

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

Virtual Meeting
Lake Stevens, WA 98258

Thursday, January 14, 2021

CALL TO ORDER: 6:05 PM by Chris Jones, Chair

MEMBERS PRESENT: Chair Jones, Tina Decker, Marlene Sweet, Carl Johnson, Roger Schollenberger, Susan Green

MEMBERS ABSENT: None

STAFF PRESENT: Russ Wright, Planning and Community Development Director; Jill Meis, Parks Planning and Development Coordinator; Kelly Chelin, City Clerk; Teresa Meyers, Planning

ACTION ITEMS:

Oath of Office:

City Clerk, Kelly Chelin, introduced herself to the Board and administered the oath of office for Chris Jones, Carl Johnson and Roger Schollenberger. Once the oath had been concluded, Kelly informed the Board that applications had been received for the position vacated by Terry Van Wyck and interviews will be held soon. Roger Schollenberger asked if the Board Chair would participate on the interview panel. Kelly confirmed the Chair would be included in the interview process.

Election of Officers: Carl Johnson moved to nominate Chris Jones for Board Chair and Roger Schollenberger for Vice-Chair. Marlene Sweet seconded. The motion carried 6-0-0-0.

Regular Minutes: Carl Johnson moved to approve. Marlene Sweet seconded. The motion carried (6-0-0-0)

Request for Proposal of Recreation, Festivals and Events: Jill Meis introduced the item. For the summer of 2020, Skyhawks provided youth recreation activities in the parks and staff would like to expand the proposal for adult classes to include such activities as yoga, fitness classes and art classes. The request for proposal will allow the City to solicit throughout the community for responses. The action item presented allows for board input for the proposal. Susan Green asked whether there was a specific size requirement for classes or if permits would be required and suggested updating the proposal to address the requirements for deposits for clean-up, size of groups and to include Davies Beach and the

North Cove Park shelter location. Tina Decker moved to approve with the suggestions. Carl Johnson seconded. The motion carried (6-0-0-0).

DISCUSSION ITEMS:

1. **Draft Athletic Field Policy:** Jill Meis explained the rental policy for the 20th Street Athletic Field and presented the draft policy for Board input and prioritization. Susan Green voiced concerned over a first come first serve priority. Chris Jones explained City Youth Leagues and organizations will receive priority. Chris also suggested adding school programming options as a reservation priority over outside groups or adult groups. Roger and Susan suggested ensuring leagues and coaches are informed of the reservation policy.
2. **20th Street Master Plan**
Jill Meis provided a status update and review of the design concept asking for additional Board feedback for the elements for the Dog Park and trail areas. Jill explained that due to the wetland area within the dog park some elements may include elevated options. Carl Johnson voiced concern over the size of the dog area adding that he prefers not to see it reduced. Discussion moved to agility activities for all dog sizes for shy dog and off leash areas. Board consensus favored natural activity elements in park. Susan Green voiced concern over ADA parking options and Jill confirmed ADA parking will be available for all park use. Tina Decker and Roger Schollenberger asked about playground equipment options. Roger suggested options for younger and older children.
3. **Park Board Volunteer Projects** – Jill Meis proposed a volunteer project to the board to assemble the furniture for the North Cove Mill building. The furniture could be assembled inside the Mill with the roll-up doors open for social distancing and could be held after hours. The Board agreed to volunteer as a group to assemble the picnic tables and benches with a date to be determined later. Jill will poll the board for an optimal date and coordinate a public notice with the City Clerk.
4. **Parks Update-** Jill Meis provided the update as presented in the agenda
 - North Cove Phase II – Still under construction. The picnic shelters should be completed by the end of February.
 - Frontier Heights – Construction is nearly complete. The Arts and Parks Foundation is looking at adding a musical garden recreational element.
 - Eagle Ridge Park – Staff met with a user group in the community with an interest in developing mountain bike trails in the lower portion of the park. The group will develop a scope to present to the Board at an upcoming meeting.
 - Cavalero Park – The park continues to be heavily used and Snohomish County is looking to begin repairs on the large bowl in mid spring.
 - Master Trail Plan – Park Board will be working on Master Plan of 20th Street Ballfields.
 - Grants – Staff will be presenting the guest moorage for North Cove Pier in February.
 - Recreation programs – Staff will be working with Park board to develop an RFP for recreation programs.

- Volunteer projects – Members of the community participated in a sandbag filling event and stacked sandbags along Hartford Drive. Lake Stevens High Football completed a sandbag filling event for use during flooding.
- Adopt-A-Community plan was rolled out with four new streets adopted.
- Lacrosse teams are using the 20th Street Ballfields for practice.

Board Member Reports: Tina Decker reported the Arts and Parks Foundation wants to raise funds for the boat slips at North Cove Park, a musical garden for Frontier Heights Park and sell tiles for the pony wall of the water feature at North Cove Park. Arts and Parks Foundation member John Spencer is donated funds to the foundation for the seating area and viewing space for North Cove Park Phase II.

ADJOURN:

Carl Johnson moved to adjourn. Roger Schollenberger seconded. The meeting adjourned at 7:35 pm.



Chris Jones, Chair



Teresa Meyers, Secretary