



**PARKS AND RECREATION ADVISORY BOARD**  
Tuesday, September 26, 2017 – 5:30 p.m.  
Building tour between 5-5:30 p.m.  
Lakewood Senior Activity Center  
9112 Lakewood Dr. SW  
Lakewood, WA 98499

**PRAB MEMBERS**

Jason Gerwen, Chair  
Vito Iacobazzi, Vice Chair  
Sylvia Allen  
J. Alan Billingsley  
Susan Dellinger  
Heinz Haskins  
Anessa McClendon  
Michael Lacadie

Dorien Simon, Youth Council  
Jefferson Magayanes, Youth  
Council

Don Anderson, Council Liaison

**STAFF**

Mary Dodsworth, Director  
Nikki York, Office Assistant

Persons requesting special accommodations contact Nikki 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 May 23, 2017 MINUTES**

**PUBLIC COMMENT**

**NEW BUSINESS**

Park Safety Presentation  
Tree Report  
Park Fee Review/Changes

**UNFINISHED BUSINESS**

**DIRECTORS REPORT**

Capital Project Update

**BOARD MEMBER COMMENTS**

**NEXT PRAB MEETING**

October 24, 2017

**ADJOURN**



**LAKEWOOD PARKS & RECREATION ADVISORY BOARD  
REGULAR MEETING MINUTES  
Tuesday, May 23, 2017 – 5:30 PM  
LAKEWOOD CITY HALL ROOM 1E  
6000 MAIN ST SW  
LAKEWOOD, WA 98499**

**CALL TO ORDER**

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

**ATTENDANCE**

**PRAB Members Present:** Jason Gerwen, Vito Iacobazzi, Heinz Haskins, Alan Billingsley, Sylvia Allen, Susan Dellinger

**PRAB Members Excused:** Anessa McClendon

**Guest:** Giovanni Baglio, Heather Rawley- Forever Green,

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

**Council Liaison:** Don Anderson, Excused

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

**APPROVAL OF MINUTES:** Vito Iacobazzi moved and Heinz Haskins seconded the motion to approve the minutes of the April 24, 2017, meeting as presented. MPU.

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:**

**Service Club Signs Update:** There was a subcommittee meeting held on May 18, 2017. The members who attended the meeting gave their feedback summarizing the main points of the Meeting. One of the questions asked was “What is a service club?” (See Matrix)

**NEW BUSINESS:**

**Giovanni Baglio Eagle Scout Project:**

Giovanni Baglio from Troop 248 gave a presentation about his proposed Eagle Scout project. The project will be building and placement of 25 benches at Fort Steilacoom Park. Project timeline is set to be completed by SummerFest on July 8<sup>th</sup>. Giovanni gave a handout to the board outlining specs of the project. The board gave their feedback asking questions. Questions included finish, bracing, storage, design, usage, and donations. Heinz Haskins made a motion to approve Alan Billingsley Seconded. Motion approved unanimously.

**Forever Green – Pierce County Trail Program:**

Heather from Forever Green Trails led a discussion about the “Certified Pierce County Trails Community Recognition Program”.

The program has a 5-point criteria system.

- Celebrate & Officially proclaim “Pierce County Trails Day”
- Hold a local ‘Trails Day Event’
- Establish an “Adopt-a-Trail” stewardship program
- Adopt & Maintain a local trails master plan

- Allocate funding to maintain trails annually

Vito made a motion to recommend the project to council. Sylvia Seconded. Motion Approved Unanimously. Our first trails day event will be at Fort Steilacoom Park on July 29<sup>th</sup>.

**DIRECTORS REPORT:**

Dennis Higashiyama's Retirement Party on June 3<sup>rd</sup>, 2017 at 3 p.m. at Lakewood City Hall  
Mary Dodsworth to present Park Safety at the Public Safety Advisory Board

**BOARD COMMENTS:** The board provided feedback on the Joint Meeting with Council and discussed First Impressions Matter window cling.

**NEXT MEETING:** No meeting in June. Heinz Haskins motioned, Vito Iacobazzi seconded, MPU. The next PRAB meeting is scheduled for Tuesday, July 25<sup>th</sup> at 5:30 pm at Lakewood City Hall.

**ADJOURNMENT:** Heinz Haskins motioned to adjourn the meeting at 6:20 pm. Vito Iacobazzi seconded the motion. MPU.

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Jason Gerwen, Chairman

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Cameron Fairfield, Office Asst.

