

08-24-2020 Park Board Minutes

7:00 PM

August 24, 2020

**DRAFT MINUTES**

Virtual Meeting

**BOARD AND ADMINISTRATIVE PERSONNEL PRESENT***Boardmembers:*

Bradley Book  
 Ruben Nieto  
 Jonathan Richardson  
 Linda Whitworth  
 Chris Kovac  
 Carl Riess  
 Jeremy Noble  
 Danielle Wolfrom Githens (Absent)  
 Apryle Craig  
 Marlene Waxse

*Administration/Staff:*

Jeff Watling  
 Brian Berntsen  
 Jennifer Fink  
 Milissa Ching

**CALL TO ORDER**

- a) Membership

**APPROVAL OF MINUTES**

- a) Minutes of February 24, 2020  
 IT WAS MOVED BY WHITWORTH, SECONDED BY WAXE TO:  
 Approve the minutes of February 24, 2020.

Approved 9-0

**PUBLIC COMMENTS**

Connie Marsh: Ms. Marsh spoke to the following topics: Green partnership including Urban forest definition, City-wide planning, collaborations, and phased planning.

(See also, written emailed comments below)

**REGULAR BUSINESS**

- a) **Covid Response and Recovery, (I)**

*Presented by:*

*Jeff Watling, Parks and Community Services Director*

Watling provided an update on the Parks and Community Services Departments response and recovery for Covid. (See attached PowerPoint for details).

- b) **Green Issaquah Implementation, (I)**

*Presented by:*

*Jennifer Fink, Park Planner and Project Administrator and Joanna Nelson de Flores, Forterra*

Watling shared comments received via email from the public. (See attached for details). Nelson de Flores provided a summary of the included memo and talked through a brief presentation before Book opened for discussion and questions by the Park board members.

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c) **Dog Park Update, (I)**

*Presented by:*

*Jeff Watling, Parks and Community Services Director and Jennifer Fink, Park Planner and Project Administrator*

Watling provided an update on the status of the dog park project and a proposal for a multi-location, limited term, temporary interim dog park. Book then opened for discussion and questions by the Park board members.

**REPORTS**

- a) Chairperson's Report - Book shared information about the Great American Outdoor Act and asked Watling and Fink about the Land and Water Conservation Fund (LWCF).
- b) Director's Report – Watling shared Board Member Frauenheim’s resignation from the board and thanked him for his 17 years of service to the City of Issaquah.

**OTHER BUSINESS / ANNOUNCEMENTS**

None

**ADJOURNMENT – 8:45 PM**

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**WRITTEN / EMAILED PUBLIC COMMENTS:**

**David Kappler <davidkappler@hotmail.com>**

**Sun 8/23/2020 10:37 PM**

Dear Members of the Park Board:

I am writing this as a personal opinion, the Issaquah Alps Trails Club will be composing a more comprehensive response and I am sure I will have more to say as this progresses along.

This issue is very timely and the city has taken a big step forward. The need for action has become greater as invasive plants such as holly and ivy are more common, die back problems with big leaf maples, sword ferns and western red cedar trees on city property are also becoming more common.

Our city forested areas come right up to state DNR lands, two state parks and county parks on Cougar and Squak. There are owned lands and easements for utility corridors through city lands which have significant management issues especially with invasive plants.

Recently, I have been working on a couple of trail connection issues that King County Parks is pursuing. While doing field work in scouting out options I have been crossing city park property, city public works property, Talus developer retained property and Talus HOA property and have found significant invasive plants on all types of ownerships.

Beyond city park property we need to work with our public and private land owners both in and adjoining the city.

There are significant natural features often associated with wetlands, creeks and steep slopes that are owned by our public works department or HOAs that lack management.

Yes, I am proposing a bigger effort than just the city owned urban forest lands, but without a significant effort on those non city park lands long term protection and enhancement of our city forest lands is not possible.

