



# ForeverGreen Trails

Connecting Pierce County Communities with Trails

## Board Meeting Minutes

**October 9, 2019 12:00 to 1:30 p.m.**

Tacoma Nature Center, 1919 S Tyler, Tacoma

### **Sustainability Committee** (previously called Organizational Development)

Terry, George, Jane: need to research fund development consultant; Jane will check nonprofit assistance websites and check with other organizations. Briefly reviewed financial statements.

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**Board Meeting Call to Order at 12:02 pm** by President Terry Reid. A quorum was present.

#### **Attending**

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

Advisory Board: Roxanne Miles, Kim Oman

Excused: Eric Guenther, Miae Aramori

Staff: Larry Leveen, Jane Moore

Guests: Mark Hamilton, Brianne Blackburn

#### **Presentation: Flume Trail** – Mark Hamilton – Plateau Trails Coalition; part of Foothills Rails-to-Trails Coalition

There is an existing maintenance road that runs along the flume that fills Lake Tapps. The flume runs from the White River in Buckley to fill Lake Tapps. The Plateau Trails Coalition (PTC) is trying to get everyone involved to the table to convince them that this is a good alternative to other east-west routes for trails. This trail has been in the comprehensive plan since 1997. Lake Tapps is a water source for the Cascade Water Alliance. Agreements are in place to use dikes for recreation, but the road was not included in these agreements. Now, no one can locate the original contract. Mark is trying to create a formal agreement to make the road a trail. It is a gravel maintenance road located, uphill from either an open flume or a 10-foot underground pipe. Cascade Water Alliance has gates obstructing the road/trail; many people use it daily anyway. Connells Prairie was previously called Tenalcut Prairie; it could be used as trailhead; Reed Farm, 20 acres, owned by City of Bonney Lake who bought the property for water. Unfortunately, the water was designated for livestock use and state would not convert to human use; city tried digging a well, but it was dry. Tribes are now interested in the land; seven tribes historically used the area. They want to preserve land under tribal control. The nearby Naches Trail was used by tribes and the Hudson Bay Company. The Naches Trail connected Fort Walla Walla and Fort Steilacoom. Rapid development is occurring in the area now.

The ultimate goal is a trail connecting Buckley to McMillan using the Flume Trail & Fennel Creek Trail creating an East Pierce County loop with the Foothills Trail. They are trying to develop collaboration among all involved entities. Mark has not contacted any tribes. County Councilmember Morell is supportive and helped make a You Tube video about the proposed trail. There are some issues with road crossings, especially crossing SR410. Councilmember Morell & Pierce County Executive Bruce Dammeier asked Roxanne and Pierce County Parks to work on this project. They will be meeting with all parties involved on November 4<sup>th</sup> and will facilitate conversation to determine who is responsible for what. There may be some difficulty getting Muckleshoot Tribe involved. The Puyallup Tribe is supportive. Cascade Water Alliance committed to opening the trail in 2007. There are many issues with connections to other existing and planned trails.

Cascade Water Alliance owns Lake Tapps and the surrounding property to ensure the water supply. PTC has approached them; they are supportive of trail. The trail should not be costly to develop since a gravel road already exists. There are concern about development with new residents opposing trail – NIMBY factor. Fennel Creek Trail requires boardwalk so is very expensive.

Flume Trail is not same as Water Flume Trail (City of Tacoma); could call it Lake Tapps extension of Foothills Trail or White River Flume Trail (as it is in PROS plan list).

**Consent Agenda** Shawn moved approval; Jackson seconded; motion carried with no opposition.

September minutes; September financial report; as distributed

Staff Reports – included with agenda

Status of current work plan available at: <https://drive.google.com/file/d/1ZJOlyEMgaSuVAirTgNvZRI9G-2Oka1Q9/view?usp=sharing>

**Pierce County PROS Plan Update** Subcommittee report; recommendations for board

Larry reported on subcommittee discussion and responses received from board member. Draft letter was sent; plan to include bulleted list of recommendations. Bullet list has not yet been created. Many of those would require Comp Plan amendments. Letter highlights major feedback for parks department. Larry also sent list of questions from subcommittee to Tiffany Odell; she will try to answer questions by tomorrow. Board requests that final draft of letter with bullet list be distributed to entire board when ready. There will not be another board meeting before comments are due to parks department. Larry will send all comments to Executive Committee who will review and approve final response to go to Parks Department.

