. Commissioner Kostka moved approval of the June 11 minutes, with the motion seconded by Commissioner Adams. All voted in favor, except Commissioner Holmes who abstained due to being absent from that meeting. Motion carried. Commissioner Holme moved approval of the extensive record of correspondence that the Board received from its April 24 meeting through this meeting, with**

**Commissioner Barber seconding the motion. The vote was taken, with all in favor.  
Motion carried.**

## **Superintendent's Report**

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

Seattle Parks' Summer Guide: Deputy Superintendent distributed copies of the Department's 16-page Summer Guide program, which includes information on the wide variety of programs the public can enjoy in Seattle's parks this summer, including free outdoor movies; music; dancing; festivals and other celebrations; arts, crafts, and farmers markets; gardening; bicycling; summer streets and bicycle Sundays; beaches; outdoor pools; wading pools; water spray features; small craft centers for rowing & regattas; competitive swims; playground art; and many other events and activities. To access the Summer Guide on line, see [http://www.seattle.gov/parks/publications/summer\\_guide.pdf](http://www.seattle.gov/parks/publications/summer_guide.pdf).

Langston Hughes Performing Arts Center (LHPAC): The Park Board will hold its July 23 meeting at the Langston Hughes Performing Arts Center. The meeting will include an update on operations of the Performing Arts Center.

Deputy Superintendent Williams stated that the LHPAC Citizen Implementation Working Group will have its first meeting on July 14. This group will work to implement the recommendations approved by the Superintendent from the December 2008 Citizen Review Report. The Citizen Implementation Working Group replaces the previous advisory council and will set up a board to look at the governance of the Center and maximize its use. In addition, the Performing Arts Center will close in 2010 while it undergoes remodeling.

Royal Alley-Barnes is managing the Center, as well as the Youth Violence Prevention Initiative (YVPI) for the Department. Three coordinators are being hired for YVPI and will work non-traditional hours at facilities to help kids. The three positions were advertised, with 113 applications submitted. Commissioners will hear a briefing on YVPI at the July 23 Park Board meeting and visit some of the community partners prior to the meeting. The Department is also working to develop a memorandum of understanding (MOU) with the community on the youth violence prevention Initiative, as it will take a joint effort of the City and the community. July 7 will kick off the Mayor's program on youth violence prevention.

Responding to a question from Commissioner Holme whether the new board for the Center has been selected, Deputy Superintendent Williams answered that the Department has sent letters to 15 or more people and is being very proactive in identifying and contacting potential board members.

Commissioner Ramels asked if the Performing Arts Center will remain affiliated with the Associated Recreation Council. Deputy Superintendent Williams answered that ARC will serve as a fiscal agent and continue to give advice until the Center is stable; however, it will not have an advisory council at Langston Hughes.

Westlake Park: At the May 28 Park Board meeting, Superintendent Gallagher reported that "Parks staff attended a meeting convened by business owners, residents and employees concerned about Westlake Park to address community concerns with nuisance behaviors in the park; the attendees cited problems arising from large groups of homeless teens hanging out in the park, taking over benches, loitering in the park all day and sleeping in the doorways of businesses."

Since then, Parks has removed 50% of the benches in the park and re-arranged several others, which has reduced some of the problems. Seattle Police Department has also increased its patrols of the park. Superintendent Gallagher and Deputy Superintendent Williams attended a Downtown Seattle Association meeting on Tuesday, and members voiced gratitude for Seattle Park's help with this.

Commissioner Keith asked if Parks staff had an opportunity to talk with the young people. Deputy Superintendent Williams responded that the Human Services Department, Seattle Police Department, and Mayor's office staff all contacted the youth and advised them of services and shelter. Case managers continue going to Westlake Park to distribute information to the youth. In addition, several of the young people had large dogs and Seattle Animal Control contacted them, and gave information on where to seek services for their animals.

Park Inspection: Several years ago the Parks Department instigated a park inspection program to review the appearance of the various parks. Staff will soon revise this program to incorporate data from other reviews, such as playground safety and best maintenance practices. This new program will begin in September or October.

Street Ends: The 2008 Parks Levy provides funding for opening up and improving street ends to make them more park like. Parks staff are talking with Seattle Parks Foundation on taking the lead in this effort. It will require a Memorandum of Agreement to outline roles and responsibilities.

Responding to a question from Commissioner Ramels whether the Foundation would maintain the street ends, Deputy Superintendent Williams answered that the Foundation wouldn't. They would be the fiscal agent for public engagements for street ends that are named in the Parks and Greenspaces Levy.

Magnuson Park: With the assistance of a consulting firm, Seattle Parks is preparing an application for the Sand Point Historic District [located in Magnuson Park] to be listed in the national Register of Historic Places. In addition, a number of individuals have formed "Citizens for Naval Station Puget Sound at Sand Point Historic District" to nominate Sand Point for designation as a City landmark, as well.

Wading Pools Update: Parks is working to replace the drains in its wading pools and swimming pools with anti-entrapment drains, as required by the federal Virginia Graeme Act. This act requires all pool drains to comply with new safety standards to reduce the danger of entrapment in a drain. The replacements are very expensive and require technical expertise. After completing each drain, the King County Health Department must inspect each replacement drain and approve it. The Department has 25 wading pools, with the following already open: Volunteer Park, Lincoln Park, Van Asselt, South Park, and East Queen Anne.

Gas Works 4<sup>th</sup> of July: An individual has filed a lawsuit asking that the State Environmental Protection Agency (SEPA) review the use of Gas Works Park's for the site of Seattle's large scale fireworks event, for its size and potential to damage the park. The City's attorney has reviewed the claim and stated that SEPA calls out community firework activities as being exempted from the SEPA act.

Carkeek Park: Recently a 21-year-old man was accidentally killed in Carkeek Park, while walking on the Burlington Northern railroad tracks with a group of three people. Reports are that the young man and his companions were placing pennies on the railroad tracks. They were aware that a train was approaching from the north, but unaware that a second train was approaching from the south.

## **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, 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 Board of Park Commissioner's business. Two people testified.

