



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, December 13, 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 November 8, 2023 Meeting**

IV. PRESENTATION

- 1. Skate Park Alternative Study Findings - Jim Sandlin, MacKay Sposito**
- 2. Nature Patches for Ridgefield Parks - Heather Gordon, Ridgefield Garden Club**

V. BUSINESS

- 1. 2024 Parks Board Work Plan Discussion - Rian Davis, Chair - Corey Crownhart, Park Manager**
- 2. Parks Board Officer Elections - Corey Crownhart, Park Manager**

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

VIII. FROM THE BOARD

IX. ADJOURN

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: December 13, 2023

AGENDA ITEM NAME: Approval of Minutes from the November 8, 2023 Meeting

SUMMARY/BACKGROUND:

Approval of the minutes from the November 8, 2023 meeting.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Parks Board Minutes 11.8.23 Meeting



**CITY OF RIDGEFIELD, WASHINGTON
PARKS BOARD MEETING MINUTES
NOVEMBER 8, 2023**

Regular Meeting - 6:30 PM

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

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

Present:

Chair Rian Davis
Board Member Sandy Schill
Board Member Sarah Scott
Board Member Whitney Randall
Vice Chair Beth Bicknell
Board Member Alex Earl

Absent:

Board Member Brigid Taylor

- 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 October 11, 2023 Meeting**

RESULT: ADOPTED (UNANIMOUS)

MOVER: Board Member Sandy Schill

SECONDER: Board Member Sarah Scott

AYES: Chair Davis, Board Member Schill, Board Member Scott, Board Member Randall, Vice Chair Bicknell, Board Member Earl

IV. PRESENTATION

1. Watershed Alliance and City of Ridgefield Partnership Update - Sunrise O'Mahoney, Watershed Alliance of Southwest Washington

Sunrise O'Mahoney shared her vision for Clark County and Ridgefield's role in safeguarding and stewarding its watersheds through restoration, outreach, and education. The Backyard Habitat Program is a collaboration with Portland Audubon and Columbia Land Trust that is facilitated by the Watershed Alliance to create yards that are healthy for all. She encouraged the Parks Board to continue to volunteer and thanked them for the outreach opportunities through our events.

V. BUSINESS

1. Notification of Parks Board Officer Elections at the December 13th, 2023 Parks Board Meeting - Corey Crownhart, Park Manager

Corey Crownhart notified the Parks Board of the upcoming Officer elections to occur at the December Parks Board meeting.

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 on Abrams Park Master Plan - Corey Crownhart, Park Manager

Corey reported AKS Engineering & Forestry will deliver updates for the Abrams Park Master Plan as it initiates the project team's kickoff. The Parks Board and the community will have the opportunity to provide input as the Master Plan is developed.

2. Update on Waterfront Park Master Plan - Corey Crownhart, Park Manager

Corey announced that Walker Macy has been chosen to create the Waterfront Park Master Plan by the City and Port of Ridgefield. The firm will be providing grant assistance and continued public outreach throughout the project. Updates will be provided to the Parks Board as the project progresses.

VIII. FROM THE BOARD

None.

IX. ADJOURN

The meeting adjourned at 7:45 pm.

Kim Zurcher, Parks Board Clerk

Rian Davis, Chair

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: December 13, 2023

AGENDA ITEM NAME: Skate Park Alternative Study Findings - Jim Sandlin, MacKay Sposito

SUMMARY/BACKGROUND:

Jim Sandlin from MacKay Sposito will share the study findings for the Skate Park alternative location.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Skate Park PB Update



City of Ridgefield

Skate Park Feasibility Study Update

Public Works Department
December 13, 2023



Overview

- November 2022 – Awarded Contract
- Completed Online Survey
 - Results shared with Parks Board and Council
- June 2023- Directed to Assess:
 - Ridgefield Waterfront (Port of Ridgefield Property)
 - Upon further discussions the Port Commission and City agreed that a Skate Park was not the best use of the limited Waterfront
 - Davis Park (City of Ridgefield Property)
 - Conduct Pop-Up Survey at existing Skate Park for Local Skater Feedback
- October 2023 - Redirected to Assess:
 - Overlook Park (City of Ridgefield Property / Port of Ridgefield Property)
 - Davis Park (City of Ridgefield Property)

