

# PARKS & RECREATION PLANNING BOARD MINUTES



Hybrid: Zoom & In-person  
The Mill, Sawyer Room, 1808 Main St  
Lake Stevens, WA 98258  
Monday, July 14, 2025

**CALL TO ORDER:** 6:04 PM by Tina Decker

**MEMBERS PRESENT:** Carl Johnson, Jennifer Gosselin, Roger Schollenberger, Susan Green, Tina Decker

**MEMBERS ABSENT:** Bryan Heigert, Dawn Williams

**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 May 12, 2025 minutes with the requested changes made, by Susan Green; Roger Schollenberger seconded. The motion passed: 5-0-0-2.

**DISCUSSION ITEMS:**

- 1. Introduction of new Park Board Member: Jennifer Gosselin** presented. Jennifer Gosselin provided an overview of her background in ecology and conservation. Shared the experience she brings to the board and love of the outdoors.
- 2. Parks, Recreation and Open Space (PROS) Plan Update:** Jill Meis presented. The PROS plan will establish a path forward for providing high-quality, community driven recreation programs and facilities for local residents. The consultant mailed a statistically valid survey to 2500 residents within the community and followed up by providing an online survey. These survey results will inform the goals and policies of the department for the next 6-10 years. There will be preliminary results presented at the open house scheduled for Thursday, July 17 at 6:30pm at the Mill. The topics for discussion will be focused on local parks needs, walking and biking trails, recreation programming, existing recreation amenities, community survey snapshot and other ways to get involved.

Deep discussion about what opportunities will be offered at open house and how the PROS survey was created and executed. Staff representatives requested Park Board to encourage people to submit the survey to help us gather a good community response.

**3. July 2025 Department Report:** Jill Meis presented.

Updates:

- The logs at Catherine Creek from the bomb cyclone are going to be transported to a mill for processing.
- Cavalero Hill Park is tentatively transferring in August. The City Council will be reviewing this at their meeting on Tuesday, July 15.
- The West Lake Dog Park opened to the public on June 25 to an eager group of dogs with their 2-legged companions. New ADA-accessible bench pads were added.
- West Lake Park and Bayview Trailhead monument sign will be installed soon.
- Staff has selected a design consultant for Cedarwood and design work should begin in August.
- The repair at Sunset Beach will take place later in July. The work will require a closure of the park for approximately 1 week.
- Lundeen concession and restroom building plumbing repairs were completed on July 4.
- The fence was replaced on the south property line at Davies Beach.
- The city received \$500,000.00 for planning the next phase of the Bayview Trail from the state budget.
- New parking notifications rolled out at North Cove Boat Launch letting the public know where trailer-only parking is and there is a \$100 parking violation for nonpayment of parking fee. Trailer-only parking has been painted on each stall that it applies to in addition to signage.
- The tax levy proposal has been placed on hold while feasibility is fully vetted.
- Two new hires started on July 1, 2025. Isaiah Green was promoted from seasonal worker to full-time Park Maintenance Worker, and Danny Suver was hired for the position of Parks Maintenance Lead.
- The American Legion requested City Council replace the emblems representing the service branches on the War Memorial. Staff worked with the Legion to find new emblems that are larger and include the Space Force logo. Work will begin in approximately 8 weeks.
- Last meeting, we were asked about year-to-year number comparison relating to our rentals, here are the numbers for 2023 vs 2024:
  - Event Permits: 29 in 2023 and 43 in 2024
  - Mill Rentals: 181 in 2023 and 173 in 2024
  - Shelter Rentals: 339 in 2023 and 337 in 2024

Trail Rules: These rules have been posted on the website and signs will be installed along city trails.

- Yield to slower users and pedestrians
- Give audible signal when passing; pass on left
- Speed limit is 15mph
- All animals must be on a leash of no more than 8 ft in length
- Horses Prohibited on all improved trails
- Human-powered vehicles and e-bikes/e-scooters allowed
- No motorized or electric vehicles on trail
- Camping Prohibited
- Dispose of all waste and litter
- Remote Aircraft and drones prohibited

Upcoming events:

- Lake Stevens Farmers Market on Wednesdays at the Mill
- Movies in the Park on August 8 and 22 at 8:15pm at Lundein Park
- Going a Viking on September 20 at 11am at Lundein Park

**BOARD MEMBER REPORT:**

**Susan Green:** None to report.

**Roger Schollenberger:** Inquired if Parks Department offer seasonal pricing. Sarah Garceau responded: Pricing is the same year-round.

**Carl Johnson:** None to report.

**Jennifer Gosselin:** Look forward to visiting all the parks to provide feedback and will review the PROS more in-depth.

**Tina Decker:** Inquired about the Cavalero transfer cost for City of Lake Stevens. Sarah responded that it will be \$10 fee plus the cost of the surveyor. Sarah also mentioned that we would announce Cavalero opening day once transfer is complete. Tina visited various parks, filed out the Park Board Survey forms, and gave an overview of her visit & feedback. Discussed City website and the possibility for a different format or revamping to be more intuitive. Sarah Garceau mentioned that it is a City wide project for next year.

**ADJOURN:**

Carl Johnson motioned to adjourn; Roger Schollenberger seconded. Motion passed: 5-0-0-2. The meeting adjourned at 7:02pm.

*Jaclyn Lewandowski*  
Clerk for Park Board Meeting