



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, May 10, 2023
RACC - Columbia Assembly Room
510 Pioneer Street, Ridgefield, WA 98642**

I. GENERAL SESSION CALL TO ORDER - 6:30 PM

- 1. Flag Salute**
- 2. Roll Call**
- 3. Late changes to the agenda**

II. PUBLIC COMMENT

Anyone requesting to speak to the Board regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Approval of Minutes from the April 12, 2023 Meeting**

IV. PRESENTATION

- 1. Eagle Scout Projects in Parks - Special Thank you - Galina Burley, Parks Manager**
- 2. Parks Code 101 - Galina Burley, Parks Manager**
- 3. Clark County Historic Preservation Program Overview - Galina Burley, Parks Manager**
- 4. Ridgefield on Strava - Galina Burley, Parks Manager**

V. BUSINESS

VI. PUBLIC COMMENT

Anyone requesting to speak to the Board regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

VII. STAFF REPORTS

- 1. Update from the Council meeting 04/13/2023 - Galina Burley, Parks Manager**

VIII. FROM THE BOARD

IX. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: May 10, 2023

AGENDA ITEM NAME: Approval of Minutes from the April 12, 2023 Meeting

SUMMARY/BACKGROUND:

Staff has prepared the minutes for Board consideration of adoption for the Parks Board meeting. Staff is recommending the following motion: "I move to approve minutes as written."

STAFF CONTACT:

ATTACHMENTS:

1. PB 04122023



**CITY OF RIDGEFIELD, WASHINGTON
PARKS BOARD MEETING MINUTES
APRIL 12, 2023**

Regular Meeting - 6:30 PM

I. GENERAL SESSION CALL TO ORDER - 6:30 PM

- 1. Flag Salute**
- 2. Roll Call**

Present:

Board Member Brigid Taylor
Chair Rian Davis
Board Member Sarah Scott
Board Member Whitney Randall
Vice Chair Beth Bicknell

Excused: Board Member Jake Bredstrand, Board Member Sandy Schill

3. Late changes to the agenda

Galina Burley, Parks Manager, was out ill. Public Works Director, Chuck Green, shared the evening's presentations. Item #2, Comp Plan- Parks, Recreation and Open Space plan, under Business was moved to Presentations.

II. PUBLIC COMMENT

Anyone requesting to speak to the Board regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

Comments received during public testimony can be heard on the City's website.

<https://ridgefieldwa.us/government/city-departments/boards-and-commissions/parks-board-meeting-audio-files/>

III. CONSENT AGENDA

1. Approval of Minutes from the March 8, 2023 Meeting

Motion to accept the minutes as presented.

RESULT: ADOPTED (UNANIMOUS)

MOVER:	Vice Chair Beth Bicknell
SECONDER:	Board Member Brigid Taylor
AYES:	Board Member Taylor, Chair Davis, Board Member Scott, Board Member Randall, Vice Chair Bicknell

IV. PRESENTATION

1. Parks Capital Program Projects Update - Galina Burley, Parks Manager

Chuck Green provided an update on the 2023 Parks Capital Program Projects to include the Splash Pad, Boyse Park Concept Plan, Horns Corner Park, Skate Park Study, Refuge Park Project and various trail sections.

2. Clark County Rules Sign Prototype - Galina Burley, Parks Manager

Chuck Green shared sign prototypes from Clark County's parks. The Board discussed what information to include on Ridgefield's signs for future determination.

3. Comp Plan - Parks, Recreation and Open Space plan update - Galina Burley, Parks Manager, Chuck Green, Public Works Director

The City is seeking to hire a consultant team to lead the Urban Area Comprehensive Plan Update which includes the Parks and Open Space Plan. The last Comprehensive Plan Update was completed in 2016.

V. BUSINESS

1. Ridgefield Parks Board 2023 Work Plan - Galina Burley, Parks Manager

Chuck Green presented the amended 2023 Work Plan. A motion was made to accept the 2023 Work Plan as amended.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Board Member Whitney Randall
SECONDER:	Vice Chair Beth Bicknell
AYES:	Board Member Taylor, Chair Davis, Board Member Scott, Board Member Randall, Vice Chair Bicknell

VI. PUBLIC COMMENT

Anyone requesting to speak to the Board regarding all items not subject to a specific Public Hearing may come forward at this time. Please state your name and limit comments to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

Comments received during public testimony can be heard on the City's website.

<https://ridgefieldwa.us/government/city-departments/boards-and-commissions/parks-board-meeting-audio-files/>

VII. STAFF REPORTS

None

VIII. FROM THE BOARD

None

IX. ADJOURN

Meeting adjourned at 7:51 pm.

Lisa Blake, Parks Board Clerk

Rian Davis, Parks Board Chairperson

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: May 10, 2023

AGENDA ITEM NAME: Eagle Scout Projects in Parks - Special Thank you - Galina Burley, Parks Manager

SUMMARY/BACKGROUND:

Eagle Scouts completed two projects in parks last year. The board wishes to thank them for the work with certificates of appreciation. The two projects include new signs for the disc golf course and an orienteering course at Abrams Park.

STAFF CONTACT: Galina Burley, Parks Manager

ATTACHMENTS:

None

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: May 10, 2023

AGENDA ITEM NAME: Parks Code 101 - Galina Burley, Parks Manager

SUMMARY/BACKGROUND:

This presentation is a brief overview of chapter 8.18 of the Ridgfield Municipal Code - Park Rules and Regulations. The purpose of this overview is to introduce the board to the codified business of the parks program. It is not an actionable item, but rather an educational element for the board members. This presentation supports the 2023 Workplan of the board approved, with revisions, in April of 2023.

STAFF CONTACT: Galina Burley, Parks Manager

ATTACHMENTS:

1. Parks Code of Ordinances Summary Overview
2. Chapter_8.18___PARK_RULES_AND_REGULATIONS (1)

City of Ridgefield Parks Code of Ordinances Summary Overview

Presented by: Galina Burley, Parks and Recreation Manager

Date: May 10, 2023



- City of Ridgefield Municipal Code
- Chapter 8.18 Park Rules and Regulations, like
 - Hours
 - Non-permitted activities
 - Use agreements
 - Park O&M
 - Naming of Parks
 - Violations
 - Etc.
- Rules are set by Council
- Parks, Recreation and Open Space Plan
- Engineering Standards
- Best practices



- Hours
 - Currently 7a.m. to 9p.m. unless otherwise posted or approved by the city manager.
- Non-permitted activities
 - Civil or criminal violations
 - Activities hazardous to others
 - Activities interfering with other citizens' use and enjoyment of park property and facilities.
 - Activities not in conformance with general rules of behavior.
- Use agreements
 - Temporary use
 - Concessions
 - Fireworks
 - Etc.



- Park O&M
 - Public Works department
 - Volunteers
 - Temporary improvements
- Naming of Parks
 - Request form
 - Submittals
 - Presentations
 - Public meetings
 - Recommendations to city council
- Violations
 - Warnings
 - Law enforcement
 - Removal from city property
 - RDC Title 18



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www.facebook.com/CityofRidgefield/



Chapter 8.18 PARK RULES AND REGULATIONS¹

8.18.010 Purpose.

The establishment and maintenance of park property and facilities is intended to benefit current and future citizens of the city of Ridgefield by providing opportunities for active and passive recreation. Rules and regulations governing use of park properties and park facilities will help to ensure that park property and park facilities are used and maintained in a manner beneficial to the community. The foregoing park rules and regulations are intended to provide standards for the public use and enjoyment of these facilities and to provide for the public health, safety, welfare and protection in the use and enjoyment of these facilities.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.020 Definitions.

The terms used in this chapter of the Ridgefield Municipal Code shall be defined as follows:

"Camp" means to erect a tent or other shelter or to use a sleeping bag, a vehicle or a trailer camper for the purpose of or in such a way as will permit remaining overnight.

"Camp site" means designated camping sites which are designated for the use of tent campers, and at which no water, sewer or electrical facilities are available for hookup to a trailer or a camper.

"City" means the city of Ridgefield.

"City council" means the elected members of the Ridgefield city council.

"Dog park" means a fenced or enclosed area of a city park designated by the city council by resolution or ordinance as an area where dogs may be off a leash.

"Motor vehicle" means any self-propelled device capable of being moved upon a road or other surface by which any persons or property may be transported, and shall include but not be limited to automobiles, boats, trucks, motorcycles, motor scooters, jeeps or similar type four-wheel drive vehicles and snowmobiles.

"Off leash area" means an area of a city park designated by the city council by resolution or ordinance as an area where dogs may be off a leash.

"Park" means all public parks, plazas, public squares, playgrounds, activity centers and associated buildings, designated open spaces, designated sensitive lands and other facilities of the city of Ridgefield specified in the "City of Ridgefield Comprehensive Parks, Recreation and Open Space Plan," and/or acquired by the city which are identified as park and recreation facilities owned and operated by the city, and/or jointly owned and operated by the city and other designated entities.

¹Editor's note(s)—Ord. No. 1116, § 1, Oct. 11, 2012, amended Ch. 8.18 in its entirety to read as herein set out. Former Ch. 8.18, §§ 8.18.010—8.18.140, pertained to similar subject matter and derived from Ord. 929(part), 2006.

"Parks board" means the seven-member board established to provide advisory assistance and recommendations to the city manager and city council on parks planning, parks acquisition, and parks operations and maintenance within the current and future city limits.

"Person" means all persons, firms, partnerships, corporations, clubs and all associations or combinations of persons whether acting for themselves or by an agent, employee or member.

"Planning director" means the employee of the city charged with the responsibility of administering and enforcing the land development regulations of the city.

"Public works director" means the employee of the city charged with the responsibility of administering the city's public works department and enforcing public works rules and regulations.

"Trail" means any path or track designed for use by pedestrians or bicycles and which use is not permitted by standard passenger automobiles, or other rights-of-way specifically designated and posted for non-vehicular use.

"Trailer" means a towed vehicle which contains any sleeping or housekeeping accommodation, boat, animal, apparatus or is designed for the purpose of transporting any of the same by towing behind a vehicle.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.030 Allowable hours of operation.

Parks shall be open to the public between the hours of seven a.m. and nine p.m. unless otherwise posted or approved by the city manager in consultation with the police chief and public works director. Activities on park property or in park facilities that exceed normal hours of operation may be authorized in association with an agreement or special event permit.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.040 Non-permitted activities.

