



**PARKS AND RECREATION ADVISORY BOARD**  
Tuesday February 26, 2019 – 5:30 p.m.  
Lakewood City Hall – Council Chambers  
6000 Main St SW Lakewood, WA 98499

**PRAB MEMBERS**

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

**Youth Council Representatives**

Tabitha Johnson  
Jefferson Magayanes  
Elijah Ramon Rafols  
Dorien Simon  
Sage Tagari

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 January 29, 2019 MINUTES**

**PUBLIC COMMENT**

**NEW BUSINESS**

Legacy Plan Update-Shannon Kelly-Fong  
Park CIP Update  
Service Club Sign Update

**OLD BUSINESS**

Edgewater Park Update

**DIRECTORS REPORT**

**BOARD MEMBER COMMENTS**

**NEXT PRAB MEETING**

Tuesday March 26, 2019 at 5:30 p.m.  
Lakewood City Hall, American Lake Room

**ADJOURN**





**LAKWOOD PARKS & RECREATION ADVISORY BOARD  
REGULAR MEETING MINUTES  
Tuesday, January 29, 2019 – 5:30 PM  
City Hall, Council Chambers  
6000 MAIN ST SW  
LAKEWOOD, WA 98499**

**CALL TO ORDER**

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

**ATTENDANCE**

**PRAB Members Present:** Jason Gerwen, Vito Iacobazzi, Sylvia Allen, Alan Billingsley, Michael Lacadie

PRAB Members Excused: Susan Dellinger, Anessa McClendon

**Staff Present:** Mary Dodsworth – Director, Nikki York – Office Assistant

**Council Liaison:** Don Anderson

**Youth Council Liaison:** Jefferson Magaynes-absent, Ramon Rafols, Dorien Simon, absent

Guests: Doug Fraser

**APPROVAL OF MINUTES:** Sylvia Allen moved and Alan Billingsley seconded the motion to approve the minutes of the November 27, 2018 meeting. MPU.

**ELECTIONS:** Sylvia Allen moved to keep the same Chair and Vice Chair. Jason Gerwen and Vito Iacobazzi are willing to serve another term. Alan Billingsley seconded the motion. MPU

**PUBLIC COMMENT (non-agenda items):** None

**NEW BUSINESS:**

Edgewater Park Master Plan Options: Mary Dodsworth welcomed everyone and introduced the Parks and Recreation Advisory Board (PRAB). Mrs. Dodsworth gave a brief history of the park and need for improvements. Doug Fraser reviewed the draft plans. The public was invited to share their comments. Scott Williams, Superintendent, Operations and Maintenance shared the [MyLakewood311](#) app and online ticket system for neighbors to report issues.

Quartermaster Project Presentation: JP Bega presented his quartermaster project to build and install benches at Springbrook Park Community Garden. The board asked additional questions regarding funding, resources, and timeline. Alan Billingsley moved to approve the project and Sylvia Allen seconded. MPU

**UNFINISHED BUSINESS:** None

**Directors Report:** Mary Dodsworth reviewed the Directors Report including the 2019 Work Plan that was approved by Council

**Board Comments:**

Ramon Rafols enjoyed participating and listening at the public meeting.

Vito Iacobazzi asked about the next steps on the Edgewater Plan. Alan Billingsley asked about including ADA requirements. Next step is to review all of the feedback work with engineering and come up with a logical workable solution.

Mary Dodsworth was pleased with the public meeting turnout.

**NEXT MEETING:** The next PRAB meeting is scheduled for Tuesday February 26, 2019 at 5:30 p.m. in the American Lake Room at the Lakewood City Hall.

**ADJOURNMENT:** Sylvia Allen moved to adjourn the meeting. Vito Iacobazzi seconded. MPU. The meeting adjourned at 7:21 p.m.

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Jason Gerwen, Chairman

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Nikki York, Office Assistant



TO: Parks and Recreation Advisory Board

FROM: Shannon Kelley-Fong, Senior Policy Analyst

THROUGH: Mary Dodsworth  
Parks, Recreation, and Community Services Director

DATE: February 26, 2019

SUBJECT: Legacy Plan Update

**PURPOSE:** The purpose of this memorandum is to provide an overview of the forthcoming update to the City of Lakewood’s city wide parks and recreation master plan, known as the Legacy Plan (hereinafter, the “Plan”). In effort to craft an update that reflects the needs and desires of the community, the City endeavors to make this process community-driven. To do so, the City will encourage and enable community participation throughout the process by offering a diversity of options for community members to provide input and feedback.

