CITY OF EVERETT
BOARD OF PARK COMMISSIONERS AND
TREE COMMITTEE MEETING
Tuesday, May 28th, 2019
6:00 P.M.
Spruce Hall

Roll Call
Adoption of Meeting Agenda
Acceptance of Minutes: April 9, 2019

Park Board/Tree Committee Member Reports 15 minutes
Parks Director Comments 5 minutes
Council Liaison Report 10 minutes
Citizen Comments 10 minutes
Tree Committee Staff Reports 10 minutes

DISCUSSION
YMCA Partnership Agreement Update/Proposed Fee Review 10 minutes
Retreat Debrief and Next Steps 20 minutes

INFORMATIONAL
Capital Update 15 minutes
Lowell Park Renovation Project Update 15 minutes

NEW BUSINESS

Adjourn

Next Meeting
TBD
Spruce Hall

MISSION STATEMENT:
"The Parks and Recreation mission is to bring all Everett citizens and visitors together on our common grounds and facilities. We provide a wide variety of quality recreational and park experiences that welcome everyone. We measure our success by customer satisfaction, efficiency and community development of our public spaces and recreation services that meet the values and needs of our citizens and visitors. We provide parks, play fields, recreation amenities, trails and pools that are attractive, clean, safe, and accessible."
Chair Michael Yates called the meeting to order at 6:02 PM.

**Members present:** Linda War Bonnet (Vice Chair), Pamela Gerla, Tom Norcott, Sergiy Ryzhonkov, Megan Burger, Katrina Lindahl, Laura McMurray

**Members not present:** Michael Yates (excused)

**Present:** Brenda Stonecipher, Council Liaison.

**Staff present:** Lori Cummings, Parks Director; Russell Dance, Maintenance Manager; Mark Libbing, Public Works Streets Supervisor; Danielle Marks, Parks Admin Asst.

**Acceptance of Meeting Agenda:**
A motion to accept the agenda for April 9, 2019 with a revision to move the Forterra presentation ahead of the Citizen Comments. Tom made a motion to accept the agenda with the revision as stated. Motion/Second/Approved (m/s/a) unanimously to accept the agenda for April 9, 2019 as revised.

**Review and Acceptance of Minutes:**
A motion was made to accept the meeting minutes from March 12, 2019. Katrina asked for a revision to be made to the meeting minutes to include under Director Reports, Jackson Park Development Proposal that a member proposed a tree border be included as a barrier between the apartments and the park. Tom made a motion to approve the minutes of March 12, 2019 as amended. Motion/Second/Approved (m/s/a) unanimously to accept the minutes as presented from March 12, 2019.

**Member Reports**

**Sergiy Ryzhonkov** – No report.

**Pam Gerla** reported on the following:
- Garfield ballpark. Well-kept area. Enjoyable seeing people utilizing the park in such a positive manner.
- Lowell Riverside Walk. There seems to be a lot more people using this area. Visitors appeared happy and feeling safer about the brush being cut.
- Clark Park. She raised a concern of questionable park activity in such close proximity of high school activities.

**Linda War Bonnet** reported on the following:
- Recently read a news article pertaining to the need for scholarship money at the Senior Center. Park staff assured her no citizens have been turned away due to financial hardship.
- In her opinion, it would be a good idea to include a stop sign at the top of the hill along the roadway to Forest Park, by the Recreation Office, as a traffic slowing mechanism.
Tom Norcott reported on the following:
- April 27th will be a work party at Howarth Park
- He also attended a Forterra work party in Jan/Feb.
- Met with Park staff at Deer Park. Discussions included future park plans.
- Shared his visit to a park in Victoria, BC and was impressed with the covered canopy areas over the picnic benches.

Megan Burger reported on the following:
- Recently visited Drew Nielsen and Grand Ave parks
- Excited about Grand Ave Bridge construction.

Laura McMurray reported on the following:
- Asked for public engagement in taking photos of favorite pictures and partner with the Arts Commission.
- Asked for a Work Plan to be included in the Park Board Retreat, make considerations and recommendations within the Work Plan.

Katrina Lindahl – No report.

