



**PARKS AND RECREATION ADVISORY BOARD**  
**TUESDAY, APRIL 28 – 5:30 PM**  
**Lakewood City Hall – Council Chambers**  
**6000 Main Street SW**  
**Lakewood, WA 98499**

**MEMBERS**

**Jason Gerwen, Chair**  
**Sylvia Allen**  
**J. Alan Billingsley**  
**Vito Iacobazzi, Vice Chair**  
**Anessa McClendon**  
**Tanja Scott**  
**Heinz Haskins**

**Don Anderson, Council**  
**Liaison**

**STAFF**

**Mary Dodsworth, Director**

Persons requesting special accommodations contact Cameron at 253-589-2489 as soon as possible in advance of this meeting so that an attempt to meet a special accommodation need can be made.

**CALL TO ORDER**

**ATTENDANCE/ROLL CALL**

**APPROVAL of February 24 , 2015 MINUTES**

**PUBLIC COMMENT**

**UNFINISHED BUSINESS**

**Gateway Update**

**USGA Open Update**

**Parks Appreciation Day Recap**

**NEW BUSINESS**

**Joint Meeting with Council – June 8, 2015**

**DIRECTORS REPORT**

**BOARD MEMBER COMMENTS**

**NEXT PRAB MEETING - April 28, 2015 ` 5:30 p.m.**

**ADJOURN**

**Please Note: COMMUNITY MEETING TO FOLLOW @ 6:30 P.M. - TOPIC - Gathering Places and Spaces**  
**Meeting notes and agenda in this packet**



**LAKWOOD PARKS & RECREATION ADVISORY BOARD  
REGULAR MEETING MINUTES  
TUESDAY, February 24, 2015 – 5:30 PM  
Lakewood City Hall  
Room 1-E**

**CALL TO ORDER**

Vito Iacobazzi, vice chairman, called the meeting to order at 5:30 pm

**ATTENDANCE**

**PRAB Members Present:** Vito Iacobazzi; Alan Billingsley; Annessa McClendon, Sylvia Allen and Heinz Haskins.

**PRAB member Excused:** Jason Gerwen and Tanya Scott

**Staff Present:** Mary Dodsworth, Director

**Council Liaison:** Don Anderson, Excused

**APPROVAL OF MINUTES:** Sylvia Allen moved and Alan Billingsley seconded the motion to approve the minutes of the January 27, 2015 meeting as presented. The motion passed.

**PUBLIC COMMENT:** Several citizens were present to comment about the park code update regarding airplanes in parks. The chair asked that their comments be recorded during the agenda item discussion. Bob Saul thanked staff for posting the meeting agenda / minutes on the city's website.

**UNFINISHED BUSINESS:**

Park Code Update: City Council directed the PRAB to review Lakewood Municipal Code 8.76.500 referring to model aircraft and rockets to see if accommodation could be made for hobbyists. Director Dodsworth reviewed a memo and back up materials prepared by staff and the city attorney and summarized how the current aircraft use at the park conflicts with our current code and introduced several options to consider. The memo recommended amending the code to allow aircraft in the park with regulation. This would ensure protection of the park and safety of park users.

At the January PRAB meeting the Board developed a list of issues and questions to review when considering alternatives to the code. A PRAB subcommittee will study the issues and questions to determine what regulation or changes should occur. They also agreed that adding representatives from the hobbyist group and parks maintenance would be helpful.

Public comment regarding this issue included: Jerry Dunlap referred to a proposal he presented at a previous meeting and thought the recommendations presented tonight were fantastic. He noted that this type of use was provided at Marymoor Park in King County and provided a website for additional information regarding safety, rules, training, etc. Pete Thomas agreed with the recommendation provide by staff. Ken Shepard liked the memo and recommendations.

PRAB comments included: Sylvia asked that we consider recreational vs commercial use and how we could enforce any new rules. Alan was surprised that the FAA didn't provide better definitions of recreational aircraft. Vito asked if there were any other parks in the system that could support this type of use and appreciated that four options were presented. He asked if

the Board had any other options to consider. Sylvia made a motion to approve recommendation 4A in the memo and ask the subcommittee to review this item and bring code and rule change recommendations back to the Board for consideration. Seconded by Alan. The motion passed.

Acre for the Arts – Set Meeting Date: The Rotary Club of Lakewood sent a letter to Council stating their commitment to investing in a community project at Fort Steilacoom Park. The Council likes the idea of creating a space where citizens can come together as a community to celebrate or enjoy an event. They directed the PRAB to host a community meeting to discuss the topic. The Board suggested using our regular planning process which includes a series of meetings to gather information and review options. The first meeting will be on Tuesday, March 24 at 5:30 p.m. at Fort Steilacoom Park.

**NEW BUSINESS:** None

**DIRECTORS REPORT:** The Directors report included information on the capital project updates, Nisqually Tribe grants, a rehabilitated Owl that was released at FSP, Vandalism that occurred at the park, Gateway project bids and options to consider, WSDOT partnership at our gateway, problems with Harry Todd Park docks and congratulations to Sylvia Allen who was selected as a technical advisory board member to the Conservations Futures grant program.