Two areas of concern: recent growth has been higher than projected for 20-year period so plan assumes lower growth in rest of time period rather than assume higher growth will continue. Growth targets probably won't be changed until next Comp Plan update. Roxanne thought that plan adjusted for the extra growth. The other theme dealt with trail project list and where geographically funds are going. Equity language in plan is very good, but it is not apparent that it was used in developing priorities. Resources may not be going to underserved areas. There may be reasons for this that are not obvious in the plan (contractual requirements, etc.).

Mary moves to authorize EC to approve letter of comments on PROS Plan and send to PC Parks; Shawn seconded; motion approved without opposition.

**WA State Parks Strategic Plan Framework**

Plan was released in August; comment due soon. They held open house in Tacoma but was on the same evening as FGT hosted Green Drinks. Framework and comment letter reviewed. Board thinks letter is good; equity comments on point; change end of second paragraph to “work to remove physical & economic barriers to access to & within parks”. Letter is due back October 11 – Friday; can be submitted on-line. Mary moved & George seconded motion for Larry to finish letter; Terry & Jane review & submit. Approved without opposition.

**Cross-State Trail, Southern Route**

There will be a meeting November 14 in Olympia; gathering of King, Pierce, Thurston, Lewis, and Pacific County agencies and advocates (Southwest Washington Trails Coalition) to talk about developing connections across counties to complete cross-state trail network. Larry will send out meeting information and agenda when he receives it. Larry will create a one-page handout to distribute at Trails Conference next week.

**Grant Approval Policy**

Want to be sure that grants applied for and progress are reported to board and that effect on work program is reasonable. Could send summary by email with description and record responses. Include statement: “must vote by xxx; failure to vote is approval”. This is not currently allowed under our bylaws; it could be considered for adoption in the future.

Amended policy proposal: From time to time, ForeverGreen Trails staff may complete applications for grant funding either alone or in collaboration with Pierce County Parks or other groups.

Because timing is critical to submitting grants, there may not always be enough time to allow for review and approval by the full ForeverGreen Trails Board.

With this policy, the ForeverGreen Trails Board grants authority to the Executive Committee to review and approve grant applications for submission if project is already authorized by the Board through approval of budget, work plan, or agreement. Report on such grant applications will be provided to the full board via the consent agenda. If a grant has unusual elements, the Executive Committee may defer to the full board for discussion and approval.

Amended policy approved; moved Terry, second Alan.

## **Pierce County Trails Conference Planning Update**

Planning is going well; registrations currently about 75; good sponsors. Jane sent around sign-up sheet for tasks at conference. Larry will be sending e-newsletter and social media posts this weekend to further publicize. Larry & Jane working on program.

## **Fund Raising Update**

Jane continues to research and apply for grants; Milgard Foundation denied application. Sound Credit Union approved sponsorship. City of Tacoma will determine awards on October 24.

We have AT COI funding for fund raising development consultant; Jane will look for consultant.

Items for silent auction are accumulating. If additional items are procured, let Jane know and bring to conference.

Bob suggests having Romano's books for sale; Craig will be bringing books to sell & sign so we can't sell. Terry thinks we could offer free Tacoma book to anyone making \$100 donation at conference— board approves. We can purchase needed books at conference.

## **Trail Updates & News**

Puyallup Parks is updating PROS Plan. There is a community open house Thursday, 10/10, 6 PM, at Puyallup Activity Center.

WTA is looking for an Ambassador for Pierce County to represent them at public meetings.

Short Course on Local Transportation Planning is tomorrow at 5:30 PM at the Tacoma Municipal Building.

Washington State Trails Coalition State Trail Caucus is next Wednesday in Issaquah. Terry, Jane, Larry & George will attend for FGT. Bob, Roxanne, Brianne, and Foothills people will also attend.

PSRC Executive Committee approved Yelm Prairie Line Trail planning grant. Officially awarded to City of Roy. Nisqually Tribe and Nisqually Chapter Back Country Horsemen of Washington joined in support. National Park Service also awarded in-kind professional services grant to do public outreach portion of work.

Foothills Trail bridge – had to order new truss; no temporary solution approved by engineers; should be fixed in December. Bridge is currently blocked at both ends.

