



## PARKS ADVISORY BOARD MEETING NOTES

Zoom Meeting  
 Tuesday June 13, 2023  
 3:00pm – 4:30pm

1. Call to Order

A. The meeting was called to order by Vice Chair Kevin Cronk at 5:05 p.m.

2. Roll Call:

A. Voting Board Members –

Kirahy Meyers (Dist. 1)	Y	David Divoky (At Large)	N
Carolyn "Dode" Carlson (Notes) (Dist. 2)	N	Mike Farrell (At Large)	N
Nicholas Coelho (Dist. 3)	Y	Darrell Olson (At Large)	Y
David Green (Dist. 4)	Y	Kevin Cronk (At Large) (Vice Chair)	Y
Stephen Heise (Dist. 5)	Y	Douglas (Doug) Shafer (At Large)	N
		Jacob Vail (At Large) (Chair)	N

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

C. Guests/Presenters – Kara Underwood, Parks & Recreation Division Manager; Mike Ohlsen, Evergreen State Fair Manager; Brenda Granstrom, Fair Operations Assistant.

3. Introductions of Guests

A. Vice Chair Kevin Cronk asked guests present to introduce themselves.

4. Public Comments.

A. Vice Chair Kevin Cronk asked if there were any public comments. There were none.

5. Review & Approve of Meeting Minutes

A. Review of May 2023 minutes.

(1) Vice Chair Kevin Cronk asked the board to review and approve the May 2023 Parks Advisory Board draft meeting minutes. There were no revisions or corrections from the board. Board Member Steven Heise moved the approve the minutes as written. Board Member Nick Coelho seconded, and the motion carried.

6. Public Hearings/Meetings.

A. Vice Chair Kevin Cronk asked Parks Division Manager Rich Patton to Update the board on public meetings or hearings that board members may want to attend. The following meetings and hearings were discussed:

(1) Planning Commission June 27, 2023, 5:30 PM – Carol Ohlfs presenting, will provide link to the board:

<https://www.snohomishcountywa.gov/164/Planning-Commission>

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

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

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

7. Administration

A. Vice Chair Kevin Cronk asked board staff member Dave McConnell for any administrative updates. The following updates were provided.

(1) Mr. McConnell reminded the board to use their county email accounts for all Parks Advisory Board related business. He also asked board members to contact Snohomish County IT for assistance if board members cannot access their Snohomish County email accounts. The contact number is (425) 388-3378.

(2) Mr. McConnell asked the board to make a final decision regarding a return to in-person meetings. Discussion followed.

(a) Board Vice Chair Kevin Cronk moved to begin hybrid meetings in July if possible and to make accommodations for guests, staff and members of the public who may want to attend the meetings virtually. Board Member Nick Coelho seconded, and the motion carried.

8. Old Business:

A. Future Agenda Items from Parks Advisory Board Members

(1) Board Vice Chair Kevin Cronk asked Parks Division Manager Rich Patton to lead a discussion with the board on how to select and prioritize future agenda items and staff reports. Discussion followed. Guidelines for selecting future agenda items and staff reports to the board include:

(a) Establishing a simple yearly calendar for repeating agenda items and reports from staff.

(b) Plugging in routine reoccurring agenda items and staff reports into the calendar.

(c) Provide more time for in-depth discussion of agenda items and staff reports if possible.

(d) New or emergent agenda items can be brought to the board either during the public comment period or by written request.

(e) Increase length of meeting from 1.5 to 2.0 hours starting in July 2023.

(f) Board Staff will provide an updated list of future agenda items and staff reports for the July meeting for review by the board.

(g) The future agenda items identified as of the June Parks Advisory Board meeting include:

(i) Tree Canopy Discussion & Current Policies – Plug in any time in 2023 as part of a Planning Section staff report.

(ii) Playgrounds: New, Replacement, Maintenance & Safety Inspection Program – Plug in as part of a future Maintenance Team staff report in 2023.

(iii) DCNR, Parks Division Funding Sources – Present as part of next budget update when County approves its final budget (November 2023 or January 2024, TBD).

(iv) How DCNR, Parks Division Coordinates with Other Agencies for Park Planning/Long Range Planning? – Plug in as part of future Planning Section Staff report in 2023.

- (v) How does Public Transit and Transportation Planning Interact with Parks Planning? – Plug in as part of future Planning Section staff report in 2023.
- (vi) Possible Parks Advisory Board Tour? – Plan as a special meeting in September in addition to the regular September meeting.

