



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, November 15, 2021 3:00 PM

1. Call to Order & Roll Call
2. Citizen Comments
3. Approval of October 2021 Meeting Minutes
4. Pickleball Presentation – Doug Shafer
5. Eagle Scout Project Discussion – Leif Stadler
6. Church Creek Park 2022 Priorities/Budget
7. Park Updates
 - Heritage – Baseball Fields
 - Hamilton – Grant and Permit status

Zoom Information:

Parks and Trails Advisory Committee

Please click this URL to join:

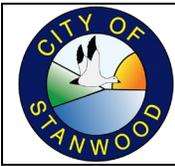
<https://us02web.zoom.us/j/88384211757?pwd=ZTdkRVdmMlhxNkxKM1VIWmFrNmRCUT09>

Zoom Online Meeting

Webinar ID# 883 8421 1757

Passcode: 017026

Or Join by Telephone (253) 215-8782



Parks and Trails Advisory Committee
Meeting Minutes
October 18, 2021

Zoom meeting – virtual attendance

Call to Order & Attendance: 3:03pm

Present: Gordy Holmes, Dave Hall, Matt Withers, Rick Hawkins, Cathy Wooten, Lisa Bruce

Absent: N/A

Staff Present: Carly Ruacho, Patricia Love, Sara Robinson

Also known to be present: Judy Williams

Introduction of new PTAC member:

Dave Hall welcomed new member Cathy Wooten to PTAC. Cathy introduced herself and said she was inspired to join the Committee by spending a few hours at Little Mountain Park in Mount Vernon and knowing the history that the citizens there purchased that land in the 1920's or 30's and felt that she could participate in a group that deals with public lands and having them be available. Cathy grew up in Stanwood, moved to Seattle for 20 years and has been back in Stanwood for 23 years. Cathy is committed to health and wellness personally and professionally and feels that the PTAC is a good fit for her for those reasons. She is excited to see what can happen in Stanwood with the parks. Patricia commented that after working with Cathy for the past 3.5 years she is excited to have her enthusiasm on the Committee and that she appreciates how Cathy always has the best interest of Stanwood in mind. Judy also remarked that she has worked with Cathy through her role on the City Council and has found Cathy to be very thorough and noted that she has been committed to several projects in the City including the Snow Goose Festival.

Citizen Comments: N/A

Approval of Minutes:

The July 2021 Meeting Minutes were approved as submitted.

Parks and Recreation Feasibility Study (PRFS) Update:

Carly reported that a meeting was held with City staff and BERK on August 11 to discuss the status of the project, BERK's initial findings and talk about next steps. Items covered in the meeting included City expectations for level of service standards, updated Parks and Recreation service model options and potential scheduling of the third Advisory Group meeting.

Level of Service standards are a measure of the Parks and Recreation system and access to that system in a range of possible levels for factors like quality and quantity (also reliability, responsiveness and investment). It was discussed that citizens generally seem happy with the quantity of Parks within Stanwood, but that much discussion has occurred regarding maintenance. BERK presented how the City of Stanwood compares to other similar jurisdictions with regard to LOS standards including park acres, trail miles, and City staff FTE hours. It is generally agreed that Stanwood is lacking in trail miles. Current projects are planned and underway to address that deficit. Phase 1 of the Port Susan trail
Other than trail miles, most discussions have been regarding quality and specifically maintenance issues. Some examples are should Heritage Park be a recreational baseball facility or should it be "tournament ready". Issues at Church Creek park range from lack of visibility to the condition of the parking lot pavement. Some general quality issues are consistent signage for all city parks, spring flower planting at park entrances, etc. Some items are major issues – should Heritage Park being tournament ready, and some are very small issues – should we plant flowers in the spring.

