



# Parks and Trails Advisory Committee Meeting Minutes October 17, 2022

**Call to Order:** 3:04 pm

**Roll call:**

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

**Staff Present:**

Sid Roberts, Mayor  
Carly Ruacho, Parks Planning Manager  
Shawn Smith, City Administrator  
Kevin Hushagen, Public Works Director  
Kevin Pellham, Engineer Technician

**Absent:** Katelyn Durfee

**Citizen Comments:** No Comments

**Approval of Minutes:**

A committee member asked to amend the September 19<sup>th</sup>, 2022, minutes to read “three members” rather than “one member” on the second to last sentence regarding delivery of minutes. The Committee member noted that this was now a moot point because after further conversations it was agreed that the goal for delivery of minutes will be two weeks after each meeting.

**Judy Williams moved to approve the September 19, 2022, meeting minutes as amended, seconded by Gordy Holmes. The motion carried unanimously.**

**Heritage Park/Church Creek Park Pickleball Court Construction Bids:**

The bid went out with asphalt for all courts as the base bid and concrete at each park as bid alternatives. The city received four bids. The apparent low bid was \$197,368.47 for all asphalt.

Carly went over the budget for Church Creek Parks. Below shows the breakdown that was discussed.

| 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 |           |                                        |  |  |  |
|                                            |            |        |                 |            |           |                                        |  |  |  |



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A committee member asked if we have \$115k in our Tree Thinning budget and we only spent \$71K, why are we sending the saved money from that project to another project when more trees need removal?

- Carly responded that the committee also prioritized constructing pickleball courts and it was known that additional funds were needed for that project. Carly stated we could do more tree removal if PTAC wants to use the money for that, but then likely pickleball courts would not be possible. She indicated she was conservative with spending because at the time it was unknown what the pickleball court bids would be. If the money is held back from tree removal and the savings from other projects are used, then there would be enough money to do all the sports courts. There would also be enough to do concrete at Church Creek Park.

A committee member asked if the difference between asphalt and concrete is about \$60K.

- Carly answered yes, you would take out the \$22,500 for asphalt and add in the alternative bids for the concrete it would be about \$60K more to do both parks in concrete.

A committee member asked if the \$60k additional cost for the concrete was used, how would the additional tree trimming and the funding that Cathy Wooten is asking for be funded? Would that be out of next years budget?

- Carly answered yes, it would be through next year's budget, or we would have to eliminate or delay one or more of the other projects budgeted and listed for this year: ball field, picnic shelter and/or trail improvements.

A committee member asked if there is a reason that the sports courts project was quoted with the bid in asphalt.

- Carly answered yes, we knew that asphalt would be the cheapest option. Doing that showed what the project could be done at the lowest possible price. Having an alternative bid for the concrete shows what the project price would be if wanted a higher quality product. Concrete is more durable and reliable, and we wanted to know the cost, but weren't sure it would be possible with our budget. Carly talked to the apparent low bidder and concrete is his expertise. The contractor strongly suggested using concrete at least at Church Creek Park due to the proximity of the big cedar and the location. Heritage Park is not as imperative because there are not trees close to the location, and drainage does not have the same issues.

Carly said we do have enough funds to do the concrete at Church Creek Park, the funds needed would include using the \$44K saved on the tree trimming to be used toward the sport courts. If the committee wants to also use concrete at Heritage Park, then the committee would need to look into taking money from the other projects.

A committee member asked if preferring to having concrete at Church Creek Park was due to the tree roots?

- Carly answered mostly yes, also because of the drainage, and the soil. The contractor is concerned it may lift and may not last as long as asphalt.

A committee member asked if there is fencing at Church Creek Park and Heritage Park?

- Carly answered yes but is not a full fenced. it's an L-shape. Heritage has a new 10' fence.



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A committee member asked what is the wear and tear on a pickleball court? Another committee member agreed the wear and tear is not an issue, but the contractor brought up a good point that asphalt will bend with roots. Another committee member noted that concrete can crack.

A committee member asked if the tree needs to be addressed before the product is put down? Committee member mentioned the bigger concern is the loads that would be on it, and not being fenced. He mentioned maybe fencing it, maybe a 4' one.

