



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, October 17, 2022 3:00 PM

1. Call to Order & Roll Call
2. Citizen Comments
3. Approval of September 2022 Meeting Minutes
4. Heritage Park/Church Creek Park Pickleball Court Construction Bids
5. Park/Trail Updates
 - Church Creek Park – Playground Bench, Projects Budget
 - Heritage Park – Soccer Fields, Irrigation
 - Hamilton – Project Status
 - Stanwood Port Susan Trail – Design Status
 - Ovenell Park
 - Johnson Farm Dike Trail
6. Committee Member Comments

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: October 17, 2022
SUBJECT: October PTAC Agenda Topics
FROM: Carly Ruacho, Parks Planning Manager

Item 4 – Pickleball Court Bids

Four bids received for pickleball court installation. Apparent low bidder was \$197,368.47 for all asphalt courts. If cement court(s) are desired at either or both parks the bids would need to be recalculated and range from approximately \$258,500 up to \$405,000.

Item 5 – Park/Trails Updates

Church Creek Park
Playground Bench installed



Projects Budget

2022 Church Creek Park Capital Projects									
Budget :	\$ 455,000								
	Task:			Budget Estimate	Actual	Surplus	Description		
	Pickleball / Multipurpose Sports Court			\$ 130,000	\$ 130,000		Design & Build 1 Court		
	Tree Thinning: Entrance & 72nd Avenue			\$ 115,000	\$ 71,000	\$ 44,000	Tree Trimming and Thinning		
	Trail Improvements / Interpretive Signs			\$ 30,000	\$ 30,000		Brush Removal and Signs		
	Ballfield Renovation			\$ 30,000	\$ 30,000		Dugouts/Infield/Drainage		
	Flag Pole Landscaping and Renovation			\$ 15,000	\$ 7,000	\$ 8,000	Tree Removal by Arborist /Planting		
	Renovate Picnic Shelter			\$ 35,000	\$ 35,000		Design and Replacement with New Table:		
	Parking Lot Repair Analysis				\$ -		Completed with sewer project		
	Benches			\$ 15,000	\$ 3,000	\$ 12,000	Bench by Playground Equipment		
			Total:	\$ 370,000	\$ 306,000	\$ 64,000			
	To Heritage Park for Pickleball Courts (2)			\$ 89,000	\$ 153,000				
				\$ 459,000	\$ 459,000				

Heritage Park

Mitigation meeting held September 20th with PUD and Contractor

Irrigation discussion with LaCrosse

Soccer field condition concerns

Hamilton

Hearing Examiner scheduled for October 27, 2022

Stanwood Port Susan Trail

60% Design complete – moving to 90% design

Appraisal complete on Twin City foods property for SR532 connection



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Call to Order: 3:02 pm

Roll Call

Members Present:

Cathy Wooten
Dave Hall
Gordy Holmes
Lisa Bruce
Judy Williams
Matt Withers

Staff Present:

Kevin Pellham
Shawn Smith
Carly Ruacho

Absent: Katelyn Durfee

Also known to be present: Peter Kemp and Andrew Davis?

Citizen Comments: No comments

Approval of Minutes: Carly will review video from the July 18, 2022 meeting to see if there was an update given on Rails to Trails project. If there was a discussion about what occurred at the Rails to Trails meeting with the attorney this information will be added to the minutes. Committee member requested that the committee be notified if this was modified.

Gordy Holmes moves to approve the July 18, 2022 meeting minutes with the Rails to Trails information added if it was discussed.

Item #4 Public Farm Discussion

Andrew Davis presented his idea on the use of Ovenell Park to have an underground vegetable garden. He plans on hosting weekly work parties where members of the community can learn to grow their own food. The power point presentation can be viewed on the city website under agendas, September 19, 2022 agenda [click here](#) . To view Stanwood Public Farm proposed plan can be viewed by [clicking here](#) .

The committee had the following questions and comments:

- The parking lot must be paved for the commercial use of the park, were you aware of this?
 - Andrew was unaware of this requirement
- What are the current barriers to open the park?
 - A committee member explained that the main issue is there are way more wetlands than originally thought.
- What is your plan for restrooms?
 - There is a line item for porta-poty in the proposed budget for the project.
- Would the lease cover the cost of the restroom, or would the city be asked to cover this cost?
 - At this point the city is not being asked to pay or provide anything



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- If you were leasing the property, would you be accepting to maintaining, would you be keeping the park clean, landscaping how would that work?
 - Any of the areas that are being used by the project would be maintained by the group. As far as the other areas, they would not want to be responsible for them.
- What is your background?
 - Worked on WOOF organic farms for 6 years all over the state, master's degree from Vermont law school in food and agriculture policy. Currently he works as a farm manager at a local farm.
- Where are you expecting water to come from?
 - He had had a conversation with Carly Ruacho and there is potential access to water.
- How will you prepare the soil?
 - He would be consulting with Skagit Farmers supply he believes speaking with them they would give him the proper soil recommendations. He has also priced out compost from LENZ.
 - Its prominently an accrue that would need soil.
- What kind of legal do you have that protects you?
 - He is in hopes that he can partner with the Stanwood Food Bank to make this part of their mission.
- Has the City leased property before?
 - Yes, not something the City does all the time but it has been done.
- Have you given any consideration to the traffic flowing into the park? Cars coming from town would be crossing traffic.
 - There are two ways into the park, so he would look into having it be a one-way using Saratoga Dr. He is aware crossing traffic could be a concern.
 - It was noted the road would need a lot of work prior to making this the entrance.
 - City would have the final say for the traffic flow- more research needs done.
- Have the safety issues regarding the park been addressed?
 - The city had a risk assessment about a month or two ago. The insurance company gave the city a to do list of items that would need to be fixed prior to opening to the public.