David Kappler  
425-652-2753

**Janet Wall <janet227wall@gmail.com>**

**Mon 8/24/2020 8:38 AM**

Hello All,

I soundly second the comments by David Kappler. My efforts to eradicate the noxious weed tansy ragwort in the Issaquah area is frustrated by the lack of cooperation of private land owners, the Issaquah Highlands community land manager, WSDOT, and the grounds manager for the Issaquah High School, as well as lack of volunteer help. Seed distribution by wind and animals across ownership boundaries means that we all need to work on invasive weed issues together.

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**tom.anderson3141@gmail.com****Mon 8/24/2020 9:50 AM**

Well said, David.

I would add that I think it is time for the battle cry against invasive plants to be elevated, and here are a couple of ways to consider:

- More effort on educating the public on invasive plants, their eradication, and why it is important (most humans have no idea what tansy ragwort is, for example)
  - Banning the sale and propagation of particularly obnoxious plants like English ivy
- 

**Steve Pereira <luke1027@ymail.com>****Sun 8/23/2020 7:47 PM**

Hi All,

Thanks to each of you for serving on the City of Issaquah Parks Board and seeking to best meet and serve outcomes toward a better Issaquah:

Offer the following input for your consideration:

Green Issaquah Implementation, (I)

Presented by:

Jennifer Fink, Park Planner and Project Administrator and Joanna Nelson de Flores, Forterra

>View Cover Letter

>View Draft Implementation Guide

Will endeavor not to get wrapped up in the details like spelling and such, though some of this may appear.

As part of this robust network of resources and expertise, the Green Issaquah Partnership will contribute toward a livable and healthy region.

The Green City Partnerships share three core goals:

- Improve city residents' quality of life and connection to nature, and provide increased ecosystem benefits by restoring our forested parks and natural areas and enhancing urban forests.

- Galvanize an informed and active community.

Input #1: Galvanize an informed and active community to what end / meaning / outcome / purpose / reasoning?

- Ensure long-term sustainable funding and community support.

Chapter 1: Introduction

Input #2: There should be some reference and inclusion for both the aesthetic beauty of urban forest, but also the aesthetic benefit providing by urban forests in screening development.

Chapter 2 - The Challenge - A Threatened Urban Forest

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## Wildfires:

Input #3: As I see reports of wildfires raging in California, I worry more about the risk and outcome (to Issaquah specifically though also cumulatively the overall loss of urban forest spaces), of such an event sweeping through the largely treasured 'Issaquah Alps', and what we can do to minimize such this risk here, or to quickly resolve such an event and even mitigate such impact (replant such forest spaces. Am unsure how this would be implemented, as suspect unsure that would expect the local Eastside Fire and Rescue is geared to respond to such an event on it's own

## Chapter 2: The Challenge - A Threatened Urban Forest

- Invasive Species - Plants and Insects

- Native Trees Struggling to Regenerate

- Lack of Homeowner Education and Resource Allocation

- Resource Limitations on Urban Forest Management and Maintenance on Public Lands

Input #4: Combining the above items here, to ask / talk about about what is / should be or will be made for the education of the business or commercial property owners toward management and maintenance of urban forests on part or all of such properties?

Related: Is or should there be a legal or legislative requirement that private property owners (homeowner, business, commercial, urban forest spaces) be responsible for maintaining such urban forest spaces that are in part or whole that is on their property? Reason: As noted, 'resource allocation' implies resources (i.e. money or even volunteer time from City, County, State, National, private funding from individuals or groups) is limited, yet these need to be maintained. Is, can or should there be a public good provided as part of the social contract for people be required to maintain such spaces?

Property example: Gilman Blvd. on the side of the street near the Bank of America and further back by the Rite Aid, is a strand of trees with some form of stream, waterway, etc. Growing up, along and through the tree trunks and tree branches are what appears to be two kinds of ivy. Eventually, the vines will bring down these trees as they become root-bound. This piece of the ecosystem at least will be lost, the overall urban forest will be lessened. Most of the property is presumably a privately owned commercial retail and asphalt parking lots. Yet who is responsible for maintenance of such 'urban forest spaces'? Who is responsible for protection / removal of invasive species such as ivy and protection of urban forests?

## Chapter 6 - The Next 20 Years:

## Field:

Also include Community Goal's #5, #6, and #9, working with 'Residential' and 'Commercial' owners:  
Input #5: What, or maybe Is or should there be a distinction of 'Parks space', 'Natural Open Space', 'Critical Areas Space'? Do we need to mention each to best prioritization to acquire or maintain or protect such spaces and their associated listed benefits.