- A. All activities that constitute civil or criminal violations under local, state or federal statutes are not permitted within park property and/or park facilities.
- B. The following activities are not permitted in city parks and park facilities unless expressly authorized by the planning director or his or her designee or city council as part of the special event permit process or an agreement:
 1. Activities that are hazardous to others.
 - a. Practicing or playing of games or activities in a manner that could knowingly harm other persons, animals and/or real or personal property;
 - b. Building and operating fires unless authorized by a special event permit or agreement for a designated area of a park;
 - c. Negligent operation of a motor vehicle including operating in an area not specifically designated for motor vehicle usage and/or exceeding a vehicle speed of fifteen miles per hour;
 - d. Operating a boat, yacht, canoe or raft or other watercraft upon any watercourse in any park under the jurisdiction of the city except at such places as may be provided or designated for such purpose.
 - e. Tobacco use in the following areas:
 - The immediate area of playgrounds and play areas;

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- The immediate area around any public event at a park or ball field, such as picnics, concerts, and during adult and youth league games and practices;
 - The immediate area around public restrooms.
2. Activities interfering with other citizens' use and enjoyment of park property and facilities.
 - a. Activities conducted for private gain and profit without prior authorization from the city;
 - b. Operation of a powered public address system or amplified music speaker system or other means of amplifying sound;
 - c. Knowingly causing harm or destruction to the natural plants, trees and/or animals of a park;
 - d. Overnight parking of recreational vehicles or trailers except as authorized by a special event permit or agreement and in association with a recognized and sanctioned community or special event;
 - e. Posting signs, posters and notices of a private nature not authorized by a special event permit and not in conformance with the sign ordinance in effect at the time;
 - f. Interfering with the use of a reserved area of any park obtained through an approved special event permit process.
 3. Activities not in conformance with general rules of behavior.
 - a. Failure to use designated existing trail systems to protect the ecosystem of a park property and/or intrusion into environmentally sensitive areas with manual or mechanical equipment when posted or otherwise designated as an area to remain undisturbed;
 - b. Failure to keep pets on a leash, except for areas designated as dog parks or off leash areas. Restrictions do not apply to service animals or police dogs;
 - c. Pets are prohibited on city-owned athletic fields but may be allowed in the spectator area at the discretion of the athletic group;
 - d. Failure to clean up animal discharges;
 - e. Failure to accompany pets in areas designated as dog parks or off leash areas;
 - f. Failure to keep pets under vocal control in areas designated as dog parks or off leash areas;
 - g. Failure to keep pets from causing public nuisance, safety hazard, or harassment of people, other dogs, or wildlife in areas designated as dog parks or off leash areas.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.050 Agreements for use of park property and facilities.

- A. The city will honor all existing agreements with organizations that are on file with the city until such time that these agreements expire.
- B. All current or future uses of park property and park facilities shall enter into an agreement with the city with such agreements to be maintained on file at the city.
- C. All agreements shall be prepared and maintained in accordance with the following procedures:
 1. For existing private structures not currently covered by an existing agreement maintained and operated on park property, an annual agreement shall be required and shall be renewed at the beginning of each calendar year subject to review and approval by the city council or its designee.

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(Supp. No. 98)

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2. For new structures located on park property, an agreement for use of the park property shall be required and shall not exceed a maximum of five years, except that for investments in park property and/or structures in excess of fifty thousand dollars, as approved by city council, may be authorized for a longer term lease. Any structures located on park property not covered under a longer-term agreement shall be required to conform to subsection C.1. of this section.
 3. Costs for use of a park and/or facilities shall be determined by the city council.
- D. Conducting business in city parks and plazas. No one shall conduct any business in a city park or on any city plaza except as is provided in this chapter. "Business" means and includes any activity which involves sale of any goods or services, whether conducted for profit or not, and regardless of by whom conducted.
1. Anyone desiring to conduct any business in any city park or on any city plaza shall apply to the city for a permit to do so.
 2. The form of application for a permit provided in section D.1. shall require the following information, and such additional information as is found by staff to be necessary:
 - (i) A copy of a current city business license.
 - (ii) Type of any items to be sold;
 - (iii) Description of how business will be conducted and a drawing of any vehicle or stand from which good will be sold;
 - (iv) A statement signed by the applicant agreeing to hold harmless the city and its officers and employees from any claims for injuries or damages alleged by any person to have been caused by such activity;
 - (v) If goods are to be sold from any stand or cart, proof of insurance in the amount of one million dollars per occurrence to cover claims for injury or damages suffered or alleged to have been suffered by any person as a result of such activity, which insurance policy shall name the city as an additional insured and shall provide it cannot be cancelled except after ten days' written notice to the city; and
 - (vi) Proof of application for all permits required by other public agencies such as the health district.
 3. No permit shall be issued if it is found that its issuance would interfere with safe use by the public of any park or plaza property, and the city may limit the number of any permits at any given park or plaza if it finds that such limitation is necessary to protect the public health and safety.
 4. Any permit shall be conditioned as to hours of permitted operation and as to requirements found necessary, and such permit may be conditioned that it shall not be valid during any designated special event under chapter 5.40.
 5. A permit shall be valid for one year from date of issue, and may be renewed upon application, unless it is found that the permittee has failed to conform to the terms of the RMC or to the terms and conditions under which it was issued, or unless it is found that such permit is inconsistent with the public safety or public use of the park or plaza.
 6. All permits issued under this chapter shall be nontransferable and may be used only by the permittee.
- E. Concession agreements. In addition to the permits provided for in this section, the city may recommend "concession agreements" to city council. Such agreements may be with any person or profit or nonprofit organization for the conduct of a business in a city park or on a city plaza. For the purposes of this chapter, a "concession agreement" is an instrument by which the city and the person or profit or nonprofit organization agree that the person or organization shall provide a given service for the public at a park or plaza, or at a

specified area in such park or plaza, or at more than one park or plaza, and shall have the exclusive right to do so.

1. Prior to entering into any concession agreement, the city shall have determined that the public should and can best be served by a single purveyor.
 2. Concession agreements may be entered into by city staff for provision of refreshments by profit or nonprofit organizations in connection with sports events which such organization conducts in any city park.
 3. Any concession agreement may be revoked in the manner provided for revocation of permits by section 8.18.050(I).
- F. Temporary park and facility use permits. A temporary park and facility use permit is required for all special events as defined in RMC 5.40 regardless of the number of attendees; or for the reserved use of a park building or structure; and/or for activities within a park or park facility that will or may significantly impact other park users, utilizes the park and/or park facility in a manner in which it was not designed nor intended to accommodate, or exposes the city to increased liability. Permits shall be valid for the time designated, and not to exceed four days, in connection with a special event. During such event, the right-of-way shall be considered a park or plaza area.
1. Issuance of a park and facility use permit shall be expressly conditioned on the issuance of all other required city, state or county permits or licenses prior to the date of the activity or event.
 2. Priority may be given for park use to local tax-exempt not-for-profit organizations operating in and providing services to the citizens of the city or organizations who have been identified as city partners. Priority may also be given to annual, semiannual or other regularly scheduled or recurring special events. If competing applications cannot be resolved on this basis, permits shall be granted to the earliest completed application received for the time and place requested.
 3. A park and facility use permit is a license which is personal, non-assignable and is revocable at any time for violation of the terms of the permit or any local, state or federal law.
 4. A rental and damage deposit for the use of a city park and/or facility shall be such as is adopted by the city council. All cleaning of the park and park facilities is the responsibility of the permittee and it must be left in the same condition in which it was found. Permittees are required to remove at their expense all materials, equipment, furnishings or rubbish left after use of the park or park facility. The damage deposit will be retained until all items are removed. If no damage is incurred, all items are removed and the park or park facility is clean, the deposit will be returned to the permittee. Cancellation of the use permit with fewer than ten days prior to the scheduled event shall result in forfeiture of one-half of the deposit. All cancellations must be in writing.
 5. The city shall not be liable for injuries or loss of property or vandalism resulting from the use of a city park or park facility or adjacent parking areas.
 6. Notwithstanding any other provision of this chapter, the city manager or designee may enter into an agreement or agreements on behalf of the city with any nonprofit group or city partner to provide for the use of a city park or parks.
 7. A park and facility use permit shall not be required for an expressive event as defined in RMC 5.40.010.
- G. A permit from or agreement with the city is required to dispense alcoholic beverages in a city park or park facility. The permittee shall be required to comply with all applicable liquor laws of the state of Washington and shall obtain all licenses and permits required by the state of Washington.

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- H. A permit from or agreement with the city is required for the public display of fireworks in a city park or park facility. The permittee shall be required to comply with all applicable state and local fireworks laws and shall obtain all permits and/or licenses required by the state of Washington.
 - I. The city has the right to set times and places during which a permit shall be in effect and impose any other terms or conditions for issuance of a permit as it deems appropriate.
 - J. The city manager or designee may revoke any permit issued under this chapter if it is necessary to do so to protect the public health and safety or if the permittee has violated any RMC or terms or conditions of such permit.

(Ord. No. 1116, § 1, 10-11-2012; Ord. No. 1288, § 2(Exh.), 2-28-2019)

8.18.060 Park maintenance and operations.

- A. Parks maintenance and operations shall be conducted by the public works department of the city of Ridgefield or its authorized agent under the supervision of the public works director or his or her designee.
- B. Volunteer groups or organizations are encouraged to assist the city in the improvement and/or maintenance of its park property and/or park facilities. Such assistance may be on a one-time, annual or on-going basis. Volunteer organizations that wish to assist the city with parks maintenance and operation shall fill out an information form indicating the location, time and extent of proposed volunteer activity and specifying a contact person provided by the city prior to the commencement of any work.
- C. Volunteer activities for temporary park improvements and maintenance including, but not limited to, seasonal plantings shall be authorized administratively. Volunteer activities for permanent and durable park improvements, including, but not limited to, buildings, lighting, trees and shrubs and benches shall be reviewed by the parks board. The board shall determine if the proposed permanent improvement is in conformance with any adopted master plan and any other applicable policies. The board shall then make a recommendation to city council, which shall make the final decision on the installation of the permanent improvement.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.070 Adoption of specific park rules and regulations by manager.

The city manager, under the direction of the city council, has the power to promulgate and adopt reasonable rules and regulations pertaining to the operation, management and use of parks, and shall post the same in conspicuous places in the parks. Such rules and regulations may include the closure or establishment of operating hours of any park or portion thereof, as designated by signs located within the designated portion, to the general public. Such closures may be for reasons of public safety, improper use, welfare and convenience, or for reasons of park maintenance.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.080 Security requirements for private use of park property and facilities.

The promoter of any special event, carnival, dance, athletic contest or any other occurrence at a park property or facility, or privately owned property that will attract a large crowd, shall provide security for such activity. Such security measures shall be approved by the Ridgefield chief of police or his or her designee thirty days before commencement of the activity. If such activity is commenced without having first obtained city approval of proposed security measures, the chief of police or his or her designee shall have the discretionary

authority to order the promoter or designated person in charge of the activity to cease operations immediately. Violation of this provision shall be a class B misdemeanor.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.090 Park master plan standards.

- A. Rules and regulations may be developed in conjunction with specific park master plans that may result in additional rules and regulations on the use and enjoyment of specific park properties and/or facilities. The standards contained within this chapter should therefore be viewed as the minimal parks rules and regulations applicable to all park facilities and properties.
- B. Park master plans and the standards contained therein shall be reviewed for any necessary changes or updates on a scheduled basis to be determined by the parks board and/or city council.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.100 Naming of park facilities.

