



## **Parks and Recreation Advisory Board Meeting Minutes**

**Tuesday, September 26, 2023**

**City of Lakewood – American Lake Conference Room**

**6000 Main Street SW Lakewood, WA 98499**

**<https://www.youtube.com/user/cityoflakewoodwa>**

**Telephone via Zoom: 253.215.8782 Participant ID: 920 3804 6123**

### **CALL TO ORDER**

Jason Gerwen called the meeting to order at 5:33 p.m.

### **ROLL CALL**

Parks and Recreation Advisory Board Members Present: Jason Gerwen-Chair, Vito Iacobazzi- Vice Chair, Alan Billingsley, Anessa McClendon, Janet Spingath

Parks and Recreation Advisory Board Members Excused: Sylvia Allen

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

Youth Council Liaison Present: Bridget Holbrook

City Council Liaison Present: Don Anderson

Guests: Stacey Reding, Weston Ott, Charlie Jensen

### **APPROVAL OF MINUTES**

**ALAN BILLINGSLEY MOVED TO ADOPT THE PARKS AND RECREATION ADVISORY BOARD MEETING MINUTES OF JULY 25, 2023. SECONDED BY VITO IACOBAZZI. VOICE VOTE WAS TAKEN AND MPU.**

### **PUBLIC COMMENT**

None.

### **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

### **Eagle Scout Presentation.**

Charlie Jensen presented the Eagle Scout proposal. The project consists of creating directional signage along a 5K cross country course that can be removed when not in use. The signs will be placed at critical turns to help runners find their way. The materials will consist of telspar metal poles, concrete bases, and wood. Janet Spingath suggested placing a silhouette of a runner on the signs so that others that encounter the signs will know what they are for. Alan Billingsley recommended plugs to cover the bases to keep dirt out of the base when the signs are not in place. Jay Anderson previously suggested using metal plugs so they can find them with a metal detector. It was also recommended to GPS the locations and provide a map so it's easier for staff or event coordinators to find them. Vito Iacobazzi asked if the wood would be stained, weather treated and where they would be stored. The CPSD cross country club has a trailer at the park where these will be stored. Mary Dodsworth asked that Charlie work with Joe to inform other coaches that the signs would be available to use. There is an Inadvertent Discovery Plan that needs to be followed when digging at a historic district. Nikki York advised that there is a cross country race on October 21st which was the date planned for digging holes to install the anchors. Another installation date will be needed. Jason Gerwen reminded Charlie that location services (811- call before you dig) must be used when digging. Vito Iacobazzi thought it was a great project and moved to approve it with the minor recommendations. Seconded by Alan Billingsley. Voice Vote was taken and MPU.

### **Non-Motorized Transportation Plan.**

Engineering Services Division Manager Weston Ott, presented the 2023 Non-Motorized Transportation plan. The previous plan was done in 2009. There was survey sent out in March, 2023. The link to the update can be found on the City's website. [https://cityoflakewood.us/wp-content/uploads/2023/05/2023-Lakewood-NMTP-Update\\_Final\\_042123.pdf](https://cityoflakewood.us/wp-content/uploads/2023/05/2023-Lakewood-NMTP-Update_Final_042123.pdf) . Weston Ott reviewed the sidewalks, bicycle system, and shared use paths. They now align with current national standards, capital improvement plan and transportation plan. Alan Billingsley asked about the sidewalk and path near the South Sound Wildlife Area. Mary Dodsworth advised that there is access to the Chambers Creek Trail at Zircon and the Legacy Plan refers to this plan as part of the trail system. Stacey Reding asked if there is a database of crosswalks. Weston Ott advised that crosswalks need to have safe public crossing which sometimes means adding a protected flashing signal. Jason Gerwen advised that according to a Bloomberg study, incorporating art in the street helped make streets safer for pedestrians. Janet Spingath shared that her church did a chalk the walk event.

## **Parks Signs to include Wayfinding Signs and Reader Boards.**

Matthew Delade and George Lim of Tanagram Designs shared the designs that were reviewed with the design concept stakeholder committee. The original RFP noted that the signs be under \$30,000 each, include consider references to current gateways and kiosks and be neutral in color. The team used the new brand palette colors and font and provided details on various concepts and stakeholder feedback. The first set of park sign designs included complimentary park identification and wayfinding signage. The PRAB selected Concept 1 as the recommended sign to send to Council for consideration. Alan Billingsley said that the arch top matches the signs that will be going up at the South Sound Wildlife Area. Jason Gerwen likes that the design ant noted that the arch matches the service club sign. International symbols did not seem necessary on the main park sign but could be helpful on the wayfinding signs. He also noted that previous sign and gateway discussions noted that we were going away from adding logos to signs. Jason Gerwen suggested adding the address on the monument signs. Alan Billingsley moved to recommend concept 1 with minor modifications. Seconded by Vito Iacobazzi. Voice vote was taken and MPU. The next sign discussed was the Fort Steilacoom Park main entry. The board discussed pros and cons regarding the various options with consensus on the design that complimented the selected park sign. The Board also liked being able to add banners. Jason pointed out that the crosswalk that is in the photo would be an ideal place for a painted art crosswalk. The last sign was the Electronic Media Center (EMC) The board preferred concept 1 which also complemented the recommended park sign design with gateway and service club sign features. Alan Billingsley moved to recommend concept 1 for the FSP entry signs and EMC signs. Vito Iacobazzi seconded. Voice vote was taken and MPU.

## **DIRECTORS REPORT**

Parks, Recreation and Community Services Director Mary Dodsworth reported that the department had a strong summer with programs and events including: SummerFEST, Farmers Market, Concerts, and Fiesta de la Familia.

## **BOARD MEMBER COMMENTS**

Janet Spingath commented that the photos from the Fiesta de la Familia were really good.

Vito Iacobazzi commented that the mural at the Fort Steilacoom restroom was great. He also thought the signal boxes were fantastic.

Janet Spingath thought the art here is better than some of the other cities.

Bridget Holbrok is a first year youth council member. She is a freshman at Clover Park High School. She is interested in band, cross country, track and wants to start bowling

this year. The board welcomed her and invite her to share her opinions at future meetings. We value the youth voice in our discussions.

Mary Dodsworth presented the signal box wrap boards that were at the Fiesta de la Familia event. Print NW was a sponsor and put them together. The fan favorite was the art done by a student at Harrison Prep.

Jason Gerwen gave kudos to staff. The concerts and farmers market were enjoyed by his family. He thanked Vito Iacobazzi for filling in during his absences.

Janet Spingath asked about Truck and Tractor Day. It's on Saturday October 14<sup>th</sup> from Noon – 3:00pm.

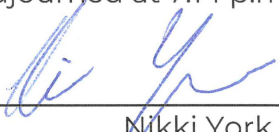
**NEXT MEETING**

The next regular meeting of the Parks and Recreation Advisory Board is scheduled for Tuesday, October 24, 2023 at 5:30 p.m.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 7:14 p.m.

  
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Jason Gerwen, Chair

  
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Nikki York, Office Assistant