



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, January 8, 2025
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. Election of Chair and Vice Chair**
- 4. 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 December 11, 2024 Meeting**

IV. PRESENTATION

V. BUSINESS

- 1. Consideration of Recommendation - Parks Board of Commissioners Rules of Procedure Amendments -**
- 2. Consideration of Approval - 2024 Parks Board Work Plan Annual Report - Corey Crownhart, Park Manager**
- 3. Consideration of Recommendation - 2025 Parks Board Work Plan - 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: January 8, 2025

AGENDA ITEM NAME: Approval of Minutes from the December 11, 2024 Meeting

SUMMARY/BACKGROUND:

STAFF CONTACT:

ATTACHMENTS:

1. 12.11.24 Parks Board Minutes



**CITY OF RIDGEFIELD, WASHINGTON
PARKS BOARD MEETING MINUTES
DECEMBER 11, 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
Board Member Sandy Schill
Chair Beth Bicknell
Board Member Alex Earl
Board Member John Rafanelli
Board Member Jessica Pace

Absent:

Board Member Sarah Scott

- 3. 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 November 13, 2024 Meeting**

A motion was made to approve the minutes from the November 13, 2024 Parks Board meeting.

RESULT: ADOPTED (UNANIMOUS)

MOVER: Board Member Brigid Taylor

SECONDER: Board Member John Rafanelli

AYES: Board Member Taylor, Board Member Schill, Chair Bicknell, Board Member Earl,
Board Member Rafanelli, Board Member Pace

IV. PRESENTATION

1. Parks Board Work Plan 2024 and 2025 Discussion - Corey Crownhart, Park Manager

Corey highlighted the 2024 Work Plan's key achievements, challenges, and lessons learned. The discussion for the 2025 Work Plan focused on setting priorities for park development, programming, partnerships, and resource management.

V. BUSINESS

1. Consideration of Recommendation - Paradise Pointe Park Master Plan - Corey Crownhart, Park Manager

The Parks Board made a recommendation to send the Final Paradise Pointe Park Master Plan to Council with the suggestion of allowing public input for changing the name of the park.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Board Member Sandy Schill
SECONDER:	Board Member Alex Earl
AYES:	Board Member Taylor, Board Member Schill, Chair Bicknell, Board Member Earl, Board Member Rafanelli, Board Member Pace

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 a youth membership ordinance that would allow a youth to serve on the Parks Board next year, RORC fieldhouse construction has started, and Gee Creek Trail design is underway. Code amendments are still under review.

VIII. FROM THE BOARD

IX. ADJOURN

The meeting adjourned at 7:44 pm.

Kim Zurcher, Parks Board Clerk

Beth Bicknell, Chair

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: January 8, 2025

AGENDA ITEM NAME: Consideration of Recommendation - Parks Board of Commissioners Rules of Procedure Amendments

SUMMARY/BACKGROUND:

At their December 19, 2024, public meeting, the City Council adopted Ordinance No. 1441, amending Ridgefield Municipal Code (RMC) 2.56 regarding the Ridgefield Parks Board.

The ordinance introduces the following updates:

- *"The Parks Board will consist of seven members appointed by the mayor, including six adult members and one youth member."*
- *"Eligible youth members must be between 14 and 17 years old at the time of appointment and reside within the city limits."*
- *"The board's officers will include a Chair and Vice-Chair, elected by majority vote from the adult members."*

To align with these changes, the Parks Board Rules of Procedure require amendments reflecting the updated language in RMC 2.56. The proposed revisions ensure full conformance with the ordinance.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. DRAFT_Amendments to Parks Board Rules of Procedures - 2024.12.31
2. Ordinance No. 1441

PARKS BOARD OF COMMISSIONERS

RULES OF PROCEDURE (BYLAWS)

*** DRAFT AMENDMENTS – 12/31/2024***

1. AUTHORITY AND PURPOSE

The Parks Board of Commissioners (“Board” or “Parks Board”) was established under the provisions of the Ridgefield Municipal Code (“RMC”) Chapter 2.56. The Board is established to provide advisory assistance and recommendations to the city manager and city council on park planning, park acquisition, and park operations and maintenance within the current and future city limits of the city of Ridgefield.

These Rules of Procedure (hereinafter “Rules” or “bylaws”) constitute the official rules of procedure for the Parks Board. Where rules of procedure are not addressed in these bylaws, the Board shall be governed by the Ridgefield Municipal Code and Robert’s Rules of Order, Newly Revised.

2. MEMBERSHIP AND ORGANIZATION

The Board will consist of seven (7) members appointed by the Mayor and confirmed by the City Council, including six adult members and one youth member.

2.1 Qualifications: All members of the Board must reside within the corporate limits of the city. ~~They~~ Adult members must be qualified to be electors in the city but need not be so registered. The youth member must be 14 through 17 of age at the time of appointment.

2.2 Term of Office: The term of office for each appointive adult member shall be three years. The term of office for the appointive youth member shall be two years.

2.3 Resignation: If a member is unable to complete their term of service, a letter of resignation shall be sent to the Mayor indicating the effective date of the resignation.

2.4 Removal or Forfeiture of Office: Members may be removed by the city manager, with the approval of the council, for inefficiency, neglect of duty, malfeasance in office, no longer meeting the qualification requirements, or three unexcused absences from meetings of the Board within a one year period.

2.5 Vacancies: Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired term by the City Council in the same manner as for appointments.

2.6 Political Affiliation and Compensation: The members shall be selected without regard to political affiliations and serve without compensation.

