

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

Virtual Meeting  
Lake Stevens, WA 98258

Wednesday, October 12, 2022

CALL TO ORDER: 6:01 PM by Chairperson Tina Decker

MEMBERS PRESENT: Chairperson Tina Decker, Vice Chairperson Roger Schollenberger, Marlene Sweet, Carl Johnson, Bryan Heigert, Marie Supanich, Colton Whitworth, Dawn Williams

MEMBERS ABSENT: Susan Green, excused

STAFF PRESENT: Sarah Garceau, Parks & Recreation Director; Jill Meis, Parks Coordinator; Cody Schwindt, Planning-Clerk

GUESTS: *None*

**ACTION ITEMS:**

Member Carl Johnson motioned to approve Roger Schollenberger absence. Marie Supanich seconds. Marlene Sweet motioned to approve Susan Greene absence. Marie Supanich seconds. The motion carried (7-0-0-2).

Unable to give Oath of Office for Dawn Williams due to unavailability of City Clerk.

- 1.) **Approval of amended September 12 Meeting Minutes:** Carl Johnson moved to approve the minutes. Marlene Sweet seconded the motion. The motion carried (7-0-0-2).

**DISCUSSION ITEMS**

- 2.) **1) Review Work Plan Update:** Parks Coordinator Jill Meis gives update on parks projects from the last 12 months and the current status. Vice Chairperson Roger Schollenberger enters at this time. Board Members ask about signage details and irrigation for Frontier Heights. Staff explains that City signs are in place with current logo and the sprinklers are under repair.
- 2) **Date Change for Regular Meeting:** Parks Coordinator Jill Meis proposes to move meeting to the second Wednesday of every month (currently set as second

Monday). Carl Johnson motions to approve the schedule change. Marlene Sweet seconds the motion. The motion carried (8-0-0-1).

- 3) Parks Inventory:** Staff is conducting walk throughs of each park to collect inventory data. A GIS map is posted online for public to view the parks within the city and the amenities they offer. Edits have to be made to show the responsibilities for The Reserve (playground) and The Reserve 2 to be shown as HOA. Vice Chairperson Roger Schollenberger asks about when parks become City instead of private to a Homeowners Association. Staff informs the board that parks currently satisfy the city population/density and new private parks will be part of a Homeowners Association.

#### **4) Parks Update**

- North Cove- Lake Stevens Rowing Club will host Bull Trout Regatta October 29<sup>th</sup>. Followed by Harvest Market October 30<sup>th</sup> and Harvest Fest October 31<sup>st</sup>. Winter Fest to be held December 3<sup>rd</sup> and 4<sup>th</sup>.
- Lake Stevens Film Festival- Held October 8<sup>th</sup> at Lake Stevens High School and using The Mill for the Awards Ceremony. Debrief meeting scheduled with Parks Staff and event organizer.

#### **BOARD MEMBER REPORTS**

No Board Member reports.

#### **ADJOURN:**

Carl Johnson moved to adjourn. Roger Schollenberger seconded the motion. The meeting adjourned at 6:42 pm. The motion carried (8-0-0-1)

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Clerk, Parks & Recreation Planning Board Clerk