



**PARKS AND RECREATION ADVISORY BOARD**  
**Monday, April 24, 2017 – 6:30 PM**  
**Lakewood City Hall – ROOM 1E**  
**6000 Main Street SW**  
**Lakewood, WA 98499**

**PRAB MEMBERS**

**Jason Gerwen, Chair**  
**Vito Iacobazzi, Vice Chair**  
**Sylvia Allen**  
**J. Alan Billingsley**  
**Susan Dellinger**  
**Heinz Haskins**  
**Anessa McClendon**  
**Tiana Arzuaga– Youth Council**

**Don Anderson, Council Liaison**

**STAFF**

**Mary Dodsworth, Director**  
**Cameron Fairfield, Office Assistant**

**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 March 23, 2017 MINUTES**

**PUBLIC COMMENT**

**NEW BUSINESS**

**UNFINISHED BUSINESS**


Joint Meeting with Council

**DIRECTORS REPORT**

**BOARD MEMBER COMMENTS**

**NEXT PRAB MEETING – Joint Meeting with Council**  
May 23, 2017 Meet at 5:30 p.m.

**ADJOURN**

	<p><b>LAKEWOOD PARKS &amp; RECREATION ADVISORY BOARD</b> <b>REGULAR MEETING MINUTES</b> Thursday, March 23, 2017 – 5:30 PM LAKEWOOD CITY HALL ROOM 1E 6000 MAIN ST SW LAKEWOOD, WA 98499</p>
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**CALL TO ORDER**

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

**ATTENDANCE**

**PRAB Members Present:** Jason Gerwen, Vito Iacobazzi, Susan Dellinger, Heinz Haskins, Alan Billingsley, Anessa McClendon.

**PRAB Members Excused:** Sylvia Allen

**Guest:** None

**Staff Present:** Mary Dodsworth – Director, Cameron Fairfield – Office Assistant

**Council Liaison:** Don Anderson

**Youth Council Liaison:** Tiana Arzuaga, Excused

**APPROVAL OF MINUTES:** Heinz Haskins moved and Alan Billingsley seconded the motion to approve the minutes of the February 28, 2017 meeting as presented. MPU.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**Parks Appreciation Day Assignments (4/22):** Cameron Fairfield led a discussion about this year's upcoming Parks Appreciation Day Cleanup. The board discussed the different sites that will be maintained on this year's cleanup. The following Park Board members were assigned as site leaders; Alan Billingsley (Wards Lake), Harry Todd Park (Sylvia Allen), Heinz Haskins (Fort Steilacoom Park), and Sue Dellinger/Anessa McClendon (Springbrook Park).

**First Impressions Matter program (brainstorm):** Mary Dodsworth led a PowerPoint presentation about the City of Lakewood's First Impressions Matter program. The board was provided with a copy of the thank you letter that was sent out to businesses that improved their area during the U.S.Open. The project is designed to recognize the businesses that are doing a good job rather than punishing the businesses that are struggling in this area. The board is encouraged to seek out businesses that are giving a great first impression and inform the Parks and Recreation Department so they can be recognized. The board discussed different methods of recognizing the businesses.

**Service Club Signs in ROW (develop subcommittee):** Mary Dodsworth led a discussion about service club signs. The PowerPoint included images of some of the current service club signs that are relocated in various streets in Lakewood. Examples were shown from other cities

including Gig Harbor and University Place. The board discussed different ways of displaying the service club signs and asked a series of questions regarding the purpose of the subcommittee. A subcommittee was formed of Sylvia Allen, Heinz Haskins, Sue Dellinger, and Alan Billingsley who will work on this project. Stakeholders from other service clubs will be contacted to support this effort.

**Prepare for Joint meeting with Council next month:** The Park Board was provided with the draft work plan and significant accomplishments for 2016 – 2017. This will be presented to Council during to the April PRAB joint meeting with council. The board discussed the draft document including things that should be added and omitted from the presentation.

**DIRECTORS REPORT:** Mary Dodsworth reviewed the director's report with the board. The report included capital project updates, connections magazine, and community outreach. The project updates included Springbrook Park expansion, Pavilion in the Park, and National Cyclocross event that will be coming to Lakewood in 2019. The Springbrook Park dedication will take place on June 10<sup>th</sup> @ 2:00pm.

**BOARD COMMENTS:** The board discussed the current status of Waughop Lake. Mayor Don Anderson presented to the board the different options moving forward with this project.

**NEXT MEETING:** The next PRAB meeting is scheduled for Monday, April 24th at 6:30pm at Lakewood City Hall.

**ADJOURNMENT:** Vito Iacobazzi motioned to adjourn the meeting at 6:34pm. Alan Billingsley seconded the motion. MPU

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Jason Gerwen, Chairman

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Cameron Fairfield, Office Asst.

**Parks and Recreation Advisory Board  
WORK PLAN AND SIGNIFICANT ACCOMPLISHMENTS**

**Members:**

Chair: Jason Gerwen	Alan Billingsley
Vice Chair: Vito Iacobazzi	Sylvia Allen
Heinz Haskins	Susan Dellinger
Anessa McClendon	Tiana Arzuaga– Youth Council

**Council Liaison:**

Council Member/Mayor: Don Anderson

**City Staff Support:**

Director: Mary Dodsworth  
Office Assistant: Cameron Fairfield

**Meeting Schedule:**

4<sup>th</sup> Tuesday of Each Month, 5:30pm, City Hall American Lake Conference Room

**Accomplishments: April 2016 – April 2017**

Date	Topics
April 2016	Prairie Restoration Program Review (tabled)
April 2016	Harry Todd Park Master Plan Recommendation
April 2016	14 <sup>th</sup> Annual Parks Appreciation Day Site Hosts
May 2016	Cost Recovery Fee Analysis Review and Recommendation
May 2016	Pavilion Business Plan
June 2016	Joint meeting with Planning Commission re: Motor Ave / Recommendation
Sept 2016	Naming Policy Review and Recommendation
Nov 2016	Advertising/Sponsorship Guidelines Review and Recommendation
Jan 2017	Legacy Plan Update
Jan 2017	Park Code Update Recommendation

**2017 Work Plan:**

1.	Park Code Update
2.	Capital Project Update and Review
3.	Service Club Signs
4.	Legislative Agenda
5.	First Impressions Matter Program
6.	FSP Property Uses/Changes
7.	Pavilion at FSP – Operations Plans
8.	Paperless Systems
9.	Tobacco Free Parks Education Program
10.	15 <sup>th</sup> Annual Parks Appreciation Day Planning
11.	Adopt-A-Street/Park/Spot Program Update