3. OFFICERS AND ELECTIONS

The officers of the Parks Board shall consist of a Chair and Vice-Chair elected from the adult members of the Board and such other officers as the Board may, by majority vote, approve and appoint.

The election of officers shall take place annually at a meeting in January. The term of office of each officer shall run until a subsequent election of officers.

3.1 Duties of the Officers

The Chair shall be the Presiding Officer for Board meetings. In the event the Chair is not in attendance, the Vice-Chair shall be the Presiding Officer.

The Presiding Officer’s duties include:

1. Call the meeting to order.
2. Keep the meeting to its order of business.
3. Control the discussion in an orderly manner.
 - Introduce the agenda topic, provide for staff presentation and questions from the Board, and call for discussion among members.
 - Give every Board member who wishes an opportunity to speak.
 - Permit audience participation at the appropriate times.
 - Require all speakers to speak to the question and to observe the rules of order.
 - Guide the Board in providing direction to staff and making recommendations to the City Council.
4. State each motion before it is discussed and voted on.
5. Put motions to a vote and announce the outcome or summarize the consensus direction achieved by the Board.
6. Decide all questions of order.

4. DUTIES AND RESPONSIBILITIES

The authority of the Board is limited to those specific functions set forth in the RMC. The purpose of the Board is to advise the City Council.

As an advisory body, the Board does not have the authority to take binding action on behalf of the City. Recommendations shall be made to the City Council as follows:

1. The Board shall vote on business issues before them at regular and special meetings.
2. Copies of minutes of all meetings shall be provided to the City Council.
3. The vote shall be reported to the City Council or in written and verbal staff reports at a regular or special meeting for consideration in the final decision-making on the issue.

4.1 Duties of the Parks Board

The Board acts as the research and fact-finding agency for Ridgefield. To that end, it may conduct surveys, analyses, research, and reports as are generally authorized or requested by the City Council or by the state with the approval of its council.

4.2 Responsibilities of the members:

The Board members accept the office's responsibility and declare their intention to execute the duties defined under the State law and the RMC to the best of their ability and to respect and observe the requirements established by the City Council.

5. MEETINGS

Public notice of meetings or public hearings before the Board shall be provided as required by law.

5.1 Regular Meetings

The Board shall hold at least one regular meeting each month. Meetings shall be held on the second Wednesday of each month at 6:30 PM and shall be open to the public. No meetings shall be permitted to continue beyond 10:00 PM without the approval of a majority of the members present.

When a regular meeting falls on a legal holiday, the regular meeting shall occur seven days following the scheduled meeting date unless otherwise designated by the Chair.

If no matters over which the Board has jurisdiction are pending upon its calendar or a quorum will not be in attendance, a meeting may be canceled by notice of the Chair or designee.

5.2 Order of Business: An agenda shall be prepared for each regular meeting consisting of the following order of

business:

1. General Session Call to Order
 - Flag Salute
 - Roll Call – Request by the Presiding Officer for verbal identification of member attendance.
 - Late Changes – Request by the Presiding Officer for verbal identification of any late changes to the agenda.
2. Public Comment
3. Consent Agenda
 - Approval of Minutes – Request by the Presiding Officer for motion to approve the minutes of a previous meeting(s).
4. Presentation
5. Business
6. Public Hearing/Business
7. Public Comment
8. Staff Reports
9. From the Board
10. Adjourn

5.3 Special Meetings

Special meetings shall be at the call of the Chair or by request of another member and approved by the Chairperson. Special meetings require a minimum of a 24-hour notice. Special meetings shall follow the same order of business as Regular meetings.

5.4 Work-Study Sessions

Work study sessions may be held on an as-needed basis at the Chair's call. No action of the Board will be taken during work study sessions.

5.5 Record of Meetings: All regular and special meetings shall be recorded, and summary minutes produced, including resolutions, transactions, findings, and determinations.

Public hearings shall be recorded, and such recordings shall be a part of the official record.

Work-study sessions may be recorded, but no written record will be created.

All recordings, video and audio, and summary minutes are public records.

5.6 Public Comment and Testimony

Parks Board regular meetings may allow the public to express its views during Public Comment as follows:

1. During Public Comment, the Board will allow members of the public to speak on issues not subject to a specific public hearing on the agenda for the meeting being held.
2. Individuals may speak for three (3) consecutive minutes or less.
3. An individual may only speak once on an item or subject unless the Presiding Officer authorizes otherwise. One speaker may not donate time to another.
4. Speakers appearing in person are asked to come to the podium to share their testimony or comments. Speakers appearing virtually are asked to raise their hand and unmute to have their testimony or comments heard. Each speaker must begin by clearly stating their first and last name, city of residence, and, if applicable, the organization they are representing.

5.7 Decorum for Audience Members

Persons attending or participating in Board meetings must not engage in speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any meeting.

Disruptions may include but are not limited to:

1. Addressing the Parks Board while the Board is in session without the permission of the Presiding Officer.
2. Failure of a speaker to comply with the rules concerning public comment.
3. Whistling, hand clapping, stomping of feet, shouting, or other outbursts.
4. Approaching Board members or city employees who are staffing the meeting while the Board meeting is in progress unless authorized by the Presiding Officer.
5. Threat of violence that places a person in fear of harm, use of obscene language or gestures, or assault or attempt assault.

Repeated disruptions may result in the person being remanded by the Presiding Officer, excluded from participation in public comment or attendance at one or more future Board or other public City meetings.

