



City Council Committee Meeting Agenda

Parks and Trails Advisory Committee

This meeting will be conducted in person at Stanwood City Hall with an option for participants to join by telephone or online as well.

Connection information will be posted on the City Website

<https://www.stanwoodwa.org>

Monday, September 19, 2022 3:00 PM

1. Call to Order & Roll Call
2. Citizen Comments
3. Approval of July 2022 Meeting Minutes
4. Public Farm Discussion – Andrew Davis
5. PTAC Attendance Report
6. Park/Trail Updates
 - Church Creek Park – Tree Removal, Park Projects
 - Heritage Park – Tree Removal/Planting, Pickleball
 - Hamilton – Project Status
 - Stanwood Port Susan Trail – Design Status
 - Ovenell Park
 - Johnson Farm Dike Trail

Zoom Information:

Parks and Trails Advisory Committee

Please click this URL to join:

<https://us02web.zoom.us/j/85751722998?pwd=T25lVXpSMnFXZDZGZEpHQVF6eStSdz09>

Webinar ID: 857 5172 2998

Passcode: 304123

Telephone: (253) 215-8782



**CITY OF STANWOOD
PARKS AND TRAILS ADVISORY COMMITTEE
AGENDA STAFF REPORT**

DATE: September 19, 2022
SUBJECT: September PTAC Agenda Topics
FROM: Carly Ruacho, Senior Planner

Item 4 – Public Farm Discussion

See attached PowerPoint presentation for more description. Project proponent is Andrew Davis.

Budget Summary	
Consumables	756
Rental Equipment	770
Tools	4692
Soil Ammendments	4957
Capital Improvements	1000
Grand Total	12175

Item 5 – PTAC Attendance Report

PTAC ATTENDANCE 2022							
	1/18/2022	2/22/2022	3/21/2022	4/18/2022	5/16/2022	6/20/2022	7/18/2022
Cathy Wooten	X	X	X	O	X	X	X
Matt Withers	X	X	X	X	O	O	X
Dave Hall	X	X	O	X	X	X	X
Lisa Bruce	X	X	X	X	O	O	X
Gordy Holmes	X	O	X	X	X	X	X
Katelyn Durfey	//	X	X	X	X	O	O
Rick Hawkins	O	X	X	X	//	//	//
Judy Williams	//	//	//	//	X	X	O

X = Present
O = Absent
// = not on committee

Church Creek Park

Benches received – playground installation expected by the last week of September

Pickleball court designs complete – bid end date expected first week of October

Heritage Park

Pickleball court designs complete – to be bid with CCP as one project



Stanwood Port Susan Trail

60% Design complete – moving to 90% design

Appraisal complete on Twin City foods property for SR532 connection



Parks and Trails Advisory Committee
Meeting Minutes
July 18, 2022

Call to Order: 3:08 pm

Roll Call

Members Present:

Cathy Wooten
Dave Hall
Gordy Holmes
Lisa Bruce
Matt Withers

Staff Present:

Kevin Pellham
Shawn Smith
Carly Ruacho

Absent: Judy Williams, Katelyn Durfee

Also known to be present: Peter Kamb

Citizen Comments: No comments

Approval of Minutes:

The Minutes of June 20th, 2022. Cathy Wooten asked how she would go about getting items added to the minutes. Dave Hall explained that when the email is sent out to all committee members, she can reply to the email that was sent by Carly Ruacho with her requested changes or she can also request changes to the minutes at the meeting.

Cathy Wooten requested several items be added to the the June 20th, 2022, minutes.

1. Church Creek Park and the concerns of sensitive areas
2. Email acknowledgement from City staff
3. Clarification regarding information from Commission members

The minutes were amended per the conclusion of the discussion.

Matt Gordy was listed as being present, the name was not typed correctly and is being changed to delete Matt Gordy as being present and add Matt Withers as being absent. All in favor.

The meeting minutes were approved with the changes outlined above.

Item #4. 2023 CIP Project List

The committee members reviewed a draft of the requested CIP project list. Carly took the projects that were listed on the committee members priority lists for the Heritage Park, Church Creek Park, and Ovenell Park to create the list for the CIP project list. They are organized by cost low to high. (See 7/18/2022 agenda packet for the full list).

Lisa Bruce asked if any work was planned for Heritage Park this year (2022). Carly said there were no projects for Heritage on the work plan other than the tree removal along the frontage and we will be getting shy of 100 trees replanted. Lisa asked when will those trees be planted. Carly said, they are supposed to be planted in the fall. The other project is the pickle ball courts. Carly explained the items they are reviewing on the draft CIP list are all for the upcoming 2023 budget.



