

**CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
REGULAR MEETING MINUTES**

Lake Stevens Community Center
1812 Main Street
Lake Stevens, WA 98258

Monday, October 9, 2017

CALL TO ORDER: 6:05 PM by Chris Jones, Board President

MEMBERS PRESENT: Chris Jones, Carl Johnson, Marlene Sweet, Terry Van Wyck, Tina Decker, and City Council Liaison Kathy Holder.

MEMBERS ABSENT: Roger Schollenberger

STAFF PRESENT: Jim Haugen, Parks and Recreation Coordinator

GUESTS PRESENT: Steve Apodaca & Terry Myer

EXCUSED ABSENCE:

Motion by Carl, seconded by Marlene, passed to excuse absence of Roger Schollenberger (6,0,0)

ACTION ITEMS:

Motion to approve September 11 Minutes by Carl, seconded by Terry, motion carried (6,0,0).

GUEST BUSINESSES: Steve Apodaca, Arts Commission Chairman. Steve introduced himself and gave an update on past events that have involved the use of City Parks. He apologized for not better communicating to the Parks Planning Board on these activities. Steve handed out a tentative schedule of next year's activities. One of the events will be the Military Band performing on July 7th. They are trying to schedule an event in each of the Parks. He assured the Board that communication between the two groups will be much improved. It was suggested that the Arts Commission and Parks & Recreation Planning Board have a combined meeting sometime in the future. Terry Myer presented pictures of proposed graphics that could be added in the Community Garden at Eagle Ridge Park. One showed a painted panel and also the Garden name in raised letters that could be attached to the south side of the shed. Carl made a motion to approve adding the artwork to the building, second by Tina, passed (6,0,0). Steve then discussed the plan of providing music at the Halloween event. The City has organized a Truck & Treat area in the new parking lot and that's where Steve will be setting up. Several booths have been reserved and the Fire and Police Departments are taking the lead in organizing the event. A Winterfest event will

be held December 2nd starting at 5:00. It was determined that the Kiwanis Club is the club that has been doing the tree lighting and Santa on the Fire truck. The City has a budget to add lights and a lighted entry sign to be hung above Main Street where the Aquafest sign goes. The City is taking down the old City Hall and activities are being planned for that area.

DISCUSSION ITEMS:

Jim presented a City Council Resolution that will be presented at the next Council meeting that endorses the submittal of a Community Development Block Grant 2018 to the County for improvements to Frontier Heights. The CDBG 2018 is due October 30, 2017 and is for low/middle income areas which Frontier Heights qualifies. Carl made a motion endorsing the CDBG 2018, Terry seconded, motion passed (6,0,0).

BOARD MEMBER REPORTS

Tina asked about dog poop bag stations and leash codes in the Parks. There are dog bag boxes in all of the Parks and all dogs are required to be on a leash in all Parks. Other ideas were brought up about newsletters, brochures, updating the Comprehensive plan and maybe doing another public survey.

Halloween event tie in with City and the Police and Fire Departments with a Truck or Treat addition similar to previous Touch a Truck events. Jim will meet with the event organizers activities to see how the City can be involved. The Arts Commission is hoping to provide some sort of music as well. Carl made a motion to approve joining this event, Chris seconded, approved (6,0,0)

A Winterfest event is also being planned around the first part of December. It was mentioned that the Lions or Kiwanis Clubs does something every year with a tree lighting and Santa Claus coming in on a fire engine truck. Ideas of an activity that could be included was a gingerbread house making contest. The Dickens fair is held on the first Saturday with a Fire Fighters lunch at Ixtapa and then the tree lighting. The City is clearing out the area of the old City Hall and maybe the tree can be put up there. Jim will talk to the Kiwanis Club and see where the City can be involved. A discussion of how to promote these events ensued.

We have added classes to the Fall & Winter Community Education 2017 Program. We have added gardening, painting, native technologies, cooking and photography classes to the program. These classes are posted on the school website. Carl made a motion to endorse the classes, Terry seconded, passed (6,0,0).

STAFF REPORT

Cavelero Park

Still working on the ILA and it will be presented to Council soon.

Eagle Ridge

Work party last weekend with Cub Scout Pack 88 and 4 Coast Guard members helped spread wood chips and build beds. A 12'x12' gazebo will be ordered and installed next to the shed. A \$500 grant from the Conservation District will help offset costs.

Frontier Heights

Transfer documents have been recorded. DOC has been in to clean up the Park. Playground equipment has been inspected and work on the CDBG is ongoing.

Lundeen

Request for Qualifications (RFQ) for Grading, drainage and irrigation are being requested.

Arts & Parks Foundation

Next meeting is October 26th at 4:00

COUNCIL REPORT:

Another marijuana sales site has been requested. Council is not recommending at this time.

ADDITIONAL DISCUSSION ITEMS:

Chris is working on getting the LSJAA Presidents to attend the November 13th meeting.

ADJOURN:

Motion to adjourn the meeting moved by Carl, seconded by Terry. Motion carried (6,0,0). Meeting adjourned 7:19 PM.

FUTURE AGENDA ITEMS: Park improvements including playground equipment. LSJAA meeting with the Parks & Recreation Planning Board.



Chris Jones, Chair



Jim Haugen, Parks & Recreation Coordinator