- A. The following are the general procedures for the naming of public parks in the city of Ridgefield. These procedures apply to existing park land that is not currently named or new parkland dedicated to the city as part of a development action or donated to the city by a private party.
 - 1. Park Naming Request Form Availability. Request forms to name parks are made available to the public on the city's website and at city hall. Request forms may also be distributed at any public meetings held in the neighborhood(s) near the park.
 - 2. Submittal of Request. A request to name a park is submitted in writing on the city prepared form to city staff.
 - 3. Staff Presentation to Parks Board. City staff makes a presentation to the parks board on the park naming request. Staff will provide the board with information on the requesting party, including any specific requests for naming, park location and park size.
 - 4. Board Public Meeting. The board during a regularly scheduled meeting will consider as an agenda item the park naming request and will invite citizens to give public input. City staff will advertise the public comment opportunity in common posting areas in the city and in other areas as appropriate. If appropriate, city staff will also notify affected property owners, community organizations and other interested parties prior to the board's consideration of a park naming request to provide these parties with the opportunity to have public input.
 - 5. Board Recommendation to City Council. The board in its advisory capacity, either following public testimony or at a separate board meeting, will make a formal recommendation to the city council for the naming of a park that will be recorded in the board's official meeting minutes.
 - 6. City Council Consideration of Board Recommendation. The city council as part of a regular meeting agenda will consider the recommendation of the parks board and will pass a motion either supporting the recommended park name or approving an alternate name. The council at its discretion may send the issue back to the parks board for additional consideration.
- B. In considering park names the board will follow these general guidelines:
 - 1. Geographic References. Park names may be based on their location in the community or a common name for the area where the park is located.

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2. Recognition of Individuals. Park names may be based on deceased or living individuals who have provided significant service to the community. The city will attempt, when possible, to obtain written evidence of family support for the park naming consideration prior to the parks board's development of a recommendation to the city council.
 3. Recognition of Function. Park names may be based on a specific function that the park serves.
 4. Recognition of Historical or Cultural or Community Based Events or Organizations. Park names may be based on historical events, cultural events, or for community based events or organizations.
- C. The parks board and the city council shall not be bound by the preceding guidelines, and may follow other considerations when considering the naming of park facilities.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.110 Special event permit procedures.

- A. The purpose of this section is to assure equal access to and enjoyment of park properties and facilities. Any person or organization desiring to utilize city park property and/or park facilities for an exhibition, performance, assembly, display, community event, special event or other similar activity that would substantially preclude normal public use and enjoyment of park property and/or facilities will be required to have an approved special event permit. Examples of activities that would require a special event permit are exclusive use of a park property or facility, use of more than fifty percent of the area of a park property, organized fairs or carnivals, large gatherings of people in excess of two hundred persons, events occurring after allowable hours of operation and events or activities that would cause noise. Examples of activities that would not require a special event permit are non-organized sport usage of park properties or facilities, family picnics, and nonaffiliated social events.
- B. Special event permit application forms are available on the city website and at city hall. Completed application forms shall be submitted to city hall thirty calendar days before the commencement of the activity. There shall be no permit fee charged to an applicant. City staff will issue a decision on the permit application prior to or no later than thirty days after the submittal of the application. In instances where city staff determines that a proposed activity will have significant impact to abutting property owners or the public in general, the request may be referred to the city council.
- C. A special event permit request for exclusive use of a park structure and/or park property may require proof of insurance in the amount and type recommended by the city's insurance carrier as such coverage relates to the intended use. Depending on the type of event, the activity and risk level, the applicant may be required to obtain bodily injury and property damages liability insurance in accordance with city policy, naming the city as additional insured on its policy. After review of the application, the city will advise applicants whether insurance is required for the special event.
- D. If an agreement contains provisions and conditions for an activity occurring on park property or in a park facility, a separate special event permit shall not be required.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.120 Appeals.

An applicant may appeal the decision on a special event permit application within fourteen days of the date of the issuance of the determination or enforcement notification. Appeals shall be conducted in conformance with RDC Title 18.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.130 Liability.

The provisions of this chapter shall not be construed as relieving or limiting in any way the responsibility or liability of any person, business or organization using park property or a park facility under the jurisdiction of the city of Ridgefield for personal injury or property damage resulting from the use, authorized or unauthorized, of park property or park facilities. Nor shall it be construed as imposing on the city or its officers or employees any responsibility or liability by reason of the approval or disapproval of a special event permit under the provision of this chapter.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.140 Enforcement of special event permits and agreements.

- A. Violations of special event permit procedures may result in the revocation of an approved permit by the planning director or his or her designee.
- B. Violations of the adopted parks rules and regulations by parties to agreements may result in suspension of an approved agreement by the Ridgefield city council.

(Ord. No. 1116, § 1, 10-11-2012)

8.18.150 Violations—Penalties.

- A. A person who fails to obey the park rules as adopted pursuant to the provisions of this section shall first be warned and, upon a second or subsequent offense, shall be deemed guilty of a class 1 civil infraction punishable by a minimum fine of one hundred twenty-four dollars, or the then current minimum fine for a class 1 civil infraction, not including statutory assessment.
- B. Confiscation of Property. A law enforcement officer having probable cause to believe a violation of the rules has been committed by improper use of skateboards, in-line-skates, roller-skates, coasters, toy vehicles, bicycles or other similar wheeled devices will have the authority to confiscate said items and hold the same as evidence pending adjudication of the infraction.
- C. Any person who conducts illegal behavior or acts in an illegal manner in the city parks of the city of Ridgefield shall be guilty of criminal trespass in the first degree and shall be charged pursuant to Section 9.05.110.
- D. Removal From City Property. A law enforcement officer having probable cause to believe a person has conducted an illegal act or illegal activity in a city park in the city of Ridgefield shall have the authority to escort said person from the city park and prevent said person from entering upon the city park premises till there is adjudication of the criminal trespass charge.
- E. Additional violations of this chapter may be imposed or enforced under RDC Title 18.

(Ord. No. 1116, § 1, 10-11-2012)

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: May 10, 2023

AGENDA ITEM NAME: Clark County Historic Preservation Program Overview - Galina Burley, Parks Manager

SUMMARY/BACKGROUND:

Bart Catching, Planner II from the Clark County Community Planning department will be speaking to the board about the Historic Preservation Program. This presentation is a summary of the program efforts, mission, organization, resources, etc. This overview is done in the spirit of the 2023 Parks Board's Workplan, approved in April of 2023.

STAFF CONTACT: Galina Burley, Parks Manager

ATTACHMENTS:

1. 2023 Historic Program Ridgefield Parks Presentation

Clark County Historic Preservation Program

Ridgefield Parks Board Presentation

Andy Gregg, HPC Chair
Bart Catching, Clark County

May 8, 2023



Discussion items

- Program overview
- Preservation Commission
- Historic registers
- Advantages of listing property
- Design Review – Certificate of Appropriateness
- Heritage Overlay
- Tax Incentives
- Grants
- Outreach projects



Yale Bridge, Battle Ground, Built 1932

Historic Preservation Program

Historic Preservation Act of 1966

- Established the National Register of Historic Places
- Mandates Sec 106 review process for federally funded projects
- State Historic Preservation Offices (SHPO)
- Certified Local Government (CLG)



House of Providence, Built 1873

Historic Preservation Program

- Protect historic and prehistoric resources
- Preserve and rehabilitate historic and/or cultural resources for future generations.
- Combined City/County Historic Preservation Commission-created in 1981
- County- Regulatory & Heritage Register
- City- Education & Outreach



Parkersville Site

Clark County Historic Preservation Program

Commission and Staff Roles:

- Clark County Historic Preservation Commission consists of seven members:
 - Five Clark County Appointees
 - Two City of Vancouver Appointees
- Volunteer Commission has Chair and Vice
- Members serve three-year terms (two max)
- Members make decisions and guide program
- County Staff administers the program and processes projects outside of Vancouver using County Code and other cities' IGAs
- Vancouver Staff process COV projects under the city code and heritage overlays
- County and City of Vancouver Staff support the Clark County Historic Preservation Commission as needed to administer program



Historic Registers

- National Register of Historic Places
 - 43 properties
- Washington Heritage Register
 - 43 properties
- Washington Heritage Barn Register -26 total
- Clark County Heritage Register
 - 80 properties
- Commission reviews all nominations for the Clark County and National Registers
- National & State registers offer no protection against alteration or demolition
- County register does offer some protection



Nominating a structure, site, object or district



Venersborg School, 1912



Parkersville National Historic Site, 1845

- Meet the register criteria
- Owner consent for listing
- City/County staff assist with nomination packet
- Approved by Commission
- HPC meets monthly first Wednesday at 6:00 p.m.



Clark County Heritage Register

- Associated with history, architecture, archaeology, engineering, or cultural heritage of community;
- Integrity (location, design, setting, materials, workmanship, feeling, association)
- At least 50-years old
- Falls in at least one of eleven more specific categories



Farrell House, Camas, Built 1915



Advantages of listing a property

More inviting for potential tenants and customers.

Free consulting advice may be provided by county staff and the Historic Preservation Commission.

Pride in your property and its past history and/or craftsmanship.

Eligibility for tax incentives.



Kiggins Theatre, Vancouver, Built 1936



Design Review – Certificate of Appropriateness



Summit Grove Lodge, Ridgefield, Built 1927
2012 Certificate of Appropriateness



Tax Incentives – Current Use Taxation



Propstra House, Vancouver, Built 1923
Clark County Historic Register



Tax Incentives – Special Valuation



Luepke Florist
2016 Special Valuation



Tax Incentives – Federal Historic Tax Credit



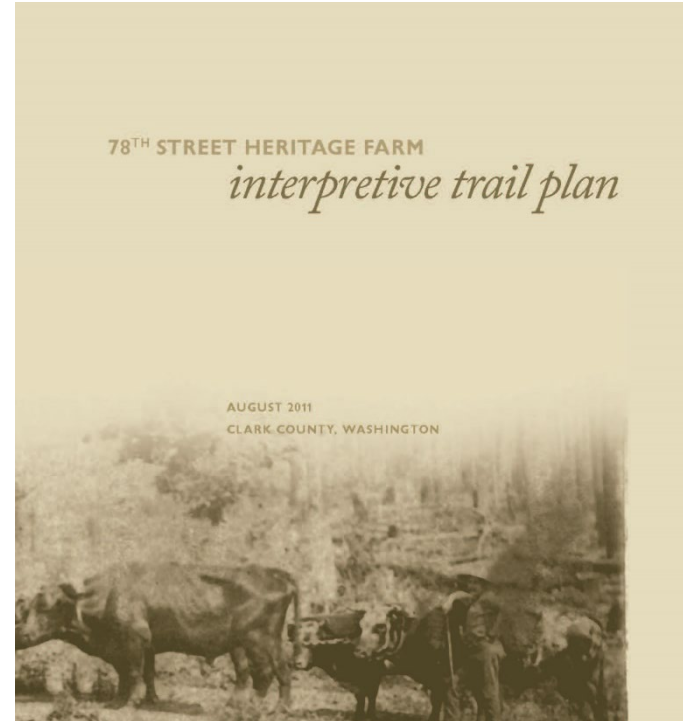
Farrell Building, Camas, Built 1924
CCHR, NRHP, WHR



Grants – Certified Local Government



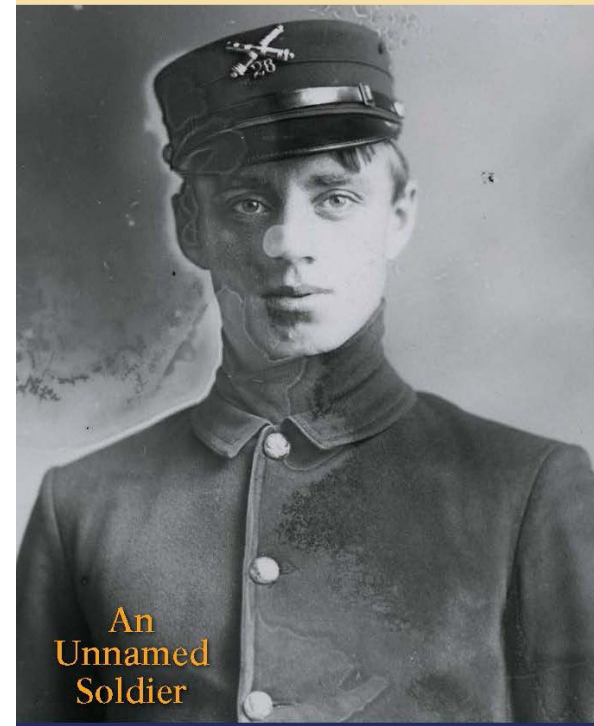
2010 Clark County Poor Farm and Cemetery Documentation and Remote Sensing Report



2011 78th Street Heritage Farm Interpretive Trail Plan

Historical Promotion Grants Program

- Initiated in 2006
- RCW 36.22.170 - \$1 surcharge on filing fees
- Promote historical preservation or historical programs, including preservation of historical documents
- HPC reviews applications and recommendations to BOCC



West Vancouver Barracks Interpretive Plan
2016 Historical Promotion Grant



Outreach – Interpretive Panels

Clark County Courthouse

The Clark County Courthouse opened Nov. 29, 1941. Although it was not the county's first courthouse, it has endured longer than the previous three.

