City of Redmond
Parks and Trails Commission Meeting

Draft Meeting Minutes

Redmond City Hall
Council Conference Room
June 6, 2019
6:30 p.m. to 8:30 p.m. -Meeting

Parks & Trails Commissioners in Attendance:
Shelly Bowman, Chair
Shailee Jain, Vice Chair
Aaron Knopf 6:40 p.m.
Gregg Gottgetreu
Susan Robertson
Heather Sheffer (Excused 08:35PM)
Gary Smith
Luke Rusak, Youth Advocate
Kate Simmons, Youth Advocate

Absent and Excused:
Joel Cherkis

Staff in Attendance:
Carolyn Hope, Parks Planning and Cultural Arts Manager
Jeff Aken, Senior Parks Planner
Rosie Cobos, Events Administrator
Julie Holmes, Department Administrative Coordinator

I. Call to order/Welcome
Meeting was called to order by Chair Bowman at 6:34 p.m.

Approval of May Regular Meeting Minutes, May Special Meeting Minutes, and the June Agenda
A Motion was made to move the Derby Days Update to be first on the agenda in consideration of a conflicting appointment for the presenter.
Motion by: Commissioner Jain
Second by Commissioner Robertson
Motioned carried: 5-0
A motion was made to approve the minutes from the May 5, 2019 meeting.
Motion by: Commissioner Smith
Second by: Commissioner Jain
Motion carried: 5-0

A motion was made to approve the minutes of the Special Meeting-Commission Retreat with the following changes:
Juel Park Visit-Discussion was held regarding adding signage at the South trail entrance to the park to warn about the Disc Golf area.
Motion by: Commissioner Robertson
Second by: Commissioner Smith
Vote Carried 6-0

Idylwood Park Visit: Disperse the garbage cans so they are not blocking the view and add one garbage can on the dock.
Motion by: Chair Bowman
Second by Commissioner Jain
Motioned carried: 6-0

II. Items from the Audience
One audience member came to listen.

*Topic Moved from Old Business by previous motion.*

**Derby Days Update-Rosie Cobos, Events Administrator-(PPT)**
Ms. Cobos presented information on the activates planned for Derby Days. They have a new logo this year. This logo will be used annually but the theme will change. The theme for 2019 is “Game On” as Derby Days is rooted in friendly competition. There will be many games to play. This year we have included tech components and a virtual reality area. There will be a Conundrum Escape game (unique element), video game arcade, expanded kid zone, and a Bey Blade tournament proposed through a child’s letter to the Mayor. There are games for all age groups. The team has focused on increasing sponsorship and attracting local partners. A Festival Stage is being brought in for the entire event and will feature more regional acts. Marketing includes bus panels and a partnership with Hubbard Radio.

There is a Pedestrian Bicycle Advisory Committee has invited the Commission to share an outreach booth at Derby Days. Discussion ensued.

III. New Business

The first item, Proctor Willows Development Agreement was moved to September 2019 Commission meeting.
**Commissioner Recruitment Process-Jeff Aken, Senior Parks Planner**
Chair Bowman announced that Commissioner Monterey has stepped down effective immediately. Mr. Aken is the point of contact for the recruitment of a new commissioner. The Mayor has asked that we announce the opening and post it. The Term to be filled goes through March 31, 2022.

**Retreat Topics, Carolyn Hope-Parks Planning and Cultural Arts Manager and Jeff Aken, Senior Planner (PPT)**

A. **Open Public Meetings Act**
Mr. Aken spoke about the history of and rules in the Open Public Meetings Act. The quorum for this commission is five commissioners. Limit the use of “reply all” to emails as it can lead to a violation of the OPM Act. Handouts were provided. Discussion was held regarding quorums. Mr. Aken administered situational questions in a quiz format.

B. **Commission Role/Framework- Regulatory Duties**
Ms. Hope provided information on the role and regulatory framework of the Parks and Trails Commission. A quiz style presentation ensued.
   a. GMA includes comprehensive planning.
   b. 62K Residents/94KDay time refers to population in Redmond.
   c. OFM is the Office of Financial Management and keeps the population information for the State.
Chair Bowman asked for a copy of the presentation. Ms. Hope noted that the Planning Department is now embarking on the revision to the Comprehensive Plan, which will have a lot of opportunity for public involvement. Discussion was held.