Kris Fuller: Ms. Fuller asked that the Department review its ballfield lighting policy on sports fields and stated that the policy is long overdue for a review. There is a great deal of new research available since the Department set the policy. Commissioner Holme noted that the Department is scheduled to review some portions of the ballfield lighting policy at its July 9 meeting.

Sharon Levine: Ms. Levine stated from the floor that she has been to a number of meetings in the Park Board Room and the acoustics are very poor. She asked that the Department install a sound system so that the public can better hear what is being said. The heating/cooling vent above her is noisy and makes it difficult to hear. The Chair acknowledged her comments and asked Ms. Levine to sit near the front of the room in the future, rather than near the back, so she can better hear. Parks staff will address the sound problems.

## **Discussion/Recommendation: Park Operating Hours**

Eric Friedli, Seattle Parks' Policy and Business Analysis Manager, presented an update on the park operating hours. Commissioners were first briefed on the proposal at the February 26 meeting and held a public hearing at the May 14 meeting. To read those minutes, see <http://www.seattle.gov/parks/ParkBoard/minutes/2009/02-26-09.pdf> and <http://www.seattle.gov/parks/ParkBoard/minutes/2009/05-14-09.pdf>.

Tonight the Board has scheduled a discussion and recommendation. Prior to tonight's meeting, Commissioners were e-mailed an updated proposal, which was also posted to the Board's web page and is copied in the minutes below. Copies were also available to the public at the meeting.

### *Updated Written Briefing, dated June 22*

#### **Requested Board Action**

The Board is being asked to review and make recommendations on standardizing park operating hours. The staff recommendations are presented below.

#### **Project Background**

Parks staff briefed the Board of Park Commissioners on this topic in February. At that time, Parks did not make a formal proposal, but did put forth an option of maintaining the current standard hours for regional parks but changing neighborhood park hours to one hour before sunrise and one hour after sunset. Parks held three public meetings in late April and early May and the Board held a public hearing on May 14. Four citizens attended the public meetings and one testified at the public hearing. Two email comments have been received. Addendum A at the bottom of this document summarizes the public comments.

The purpose of this proposal is to: 1) standardize park operating hours so there is less opportunity for confusion about what the operating hours are; 2) alleviate actual and perceived safety issues – alcohol use, graffiti, and noise; 3) demonstrate Parks' intention to be a good neighbor by limiting negative impacts on our park neighbors; and 4) provide Seattle Police an additional tool for resolving issues in parks. Parks has an ongoing interest in being a good neighbor and alleviating late night problems in our parks. Operating hours is one tool available to us and to Seattle Police to address issues of noise, graffiti, and alcohol use. This proposal is not intended to limit an individual's enjoyment of our parks.

**Proposal**

The vast majority of parks would not see hours of operation change under this proposal. There are 39 parks and 16 parking lots that are exceptions to the standard park hours of 4 a.m. -11:30 p.m. and different from the proposed alternate hours of 6 a.m. - 10 p.m. These would require review and potential changes to their hours. The table below shows the possible hours changes under this proposal:

# of Parks to be reviewed	# of Parking Lots to be reviewed	Current Schedule	Proposed Schedule
7 Parks	5 Parking Lots	6 a.m. – Sunset	6 a.m. – 10 p.m.
3 Parks	1 Parking Lots	6 a.m. – 9 p.m.	6 a.m. – 10 p.m.
9 Parks	9 Parking Lots	6 a.m. – 11:00 p.m.	6 a.m. – 10 p.m.
20 Parks	1 Parking Lot	6 a.m. – 11:30 p.m.	4 a.m. – 11:30 p.m.

Following is a list of each park and parking lot, the date the exception was put in place, and the reason stated for the exceptions. For each category there is a recommendation on what action to take to review and implement a change in hours.

**Proposal for Park hours:**

1. Maintain the current standard operating hours per Ordinance 117645 – open at 4 a.m. and close at 11:30 p.m., and continue to allow for exceptions following the existing process.
2. For parks where an exception to the standard hours has been approved, the hours would be standardized to 6 a.m. to 10 p.m. Parks would then review each of these parks to assess whether or not the exception is still appropriate. This would not apply to parks that are established in Parks Policy 060-P-7.13.0 as being open to the public 24 hours a day, or to boat ramps.
3. Amend the Parks Operating Hours Exception Policy 060-P-7.13.0 so that exception requests would only be granted for opening at 6 a.m. and closing at 10 p.m.
4. Amend the Parks Operating Hours Exception Policy 060-P7.13.0 so that the Superintendent -- in response to neighbor or Police concerns about threats to public safety, public peace or the potential for injury to the public and after consultation with the Board of Park Commissioners -- can close a park earlier than 10 p.m. for up to a nine-month period.
5. Establish a protocol and procedure by which the Seattle Police Department is delegated the authority to temporarily close any city park during the hours of darkness when an officer discovers, or has been dispatched to investigate, a suspicious situation or disturbance and the investigating officer, in the interest of resolving the issue, needs to immediately close and clear the park.

**Current Exceptions to Standard Park Hours:**

6 a.m. to Sunset	Date	Reason
Fauntleroy Park	Summer 89	camping, fires, alcohol, drugs
Lower Kinnear	Spring 88	camping, fires, intimidation
Martha Washington School	11/87	vandalism
Pratt Playground	6/89	drug and gang activity, intimidation, neighborhood crime
Pritchard Beach	Summer 88	drug activity, noise, vandalism
Ross Playground	10/87	drug activity, partying, vandalism, neighborhood crime
Kubota Gardens	9/97	alcohol, gunfire, narcotics sales, vandalism
Mathew Beach parking lot		
North Acres parking lot		
Westcrest parking lot		
Japanese Tea Garden parking lot (6am – 6pm)		

Magnuson Park parking lots (6 am – 6pm, 9/11 – 4/30)

***ACTION RECOMMENDATION:***

*Review with intent to change hours to 6 am to 10 pm. Make the park hours the same as the parking lot hours were they are different. This will lengthen the park hours so should engage the immediate neighbors and community. Engagement would include mailing notification and one community meeting.*

