



CITY OF SNOHOMISH

P.O. BOX 1589 | SNOHOMISH, WASHINGTON 98291 | (360) 568-3115 | WWW.SNOHOMISHWA.GOV

NOTICE OF REGULAR MEETING

PARK AND RECREATION BOARD

City Hall Postmaster Conference Room
116 Union Avenue

WEDNESDAY
January 22, 2020
6:00 p.m.

AGENDA

1. **CALL TO ORDER** – Roll Call
2. **APPROVE** the minutes of the December 11, 2019 meeting (*P.3*)
3. **CITIZEN COMMENTS** on items not on the agenda
4. **ACTION ITEMS:**
 - a. Elect Chair for 2020
 - b. Pilchuck Julia Landing Master Plan Recommendation (*P.5*)
5. **DISCUSSION ITEMS:**
 - a. PROS Plan, Park Impact Fees, and Park Capital Project Priorities Recommendation from Park Board for City Council (in first half of 2020) (*P.7*)
 - b. 2020 Meeting Calendar
6. **PROJECT MANAGER UPDATES**
7. **PUBLIC WORKS MANAGER/PARK UPDATES**
8. **PARK BOARD MEMBER UPDATES**
9. **OTHER BUSINESS/INFORMATION ITEMS**
10. **ADJOURN**

NEXT MEETING: The next meeting is a joint workshop with the City Council on Tuesday, February 4, 2020, at 5 p.m., in the George Gilbertson Boardroom, Snohomish School District Resource Center, 1601 Avenue D.

The next regular meeting is Wednesday, February 26, 2020 at 6 p.m. in the City Hall Postmaster Conference Room, 116 Union Avenue, Snohomish, WA 98290.

Meeting Guidelines

The Snohomish Parks Board always welcomes the professional and respectful comments from members of the community.

- ◆ Meetings end at 8:00 p.m. unless a majority moves to continue.
- ◆ Citizen comments are limited to three minutes.
- ◆ Each Agenda will have time allocations for each item.
- ◆ Agenda items will be discussed in the following format: Staff Presentations, Citizen Comments, Board deliberation, and action.
- ◆ All Agendas will include the annual Calendar.
- ◆ Agendas will be emailed to Boardmembers.

Parks and Recreation Board Meeting Calendar – 2020

Month
January Election of Chair Meeting Calendar
February
March
April
May
June
July/August – Combine
September
October 2021 budget planning – budget adjustments
November/December – Combine
2020 Year in Review



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Park and Recreation Board Meeting Summary December 11, 2019

1. **CALL TO ORDER:** The meeting was called to order by Chair Rich Patton at 6:05 p.m. at Todo Mexico, 1101 First Street, Snohomish.

ROLL CALL:

Park Board:

Alice Armstrong
Lya Badgley
John First
Rich Patton, Chair
Jesse Podoll

Staff:

Tim Cross
Joe Hopper
Brandi Whitson

Citizen(s)/Other:

Donna Ray, City Council
Linda Redmon, City Council
(arr. 6:13 p.m.)

2. **APPROVE MEETING SUMMARY:** The October 9, 2019 special meeting summary was approved.
3. **CITIZEN COMMENTS** on items not on the agenda: None

The Board introduced themselves to Donna Ray, newly-elected City Councilmember and potential Park and Recreation Board liaison.

4. **DISCUSSION ITEM:** Priorities and Budget Planning for 2020

The Board reviewed the list of projects created during its September meeting, in preparation for a joint workshop with the City Council. After in depth discussion, the Board determined its highest priorities as follows:

1. Park and Volunteer Coordinator position
2. Homestead Park development - use impact fees before they expire
3. Carnegie Memorial Park
4. Averill Field Master Plan - playground expansion to coincide with Boys & Girls Club building addition
5. Tree City USA

Mr. Podoll provided an update on Tree City USA requirements. Per his and Councilmember Redmon's reviews, the City appears to meet the requirements but would need verification of the \$2/capita budget, which may already be covered by the Park Department's budget. Also, the Board requested Mr. Cross provide the current City regulations regarding landscape requirements for new development. Mr. First requested the 2nd Street Corridor be added to the list of potential projects, as the landscaping and use of trees can be included in this particular topic. The Board concurred.

6. Safety and Security at the parks, including lighting, locks
7. Signs - interpretive, dogs
8. Dogs and parks

The Board will work with staff to determine current funding and other details for further discussion at its January meeting.

The Board would like to continue the discussion about dogs in parks at its February meeting.

AGENDA ITEM 2.

