

ForeverGreen Board Retreat
January 10, 2007
Tacoma Public Library, Wheelock Branch
12:00 to 4:00 p.m.

Attended: Ernie Bay, Bryan Bowden, Van Collins, Markus Dennis (guest), Skip Ferrucci (for Kathy Kravit-Smith), Jayme Gordon, Kirk Kirkland, Terry Lee, Jane Moore, John Olson, Barbara Skinner, and Tom Stenger.

Minutes Taken by: Jayme Gordon

Open and Introduction: 12:15 p.m.

Welcome:

- Barbara (Chair) asked for everyone to introduce themselves and their affiliation for the benefit of our guest, Markus Dennis, race director for the Rainier to Ruston relay and Foothills Rails to Trails board member.

Short and Long Term Goals:

- Last year's short term goals (2006 to July 2007) were reviewed. Barbara read the list and each one was discussed individually:
 1. "Pass renewal and increase of countywide Conservation Assessment Fee and hire Trails Assistance Office staff." *In progress.*
 2. "Secure funding for the ForeverGreen budget." *In progress.*
 3. "Write job descriptions for Trails Assistance Office staff positions." *In progress.* Job descriptions for a grant writer and planner were begun in 2006. Ernie suggested the TAO staff positions be prioritized and the job descriptions written as needed.
 4. "Acquire office space for the TAO staff." *Not accomplished.* Terry said that office space may soon be available at the new University Place Town Center. This is where the WSU Extension office will likely be relocated to from its current spot on S. 35th St. Kirk said that Kathy Kravit-Smith has some office space available at Parks' headquarters. She would like the grantwriter to be housed there.
 5. "Strengthen partnerships with cities and community groups to build trails. Coordinate education efforts with the Pierce Conservation District to increase city participation in conservation fees." *In progress.*
 6. "Support the Pierce Conservation District's proposal to renew and increase the Conservation Assessment by the Pierce County Council in 2006." *In progress.* The \$5 assessment was renewed in November 2006 for three years (until Dec. 31, 2009). Authority to increase the assessment is not complete.
 7. "Organize the Trails Advisory Committee to address trail issues and establish priorities for initial trail projects." *Accomplished.*
 8. "Organize a Pierce County Trails Conference in fall 2006." *Accomplished.*
 9. "Develop a progress report to community trail advocates and supporters. Develop a contact list of interested parties." *Not accomplished.*
 10. "Appoint committee chairs and complete work plans for each committee." *Omit.*

11. "Plan and organize a winter board retreat for the purpose of completing a strategic plan." *Accomplished.*
 12. "Evaluate budget needs for the transition to a full Trails Assistance Office staff and set budget goals for 2007." *In progress.*
 13. "Set uniform trail standards (signs and maintenance, etc.)." *In progress.*
Markus said there is \$35,000 in the Pierce County Parks' 2007 budget for the bollards issue.
 14. "Prioritize and lobby for the completion of the trail from Puyallup to Tacoma." *Omit.*
- Two new goals will be added to the 2007 list:
 1. "Help publicize National Trail Day in Pierce County (e.g. Rainier to Ruston relay run)."
 2. "Review 6-year transportation plans of local municipalities to ensure trails are included."
 - The list of 2007 short term goals has been rewritten and is attached. It will be presented at the February board meeting for formal adoption.
 - No changes were made to the long term goals. They are attached for review.

Funding, Budget and Finance Committee:

Federal Funding Discussion

- Dick Dorsett (of Strategies 360) contacted Barbara, Terry, and Jayme about the possibility of obtaining federal appropriations for a regional trail system in Pierce County. This opportunity came out of a meeting Senator Patty Murray had a few months ago with east Pierce County mayors, and one thing there seemed to be general consensus on was the desire for a regional trail system.
- Terry and Shawn Bunney have money in the county council budget to hire Strategies 360 to lobby for the funds, which could be expected to run from \$250,000 to \$750,000.
- Per Terry, federal appropriations should be channeled through ForeverGreen, as opposed to the county.
- Discussion then focused on how this money should be spent. Our most fundamental need is to set up the Trails Assistance Office. However, Sen. Murray's office would like a completed project that they can showcase.
- Completion of the trail from Puyallup to Tacoma is considered the most significant gap to address. Another suggestion was connecting the Buckley trailhead to the bridge over the White River.
- Kirk then presented a list of trail projects identified by Pierce Co. Parks that need funding to complete. Buckley to South Prairie (\$50,000 design, \$3,955,000 construction); Cascade Junction to Carbonado (\$150,000 design, \$4,200,000 construction, \$200,000 property acquisition); and Cushman Trail Phase 2 (\$200,000 design, \$1,100,000 construction).
- The board agreed on the recommendation that \$750,000 be sought in federal appropriations, with \$600,000 to go towards the design and acquisition costs listed above, and \$150,000 for Trails Assistance Office staff to implement these projects.

