

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.

August 8, 2022 - 6:00 PM

Hybrid in-person @ 1808 Main Street, The Mill or Via Zoom:

<https://us02web.zoom.us/j/87423247046>

1. **Call to Order**
2. **Roll Call**
3. **Guest Business**
4. **Action Items**
 - A. Approve edited June 13, 2022 & July 21, 2022 meeting minutes
5. **Discussion Items**
 - A. Sunset Park Open House and Survey Russ Wright, Jill Meis
 - B. Parks Update Jill Meis, Russ Wright
6. **Board Member Reports**
7. **Council Report**
8. **Upcoming Agenda Items**
9. **Adjourn**

THE PUBLIC IS INVITED TO ATTEND

Special Needs: 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

Monday June 13, 2022

CALL TO ORDER: 6:01 PM by Tina Decker

MEMBERS PRESENT: Chairperson Tina Decker, Vice Chairperson Roger Schollenberger, Carl Johnson, Marlene Sweet, Bryan Heigert, Colton Whitworth, and City Council Liaison Marcus Tageant

MEMBERS ABSENT: Susan Green

STAFF PRESENT: Jill Meis, Parks Planning and Development Coordinator; Natalie Held, Planning

GUESTS:

ACTION ITEMS:

Member Carl Johnson motioned to approve Susan's absence. Marlene Sweet seconded the motion. The motion carried (6-0-0-1)

- 1.) **Approval of April 11, 2022 Meeting Minutes:** Marlene Sweet moved to approve the April meeting minutes. Bryan Heigert seconded the motion. The motion carried (6-0-0-1)
- 2.) **Move Board Member Reports:** Chairperson Tina Decker requested to move Board Member Reports to beginning of meeting to accommodate possible early departure from meeting. Carl Johnson motioned to approve. Roger Schollenberger seconded the motion. The motion carried (6-0-0-1)

DISCUSSION ITEMS

1) Board Member Reports

Chairperson Tina Decker informed the group the Arts and Parks Foundation would like to add murals of local strong women in The Mill. The splash pad art is in-progress. The Arts and Parks Foundation will present an award to a youth member entered in the film festival in lieu of the usual scholarship. Marlene Sweet has been watching the eagles nest near the lake. Roger Schollenberger mentioned the grass is long along the ROW by the 7/11 by SR

204. Bryan Heigert reported the grass is extremely tall near the entrance of Frontier Village. Councilmember Marcus Tageant is excited for Sunset Park's completion.

2) Comprehensive Plan Update

- Coordinator Jill Meis informed Board members the City of Lake Stevens updates their Comprehensive Plan each year to incorporate necessary changes and remain responsive to the community. The minor updates for the Parks Chapter/Parks Plan include small changes such as completed projects that need to be moved from development to built to be added to the parks inventory. Staff provided a red-lined version of the chapter to the Board for review and requested feedback. No comments or feedback from the board. Next action item to be approval of Comprehensive Plan.

3) Sunset Park Design

- Per Coordinator Meis, Sunset Park is experiencing some shoreline erosion and dock safety concerns which have been prioritized for action and site planning. This site is not traditional with constraints of size, steep slope, no utilities, and parking sight-line visibility. Coordinator Meis presented the constraints for the Park Board to keep in mind during the planning for this site. Members discussed desire to keep the site simple and concerns of lack of railings, signage, and parking. Staff is asking Park Board to host a public open house in July to discuss park design. Members tentatively agreed on July 21st.

4) Parks Update

- North Cove- Staff has designed and ordered park recreation elements to engage youth that frequent the park. Jill Meis presented the board with a photo of the new flag drop box that will be installed on Flag Day, June 14th at 6pm by a local Eagle Scout.
- Davies Beach- Floating docks on either side of the boat launch will be replaced this summer and North Cascades Crew may be relocated to North Cove temporarily during construction.
- Eagle Ridge Park- The National Park Service will be issuing the City's grant contract and Planning check-in will commence once the contract is in place.
- Cedarwood Community Center: The structural engineering firm has begun geotechnical studies.
- Sunset Park: The park design kickoff meeting was held last week. Staff will schedule the first public outreach open house at the July Park Board, tentatively scheduled for July 21st.
- Centennial Woods: Staff will be meeting with Puget Sound Energy to discuss possibly acquisition and viability of site for pump track.
- Trail Master Program: Staff continues to work through acquisition of easements to construct phase 1 along the utility corridor. The City has moved forward with drafting the lawsuit for condemnation.

