PARKS & RECREATION PLANNING BOARD MEETING AGENDA

City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

February 8, 2023 - 6:00 PM
In-person at The Mill's Sawyers room, 1808 Main Street or Via Zoom: https://us02web.zoom.us/j/87503269675

1. **Call to Order**
2. **Roll Call**
3. **Guest Business**
4. **Action Items**
   - A. Approve January 11, 2023 Minutes
   - B. Elect Chair and Vice Chair — Jill Meis, Sarah Garceau
5. **Discussion Items**
   - A. Parks Project List — Sarah Garceau
   - B. Eagle Ridge Open House — Jill Meis, Sarah Garceau
6. **Board Member Reports**
7. **Council Report**
8. **Upcoming Agenda Items**
   - A. Arts and Parks Foundation written agreement with City outlining responsibilities
9. **Adjourn**

THE PUBLIC IS INVITED TO ATTEND

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Human Resources, City of Lake Stevens ADA Coordinator, (425) 622-9400, 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

Virtual Meeting
Lake Stevens, WA 98258

Wednesday January 11, 2022

CALL TO ORDER:	6:02 PM by Chairperson Tina Decker
MEMBERS PRESENT:	Chairperson Tina Decker, Vice Chairperson Roger Schollenberger, Susan Greene, Carl Johnson, Bryan Heigert, Marie Supanich, Dawn Williams, Colton Whitworth
MEMBERS ABSENT:	Marlene Sweet, excused
STAFF PRESENT:	Sarah Garceau, Parks & Recreation Director; Jill Meis, Parks Coordinator; Cody Schwindt, Planning-Clerk
GUESTS:	John Spencer, Arts and Parks Foundation

DRAFT

ACTION ITEMS:

Vice Chairperson Roger Schollenberger motioned to approve member absences. Bryan Heigert seconds. The motion carried unanimously.

1.) **Approval of November 9 Meeting Minutes:** Carl Johnson motions to approve the minutes as written. Marie Supanich seconds the motion. The motion carried unanimously.

Approval of Code Updates to Title X: Carl Johnson motioned to approve the code updates to Title X. Bryan Heigert seconds. The motion carried unanimously.

Appoint two members of the Parks and Recreation Planning Board to the Arts and Parks Foundation: Vice Chairperson Roger Schollenberger motioned to appoint Carl Johnson and Marlene Sweet as the members to the Arts and Parks Foundation. Marie Supanich seconds. The motion carried unanimously.

DISCUSSION ITEMS

2.) **1) Arts and Parks Foundation Seat Wall at North Cove:** John Spencer from the Arts and Parks Foundation brings an example of what the tile display will be around the splash pad seat wall at North Cove Park. A special plaque will be placed at the end of a wall to thank those who have donated. Donations can be made at lakestevensartsandparks.org.

3.) **Arts and Parks Foundation Wall Mural Proposal for The Mill:** John Spencer also informs members that the Arts and Parks Foundation is having a fundraiser to sell fish that will be a part of a sculpture featured in the North Cove Park up against The Mill; with donors being able to choose the size of their fish and a memo included. More information can be found at lakestevensartsandparks.org.

4.) **5 Year Park Plan:** Parks and Recreation Director Sarah Garceau delivers the schedule to guide the parks department over the next five years. The priorities for the Director are to ensure parks are safe for all users, improve park usability, manage and maintain current parks to city standards, and acquire/ build new parks and recreation opportunities to increase the city's service level.

BOARD MEMBER REPORTS

Marie Supanich thanks Sara Garceau for creating the Five-Year Park Plan.

Bryan Heigert inquiries about the water tower art feature being displayed at North Cove Park. Footings for the water tower are scheduled to be poured January 27, 2023. Bryan is also working on the design and best use analysis for a potential pump track in the city.

ADJOURN:

Carl Johnson moved to adjourn the meeting. Bryan Heigert seconds the motion. The motion carried unanimously. The meeting adjourned at 7:32 pm.

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Clerk, Parks & Recreation Planning Board Clerk

DRAFT

PARKS & RECREATION PLANNING BOARD STAFF REPORT

Agenda Date: 2/8/2023

Subject: Elect Chair and Vice Chair

Contact Person/Department: Jill Meis, Sarah Garceau, Parks Department

Budget Impact: n/a

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Elect Chair and Vice Chair for the Board

SUMMARY/BACKGROUND:
Each year the Park Board elects a chair and vice chair to serve on the board for a term of one year. The chair facilitates the monthly meeting.

APPLICABLE CITY POLICIES:

ATTACHMENTS:
None

PARKS & RECREATION PLANNING BOARD STAFF REPORT

Agenda Date: 2/8/2023

Subject: Parks Project List

Contact Person/Department: Sarah Garceau, Parks Department

Budget Impact: TBD

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Discussion only

SUMMARY/BACKGROUND:
At the January meeting the board requested the capital project list and priority methodology from staff. The board wanted to see the upcoming timing of projects and learn how projects are prioritized for funding and timing.

