



AGENDA

CALL TO ORDER

Chair Shelton

ROLL CALL

City Clerk

FLAG SALUTE

APPROVAL OF MINUTES

October 14, 2009

PRESENTATIONS

None

PUBLIC COMMENT

PARK COMMISSIONER COMMENTS

REPORTS

- a. Action Items None
- b. Chair
- c. Subcommittees
 - 1. Public Art None
 - 2. Recreation None
 - 3. Trails Use None
- d. Staff Update
 - 1. Jules Maas –
 - 2. Michael Holly – Park & Trail Signs, Sports Park

PUBLIC HEARINGS

None

GENERAL BUSINESS

- a. Review of 2009 Work Plan
 - 1. Brainstorm ideas for consideration in 2010 Work Plan
- b. Discussion regarding 2010 Community Events

PLANNING CALENDAR

Next Meeting Wednesday, December 9 2009 @ 6:00PM

ADJOURN



MINUTES

- CALL TO ORDER** Koleen Morris, Vice Chair, called the meeting to order at 6:00 p.m.
- ROLL CALL** Bob Baker, City Clerk, conducted roll call.
- Commissioners present:** Andrew Shelton, Chair; Koleen Morris, Vice Chair; and Commissioners Curtis Gray; Suzi O'Byrne; Diane Lewis and Peggy Price.
- Commissioners absent:** With notice given during the September meeting, Commissioner Hills is absent. Commissioner Belcher's absence from this meeting is excused as he is ill.
- Vacancy:** For clerical purposes – one vacancy exists.
- Staff present:** Michael Holly, Parks Program Manager; Jules Maas, Special Events Producer; and Bob Baker, City Clerk.
- FLAG SALUTE** Vice Chair Morris led the Flag Salute.

SWEARING IN OF CHAIR

Bob Baker, City Clerk, administered an Oath of Office to Andrew Shelton who was (absent) re-elected to the position at the September, 2009 meeting.

RELINQUISH OF GAVEL

Vice Chair Morris relinquished the gavel to Chair Shelton.

APPROVAL OF MINUTES

September 9, 2009 Regular Meeting

PRICE MOVED; O'BYRNE SECONDED; APPROVAL OF THE SEPTEMBER 9, 2009 REGULAR MEETING MINUTES AS PRESENTED. The motion carried 6-0.

PUBLIC COMMENTS

None.

COMMISSIONER COMMENTS

Commissioner Price reported the first 150-foot section of Hazelwood Trail was completed in the past week by local Eagle Scouts.

Chair Shelton called for comments or thoughts on Carol Simpson's remarks made during the September 9, 2009 Regular meeting of the Parks Commission.

Commissioner Price is in favor of being flexible and it would be nice if all commissioners could face the audience, rather than some having their backs to the audience during meetings.

Vice Chair Morris described Ms. Simpson's tone rude and unprofessional.

Commissioner Gray noted Ms. Simpson has the right to attend the meetings as a member of the public, yet it was more evident to him that she was speaking in her capacity of City Councilor. In that vein, such comments may be better received if given to Michael Holly (Parks Commission Liaison) for delivery to Commissioners. Commissioner Gray noted it was not Ms. Simpson's place (if speaking as a member of the public) to guide a volunteer group. They (the commission) should not be berated.

Commissioner O'Byrne felt as though Ms. Simpson was reprimanding the Commission, that her comments were pre-meditated and that she should have signed in to speak during public comment. She felt as though Ms. Simpson bullied the Commission. Directions such as those given to the Commission by Ms. Simpson at the September meeting may have been more appropriately delivered by Mr. Holly. Commissioner O'Byrne agreed that as volunteers, they need not be treated as they were.

Chair Shelton noted the meeting room set up for their meetings does not preclude people from attending. He agreed that as volunteers, they are here because they enjoy the work. Ms. Simpson may have crossed the line between community member and Councilor.

Commissioner Lewis read the minutes from the meeting in question (she was absent at the September meeting) and is happy to be part of an informal group.

Chair Shelton agreed to put something in writing letting Ms. Simpson know that her comments were not well received and that she may have over-stepped her bounds from citizen to Councilor.

REPORTS

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| a. | Action Items | None. |
| b. | Chair | Chair Shelton reported the Trails Use discussion occurred on September 9, 2009. The result of that discussion was to approve the map and spreadsheet prepared, and drafted text, for presentation to Council as a proposed use plan for the trails in Newcastle. After the September meeting, an email was sent from the Newcastle Trails group (to Council, Parks Commission, and key City staff) October 6, 2009. The email outlined concerns of the group, in conjunction with the map and matrix to be provided to the Council. The Newcastle Trails Board was not happy with the direction the Parks Commission was headed after its September 2009 meeting. Looking to Peggy Price, both a Parks Commissioner and Secretary of the Newcastle Trails group, it was asked if she believed a conflict of interest existed when preparing/sending the email. Ms. Price acknowledged a personal stake and interest in the matter, yet denied any conflict of interest exists. The Chair suggested that an appearance of impropriety may exist in such a situation. Further, he noted the Commission members represent the entire City – not just a group or groups of people within the City. Commissioners may need to recuse themselves in such situations. |
| c. | Subcommittees | |
| | 1. Public Art | Commissioners Gray and Lewis reported meeting with Michael Holly within the past week. There, they discussed policies for public art. Each commissioner received "homework" for future meetings. Commissioner Lewis will research issues surrounding community festivals. Commissioner Gray will research the cost of art maintenance; and Commissioner Hills will research Funding and/or Gift policies for art. When the research is compiled, it will be organized and brought forward to the full Commission for discussion. |
| | 2. Recreation | None. |
| | 3. Trails Use | None. |

d. Staff Update

Jules Maas

Ms. Maas acknowledged and praised the work of Adrienne Anderson Smith in connection with the juried art show during Newcastle Days. Further, the Special Events Producer acknowledged 47 volunteers assisted during Newcastle Days. She thanked the Weed Warriors, Newcastle Trails Group and the Parks Commission for their efforts as well.

