



Parks & Recreation Planning Board

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on the City Web site at:

www.lakestevenswa.gov

Meeting Location:
Lake Stevens
Impact Property Mgmt
2nd Floor Conf Room
9506 4th St NE
Lake Stevens, WA 98258

The Parks & Recreation
Planning Board comprises
seven members who are
appointed to four-year
terms. The Parks &
Recreation Board focuses
on the functionality and
accessibility of our parks
and outdoor spaces, and
advises the City Council
regarding park acquisition,
recreation programming
and development, and the
design and operation of
parks and recreation
facilities.

City Hall
P.O. Box 257
1812 Main Street
Lake Stevens, WA 98258
425-622-9400

Parks & Recreation Planning Board
Location: Impact Property Management
2nd Floor Conference Room
9506 4th St NE
Lake Stevens, WA 98258
Date: Monday, May 13, 2019
Time: 6:00 – 7:00 p.m.

Call to Order: Tina Decker, Chairperson

Roll call: Tina Decker, Carl Johnson, Marlene Sweet, Terry Van
Wyck, Chris Jones, Roger Schollenberger, and Susan Green. City
Council liaison Kurt Hilt

Action Items: 1. Approve April 8, 2019 *Regular Meeting Minutes*
2. Public Hearing – Park Naming Solicitation

Guest Business: Eagle Scout Project (Tentative)

Discussion Items: 1. Survey Results – Meis (15 minutes)
2. Parks Update – Meis (10 minutes)

Board Member Reports:

Council Report: Kurt Hilt

Future Agenda Items:

Adjourn:

***ITEMS ATTACHED**
****ITEMS PREVIOUSLY DISTRIBUTED**
#ITEMS TO BE DISTRIBUTED

THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact the Human Resources Director, City of Lake Stevens ADA Coordinator, (425) 622-9419, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

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

Impact Property Management – 2nd Floor Conf Room
9506 4th St NE
Lake Stevens, WA 98258

Monday, April 8, 2019

CALL TO ORDER: 6:00 PM by Carl Johnson, Vice-Chair

MEMBERS PRESENT: Carl Johnson, Roger Schollenberger; Terry Van Wyck;
Marlene Sweet;

MEMBERS ABSENT: Tina Decker; Susan Green; Chris Jones

STAFF PRESENT: Russ Wright, Community Development Director; Jill Meis,
Parks Planning and Development Coordinator; Teresa
Meyers, Planning Department

GUESTS PRESENT: None

EXCUSED ABSENCE:

Terry Van Wyck made a motion to excuse Tina Decker, Susan Green and Chris Jones. Marlene Sweet seconded the motion. Motion carried (4-0-0-3).

ACTION ITEMS:

Roger Schollenberger made a motion to approve the March 11, 2019, Regular Meeting Minutes. Seconded by Terry Van Wyck. Motion carried (4-0-0-3).

DISCUSSION ITEMS:

Parks Planning and Development Coordinator: Russ Wright introduced Jill Meis as the Parks Planning and Development Coordinator. Her role will serve as the Board's liaison for park related activity and development. The Board unanimously welcomed Ms. Meis. Roger Schollenberger inquired about recreation development and programs specifically wondering if more programs will be initiated and what will entail Board involvement. In response, Russ Wright stated staff does have future plans to develop additional programs in the coming year and will keep the board apprised.

Parks & Recreation Survey Results & Re-Launch: Jill Meis addressed the Board. A survey link for review and comment was sent to the Board March 15, 2019. Staff is seeking

Board input and suggestions to update the survey. Ms. Meis reminded members how survey participation and input contributes to grant funding options and city certification for grant funding. In addition, she proposed the question to the Board, "What does the Board want to glean from the Public moving forward?"

Russ Wright added the survey focus will likely change to reflect accomplishments in Parks and focus on what will or does the public and Board want to move forward? The survey will be launched via Survey Monkey on the City website as well as with a hard copy available at City Hall for a 30-day period. August 2019 shall be the target date for adoption of the Parks Element.

