



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, August 14, 2024
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 June 12, 2024 Meeting**

IV. PRESENTATION

- 1. Boyse Park - Pump Track Operations & Maintenance Impacts**

V. BUSINESS

- 1. Waterfront Park Master Plan - Preferred Concept Review - Corey Crownhart, Park Manager**
- 2. Davis Park Improvements Proposal - Ridgefield Garden Club Native Plants Project - Corey Crownhart, Park Manager**
- 3. 2024 Parks Board Work Plan - Quarter 2 Report - 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: August 14, 2024

AGENDA ITEM NAME: Approval of Minutes from the June 12, 2024 Meeting

SUMMARY/BACKGROUND:

STAFF CONTACT:

ATTACHMENTS:

1. Parks Board Minutes 6.12.24



**CITY OF RIDGEFIELD, WASHINGTON
PARKS BOARD MEETING MINUTES
JUNE 12, 2024**

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 Sandy Schill
Board Member Sarah Scott
Board Member Alex Earl
Board Member John Rafanelli

Excused: Board Member Beth
Bicknell

- 3. Oath of Office : John Rafanelli**
- 4. Late changes to the agenda**

None

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 May 8, 2024 Meeting**

The minutes were approved from the May 8, 2024 meeting.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Board Member Sandy Schill

SECONDER:	Board Member Brigid Taylor
AYES:	Board Member Taylor, Chair Davis, Board Member Schill, Board Member Scott, Board Member Earl, Board Member Rafanelli

IV. PRESENTATION

1. Eagle Scout Service Project for Bat Habitats - Hyrum Bennett

Hyrum Bennett, a recent graduate of Ridgefield High School, presented his Eagle Scout Service Project, the Bat Habitat Service Project. Earlier this year, Hyrum contacted the city to undertake this project, which involved procuring materials, organizing volunteers, and constructing four bat boxes. These bat boxes will be placed in the Ridgefield Parks and Trails System later this year.

2. Playground Safety Inspections - Jon Embry, Facilities Maintenance Worker III and Corey Crownhart, Parks Manager

Jon Embry, Facilities Maintenance Worker III and Certified Playground Safety Inspector (CPSI), presented alongside Corey to share information on playground safety, our inspection process, and why the Parks Board needs to be familiar with the process. It demonstrated the rigor and depth of work the CPSI inspectors undertake when completing playground inspections. Jon and Corey also shared the importance of such work for public safety, risk mitigation, and legal protection.

3. Ridgefield Parks, Trails and Recreation Municipal Code Review - Corey Crownhart, Parks Manager

Corey reviewed the Ridgefield Municipal Code (RMC) related to the Parks, Trails, and Recreation Division of the City, specifically RMC 2.56 Ridgefield Parks Board, RMC 8.18 Parks Rules and Regulations, and RMC 8.32 Kitchen Facilities at Abrams Park. The board was informed about the current RMC and identified areas of research for staff to follow up on. There were healthy discussions on aligning the RMC 2.56 with the recently updated Parks Board Rules of Procedure, addressing new technology (e-bikes, drones, and remote-controlled vehicles) in the rules and regulations, and incorporating commercial kitchen standards into the Bennett Hall reservations.

V. BUSINESS

1. Parks, Trails, and Recreation Signage Placement - Corey Crownhart, Park Manager

The Parks Board approved four trails for a Trail Wayfinding Pilot Project. They specifically requested the trails selected be those identified as harder to identify/navigate, and be in high-usage areas. The Board selected the following trails for signage:

- Pioneer Canyon Neighborhood Trail Network
- Reiman Road Trail / Crows Nest to Abrams Park Trails
- Gee Creek Loop Trail to 19th Place Trail
- Horns Corner Park to 35th Roundabout Trail

Signage will be installed on these trails by the end of 2024.

A motion was made to approve Pioneer Canyon Neighborhood Trail Network, Reiman Road Trail/Crows Nest to Abram Park Trails, Gee Creek Loop Trail to 19th Place Trail, and Horns Corner Park to 35th Roundabout Trail for signage per the Trail Wayfinding Pilot Project.

RESULT:	ADOPTED (UNANIMOUS)
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MOVER:	Board Member Sandy Schill
SECONDER:	Board Member John Rafanelli
AYES:	Board Member Taylor, Chair Davis, Board Member Schill, Board Member Scott, Board Member Earl, Board Member Rafanelli

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

Corey announced there would not be a Parks Board Meeting in July. The next meeting will be August 14, 2024. Upcoming meeting topic for August is pump tracks.

VIII. FROM THE BOARD

IX. ADJOURN

The meeting adjourned at 8:25 pm.

Kim Zurcher, Parks Board Clerk

Rian Davis, Chair

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: August 14, 2024

AGENDA ITEM NAME: Boyse Park - Pump Track Operations & Maintenance Impacts

SUMMARY/BACKGROUND:

In June 2023, the City Council approved the Boyse Park Master Plan, marking a significant advancement in our community's recreational facilities. As we begin Phase 1, which includes frontage improvements, a gravel parking lot, and a pump track, it is helpful to understand the impacts of the park's design and construction.

Tonight's presentation focuses on the Operations & Maintenance (O&M) impacts of different surfacing options for the pump track. This discussion is essential for grasping the long-term budgetary and lifecycle cost implications. By evaluating these impacts now, we can ensure we are prepared for the future maintenance needs and costs associated with the pump track, regardless of the surfacing choice.

This presentation provides the Parks Board with the insights needed to understand Boyse Park's long-term operational efficiency and financial health.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Boyse Park - Pump Track OM Presentation1



Boyse Park Development

Pump Track Operations & Maintenance (O&M)

Parks, Trails, and Recreation Division

June 2024



Introduction

Overview – Why?

- Impact of Operations & Maintenance (O&M)

Objectives:

- Value of Pump Track to the Community
- Evaluating Surfacing Options
- Maintenance Requirements & Lifecycle Costs
- Facility Use Cases



Current Master Plan



JUMP TRACK AT GATEWAY GREEN, PORTLAND, OR



ASPHALT PUMP TRACK AT GATEWAY GREEN, PORTLAND, OR



Phase 1 Concepts

Boyse Park – Bike Park Development



Pump Track



Sidewalk and
Right-of-Way
Improvements



Gravel Parking
Lot



Landscaping
& Irrigation
Installation



Value of a Pump Track to the Community

Enhancing the Ridgefield Experience



**Community Engagement
and Health Benefits**



**Economic Opportunity
and Impact**



**Social Benefit and
Inclusivity**



Dirt Surface

PROS

Low Initial Cost

- Cheaper to install using natural materials
- Can be reshaped and modified relatively easily.

Cons

High Maintenance

- Requires frequent grooming, reshaping, and water management.
- Susceptible to erosion and weather damage.