**CIP Project Updates- Carolyn Hope Parks Planning and Cultural Arts Manager**
Ms. Hope gave an update on the projects approved through the CIP Budget. The projects range from Overlake Village SW Vault Park Development to the ADA Transition Plan. The Park plan is where the projects are prioritized. The proposed projects are sent to the Director’s team and they work with the Mayor on prioritization of all City projects. Discussion was held.

**IV. Old Business**

**Project Updates**

**Hartman Park Field Naming for Les Dow-Jeff Aken, Senior Parks Planner**
Last December, the Commission asked the City Council to approve waiving the 2-year moratorium on naming parks after people. The original Resolution (874) was rescinded, and a new Resolution (1516) replaced it giving the City Council the authority to waive the 2-year waiting period for exceptional service over at least 15 years. On May 21, 2019, the City Council approved renaming the “big field at Hartman Park” the “Les Dow Field at Hartman Park.” Recreation Manager Jeff Hagen and Park Operations Manager Dave Tuchek are working on signage and a field naming ceremony. Chair Bowman attended the meeting and felt it was very moving and meaningful.
Smith Woods Update- Jeff Aken, Senior Parks Planner
On the Rehabilitation side: The Wetland Delineation has been done, topographic survey, Geotech-berm was not engineered which is unclear what that means to the pond discussion, Washington Department of Fish and Wildlife walk thru was completed. There were no cultural resources findings. Pros and Cons on the design will be available in July. We have given input that the option to keep the pond is what the public is wanting.

Access. Staff is still working with property owners and evaluating options for access from the northside. Discussion was held.

Mr. Aken stated staff may be bringing a proposal in August to not allow dogs by barnyard at FM Park.
He noted that they are kicking off the Facilities ADA. The hope is to align it with the budget process for 2021-2022.

Commission Rules of Procedure- Jeff Aken, Senior Parks Planner
The rules are going back to the subcommittee-in Sept. they will come back to the Commission.

V. Commission Talk Time

Derby Days-Support Open Volunteer Positions or Other, Chair Bowman
There are five people that have signed up to work a Derby Days booth. We are set to share a booth with the PBAC (Pedestrian Bicycle Advisory Committee). Trail collaboration will be the subject.

So Bazaar Tree Canopy Outreach, Possible Scavenger Hunt Chair Bowman
Tabled

TIME: 08:30 PM
A motion was made to extend the meeting beyond the 8:30PM time period.
Motion by: Commissioner Gottgetreu
Second by: Commissioner Robertson
Vote carried 5-1
Commissioner Sheffer Excused herself at 08:35 PM

Redmond Lights Tree Canopy Outreach or Other, Chair Bowman
Tabled

National Trails Day Recap, Chair Bowman, Senior Planner Jeff Aken
Mr. Aken commented it was a small but mighty group and thanked Commission for their work.

Commission Items

Adopt-A-Trail-Commissioner Gottgetreu
Commissioner Gottgetreu gave a presentation on the trail on education hill. He is proposing to have an adopt-a-trail campaign. They could suggest the trail for the next National Trails Day. He presented the program to teens last year but had no interest. He would like to speak to it or have info at Derby Days or So Bazaar. The program would provide safety training. It is basically like adopt-a-highway program only for trails in Redmond. He didn’t have any success with working with the high school groups/students. Discussion was held.

Commissioner Robertson talked about writing a grant and working with Homeowners Association as a resource.

Mr. Aken relayed that the final candidates for the Director position interviewed and a decision would be make shortly.

VI. Adjourn
Motion to Adjourn: Commissioner Jain
Second by: Commissioner Robertson
Motion Carried 5-0
Time: 8:50pm

Next Regular Meeting
Thursday August 1, 2019
6:30 p.m. – 8:30 p.m.
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