



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, June 9, 2021
Teleconference
N/A, Ridgefield, WA 98642**

- I. GENERAL SESSION CALL TO ORDER - 6:30 PM**
 - 1. Roll Call**
 - 2. Late changes to the agenda**
- II. CONSENT AGENDA**
 - 1. Approval of Minutes from Wednesday, 5/12/21 Meeting**
- III. MEMBER REPORT**
 - 1. Innovative Parks, Stage Presentation, Chair Kimberly Stenbak**
- IV. OLD BUSINESS**
- V. NEW BUSINESS**
 - 1. Big Paddle Debrief, Board Chair, Kimberly Stenbak**
 - 2. Volunteer Opportunities Discussion, Public Works Director, Bryan Kast**
 - 3. Roundtable Outreach Event, Refuge Park, Public Works Director, Bryan Kast**
 - 4. Volunteer Event in July, Nature Play Park, Public Works Director, Bryan Kast**
- VI. STAFF REPORTS**
 - 1. Public Works Update**
- VII. FROM THE BOARD**
 - 1. Board Member Updates**
 - 2. Council Update**
 - 3. Requests from the Board for Upcoming Meetings**
- VIII. ADJOURN**

**Parks Board Agenda Packet is available at the following link:
<http://ridgefieldwa.iqm2.com/Citizens/>**



CITY OF RIDGEFIELD, WASHINGTON
Parks Board MEETING MINUTES
May 12, 2021

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:30 PM](#)

ROLL CALL

Attendee Name	Title	Status	Arrived
Rian Davis	Board Member	Present	
Sandy Schill	Board Member	Absent	
Beth Bicknell	Board Member	Absent	
Kimberly Stenbak	Board Chair	Present	
Rachel Coker	Board Member	Present	
John Rose	Board Member	Present	
Marie Bouvier	Board Member	Present	

LATE CHANGES TO THE AGENDA

None

CONSENT AGENDA - [6:39 PM](#)

MOTION TO ACCEPT THE MINUTES AS PRESENTED

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Board Member
SECONDER:	John Rose, Board Member
AYES:	Davis, Stenbak, Coker, Rose, Bouvier
ABSENT:	Schill, Bicknell

1. Approval of Minutes from Wednesday, 4/14/21 Meeting

MEMBER REPORT - [6:41 PM](#)

None

OLD BUSINESS - [6:41 PM](#)

1. Water Feature, Land Expressions Consultant, Clayton Varick

Public Works Director, Bryan Kast, introduced Clayton Varick, Vice President and Landscape Architect of Land Expressions. His company was selected to work with the Parks Board on water feature design concepts. Generally, there are three types of systems: flow-through, recirculation and custom. Clayton

Minutes Acceptance: Minutes of May 12, 2021 6:30 PM (CONSENT AGENDA)

presented examples of each, their features, how they function, and general costs. After much discussion, Board Members preferred the recirculation type. They requested natural features to compliment the wildlife refuge behind Overlook Park with a focus on multi-use for all ages. It was suggested to use a hybrid layout with boulder rocks on one end and a flat surface on the other. To conserve water, install bollard activated features. An off-the-shelf recirculation system can have colored jets and easily incorporate rocks and natural elements. If the vendor uses their pumps, it would be plug and play and have minimal electrical requirements. Realistically, pricing begins around \$300-400K for a modest (approximately 2000sf) water feature. Clayton appreciated the Boards input and will work with the Public Works Director, Bryan Kast, on the project scope and cost estimate. Bryan will present this information to Council for their input.

2. Park Sign Standard Concepts, Public Works Director, Bryan Kast, Update

Public Works Director, Bryan Kast, worked with the City's Graphic Arts Designer, Patrick Hildreth, who revised the park signs based on the Board's input in May. Bryan presented seven examples. Board members were unanimous in their preference of Sign #5. They liked the arched font, preferred decals vs. cutouts for safety purposes, favored an orange background but with the gradient style from sign #6. It was suggested to use reflective paint on the letters for nighttime visibility by vehicle lights and place the City of Ridgefield's name in a single line at the bottom of each sign.

NEW BUSINESS - [7:33 PM](#)

1. Little Free Library, Public Works Director, Bryan Kast

In June of 2016, the Board created guidance for the design and placement of Little Free Library structures in parks or locations with high foot traffic. Public Works Director, Bryan Kast, reviewed the process with Board Members and then welcomed Kay Naumann, Ridgefield resident. Kay provided a rendering of the structure and map showing where the library would be installed. The location is a small green space owned by the City but maintained by the homeowner's association. It is a high traffic area where families tend to gather and would be a nice unifying factor for the neighborhood. Families are committed to maintaining the library and keeping it well stocked. The Board appreciated Kay's presentation, said it was thorough, well thought out, inclusive and liked their focus on promoting early literacy.

MOTION TO APPROVE THE LITTLE FREE LIBRARY IN SEVEN WELLS ESTATE AS PRESENTED.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rachel Coker, Board Member
SECONDER:	Marie Bouvier, Board Member
AYES:	Davis, Stenbak, Coker, Rose, Bouvier
ABSENT:	Schill, Bicknell

2. Outreach Events, Public Works Director, Bryan Kast

In March of 2020, Board Members planned to attend a variety of community outreach events to gather ideas, suggestions and interest from residents on general features. That was pre-COVID so plans were placed on hold but moved to the Parks Board 2021 Work Plan. With COVID restrictions beginning to lift, the City is able to move forward with this year's First Saturday, Big Paddle event, June 4. Board Members will be at the Ridgefield Roundabout booth, near the Farmer's Market at Overlook Park. June 4th also happens to be National Trails Day. The City is in the process of selecting a landscape architect to develop design concepts for the Refuge Park. Board Members staffing the booth are looking for input and ideas on features important to the community.

STAFF REPORTS - [7:52 PM](#)

Public Works Update

Public Works Director, Bryan Kast, is interviewing for two field technician positions; one is a Maintenance 1 position to replace an internal transfer from facilities to the stormwater department. The other is to backfill for an internal promotion within the facilities department.

FROM THE BOARD - [7:53 PM](#)

Board Member Updates

None

Council Update

Public Works Director, Bryan Kast, will present information about the water feature to Council for input. Chair Stenbak will join him.

Requests from the Board for Upcoming Meetings

Board Member Davis recommended installing signs at Ridgefield's Outdoor Recreation Center to better identify the ball fields and also post reservation schedule to avoid conflicts between users.

ADJOURN - [7:58 PM](#)

Lisa Blake, PW Administrative Assistant

Kimberly Stenback, Chair

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