It was asked by a committee member why Carly referenced Church Creek Park court as the primary use of the court as a basketball court.

- Carly answered because the basketball hoops will be permanently installed, and the overall look of the set up of the court will be primarily basketball.

It was asked by a committee member if the apparent low bidder has done these courts before?

- Carly answered, mostly tennis courts.

A committee member said the additional cost to do concrete is a lot. Shawn Smith asked if he had played on both types of courts? He indicated he had and would rather play on asphalt and that the soil will have a good base for the asphalt.

A committee member referenced that when Marysville courts were put in, they were not worried about the cracking or issues with the asphalt as it needs to be resurfaced every 10-15 years. Anything nickel size or less can be fixed with coating. A member asked does the coating on concrete have to be redone also. The response was yes.

Committee member stated that the preparation is going to be done for the construction of the asphalt court and the breakdown will be two feet deep. He is wondering how long would it take for the roots to get to the court? Overall, the committee didn't seem concerned with the roots around Church Creek Park future court. Suggesting some options would be put a root barrier down, and a fence around the court to protect it from people driving onto it.

A committee member asked what everyone thought about putting in a fence at Church Creek Park?

- A committee member said since it's a multipurpose court it's a nice feature but not important. The only reason to have it would be to keep vehicles and bikes off.
- It was also noted that having a fence around a court that is also used for basketball would not work.

**Motion by Matt Withers, second by Gordy Holmes to do all sports courts in asphalt. Motion carried unanimously by committee members.**

No one was in favor of having a fence around the Church Creek court. Shawn noted that there can be some strategic landscaping done to make it so that vehicles can't drive on the court.

A committee member asked are we looking at taking all this money that is in the surplus column and putting it into the pickleball courts at Heritage Park?

- Carly said we will need a certain amount of it, but we won't need all of it. The asphalt doesn't take all the money



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A discussion was held about the budget for the pickleball project. Carly said the base bid of \$197,368.47 plus we have already spent 66K for design makes the total project cost without any concrete at \$263,486.47 and we only have \$219k budgeted. There is a different of \$44,486.47 that is still needed to do the pickleball courts.

We saved \$64K with the trees, flagpole, and the benches (meaning this is what is left over from what was budgeted after completing those projects). We need to use \$44,500 out of the \$64K to complete the pickleball courts. This would mean we have \$19,500 left in the surplus money to use for other parks projects. The Committee was asked if they wanted to keep the budget as presented (see spreadsheet above). No responses were given.

Committee member asked what happens if we don't spend all the money this year?

- Carly said David (our finance director) has we could roll it into next year's budget.

Committee member asked if it would be an additional amount to what gets budgeted for next year?

- Carly said it will be an additional amount to what we proposed.

Committee member asked if this would only be if council approves it?

- Carly said yes, as always.

A discussion was had about baseball field renovations. It was discussed that the \$30K budget could be used on mole abatement. It was suggested to plant daffodil bulbs, that would keep the moles out because daffodils are toxic to the moles. Other repairs discussed were drainage, fill, infield mix, different base lengths. Irrigation also needs repairs, but that is not likely possible with the current budget. Repairs to dugouts are also needed. Not for safety, but to shore up the benches and replace worn lumber. It was discussed that 2023 has a line item for \$40k that is intended to replace the roof structures. Little League has asked us to build up the mound and fill batters' boxes. Infield mix is \$10k per load and will take at least one load.

A discussion occurred regarding the role of volunteers and donations for parks projects and that maybe local community groups could help with some of the park needs.

A Committee member requested the park priority project list be clarified that only Heritage Park and Church Creek Park have PTAC priority order.

The Committee and staff had a discussion about how the budget process works and how it moves from draft form to adopted by City Council over time with different iterations based on input and other factors. Carly summarized the Church Creek Park current budget and that the PTAC is requesting to keep the \$30K for the ballfield, \$35K for the picnic shelter, trail improvements \$30K. Carly asks if anyone wants to make any changes to the proposed Church Creek Park budget (see spreadsheet above). All members agree on the proposed budget as Carly presented it.

Carly asks the committee what do we want to do with the leftover \$19,500.00?

