



**LAKWOOD PARKS & RECREATION ADVISORY BOARD  
REGULAR MEETING MINUTES  
TUESDAY, JUNE 24, 2014 – 5:30 PM to 7:00 PM  
City Hall Conference Room 1D  
6000 Main Street SW  
Lakewood, WA 98499**

#### **CALL TO ORDER**

Jason Gerwen, chairman, called the meeting to order at 5:30 pm

#### **ATTENDANCE**

**PRAB Members Present:** Jim Montgomerie; Jason Gerwen; Vito Iacobazzi; Sylvia Allen; Alan Billingsley

**PRAB Member Excused:** Tanja Scott

**Staff Present:** Mary Dodsworth, director; Suzi Riley, administrative assistant

**Council Liaison:** Don Anderson

**Guest:** Angela Gardner; Boy Scout Troop #48 under leaders Palmer and Hollingsworth.

**APPROVAL OF MINUTES:** Vito Iacobazzi moved and Alan Billingsley seconded the motion to approve the minutes of the May 27, 2014, meeting as presented. The motion passed.

**PUBLIC COMMENT:** Ms. Gardner indicated she was attending the meeting to listen to the Board's discussion of the agenda topics.

Boy Scout Troop #48 arrived a little after the meeting started. Each member introduced himself. The troop members are working to achieve a Citizenship and Community Service merit badge and one of the tasks is to attend a public municipal meeting to see government in process.

#### **UNFINISHED BUSINESS**

**Gateway Project Update:** Mary Dodsworth explained that she had presented updates on the City's Gateway Project at Coffee with the Mayor and was scheduled to update the City Council of the Gateway Team's process and its recommendation on July 7, 2014. PRAB members were welcome to attend the meeting for a full review. Mr. Gerwen represented PRAB on the Gateway Planning Team.

Members were told that no funding is currently allocated for gateway improvements. The entry at the Bridgeport Way SW and Pacific Highway entry

point into Lakewood is one of twelve entry points into our community which have various types of identifying signage. The City Council would like to have the 'first impression' of Lakewood improved and its entry sign designs standardized throughout the community at gateway points. No matter where a person enters Lakewood, he/she needs to know they are now in a special place.

Mr. Gerwen was asked to provide staff with information on the City of Federal Way's entry signage costs.

Mrs. Dodsworth indicated that City staff would do as much of the site prep, installation and landscaping as possible to save money. The Board had favorable comments regarding the preferred sign option.

## **NEW BUSINESS**

### **Chambers Creek Interlocal Agreement**

Last year the PRAB hosted an Open House focusing on trail development along Chambers Creek. There was good feedback from those in attendance concerning trail access, linkages, and community support. University Place has taken the lead on this project and the City, Pierce County and other agencies have had several meetings to discuss how a trail plan can be developed and funded. The Chambers Creek trail was included in the City's Legacy Plan and six year Capital Improvement Plan.

There had been some discussion about applying for a RCO trail grant, but more planning is needed regarding specific trail locations, design standards and cost estimates. Also, we need to update each agencies Councils regarding community impact.

An interlocal agreement was shared which outlines how the multiple communities/agencies will work together in designing a trail plan and developing a construction plan. The agreement doesn't currently require any financial contributions but that will be forthcoming once additional planning is done. It was agreed that the PRAB would revisit the CCT project in the fall in greater depth.

Mr. Montgomerie reported that even with staff contacts and his own inquiries to Pierce County, there seemed to be no records containing information on Mr. Art Peterson's role in encouraging Chambers Creek development, so he asked that any effort to seek further information be curtailed.

### **SummerFEST**

At the time of the City's incorporation in 1996, summer weekends were all filled with various community gatherings hosted by service clubs, churches, business groups, helping agencies – all wanted to share their information and feature summer time events. Many hard-working volunteers were involved in planning multiple events for the groups they supported. In 2004 the City asked all the

agencies to work together on one large event to make better use of everyone's resources and SummerFEST was born!

Summer fest will be on Saturday, July 12, 2014, from 11:00 am to 11:00 pm at Fort Steilacoom Park. The event will include public market and food vendors, two stages of entertainment, a soccer tournament and Police, Fire, Army Strong and community displays, KidZone play area, Partners for Parks car show and a movie in the park. St. Clare Hospital sponsored our third annual SummerFEST Triathlon and participation has increased each year

**Budget Update:** Mrs. Dodsworth explained that the City was currently preparing the 2015-2016 budget. The Legacy Plan will be used to develop our work program and CIP requests.

