



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
September 23, 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 September 23, 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/82567808059>

Meeting ID: 825 6780 8059

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
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YOU WILL BE PROMPTED TO ENTER THE MEETING ID# --

Meeting ID: 825 6780 8059

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



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**WEDNESDAY
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6:00 p.m.**

AGENDA

1. **CALL TO ORDER** - Roll Call
2. **APPROVE** the minutes of the August 26, 2020 meeting (*P.3*)
3. **CITIZEN COMMENTS** on items not on the agenda
4. **DISCUSSION ITEM:** Parkour Parks
5. **PROJECT MANAGER UPDATES**
6. **PUBLIC WORKS MANAGER/PARK UPDATES**
7. **PARK BOARD MEMBER UPDATES**
8. **OTHER BUSINESS/INFORMATION ITEMS**
9. **ADJOURN**

NEXT MEETING: The next regular meeting is scheduled for Wednesday, October 28, 2020 at 6:00 p.m., at a location to be determined.



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Park and Recreation Board Meeting Summary August 26, 2020

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

ROLL CALL:

Park Board:

Alice Armstrong
Rich Patton
Jesse Podoll

Staff:

Brennan Collins
Brandi Whitson

Other:

Donna Ray, City Council
Linda Redmon, City Council
(arr. 6:12 p.m.)

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 July 22, 2020 meeting summary was approved (3-0).

3. **CITIZEN COMMENTS** on items not on the agenda:

Morgan Davis commented on the possible reclassification of the City Shop Yard and the need for a park west of Avenue D.

4. **PROJECT MANAGER UPDATES:** Mr. Collins provided the following updates:

- a. Carnegie Building Project. Drywall and HVAC are installed, a majority of the exterior has been painted, and installation of the fire escape and entry stairs are progressing. A new estimated completion date is November 3, 2020.
- b. EV Charging Station. The bid package was complete and staff is now waiting for cost estimates.
- c. Native Growth Plantings at Pilchuck Julia Landing. Plantings are still on hold.
- d. Averill Field/Homestead Park/Cady Connector. The contract with Otak has been signed.
- e. New Projects: The project scope for the Police Station has been revised to replace the flat roof, and not install a pitched roof. The bid package for the City Hall/Engineering Annex roofing projects is in the final stages.
- f. PROS Plan: The information in the PROS plan is out of date, and will need to be revised. Drafts will be sent to the Park Board members for their review, with input from the public later in the process.

6. **PUBLIC WORKS MANAGER/PARK UPDATES:** None

7. **PARK BOARD MEMBER UPDATES:**

Ms. Armstrong provided details of a Kiwanis grant application she was working on which would award funds to purchase playground equipment for youths 13 years and older. The

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grant is nationwide, with voting done via social media. The award is for \$25,000, with additional funds from the Kiwanis and other organizations, for the equipment only. She provided information on the equipment that would be available, and discussed possible options for placement, most likely Averill Field.

Mr. Patton questioned installation and maintenance, which Ms. Armstrong replied would be up to the City, but other organizations could work with the City to assist in that regard.

Councilmember Ray asked if there were time constraints. Ms. Armstrong advised if awarded, the equipment must be purchased and installed within one year.

Councilmember Redmon inquired if wheelchair-accessible or other such equipment could be incorporated if the grant was awarded. Ms. Armstrong said she would forward the website link for the equipment manufacturer so members could see what type of equipment they provide. The actual equipment and design of the park were not necessary for the grant application, and could be developed if the grant was awarded.

MOTION by Mr. Podoll, second by Mr. Patton, that the Park and Recreation Board support and work with the Kiwanis in their efforts to obtain a grant for playground equipment. Motion passed (3-0).

Mr. Patton questioned fulfilling the vacancy on the Park Board. Mr. Collins replied recruitment was on hold, but would evaluate the process soon.

Mr. Patton inquired if the park noted in the plans for the proposed development of the former Delta Rehab site was a neighborhood or City park. Mr. Podoll advised the sale of the property, and therefore the plans, were not yet final.

The Board discussed recognition of former Boardmember Lya Badgley. Councilmember Ray informed the Board the City Council will present her with a service appreciation plaque at a future Council meeting, and the Park Board members will be notified of the date.

8. OTHER BUSINESS/INFORMATION ITEMS:

The Board briefly discussed the upcoming budget, and whether a Volunteer Coordinator position was being considered. Councilmembers Ray and Redmon advised that with COVID and the uncertainty with revenues, the City was unlikely to hire any additional staff. However, when further details are determined for the Carnegie Building, such as whether it can become self-sustaining, additional staff positions could be revisited even after the budget is approved.

9. ADJOURN: Meeting adjourned at 6:50 p.m.

Approved this 23rd day of September, 2020.

Rich Patton, Chair

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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

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