Director Report
Lori Cummings reported on the following:
- Formalize Laura and Katrina as alternates to the Board of Park Commissioners, yet still Tree Committee members.
- Gazebos at Clark and Drew Nielsen park. Efforts are being made to reach out to neighborhoods to explore alternatives on how the gazebos are used, and potentially re-engage more in the park, such as programming of concerts in the park, street tunes, and the like. Also possibly implement a permit process for use of the gazebos. The prototype of securing the gazebo will be placed on hold for now to explore more options. Additional information to be worked out with the legal department.
- Shade Shelters will be included in future conversations.
- Parks Admin Flyer Update. A comprehensive list of programming, special events and community engagement activities were included in a hand out.
  o See handout for highlights. A CIP list was also included in this list.

Council Liaison Report
Brenda Stonecipher reported on the following:
- Public Safety Committee meeting at 5:30 before council tomorrow. False alarm fee that police have imposed is a bit controversial.
- Last week, a Resolution passed concerning a Climate Action Plan/Committee. The Planning Commission will establish a Climate Action Plan. The process may include public engagement in the planning phase and brought back to this committee for recommendation.
Informational Items

Annual Forterra Report, presented by Joanna Nelson de Flores
This presentation included an update on the City's Green Infrastructure and benefits of Healthy Urban Forests; the growth of the Forterra network; Green Everett Partnership benefits; 2018 highlights; and the 2019 Work Plan.

Citizen Comments
Marian Robinson, resident of the NW Neighborhood was in attendance. Marian inquired about the status of the Colby strip trees and strongly encouraged the trees be addressed. Park staff assured her that there will be a public engagement process, and the health and condition of the trees will be reviewed.

Discussion Items
Tree Committee Staff Reports
Russell Dance reported on the status of the trees that were removed, pruned and maintained in the CBD area which will be replaced in the following months. Considerations are being made to post signs on trees that have been removed to improve public awareness. Viola View also had some tree removal in preparation of the arsenic cleanup project and for CPTED purposes. Langus Park and Animal Shelter received some mulch around root zones, as well as some CPTED pruning at both locations. Jackson Park has some Chamaecyparis trees showing deterioration. These will be replaced in the coming months. Walter Hall Park will host Arbor Day 2019 and will yield eight new Sequoiadendrons. Drew Nielsen Park received six new Red Twig Dogwoods during the neighborhood park clean up event.

Mark Libbing reported on the tree trimming for line of sight along McDougall from 24th to 16th streets. This was a large part of the March tree removal report. Public Works staff notified neighbors of tree trimming. There are currently 31 tree plantings planned in neighborhood right-of-ways. An idea was raised by the Board to plan an educational opportunity to plant trees at a future meeting for public education.

Tree Committee Continued Work Plan Development
Time will be spent as an overview of the Tree Ordinance and Tree Policy, as well as how the committee should evolve. An emphasis will be on Tree Committee and the work plan as Park Board standard items. A suggested time for the retreat is Saturday, May 18 in the morning for approximately 4 hours. The date, time and location will be firmed up in the coming weeks.

Retreat Agenda Development
Ideas were gathered for the Retreat Agenda, including projects and establishing milestones and goals. Goals Outcomes/Goals were also noted.

Informational Items

Annual Arboretum Report, presented by Trevor Cameron, President of Arboretum
An update on the Arboretum was presented to the Board. Notable 2018 highlights include:

- A record 298 members strong.
- Only $8000 of revenue covers all operating expenses.
- 4000 volunteer hours logged
- Continued partnerships exist with Denny Youth Center, NW Neighborhood, Navy members, school districts, Scouts and many others.
- Internship program with Edmonds Community College for college credit
NW Neighborhoods gave Japanese maples as a gift.
Received $1000 in sponsorships
Received $20,000 during the plant sale fundraiser Mid-June 2018.
$75,000 was donated to Parks to help with completion of the south area in Arboretum.
$50,000 sculpture purchased from James Madison, local artist, and donated to the City.
$31,000 spent in arboretum in plants, rocks, soil.