6. PUBLIC HEARINGS

The purpose of a public hearing is to gather information and obtain public input on a specific subject the Board is studying. Public hearings are required by state law when a city addresses such matters as comprehensive land use plans.

6.1 Staff Reports for Public Hearings

Staff reports to the Board shall contain the following minimum information:

1. Background information identifying the issues or issues for consideration, including key dates, concerns, and procedural information.
2. Identification of the Board's options for making recommendations to the City Council.
3. The result of the determination pursuant to the State Environmental Policy Act, if applicable.
4. Exhibits containing written or plan information necessary to assist the Board in developing recommendations.

The staff report shall be distributed to the Board and parties of record no less than three calendar days prior to the scheduled hearing and made available to the public as required by RMC and state law.

6.2 Order of Business

Public hearings will be scheduled during regularly scheduled meetings.

Prior to the start of the public hearing, the Presiding Officer will state the purpose of and process for the hearing and request that staff provide an introductory staff report.

The process for a public hearing shall be:

1. The presiding officer identifies the topic of the public hearing and declares the public hearing open.
2. The presiding officer will call for public testimony.
3. During public testimony, there is no interaction or questions between the speaker(s) and members. For public testimony:
 - Persons wishing to speak, either in person or through remote participation, shall sign in and be called to speak in the order they signed. The presiding officer will then call for any additional speakers.
 - No specific time limits are placed on the length of public hearings.
 - Speakers appearing in person are asked to come to the podium to have their testimony or comments heard. Speakers appearing virtually are asked to raise their hand and unmute to have their testimony or comments heard. Comments shall not be made from any other location. Each speaker must begin by

clearly stating their first and last name, city of residence, and, if applicable, the organization they are representing.

- Individuals may speak for three (3) consecutive minutes or less.
- Speakers are encouraged to indicate support for or opposition to previous comments rather than repeating prior testimony.
- There will be no demonstrations, applause, or other audience participation before, during, or at the conclusion of any presentation. Such expressions are disruptive and take time away from the speakers.

These rules are intended to promote an orderly system of holding a public hearing, to give persons an opportunity to be heard, and to ensure that individuals are not embarrassed by exercising their right to free speech.

4. Following all public testimony, the presiding officer declares the public hearing closed.
5. The Presiding Officer returns the subject to the Board for discussion or motion. All motions are to be in the form of an affirmative motion. If Board members have questions for any of the speakers or staff, the appropriate individual will be recalled to the podium.
6. All motions require a majority vote of the quorum to be approved.

6.3 Continuation of a Public Hearing

If, in the opinion of the Board, more information is necessary to make a recommendation or decision, the Board may continue the hearing to a time and date certain upon vote of the Board. Additional information for a continued hearing may be submitted by an interested party or city staff prior to the continued hearing date, provided such information shall be submitted to the City and distributed to the Board a minimum of three calendar days before the date of the continued public hearing.

6.4 Hearing Record:

All written material provided before or during the hearing will be included in the hearing record.

6.5 Recommendations and Decisions.

All legislative matters before the Board shall be reviewed by the Board, and a recommendation shall be developed on the proposed action to the City Council. In their staff report to the City Council, staff shall report on the recommendation of the Board. A recommendation to the City Council shall be forwarded from the Board for City Council consideration at a regular or special meeting and shall contain the complete record of the proceeding before the Board.

7. RULES OF MEETINGS

7.1 Attendance

Attendance is expected of all members at all regular and special meetings. In the event that a member must miss a meeting, that member must notify the Clerk for the Board as soon as reasonably possible prior to the meeting.

The Board members in attendance may vote to excuse the member for missing the meeting.

The absence will be considered unexcused if a member fails to provide the required notice or the Board does not vote to excuse the absence. The unexcused absence of a member from more than three (3) meetings within a one-year period may be cause for removal.

7.2 Remote participation

Members are expected to attend Board meetings in person whenever possible. Remote attendance will be considered an alternative and infrequent method for participation by a member, subject to the member providing sufficient advance notice and demonstrating that satisfactory equipment will be available.

Board meetings may be held remotely in the following circumstances:

1. Due to fire, flood, earthquake, or other emergency and there is a pressing need for action by the Board to address the emergency; or
2. There is a pressing need for action and a physically present quorum of members is prevented but can be obtained through remote means.

Approved remote participation will be considered attendance at the meeting and shall be counted toward the determination of a quorum.

7.3 Open Public Meetings

Members shall fully comply with RCW 42.30, Open Public Meetings Act (OPMA), including RCW 42.30.205, which requires training on the OPMA's requirements.

All meetings of the Board shall be open to the public. The Board may hold Executive Sessions as permitted by law.

7.4 Rules of Procedure

Except as modified by these rules of procedure, Robert's Rules of Order, newly revised, shall govern the conduct of the meetings.

7.5 Quorum

A majority of the members shall constitute a quorum and is required for the transaction of all Board business and the taking of official action. The Chair or Vice-Chair need not be present to constitute a quorum.

7.6 Voting

Each member shall have one vote. Only members present at a meeting, in-person or virtually, may vote. No vote may be cast by proxy. The Chair may vote on any issue. A majority vote shall carry, and minority opinions shall be formally registered in the summary minutes.

All votes shall be taken by voice. At the request of any member, a roll call vote may be taken.

If a member is silent on a vote, it shall be recorded as an affirmative vote. If a member abstains, it shall be recorded as an abstention and not included in the vote tally.