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Carly explained that projects that are already in the works are not on the list. These are just proposed projects to present to council to see what they want to move forward with.

Carly reported that a risk assessment will be done for Ovenell Park with the City's insurance company to see what risk mitigation would need to occur to open the Park. Carly Ruacho reminded the group that there is not currently support from the council to open Ovenell to the public. Lisa Bruce said that it's a great place for photography and is similar park with the old barns like Four Springs Preserve on Camano. She wonders if it would be worth checking with Camano Island to see what they had to do to get that park open.

Cathy would like to see the pump track as a priority project. She said there isn't enough things for young kids to do and that would be one for younger ages.

Dave Hall suggested prioritizing the list like they did on the priority list the PTAC has created. That way when it's presented to the committee, they can see what is important to the PTAC.

Carly will be changing the CIP list to be itemized as priority level not by project cost.

Shawn Smith suggested to see design work for the Josephine property (Heritage Park) be prioritized higher because if we do not have the design, we can't get construction dollars or apply for grants.

Shawn Smith said Council approved for the sales tax for streets to go on the ballot, if that does not pass then money for the streets could be coming out of the parks budget. He says that's why it's so important for the tax to pass.

Dave Hall indicated that there is a decline in team sports throughout the region. Lisa Bruce commented that she feels that there are not less people playing baseball, but they are going to other towns to play because our fields and our facilities are so behind what is available to us. It goes for all of our sports. Lisa said that her son's entire soccer team is going to play elsewhere. Lisa said the baseball fields at Heritage Park that we just paid a bunch of money for are horrible and that the fields can't be put on the backburner anymore.

Gordy Holmes asked if have we already improved the baseball fields here and the improvements that have been done are not satisfactory? A discussion included differing opinions. Shawn Smith reported that we have heard from Little League that they are happy with the new fields. Shawn adds they are constantly being improved and they will continue to be better.

Gordy Homes asked about field use at Heritage and if all the baseball fields being used now. Is there a need for a fourth field? Lisa said as a softball coach, this season the girl's team is only getting 1 practice instead of two fields. Would Church Creek effect the usage of the fields. Lisa answered yes and no, they kept CCP open for baseball through the end of June, so it only effected the all-star season. Lisa was asked what foul lines are off she answered field 3. Kevin Pellham said he would have the crews look at the foul lines tomorrow morning. Lisa said the basic stuff to make the city money using the fields they can't do now. Gordy asks Lisa if providing dugouts to the fields would it provide some relief to the windchill factor? She said yes, she thinks it would be



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a huge help. Lisa said in others city her team pays \$700.00 just for her team to be a part of the tournament.

Carly Ruacho summarized the conversations regarding the priorities as to take the new baseball field and concessions move it down on the priority list and move up covering the dugouts, skate park upgrade, improving the soccer fields and adding the pump track up on the priority list. All PTAC members agreed on this move of priorities.

Dave Hall said typically what happens in other towns is that the city does not get the full \$700.00 for the tournament. The city is not running the tournament they are renting out their facility so the city might get \$25.00 to rent it out and then whomever is running the tournament gets the remaining funds. we want to improve them some then that's great but little league and whomever else is playing baseball there has to be some skin in the game, you can't just say "city let's spend 2.5 million dollars" Lisa says little league has raised so much money this year in the community and they want to do these things but they keep getting told no. Carly Ruacho and Kevin Pellham says Bill Gabel has come to the city and has not gotten a design back to the city to approve. There was a discussion about a previous grant for covered dugouts that the Little League received that had to be given back due to lack of action by the Little League organization.

Lisa Bruce commented that she would only like a 4th field if it can be turf. She said she understood the concession stand not being a priority right now because its expensive. She did say that she thinks it's important to have a port-a-potty out by the baseball fields since they are being used all year long. She feels it's not safe for the kids to go by themselves over to the bathrooms at Heritage. Carly Ruacho responded that we should be able to work with Little League to coordinate the port-a-potty staying longer.

Cathy Wooten asked about the project listed as "Develop adjacent property as parking". She said she was under the impression that if City Hall was not going onto that piece of property that the city would sell the property. She said so why would we develop it with a parking lot if City Hall is not going there and we are going to sell it. Shawn Smith said this list was put together before they knew that City Hall wouldn't be going there. The advisory committee agreed they will be removing this project from the list.

Gordy Holmes recommends looking into doing additional pickleball courts when the designed ones are being put in to save funds. Carly Ruacho brought up that there is not enough room to do more than 4 courts due to needing to expand the entrance. Gordy Holmes asked for it to be considered going further east to allow for more courts.

