

Seattle Board of Park Commissioners
Meeting Minutes
October 12, 2017

Web site: <http://www.seattle.gov/parks/parkboard/>
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Board of Park Commissioners

Present:

Andréa Akita
Tom Byers, Chair
Dennis Cook
Marlon Herrera
Evan Hundley
William Lowe, Vice Chair
Kelly McCaffrey
Rachel Anne Williams
Barbara Wright

Seattle Parks and Recreation Staff

Michele Finnegan, Finance, Policy and Performance Manager Director
Rachel Acosta, Park Board Coordinator

The meeting is held at 100 Dexter Avenue North. Commissioner Byers calls the meeting to order at 6:30pm. Commissioner Byers calls for approval of the Consent Items: the October 12 agenda and September 28 meeting minutes; Commissioner Hundley moves, Commissioner Akita seconds and the Consent Items are approved unanimously.

Oral Requests and Communication from the Audience

Alex Tsimerman - He's running for U.S. Senator. He received a trespass warning from the City of Seattle for one year because he has different opinion and he is not allowed to go to City Council meetings.

Elizabeth Riggs – Save Green Lake Community Center and Pools – The pool and community center is closing for maintenance repair issues that they brought to the Board last spring. She thanks the department for honoring its commitment. She is in communication with SPR about keeping the community center and pool in public hands is a social justice issue. The YMCA charges family membership. People with criminal records are not allowed to join which will adversely affect people of color.

Scott Bonjukian – He is leading a grassroots campaign to lid I-5. There could be big implications to the 2017 Parks and Open Space Plan and Seattle's Comprehensive Plan. Lids

have improved air quality and created new open space. This effort would restore more of Seattle city space. The Office of Planning and Community Development will do a feasibility study. He encourages the Board to learn more at <https://lidi5.org>.

Carl Wester – Save Evans Pool and Community Center; he thanks the Board and the Department for getting things going. He reiterates the liabilities of private partnership around accountability issues. The employees of nonprofits are accountable to a Board of Directors, not the public. The partner is not accountable to the public they serve.

Evan Wright – All Colman Park stewards have supported this project. The volunteers are still unclear about whether there is opposition to this project besides within this department. He reviews the reasons the department have given over time and how those reasons have changed over the course of the last several months. They would like the Board to convince the department to work with the community to manage this project, as originally promised.

Margy Bresslour – She is disappointed the project was taken over from the community; SPR eliminated the grant and took away their right to hire a consultant. Their project was entitled Restore Colman Park West Slope to Olmsted Design and it was approved by SPR. Superintendent Aguirre is allowing Green Seattle Partnership to plant conifers on the slope. She expresses frustration with the misrepresentation and miscommunication on this project.

Elise Erickson – Colman Park – She says the Board knows what the issues are and how the community feels about this project and this place. SPR has not been acting in the best interest of the community and the volunteers want to have a seat at the table to be involved. Colman Park volunteers want to work collaboratively. She asks for the Boards assistance.

Mark McDuff – Chair for Citizens for Off-Leash Areas; the proposed budget has \$100,000 a year for off-leash areas. The Board approved an Off-Leash Area Master Plan last year. There is no funding for new off-leash areas; he asks the Board to emphasize the needs for off-leash area funding in next years' budget.

Director's Report

Presented by Michele Finnegan, Director of Finance, Policy and Performance Management Division

Lake Union Park – The excavation is complete and the geo-foam installed. The utilities were reinstalled and rock subgrade is being installed. The fence needs to remain to provide safe distance for the trucks from the public. The work should be complete by the end of November and the lawn open in the spring.

Duwamish Waterway Park – Duwamish Waterway Park runs along the Duwamish in the south park neighborhood. SPR, King County, and Seattle Parks Foundation are committed to keeping this park publicly accessible.

Bicycle Saturdays – Bicycle Saturdays closes a portion of Lake Washington Boulevard on Sundays during the summer. This was a fantastic year for the program with over 58,000 participants. The dates for next year are set in January.

All Gender Public Swim – SPR hosted an All Gender Swim on Saturday, September 30 with approximately 17 people participating. The next one is planned for November 18. More details can be found [here](#).

Roxhill Park peat fire – There is a peat fire happening underground right now at Roxhill Park. SPR staff are on the scene to clear vegetation. SPR staff are working to protect the forest area and digging a trench for water to prevent the roots from burning.

