



ForeverGreen Trails

Connecting Pierce County Communities with Trails

Board Meeting Minutes

September 4, 2019

12:00 to 1:30 p.m.

Tacoma Nature Center, 1919 S Tyler, Tacoma

Sustainability Committee (previously called Organizational Development)

Jane Moore, Terry Reid, George Walk

Jane will continue to complete and submit grant applications. She could use help with recruiting sponsors; requesting sponsorships or donations for silent auction. Discussed topics that need to be addressed in future. Most urgent is to create a photo release for participants in events to sign.

Meeting called to order by President Terry Reid at 12:05 PM.

Attending

Active Board Members: Miae Aramori, Mary Dodsworth, Alan Carter Mortimer, Bob Myrick, Shawn Phelps, Terry Reid, Jackson Skinner, George Walk

Advisory Board Members: Roxanne Miles

Staff: Larry Leveen, Jane Moore

Consent Agenda George moved approval; Jackson seconded; motion approved.

August minutes; August financial report; Staff Reports – included with agenda

Status of current work plan available at: <https://drive.google.com/file/d/1ZJOIyEMgaSuVAirTgNvZRI9G-2Oka1Q9/view?usp=sharing>

Pierce County Parks, Recreation, & Open Space Plan

Roxanne says plan required some revision but should be released next week. Comment period will extend until beginning of November. Comments from last month's meeting were incorporated. Larry, Jane, Shawn, George, and Jackson will form a sub-group to discuss response and present at next meeting. Will discuss ForeverGreen Trails organizational response to proposed changes next meeting. Larry will lead group; will plan review then email discussion and questions for parks staff if needed; then draft recommendations/letter before board meeting (before Executive Committee meeting if possible). Roxanne does not expect plan to be controversial; trail prioritization could create some discussion. Four County Council members will be ending terms at end of 2020 so this will be their last plan and budget – last chance to leave a legacy.

Cross-State Trail System, Southern Route

Rails-to-Trails Conservancy (RTC) chose northern route for Great American Rail Trail (GART); people from South Sound communities came together and are interested in further work together. Larry has requested GIS information from RTC related to potential southern route; this would be stored at Thurston County and used in future planning. Roxanne notes that Jon Snyder was supportive and was not tied to northern route; RCO funding is tied to cross-state trail plan but it has not been updated since 1970's so could not really be used to push for a route. There is interest in updating the plan now. Randy Kline is state parks trails coordinator. The South Sound group is planning to have a meeting in Olympia in November 14 to discuss a "Cascades to Coast" trail. They plan to have information about the meeting at the October WSTC Trails Caucus and the PC Trails Conference.

Roxanne thinks there may be some funds available for alternative transportation projects in conjunction with I-5 improvements in DuPont; funds might be able to be used for a southern connection especially if bicycle community supports it. Funds could possibly be used for bicycle route that is not just a pathway beside I-5. State Trails Plan will not limit routes; there may eventually be multiple alternate routes both in the north and in the south. RCO may accept state and/or county plans to be accepted as required planning documents for small jurisdictions without their own PROS plans. November 14 meeting will be representative meeting with counties and supporting groups. Will add this topic to agenda again next month for update on further developments.

Draft contract with Pierce County

Roxanne contacted Jane & Terry to see if FGT would serve as a nonprofit partner for PC Parks to receive funds from foundation grants for trail development in the county. FGT would have fiduciary responsibilities and do promotion work; we would receive about 5% of grant funds. Draft contract has been received and distributed with board meeting materials. Roxanne notes that many foundations only give grants to nonprofit organizations. PC Parks would write grant applications; first funding would be for Carbon River Corridor projects being planned; hope for \$25,000 for those projects. Will be getting funding from National Park Service for planning help but no funding for hard costs so will be writing grants. This would be like parks foundations (Cross Park Foundation). We could utilize standard FGT events (Trails Conference, Trails & Ales) as public presentations and feedback opportunities. This would solidify FGT's role in the community as organization promoting network of trails within the county. Term of contract would be one year with automatic renewal unless 120-day notice given. PC Parks would write grants, but FGT ED or President would need to sign and submit, so FGT will review all grants before submission and discuss any concerns with PC Parks. The end of the year is the best time for grant submission with many deadlines in October, November, & December. Draft contract still needs to be reviewed by county legal department; changes will probably be mostly formatting. FGT could suggest grants for PC Parks to apply for. Most common requirements for grants are list of board members, budget, and 1-2 years financial reports. FGT Board will need to define process for approving grants before signature – if board must approve or executive committee can; there could be issues with timing on grants with short timeline. Executive Committee can develop proposed procedure for how to handle details and present at next meeting. Alan moved that FGT agree to accept the contract as presented unless substantial changes occur. George seconded. Approved unanimously.