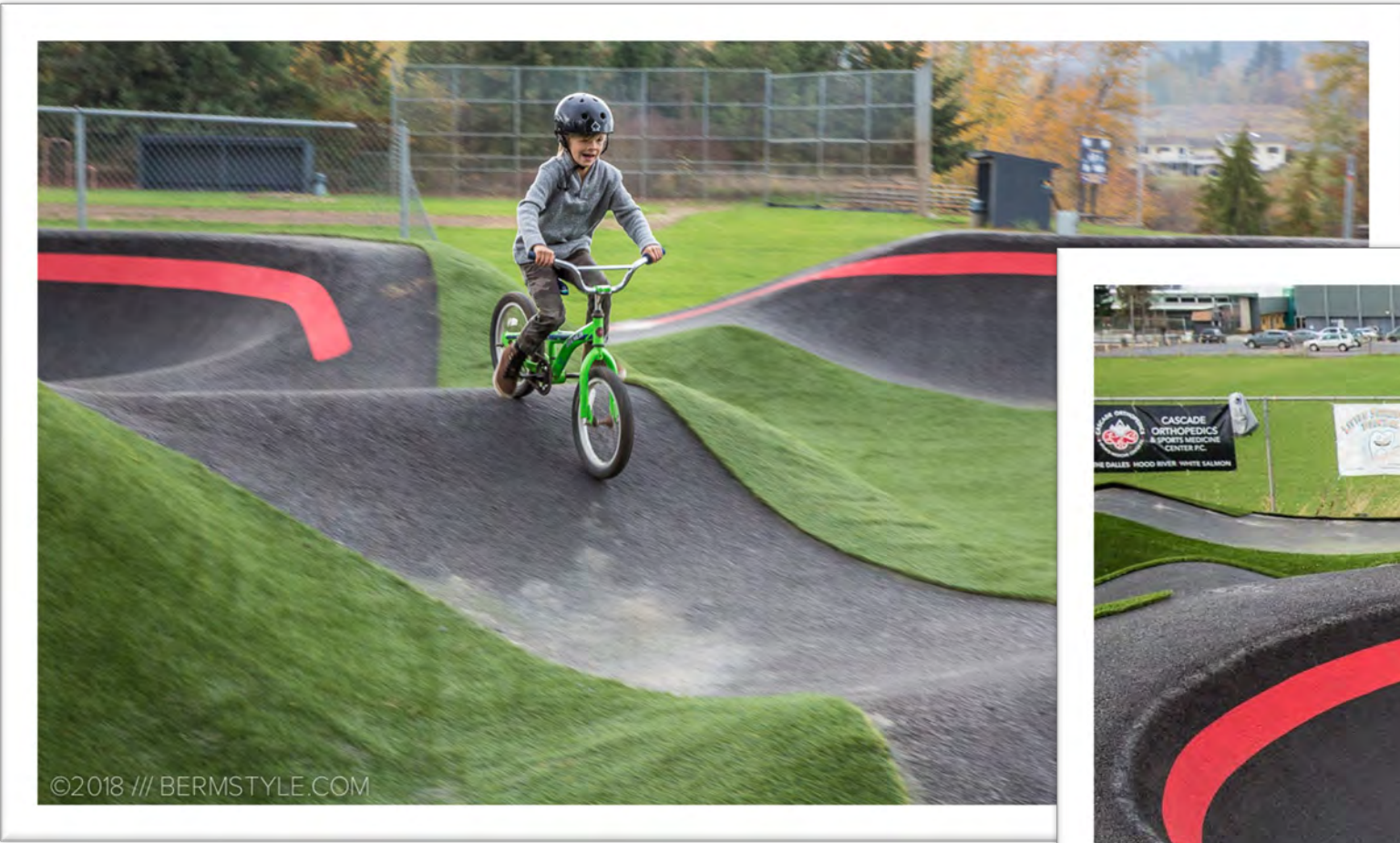
Usability

- Needs constant upkeep to maintain a safe and functional track.

Risk Management

- Erosion causes potholes to be more frequent.





Asphalt Surface

PROS

Durability and Longevity

- Can last 20+ Years with minimal repairs
- Withstands heavy use in varying weather conditions.

Low Maintenance Requirements

- Requires only periodic inspections and minor repairs.

Risk Management

- Smooth and predictable surface reduces the risk of injuries and makes it accessible for all types of bikes and scooters, including adaptive technology.

Cons

Initial Costs

- Higher than dirt but lower than concrete.



Concrete Surface

PROS

Extremely Durable

- Can last 30+ years with minimal maintenance.
- Very smooth and hard-wearing surface.

Minimal Maintenance

- Only needs occasional cleaning and inspection.

Cons

Highest Initial Cost

- Significantly more expensive to install than other surface options.
- Limited flexibility for modifications or repairs.

Risk Management

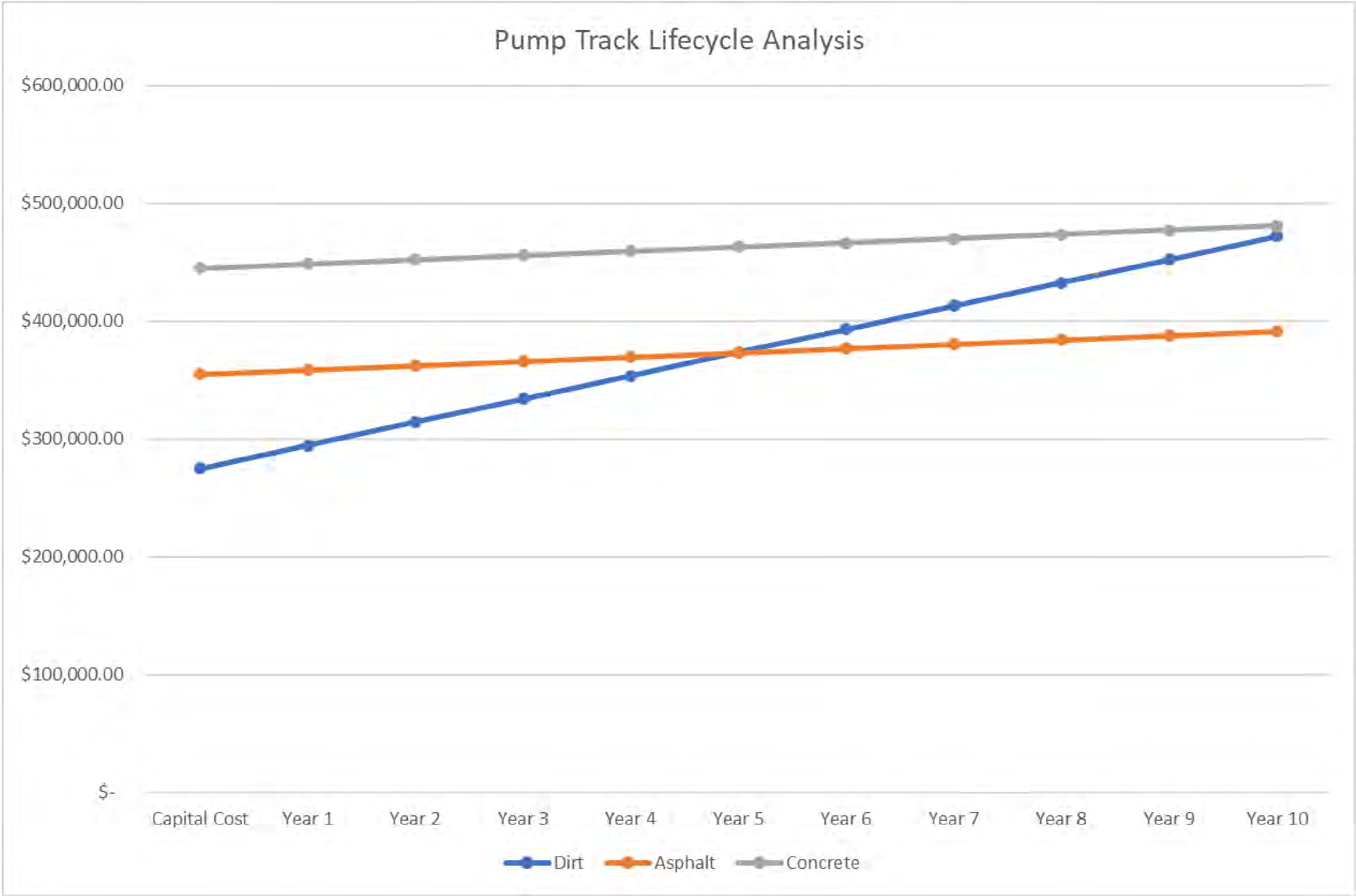
- Slippery Surface when wet.