Tacoma to Puyallup feasibility study funding issue had to go through County Council; it was removed from their agenda due to need to amend resolution to accept & include \$20,000 grant from Port of Tacoma instead of just \$30,000 from Pierce County.

There are issues with Conservation Futures funding for Buckley Forest Reserve. Funds are to be used to improve and open trails on southern end of Buckley Forest, but Parks doesn't have funds or ability to use by end of year. There is funding in 2022 Budget for Buckley Forest Preserve. Parks will need to decide how to use those funds.

There is an imbalance in PROS Plan 6-year project list as it weights north region heavier than it should. All advocacy has been around projects in north. Need to get Pipeline & Parkland urban core trails onto list.

Adjourned meeting at 1:43 pm.

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## ***Trails Conference Planning Committee***

Jane will send conference information to panelists; she will ask for short bio from each and ask that they send presentations to her.

Planned program:

2:30 Kim will lead walk; Bob will lead bike ride if weather is dry.

3:30-4 Registration; tables will be set up around edges of lobby for exhibits/displays. Craig Romano will be available to sell and sign books.

4:00 Terry will give opening comments; then introduce Mary as emcee; she will provide facility & emergency information

4:15 Panel – Trail Safety, Sustainability & Stewardship

Peter Mayer, MPT, big picture; Tyler Eidson, Puyallup, role of trails; Sylvana Niehauser, Olympia, maintenance operations & processes. There will be a table with 3 chairs and a podium but they will not be elevated. Mary will introduce panelists and keep time.

5-5:15 Break; networking and view displays.

5:15 Panel Youth Involvement

Three speakers: Jean Bartholomew from Washington Trails Association, Jeremy Taitano & Edison Velez from Northwest Youth Corps.

6-6:30 Dinner and networking; will close silent auction at end of dinner; Mary will announce when there are 10 minutes left.

6:30 Keynote Speaker Craig Romano – Jane will send his bio to Mary; remind Craig of time allowed.

7:00 Speed dating/networking

There will be 4 groups; each designated by colored dot on name tag; North, West, South, and Central. Stations will be in 4 corners of room with 1 rectangular table and 1 easel at each station. Participants can bring a chair if they wish to sit.

There will be 9 minutes per area; regional maps on each table; participants will get a packet at their first stop with a sheet from each region and a full map; PC Parks will create the packets. There will be 5 minutes for county sharing information & priorities; another person/partner will then talk about what's happening in that area. Blown up map of each region with planned trails will be on easel. Jane has 3 easels; Mary will bring additional.

Person from each area will be: West – Pen Met or Lakewood; North – Pat Johnson, Buckley or Mark Hamilton; South – Larry – statewide trail of significance & Yelm Prairie Line Trail; and Central – Liz Kaster – Pipeline Trail

Mary has a bell to notify everyone when it's time to move.

7:45 – Updates & awards; silent auction winners; celebratory toast. Terry will provide updates and would like Jane to present awards. We will have pictures of each award winner.

We need 2 A-frames for outdoor directive signs; Mary will bring those; Jane will bring signs from last year.

Jane needs to contact those who bought more than 1 ticket to get names for printed name tags.

If there are 100 registrations by Friday, Jane will contact caterer about increasing food.

Jane has colored dots for name tags.

Jane needs to share plan with facility for set-up.

Meeting ended at 2:15 PM.

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### ***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.

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## **September Staff Reports**

### **Executive Director Report – Jane Moore**

1. Contract with Pierce County Parks ready to sign and return – signed; Jane will return.
2. Grant research & application: submitted applications in conjunction with PC Parks to Forest Foundation \$20,000 and Weyerhaeuser Giving Fund \$20,000; submitted LOI to Lazar Foundation \$20,000; applications also to City of Tacoma Sustainability, Gary Milgard Foundation, Puyallup Tribe, Walmart, O'Bea Credit Union & Costco. Cascade Water Alliance does not appear to have grant program; may be prohibited as public utility. Also

submitted 2 Professional & Organizational Development funding requests to AT COI; both were approved. Continued corporate giving research.

