

**CITY OF EDMONDS
PLANNING BOARD MINUTES**

December 12, 2012

Chair Lovell called the meeting of the Edmonds Planning Board to order at 7:00 p.m. in the Council Chambers, Public Safety Complex, 250 – 5th Avenue North.

BOARD MEMBERS PRESENT

Philip Lovell, Chair
Valerie Stewart, Vice Chair
Kevin Clarke
Todd Cloutier
Ian Duncan
Bill Ellis
Neil Tibbott

STAFF PRESENT

Rob Chave, Development Services Director
Carrie Hite, Parks, Recreation & Cultural Services Director
Karin Noyes, Recorder

BOARD MEMBERS ABSENT

John Reed (excused)

READING/APPROVAL OF MINUTES

VICE CHAIR STEWART MOVED THAT THE MINUTES OF NOVEMBER 14, 2012 BE APPROVED AS AMENDED. BOARD MEMBER TIBBOTT SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY, WITH BOARD MEMBER CLOUTIER ABSTAINING.

ANNOUNCEMENT OF AGENDA

The agenda was accepted as presented.

AUDIENCE COMMENTS

There was no one in the audience.

REFERRAL FROM CITY COUNCIL: CONSIDERATION OF EXPANDING DESIGN STANDARDS TO ENABLE REMOVAL OF STEPBACK REQUIREMENTS IN DOWNTOWN BUSINESS (BD) ZONES

Chair Lovell recalled that in 2011 the Planning Board forwarded a package of BD zoning amendments to the City Council for consideration. The package included a recommendation to remove stepback requirement from the BD zones, particularly the BD2, BD3 and BD4 zones. The City Council conducted a public hearing on the proposed amendments on July 26, 2011. On October 16, 2012, they agreed they would like to eliminate the stepback requirement. However, concern was expressed that, without specific design standards in place, eliminating the stepback requirement could result in development that is too boxy. They remanded the issue back to the Board, specifically asking them for a recommendation on appropriate design standards.

Chair Lovell advised that the item was included on the agenda as a place holder. Staff has prepared a significant amount of information that involves past actions and discussions by both the Planning Board and the City Council. He encouraged the Board Members to review the materials in preparation for their continued discussion on January 9th. He particularly suggested they review the building design standards for the BD1 zone, which could be used as a model for design standards in other BD zones. He noted that a public hearing on the issue has been tentatively scheduled for January 23rd.

Mr. Chave invited the Board Members to forward their comments and suggestions to staff as soon as possible so that staff can prepare to address the Board's questions and concerns on January 9th. He reiterated that the City Council has indicated a willingness to adopt the Planning Board's recommendation to eliminate the setback requirement for the BD zones, but not without having firmer design standards in place. He noted that the City Council has identified this issue as a high-priority item for the Board.

Vice Chair Stewart asked staff to clarify the difference between design standards and design guidelines. Mr. Chave explained that there are already design guidelines in place to guide development in the BD zones, but they should not be confused with specific design requirements. The City Council is asking the Board for recommended design standards that could be codified as requirements.

Vice Chair Stewart said it would be helpful if at least one member of the Architectural Design Board could attend the January 9th meeting to provide input to the Board regarding potential design standards. Mr. Chave agreed to extend an invitation to members of the Architectural Design Board.

PARKS, RECREATION AND CULTURAL SERVICES UPDATE

Ms. Hite referred the Board to her written report, which outlines 2012 accomplishments, 2013 goals, budget reductions proposed for 2013, and items for specific Planning Board consideration. She specifically reviewed the following items:

- **Interurban Trail.** This project started approximately 10 years ago and was funded by grants totaling \$1,327,000, as well as dollars from the 412 Utility Fund and 125 Real Estate Excise Tax (REET) Fund. The trail project completes the missing link of the regional trail through Edmonds. Ground breaking for the project took place in 2011, and the project was completed in 2012. The parks staff is happy with the outcome of the project. The contract stayed on budget, on scope and on time; and they have heard nothing but good things from the neighbors. Some minor tweaks were made after the trail opened such as additional signage to identify the connection back to the shoreline route. A media event was held for the Ballinger family, who were unable to attend the ribbon cutting ceremony, to acknowledge their donation of land for the project.

Chair Lovell recalled that a few years ago he pointed out that the signage when exiting the Edmonds portion of the trail to continue up Meridian Avenue across SR 104 is difficult to read. Ms. Hite pointed out that the signage is located on the City of Shoreline's portion of the trail, and they have not chosen to address the issue. She noted that the City of Edmonds has provided signage on their side of the intersection to clearly identify the trail and make the connection more visible.