Input #6: See that 'tree canopy' is referenced. Think there should also be conversation and distinction make not just on percentage of canopy cover, but the composition or make of the the types of trees and what the associated canopy type should be to provide various types of desired benefits. Ex: All types of trees may provide approximate equal benefit in retaining steep or hill side soil. But do some types provide better stream side protection(s), where others provide better carbon sequestration? Related: Should (and how) should we better manage the urban forest spaces to manage these benefits?

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Thanks for your time and efforts.

Steve Pereira  
Olde Town, Issaquah, WA

**Connie <auntgrumpy@comcast.net>**  
**Sat 8/22/2020 5:49 PM**

Hi all,

To Parks Board, see the emails below as I already sent one point of confusion to Jeff & Jennifer.

I have very rough draft Executive Summary pasted in here. It has the component parts that I think tell the story of what the report says. It could be I don't understand some parts of the report, but that is also illustrative.

Executive Summary

What is the Green Issaquah Partnership?

The City of Issaquah and Forterra (as the lead in the Green Cities program) formed a partnership in 2019 to evaluate the health and condition of Issaquah's forested parks and natural areas, and develop a program to protect, enhance and sustain Issaquah's forested parks, natural areas (define here), and scenic resources by 2039?? as a legacy for future generations. This Partnership brings Issaquah into the growing list of Green Cities. (Call out of Green Cities.)

While the overarching desire is to create a healthy and sustainable Urban Forest (Call out with definition of Urban Forest) this Partnership is focusing more narrowly on creating a program for City owned Parks and Open Spaces.

Who are the Partners? (I don't feel like the word Partner and Partnership are working well in this document.)

Initially the City of Issaquah Parks and Community Services Department and the Forterra Green Cities Department as Partners will work together to create a Management Team. This Management Team will strategically extend to the leaders of the many groups that have worked to maintain Issaquah's Public Open Spaces in the past. As the management structure strengthens it is expected to broaden further to take advantage of opportunities for volunteers and educational opportunities.

(Call out)City of Issaquah

The City of Issaquah is the leading entity responsible for convening partners and supporting efforts behind the Green Issaquah Partnership. The City of Issaquah Parks and Community Services Department currently manages the majority of sites identified within the Green Issaquah project area. While the department currently is at capacity addressing its many duties, its staff will continue to promote additional Green Issaquah Partnership projects and events.

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(Call out)Forterra

Forterra's Green Cities Department supports all Green City Partnerships and works to keep all Partnerships connected through the Green Cities Network. The Green Cities Network facilitates quarterly focus groups that are open to all Partnership staff; distributes training, grant, and other announcements via the Network listserv; and offers technical and general assistance to participating Green City Partnership agencies.

Forterra will continue to be a resource to the City to advance the goals of the Green Issaquah Partnership. Forterra will encourage volunteerism throughout the program, including events like Green Issaquah Day. Forterra also may provide additional skilled field crews, program management, outreach, marketing, development, and greater coordination and connection to the regional Green Cities Network, if needed, through possible future grants or contract funding.

What is the problem to solve?

While Issaquah has been a leader in putting forest and open spaces into protection the maintenance and health of these areas has not been funded. Many of these areas are in need of management and maintenance to ensure their value to the environment does not degrade.

Steps in the Process

1. Assess the existing inventory:

Baseline ecological data was collected by forestry consultant American Forest Management during the early fall of 2019 using a rapid-assessment data-collection protocol called the Forest Landscape Assessment Tool (FLAT), developed by the Green Cities Research Alliance. This tool identifies the quality of habitat composition and amount of invasive coverage plus an analysis of the conifer versus deciduous tree balance. Another component is the forest's ability to regenerate itself and create an understory that provides both for the future trees and existing habitat.