Issues / Concerns	Thoughts, Ideas and Solutions
Purpose of signs	Recognize clubs Recruitment of members For groups that don't use apps or internet
What is a "service club" Definition  Established for a period of time	Non-profit Active service National vs Local Nonsectarian Timeframe
Inventory – how many do we have and where?	Lakewood Rotary 2 Lions Club signs (Korean & Knights) 4 Nyanza signs Antique post/vintage
Size/design/shape and material sign is made of  Unique or standardized?	Uniformity/size 30" Round  Material?
Possible sign location(s) here, there & everywhere	Co-located vs Individual Individual pride for long term members Mapping Gateway areas-put where current Not distracted Gateway-Bridgeport Gravelly Lake/Washington Rotary-quieter areas-not always an entrance-well travelled-vertical is better than horizontal
Single Signs vs Co-locate signs	Co-located makes sense-more impact-makes an impression-hit/miss when single Easier to find/remember *traditional emotion *Gateway sign
Cost of sign ~ who maintains or replaces	Consider maintenance sharing>sweat equity \$350/\$250 Metal order from a national organization-budget
Limit number of signs?	Depends on the structure-where. Logos depend on # of signs and size
ROW issues	Size-Size distance-visibility-maintenance issues
Signs with extra info (meeting date/time/place)	Less important-unimportant Many options- @ meeting locations Aesthetics
Application / Permit How do we track signs?	Tasteful Design Into Motor Ave-Celebrating City Volunteerism

## City of Lakewood, WA

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September 15, 2017

# Washington Department of Natural Resources Urban and Community Forestry Inventory

## Course of Action Report

**Location:** The analysis was undertaken in Lakewood public parks including American Lake, Edgewater, Fort Steilacoom, Harry Todd, Kiwanis, Oakbrook, Primley, Springbrook, Wards Lake, and Washington; and along major arterials of Pacific Hwy, Bridgeport Way, Lakeview Avenue, Hipkins Rd., Steilacoom Blvd, and 100<sup>th</sup> Street SW.

**Species:** All totaled the analysis collected data on 1,522 trees with 55 species being represented. However, over 75% of the inventory consists of five (5) genera including Pseudotsuga (Douglas Fir), the largest representation at 20%; Acer (maple), Quercus (oak), Fraxinus (ash), and Prunus (ornamental cherry).

Future actions to increase tree diversity may include the following action steps:

- Continue expanding the inventory of the City's canopy cover to determine a full assessment of species distribution and overall canopy cover.
- Develop a recommended Street Tree List that recognizes environmental conditions such as growing space and planting strip widths, overhead obstructions, scale of surrounding development, exposure, and public safety.
- Establish a goal defining a maximum percentage of any one tree species and/or variety that is planted along City Streets as part of an Urban Street Tree Program, (10% recommended standard).

Additional species/varieties for street trees by planting strip width, and not significantly represented in the current inventory, could include;

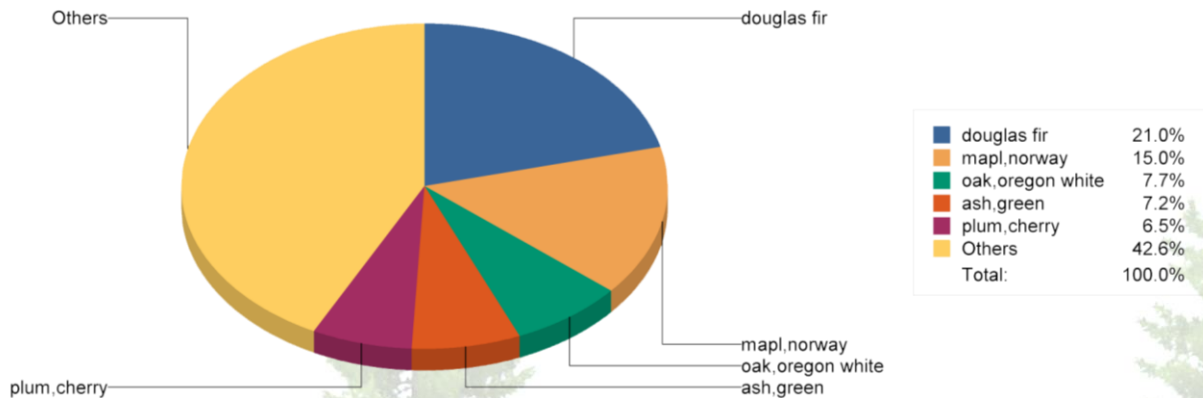
### Planting Strips 5-6' wide

- Hornbeam
- Amur Maple
- Trident Maple
- Flowering Pear
- Sourwood
- Service berry