Partnership Spotlight: Associated Recreation Council

Presented by Christina Arcidy, Deputy Director, Associated Recreation Council

Written Briefing



October 12, 2017

To: Board of Park Commissioners

From: Bill Keller, Executive Director
Christina Arcidy, Deputy Director

Subject: Associated Recreation Council Briefing

Purpose of Briefing: Regular briefing of Parks Board of Commissioners on the status of the Associated Recreation Council system, projects, and activities.

Background:

Seattle Parks and Recreation (SPR), the Associated Recreation Council (ARC), and its 36 advisory councils (AC) are celebrating the 41st anniversary of a unique and strong partnership. The partnership has grown from its modest beginnings in 1976 to encompass programs at 26 community centers, 23 Licensed Before and After school sites, 14 preschool programs, 10 after school Enrichment sites, 3 environmental learning centers, 3 citywide programs, 1 tennis center, and 3 small craft programs.

The AC's are a vital and integral part of the SPR's program delivery system. SPR relies on hundreds of volunteer AC members for advice, assistance, and more importantly the representation of the many communities that make up our diverse neighborhoods. Currently, 271 AC members from the 36 advisory councils volunteer their time throughout the system.

AC's have been part of the citizen involvement process with SPR for over four decades.

Representation:

In 2016 ARC represented 36 advisory councils, 7 fiscal sponsorships, and 31 restricted fund accounts. In addition to the AC operating accounts we supported the following playground, park, and building projects:

- Annie's Playground
- Downtown Parks Concierge & Buskers Program
- Grand Army of the Republic Cemetery
- Ravenna Park Playground
- Seal Sitters
- Volunteer Park Lily Pond Project

In addition, we supported the following community projects:

- 23rd Avenue Action Community Team
- Cal Anderson Park Alliance
- Carkeek Park Trails Maintenance
- Central Area Cultural Arts Commission
- Community Learning Centers
- East African Senior Meals Program
- Good Food Program
- Heron Habitat Helpers
- Montlake Family Fitness
- Ravenna String Orchestra
- RecTech Community Center Computer Labs
- Step Program (**Steps Toward Environmental Partnerships**)

Programming:

Preschool

Fourteen Community Centers offer 3.5 hour preschool programs across Seattle. Children ages 3-5 participate in a kindergarten preparedness program for 2-, 3-, and 5-day a week options. The programs implement Creative Curriculum to create a high-quality learning environment for the children. Creative Curriculum has been shown to build children's confidence, creativity, and critical thinking skills and promotes positive outcomes in school and beyond. Creative Curriculum provides intentional teaching experiences and supports for individualizing instruction. To support social and emotional learning, Second Step Curriculum is incorporated. Second Step helps teach 4 and 5 year old's self-regulation and social-emotional skills through activities that take 5-7 minutes each day.

Four of the 14 programs partner with the City of Seattle's Department of Education and Early Learning as part of the Seattle Preschool Program demonstration project. The Seattle Preschool Program's goal is to ensure all 4 year olds have access to high quality, affordable preschool in order to prepare them for school. The program is voluntary and tuition is subsidized by the City. Teachers receive on-site curriculum support and off-site training. Children are assessed three times a year based on their learning. This helps teachers determine if classroom activities are helping all children learn. Teachers document learning through photographs and work examples, which is then tracked using an app on a tablet or smartphone. Children will be monitored by Seattle Public Schools once they enter kindergarten and beyond to see how high quality preschool influences academic outcomes.

School Age Care

ARC continues to deliver licensed school age care programs at 23 sites throughout our city. On average we serve 1,000 students ages 5-12 in before and after school programs each day. Programs reflect the uniqueness of the diverse communities we serve while maintaining quality standards to ensure all who access our programming have an enriching experience. Youth in program receive a supplement to the school day with homework help, STEM activities, and creative curriculum. In addition, sites offer seasonal art projects, physical activity, and nutritious snacks. Lower income sites benefit from local organic produce through the Farm to Table program as well as subsidized dinners through the Child and Adult Care Food Program. Our staff works diligently to support their communities through the care of their youth.