- **Hazel Miller Plaza.** Ground was broken for the Hazel Miller Plaza (a small courtyard area in front of Old Milltown) in the fall of 2011, and the project was completed in the spring of 2012. The City worked with the Floretum Garden Club and a small design committee to eventually get a design approved by the Planning Board and City Council. Business owners worked diligently to remain open during construction, and a ribbon cutting ceremony was held in June of 2012. While the project is considered complete, they are still working to add contrast to some of the flatwork. Several types of stain have been tried unsuccessfully. Staff is currently working with the designer to resolve this problem in the summer. The project was funded with nearly \$130,000 in donations, primarily from the Hazel Miller Foundation. Additional funding came from the REET Fund (\$30,000) and in-kind labor from City staff (\$60,000).

Chair Lovell asked staff for additional information about the in-kind labor costs. Ms. Hite advised that, with the exception of the sidewalk that was scheduled to be rebuilt anyway, labor for the project was performed in house by Parks and Public Works staff at a total cost to the City of approximately \$60,000. The REET Fund was used to pay for the infrastructure improvements associated with the project. The donated funds were used for design work, building

materials, landscaping materials, etc. She noted that the City Council originally identified \$110,000 of REET funding for the project, and the remaining \$80,000 has been transferred back into the REET Fund to be used for park projects in 2013. Chair Lovell summarized that the overall cost of the project was \$220,000.

- **Yost Pool.** The City had set aside \$120,000 to replace the boiler at Yost Pool in 2012. Staff had originally intended to move forward with the boiler project at the end of the 2012 season. Unfortunately, \$50,000 was required to complete some unanticipated repairs to the gutter system, the tile and the spa. City staff used their expenditure authority to complete the repairs in 2012 and have allocated an additional \$120,000 for boiler replacement in 2013. While the boiler is still operational, it is costly to operate. Staff is currently completing research to determine the best energy efficient options for the replacement. They anticipate the boiler will be replaced in March of 2013. However, if the contractor cannot guarantee completion by the start of the summer swim season, the project will be postponed until September.

Chair Lovell asked at what point the City will have to make the decision to replace Yost Pool. Ms. Hite said they are reaching that point. However, the cost of constructing a new pool at the Yost site would be in the range of \$10 to \$12 million for the option selected. She suggested this would be a great project to go out for a voter-approved bond. As part of their recent Capital Improvement Plan discussions, the City Council voted to change the name of the Yost Pool Feasibility Study from “Aquatic Facility at Yost” to “New Aquatic Facility.” There has also been movement by citizens and some City Council Members to discontinue talks about a potential aquatics facility at Yost Park. This will be a significant discussion when the Parks, Recreation and Open Space (PROS) Plan is updated in 2013 and 2014.

Ms. Hite said the 2014 budget includes some dollars to add a slide feature to Yost Pool. Yost is a great pool, but it does not have the capacity to add significant amenities other than a slide or a new diving board. With a new boiler, she estimated the life of the pool to be about eight to ten years. However, it will continue to require subsidized funding. It is well used and crowded on most days during open swim times. People always comment about how much they enjoy the outdoor pool. If the community indicates a desire to construct an aquatics facility at another location, she felt it would be worthwhile to keep Yost Pool open for as long as possible. It is one of the few outdoor pools in the region. Vice Chair Stewart noted that Yost Pool is the only pool in the area that is located in a natural setting, and people have indicated their willingness to provide financial assistance to keep the pool open. It is a wonderful asset for the community.

- **Edmonds Marsh.** They received a \$100,000 grant in 2012 from the Salmon Recovery Board to fund a feasibility study for marsh enhancements and daylighting Willow Creek. Matching funds for the grant came from the Stormwater and Parks CIPs. The grant funding requires the study to focus on increasing accessibility for salmon into the marsh and Willow Creek. The City had been working with People for Puget Sound (PPS) to complete the study, but they recently closed their doors. The project was transferred to Earth Corps, with the same person (Keeley O’Connell) they worked with at PPS. Ms. O’Connell has extensive knowledge of the Edmonds Marsh and the issues related to daylighting Willow Creek. They are on track to complete the project by April 2013, putting the City in a good position to submit another grant application for funding to complete the first phase of the rehabilitation.