The Board can transact all necessary business whenever a quorum is present. All formal actions of the Board shall require a majority vote of the quorum to be approved.

8. **CODE OF ETHICS AND DECORUM**

A Board member is a representative of the City of Ridgefield; therefore, a member's actions should reflect that representation.

8.1 Code of Ethics

Members shall fully comply with RCW 42.23, Code of Ethics for Municipal Officers, and the most current version of the City of Ridgefield Code of Conduct, as adopted by the City Council.

8.2 Meeting Decorum

While a Board meeting is in session, a member shall neither, by conversation or otherwise, delay or interrupt the meeting or the peace of the Board, disrupt any member while speaking, or refuse to obey the orders of the Chair.

8.3 Conflict of Interest

To preserve the integrity of the Board, if a member reasonably believes they have a conflict of interest regarding a matter before the Board, the member should recuse themselves from discussion or vote on the matter and shall leave the meeting room while the matter is under consideration. A member may seek advice from the City Attorney in making this determination.

8.4 Ex Parte Communication

All ex parte communication by any member of the Board shall be disclosed at the beginning of a public hearing or discussion of the topic during a meeting. The Presiding Officer, in consultation with the members, may direct that the member disclosing ex parte communication be excused from participation in the proceedings.

8.5 Representing the City.

The members shall not speak for or advocate on behalf of the City or Board, or act in a manner that may be construed as representing the City, unless specifically authorized to do so by the City Council. Similarly, a member is not authorized to speak for the Board unless specifically authorized by the Board.

If a member is meeting with, speaking to, or otherwise appearing before a member of the public, group, or other governmental agency, the member shall clearly state that their statement reflects their personal opinion if it is not the official position of the Board.

9. CONFLICTS AND AMENDMENTS

These rules are intended to supplement, not supplant, the requirements set forth in state statutes or the RMC. In the event of a conflict between these rules and the requirements of state law or the RMC, the state law or RMC will prevail.

City Council will review these Rules of Procedure on or about every five (5) years or at any time recommended by the Board. The procedure for review and amendment is:

1. Review by the Board with a recommendation to City Council for any or no proposed amendments by a vote of the Board, as defined in these Rules, and
2. Approval of proposed or other amendments by City Council.

Parks Board Chair

Date

Mayor

Date

City Clerk

Date

ORDINANCE NO. 1441

AN ORDINANCE OF THE CITY OF RIDGEFIELD, WASHINGTON AMENDING THE MEMBERSHIP OF THE RIDGEFIELD PARKS BOARD TO CONSIST OF SIX ADULT MEMBERS AND ONE YOUTH MEMBER

WHEREAS, the Parks Board of Commissioners was established in 2008 to act as an advisory board for the Ridgefield City Council; and

WHEREAS, the Parks Board is a seven member board with qualification requirements including being a resident within Ridgefield city limits and eligibility to be an elector. Qualifications to be an elector include being at least 18 years of age; and

WHEREAS, the City of Ridgefield has a desire to include a member on the parks board who is under the age of 18 to represent the ideas, issues and concerns of youth in the City of Ridgefield and, as a result, create a parks and trails system more inclusive of Ridgefield youth.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. **Public Interest.** It is in the public interest for the Parks Board and City Council to consider and discuss youth opinions, ideas and concerns on the City's parks and trails system as well as parks planning and design; to build a park system that is inclusive of Ridgefield's youth; engage more youth in the city park system; and make a positive difference for youth in the City of Ridgefield.

Section 2. **Amending RMC Chapter 2.56.** The Ridgefield City Council amends certain section of Ridgefield Municipal Code Chapter 2.56 - Parks Board, as set forth in Exhibit A, attached hereto and incorporated by reference.

Section 3. **Corrections.** The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. **Severability.** If any section, subsection, sentence, clause, phrase or other portion of this Ordinance, or its application to or any other person or circumstance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the Ordinance. The City Council declares that it would have passed this Ordinance and each section, subsection or portion thereof, irrespective of the fact that any one or more of the other portions be declared invalid or unconstitutional.

Section 5. **Effective Date.** This ordinance shall be in full force and effective thirty (30) calendar days after adoption pursuant to law.

PASSED BY THE CITY COUNCIL OF THE CITY OF RIDGEFIELD, WASHINGTON THIS ____ DAY OF _____, 2024.

Ron Onslow, Mayor

ATTEST/AUTHENTICATED:

Julie Ferriss, City Clerk

APPROVED AS TO FORM:

Janean Parker, City Attorney

Chapter 2.56 RIDGEFIELD PARKS BOARD*

2.56.010 Establishment and purpose.

The Ridgefield parks board of commissioners is 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 of the city of Ridgefield.

(Ord. 1001 § 1 (part), 2008).

2.56.020 Membership and Terms.

The parks board shall consist of seven members appointed by the mayor including six adult members and one youth member. Each board member shall be confirmed by a majority vote of the city council.

1. Eligible **adult** members shall reside within the corporate limits of the city. They must be qualified to be electors in the city, but need not be so registered. Terms shall be for three years and shall be staggered so as to ensure a consistent membership base.
2. Eligible youth members shall be 14 through 17 years of age at the time of appointment, and reside within the corporate limits of the city. Terms shall be for two years.

(Ord. 1001 § 1 (part), 2008).