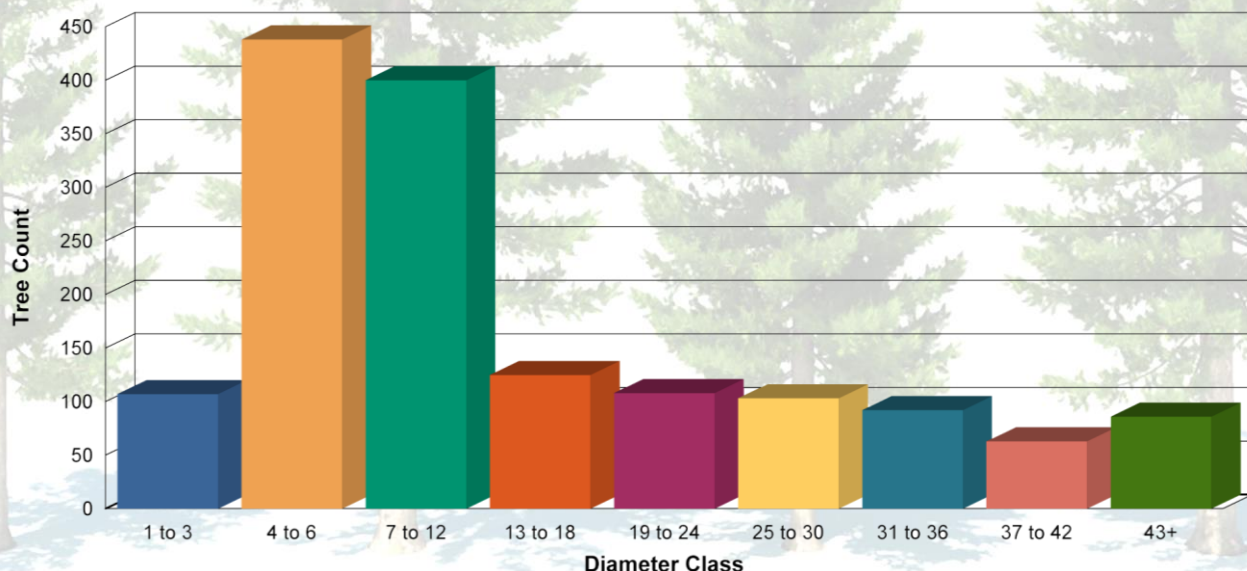
### Planting Strips Greater Than 10' wide;

- Paper and Yellow Birch
- Gingko
- Norway and Sugar Maple
- Sweetgum
- Dogwood sp.
- Styrax
- Hawthorn sp.

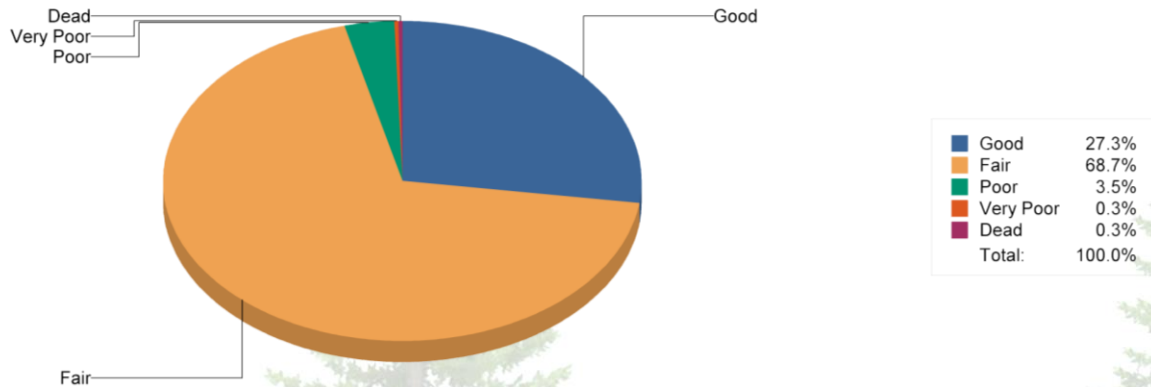
- Within parks a focus should be on planting primarily species native to Washington. Though this would likely encourage the dominance of Douglas Fir and other native conifers, accommodating the need for recreational and aesthetic values in future plantings should be accomplished by supplementing with other native-like species/varieties of maple, oak, birch, alder, and serviceberry.