1. New Business:

A. Vice Chair Kevin Cronk asked Parks Division Manager Kara Underwood to Report on Special Events planning, the Evergreen State Fair Park, and planning for the 2023 Evergreen State Fair.

(1) Special Events – Parks Division Director Kara Underwood asked Fair Operations Assistant Brenda Granstrom to provide a brief report on special events planning at the Evergreen State Fairgrounds. Ms. Granstrom described the groups that exhibited at the fair as well as the 135 event contracts created and executed this year to hire 20 non fair employees. During the fair, Ms. Granstrom and other fair staff book all 139 vendors and fill all 161 spaces. At the time of this report, still fair staff still need to book approximately 15 vendors including concerts & support staff, security, health department, DOT, ATM services, Sani cans, trash & recycling. This work should be commented by early to mid-July.

(2) New Fair Manager - Parks Division Director Kara Underwood introduced new Fair Manager Mike Ohlson. Mr. Ohlson notes that he had long term connections to the fair since before he came to work for Snohomish County and looked forward to working with staff on the 2023 Evergreen State Fair in his new position.

(3) Evergreen State Fair Park & Planning for the 2023 Fair

(a) Staff:

(i) 8 full time staff in charge of:

{a} Programing concerts/events/rodeo/livestock sale

{b} Competitive Exhibits

{c} Overseeing Superintendents/judges

{d} Layout/set up

{e} Vendors

{f} Finances

(ii) 6 part time staff- start in about June

(iii) All maintenance staff transition over to fair 2 weeks prior to start of fair

(iv) About 360 temporary Fair time staff

(v) Fair Board:

{a} Supports staff

{b} Programing for daily events

(b) Overview of the Fair:

(i) 193-acre Fair Park

(ii) Tradition for over 114 years

(iii) Largest publicly owned fair in WA and the largest county fair in the PNW

(iv) Averages about 256,000 fair visitors

{a} 2022- 253,902 (11 days)- record year in revenues

{b} 2021- 159,927 (11 days)

{c} 2020- No Fair

{d} 2019- 355,597 (12 days)

(v) 2023 Fair dates: August 24th-29th and August 31st-September 4<sup>th</sup>

(c) Fair Finances:

(i) Roughly costs 3 million to put on the Fair

(ii) In 2022 we had 5.4 million in revenue

(iii) Fair represents 75% of our revenue

(iv) Year around actives/long term leases is 25% of our revenue

(v) All revenue generated at the Fair Park remains at the Fair Park to fund operations, maintenance and improvements. The operation of the Fair Park is not funded by Snohomish County General Fund. We receive REET (Real Estate Excise Tax) funding to help with our Capital Improvements about \$300-400k.

(d) 2023 Fair Costs:

(i) Regular admission \$16 weekday, \$18 weekend, \$16 Labor Day

{a} Seniors 90+ and kids 5 & under are free

{b} Advance tickets you get a price break

{c} Food drive- 5 cans gets 1 free weekday ticket

(ii) Parking \$10 weekday, \$15 weekend

(e) Fair Attractions:

(i) Water's Extreme Journey Maze

(ii) All Star Stunt Dog Show- 3 shows daily

(iii) Carnival

(iv) International Lumberjack shows- 3 shows daily

(v) Aztec Indian Dancers

(vi) Courtyard Stage and Roving Entertainment

(vii) Goat playground- new in 2021

(f) Fair Grandstand Events:

(i) Thursday, Aug. 24: TBD and 9pm Opening Night Fireworks (free with paid fair gate admission)

(ii) Friday, Aug. 25: 6:55pm Monster Truck Show

(iii) Saturday, Aug. 26: 5:55pm Monster Truck Show

(iv) Sunday, Aug. 27: 2:55pm Monster Truck Show

(v) Monday, Aug. 28: TBD: Laser Show (free with paid fair admission)

(vi) Tuesday, Aug. 29: 7:30pm: Concert Offer Pending

(vii) Wednesday, Aug. 30 – Fair Closed

(viii) Thursday, Aug. 31: 7:30pm: Concert Offer Pending

(ix) Friday, Sept. 1: 7:30pm: Concert Offer Pending

(x) Saturday, Sept. 2: 6pm Figure 8 Mania (Auto Races)

(xi) Sunday, Sept. 3: 6pm Demo Derby and Fireworks

(xii) Monday, Sept. 4: 425 Motorsports Auto X (free with paid fair gate admission)

(g) Fair Special Events:

(i) Food Drive: 12-5pm July 8, West Parking Lot (Donate 5 cans = 1 weekday fair pass)

(ii) Opening Day Ceremony: 2pm, Thursday, August 24, Courtyard Stage

(iii) Monroe Fair Days Parade: 11am, Saturday August 26, downtown Monroe

(iv) Evergreen Youth Livestock Auction: 5pm, August 26, Judging Arena

(v) Morning of Dreams: 9-11am, Tuesday August 29 (a morning for special needs guests – no lights or sounds, and less crowded)

(vi) Public Contests (hosted by the Fair Advisory Board): Egg Toss, Scone Walk, Water Balloon Toss, Bubble Gum Blowing, Quarter in the Haystack, and Frisbee Throwing.