**BACKGROUND:** After three years of work with various community groups and stakeholders, the City of Lakewood approved the current Plan in March 2014. Since its approval, the Plan has served as the strategic plan for building a healthy and sustainable parks and recreation system in Lakewood. The Plan has contributed to various policies and procedures, been instrumental in the development of various parks and recreation programs and services, supported successful grant awards and capital improvement projects, and as a foundation for the City budget process. A progress report for the Plan from 2017 can be found here:

[https://www.cityoflakewood.us/documents/city\\_council/city\\_council\\_agenda\\_packets/2017/2017\\_01\\_23\\_Council\\_Study\\_Session\\_Agenda.pdf](https://www.cityoflakewood.us/documents/city_council/city_council_agenda_packets/2017/2017_01_23_Council_Study_Session_Agenda.pdf)

For the Plan to remain timely, as well as competitive for grant funding, the Plan requires periodic updates. For the City to remain grant eligible for Washington Recreation and Conversation Office (RCO) grants, the Plan must be updated every six years. To meet this requirement, the City intends to update the Plan by 2020. This meeting serves to kick off this process.

The forthcoming update to the Legacy Plan will overview accomplishments of the past few years, inventory and evaluate existing parks, recreation areas, and programming, as well as assess the need for improvements (site, facility, and operations), prioritize and review potential expansions and acquisitions, and reevaluate the Plan’s current goals and policies to ensure that they are align with the community’s values, needs, and desires.

The following provides a general list of potential updates to the Plan. This list is not intended to be exhaustive. The City acknowledges that community input and further research will continue to inform the update process.

**Community Profile.** The updated Plan will include up-to-date data on the following elements in Lakewood:

- Location;
- History;
- Natural setting;
- Demographics, including population, race and ethnicity, household characteristics, income and poverty, employment and education, and persons with disabilities;
- Economy
- Benefits of parks and recreation;
- List of accomplishments since 2014;
- Plan overview;
- Plan structure;
- National and Regional trends;
- Local trends and community feedback;
- Goals, strategies, performance measures;
- Level of service;
- And more!

**Goals and Objectives.** Throughout this process, the City will review and update the ten goals and over 120 strategies listed in the current Plan to ensure that they are relevant, realistic, and supported by resources.

**Classifications / Inventory.** The City will conduct a new inventory of existing facilities and programs and compare this inventory to the inventory found in the current Legacy Plan. This comparison will include a summary of the accomplishments and service gaps. The inventory, in addition to community and focus group feedback, will help prioritize projects throughout the rest of the update process. City personnel will conduct physical inventories of parks, facilities, trails, and programming, as well as use City documents, such as capital improvement plans and maintenance records.

**Public Involvement.** Like the existing Plan, the updated Plan would continue to act as a strategic roadmap for building a healthy and sustainable parks and recreation system in Lakewood. For the City, an imperative step in this process will be engaging the community to ensure that the updated Plan reflects the current needs and desires of those that live, work, and play in Lakewood.

In June 2018, the City adopted its Strategic Plan 2018 to 2020. Under the City Council goal area of Transparency, the City adopted the following strategy:

“5.4 Strengthen connection with stakeholders, partners, and communities.

B. Focus on inclusive engagement: Conduct concentrated outreach for hard-to-reach and vulnerable populations.”

Goal Nine (9) of the current Plan states:

“Goal 9: Maintain and update the Legacy Plan goals, strategies, policies, and procedure in response to changing needs, trends, performance outcomes, and statutory requirements.

9.1 Maintain plan update cycle to ensure plan relevancy.”

Goal Ten (10): of the current Plan states:

“Goal 10: Make accountable, transparent, and responsible decisions by considering the environmental, economic, social and cultural impacts to our community.