Board Member Clarke said his research indicates that the property at and near the Edmonds Marsh where the two parking stalls, signage and garbage cans are located, as well as the boardwalk and sidewalks, is all owned by the Port of Edmonds. However, public records designate the property as Edmonds Marsh wetland. In addition, the 1998 contract rezone for Harbor Square zones the property as Open Space (OS). He said that while everyone assumes this area is a park, he has been unable to find a record that establishes it as such. He emphasized that the contract rezone identifies the gravel parking area southward of the asphalt area as a buffer area for the marsh, and it was never intended to be used as parking for Harbor Square. He asked Ms. Hite to research the possibility of the City obtaining title for this property since it has been recognized as a park for numerous years. He recalled that the City Council may vote on the Port’s proposed Harbor Square Master Plan on December 18th. He asked if it would be possible for Ms. Hite to provide him with additional information regarding this issue by the afternoon of December 17th, so he can approach the City Council during the public hearing to address his concerns. Ms. Hite agreed to research the issue further and report back to Board Member Clarke as soon as possible. Board Member Clarke also asked Ms Hite to follow up on the Port’s current use of the gravel area for parking. The area should be maintained as open space as per the contract rezone, and the parking use should be abandoned immediately.

- **Underwater Park.** There have been some concerns from citizens in regard to the amount of buoys that are used to manage the Underwater Park. The City has been working with the local stewardship group, and key volunteer Bruce Higgins to address this issue. During the past year, close to 20 buoys were replaced with floating lines to guide divers.

Vice Chair Stewart asked if the City has looked any further at the option of charging for parking at the Underwater Park. Ms. Hite said she has researched the option. Legal counsel has advised that once the City charges for any type of use related to a recreational activity, even parking, the Recreational Immunity Statute (Revised Code of Washington 4.24.200) may no longer apply, and the City could open itself up to liability if someone were injured at the park. Vice Chair Stewart pointed out that the City of Seattle is trying to establish parking fees at their park sites. Ms. Hite noted that Washington State also charges for parking via the Discovery Pass. However, according to the Municipal Research and Services Center (MRSC) and the City Attorney, they are opening themselves up for risks. Chair Lovell observed that various groups in the City have discussed the concept of charging for parking for several years. It appears there are legal reasons why the City should not get involved in this activity. This advice could have an impact on the potential parking garage that is identified in the Port of Edmonds' Harbor Square Master Plan. He asked if the City Council is aware of the legal ramifications associated with paid parking at City parks. Ms. Hite agreed to research the option further and report back to the Board.

Board Member Ellis asked if there are Coast Guard standards regarding the radius for delineating the boundaries of the Underwater Park. Ms. Hite said there are no Coast Guard standards, but the Washington State Department of Transportation (WSDOT) and Washington State Ferries have indicated that a safety zone of 50 feet around the ferry should be delineated. No boats are allowed within the safety zone, either.

Board Member Tibbott suggested the City identify a standard design for the buoys at the Underwater Park. Ms. Hite said the Park Maintenance Manager has discussed this issue at length with Mr. Higgins, asking that the buoys be standardized. Funds have been allocated each year for buoy replacement.

- **SR 99 International District Enhancements.** This project was funded by three federal Highway Enhancements Program grants. The project went out to bid in June of this year, and a contract was awarded to Totem Electric in August. A ground breaking ceremony was held in September, and the project is currently underway. Chair Lovell said it appears all of the light poles have been installed, but they are not operational yet. Ms. Hite said once the new light poles are operational, the old ones will be removed.
- **City Park.** The addition of a spray play area has been part of the City Park Master Plan since 1992, and has been identified in the City's CIP since 2002. The City recently submitted an application for a \$500,000 grant from the Recreation Conservation Office to revitalize City Park. She referred to the conceptual design that would expand the footprint of the current play area to make it more accessible, improve and update the outdated play features, and add a spray play area. She emphasized that the updated design was submitted as part of the grant application, but it has not been formally approved by the City Council. As per the proposal, the current non-functional wading pool would be demolished because it is too expensive to operate and poses a liability risk for the City. She reported that the grant application scored very high in the evaluation process, and the City is in a great position to receive grant funding in July 2013. The CIP identifies matching funds of \$500,000, but an additional \$300,000 is needed to complete the project. Staff is pursuing various funding options at this time. She noted that the Planning Board would review the proposed conceptual design and conduct a public hearing in early 2013. The City Council would make the final decision based on the Board's recommendation. Vice Chair Stewart encouraged Ms. Hite to visit Log Boom Park along the Burke Gilman Trail in Kenmore. The play area in this park was recently redone, and children were invited to provide input on its design.
- **Park Impact Fees.** In March of 2012, the City Council unanimously voted to fund efforts to study the feasibility of assessing park impact fees in Edmonds. Randy Young and Associates was hired to complete the study, which should be finished by February 2013 with recommendations on next steps. The consultant was delayed when it was found the City did not have deeds for some of its park properties. Staff has been working with the consultant to resolve this issue so the study can move forward. Park impact fees are intended to provide sufficient funding to develop parks to meet the needs of the growing population in Edmonds. The dollars collected can be used to enhance the existing park system and acquire additional park land to serve the new citizens.