Local architect Day Walter Hilborn designed the six-story building in the Art Deco/Art Moderne style popular for public construction projects at the time. The structure showcased the most modern developments in the building arts.

The courthouse was built of reinforced concrete to prevent fire from destroying thousands of irreplaceable documents and records, which is what happened when the county's second courthouse burned in 1890.

The courthouse originally housed all county departments, a Justice of the Peace, other agencies and a 70-inmate jail. The one windowless courtroom included separate rooms for male and female jurors.

The building now houses only Clark County Superior Court and District Court courtrooms and offices.

In 2014, it was placed on the National Register of Historic Places for its significance as the headquarters of county-level government and politics, and, architecturally, as an excellent example of an Art Deco/Art Moderne-style public building.



2016 Interpretive Panels

The First Three Courthouses



Clark County's first courthouse was a two-story, wood frame structure built in 1855 on West Reserve Street, near Fort Vancouver. Cost: \$1,000
CCHM Collection 01008



The second courthouse was a three-story brick building that stood in approximately the same location as today's courthouse. Built in late 1883, it went up in flames 7 1/2 years later, destroying a large number of public records. Cost: \$44,460
CCHM Collection 01023



The third courthouse was a Romanesque style, three-story brick building with a large clock tower. Built in 1892, it stood slightly to the south of today's courthouse. The county outgrew it by the late 1930s, and it was replaced by the current courthouse and demolished. Cost: \$65,000
CCHM Collection 01017

The Architect

Few people had a greater impact on southwest Washington's built environment than architect Day Walter Hilborn.

He designed many well-known downtown buildings, including the Kiggins Theatre on Main Street, the original building for *The Columbian* newspaper on Evergreen Boulevard and the homes of many of Vancouver's social, political and business elite.

The courthouse is perhaps Hilborn's greatest legacy. It assured his place in local history and brought him nationwide recognition.



The Buckskin Brigade

Architect Day Walter Hilborn also designed the original Buckskin Brigade sculpture above the front entrance of the courthouse.

Executed by architectural sculptor Vic Schneider, the bas-relief work was poured as part of the wall. It depicts an Iroquois man with two fur trappers and symbolizes the role the fur trade played establishing Clark County as a center of government and business.

In 1978, workers preparing to paint the building noticed the sculpture was damaged, and it was taken down. Local citizens raised money to recreate the sculpture in bronze, and it was installed on Sept. 13, 1990.

Discover the
history all



Outreach – National Register plaques



Bronze plaques for 4 properties recently listed in the National Register of Historic Places - 2016



“It has been said that, at it’s best, preservation engages the past in a conversation with the present over a mutual concern for the future.”

William Murtagh, first keeper of the National Register of Historic Places



**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: May 10, 2023

AGENDA ITEM NAME: Ridgefield on Strava - Galina Burley, Parks Manager

SUMMARY/BACKGROUND:

The city of Ridgefield has many amazing trails for the community to enjoy. Many of these trails are included in the Strava App, but some need to be added. This presentation is an overview of the Strava App which the city is using to record trails around the city. The desired outcome is to have the board help inventory city trails with this app to update existing inventory. In June, the board will also receive a hands-on orientation. The goal is to have each board member pick a few trails to include in the app this summer.

STAFF CONTACT: Galina Burley, Parks Manager

ATTACHMENTS:

1. Ridgefield-on-Strava



CITY OF RIDGEFIELD, WASHINGTON ON STRAVA

Ridgefield has a wonderful array of trails that are just waiting for you to explore. Many of the trails parallel beautiful wildlife areas or go through them. You will see a variety of birds, trees, flora and fauna along each trail.

Over the past several months the city of Ridgefield has been recording trails around the city on the Strava App.

By following the 'City of Ridgefield' on Strava you will be able to access trail descriptions, maps and photos of each trail that has been entered by the City. The descriptions of the trails will help you decide if it is suitable for you or your family and friends to explore.

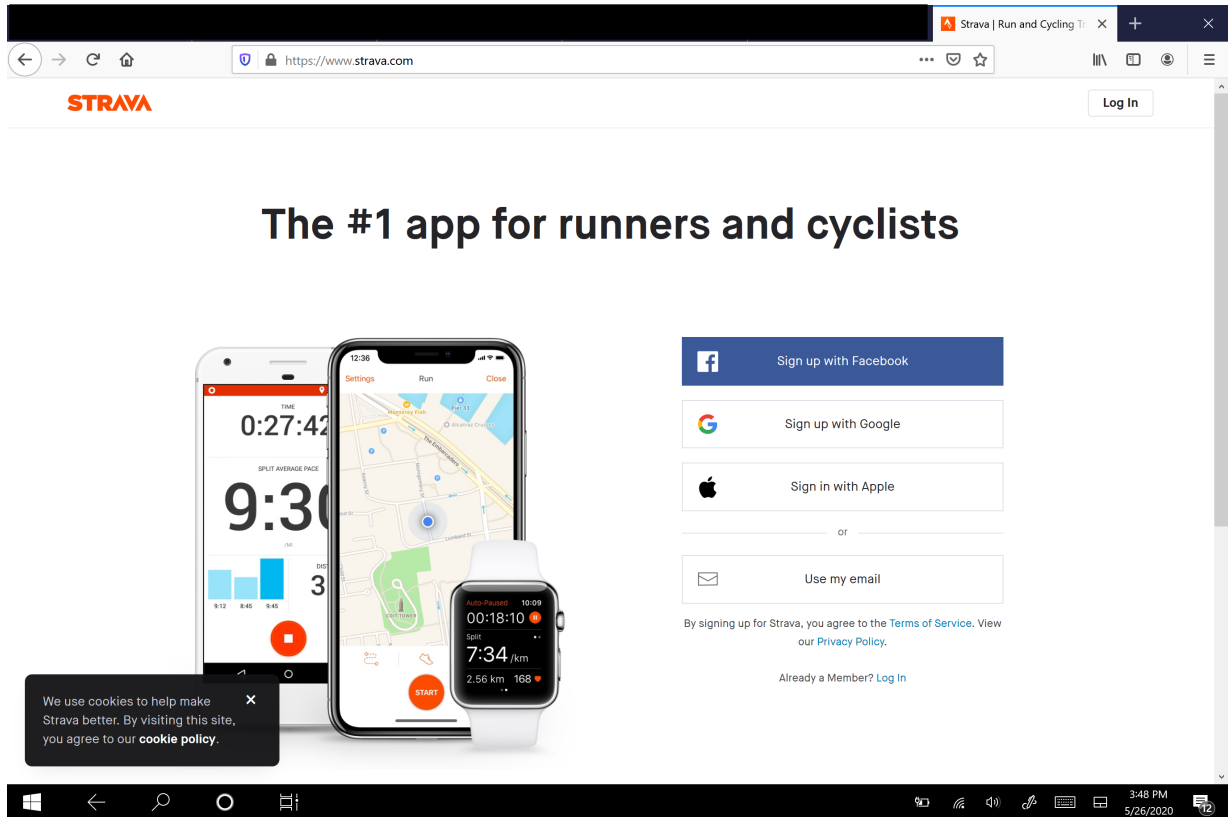
Following is a tutorial to help you create a free Strava account on a web browser. It will also teach you how to 'follow' the City of Ridgefield on Strava and access the trail information that the City has entered.

Once you have a Strava account, you can easily download the Strava App on your smart phone and then it will be just a matter of signing into the app to record your own routes and have an alternate way to see the City of Ridgefield activities.

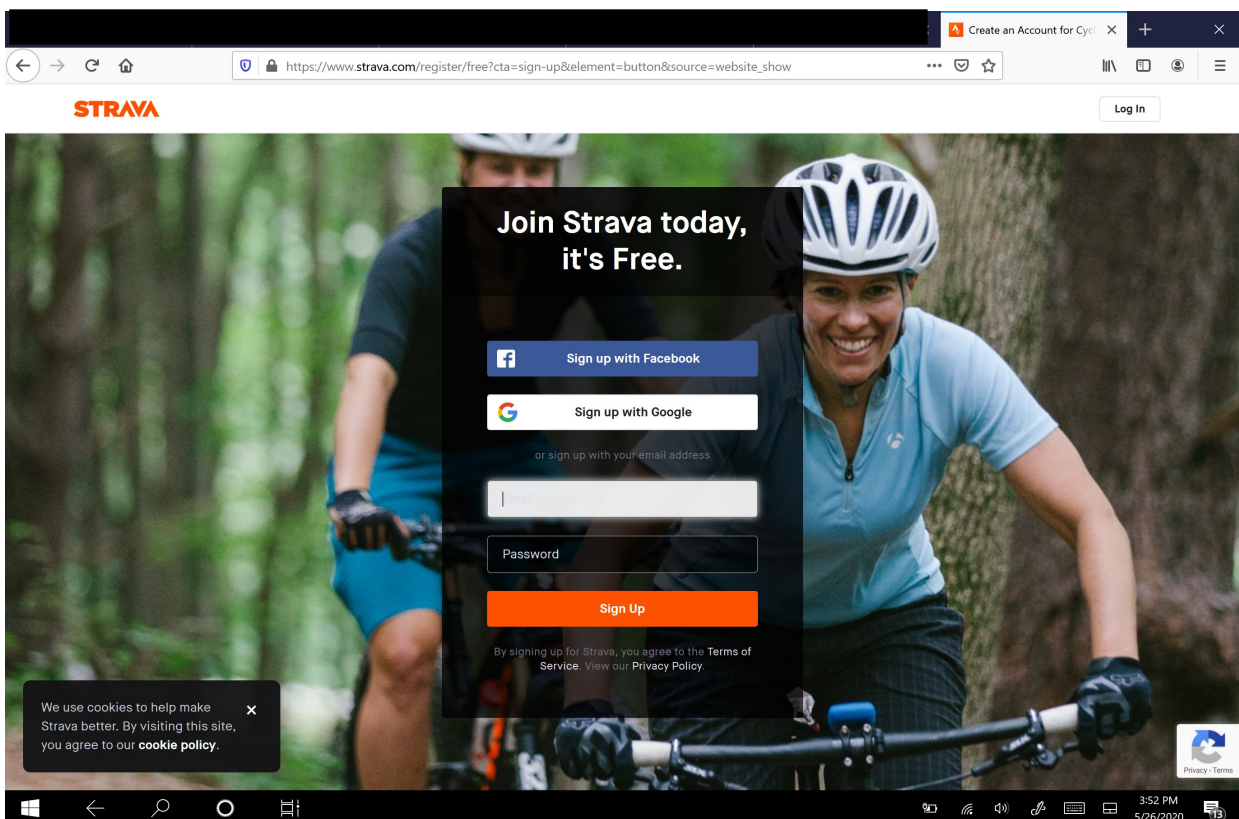
Please share this with your friends. We'll see you outdoors!

