

CITY OF LAKE STEVENS  
PARK AND RECREATION PLANNING BOARD  
CONTINUATION MEETING MINUTES  
Community Center  
1808 Main Street, Lake Stevens  
Wednesday, October 30, 2013

CALL TO ORDER: 5:49 pm by Chair Jones

MEMBERS PRESENT: Chair Chris Jones, Vice-Chair Leland Adams, Terry Van Wyck, Jim Kelley and Carl Johnson

MEMBERS ABSENT: Board Members Marlene Sweet, and Roger Schollenberger

STAFF PRESENT: Planning Director Rebecca Ableman, Senior Planner Russ Wright and Public Works/Planning Coordinator Georgine Rosson

OTHERS PRESENT: Kloe Jones

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The meeting began with a formal introduction of the new Park Board member, Jim Kelley. Mr. Kelley is a long time resident of the city and currently serves as president of the Lake Stevens Rotary Club. He brings several years experience working in the public sector and is a big supporter of a new skate park. The board welcomed Jim as its newest member.

**Excused Absence:** Board Member Johnson motioned to excuse Board Members Sweet and Schollenberger, second by Board Member Van Wyck motion passed 5-0-0-2.

**Guest Business:** None.

**Discussion Items:** *Park Plan Update – Continuation of October 22, 2013 Meeting:*

Senior Planner Wright began the presentation by giving a brief recap of the update process. The new plan is consistent with the Recreation and Conservation Office. The level of service (LOS) has been revised to reflect access and quality of amenities rather than being strictly population based. Staff developed an inventory of facilities, a needs assessment and a community survey. From the needs assessment, staff formed a capital facilities plan – these were the primary topics of discussion. Staff discussed coordination with Snohomish County for several parks within city limits, such as Cavalero Community Park. Cavalero has space for additional amenities, such as trails, an identified need in the survey. Staff thought it appropriate to develop a master trails plan in order to link trails, whether through sidewalks or additional trails as a priority to expand the trail system. Another big issue for the city is how to improve North Cove Park. This park is in the heart of the city and is used extensively for festivals and other downtown activities. The board will want to coordinate this planning effort in conjunction with the downtown framework. Another issue identified is considering a plan for low-impact, non-motorized activities around and on the lake, as well as providing additional habitat and interpretive areas. Survey results show the public is not aware of where several of the city's parks are located, which indicates a need for a wayfinding system

with an emphasis on common themed signage. Additional land acquisition for parks is also part of the needs assessment. The city would like to acquire additional shorelands, and identify areas for new neighborhood parks in the southern and western/central portions of the city. The next category for improvement is site development and implementation of existing plans, the most obvious one being Eagle Ridge Park. Immediate park improvements were identified in the needs assessment. It is the city's desire to coordinate repairs and maintenance with various user groups throughout the city.

Board Member Van Wyck asked about phase 3 of Eagle Ridge Park. Planner Wright responded that it would occur as part of a future capital project plan. Chair Jones asked about trail coverage on the north end of the lake and if it was identified on figure 5.5 of the Open Space and Trail Distribution map. Planner Wright responded the trails on the north end of the lake are not wide enough to be considered a safe trail, so they have not been identified on the map. Board Member Johnson asked about the trails in the neighborhoods off Grade Road near the covered bridge, and if these trails are for public use. Planner Wright responded there are three or four developments with trails that are considered semi-public, they are owned by the city, but only the immediate neighborhoods typically use the trails.

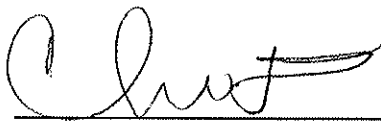
**Action Items:** *Board Recommendation to Planning Commission and City Council to adopt the revised Park Plan Element into the Comprehensive Plan, as part of the 2013 Docket:*

Board Member Johnson made a motion, with a second by Vice-Chair Adams, to forward a recommendation to the Lake Stevens Planning Commission and City Council to incorporate the revised Parks, and Recreation, & Open Space Element into the Comprehensive Plan, as part of the 2013 Docket. The motion passed 5-0-0-2.

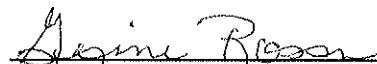
**Adjourn:** Board Member Van Wyck motioned to adjourn at 6:30 p.m., second by Board Member Kelley. Motion passed 5-0-0-2.

**Proposed Future Agenda Items:** *Calendars – Discussion of next Meeting Date:*

Regular meetings will be cancelled for November and December and the board will meet again on January 28, 2014. Arts Commission and Council would like to have joint meetings with the Park Board in 2014. Chair Jones asked if a Park Board member should be present at the next Planning Commission meeting when the recommendation is presented. Planner Wright responded it is not necessary but welcome. Board Member Johnson asked if there would be a new representative from Council next year. Planner Wright responded Council will vote on positions at the beginning of 2014. The Planning Commission will consider the Park Plan Update in November and pass along a recommendation to Council. Council will probably adopt the Park Plan at the December 9<sup>th</sup> meeting. Planning Director Ableman formally thanked Planner Wright for all his hard work, all of the board members heartily agreed.



Chris Jones, Chair



Georgine Rosson, Planning/Public Works Coordinator