



**PARKS AND RECREATION ADVISORY BOARD (PRAB)
Tuesday, September 26, 2023 at 5:30 p.m.
American Lake Conference Room,
City Hall, 6000 Main St SW Lakewood, WA**

Residents can virtually attend Park and Recreation Advisory Board meetings by watching them live on the city's YouTube channel:
<https://www.youtube.com/user/cityoflakewoodwa>

Those who do not have access to YouTube can call in to listen by telephone via Zoom: Dial +1(253) 215- 8782 and enter Webinar ID: 920 3804 6123 <https://us06web.zoom.us/j/92038046123>

PRAB MEMBERS

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

YOUTH COUNCIL

Alexandra Corona-Hernandez
Bridget Holbrook
Irie Henkle
Lucille Asadi McLaughlin

Don Anderson, Council Liaison

STAFF

Mary Dodsworth, Director
Nikki York, Office Assistant

CALL TO ORDER

ATTENDANCE/ROLL CALL

APPROVAL of July 25, 2023 MINUTES. No August Meeting.

PUBLIC COMMENT

NEW BUSINESS

Eagle Scout Presentation-Charlie Jensen
Non-Motorized Transportation Plan-Weston Ott
Park Signs to include Wayfinding Signs and Reader Boards

DIRECTORS REPORT

BOARD MEMBER COMMENTS

NEXT PRAB MEETING

Regular Meeting on Tuesday, October 24, 2023 at 5:30 p.m. in person in the American Lake Room at Lakewood City Hall, 6000 Main St SW, Lakewood WA

ADJOURN

Persons requesting special accommodations contact Nikki York at 253-983-7887 as soon as possible in advance of this meeting so that an attempt to meet a special accommodation need can be made.



PARKS & RECREATION ADVISORY BOARD MINUTES
Tuesday July 25, 2023– 5:30 PM
American Lake Conference Room @ City Hall & Zoom

CALL TO ORDER

Vito Iacobazzi called the meeting to order at 5:46 p.m.

ATTENDANCE

PRAB Members Present: Vito Iacobazzi-Vice-Chair, Alan Billingsley, Anessa McClendon, Janet Spingath

PRAB Members Excused: Jason Gerwen-Chair, Sylvia Allen, Michael Lacadie

Youth Council:

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

Council Liaisons: Don Anderson

Guests: Stacey Redding, Charlie Theo

APPROVAL OF MINUTES: Alan Billingsley moved and Anessa McClendon seconded the motion to approve the minutes of the April 25, 2023 meeting as written. MPU. No meeting in May- joint meeting with Council. No meeting in June

Public Comments: No public comments

NEW BUSINESS:

Joint Meeting with Council Recap: Anne

Parks CIP Update: Mary Dodsworth and Stacey Redding reviewed the Parks Capital Improvement Projects. Completed Projects include: Gateway Monument Signs, American Lake North Parking Lot, Street Ends Update, Wards Lake Land Acquisition, Springbrook Park Expansion and Restoration. Projects Underway include: Fort Steilacoom Park Boundary Line Adjustment, Motor Ave Lighting, Chambers Creek Trail Planning and Development, Wards Lake Improvements (Phase 1, 2 & 3), American Lake Park Access Improvements, Fort Steilacoom Park Turf Infields, Seeley Lake Improvements, Nisqually Partnership, Oakbrook Park Improvements, Primley Park, Park Sign Replacement. Projects On Deck include Gateway Monument Signs, Park Sign Replacement Program, Playground Equipment Replacement, Edgewater Park Master Plan, Harry Todd Park Pickleball Courts, Fort Steilacoom Park Pavilion Acoustics, Fort Steilacoom Park Overflow Parking. Future Projects include: H-Barn, Down Town Park, Camp Murray Boat Launch. Vito Iacobazzi commented that it was a great report. Janet Spingath loves the sidewalks around Gravelly Lake and asked if art would be installed. Mary said that is an idea on the horizon as a linear park with benches.

Directors Report: Mary Dodsworth provided an update that included: SummerFEST recap, Farmers Market, Concerts, Street Festival on August 12th, Fiesta de la Familia, Day Camp and Senior Programs.

Board Member Comments:

Alan Billingsley reminded the Board that Pierce County Trails Day is on Saturday July 27th. South Sound Wildlife Area has a work party.

