



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

May 26, 2021

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 May 26, 2021 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/84110692302>

Meeting ID: 841 1069 2302

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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+1 312 626 6799 or
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YOU WILL BE PROMPTED TO ENTER THE MEETING ID# --

Meeting ID: 841 1069 2302

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



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May 26, 2021

6:00 p.m.

AGENDA

- 6:00 1. **CALL TO ORDER** - Roll Call
2. **APPROVE** the meeting summary of the April 28, 2021 meeting (*P.5*)
3. **CITIZEN COMMENTS** on items not on the agenda
4. **DISCUSSION ITEMS:**
- b. Park Board Annual Report
 - c. PROS Plan Update
5. **PROJECT MANAGER UPDATES**
6. **PUBLIC WORKS MANAGER/PARK UPDATES**
7. **PARK BOARD MEMBER UPDATES**
8. **OTHER BUSINESS/INFORMATION ITEMS**
- 8:00 9. **ADJOURN**

NEXT MEETING: The next regular meeting is scheduled for Wednesday, June 23, 2021, at 6:00 p.m., via online remote access.

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 – 2021 Wishlist

<p>January Election of Chair Meeting Calendar</p>	
<p>February Short meeting, 5-6. Discuss tentative year plan, set 6 months Plan times for March and April meetings due to Town Halls Project Mgr Updates (Carnegie, Averill Field lights, EV charging stations, native growth planting, Brennan 2021 Workplan Discuss and prepare for Town Hall. Benches (brief update, AArmstong) Gazebo update? Tree City; John First interest; Garden Club/Green Snohomish/St. Johns call out in meeting minute. Eco club at SHS; they lead this/coop (youth council) Friends of Snohomish Park 501c3 pitched at town hall (Tom K)</p> <p>Town Hall – Master Plan Averill Field, 6-8</p>	<p>TOPICS ALL YEAR: PROS Plan</p>
<p>March Short meeting, Time 5 p.m. Review Town Hall February and prepare for Town Hall March. Project Mgr Updates Park Impact Fees, timeline, amount, etc. clarify Benches (brief update, AArmstong) Arbor Day? April 30th Tree City? Review of Tree policy (CC agenda), etc. Vandalism – Process/policy? city ordinance? Consequences if caught? Cameras? Trail cams via police or neighboring jurisdictions? Wendy on feature on parks; pitch for friends of library</p> <p>Town Hall – Master Plan 6 p.m.</p>	
<p>April Short meeting – Time 5 p.m. Review Town Hall March and prepare for Town Hall April. Project Mgr Updates Benches and Kiwanis Legacy recreation area (brief update, AArmstong) Start conversation on Restroom policy review. Data collection for Parks use – MPD data, Wifi ping counts, LexisNexis heat map? PROS Plan review Monroe template</p> <p>Town Hall – 6-8 Master Plan - Homestead Park, Cady Connector ?</p>	
<p>May (resume regular meeting 6-8 pm) Review Town Hall meetings and action steps Start work on PROS plan, determine process, etc. Gazebo update Signage: Each board member takes photos at “x” parks</p>	

<p>June work on PROS plan Consider GRANTS to request – Lighting, Carnegie Park, Landscaping Cady extension, etc.. Benches and Kiwanis Legacy recreation area (brief update, AArmstong) Signage review & update; clarity/consistency, dog restrictions, name/address for emergencies, etc.</p>
<p>July - Meet at Park if possible? Public open house? Project Mgr Updates work on PROS plan Review and discuss design standards information, request update City council review of committee</p>
<p>August Project Mgr Updates Benches and Kiwanis Legacy recreation area (brief update, AArmstong) Meeting at Hill Park Review of Glyphosate Use (school district also?) alternatives? Budget process</p>
<p>September Project Mgr Updates Budget review</p>
<p>October Project Mgr Updates Work on Year in Review Benches and Kiwanis Legacy recreation area (brief update, AArmstong)</p>
<p>November/December – Combine 2021 Year in Review</p>

AGENDA ITEM 2.

Mr. First reported the Tree Tour this year on Mother's Day.

Ms. Armstrong requested an update on the amount of Park Impact Fees used and what is available.

Mr. Podoll mentioned the American Legion will meet soon and potentially discuss the Veterans Memorial at the Carnegie. He reported delivery of a shed to Pilchuck Park for equipment and material storage, and that enough of the lights were working to make the fields usable at night. He suggested increasing field rental fees for those requesting use of the lights.

7. **OTHER BUSINESS/INFORMATION ITEMS:** Mr. Collins reminded the Board of the City Council's review of all its Boards and Commissions. Councilmember Ray continued it was an opportunity for the Council to ensure the Boards and Commissions were adequately supported. She had provided questions to help focus the conversation for the Board to review and discuss at its June meeting. A report was due to the Council in July.

Mr. Patton inquired about the pump track information Mr. Collins had provided. Mr. Collins explained a citizen had provided the details to him, and after investigating, he thought it might be a good fit at a future park. Otak indicated Averill Field was not an appropriate site, but perhaps Homestead Park.

Mr. Kreinbring asked if the "wish list" was still a topic for discussion. Mr. Collins indicated May would be good a time, once the Averill Field Town Halls were complete. He felt it would tie-in with the PROS Plan review that the Park Board would undertake this year.

Councilmember Ray commented she would suggest to City Council about adding the Carnegie Building lawn as a dedicated City park so Park Impact Fees could be used.

Mr. Collins reported meeting with the VFW on May 4. Details about the Veterans Memorial are still being collected, but staff will hopefully have a site plan or design soon with which to commence discussions.

8. **SPECIAL DISCUSSION ITEM:** Community Town Hall - Averill Field Master Plan

Curtis LaPierre and Lindsay Martin with Otak reviewed results of the surveys from the past two Town Halls. They received 165 completed surveys since the second Town Hall, which helped define the community preferences. Essentially, the final design they developed was a hybrid of two of the original three variations. Favorite components were revealed as the loop trail, the idea of a music shed, and the playground located near the Boys and Girls Club. Size of the music shed and pavilion were concerns, as many favored as much open space as possible. Accessibility was important to many responders, and all seemed consistent in supporting the "cascade" style of architecture (natural wood and stone).

Mr. LaPierre presented a digital walkthrough of the site design to help people visualize the design. The design and walkthrough would be available on the City's website.

9. **ADJOURN:** Meeting adjourned at 6:33 p.m.

Approved this 26th day of May, 2021.

Chair