6 a.m. to 9 p.m.	Date	Reason
Parsons Garden	Unknown	Unknown
Waterfront Park (10/1-3/31 only)	10/07	drug use/sales at Pier 62/63
Pier 62-63 (10/1-3/31 only)	10/07	drug use/sales
Magnuson Park parking lots (5/1 to 9/10)		
<b>ACTION RECOMMENDATION:</b>		
<i>Review with intent to change hours to 6 am to 10 pm. This is a minor modification that will lengthen the park hours so should engage the immediate neighbors and community. Engagement would include mailing notification and one community meeting. At Magnuson Park the intent would be to standardize the hours year round and for all parking lots.</i>		

6 a.m. to 11 p.m.	Date	Reason
Garfield	6/88	gang, drug, noise alcohol, intimidation
Laurelhurst (parking lots close at 10)	6/86	alcohol, loud noise
Miller Park	10/89	drug activity, gang, alcohol, intimidation
Volunteer Park	2/94	drug use/sales, unlawful activity
Seward Park Benefit Playground	6/93	drug use/sales; vandalism
Brighton Playfield	6/93	drug use/sales; vandalism
Van Asselt Playfield	6/93	drug use/sales; vandalism
12 <sup>th</sup> Ave Viewpoint	6/93	drug use/sales; vandalism
Alki Beach (4/15 – 10/1)		
Green Lake Bathhouse Theater parking lot		
Lincoln parking lot		
Discovery Park parking lots		
Meadowbrook Community Center parking lot		
Montlake Community Center parking lot		
Museum of History and Industry parking lot		
Pratt Park parking lot		
Schmitz Preserve parking lot		
Woodland Park ballfield parking lots		
<b>ACTION RECOMMENDATION:</b>		
<i>Review individually with intent to change hours to 6 am to 10 pm. Make the park hours the same as the parking lot hours where they are different. This is a minor modification and will shorten the park hours so should engage the immediate neighbors and community. Engagement would include mailing notification and one community meeting.</i>		

6 a.m. to 11:30 p.m.	Date	Reason
Boren/Pike Pine	11/95	drug use/sales, intimidation
City Hall Park	11/95	drug use/sales, intimidation
Freeway Park	11/95	drug use/sales, intimidation
Hing Hay Park	11/95	drug use/sales, intimidation
Hubble Place Fountain	11/95	drug use/sales, intimidation
International Children's Park	11/95	drug use/sales, intimidation
Kobe Terrace Park	11/95	drug use/sales, intimidation
McGraw Square	11/95	drug use/sales, intimidation
Occidental Square	11/95	drug use/sales, intimidation
Pigott Corridor	11/95	drug use/sales, intimidation
Pioneer Square Park	11/95	drug use/sales, intimidation
Prefontaine Place	11/95	drug use/sales, intimidation
Regrade Park	11/95	drug use/sales, intimidation
South Washington St Dock	11/95	drug use/sales, intimidation
Tilikum Place	11/95	drug use/sales, intimidation
Union Station Square	11/95	drug use/sales, intimidation
Westlake Park	11/95	drug use/sales, intimidation
Westlake Square	11/95	drug use/sales, intimidation

Golden Gardens 8/93 aggravated assault, drug use/sales, vandalism  
Pratt Park basketball court (5/1 – Labor Day)  
Volunteer Park parking lot

**ACTION RECOMMENDATION:**

*Review individually with intent to change hours to 4 am to 11:30 pm. Discuss with reconstituted Center City Parks and Open Space Task force.*

**PARKING LOTS and ROADWAYS**

**6 a.m. to 10 p.m.**

Bitter Lake Playfield  
Carkeek  
Gas Works  
Lake Washington Blvd.  
Adams Street  
Duck Bay  
Ferdinand Street  
Lakewood Moorages  
Mt. Baker Beach  
Leschi Tennis Court  
Madrona Playground  
Magnolia Viewpoint  
(Btw Howe & Montevista)  
Maplewood Playfield  
Riverview Playfield  
Roxhill  
Seward

**ACTION RECOMMENDATION:**

*Review individually with intent to make park hours and parking lot and roadway hours the same.*

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**NO CHANGES WOULD BE MADE TO THE FOLLOWING:**

**6 a.m. to 10 p.m.:**

*Lake Washington Blvd. Parks (4/96):*

Colman Park (including Colman Beach)

East Portal Park

Mt. Baker Beach Park

Day Street Landing Park

Adams Street

*Others:*

Me-Kwa-Mooks Park

Schmitz Memorial Overlook

Volunteer Park

Prentis I. Frazier Park (8/05)

John C Little Senior Park

Pratt Park

Blanche Lavizzo

Flo Ware

Madrona Playground

Othello Playground

Bitter Lake Playfield parking lot

Carkeek parking lot

Gas Works parking lot

Leschi Tennis Court parking lot

Madrona Playground parking lot

Magnolia Viewpoint parking lot

(Btw Howe & Montevista)

Buck Bay parking lot

Ferdinand Street

Lakewood Moorages

Mt Baker parking lot

Roxhill

University Playground

Waterfront Park (4/1-9/30 only) -established  
10/2007

Pier 62-63 (4/1-9/30 only) - established  
10/2007

Steinbrueck Park

(est. 5/07 – excessive drinking, noise, littering,  
narcotics)



Maplewood Playfield parking lot  
 Riverview Playfield parking lot  
 Seward parking lot

**Individual Parks with Modified Operating Hours:**

Don Armeni Boat Ramp	4 a.m. – 11:30 p.m. (Except for Vehicles with Boats Trailers/Permits)
Magnuson Beach Park/ Boat Ramp	4 a.m. – 1:30 p.m. May 1 to Labor Day 4 a.m. – 10 p.m. from the day after Labor Day to April 30
Pratt Park covered B'ball court	6 a.m. – 10 p.m. from the day after Labor Day to April 30
Alki Beach	4 a.m. – 11:30 p.m. Oct 2 to April 14

**Parks That Remain Open 24 Hours a Day (Policy 06-P 7.13.0):**

Green Lake Park	Kerry Viewpoint
Myrtle Edwards Park	Eddie Vine Boat Ramp
Lake Washington Blvd Jogging Trail	Atlantic City Boat Ramp
First Avenue S Boat Ramp	Stan Sayers Boat Launch
Ferdinand St. Boat Ramp	
Sunnyside Ave. S Boat Ramp (responsible for dock only)	

## **Budget**

Minor budget impacts would be associated with changes in signage.

