

**City of Puyallup
Parks, Recreation and Senior Advisory Board
Meeting Minutes
Monday, December 9, 2013
5:00 p.m.**

BOARD MEMBERS PRESENT: Chair Jeff Moss, Vice Chair Georga Prossick, Bill Hilton, and Phil Schumock

BOARD MEMBERS ABSENT: Mary Butler, Debbie Carling, Keith Sherrill

STAFF MEMBERS PRESENT: Parks and Recreation Administrator Sarah Harris, Administrative Clerk Mary Winter, Pavilion Manager Dick Weber, Associate Planner Chris Beale

PRESENTATIONS/PUBLIC COMMENT -- None

CONSIDERATION OF MINUTES

Approval of the November 4, 2013 minutes

Board Action: A motion was made by Ms. Prossick, second by Mr. Schumock to approve the November 4, 2013 minutes as presented. The motion passed 4-0.

CONSIDERATIONS AND REQUESTS

Parks, Recreation and Open Space Plan Update

Associate Planner Chris Beale presented a draft update which included a culmination of work done so far. He reiterated that the current plan expires in 2014 and the updated plan needs to be certified by the Recreation Conservation Office (RCO). He briefly reviewed comments from the third parks open house which included a suggestion of having overflow parking at the Lowe's lot and opposition to a spray park at Bradley Lake Park; several comments relating to keeping Wildwood Park more of an open space or neighborhood park rather than a community park; a suggestion of a picnic table and BBQ and more maintenance at Manorwood Park; and comments supporting an obstacle course and relaying some accessibility concerns at the proposed Wildwood Dog Park.

Discussion ensued about those comments as well as the condition of trees between Lowe's and Bradley Lake Park, and a possible change to the municipal code landscaping requirements.

Mr. Beale reported the community survey was open for five months and garnered 108 responses. He reviewed the results noting very few participants in the 25 and under age range, but pointed out that most responders felt the parks were in excellent or good condition, and were satisfied or very satisfied with the distribution of facilities and trails. He noted that walking and biking trails along with picnic shelters and children's play equipment are very valued, however a third of respondents perceived the parks as too crowded and that more biking and walking connections are needed.

A brief discussion ensued relating to the lack of younger survey participants, and board consensus was to re-open the survey and reach out through the school district and Pierce College to obtain more responses/input from the younger demographic.

Mr. Beale explained the six required elements of an RCO-certified Parks, Recreation and Open Space (PROS) plan include: inventory, documentation of public outreach, goals and objectives, a demand/need analysis, a Capital Improvement Project list, and plan adoption.

Park Land Needs

Mr. Beale elaborated that this section is an analysis of planning, population and service level goals. He provided a population analysis by explaining that the service level goals are based on a per capita measure and explained how the city plans for population increases which affect how service level goals are projected. The city population annual growth rate is approximately 1.5% per year equaling 3,414 new city residents (569 new citizens annually) over the next six years.

Community Parks/Neighborhood Parks Inventory

The current inventory of community parks is 201 acres of park land encompassing Pioneer, Bradley Lake and Clark's Creek Parks with an adopted service level of five acres for every 1,000 residents. Puyallup exceeds that level by providing 5.29 acres per 1,000 residents. Another important criterion is the distance service area goal of residents to live within 1.5 miles of a community park. Regarding neighborhood parks, there are seven parks encompassing 48 acres with a current service level goal of one acre per 1,000 residents. This is currently exceeded by having 1.26 acres per 1,000 residents and a distance service area goal of three quarters of a mile. Mr. Beale stated the city has a park land capacity to serve up to 47,000 residents.

Mr. Beale reviewed the community park service area analysis and the neighborhood park service area analysis which showed North Puyallup, East Valley/Shaw-Pioneer, and West Hills as areas that are underserved. He advised the board to keep these areas and the location of private neighborhood parks in mind when the opportunity of additional public park space arises.

Special Use and Open Spaces

Mr. Beale explained that although there is no adopted level of service standard for the special use and open space areas, the city provides 2.5 acres per 1,000 residents and a total of over 95 acres of open space over nine different sites. He described these areas as being specialized facilities such as community centers and undeveloped areas throughout the city. Some of these areas within the city include Silver Creek, Meeker Creek, and the Deadman's Pond area which staff reclassified due to the significant opposition to any development of the area.