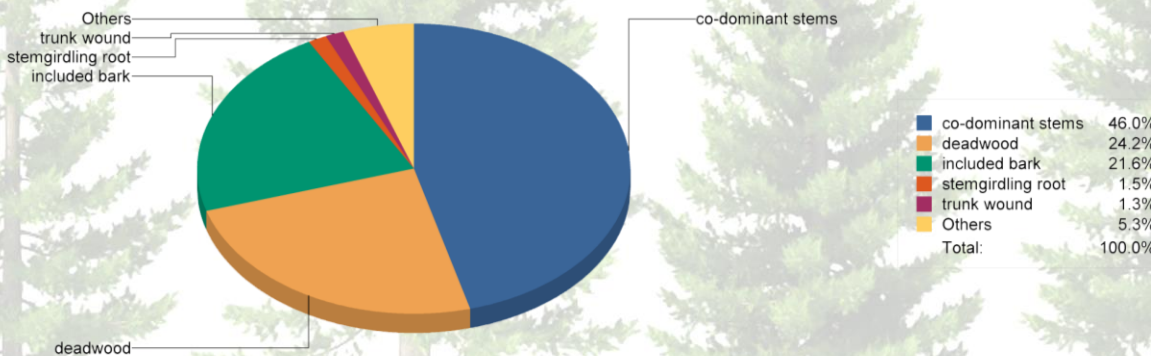
**Size of Trees:** This Inventory Study identified a range of tree sizes from 1" to 166", and not surprising for a new community, the largest number of trees were in the 4" to 12" diameter category, (545). With very few exceptions, the larger diameter trees from 13" to 166" were located in the park areas. As a street tree program Lakewood has a very unbalanced and young inventory. Modifying this is a long term strategy and begins with a vigilant maintenance program to insure that the existing inventory is allowed to survive and become mature to provide balance as new trees are continually added. Undertaking a broader inventory and canopy cover study of the entire community hopefully would reveal a greater balance in the overall urban forest but for street tree plantings there is no quick strategy to correct the disparity in size range.



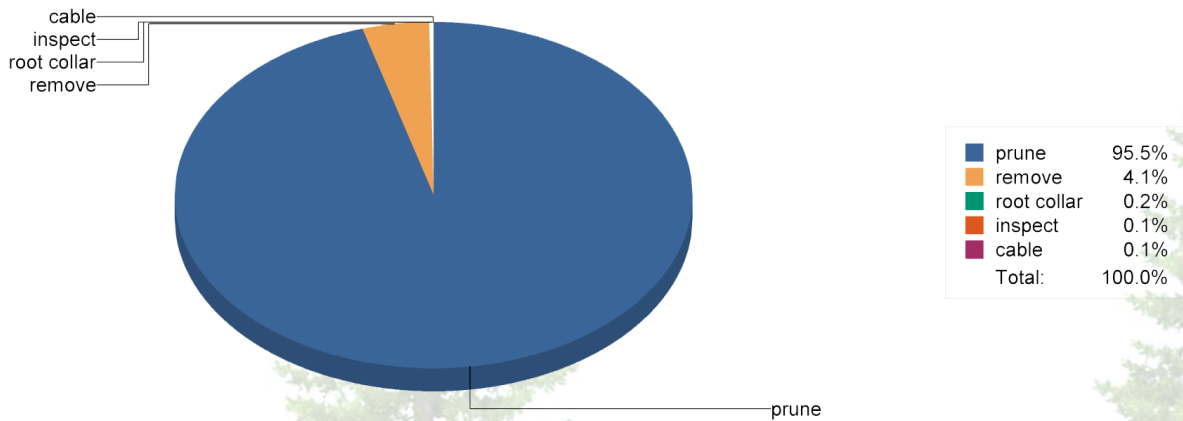
**Tree Condition:** Of the trees inventoried the majority are in **fair condition**, (69%), or **good condition**, (27%). Not surprisingly the condition correlates strongly with the size distribution data in that the smaller diameter trees are consistently in a better shape. The majority of **poor condition** trees are located in Fort Steilacoom Park, which is also the location of the larger size distribution of 25" to 166". Those trees in **fair condition** have well defined issues that warrant corrective pruning and maintenance within the next pruning cycle while those in the **good condition** have minor issues or defects that can be scheduled later in the City's work plan.