Upcoming 2019 highlights include:
- Look to complete planting in south area in first part of May
- $12,500 toward a basalt sculpture
- Create an additional bowl garden
- Add an entrance garden along the parking lot to highlight the Arboretum.
- Continue with website development
- Reconstructing the entire path and make more ADA compliant
- Art work brochure, updated map, sculpture locations
- Children’s museum contract and host preschool (8 week minicamp)
- New Spring Garden Open House on April 27
- Sunnyside Nursery has donated over $15,000 worth of plants

Upcoming Fundraising includes:
- Plant Sale June 15
- July Family Fun Event
- Bulb fest in October

Director Cummings complimented the great work and selfless giving of the non-profit organization, and credits the work and commitment of the group that has made the Arboretum the beautiful place it is for citizens to enjoy.

Other Business

May meeting will be the 4th Tuesday in May. A recommendation was made to change the Board Rules of Procedure as such.
A motion was made to change the Board Rules and Procedures to reflect the meeting to be the 4th Tuesday of each month. Motion/Second/Approved to change the Board Rules of Procedure to reflect the 4th Tuesday of each month.

Meeting Adjourned @ 8:00pm

Next meeting: May 28 in Spruce Hall

Respectfully submitted,
Danielle Marks
Administrative Assistant
### A. Tree Review (Service Requests)

<table>
<thead>
<tr>
<th>Requests Under Review</th>
<th>5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requests Initiated Year-to-date</td>
<td>189</td>
</tr>
<tr>
<td>Tree Removal Requests</td>
<td>1</td>
</tr>
<tr>
<td>Evaluations Year-to-date</td>
<td>5</td>
</tr>
</tbody>
</table>

### B. Public Safety Problem Trees

<table>
<thead>
<tr>
<th>Address/Location</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1606 Virginia Ave</td>
<td>Hazard, lifting sidewalk</td>
</tr>
<tr>
<td>1610 Virginia Ave</td>
<td>Hazard, lifting sidewalk</td>
</tr>
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</table>

Total for the month: 2
Year-to-date: 36

### C. Hazardous Trees

<table>
<thead>
<tr>
<th>Address/Location</th>
<th>Status</th>
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<tbody>
<tr>
<td>1st Dr, W &amp; Berkshire</td>
<td>Leaning hazard</td>
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</tbody>
</table>

Total for month: 25
Year-to-date: 44

### D. Dead Wood Removal Completed

<table>
<thead>
<tr>
<th>Address/Location</th>
<th>Tree Species</th>
</tr>
</thead>
<tbody>
<tr>
<td>3615 W. Mukiteo Blvd</td>
<td>Deciduous</td>
</tr>
<tr>
<td>100th St SW &amp; Airport Rd</td>
<td>Deciduous</td>
</tr>
<tr>
<td>1415 Hoyt Ave</td>
<td>Deciduous</td>
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</tbody>
</table>

Total for the month: 3
Year-to-date: 3

### E. Trees Trimmed for Line of Sight's Clearance

<table>
<thead>
<tr>
<th>City Trimmed</th>
<th>3</th>
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</thead>
<tbody>
<tr>
<td>Owner trimmed</td>
<td>0</td>
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</tbody>
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Total for the month: 3
Year-to-date: 124

Tree Trimming Door Hangers

Total for the month: 0
Year-to-date: 169

Distribution: Ryan Sass (e-mail)  Pat Mitchell (e-mail)  Grant Moen (e-mail)  Mark Libbing  Paul Crane (e-mail)  Danielle Marks (e-mail)
# TREE REVIEW DATA
For the month of **April 2019**

## I. Tree Plantings Completed - Street Trees

<table>
<thead>
<tr>
<th>Address/Location</th>
<th>#</th>
<th>Tree Species</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
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</tr>
<tr>
<td><strong>Total for the month</strong></td>
<td>0</td>
<td>(Deciduous 0) (Evergreen 0)</td>
</tr>
<tr>
<td><strong>Year-to-date</strong></td>
<td>31</td>
<td>(Deciduous 16) (Evergreen 15)</td>
</tr>
</tbody>
</table>