## **Schedule**

The action recommendations would be completed by the end of 2009.

## **Additional Information**

For more information, please contact me via phone at 206.684.8369 or by e-mail at [eric.friedli@seattle.gov](mailto:eric.friedli@seattle.gov)

### ***Verbal Briefing/Discussion***

Mr. Friedli introduced himself and reviewed what the Board is being asked to discuss and recommend this evening. The Board heard a briefing on this proposal at its February 26 meeting. At that time, the Department had not developed a formal request, although a concept of sunrise-sunset hours was discussed. Three public meetings were held with no one showing up at the first two and four neighbors with concerns about Lakewood Playfield attending the third. Two people submitted written testimony to the Park Board on the operating hours and one person testified at the May 14 public hearing. There did not seem to be a high level of interest or concern on the proposal.

Since the May 14 meeting, the Department has re-thought how to achieve the four goals discussed at the February 27 briefing, which included:

- 1) Standardize park operating hours so there is less opportunity for confusion about what the operating hours are;
- 2) Alleviate actual and perceived safety issues — alcohol use, graffiti, and noise;
- 3) Demonstrate Parks' intention to be a good neighbor by limiting negative impacts on our park neighbors; and
- 4) Provide Seattle Police an additional tool for resolving issues in parks

New components to the proposal included in the June 22 update briefing include: (1) the Superintendent may make exceptions to address problems before permanently changing the hours and may shorten the hours at a park for up to 9 months. This longer amount of time provides an opportunity to address and try to solve the problems. If the effort is successful, the park would go back to the standard 4 am-11:30 pm operating schedule. The current policy is that a park's hours can be reduced for 90 days and then may be permanently reduced. (2) a new protocol for Seattle Police Department to close a park immediately in response to an emergency and move people out of the park. The details on this have not yet been worked out.

Commissioner Holme stated he was unclear about the parking lots affiliated with athletic fields that are also affiliated with other parks. He gave the Japanese Garden parking lot and Washington Park Playfield as an example. Would the lights turn off when the Japanese Garden closes or when Washington Park and its playfields close? Mr. Friedli responded that this is a good question and that the ballfield lights on-off times would correspond to the ballfield hours. Commissioner Ramels asked if this proposal is similar to Item 2 from the February 26 briefing paper and Mr. Friedli concurred.

Through this process, most parks, roadways, and parking lots will have the same hours. Deputy Superintendent Williams added that it is good customer service to enable the public to better understand when a park, its roadways, and parking lots are open. Mr. Friedli noted that through this process, most would have the same hours.

Commissioner Ramels noticed that the hours of operation at 30 parks would be extended under this proposal. If the hours were previously shortened because of enforcement issues, why extend them under this proposal? Mr. Friedli responded that it isn't the intent of the policy to extend the hours; however, it will happen at some

parks. The Department will mail letters to the park neighbors that the hours will be extended to determine any impacts.

Commissioner Kostka asked when the next community meetings will be held and Commissioner Friedli responded that they are scheduled for the fall of 2009 and possibly into the spring of 2010.

Commissioner Adams asked for clarification on whether a troubled park would be closed for up to nine months. Mr. Friedli answered that the park's operating hours could be shortened for up to nine months, to close at 10:00 pm instead of 11:00, while the Department works to resolve the issues. If the problem is solved within the nine months, the operating hours would go back to 11:00 pm.

Deputy Superintendent Williams added that the Department would also be working with Seattle Police Department and Seattle Animal Control on the issues. The shortened hours are another tool to use in the effort to resolve issues at some parks. Commissioner Keith recommended that the Department utilize the Youth Violence Prevention Initiative to help engage young people in these parks. She asked how the Department avoids penalizing the rest of the community for the actions of a few people. Mr. Friedli responded that the Department will program the troubled parks to bring positive activities into them. There is a small window of opportunity to enjoy the parks in the summer time and this policy would provide the means to correct problems before permanently shortening the hours, and use, of some parks. This would be an improvement over the current policy.

Deputy Superintendent Williams added that the requests to shorten hours at troubled parks have previously come from park neighbors. Under this proposal, Seattle Police and the Parks Department would make the requests.

Commissioner Keith responded that it is a mentality that if a person lives next to a park that is where they can go to make noise and have unstructured play and be loud, until as late as 11:30 p.m. Mr. Friedli and Larry Campbell, Parks Security Supervisor, responded that park neighbors now submit a petition to the Department to shorten the hours at troubled parks. The Department then works to get the community involved, help set up Friends of groups for the park, develop programs, and work to take the park back for the use of the larger community. The operating hours is just one tool to manage behaviors in parks. Shortened hours can change negative behaviors.

Commissioner Holmes asked why the Board is being asked for a recommendation at this point, if it plans to have more public process on the operating hours. Mr. Friedli responded that the Department is asking if the Board thinks standardizing the hours is a good concept, as well as allowing a park's hours to be shortened for a 9-month period, and allowing Seattle Police to close down a park in emergencies. Commissioner Holme stated that Mr. Friedli's verbal briefing tonight has been very helpful to him and asked that he come back to the Board in two weeks with a concisely-written recommendation. Commissioner Ramels stated that the next meeting agenda will include 10 minutes to complete the Board's discussion and vote. If any Board members have additional questions on the proposal, they are requested to send them to Mr. Friedli for a response.

Commissioner Adams supports the Department's proposal in concept, but asked Mr. Friedli to develop a brief summary statement for the Board's approval. Mr. Friedli agreed to do so and stated that his summary will be items 1-5 on page 2 of the June 22 briefing.

The Board will continue discussing this topic at the July 9 or July 23 meeting for a possible recommendation to the Superintendent. Mr. Friedli will send the Board a summary of what is being proposed.

