



Parks & Recreation

PARKS ADVISORY BOARD MINUTES
Zoom Meeting

Tuesday May 09, 2023
3:00pm – 4:30pm

1. Call to Order 3:05 PM Jacob Vail Chair

2. Roll Call (2 minutes):

Secretary

A. Voting Board Members –

Kirahy Meyers (Dist. 1)	Y	David Divoky (At Large)	N
Carolyn "Dode" Carlson (Notes)(Dist. 2)	Y	Mike Farrell (At Large) Vice Chair	Y
Nicholas Coelho (Dist. 3)	Y	Darrell Olson (At Large)	N
David Green (Dist. 4)	Y	Kevin Cronk (At Large) (Vice Chair)	Y
Stephen Heise (Dist. 5)	Y	Douglas (Doug) Shafer (At Large)	y
		Jacob Vail (At Large) (Chair)	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/Presenters – Rich Patton, Parks & Recreation Division Manager; Rachel Dotson, Parks & Recreation Planning Supervisor; Kye Iris, Parks and Recreation Division Property Administrator; Kara Underwood, Parks and Recreation Division Manager; Mike Ohlson, Parks and Recreation Division Fair Manager.

3. Introductions of Guests (2 minutes)

Chair

Steve Yandi, Previous member, Carol Peterson, Deb Bell, Snohomish County Council Senior Analyst

4. Public Comments. (2 minutes per person) none

Chair

5. Review & Approve of Meeting Minutes

Chair

A. Review of March 2023 minutes. (5 minutes) approved

B. Review of April 2023 minutes. (5 minutes) approved

6. Public Hearings/Meetings. (2 minutes)

Rich Patton

A. Food and Farming Center Presentation for Mill Creek City Council, May 9, 2023

B. Planning Commission Briefing for Parks and Recreation Element, May 23, 2023, 6:30 p.m.

C. Planning Commission June 27, 2023, 5:30 PM

(1) Annual Tree Canopy Monitoring Report (Informational Briefing)

(2) Comprehensive Plan Update: Urban Tree Canopy Policies (Briefing)

(3) Comprehensive Plan Update: Urban Core Subarea Plan Element (Briefing)

D. Others none

7. Administration (2 minutes)

Dave McConnell

A. All Board Members, Still Need (1) Bio & (2) Photo

B. Return to In-Person or Hybrid Meetings in June? Will bring up under new business

C. Future Agenda Items, still needed

8. New Business:

A. DCNR Parks Division Budget Discussion (20 Minutes)

Rich Patton

Parks Division budget discussion. We try to reconcile with projections for the coming year. Administration, maintenance, and operations. This includes the fair and WSU extension

B. Capital Projects Update (20 Minutes)

Rachel Dotson

Brief review of current team. Kathleen Cantrell is now on board. Work accomplishments: Structures demolition, River Meadows Silo, Corcoran Structures, McCollum Park restroom and A-frame, and the Evergreen State Fairgrounds commercial building. Kayak Point phase 1 out to bid. Due on 5/16. Progress made on Whitehorse Trail, restroom finished, planting done. SR 530 Memorial Progress, construction is 30% complete. Timber framer's guild installations ongoing through May 14. Art and sculptures design and fabrication is ongoing. Beacon is expected to be installed in June. Sign and interpretive elements design is ongoing. Forsgren Park playground had an open house seeking public comment. Upcoming projects with public outreach 1. Lake Stickney Phase 2 2. Meadowdale Trailhead 3. Snohomish County Food and Farming Center 4. Centennial Trail South 5. Mountain bike park feasibility study 6., Snohomish River Regional Trail 7 Forsgren Playground 8. Heybrook Ridge 9. Whitehorse trail 10. Lord Hill Parking lot improvements 11. Kayak Point Playground. Upcoming construction: Kayak Point Phaser 1 (July, hopefully start) Twin Lakes tree removal and replacement (this summer) Corcoran-installation of play surfacing. Our funding comes from 3 areas. 1. REET 2 (real estate excise tax) 2023 budget \$12,197,870.00. Avg \$7,000,000. Annually. Money used for capital park improvements, support/salaries, overhead and benefits (fully funds the planners; partially funds others such as leadership, maintenance, fiscal, archaeology, public records, and property positions). Bond repayment. Small capital improvement program. General improvements. Inner-local agreements. 2. Mitigation 2023 Budget \$1,279,835.00 Avg. \$1,700,000. Annually. For new amenities to serve growth. Collected from SEPA or GMA. Allocated to "local" or "regional" service areas throughout the county. Funds are used for park property acquisition, equipment purchase, capital park improvements. 3. Grants/Other. 2023 Budget \$ 1,923,500.00 Avg; varies. Can come from grant applications, bonds, sale of property. Funds used for acquisition, design, and development of parks. Other items depend on each individual grant. Challenges: Having enough staff and enough project funding. Have supportive leadership.