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Board Member Tibbott asked if impact fees could be assessed on infill development to improve parks for the added number of residents in the area. Ms. Hite said there are numerous qualifiers that could be included in a park impact fee program, and these specific policy decisions will be made by the City Council.

- **Edmonds Half Marathon.** In collaboration with Snohomish County Sports Tourism and Reinke Sports, the City completed its first annual half marathon on September 16, attracting close to 350 runners. There were some concerns with the promoter, and the City has decided to do the promotional work in house next year.
- **Concessions in Parks.** In the spring of 2012, the City Council adopted a code amendment to allow concessions in the parks. The Parks, Recreation and Open Space Department published a Request for Qualifications (RFQ) in April and received several applications. However, after a thorough review and analysis, they did not contract with anyone this past summer. They plan to publish the RFQ earlier in 2013 in hopes they will find more suitable options for key parks.
- **Edmonds Downtown Cultural Tour.** This project was funded in part by a Preserve America Grant from the National Park Service. The goal is to market cultural heritage tourism in downtown Edmonds with artist-made signage. A consultant (Larry Johnson) was selected and this past year has been spent interviewing historians in the community to put together stories, coming up with a design for the story boards, and identifying sites. This work has been completed and submitted to the National Park Service for final approval. After this approval has been obtained, the artist (Judith Caldwell) will fabricate the signs and City staff will install them.
- **Flower Basket Poles.** An additional seven flower basket poles were installed in 2012, for a total of 10 installed poles. Four new poles will be installed as part of the Main Street project, which will be completed in early January. The goal for 2010 through 2013 is to replace 24 of the old galvanized poles in the downtown area with new poles.
- **Recreational Programs.** Revenue from recreational programs was down in 2012. Compared to their counterparts in other cities, Edmonds revenue from recreational programs had not been impacted by the recession until this year. The change is not significant, and the City can likely make up the difference in 2013. However, staff is taking a cautious approach. She recalled that the City implemented a non-resident fee in 2012, and staff is trying to determine if there is a correlation between this change and the decrease in revenue. She also pointed out that the Department of Revenue also added a sales tax to all adult programs that are considered recreational in nature. Once year-end numbers are available, staff will identify potential changes to improve the situation.

Vice Chair Stewart asked if the pool revenue was lower in 2012 compared to 2011. Ms. Hite answered that the change was minimal. She noted that the City received a grant from the Verdant Health Commission to fund swimming lessons for third grade students in the community.

Next, Ms. Hite reviewed the Parks, Recreation and Cultural Services Department's goals for 2013 as follows:

- The plaza design and bid documents have been completed, and the project was identified in the City's CIP for 2011 and 2012. However, the City was unable to determine if REET funding would be available for completion of the project. The City was working on two other large projects (Interurban Trail and Hazel Miller Plaza) and needed to retain capacity to complete them. The REET fund improved in 2012, resulting in approximately \$100,000 more than originally anticipated. Dollars for the Dayton Street Plaza Project have now been transferred to the project construction fund, and the project will go out to bid in 2013. The City's policy is to dedicate second quarter REET funds, up to \$750,000, to parks. All additional revenue beyond the \$750,000 would be allocated to street improvements. There has been some discussion by the City Council about reallocating the REET dollars to the street fund. She encouraged the Planning Board to stay abreast of this topic. She expressed concern that reallocating the funds could result in a situation where the City is unable to adequately maintain their existing park facilities.
- **Community Garden.** Establishment of a community garden has long been identified in the PROS Plan, and a garden is currently located on the grounds of a private church. However, the church recently decided it would no longer host the use, and several community members have been active in seeking alternative locations. The City has set aside \$200,000 in the upcoming budget for acquisition of land to establish this use. Staff has also contacted the Edmonds School

District about the possible use of one of their parcels. She noted that none of the City's current park sites meet the criteria required for a community garden. Snohomish County has asked if the City if they would like to take on Esperance Park. The park borders Edmonds, and Edmonds residents use the park. The PROS Plan contains a goal to have a park within ½ mile walking distance from every residence in Edmonds. Park space is deficient in this location, and acquisition of the property would enable the City to improve their park service level. While Snohomish County recently upgraded the infrastructure at Esperance Park and the ball fields would generate revenue for the City, there are still many unanswered questions. The school district owns a relatively flat piece of property adjacent to Esperance Park that would be an ideal location for a community garden. There is currently electricity available on the site, full sun exposure, and adequate parking. The school district has indicated a willingness to work with the City. She invited the Planning Board Members to share their thoughts before she presents the proposal to the City Council for consideration.

