

PARKS & RECREATION PLANNING BOARD MINUTES



Hybrid: Zoom & In-person
The Mill, Sawyer Room, 1808 Main St
Lake Stevens, WA 98258
Monday, May 12, 2025

CALL TO ORDER: 6:02 PM by Bryan Heigert

MEMBERS PRESENT: Bryan Heigert, Carl Johnson, Dawn Williams, Roger Schollenberger, Susan Green

MEMBERS ABSENT: Tina Decker

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

GUEST BUSINESS:

No guest business.

ACTION ITEMS:

Minutes: Motion for approval of January 13, 2025 minutes, made by Dawn Williams; Carl Johnson seconded. The motion passed: 5-0-0-1.

Cavalero Park Acquisition: Sarah Garceau presented the possibility of Cavalero Acquisition and making a recommendation to City Council to support the future acquisition of Cavalero Park. After deliberation about the repair needs, what it takes to acquire, & benefit of acquiring, Carl Johnson motioned to approve and Roger Schollenberger seconded the motion. The motion passed: 5-0-0-1.

DISCUSSION ITEMS:

1. Next Steps for Cedarwood: Jill Meis presented.

Discussed survey results and next steps for Cedarwood. Surveys were conducted from November 15, 2024 to January 5, 2025 and was able to find the key items that the community would like to see be built. Some of the suggestions were not feasible while others will be coming in future projects. Next step is to award a design contract to conduct feasibility to bring recreation to this site.

Discussion between the park board included the timeline of teardown, basketball court would have available due to our weather, overview of the one-million dollar grant for this project and reviewed what a sensory play included.

2. Dog Park Rules: Jill Meis presented.

With the grand opening of the dog park at West Lake Park, staff researched and analyzed rules for local dog parks to provide a safe environment. Presented the list of 17 rules we would like to include for our dog park. After discussion of how the rules are enforced, board members requested us to move the more serious rules to the top, example If a dog bites a person or another dog, it must be reported, instead of at the bottom. We will make the adjustments prior to purchasing and posting at the new dog park.

Discussion about adding information about CitizenVue via QR code and making sure Parks email & phone number can be found on the rules. Suggested finding a vendor who has a dog washing service to work at the West Lake Park or look into a coin operated dog wash for the park.

3. May 2025 Department Report: Jill Meis presented.

- The county awarded funds to West Lake Park (\$100,000) and North Cove Marina Planning (\$87,134).
- The City was ranked 3rd statewide for a \$200,00 Boating Facilities Program (BFP) grant from the Recreation and Conservation Office (RCO) for planning North Cove Marina.
- City closed on the property adjacent to Eagle Ridge property. Feasibility will begin to see what possibilities can be added to the park.
- City hired Vernica Dees for the Revenue Development Specialist. Position started on April 7th. Vernica Dees goal is to look at ways to create sustainable revenue streams for parks and recreation in the city.
- New monument sign will be installed at West Lake Park.
- Eagle Ridge community garden plots are open for rentals.
- New digital locking door handles were installed at North Cove Boat Launch.
- Park Staff repaired the chain link fence along East Lake shore Drive.
- New wood chips were added along the paths at Catherine creek park.
- New chains were installed on the disc swing at North Cove Playground.
- Art Tower walking path at City Hall has been finalized with decorative bricks and plants.
- New trees planted at Davies along the parking lot and in the park.
- The City's Alcohol Policy now allows for special events in The Mill to have hard liquor.
- Park staff top dressed and aerated the lawn at North Cove. This helps with the drainage at the site.

- The City solicited for and selected Conservation Technix to assist the drafting of the first Parks, Recreation, and Open Space (PROS) Plan. This plan will provide a pathway for the future efforts of the department. These plans will take input from the community, Park Board, City Council and stake holders at upcoming meetings. The Park Board may have a special meeting to accommodate this endeavor.
- May 14th at 4:30pm the City will host a ribbon cutting at Lundeen Park for the communication boards. These boards will be installed at Frontier Heights, Lundeen and North Cove parks.
- April 2025 Activity Guide has been released. Take a look to see what is coming up for recreation.
- 2/10th of 1% tax levy for Parks and recreation to potentially earn \$1.6M per year. (discussion of how this tax levy works and how it benefits Parks)

Upcoming events include: Farmers Market, Lake Stevens Community Garage Sale, Music in the Park, and Aquafest.

BOARD MEMBER REPORT:

Susan Green: How will malicious reports be handled from dog park? Sarah Garceau responded that the park staff are unable to do anything outside of suggesting to call 911. CSO will be able to help handle these reports.

Carl Johnson: No report.

Roger Schollenberger: For the Year End Report, would like a comparison of 2023 vs 2024 for mill rentals to see if it is going up. Jaclyn Lewandowski will look up this data for next meeting and we will make sure to add Year-To-Year comparisons on our year-end report. Roger proceeded to ask, how is the process going for Frontier Heights. Jill Meis responded that it is moving forward and will be getting final bids soon. Roger followed up with asking what type of field will be installed at Frontier Heights. Jill Meis responded it would be a coconut turf and won't be painted.

Dawn Williams: No report.

Bryan Heigert: Mentioned he had a discussion with Rotary President about pump track and BMX bike project. Bryan followed up with asking about the new City Hall property off of 20th SE, what property is being built up for the displaced businesses. Sarah Garceau responded that there is a company that bought property adjacent to the new City Hall who will be building multifunctional use. At this time the companies located at our property are not being displaced and have contracts with us.

ADJOURN:

Roger Schollenberger motioned to adjourn; Dawn Williams seconded. Motion passed: 5-0-0-1. The meeting adjourned at 7:28pm.

Jaclyn Lewandowski
Clerk for Park Board Meeting