



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, December 14, 2022
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**
- 4. Election of Chairperson, Vice Chairperson**

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 address. Comments are limited to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Approval of Minutes from Wednesday, 10/12/22 Meeting**

IV. BUSINESS

- 1. YMCA Program - Galina Burley, Parks, Trails, & Recreation Manager**
- 2. Board Member Roles and Responsibilities - Galina Burley, Parks, Trails, & Recreation Manager**
- 3. 2022 Work Plan Review - Beth Bicknell, Chair**
- 4. 2023 Work Plan Review and Finalize - Beth Bicknell, Chair**

V. 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 address. Comments are limited to three minutes. Written comments may be submitted to the Clerk prior to the meeting.

VI. STAFF REPORTS

VII. FROM THE BOARD

VIII. ADJOURN

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



CITY OF RIDGEFIELD, WASHINGTON
Parks Board MEETING MINUTES
October 12, 2022

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Rian Davis	Board Member	Present	
Sandy Schill	Board Member	Present	
Bruce Carpenter	Board Member	Present	
Jake Bredstrand	Board Member	Absent	
Sarah Scott	Board Member	Present	
Whitney Randall	Board Member	Present	
Galina Burley	Parks, Trails, and Recreation Manager	Present	
Beth Bicknell	Board Member	Present	

LATE CHANGES TO THE AGENDA

PUBLIC COMMENT

None.

CONSENT AGENDA

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rian Davis, Board Member
SECONDER:	Sandy Schill, Board Member
AYES:	Davis, Schill, Carpenter, Scott, Randall, Burley, Bicknell
ABSENT:	Bredstrand

1. Approval of Minutes from Wednesday, 9/14/22 Meeting

MOTION TO ACCEPT THE MINUTES AS PRESENTED.

MEMBER REPORT

Board member Schill had an update regarding the garden plot at Lefty's place. Schill Spoke with City Manager Steve Stewart and the Board was asked to start looking at properties to identify as heritage properties. An informational email will be sent out about that soon.

Schill asked if other members of the board are bothered by the height of the desk that they sit behind as the City has offered to reduce it if desired. Board Member Randall expressed that it's difficult to see over. The idea is to reduce it by 3-4 inches if possible, and no Board members opposed.

Board Member Schill reported that painting is done to the slide tube at the Onslow Nature Play Area. There will be climbing boulders installed around the base so it will look like a tree in rocks. The pattern had been done with a tool and paint.

PRESENTATION

1. Clark Co. Pet Waste Management - Community Outreach Coordinator, Grace DeMeo

Community Outreach Coordinator, Grace DeMeo provided a presentation regarding the Clark Conservation District's Poop Smart Clark program. They seek to provide public outreach for awareness as well as to promote solutions for waste to keep it out of water. DeMeo acknowledged Clark county is doing a good job with containers and bags so they want to bolster those programming efforts. They seek permission to put up corrugated lawn signs and/or aluminum signs to target pet waste and water quality contamination in general in parks around the city. They would handle ordering and maintenance of the signs through end of programming year in 2024. Board members were supportive of putting these signs in city parks.

2. Port of Ridgefield Waterfront Park - Chief Executive officer, Randy Mueller

Port of Ridgefield Chief Executive officer Randy Mueller presented updates regarding the waterfront park. Mueller shared that there were 1,500 responses to their survey and discussed some of the highlights that were received as being desirable, as well as concerns for the area. The Port Commission took the survey results and the consensus was parks and open space was highly desirable so it will be made a priority. The Port will be working closely with staff and the Parks Board during development.

OLD BUSINESS

1. Parks & Trails Sign Policy - Parks, Trails, & Recreation Manager, Galina Burley

Parks, Trails, & Recreation Manager Galina Burley brought back information to the board regarding the sign that was previously made into a motion to be a standard parks sign. They had preferred sign 5, with decals versus cutouts for safety, and an orange background with gradient style from sign 6. Burley looked for confirmation that the board still felt the same, and each Board member confirmed that those design elements were their continued preference and they also wanted trail signage to match for branding purposes. Board provided feedback that they would like to see slightly smaller signs for trails and some simplified design elements and remain consistent with parks signs.

NEW BUSINESS

1. Parks Municipal Code Review - Parks, Trails, & Recreation Manager, Galina Burley

Parks, Trails, & Recreation Manager Burley shared that per code, the Board would review rules every 3 years. Burley would love to hear from the Board how they would like to review and if they want it in a meeting format or in workshop format. The original documentation came out in 2015 and it's time to review it. The Board is additionally interested in looking at the Parks Board Municipal Code as well.