Vice Chair Stewart agreed that the school district property adjacent to Esperance Park would be an excellent location for a community garden. She suggested the City could work jointly with the school district to integrate the community garden into their curriculum. Ms. Hite said she has discussed the option of a mutual-use land lease that would include educational opportunities, etc. She agreed it would be great to get the kids involved, as well.

Board Member Cloutier recalled that Sustainable Edmonds conducted a survey regarding community gardens in 2010. At that time, they also created a business plan and approached the City with a list of potential sites within City parks. The City was not ready to move the concept forward, so Sustainable Edmonds worked with the Floretum Garden Club to establish the current collective garden at the church.

Ms. Hite provided an aerial view of Esperance Park and the school district property. Board Member Clarke provided information on the history of the two sites. He explained that some schools were built under a land claim arrangement with the Department of Natural Resources. There were covenants attached to the purchase that required the property to revert back to the DNR if the school use ceases. He questioned if this approach was used for the school district property in question, as well. Ms. Hite agreed to research this issue and report back. She said she would continue to explore options for the two properties, which would help satisfy the need for park land in the area and provide a great site for a community garden.

- **Marina Beach Dog Park.** Daylighting Willow Creek may require the City to relocate the off-leash dog park. She will begin to review options for the park starting in January and will present information to the City Council to determine if they are interested in further exploration.
- **Former Woodway High School Development.** Staff has had discussions with the Edmonds School District about developing this site, as well as the Civic Center Playfield site, to provide more ball fields. Both of these sites provide incredible recreational opportunities to the community. The original plan for the former Woodway High School site was to develop two soccer fields and one baseball field. Since that time, there has been significant discussion about the desirability of four soccer fields in this location to attract regional soccer tournaments. There is already ample parking at the site, as well as a good tree buffer to protect the adjacent single-family neighborhoods. Lighting is also available at the site. However, the school district desires a baseball field for high school games. The City has suggested the district consider the option of developing four soccer fields at the Woodway High School site, and then creating a master plan for the Civic Center Playfield that includes a baseball diamond that could be used by the high schools in the spring and a semi-professional team in the summer. Perhaps the City could provide capital dollars for field construction in exchange for a long-term lease agreement. The City's current lease with the school district for the Civic Center property expires in 2020. Up until this point, the district has expressed a desire to charge fair market value for any future lease. However, they have recently indicated a desire to pursue opportunities for a mutual-use land agreement. She emphasized that they are currently in the beginning exploration phase, and staff will come back to the Board and City Council for much more discussion before moving forward.

Vice Chair Stewart pointed out that the Kelso Baseball Field was donated by a long-standing community member. It has become an economic driver for the community, and the same could be true if the City were to construct additional soccer and baseball fields. She expressed her belief that a well-designed project could attract the interest of numerous private donors.

Board Member Clarke provided a history of the Civic Center site, which was originally the site of Edmonds High School. When the new Edmonds/Woodway High School was built, the school building was used as a junior high until the College Place School was completed. The district has sold off all of the improved portions of the school property, and only the playfield remains under school district ownership. He expressed concern that the property would eventually be appraised at its highest and best use, and the City would be unable to pay a market value rent. Ms. Hite agreed and said that is why it is important to work jointly with the district to identify non-traditional ways to improve the land. She said she would not recommend any capital expenditures at the Civic Center site unless the school district agrees to a long-term lease.

Board Member Clarke recalled that there was previously significant debate about the location of the new Edmonds Woodway High School. The district decided to relocate the school because it was determined that carpenter ants made the site unsafe for children. However, the district continued to use the site for an alternative school until it was determined that the conditional use permit only allowed elementary education uses. At that same time, there was an effort to rezone the western portion of the property so it could not be redeveloped into single-family residential homes. He suggested staff research the school district's future plans for the two sites.

Ms. Hite the school district has set aside \$500,000 for the Woodway High School property, and she has requested that the site design be modified to accommodate four soccer fields instead of two soccer fields and one baseball field. The City is saving money in the CIP for this purpose, as well. She will approach the legislature this year to ask for capital dollars to develop the property. She acknowledged that artificial turf would likely be required on the portion of the field in the northwest corner, which is shaded by large trees and does not get much sun.

