



CITY OF SNOHOMISH

116 UNION AVENUE · SNOHOMISH, WASHINGTON 98290 · (360) 568-3115 · WWW.SNOHOMISHWA.GOV

NOTICE OF REGULAR MEETING

PARKS AND RECREATION BOARD

City Hall Postmaster Conference Room
116 Union Avenue

WEDNESDAY
January 24, 2018
7:00 p.m.

AGENDA

- 7:00 1. **CALL TO ORDER** – Roll Call
2. **MEETING GUIDELINES**
3. **APPROVE** the minutes of the October 25, 2017 meeting (*P.1*)
- 7:05 4. **PRESENTATION** – Welcome Councilmember Linda Redmon, Council Liaison to Parks Board.
- 7:10 5. **CITIZEN COMMENTS** on items not on the agenda
- 7:20 6. **ELECT** Chair for 2018
- 7:30 7. **DISCUSSION ITEMS**
- a. Why are you on the Board and what is your commitment to Snohomish Parks?
 - b. Update Meeting Calendar
 - 1. 2018 Park-related projects and/or improvements
 - 2. Review 2015 Park, Recreation and Open Space Long Range Plan
 - 3. Review 2018 Park Budget
 - 4. 2017 Carry-over Agenda Items (*P.3*)
 - 5. City Goals
 - c. Parks Board Mission – *The Snohomish Parks and Recreation Board advises and recommends to the City Council rules and regulations for the government and management of all parks and shall advise the appointing power on policy and fiscal matters relating to parks and recreation programs within the City of Snohomish.*
- 8:00 8. **PROJECT MANAGER UPDATES**
- a. Parks Naming
 - b. Hal Moe Project
 - c. Carnegie Building
 - d. Second Street

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8:30 9. **PARKS MANAGER UPDATES**

- a. Household Clean-Up Event, April 7, 2018
- b. Spring Clean-Up Volunteer Event, April 21, 2018

8:15 10. **OTHER BUSINESS/INFORMATION ITEM** - Changes in City Hall with regard to how the Board and staff function related to the Change in Form of Government (*City Hall is in a transition period, there are no changes at this time. Staff will update the Park Board with any future functional changes*).

8:30 11. **ADJOURN**

NEXT MEETING: The next regular meeting will be held February 28, 2018 at 7:00 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 9:00 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 – 2018

Month	Agenda Topics
January	<ul style="list-style-type: none">• 2018 Calendar Items
February	
March	
April	
May	
June	
July/August	
September	
October	
Nov/Dec	<ul style="list-style-type: none">• 2018 Year in Review

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Park and Recreation Board Meeting Summary October 25, 2017

1. **CALL TO ORDER:** Meeting was called to order at 7:02 p.m. at Snohomish City Hall, 116 Union Avenue.

Roll Call:

Present:

Park Board:

Lya Badgley, Chair
Chris Harper
Noah Pylvainen

Staff:

Denise Johns
Mike Johnson
Angela Evans

Citizens/Other:

None

Absent:

John First
Rich Patton

2. **APPROVE MEETING SUMMARY:** The September 27, 2017 meeting summary was approved.
3. **CITIZEN COMMENTS** - None
4. **PROJECT MANAGER'S UPDATE**

A partnership has been formed with the Snohomish Conservation District for the riverfront master planning effort. The section being planned is south of Cady Park to the trestle. An ecology grant is being sought to rehab the riverfront edge, engineering, to re-grade, and to create habitat. Ms. Johns intends to reapply for the grant to complete the section between Cady Park and the Boat Launch. This application will be due in May of 2018.

After meeting with the Public Works Director, it has been determined improvements to the Ludwig property, other than creating a rudimentary grass-mowed trail, rustic parking lot, and the removal of blackberry bushes and dilapidated sheds, will be put on hold until future development of surrounding single-family homes is planned.

The City has received four responses to the Request for Qualifications (RFQ) for the Second Street Corridor Project.

A bid package has gone out for (farm) fencing of the 20-acre property (new boat launch).

Ms. Johns presented proposed plans for the Hal Moe site, created from her recent meeting with the County landscaper. Some of these ideas were to relocate the play area and add a covered skate park area. The Board reviewed and discussed the plans. There is Hal Moe Committee meeting this Thursday at 5:30 p.m.

AGENDA ITEM 3

At this time, Ms. Johns excused herself from the meeting due to the feeling of a hostile environment.

5. FACILITY MANAGER'S UPDATE - None

6. DISCUSSION ITEMS

a. Combined November/December Meeting Date

After discussion, the Board agreed to hold the next combined November/December meeting on November 29, 2017.

b. State of the Park Equipment Report

Mr. Johnson provided the Board with a spreadsheet of all City parks, rating their condition, highlighting features, noting recent improvements, and highlighting needed improvements. Overall, most parks are in good condition.

A list of equipment was also provided. Most City vehicles/equipment have been recently upgraded.

7. OTHER BUSINESS/INFORMATION ITEMS - None

8. ADJOURN: Meeting adjourned at 8:30 p.m.

Approved this _____ day of _____, 2018

By: _____
Lya Badgley, Chair

DISCUSSION ITEM 7b4

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Parks and Recreation Board Meeting Calendar – 2017

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January	<ul style="list-style-type: none">• 2017 Calendar Items• Park Municipal Code Changes – Introduction to Current Code
February	<ul style="list-style-type: none">• Discuss Park Municipal Code Changes – Section 13.04.010 – 13.04.090• Park and Community Facility Sign Standards• 2000 Ludwig
March	<ul style="list-style-type: none">• Dogs in Parks• Park Municipal Code Changes – Section 13.04.100 – 13.04.190• Park and Community Facility Sign Standards
April	<ul style="list-style-type: none">• Park Municipal Code Changes – 13.04.200 to 13.04.260, 2.12.010 to 2.12.50• Park and Community Facility Sign Standards• 1103 Maple
May	<ul style="list-style-type: none">• Discuss April Code Changes
June	<ul style="list-style-type: none">• Neighborhood Meeting (TBD)• Draft Park Code Discussion – Next Steps: Council and Legal Approval
July/August	<ul style="list-style-type: none">• Neighborhood Meeting (TBD)• Casino Royal
September	<ul style="list-style-type: none">• Neighborhood Meeting (TBD)
October	<ul style="list-style-type: none">• ADA Improvements• “State of Equipment” Discussion
Nov/Dec	<ul style="list-style-type: none">• 2017 Year in Review