**BOARD COMMENTS:** Annessa asked what happens to the agenda items that were on our work program to be discussed in February since we will now use the February meeting for a community discussion? Mary said the agenda items will be moved to March.

Sylvia provided an update on the 400+ fir trees that are planned to be removed at the Oakbrook Golf Course with no plan to replace. She is still concerned regarding impact to the tree canopy.

She also noted her homeowners association won in court against the developer who was planning to build 60+ apartments near the golf course on Ruby Drive.

**NEXT MEETING:** The next PRAB business meeting is scheduled Tuesday, March 24, 2015 at 5:30 p.m. at Fort Steilacoom Park.

**ADJOURNMENT:** Vito Iacobazzi moved to adjourn the meeting and Sylvia Allen seconded the motion. The meeting was adjourned at 6:30 p.m.

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Jason Gerwen, Chairman

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Mary Dodsworth, Director

TO: Parks and Recreation Advisory Board

FROM: Mary Dodsworth, Director

DATE: April 22, 2015

SUBJECT: USGA Open Update

The US Open, a United States Golf Association (USGA) Championship, is coming to the Chambers Bay Golf Course in University Place, WA, June 15 – 21, 2015. City staff is working with USGA staff and regional representatives to communicate with local businesses and citizens; to coordinate use of Fort Steilacoom Park for parking and to mitigate traffic and neighborhood impacts. I'll provide an overview of this work at our April 28 meeting.

For more detailed information regarding the event, here is a link to the US Open Spectator Guide. [2015 US Open SpectatorGuide.pdf](#)

**Parks and Recreation Advisory Board  
Community Meeting – March 24, 2015  
Gathering Places and Spaces Meeting Notes**

**Welcome:** Jason Gerwen, Board Chair, welcomed everyone to the meeting, introduced the Parks and Recreation Advisory Board (PRAB) members and City Councilmembers attending the meeting.

**Agenda Review:** Mary Dodsworth, director, welcomed everyone and shared why we were meeting at City Hall rather than the park. Those who went to the park first were concerned that adequate information regarding the meeting location change was not posted properly at the site and several people didn't know that the meeting was switched to a new location. Mary noted concerns and will make sure meeting information and notes are posted on city website. She reviewed the agenda for the evening.

**Past Idea – Current Idea - Why are we here?** Last year the Rotary Club of Lakewood asked the City Council to consider an amphitheater at Fort Steilacoom Park. The concept took on a life of its own and many park visitors were surprised and upset at potential impacts to the park and their personal experiences. After listening to the community and hearing the concerns, the Rotary Club tabled the project proposal. The City Council liked the idea of creating an area where the community could gather and celebrate. They have tried to create something like this at the Town Center but because we don't own land there, we haven't been able to move forward on this. They have visited similar places in nearby communities (Steilacoom bandstand, Puyallup Pioneer Park Pavilion, UP Apple Orchard stage) and asked the PRAB to facilitate a planning process to look at this topic and options. We emphasized that this is not the amphitheater project coming back – but new ideas and locations to consider.

**Planning Process:** The Board usually uses a 3 or 4 meeting planning process when considering new ideas. Meetings will be on PRAB meeting days and the process will include the following:

- 1<sup>st</sup> Meeting – March 24 - Information Gathering ~ Issues and Solutions
- 2<sup>nd</sup> Meeting – April 28 - Look at various types of spaces (what do you love/hate)
- 3<sup>rd</sup> Meeting – May 26 - look at options (what do you love/hate/prefer)
- 4<sup>th</sup> Meeting – June 28 - develop recommendation for Council (ideas/rules/next steps)

**Community Input on Issues** – Mary reviewed an issue matrix which included concerns and ideas from the meeting last year. Other items were added by meeting guests. The group then suggested ways to mitigate the issues and came up with solutions to potential problems. The issue matrix is following the meeting notes.

**Planning Activity:** The group was divided into 4 teams. Each team was to take a large map of the park, cut out squares that represented an acre of space and use the information we discussed regarding issues and impacts to see where a gathering space could be placed and how it would impact other areas of the park (natural areas, parking, pathways, restrooms, etc.). Each group presented their ideas. Using space in active areas and established parking areas was consistent among all teams.

**Updates / Next Steps:** Everyone was invited to the next meeting on Tuesday, April 28. The PRAB meeting begins at 5:30 p.m. and the community planning meeting will begin at 6:30 p.m. The meeting will be in the Council Chambers.