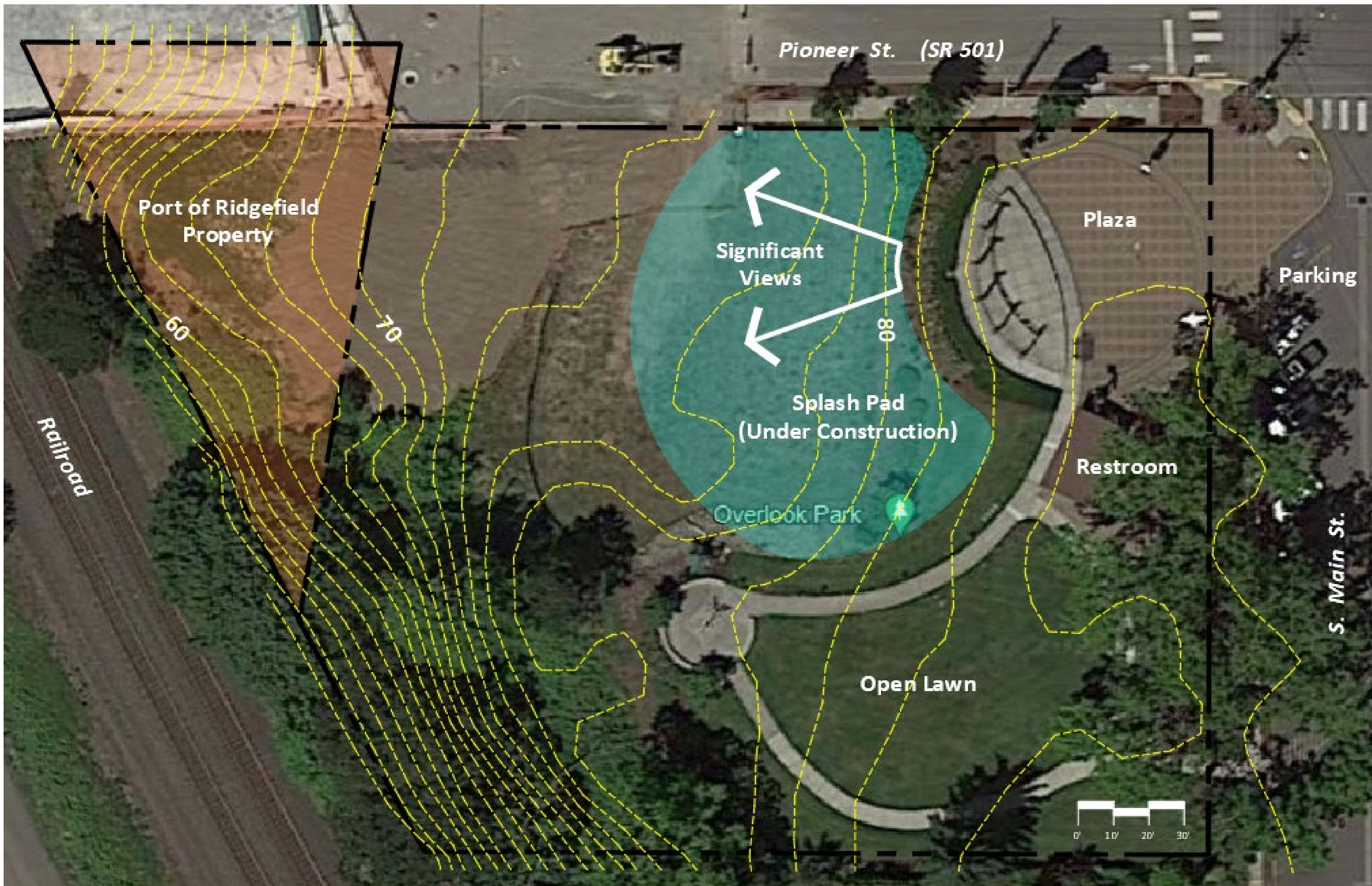


Tonight's Meeting Goals

- Present Feasibility Assessment findings for:
 - *Overlook Park* (City of Ridgefield Property / Port of Ridgefield Property)
 - *Davis Park* (City of Ridgefield Property)
- Provide Clarifications and Answer Questions
- Receive Recommendation for Preferred Site



Overlook Park - Existing Conditions



Overlook Park – Feasibility Assessment

Zone A – Most Feasible Area

- Most feasible due to moderate slopes, accessibility and existing City ownership.

Zone B – Moderately Feasible

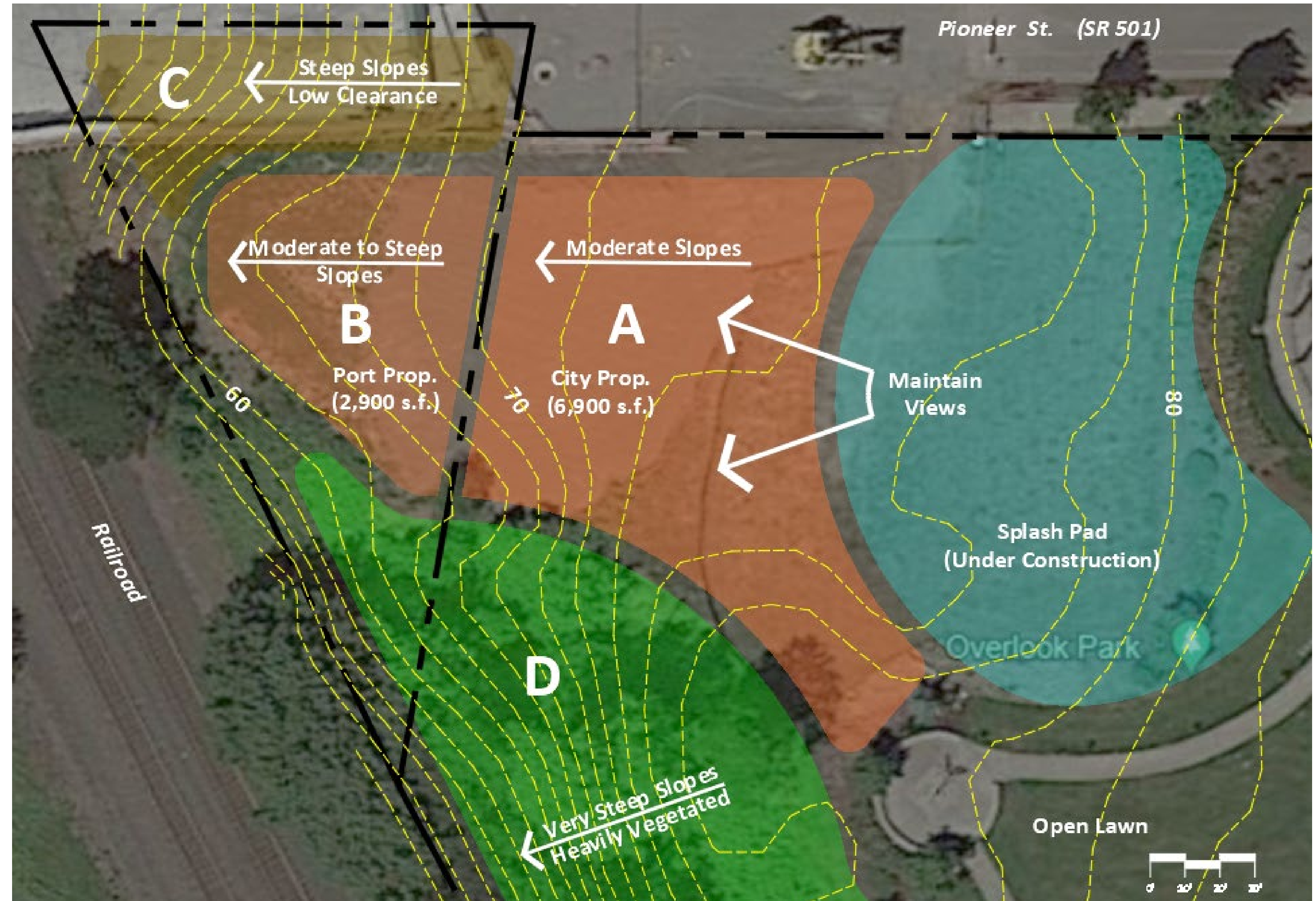
- Less feasible due to steeper slopes and will require extensive and expensive retaining walls and property acquisition but will allow for larger Skate Park.