Lisa Bruce was concerned about the noise that the skate park brings might create issues with the pickleball having them so close together.

Gordy Holmes says regarding the grey area (in reference to the priority lists), he asks Carly about the comments she made that none of this in the grey will happen until the city gets funding. He said the city owns the property (by Josephine's) has the City asked for grant money. Carly Ruacho said no, the City will need to add to the budget money for the design so that they can then go out for grant funding.



Parks and Trails Advisory Committee
Meeting Minutes
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Item #5. Parks Team Implementation Update

The team will be ordering a truck, there isn't any currently available. They will order August 1st for 2023. Looking at getting new equipment in the 2022 budget. The team is doing amazing 100% focused on the parks. Cathy Wooten asks if some of the new equipment is mowers. Carly said mowers and a new water trailer and a possible side by side.

Item #6. Park/Trail Updates:

Hamilton- made it thought the appeal date, with no appeals and the shoreline hearing will be coming up next summer and the city is working on the permitting. It is still looking like the bathrooms will be funded by the State.

Church Creek Park- Sewer project is wrapping up and the parking lot will be re-done. There a couple trees that will need to be added to the tree removal project that were not taken out during the sewer project. Cathy Wooten asked if Carly had heard anything about the mapping of the baskets for the disk golf course. Carly said no she has not. The benches are getting ordered and will be installed.

Heritage Park- No further update.

Port Susan Trail- Almost complete with 60% design. Construction still planned for 2023.

