



**PARK BOARD AGENDA
Community Center
1808 Main Street, Lake Stevens
Tuesday, February 25, 2014**

CALL TO ORDER: 6:00 pm

ROLL CALL:

GUEST BUSINESS:

ACTION ITEMS: A. Approval of January 28, 2014 Minutes* Chair Jones

DISCUSSION ITEMS: A. Eagle Scout Flag Pole Patio Improvement Project, Wright
Eagle Ridge Park*
B. Eagle Scout Entry Monument Sign Improvement Wright
Project, Eagle Ridge Park*

BOARD MEMBER
REPORTS:

STAFF REPORTS:

COUNCIL REPORTS:

ADJOURN:

PROPOSED FUTURE
AGENDA ITEMS:

*ITEMS ATTACHED

**ITEMS PREVIOUSLY DISTRIBUTED

#ITEMS TO BE DISTRIBUTED

THE PUBLIC IS INVITED TO ATTEND

Special Needs

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CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
Tuesday, January 28, 2014

CALL TO ORDER: 6:06 pm by Chair Jones

MEMBERS PRESENT: Chair Chris Jones, Roger Schollenberger, Terry Van Wyck, Jim Kelley, Marlene Sweet and Carl Johnson

MEMBERS ABSENT: Vice-Chair Adams

STAFF PRESENT: Senior Planner Russ Wright and Public Works/Planning Coordinator Georgine Rosson

OTHERS PRESENT: Councilmember Suzanne Quigley

Excused Absence: Board Member Van Wyck made a motion to excuse Board Member Schollenberger and Vice-Chair Adams, second by Board Member Johnson motion passed 5-0-0-2.

Guest Business: None

Action Items: *Approval of October 22, 2013 Meeting Minutes:* Board Member Johnson made a motion to approve minutes, Board Member Van Wyck second, motion passed, 4-0-1-2. Board Member Kelley abstained.

Approval of October 30, 2013 Continuation Meeting Minutes: Board Member Johnson made a motion to approve amended minutes, Board Member Van Wyck second, motion passed, 5-0-0-2. Minutes were amended as follows: Day of meeting was changed from Tuesday to Wednesday, spelling of audience member name was corrected.

Election of 2014 Officers: Board Member Van Wyck made a motion to retain Chair Jones and Vice-Chair Adams in their respective positions, Board Member Johnson second, motion passed 5-0-0-2.

Board Member Schollenberger arrived at 6:13 pm.

Discussion Items:

2014 Work Program and Schedule: The 2014 Work Program represents a portion of the implementation piece from the newly adopted Park Plan.

1. One of the main projects will be developing a plan for Cavalero Community Park. The Park Board will coordinate with various user groups, the county, and other boards and commissions.
2. The city has been approached by a resident who would like to place a memorial bench in a park, so there may be a need for the Parks and Arts Foundation to meet, staff will have more information on this at a future meeting.

3. The Hartford Trail connection will also be looked at this year, the plan is to create a trailhead at the junction of Hartford and Old Hartford Road. The city has recently acquired additional right of way in this area and is working with property owners to acquire additional right of way.
4. The work program also includes a review of Title 10 Park and Recreation code, making sure the code is up to date and revising the Park Impact Fee Code.
5. Towards the latter part of the year, the board will work with staff to develop the framework for a trail master plan, including linkage under power lines and any possible shoreline access connections.

The board will resume meeting every other month after the March meeting.

Cavalero Park Planning: City staff has just started working with county parks staff to develop a new master plan for Cavalero Park. Staff will be developing a framework and determining the level of participation from the board and city staff. This will be a topic of conversation at most board meetings. Cavalero Park is being considered as a possible location for a skate board park. Board Member Kelley shared what was discussed at the January 16th Rotary meeting. The Rotary hosted Tom Teigen, Snohomish County Parks and Recreation Director. Mr. Teigen expressed the county's interest in creating a skate park at Cavalero and during the meeting Mr. Teigen interacted with the youth in the audience to solicit skate park ideas. Board Member Van Wyck mentioned access to this park might not be ideal, since Community Transit does not have a bus stop nearby. Board Member Kelley mentioned the county has been talking with Community Transit, and they may be open to the idea of adding a bus stop near the park.

Board Member Reports: Board Member Schollenberger asked about the status of community gardens at Eagle Ridge Park. Senior Planner Wright responded the community gardens are part of later phases of the Eagle Ridge master plan. The phases of the Master Plan have been integrated into the Capital Facilities schedule. Mr. Wright also mentioned the city does not have the staff to administer the program, at this time. Board Member Johnson mentioned there was some interest from the senior center and Master Gardeners, he suggested contacting the city of Concrete, which has a large community garden. Chair Jones asked if the food bank could use the community garden as a food source. Council Member Quigley stated she was not sure what the restrictions are for this. Board Member Johnson mentioned better signage for Eagle Ridge Park so drivers can see it from the road.