Zone C – Not Feasible

- Not feasible for skate park due to low clearances, steep slopes, property acquisition

Zone D - Not Feasible

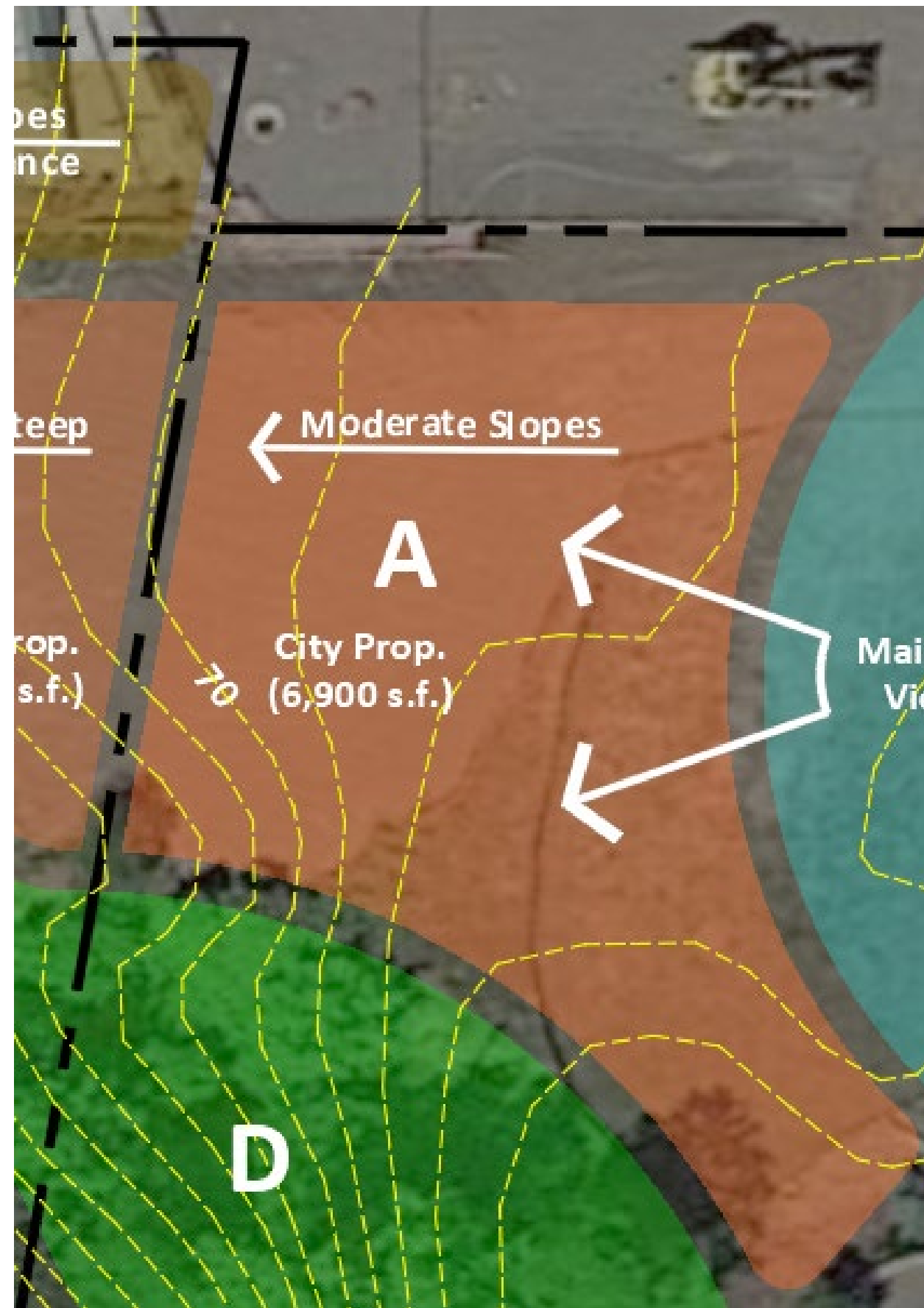
- Not feasible for skate park due to steep slopes and significant tree and vegetation removal.



Overlook Park – Feasibility Assessment Photos

Zone A – Most Feasible Area

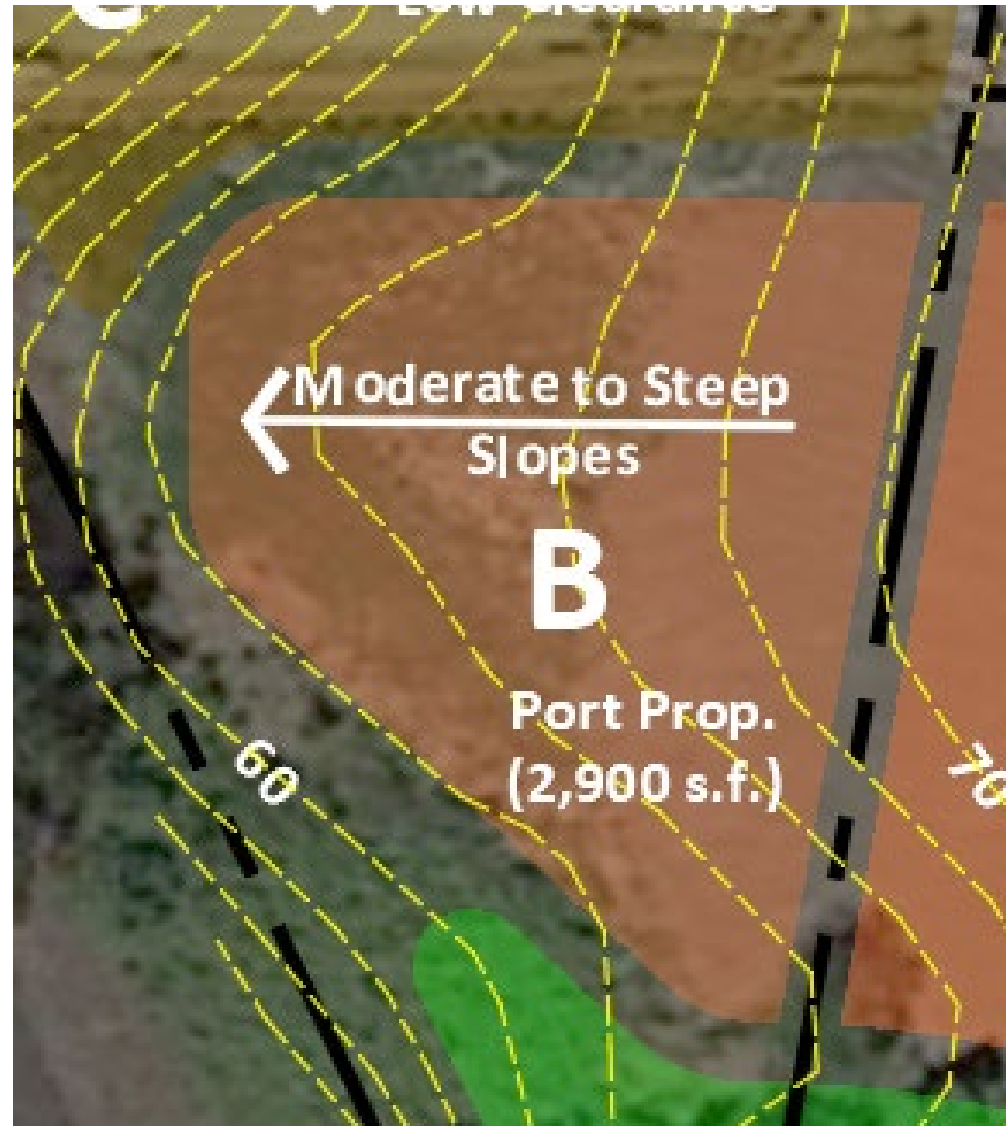
- Most feasible due to moderate slopes, accessibility and existing City ownership.