### FSP Community Meeting – March 24, 2015

Issues / Concerns		Ideas and Solutions
Historic Preservation – protect the prairie, cemetery and connect to the past		Don't put in special places. Be aware of location. Education and signage so new visitors know that certain areas are special. Be aware of traffic and pedestrian flow – so they don't trample special areas.
Impact to open space and wildlife areas		Don't locate in natural areas. Place active improvements in active areas. Education/signage of natural areas. Restrict size / control parking / don't remove natural buffers (trees and vegetation. They provide habitat
Impact to Pierce College or Western State Hosp.		Information communication with these agencies.
Neighborhood Impact	Noise	Don't want to hear music 1.5 miles away / limit event/use during certain hours and on certain days. Measure decibel levels. Design to direct noise away from houses. Design to push noise towards Steilacoom Blvd. Trees are natural buffers. Have an on-site monitor to supervise events. Who do we call if noise is too loud – 911 (non-emergency #).
	Parking	Need better parking at (Angle & Elwood) entrance. There is a path/shortcut at the end of Wauna Street. Need enforcement. Encourage use of Pierce College. Design off-street parking in adjacent areas.
	Crime	Add late night patrols if activity is in the park after hours. Create neighborhood block watch programs. Be aware of audience you are inviting to the park. Anticipate increased drug use at concerts (maybe not at the symphony☺).
	Property Values	Houses near well maintained parks have higher values. If you don't maintain or start removing vegetation – that could reduce values.
Vandalism and Graffiti		We deal with graffiti every day. Certain materials are easier to clean off or can be repainted. Some can be coated / treated in advance to make easier to clean off. Vandalism happens after hours so new events won't create vandalism. A new facility would just be a new place to tag. Lock Sani-cans at night
It's a done deal? Who decides?		No, we're just planning. PRAB will make a recommendation to Council based on information they gather. Council decides next steps. No design has been done, no specific site has been determined. No city funds have been allocated. Lakewood Rotary is still interested in investing in a community project.
Revenue vs Expenditures Manage / maintain / fees Cost recovery		Create a business plan so you know what you plan to do, how much it costs to maintain and how much revenue you might generate. We charge fees for private use of site (special events, shelter use, tournaments, races, concerts, movies, walk-a-thons, etc...). Use a portion of the fees you charge to create a depreciation account to fix current and future deferred maintenance issues.
Temporary vs Permanent Structures		Create a pit stage so musicians are below ground. People would be up higher. That would reduce noise. Create a bowl / natural amphitheater. Pierce College used their hillside in previous years

	for events.
Seasonal Use	Design for northwest / add a roof for rain/shade. Seasonal hours / dark earlier in the fall / spring – more light in summer
Safety – lighting at night ADA access	Temporary lighting so it's safe to get to parking areas. Use light shields so it doesn't disturb neighbors or drivers on Steilacoom Blvd. Need access to power for lights.
Alcohol use	Must get a permit for alcohol (from City and State). Non-profits can for events. Private citizens can't. We follow Washington State Liquor Control Board rules. Add police if alcohol is available.
Traffic - impacts roads	Roads are in bad shape. Need infrastructure upgrades. There are lots of overflow parking areas in the park.
Use funds to fix what is already developed or in bad shape at the park.	Historic elements and barns (this would create an indoor space – less impact to park users), fix path around Waughop Lake and roads into the park. Pave parking lot.
Consequences?	Charge deposits. What happens if people don't follow the rules (noise, too many people) Parks dept. is closed on weekend. Need an on-call phone number for parks staff. We encourage calling police so they can track and respond. They will triage based on what's happening in community. Parks staff can't enforce laws. We can share rules? Can we preview acts so we know if they are park/family friendly?
Sanitation	Need restrooms. What can current facilities support (223 flushes per hour and sanicans hold 125 uses per unit). When do you need extra restroom units? We use a formula based on # of people and # of hours to determine what is needed. Add extra Sani-can at dog park during events. Users also bring in garbage cans for larger events.
Current existing activities	Be sure new things don't conflict with current activities, events, sports leagues, etc... Partner with other venues (Pierce College or UP). Other cities have nice spaces, why can't we?
Other Locations – where else could this project go (besides the park)	Town center (we don't own the land there and owners aren't interested in changing parking/retail space for community space. Pierce College (they have indoor spaces and outdoor areas) In a barn (less impact on park users).
Volunteers	We need volunteers at the park. If you want to volunteer go to the city website – go to <i>I WANT TO</i> .... Volunteer. You can sign up on-line. This process can be cumbersome. If you want to volunteer, call Parks and Rec and we'll put you to work.
Next Meetings	Next Meeting – April 28 – 6:30 p.m. 3 <sup>rd</sup> Meeting – May 26 – Time TBD 4 <sup>th</sup> Meeting – June 28 - Time TBD  Comment: Why would you have a meeting at the end of June? Kids are out of school and everyone is gone away on vacation. Consider rescheduling.



**PARKS AND RECREATION ADVISORY BOARD**  
**COMMUNITY MEETING #2**  
**TUESDAY, APRIL 28, 2015 – 6:30 PM**  
**Lakewood City Hall – Council Chambers**  
**6000 Main Street SW Lakewood, WA 98499**

**MEMBERS**

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**AGENDA TOPIC - Gathering Places and Spaces**

- Welcome – Chair and Councilmember
- Agenda Review – Staff
- Review March 24 Meeting
- Gathering Spaces / Places Review
  - What do you love / hate about each one
- Community Input

Follow-up Meeting – May 26, 2015 – 6:30 p.m. @  
Lakewood City Hall

**NEXT PRAB MEETING - April 28, 2015 ` 5:30 p.m.**

**ADJOURN**