Mrs. Dodsworth also explained that she was applying for various grants to support our programs (RCO, lodging tax, etc) and the City staff was training in Performance Management and learning about Logic Models.

#### **Director's Report**

**The 2014 Math Relay** was held again in June after a two year hiatus and 360 students participated. This program provides educational and physical exercise for elementary age youngsters.

**The Senior Activity Center held its annual Open House** event in early June and featured a Seahawk theme that was embraced by all participants. This event allows older adults to learn more about what is offered at the Center and services provided by partner organizations and businesses.

A project involving older adults at the Senior Activity Center and international students at Pierce College involved exchanging letters with one another with a goal of increasing the students' cultural knowledge of America. The letter writing project was capped off with a lunch for the students and seniors who were able to meet each other face-to-face which enhanced the whole letter writing experience for all.

**Donation:** A donation in the amount of \$7,000 was presented to the City by Studio Fitness owner Shane Simmons to support the Healthy Start After School program. The funds were generated through a 5K fundraising run. Studio Fitness indicated its mission fit well with the Parks, Recreation and Community Services mission of creating a healthy and vibrant community.

**AWC Scholarship Winner:** Nina Klinkhkammer, a member of the Lakewood Youth Council, was recognized at the Association of Washington Cities (AWC) as one of the four Washington scholarship recipients for Quality Communities. She will be attending the University of Washington in the fall.

**Community Outreach:**

- New York based CGI was in Lakewood to film segments for the City's upcoming "Video Tour Book." PRCS updates were included in the video.
- Staff gave a radio interview on the KLAY Morning Show with Ty Ray regarding SummerFEST
- Mattress Ranch featured City staff in a commercial inviting people to SummerFEST
- Information on the Farmers Market and on the City Gateway Project was shared at Coffee with Mayor

**OTHER**

**Lakewood Farmers Market** opened June 3 and will run every Tuesday through September 16 from 10:00 am to 3:00 pm.

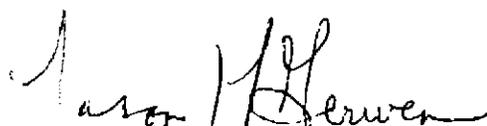
**Advertising and Sponsorship Study:** Mrs. Allen will be supported in developing an advertising/sponsorship policy by Mr. Gerwen and Mr. Iacobazzi. Both were asked to send copies of their work cities (Federal Way and Metro Parks) to Mrs. Allen to provide a starting point in their discussion.

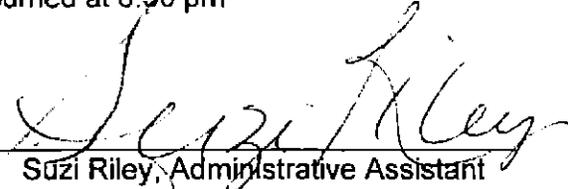
**The Black Tie and Blue Jeans fundraising event** is scheduled Saturday, July 26, 2014, at Fort Steilacoom Park. The focus of their fundraising drive will be the resurfacing of the Lake Waughop pathway in Fort Steilacoom Park.

**A public meeting** will be held at Lake Waughop on Tuesday, July 22, at 6:00 pm to discuss the improvement plans with those interested in this project.

**Next Meeting(s):** No formal meetings will be held in July or August. The Waughop Lake Trail public meeting hosted by PRAB will take the place of the regular July PRAB business meeting. Members meet socially in August. The next PRAB business meeting is scheduled Tuesday, September 23, 2014, at 5:30 pm in room 1D of Lakewood City Hall.

**ADJOURNMENT:** The meeting was adjourned at 6:50 pm

  
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Jason Gerwen, Chairman

  
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Suzi Riley, Administrative Assistant

The Parks and Recreation Advisory Board did not meet in July, although members attended the Lake Waughop Pathway Project public meeting in place of their business meeting. They did not meet in August. The minutes of the June, 2014, meeting were approved at the first opportunity at the PRAB business meeting held September 23, 2014.