

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

Tuesday
November 13, 2014
6:00 p.m.

Bellevue City Hall
Room 1E-112
Bellevue, Washington

BOARDMEMBERS PRESENT: Chair Grindeland, Vice-Chair Evans, Boardmembers George, Heath¹, Kumar, Powell, Van Hollebeke

PARKS STAFF PRESENT: Nancy Harvey, Terry Smith, Kyle Stannert (Public Records)

OTHERS PRESENT: Sean and Robin Bentley, John Carlson, Will Knedlik, Olga Perelman, Patricia Wheeler

MINUTES TAKER: Michelle Cash

1. **CALL TO ORDER:**

The meeting was called to order by Chair Grindeland at 6:02 p.m.

2. **APPROVAL OF AGENDA:**

Motion by Vice-Chair Evans and second by Boardmember Powell to approve the meeting agenda as presented. Motion carried unanimously (6-0).

3. **APPROVAL OF MINUTES:**

Motion by Vice-Chair Evans and second by Boardmember Van Hollebeke to approve the October 14, 2014 Parks & Community Services Board Regular Meeting Minutes as presented. Motion carried unanimously (6-0).

4. **ORAL COMMUNICATIONS/PUBLIC COMMENTS:**

Will Knedlik, President/Eastside Rail Now
Box 99, Kirkland, WA 98033

Mr. Knedlik distributed a copy of his presentation. He noted that the state's Recreation and Conservation Funding Board recently made two important decisions regarding Mercer Slough Park at its final meeting for 2014. First, the Board declined to approve

¹ Arrived at 6:05 p.m.

the proposed conversion property located at Mercer Slough Park that was recommended by both the City of Bellevue and Sound Transit. Second, the Recreation and Conservation Board directed agency staff to develop factual, legal and other data in multiple areas required to ascertain limits upon its authority to defend central values in land and facilities underwritten, financially, for perpetual recreational and conservational use.

Mr. Knedlik discussed the thoughtful discussions that the Recreation and Conservation Funding Board undertook when hearing public testimony about the Mercer Slough land conversion. He urged Park Boardmembers to reconsider the tunneling option around Mercer Slough and asked Boardmembers the following question: “Why are you remaining mute about obvious perils to an invaluable park overseen by you, in a position of public trust, and is tactical silence compatible with actual public service?”

Robin Bentley, President/Newport Hills Community Club
11801 SE 48th Street, Bellevue, WA

Ms. Bentley distributed a copy of her presentation. In her research, she has found that the Newport Hills Community has no community parks. She likes that Bellevue is a city within a park and that there is an emphasis on Downtown livability. However, Ms. Bentley does not want planners to lose sight of other neighborhoods, particularly Newport Hills.

Ms. Bentley discussed some of the properties within the Newport Hills Community that she feels do not qualify for true parkland (e.g., Tyler Park, which is used primarily as a dog park; a sports field, which is located under high tension power lines and used primarily for sports activities; and the Coal Creek trailhead, which is muddy and strenuous). In addition, she does not think that the Lake Heights Park, listed as a 16-acre park, should be considered a “park” because of the inaccessibility and limited feasibility of the land.

Ms. Bentley asked Boardmembers to be mindful of the Newport Hills Community when discussing future park planning.

5. **CITY COUNCIL COMMUNICATION:**

None.

6. **CHAIR COMMUNICATION:**

Chair Grindeland made the following report:

- Recently presented the Board retreat and budget memos to City Council.
- Attended the Meydenbauer Bay Neighborhood Association’s annual meeting. The primary concern and focus discussed was traffic on Main Street.

7. **BOARD COMMUNICATIONS:**

Boardmember Van Hollebeke made the following report:

- Visited several beach parks, including Meydenbauer Beach Park and Chism Beach Park.
- Spoke with various citizens about the development of Downtown Park.

Boardmember George recently attended the Bellevue Youth Theatre Spookfest event and encouraged better advertising/marketing for future BYT events.

Vice-Chair Evans recently graduated from the Bellevue Essentials Course. This course provides a general overview of Bellevue city government. Vice-Chair Evans stated that this is an excellent course and should be taken by all Boardmembers/Commissioners, in addition to citizens wanting to learn more about the City of Bellevue. Vice-Chair Evans commended Mike McCormick-Huentelman and Julie Ellenhorn for their efforts with the program.