(h) Fair Equestrian Events:

(i) Aug 24-31: 4H Horses

(ii) Aug 24-26 Open Class Draft Horse Show

(iii) Aug 27-29: WA Draft Horse and Mule Extravaganza: Snohomish

(iv) Sept 2-3: County Western Games

(v) Sept 2-4: Rodeo

(4) Questions from the Board on Evergreen State Fair Park

(a) Vice Chair Kevin Cronk asked Ms. Underwood if a link to the Evergreen State Fair webpage could be provided to the board. Ms. Underwood agreed, and suggested board members look at [evergreenfair.org](http://evergreenfair.org).

(b) Board Member Coelho asked Ms. Underwood about the costs and revenue for the Evergreen Fair Park and how the funding was used. Ms. Underwood explained that the Evergreen State Fair Park is classified as a county Enterprise fund. This means that revenue generated by the annual fair and other events at the fairgrounds stays onsite to fund staff, operations, maintenance, and programs. As described in the presentation, the Evergreen State Fair Park also received REET (Real Estate Excise Tax) funding to help pay for infrastructure improvements. Discussion followed. Parks Division Director Sharon Swan added that there are several very expensive projects that need to happen in the near future at the fair and that current revenue is insufficient to pay for all of the needed repairs and upgrades or to pay for replacement and redesign of infrastructure.

(c) Vice Chair Kevin Cronk asked Ms. Underwood what are the priority projects on the list for the fair park? Ms. Underwood answered that the grandstand roof is the biggest and most expensive project planned.

(d) Board Member David Green informed staff and the board that the Washington Recreation Conservation Office (RCO) grant program just opened as a onetime funding opportunity for park deferred maintenance grant just opened.

(5) DCNR Fair Booth at the Evergreen State Fair

(a) Parks Division Manager Rich Patton reported that this year at the fair, DCNR will have a department-wide booth and he encouraged staff and members of the board to sign up to work one or more shifts at the booth. A link to the sign-up sheet would be provided by staff.

## 2. Park Director's Time (5 minutes)

Sharon Swan

A. Board Vice Chair Asked Parks Division Director Sharon Swan to provide comments on the business of DCNR – Parks Division. Ms. Swan provided the following updates:

- (1) Ms. Swan reported that the Meadowdale Beach project for Meadowdale Beach Park & Estuary Restoration Project has recently awarded both the National Recreation & Park Association (NRPA)'s "Innovation in Conservation Award" and the Puget Sound Regional Council (PSRC)'s "Vision 2050 Award" for the extensive restoration project. The NRPA "Innovation in Conservation Award" recognizes a park and recreation agency leading an innovative project that creates localized solutions for addressing global or regional environmental challenges. Snohomish County Parks is the first parks agency in Washington State history to win this national award. The PSRC "VISION 2050 Awards" celebrate progress to enhance the region's communities and natural environment while advancing equity and opportunity for all. The awards recognize innovative work by jurisdictions, tribes, nonprofit organizations, businesses, and other groups in the region to create a better future for central Puget Sound. This is the first time a Snohomish County Parks project has won this award.
- (2) Ms. Swan informed the board that the Kayak Point Park groundbreaking is scheduled for July 6<sup>th</sup> at 10:00 a.m.
- (3) Ms. Swan reported that Snohomish County's Class & Comp study has been completed and some adjustments will be made in some professional disciplines. There also will be an 8% COLA later this year.
- (4) Ms. Swan informed the board that this is the last board meeting for Kari Meyers as a PAB member and thanked him for his service and hard work during his time as a board member. The open position will be advertised and filled as soon as possible.
- (5) Ms. Swan closed by expressing her appreciation for the ongoing board member field observations and passing on information from the public.