Level of Service Analysis

The Level of Service (LOS) analysis shows the city's LOS is generally classified as an A with the exception of the facility capacity and the distribution of the neighborhood parks. Regarding the facility capacity section, additional analysis is needed to determine what the recreation programs capacity is currently. The analysis showed 62% of the city households are not within a half mile of a public neighborhood park thus showing a gap in this goal. Relating to the accessibility of park facilities, Mr. Beale stated 85% of facilities are safely accessible by sidewalks or trails.

Recreational Facility Needs

The recreational facilities inventory analysis shows the city facilities, the service level currently provided, the goals for each, and the needed facilities to meet those goals. Per the analysis, the city needs two more baseball fields; one additional softball field; five soccer or multi-purpose fields; and one more gym facility.

Other Recreation Facility Needs

The two largest other facilities include an off-leash dog park and a spray ground. Mr. Beale noted the previously discussed location at Wildwood Park for a phased-in dog park and added that policies and standards have been added to the dog park and the spray ground sections. He noted spray grounds were targeted for Pioneer Park and potentially at Bradley Lake Park, but anticipated a year study of the impacts of the Pioneer Park spray ground before moving ahead with a second spray ground.

Vision statement and goals and objectives

Mr. Beale indicated the vision statement has been re-worded slightly. Relating to the goals and objectives, policies relating to the following have been added: community volunteer opportunities, support of 'friends of' organizations and a Puyallup parks foundation, development of parks with physical activities, consideration to support the establishment of a private park facility related to Meeker Mansion (Centennial Park), and support of the Tree City USA program.

He explained the majority of park recommendations remain the same; however, the following items have changed since previous board review: the Deadman's Pond area will remain an open space and conservation area; possible study of gym expansion at the Grayland Park Memorial Center; more public outreach to re-purpose the area known as Montgomery Park; and possible addition of a play structure and development of the Brown Community Garden Park as an arboretum.

Plans for the multi-use and urban hiking trails is to initiate and implement a public-involved trail mapping project; development of the final two sections of the Riverwalk Trail and the addition of policies for future phases of that development; further study of a pedestrian crossing to Sumner; the River Road esplanade design manual and other policies such as an Adopt-a-Trail program.

A brief board discussion included possible improvement of the grassy area at the Deadman's Pond property with play equipment; underutilization of the Brown property; ensure the Adopt-a-Trail Program is ready by Parks Appreciation Day in April; and extend an offer of outreach to the community about the numerous trails in the city.

The Capital Improvement Project (CIP) list indicates what is planned to be expended over the next six years of the plan; however, Ms. Harris explained this list was not approved as part of the budget, but would be discussed further after the first of the year. Mr. Moss felt the CIP discussions should be addressed as soon as possible in January.

Mr. Beale briefly mentioned a Puyallup Loop Trail concept that would be brought back for further discussion as part of the non-motorized update.

Mr. Moss felt the plan was very close to finalization and asked board members to provide comments to Mr. Beale by the end of the week. Mr. Hilton commented that tennis courts were

overlooked as facilities and that they should be included in the plan. Mr. Beale reviewed the next steps needed for finalization of the plan.

Pioneer Park Project

Ms. Harris provided a project overview of the purpose, budget, and timeline to replace the wading pool with a spray park and the new play structure, noting the opening goal date of July 4, 2014.

Ms. Harris reviewed the two conceptual designs submitted. The general consensus of the board, city council and staff, was that locating the spray park in the “village green” area to be the best solution as it would have less effect on other park activities. She pointed out that the cost of the preferred option of a re-use water system was significantly higher than initial quotes received, and staff is now studying the drain to waste system. She identified two options: to come up with money now or to retro-fit the existing water system for future upgrades. She suggested a review of the desired amenities and features should be done to possibly reduce the cost, or possibly increase the budget to ensure the project is done properly. She expressed the need to maintain some of the landscaping to define the boundaries in order to protect the safety of the children.

Ms. Harris reported that the Design Review and Historic Preservation Board did not recommend approval to accept the Kiwanis donation. The board did not feel they had enough information regarding whether it was a significant enough amount of money in order to make a recommendation to allow them naming rights. However, Ms. Harris explained that if council approved acceptance of the money, staff recommended it be put back into the Spray Park budget.