## **Discussion/Recommendation: Use of Synthetic Turf**

At its April 23 meeting, the Park Board heard a briefing on the Use of Synthetic Turf Policy by Eric Friedli, Seattle Parks Policy and Business Analysis Manager. This was followed by a public hearing at the May 28 meeting. To read the minutes from those meetings, see <http://www.seattle.gov/parks/ParkBoard/minutes/2009/04-23-09.pdf> and <http://www.seattle.gov/parks/ParkBoard/minutes/2009/05-28-09.pdf>. Tonight the Board plans to discuss the policy and vote on a recommendation to the Superintendent. Prior to tonight's meeting, Mr. Friedli sent the Board a redlined copy of the policy, included below. It was also posted to the Board's web page and copies were available at tonight's meeting. In addition, Commissioners were sent a list of questions on the policy from Commissioners Barber and Kostka and members of the City Council, with the Department's responses to the questions. These were also made available on the Board's web page and copies were available at tonight's meeting.

### *Written Briefing*

## Department Policy & Procedure

Subject: Use of Synthetic Turf	Number	
	Effective	
	Supersedes	
Approved:	Department: Parks & Recreation	Page 1 of

### 1.0 PURPOSE

- 1.1 The purpose of this Use of Synthetic Turf Policy is to outline for staff and the public certain elements to be considered as the future use of synthetic turf is contemplated by the Department.

### 2.0 ORGANIZATIONS/INDIVIDUALS AFFECTED

- 2.1 Staff who design, construct, and maintain Seattle Parks and Recreation athletic fields.
- 2.2 Consultants, landscape architects and park designers hired by the Department to design park athletic fields.
- 2.3 Athletic field users **and park neighbors.**

### 3.0 POLICY

- 3.1 Seattle Parks and Recreation aims to provide high quality facilities for a variety of athletic endeavors. Seattle Parks and Recreation recognizes that synthetic turf is a reasonable alternative to natural grass surface on athletic fields. It is important to Seattle Parks and Recreation that the use of synthetic turf is done in such a way as to maintain the highest level of safety for our park users.

### 4.0 DEFINITIONS

### 5.0 RESPONSIBILITY

- 5.1 Planning and Development division staff are responsible for the planning and design of athletic fields and completing cost benefit analysis of synthetic, natural grass fields **or other alternative fields surfaces.**

- 5.2 Planning and Development staff is responsible for maintaining documentation, completing water and environmental quality analysis, and keeping up-to-date on the new synthetic turf materials and their safety considerations.
- 5.3 Park Maintenance Division staff is responsible for maintaining synthetic turf fields in a way that is consistent with manufacturer's specifications and industry standards.
- 5.4 City-wide athletics unit staff is responsible for communications with users and user groups about safety and health awareness related to play on athletic fields.

## 6.0 PROCEDURE

- 6.1 The Department will not purchase field products that contain hazardous levels of potentially toxic materials.
- 6.2 The Department will continue to review literature and new studies concerning synthetic fields health effects, injury data, and maintenance and design practices as they become available.
- 6.3 Contingent on funding being available, the Department will include in its annual work plan an element for testing potential water and environmental quality impacts associated with the use of synthetic turf, including testing for the presence of hazardous levels of potentially toxic materials in the turf materials and the migration of hazardous materials from the field surface. Testing at Magnuson Park should align with the required 10-year Monitoring and Mitigation Plan for the fields and habitat improvements completed in 2009. ~~Other testing~~ Testing at other fields should include ~~initial~~ testing soon after installations and follow-up testing ~~only~~ where ~~if~~ warranted.
- 6.4 Athletic Field designers will work with the Parks Division Director, Recreation Division Director, athletic field coordinator(s), maintenance staff and field users to assist with site selection.
- 6.5 As appropriate, the Department should work with Office of Sustainability and Environment (OSE) to encourage turf manufacturers to initiate and implement end-of-product-life recycling programs and purchase those products with the best end-of-product-recycling option.
- 6.6 The Department should share information about health and safety guidelines with athletic field users and park neighbors.
- 6.7 The Department should periodically request feedback from user groups using new and existing products.
- 6.8 With all new synthetic turf projects, the Department should provide appropriate landscape and irrigation improvements to all impacted areas surrounding the field.
- 6.9 Maintenance of synthetic turf fields should be done consistent with the manufacturer's specifications and current best practices.
- 6.10 When considering the cost of synthetic turf fields a life-cycle cost, including replacement cost ~~and disposal of surface materials~~ will be considered.

## 7.0 APPENDICES

### *Verbal Briefing/Board Discussion*

Mr. Friedli gave a brief overview of the policy and noted that the Department responded to questions from Commissioners Barber and Kostka and City Council. He is continuing to review information and has been in talks with King County Department of Health staff. The Park Board has received about a half dozen e-mails or verbal testimonies on this topic. He next reviewed the proposed policy changes [see above] on sections 2.3, 5.1, 6.3, and 6.10.

Commissioner Ramels asked Commissioner Barber to spend a few minutes reviewing the research he has performed on synthetic turf. Commissioner Barber stated that he believes Parks' development of a use of synthetic turf policy is a positive process. He wants the Department to have the best policies to improve the health of people and also help keep the waterways healthy. In his reviews of synthetic turf, he has found some concern about crumb rubber and the plastic grass blades. Older synthetic turf fields have been shown to be especially toxic.

Some of the older synthetic fields in other parts of the country have been found to contain lead and some have been closed. The sand underneath the grass blades and the crumb rubber catches the toxins and can cause allergies, neurological impacts, and cancer. He noted that lead must be removed from gasoline and paint, for public safety. He is also concerned that, during very warm weather, the synthetic turf blades heat to 50-60 degrees above the salient temperature and toxins are then released into the atmosphere.

He stated that the results of the various studies are inconclusive. Most studies consider synthetic turf to be safe, although it is unknown if there are some carcinogens in the synthetics that haven't yet been tested.

The Consumer Protection Agency does not evaluate synthetic turf fields as it does children's products. He believes that if it were, the outcome would be different than it is now.

Commissioner Barber continued that there are also human and environmental concerns about the use of synthetic turf near Puget Sound waters, as it has not been fully tested and it is still unknown what is running from the turf into the waters. The Department of Disease Control has also done a lot of research on this material. Commissioner Barber believes that Parks should look for assistance from various agencies and use the best policies and science available to protect the public.