These instructions will help you create a Strava account using your web browser.

- Go to <https://strava.com>
- Click on the 'Use my email' box.



- Enter your email, a password and click on the 'Sign Up' button.



- Create your profile by filling in your name, birthdate and gender. Click on the 'Continue' button.

The screenshot shows the Strava website's onboarding process. A modal window titled "Create your profile" is centered on the screen. It contains the following fields and options:

- First Name**: A text input field.
- Last Name**: A text input field.
- Birthday**: Three dropdown menus for Month (MM), Day (DD), and Year (YYYY).
- Gender**: A dropdown menu.
- Continue**: An orange button at the bottom right of the modal.

The background of the page is dimmed, showing the Strava Athlete dashboard with sections like "Add an Activity", "THIS WEEK" progress, and "See what your friends are doing". The browser's address bar shows "https://www.strava.com/onboarding/continue".

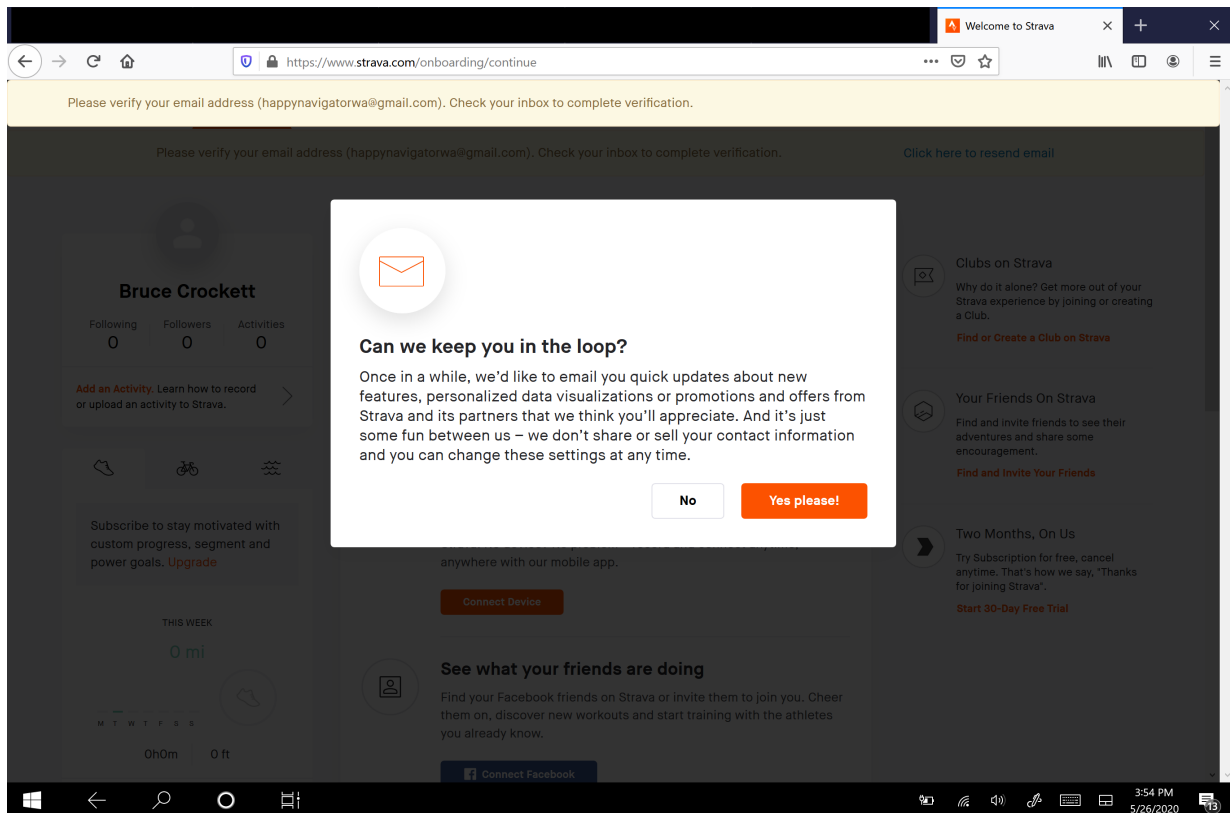
- Click the 'Skip for Now' button

The screenshot shows the same Strava onboarding page, but with a different modal window titled "Facebook Friends". The modal contains the following elements:

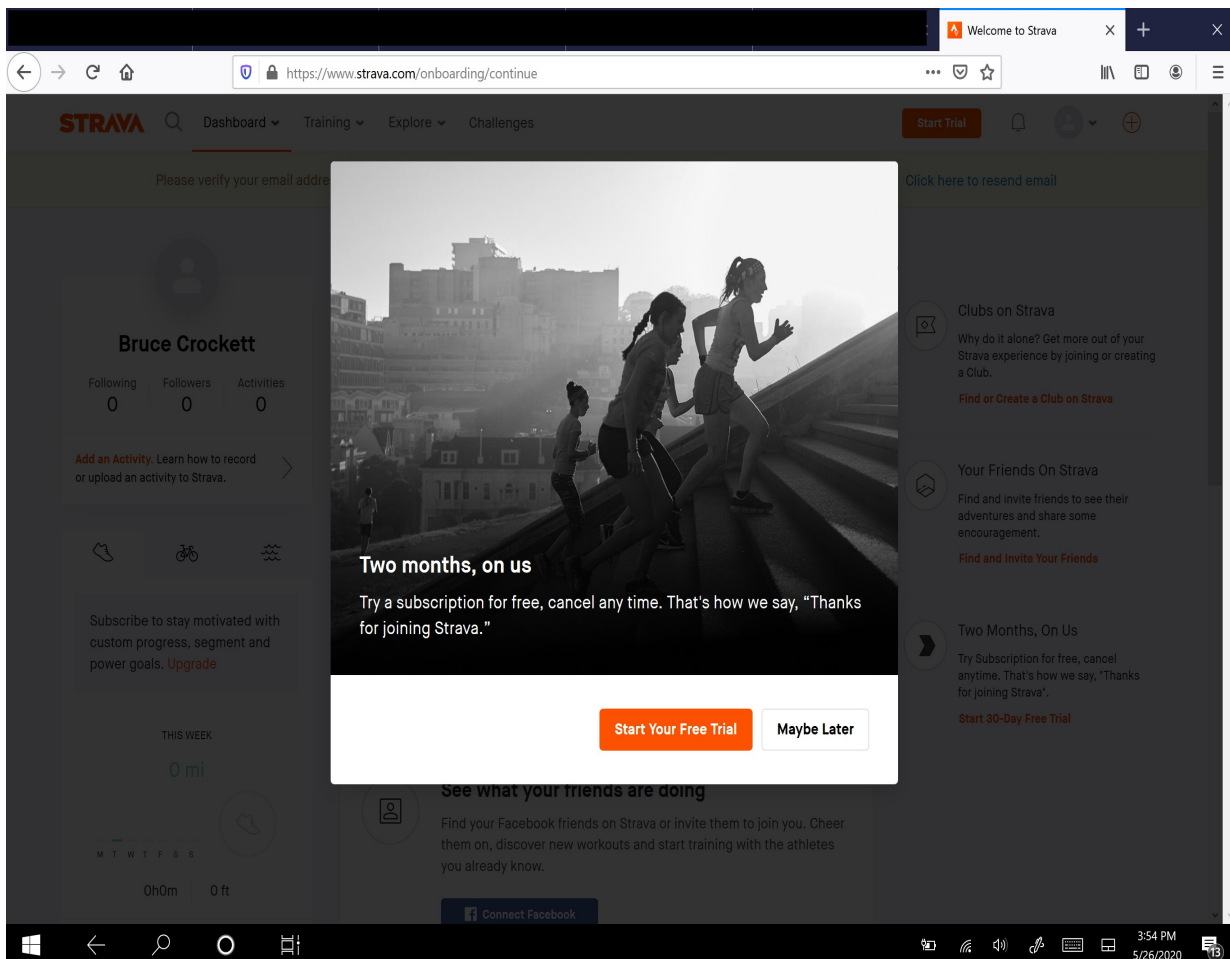
- Text**: "Some of your Facebook friends are already on Strava. Follow them to see their adventures and share some encouragement."
- Connect with Facebook**: A blue button with a Facebook logo.
- Skip for Now**: A button at the bottom right of the modal.

The background shows the user's profile, "Bruce Crockett", with 0 following, 0 followers, and 0 activities. The browser's address bar remains the same.

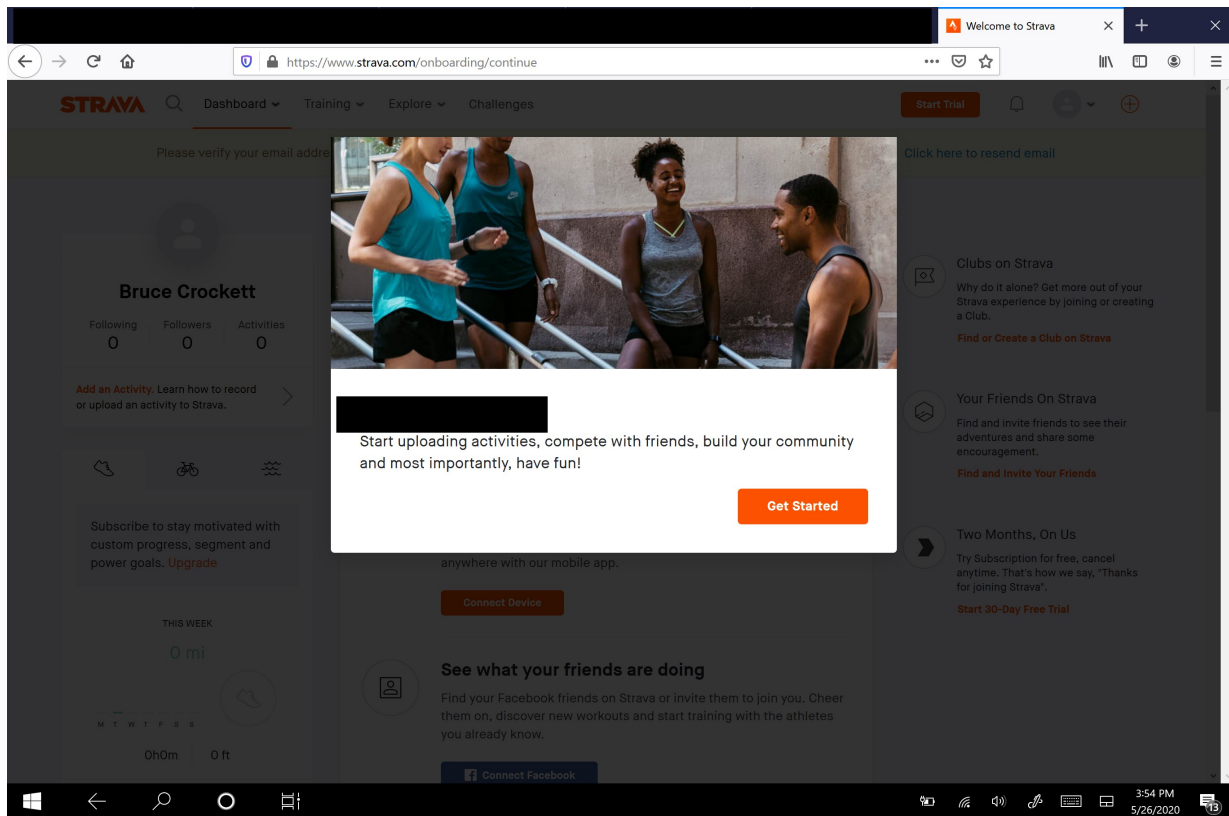
- Click the 'No' button.