The 2017 summer day camp program served over 1,200 youth each week for the 10 weeks of summer. Summer programming is theme-based and designed to actively engage participants in a range of activities including swimming, field trips, cooking lessons, and STEM curriculum. Youth city-wide are exposed to opportunities and experiences they may otherwise not have. A highlight of summer programming is the Bridge the Gap event during which school age and tween participants from every program throughout the city come together for a field day to "bridge the gap" between Seattle communities.

Community Technology Centers

Since 1994, Seattle Parks' Community Centers have offered computer and internet access, skills training, and a range of community programs using technology. These have included ESL and citizenship instruction, job training, tax assistance, and homework help. The programs are managed by ARC in collaboration with Seattle Parks and Seattle IT staff. Other departments, organizations, and volunteers have also contributed. The public technology in Parks' Community

Centers developed with the mission of ensuring that families using our centers had education and quality of life opportunities as well as recreation.

A new 10-week STEM program focused on sustainable energy, funded by Verizon, was offered at Rainier and Rainier Beach. In addition, South Park and Rainier began offering ABC Mouse which is one of the top learning programs available for children ages 2-8.

The current RecTech digital opportunity programs and services at 5 sites provide:

- Gateway basic tech skills education: Internet Search/Email, Microsoft Office (Excel, Word, PowerPoint), Device tutoring (smart phones, iPads, lap top), Skype, Basic Photography, File storage, File sharing
- Daily life skills training and access to essential services: Low-income home internet service options, United Way tax prep, ESL and tech classes, Access health records, Find doctors, Online banking and bill pay, Voter registration
- Youth education programs: STEM Workshops, Game design, Virtual reality
- Youth Media Internships: Documentary Film, Web Design, Poster Design, Photography
- Job skills: Job Search, Resume Design, Food Handling Test and Certification, Seattle Youth Employment Program
- Small business support: Web Design, Budget Tools, Bill Pay
- Public access/open lab: Facilitated Use and Referral, 1 on 1 Tutorials (Adults), Homework Help (Youth)

RecTech continues to serve community members in the central and south areas of Seattle, Youth programs continue to bring in about 1,250 unique users annually. As of 2017, RecTech is on track to have the highest number of unduplicated users it has had in the past 3 years, and we expect it will continue to grow into 2018.

Print Shop:

ARC continues to provide print shop service to the partnership. We provide publication of brochures, flyers, posters, manuals, postcards and mailings. We coordinate distribution, bulk mailing and design services for many projects. Our partnership works together to produce the quarterly brochures that promote our partnership programs, classes, and activities throughout the year.

2016 Financial Report:

The ARC system had an active and successful year in 2016. Revenues and support totaled \$15,420,245. The system invested \$15,356,717 in program and staffing expenses. \$1,694,454 was fund raised in grants and donations. The system employed 1,179 staff for the year working in partnership with SPR at over 40 locations throughout the City.

2016 Financial support:

ARC is on track to provide the following financial support to the partnership for 2017:

- \$835,830 SPR Community Center Staffing
 - \$504,436 Citywide Programming staff
 - \$181,014 Various Tier 2a and Tier 2b community center staff
 - \$135,000 Program building monitors
 - \$15,380 Magnuson CC staff

- \$596,094 in Class Participation Fees
- \$170,000 School-Age Care Scholarships
- \$164,672 Recreation Scholarships funding through Sept. 2017
 - Up from \$150,000 in 2016
- \$113,000 Belltown Community Center funding
- \$102,000 supplemental Seattle Park District Scholarship funding
- \$18,00 for Discovery Park Summer bus
- Dedicated \$97,340 for capital improvement projects

Presentation

ARC is celebrating 41st year in partnership with SPR.

2016 highlights and the role ARC plays to improve access and programming.

2016 snapshot

- Served 318 three- to five-year olds in 14 preschool programs.
- Served 1,087 K-5 graders in 23 licensed child care programs.
- Contracted with 59 businesses to expand recreation services.
- Employed 1,179 individuals as recreation instructors, preschool and child care counselors.
- Acted as fiscal sponsor for 7 community-sponsored projects benefiting SPR; including Heron Habitat Helpers and Seal Sitters.
- Reinvested \$1.4M in unrestricted cash support to SPR.
- Raised \$1.69M in grants and donations on behalf of SPR.
- Supported 271 advisory council members who advocated for responsive recreation programming.

Enhancing preschool programs – participating in 4 locations with Seattle Preschool Program through the Department of Education and Early Learning.