Projected Annual Labor Hours for O&M

Maintenance Activity	Frequency	Hours Per Occurance	Annual Labor Hours
Concrete Pump Track	Assume Operation for 9 months of the year		
Safety & Maintenance Assessment	Weekly	0.75	39.0
Crack and Joint Sealing	3 Year	16.00	5.3
Surface Treatment	5 Year	16.00	3.2
Weed Control	Every Other Month	4.00	24.0
Annual Costs			71.53
Asphalt Pump Track	Assume Operation for 9 months of the year		
Safety & Maintenance Assessment	Weekly	0.75	39.0
Crack Sealing and Patching	3 Year	16.00	5.3
Weed Control	Every Other Month	4.00	24.0
Line Repainting	2 Year	8.00	4.0
Annual Maintenance Hours			72.33
Dirt Pump Track	Assume Operation for 6 months of the year		
Safety & Maintenance Assessment	Weekly	0.75	39.0
Maintenance of Compacted Dirt Surfaces	Weekly	1.00	52.0
Maintenance of Smooth and Consistent Dirt Surfaces	Weekly	1.00	52.0
Maintenance of Dirt Riding Features	Bi-Monthly	1.50	39.0
End-of Season Annual Maintenance	Annually	16.00	16.0
Drainage Management and Protection	Quarterly	6.00	24.0
Start-of Season Maintenance	Annually	40.00	40.0
Grading and Resurfacing of Features	Annually	80.00	80.0
Weed Control	Every Other Month	1.00	52.0
Annual Maintenance Hours			394.00







Facility Use Cases

Community Engagement Methods

Types of Events

- Community Races and Competitions
- Skills Workshops and Training Sessions
- Family-Friendly Activities and Festivals

Benefits of Hosting Events

- Increased Community Engagement
- Potential Revenue Generation
- Enhanced Visibility for Local Businesses



Thank You / Questions?



Presenter: Corey Crownhart, Parks Manager
Phone: (360) 887-6010
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**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: August 14, 2024

AGENDA ITEM NAME: Waterfront Park Master Plan - Preferred Concept Review

SUMMARY/BACKGROUND:

The City and Port of Ridgefield have long envisioned developing a community waterfront park, a project that is finally coming to fruition. With the completion of the Pacific Wood Treating cleanup and the construction of the railroad overpass, as well as the impending redevelopment of port-owned waterfront land, the time is ripe to commence detailed planning for the Waterfront Park.

The Waterfront Park Master Plan is a collaborative effort between the Port of Ridgefield and the City of Ridgefield. To guide this initiative, staff have engaged Walker Macy, a renowned firm specializing in landscape architecture, planning, and urban design. Walker Macy has been tasked with organizing and drafting a comprehensive Master Plan, which will be reviewed for potential adoption by the City Council and Port Board of Commissioners in late April 2024.

Throughout the summer, Walker Macy conducted a series of community engagement activities to gather input and insights from the public. These activities included surveys, open houses, and participation in local events such as the Big Paddle in June. Based on the feedback collected, several alternatives were developed. Tonight, we are set to review the preferred master plan and considering recommendation to the City Council for formal approval. This plan represents a significant step forward in realizing the community's vision for a vibrant and accessible waterfront park.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Waterfront Park Preferred Concept Presentation



Ridgefield Waterfront Park Master Plan

Preferred Concept Presentation

Aug 14, 2024

Today we are talking about the
Ridgefield Waterfront Park Master Plan



Project Schedule



Engagement Process Overview

Site Investigation & Opportunities

Community Meeting 1: January 30, 2024

Online Survey: January 31 - February 20

Preliminary Concepts

Community Meeting 2: March 5, 2024

Online Survey: March 5 - April 3

Preferred Concept

Community Meeting 3: May 16, 2024

Big Paddle: June 1, 2024

Online Survey: May 16 - June 14

Site Investigation & Opportunities: Key Takeaways

- Today, community members use the park for **active and passive recreation**, as well as **large events**
- Community members want the park to have a **natural feel**
- **Trails, habitat enhancements, and event space** were top desired program
- The park should **reflect local culture, art, and history**



Guiding Principles



**Respect and
Enhance the
Natural Setting**

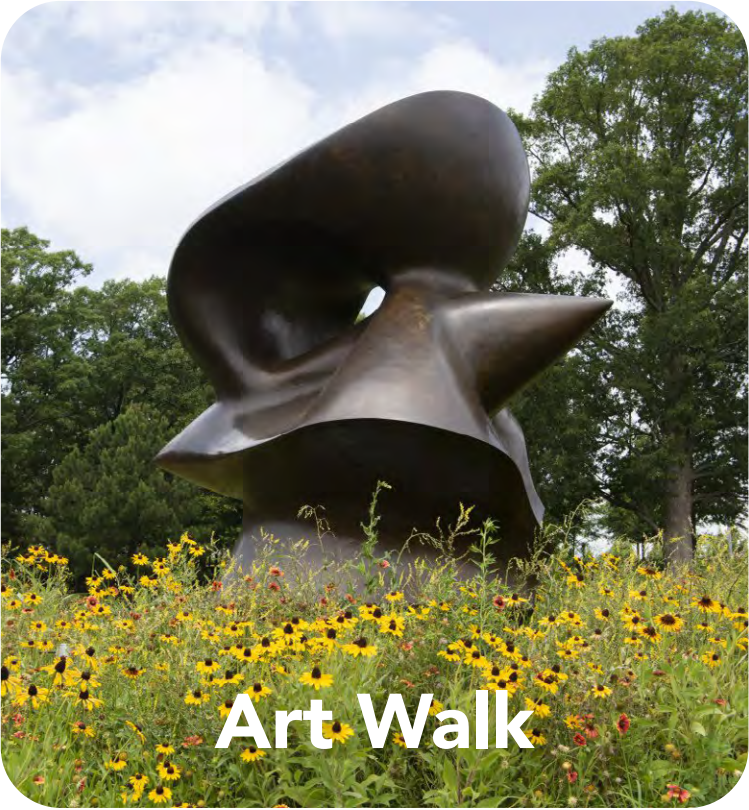
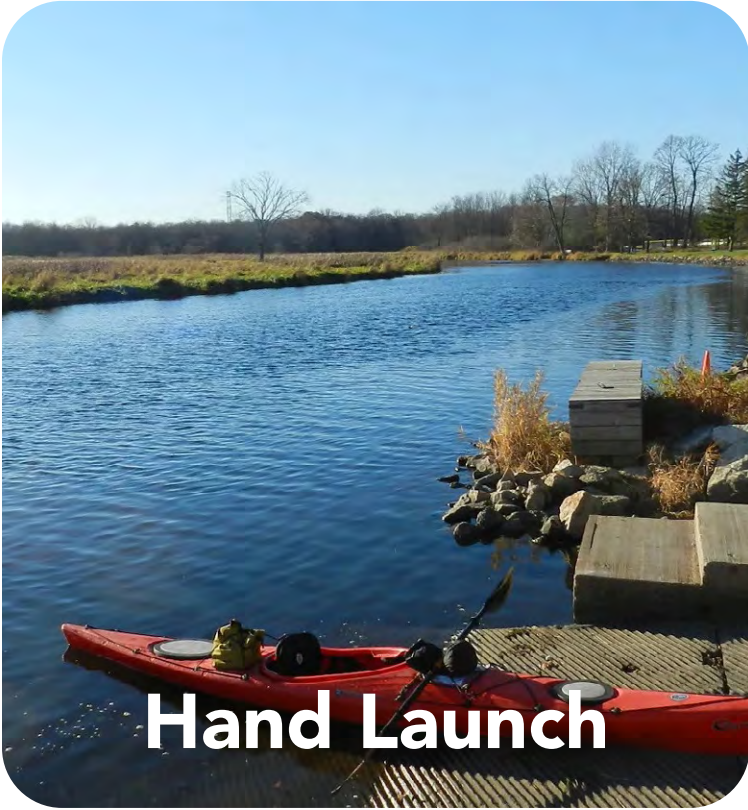
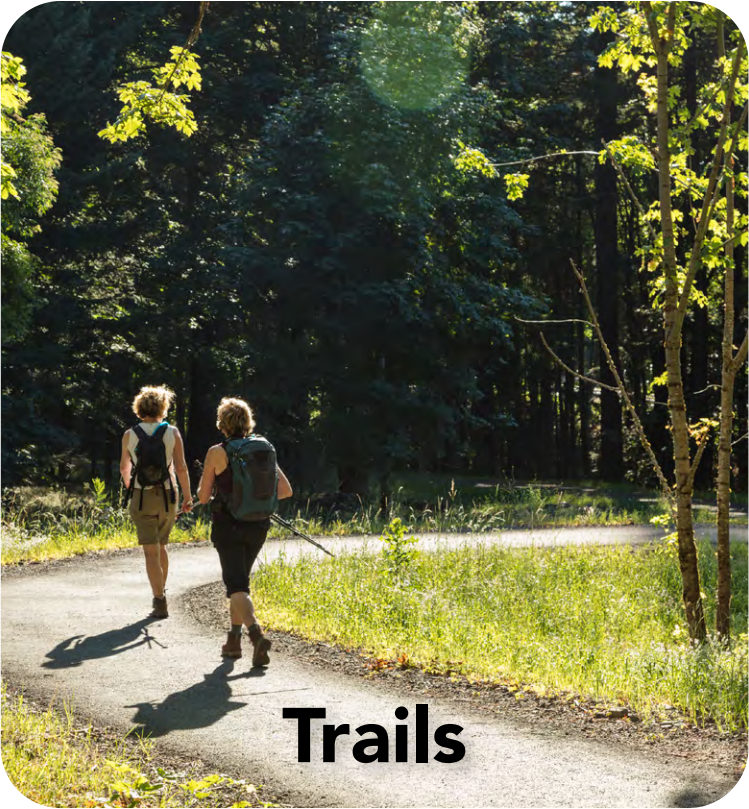


