

CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
REGULAR MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
Tuesday, November 27, 2012

CALL TO ORDER: 6:04 pm by Co-Chair Jones

MEMBERS PRESENT: Co-Chair Chris Jones, Marlene Sweet, Carl Johnson and Terry Van Wyck

MEMBERS ABSENT: Will Brandt, Chair Leland Adams, Roger Schollenberger

STAFF PRESENT: Senior Planner Russ Wright and Public Works/Planning Coordinator Georgine Rosson

OTHERS PRESENT: Councilmember Suzanne Quigley

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

Guest business. None

Approval of Minutes from September 25, 2012: Board Member Johnson motioned to approve minutes, Board Member Van Wyck second, motion passed, 4-0-0-3.

Discussion Items:

Photo Assignments: Senior Planner Wright discussed the photo assignments, reviewing what photos have been received and what is still needed. Board Member Sweet mentioned she was not able to take pictures at Eagle Ridge Park. Board Member Jones volunteered to take pictures at Eagle Ridge Park. Senior Planner Wright stated he would look at the photo assignments. The purpose of the photos is to create a new slide show on the website.

Park Plan Process: Senior Planner Wright presented the framework for the parks element update process. Scoping/Information gathering is the first step, including an inventory of parks, reviewing level of service, and looking at ideas and programs from other jurisdictions. Community outreach is part of this step, which may include open houses and online surveys. The analysis and recommendation stage is the second step where the needs of the community are assessed and formal meetings are held. The comprehensive plan process is the final step, which includes public meetings/hearings with Planning Commission and ultimately City Council for adoption. Board Member Jones asked about "tot lots," Senior Planner Wright responded that tot lots would be included in the parks inventory and addressed through the update.

Information Items:

Centennial Trail Sign Grant: Snohomish County has received a grant to install informational signage along the Centennial Trail, and the County has been soliciting ideas from the various cities along the trail. Senior Planner Wright presented suggestions the city has come up with so far. The signage should represent the local history of the area along with services available. Board Members discussed sign content and possible locations of the signs. Councilmember Quigley suggested placing a greater emphasis on the lake and activities on the lake.

Board members raised questions regarding ownership of an existing sign at the corner of Machias Rd and 20th St. NE. Planner Wright stated he would look into ownership.

Councilmember Quigley asked about the timeline for the sign project; Planner Wright will follow up on the timeline.

Board Member Jones asked about plans for better access from the trail into downtown. Planner Wright and Councilmember Quigley responded the city has received a grant to improve pedestrian access along 20th St. NE into downtown.

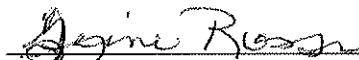
Board Member Reports: Board Member Johnson mentioned the work plan and asked about status. Board Members thought it would be a good idea to review the work plan at the January meeting and possibly go before the Council as a group in February 2013.

Planning Director's Reports: Senior Planner Wright mentioned a department project recently completed, staff put together a critical area inventory and map showing location and type of potential critical areas throughout the city. This map will be a great help reviewing future projects

Adjourn. Board Member Johnson motioned to adjourn at 6:41 p.m., second by Board Member Van Wyck, Motion passed (4-0-0-3).



Chris Jones, Co-Chair



Georgine Rosson, Planning/Public Works Coordinator