## J. Tree Plantings Completed - Other Trees

<table>
<thead>
<tr>
<th>Address/Location</th>
<th>#</th>
<th>Tree Species</th>
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</thead>
<tbody>
<tr>
<td>None</td>
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<tr>
<td><strong>Total for the month</strong></td>
<td></td>
<td>(Deciduous 0) (Evergreen 0)</td>
</tr>
<tr>
<td><strong>Year-to-date</strong></td>
<td></td>
<td>(Deciduous 0) (Evergreen 0)</td>
</tr>
</tbody>
</table>

## K. Trees Planted

<table>
<thead>
<tr>
<th></th>
<th>#</th>
<th>Tree Species</th>
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<tbody>
<tr>
<td><strong>Total for the month</strong></td>
<td>0</td>
<td>(Deciduous 0) (Evergreen 0)</td>
</tr>
<tr>
<td><strong>Year-to-date</strong></td>
<td>31</td>
<td>(Deciduous 16) (Evergreen 15)</td>
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</tbody>
</table>

## L. Trees Down in Windstorm/Snowstorm

<table>
<thead>
<tr>
<th></th>
<th>#</th>
<th>Tree Species</th>
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<tbody>
<tr>
<td><strong>Total for the month</strong></td>
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<td>(Deciduous 0) (Evergreen 0)</td>
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<tr>
<td><strong>Year-to-date</strong></td>
<td>7</td>
<td>(Deciduous 5) (Evergreen 2)</td>
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## M. Limb Debris Removed (yds)

<table>
<thead>
<tr>
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<tbody>
<tr>
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<tr>
<td><strong>Year-to-date</strong></td>
<td>33</td>
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## N. Stump Removal

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>Total for the month</strong></td>
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<tr>
<td><strong>Year-to-date</strong></td>
<td>4</td>
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</table>
May 2019

Legion Park: The 6 Giant Sequoia along Alverson Blvd were pruned to increase sight lines for traffic. Other trees within Legion Park that were pruned to remove dead wood or for clearance issues included 7 Linden’s, 5 Beeches and the 2 Locust’s.

Legion Arboretum: Working with the Arboretum, 5 Conifers were identified and removed due to winter damage and for landscape replacement.

Jackson Park: Another Chamaecyparis was removed. Remaining Chamaecyparis are showing signs of deterioration and will be removed as time allows. Replacements will be determined after review of soil conditions and development plans of the adjacent property.

Walter Hall Golf: 1 Pine was removed located along the #1 fairway. The root plate was upheaving and threatening damage to infrastructure elements.
Thornton A Sullivan: The Western Red Cedar and Western Hemlock that were damaged during the winter storms were removed. These were located within the Camp Paterson area adjacent to the Weyerhaeuser Picnic Shelter.

CBD: The stock and root balls were finally removed from the 8 street trees that were cut down during the winter pruning. New root barrier will be installed with new soils and the trees planted this fall. Attached is a representation of a root we found outside of the old root barrier. The conduit that is adjacent to the root is a 1-inch pipe.
The City of Everett and the YMCA entered into a mutually beneficial agreement on June 7, 2018 that provided City funds in exchange for park land and City of Everett resident access to the new YMCA pool. Staff will provide a brief update on implementation of the agreement terms. The new YMCA is tentatively scheduled to open on December 1, 2019.

Board recommend to staff Everett resident swim access user fees for the new YMCA facility.
Establishing Everett Resident Rates at the YMCA

Swim Access Agreement

Pool Access for Everett Residents Overview

- YMCA allows Everett resident access to new YMCA pools
- City retains all admissions revenue

YMCA Swim Access Agreement Highlights
Senior Admissions

2019 Comparatives

<table>
<thead>
<tr>
<th>Facility</th>
<th>2019 Rate</th>
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<tbody>
<tr>
<td>Lake Sammamish</td>
<td>$6.00</td>
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<tr>
<td>McCallister Park</td>
<td>$2.25</td>
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<tr>
<td>Issaquahده</td>
<td>$3.75</td>
</tr>
<tr>
<td>Issaquahده</td>
<td>$4.35</td>
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<tr>
<td>VA</td>
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<tr>
<td>Edmonds Medicnic</td>
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<td>Lynnwood Medicnic</td>
<td>$5.25</td>
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<td>YMCA</td>
<td>$12.00</td>
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Family Admissions