2.56.030 Functions.

A. The board shall have the following functions:

1. Review whether the lands being used for park purposes are adequate and recommend to the city manager what additional lands and grounds shall be acquired and used for park and recreation purposes;
2. Participate in an advisory capacity in the planning and design of new parks and park facilities;
3. Provide advisory recommendations to the city manager and public works director on parks operations and maintenance including, but not limited to, physical improvements, design and beautification of all public squares and parks of the city and all city recreation facilities;
4. Participate in an advisory capacity in citywide, area and site-specific park planning projects;
5. Make recommendations on the parks and recreation element of the city's comprehensive plan.

(Ord. 1001 § 1 (part), 2008).

2.56.040 Procedures.

A. The officers of the board shall consist of a Chair and Vice-Chair elected from the adult members of the board by majority vote.

-
- B. The board shall serve the city council as an advisory body with power to recommend policy to the council. The board shall not take binding action on behalf of the city. All board recommendations shall be in the form of a voted-on motion.
 - C. The board shall hold a minimum of one meeting per month, unless canceled by the board chairperson for lack of a quorum or board business. Special meetings of the board shall occur upon prior authorization of the city manager or designated staff person.
 - D. Rules of Procedure will be developed and maintained for the parks board. City Council will review these Rules of Procedure on or about every five (5) years or at any time recommended by the board or city staff. The procedure for review and amendment is:
 - 1. Review by the board with a recommendation to City Council for any or no proposed amendments by a vote of the board, and
 - 2. Approval of proposed or other amendments by City Council.
 - E. A minimum of four members shall constitute a quorum for the conduct of the board business. Meetings where less than four members are in attendance shall be canceled by the chairperson. Any action taken by a quorum of those present at a legal meeting shall be deemed an action of the board.
 - F. Notice of regular or special meetings shall be provided as required by law. Meeting minutes will be produced by city staff and shall be presented to the board for review and approval.

(Ord. 1001 § 1 (part), 2008).

2.56.050 Removal and filling of vacancies.

- A. Any board member may be removed by the city manager with the approval of the city council for inefficiency, neglect of duty, malfeasance in office, no longer meeting the qualifications of the parks board members or three unexcused absences from meetings of the board within a one-year period..
- B. Vacancies occurring otherwise than by expiration of the term of office shall be filled for the unexpired term in the same manner as regular appointments are made.

(Ord. 1001 § 1 (part), 2008).

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: January 8, 2025

AGENDA ITEM NAME: Consideration of Approval - 2024 Parks Board Work Plan Annual Report

SUMMARY/BACKGROUND:

The City Council adopted the 2024 Parks Board of Commissioners Work Plan at their January 25th, 2024 public 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 Annual Report.

STAFF CONTACT: Corey Crownhart, Park Manager

ATTACHMENTS:

1. DRAFT_2024 Parks Board Work Plan Annual Report - 2024.12.31



2024 Work Plan Annual Report

City of Ridgefield – Parks Board of Commissioners

Chair: Beth Bicknell Vice-Chair: Brigid Taylor

Members: Alex Earl, John Rafanelli, Sarah Scott, and Sandy Schill.

Overview

As we wrap up the final quarter of 2024, the City of Ridgefield's Parks Board reflects on a year defined by collaboration, strategic growth, and significant progress in achieving the goals outlined in our work plan. While some projects are still in progress, the year was marked by deliberate advancements in park planning, policy updates, capital improvements, and community engagement.

The Parks Board took important steps to enhance its operations by updating the Rules of Procedure and addressing clerical challenges identified in RMC 2.56 – Parks Board of Commissioners. These updates have brought greater clarity and consistency to our processes, ensuring increased transparency and accountability. This strengthened operational framework has expanded the Board's capacity to better support the City Council's vision for the future of parks and recreation in Ridgefield.

Among the most notable achievements of the year was the adoption of three key Master Plans for Abrams Park, Waterfront Park, and Paradise Pointe Park. These plans provide a solid foundation for the development of these park spaces and serve as critical tools for securing funding for future capital projects.

In terms of capital improvements, we made substantial progress on several initiatives outlined in the 2024 Work Plan. The completion of the Corwin Trail and the successful installation of field lights at the Ridgefield Outdoor Recreation Complex (RORC) stand out as highlights, significantly enhancing the city's capacity for outdoor recreation and increasing the usage of key facilities. However, several other projects, including Boyse Park, the Splash Pad, and the Gee Creek Trail North Segment, will continue into 2025 due to scheduling conflicts and unforeseen project complexities. City staff will continue to provide regular updates to the Parks Board on these ongoing projects.

Community engagement was a focal point in 2024, with various presentations and collaborations with local residents. High school students participated in a trail surveying project, presenting their findings to the Parks Board, while an Eagle Scout candidate completed a service project constructing bat boxes, highlighting the importance of bat habitats in our community. One of the year's most impactful engagement activities was the partnership with the Ridgefield Garden Club to complete a Native Planting Project at Davis Park, which includes a two-year maintenance agreement. The Garden Club will continue to provide regular reports throughout 2025. These community-driven efforts have been invaluable in keeping residents informed and fostering positive relationships with the public. The Parks Board is eager to continue these collaborative efforts in 2025 and beyond.

2024 has been a year of growth, progress, and meaningful community engagement. Through the completion of key planning documents, advancements in capital projects, and updates to important policies, the Parks Board has laid a strong foundation for the future of Ridgefield's parks and recreation system. Looking ahead to 2025, the Board remains committed to enhancing the city's parks and trails, ensuring that Ridgefield continues to thrive as a vibrant, accessible, and well-maintained community for all.