Planning Director's Reports: Senior Planner Wright shared City Council had re-appointed park board members with expiring terms. The Recreation and Conservation Office has certified the Park Plan, which means the city is eligible for grant funding.

Adjourn: Board Member Van Wyck made a motion to adjourn at 6:39 p.m., second by Board Member Kelley. Motion passed 6-0-0-1.

Proposed Future Agenda Items: *Eagle Scout Projects (February 25, 2014):*

A special February meeting will be scheduled to discuss an Eagle Scout Project. The meeting will be Tuesday, February 25th at 6:00 pm at the Community Center.

Chris Jones, Chair

Georgine Rosson, Planning/Public
Works Coordinator



Staff Report
City of Lake Stevens
Park & Recreation Planning Board

Park Board Briefing
Date: February 25, 2014

Subject: **Parks & Recreation Meeting**
Contact Person/Department: **Russell Wright**, Senior Planner

SUMMARY: Eagle Scout Projects

Discussion Item A – Eagle Ridge Park Flagpole Patio Improvement

A local Eagle Scout Candidate is proposing to improve the patio area around the flagpole at Eagle Ridge Park, adjacent to the Senior Center. The project would include enlarging the patio area, resurfacing it with pavers, relocating the bike rack, installing a bench, and installing a path from the parking area.

Discussion Item B – Eagle Ridge Park Entry Sign Improvement

A local Eagle Scout Candidate is proposing to improve the main entry sign at Eagle Ridge Park. The project would include cleaning and re-installing the sign closer to the entrance, building a raised landscape bed around the sign, using decorative pavers, and installing landscaping in the new landscape bed.

Attached:

Eagle Ridge Park Flagpole Patio Improvement Conceptual Materials
Eagle Ridge Park Entry Sign Improvement Conceptual Materials

Tanner's Eagle Scout Project



Lake Stevens Senior Center

Current Flagpole Area



This is the current gravel area. It is about 8 ft X 12 ft, and has a small 6 ft long X 2½ ft wide stone pathway up to it.



I plan on extending the area to a 15 ft X 10 ft rectangular paved area that will have a bench. The bike rack will be moved from this area.



The small stone pathway will be a wheelchair accessible ramp up to the paved area. It will have a black railing and be made of cement.

Project Description

At the senior center, there is a flagpole on the left side of the building next to a wheelchair access ramp to the building. I plan on building a small incline wheelchair ramp, about 10 feet long, up to an area covered in pavers that will serve as a memorial to the veterans. There will be a plastic recycled bench in the area for senior citizens and others to sit down and look at the flagpole memorial. There will be a plaque on the bench that says “To commemorate our veterans for their sacrifices to keep us free. Built by Tanner Siler of Troop 42, Lake Stevens.” The bench will seat 2 people comfortably, with 3 armrests on it.

Project Instructions

1. Get project approved by board of directors and Senior Center
2. Gather materials
3. Set the dates of the building process and delivery of materials
4. Gather people to build the project
5. On those dates, build the project with guidance from Mick
6. Take out the bike rack, stone pathway, gravel and wood inlaid
7. Dig out the gravel and extend area to 10 ft X 15 ft
8. Lay down sand and then 5/8 gravel
9. Lay down flexible border edging
10. Lay down pavers, leaving open area to secure bench with cement
11. Remove plants to make wheelchair ramp 4 ft wide, and lay cement graded so it is 10 ft long
12. Install black railing
13. Fix black railing on current wheelchair ramp, and clean ramp
14. Install and cement in park bench
15. Clean up area and use excess gravel for driveway
16. Treat pavers with non-slip formula
17. Install plaque

Proposed Paved Flagpole Area



This is a crude drawing of what the area will look after I complete the project.

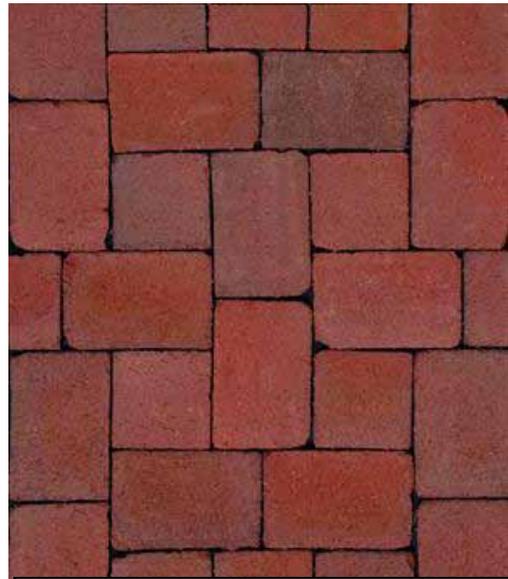


Project Materials

- About 50 yards of 5/8 gravel
- About 50 yards of sand
- Rustic stone pavers (8" long each), 3 pallets worth
- 50 yards landscaping cloth
- 30 bags of Quikrete concrete
- 1 container of Acri-lock (to fix current ramp railing)
- 3 containers of skim-wall (to clean current wheelchair ramp)
- Snap edge paver edging border (about 35 feet of it)
- 10" spikes for edging X 35
- Black metal railing for ramp
- Recycled plastic bench with armrests
- Metal plaque with quote



This is a proposed bench from home depot.



