



City Council Committee Meeting Agenda

Parks and Trails Advisory Committee

This meeting will be conducted by telephone and online,
connection information will be posted on the City Website

<https://www.stanwoodwa.org>

Monday, May 17, 2021 3:00 PM

1. Call to Order & Roll Call
2. Citizen Comments
3. Approval of April 2021 Meeting Minutes
4. Parks and Recreation Feasibility Study Discussion
5. Maintenance/Policy Request Updates
 - Ovenell Banners
 - Hand Sanitization Station
 - CCP Handicap Parking
 - CCP Baseball/Picnic Rental
6. Park Updates
 - Heritage - sod

Zoom Information:

Parks and Trails Advisory Committee

Please click this URL to join:

<https://us02web.zoom.us/j/88384211757?pwd=ZTdkRVdmMlhxNkxKM1VIWmFrNmRCUT09>

Zoom Online Meeting

Webinar ID# 883 8421 1757

Passcode: 017026

Or Join by Telephone (253) 215-8782



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

DATE: May 17, 2021

SUBJECT: May PTAC Agenda Topics

FROM: Carly Ruacho, Senior Planner

Park Feasibility Study Introduction

Background:

For several years, the Parks and Trails Advisory Committee (PTAC) and members of the public have been requesting that the City hire a full time Parks and Recreation Director. However, prior to hiring a Director and/or staffing a new department, the City needs a plan and vision for what the future of parks and recreation may look like in the City, what types of service models should be considered, and a funding mechanism to support recreational programming.

The 2021 / 2022 biennial budget and associated work plan includes the development of a Parks & Recreation Feasibility Study. The purpose of this study is to help the City determine how best to provide parks, recreational services and tourism initiatives are delivered to the Stanwood / Camano community.

A Request for Proposals (RFP) was prepared and advertised for three weeks in January. Two proposals were submitted. Both firms were interviewed, and the interview committee selected Berk Consulting Inc., as the best fit for the City and to accomplish the project goals. The City Council approved a contract with Berk on March 25, 2021.

Study Objectives:

Berk Consultants Inc. is a consulting firm out of Seattle that specializes in serving local governments with public policy and financial analysis. Attached is a one-page summary of their firm. Generally, work under their contract will include:

- Phased analysis of parks, recreation, and events delivery options
- Charged with considering the full spectrum of staffing and funding models
- Seeking input from a wide range of stakeholders
- Four primary project components:
 - Information gathering – benchmarking with peers and current service provision
 - Stakeholder engagement
 - Financial and options analysis
 - Reporting
- Expected project completion of one year

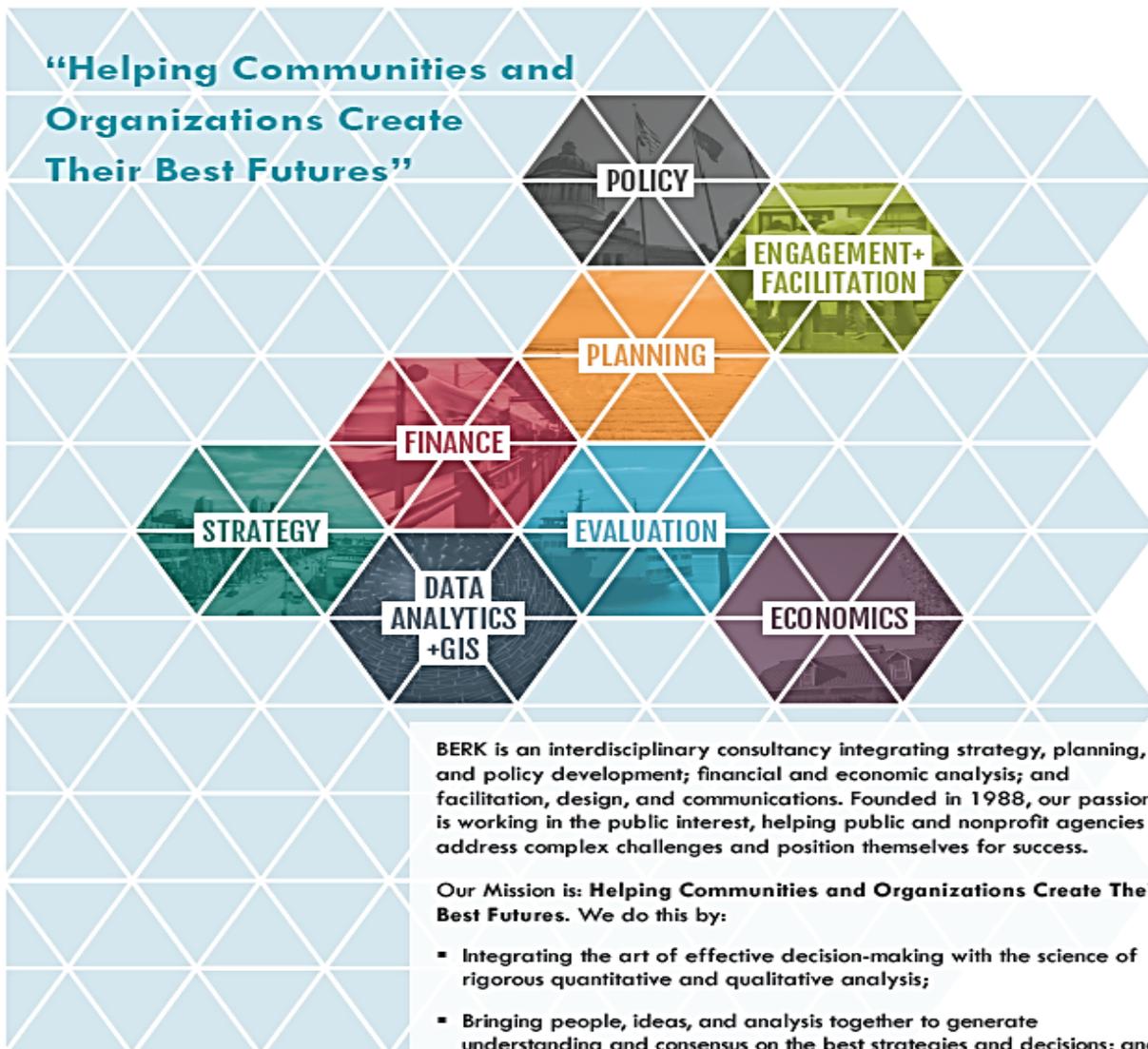
PTAC Participation:

Berk's project team will be attending the meeting to facilitate a discussion with the entire Committee regarding how the City could provide parks and recreation services to the community moving forward.

As a reminder, we had asked you last month to think about how you envision City of Stanwood parks and recreation operations in the future including facilities, programming, and levels of service for various maintenance and operational aspects. What is the City currently doing well that should continue and what

should be changed? What new elements should be added? Please come to the meeting prepared to present and discuss any items that you feel need to be considered as recommendations and options for future parks operations are developed. Again, this is the perfect opportunity to speak to your vision for our parks system and raise any issues or concerns. I would encourage you to raise any issues or share any thoughts at this important meeting, even if they are longstanding concerns and/or you have previously raised the issue with staff or in past PTAC meetings.

Dave Hall has been selected as the PTAC member who will serve on a larger Advisory Group for this process. He will be the voice of the PTAC through the duration of the study and will report back to the larger group of the progress throughout the process. Please feel free to share any thoughts with Dave that you would like considered at the Advisory Group level.



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Our clients include state agencies and local governments, tribes, ports, foundations, and nonprofits. While our focus is primarily here in Washington, our passion, our reputation, and our clients can sometimes take us further afield.