

**CITY OF LAKE STEVENS  
PARK AND RECREATION PLANNING BOARD  
MEETING MINUTES  
Community Center  
1808 Main Street, Lake Stevens  
Tuesday, January 28, 2014**

CALL TO ORDER: 6:06 pm by Chair Jones

MEMBERS PRESENT: Chair Chris Jones, Roger Schollenberger, Terry Van Wyck, Jim Kelley, Marlene Sweet and Carl Johnson

MEMBERS ABSENT: Vice-Chair Adams

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

OTHERS PRESENT: Councilmember Suzanne Quigley

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**Excused Absence:** Board Member Van Wyck made a motion to excuse Board Member Schollenberger and Vice-Chair Adams, second by Board Member Johnson motion passed 5-0-0-2.

**Guest Business:** None

**Action Items:** *Approval of October 22, 2013 Meeting Minutes:* Board Member Johnson made a motion to approve minutes, Board Member Van Wyck second, motion passed, 4-0-1-2. Board Member Kelley abstained.

*Approval of October 30, 2013 Continuation Meeting Minutes:* Board Member Johnson made a motion to approve amended minutes, Board Member Van Wyck second, motion passed, 5-0-0-2. Minutes were amended as follows: Day of meeting was changed from Tuesday to Wednesday, spelling of audience member name was corrected.

*Election of 2014 Officers:* Board Member Van Wyck made a motion to retain Chair Jones and Vice-Chair Adams in their respective positions, Board Member Johnson second, motion passed 5-0-0-2.

Board Member Schollenberger arrived at 6:13 pm.

**Discussion Items:**

*2014 Work Program and Schedule:* The 2014 Work Program represents a portion of the implementation piece from the newly adopted Park Plan.

1. One of the main projects will be developing a plan for Cavalero Community Park. The Park Board will coordinate with various user groups, the county, and other boards and commissions.
2. The city has been approached by a resident who would like to place a memorial bench in a park, so there may be a need for the Parks and Arts Foundation to meet, staff will have more information on this at a future meeting.

3. The Hartford Trail connection will also be looked at this year, the plan is to create a trailhead at the junction of Hartford and Old Hartford Road. The city has recently acquired additional right of way in this area and is working with property owners to acquire additional right of way.
4. The work program also includes a review of Title 10 Park and Recreation code, making sure the code is up to date and revising the Park Impact Fee Code.
5. Towards the latter part of the year, the board will work with staff to develop the framework for a trail master plan, including linkage under power lines and any possible shoreline access connections.

The board will resume meeting every other month after the March meeting.

**Cavalero Park Planning:** City staff has just started working with county parks staff to develop a new master plan for Cavalero Park. Staff will be developing a framework and determining the level of participation from the board and city staff. This will be a topic of conversation at most board meetings. Cavalero Park is being considered as a possible location for a skate board park. Board Member Kelley shared what was discussed at the January 16<sup>th</sup> Rotary meeting. The Rotary hosted Tom Teigen, Snohomish County Parks and Recreation Director. Mr. Teigen expressed the county's interest in creating a skate park at Cavalero and during the meeting Mr. Teigen interacted with the youth in the audience to solicit skate park ideas. Board Member Van Wyck mentioned access to this park might not be ideal, since Community Transit does not have a bus stop nearby. Board Member Kelley mentioned the county has been talking with Community Transit, and they may be open to the idea of adding a bus stop near the park.

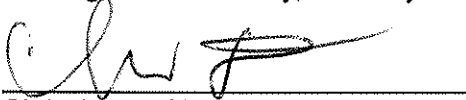
**Board Member Reports:** Board Member Schollenberger asked about the status of community gardens at Eagle Ridge Park. Senior Planner Wright responded the community gardens are part of later phases of the Eagle Ridge master plan. The phases of the Master Plan have been integrated into the Capital Facilities schedule. Mr. Wright also mentioned the city does not have the staff to administer the program, at this time. Board Member Johnson mentioned there was some interest from the senior center and Master Gardeners, he suggested contacting the city of Concrete, which has a large community garden. Chair Jones asked if the food bank could use the community garden as a food source. Council Member Quigley stated she was not sure what the restrictions are for this. Board Member Johnson mentioned better signage for Eagle Ridge Park so drivers can see it from the road.


**Planning Director's Reports:** Senior Planner Wright shared City Council had re-appointed park board members with expiring terms. The Recreation and Conservation Office has certified the Park Plan, which means the city is eligible for grant funding.

**Adjourn:** Board Member Van Wyck made a motion to adjourn at 6:39 p.m., second by Board Member Kelley. Motion passed 6-0-0-1.

**Proposed Future Agenda Items:** *Eagle Scout Projects (February 25, 2014):*

A special February meeting will be scheduled to discuss an Eagle Scout Project. The meeting will be Tuesday, February 25<sup>th</sup> at 6:00 pm at the Community Center.

  
 Chris Jones, Chair

  
 Georgine Rosson, Planning/Public  
 Works Coordinator