They are using curriculum investments and assessments for kindergarten readiness. ARC is implementing as they can based on budgetary constraints.

Preschool curriculum moving from recreation based towards kindergarten readiness.

School aged care programs – Participating in school-age quality initiative through training supervisors to lead workshops and coaching modules to imbed this into everything they do and make it financially sustainable. Helps retain staff to give clear expectations and relevant training. Greet every child by their name; folding youth development into training.

Strengthening recreation programs – Develop outcomes for core recreation programs. Developing in-house trainings to improve instructor performance. ARC did a behavior

management class for 60 recreation instructors who work with young people. They are piloting a program which would result in bonus pay for instructors who achieve results.

Investing in system efficiencies

Upgrade key technology and processes to ensure efficiency and invest public money wisely.

Developing easy to use tools for tracking employees' lifecycle.

Commitment to equity

- Transitioned to a consolidated fund balance - Last year arc bd voted to put all advisory council fund balances into 1 fund balance
- Board-Appointed Equity Task Force to recommend system investments - committed \$175,000 to this committee.
- Advisory Council volunteers completing race and social justice training
- Race and social justice training as a baseline for all staff
- Internal Equity Team dedicated to creating Lunch & Learns, Equity Newsletter, and program activities
- Professional development based on organizational role

ARC is committed to continue to improve services and programs with really clear measurements to improve programming and reduce barriers.

It took 4-years to write the Master Services Agreement between SPR and ARC. It was a difficult process to change peoples' hearts and minds about money. It is important that ARC show the community the success through stories and qualitative data.

Some community centers were starting to give eachother grants; more cohesive as a whole, which led to the eventual consolidation.

The Board congratulates Christina and ARC for the changes they've made in the last few years. It is a model partnership!

Seattle Public Schools could learn a lot about funding from ARC.

Partnerships – The Board suggests the department use this as a model for all partnerships. They feel more need to show this level of commitment to equity.

Measurable feedback to keep improving service. Race and Social Justice training at the start so that it's proactive and not reactive; it sets an important expectation for employees.

Commissioner Hundley asks where ARC recruits volunteers? Advisory Council volunteers must be 18 years old; younger people are allowed to participate but cannot vote and they are recruited from communities they are serving.

The Commissioners are very impressed with changes that have been happening. They enjoyed hearing the stories about the people who are enjoying the programs.

SPR and ARC collaborate on trainings for staff.

The Board thanks ARC for the presentation and for the work on making the fund balances more equitable.

Challenges? Christina says staff space is an issue. She suggests that when SPR considers building new space they take into account the staff needed for those facilities.

Commissioner Cook is our liaison on the ARC Board and he's doing a great job.

Presentation: 2018 Budget

Presented by Michele Finnegan, Seattle Parks and Recreation

Council is deliberating on budget now. SPR will have the adopted budget by Thanksgiving.

Operating budget – heavily general fund supported; the City commitment continues.

Total Operating Budget of \$169.5 million (921.74 FTE)

- General Fund: \$108 million
- Other Funding: \$61 million
 - Seattle Park District: \$13 million

Total Capital Budget of \$92.5

- Seattle Park District: \$39.9 million
- Cumulative Reserve Sub-Fund
 - Real Estate Excise Taxes: \$40.9 million
 - Unrestricted: \$3.7 million
- Other (Central Waterfront Improvement Fund, King County Levy, Alaska Way Seawall Construction Fund, CDBG): \$7.9 million

Budget Control Levels (BCL) – set forth programmatically; all appropriated separately.

2018 operating budget highlights: Much of the budget carries forward, but the changes happen in the margins.

Healthy People

- Navigation team expansion – encampment clean up;
- Parks specialty crews- part-time availability to Navigation Team to respond to encampment cleanup. \$1.3million added to the budget for this; 1/3 supported through commercial parking tax in partnership with Seattle Department of Transportation.
- Expanded My Brother's Keeper as a pilot at community learning centers; which will be funded by the sweetened beverage tax.

- Increased Sunday hours at Meadowbrook pool; site staff figured out how to do this as a result of efficiency exercises.

Healthy environment

- Developing landbanked sites
- Resources to maintain those parks and the Arboretum Loop Trail;
- Golf courses – increasing costs related to costs and revenue to support that; contract to have consultant look at golf program and community; use Levy funds to deal with debt gap.

