



PARKS ADVISORY BOARD MEETING MINUTES

Zoom Meeting
 Tuesday March 14, 2023
 3:00pm – 4:30pm

1. Call to Order

A. 3:13pm

2. Roll Call:

A. Voting Board Members –

Kirahy Meyers (Dist. 1) (Notes)
 Carolyn "Dode" Carlson (Dist. 2)
 Nicholas Coelho (Dist. 3)
 David Green (Dist. 4)
 Steve Heise (Dist. 5)

N
Y
Y
Y
Y

David Divoky (At Large)
 Mike Farrell (At Large)
 Darrell Olson (At Large)
 Kevin Cronk (At Large) (Vice Chair)
 Douglas (Doug) Shafer (At Large)
 Jacob Vail (At Large) (Chair)

Y
Y
N
Y
Y
Y

B. Staff – Dave McConnell, Associate Park Planner; Tom Teigen, DCNR Director; Sharon Swan, Parks & Recreation Division Director; Rich Patton, Parks & Recreation Division Manager

C. Guests – Carol Ohlfs, Principal Park Planner, Parks Division; Rachel Dotson, Planning Supervisor, Parks Division; William Abram, Maintenance Supervisor, Parks Division; Rose Intveld, Communications Specialist, Parks Division; Kye Iris, Property Administrator, Parks Division

3. Introductions, & Round Table

4. Review of February 2023 minutes.

A. Edit – Response from Kara Underwood about not using indoor bldg. for pickleball court

B. Moved Jacob V, Second David G, motion passes with 1 edit.

5. Elect New 2023 Chair, Vice-Chair

A. Confirm Clerk & Backup - Carolyn Carlson, new meeting note taker, backup? Doug Shafer

B. 2023 Chair

(1) Motion to nominate Jacob Vail by Nick, second David Green, motion carries.

C. 2023 Vice Chair

(1) Doug Shafer moves to nominate Kevin Cronk for 2023 vice chair, second Mike Farrell, motion carries.

6. Public Hearings/Meetings.

- A. Planning Commission Briefing for Parks and Recreation Element, May 23, 2023, 6:30 p.m.
 - B. Hearings in September
 - C. Whitehorse Trail Open House, Spring 2023, TBD
 - D. Forsgren Public Meeting, TBD
7. Oral Requests from the Audience/Correspondence.
- A. None.
8. Administration
- A. All Board Members, Still Need (1) Bio & (2) Photo
9. New Business:

B Maintenance Report

- (1) Corcoran Park build out, demo structures, hazard tree removal to make safe environment; new playground; complete April-May
 - (2) Whitehorse campground phase 2, tent camping....added restroom and showers
 - (3) Life estate, Rhody Ridge arboretum, working with Arboretum foundation, complete in summer?
 - (4) Playground surfacing maintenance in process for engineered wood fiber surfacing...; all but Forsgren; refill interval to be established...suffered delay because of covid. Moving forward now
 - (5) Seasonal spring cleaning of parks in process, notifications to be posted on Parks website and also on social media. Parks closed temporarily. Showed what and where on social media
- Sharon requested an overview of maintenance operations
- (6) Maintenance organization, 3 groups: 1) Fair Park – grounds, events, 2) Grounds Crew – all landscaped & hardscaped areas, mowing, irrigation, ballfields, etc., 3) Maintenance crew – all physical structures, playground safety inspection, hazard trees, trail repair, 4) NPDES Team – all stormwater maintenance and management
 - (7) Doug – interested in tour of Fair Park
 - (8) Nick C – question on coordination between maintenance and planning when planning new parks and trails? WA – more coordination now than in past during planning and construction of new facilities.
 - (9) Jacob V – would like WA to come back to the board and speak more to what Maintenance does and how PAB can support Maintech team; DCM will schedule this

B. Capital Report

- (1) Planning Staff listed, Carol Ohlfs; Principle Park Planner Thomas Hartzell,; Senior Park Planner, Emily Griffith; Senior Park Planner, Rachel Dotson; Park Planning Supervisor, Rob Marchand' Senior Park Planner ,David McConnell; Associate Park Planner
- (2) Jackie Anderson; Temporary Archiving Specialist, Lexi Cacek; Temporary Archiving Specialist, Kathleen Cantrall ; Public Info Records Specialist, Maggie,, Jenny,, Vacant Sr Park Planner
- (3) Map with current projects listed 53 active projects, 8 projects in construction, 40+ new projects in the next 6 years, 120 parks properties, 15 programs and long range projects, 20 active grant projects