3. AT COI funding: Jane will register the four of us for WSTC caucus; will need to research consultant for development.
4. Organizational Member & Sponsor recruitment: sent individualized requests for renewal - Puyallup gave \$500; University Place committed; no response from Pierce County Parks & Recreation or Planning & Public Works, City of Lakewood. Jane will follow-up with them. Travel Tacoma + provided \$150 gift cards for Lakewood Best Western
5. Conference planning: going smoothly; wrote & sent out silent auction donation letter; completed ESB rental agreement; room reserved for speaker; still need auction items. Registrations slow but are always late.
6. Events: Green Drinks Tacoma small but well received; Chambers Bay Foundation Support the Trails 5K Run – good event, good exposure for FGT; volunteered at Foothills Coalition's booth at Fair – not many people;
7. Meetings: Step It Up Pierce County September reviewed community outreach, October will begin review of City of Tacoma Transportation Master Plan (same day as WSTC Trails Caucus); met with Eatonville Town Council member & Parks Committee Bob Walter, then presented to Eatonville Parks Committee, good; interest in connecting trails & trails conference; Puyallup PROS Plan update focus group; meeting with Randy Kline, WA State Parks – discussed FGT & Trails Conference, state trails plan, GART, & Park Rx program; Pierce County Transportation Advisory Commission meeting as proxy for Liz Kaster, good interest in active transportation, will be updating active transportation plan and project list, will soon advertise for replacement for Liz – Jane plans to apply; King County Regional Trails Coalition meeting – have now expanded definition of region to King, Pierce, Kitsap, & Snohomish Counties, name for regional network is Leafline.
8. Collected information on Town of Eatonville for Speak Up for Trails resources; reviewed Eatonville Trail Plan, State Parks Plan, and RCO State Trails Plan.
9. Usual administrative duties: respond to email inquiries; financial management; payroll; minutes & meeting notices; coordinate meeting attendance and work tasks with Project & Communications Coordinator.

#### **Project & Communications Coordinator Report – Larry Leveen**

1. Yelm Prairie Line Trail: Got sad news about the likely northern terminus of Yelm's ownership; does not appear to extend as far north as Yelm thinks it does.
  - a. Initiated contact with FHWA for information on a FLAP (Federal Land Acquisition Program) grant for acquisition and development. Their next grant cycle will be in the spring of 2020. My idea is to try and get the rest of the right-of-way to Roy at least, and hopefully to East Gate Road.
  - b. I have initiated communications with the Pierce County Parks regarding this and Cc'd Jane.
  - c. Nisqually Indian Tribe officially endorsed the trail, joining our coalition and submitted letters of support for the PSRC and NPS grants.
  - d. Nisqually Land Trust and Paul Simmons (Olympia Parks Director) also wrote letters of support (for both grants).
  - e. November PSRC grant decision is anticipated in the next two months on Roy's PSRC grant application for funds for plan development/feasibility study. Transportation Policy Board recommended; approval.
  - f. NPS contacted me last night and informed me that FGT's grant application for community assistance for this project (to do public outreach) is being awarded. We will receive a formal letter soon.
  - g. Councilman McCune's office contacted me and asked me to speak about the trail at his upcoming community event on November 12 at the Lackamas Community Club.
  - h. I am presenting to the Nisqually Chapter of Backcountry Horsemen of WA on the trail tonight.
2. Promotion of Trails Conference & Short Course on Local Planning (10/10 @ Tacoma Municipal Building). I will be sending out reminders on social media for the Conference the next few days.
3. Covered for Jane at the last AT COI Meeting, Carbon River Forum & the Foothills Board Meeting (promoted the Conference at all the meetings).
4. I was appointed to the PSRC Bicycle & Pedestrian Advisory Committee as a non-voting member representing FGT; will generally attend meetings remotely.
5. Reviewing the PROS Plan update draft, making lots of notes and compiling questions to ask staff. I touched base with Tiffany Odell at the Carbon River Forum about asking clarifying questions to inform our review/comments. Coordinating with PROS Plan review team and trying to get a meeting on 10/4. Time and place TBA. I did not receive feedback on our process/approach. Does the EC have any thoughts?
6. I helped review/edit the "draft letter of inquiry" for the Carbon River Corridor Plan.
7. I sent out an e-Newsletter promoting the conference and the PROS Plan update.
8. Next I will be turning my attention to making the Conference program. I will bounce the design off Jane and Terry for their feedback/consent and then add logos of all the relevant sponsors.