

## PARKS & RECREATION PLANNING BOARD MINUTES



Hybrid: Zoom & In-person  
The Mill, Sawyer Room, 1808 Main St  
Lake Stevens, WA 98258  
Monday, January 13, 2025

CALL TO ORDER: 6:03 PM by Bryan Heigert

MEMBERS PRESENT: Bryan Heigert, Carl Johnson, Dawn Williams, Roger Schollenberger, Tina Decker

MEMBERS ABSENT: Colton Whitworth, Susan Green

STAFF PRESENT: Sarah Garceau-Parks & Rec Director, Jill Meis-Parks Coordinator; Jaclyn Lewandowski-Admin Assistant/Clerk, City Council member Anji Jorstad

### **GUEST BUSINESS:**

No guest business.

### **ACTION ITEMS:**

**Absence:** Colton requested to be excused for January 13, 2025 Park Board meeting. Carl Johnson motioned to approve, Tina Decker seconded motion. The motion passed: 5-0-0-2.

**Appoint Chair & Vice-Chair:** Bryan Heigert was nominated to continue as Chair by Roger and Tina Decker nominated herself and Roger Schollenberger seconded the request to continue as Vice-Chair. Brian motioned to approve himself as Chair and Tina Decker as Vice-Chair; Carl Johnson seconded. The motion passed: 5-0-0-2.

**Approve November 18, 2024 Park Board Minutes:** Request to amend minutes for the spelling of Bryan Heigert's name in the Board Member Report. Carl Johnson motioned to approve with the spelling amendment, Roger Schollenberger seconded. The motion passed: 5-0-0-2.

### **DISCUSSION ITEMS:**

**Joint Park & Council Meeting:** Sarah Garceau presented.

Discussed Parks Board participating in a joint meeting with City Council to review accomplishments from prior year and present work plan for 2025. Preferred date is Tuesday, January 28<sup>th</sup>; all Park Board members support date requested by City Council. Summary will be prepared by Park Staff.

**2025 Approved Budget Overview:** Sarah Garceau presented.

Budget has been adopted, overview of top items approved consisted of:

- Staffing will be increased by three full time staff.
- Two pieces of equipment, truck & skid steer.
- Projects overview given with timeline for twelve projects & explanation of PROs Plan and how it will replace Comprehensive Plan.
  - Roger Schollenberger, with his background, would like to support and be involved with the Frontier Heights field capital project.

**January 2025 Department Update:** Jill Meis presented.

- Park & Recreation Department won the Team Excellence award. Nominated and awarded by city-wide staff.
- Discussed parks impact by the bomb cyclone to various locations
- Park crew upgraded the handles at North Cove Boat Launch restrooms.
- Picnic tables removed from Catherine Creek Park.
- Bumpers installed on North Cove non-motorized dock.
- Secured a contract for trail maintenance along South Lake Stevens Dr.
- An area at Swim Beach is experiencing erosion. Staff will continue to monitor to see if further work will be needed.
- Park crew with DOC was able to paint over graffiti at Cedarwood building as well as trim back vegetation and other maintenance work.
- Winterfest was a success with a record number of volunteers participating. The crafts at the event were a hit.
- West Lake Park and the first phase of the Bayview Trail is open. Dog park will remain closed until Spring to allow grass to grow. Separate ribbon cutting will take place for the opening of dog park.
- 2025 Year End Report is being created and emailed out when finalized.

**BOARD MEMBER REPORT:**

**Dawn Williams:** Nothing to report.

**Tina Decker:** Ribbon cutting, possible to have later in day for more Park Board members to join? (Jill noted and will try depending on all schedules involved). Pump tracks, are we still considering? (Jill responded yes, however, at this time it is not feasible with current sites.)

**Roger Schollenberger:** Nothing to report.

**Carl Johnson:** After 4 years, we have completed the fish project. Looking for additional locations to place more fish around to continue.

**Bryan Heigert:** Found out the County pump track will not be happening. Mentioned the opportunity for obtaining property off of HWY92 at Hartford Park. Jill will set up a time to speak with Bryan for additional information.

**Anji Jorstad:** Thanked us for the invite and is looking forward to seeing everyone at the City Council Joint meeting. Congratulated Park Department for receiving the City Excellence Award.

**NEXT MEETING AGENDA ITEM:** N/A

**ADJOURN:**

Carl Johnson Motioned to adjourn: Tina Decker seconded the motion to adjourn. Motion passed: 5-0-0-2. The meeting adjourned at 7:19pm.

*Jaclyn Lewandowski*  
Clerk for Park Board Meeting