**Support
Recreation**



**Reflect Ridgfield
Culture, Art, and
History**

Proposed Program



Preliminary Concepts



Preliminary Concepts:

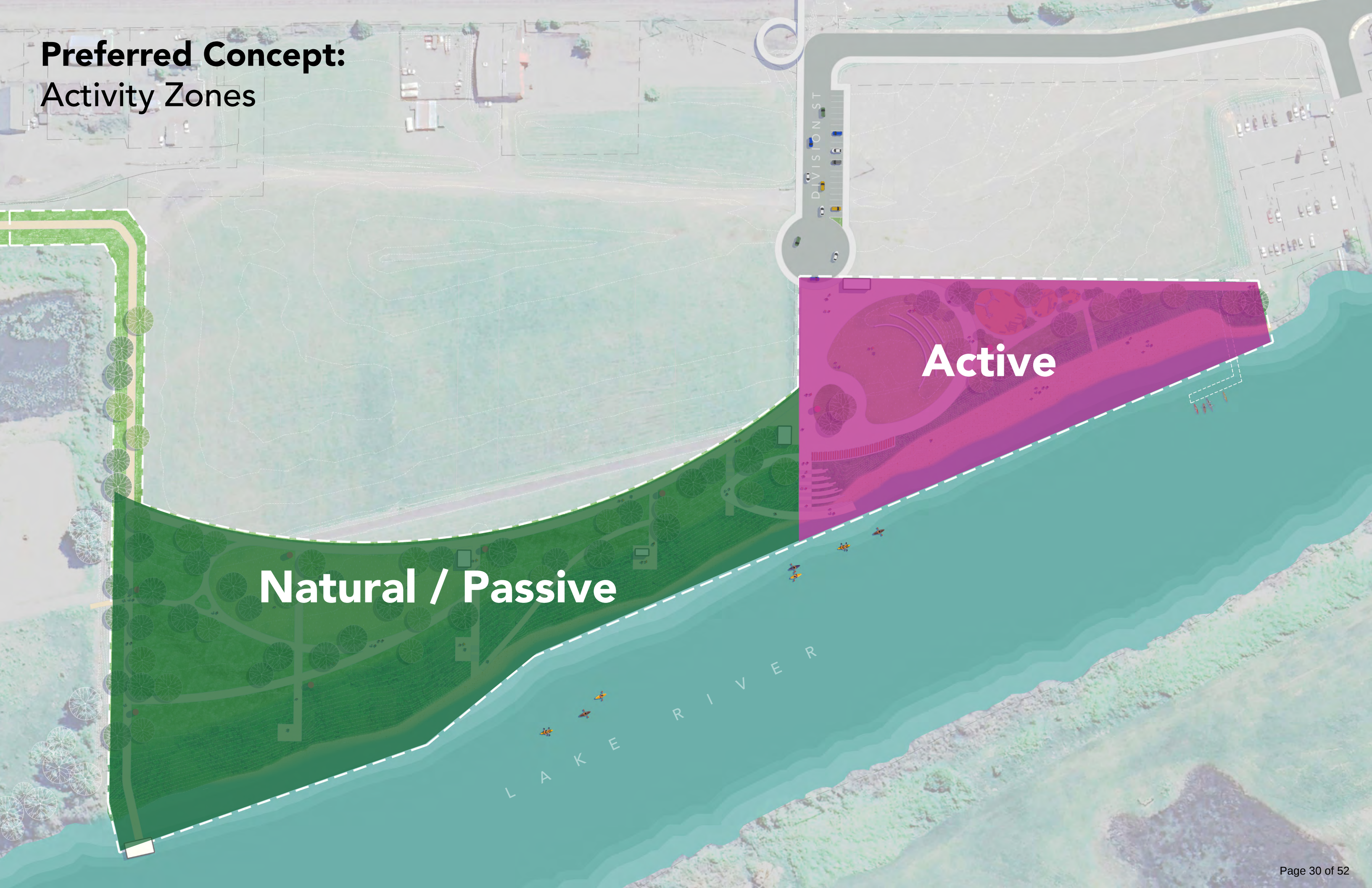
Key Feedback

- Concept 3 was most popular
- Water access should be simple & accessible
- Event space should be **far from the refuge**
- Consider some additional program for inclusion in the master plan:
 - **Playground**
 - **Picnic shelter**
 - **Second restroom**
 - **Osprey poles**

More detailed design elements like seating, bike racks, and trash receptacles will be located in future design phases



