



THURSDAY, September 7, 2023

REDMOND PARKS, TRAILS & RECREATION COMMISSION

Vision: We build community through people, parks, and programs.

Mission: We are leaders in providing sustainable parks, innovative recreation services, unique art and cultural experiences that continue to build a high quality of life in Redmond.

Meeting Agenda: 6:30 pm - 8:30 pm

Commissioners and Staff Participating In Person Council Chambers & Remotely via MS Teams

Public can listen to meeting by dialing 206-800-4590, Conference ID: 326 756 682# at 6:30pm or attend in person in Council Chambers at Redmond City Hall.

	Item	Time	Lead Speaker
I.	Call to Order/Welcome	3 min	Jim Kleppe
II.	Approval of September Agenda, August 2023 Minutes	2 min	Jim Kleppe
III.	Items from the Audience <i>(3 min per individual, no comments during meeting) Public are able to submit comments in advance to ckchapman@redmond.gov</i>	10 min	Jim Kleppe
IV.	New Business a. Senior & Community Center Update b. Communication Update - website	30 min 15 mins 15 mins	Recreation Staff, Stuart Hargraeves & Caroline Chapman
V.	Unfinished Business a. Joint meeting with Redmond City Council (Discussion) b. PARCC Plan Recommendation for Approval (Motion) c. PTRC Rules and Procedures (Motion)	60 mins 45 mins 15 mins	Jim Kleppe
VI.	Staff Updates (Information) 1. Commission Recruitment 2. Volunteer Program 3. Parks for Pollinators 4. SE Redmond Park Community Meeting 5. Trail Maps	15 min	Cameron Zapata Caroline Chapman
VII.	Commission Talk Time	10 min	Jim Kleppe
VIII	Adjourn		Jim Kleppe

2023 Meetings & Upcoming Events

Date, Time	Topic	Location
September 13, 2023	SE Redmond Community Meeting #1	SE Redmond Park
September 16, 2023	Parks for Pollinators BioBlitz	Farrel-McWhirter Park
October 5, 2023	Parks, Trails, & Recreation Commission Meeting	Hybrid (City Hall & MS Teams)
October 24, 2023	Joint meeting with Redmond City Council	City Hall Chambers
November 2, 2023	Parks, Trails, & Recreation Commission Meeting	Hybrid (City Hall & MS Teams)

Audiotapes of regular meetings are available at the Parks & Recreation Office. If you are hearing or visually impaired, please notify the Parks & Recreation office at 556-2311 as soon as possible in advance of the meeting in order to be provided assistance. Sign language and communication material in alternate formats can be arranged given sufficient notice. Washington Relay Service: 1-800-833-6384.



IV. New Business

- 1. Redmond Senior & Community Center Update:** Recreation staff will provide an update at the meeting
- 2. Communication Update:** Progress report on the Communication Subcommittee's recommendations is attached. Will be reviewed at the Commission Meeting and next steps will be discussed.



V. Unfinished Business

1. Joint Meeting with Council

Meeting Objective: Share what the Commission has been working on this year; discuss Commission's 2024 priorities; make recommendations on projects the Department should focus on. Share with council why these are top priorities and their relevance to the overall park system.

Example of how the roles between Commission, Council, and Staff interact to get project implemented:

- Commission makes a recommendation to focus on SE Redmond Park and shares why it is an important project.
- Council agrees. They then advocate for and approve a Mayor's budget that would put funding towards this park's development on balance with the other priorities across departments.
- Once budgeted, staff leadership determines how to operationalize the development of the East Redmond Corridor via staffing levels and work plans.

See attached draft PowerPoint Draft for discussion at Commission Meeting and determine PTRC speakers for the slides. PowerPoint must be finalized by September 12 for the October meeting, talking points can be finalized later.



2. PARCC Plan: Motion to Recommend Approval

Overview:

The PARCC Plan is the City's functional plan for the Parks and Recreation Department. It is also a required element of the City's Comprehensive Plan per the Washington State Growth Management Act and enables Redmond to be eligible for grants through the Washington State Recreation and Conservation Office. The proposed plan includes updates to policies, new goals, and a short- and long-term capital investment program for the Parks and Recreation Department. Since November 2021, the Parks, Trails, and Recreation Commission has discussed and provided guidance on draft items and concepts.

Staff has highlighted the key changes that were made based on Commission suggested edits. At the August 3, 2023 meeting, the Parks, Trails, and Recreation Commission discussed final edits and suggestions to the plan which will be incorporated by the time the plan is reviewed by Redmond City Council this fall.

Recommendation:

After reviewing the draft PARCC Plan, Staff recommends the Commission move to recommend that the draft 2023 PARCC Plan move forward to council for their review, which is the next step in the adoption process for functional plans.

Motion for Consideration:

Motion to recommend the Draft 2023 Parks, Arts, Recreation, Culture, and Conservation or PARCC Plan to the City Council for adoption.

Link to revised document (Final): [Redmond-PARCC-Plan_Update-Aug-2023_FINAL.pdf](#)

3. PTRC Rules of Procedure

Overview:

After reviewing the updated Rules of Procedure at the July meeting, staff sent the document via email on XXX date to be voted on by Commission members. Additional edits were found by commissioners and included in the updated copy. Edits included on #5 correcting the number of years a member could serve as chair, and on number 15 removing language around tracking "excused or unexcused absences". An additional suggested edit was not incorporated as it was an edit to the Ordinance, which would require update by council. The suggestion was a style choice, and not related to the content. A red line version of the edits is included in the packet.

Motion for Consideration:

Motion to approve the Parks, Trails, and Recreation Commission Rules of Procedure.

VI. Staff Updates:

1. Commission Recruitment
 - i. Great response from Youth Candidates
 - ii. Interviews will be scheduled
 - iii. Position closes on September 7
 - iv. Can apply here: <https://www.redmond.gov/285/Boards-Commissions>
2. Volunteer Program
 - i. Park Department continues to move this effort forward.
 - ii. Staff convening cross divisional group to better understand what is currently being done and work to streamline the process and have projects ready to go.
 - iii. Will be looking at user friendly volunteer tracking and sign up software that could be used department wide.
3. Parks for Pollinators
 - i. Saturday September 16, 9 am to noon
 - ii. Kids activity; encourage pollinator identification, and education
 - iii. Volunteer opportunity: <https://www.trackitforward.com/site/716157/events>
4. SE Redmond Park Community Meeting
 - i. Wednesday, September 13, 5:30-7 at the park
 - ii. High level: what do you want to see in this space? Ask questions, get involved in the process.
 - iii. Event will have some lawn games, ice cream truck, feedback exercises.
5. Trail Maps
 - i. Transportation Planning & Engineering Group working on online bicycle and transit map that would be similar in style and use as the [Portland Bike Map](#).
 - ii. Parks investigating cost of adding recreational trails to the consultant's scope of work