

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

Lake Stevens Community Center
1808 Main Street
Lake Stevens, WA 98258

Monday, October 8, 2018

CALL TO ORDER: 6:00 PM by Tina Decker, Chair

MEMBERS PRESENT: Tina Decker, Carl Johnson, Chris Jones, Susan Green, Roger Schollenberger; Council Liaison Kurt Hilt

MEMBERS ABSENT: Marlene Sweet; Terry Van Wyck

STAFF PRESENT: Jim Haugen, Parks and Recreation Coordinator; Russ Wright, Community Development Director; Teresa Meyers, Planning Department

GUESTS PRESENT:

EXCUSED ABSENCE:

Carl Johnson made a motion to excuse Marlene Sweet and Terry Van Wyck; Susan Green seconded the motion. Motion carried (5,0,0,2)

ACTION ITEMS:

Motion made to approve August 13, 2018 minutes by Carl Johnson; seconded by Chris Jones. Motion carried (5,0,0,2)

GUEST BUSINESS:

Due to out of town commitments, Linda Ehmen was unavailable to present "Arts in the Park" presentation. The presentation will be added to the next meeting agenda.

DISCUSSION ITEMS:

Park naming: Jim Haugen announced "Frontier Heights Park" was approved as the official name for the recently acquired park space in Frontier Heights. City Council requested staff research history background to revisit the naming process for the "20th Street Ballfields". Jim will draft a report and bring suggestions to the Board for consideration at a future meeting. Chris Jones volunteered to research the history from the league perspective to see if additional options or background can be provided.

Frontier Heights Park Update: Jim Haugen shared the conceptual design and consultant suggestions for the park design. The suggestions are a result of public input and ideas

presented to the City and Board through public meetings and an open house. The highlights for the park design include: fields, nature area, viewing station, circuit options and public restrooms. The designers do plan to come back with a refined proposal for all to review. Lighting within the park is an issue due to utility restrictions.

2018 & 2019 Work Program: Discussion took place regarding the proposed work plans as presented. Tina Decker asked about the park design process for the "Nourse" aka Timbers park space. Russ Wright informed the Board the developer designed the 2.5 to 3 acre space within the development, so no Park Board review or recommendation will be necessary. Staff will share the park plan with the Board at a later meeting. Further discussion was held specifically regarding the following items:

- Add **Frontier Heights Park** as (on-going) to the 2018 Work Program
- Add Cavelero Skate Park to the 2019 Work Program
- Add a new category for events
- Add **Trail Master Plan**
- Move "Adopt-a-Community" from a Board assignment to the Park Coordinator assignment.
- Provide the Adopt-a Park" program to the Board for review and refine scope of program versus policy
- Revise **Trail Master Plan** to narrow scope for 2019 Work Plan
- Remove Lundeen Park from Capital Projects
- 2019 Projects to include/focus on: Main Street Design; North Cove Park Design and pavilion design

Octoberfest – October 31: Jim handed out flyers for the event inviting members to attend or to volunteer at the Arts Commission booth.

BOARD MEMBER REPORTS

Tina Decker commented on the mural at Eagle Ridge Park. The mural will be on the shed in the community garden area of the park.

Chris Jones commented on the cumbersome registration process for Parks Program Classes through the school district system wondering whether the City had any thoughts as to how to streamline the process?

STAFF REPORT – Jim Haugen

Eagle Ridge Park – Bark has been added to the grounds and paving is expected to begin soon.

Lundeen Park – The ribbon cutting ceremony was successful with good attendance. Circuit plaques still need to be added to the park.

20th Street Ballfields - Park plan close to final permit review. Fencing, parking and additional park amenities are planned.

North Cove Park – Construction planned to begin Spring 2019.

ADJOURN:

Motion to adjourn the meeting moved by Carl Johnson; seconded by Roger Schollenberger. Motion carried (5-0-0-2). Meeting adjourned 7:30 PM.

The November meeting will be rescheduled to November 5th due to Veteran's Day.

FUTURE AGENDA ITEMS:

A photograph of two handwritten signatures in blue ink. The signature on the left is "Tina Decker" and the signature on the right is "Teresa Meyers". Both signatures are cursive and written over a horizontal line.

Tina Decker, Chair

Teresa Meyers, Secretary