

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

Virtual Meeting  
Lake Stevens, WA 98258

Monday November 8, 2021

CALL TO ORDER:	6:0 PM by Roger Schollenberger
MEMBERS PRESENT:	Carl Johnson, Marlene Sweet, Bryan Heigert, Connor Davis; Tina Decker; Colton Whitworth; Susan Green
MEMBERS ABSENT:	Chris Jones
STAFF PRESENT:	Jill Meis, Parks Planning and Development Coordinator; Russ Wright, Planning & Community Development Director; Teresa Meyers, Planning
GUESTS:	Brendan Coe, Eagle Scout Troop 42

**EXCUSED ABSENCE:** Roger Schollenberger moved to excuse Chris Jones. Marlene Sweet seconded. Motion carried: 8-0-0-1

**GUEST BUSINESS:**

Jill Meis introduced Eagle Scout, Brendan Coe who presented a proposed scout project for a flag retirement box at North Cove Park near the current veteran's memorial. The final location of the box will depend on the festival street completion. Connor Davis suggested the project come back to the board with final design for approval. Jill confirmed the Board's approval to move forward with project concept and bring final design to board for approval.

**ACTION ITEMS:**

1.) **Regular Minutes:** Marlene Sweet moved to approve the minutes. Bryan Heigert seconded the motion. The motion carried (8-0-0-1)

**DISCUSSION ITEMS:**

**1. Plaques and Memorials Policy Project Scope**

Jill Meis provided background information asking for a scoping session with the Board for input and priorities. Policy needs to define the scope for size requirements; materials; designs and perhaps park location. Discussion included recommending a consensus on bench sizes which should be standard and consistent throughout Parks. Marlene Sweet suggested adding a recommendation to the policy that all plaques and memorials are subject to design standards of the City at the time of park development. Bryan Heigert proposed including standard examples for people to purchase and identifying a garden dedication and plaque design to the scope. Tina Decker wanted to know if memorials could be added to sidewalks. Jill thanked the members for the

feedback and will bring a draft policy back to the board for acceptance at a later date.

## **2. Comp Plan Update**

Jill Meis presented the updated Parks chapter of the comp plan to the board highlighting updates to the museum, library, kids oasis park, Lake Stevens Athletics and Sunset Beach ownership. The updated parks chapter was forwarded to the Planning Commission with a recommendation to council.

## **3. Parks Update**

- North Cove Park – Remaining furniture and viewing area plaque to be installed. An artist was selected for the water tower art sculpture.
- Cedarwood Community Center – Staff is requesting a financial support for the legislature this year to accomplish the remodel of this space.
- City Swim Beach – Lake Stevens Rotary cleaned the park and the Lake Stevens Arts and Parks Foundation installed a memorial bench for Anna Marie Lopez.
- Oak Hill Park – The Loop Fitness installed two gazebos. The park entry signs will be installed by the end of November.
- Winterfest will be held at North Cove Park on December 4, 2021 from 4-8pm.
- Events, Recreation & Culture – Staff is working with a group to host a boat show at North Cove in 2022. A local group will work with staff to facilitate a Festival of Lights cultural event for November 2022. The summer events Music by the Lake, Movie at the Park and Theater in the Park will return in 2022.

**Board Member Reports:** Bryan Heigert provided an update on the Pump Track and encouraged members to check out other tracks in the area for development ideas. Jill Meis to look into the pump track location in Marysville which is currently under construction for the board. Colton Whitworth provided background on the Recreate Responsibly Coalition which is looking for participants. Marlene Sweet reported the Arts and Parks Foundation has is working with local artist Leah Everett to for the pony wall design for the water feature at North Cove Park. Susan Green asked if there were any organizations available to help with long term volunteering at Eagle Ridge Community Gardens. Tine Decker suggested the board revisit the Eagle Ridge Park Plan. Jill Meis agreed to look into various options for volunteer possibilities for the garden.

## **ADJOURN:**

Carl Johnson moved to adjourn. Marlene Sweet seconded. The meeting adjourned at 7:26 pm.

*Natalie Held*

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Clerk, Parks & Recreation Planning Board Clerk