2019 Comparatives

<table>
<thead>
<tr>
<th>Facility</th>
<th>2019 Rate</th>
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<tbody>
<tr>
<td>Lake Sammamish</td>
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<tr>
<td>McCallister Park</td>
<td>$9.50</td>
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<td>Issaquahده</td>
<td>$12.20</td>
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<td>$12.80</td>
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<td>Lynnwood Medicnic</td>
<td>$10.00</td>
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<td>Edmonds Medicnic</td>
<td>$10.80</td>
</tr>
<tr>
<td>YMCA</td>
<td>$15.00</td>
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McCallister Park does not offer a family rate.

Summary

YMCA Swim Access Agreement
Recommended Everett Resident Fees

<table>
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<tr>
<th>Category</th>
<th>Fee</th>
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<tbody>
<tr>
<td>Youth and Senior</td>
<td>$4.50</td>
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<tr>
<td>Adult</td>
<td>$6.90</td>
</tr>
<tr>
<td>Family</td>
<td>$10.00</td>
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CITY OF EVERETT  
BOARD OF PARK COMMISSIONERS  
AGENDA ITEM COVER SHEET

<table>
<thead>
<tr>
<th>TITLE:</th>
<th>Adoption</th>
<th>Recommendation</th>
<th>Discussion</th>
<th>Information</th>
<th>Other</th>
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<tbody>
<tr>
<td>Board Retreat Debrief and Next Steps</td>
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<table>
<thead>
<tr>
<th>Staff</th>
<th>Lori Cummings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone</td>
<td>425-257-8353</td>
</tr>
<tr>
<td>Date</td>
<td>May 28, 2019</td>
</tr>
</tbody>
</table>

DESCRIPTION SUMMARY:
Staff will present a brief overview of the retreat “takeaways” and proposed next steps intended to verify board priorities, next steps and finalize a draft work plan.

RECOMMENDATION
Provide comment and input. No action needed.
TITLE: Capital projects update

ADDITIONAL INFORMATION:

Staff Bob Leonard
Phone 425-257-8353
Date May 28, 2019

DESCRIPTION SUMMARY:
Attached is an update regarding progress regarding current capital projects.

RECOMMENDATION
None. Selected items will be highlighted by staff. Other items will only be discussed if there are questions from Park Board members.
PARKS PROJECT, PROGRAMS AND MAINTENANCE UPDATES – LOOKING AHEAD

May 28, 2019

Projects:

- Phil Johnson Ballfield (PJB) Project: (CIP3 Funding/Grants/Donation)
  - Consistent with past discussions the PJB project is moving forward.
  - Bids were received.
  - City Council funded and awarded the bid to Premier Field Development on 5/8/19.
  - Working on getting contract signed with Premier.
  - Construction is planned to begin in July 2019.

- Lowell Sport Courts and Off Leash Area Park Improvements (CIP3 Funding/SnoCo)
  - Public engagement meetings held on April 15th and May 20th.
  - The community requested that we look at relocating the dog park.
  - The current scope is to renovate/repair the tennis court, add pickleball striping, renovate the basketball court, move the dog park off site, and add a circuitous walking path.
  - This project is still in the design/scoping phase

- Forest Park Playground Replacement (CIP 3 Funding)
  - Public engagement for design process was held on May 13th.
  - Staff are working on design parameters to give to playground representatives when we solicit proposals.
  - Anticipate soliciting proposals July/August.

- Deer Park Playground Replacement (CIP 3 Funding)
  - Project has been completed.
  - Working on closing out project.

- Madison-Morgan Improvements (CIP 3 Funding)
  - House repairs to prepare for rental opportunity/eyes on the park.
  - Staff attended neighborhood meeting in March.
  - Revising drawings based on neighborhood input
  - Met with neighborhood in April.
  - Funding for purchase (Conservation Futures) requires property be used as natural open space and native vegetation. Neighborhood supports this.
  - Staff are working on finalizing the site plan.
• Garfield Pathways and Basketball Court (CIP3 Funding)
  ○ Plans and specifications complete.
  ○ Awaiting purchasing approval to go out to bid.
  ○ Overlay asphalt paths; create two connecting paths to two shelters.
  ○ Seal ccat and stripe basketball courts.

