

**ForeverGreen Trails Board Meeting
MetroParks Tacoma Headquarters
Minutes for Aug 15, 2018**

In Attendance: Terry Reid (President), Alan Carter Mortimer (Secretary), Jane Moore (Executive Director), Heather Rawley (Program Coordinator), Andrew Austin, Bryan Bowden, Mary Dodsworth, Shawn Phelps, Kimberly Freeman, Rich Bankhead

Guests:

President Terry Reid called the meeting to order at 12:05 pm.

Introductions

Review and Approve Minutes Alan moved to approve the minutes, Bryan seconded. The motion was approved unanimously.

Financial Update Executive Director Jane Moore – Full accounting emailed to Board 8/9/2018. Balance 15,423.77.

Executive Director Report Executive Director Jane Moore

Full report emailed to Board on 8/9/2018

Jane highlighted her trip to Copenhagen to participate in the CoUrban Tacoma to Puyallup Connection Master Plan. A lot of good enthusiasm about project from participants and Pierce County Director of Planning. Group will have a follow up meeting in September and there will be a public information meeting on November 15th. Heather highlighted her activities around Pierce County Trails Day and the after party. Greenbelt Partnership is a good partnership and a successful event for Trails Day.

Reports & Discussion

Fundraising update –

Wholefoods bag refund program was a success. One quarter (3 months) at the UP store resulted in \$1077 in donations. Would like to continue next year if possible.

Board pledges – Reminder to board members about completing pledges to organization if you have not already done so. Thanks to those who have.

PCTD After Party – Sparsely attended. Cleared \$223, much less than hoped for. Need to work on fundraising appeal in this type of setting. Suggested that maybe would be more successful if the event was free to attend and that there was a suggested donation.

Call for suggestions of organizations and businesses that can be reached out to about sponsorships for the organization.

It was also suggested to remain focused on the trails conference as a way to generate funds for the organization.

Event update –

Pierce County Trails Day was again successful with 22 events.

Downtown to Defiance – Sunday Sept 9, 9am to 4pm. Booth at 21st Street Park.

Trails Conference – Wednesday Oct 10, 4pm. Speakers confirmed. Working on publicity and sponsors. Registration site will be ready by early September. Focus on Parks/Trails prescriptions for improving health, the economic benefits of trails and trail user perspectives. Scholarships are available for those who may want to attend but are financially unable. It was suggested that a silent auction would be a good fundraising opportunity at the conference. Jane will work on organizing donations.

Executive Committee Duties and Consent Agenda – Copies of a formal policy to cover executive committee duties and also a consent agenda for board meetings were sent to the board on Aug 9, 2018. Terry reviewed the major points of both documents. A question was raised about an item in the executive committee duties that stated the executive committee will have the authority to “act on time sensitive items that require immediate action.” The question was related to how to define what constitutes time sensitive. The board was asked to review both documents before the September meeting so that there could be further discussions and a vote on the two policies.

Pipeline Trail – project status update – Kimberly Freeman

The section of the Pipeline Trail that runs from 72nd/Waller to Nathan Chapman Trail. Trail will extend northwest to connect with Swan Creek Park and east to connect with the Foothills Trail northeast of 100 Acre Woods. Jurisdiction for the trail is Pierce County Parks. For 2018 agreements have been drafted with Tacoma Public Utilities and are under review for completing survey work for the trail and planning by a design team. For 2019 the goal is to have a 30% design completed and ready for public review. Comments on the 30% design plan from ForeverGreen will be helpful for moving the project forward. The remainder of the project schedule is grant application in 2020, final design in 2021 and construction start in 2022. This is anticipated to be a popular connector/commuter trail that will be designed as 12’ wide and paved.

The anticipated funding sources for the project include park impact fees, park sales tax, RCO grants, federal grants and possibly donations. The majority funding source will most likely be park impact fees.

There are several issues that are challenges for this project. Pierce County does not have a dedicated trail coordinator and does not have an assigned project manager for the Pipeline Trail. This can slow the process considerably. One way that ForeverGreen could help was to push the county to hire the needed staffing for the project. There is also thought to be numerous encroachments along the trail right of way including driveways and even buildings. The survey should shed some light on the extent of this issue. It will take close coordination with TPU to address this issue. Another issue for the trail will be designing safe road crossings at busy streets including Canyon Road and Waller Road. At Orangegate Park a trailhead is planned but without other amenities to support it which can cause maintenance issues. This can be addressed during the planning/design phase. It will be important to have consistent signage and rules for the trail especially in respect to other trails that it will connect to. The trail is also envisioned to be both a transportation and recreation corridor which can have different design requirements which will need to be combined to meet the need of both uses.

Terry adjourned the meeting at 1:30 pm.