## 3. Messages from the Board, Roundtable, Items for Future Agendas

- 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) – Board Member Kirahy Meyers thanked the members of the board and staff for a great experience. Mr. Meyers is off to Penn State for law school.
- C. Carolyn Carlson (Dist. 2) – Absent.
- D. Nicholas Coelho (Dist. 3) – Board Member Nick Coelho went yesterday to see a new playground unveiled in Lynnwood, most inclusive in WA state. Meadowdale Playfields.
- E. David Green (Dist. 4) – Board Member David Green commented on the recent Washington State Recreation and Parks Association conference in May in Spokane. It was a great conference! Mr. Green encourages board members to get involved. The fall WRPA training in Tukwila.
- F. Stephen Heise (Dist. 5) – Board Member Stephen Heise reported that he and friends were camping at Flowing Lake and asked about why there was not a dump station there. Staff replies that there is a dump station at Fairgrounds. Is there clear signage at Flowing Lake to direct park users to Fairgrounds? Ms. Swan replied no, we will investigate adding signage. Board Member Heise also went on a Lord Hill Park hiking tour. He is looking forward to new wayfinding signs.
- G. David Divoky (At Large) - None
- H. Mike Farrell (At Large) - Absent
- I. Darrell Olson (At Large) – None.
- J. Kevin Cronk (At Large) – Board Member Cronk Drove to Darington and was impressed with the Oso Memorial site and construction progress.

K. Douglas (Doug) Shafer (At Large) - None

L. Jacob Vail (At Large) (Chair) - None

M. Tammy Dunn (Ex Officio) – Ex Officio Board Member Tammy Dunn congratulated staff on the award and the success of the Meadowdale Estuary Restoration project. Ms. Dunn also provided a short summary of the sporting events planned in 2023 as well as links to webpages for more information. The Snohomish County Sports Commission’s website is [www.snocosports.org](http://www.snocosports.org). We are working on a new website design. We are hoping for this website to be completed by July 1<sup>st</sup>. The Board may go to the current website and click on the Calendar of Events. The current website, [www.seattlenorthcountry.com](http://www.seattlenorthcountry.com) will be have some new features in late August /September. DVA Advertising & Marketing, DMO of Agency for County Tourism, manages this website.

(1) Here are the past 2023 sporting events:

- (a) WSWA Freestyle & Greco Roman State Championship, May 5-7, Gary D. Weikel Event Center, there were 1,200 participants on Saturday and 600 on Sunday competing.
- (b) Gold Creek Hunter & Jumper Horse Show, May 5-7, Equestrian Indoor Arena.
- (c) Twin Rivers Disc Golf Tournament, May 6-7, Twin Rivers Park, about 180-disc golfers competing over the two days.
- (d) Kayak Point Disc Golf Resort has hosted several disc golf tournaments already.
- (e) Evergreen Half Marathon, June 10, Centennial Trail.

(2) Here are the website links to the upcoming events at the County Parks:

- (a) USA Archery Field Nationals, June 23-25, Darrington Archery Range, <https://www.usarchery.org/events/national-tournaments/usa-archery-field-nationals>
- (b) Kayak Open, July 7-9, Kayak Point Disc Golf Resort, <https://discgolfresort.com/>. Multiple disc golf tournaments are happening from July through December. Check out the Events tab for more information.
- (c) USAFL Western Regionals, July 15, Lake Stevens Community Park, [2023 Western Regionals | United States Australian Football League \(usafl.com\)](https://www.usafl.com/2023-Western-Regionals)

N. John Ewald (Ex Officio) - Absent

O. Steve Yandl (Ex Officio) – Ex Officio Board Member Steve Yandl notes an increase in bear sightings near Willis Tucker Park.

4. Adjournment. Board Vice Chair Kevin Cronk moved to adjourn the meeting, Board Member Kirahy Meyers seconded, and the meeting was adjourned at 4:15 p.m.

Monthly Report Schedule (Old)

<b>January</b>	Arts Commission	<b>July</b>	Capital, Maintenance, Property
<b>February</b>	Communications, WSU Extension, Fairgrounds	<b>August</b>	No Meeting, Fair Booth
<b>March</b>	Capital, Communications, Maintenance	<b>September</b>	2023 Fee Schedule Review, Capital, Property
<b>April</b>	Conservation Futures & Property, Operations & Volunteer Program	<b>October</b>	Archeology/Historic Preservation, Fee Schedule 2024 Proposed
<b>May</b>	Budget Discussion, Capital, Property	<b>November</b>	Budget Update, Capital, Property, Admin CORE & Shared Services
<b>June</b>	Special Events, Fair	<b>December</b>	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.