Boardmember Powell made the following report:

- Visited Robinswood Park.
- Visited the Mercer Slough Nature Park.
- Visited Downtown Park.

In addition, Boardmember Powell testified before the State's Recreation and Conservation Funding Board to encourage them to deny Bellevue's and Sound Transit's conversion request for the Mercer Slough property. Boardmember Powell noted that the Recreation and Conservation Funding Board unanimously decided to delay the conversion.

Boardmember Heath continued his venture to visit all of the parks throughout the community. In addition, he recently volunteered in Romania on a Habitat for Humanity project and provided some reflections from his trip. Boardmember Heath was amazed at the impacts and accomplishments a group of strangers could make on a community. He encouraged Boardmembers to "think big" and create a stunning parks vision for Bellevue.

Boardmember Kumar discussed her astonishment about how many mini-parks are located throughout the community. In addition, she expressed her appreciation for the preservation of old growth timber and restoration of the stream in Weona Park.

8. **DIRECTOR'S REPORT:**

Mr. Smith thanked Chair Grindeland for representing the Board to City Council by presenting the retreat and budget memos. In addition, he encouraged Boardmembers to attend the various upcoming events throughout the community, including the joint holiday dinner celebration with the Human Services Commission.

9. **DISCUSSION/ACTION ITEMS:**

A. **Board Training re Meeting Protocols and Public Meeting Requirements**

Mr. Stannert, Public Records Manager, distributed two handouts that discussed “Key Concepts for Public Records Requests” and “Key Concepts for Records Preservation.” In addition, he introduced Matt Segal and Jessica Skelton from Pacifica Law Group.

Mr. Segal and Ms. Skelton presented information regarding meeting protocols, legal requirements, and other standards that apply to meetings of City Boards and Commissions. In particular, Mr. Segal and Ms. Skelton discussed the following:

- General Governance
- Importance of Compliance
- Open Public Meetings Act (OPMA)
 - Basic Provisions of OPMA
 - The OPMA and “Action”
 - The OPMA and Quorum
 - The OPMA and Agendas
 - Serial Meetings
 - Social Media and the OPMA
 - Violations of the OPMA
- Public Records Act (PRA)
 - Evolution of Public Records
 - Scope of the PRA
 - E-mails as Public Records
 - Use of Personal Devices
 - Use of Home Computers
 - Metadata
 - Segregate Public & Personal Records
 - Social Media and the PRA
 - Policy on Social Media
 - How Requests Are Handled
 - Retention Under the PRA
 - Retention of E-mails
 - Retention of Social Media
 - PRA Fees and Penalties

Mr. Stannert stressed the importance of all Board-related communications going through staff, since they are trained on how to deal with communications and the PRA.

Boardmember George inquired if it would be more advantageous to issue Boardmembers City e-mail addresses. Mr. Stannert explained that this option has been considered. At this time, the City has opted for staff to coordinate all Board/Commission communications.

Various scenarios of OPMA violations were discussed. Mr. Segal cautioned Boardmembers to be mindful when having any type of communication with other Boardmembers to ensure there are no OPMA violations.

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

- A. Bridle Trails Neighborhood Park Update

11. **NEW BUSINESS:**

- A. Future agenda items

Boardmember George requested further information about the Oral Communication issue raised regarding the Newport Hills Community.

Boardmembers discussed the best ways to follow-up with City Council about the issues discussed in the September 20, 2014 Park Board Retreat Memo to City Council. They requested that a Board Retreat Follow-up be added to a future meeting agenda so action items can be determined.

12. **OTHER COMMUNICATIONS:**

- A. CIP Project Status Report
- B. Copy of City Council Agenda Memo re Ginzburg property acquisition
- C. Memo to Park Board re 2014 Summer Ranger Program
- D. Email from Melinda Lilley re Jason Chapman and Robinswood Tennis Center

13. **INFORMATION:**

- A. List of upcoming Parks special events
- B. Human Services Commission/Park Board holiday potluck – December 2, 2014 MSEEC
- C. Next regular Park Board meeting—January 13, 2015

14. **ORAL COMMUNICATIONS/PUBLIC COMMENTS:**

None.

The Parks & Community Services Board approved these meeting minutes on January 13, 2015.

15. **ADJOURNMENT:**

Motion by Boardmember George and second by Boardmember Kumar to adjourn the meeting at 7:49 p.m. Motion carried unanimously (6-0).