

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

Lake Stevens Community Center
1808 Main Street
Lake Stevens, WA 98258

Monday, April 9, 2018

CALL TO ORDER: 6:02 PM by Tina Decker, Board Chair

MEMBERS PRESENT: Chris Jones, Carl Johnson, Roger Schollenberger and Terry Van Wyck

MEMBERS ABSENT: Marlene Sweet, Susan Green,

STAFF PRESENT: Jim Haugen, Parks and Recreation Coordinator; Kurt Hilt, City Council Parks Liaison

GUESTS PRESENT: Gary & Sharon Batie

EXCUSED ABSENCE:

Carl Johnson made a motion to excuse Marlene Sweet and Susan Green from the meeting, Terry Van Wyck seconded. Motion carried (5,0,2).

ACTION ITEMS:

Motion to approve March 12, 2018 minutes moved by Terry Van Wyck, seconded by Carl Johnson; motion carried 5,0,2)

GUEST BUSINESS:

DISCUSSION ITEMS:

The Arts & Parks Coordination Team met on April 4, 2018. Tina Decker and Roger Schollenberger attended the meeting representing the Park Board and members Steve Apodaca and Kate Wyant with the Arts Commission were absent. Tina & Roger worked on designing a rack card/brochure for marketing the Parks and can be handed out at the Tour De Cure Ride and Discover Expo events. Tina presented a card she put together and correction and additions were discussed. Tina will incorporate the comments and update a card that can be printed and ready for the Discover Expo on the 21st.

A request was made for assistance at the Discover Expo and Tour De Cure events. Roger suggested handing out seeds at the Discover Expo because it is also Earth Day. Seeds could be bagged and a label attached. Carl suggested adding "Go grow something" as a tag.

Staff reminded members to participate in the Open Government Training – Public Records Act Training. Training can be done on-line and coordinated through the City Clerk. Roger recently completed the course and Terry will plan on doing it soon. Jim will look into how long the training is good for.

GUEST DISCUSSION

The Batie's asked when the next Task Force meeting was happening and were pleased to know of the many parks in the City.

BOARD MEMBER REPORTS

Chris Jones is pursuing getting sports field use information from LSJAA to Jeanie Ashe for work she is doing on recreation grants. Tina Decker inquired about park information dissemination to the public and possible Facebook usage. Jim explained it has to go through the City Facebook page. Jim will look into how the board can post information to the page. It was noted to have the individual park website information updated and if the monthly Park board updates could be added to the website as well.

STAFF REPORT – Jim Haugen

Lundeen Park - Design bid was listed March 30th with a closing of April 18th for the construction bid. Part of the request states the great lawn needs to be completed by June 30th. Current scheduling of the Music in the Park events is in North Cove Park. The Park will be closed April 15th for construction. A Snohomish County small capital projects partnership (SCPP) has been submitted for the swing set. Military Band is coming May 15th to see the site to determine which park will be used. The Sirita garden will be moved to a triangle area close to the VIC. Chris Jones suggested a wheelchair swing would be a good addition.

Cavelero Park - Tentative permit submittal date is planned for the end of the month with ground breaking late summer.

Eagle Ridge - A parking design has been prepared for the north end of the park with a rain garden. Snohomish County small capital projects partnership (SCPP) grant has been submitted for a rain garden. We are working on a RCO (Recreation Conservation Office state grants) for a playground, parking and sidewalks. Bed rentals for 2018 have been filling up with everyone renewing so far. The rental period is now for a complete year. A work party to build out the rest of the beds is scheduled for April 15th. A request by Convergent Technologies to have 125 volunteers work 8 hours on an upcoming date to work at Eagle Ridge Park, the community garden, Foodbank and the Senior Center has been made. We are meeting with them this Friday. Suggestions were made to maybe doing some trail wood chipping.

Frontier Heights - RFQ (request for qualifications) for park design has been listed with a closing date of April 13th. Jim met with the HOA Board last week to provide an update. An RCO grant is being prepared for infrastructure, circular walking path and parking.

Park Themes – Jim visited several local parks for theming ideas.

Murals - Council has decided not to move forward as proposed. Councilman Hilt gave an explanation that the site is temporary and that the budget would need to be much more.

Tina asked about the mural at Eagle Ridge Park and that is something the Arts Commission is painting for the Community Garden shed. Jim will check on the schedule.

Arts & Parks Foundation - Next meeting is April 12th at 4:00. Please consider becoming a member.

CITY COUNCIL LIAISON REPORT

Councilman Kurt Hilt thanked the chair for including comments from the guests. He also discussed his trip to Washington D.C. with other City officials and visited the National Arboretum and recommended considering one in our community. He also acknowledged the broad support among the Council for parks and the desire to build a robust parks system. Kurt also thanked the Parks Board for all of their dedicated time and assistance.

ADJOURN:

Motion to adjourn the meeting moved by Terry Van Wyck, seconded by Chris Jones. Motion carried (5-0-2). Meeting adjourned 7:08 PM.

FUTURE AGENDA ITEMS:

Park Naming Policy
Arts Vision Presentation



Tina Decker, Chair



Teresa Meyers, Secretary