5. **STAFF UPDATES:**

- a. **New Staff Introductions.** Tim Cross introduced himself to the Board as the new Public Works Operations Manager. Brennan Collins, the new Project Manager, was unable to attend.
- b. **2019 Year in Review.** Mr. Hopper provided a slide-show of various projects accomplished by the Parks Department, including:
- Averill Field improvements
 - Pilchuck Park field maintenance
 - Claytown Park landscaping
 - Dock repair at Hill Park
 - Pilchuck Park riverbank erosion
 - Vandalism throughout the City: broken locks, park benches/tables broken, restrooms, excessive graffiti
 - Pilchuck Julia Landing ceremony
 - Hill Park revegetation and rain gardens with help from high school students
 - Scout projects - free library at Pilchuck Park and Ferguson Park kiosk

The Board thanked staff for their work. Mr. Patton requested a report of how many hours were spent on repairing the vandalism and cleaning graffiti. Mr. Podoll suggested the report could be used to show the community how staff spends its time and funds, in efforts to help engage the community to “see something, say something” and reduce damages and allow funds to be spent elsewhere.

6. **PARK BOARD MEMBER UPDATES:** None

7. **OTHER BUSINESS/INFORMATION ITEMS:** Mr. Cross apprised the Board of a potential project for Kla Ha Ya Park. A group associated with the Tulalip Tribes approached the City about improving the park with edible plantings, walking paths, benches, and a mural on the concrete wall. The park could be used for ceremonies and engaging public participation. Wendy Poischbeg, Economic Development and Communications Manager, will present the proposed work at a future Park Board meeting for input, prior to the group’s presentation to the City Council.

Mr. Patton reminded the Board of the annual Boards and Commissions Appreciation Reception on Tuesday, December 17. Mr. Podoll and Mr. First will not be able to attend.

Mr. Patton also mentioned Snohomish County may approach the City regarding ownership of the remaining section of the Centennial Trail, Pine Avenue to City Limits. The City provides maintenance of this section of trail anyway.

8. **ADJOURN:** Meeting adjourned at 7:57 p.m.

Approved this 22nd day of January, 2020.

_____, Chair
Rich Patton

ACTION ITEM 4b.

Date: January 22, 2020
To: Park and Recreation Board
From: Steve Schuller, City Administrator & Utility General Manager
Subject: **Pilchuck Julia Landing Master Plan**

Attached is the proposed master plan map for Pilchuck Julia Landing Park.

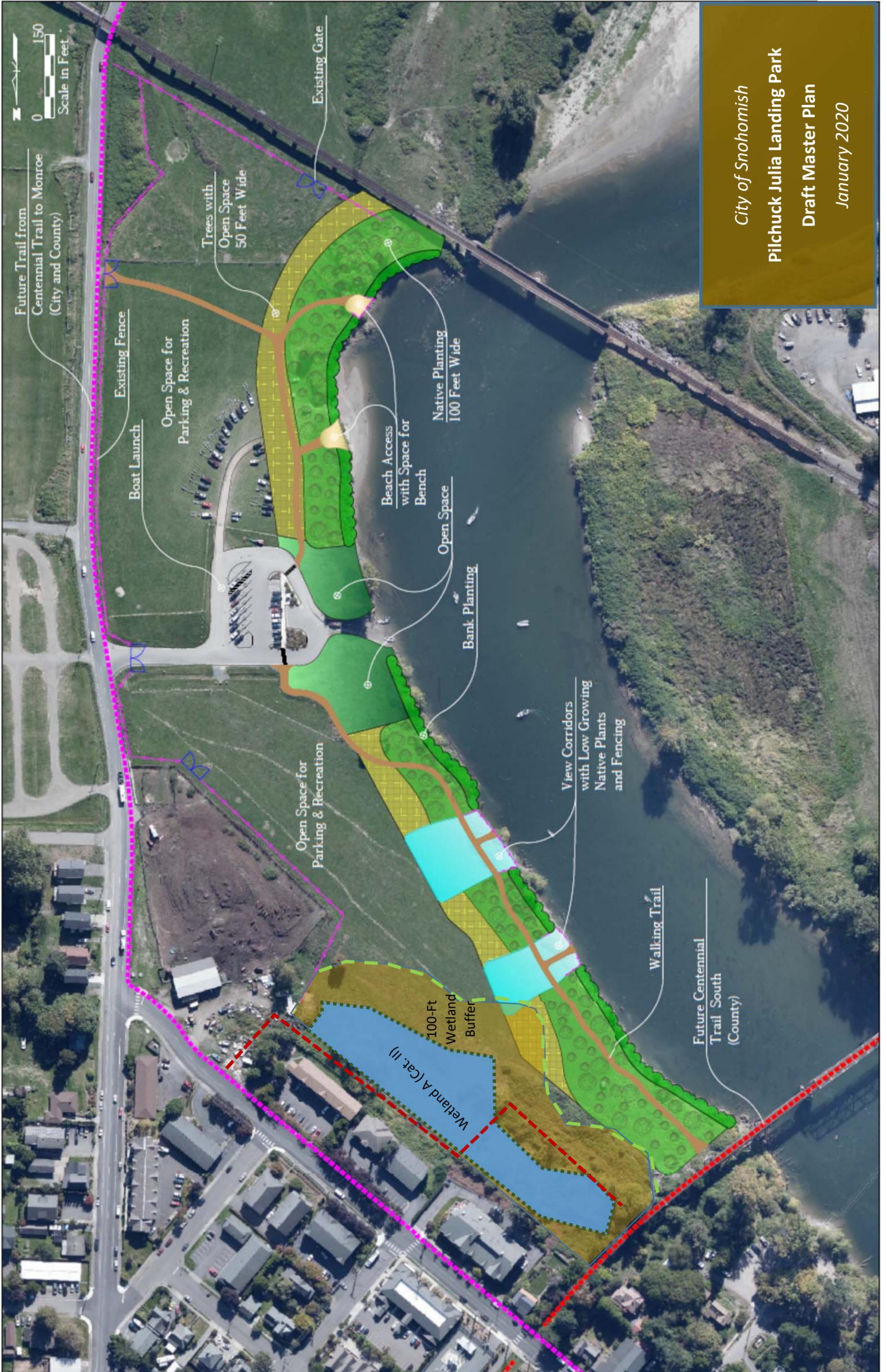
Staff hopes the plan incorporates the past work of the Board; input staff has received to date from the Board, the community, and adjacent park neighbors; and the work City staff completed this past fall with the Conservation District.