Administrative

Parks Board Governing Documents – *Complete*

- 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 – *Continuing into 2025 Work Plan*

- 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.
- Q3 Report: A presentation on the Parks, Trails, and Recreation CFP has been scheduled for the November Parks Board meeting. A study session has been scheduled for the December 19th City Council meeting.
- Q4 Report: Due to scheduling and workload, this item has been added to the 2025 Parks Board Work Plan.

Parks, Trails, and Recreation Ridgefield Municipal Code (RMC) Review – *Continuing into 2025 Work Plan*

- 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.
- Q3 Report: RMC 2.56 code amendments were adopted by the City Council at their September 12th public meeting. Code amendments for RMC 8.18 remain under review by the Deputy City manager and will move through the Parks Board in Q4.
- Q4 Report: Code amendments for RMC 8.18 remain under review by the Deputy City Manager and will be through the Parks Board when ready. This item has been added to the 2025 Parks Board Work Plan

Community Engagement

Parks and Trails Tour- *Incomplete*

- Q1 Report: Anticipated for 2024 Q3.
- Q2 Report: Anticipated for 2024 Q3.
- Q3 Report: The tour was not scheduled and remains unscheduled for 2024. Activity will not take place in 2024.

Operational

Parks, Trails, and Recreation User Policies – *Continuing into 2025 Work Plan*

- Q1 Report: Scheduled for 2024 Q2.
- Q2 Report: Work has been pushed to Q3 due to internal scheduling conflicts.
- Q3 Report: Work has been paused due to user agreement renewal negotiations with Ridgefield School District and other priority users. Staff will present a report on these updates as they occur.
- Q4 Report: User agreement renewal negotiations are still underway. Staff will present a report on these updates as they occur. Item has been added to the 2025 Parks Board Work Plan.

Parks and Trails Assets Inventory – *Incorporated into other 2024 Work Plan Items*

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.

Q3 Report: Work Plan activity has been incorporated into the Parks, Trails, and Recreation CFP development project. Staff will report on the outcomes as they occur.

Parks & Trail Signage and Brand Development – *Continuing into 2025 Work Plan*

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.

Q3 Report: Staff work is ongoing. Rescheduled for 2024 Q4.

Q4 Report: The Parks Board reviewed signage for the Pioneer Canyon Trails among three other trail placements. A recommendation was provided to the Council and is awaiting consideration. Staff to report on outcomes as they occur. This activity has been carried into the 2025 Parks Board Work Plan to develop guidelines for parks and recreation signage and branding.

Parks and Trails Standards – *Continuing into 2025 Work Plan*

Q1 Report: Scheduled for 2024 Q4.

Q2 Report: Scheduled for 2024 Q4.

Q3 Report: Staff initiated the project and are crafting a draft to circulate internally for review. A presentation is scheduled for the October Parks Board Meeting.

Q4 Report: Bahaar Taylor, Lead Engineer with the City, presented alongside Corey Crownhart, Parks Manager, to discuss the potential sections to include in engineering standards. These included Trail Standards, Amenities & Fixtures, Signage & Wayfinding, Play Structures, Landscaping, and Maintenance & Safety. This presentation helps to provide a base understanding of park and trail standard options that exist in other municipalities and the potential for the city of Ridgefield. This project has grown in complexity and will continue into 2025. It has been added to the 2025 Parks Board Work Plan.

Capital Projects

Abrams Park Master Plan- *Complete*

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 a 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.
- Q3 Report: The preliminary rankings for the RCO grant were released in mid-September. The Abrams Park Improvement Phase 1 Proposal ranked 58th among the RCO WWRP applications and is unlikely to be approved for funding in 2025. Staff will continue to monitor the RCO's progress and seek funding from other sources where appropriate.

Boyse Park: Planning/Design/Construction – *Continuing into 2025 Work Plan*

- 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.
- Q3 Report: At the August Parks Board Meeting, staff collaborated with representatives from American Ramp Company to discuss the potential operational and maintenance (O&M) impacts of installing a pump track. The presentation covered various maintenance activities required for different track surface options, along with projected O&M costs associated with each option. Additionally, the preliminary rankings for the Recreation and Conservation Office (RCO) grant applications were released in mid-September. The Boyse Park Development Phase 1 Proposal ranked 56th in the RCO's Washington Wildlife and Recreation Program (WWRP) applications, making it unlikely to receive funding for 2025. Staff will continue to track the RCO's progress and pursue alternative funding sources as appropriate.
- Q4 Report: The city's capital facilities division is preparing to open a Request for Qualifications (RFQ) in early January with design and construction of Phase 1 to take place in 2025. Staff will provide progress as it occurs. The project will continue in the 2025 Work Plan.

Gee Creek Trail Heron Drive to Main Street – *Continuing into 2025 Work Plan*

- 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: Staff work is ongoing. No Parks Board activity.
- Q3 Report: Staff work is ongoing. No Parks Board activity.
- Q4 Report: Staff work is ongoing. No Parks Board activity. Staff will report on progress as it occurs. The project has been continued into the 2025 Work Plan.

Installation of Lights on Fields 4 and 5 at the RORC- *Complete*

- 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: Staff work is ongoing. No Parks Board activity.
- Q3 Report: Staff work is ongoing. Installation is expected in 2024 Q3. No Parks Board activity.
- Q4 Report: The field lights were installed successfully in 2024 and are operational. The project is complete and closed.

Onslow Nature Play Area: Design and Construction – *Continued into 2025 Work Plan*

Q1 Report: City staff are awaiting the finalization of the Abrams Park Master Plan. No Parks Board activity.