- One committee member suggested putting the \$19,500 to the ballfield renovation.
- One committee member suggested doing a critical area assessment at Church Creek Park from conversation with Shawn Smith, City Administrator thinks this would cost about \$15K.
- The committee decided to table the discussion on what to spend the \$19,500 on until after another committee members topic.



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### Park/Trail Updates:

#### ***Church Creek Park – Playground Bench, Projects Budget***

Committee members suggested posting before, during, and after photos of projects the city does on social media.

Committee member requested making a motion before moving onto next topic. **Cathy Wooten motioned: That PTAC recommends that the City Council move to fund and obtain a Critical Areas Review of Church Creek Park before allowing any further development, tree clearing, tree planting or trail improvement projects to proceed at the park. The motion was seconded by Gordy Holmes.** Discussion followed on the proposed motion.

Carly gave a point of caution that if the motion goes through as stated then the 200 trees we have planned to plant at Church Creek Park this fall will not happen. Her professional opinion is she has seen things like this linger, it could mean that you don't get any new trees for a while. If that's fine with you then this is fine. The proposal is to plant Douglas Fir and Western Red Cedar this fall per the arborist's recommendations.

Committee members had concern with the motion not allowing any further development until the review is complete. That includes the pickleball courts, that means they are not built we are on hold. When we go down this path, they (the study) could tell us that is a wetland area and now we cant do the project. All the proposed projects for this year would not be done and everything stops. There was no guarantee that that is what the study will show but it was agreed it could happen. Committee members were concerned about having to remove existing amenities based on the study results.

Committee members indicated they would be comfortable moving the motion forward if the part about not allowing any further development is removed. Staff indicated that the study will likely impact the current master plan.

Committee discussed the revised wording of the motion. Committee agreed to only leave further tree clearing and trail improvements and remove all other items from the original Motion made by Cathy Wooten.

**Motion made by Cathy Wooten "The PTAC recommends that the City Council move to fund and obtain a Critical Areas Review of Church Creek Park before allowing any further tree clearing, or trail improvements projects to proceed at the park", second by Judy Williams. Motion carried unanimously.**

Committee member would still like the remaining \$19,500 in the budget to go toward the ballfields. The committee agreed that no trail improvements would be done so the \$30K budgeted for that could be used for the study.

#### ***Heritage Park – Soccer Fields, Irrigation***

Carly met on site with PUD and the contractor that will be planting trees and they recommend to plant first part of November.



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Lacrosse has some extra funding, and they would like to make some maintenance improvements. They will be coming forward with a proposal. Lacrosse would like to provide a new irrigation rolling sprinkler. Committee member asked if we could use it on other fields. Carly said yes, we just must make sure the lacrosse fields are being watered.

Carly talked about the emails the city received from the soccer groups. It was a bit of a political issue rather than strictly a safety concern due to the fact some groups wanted to be able to use the HS soccer fields.

Committee member asked what was the end of the concern?

- Kevin P- an email went out from the soccer board that they didn't feel the same way and that any injuries were not caused on city fields
- Kevin P- The city plans to order 40 new sprinkler heads for the field to address the concern of the heads sticking up out of the ground. This was decided prior to the email complaints.

A committee member noted that she wants to make sure we do not discourage coaches from bringing safety concerns forward. The committee discussed how the safety concern was brought forward.

### ***Hamilton – Project Status***

On October 27<sup>th</sup>, 2022, there will be a hearing on the shoreline permit with the Hearing Examiner. It is not the result of an appeal, but standard procedure for this type of permit.

A Committee member recommended that anyone that could attend and speak in support do so.

### ***Stanwood Port Susan Trail – Design Status***

60% Design complete – moving to 90% design.

Appraisals complete on Twin City foods property for SR532 connection.

A discuss was had regarding the success/failure of plants on the berm. Staff indicated that we are watering them with a water trailer. It was agreed that some look dead, but we will wait until spring to act on any removal and/or possible replacement. Committee member suggested looking into the volunteer programs to help maintain these areas.

### ***Ovenell Park***

No update.

### ***Johnson Farm Dike Trail***

No update.

### ***Committee Member Comments***

No comments.

***Adjourn:*** 5:06 pm