**Preferred Concept:
Activity Zones**

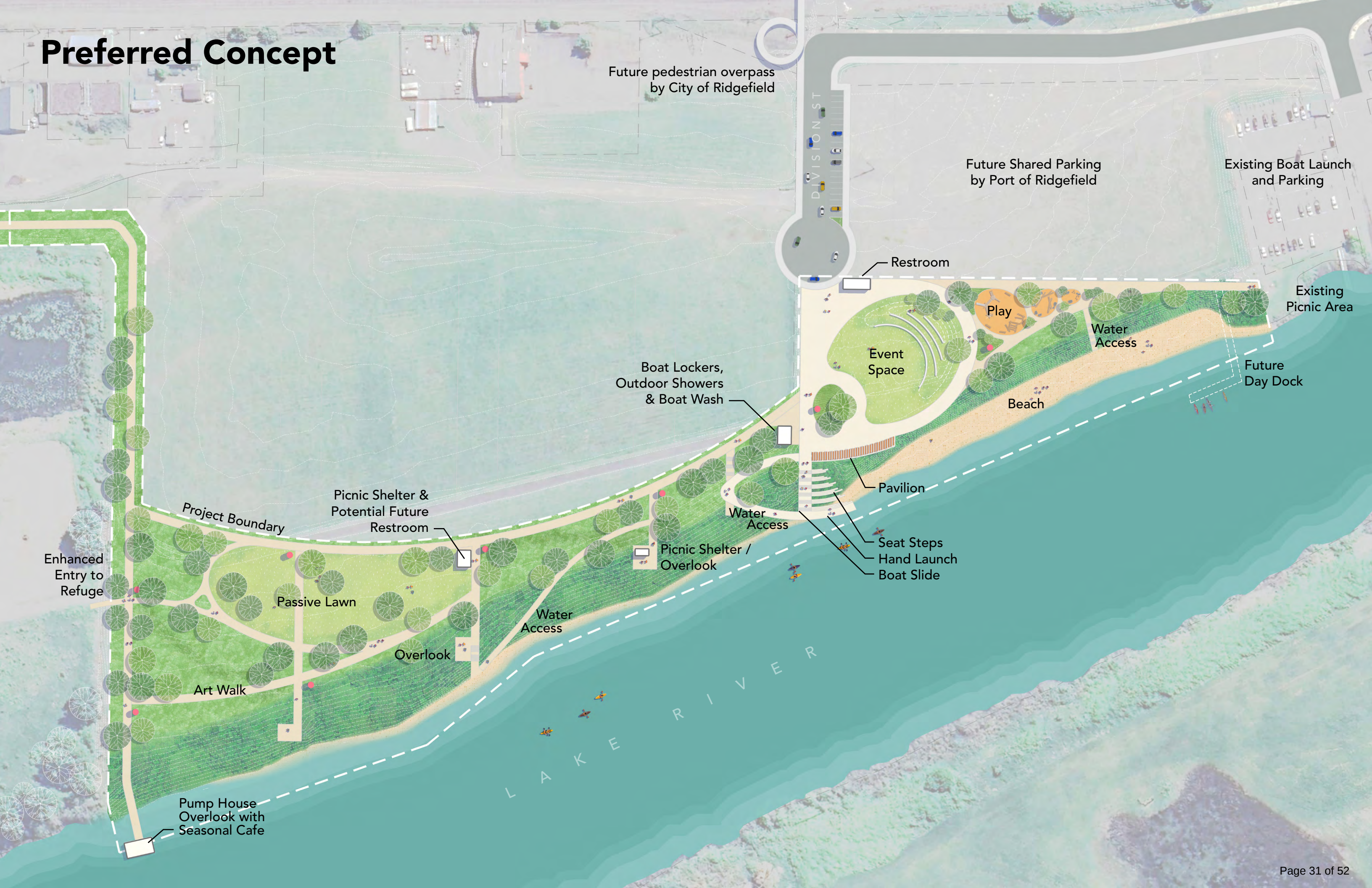


Active

Natural / Passive

L A K E R I V E R

Preferred Concept



Future pedestrian overpass
by City of Ridgefield

Future Shared Parking
by Port of Ridgefield

Existing Boat Launch
and Parking

Existing
Picnic Area

Future
Day Dock

Restroom

Play

Water
Access

Event
Space

Beach

Boat Lockers,
Outdoor Showers
& Boat Wash

Pavilion

Seat Steps
Hand Launch
Boat Slide

Water
Access

Picnic Shelter /
Overlook

Picnic Shelter &
Potential Future
Restroom

Water
Access

Overlook

Passive Lawn

Art Walk

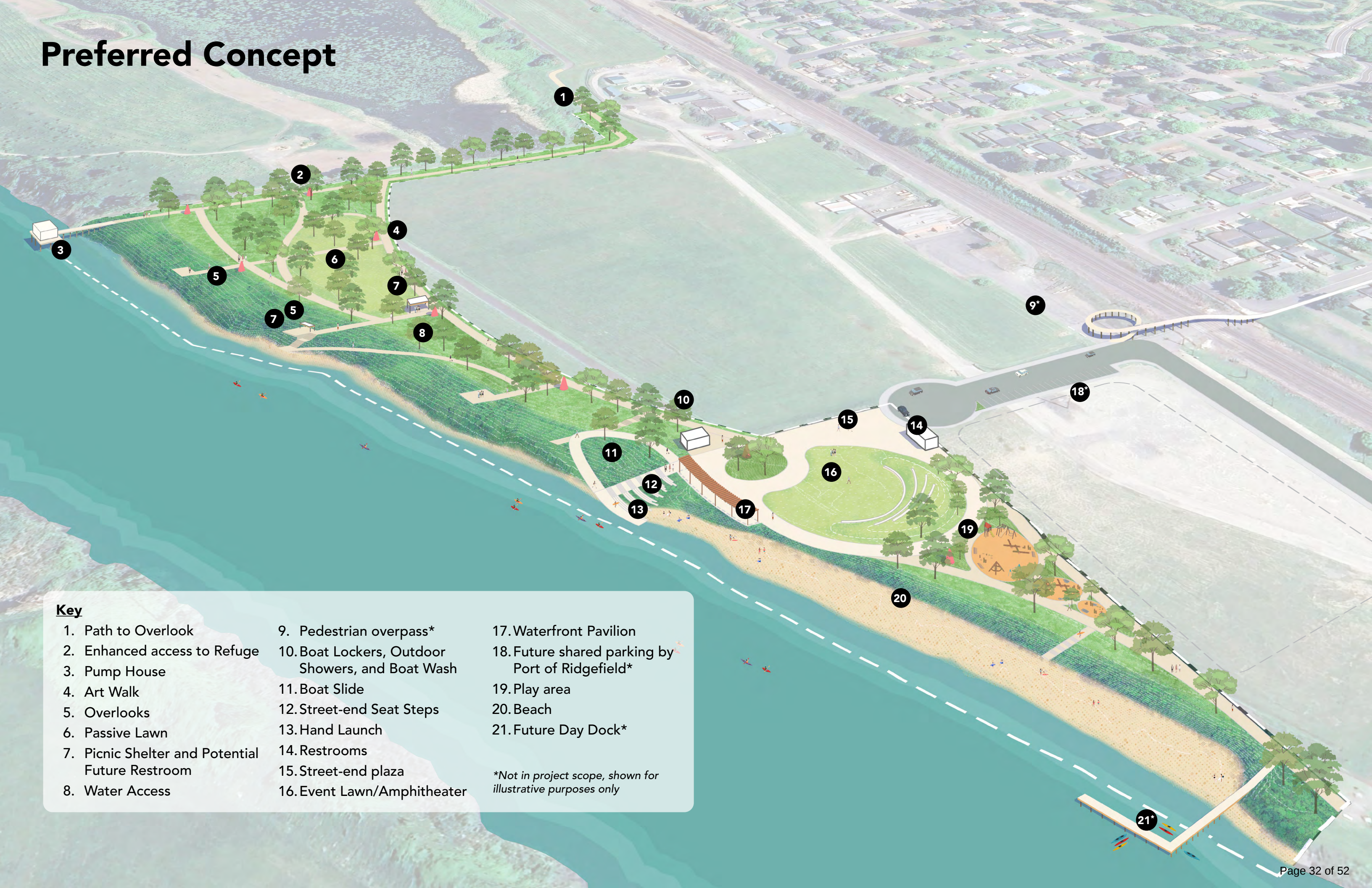
Pump House
Overlook with
Seasonal Cafe

Enhanced
Entry to
Refuge

Project Boundary

LAKELSE RIVER

Preferred Concept



Key

- | | |
|---|--|
| 1. Path to Overlook | 9. Pedestrian overpass* |
| 2. Enhanced access to Refuge | 10. Boat Lockers, Outdoor Showers, and Boat Wash |
| 3. Pump House | 11. Boat Slide |
| 4. Art Walk | 12. Street-end Seat Steps |
| 5. Overlooks | 13. Hand Launch |
| 6. Passive Lawn | 14. Restrooms |
| 7. Picnic Shelter and Potential Future Restroom | 15. Street-end plaza |
| 8. Water Access | 16. Event Lawn/Amphitheater |