The survey results were presented from City groups revealing each groups’ thoughts on where the focus should go regarding levels of service in the various areas. Overall, each group expressed a desire to concentrate the majority of resources in the Parks and Open Spaces category (actual park properties and facilities). Multiple groups expressed the idea that well-resourced parks and open spaces would be a prerequisite to growth in the other categories of Recreation Programming and Special Events.

Group	Parks and Open Spaces	Recreation Programming	Special Events
EDB	52%	33%	15%
PTAC	65%	19%	16%
PC	50%	30%	20%
PRFS (Advisory)	58%	24%	18%
AVERAGE	56%	26%	18%

The survey results indicate that although some groups may apply more or less priority to one category or another, each group prioritizes the categories the same order, with Parks and Open Space first, Recreation Programming second and Special Events as third importance. This initial finding is very helpful as it shows that all the groups share the same thinking regarding a starting point for resource allocation.

Due to change in City leadership (Jennifer Ferguson previous City Administrator, now Shawn Smith is interim Administrator) we need to meet with BERK to discuss what we are doing and where we are going and narrow down next steps. Patricia reported due to the focus on the issue of maintenance throughout all the groups how do we improve the maintenance of our current facilities. We are going to step back a little as far as timing in looking at the financial modeling for the various options (current decentralized model, standalone parks department, metropolitan parks district) and instead focus on the question of what is missing, what is the gap between the expectations and what we have. Since all groups raised the same issue of how do we improve the look of our parks and better our current parks, we want to make sure we are asking the right questions rather than just moving ahead with financial modeling now based on the original scope and schedule of the project. We are going to regroup and meet with our Public Works Department and discuss what the full capacity is within our existing structure and what would the difference be if we had more maintenance/operation staff and or more/different equipment. Then we will go to council and give them a summary of the findings.

PTAC members voiced concern with a direction that may not lead to a parks department. Member Lisa Bruce wanted to make sure we weren’t going backward and indicated that she believed the parks department would be ones to address the various maintenance concerns. Patricia explained that it wasn’t intended to be going backward, but instead a way forward that could address the main concern being raised through the study of maintenance (a gap between expectations and existing conditions) to see if something can be done now to address the concerns rather than waiting for a time when the City has the funds for an entire department. The stepback is not intended take a long time period. Committee members voiced their belief that more maintenance workers are needed immediately, but ultimately the desire of the PTAC is still to have a dedicated parks “director”, “coordinator”, “supervisor”, etc. A question was asked and discussion unfolded relating to the recently hired public works supervisor position and that position being vacant again now, if that the desired/needed structure, and how best to move forward. Staff and the Committee agreed that a phased approach to allow for the City to grow into the various needs and levels of service as the City increases in population

and park/trail acreage is necessary. Patricia clarified that some financial analysis will occur now to determine what can be done immediately to address maintenance issues and ultimately it is a funding issue and the Council will have to direct any changes. Committee members understood the need to fully know the details of staff time for current maintenance as a starting point to then determine what is needed or wanted.

A discussion ensued about surrounding jurisdictions and their level of service, and the time differences between cities and facilities and various academic resources and whether Stanwood could get readily available information. Union versus management roles were also discussed to better understand how the city can address its needs. Information from the study will be shared with the PTAC so that comments can be made to the City Council during their decision making.

Member Wooten raised an issue at Lions Park regarding a broken lighting structure for the past week. Patricia explained the “report a concern” feature on the webpage to get immediate attention.

Church Creek Park Flag Pole Renovation:

Placeholder for next meeting regarding PTAC 2022 priorities for Church Creek Park versus actual 2022 budget. One example is \$30k budget for parking lot evaluation which will now be paid through a sewer project. We would like to discuss specific project budgeting for next year.

A question was posed to the Committee – if through the sewer project the round about at Church Creek Park needs to be resized (i.e. the flagpole landscaping area may need to shrink or change shape) would the PTAC be agreeable. Committee members wanted to be sure the new round about can facilitate a dial-a-ride type vehicle as well as emergency vehicles, but did not object to a necessary change in size or shape. The only concern was not to make the drive isle too wide such that drivers feel they can park or stay in the round about for other than entering/exiting. The need for more handicap parking was also raised.