Commissioner Ramels reminded the Board that Seattle City Council has already approved the use of synthetic fields at selected sites. Now the Board is being asked by Seattle Parks to make a recommendation on a proposed policy Parks will use to install the fields. Mr. Friedli commented that he has reviewed/contacted the sources referred to by Commissioner Barber. He talked with King County Health Department staff members and their view is that synthetic turf promotes health in the form of exercise.

Deputy Superintendent Williams added that he and Parks Superintendent Gallagher have discussed this policy at length and Mr. Friedli has done comprehensive research for its development. Seattle Parks has shown due diligence and a high level of concern on this policy. The Department believes that the public health benefit in the form of exercise outweighs any risks. Seattle Parks will continue to gather information on synthetic turf and alter the policy as needed.

Mr. Friedli asked that any studies which state synthetic turf is damaging to the environment or to people's health be forwarded to him. The studies he has found conclude that there are bad components in crumb rubber but none of the studies have concluded that synthetic turf is unsafe.

Commissioner Adams wondered how best to find a balance between scientific studies that don't agree so individuals who oppose the use of synthetic turf find comfort in Seattle Park's policy. He suggested that Parks take the middle ground by having the Park Board hold periodic public hearings as new scientific information is released and allow those who support both sides to present information. Acknowledge that the issue is not resolved and leave it open until it is resolved.

Commissioner Holme agreed with Commissioner Adams' suggestion that the Park Board and Department revisit this policy as new, conclusive information becomes available. He does not want the Department to be put in the role of synthetic turf scientist. Otherwise, he thinks the policy is good.

Commissioner Ramels referred to the questions from City Council on whether the policy will include modified language about testing. Mr. Friedli noted that section 6.3 was added in response to City Council's request and asked Commissioner Ramels if she has further language to add to the policy.

Commissioner Kincaid stated that she reviewed the water monitoring plan for Magnuson Park, which calls for a 1, 2, 3, 5, 7, and 10 year testing pattern. This park has newly-installed synthetic turf and she asked if any monitoring has been done there. Mr. Friedli responded that the synthetic turf will have its initial testing at the end of the first year [which will be April 2010]. Commissioner Kincaid stated that the need for testing gets more serious as the materials age and recommended that the Department adapt the monitoring plan so that the water is tested annually.

Commissioner Keith asked if there are any barriers to the Department's synthetic turf installations that would include testing as part of the cost. She believes this would reassure the public. Mr. Friedli responded that it isn't a barrier in future synthetic field designations and installations. However, some synthetic turf installations (Lower Woodland Playfield, Miller Playfield, Jefferson Park, and Genesee Playfield) are out for bid now and the cost for testing was not included in the bid packets.

Commissioner Kostka noted that the Environmental Protection Agency (EPA) is scheduled to make its own recommendation on synthetic turf in a few weeks. Mr. Friedli asked Commissioner Kostka to forward the information from the EPA to him.

Commissioner Kostka next distributed copies of the redlined policy, with a number of proposed changes, and began reviewing her suggestions. Commissioner Ramels asked that, due to the amount of time already spent on this discussion and the Board's full agenda for this meeting, that the Board postpone the rest of its discussion to the July 9 or July 23 meeting. Commissioners agreed to do so.

The public is invited to continue sending testimony via e-mail until two days prior to the meeting. U.S. mail should be delivered one week prior to the Board's discussion. Commissioners thanked Mr. Friedli for the update.

## **Briefing: Associated Recreation Council**

Bill Keller, Executive Director of the Associated Recreation Council (ARC), presented the annual briefing to the Park Board. Prior to this meeting, Commissioners received a written briefing paper, which is also included in these minutes. No action is requested of the Board at this time.

### *Written Briefing*

#### **Purpose of Briefing**

This is the regular briefing of Board of Park Commissioners on the current status of the Associated Recreation Council (ARC) system, projects and activities. No Board action is requested.

#### **The ARC and Parks and Recreation Partnership**

Advisory Councils (AC) are a vital part of the Seattle Department of Parks and Recreation's (DPR) program delivery system. The recreation programs offered at every DPR owned community center and several special program facilities (boating and sailing centers, Langston Hughes Performing Arts center for example) are offered through a unique partnership with ARC. In December of 2007, Ordinance 122588 updated the three decade old relationship between ARC and DPR. The Ordinance, along with an updated Master Services Agreement, reflected many months of partnership work to review and modernize the many facets of the work ARC and DPR do together. The agreement has a twenty year term with a review every five years to keep the

agreement fresh and responsive to the challenges and opportunities of the partnership. The ARC website provides additional information about our commitment to Parks and Recreation - <http://arcseattle.org/index.cfm>.

DPR, ARC and its 38 advisory councils are celebrating the 33rd anniversary of our partnership. The partnership has grown from its modest beginnings in 1976 to now encompass programs at 26 community centers, 4 environmental learning centers, 3 citywide programs, 1 tennis center, 2 boating facilities, and an arts and culture facility. ARC is comprised of a volunteer board made up of fifteen advisory councils' representatives and at-large members. ARC supports an internal staff of 18 that includes field supervision, school age program staff, human resources and an accounting staff that handle financial transactions and record keeping for its member advisory councils.

DPR relies on hundreds of volunteer AC members for advice, assistance and representation of the many Seattle communities. Approximately 400 advisory council members volunteer their time throughout the system. Advisory councils have been part of the citizen involvement process with DPR for over three decades.

## **History**

In 1971, DPR expanded the ACs financial role. Advisory councils became responsible for handling most of the funds generated by the programs they sponsored. The collected funds were then expended back into programs without becoming part of the City's budgetary process. The responsibilities included sponsoring classes, activities and programs; hiring staff as instructors, child care workers, sports officials, etc.; and making these decisions in partnership with DPR staff. Original ACs were primarily concerned with recommending activities, programs and classes to be offered in their respective communities. They served as volunteers for recreation events, and reviewed programs and project plans with their Department counterparts and their financial activities were very limited.