- 17. Waterfront Pavilion
- 18. Future shared parking by Port of Ridgefield*
- 19. Play area
- 20. Beach
- 21. Future Day Dock*

**Not in project scope, shown for illustrative purposes only*

North - Natural / Passive Zone



Picnic Shelter



Meandering Paths



Art Walk



Overlooks

South - Active Zone

The aerial site plan illustrates a waterfront park area. Key features include a parking lot with several cars, a large green lawn with curved paths, a sandy beach area, and a paved walkway. Four inset photos provide detailed views of specific areas:

- Terraced Event Lawn:** A photo showing a group of people sitting on a grassy lawn with a large wooden structure in the background.
- Play Area:** A photo showing a large wooden play structure with slides and a bear figure.
- Pavilion:** A photo showing a modern wooden pavilion with a curved roof and people sitting on a bench.
- Beach:** A photo showing a sandy beach with people sitting and playing near the water.

The main plan shows a paved walkway running along the waterfront, with a sandy beach area and a green lawn. A parking lot is located near the top of the plan. A large wooden structure is shown in the bottom right corner. A paved walkway runs along the waterfront, with a sandy beach area and a green lawn. A parking lot is located near the top of the plan. A large wooden structure is shown in the bottom right corner.

Page 34 of 52



An aerial illustration of a waterfront park development. The park features a large green lawn, a winding path, a small building, and a playground area. It is situated along a body of water with a rocky shoreline on the left. The background shows a residential neighborhood with houses and streets.

Next Steps

Cost Estimate
August-September 2024

Final Master Plan Document
Fall 2024

Port Commission & City Council Approval
Fall 2024



Thank You!
w/m

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: August 14, 2024

AGENDA ITEM NAME: Davis Park Improvements Proposal - Ridgefield Garden Club Native Plants Project

SUMMARY/BACKGROUND:

The Ridgefield Garden Club has proposed a series of permanent improvements to Davis Park, located in downtown Ridgefield, one of the city's most frequently visited parks. The proposal includes replacing the two western flowerbeds with native plants, aiming to enhance both the aesthetic appeal and educational value of the park. In addition to the plant replacements, the Garden Club plans to install interpretive signage and small plant-designation signs for each plant, which will help educate visitors on native plants and their environmental impact. The Garden Club has agreed to carry out these improvements and provide two years of maintenance at no cost to the City, resulting in an estimated annual savings of \$2,000.

The Parks Board is asked to consider this proposal, in accordance with RMC 8.18.060 Park Maintenance and Operations, and to recommend the improvement and maintenance agreement to the City Council for approval.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. Garden Club - Davis Park Project1



Davis Park

Native Plant Project

In partnership with the Ridgefield Garden Club

Parks, Trails, and Recreation Division





Introduction

Permanent Improvements Process

- RMC 8.18 Park Maintenance and Operations

Objectives:

- Overview Proposed Improvements
- Impacts on Current Operations
- Consideration



RMC 8.18.060 Park Maintenance and Operations

How does this work?

*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.*

(RMC 8.18.060 C)



Proposed Improvements

Replace Plantings in Flowerbeds

- Replace Non-Native with Native Plants
- Place interpretive and identification signage for plants

2-year of Maintenance

- Requires frequent grooming, reshaping, and water management.
- Susceptible to erosion and weather damage.



Current Conditions



Current Conditions



Triangle Planting Plan

- Understory Sun/Shade:
- Oregon Sunshine
- Sword Fern
- Lupine
- Coastal Strawberry

Understory Shade:

- Deer Fern
- Low Oregon Grape
- Bleeding Heart

Sun:

- Blue-eyed Grass
- Beach Daisy

- Shrubby Penstemon
- Sea Blush
- Oregon Sunshine
- Farewell to Spring
- Globe Gilia
- Yarrow
- Goldenrod
- Douglas Meadowform
- Camas
- Coyote Mint