Janet Spingath shared about her mission in Africa and trip to Scotland.

NEXT MEETING: The next meeting is a regular meeting on Tuesday September 26, 2023 at 5:30 p.m. in the American Lake Room at Lakewood City Hall.

ADJOURNMENT: Alan Billingsley motioned to adjourn the meeting at 6:52 p.m. Anessa Mclendon seconded. MPU

Vito Iacobazzi, Vice-Chairman

Nikki York, Office Assistant

City of Lakewood Parks and Recreation Eagle and Gold Award Scout Project Guidelines

We thank you in advance for the service you will be providing our community. We want you to succeed in your goal of becoming an Eagle Scout or a Gold Award Scout.

Following are the steps you must follow and things to consider when requesting an Eagle Scout or Gold Scout project at a City of Lakewood park or facility. A good first step is to contact the parks and recreation department at 253-983-7835 to receive a list of potential projects or to help connect you with staff or community members who may be able to help you develop project ideas and to prepare you for the City review process regarding your project idea. To help you develop your proposal, consider the following:

1. What project are you planning for the City of Lakewood? A list of potential projects is available from the City or you may suggest your own ideas. You may select one project or include optional projects for consideration. Please be aware that City staff is unable to provide extensive planning assistance, consumable resources, volunteers or project funding.

When considering a project, determine who will benefit from the project? Please list the benefit(s) that the City and community will receive as a result of your efforts.

What are the project planning details? Please include: skills required, timeline for implementation, budget, how funds will be obtained, resource/materials list, how funds will be managed and who will be helping with the project. The City needs assurance that the project is well developed and planned and that the Eagle Scout or Gold Award candidate can be successful in achieving the project goals.

2. The City will connect you with a city staff person or suggest community volunteers who may be able to provide guidance in developing the project concept. These people can help you ensure that the project fits within City planning goals and is a good fit for the site, the neighborhood and the citizens of Lakewood.
4. After discussing and refining your project, the proposal must be presented to the City of Lakewood **Parks and Recreation Advisory Board** (PRAB) for approval. The Eagle or Gold Award Scout candidate must arrange to be included on the agenda of a regular meeting after the proposal has been conditionally approved by staff. The PRAB members meet on the fourth Tuesday of each month (except August and December). The agenda materials must be submitted one week in advance of the meeting date. The purpose of the review is to allow additional input from the community on the project. An Eagle Scout or Gold Award Scout project cannot be started until staff and PRAB approval are received. At the conclusion of the project, a follow-up report must also be presented to PRAB. Contact the City's Park and Recreation Department at 253-983-7835 to arrange your listing on the PRAB monthly agenda
5. The City of Lakewood Parks and Recreation Department may limit the number of Eagle Scout projects to be planned for City park facilities each year. The City may determine the timeframe for allowing a project to be developed and installed in a park facility. The City will make the final determination on project placement within park facilities.
6. The Eagle Scout or Gold Award Scout Project Application form is attached and along with any additional materials must be included as a part of the PRAB meeting materials.



City of Lakewood Eagle Scout or Gold Award Scout Project Application

Scout's Name: Zaira (preferred name: Charlie) Jensen

Parent/Guardian Name: Paul Walters

Address: PO box 608 Sumner, WA, 98390

Telephone Number: 206-501-6094

E-Mail Address: olivegreenwolf@outlook.com

Project Description:

Please briefly describe the present condition you will address in the project, the method you will use to change the condition, materials to be used, project helpers, a time schedule for carrying out the project, the estimated cost of the project and how the needed funds will be obtained. Describe safety hazards you might face and explain how you will ensure the safety of those carrying out the project.

Please briefly describe the present condition you will address in the project:

The park maintenance department used to mow a path for the runners but now mows the entire area for safety reasons. Since runners no longer have a dedicated path marked, it makes it hard to see where to turn while running.

The method you will use to change the condition:

My project identifies the problem of trail markers and the method we will use to change the condition is making signs to signal to runners using the cross-country trail where the trail is and the direction they need to go to stay on the trail and not get lost. I will be installing markers for the 10 Critical turns on the 5k Fort Steilacoom course.

Brief description of proposed Marker Design:

My initial design is to have two square steel sign poles [telespars] screwed into a piece of wood that has a directional arrow carved into it. The sign will then be posted into an anchor cemented into the ground. This way the sign will be easily removed for mowing or storage.