Heritage Park Update: The infield mix was augmented to increase the depth by approximately 4 inches. The cost was planned as incremental maintenance, but it was instead brought forward. Mounds were removed by contractor. Plans showed a flat pitching area, but contractor assumed a mounded area. Pitching areas are now flat and ready for softball and/or removable mounds for any age baseball user group. Staff is meeting next week with the President of Stanwood/Camano Little League. Fields are getting overseeded (with hydroseed) and fertilized this week. Once drainage system in winterized the City will assume maintenance.

Committee members discussed the timing for constructing Field #4 (project 8 on the prioritization list) and the need for a turf field in Stanwood and the need for community support for grant purposes.

Hamilton Park Update: We were given a 2 year extension on our RCO grant to complete construction by 12/31/2023. Staff provided an explanation of the joint permit approach with WDFW and also the anticipated permit and appeal process and timeline. Public access to the park was discussed. It is currently open to users as City property, not a park, at user risk with primitive and historical development.

Adjourn – 5:08 pm

Next Meeting: November 15, 2021 @ 3:00pm.



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

DATE: November 15, 2021
SUBJECT: November PTAC Agenda Topics
FROM: Carly Ruacho, Senior Planner

Eagle Scout Project Discussion

Below are the proposed roofing material specifications and color options for the Eagle Scout project proposal for dugout renovations at Church Creek Park for review.

Nu-Ray Metals
Steel Roofing & Siding Products

Architectural Panel Guide

Nu-Ray Metal Products has enhanced its product line with new roofing, siding, and soffit panels. Manufactured in Auburn, Washington, our lead times and service are unmatched. We also produce standard trims, custom trims, coil stock and flat sheet. Proudly partnered with PPG for the industry's best finishes.

Model	Description	UL Listed	Clip System
NRM-4500	36" wide screw through panel with added strength. 3/4" rib height	Yes	No
NRM-1000	Traditional narrow rib design. 1 1/2" rib height	Yes	Yes
NRM-5000/6000	Classic snap-lock design in 12" and 16" widths. 1" rib height	Yes	No
NRM-1750	Combines continuous snap-lock and floating clip design. 1 3/4" rib height	Yes	Yes
NRM-7000	Industrial 7.2 rib panel. 1 1/2" rib height	Yes	No
NRM-2000	Mechanical seamed panel ideal for low slope roofs. 1 1/2" rib height	Yes	Yes
NRM-8000	Flush wall end soffit panel available in 14 profiles. 1 3/4" rib height	Yes	No
NRM-4000	36" wide, screw through panel with smooth lines. 5/8" rib height	Yes	No
NRM-3000	Ideal for walls, mansards and equipment screens. 7/8" panel depth	Yes	No

Auburn, WA (800) 700-7228 www.nuraymetals.com Grand Terrace, CA (800) 806-8729



NRM-4500 PANELS • Exposed Fastener Panel

NRM-4500 panels are a cost-effective yet architecturally attractive metal panel. The 4000 panel can be specified in a wide variety of building applications including roofs, walls and soffits. It can be factory roll-formed in a maximum length of 45' 0" and a minimum length of 4' 0".

NRM-4500 features a 3/4" leg height and an anti-siphon groove to assist in weather resistance. The panel is the "go-to" panel for the post frame industry. Featuring a bell-top rib design, this panel offers superior strength at a fraction of the cost of metal products.

FASTENERS

For roofing applications, use wood-type screws fastened on 18" centers. Other screw types are available applications over structural steel and steel decking.



TRIM

All flashing and trim shall be fabricated by Nu-Ray Metals or a qualified fabricator. Flashings for this panel shall be 28, 26 or 24-gauge steel.