Johnson Farm- No update

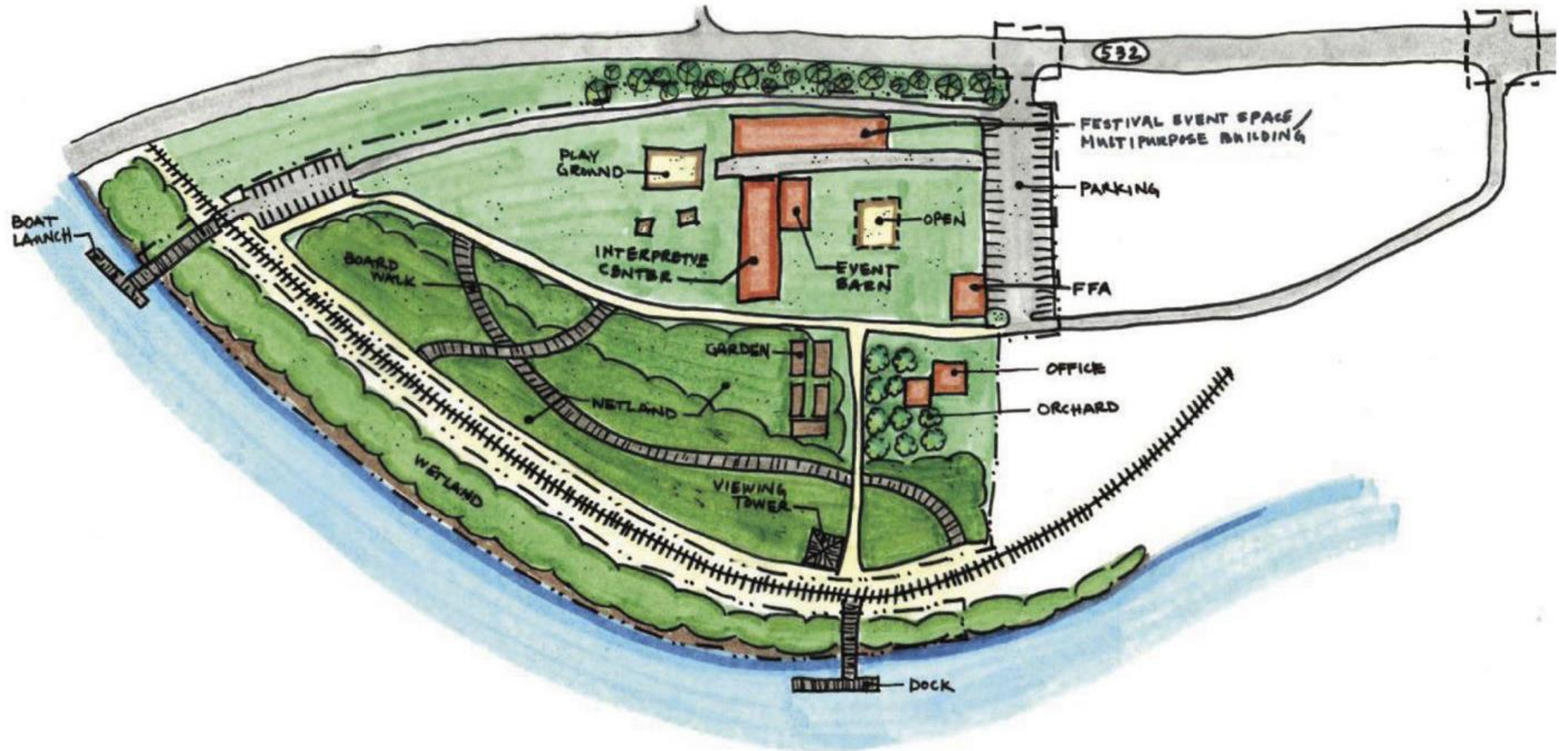
Adjourned: 4:57 PM



Ariel View of Property 2022

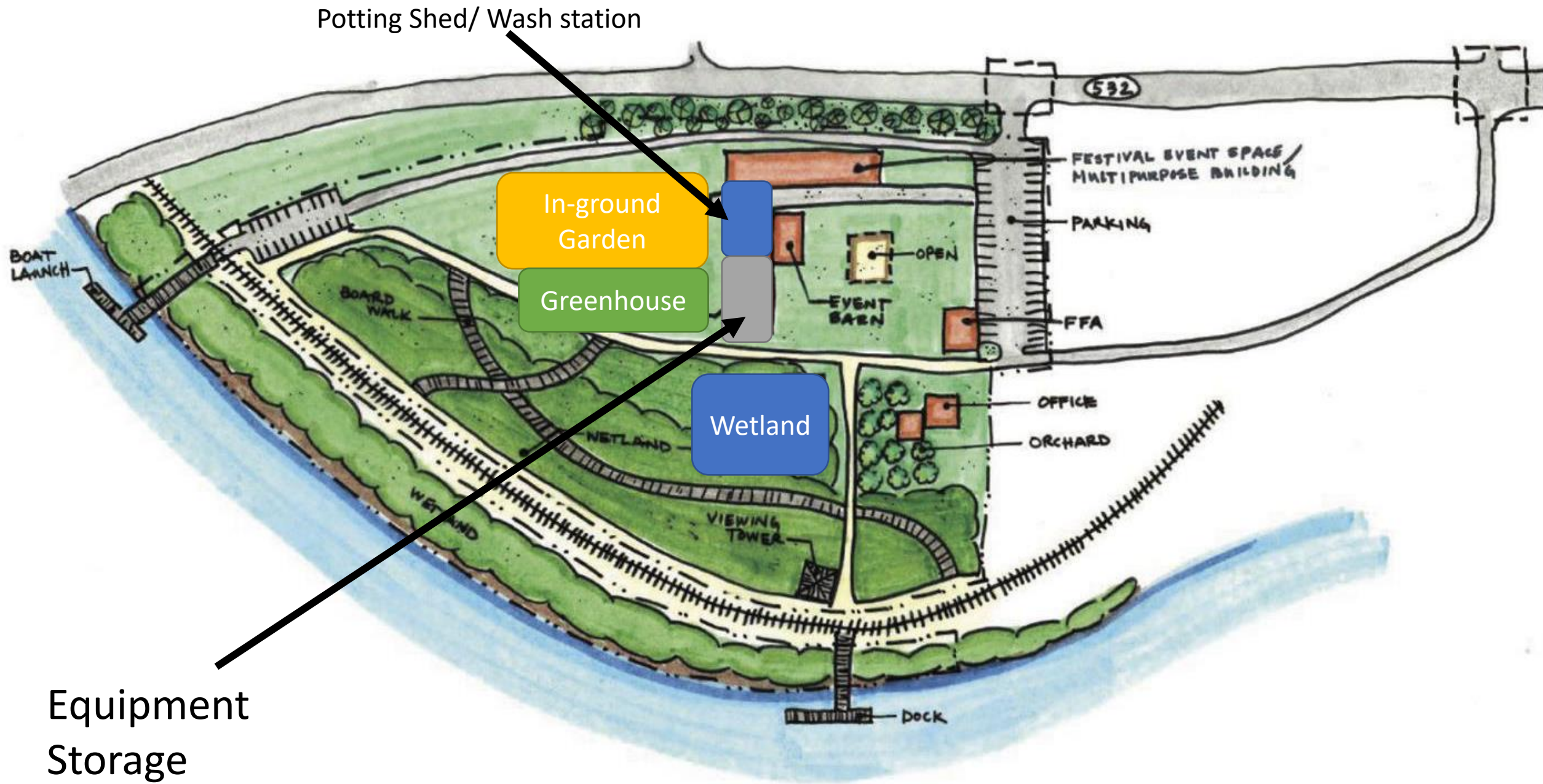


Previous Park Proposal



Rainier Beach Urban Farm Improvements





Soil Bench



Greenhouse



Wash Station



What I need

- Lease
- Permission to modify the space to include a greenhouse, storage space, potting shed, and wash station