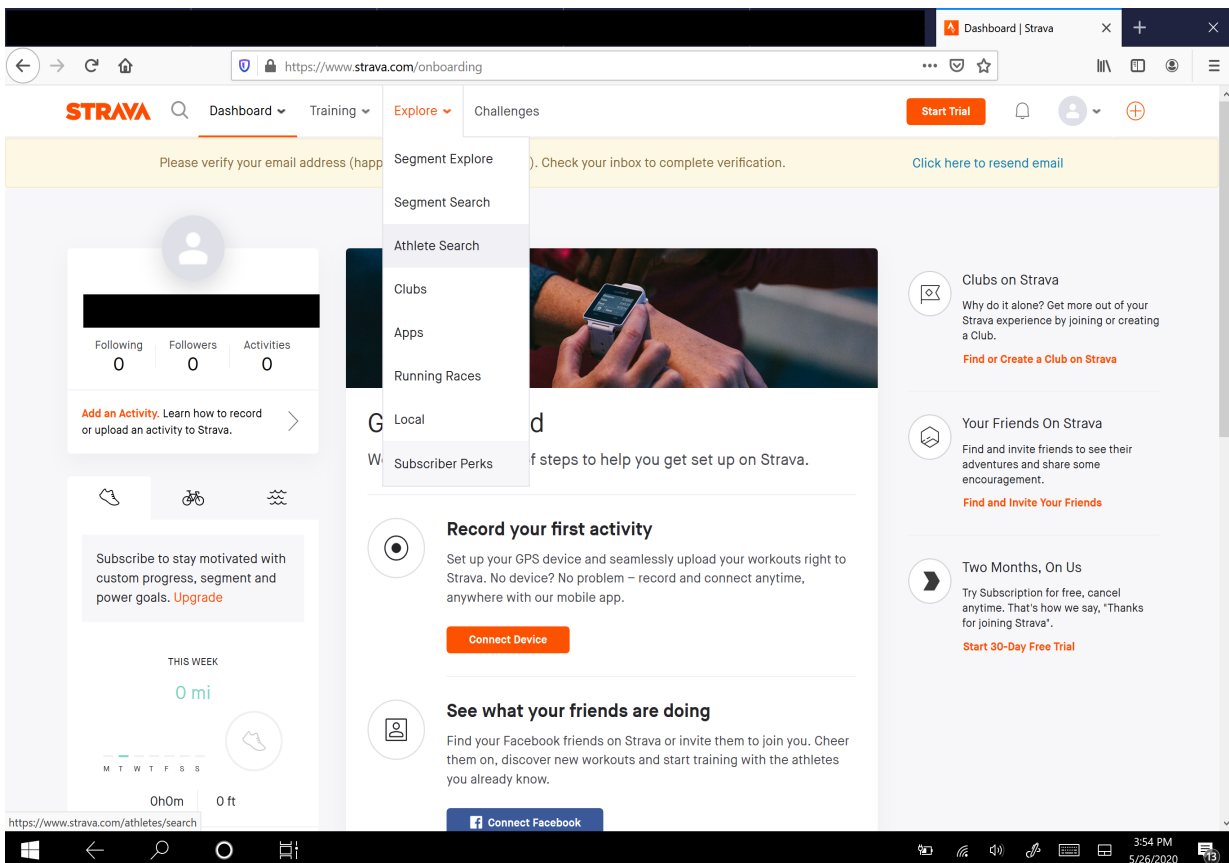
- Click the 'Maybe Later' button.



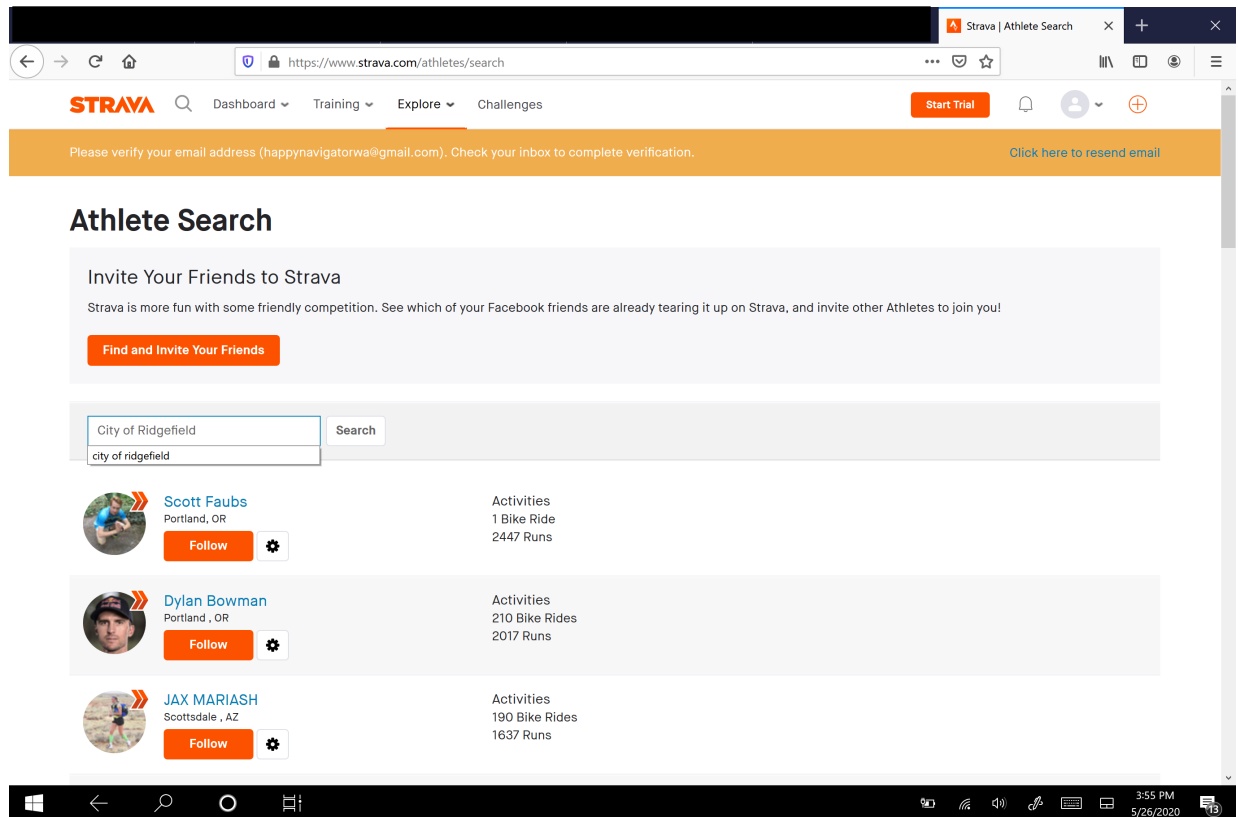
- Click the 'Get Started' button.



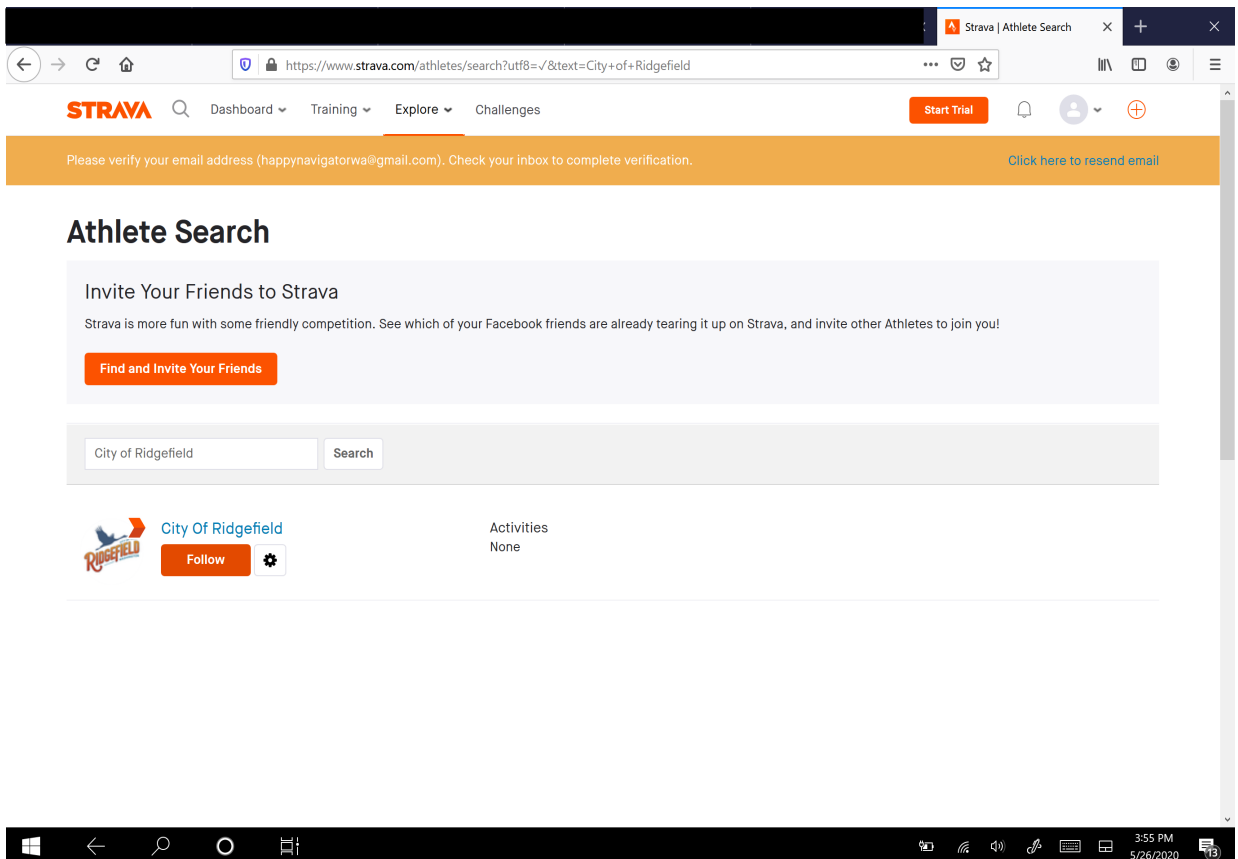
- Go to your email account to verify your email address.
- To follow the 'City of Ridgefield' hover over the 'Explore' dropdown menu with your arrow and click on 'Athlete Search'.