Overlook Park – Feasibility Assessment Photos

Zone B – Moderately Feasible

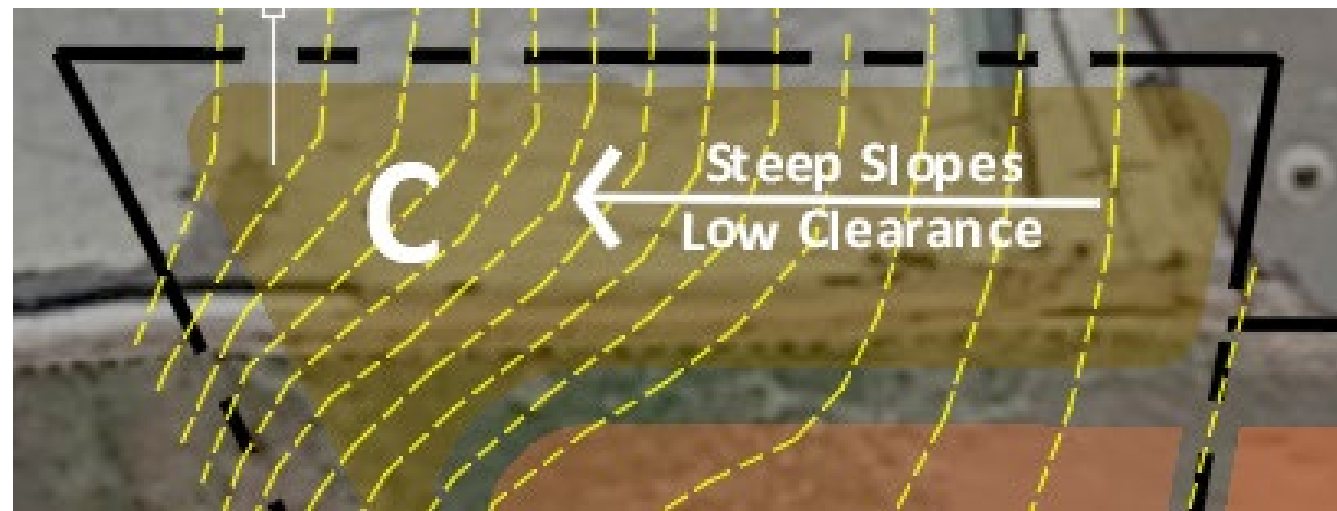
- Less feasible due to steeper slopes and will require extensive and expensive retaining walls and property acquisition but will allow for larger Skate Park.



Overlook Park – Feasibility Assessment Photos

Zone C – Not Feasible

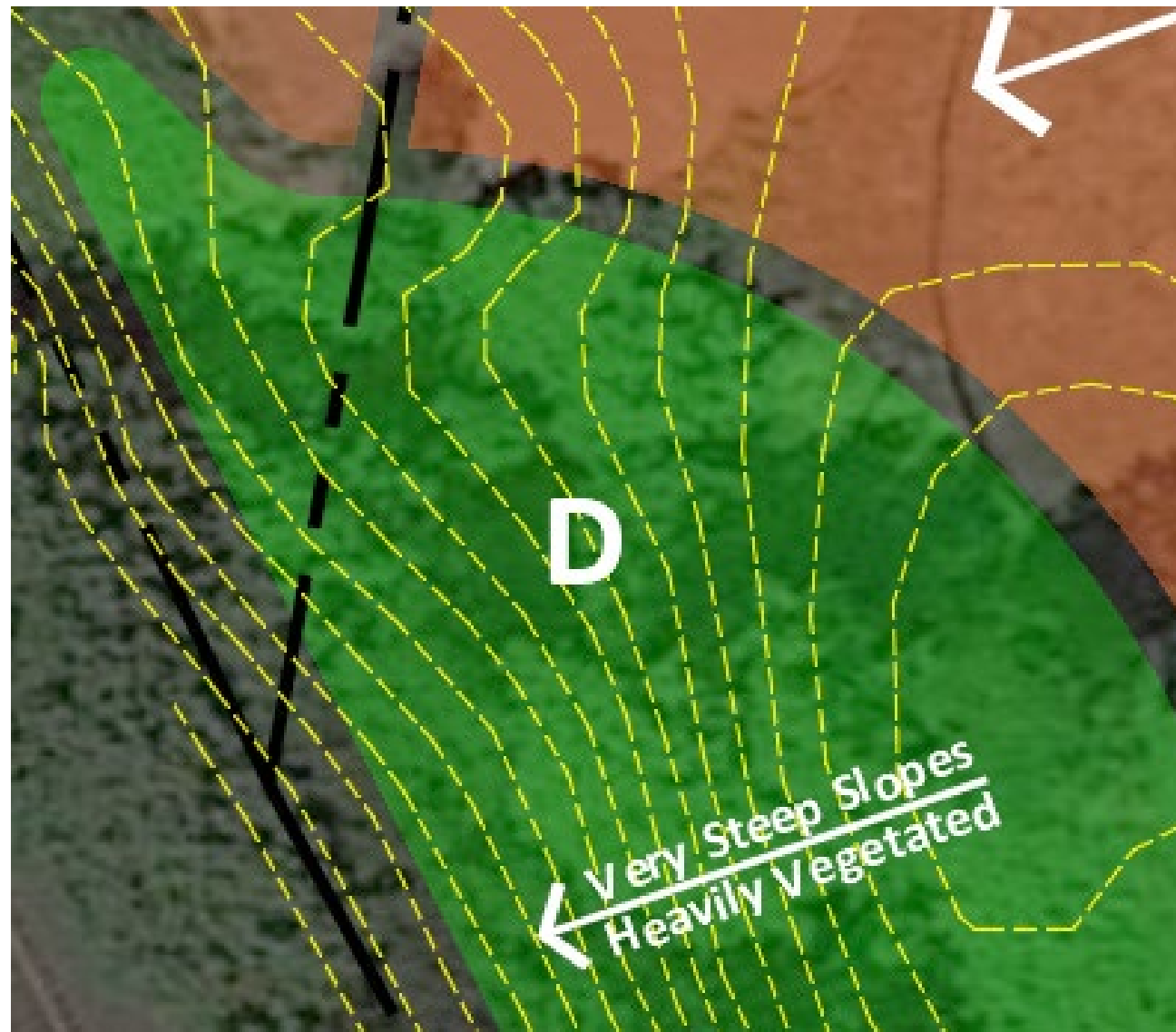
- Not feasible for skate park due to low clearances, steep slopes, property acquisition.