Example of the telespar inside the heavy-duty anchor



Poles will be cemented into the ground



Example of an engraved sign that has similar properties to mine



Resource/ materials to be used

- Square Steel Sign Poles [Telespars]
- Heavy duty Anchors
- Anchor Pins
- Wood signs
- Cement

Skills required

- Using Power tools
 - Router, Two-man Auger, Drill
- Using Hand tools
 - Post-hole digger, Wrenches, Screwdrivers
- Working with Cement
- Painting

Who will be helping in the project?

- Girl Scouts, BSA Scouts, family and friends

Timeline for carrying out the project:

- September 11th – 30th - Obtain Donations / Materials
- September 19th - City of Lakewood Meeting |Approval
- September 25th - Eagle Project Approval
- October 1st – 7th – Signs routed
- October 9th – 15th – Paint the signs
- October 21st & 22nd - Dig holes and install anchors
- October 28th - Put signs together and install
- November 28th - Final Report to the City of Lakewood

Budget: the estimated cost of the project and how the funds will be managed

- Estimated Cost of the Project
 - ~ \$445
- How will funds be obtained?
 - Material Donations from businesses and family
 - No cash donations for this project
- How will the funds be managed?
 - Material donations will be kept safe in our garage and only used for the project

Describe safety hazards you might face and explain how you will ensure the safety of those carrying out the project.

- Using Power tools
 - only adults will be using any power tools for this project
- Someone might get pinched while attaching the telespar hardware to the signs
 - Have everyone wear gloves when handling the hardware and the signs
 - Have a first-aid kit on hand
- Working with wood – Possibility of getting a splinter
 - Have everyone wear gloves when handling the signs
- Working with Cement
 - Have those helping with pouring and mixing the cement wear gloves, a mask, and eye protection
- Painting
 - Have anyone who is painting wear gloves, old clothes, and face masks, if requested

Please use additional sheets for description, if needed.

Signature of Candidate: Zaira “Charlie” Jensen

Signature of Parent/Guardian: Paul Walters

Date Received by City of Lakewood: _____ Received By: _____



Fort Steilacoom Eagle Project

By Zaira (Charlie) Jensen

Proposal

- Install markers for the major turns for the Fort Steilacoom course
 - 10 Critical turns
- This will benefit the community by signaling where to turn but also will in turn benefit the wildlife by keeping disturbances caused by humans to a minimum
- Benefits include providing a clear path for users and protecting natural areas along the route.

Fort Steilacoom 5000 Meter Course

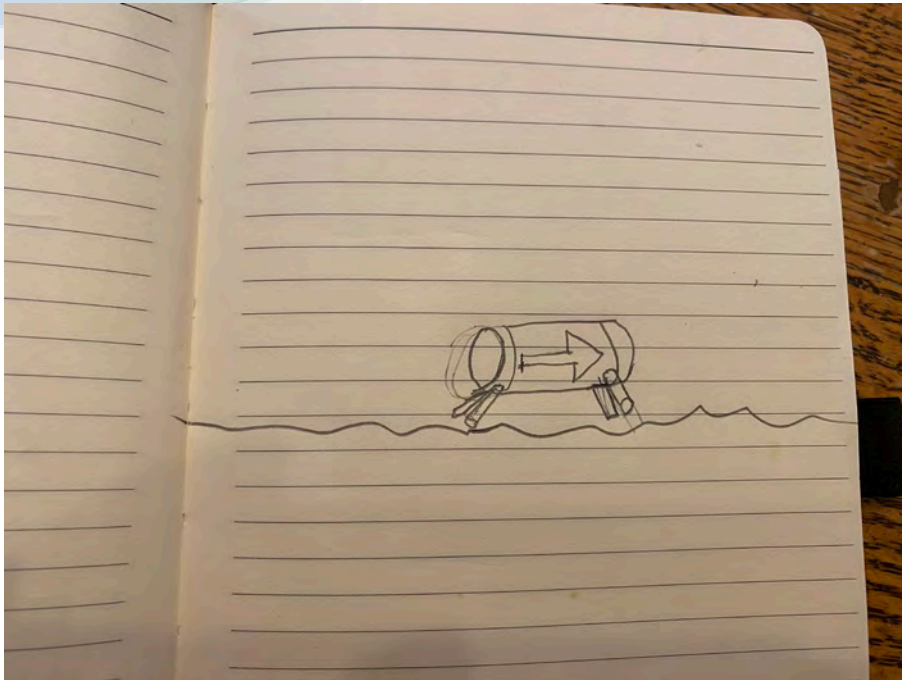


Runners should stay to the right of the paved path when coming down from the first hill.
Runners may run on the left of the Lake Road, to avoid pavement.