Yarrow



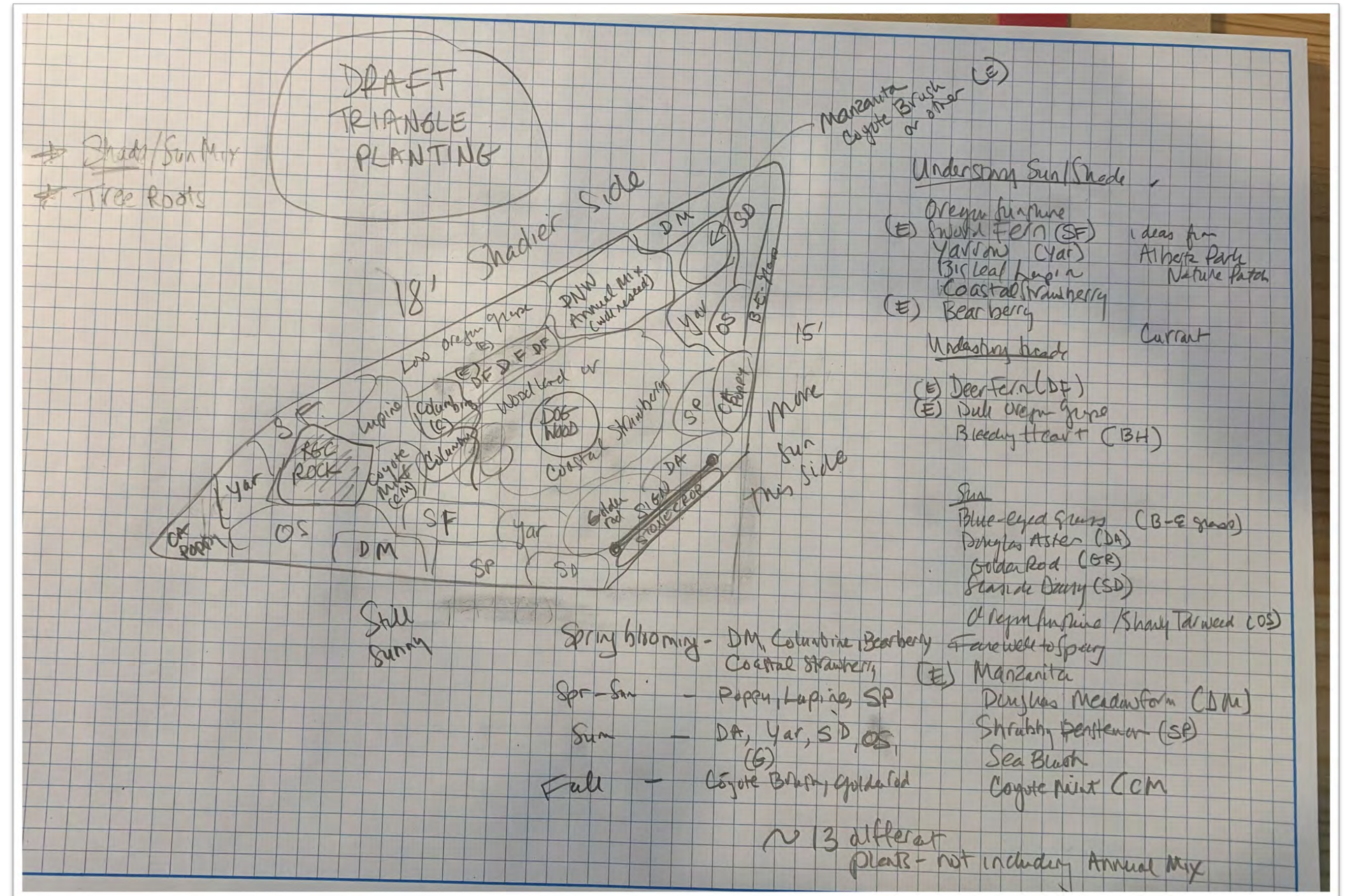
Goldenrod



Sword Fern

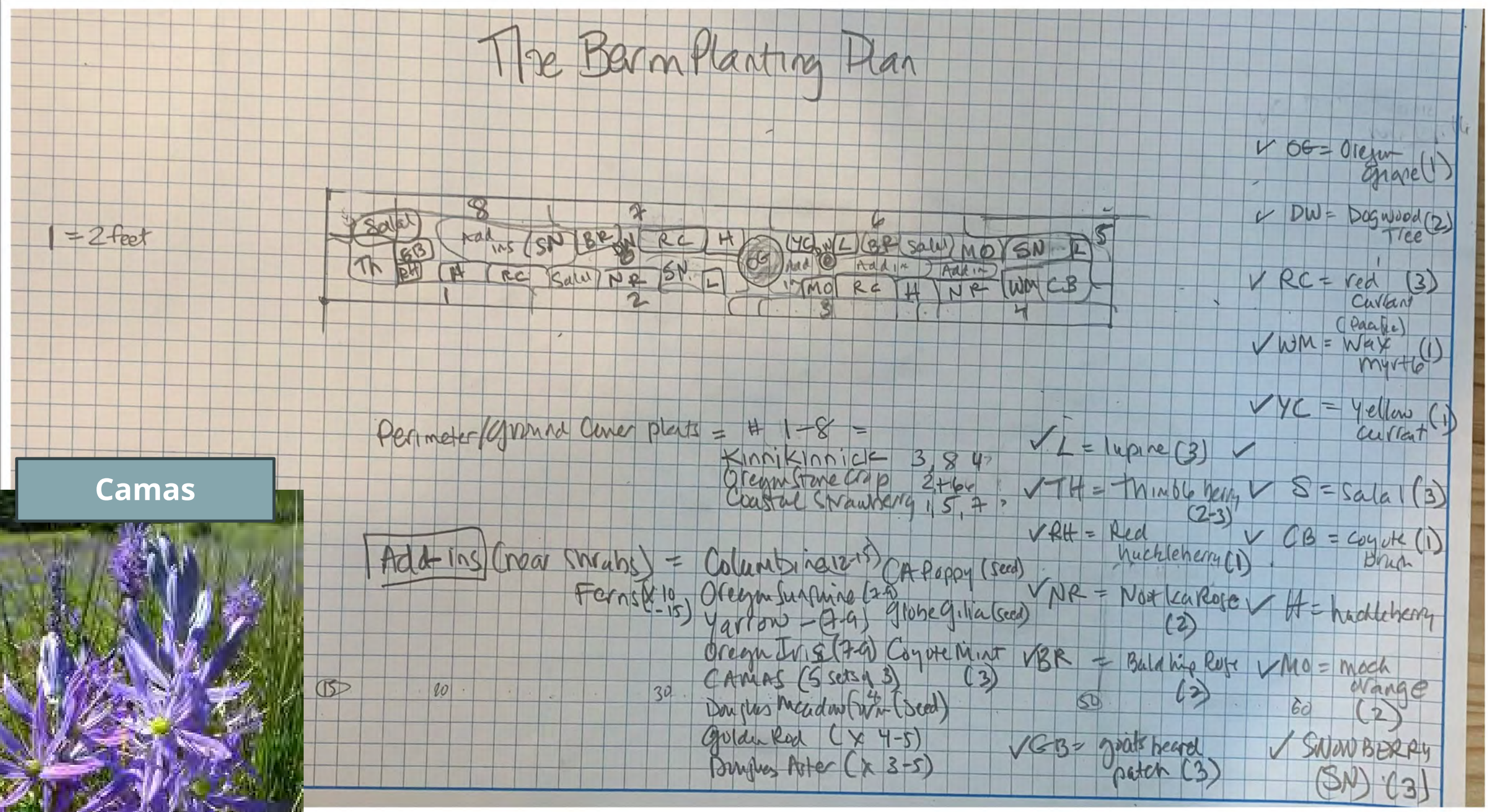


Coyote Mint



West Berm Planting Plan

- Kinnikinnick (x 12-15)
- Oregon Stone Crop (x 15-20)
- Coastal Strawberry (x 5-7)
- Columbine (x 12-15)
- Oregon Sunshine (x 7-9)
- Yarrow (X 3)
- Camas (x 7-9)
- Douglas Meadowform (x 5-7)
- Golden Rod (x 4-5)
- Douglas Aster (x 3-5)
- Coyote Mint (x 3)
- Beach Daisy (x 9)
- Lupine (x 3)
- Lupine (x 3)
- Globe Gilia (x 5-7)
- Thimbleberry (x 2-3)
- Evergreen Huckleberry (x 3)
- Mock Orange (x 2)
- Snowberry (x 5)
- Salal (x 3)
- Pacific Wax Myrtle (x 2)
- Red-flowering Currant (x 2)
- Nootka Rose (x 1)
- Baldhip Rose (x 3)
- Goatsbeard (x 5)
- Swordfern (x 12-15)
- Oregon Grape (existing)
- Dogwood trees (existing X 2)



Camas



Oregon Sunshine



Douglas Aster





Potential Impacts

Park Operations & Maintenance

- Reduction in labor needed for maintenance (30-40 Hours Annually)
- Reduced Water Usage
- Less weeding due to native plantings

Community

- Education for Public
- Native Bugs and Critters
- Stewardship from the Community



Thank You / Questions?



Presenter: Corey Crownhart, Parks Manager
Presenter: Heather Gordon, Ridgefield Garden Club
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Email: corey.crownhart@ridgefieldwa.us



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**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: August 14, 2024

AGENDA ITEM NAME: 2024 Parks Board Work Plan - Quarter 2 Report

SUMMARY/BACKGROUND:

The 2024 Parks Board of Commissioners Work Plan was adopted by the City Council at their January 25, 2024, City Council Meeting. As specified in the Work Plan, the Parks Board is tasked with providing a quarterly report on the progress of that Work Plan. The Parks Board is asked to consider the provided 2024 Parks Board Work Plan Quarter 2 Report.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. DRAFT_2024 Q2 Work Plan Report



2024 Second Quarter Work Plan Report

City of Ridgefield – Parks Board of Commissioners

Chair: Rian Davis Vice-Chair: Beth Bicknell

Members: Alex Earl, Johnathan Rafanelli, Sarah Scott, Sandy Schill, and Brigid Taylor

Overview

The second quarter of 2024 has been a productive period for the Parks Board of Commissioners, focusing on planning, community engagement, and systems review. Significant progress has been made on two Master Plans: the Abrams Park Master Plan, which was recommended by the Parks Board and subsequently adopted by the City Council, and the Waterfront Park Master Plan, which hosted multiple public feedback sessions to develop alternatives.

