

# PARKS & RECREATION PLANNING BOARD MINUTES



Hybrid: Zoom & In-person

The Mills Sawyer Room, 1808 Main St

<https://us02web.zoom.us/j/82436822841>

Lake Stevens, WA 98258

Wednesday, November 8, 2023

CALL TO ORDER: 6:10 PM by Marlene Sweet, Temporary Chairperson

MEMBERS PRESENT: Marlene Sweet, Bryan Heigert, Carl Johnson, Colton Whitworth, Dawn Williams

MEMBERS ABSENT: Roger Schollenberg, Susan Green, Tina Decker

STAFF PRESENT: Jill Meis-Parks Coordinator; Sarah Garceau-Parks Director; Jaclyn Lewandowski-Administrative Assistant, Parks and Recreation; David Levitan-Planning

## ACTION ITEMS:

**Vote for Temporary Chairperson:** Chair and Vice Chair absent, following Roberts Rules, members present agree on temp chair. Bryan Heigert motioned to nominate Marlene Sweet. Carl Johnson seconded the motion. Motion passed 5-0-0-3.

**Absence:** Motion to excuse Susan Green and Tina Decker meeting by Marlene. 5-0-0-3 Roger Schollenberg is unexcused.

**Minutes:** Motion for approval of September 13, 2023 made by Carl Johnson, seconded by Bryan Heigert. Motion passed 5-0-0-3.

**Park Board Rules of Procedure:** Jill Meis reviewed changes to Park & Recreation Planning Board Rules of Procedure to vote for approval. Motion to approve changes by Bryan Heigert and seconded by Carl Johnson. Motion Passed 5-0-0-3.

## Guest Business:

No Guest present or on Zoom.

## DISCUSSION ITEMS:

1. **2024 Comprehensive Plan Update:** Jill Meis requested discussion.
  - a. Discuss changes to the comprehensive plan.
  - b. Explained the need for the city consultant completed an audit & gap analysis.
2. **Parks Update:** Jill Meis presented.

- a. Sunset Beach discussion about construction completed November 8, 2023.
- b. Eagle Ridge design updated; contract is being constructed.
- c. Frontier Heights design update. Discussed the areas being designed in the next phase.
- d. Rule Signs for Parks are starting to be updated to reflect most common LSMC rules we want to emphasize.
- e. Upcoming event, WinterFest December 2, 2023, from 4:00-7:00pm.

**Board Member Reports:**

Colton and Dawn, no update.

Bryan Heigert asked about following items:

- Comprehension plan in regard to the pump track. Jill Meis will review and update after discussing with Sarah Garceau to ensure we include in the correct location.
- Noticed increase cost for Cedarwood capital project. Jill Meis explained where the money is being covered.
- Cedarwood property use. Jill Meis & Sarah Garceau explained the collaboration with YMCA waiting to meet with architect before finalizing uses or elements.
- Cavalero Park and fund availability. Sarah Garceau explained demand, Lake City plan, & ability to grow or change Cavalero Park.
- Dog park being put on 20<sup>th</sup> ballfield & is it a capitol project for 2024. Jill Meis explained the plan for the park. Carl Johnson asked about the size for the dog park, Jill Meis is going to pull the information to share.

**Announcement:**

Sarah Garceau announced that a Ranger position was approved.

**Upcoming Agenda Items:**

No agenda items requested.

**ADJOURN:**

Bryan Heigert motioned to adjourn and seconded by Carl Johnson. The meeting adjourned at 6:52pm by Marlene Sweet, Temp Chairperson. Motion passed 5-0-0-3.

*Jaclyn Lewandowski*

Clerk of Meeting