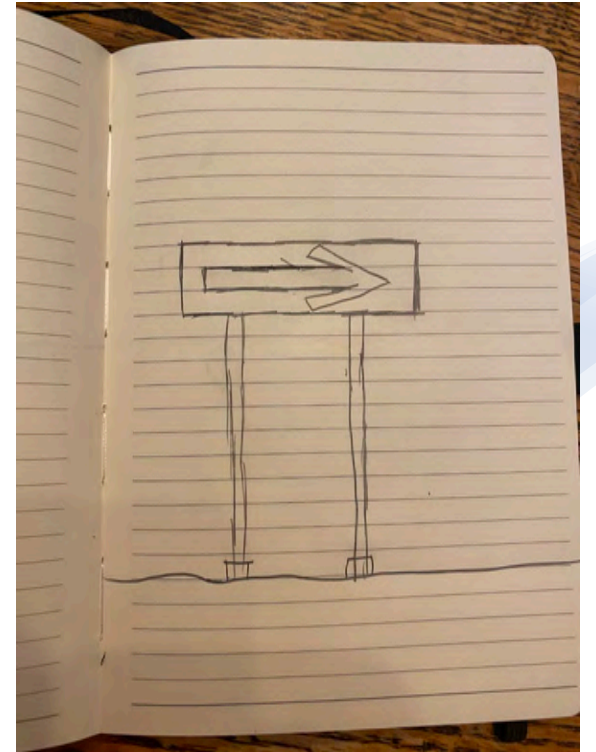
Planning Details

- Marker Ideas
- Skills required
- Timeline for implementation
- Budget
- Final Design

Marker Ideas



- ← Log with arrow
- Wooden board with arrow ->
 - 1 Wood plank, two square steel sign poles, two sign anchors, 2 nut and bolts, 2 pins per sign