In 1976, Seattle City Ordinance 105655 authorized the DPR Superintendent to formally recognize advisory councils, establishing the relationship between DPR and advisory councils. In addition, in 1976 the Associated Recreation Council (ARC) was formed, based on a recommendation from the State Auditor. ARC provides a standardized accounting system for handling the ACs' funds that meets both City and State legal requirements.

## **2008 Audited Financial Report**

The ARC system had an active and successful year in 2008. Total support and revenue produced for the year was \$10,509,726, the system invested \$10,784,449 in program expenses, and there was \$892,945 of funding raised in grants and donations. The system employed 1,100 staff for the year, working in over 30 locations throughout the City.

### **2008 Financial Support**

In 2008 the ARC system provided the following financial support to the partnership:

- \$332,102 in Class Participation Fees (funding that goes from ARC directly to Parks and Recreation)
- \$60,686 in Child Care scholarships (funding that goes to low income participants in the child care programs)
- Recently the ARC Board made an additional financial commitment to DPR to help alleviate the mid-biennium budget challenges facing DPR. ARC contributed \$400,000 for 2009 and committed \$800,000 for 2010. The intent of the contribution is to keep as many facilities and programs open and running as possible in the face of a declining economy.

### **Other Partnership Support**

In 2008 the ARC system represented 38 advisory councils, 8 fiscal sponsorships and 31 restricted fund accounts. Of the 48 accounts, in addition to the advisory council operating accounts, ARC supported the following playground, park and building projects:

- Annie's Playground
- Art in Ravenna Park Project



- Bayview-Kinnear Park
- Grand Army of the Republic Cemetery
- Japanese Garden Gate House
- Mt. Baker Building Expansion
- Ravenna Eckstein Playground
- Ravenna Park Playground
- South Portage Bay Park Project

In addition, ARC supported the following community projects:

- Cal Anderson Park Alliance
- Step Program (**S**t**e**p**s** **T**oward **E**nvironmental **P**artnerships)
- RecTech Community Center Computer Labs
- Heron Habitat Helpers
- Rainier Beach Back to School Bash

### **Community Technology Centers**

One of the many programs ARC has been instrumental in developing is the Community Technology Centers. In August 2005, ARC, on behalf of the RecTech Coalition (advisory councils representing Rainier, Rainier Beach, Miller, Garfield, Delridge, South Park & Southwest Community Centers), submitted a grant request to the Bill and Melinda Gates Foundation to provide Community Technology Centers at each of the sites. A primary purpose of the grant request was to provide academic support to the many youth who use the community centers for recreation. The curriculum was aligned with the Community Learning Centers and the Seattle School District. In March 2006 ARC received the notification of the two year grant award of \$377,950. The first year award was \$149,000 with the balance of \$228,950 paid in April 2007.

In addition, ARC received a Communities Connect grant award of \$105,000 for the Community Technology Center at Yesler Community Center also from Bill and Melinda Gates Foundation. As an additional windfall, the Microsoft Corporation donated \$100,000 for software and software upgrades. The installation of hardware and software has occurred and the program is operational. The Department of Information Technology provided \$31,000 for technology support as we developed our own in-house technology support staff for the technology centers.

Recently, the Stuart Foundation supplemented the RecTech project with a two year grant totaling \$175,000 targeting the Rainier and Rainier Beach Community Center technology labs. In addition, we were awarded \$178,000 for 2007 through the City Council to deliver a Digital Media Skills Program at the South Park & Rainier Beach Community Center technology labs. \$75,000 was awarded in 2008 for the second year of the Program.

RecTech opened a ninth lab at the Garfield Teen Life Center (GTLC) in September 2008 and is working with Parks and Recreation to support the Youth Violence Prevention Initiative at this location. GTLC will host a photography summer internship focused on a positive youth response to the recent youth violence, and a new staff member will join the GTLC in the lab to host job training and digital media programs. These efforts are funded by the Department of Information Technology.

RecTech continues to serve community members in the central and south end of Seattle, with an increasing focus on adult users and work force development classes. Job searches, resume building, and basic computer skills classes have been consistently full. Youth programs continue to bring in about 1,000 unique users annually, and a new grant from the Paul Allen Foundation for capacity will hopefully allow us to serve more youth and adults in the current locations. Program years 2009 and 2010 will also focus on developing more fee for service programs to ensure a sustainable future for RecTech. In total the RechTech Coalition has been awarded over \$1,000,000 in support for this important community technology effort.

## **Additional Information**

Bill Keller, Executive Director, Associated Recreation Council

[bill.keller@seattle.gov](mailto:bill.keller@seattle.gov)

684-7083

### ***Board Discussion***

Recently, the Associated Recreation Council Board contributed \$1,250,000 to Seattle Parks Department to help defray budget cuts. The Board of Park Commissioners asked the Chair to prepare a letter conveying the Park Board's gratitude for this generosity. Commissioner Ramels presented the letter to Mr. Keller, who thanked the Park Board and will share the letter with the ARC Board at its next meeting.

Mr. Keller introduced himself and gave an overview of information in the written briefing paper. He observed that it is difficult to represent all that ARC does in a 2-3 page briefing paper. As he listened to tonight's topics before the Board, he noted that ARC published the Department's summer guide that Deputy Superintendent Williams distributed tonight and is also involved with the Langston Hughes Performing Arts Center. ARC's efforts touch the Department in so many ways.

Commissioner Ramels stated that the written briefing had a wonderful history of the formation of ARC. She noted that the written briefing is the best explanation of ARC she has seen to date, and suggested a bit more history be added for the years 2003-present. Mr. Keller agreed to do so. He added that the "modernization process" for ARC started in 2003 with former Superintendent Ken Bounds and the organization now believes it is in a strong position for the next 20 years or so.

He next described the contribution that ARC recently made to the Parks Department, with \$450,000 donated for 2009 and an additional \$800,000 for 2010. The relationship between ARC and Seattle Parks is a partnership and Mr. Keller stated that this is the type of support given in a partnership. Commissioner Kostka asked for more information on the donation. Mr. Keller responded that ARC's monthly operating budget is \$1.2 million. The organization carries a reserve fund balance of three months operating funds. Over the past several years, the balance has exceeded the three month goal. The ARC Board voted to reduce the fund balance from a three month reserve to a two month reserve in order to help the Parks Department to maintain the programs that ARC manages.