The forest assessment focused on the 1540 acres of forested parkland and natural areas owned and managed by the City of Issaquah. The City owns other city properties that are part of the park system that were not included in the assessment for the Green Issaquah program. The parcels included in the Partnership's scope were those that currently support, or have the potential to support: (1) native lowland-forest communities with tree-canopy cover greater than 25%; and (2) forested and shrub dominated wetlands or emergent wetlands that do not support a full tree canopy.

Habitat and Invasives

Just under 38% of the study area have high habitat composition. (Tradition Plateau NRCA is the largest contributor with 243 acres of high value healthy forest.) Of acres surveyed, 57% have medium habitat composition, leaving under 10% of areas that are in the lowest habitat composition.

The vast majority (77%) of MU acres surveyed have low invasive species cover (categories 1, 4, and 7). 32% of MU acres have medium invasive cover (categories 2, 5, and 8) for invasive species threat. With only a small portion (9%) of Issaquah's forested and natural area parklands showing high invasive species threat (categories 3, 6, and 9).

Approximately 1/3 of the Green Issaquah Partnership project area is in exceptional condition with high-value habitat and low invasive-cover threat.

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There is great potential to restore and maintain the acres in need before the problem gets significantly worse and more expensive.

#### Conifer versus Deciduous

The 2019 FLAT results show that 55% of lands surveyed had an overstory that was dominated by coniferous or evergreen trees, while 45% of lands were dominated by deciduous trees. Douglas-fir was the dominant overstory tree in nearly half (47%) of the surveyed acres. The high presence of Douglas-fir and the existence of additional coniferous species are of very high value. Coniferous trees often live longer than deciduous species, with a potential lifespan of more than 300-500 years depending on species and conditions. Therefore conifers provide numerous ecological services longer into the future. Conifers also have been known to sequester larger amounts of carbon and lessen stormwater management issues.

#### Regeneration

In general the forests are doing a good job with regeneration. There are some areas of aging maple trees that are not being repopulated with the longer lived conifers.

#### 2. Organizing and Prioritizing Restoration and Maintenance

This plan creates a structure for deciding which projects should be prioritized for both volunteers and professional crews. Continuing existing projects is a priority. Protecting our high quality areas from harm and improving them is a equal priority. As those projects move through their active work (invasive removal & planting) to maintenance and monitoring, other projects to help medium habitat areas.

#### 3. Costs and the need to engage community volunteers

The cost of restoration and maintenance is considerable if only paid work is considered. This plan provides the structure for a centralized volunteer system to make it easy and satisfying for the community to aid in preserving and improving the health of our City owned forests and open spaces.

Adopting the Plan? Fund the Plan? I don't entirely understand what the ask is here but there should be a summary paragraph with that info here.

Connie



CITY OF  
**ISSAQUAH**  
WASHINGTON

# Parks and Community Services – COVID Response and Recovery

**Park Board**  
**August 24, 2020**

# Priorities of our Approach

- The **Health and Safety** of community, customers and staff.
- Safe and responsible **access** to city parks and trails.
- **Supporting community recovery.**
- Rolling Decision Points allowing us to **be agile and make most informed decisions.**

# COVID-19: Stay Safe in Your Parks and Trails



The City of Issaquah continues to follow the guidance of Public Health – Seattle & King County concerning COVID-19.



Practice physical distancing.



Avoid close contact with others.



Wash your hands and avoid touching your face.



Stay home if you are sick.




Stay informed:  
[issaquahwa.gov/COVID19](http://issaquahwa.gov/COVID19)

# COVID Response - Budget Impacts

- April – citywide reductions to address \$10.5M projected impact to the overall City Budget
- Parks staffing – 12.5 FTE positions reduced or frozen, and limited 2020 hiring of part-time/seasonal staff
- Significant operational impacts near-term and long-term:
  - Delay and/or Pause on Parks Capital projects. Reduced staffing with loss of one Park Planner.
  - Reduced operations at Community Center
  - Reduced operations at the Pool
  - Reduced operations at the Senior Center
  - Closure of the Tibbetts Creek Manor
  - Hiring freeze on two Park Maintenance Worker positions for the remainder of 2020
  - Reorganization of Parks Admin with re-class of Deputy Director position