- **SR 104 Mini Park.** The Planning Board previously expressed an interest in renaming this park by the ferry lanes. The Board agreed it would be appropriate to move forward with this project in 2013.
- **Park, Recreation and Open Space (PROS) Plan.** The PROS Plan is the guiding document of the City to plan, develop and maintain parks and create open space for its citizens. It is also required by the Growth Management Act (GMA) and a precursory for competing and qualifying for grant funding. The current plan was adopted in 2008 and expires in May 2014. Staff is proposing the City begin the update process in August or September of 2013. The entire plan would be reviewed for clarity and content. For example, if the City institutes a park impact fee program, the plan must discuss future growth needs. The impact fee money can only be spent on projects identified in the PROS Plan.

Board Member Lovell asked how the PROS Plan update would relate to elements within the recently completed Strategic Planning process. Ms. Hite said her hope is that the Strategic Plan will be finalized before they start the PROS Plan update in September of 2013 so that applicable goals and policies in the Strategic Plan can be incorporated into the PROS Plan. She said it would be helpful for one or two Planning Board Members to participate on the citizens committee that is formed to complete the plan update. In addition, the Planning Board can expect to play a major role in the process of review, comments, public hearings, and recommendation to the City Council.

- **Edmonds Municipal Code Regarding Dogs.** Several residents have requested the City revisit the Edmonds Municipal Code (EMC) prohibiting dogs on the beachfront walkways. Problems occur when owners do not pick up after their pets, and the waterfront walkways are heavily used. Also, some owners end up taking their dogs onto the beach, another area where they are not allowed because they disrupt wildlife. She requested direction from the Board about whether the City should explore potential changes to the strict dog laws in 2013.

Vice Chair Stewart said she was a beach ranger for a season and had the duty of policing the dog activity along the walkway. She found that older people enjoy walking with their dogs on the walkway. As long as they abide by the rules and pick up after them, she does not see any problem with allowing dogs on hard surfaces. However, she acknowledged that sometimes owners let their dogs onto the beach. She said she also spent 10 years as a docent at Discovery Park where dogs are allowed on the walkways but not on the beach. She suggested it is a matter of enforcement; making sure the rules are clear and that adequate signage is provided. The beach rangers should also play an active role in making sure the dogs do not go onto the beach. It is a shame to say dogs cannot be on sidewalks.

Board Member Ellis asked if the City has resources to police the rules. Ms. Hite said the beach rangers and park maintenance staff try to enforce the rules, but the City does not have specific resources for enforcement. Staff has discussed the need to improve signage if the City decides to allow dogs on the walkway so the rules are very clear. Beach rangers and park staff will continue to educate the public regarding the rules about dogs in parks, but they do not have the resources to provide enforcement on the waterfront. Board Member Ellis pointed out that, this past summer, the Edmonds Summer Market decided that dogs would no longer be allowed. However, some people ignored the rule and brought their dogs anyway. He noted that dogs are allowed on the Port's portion of the walkway. Because the rules are inconsistent, they are difficult to enforce.

Board Member Clarke commented that the City's off-leash dog park at Marina Beach is one of the best on the West Coast. He knows of no other facility of this type on waterfront property that was previously used by humans. He said he visits Mathey-Ballinger Park frequently in the summer and the only place dogs are allowed is on the basketball court. This ends up creating a type of off-leash dog park and the same thing occurs at Pine Ridge Park. The dogs do not stay on the sidewalks in the parks, and they run all over the playfields, leaving messes for the children to deal with. He suggested the City should take a more harsh approach to enforcing the rules about dogs in parks. They should also encourage the dog community to enforce the rules so the privilege are not cut off. Ms. Hite reiterated that the City does not have resources to fund additional enforcement. She agreed that encouraging peer enforcement would be helpful.

- **Mathey Ballinger Park.** Money has been identified in the 2013 CIP for the installation of a new play structure. New pathways will also be added to connect with the newly complete Interurban Trail and increase accessibility.
- **Cemetery.** Currently, the Edmonds Memorial Cemetery is not marked or mapped, and this has created some issues and reliance on institutional memory. Staff is proposing a mapping project to bring the cemetery up to standard so it can be operated efficiently. Vice Chair Stewart suggested this would be a great student project.
- **Recreation.** Next year, the City will partner with the Sea Wolves, a semi-professional soccer team whose home field is Edmonds Woodway High School, to do a wellness event to kick off their season. This will allow the Sea Wolves to promote their organization, as well as health and nutrition. The Edmonds Half Marathon will be run as a City event, and the day camp and extended care hours will be altered. The City will coordinate the Champs swim meet and offer a daddy/daughter dance in partnership with the Edmonds Senior Center. Board Member Clarke suggested that, to avoid gender issues, perhaps the dance should be open to all parents and youth. Ms. Hite pointed out that this is a Senior Center event, but she agreed to discuss the issue with them.