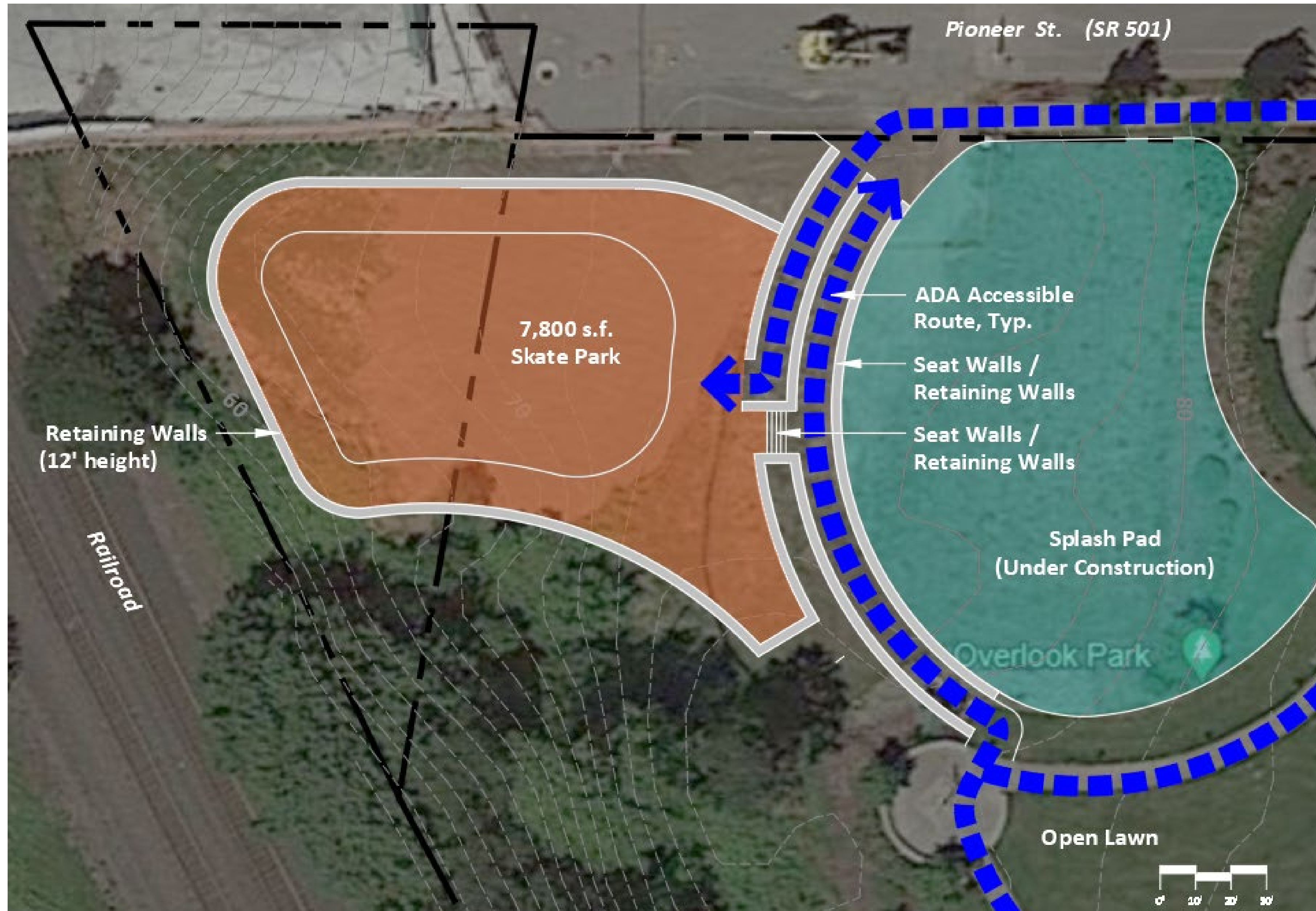
Overlook Park – Feasibility Assessment Photos

Zone D - Not Feasible

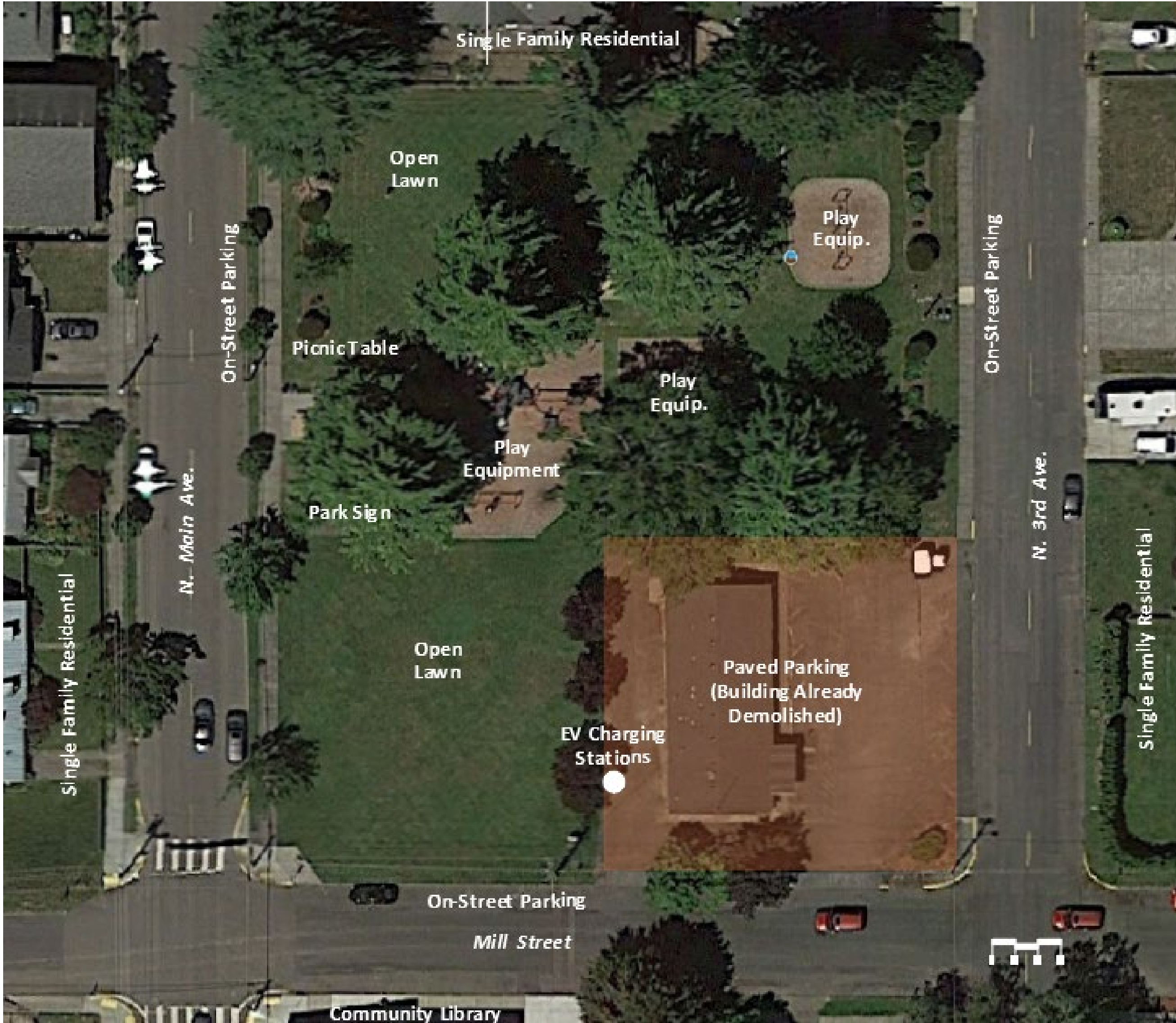
- Not feasible for skate park due to steep slopes and significant tree and vegetation removal.



