



## CARNATION PLANNING AND PARKS BOARD Regular Meeting Minutes 07-25-23

*Ron Lundeen, Jessica Merizan, John Roberts, Vivian Anschell, Caroline Habell, Brianna Prokopec, Wayne Wallace, Daniel Enciso*

### **1. CALL TO ORDER: Ron Lundeen**

At: 5:32 P.M.

### **2. ROLL CALL: Ashlyn Farnworth**

Present: Ron Lundeen, John Roberts, Wayne Wallace, Daniel Enciso. Jessica Merizan, Caroline Habell, and Vivian Anschell are present via Microsoft Teams.

Not Present: Brianna Prokopec

### **3. APPROVAL OF AGENDA**

MOTION BY RON LUNDEEN SECOND BY JOHN ROBERTS TO APPROVE THE AGENDA. MOTION PASSED (7-0).

### **4. APPROVAL OF MINUTES:**

a) June 27th, 2023 – Special Meeting of the Planning Board and Parks Advisory Board

MOTION BY RON LUNDEEN SECOND BY JOHN ROBERTS TO APPROVE THE MINUTES. MOTION PASSED (7-0).

**5. CITIZEN COMMENT & REQUESTS:** *Comments may be submitted in advance by writing or e-mailing [clerk@carnationwa.gov](mailto:clerk@carnationwa.gov), or made in person, or by telephone or computer connection at the time of the meeting. Individual comments shall be limited to three minutes.*

- Jules Hughes provided comments.

### **6. PRESENTATIONS:**

a) Schefer Project – City Manager Ana Cortez

City Manager Ana Cortez presented the Schefer Property Project made in conjunction with the Remlinger Group. The Board provided feedback.

### **7. NEW BUSINESS:**

a) Structure of board meetings



- Board members with terms that expire December 31st, 2025: Jessica Merizan, John Roberts, Ron Lundeen, Vivian Anshell
- Board members with terms that expire December 31st, 2027: Daniel Enciso, Wayne Wallace, Brianna Prokopec, Caroline Habell
- All terms will be four years thereafter.

MOTION BY RON LUNDEEN SECOND BY DANIEL ENCISO TO DETERMINE THE TERM LENGTH OF EXISTING AND FUTURE BOARD MEMBERS. MOTION PASSED (7-0).

b) Nominate Committee Chair(s) and Co-Chair(s)

RON LUNDEEN OPENS THE FLOOR FOR NOMINATIONS FOR CO-CHAIRS.

RON LUNDEEN NOMINATES JESSICA MERIZAN FOR CO-CHAIR OF PARKS.

JESSICA MERIZAN NOMINATES RON LUNDEEN FOR CO-CHAIR OF PLANNING.

RON LUNDEEN CLOSES THE FLOOR FOR NOMINATIONS FOR CO-CHAIRS.

MOTION BY RON LUNDEEN SECOND BY CAROLINE HABELL TO APPOINT JESSICA MERIZAN AND RON LUNDEEN AS CO-CHAIRS OF THE PLANNING AND PARKS BOARD. MOTION PASSED (7-0).

Board Assigns Positions as follows:

- Position 1: Vivian Anshell
- Position 2: Daniel Enciso
- Position 3: Caroline Habell
- Position 4: Ron Lundeen – Chair of Planning
- Position 5: Jessica Merizan – Chair of Parks
- Position 6: Brianna Prokopec
- Position 7: John Roberts
- Position 8: Wayne Wallace

c) Set board meeting dates through the end of the year.

- Planning and Parks Board Meetings will be every Fourth Tuesday of the month from 5:00 P.M.- 7:00 P.M.
- The Board will meet the second week in November in lieu of the Fourth Tuesday of the month.
- The Board will skip the December meeting.



MOTION BY RON LUNDEEN SECOND BY DANIEL ENCISO TO SET THE ABOVE DATES AND TIMES FOR MEETINGS. MOTION PASSED (7-0).

d) Set date for tree code work session.

- August 22nd transportation and Housing Drafts
- Second Tuesday of September Special Meeting: Tree Code 5:00 P.M. – 7:00 P.M.

e) DRAFT Housing Element for Comprehensive Plan

f) Social media overview

## **8. NEXT MEETING**

a) To Be Determined

- Next Meeting will take place August 22<sup>nd</sup> at 5:00 P.M.

## **9. ADJOURNMENT**