Fund Raising Update

Mia has Harvest Pierce County basket for silent auction. Jane will write and distribute a solicitation letter. Mary visiting Travel Tacoma for another event this afternoon but think they would tie into conference keynote speaker well so will talk to them about that. Terry would like each board member to provide an item for the silent auction.

Jane will review board member pledges for 2019 and send reminders.

Pierce County Trails Conference Planning Update

Alan forgot conference posters but will get them to Jane or Larry tomorrow. Website has trails conference information and registration form which is now open. Larry will send out electronic version of poster to board with note that prints on 8 ½ by 14-inch page.

Trail Award Nominations: Shawn suggests Metro Parks Tacoma for Dune Peninsula Park and Wilson Way Bridge – project or place award; and City of Tacoma's Pipeline Trail – section opened earlier this year and another section being completed now. Don Partington for Lifetime Achievement Award.

Golden Bamboo – Salishan walking group – promotes walkability; Major Taylor Program/Cascade Bike, Kidical Mass; these might be good in recognition of promoting physical activity, social justice.

For next year should review award categories and perhaps change and add category for support of physical activity.

Board Membership

Richard Bankhead submitted his resignation due to work conflicts preventing attendance at board meetings.

Terms expiring at end of 2019: Terry, Alan, Mary; reappoint/extend terms and ask for officers in November; elect officers in December.

Trail Updates & News

Roxanne: tree fell across pin-pile bridge on Foothills Trail and damaged support structure; has been closed for 2 weeks; evaluating options for bridging over damaged section so can reopen while scheduling long-term repair. Tree came from private property; working on tree management plan.

Bob: wants to know if WSDOT is still building trail along I-5; Mary notes that it is proceeding through Lakewood; have been meeting with country club; will need to get rid of a bunch of trees that are in poor condition. Separated path being built along railroad tracks from Gravelly Lake Road to Thorne Lane. There was a presentation to Lakewood City Council in July and again last week. Shawn is concerned that connection will not continue all the way to DuPont as was initially planned.

Adjourned 1:37 pm.

1:30-2:15 Trails Conference Planning Committee

Craig Romano sent email message today; he will arrive at 3:30 with books to sell at a discount & sign; this will be his first presentation on his new Urban Trails Tacoma book. He will also donate 3 books for an auction basket.

If there are places for us to do outreach, let Larry know. There is a QR code on the poster which links to our web page conference information. Promotion through walking groups, bookstores, libraries; could focus on a different aspect of the conference for each communication so they don't all look the same.

Jane needs panelist names and contact information so she can send out information. Then can send that and schedule to Larry to create program. Mary will do conference call with her panelists to confirm what they will talk about.

Mary will talk with Roxanne about set-up for four corners part of program. Who will host, what maps we might need? Will be mostly a stand-up conversation in each area, not a formal breakout session. May see if county regional managers can host and determine who else to have in their corner. They will provide updates and materials. Mary will also ask Roxanne about walk leader; will first ask Kim Oman, Chambers Creek Foundation, if she would lead.

Larry can create an invitation to send electronically; should have message in body of message and as attachment. Can be distributed to board and leaders and ask them to distribute; will be distributed to our list of elected officials. Need to collect information on contacts for various hiking groups and send invitations to them.

Will be able to use kitchen; prefer to set food up in lobby. Will have linens on tables; have decorative leaves from last year; Terry will get gourds for table decorations. Still need to find a hotel room; McMenamins doesn't donate; could just pay for a room. Mary will ask Emily at Travel Tacoma about good choice for hotel for speaker.

Upcoming Board Meeting Dates: Oct 9 Nov 13 Dec 11

Executive Committee meetings are usually held the last Thursday of each month.

Next meeting: Tuesday 10/1/19, 11 am, CRAFT.19, 1201 Main St, Sumner, WA 98390

ForeverGreen Vision Statement:

A countywide system of trails connecting all of Pierce County's communities. The system links sidewalks, bike lanes, and local pathways into an integrated network for safe, convenient, non-motorized travel and recreation. The system is valued, used and cared for by local residents and contributes to the livability and economy of Pierce County.