• Harborview Pathway Volunteer Project (Parks General Fund)
  ○ Phase 1 – Accessibility improvement project installing 400’ of pathway from parking lot, around perimeter of park and adding ADA-compliant picnic tables and benches to improve park accessibility.
  ○ Pathway completed. Thanks to all of the Rotary volunteers
  ○ Maintenance working on leveling and reseeding turf areas.

• Golf Course Detention Pond Project (Utilities Funding)
  ○ Project is nearing completion. Contractor and Sub-Contractor finishing up punch list items. Hope to open no later than early July after giving the turf the time needed to adequately grow and ensure turf root system is strong and healthy.

• Glacier View Neighborhood Park (CIP3 Funding)
  ○ Staff is working on construction documents.
  ○ Anticipate soliciting bids by the end of the year
  ○ Construction to begin in 2020

• Eclipse Mill Park
  ○ Staff is working with Public Works and Shelter on refining the original design.
  ○ Shelter will be constructing the Park as part of the development agreement.

**Community Engagement and Recreation Opportunities Specific to Parks and Community Services:**

- **May 24 - Sept. 22**  Water Playground, Daily, 11am-8pm Forest Park
- **June 1**  Mukilteo Blvd Planting at Forest Park
- **June 1**  Mini Hydro Plane Races at Silver Lake
- **June 1**  Green Everett Partnership Volunteer Orientation at Forest Park
- **June 7-9**  Ssorticulture at American Legion Memorial Park
- **June 8**  Hawaiian Canoe Races at Silver Lake
- **June 8**  Green Everett Partnership Clean-up at Forest Park
- **June 15**  Green Everett Work Party at South Everett Forest Preserve
- **June 15**  Arboretum Plant Sale, Legion, 10am-5pm
- **June 20 - Aug. 29**  Music at the Marina Thursdays, 6:30pm-8:30pm Waterfront
- **June 22**  Green Everett Work Party at Hannabrook Park
Community Engagement and Recreation Opportunities Specific to Parks and Community Services (Cont’d)

- June 22 - Aug. 18  Animal Farm, Daily, 10am-4pm, Forest Park
- June 29  Green Everett Work Party at Thornton A. Sullivan
- July 4  Colors Of Freedom
  Parade at 11am downtown
  Festival 1:00pm-11:00pm at Legion Memorial Park
  Fireworks 10pm, Legion Memorial viewable at other Parks
- July 5 – Sept. 2  Jetty Island Days
- July 5 – Aug. 9  Kidstage Entertainment, Fridays, Noon, Wetmore Theatre Plaza
- July 9-12  Casino Road Futbol Academy
- July 11 – Aug. 22  Children’s Concerts, Thursdays, 10am-11am, Thornton A Sullivan Park
- July 17 – Aug. 6  Word on the Street, Daily, Downtown
- July 19-Aug. 16  Cinema Under the Stars, Fridays, 7:30pm, Thornton A Sullivan Park
- Aug. 6 – 9  Badges for Baseballs/Softball Day Camp, Kasch Park
- Aug. 17-18  Dahlia Show, Floral Hall
- Aug. 17-18  Fresh Paint Festival, Waterfront
- Aug. 7-27  Street Tunes, Daily, Downtown
- Aug. 10  Mutt Strut, 10am-3pm, Langus Riverfront Park
CITY OF EVERETT
BOARD OF PARK COMMISSIONERS
AGENDA ITEM COVER SHEET

TITLE: Lowell Park Renovation Update

☐ Adoption
☐ Recommendation
☐ Discussion
☒ Information
☐ Other

Staff Bob Leonard
Phone 425-257-8335
Date May 28, 2019

DESCRIPTION SUMMARY:
Staff will present an update to Lowell Park Sports Court and Dog Park Improvements project.

RECOMMENDATION
None. Project will be highlighted by staff. Park Board members are encouraged to ask questions.