Budget and Finance Committee Discussion

- Kirk, as Secretary-Treasurer, will chair; other members are John Olson, Grant Griffin, and Ron Ernst.

- The board brainstormed the following list of ideas to help the committee draft a business plan.
 1. Include a vision statement – e.g. a fully funded Trails Assistance Office and the steps needed to get there.
 2. Describe what is needed to accomplish the short and long term goals.
 3. List strategic imperatives – e.g. a “must do” list.
 4. Produce a standardized form for trail project descriptions and a needs list for all jurisdictions to fill out.
 5. Draft staff positions for the Trails Assistance Office, including salaries and benefits.
 6. Illustrate a timeline for funding deadlines – e.g. show grant deadlines for city budgets and other funders.
 7. Revise the 2006 and 2007 budgets in time for the February 14 board meeting.
- Jane will forward a “Logic” model from the Kellogg Foundation to the committee that may help develop the business plan.

Board Membership:

- Debbie Regala told Barbara that while she is still very supportive of ForeverGreen’s efforts on behalf of Pierce County trails, she feels she may be too busy to continue as a board member.
- The ensuing discussion brought up the suggestion that maybe we should have an “ex-officio” board member list. It was also pointed out that having Debbie’s name on the list raises the status and legitimacy of the board. Additionally, all members have an important role on the board, although the roles may differ. In conclusion, it was decided that if a person wished to remain on the board, but not be active, they may be allowed to stay on the board with the understanding that they will be lending their name to ForeverGreen.
- John made a motion to elect Markus Dennis to the ForeverGreen board. There was no second. It was decided that this decision would be made after the Trails Advisory Committee has selected their chairperson.
- Ernie agreed to contact Bob Carlson about his continued participation on the board. Barbara will contact Peter Stanley with the same question.
- The session concluded with a discussion about possible new board members who would diversify the board. (esp. ethnicity/race).
- An updated board member list is attached.

Pierce County Regional Trail Map:

- Pierce County Public Works’ revised bicycle map is the closest there will be to an up-to-date regional trail map, even though it contains things other than just trails.
- Van suggested we ask the county for a version of their new bike map that only shows trails, not bike lanes and such.
- Utilize the Trails Advisory Committee as a map review committee. Bryan could work with the TAC on this since he (i.e. Mt. Rainier National Park) made the current GIS map we have been using.
- Jayme has a list of ideas for map revisions generated from a board meeting last year that she will forward to Bryan.
- Ernie suggested one-on-one meetings with individual cities to get their trail updates.

- Markus said that John Selby has been working on a comprehensive trail map of the county that he may be willing to share or work on with ForeverGreen. Ernie and Markus will talk with John about this.
- The question was posed regarding the challenges of combining the county and various cities' trail plans.

ForeverGreen Website:

- Kirk showed drafts of the web pages he's been working on over the last month.
- A few suggestions were made, such as to add links to other sites, and list activities such as National Trails Day. Kirk explained that he wants to keep the pages simple so that they are easier to update and maintain.
- Kirk asked the board to authorize up to \$25/month to pay for hosting and maintenance of the website. John motioned to approve this authorization. Van seconded. There was no discussion and the motion passed unanimously.

Closing Comments:

- John shared an article from the Jan. 7, 2007, edition of the News Tribune on how many home owners are looking for trails. He also presented some of the Cascade Land Conservancy's 2006 accomplishments, including the fact that 60% of CLC's land acquisition money was spent in Pierce County. John will be on the budget and finance committee.
- Kirk will convene the budget and finance committee, as well as continue working on the sales tax proposal and the website. He will be working with Jayme on grant proposals.
- Bryan will be working with the TAC on the trail map updates. He will also help Kirk with the website.
- Skip said that Pierce County Parks appreciates the continued support of ForeverGreen. He will remind Grant about being on the budget and finance committee.
- Ernie will contact Bob Carlson and Jan Wolcott about continued participation on the board. He will also help Bryan with the map updates.
- Markus announced the Foothills Coalition is holding their annual meeting on February 22. He will contact Mr. Tucci about possible board membership and will help Bryan with the map updates.
- Van supports the idea of a standardized trail info list. He won't be able to make next month's board meeting.
- Jane announced that February 6 is "Transportation Lobby Day" in Olympia. She will forward the "Logic" model to the budget and finance committee.
- Barbara and Bryan spoke to the cities and towns group the first week of January (about a dozen or so mayors were there). They were generally supportive of the sales tax increase for trails and open space. She will contact Peter Stanley about continued participation on the board.

Meeting adjourned at 4:00 p.m.

The next board meeting will be Wednesday, February 14, 12-1:30 p.m. at the Tacoma Metro Parks headquarters.