2019 Work Program: Russ Wright also proposed bringing the park naming item back to the council. Both, the park area known as the "20th Street Ballfields" and the private development to be donated to the City through "The Timbers" subdivision will require official naming through council adoption. The private park donation from D.R. Horton for The Timbers is mostly located adjacent to Oak Road so a proposed name suggestion might be "Oak Hill Park".

Roger Schollenberger asked for past park naming suggestions to be distributed to the board for consideration. Teresa Meyers will distribute past results to board members for review.

North Cove Park Update: Russ Wright provided an update of the park. Phase 1 is under current construction: the community center is demolished; the dock is being resurfaced; grading is taking place; the retaining wall with an ADA accessible ramp is in process and the "Williams Property" units are to be vacant by April 30, 2019 with a demolition target date of August 2019 if not sooner. Phase 1 of the redevelopment should include paved trails and the completion of the pavilion building by October. The budget cycle will determine future development for Phase 2.

Frontier Heights Update: Russ Wright reviewed Phase I of the plan which includes parking, a walking path and grading for 2019. Staff also hopes to obtain funding for new play equipment within the park.

Eagle Ridge Park Update: The parking lot will be finished before summer and there is interest for a scout project for a sign for the Community Garden.

BOARD MEMBER REPORTS

Roger Schollenberger provided an update from the Coordination Team:

- All 2019 summer event planning is ahead of schedule
- The Arts Commission has created the Gisella Art Award for high school seniors to create posters for Lundeen Park or Eagle Ridge Park. Roger asked for Park Board volunteers to judge the submissions. The selected winner will receive a \$500 award.
- The Arts Commission is proposing a food orchard for Eagle Ridge Park. Also seeking suggestions for tag lines for the Park such as "Eagle Ridge Conservation Park"

Kurt Hilt announced Jill Meis' position as the Council's commitment to Parks and for the establishment of a Parks Department.

With the demolition of the Community Center, the temporary meeting location for the remainder of the Park Board meetings in 2019 will be at Impact Properties, 2nd Floor Conference Room, 9506 4th ST NE. The next meeting is scheduled for May 13th at 6:00 pm.

ADJOURN:

Motion to adjourn the meeting moved by Terry Van Wyck; seconded by Marlene Sweet. Motion carried (4-0-0-3). Meeting adjourned 6:45 PM.

Tina Decker, Chair

Teresa Meyers, Secretary

DRAFT



LAKE STEVENS PARK BOARD
STAFF REPORT

Park Board Agenda May 13, 2019
Date: _____

Subject: Naming City Parks

Contact Jill Meis, Parks Planning & Dev. **Budget** None
Person/Department: Coordinator **Impact:** _____

RECOMMENDATION(S)/ACTION REQUESTED OF PARK BOARD: Make name recommendations to City Council for 20th Street Ballfields and Nourse park.

SUMMARY/BACKGROUND: The City of Lake Stevens will be acquiring a park in a residential development on the corner of Oak Road and Callow Road and will continue to re-develop a park on City property at 8629 - 20th Street SE, commonly known as the 20th Street Ballfields. These parks have not been formally named using the City's policy.

According to City Policy No: P-3-90 (attached) the Park Board will solicit names from the public for two weeks followed by a public hearing. Staff noticed the public hearing on April 26, 2019 and solicited names via social media, city website and the Herald. The final decision will be made by City Council and adopted by resolution. The public has submitted two responses for the 20th Street Ballfields:

- West Lake Park
- Cavalero Hill Ballfields

One response has been received for the Nourse development park:

- Oak Hill Park

Staff recommends the park in the Nourse development be named Oak Hill Park as it is complimentary to the area in which it is located and will reflect trees to be planted in the park and along the street frontage.

Staff recommends the 20th Street Ball Fields be named West Lake Neighborhood Park as the park is the future site of not just sports recreation, but also a trailhead for the north/south trail and may be expanded to include other amenities. The name should be inclusive to activities to be added to this location. Individual activity zones or informational signage can be developed that reflect uses or historical interest.

APPLICABLE CITY POLICIES: City Policy No: P-3-90

BUDGET IMPACT: None

ATTACHMENTS:

- ▶ City Policy No: P-3-90

