



CITY OF SNOHOMISH

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

NOTICE OF REGULAR MEETING

PARK AND RECREATION BOARD

**WEDNESDAY
August 26, 2020
6:00 p.m.**

**AGENDA ON NEXT
PAGE**

Remote On-Line/Telephone Access ONLY Via "Zoom"

Pursuant to City of Snohomish's **Resolution 1408** adopting procedures for holding public meetings consistent with State law, and in accordance with the Governor's Proclamation 20-25, "Stay Home Stay Healthy" order to reduce the risk of exposure and the spread of contagious viruses through social interactions, the August 26, 2020 meeting of the Park and Recreation Board will be held utilizing remote access. The public is invited and encouraged to participate by calling in, and listening to the live meeting. Instructions for calling into the live meeting are provided below.

To access the ONLINE Zoom remote meeting, please use the following link (external/internal speakers required): <https://us02web.zoom.us/j/81543879778>

Meeting ID: 815 4387 9778

To PHONE-IN without a computer, or if your computer does not have an audio feature, dial:

+1 253 215 8782 or
+1 669 900 6833 or
+1 346 248 7799 or
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**YOU WILL BE PROMPTED TO ENTER THE MEETING ID# --
Meeting ID: 815 4387 9778**

**THEN, YOU WILL BE PROMPTED TO ENTER A PARTICIPANT NUMBER -- ENTER
THE # SYMBOL**



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**WEDNESDAY
August 26, 2020
6:00 p.m.**

AGENDA

1. **CALL TO ORDER** - Roll Call
2. **APPROVE** the minutes of the July 22, 2020 meeting (P.3)
3. **CITIZEN COMMENTS** on items not on the agenda
4. **PROJECT MANAGER UPDATES:**
 - a. Contract Status for OTAK
 - b. Updating PROS Plan
5. **PUBLIC WORKS MANAGER/PARK UPDATES**
6. **PARK BOARD MEMBER UPDATES**
7. **OTHER BUSINESS/INFORMATION ITEMS**
8. **ADJOURN**

NEXT MEETING: The next regular meeting is scheduled for Wednesday, September 23, 2020 at 6:00 p.m., at a location to be determined.



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Park and Recreation Board Meeting Summary July 22, 2020

1. **CALL TO ORDER:** The meeting was called to order by Interim Chair Lya Badgley at 6:05 p.m.

ROLL CALL:

Park Board:

Alice Armstrong *arr. 6:08*
Lya Badgley
John First *arr. 6:25*
Rich Patton
Jesse Podoll

Staff:

Brennan Collins
Steve Schuller
Brandi Whitson

Other:

Donna Ray, City Council
Linda Redmon, City Council

NOTE: Due to the COVID-19 declared federal, state and local emergency, and pursuant to Governor Inslee's Proclamations 20-05 and 20-28, the Park and Recreation Board held its meeting via remote participation.

2. **APPROVE MEETING SUMMARY:** The June 24, 2020 meeting summary was approved unanimously (3-0).
3. **CITIZEN COMMENTS** on items not on the agenda: None
4. **PROJECT MANAGER UPDATES:** Mr. Collins provided the following updates:
 - a. Carnegie Building Project. Staff was able to find antique exit signs to use, and the contractor was beginning to install drywall. A new estimated completion date is October 23, 2020.
 - b. EV Charging Station. The design of the parking area was completed, and a bid package was being prepared.
 - c. Native Growth Plantings at Pilchuck Julia Landing. Plantings are still delayed until the fall, but the weeds are currently being treated.
 - d. Averill Field/Homestead Park/Cady Connector. Staff selected Otak for master plan design work, and a contract will be presented to the City Council at its August 18 meeting for their approval.
 - e. New Projects: The Police Station HVAC unit will be moved from the roof to ground level, and City Hall and the Engineering Annex will be reroofed soon.
5. **PUBLIC WORKS MANAGER/PARK UPDATES:** Mr. Schuller reminded the Park Board the City Council's work on the 2021/2022 budget is commencing next month, likely taking a very conservative approach. Early predictions include no new capital projects, but monies from the REET and General Fund may be available for park projects. Park Impact Fees (PIFs) will be used for Otak's contract related to master planning. In addition, the old PROS Plan identifies the City Shop Yard on First Street as a future park; however, that designation should be removed and transferred to Pilchuck Julia Landing, which was not identified as a

AGENDA ITEM 2.

park when the PROS Plan was developed. Transferring the designation would allow PIFs to be used for that park and may assist in obtaining grants.

Mr. Schuller explained that the City's presentation to OTAK incorporated phases: Phase I would be for master plan and design of Averill Field and Homestead Park, with design and permitting for the Cady Connector; while Phase II would include bid packages for the actual work.

Ms. Armstrong asked about the tent and tables on First Street near the Gazebo. Mr. Schuller explained Wendy Poischbeg, Economic Development and Communications Manager, worked with the HDSA to open the area for restaurants needing additional space to accommodate COVID-19 social distancing requirements for customers. The City's purchase of the items are reimbursable through CARES Act funds. Ms. Armstrong questioned if something similar could be set up near Second Street and the Centennial Trail. Mr. Schuller responded he would pass the idea along to staff to consider.

The Board discussed extra garbage cans, to which Mr. Schuller advised the City's limited staff may have difficulty managing extra bins. Ms. Armstrong suggested "Carry In, Carry Out" signs to ask people to take care of their own garbage. Mr. Podoll mentioned the dumpsters at Pilchuck Park appeared effective, since the garbage cans were rarely full.

6. PARK BOARD MEMBER UPDATES:

Mr. Podoll reported he talked with City staff regarding lights at Pilchuck Park, almost half of which were not working. He acknowledged replacing lights could be expensive and may not be necessary due to COVID-19 restrictions preventing games currently, but wanted to alert staff for possible budgeting considerations.

Ms. Armstrong mentioned a grant application on which she was working.

Ms. Badgley announced this would be her final meeting, as she was resigning from the Park Board effective tomorrow. She thanked all for their support of the City's parks and open spaces.

7. OTHER BUSINESS/INFORMATION ITEMS: None

8. ADJOURN: Meeting adjourned at 6:45 p.m.

Approved this 26th day of August, 2020.

Chair

AGENDA ITEM 2.

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

January Election of Chair Meeting Calendar		TOPICS ALL YEAR: PROS Plan Grant/Funding Sources Glyphosate Use
February Carnegie Design Centennial Trail Design Averill Field/Homestead Park Design - Master Plan		
March - CANCELLED Averill Field/Homestead Park Design, w/Connector Trail (Cady Landing) Arbor Day Event (Tree City USA) / Green Snohomish		
April - CANCELLED Averill Field/Homestead Park Design, w/Connector Trail (Cady Landing) Coordinator Position: Ad Hoc Committee Report		
May - CANCELLED City Cleanup Event(s) Grants		
June Dog Parks/Dogs in Parks Carnegie Park Funding Sources	Updates on: Carnegie Building Remodel EV Charging Stations Pilchuck Julia Landing Plantings Park Master Plans	
July Meet at a Park: Community Meeting? Averill Field/Homestead Park/Cady Landing Master Plan Update		
August		
September Signage/Security 2021 Budget Planning – Budget Adjustments		
October 2021 Budget Planning – Budget Adjustments		
November/December – Combine 2020 Year in Review		