- (4) SR 530 Slide Memorial – Early in construction, Carol Ohlfs & Rob Marchand; retaining walls, earth work, on winter hold Jan-Feb; concrete foundations installed, jade boulder moved for future use...; Timber framers' structures to be installed in spring; ongoing work with artist for 26 panels, 2 sculptures; 2nd artist to design interpretive signs...continuing construction through 2023. Coordination need with local non-profit (Hope Unlimited) to confirm agreement for project completion and fundraising for ongoing maintenance
- (5) Kayak Point – Carol Ohlfs,, last permit, Army Corp permit approved late this month, next project will go out to bid in summer, construction after contractor selected....
- (6) Annual Paving Project – 2022/2023; Crack sealing, asphalt overlay, repairing pot holes...and areas with root uplift, parking lot striping and installation of wheel stops, ecology blocks and root barrier. Centennial trail, Kayak Point, Twin Lakes, and Whitehorse trail...; complete late June. David McConnell,
- (7) Whitehorse Trail – Emily Griffith, 2 segments to be designed & built out, describe work from slides...; reviewing studies & design options, then public meeting....
- (8) Corcoran Park – Thomas Hartzell, new community park, playground component installation is almost complete, landscaping underway, perimeter fencing nearly complete, demolition contract for house and outbuildings has been awarded open late in spring 2023; future phases....
- (9) Meadowdale Beach – Rachel Dotson & Rob Marchand, Park improvements include replacing an undersized culvert with 5 span railroad bridge, creation of 1.3 acres of estuary, 1 acre of stream riparian buffer enhancement, ADA beach access. Next picnic shelter, restroom enclosure, landslide hazard barrier. Opens later this summer
- (10) Nick C Question – question n Corcoran Park.... Are some donations refused by Parks? RD – yes, SS – added comments that some refused due to not being a good fit, most accepted, compare with need from comp plan.
- (11) Nick C – how prioritize projects? SS & RD comments – level of service need, site where already invested, renovation plans; RD – one of many aspects....
- (12) Jacob Vail – ask Rachel Dotson to return late to report more in-depth.... TBD later

C. Communications Report

- (1) RI Report – bio info.
- (2) Overview – will send email with links for further exploration
- (3) Parks Div. Public Info Officer, maintain webpages, much press interest in county parks and trails, coordinate interviews with press
- (4) PIO for Fair, fair media coordination
- (5) Showed Parks webpage, park & trail webpages snocoparks.org
- (6) Showed Fair webpage
- (7) Showed WSU webpage
- (8) Shared social media accounts (see email with links); recommend following all accounts; newsletter, added board
- (9) Doug S – question – do you need volunteer help? RI – yes, potentially, send her ideas or edits....

D. Future Agenda Items – Decide When to Schedule?

- (1) Tree Canopy Discussion & Current Policies
- (2) Playgrounds – New, Replacement, Maintenance & Safety
- (3) DCNR, Parks Division Funding – Sources, How Spent?
- (4) How DCNR, Parks Division Coordinates with Other Agencies for Park Planning/Long Range Planning

(5) Parks Advisory Board Tour?

(a) Board Expectations

(b) What to See

(6) Jacob Vail – asked for list to be ranked by board in order of importance, David McConnell will create and send list

(7) Jacob Vail moved, David Divoky, second, motion carries.

10. Old Business:

A. Fair Manager?

(1) Update – interviewing this week, 6 candidates, open continuously, first review; next meeting will have a manager

B. Lord Hill Feedback & Mountain Bike Feasibility Study?

(1) SS update – Mt. Bike feasibility study, starting charter, hire consultant, recommend next steps

C. Kayak Point Disc Golf Club Skills Training/Coaching?

(1) RP – site visit 3 weeks ago, met with operator, discussed contracts, looked at course very difficult! interest in training for new players, operator will create new program

11. Park Director's Time

A. SS – 1) RP in Division Managers role, main support for PAB in future; questions to Rich Patton & David McConnell; 2) great to have different & new groups to report to PAB.....; great passion in all teams, Maintenance team new hire will be a forester for CF funded sites; 3) starting to prep for peak season, fill seasonal positions; 4) Fair kickoff dinner tonight, staff booth for all DCNR; 5) Commercial building demo pictures

12. Messages from the Board, Roundtable, Items for Future Agendas (10 min)

A. NOTE: Each board member has 2 minutes to report on their top 3 observations. Please be brief! Observations may include: (a) Accessibility, (b) Equity and Inclusion, (c) Community Outreach & Engagement, (d) Other Observations, (e) Requests for Future Agenda Items

B. Kirahy Meyers (Dist. 1) - No

C. Carolyn Carlson (Dist. 2) – Req minutes notes

D. Nicholas Coelho (Dist. 3) – None; item for future agenda for reg transit interface with parks

E. David Green (Dist. 4) - None

F. Stephen Heise (Dist. 5) - None

G. David Divoky (At Large) - None

H. Mike Farrell (At Large) – Fairgrounds becoming more fair-park like; dog park exp worked great, hope to do again next year

I. Darrell Olson (At Large) - no

J. Kevin Cronk (At Large) (Vice Chair) – Miners Corners Park looked great!

K. Douglas (Doug) Shafer (At Large) – Qu for SS, is Fairgrounds largest cap invest in SnoCo? Discuss for later meeting.

L. Jacob Vail (At Large) (Interim Chair) – Thanks!

M. Tammy Dunn (Ex Officio) - No

N. John Ewald (Ex Officio) - No

O. Steve Yandl (Ex Officio) - No

13. Adjournment.

JV mov, CC second, motion carries. Meeting adjourned at 4:32 pm

Monthly Report Schedule

January	Arts Commission	July	Capital, Maintenance, Property
February	Communications, WSU Extension, Fairgrounds	August	No Meeting, Fair Booth
March	Capital, Communications, Maintenance	September	Fee Schedule Review, Capital, Property
April	Conservation Futures & Property, Operations & Volunteer Program	October	Archeology/Historic Preservation
May	Budget Discussion, Capital, Property	November	Budget Update, Capital, Property, Admin CORE & Shared Services
June	Events, Fair	December	No Meeting

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