

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

Lake Stevens Community Center  
1812 Main Street  
Lake Stevens, WA 98258

Monday, January 9, 2017

CALL TO ORDER: 6:02 pm by Carl Johnson

MEMBERS PRESENT: Carl Johnson, Chris Jones, Marlene Sweet, Terry Van Wyck and City Council Liaison Kathy Holder

MEMBERS ABSENT: Leland Adams and Roger Schollenberger

STAFF PRESENT: Jim Haugen, Parks and Recreation Coordinator

OTHERS PRESENT: None

**Excused Absence**

Motion by Board Member Terry Van Wyck to excuse Leland Adams and Roger Schollenberger, seconded by Board Member Chris Jones, motion carried.

**Guest Business**

None

**Action Items**

Motion to approve, December 12, 2016 Minutes. Moved by Terry Van Wyck, seconded by Marlene Sweet, motion carried.

**Discussion Items**

The revised Parks and Recreation Planning Board Rules of Procedure were reviewed. Chris Jones made a motion to approve the revised Parks and Recreation Planning Board Rules of Procedure and adopt them as presented, seconded by Marlene Sweet, motion carried.

**Election of officers**

Terry Van Wyck nominated Chris Jones as Board Chair. There being no more nominations, Terry Van Wyck made a motion to approve Chris Jones as Chair, seconded by Marlene Sweet, motion carried.

Terry Van Wyck nominated Carl Johnson as Board Vice-chair. There being no more nominations, Terry Van Wyck made a motion to approve Carl Johnson as Vice-chair, seconded by Marlene Sweet, motion carried.

### **Board Member Reports**

None

### **Staff Reports**

Jim Haugen gave a Parks & Recreation update.

Cavelero – The State Grant paperwork has been received, signed and returned to the State for final signing. We will be meeting with Peter Kirk next week to discuss the BMX program.

Lundeen –Sixteen trees still need to be removed. The City is securing a new tree removal company. A bid proposal for Park drainage, grading and irrigation is being put together for work to be done this spring. The next step for the new sign is having the base framed and poured.

Frontier Heights – Tom Gish, property manager for the Frontier Heights HOA, has just returned from vacation and Jim will set up a meeting to discuss transitioning the Park to the City.

Eagle Ridge – Jim has been meeting with the Community garden group and plans are being developed. The Snohomish Conservation District has been assisting.

Representatives of the group and the Snohomish Conservation District will make a presentation at the next Park Board Planning meeting.

North Cove – Work in preparation for the new modular buildings is progressing and activities will be being stepped up.

### **Council Reports**

Kathy reported that the Council will be having a two day retreat starting on the 20<sup>th</sup>. Kathy also stated that the Council will be recognizing recent past Board members at the Council meeting on the 10<sup>th</sup>.

### **Adjourn**

Motion to adjourn, Moved by Carl Johnson, seconded by Terry Van Wyck, motion carried. Meeting adjourned at 6:58 PM

### **Proposed Future Agenda Items**

Policy P-3-90



Chris Jones, Chair



Jim Haugen, Parks & Recreation Coordinator