Q2 Report: Proposed plan being drafted for the site. Expected to come before Parks Board in Q4 2024.

Q3 Report: Staff work is ongoing. No Parks Board Activity.

Q4 Report: Project has been scheduled with the City's capital facilities division for 2025. The project will continue into the 2025 Work Plan.

Paradise Pointe Park Master Plan- *Complete*

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.

Q3 Report: Under Contract with MacKay Sposito. No Parks Board activity. The project is scheduled for presentation at the October Parks Board Meeting.

Q4 Report: The Parks Board and City Council discussed the Paradise Pointe Park Master Plan concepts multiple times in the fourth quarter. The Parks Board approved a recommendation to the council at their December 11th public meeting, and subsequently, the City Council approved the final master plan at their December 19th public meeting. In addition to the approved master plan, the council provides direction on the phasing of the park development and direction to initiate a community engagement process to find a permanent name for the new community park.

Skate Park Alternative Analysis – *Continued into 2025 Work Plan*

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

Q2 Report: Awaiting final report. No Parks Board activity.

Q3 Report: Final Report received by Staff. To come before Parks Board in 2024 Q3.

Q4 Report: The Skate Park Feasibility Study Final Report was reviewed and recommended to the council by the Parks Board at their November 13th public meeting. The recommendation will be considered by the council in early 2025. Subsequently, this item has been added to the 2025 Parks Board Work Plan.

Waterfront Park Master Plan- *Complete*

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.

Q3 Report: The consultant team presented the initial proposed concept to the Parks Board during their public meeting on August 14th. Similarly, the Planning Commission and City Council received presentations on September 4th and 11th, respectively. City Council provided feedback on the proposed concepts. At their public meeting on September 11th, the Parks Board unanimously voted to recommend the proposed Master Plan. The plan is scheduled to go before City Council for final approval at the October 24th public meeting.

Q4 Report: The Waterfront Park Master Plan was approved by the City Council at their October 24th public meeting.

Attachments

- *ADOPTED – 2024 Parks Board Work Plan.pdf*
- *ADOPTED - Parks Board Minutes 2024.01.10.pdf*
- *ADOPTED - Parks Board Minutes 2024.02.14.pdf*
- *ADOPTED – Parks Board Minutes 2024.03.13.pdf*
- *ADOPTED – Parks Board Minutes 2024.04.10.pdf*
- *ADOPTED – Parks Board Minutes 2024.05.08.pdf*
- *ADOPTED – Parks Board Minutes 2024.06.12.pdf*
- *ADOPTED – Parks Board Minutes 2024.08.14.pdf*
- *ADOPTED – Parks Board Minutes 2024.09.11.pdf*
- *ADOPTED – Parks Board Minutes 2024.10.09.pdf*
- *ADOPTED – Parks Board Minutes 2024.11.13.pdf*
- *ADOPTED – Parks Board Minutes 2024.12.11.pdf*

**CITY OF RIDGEFIELD
REQUEST FOR BOARD ACTION**

MEETING DATE: January 8, 2025

AGENDA ITEM NAME: Consideration of Recommendation - 2025 Parks Board Work Plan

SUMMARY/BACKGROUND:

In its capacity as an advisory committee, the Parks Board of Commissioners is responsible for formulating and presenting an annual Work Plan to the City Council. The Work Plan outlines the various projects and objectives the Parks Board aims to address in the coming year. The attached DRAFT 2025 Parks Board Work Plan has been compiled based on feedback and discussion from the board's December Public Meeting.

The Parks Board is asked to Consider for Recommendation to the City Council this 2025 Parks Board Work Plan. Pending approval, the proposed 2025 Parks Board Work Plan will be formally presented to the City Council by the Parks Board Chair at an upcoming 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_2025 Parks Board Work Plan - 2025.01.06



2025 Work Plan

Parks Board of Commissioners

DRAFT AS OF 01/06/2025

Executive Summary

The Ridgefield Parks Board of Commissioners' 2025 Work Plan serves as a strategic guide to enhance the city's parks, trails, and recreation services, supporting the vision for an active and engaged community. It outlines key initiatives and priorities that align with the city's commitment to outdoor recreation, community engagement, and stewardship of the natural environment.

Overview of Work

The plan includes major priorities such as updating the Parks and Trails Capital Facilities Plan, creating a Parks Revenue Program, and developing enforceable engineering standards for park and trail design. Capital projects totaling \$2.48 million focus on infrastructure improvements, including Boyse Park Phase 1 construction and the Ridgefield Recreation and Community Center design. Additional efforts aim to modernize park signage, engage youth leadership, and promote community involvement through public meetings with educational presentations and discussions.

Alignment with City Priorities and Goals

This work plan emphasizes Ridgefield's commitment to sustainable growth, accessibility, and community well-being. It is structured around four key areas: Administrative, Community Engagement, Operational, and Capital Projects. By aligning priorities with city goals and resources, the plan enables focused action, effective department coordination, and transparent stewardship of public funds and assets.

Quarterly Reporting to City Council

To ensure progress, the Parks Board will provide quarterly updates to the Ridgefield City Council, including milestone achievements, adjustments to timelines, and evaluations of ongoing initiatives. This regular reporting process ensures that council members and stakeholders stay informed and engaged while offering opportunities for feedback to maintain alignment with Ridgefield's strategic objectives.

Administrative & Planning

Parks and Trails Capital Facilities Plan Update

Description: Collaborate with staff and the Comprehensive Plan/Capital Facilities Plan consultant team to update the Parks and Trails Capital Facilities Plan, aligning it with the Ridgefield Comprehensive Plan and Public Facilities Plan.