Strong communities

- Increase service at Lake City Community Center; SPR will take over operations at 25 hrs per week; lookg at partners to leverage city resource; there's also a capital investment at lake city; add'l REET funds to add rec space lake city. Approx. 5-6mil
- Add'l funding for magnuson – with a growing pop living in that park they need more space.
- \$100,000 for an additional off-leash area
- Activating South Park Plaza, while it is a landbanked site. It is scheduled for opening in 2020 – activate it sooner so incremental money to activate it until the park is complete.
- Creating community engagement position to be proactive with outreach; adding a web support position.

Technical adjustments

- Park Maintenance District Realignment
- Creates Special Maintenance Crew, Evening/Weekend Crew and increases focus on Best Management Practices training
- Custodial / Pool Maintenance Realignment
- Transitions this line of business to Facilities Division (from Recreation)
- Continues one-time funding for the use of showers at four community centers for individuals experiencing homelessness.

CIP Budget Overview

Real Estate Excise Tax (REET) increase for 2018 Seattle Asian Art Museum investment and Piers 62/63, Victor Steinbreuck Park – parking membrane needs to be replaced.

REET usually supports ongoing programs for roof repairs, playgrounds, etc... elevated due to the investments above.

King County Levy – Hoping to use these funds to close the gap for golf and pay for restroom projects.

Community Development Block Grant – supports the Conservation Corps.

2018 CIP Budget Highlights

- Installing AIDS memorial across the street from Cal Anderson Park; improvements to make it a more reflective space.

Fix-It-First – planning citywide pool project; work being done to pools next year.

2018 budget timeline

- **Issue Identification** – mid October
- **Public Hearings** (held by City Council)
 - October 5th
 - November 1st
- **Initial Balancing Package** – November 7/8
- **Revised Balancing Package** – November 14/15
- **Final Vote** – November 20th
 - Budget Conversion Vote – December 11th

The Commissioners ask if there is additional money from the Mayor for homeless work? \$1 million to expand staff positions, add a safety officer and dump fees. SPU manages dumping – typically there is approximately 1 million pounds of trash, to date this year there has been 6.1 million pounds of trash collected.

The golf courses are managed by a partnership with Premier Golf; SPR maintains the course; SPR gets all the fees and SPR pays expenses and management fees.

There has been no addition of maintenance dollars.

The Commissioners ask if there is anything Council will or won't agree to fund? No, but there is interest in additional hours at Magnuson.

Is the encampment a line item? It is still an EOC activation, but next year it will be an ongoing program. This is not sustaining emergency activation level. The cost to SPR for encampment clean up is not being compensated by the City based on this years' costs.

Fees for golf are reviewed every year; this year a structural change to have a greens fee + tax. There have not been complaints.

The Commissioners inquire about the difference between the 2017 and 2018 budgets for operating expenses? Michele responds that the difference consists of cost of living increases.

REET funding – How does SPR compete with other departments for city REET money? SPR gets a substantial portion of REET funding. Normal capital projects funding for REET is about \$15million.

CBO and Mayor's Office coordinate on funding of REET.

Golf – How does one predict what golf will bring in monetarily? There are factors that impact the finances of the golf courses:

- Cannot account for weather - many dry summers means more watering.
- The new minimum wage has affected the costs for management.
- Utility rates have increased.
- Trees came down at Jefferson golf course.

Golf rounds are steady, but have not increased.

New development money for SPR? There's been a talk citywide about impact fees; the planning department has been working on it.

This is the Mayor's recommended budget; City Council could make changes. Are there good ideas that fell on the cutting room floor that didn't get their deserved attention? Michele says Superintendent Aguirre is excited about the Recreation Facilities Plan, so SPR is holding steady while the planning process moves forward.

The Commissioners feel Michele did an excellent job. She will circulate the Council's issue identification when it comes out tomorrow.

Old/New Business

Commissioner Herrera spent the entire day interviewing people for the Aquatics Manager position. He enjoyed being part of the process and feels having community members participate is helpful.

The Board enjoyed the Partnership Spotlight, which is in response to the Commissioners work plan items discussion.

There being no other business, the meeting adjourns at 8:30pm.

APPROVED: _____ DATE _____
Tom Byers, Chair
Board of Park Commissioners