Overlook Park – Schematic Concept



Davis Park – Existing Conditions



Davis Park – Feasibility Assessment

Overall Park Attributes

- Existing Utilities to support a Skate Park and Restroom are all nearby or already on site.
- Topography is flat
- Existing parking on-street and on-site.
- EV Charging Stations
- City owned Property (No Acquisition Needed)

Developed Park Features and Attributes

- Good balance of programmed and non-programmed space with mature trees.
- Playgrounds should be upgraded when feasible to provide more diversity, inclusion and ADA Accessibility. This may be triggered by the Skate Park / Restroom additions.

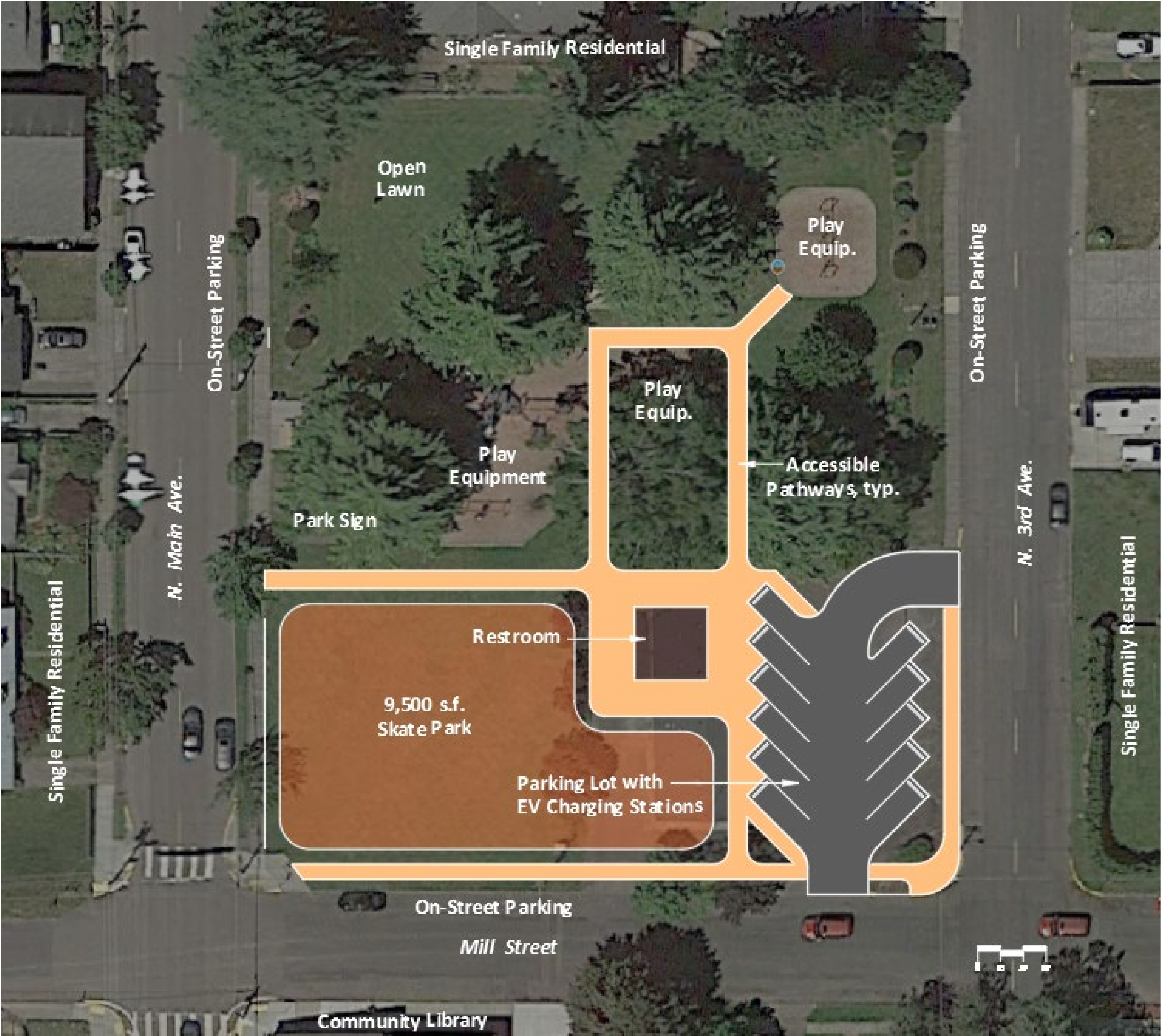
Semi- Developed Park Attributes

(Feasible for Skate Park/Restroom/Parking)

- Highly visible, accessible and easy to monitor.
- Least impactful location on site for adjacent Single Family residential.
- Highly constructable site.



Davis Park – Schematic Concept



QUESTIONS?