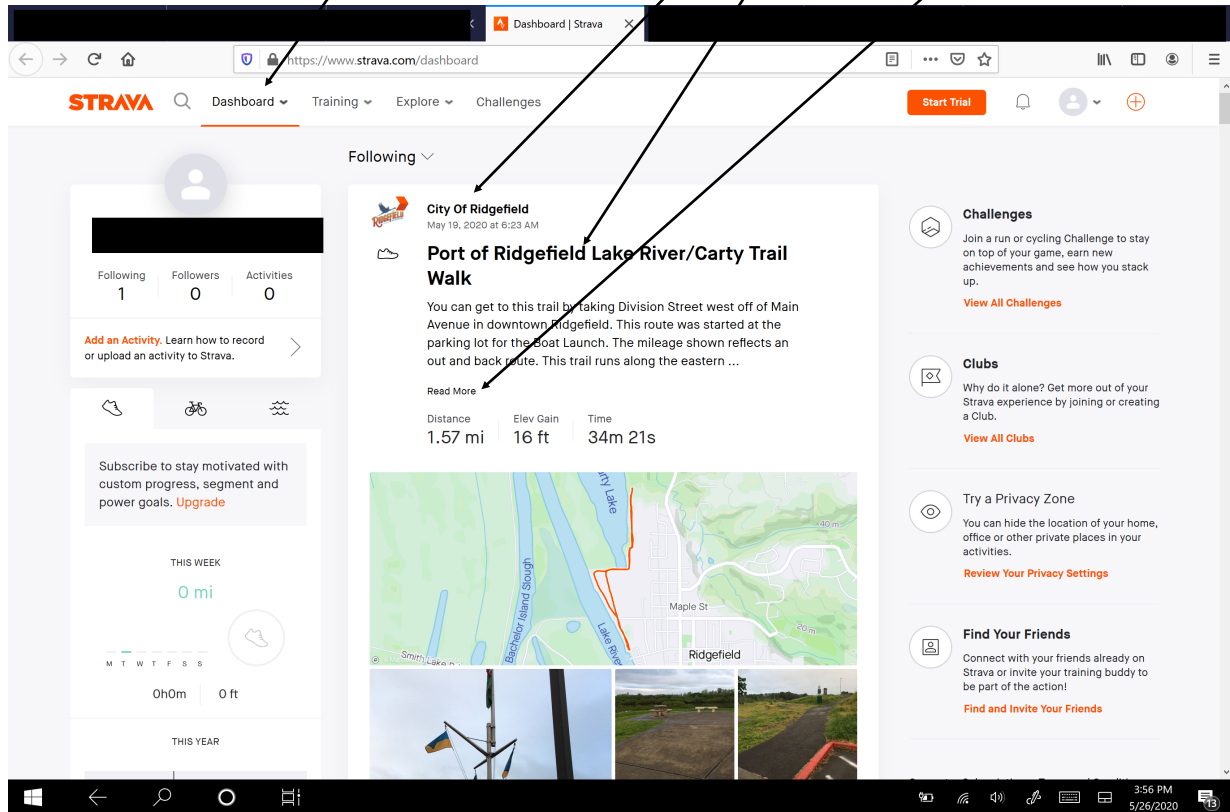
- Type 'City of Ridgefield' into the search box and click on the 'Search' box.



- The 'City of Ridgefield' will show in the the 'Athlete Search' window.
- Click on the 'Follow' button to the right of the City of Ridgefield Logo.



- It will now show on your 'Dashboard' that you are following the 'City of Ridgefield'.
- When you find an activity that you want more information on click on the title of the activity or 'read more'.
- You can also scroll down the 'Following' feed to see the routes that the City of Ridgefield has entered.



- If you follow more than one person on Strava, all routes will be mixed and listed by the date when they were entered.

- Now you can explore detailed information about the activity.
- Click on the three dots to be able to read the full description of the activity.
- Click on the first photo to scroll through the photos that were taken along the trail.
 - You can click on + or - to see more or less detail of the map.
 - You can click here to change to a satellite map view.

The screenshot shows a web browser window with the URL <https://www.strava.com/activities/3371492144>. The page displays details for a walk activity titled "Canyon Ridge Subdivision and Trail #2 Walk" by the City Of Ridgefield. The activity was recorded on Wednesday, April 29, 2020, at 9:48 AM. The route is a 0.38-mile walk taking 9:02 minutes at a pace of 23:23/mi. The elevation is 40ft and the elapsed time is 9:17. The weather is partly cloudy with a temperature of 57°F, 81% humidity, and a wind speed of 3.5 mi/h from the south. The page includes a gallery of photos taken along the trail, a "Splits" table, and a map view. Annotations from the list above point to specific elements: the three dots menu, the first photo, the map zoom controls (+/-), and the map view toggle (Standard Map).

Activity Details:

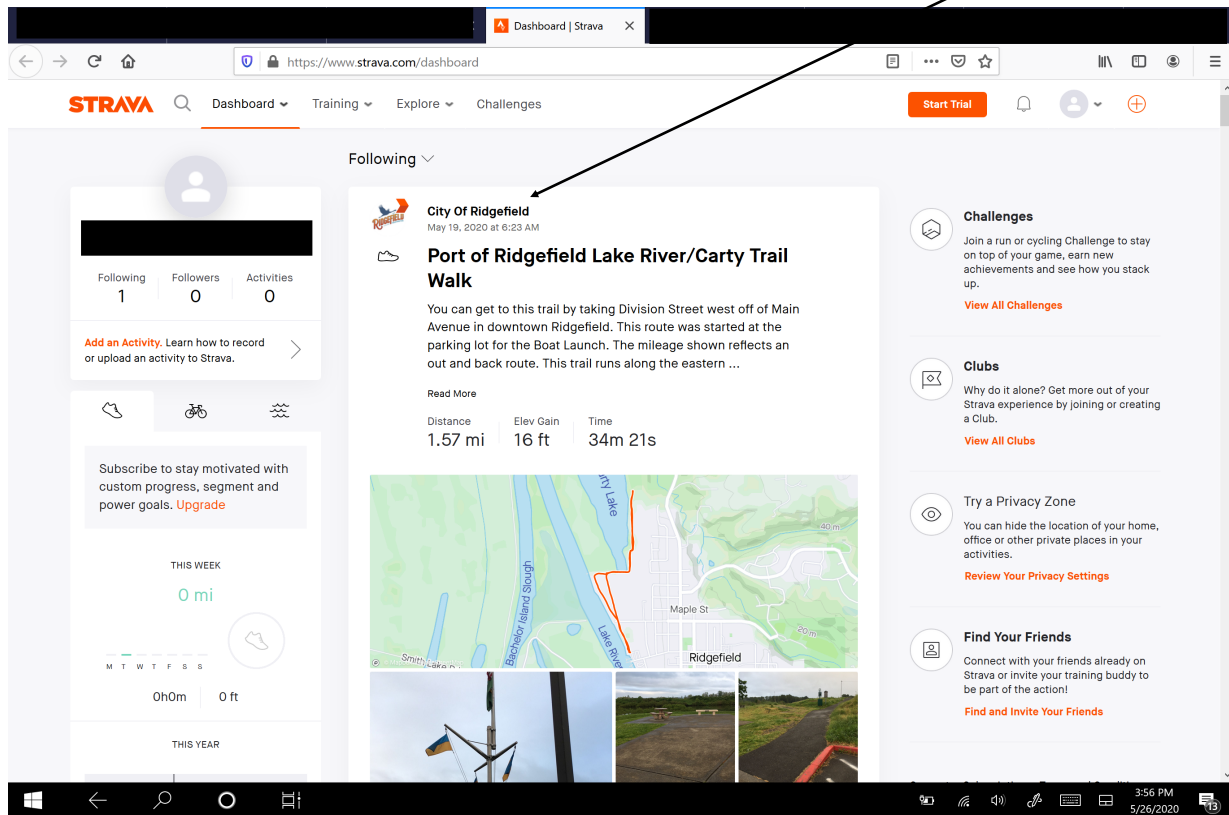
- City Of Ridgefield – Walk**
- Canyon Ridge Subdivision and Trail #2 Walk**
- 9:48 AM on Wednesday, April 29, 2020
- 0.38 mi | 9:02 | 23:23/mi
- Distance | Moving Time | Pace
- Elevation: 40ft
- Elapsed Time: 9:17
- Calories: —
- Weather: Partly Cloudy, 57 °F, 81% Humidity, 3.5 mi/h Wind Speed, S Wind Direction
- Feels like: 57 °F
- Wind Speed: 3.5 mi/h
- Wind Direction: S
- Shoes: —

Splits Table:

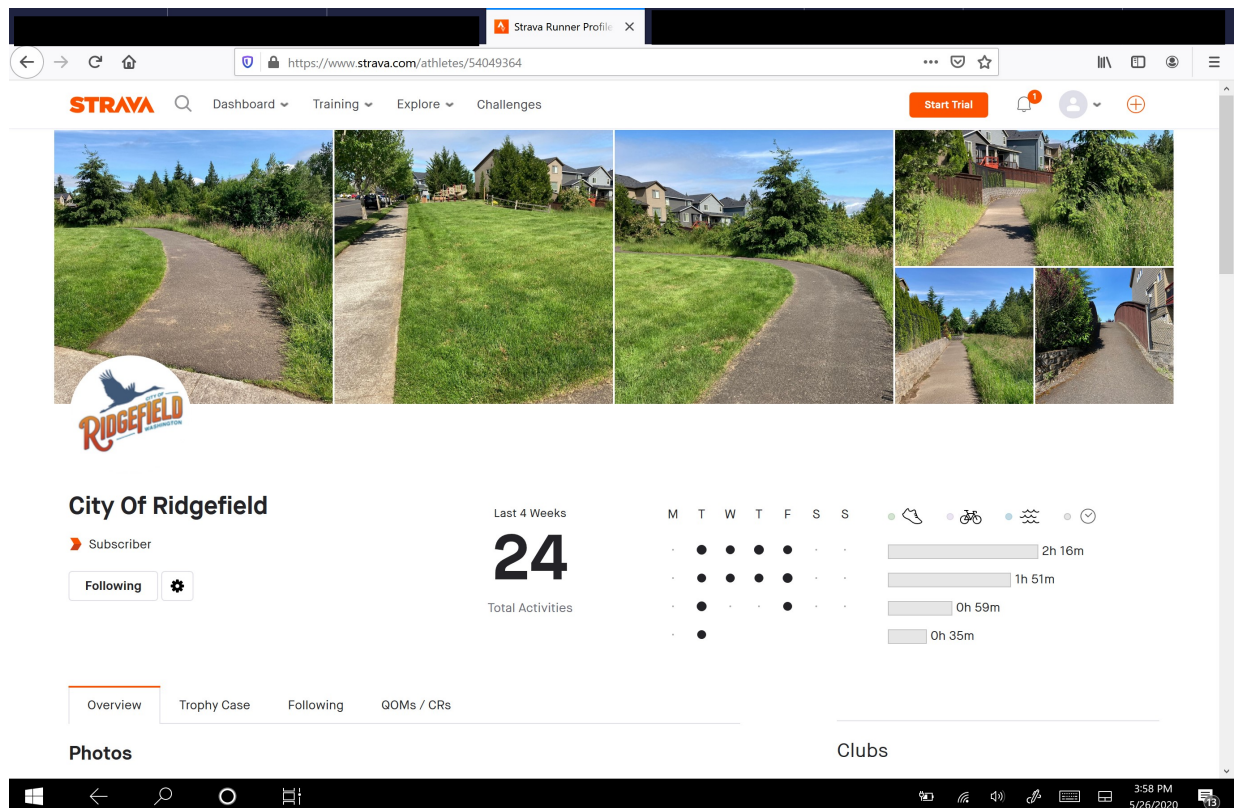
Mile	Pace	Elev
0.38	23:23 /mi	-1 ft

Map View: The map shows the route (red line) on a topographic background. The map view toggle is set to "Standard Map".