Carly explained that doing a project like this would take up additional city resources. There are several items the city would need to look into prior to putting this into action.

- How do you plan to pay for the \$12,000.00 budget you created?
 - Raising money and donations. He is hoping not to charge volunteers.
- What is your goal for implementing this?
 - Goal would be this spring
- Do you have a number of expected participants?
 - Hoping to have 6 volunteers each week.
- Will this be a full-time job for you?
 - He will spend about 15 hrs per week managing the project
- Will kids be able to participate?
 - Discussion regarding reaching out to the homeschool community.



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- The committee said there is concern for the large financial impact on the city for this project, for a park that the City decided it would not be putting any money into soon.
 - How much it would cost to pave the parking area
 - Design by city
 - Department of transportation
 - More parks team resources
- How long does this thing structure last? Inaudible of what being referred to.
 - Est 20 years life expectancy
- Will you need electricity?
 - He doesn't believe so.
- Would it be possible to encourage your volunteers to carpool and set up times for arriving at the park to minimize the traffic concerns?
 - Yes, he sees positional for that.

Item #5. PTAC Attendance Report

The committee requested an attendance report for the committee members. Carly reviewed the minutes and did the following report. The committee brought this concern up not the city.

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

During roll call Lisa Bruce questioned if she has really missed two PTAC meetings in a row. Carly Ruacho will review Lisa's attendance for May and June.

Bylaws say two unexcused meetings a year can be missed, after two missed there can be action taken.

Carly will reach out to Katelyn Durfey regarding her absences.



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Item #6. Park/Trail Updates:

Church Creek Park: Tree removal is complete. The cost was about \$75,000.00 to complete the work that was just completed. The arborist is estimating about \$140,000.00 of work still needed.

A committee member stated that three of the areas that were talked about being sensitive areas, where signs would be placed have been obliterated so the committee member feels there is no reason to put the signs up now.

Carly urges the committee to still have signs up to protect the future growth of these areas.

The committee was asked if they should do a walkthrough. A committee member stated they would like to have someone who knows how to do an assessment on the park area to come and assess.

It was noted that the city has had an arborist out at the park to do an assessment, the arborist is recommending a lot more work be done at the park.

The committee asked is there any one currently working on the Church Creek Park trail?

- Staff will be working to lay the chips soon

Committee asked when does the city think they will begin to work on the fixing the slippery trail

- City has looked into options nothing is finalized

New trees will be coming and be planted in Church Creek Park around the wintertime.

Benches will be installed at the playground when time allows

Pickleball design will be going out for bid by the first week of October.

After a committee member reviewed the pickleball drawings there as concerns of how close the pickleball field was to the basketball post. Are they a safe distance back? Carly will ask the Designers to review this concern.

Suggestion from the committee to have the lines for pickleball and basketball painted different colors.

Flagpole needs painted and this will most likely be done inhouse.

The flag pool landscaping will be about 6,000.00 and this is already in the city budget.

Suggestion was made by the committee to put the proposed bench further out from the basketball court playing area.



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The \$30,000.00 that is in the current budget for brush removal and signs what is that going for?

- At this time we do not have a project for that budget.
- A committee member did some math on costs saved on other parks projects and the savings is \$61,000.00. It was suggested this money go toward the \$100,000.00 needed for pickleball.

Heritage Park: Trees that were planned to be removed for PUD project have been removed. 88 Trees will be coming to Heritage Park. They will be replacing the trees that were taken out, parking area, and out large trees throughout the park.

A committee member brought up that when there was a soccer game last Saturday's people were parking all over the place and its hazardous. It was asked if in the dirt area where more trees are planned to be planted, could that be turned into parking instead. It was suggested that people look into parking at the middle school and the overflow parking by the library. Shawn Smith mentioned possibly making the Heritage Park new parking lot the next phase of the park renovations since there is a current need for it.

The city can open back up the parking area by the dog park. It will only fit about 10 cars.

A committee member asked that if we do the new parking are where the city just purchased from Josephine's would the city do the RV hook up areas at the same time as paving the parking area?

- This topic needs more discussion to give an answer

RV Parking is still a part of the master plan.

The current soccer field is smaller than field standards. It is requested that the concrete that is surrounding the field be removed to avoid possible injury. Another committee member mentioned that on all soccer fields there is a concrete boarder, so this is not uncommon. Its just this one is here for drainage purposes and to remove it its over 1000 sqft. The plan is to replace these fields so using resources to remove this is not a simple task. This is an important issue because it involves safety. Staff and the committee will be looking further into this issue.

Committee member recommends that the pickleball court size be changed to 38'x128'. Requested to have a gate for entrance. The committee will email Carly with more info to discuss later date.

Open Discussion:

A committee member asked the committee their opinion on adding committee comments to the agenda.

- There will be more conversation about this next meeting for a final decision on this matter.

Does the city have a grant writer?

- No, not a specific person assigned to grant writing.



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Hamilton:- No Update

Stanwood Port Susan Trail:- NO Update

Ovenell Park: Committee would like some more information to be brought to the committee regarding the Stanwood Public Farm proposal. No decisions were made at this meeting. In general, the committee supports the idea presented for the Stanwood Public Farm.

Johnson Farm Dike Trail: No Update

A discussion about when the minutes would be received was brought up by a committee member. The member was under the impression that they would be getting the minutes within a week after the meeting. The city was under the impression that the minutes were due to the committee a week prior to the meeting.

Adjourned: 5:00 PM