- Frontier Heights Park: Staff participated in the technical review for the grant application submitted to RCO for the development of a multi-use synthetic field and four pickleball courts. Also being developed are plans for the sensory garden, exercise stations, and viewing labyrinth. The City will be looking for volunteers to complete some of the work.

Events, Recreation & Culture

- June 4th: Lake Stevens Arts & Parks Foundation hosted the Lake Stevens School District bands, showcasing students' talents which was well-attended and organized.
- June 26th: Health and Wellness Fair at North Cove with Tae Kwon Do and other demonstrations, CPR classes, and a police presence.
- July 4th: The Lake Stevens Chamber of Commerce is planning a celebration at North Cove Park.
- Farmers Market: Has returned with large crowds and a variety of vendors on Wednesdays through August from 3pm-7pm.
- Aquafest: Will return downtown July 26th-31st. The Aquafest board is looking for volunteers and Jill Meis provided the flyer to the members. Marlene Sweet inquired if the City will have a booth and offered to volunteer.
- Theater in the Park: Will return to Eagle Ridge Park on August 7th & 14th at 4pm with performances of A Midsummer Night's Dream and Who Stole the Queen of Hearts' Tarts.
- Movie in the Park: Will return to Lundeen Park on August 5th & 19th.

Members discussed fireworks allowability within City limits. Councilmember Marcus Tageant reported the council did not take action to ban fireworks with 52% of citizens voting to keep them. Councilmember Marcus Tageant is excited for Sunset Park's completion.

ADJOURN:

Carl Johnson moved to adjourn. Vice Chairperson Roger Schollenberger. The meeting adjourned at 6:43 pm. The motion carried (6-0-0-1)

Clerk, Parks & Recreation Planning Board Clerk

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

Virtual Meeting
Lake Stevens, WA 98258

Thursday July 21, 2022

CALL TO ORDER: 6:02 PM by Tina Decker

MEMBERS PRESENT: Chairperson Tina Decker, Vice Chairperson Roger Schollenberger, Carl Johnson, Marlene Sweet, Bryan Heigert, Colton Whitworth

MEMBERS ABSENT: Susan Green

STAFF PRESENT: Jill Meis, Parks Planning and Development Coordinator;
Natalie Held, Planning

GUESTS:

ACTION ITEMS:

Member Carl Johnson motioned to approve Susan's absence. Roger Schollenberger seconded the motion. The motion carried (6-0-0-1)

- 1.) **Approval of June 13, 2022 Meeting Minutes:** Vice Chairperson Roger Schollenberger asked his name to be corrected. Chairperson Tina Decker noted the change in award vs. scholarship from the Arts and Parks Foundation.

DISCUSSION ITEMS

Sunset Beach Design Open House to follow Park Board Meeting. Mr. Mayor Brett Gailey introduced Sarah Garceau as the new Parks Director.

ADJOURN:

Carl Johnson moved to adjourn. Bryan Heigert seconded the motion. The meeting adjourned at 6:08 pm. The motion carried (6-0-0-1)

Clerk, Parks & Recreation Planning Board Clerk

PARKS & RECREATION PLANNING BOARD STAFF REPORT



Agenda Date: 8/8/2022

Subject: Sunset Park Open House and Survey

Contact Person/Department: Russ Wright, Jill Meis, Community Development

Budget Impact: Park Construction

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Discussion item

SUMMARY/BACKGROUND:

Staff and consultants presented the conceptual design for Sunset Beach at an open house on July 21, 2022 and took comments from attendees. The plan included improved accessibility, shade and environmental gains on the site. As a follow up, a survey was prepared that gauged the community preferences in order to prioritize the budget for this project. There were a mixture of multiple choice and open-ended questions, asking what the likes and additions were to the conceptual plan.

The answers to the multiple-choice answers are provided, and a summary of the comments on the open-ended questions include a desire for ramp access, shade and beach access. Additions to the project include a desire for cameras, larger dock surface, shoreline plantings, water on site for drinking fountains and irrigation and monitoring and enforcement of the site. There were comments about the addition of a playground and more parking, but this isn't feasible on the site due to the topography and site area. Other comments included capitalizing on the views from this site of the sunset.