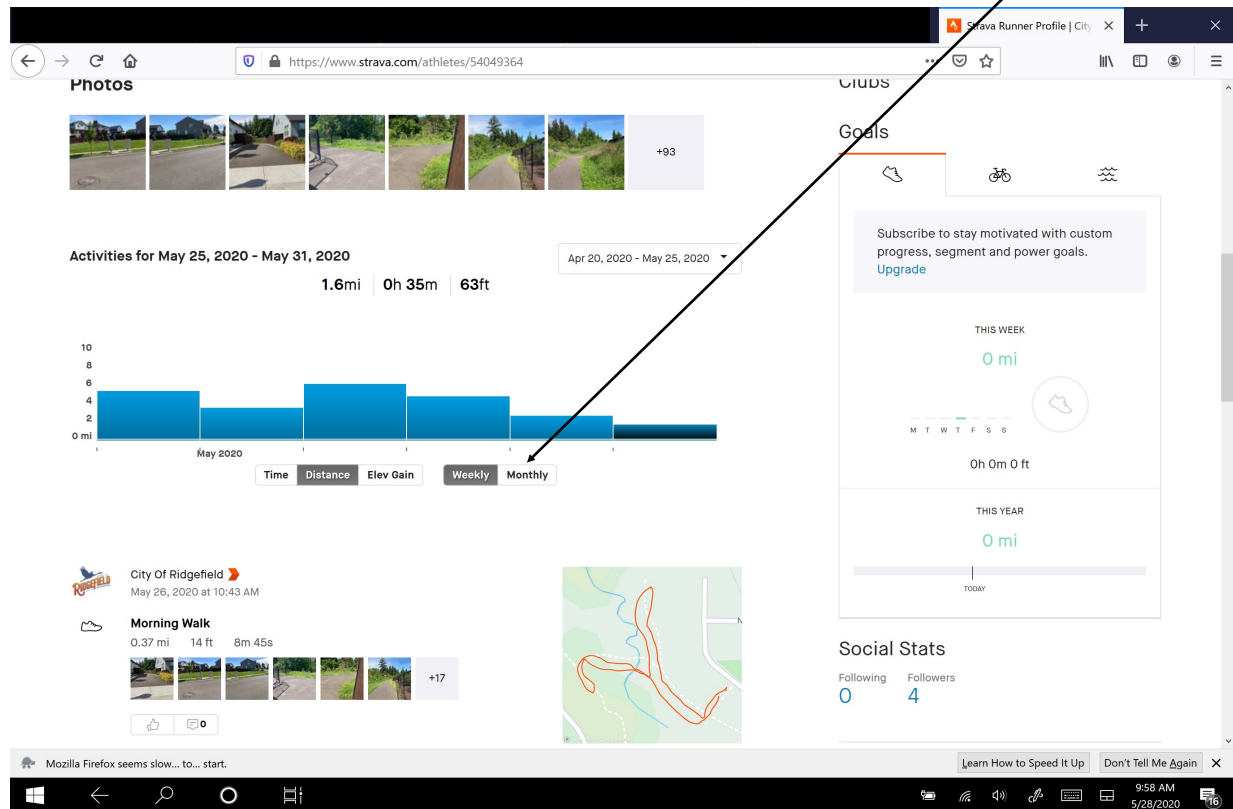
Alternately, if you just want to see **just** the activities that the City of Ridgefield has entered. Click on 'City of Ridgefield'.



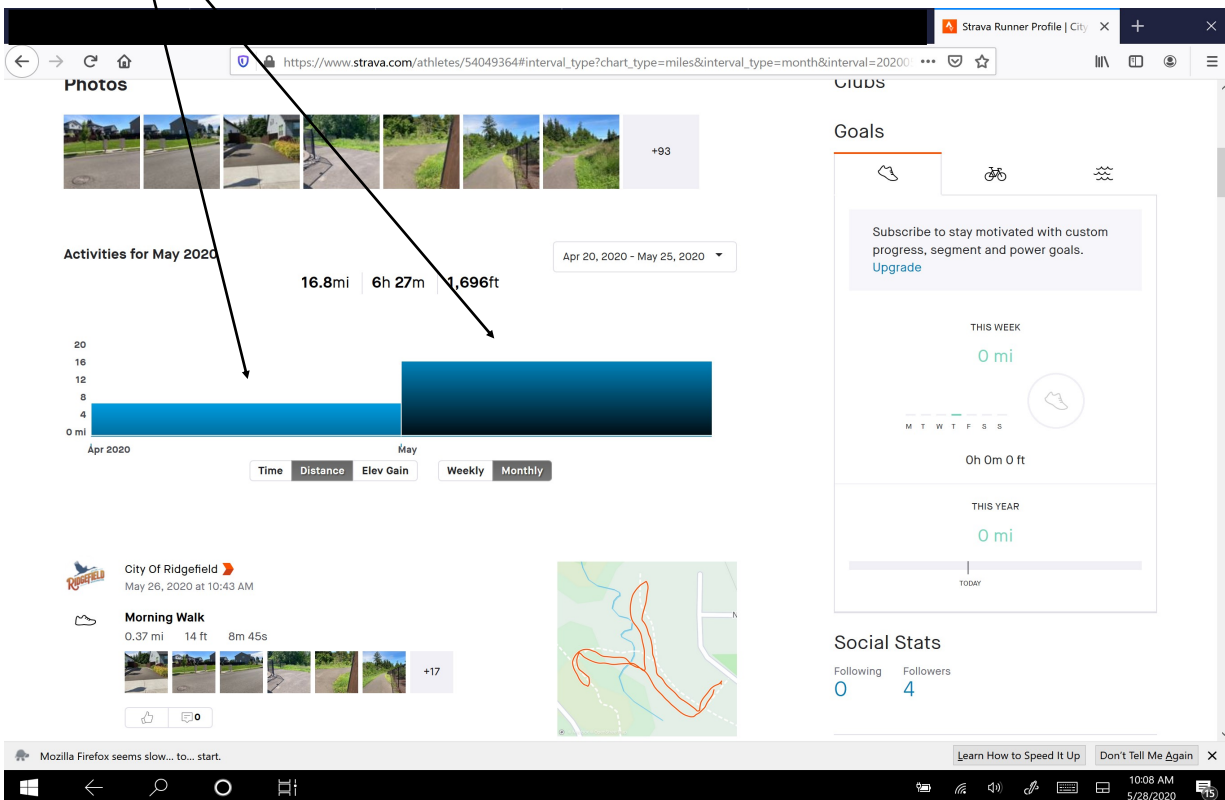
- The 'City of Ridgefield' Strava page.



- To be able to see all the activities that the 'City of Ridgefield' has entered scroll down the page and click on the monthly view.



- Now you will be able to see all the activities that the 'City of Ridgefield' has entered.
- Click on the blue box above each month to see activities enter for each month. Note: As more activities are entered over the months you will see more boxes.



- You can now scroll down to see each activity the 'City of Ridgefield' did in the month you have chosen.
- To get detailed information on each entry click on the title of the entry.

The screenshot shows a web browser window with multiple tabs. The active tab is 'Strava Runner Profile | City'. The URL is https://www.strava.com/athletes/54049364#interval?interval=202004&interval_type=month&chart_type=miles&year=2020. The page displays a list of activities for the City of Ridgefield in April 2020. An arrow points to the title of the first activity, 'Canyon Ridge Subdivision and Trail #2 Walk'. The activities listed are:

- City Of Ridgefield**
April 29, 2020 at 9:48 AM
Canyon Ridge Subdivision and Trail #2 Walk
0.38 mi 40 ft 9m 2s
- City Of Ridgefield**
April 29, 2020 at 9:36 AM
Canyon Ridge Subdivision Trail #2 Walk
0.23 mi 25 ft 7m 26s
- City Of Ridgefield**
April 29, 2020 at 9:09 AM
Canyon Ridge Subdivision and Trail #1 Walk
0.74 mi 132 ft 21m 6s

Each activity entry includes a thumbnail image and a map. To the right of the activities is a 'Social Stats' section showing 0 following and 4 followers. Below that is a 'Side by Side Comparison' table.

Side by Side Comparison		
Last 4 Weeks		
Avg Distance / Week	0 mi	0 mi
Avg Time / Week	0h 0m	0h 0m
Avg Runs / Week	0	0
All-Time PRs		
2020		
Distance	0 mi	0 mi
Time	0h 0m	0h 0m

The browser's taskbar at the bottom shows the Windows logo, navigation buttons, and system tray icons including the clock showing 10:25 AM on 5/28/2020.

- As explained earlier you can now explore detailed information about the activity.
- Click on the three dots to be able to read the full description of the activity.
- Click on the first photo to scroll through the photos that were taken along the trail.
 - You can click on + or - to see more or less detail of the map.
 - You can click here to change to a satellite map view.

The screenshot shows a web browser window with the URL <https://www.strava.com/activities/3371492144>. The page displays details for a walk activity titled "Canyon Ridge Subdivision and Trail #2 Walk" by the City Of Ridgefield. The activity was recorded on Wednesday, April 29, 2020, at 9:48 AM. The route is 0.38 miles long, took 9:02 to complete, and has a pace of 23:23/mi. The elevation gain is 40 feet, and the elapsed time is 9:17. The weather is partly cloudy with a temperature of 57°F, 81% humidity, and a wind speed of 3.5 mi/h from the south. The user has not added any shoes or calories.

Annotations with arrows point to the following elements:

- A three-dot menu icon next to the activity title.
- The first photo in the gallery of photos taken along the trail.
- The zoom controls (+ and - buttons) on the map.
- The "Standard Map" dropdown menu on the map.

The "Splits" table shows the following data:

Mile	Pace	Elev
0.38	23:23 /mi	-1 ft

The map shows the route in red on a topographic background with elevation contours. The bottom of the browser window shows a Windows taskbar with the time 10:34 AM on 5/28/2020.