Questions; Doug. There is no signage yet letting people know about pending closure. Why is construction scheduled for peak use time? Rachel; Construction will take a year. Doug? Day use. Rachel; all the waterfronts. Sharon; We need to be careful of the water. Doug; Will people be notified who have already rented? Sharon: the web page will be clear. We are waiting on the bidding process. Nick? How does the bidding work for this department? Minimum wage? Union requirements? Rachel: generally minimum wage requirements. Nick; Do capital improvements for parks have a life cycle? Rachel; we are not held to time tables. We examine parks every 20 years. Steven? Why is the REET 5 million more than the Avg of 7 million? Rachel; there were a handful of projects the county decided to allocate more funds for. Jacob; we could send you more questions or perhaps you will come back.

C. Parks Property Update (15 Minutes)

Kye Iris

Conservation Futures Project. Paradise Valley. 10 of 15 acres of wetland. Hopefully it will close by the end of June. Storm Lake Park. Not open to the public. We are picking up another parcel for \$32,000, half the value. Riverscene, up by Granite Falls. It's the "put in" spot at the base of the Jordan RD. Developer had a "crisis of conscience" and wanted to plant trees. Lynnwood Spray Pond, Monroe venture site by fairgrounds. We are also short staffed. Difficult to use grant funds available. Jacob? How many properties have closed in the last year? Kye: 2022 only one. This year, probable 8. I will get a list out to you.

9. Old Business: Chair

A. New Fair Manager (2 min) Kara Underwood

Mike Ohlson will be full time June 1

10. Park Director's Time (5 minutes) Sharon Swan

We are gearing up for the peak season. Hiring seasonal. In addition to the 11 days at the fair. Social media push coming soon. The County is accepting applications for up to 10 million in Conservation Futures. Check the Snohomish County Annual Report (DC & R). Budget "right sizing" of staff. We have not been keeping up with the staff level needed. Question; Jacob, Can you come back and talk about the different positions and where we need people? Can we help? We will add you to next month. Sharon; Our salaries are not competitive, we are doing the best we can with what we have.

11. Messages from the Board, Roundtable, Items for Future Agendas (1 minute per board member) Chair

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) graduating from college soon. Will be attending grad school to become a lawyer. Last meeting June

C. Carolyn Carlson (Dist. 2) Thank all for your help and encouragement. I'd like to meet in person

D. Nicholas Coelho (Dist. 3) attended an opening at Corcoran playground. Was pleased to see the turn out and cricket being played

E. David Green (Dist. 4) Thank you Sharon for addressing staffing concerns. Willis Tucker need playground inspection

F. Stephen Heise (Dist. 5) also at Corcoran playground and saw cricket played

G. David Divoky (At Large) none

H. Mike Farrell (At Large) (Vice Chair) none

I. Darrell Olson (At Large) none

J. Kevin Cronk (At Large) Paradise Park expanding. Parking lot needs work

K. Douglas (Doug) Shafer (At Large) Kayak whale watching happening

L. Jacob Vail (At Large) (Chair) sorry I was absent 1st month

M. Tammy Dunn (Ex Officio) none

N. John Ewald (Ex Officio) none

O. Steve Yandl (Ex Officio) father-in-law had left property to parks. What is the status? Will send info to Sharon
Jacob moved to vote next meeting on in person meeting and to discuss staffing issues. Kevin seconded. Passed

12. Adjournment. 4:28 PM by Jacob Vail

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	2023 Fee Schedule Review, Capital, Property
April	Conservation Futures & Property, Operations & Volunteer Program	October	Archeology/Historic Preservation, Fee Schedule 2024 Proposed
May	Budget Discussion, Capital, Property	November	Budget Update, Capital, Property, Admin CORE & Shared Services
June	Special Events, Fair	December	No Meeting

ADA Notice: Snohomish County facilities are accessible. Accommodations for persons with disabilities, sign language interpreters and communications materials in alternate form will be provided upon advance request. Please make arrangements one week prior to the hearing by calling the Park Department office, 425-388-6602.