Ms. Hite advised that as a result of the pending budget deficit, Mayor Earling requested that each Department propose a list of budget reductions totaling 4%. She reviewed the proposed reductions to parks and the impacts that might result as follows:

- **Reduce Seasonal Labor.** This will result in a cost savings of \$64,425, but it means the flower program will not have any seasonal labor. All positions, with the exception of one, were eliminated. The remaining position will be dedicated to weekends for garbage pick up and restroom cleaning during the peak season.
- **Reduce Irrigation.** This will result in a cost savings of \$15,000. As proposed, the grass at neighborhood parks would not be watered and will be allowed to grow dormant. This will save on both watering and mowing costs.
- **Reduce Staffing at Frances Anderson Center.** This will result in an estimated cost savings of \$32,500. One staff person will leave early with the early retirement program, and another staff person's hours will be reduced to ½ time. The center will close earlier on Saturday, and programs will finish up without open office hours.
- **Reduce Art Funding.** This would result in an estimated cost savings of \$15,000. They have been able to increase funding from the Write on Puget Sound Conference, and this revenue will be used for the arts programs to minimize the impact of the budget reduction. Half of the full-time cultural arts assistant's time will be spent doing administrative work.

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- **Reduce Beach Ranger Program.** The estimated savings would be about \$10,000. The elementary education programs will still be funded, but the beach rangers will spend less time at the beach during the summer months. There will be more staff during low tide, but the beach ranger stations will only be open for limited hours.
- **VSIP Office Supervisor.** This position has been eliminated for a total cost savings of about \$56,800.

Ms. Hite summarized that these are difficult times financially. The Parks, Recreation and Cultural Services Department staff is anticipating a lot of work this year, and everyone is committed to minimizing the impacts as much as possible. They have had specific discussions with the City Council about what may happen to the grass at the parks if it is allowed to go dormant during the summer months. If it is a wet spring, the grass will need to be mowed until it goes dormant. If it is a dry spring, the grass may go dormant early, and they will have to restrict use of the fields or risk the integrity of the grass in the future. Staff will stay on top of this issue during the summer. The City Council has indicated that once the 2012 books are closed at the end of January, there may be funds to restore some of the cuts, particularly the park money.

Board Member Clarke asked Ms. Hite to describe the impact the proposed cuts would have on the flower program. Ms. Hite answered that the funding for seasonal staff to administer the flower program was cut by \$33,000. She reminded the Board of the donation program that was implemented last year to fund the flower baskets. The City collected \$13,000 in donations that can be used to administer the program in 2013. The donation program will be expanded in 2013 to include the corner beds, as well. If successful, the money will be used to keep the flower program at the same level in 2014. In anticipation of the cuts, staff purchased perennials for the corner beds to cut down on the number of annuals that are planted in 2013. She summarized that there will be a noticeable impact to the flower program in 2013, particularly the corner beds will not be as colorful. However, staff has a plan in place to minimize the impacts as much as possible.

Vice Chair Stewart asked how many flower baskets and beds the City maintains. Ms. Hite said there are currently 130 baskets, and an additional 15 will be added on Main Street. There are 80 corner gardens. She explained that once the flowers are planted, the maintenance is easy and involves mainly watering the baskets that do not have irrigation.

Board Member Clarke expressed concern that reducing the flower program could significantly change the character of Edmonds. They are trying to sell the City, while taking away one of its most beautiful assets. He suggested that private industry should be invited to help fund the program. Ms. Hite said she does not anticipate that the flower baskets will be any different in 2013, but the beds will be. The adopt-a-basket program was strongly supported by the Floretum Club, and the business owners were somewhat upset that the City did not approach them first for financial support. Almost all business owners with flower baskets in front offered financial support. Staff will approach business owners first in 2013 with a request that they adopt the baskets in front of their businesses. She summarized that people have been openly willing and excited to support the program.

Ms. Hite summarized that the Board appears to support the Parks, Recreation and Cultural Services Department's continued discussions with Snohomish County to acquire Esperance Park and with the Edmonds School District to acquire the adjacent property for a community garden. They also support continued discussion about potentially changing the Edmonds Municipal Code related to dogs in parks. In addition, they would like to go through the process to rename the SR 104 mini park. She reminded the Board that she would like them to designate one or two members to participate on the PROS Plan citizens committee.