Work Status: Consultant team actively working within their scope to complete the project.

Projected Outcome: Recommendation to City Council for adoption of the Parks Capital Facilities Plan by Q2 2025.

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

Description: Provide recommendations to update RMC 8.18 – Park Rules and Regulations.

Work Status: Initiated in 2024; draft updates are under review by the City's legal team, with revisions to return to the Parks Board for consideration.

Projected Outcome: Recommendation to Council for adoption of RMC 8.18 amendments by Q2 2025.

Youth Member Integration into Parks Board

Description: Engage the next generation in civic leadership by recruiting a youth Parks Board member through schools and community organizations. Provide mentorship and ensure meaningful contributions to park programming and accessibility discussions.

Projected Outcome: Quarterly progress updates to the City Council; successful integration and engagement of a youth member by EOY 2025.

Community Engagement

Parks and Trails Tour

Description: Facilitate a tour of Ridgefield parks and trails for elected and appointed leaders, fostering a comprehensive understanding of system assets and needs. To be conducted alongside a potential City Council City Tour. To include an agenda item at the board's following public meeting to discuss outcomes and next steps.

Projected Outcome: Submission of a post-tour report to City Council.

Operational

Development of a Parks Revenue Program

Description: Explore innovative funding strategies, including sponsorships, crowdfunding for park amenities, and other revenue streams to enhance financial sustainability. Generated funds will directly support park and trail development and maintenance.

Projected Outcome: Quarterly progress updates to City Council; program implementation complete by EOY 2025.

2025 Budget: \$50,000 (Source: General Fund).

Updated Park User Agreements

Description: Update user agreements for athletic fields at Abrams Park and the Ridgefield Outdoor Recreation Complex (RORC).

Projected Outcome: Recommendations to Council on updated agreements by EOY 2025.

Budget: N/A.

Parks and Trail Signage, Wayfinding, and Brand Development

Description: Develop cohesive branding guidelines for park and trail signage and install signage to improve user experience.

Projected Outcome: Recommendation to Council for branding guidelines; signage installation completed by EOY 2025.

2025 Budget: \$15,000 (Source: General Fund).

Engineering Standards Volume III: Parks and Trails

Description: Develop minimum and preferred engineering standards for parks and trails as part of Ridgefield's comprehensive engineering standards.

Projected Outcome: Recommendation to Council for adoption of Volume III standards by Q2 2025.

Budget: N/A.

Capital Projects

2025 Parks Capital Project Budget: \$2,484,500

The following capital projects are approved in the City of Ridgefield 2025 Budget and will be executed by city staff. Many of these projects will not require agenda items for 2025 Parks Board meetings, but staff will regularly share updates throughout the year.

Abrams Park Caretaker House Demolition

Description: Demolish the deteriorating caretaker house to eliminate safety hazards and reduce vandalism risks.

Projected Outcome: Completion of demolition and site cleanup by EOY 2025.

2025 Budget: \$60,000 (Source: General Fund).

Boyse Park Development – Phase 1

Description: Begin development of Boyse Park, including a pump track and parking facilities. The project is a carryover from the 2024 Budget.

Projected Outcome: Phase 1 completion by EOY 2025.

2025 Budget: \$245,000 (Source: Park Impact Fees).

Ridgefield Wildlife Refuge Access Project

Description: Advance engineering designs for the Gee Creek North Trail and pre-design for the Division Street Pedestrian Overpass to improve connectivity between downtown Ridgefield and the Ridgefield National Wildlife Refuge. The project is a carryover from the 2024 Budget.

Projected Outcome: Design completion by EOY 2025.

2025 Budget: \$220,000 (Source: General Fund - \$20,000; Grant Funding - \$200,000).

Greely Farm Parkland Purchase

Description: Acquire 6.9 acres of parkland to expand Ridgefield's Park system.

Projected Outcome: Land acquisition completed by EOY 2025.

2025 Budget: \$375,000 (Source: Park Impact Fees).

Onslow Nature Play Area Development

Description: Finalize and construct the Onslow Nature Play Area with funding from a Parks Foundation grant and city funds. The project is a carryover from the 2024 Budget.

Projected Outcome: Completion of improvements by EOY 2025.

2025 Budget: \$25,000 (Source: General Fund - \$15,000; Grant Funding - \$10,000).

Parks O&M Equipment Replacement

Description: Replace aging operational equipment to maintain efficiency in park operations.

Projected Outcome: Replacement of identified equipment by EOY 2025.

2025 Budget: \$25,500 (Source: Equipment Replacement Fund).

Ridgefield Recreation and Community Center Design

Description: Complete construction-ready plans for the Ridgefield Recreation and Community Center.

Projected Outcome: Design completion in 2026.

2025 Budget: \$1,500,000 (Source: General Fund - \$500,000; Real Estate Excise Tax - \$1,000,000).

RORC Fieldhouse Construction

Description: Construct a custom shed/fieldhouse at the Ridgefield Outdoor Recreation Complex. The project is a carryover from the 2024 Budget.

Projected Outcome: Completion of construction by EOY 2025.

2025 Budget: \$240,000 (Source: General Fund).

Overlook Park Improvements: Splash Pad

Description: Repair and final construction of the Overlook Park Splash Pad. The project is a carryover from the 2024 Budget.

Projected Outcome: Completion of construction by Q2 2025.

2025 Budget: N/A