

**CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
SPECIAL MEETING MINUTES
Education Service Center
12309 22nd ST NE, Lake Stevens
Monday, March 7, 2016**

CALL TO ORDER: 6:00 pm by Co-chair Jim Kelley

MEMBERS PRESENT: Chris Jones, Jim Kelley, and Marlene Sweet

MEMBERS ABSENT: Carl Johnson, Leland Adams, Roger Schollenberger and Terry Van Wyck

STAFF PRESENT: Interim Planning Director Russ Wright, Economic Development Coordinator Jeanie Ashe and Permit Specialist Casey Howell

OTHERS PRESENT: Kathy Holder and Riley Poor

Excused Absence None

Guest Business None

Action Items None

Discussion Items

Business Development in Parks

Jeanie Ashe provided a staff report highlighting code sections and proposed revisions related to business development in city parks. The objective is to allow private entities to sell approved refreshments, merchandise and services in city parks through a concessions contract or agreement. A sample professional contract was provided to the board, in addition to a sample Request for Proposal to solicit seasonal concession contractors that also demonstrates concession site selection.

Riley Poor, NW Sales Rep, was present to discuss paddleboard rentals at Lundeen Park this summer as part of a pilot program that would work under the confines of the parks code and track a variety of components. Subsequent to the pilot program, staff would work with the board to identify other concession sites, marketing opportunities and additional services.

Board members discussed weather concerns, local business interest, parking at city parks, student stores, water access for activities, advertising/signage, storage space, hours of operation and educating the public.

Other thoughts and concerns can be sent to Casey Howell and they will be incorporated into the packet that is returned to the board. As there was no quorum, action on this request was deferred to the next Park Board Meeting.

Board Member Reports None

Staff Reports None

Council Reports None

Adjourn

Proposed Future Agenda Items

Joint Meeting w/ City Council – March 15, 2016



Jim Kelley, Co-chair



Casey Howell, Permit Specialist