The Parks Board has actively engaged with the community, highlighted by presentations from two volunteer groups: the Bat Habitat Restoration Project led by a local Eagle Scout and the Trail Surveying Project conducted by CAPS. Regarding systems and processes, the Board has focused on refining existing structures. This included analyzing the Ridgefield Municipal Code (RMC) related to Parks, Trails, and Recreation to prepare for potential amendments, providing recommendations for updates to the Rules of Procedure, which were adopted by Council in May, and beginning to review standards for the city's trail system signage. The Board also learned about the city's Playground Safety Procedures and the certification process of city staff to become Certified Playground Safety Inspectors (CPSI).

City staff have been diligently advancing various capital projects, including the Boyse Park Phase 1 Development, improvements to the Ron Onslow Nature Play Area, installation of field lights and a field house at RORC, and a design alternatives analysis for the Gee Creek North Segment Project. Notably, Commissioner Whitney Randall resigned from her position on April 9th, and the Board appreciates her service. The Council appointed Commissioner John Rafanelli on May 23rd. This quarter has been marked by significant strides in planning, community involvement, and improving internal processes, all contributing to the overall enhancement of Ridgefield's parks and recreational facilities.

Administrative

Parks Board Governing Documents

Q1 Report: The Parks Board discussed the Parks Board Rules of Procedure at their March meeting, and their feedback was provided to the Parks Manager. City staff are currently working on a draft Rules of Procedure for consideration at the May 8th Park Board Meeting. A recommendation from the Parks Board and Planning Commission to the City Council is expected in May 2024.

Q2 Report: At their May 8th meeting, the Parks Board of Commissioners recommended the adoption of updated Rules of Procedure, which the City Council adopted at its May 23rd meeting.

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

Q1 Report: Scheduled for 2024 Q2.

Q2 Report: Staff are working with the consultant team to inventory current assets, to identify needed changes for the PROS Plan, and are working through alternatives for an updated CFP. This is scheduled to return to the Parks Board in Q3 of 2024.

Parks, Trails, and Recreation Ridgefield Municipal Code (RMC) Review

Q1 Report: Scheduled for 2024 Q3.

Q2 Report: The Parks Board discussed the current RMC pertaining to Parks, Trails, and Recreation, specifically RMC 2.56, 8.18, and 8.32. Based on that discussion, the Parks Manager has drafted a proposal for code amendments, which is under review by the Deputy City Manager to ensure alignment with Council Priorities and Legal. The Parks Board may consider potential amendment proposals in Q3 of 2024.

Community Engagement

Parks and Trails Tour

Q1 Report: Scheduled for 2024 Q3.

Q2 Report: Scheduled for 2024 Q3.

Operational

Parks, Trails, and Recreation User Policies

Q1 Report: Scheduled for 2024 Q2.

Q2 Report: Work has been pushed to Q3 due to internal scheduling conflicts.

Parks and Trails Assets Inventory

Q1 Report: The Parks Manager has been coordinating an array of inventory activities in Q1, including surveying by the Ridgefield School District's CAPS program, reviewing staff-collected data, work by the team at Otak in relation to the PROS Plan update, and uncovering historical metrics in city records. A report on the current Parks and Trail Asset Inventory is expected by Q3 2024.

Q2 Report: Scheduled for 2024 Q3.

Parks & Trail Signage and Brand Development

Q1 Report: Scheduled for 2024 Q2.

Q2 Report: The Parks Board of Commissioners reviewed signage for updates to the Trail Signage Project. Trails have been identified for signage, and a plan for placement is being developed and presented to the Council for consideration in Q3 2024.

Parks and Trails Standards

Q1 Report: Scheduled for 2024 Q4.

Q2 Report: Scheduled for 2024 Q4.

Capital Projects

Abrams Park Master Plan

Q1 Report: AKS, with support from Point North, was selected as the consultant for the project in November 2023. A joint Parks Board and City Council Study Session was held on December 21, 2023, to receive feedback on the community engagement process and expectations for the project. The community engagement took place in January and February 2024 with an open house and Ridgefield Roundtable survey. Findings were reported to the Parks Board at the March 13, 2024, Parks Board Meeting, and feedback was received on the potential amenity enhancements and additions. Concepts were developed and presented to the City Council on March 28, 2024. The Council provided feedback, which will be included in refined concepts, which are to be presented to the Parks Board on April 10, 2024. A recommendation will be considered and provided to the City Council for consideration at their April 25, 2024, meeting. City staff are concurrently working on an application for the Youth

Athletics Facilities (YAF) Grant through the Washington Resource and Conservation Office (RCO), which will be submitted in May 2024.

Q2 Report: The Parks Board provided recommendation for the Preferred Abrams Park Master Plan at their April 4th meeting. The City Council reviewed this recommendation and adopted a final Abrams Park Master Plan on April 25th. City staff applied for a \$500,000 grant through the state's Recreation & Conservation Office (RCO) on May 3rd. More information on the success of this grant will be determined in late 2024. The project has been closed out, filed, and updated on Ridgefield Roundtable for the public.

Boyse Park – Planning/Design/Construction

Q1 Report: City Staff are currently drafting the Request for Qualifications (RFQ) for the Boyse Park Phase 1 Improvements. Request for bids is scheduled to take place in 2024 Q2.

Q2 Report: City staff applied for a \$500,000 grant through the state's Recreation & Conservation Office (RCO) on May 3rd. More information on the success of this grant will be determined in late 2024. The city will be making public a Request for Qualifications (RFQ) for the Boyse Park Phase 1 Development by the end of July.

Gee Creek Trail Heron Drive to Main Street

Q1 Report: MacKay Sposito was awarded the design contract at the January 25, 2024, City Council meeting. City staff have been coordinating with the consultant to determine the scope of work. Work is ongoing.

Q2 Report: Work is ongoing. Nothing new to report.

Installation of Lights on Fields 4 and 5 at the RORC

Q1 Report: City staff have applied for grants to support projects. With this potential award and an appropriation in the 2024 Budget approved by the City Council, it is expected these lights will be installed and operational by December 31, 2024.

Q2 Report: Work is ongoing. Nothing new to report.

Onslow Nature Play Area – Design and Construction

Q1 Report: City staff are awaiting the finalization of the Abrams Park Master Plan. Work is ongoing.

Q2 Report: Proposed plan being drafted for the site. Expected to come before Parks Board in Sept 2024.

Paradise Pointe Park Master Plan (Name of Park TBD)

Q1 Report: City Staff are currently drafting the Request for Qualifications (RFQ) for the Paradise Pointe Park Master Plan. Request for bids is scheduled to take place in 2024 Q2.

Q2 Report: Under Contract with MacKay Sposito. To be complete by 12/31.

Skate Park Alternative Analysis

Q1 Report: The consultant team is compiling the final report. The final report is expected in 2024 Q2.

Q2 Report: Awaiting final report. Nothing new to report.

Waterfront Park Master Plan

Q1 Report: Walker Macy, with support from Maul Foster Alongi (MFA), was awarded the contract at the December 7, 2024, City Council meeting. The initial rounds of the Community Engagement Process have taken place in January and February. Concepts were presented to the public at their March 5, 2024, open house. After discussions between the consultant team, the Port of Ridgefield, and the City, the project timeline was extended to late summer/early fall 2024. This was done to include

community engagement activities at local events, such as the Big Paddle, and to provide the public with more opportunities to provide their perspective on the project. Final recommendations are expected from the Parks Board to the City Council by September 30, 2024.

Q2 Report: Open House #3, Big Paddle Tabling, Expected before Parks Board then Council in Aug/Sept 2024.

Attachments

- *ADOPTED – 2024 Parks Board Work Plan.pdf*
- *ADOPTED - Parks Board Minutes 2024.03.13.pdf*
- *ADOPTED - Parks Board Minutes 2024.05.08.pdf*
- *PENDING - Parks Board Minutes 2024.06.12.pdf*

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