Next Steps

- Refine Assessment Based on Parks Board Feedback
- Present to City Council Along with Parks Board Recommendation
- Gain Consensus on Preferred Site Selection
- Refine and Finalize Assessment and Concepts based on feedback received
- Final Presentation





THANK YOU

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: December 13, 2023

AGENDA ITEM NAME: Nature Patches for Ridgefield Parks - Heather Gordon, Ridgefield Garden Club

SUMMARY/BACKGROUND:

Heather Gordon from the Ridgefield Garden Club will present on native plants and crafting nature patches in Ridgefield.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Parks Board Presentation III

Nature Patches for Ridgefield Parks

Presented by Heather Gordon & Mitzi Staker
Representing the Ridgefield Garden Club

What is a Nature Patch?

Plantings rich in diversity, mostly PNW native plants

Composed of perennial blooming plants but likely to also include deciduous/evergreen trees & shrubs

Along borders, walkways, trails, or as turf replacement

Can be located in under-utilized park spaces

The Model Already Exists

New York City, NY

New Castle County, DE

Vancouver “NatureSpaces”

Seattle “Meadows In Parks”

Portland “Nature Patches”

- **Gabriel Park**



Why Do We Need This?



Not Only Better...But Easier & Budget-Friendly

Naturally drought tolerant – no water needed once established

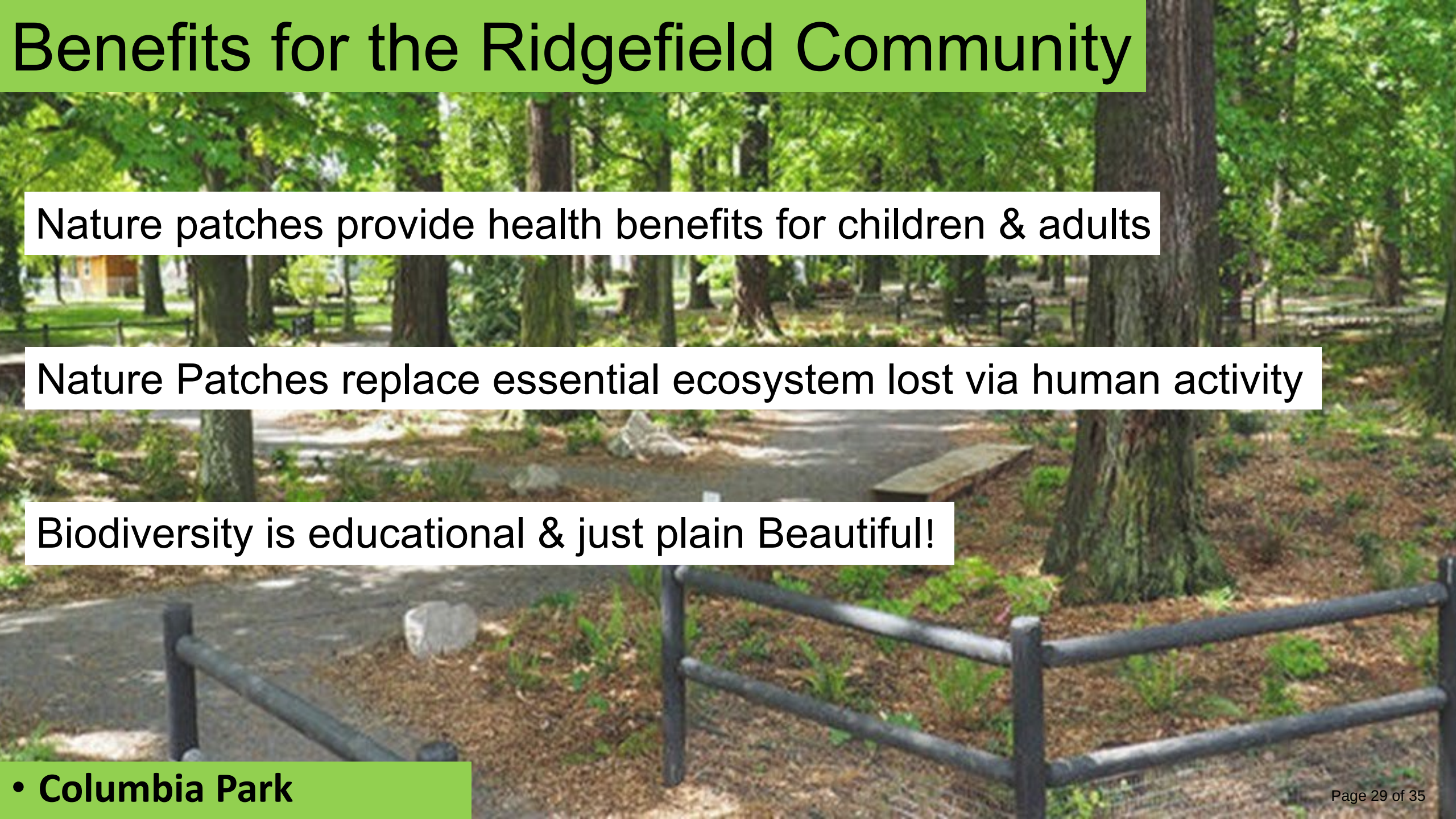
Naturally pest resistant – no fertilizers or pesticides required

Stabilize slopes and prevent erosion

Provide defense against invasive species

Reduce maintenance – no mowing, limited-no pruning or weeding

Benefits for the Ridgefield Community

A photograph of a park with many trees and a wooden fence in the foreground. The trees are green and leafy, and the ground is covered with brown leaves and some green plants. The fence is made of dark wood and runs across the foreground.

Nature patches provide health benefits for children & adults

Nature Patches replace essential ecosystem lost via human activity

Biodiversity is educational & just plain Beautiful!

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: December 13, 2023

AGENDA ITEM NAME: 2024 Parks Board Work Plan Discussion - Rian Davis, Chair

SUMMARY/BACKGROUND:

In its capacity as an advisory committee, the Parks Board is responsible for formulating and presenting an annual Work Plan to the City Council. The Work Plan delineates the various projects and objectives the Parks Board aspires to address in the coming year. The attached DRAFT 2024 Parks Board Work Plan has been compiled by the Parks Board Chair, with support from the Parks Manager. This preliminary draft serves as a foundational framework for deliberation, paving the way for discussions regarding potential initiatives for 2024.