Chair Lovell observed that Ms. Hite has done an unbelievable job over the past two years as Director of the Parks, Recreation and Cultural Services Department. She has not only adopted the City, but learned details that many long-time citizens are not even aware of. Her department and park operations are a marvelous testament to what can be done in both good and bad economic times. The Parks, Recreation and Cultural Services Department is highly valued by the citizens of Edmonds, which is a credit to Ms. Hite's efforts.

Ms. Hite commented that the Parks, Recreation and Cultural Services Department has a strong team, with three very capable managers and very committed crews with a lot of tenure. She agreed to pass on the Board's compliments to staff.

Vice Chair Stewart agreed that Ms. Hite has done an amazing job. She appreciates the time and energy she puts into transforming and beautifying the City's parks for the citizens' enjoyment.

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Board Member Clarke reminded Ms. Hite of his previous request that something additional be done at Hickman Park to recognize the life of J.P. Patches who passed away in 2012. He invited her to speak to him about potential funding sources.

ELECTION OF 2013 OFFICERS

Vice Chair Stewart thanked Chair Lovell for his leadership as Chair of the Board over the past two years. She said she recently spoke with Board Member Reed, who indicated a willingness to serve as Chair of the Board in 2013. She noted that Board Member Reed has served on the Board for a long time and has a knowledge of the history of code changes, etc.

BOARD MEMBER STEWART NOMINATED BOARD MEMBER REED TO SERVE AS 2013 PLANNING BOARD CHAIR. BOARD MEMBER CLOUTIER SECONDED THE NOMINATION. THE NOMINATION WAS UNANIMOUSLY APPROVED.

Board Member Clarke recognized Vice Chair Stewart's steady hand throughout the Harbor Square Master Plan review process when Chair Lovell was unavailable to lead the Board. He said she has agreed to remain on the Board when her term expires at the end of 2012.

BOARD MEMBER CLARKE NOMINATED BOARD MEMBER STEWART TO SERVE AS 2013 PLANNING BOARD VICE CHAIR. BOARD MEMBER LOVELL SECONDED THE NOMINATION. THE NOMINATION WAS UNANIMOUSLY APPROVED.

REVIEW OF EXTENDED AGENDA

Chair Lovell reviewed that the January 9th meeting agenda would include continued discussion about the Westgate Plan and Form-Based Code and design standards for the BD zones.

PLANNING BOARD CHAIR COMMENTS

Chair Lovell did not provide any comments during this portion of the meeting.

PLANNING BOARD MEMBER COMMENTS

Board Member Tibbott reported that he attended the Edmonds Woodway High School Invitational Wrestling Tournament over the past weekend. He noted that it is the longest running wrestling tournament in the State of Washington. Former Mayor Mike Cooper was the announcer for the event, and hundreds of kids from 16 schools attended. He noted that his son was the champion in the 145 weight class.

Board Member Cloutier announced that a public hearing regarding SSA Marine's proposal to build a coal export terminal at Cherry Point will take place on December 13th from 4:00 to 7:00 p.m. at the Washington State Convention Center Board Room 6F. He noted that citizens will be invited to give input on what is applicable for the Environmental Impact Statement (EIS) to address. It is important for citizens of Edmonds and other communities along the rail line to voice their concerns about traffic, pollution, etc. He invited Board Members to visit Coal Free Washington's website to find the forms needed to submit comments. Participants will be chosen by lottery.

Vice Chair Stewart reminded the Board that she and Board Member Duncan agreed to make a presentation to the Board regarding sustainable and clean building at the January 9th meeting. She also reported that she met with a representative from the South Snohomish County Master Builders Association, who shared a list of things the City of Edmonds could do to be more builder friendly. The list included the following:

- Improve the permit timeline.
- Require binding pre-submittal meetings.
- Establish a fee simple ordinance for single-family zones.
- Annex Esperance.

APPROVED

- Offer density bonuses.
- Increase height limitations in downtown.
- Increase the minimum threshold for traffic studies.
- Reduce costs for actual development.

Vice Chair Stewart summarized that if the City wants to encourage developers to build in the City, they need to start discussions between the local development community and staff. She said she would be happy to facilitate the discussions.

Board Member Clarke said it is an honor to be a member of what he believes is one of the most challenging boards in the City. He particularly thanked Chair Lovell for his leadership. He recalled that, in the past, Board Members expressed frustration that the City Council did not appear to value the Board's work and their time was wasted. Chair Lovell has done a great job of providing leadership throughout challenging issues. The Board has done a good job, and the response from the City Council has been positive. He said he is grateful that Board Member Reed has agreed to take over as Chair in 2013.

ADJOURNMENT

The Board meeting was adjourned at 9:20 p.m.

APPROVED