Commissioner Holme asked if ARC expects the economy to affect its revenues over the next 12-18 months. Mr. Keller answered that ARC's programs have been fortunate and so far, so good. They have not seen a decrease in 2008 and some programs have had increased membership. The parks facilities are destinations for people who can't go out of town for vacations — and are the best deal in town!

Responding to a question from Commissioner Barber on ARC's revenue sources, Mr. Keller answered that ARC relies on earned income. It has \$10 million in revenue streams, and \$800,000 from grants and donations. The organization delivers programs in 40 different locations. He added that a constant challenge is to recruit and keep good staff, deliver the programs, and be sustainable. Commissioner Barber asked if ARC's minutes and records and meetings are all open to the public. Mr. Keller responded that records and minutes are on the web at [www.arcseattle.org](http://www.arcseattle.org). Commissioner Keith is a great fan of ARC and asked how an individual can become a member of one of its 38 advisory councils (located at 26 community centers, 4 environmental learning centers, 3 citywide programs, 1 tennis center, 2 boating facilities, and an arts and culture facility.) Mr. Keller stated that there are no set procedures. Most of the 400 members have either participated in an ARC program, have an issue of concern and want change, or have worked on a capital project. Community centers have information on where and when the advisory councils meet.

Commissioner Adams is the Park Board's representative to the ARC Board and stated that ARC is working to make its Board even more effective. He sees good decision making and believes the Board members are absolutely committed to what ARC does. He has seen growth by the Board in the past few months that he has been a member. Mr. Keller noted that there are four newer members on the Board, with only one of

those a member from an ARC advisory council. These new members bring additional diversity to the ARC Board and have “hit the ground running.” Commissioner Adams added that the four new members are working well together.

Mr. Keller stated that ARC has a childcare fund that will supplement the City's scholarship of 80% to a 90% level. More than 1,500 kids enroll in the Department's summer day camp program. Prior to June 3, the Department had 177 kids on a waiting list, so ARC gave an additional \$50,000 to the program and the Department was able to transfer another \$100,000 to the program. These two amounts substantially reduced the waiting list.

Commissioner Ramels asked if ARC has made progress in its agreement to do marketing work for Seattle Parks. Mr. Keller responded that ARC has agreed to be the primary marketing arm of the Department, and noted that ARC is handling the public outreach for the Department's August 22 Healthy Parks, Healthy You event at Seward Park.

Commissioner Ramels asked if ARC is involved in the Youth Violence Prevention Initiative. Mr. Keller responded that it is and gave some details. ARC is also targeting high-risk youth through the Urban League.

Deputy Superintendent Williams stated that ARC does 70% of the programming at the Department's community centers. The partnership between ARC and Seattle Parks is wonderful. Commissioner Ramels added the Board's admiration for Mr. Keller's role as ARC's Executive Director.

Commissioners thanked Mr. Keller for the update.

## **Old/New Business**

July 9 Meeting: The July 9 meeting has an especially full agenda and Parks staff will work with the Board on whether to begin the meeting at 6:00 pm to allow adequate time for all the topics.

### Committee Reports:

Commissioner Ramels reported that she has not received agendas or meeting notices from the Seattle Art Museum Board. As Chair of the Park Board, she is an ex-officio member of the SAM Board.

Discovery Park Allocation Fund: Commissioner Barber was absent from the last quarterly meeting of this committee.

Parks and Greenspaces Levy Oversight Committee: Commissioner Holme is the Board's representative to the Committee, and Commissioner Adams is also a member. Commissioner Holmes reported on several developments, including: (1) the Committee voted to recommend the Bell Street project; (2) the Committee is fully engaged, working at a brisk pace, and anxious to get the new Levy projects under way; (3) the Committee began working on the Opportunity Fund at the last meeting; (4) the Levy included \$2 million for funding 20+ P-Patches, which are managed by the Department of Neighborhoods (DON.) DON and P-Patch staff are now developing criteria for selecting and funding projects.

Commissioner Ramels was a member of the most recent Citywide Review Team, which review applications to the Neighborhood Matching Fund, and noted that three of the projects that were awarded will receive Levy funds. It was also noted that there is strong support for the Bell Street project concept, with City Council voting its approval this past Monday.

Meeting Agendas: The Chair and Vice-chair meet monthly with Parks staff. At the next such meeting, Commissioner Ramels will suggest that, from time to time, the Park Board's Old/New Business be first on the agenda. She noted this suggestion came from Commissioners Kincaid and Keith. The Board has been compiling a list of topics that members are interested in adding to the agendas. When Old/New business is first on the agenda, this topic should be included.

Breakfast with Previous Park Board Chairs: Commissioners have voiced interest in meeting with previous Park Board chairs. Commissioner Holme suggested that this not be limited to previous chairs, but rather to also extend the invitation to previous Board members. Commissioner Ramels suggested narrowing the discussion topics to have a more in-depth discussion on one or two topics of interest.

Board Room Acoustics: Commissioner Holme agreed with earlier testimony that it is difficult to hear the Commissioners with the Department's current public address system. Deputy Superintendent Williams will authorize the appropriate building maintenance staff to investigate solutions. Commissioner Holme stated that he has listened to the Seattle TV tapes on his home computer and also finds those difficult to hear.

Public Testimony Procedures: Commissioner Holme noted that at a recent public hearing one person was allowed to read written testimony from another. The Board's guidelines have been that the person must be present and give their own testimony or else submit written testimony to the Board. The Board has also been approached by individuals who want to allocate their two minutes of testimony time to other speakers. Members agreed to continue the policy that individuals must sign up for themselves (individuals may not sign other people in to speak), they may speak for up to two minutes, may not speak for/read testimony from others, may not combine their allotted minutes, and may not assign their two minutes to another speaker.

There being no other new business, the meeting adjourned at 9:20 p.m.

APPROVED: \_\_\_\_\_  
Jackie Ramels, Chair  
Board of Park Commissioners

DATE \_\_\_\_\_