INSTALLATION

For roofing applications, NRM-4500 panels shall be installed over solid decking (3/4" plywood, nailboard insulation or equivalent, with an underlayment of 30# roofing felt applied horizontally from eave to ridge.) Panels shall be fastened on 18" centers (max.). Minimum roof pitch is 3:12.

HANDLING

Vinyl masking is provided on all steel sheet to help protect materials where extra handling is expected.

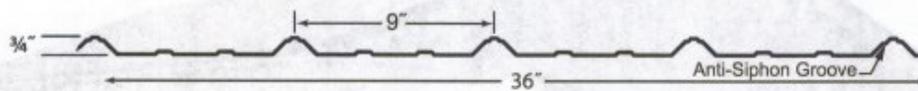
WARRANTY

A 40-year non-prorated finish warranty can be supplied covering finish performance.

Nu-Ray Metals

Steel Roofing & Siding Products

Nu-Ray Metal Products, Inc. 1254 37th Street NW Auburn, WA 98001
Tel: (800) 700-7228 Fax: (253) 833-7268 Web: NuRayMetals.com



NRM-4000 FEATURES

- Great panel for architectural, commercial and industrial roof, wall and soffit applications
- Standard anti-siphon groove
- Excellent load and span capacities
- Apply over open framing or solid substrates
- Export crating available
- Minimum 3:12 roof pitch

METAL OPTIONS

- 26 and 28 gauge G90 or AZ50 steel
- .032 aluminum
- 16 oz. natural copper

SURFACE OPTIONS

- Standard as shown in cross-section above

FINISHES

- D2 Kynar 500® ULTRA-Cool™
- Zinalume Plus*
- Standard Kynar 500® ULTRA-Cool™
- Standard Silicone Modified Polyester (SMP)

PANEL DEPTH : 3/4"

PANEL COVER WIDTH : 36"

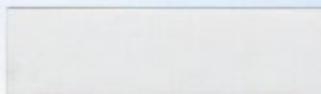
PANEL LENGTHS: 5 ft. to 45 ft, standard

Kynar® and Kynar 500® are registered trademarks of Arkema Inc. used under sublicense by Nu-Ray Metal Products, Inc.

Color availability in Nu-Ray's Cool Kynar® PVDF finishes is shown by gauge under each color chip below. 24 gauge panels available with our proprietary Ocean Guard™ coating are marked with this symbol:



Hartford Green SRI-26 (24 , 26)



Regal White SRI-86 (22, 24 , 26)



Zinalume Plus SRI-65 (24, 26)



Moss Green SRI-26 (24 , 26)



Parchment (22, 24)



PREMIUM FINISHES



Leaf Green SRI 24 (24 , 26)



Desert Tan SRI-57 (24 , 26)



Silver Metallic SRI-59 (24)



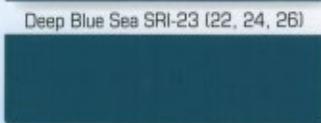
Deep Blue Sea SRI-23 (22, 24, 26)



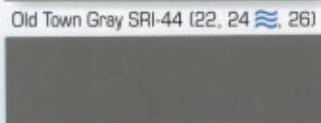
Old Town Gray SRI-44 (22, 24 , 26)



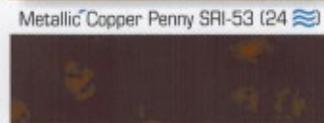
Metallic Copper Penny SRI-53 (24)



Tahoe Blue SRI-26 (24 , 26)



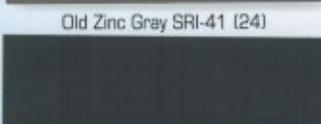
Old Zinc Gray SRI-41 (24)



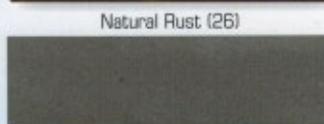
Natural Rust (26)



Redi-Mix Red SRI-44 (24 , 26)



