

**CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
REGULAR MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
Monday, December 14, 2015**

CALL TO ORDER: 6:00 pm by Chair Carl Johnson

MEMBERS PRESENT: Chris Jones, Carl Johnson, Jim Kelley, Roger Schollenberger, Leland Adams and Terry Van Wyck

MEMBERS ABSENT: Marlene Sweet

STAFF PRESENT: Lead Senior Planner Russ Wright and Permit Specialist Casey Howell

OTHERS PRESENT: Sam Low

Excused Absence Motion by Board Member Jones to excuse Marlene Sweet, seconded by Board Member Van Wyck, motion carried 6-0-0-1.

Guest Business None

Action Items

Approve October 12, 2015 Minutes

Motion by Board Member Van Wyck to approve the minutes, seconded by Board Member Kelley, motion passed, 6-0-0-1.

Elect Officials for 2016

Motion by Board Member Van Wyck to re-elect Carl Johnson for Chair, seconded by Board Member Schollenberger, motion carried 6-0-0-1.

Motion by Board Member Van Wyck to re-elect Jim Kelley as Co-chair, seconded by Board Member Schollenberger, motion carried 6-0-0-1.

Accept Eagle Statue @ Eagle Ridge Park

Concrete eagle statue was donated to the city and is slated to be placed at Eagle Ridge Park near the flag pole patio area. Board recommends having it placed in the canopy area near the front of the building so that it is visible and protected from weather, theft and vandalism. In addition, the Board recommends that a plaque be displayed with the statue recognizing the donator.

Motion by Board Member Jones recommends accepting eagle statue at Eagle Ridge Park, seconded by Board Member Van Wyck, motion carried 6-0-0-1.

Discussion Items

2016 Work Program

Russ Wright reports that many items will transfer over from 2015. Existing items such as Cavalero Park, Frontier Heights improvement opportunities, and code amendments related to Parks, in addition to establishing or re-defining the work program, continuing coordination with other city service clubs and administering the trail master plan. Parks will be a big emphasis with new council and new mayor and will look to Park Board for guidance and

recommendations. Board requests progress reports of standing agenda items aka current park projects and funding available.
Board is encouraged to recommend where the most need is in the community based on the Park Plan and Capital Facilities Plan and to emphasize that need to City Council.

Adopt-A-Park

Proposed for third quarter of 2016. The help is most needed for special projects, for example, painting park signs, followed by beautification and lastly, maintenance. The responsibility will most likely lie with the new Parks Coordinator.

Board Member Reports None

Staff Reports

Future Parks Coordinator Position

As part of 2016 budget council has created a Parks Coordinator position. This position will help out with special events, sports tourism, liaison to Park Board, adopt-a-park program, and public outreach to bring more attention to city parks. The position will be full-time under the Planning and Community Development Department and will coordinate with Public Works.

Cavalero Park Update

The county has selected a consultant to start design work, kick off will be sometime in January. The city has allocated funds for this project, as has the state.

Council Reports None

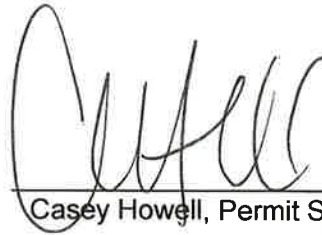
Adjourn Motion by Board Member Jones to adjourn at 7:55 p.m., seconded by Board Member Van Wyck, motion carried, 6-0-0-1.

Proposed Future Agenda Items

Park Board Rules and Procedures



Carl Johnson, Chair



Casey Howell, Permit Specialist