**Risks and Defects:** About 4% of the trees inventoried, (62 trees), require removal. It should be noted, however, that none of these have been determined to be high risk trees. Over 45% of the trees identified for removal are small trees less than 12" in diameter. Because of the greater potential impacts associated with larger diameter trees it has been recommended that these be removed first.



**Recommended Maintenance Tasks:** The majority of inventoried trees, (95%), require pruning maintenance. The primary identified maintenance tasks are crown pruning and subordination. The inventory also assessed trees with multiple defects and the related cause as to whether it is “cultural” or “biotic”. There appears to be a strong correlation between the majority of younger trees in the inventory with minor defects that may make these a priority to address first in maintenance cycles. These younger trees as stated before are vital to the objective of growing a diverse range of tree size throughout the inventory.



### Action Planning- Steps Forward:

1. **Maintenance prioritization-** First step is to maintain what we have and has been developed to be undertaken over a two year period. The maintenance approach will be focused to prevent the escalation of deterioration and safety risk.

The first year will address two major priorities;

1. Focus on the majority of trees assessed that have only minor defects, (94%). This will result in a quick benefit to improve the most vulnerable trees and those that are critical to increasing the size distribution throughout the inventory. It is important that by addressing this large quantity of minor issues these trees will not deteriorate to a status of “trees with multiple defects”;

2. The second priority would be to start the process of removing at risk trees before they deteriorate further to the point of being safety hazards. This would start with the largest trees that pose that greatest potential for increased risk.

The second year maintenance cycle would undertake the pruning of all remaining trees to correct existing defects as well as completing the removal of all remaining trees as needed. This two year plan will get the current inventory up to a consistent state of health and future maintenance rotations can be established to maintain this level, as



well as to expand the program as additional trees can be assessed and added to the inventory.

- 2. Develop a “ Maintenance /Management Plan”:** The City of Lakewood is in need of developing a comprehensive Tree Maintenance and Management Plan. As a newly incorporated city, Lakewood is aggressively upgrading and expanding the city's infrastructure. As new utility upgrades, road reconstruction, gateway development, and parks and open spaces projects are undertaken there will be a growing need to preserve, maintain, protect, and expand the tree canopy cover. As this community resource expands it will be vital that the city have a comprehensive approach to the on-going maintenance needs and develop strategies needed in order to be successful. Although this is being recognized as an important issue, budget and staffing challenges will persist as this need will compete against other high priority planning, M&O, and capital needs. Lakewood will want to consider maintaining this partnership with the Washington Department of Natural Resources to help find resources for professional arboricultural services, matching funds, and/or development of public/private partnerships to help the city move forward.
- 3. Current budget levels:** Unfortunately the City of Lakewood has no trained and dedicated staff assigned to street tree pruning maintenance as part of their work plan. Because of this lack of resources, what might reasonably be able to be accomplished within a two year maintenance cycle may extend into to multiple years. An alternative could be to privatize this service with a short term contract in order to take care of the most immediate needs. This quick response would allow time to evaluate and identify resources to undertake the next steps of a more comprehensive program including development of an on-going monitoring/management plan and a long-term maintenance response. This strategy will be vital to creating a stable urban forest and establish a process and procedure in moving forward as the city continues to grow. A healthy forest will become more critical in the future as environmental stresses continue to impact resident's quality of life.
- 4. Staff and community resources:** An Urban Forestry Program cannot be adequately supported under current staffing levels and budget allocations. Staff will continue to respond to citizen's concerns and issues relating to public trees in both the parks and public right-of-ways. Currently there is no volunteer network trained and equipped to undertake the identified maintenance tasks, especially regarding removal of larger at risk trees. The City has a full capital improvement program and efforts will be undertaken to include addressing tree needs related to each individual project. Unfortunately this will leave a gap of unmet needs that will need to be undertaken through a separate short term arboreal services contract if funds can be identified.

**5. Additional funding for arboriculture services:** Even with privatizing the maintenance portion of the program there is a need for administration services and dedication of time to move a program forward. Lakewood will continue, in the short term, to rely on grants and other outside support. As a mid-term focus the City of Lakewood can work with administration and city council to advance a commitment to urban forestry to establish policies and procedures and other work with an to achieve Tree City USA status. With this in place the opportunity to include urban forestry funding in the biannual budget process can be undertaken and move the city to the next level.