# Reopening Status: Parks and Community Services

KEY		
OPEN w/ changes	Future decision point	Cancelled

	Farmers Market	Summer camps	Skate park; sport courts; shelters; modified field rentals	Playgrounds & park restrooms	Pool lap swimming	Rec programs/ swim lessons	Rentals; Community Center; Senior Center	Concerts & community events	Shakespeare on the Green
Safe Start Phase	Phase 1	Phase 1	Phase 1.5	Phase 2	Phase 2	Phase 2	Phase 3	Phase 4	Phase 4
June	Green	Green	Green	Green	Red	Red	Red	Red	
July	Green	Green	Green	Green	Green	Red	Red	Red	Red
Aug.	Green	Green	Green	Green	Green	Red	Red	Red	Red
Sept.	Green		Green	Green	Green	Green	Yellow	 <b>RIVER ISSAQUAH</b> <small>WATER UTILITY</small>	



# Issaquah Farmers Market 2020

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APPROVAL OF MINUTES (2)



# COVID Recovery – Modified Programs and Services

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# 2020 CAPITAL PROJECTS

Status Legend
ON TRACK
MINOR CHALLENGES
MAJOR CHALLENGES
ON HOLD
COMPLETE



PLANNING, CONCEPTUAL DESIGN WORK, ETC.
DESIGN, PERMITTING, ETC.
ADOPTION, IMPLEMENTATION, CONSTRUCTION, ETC.