ForeverGreen Mission Statement:

Support a countywide system of trails through education, advocacy, promotion, collaboration, and stewardship.

August Staff Reports

Executive Director Report – Jane Moore

1. Review draft contract from Pierce County; conference call with Terry, Larry, & Roxanne to discuss
2. Grant research & application – collected information on potential grant sources:
 - a. Whole Foods: submitted 8/16/19
 - b. Sound Credit Union: submitted 8/13/19
 - c. McMenamin's: request gift card donation 8/19/19; Family & Friends Night application 8/19/19
 - d. O'Bea Credit Union: submitted 8/26/19
 - e. City of Tacoma Sustainability Grant – review – not sure we qualify; Jane will complete based on previous application and submit.
 - f. PSE Powerful Partnerships – requested local contact 8/16/19; information 8/19 – defer for now; probably not a good fit.
 - g. Puyallup Tribe – will apply for trails conference; Muckleshoot Tribe complete for 2019; apply for 2020 PCTD; Nisqually Tribe only grants in Thurston County.
 - h. Walmart – \$250-\$5000 – can do up to 25 applications/year – each to a specific facility; there are 6 in Pierce County & 2 in Federal Way, and 1 in Auburn.
 - i. Others we can apply for any time: Ben B Cheney Foundation; Burning Foundation; Milgard Family Foundation; Moccasin Lake Foundation; The Foster Foundation; The Norcliffe Foundation; Weyerhaeuser Foundation;
 - j. Others we can apply for in 2020: United Way of Pierce County Neighborhood grants; Lakewood Community Foundation; Union Pacific Foundation; Puyallup Kiwanis Foundation; Boeing – might sponsor event
 - k. Will be continuing research and applications; will be checking on Cascade Water Alliance, Costco, and Target. Would appreciate any information on other possibilities.
3. Sponsor recruitment: drafted and sent letters to past sponsors; drafted and sent letters to potential new sponsors; changed sponsorship levels into ranges instead of single number; drafted changes/updates to existing sponsor brochure

4. Conference planning: met with PC Parks staff to tour facility and plan; contracted with caterer;
5. Attended Foothills Coalition board meeting – Bryan Bowden presented Carbon Canyon planning done by National Park Service
6. Post-event recap meeting with Larry & PC Parks – Debbie Yaranon and Meredith Smith
7. Usual administrative tasks: develop agendas for EC & Board meetings; update work progress report; keep MailChimp distribution list & Google Group list up to date; complete Board meeting minutes; update event list; payroll & financial record keeping; read & respond to email inquiries; review social media accounts

Project & Communications Coordinator Report – Larry Leveen

1. Updated web site to properly recognize sponsors with logos and links to their web sites; also recognizing organizational members;
2. Created poster for conference. Sent for printing.
3. Posted conference information on social media; created on-line registration form.
4. Updating media contact list.
5. Attended meeting with Kerry Hibdon, Thurston County Parks; Chris Brewer, Lewis County Community Trails; Paul Simmons, Olympia Parks & Recreation; Paul Brewster, Thurston County Regional Trails Coordinator; Randy Kline, Washington State Parks Trail Coordinator; and some of their staff members. Discussed Great American Rail Trail meeting and letter from Rails-to-Trails Conservancy stating there was agreement on northern route. Lewis County doing a lot of trail work. Committed to more coordination going forward as a region. Paul Simmons & Roxanne Miles met the following day with Jon Snyder, Governor's Outdoor Recreation person; discussed state trail plan, Cross-State trail, and routes across South Sound. The Cross-State Trail Route is southern route; supervised by State Parks and RCO. Do not recommend letter to RTC; do recommend being involved with group that is coming together around South Sound Trails.
6. Requested GIS files for potential southern route of Great American Rail Trail from Rails-to-Trails Conservancy – could be useful for evaluating gaps.
7. Met with Bob Droll, landscape architect, very involved with trail projects; updated him on Yelm Prairie Line Trail; he indicated willingness to help; Larry also provided information and asked about sponsorship.
8. Contacted Mud Bay with Trails & Tails idea but hasn't heard back from them.
9. Applied to represent FGT as non-voting member of Puget Sound Regional Council Bicycle Pedestrian Advisory Committee.