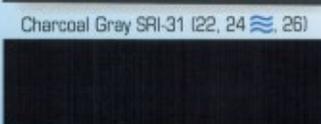
Charcoal Gray SRI-31 (22, 24 , 26)



Vintage SRI-22 (24)



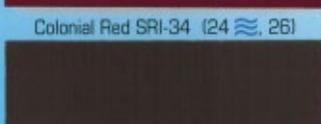
Colonial Red SRI-34 (24 , 26)



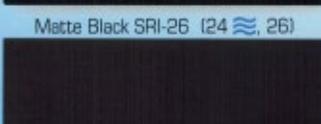
Matte Black SRI-26 (24 , 26)



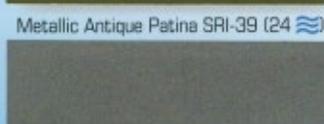
Metallic Antique Patina SRI-39 (24)



Weathered Copper SRI-27 (22, 24 , 26)



Dark Bronze SRI-28 (22, 24 , 26)



Metallic Pre-Weathered Zinc SRI-41 (24)

Church Creek Park 2022 Priorities/Budget

Below is an estimated cost breakdown of the total 2022 allocation for Church Creek Park capital projects. These project numbers were based on high level estimates before the Master Plan cost estimates were prepared by JA Brennan. We can shift and move some of the budget around as needed for the projects (for example the \$30K parking lot repair analysis that will be covered by the sewer lift station project). This total does not include the \$15K budget amendment request for benches by the new playground equipment.

2022 Church Creek Park Capital Projects			
Budget :	\$	440,000	
Task:		Budget Estimate	Description
Pickleball / Multipurpose Sports Court	\$	130,000	Design & Build 1 Court
Tree Thinning: Entrance & 72nd Avenue	\$	10,000	Tree Trimming and Thinning
Trail Improvements / Interpretive Signs	\$	30,000	Brush Removal and Signs
Ballfield Renovation	\$	130,000	Design & Possible Reconstruction
Flag Pole Landscaping and Renovation	\$	10,000	Tree Removal by Arborist / Volunteer Planting Event
Renovate or Replace Picnic Shelter	\$	100,000	Design and Replacement with New Tables
Parking Lot Repair Analysis	\$	30,000	Analysis / Possible Design
		Total: \$	440,000

Church Creek Park Project Priority List

Project #	Project Description	Budget Year	Notes
1	Frontage tree thinning	2022	
2	Remove alder trees in future forest glade recreation area	2022	
3	Baseball field inspection/repairs	2022	Drainage/trip hazards
4	Playground bench and signage	2021	Amendment requested
5	New/renovated sports court(s)	2022	Maintain basketball, add pickleball
6	Add Crosswalk to HS parking lot to use for overflow parking (signs)	2023	Seek agreement with school district so parking lot can be signed accordingly
7	Renovate parking lot	2022*	Redesign to increase # of parking spaces
8	Flagpole circle renovation	2022	
9	Loop trails to/from Church Creek (including interpretive signage)	2022*	Minimum of one ADA accessible loop
10	Develop adjacent property with additional parking	2024	

11	Connections to adjacent properties (including wayfinding signage)	2024	
12	Loop trail around NE wetland	2025	
13	Enhance existing park entrance (including signage)	2024	
14	Complete disc golf course	2025	
15	Improve trails/paths in NW park	2025	
16	New picnic shelter/plaza space	2026+	
17	Improve park host area	2026+	
18	New NW park entrance (including signage)	2026+	Must be done in conjunction with project #16 to allow access for RV type vehicle.
19	Creek view points	2026+	
20	Park edge plantings	2026+	
21	Create forest glade recreation area	2026+	
22	Forest picnic area	2026+	
23	Renovate baseball field	2026+	
24	Outdoor classroom and environmental education area	2026+	
25	Frog pond restoration	2026+	
26	Wetland enhancements and mitigation plantings	2026+	