Staff are working on budgeting utilities on this site to set the priorities. Staff and consultants will look at these comments and prioritize changes based on budget and community preferences.

Sunset Beach Park Redevelopment Online Survey

160 Responses 03:41 Average time to complete Closed Status

1. What should the City emphasize in the design for Sunset Park?

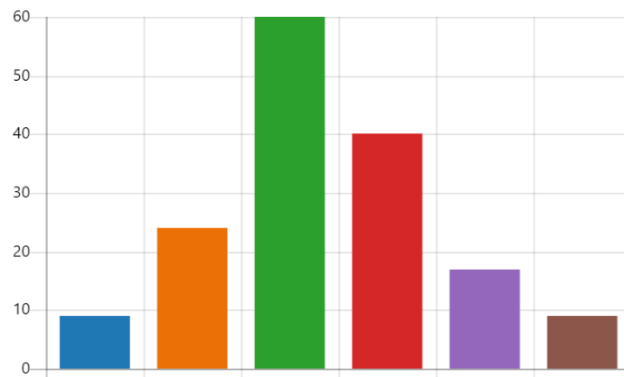
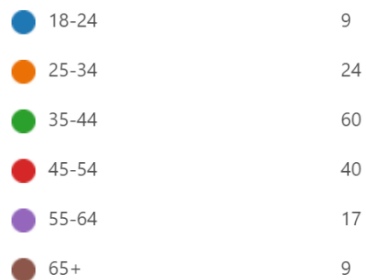
● Cost	20
● Environmental	53
● Emergency Access and Crime ...	16
● Accessibility	69



4. Are you a full-time resident of Lake Stevens?



5. What is your age range?



APPLICABLE CITY POLICIES:

Capital Facilities Plan

ATTACHMENTS:

None

PARKS & RECREATION PLANNING BOARD STAFF REPORT



Agenda Date: 8/8/2022

Subject: Parks Update

Contact Person/Department: Jill Meis, Russ Wright, Community Development

Budget Impact: NA

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

No Action

SUMMARY/BACKGROUND:

Parks Update - August 2022

Lake Stevens welcomes its first Parks and Recreation Director, Sarah Garceau.

North Cove: The skate elements for North Cove will be installed in the coming months. Staff is preparing to host a volunteer opportunity so the community can help assemble the pieces. The area will need to be prepped and staff is working on possible permits and timelines.

Davies Beach: The floating docks on either side of the launch have been removed. The pile driver will mobilize on August 8 and begin driving piles on August 9.

Eagle Ridge Park: The National Park Service will be issuing the City's grant contract for the site. A planning check-in will take place once the contract is in place and time allows.

Cedarwood Community Center: The structural engineering firm performed a structural analysis and will be forwarding a report to staff. This study will determine the next steps and needs of the building.

Sunset Park: The open house for the design of this site was held on July 21. Staff received 160 responses to the survey and will strategize next steps.

Centennial Woods: The critical area reconnaissance was completed and it revealed a small usable portion of the city-owned parcels. Staff will be meeting again with Puget

Sound Energy to explore using their parcel adjacent to the city-owned parcels.

Trail Master Program: Staff is working with the City of Marysville on the Bayview-Connector trail that will join Lake Stevens with Marysville's Bayview Trail. The Bayview Trail has already made a connection with the Centennial Trail.

Frontier Heights Park: Staff will present the grant application to RCO later this month for development of a multi-use synthetic field and pickleball courts for this park. Plans for the sensory garden and viewing labyrinth are being developed for this site as well. The city will be looking for volunteers to complete some of the work at Frontier Heights.

Events, Recreation & Culture:

- Aquafest returned to Downtown July 26-31, 2022. It was well organized and the community came out to support the return of this festival.
- Theater in the Park will be at Eagle Ridge Park on August 14 at 4pm for the performance "Who Stole the Queen of Hearts' Tarts".
- Run for Your Life will return on August 13 This event is for suicide awareness and includes a 1 mile, 5k and 10k and a Cornhole tournament.
- Movie in the Park will be August 19th.
- BUDU triathlon will return on September 10, 2022.
- Lake Stevens Rotary painted and weeded at the City Swim Beach, thank you for making our community beautiful.

APPLICABLE CITY POLICIES:

Park Plan

ATTACHMENTS:

None