APPLICABLE CITY POLICIES:
CIP

ATTACHMENTS:
1. Project List w Timeframe Details

Capital Project List

Location	Project Description	22	2023				2024			
		Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Davies Beach	Low Float Dock									
North Cove	Water Tower									
North Cove	Skate Park Elements									
North Cove	Splash Pad Extension									
North Cove - Mill Spur	Depot Building									
North Cove	Drainage and Dry Wells									
Sunset Beach	Full Build									
Sunset Beach	New Dock/Pier									
20th Ballfields & Dog Park	Phase 1 of Trails Master Plan									
North Cove	Row Dock Fix									
Davies Beach	Pier Restoration & LE Relocation									
North Cove	Guest Moorage									
Frontier Heights	Phase II									
Cedarwood Community Center	Full Build									
South Lake Stevens Road	Expand Walking Trail									
Centennial Woods	Full Build: Pump Track & Climbing Wall									
Eagle Ridge	Full Build									

KEY

- Planning
- Design/Engineering
- Permitting
- Contractor Bidding
- Construction

PARKS & RECREATION PLANNING BOARD STAFF REPORT

Agenda Date: 2/8/2023

Subject: Eagle Ridge Open House

Contact Person/Department: Jill Meis, Sarah Garceau, Parks Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Hold community open house for the development of Eagle Ridge.

SUMMARY/BACKGROUND:
The Parks Board approved a concept design of Eagle Ridge through a robust public process in 2010 and 2012. It is now approximately a decade later and staff would like to give an opportunity for community input due to changing needs and demographics of the community. Through the staff review of the concept design, there is a need to change features such as, consolidating separate play areas for different age groups and provide flushing restrooms to be current with commonly accepted park standards.

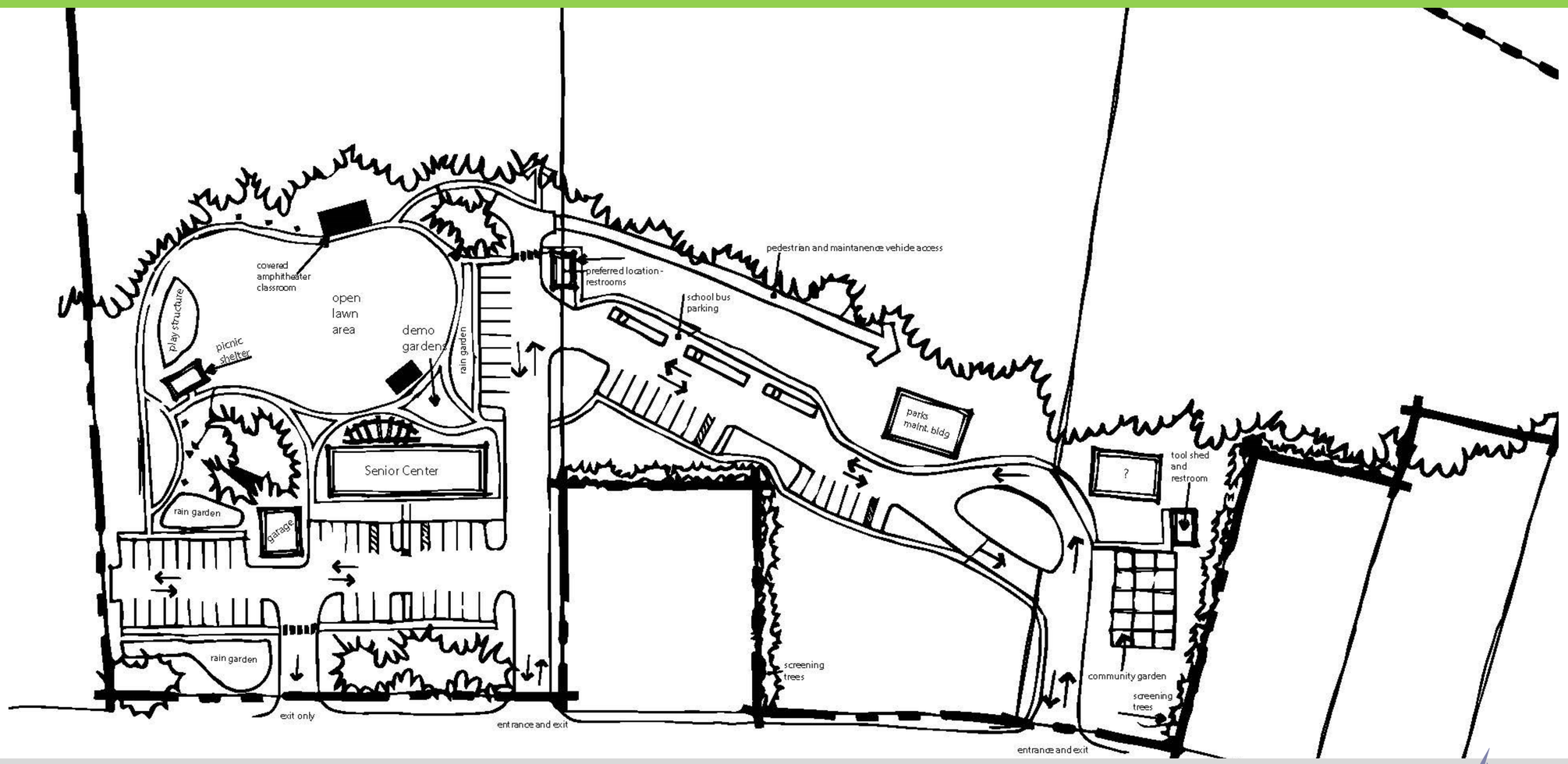
The main amenities that have been identified in the grant application will remain in the plan to be compliant with RCO, but the locations and additions of items can be considered.

APPLICABLE CITY POLICIES:

ATTACHMENTS:
1. Open House signs

Join the Lake Stevens Park Board for an Open House to discuss amenities and gain insights from the community. Attend online or in-person at the Mill.

Wednesday, February 8, 2023 at 6:00pm



Eagle Ridge Conceptual Design

www.lakestevenswa.gov

CITY OF LAKE STEVENS