Next, Ms. Maas noted 65 volunteers planted 300+/- trees during the recent Arbor Day celebration. Those trees were ALL planted within one hour's time. Aaron Milner, Public Works employee (and a certified arborist) assisted with the project. His efforts were gratefully acknowledged.

With declining revenues and budget deficits going into 2010, the City has eliminated the Special Events Producer position (and two others), and special events, if any, will be at a minimum. This was described as a "huge loss," and Ms. Maas was praised for the enthusiasm, tenacity and vigor she brought to the position.

Ms. Maas called the City of Newcastle and her position here the "highlight" of her career. She said the City employees and Commission members were "like family."

Michael Holly

(Sports Park, Park and Trails Signs)

Mr. Holly reported the Sports Park DNS has been issued and that SEPA will be done for each phase of the project. Further, he noted the Sports Park Master Plan may be presented to Council as early as November 3, 2009.

Progress is being made in the Parks/Trails signs. Shop drawings have been approved and samples should arrive this week. It is hoped that the signs will be installed by November 1, 2009.

During the Arbor Day celebration, work was done in May Creek Park as it ties in with the May Creek Basin Action Plan adopted in 2001. Work performed now will improve the quality of water in the basin in the future.

The next step in considering a Skate Park in Newcastle is for City staff to discuss the matter with Renton School District staff to determine whether or not they are still willing to discuss the possibility of a skate park on their property.

GENERAL BUSINESS

**a. Review Letter of Transmittal to Council Regarding Proposed Trails Use Plan
-Approve and Forward Letter of Transmittal to Council**

Mr. Holly presented a formal letter of transmittal from the Parks Commission to the City Council recommending the Proposed Trails Use Plan which was approved by unanimous consensus among Commissioners at their September meeting. The proposed correspondence includes suggested edits made by commissioners; and, if approved tonight, will be forwarded to the City Council for final action.

Commissioner Price presented further proposed edits to the matrix. Mr. Holly explained the matrix is to be general in nature. That matrix was discussed and agreed upon by a subcommittee of the Commission at various times in the past. Further, it was presented to the full Commission at the September, 2009 meeting – and

unanimous consensus existed to forward it to the Council. Commissioner Price was present at that meeting and voted in the affirmative on the matter.

7:53 p.m. **LEWIS MOVED; PRICE SECONDED TO SUSPEND THE RULES AND PROCEED UNTIL 8:30 P.M.**
The motion carried 7-0.

O'BYRNE MOVED; MORRIS SECONDED; TO APPROVE THE LETTER OF TRANSMITTAL RECOMMENDING THE PROPOSED TRAILS USE PLAN TO THE CITY COUNCIL FOR ACTION. *

Discussion:

PRICE MOVED; TO AMEND THE MATRIX AS DESCRIBED IN A HANDOUT DISTRIBUTED JUST BEFORE THIS MEETING BEGAN. The motion died for lack of a second.

***The main motion carried 6-1; with Commissioner Price voting no.**

b. Review of 2009 Work Plan
-Brainstorm ideas for consideration in 2010 Work Plan

Mr. Holly began by reviewing highlights of 2009 accomplishments. He noted an opportunity exists to add things to the Commission's 2010 Work Plan. Among other things in 2010, the Commission may be asked to participate in an update of the City's Comprehensive Plan and to attract and grow a volunteer- and sponsor-based roster to assist with various events throughout the year.

All were encouraged to consider other ideas on their own and to contact Mr. Holly off line if they come up with other ideas.

PLANNING CALENDAR

The next Regular meeting of the Parks Commission is Tuesday, November 10, 2009. This change in days is due to a City Hall Closure/Holiday Observance on Wednesday, November 11, 2009. Commissioner Price reported she will be absent from the November 10, 2009 meeting.

ADJOURN

8:15 p.m. With no other business to come before the Commission, the meeting was adjourned.

Robert H. Baker, CMC, City Clerk

Date Minutes Approved: Slated for approval on November 10, 2009



CITY OF NEWCASTLE
PARKS COMMISSION
SPECIAL MEETING

COUNCIL CHAMBERS
CITY HALL

NOVEMBER 10, 2009
6:00PM

AGENDA ITEM COVER SHEET

TITLE: 2010 Work Plan Items

- Adoption
- Recommendation
- Approval
- Discussion
- Information
- Other

STAFF: Michael Holly
PHONE: 425.649.4444x142

PRESENTER: Michael Holly, Parks
Program Manager

DESCRIPTION SUMMARY

Continue discussion and brainstorm session regarding possible work plan items for the Parks Commission in 2010.

RECOMMENDATION

None at this time



MEMO

DATE: November 5, 2009

TO: Chair Shelton and Commissioners

FROM: Michael Holly, Parks Program Manager

RE: Community Events Funding

CC:

Urgent Action Needed For Your Information Comment

In response to the suggestions included in the proposed City budget for 2010 regarding funding commitments for Community Events, it is possible the Parks Commission would be tasked with becoming an event provider rather than an event manager. In response to this the Commission Chair thought it appropriate to initiate a discussion on what events the Commission would like to consider soliciting sponsorships for. This is in addition to how we facilitate the sponsorship process or seeking funds in different ways.
