

**CITY OF LAKE STEVENS
PARK AND RECREATION PLANNING BOARD
REGULAR MEETING MINUTES
Community Center
1808 Main Street, Lake Stevens
Tuesday, June 25, 2013**

CALL TO ORDER: 6:01 pm by Chair Jones

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

MEMBERS ABSENT: Vice-Chair Leland Adams, Marlene Sweet,

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

OTHERS PRESENT:

Excused Absence: Board Member Van Wyck made a motion to excuse Vice-Chair Adams and Board Member Sweet, second by Board Member Johnson, motion passed 4-0-0-3. (Board Member Schollenberger was not present for vote)

Guest Business: None

Action Items: *Approval of May 21, 2013 Meeting Minutes:* Board Member Van Wyck motioned to approve minutes, Board Member Johnson, second, motion passed, 4-0-0-3.

Election of a Representative to the Parks and Arts Foundation: Two members from the Parks Board need to be represented on the Parks and Arts Foundation Board. Board Member Brandt has served on the foundation board in the past and gave a brief description of the tasks involved and purpose of the foundation. Board Member Sweet is currently serving. Board Member Johnson volunteered to fill the vacant position. Chair Jones made a motion to nominate Board Member Johnson to the Parks and Arts Foundation Board, second by Board Member Brandt, motion passed 4-0-0-3. Chair Jones suggested we verify with Board Member Sweet that she still is a foundation board member.

Board Member Schollenberger arrived at 6:04 pm

Discussion Items: *Park Plan Update – Recap of Discussion Items to Date:*
The presentation given by Senior Planner Wright was a recap of the progress made to date on the Park Plan Update, and an opportunity for the Board to ask questions and discuss where the update is headed in terms of Levels of Service (LOS) and the criteria used to determine LOS. Staff is recommending that private and public mini-parks be counted separately and encourage a LOS of 1 mini-park within a ½ mile radius of all residential areas, but not establish an official LOS for mini-parks. In the past, mini-parks were required with a development and then ownership and maintenance was turned over to the City. These types of parks may still be required with a development, but are

no longer being turned over to the City and accounting for privately owned mini-parks would not be practical. Planner Wright stated the City does not have to set a firm target for these types of parks. Board Member Schollenberger asked how other cities account for mini-parks and their LOS in general, Planner Wright responded other cities calculate their LOS in several different ways, however the trend is toward a qualitative approach rather than strictly based on population. Planner Wright stated the Council liked the proposed LOS model, but they asked how the model could be implemented in higher density neighborhoods. Staff suggested the update could designate a minimum park size or establish a two-tiered radius for parks with higher density zoning.

Board Member Johnson asked about the distribution of neighborhood level parks in the city in relation to higher density zoning. Planner Wright responded there were a couple of areas in the SW and SE areas of the city that were lacking neighborhood level parks, however he did not look specifically at higher density zoning areas.

Board Member Brandt asked if parks located within the UGA are included in the city's LOS, Planner Wright responded that yes, some area parks within UGA's are included.

The proposed survey was the next topic – Planner Wright distributed a preliminary questionnaire for comments. The survey will be a stratified random sample, which will include a random mailing, based on the same zones as the traffic impact zones, and a targeted mailing to multi-family areas in an attempt to reach renters. Staff is looking for a 50% return, possibly sending out follow-up postcards referring people to our website in order to get a large sampling of residents. The survey will be ready in time for Aquafest and may be available at the City's booth. Board Members followed up with specific questions. Chair Jones asked if there was a better way to set up the survey for a family to answer the questions, instead of individually. He also asked if a listing of different park types at the beginning of the survey would be helpful. Board Member Schollenberger suggested adding distance criteria to question five. Board Member Brandt suggested adding "Other" to question 12. Planner Wright stated he would consider these suggestions and try to incorporate them into the survey questions.

Format for Next Public Meeting: Planner Wright asked Board Members where they would like to hold the next open house. Board Member Van Wyck said she was fine with the Community Center. Chair Jones thought Aquafest might interfere with the Community Center location. The fire station was mentioned as a possible location to attract people from other areas of the city by having the open house in a different location. Planner Wright asked about the format for the meeting, Board Member Johnson suggested having some preliminary survey results would be good, also having the survey available for people to complete at the open house. Planner Wright would do a power point presentation, a press release, and possibly invite the mayor.

Information Items: *North Cove Eagle Scout Project:* Planner Wright gave an update on the North Cove Eagle Scout project, noting the project is almost done and looks great. Mr. Wright encouraged the Board Members to look at the project after the meeting.

Eagle Ridge Eagle Scout Project: The City has received another Eagle Scout project proposal. This proposal is to refurbish and increase the visibility of signage at Eagle Ridge Park.

Shoreline Master Program: The Shoreline Master Program has been approved by the Department of Ecology; the City is now operating under new shoreline regulations.

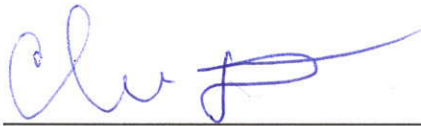
Some discussion followed regarding the "I Heart the Lake" open house at the Community Center. Both Chair Jones and Board Member Johnson attended the open house.

Board Member Reports: Chair Jones asked about the paving at the Senior Center, Planner Wright responded it is not completed yet. Chair Jones mentioned the open house and BBQ at Lundeen Park sponsored by the Chamber. Board Member Johnson asked about signage and if we could get some "do not feed the birds" or waterfowl signs at city parks along the water? Planner Wright responded he would look into this.

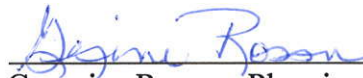
Planning Director's Reports: None.

Adjourn. Board Member Van Wyck motioned to adjourn at 7:06 p.m., second by Board Member Schollenberger. Motion passed 5-0-0-2.

Proposed Future Agenda Items: None.



Chris Jones, Chair



Georgine Rosson, Planning/Public
Works Coordinator