Material Examples



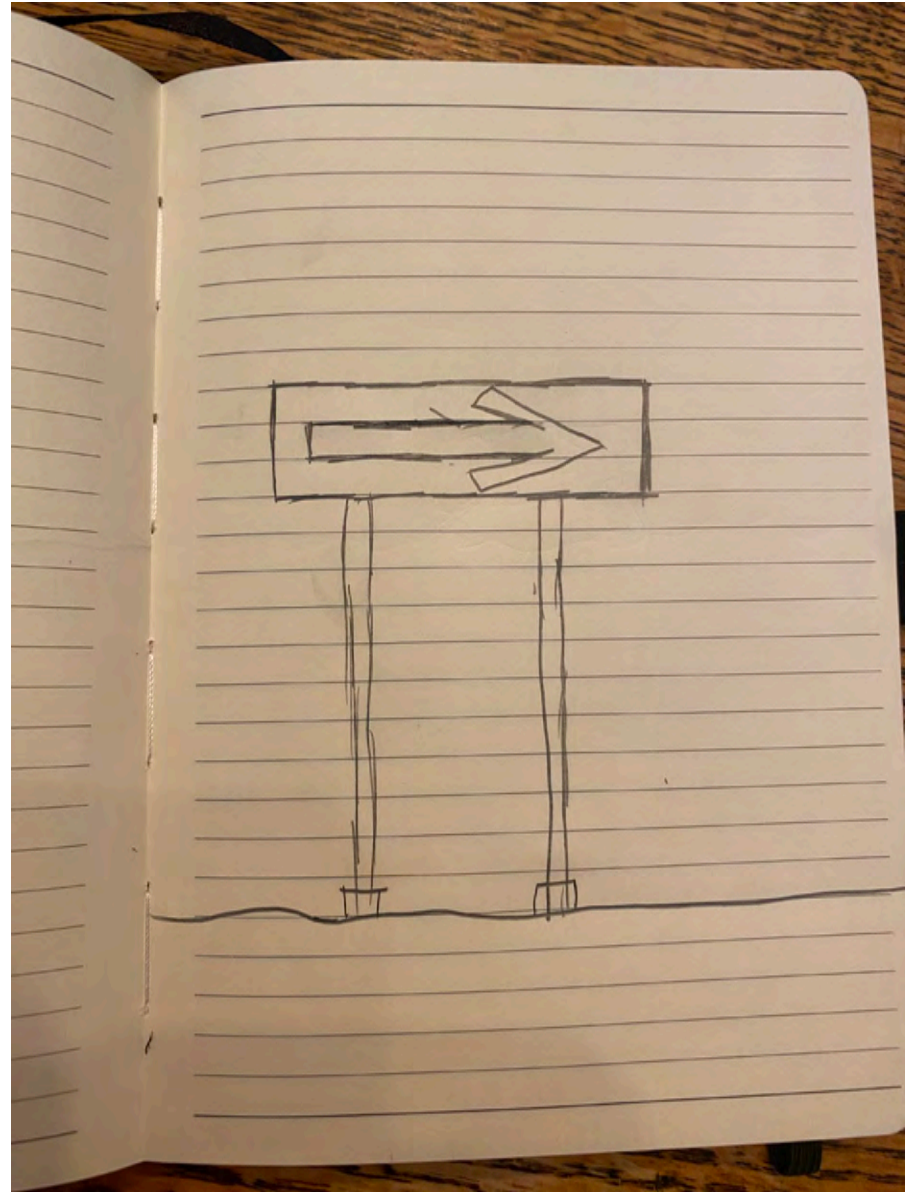
Materials



Proposed Final Marker Design

The design is to have two square steel sign poles screwed into a piece of wood that has a directional arrow carved into it.

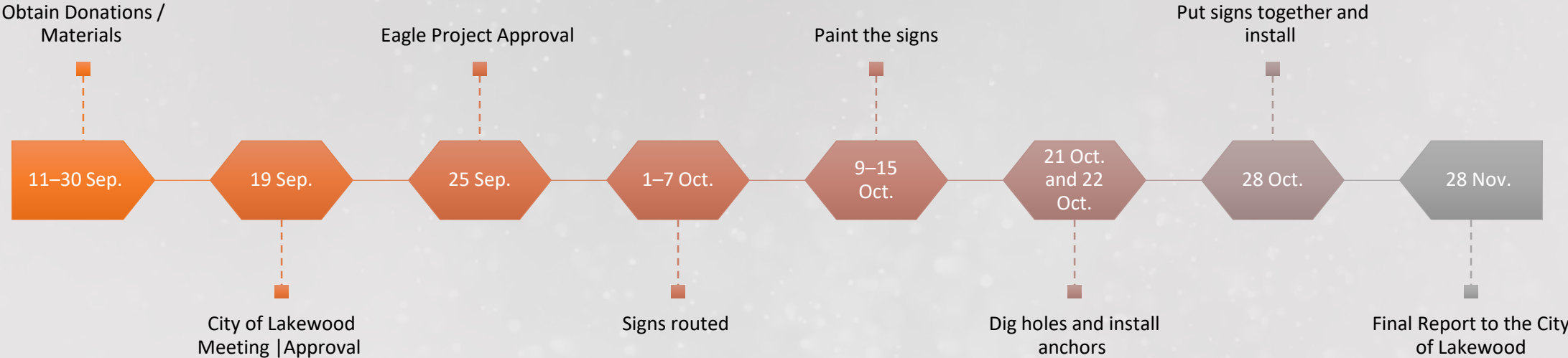
The sign will then be posted into an anchor cemented into the ground. This way the sign will be easily removed for mowing or storage.



Skills Required

- Using power tools
 - Router, Two-man Auger, Drill
- Using Hand tools
 - Post-hole digger, Wrenches, Screwdrivers
- Working with Cement
- Painting

Timeline for Implementation



Budget

- How will funds be obtained?
 - Material Donations from businesses and family
 - No cash donations for this project
- How will the funds be managed?
 - Material donations will be kept safe in our garage and only used for the project
- Who will be helping in the project?
 - Girl Scouts, BSA Scouts, family and friends



Met with David Stullick from Zumar to get donations

Thank you
& Q&A