10.4 Demonstrate accountability and transparency in decision-making processes.”

The City is committed to performing extensive public outreach throughout this process. In effort to maximize outreach opportunities to engage community members, the City is planning on facilitating a diversity of engagement opportunities, such as the following:

1. **Legacy Plan Task Force.** The Legacy Plan Task Force (LPTF) would consist of City personnel, local stakeholders, partners, and community members. The LPTF would meet regularly to provide guidance on the Plan update process. LPTF members would be asked to read meeting briefs, review planning documents, address questions, help with community outreach, and assist the City in making decisions on Plan update developments. Meetings are anticipated to be held once a month, lasting around two (2) hours.
2. **Surveys.** In effort to provide flexible opportunities for those who live, work, and play in Lakewood, the City may use online and mail surveys. The surveys would allow users to provide feedback on: 1) current parks and recreation options and service levels, 2) use of facilities, programs, and service levels, and 3) parks and recreation needs.

Online survey. Participants would be able to access the survey online via the City’s Website, social media outlets, Connections Magazine, the City Manager’s Bulletin, and an email blast to registered park recreation participants. A draft survey can be found here: <https://www.surveymonkey.com/r/LakewoodParks>. While this survey would not be statistically valid, it would still provide good information for the City to use in this process.

Statistically valid survey (mail/online). Participants would be chosen at random to participate in a mailed survey and/or an online survey. These surveys would be statistically valid. **Attachment A** provides a draft of the mail survey. The online survey would be similar to the draft mail survey. Participants would receive a letter with the link to the online survey included.

3. **Open House Meetings.** The City will likely facilitate in-person meetings at City Hall and other City facilities. These meetings would provide opportunities for those who live, work, and play in Lakewood to provide in-person comments and feedback about parks and the recreation needs and opportunities in Lakewood.

At the meetings, participants would have the opportunity to make comments on existing parks and recreation facilities, arts and culture, conservation and open space, and trails.

4. **Online Public Form.** To provide an alternative way for people to provide feedback, the City is considering creating an online public forum. The forum would be designed to mimic the experience provided at the in-person meetings.

5. **Focus Groups / Targeted Outreach:** The City will likely provide targeted outreach to neighborhood groups, stakeholder, City personnel, and community “pop-up” events. The following provides a draft list of potential focus group / targeted outreach events:
- a. City Council.
  - b. Neighborhood Associations.
  - c. Recreation Program Groups
  - d. Sport Groups
  - e. Environmental Groups
  - f. City Personnel Meetings
  - g. Community “Pop-up Events” e.g., SummerFest, Farmer’s Market, Senior Center Open House, etc.

**Demand and Need Analysis.** The update will include the performance of a new demand and need analysis. Among other things, this analysis will likely include research into the following areas:

- National and Regional trends
- Local trends and community feedback
  - Community survey findings
  - Feedback from Open Houses, Focus Groups
  - Park and Facility condition assessment matrix
- Recreation projects:
  - Current levels of participation
  - Anticipated change based on trends
  - Capacity of your current inventory
  - Distance between residential areas and existing opportunities
  - Public satisfaction
  - Manager needs
  - Current maintenance levels
  - Access issues
- Habitat projects:
  - Number and extend of species present
  - Known threats
  - Condition of available habitat
  - Opportunities for habitat restoration / improvement
  - Public Support
  - Management needs
  - Stewardship levels
  - Potential for compatible public access
- Park classification:
  - Distribution / Proximity
  - Development / Improvements
  - Acquisition
  - Management / Maintenance
- Gap analysis / Level of Service Assessment



**Capital Improvement Plan.** The updated plan will include the most recent capital improvement plan. Future capital improvement plans will be guided by the update. The updated plan will likely include a prioritized list of recommended capital improvement projects for the short term, as well as for the long term.

**Update Timeline.** Table A provides a general timeline for the Plan update.

TABLE A									
	2019				2020				
	January - March	April – June	July - September	October - December	January - March	April – June	July - September	October - December	
Research									
Community Outreach									
Data Analysis									
Drafts / Adoption									

**ATTACHMENTS**

**Attachment A** – Draft Parks and Recreation Survey

## Edgewater Park Public Meeting #2

January 29, 2019

Lakewood City Hall, Council Chambers

Public Comments:

### GENERAL PARK ISSUES AND COMMENTS:

- Parking is #1 issue
- Parking Hours sign needed & enforcement
- Parking on Cherry and other roads
- Security/Privacy Issues-homeless/trespassing
- More enforcement/signage
- Signs get removed
- Stump with rebar in lake-scary needs to be cut
- People ignore signs
- Build more bulkheads to expand park into water
- Boat launch moved in a way to not impede traffic-blocks Edgewater/ Foster
- Have we done a survey of how people would like to use the site?
- Could public boat launch be on a street end- No public street ends (may have been vacated by Pierce County) End of 100<sup>th</sup> used to be a boat launch. Would need to do a study to find out if there were other access points
- Propose to buy the apartments and use that area for parking lot and to extend park
- Boat Launch relocated closer to Sacramento St
- Need to post sign: cannot exceed 8 mph in the cove. Cannot jet-ski from the launch.
- Public works traffic studies in March/April vs July
- Add speed humps (humps are better than bumps for boat trailers)
- Would like no parking
- Small area of land-overcrowding can be an issue- how will it be mitigated
- Many neighbors only access to their homes is the alley
- Homes closer to the park have more issues
- City of Lakewood residents pay taxes to have shoreline access. Many people don't have the privilege of living on the lake.

## SET A

### Like:

- Small Lights and more of them
- One way "South"
- Parking and sidewalk buffer
- Picnic Area with heavy tables/chained down
- Grass area
- Small dock
- Swim Area w/buoys for safety
- Garbage & Recycle
- Sidewalk
- Sanitation-Port-a-potty
- Swim Area but must be 200 ft from boat launch
- Dock to hug shoulder-perpendicular to make it a more useful area. With benches. Would have to be to the North as there are many stumps to the South.
- Floating dock or move so it won't be hit by novice launchers

### Don't Like:

- Keeping the vegetation as is-we can do better
- One way direction would be better going North- mail boxes are all on the right side of the street & garbage access-neighbors prefer both directions
- Boat launch access causes back up/blocking of the alley access to neighbors' homes. High density traffic area
- One way-People may still go the wrong way.
- More Parking- more space for people to park and smoke dope at all hours
- More people using-creates more damage
- Capacity- small park, too many people
- Gate- but fisherman may get upset, they like to go early

## SET B

### Like:

- Native plant restoration- eliminating non-natives
- Shoreline repair
- Separate fishing dock- can fish away from boat launch safely
- Meandering walking path or simple foot path on inside of guard rail
- Lights
- Creating more habitat-otter family
- Sign notices- Public Space, 8mph in cove
- Garbage cans
- Fishing dock and boardwalk-bigger and parallel to shoreline-keep separate from boat launch
- Parking on Foster- everyone parks there anyway- design would keep people from blocking alley
- Mitigation/Interpretative area -privacy for neighbors as long as it doesn't create a space for homeless to sleep

### Don't like:

- Larger dock
- Parking on Foster-too steep Sacramento block alley disperse parking
- Large lights become a night facilitator
- Too little parking
- Removing big trees-what would replace them?
- Adding more shrubs- creates more places for homeless to sleep



®

SACRAMENTO ST SW

Street Light

Channel Buoy

6' Wide Sidewalk with Curb

Parallel Parking (24 spaces)

Upgraded Boat Ramp & Floating Dock  
Boat Launch Access Gates

FOSTER ST SW

Port-o-Let

Picnic Shelter

Trash Receptacle

Fence and Landscape Buffer

EDGEWATER DR SW

LAKE STEILAGOON

Beach Access

EDGEWATER DR SW

ONE-WAY

NO PARKING



®



Wetland/ Interpretive Area

Viewing Deck

LAKE STEELACOOM

Fishing Dock and Boardwalk

Pull-off Parking (5 cars)

Covered Picnic Tables

Landscape Buffer

Seating Area

Natural Surface Walk/Trail

Wood Posts and Guardrail

Logs and Boulders Shoreline Stabilization/ Access

Wetland and Native Plant Shoreline Restoration

Grass Mow-strip

Yard Light

Paved Parking Strip (8 cars)

### SET "B":

- Two-Way Traffic Maintained
- Pull-off Parking Improvements on Edgewater Dr. and Foster Street
- Replace Guard-rail with Wood Timbers
- Shoreline Access/ Habitat Improvements
- Overlooks and Fishing Docks
- Boat-launch Upgrades w/ Finger Dock
- Wetland Mitigation/ Interpretive Area
- Natural Surface Trail/ Walkway
- Mowed Grass Picnic Areas w/ Picnic Table Shelters
- Trash Receptacles
- Yard Lights
- Remove Invasive Shoreline Vegetation
- Remove Non-native Trees
- Extensive Native Tree, Shrub, and Wetland Plantings
- New Rules & Regulations Sign

# Edgewater Park