Ms. Prossick expressed she heard comments from Design Review and Historic Board that they felt the Kiwanis should have given some idea of what type and size of sign they were seeking. Ms. Harris noted that sign and design criteria are in place.

Mr. Moss expressed his support to increase the budget by the \$50,000 and possibly re-adjust the CIP priorities if the Kiwanis funding is rejected in order to have the proper funding for the project. He noted he would like to see the amenity options and costs for the re-use water system option; however, if it costs \$175,000 to \$200,000 then he felt the better option would be the drain to waste system.

Mr. Schumock agreed with Mr. Moss’ comments adding that it should be done right, but not at the high expense for the re-use system. He was in favor of planning for a potential retrofit of the water system. Ms. Harris said she should have more detailed cost information later in this month. In response to a question, Ms. Harris confirmed that there would be a timeline for the contractor to follow. Mr. Hilton expressed his support of a plan to shift to a re-use water system in the future and advocated that the spray park be done once and done right.

Playground

Ms. Harris indicated the plan was moving forward to replace the playground structure that includes the five basic elements of early literacy. She addressed a previous question about the lack of play features such as swings, noting that the play structure is notably larger than the current structure and explained swings would have to be located outside the current footprint of the playground. Ms. Harris noted that 30 percent design plans should be available in January and that staff will coordinate with organizations that use the park to inform them of the construction schedule.

STAFF REPORTS**Recreation Center Exterior Repair Update**

Property and Facility Manager Deke Jones reported on the progress that has been made in the evaluation of the structural condition of the Recreation Center exterior. He indicated that through the request for qualifications process, the city received proposals from four well-qualified organizations and announced that ORB Architects were chosen for the project. Mr. Jones provided the proposal and analysis which was scheduled for council review, and if approved, investigation and analysis would start as soon as possible as the city has put the architects on a fast-track timeline. He explained city staff would assist in this task thus demonstrating a cost savings. The projected timeline is to have a draft report by mid-February with actual cost estimates. Mr. Jones explained ORB is expected to give a bid estimate and at the same time provide bid-ready documents ready for advertisement. This would provide the city the knowledge of estimated cost and if it could possibly be prioritized and done in phases.

In response to a question from Mr. Moss, Mr. Jones said ORB would provide a cost estimate to the best of their ability; however, more accurate numbers would be obtained after the project is bid by contractors. Mr. Moss fears that this could be very expensive and would like to know an estimated cost to make a determination on whether or not to move forward with repairs. Ms. Prossick inquired and Mr. Jones confirmed that finding mold would drive up repair costs and that staff is working on getting good faith estimates for mold studies. Mr. Jones felt there would be some, but was unsure to what extent.

Recreation Report - November 2013

Ms. Harris reported on the success of the Veteran's Day Program at the Pioneer Park Pavilion; the ballet class final recital; the ever popular Breakfast with Santa event; and the extremely popular youth basketball and youth select basketball programs. She also noted adult volleyball leagues are forming as well as the adult men's basketball program.

Senior Activities Report – November 2013

Pavilion Manager Dick Weber highlighted a small selection of the activities that occurred through the center during November. Activities included a cooking class for diabetics and the monthly baking class; the Wellness Program class, "The Business of Balance", which taught how to improve balance, confidence and prevent devastating falls; and a Medicare update and Healthcare Reform presentation which proved to be very helpful to those in attendance.

Parks Report – November 2013

Ms. Harris reviewed a list of tasks done in November by the Parks Maintenance Department which included wide-ranging leaf pick up; replacement of 35 new park rules signs; replacement of electrical ground boxes at Clark's Creek North for the ball field lighting; and the downtown holiday lighting and decorations.

Upcoming Events – December 2013

Senior Activity Center Events – Christmas in Leavenworth Trip; the annual Christmas Party; the monthly pancake breakfast; and a trip to Woodland Park Zoo for the Wildlights display.

Recreation Programs and Events – Breakfast with Santa; Cookies with Mrs. Claus and the Parents Last Chance Shopping event.

Board Action: A motion was made by Mr. Schumock, second by Mr. Hilton to adjourn the meeting. The motion passed 4-0.

ADJOURNMENT: 6:58 p.m.