

**CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
REGULAR MEETING MINUTES
Community/Senior Center
1808 Main Street, Lake Stevens
Tuesday, October 28, 2014**

CALL TO ORDER: 6:09 pm by Chair Chris Jones

MEMBERS PRESENT: Chris Jones, Leland Adams, Carl Johnson, and Terry Van Wyck

MEMBERS ABSENT: Jim Kelley, Roger Schollenberger and Marlene Sweet

STAFF PRESENT: Planning Director Becky Ableman and Permit Specialist Casey Howell

OTHERS PRESENT:

Excused absence Motion to excuse Board Member Kelley, Schollenberger and Sweet by Board Member Van Wyck, second by Board Member Johnson, motion passed 4-0-0-3.

Guest business None.

Discussion Items

Introduce new staff (Sally Payne and Casey Howell)

Director Ableman introduced Casey Howell, Permit Specialist for Planning Department and new Clerk for Park Board. Sally Payne (not in attendance) is the new Senior Planner for Planning Department and new staff liaison for Park Board.

Update on Cavalero Community Park

A handout is provided that contains the Joint Cavalero Park Planning schedule for updating the master plan at Cavalero Park. Director Ableman shows a Powerpoint presentation assembled by Snohomish County. Items discussed during presentation:

- 33 acre park
- Easement areas
- Road frontage on two sides
- Controlled signal entrance/exit
- Improved parking
- Great proximity to schools
- Easy access to HWY 2
- Existing dog park

- Design/features desired in park

Director Ableman referred back to the handout which also includes results of a group visioning exercise during the September 9 public meeting. There were 30 names on the sign in sheet, not including 15-20 kids who attended and voted during the visioning exercise. Results of the exercise were discussed. Director Ableman requested attendance of Park Board members at the next public meeting tentatively scheduled for November 18 or 19 and appreciates input from the board on ways to increase attendance at upcoming public meetings.

Update on Frontier Heights

A handout is provided that contains the park improvement project description for Frontier Heights Park. Frontier Heights is currently a private park and since annexation the City has been approached take it over. The City is not yet able to perform every day maintenance nor does it have the funds to replace the equipment that no longer meets safety standards. Right now there is a grant opportunity available called the Community Development Block Grant that serves low income communities or underprivileged portions of a community. Frontier Heights neighborhood meets the federal guidelines so the City is eligible to apply for this grant. The City may acquire the property and is also looking at the alternative option to acquire rights to the park through a long-term lease option. Director Ableman explained that in order for the City to gain control under either method, two-thirds of the majority of people living in the community would need to support it. Property managers have sent letters to people living in area. The improvement project would replace a tot-lot structure, repair and reseal the play courts, add security lighting, improvement to the park pathways, improve parking, and provide benches and picnic tables. Any additional improvements can be addressed or developed in future phases. Homeowner's association has agreed to perform mowing for the next 5 years, Police is supportive for monitoring purposes and Council gave go ahead to start grant process. Applications are due Nov 10th.

Action Items

Approve August 26, 2014 Minutes

Motion by Board Member Johnson, second by Board member Van Wyck to approve the minutes with one edit: move Marlene Sweet to members present. Motion passed, 4-0-0-3.

Park Board Reports None.

Planning Director's Report

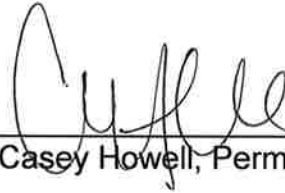
Planning received the pre-application for a mixed use project next to the Permit Center for retail, parking and apartments. Director Ableman will keep the Board apprised on how the construction will interface with the park. The City has a road plan that travels through the current Permit Center offices.

Discussion amongst group on upcoming planning projects and traffic concerns.

Adjourn Board Member Johnson moved to adjourn at 7:15 p.m., seconded by Board Member Leland motion carried unanimously, 4-0-0-3.



Chris Jones, Chair



Casey Howell, Permit Specialist