This is the rustic stone style of pavers that will make up the area.

Project Equipment

- Gravel compactor
- Leveler
- Flathead shovels
- Shovels
- Wheelbarrows
- Edger
- Pressure washer
- Cement mixer
- Sledge hammer
- Bulldozer

Eagle Scout Project
Proposed by Kennan Sykes
Troop 41
Lake Stevens



New Location for Eagle Ridge Park Sign and Planter Bed:



Kennan Sykes' Eagle Scout Project:

The goal of my Eagle Scout Project is to support the City of Lake Stevens and the Park Board in enhancing the signage of Eagle Ridge Park located at 2302 Soper Hill Road in Lake Stevens. First, I will be involved in the removal and refurbishing of the existing sign. Then I will relocate the sign to the west entrance off of Soper Hill Road. The sign will be centered in a 12 foot circular raised planter bed, which I will construct using 5 courses of Roman Stack Stone (18 inches high) in the Summit Blend color. Next, I will plant low maintenance, low growing, drought tolerant, native plants with alternating blooms and seasonal colors in compliance with the park's landscape master plans. These changes will improve visibility and make the park look more inviting to all present and future visitors.

Equipment Needed:

Leveler and level

Tape measure

Gravel compactor

Post hole digger

Equipment for sod removal and disposal

Heavy equipment for sign removal and relocation

Wheelbarrow

Flat head and regular shovels

Chisel and mallet

Sledge hammer

Garden tools

Whisk Broom

Materials Needed:

Wood sealant

5/8" minus Gravel for base of planter (2 inch deep)

Drain rock

Sand (1 inch deep)

2- Sign posts: (6x6x8 treated lumber) $\$22.97 \times 2 = \45.94 at Lowes

4- 80 lbs. Bags of (Quikrete) cement mix for sign posts – $\$3.85 \times 4 = \15.40

Cylinders for pouring cement (City of Lake Stevens)

1 Roll of landscape cloth (6ft. x 50ft. $\$28.98$ at Lowes)

Roman Stack Stone – Summit Blend (Mutual Materials) 50% Seattle Home and Garden Show discount.

Top soil (Garden Mix) - 117 cubic ft. (4 ½ - 5 yds.) Approximately $\$260.37$ with delivery

Construction adhesive- 6 tubes x $\$4.95$ each= $\$29.70$

6- 2 "x 4 " Utility stakes for site planning.

Low maintenance, low growing drought tolerant, native plants with alternating blooms (Sunnyside Nursery)

Transplant fertilizer

Recommended Plant Selection:

Estimated Cost before Tax

3- Oregon grapes (Mahonia aquifolium) - $\$20-25$ ea. X 3= $\$60-75.00$

2- Huckleberries (Gaylussacia)- $\$10$ ea. X 2= $\$20.00$

3- Epidmediums – herbaceous perennials- $\$6$ ea. X 3= $\$18.00$

10- Creeping dogwood/ bunchberries (Cornus canadensis)- $\$2$ ea. X 10= $\$20.00$

Kennan Sykes' Eagle Scout Project instructions:

1. Remove existing sign.
2. Refurbish sign at the shop.
3. Clean and reseal sign for preservation.
4. Make grid for raised planter.
5. Remove sod for raised bed and haul away sod.
6. Grade and level site area for circular planter bed.
7. Dig new post holes (minimum of 24 inches deep).
8. Prepare hole with gravel at the bottom.
9. Install two new 6x6x8 posts in holes and stabilize .
10. Mix and pour cement mix around post, keeping post level and separated properly.
11. Raise and mount sign.
12. Level ground using leveler.
13. Make a foundation with 2 inches of 5/8" minus crushed gravel.
14. Compact gravel base with hand compactor.
15. Add 1 inch deep sand to level gravel base.
16. Install landscape cloth.
17. Carefully lay first course of Roman Stack Stones (Summit Blend), so they are level.
18. Cut random stones to create 12 ft. circular planter.
19. Backfill with drain rock and soil for each course of planter wall.
20. Build wall with Roman Stack Stone 5 courses high; add soil and gravel after each course.
21. Adhere the cap stones with construction adhesive.
22. Dump top soil into raised bed, allowing 2 inches for compaction of soil.
23. Install plants in the raised bed using transplant fertilizer.
24. Spread 2- 3 inches of beauty bark mulch around plants.