The goal is to demonstrate within the master plan how the needs for park users and the community members have been met. This includes:

- Native plantings along the edge and bank of the River for enhanced buffer and salmon recovery;
- View corridors with low growing plants for adjacent neighbors and for the southern sunshine into the open space areas;
- Walking trail throughout the park;
- Open space for parking and recreation;
- Access areas to the River and existing sand bars for fishing and direct views to the water;
- Nut and fruit trees within the open space for eatable local non-profits and volunteers;
- Show the future Centennial Trail South to Woodinville and how a bike path can connect to the future trail to Monroe;
- Show how the walking trail can connect through the park and connect in the future to Cady Park, the existing Riverfront Trail, and a potential paved trail to Monroe; and
- Existing boat launch and paved parking.

Staff requests the Board review the plan and provide their recommendation.

ATTACHMENT: Pilchuck Julia Landing Master Plan



City of Snohomish
Pilchuck Julia Landing Park
Draft Master Plan
January 2020

City of Snohomish - Park Impact Fees

Projects identified as serving growth in the 2007 PROS Long-Range Plan are:

<u>Project</u>	<u>Estimated Cost</u>	<u>Comment</u>
* Neighborhood Park #1 Development (Harryman's Farm Park)	\$ 1,025,000	Waiting for Growth, Additional M&O
* Neighborhood Park #2 Acquisition (Homestead Park)	\$ 815,000	Completed 2013
* Neighborhood Park #2 Construction	\$ 3,375,000	Some Growth, Additional/Limit M&O
Bike/Ped Connection between Harryman's Farm and Casino Royale	\$ 183,000	
* Neighborhood Park #3 Acquisition	\$ 690,000	What parcel?
* Neighborhood Park #3 Construction	\$ 2,450,000	Waiting for Growth, Additional M&O
Multi-use Trail along Cemetery Creek (North of 72nd)	\$ 237,000	
* Community Park Expansion (Five Community Parks - Averill Field, Hill Park, Ferguson Park, Pilchuck Park and "Riverfront" Park)	\$ 1,000,000	High priority? Limit Add'l M&O Add Pilchuck Julia Landing
Multi-use Trail along Cemetery Creek (South of 72nd St.)	\$ 260,000	
* West Riverfront Community Park Construction	\$ 4,000,000	High priority? Limit Add'l M&O
* Multi-Use Trail Within West Riverfront Community Park	<u>\$ 254,000</u>	Add Pilchuck Julia Landing
Total:	\$ 14,289,000	

* Five projects make up \$13,609,000 or 95% of Estimated Costs

Table C-1. Capital Projects Serving Growth