Questions I have

- What are the barriers to opening the park
- Can the project's activities be covered under the insurance for the park
- What is the cost of leasing the park space

Next Steps

- October Food Bank Board Meeting - October
 - Ask for the donations and grants for the project to be administered by the Stanwood Camano Food Bank
- Build support for the project through community outreach
- Host planting classes in the spring (April)

Questions?

Budget Summary	
Consumables	756
Rental Equipment	770
Tools	4692
Soil Ammendments	4957
Capital Improvements	1000
Grand Total	12175

Full Budget	
Administrative Expenses	tbd
Accounting	tbd
Insurance	tbd
Property Lease	tbd
Tax	tbd
Sum Total	tbd
Rental Equipment	
ADA Portable Bathroom and Sink	770
Sum Total	770
Consumables	
72 Cell Seeding Tray	60
3.5 in Pots	110
Propane Heater Attachemnt	100
Propane	36
Propane Bottle	60
Gas	240
Seeds	611.84
Soil Tests	150
Sum Total	756
Tools	
Bailing Twine	10
Wooden Stakes	20
Hoe	180
Lettuce Knife	72
Fertilizer Applicator	50
Walk Behind Rototiller 6.5 hp	1000
Plastic Totes	1100
Solo Backpack Sprayer	120
True Temper Wheelbarrow	300
Watex WX44 Traveling Sprinkler and Sprinkler Hose Bundle	170
Flexzilla Garden Hose 75 ft	240
measuring Wheel	150
Scale	50
Shovel	240
Rake	240
300 gal dunk tank	300
large food safe table	200
5 gal salad spinner	150

wire mesh table	100
sum total	4692
Soil ammendments	
Compost	3780
fertilizer	400
Rango 3 -in-1 insecticide, fungicide, miticide	51.91
Rango neem oil concentrate	172
Entrust natural insecticide	529
Fish Emulsion	24.97
Sum Total	4957.88
Capital Improvements	
Greenhouse	1000
Equipment Storage Space	tbd
Sum total	1000
Grand Total	12175

2023-2024 CIP Parks Projects**DRAFT****Heritage Park (Existing Developed Area)**

Project	Estimated Cost	Notes
Cover Dugouts/Foul Netting	\$55,000	
Skate Park Expansion	\$175,000	Phase 2 of original design – on existing pad
Improve Soccer Fields	\$150,000	Including irrigation
Pump Track (with asphalt)	\$350,000	
Large Dog Park	\$50,000	Including relocation of small dog park
Restroom Plumbing Upgrade	\$10,000	
Field #3 Irrigation	\$40,000	
Drainage Pumps	\$50,000	
Loop Trail	\$550,000	Including repair/paving of internal walkways
Gateway/Wayfinding Signage	\$15,000	
Pickleball Courts 3 & 4	\$100,000	Including paved path to courts
Park Entry Drive/Drop-off	\$100,000	Including circular landscaping
Total	\$1,645,000	
New Baseball Field #4	\$1,500,000	Including bleachers/backstop/fence/drain/irrig.
Concession Stands/Restrooms	\$1,000,000	
Total	\$4,145,000	

Heritage Park (Josephine Property)

Project	Estimated Cost	Notes
Planning and Preliminary Design	\$400,000	Prepare design plans to 30% for grant eligibility
Total	\$400,000	

Church Creek Park

Project	Estimated Cost	Notes
Improve Dugouts	\$40,000	
Add Crosswalk to High School	\$35,000	With lighted safety feature
Gateway/Wayfinding Signage	\$15,000	
Continued Tree Management	\$110,000	
Loop Trail(s) with Viewpoint	\$650,000	Pave ADA accessible path to viewpoint
Total	\$850,000	

Ovenell Park

Project	Estimated Cost	Notes
Safety Measures Clean-up	\$65,000	Per WCIA insurance assessment
Entry, Parking, Temporary Restroom, Lighting	\$225,000	Including utilities (i.e. power), landscaping
Gateway Signage	\$10,000	
Total	\$300,000	

2023-2024 CIP Parks Projects

DRAFT

Note: Projects are listed in order of adopted PTAC park project priority