PROJECT NAME	PROJECT DESCRIPTION	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<b>PARKS PROJECTS</b>													
DOG PARK	Construction of new off-leash dog park within existing city park land. Public engagement conducted to determine site selection. Site layout/designs will also be vetted with the public prior to submitting for permits.	<b>Permitting</b> ✓ DSD coordination ✓ New permit requirements identified			<b>On Hold</b> • Due to Covid-19 and Round 1 general fund budget reductions			• Identify and evaluate options for moving forward with project. • Public engagement and discussion. • Proceed with recommended option					
PARK MASTER PLANS FOR TWP, MEMORIAL PARK, & ISSAQUAH CREEK CORRIDOR	Create park master plans for three major parks: Tibbetts Valley Park, Veterans Memorial Field and the Creek Corridor. Master plans will create a future vision to diversify and activate these parks and position them to best serve Issaquah as anchors of our park system.	<b>Conceptual Design</b> ✓ Conceptual options developed. ✓ Online survey developed and ready to launch same time as Covid-19 outbreak			<b>Delayed</b> • Due to Covid-19 response			<b>Engagement Phase II</b> • Launch online survey to discuss options • From here forth, engagement for each park will be independent. • Prioritize and sequence the three separate master plan projects and establish timelines. • Public Open Houses and further engagement for					
GREEN ISSAQUAH PARTNERSHIP	Partnership with Forterra and their Green Cities Initiative. Developing a Forest Steward Program (volunteers) as a component of managing the city-owned forest.	<b>Complete the City Forest Assessment and Green Issaquah Program Manual</b> ✓ Partners & Key Stakeholders Meetings (2019) ✓ Initial draft created (April/May) • Draft Comment & Review with Partners and Stakeholders (June/July/Aug)						<b>Green Issaquah Implementation</b> • Forest steward recruitment & training (Sept-Nov) • PIC/Commissioners development (website, newsletter, etc.) • Kick-off volunteer restoration events • On-going program into future years					
GATEWAY PARK	The City will dedicated a new park along Newport Way. The developer has installed some infrastructure to create a grassy open lawn. Community engagement will inform a design and future improvements within the park.	<b>Anthology Site Development and Property Dedication</b> ✓ Developer completes project and park is dedicated to the City in two parts (April and May) ✓ As-built drawings received ✓ Maintenance bond / HOU - 3 yr.			<b>Delayed</b> • Due to Covid-19 related staff reductions and work plan adjustments. Move project to 2021.								
PARK SIGNAGE AND TRAIL WAYFINDING DESIGN	Develop a holistic and creative brand for Issaquah and a wayfinding plan that supports, excites and delivers that brand and encourages circulation, sense of place and an enhanced user experience.	<b>Research &amp; Schematic Design</b> ✓ Research & inventory ✓ Research Group Meetings (Dec-Mar) & Schematic design (Mar) <b>Preliminary Design</b> ✓ Public engagement plan ready to launch March 2019 - project paused due to			<b>Delayed</b> • Due to Covid-19 and Round 1 general fund budget						<b>Preliminary Design continues</b> • Develop future engagement plan and get project to a healthy stopping point. • Resume project and		
CENTRAL PARK - PAD #3 TURF REPLACEMENT	Create design documents for improvements to Pad #3 in support of the master plan, and includes turf replacement in 2021. Improvements to the functionality of these fields and surrounding areas (planned for 2022) is important to maximize community use.							<b>Turf Replacement Design</b> • Design and Construction documents • Cost estimate			<b>Permitting &amp; Future Construction</b> • Permitting process • Bid project last Q4 for 2021 construction		
STATE RCD GRANT - BERGSMO ACQUISITION	Submit grant application to the State Recreation Conservation Office (RCD) as outlined in the Bergsma funding strategy.	<b>Grant Application</b> ✓ Prepare & submit grant application due 6/1/20 ✓ Prepares presentation ✓ Technical Review 6/16/20 ✓ Technical Completion deadline 8/5/20			<b>Grant Presentation and Evaluation</b> ✓ Refine presentation per RCD technical review ✓ Coordinate with RCD grant manager • Present Virtually to RCD Board (Sept)						<b>Grant</b> • Grant ranking (Nov) • Funding awarded in 2021 Legislative Session		
BIKE SKILLS PARK AT CENTRAL PARK	Construction of new youth bike skills park on City property located outside the urban growth boundary in unincorporated King County. Public input informed the design and includes a pump track, dirt jumps and challenge course. 2019 grant funds were not received. King County encouraged the City to apply for grant funds again in 2020.	<b>Evergreen Mt. Bike Alliance Planning</b> ✓ KC Youth Sports Grant (OI) (Feb) ✓ KC Youth Sports Grant - Invitation to Apply (Mar)			<b>KC Youth Sports Grant</b> ✓ Award notification (delayed) ✓ Grant program was not awarded in 2020 due to financial impacts of COVID19 (July) • Need to reevaluate the future and timing of this park amenity.								
SQUAK MOUNTAIN ACCESS TRAIL	Trail and slope stabilization maintenance project located on Squak Mountain. Existing slope stabilization measures reaching end of lifecycle. Trail repair timing requires coordination with adjacent private development currently in construction.	<b>Design &amp; Coordination</b> ✓ Contract coordination between Kelkari Developer, City & MTSGT ✓ Trail repair options review ✓ Repair contract execution						<b>Construct</b> • MTSGT - trail repair					
HARVEY MANNING PARK TRAIL EXPANSION	Partnership with Issaquah Alps Trails Club, WTA and Mountains to Sound Greenway Trust to build a connected trail network from Harvey Manning Park at Talus to Newport Way, Transit Center and Tibbetts Valley Park through the new Bergsma acquisition.	<b>Trail Alignment Conceptual</b> ✓ Trail alignment options ✓ Coordination with PWE ✓ Coordination: DSD, IATC, WTA, MTSGT and others									<b>Design &amp; Planning</b> • Permitting with DSD for 2021 <b>Preparation for 2021 construction</b> • Construction plans, specifications, cost estimate and schedule • If awarded RCD grant, work cannot begin until contract is executed.		
HILLSIDE PARK	Improve recreational opportunities with the addition of a play area. Improve trail access to the adjacent neighborhood, open space and cemetery.							<b>Community Engagement and Planning</b> • Community/neighborhood engagement • Consultant selection • Site planning & further engagement					

# Moving Forward

- Fall and Winter Programming – Adjustments and modifications
- Park Ambassadors within City Parks to encourage smart and safe use
- 2021 Budget
- Adjustments to outreach efforts and work plans related to Capital Projects
- Parks Survey to community

# COVID-19

Anyone can catch it. Anyone can spread it.

**PARK USERS:  
PLEASE WEAR A FACE MASK  
WHEN CLOSE TO OTHERS**



Please help keep everyone safe;  
wear a cloth face covering.

**#MaskUpWA**



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