Subsequent to tonight's discussion, a finalized version of the 2024 Parks Board Work Plan will be proposed and potentially adopted during the January Parks Board Meeting. Pending approval, the adopted 2024 Work Plan will be formally presented to the City Council by the Parks Board Chair at an early 2024 City Council Meeting, marking a crucial step in the integration of the Parks Board's strategic vision into the broader municipal agenda.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. DRAFT.v3 - 2024 Parks Board Work Plan



2024 Parks Board Work Plan
*****DRAFT AS OF 12/7/2023*****

Overview

In 2024, the City of Ridgefield's Parks Board is embarking on a work plan emphasizing intentionality and strategic decision-making. Anticipated highlights this year include three Parks Master Plans (Abrams, Waterfront, Paradise Pointe); an update to the Parks, Recreation and Open Space Plan, including a new six-year Parks Capital Improvement Program; code amendments related to parks and trails; updated trail design standards; and establishing a new set of bylaws. Our primary objective is to streamline our efforts, focusing on fewer but more impactful projects to ensure we see tangible progress throughout the year.

Setting Clear Priorities

Our first step in achieving this goal is to set clear priorities. By identifying the most critical projects that align with the city's long-term vision, we can concentrate our resources and efforts where they will make the most significant difference. This includes Administrative, Community Engagement, Operational, and Capital Project work.

Progress Monitoring and Reporting

Quarterly reports will be a crucial component of our commitment to transparency and accountability. In coordination with the Parks Manager, the City of Ridgefield's Parks Board will deliver comprehensive updates to the City Council for review. These reports will provide a detailed account of the progress made on our strategic initiatives, resource allocation, community engagement efforts, and any challenges encountered during each quarter.

By being intentional and strategic in our approach, the City of Ridgefield's Parks Board aims to make 2024 a year of significant progress and positive change. We look forward to working closely with the community to create a more vibrant and accessible city for everyone.

Administrative

Parks Board Governing Documents

Leads: Corey Crownhart, Parks Manager; Chuck Green, Public Works Director

Description: Update the Parks Board Bylaws and Roles and Responsibilities to clarify the Parks Board role, define outcomes, cadence of work, etc.

Outcome: Report to Council

Documents: *Parks Board Bylaws; Parks Board Roles & Responsibilities*

Update to the 2020 Parks, Recreation, and Open Spaces Plan, including a six-year Parks Capital Facilities Plan: 2024 Progress Report

Leads: Corey Crownhart, Parks Manager; Parks Board Chair

Description: Work with staff and the Comprehensive Plan/Capital Facilities Plans consultant on updating the 2020 Plan for Council review and approval. Will be incorporated into the *Ridgefield Comprehensive Plan and Public Facilities Plans*

Outcome: Report to Council

Documents: Update to the *2020 Parks, Trails, and Open Spaces Plan* and a new *six-year Parks Capital Facilities Plan: 2024 Progress Report*

Ridgefield Municipal Code Update Recommendations for Council

Leads: Corey Crownhart, Parks Manager; Parks Board Chair

Description: Provide recommendations for updates to RMC 8.18 – PARK RULES AND REGULATIONS. Separate requests into housekeeping and policy change recommendations.

Outcome: Request for Council Action

Documents: *Proposed Amendments to RMC Parks, Trails, and Recreation Staff Report*

Community Engagement

Parks and Trails Tour

Leads: Parks Board Chair

Description: Conduct an annual Parks and Trails tour with Parks Board Members, partners, and community stakeholders.

Outcomes: Report to Council

Documents: *2024 Parks and Trails Tour Report*

Operational

Parks, Trails, and Recreation Policies

Lead: Corey Crownhart, Parks Manager

Description: Update the Parks, Trails, and Recreation Policies regarding but not limited to reservations, usage, permitting, and user accountability. Ensure policies comply with RMC.

Outcome: Report to Council

Documents: *Parks, Trails, and Recreation Rules and Regulations; City of Ridgefield Facilities Reservation Rules and Regulations*

Parks and Trails Assets Inventory

Lead: Corey Crownhart, Parks Manager

Description: Codify the assets and their locations throughout the Ridgefield Parks and Trails System. Assess conditions, craft preventative maintenance plans, and determine data collection methods for each location. The inventory will be used to develop future work plans, comprehensive plans, and capital project assessments.

Outcomes: Report to Council

Documents: *2024 Parks and Trails Assets Inventory*

Parks & Trail Signage

Leads: Corey Crownhart, Parks Manager

Description: Codify parks and trail signage standards. Publish a wayfinding map for the entirety of Ridgefield Parks and Trails System. Focus on Priority Parks; Abrams, Davis, Hayden, Mayor's Meadow, Overlook).

Outcomes: Report to Council

Documents: *Ridgefield Parks, Trails, and Recreation: Summer-Fall 2024 Activities Guide*

Parks and Trails Standards

Leads: Corey Crownhart, Parks Manager

Description: Codify standardized technical specifications for park and trail design, construction, and maintenance. Provide specifications for park/trail type and designed use.

Outcomes: Report to Council

Documents: *Park and Trail Design Parameters*

Capital Projects

Parks & Trails Capital Projects

Lead: Corey Crownhart, Parks Manager; Chuck Green, Public Works Director

Description: Review projects and make recommendations to Council.

Abrams Park Renovation

Status: Master Plan Development

Contracted Firm: AKS Engineering and Forestry

Outcome: Input and recommendations to Council on a new master plan.

Waterfront Park

Status: Master Plan Development

Contracted Firm: Walker Macy

Outcome: Report with Input and recommendations to Council.

Skate Park

Status: Alternative Study

Firm: MacKay Sposito

Actions: Update assessment report to include new property next to Overlook Park.

Outcome: Report with Input and recommendations to Council.

Paradise Pointe Park (Previously Paradise Found Park)

Status: City drafting Requests for Qualifications (RFQ) for Master Plan

Outcome: Report with Input and recommendations to Council.

Gee Creek North Trail North

Status: Design Phase

Contracted Firm: MacKay Sposito

Actions: Parks Board input on the trail design and the conceptual design of a multi-use, non-vehicular overpass over the BNSF railroad connection downtown to the Waterfront.

Outcome: Report to Council

Mayor's Meadow Trail

Status: On hold pending grant funding for design and construction

Contracted Firm: PBS

Outcome: Grant Funding Contingent

Hillhurst Trail

Status: On hold pending grant funding for design and construction

Grant Applications: WSDOT Bicycle and Pedestrian funding grant application in spring 2024.

Outcome: Grant Funding Contingent

Overlook Park: Splash Pad Expansion

Status: Under Construction

Contracted Firm: Keystone Contracting Inc.

Outcome: Fully Operational by May 1, 2024

Corwin Trail

Status: Under Construction

Contracted Firm: Wallis Engineering

Outcome: Complete Spring 2023

DRAFT

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: December 13, 2023

AGENDA ITEM NAME: Parks Board Officer Elections

SUMMARY/BACKGROUND:

Elections for Parks Board Chair and Vice Chair to occur.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

None