PUBLIC COMMENT

STAFF REPORTS

Public Works: Parks Updates

The Public Works Director, Brenda Howell, will be leaving the City at the end of the month and City Manager Steve Stewart will be covering. Bredstrand and his partner welcomed a child recently and Burley shared a photo during the meeting. A contractor has been hired for the splash pad as soon as possible and the soonest start date for this project will be December or early January if weather cooperates, and it should be opening in late spring. The north segment of Gee Creek is on track. Horns Corner is on track to do some planting this year with invasive removal planned. Refuge Park is completing design on phase 1 with construction is likely to start by early next year. Work is starting with a consultant for Boyse Park and Burley hopes to bring the Board a couple of concepts that will include a pump track and dome. The Skate Park analysis scope is waiting on leadership team approval to proceed.

FROM THE BOARD

Board Member Updates

None.

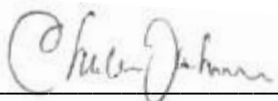
Council Update

Council will be looking at design being used for overpasses at the next meeting.

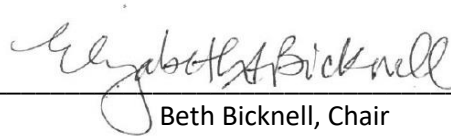
Requests from the Board for Upcoming Meetings

None.

ADJOURN - [8:24 PM](#)



Chalea Johnston, PW Administrative Assistant



Beth Bicknell, Chair



FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

SPREADING HOLIDAY CHEER

Breakfast With Santa

December 3rd 2022

Join us for breakfast and get your picture taken with Santa Claus. Bring a new unwrapped toy for our giving tree or a suggested donation of \$10 per family to have breakfast and pictures taken with Santa. All toys will be donated to the Ridgefield Family Resource Center. All other proceeds will benefit our open door assistance program.

WHEN: Saturday December 3, 2022

TIME: 9 to 11 AM

WHERE: The RACC

510 Pioneer St, Ridgefield, WA 98642

Registration is required for this event.
Please register online at ymcacw.org



Attachment: YMCA_Attachment (YMCA Program - Galina Burley, Parks, Trails, & Recreation Manager)

YMCA OF THE COLUMBIA WILLAMETTE | YMCACW.ORG | 360-258-3835



**LEARN MORE.
BE INSPIRED.
GET INVOLVED.**



FOR YOUTH DEVELOPMENT | FOR HEALTHY LIVING | FOR SOCIAL RESPONSIBILITY

SATURDAY KIDS ACADEMY

Join us once a month for a YMCA Saturday Kids Academy. Our Saturday Academy will have a themed activity time for participants to explore a new activity and to make new friends. Our comprehensive curriculum and qualified staff will challenge and encourage all skill levels and abilities

Saturday November 19th \$30

9:30-11:30 am

Kids' Chemistry Grades 1-5

Students will participate in a variety of hands on experiments that explore how things are made and how they react to one another.

Saturday January 21st \$30

9:30-11:30 am

Lego Engineering Grades 1-5

We don't simply free play with Legos, but teach the kids about motors, pulleys, gears and the science of building machines and toys. The Lego engineering classes use battery powered motors to make moving projects.

Saturday February 18th \$30

9:30-11:30 am

Invent It, Build It Grades 1-5

This class will rev up that inventive spirit! Participants will receive a challenge to solve. Kids will design, test, and tweak their inventions while working through the scientific method.

Saturday March 18th \$30

9:30-11:30 am

Learning with Legos Grades 1-5

Students will use Legos to make science projects, math problems, games, art projects and more.

Saturday April 15th \$30

9:30-11:30 am

Young Picasso Grades 1-5

Kids will stir their imagination as you explore their creativity using different textures, colors and shapes. Participants will learn about various famous artists and create projects of their own based on that artist's famous style

Saturday May 20th \$30

9:30-11:30 am

Comic Drawing Grades 1-5

Students will work on basic drawing skills. They will explore and learn more about comics in general. They will finish the class with an increased skill set and a greater appreciation for this exciting genre of storytelling!

Register online through the Ridgefield Community Education website!





FAMILY FUN FOR EVERYONE

Join us once a month for a YMCA Family Night! We will have a themed activity time for families to explore together. Our comprehensive curriculum and qualified staff will challenge and encourage all skill levels and abilities.

Tuesday, January 3rd Cost \$35 per family
5:30-7:30

Lego Engineering

Families will work together to build a project that use pulleys, gears and motors. They will learn more about simple machines through this fun family build.

Tuesday, February 7th Cost \$35 per family
5:30-7:30

Storybook Y Chefs

We will be bringing your favorite childhood storybooks to life. We will start with story time, then recreate a recipe that goes along with the book.

Tuesday, March 7th Cost \$35 per family
5:30-7:30

Stop Motion Animation Animation is not only fun to watch, it's fun to make! With stop motion animation everything around you can come alive! Families will work together to develop a story, build props and characters, animate them and create their very own animated short!

Tuesday, April 4th Cost \$35 per family
5:30-7:30

Young Picasso

Families will stir their imagination as you explore their creativity using different textures, colors and shapes. Participants will learn about various famous artists and create projects of their own based on that artist's famous style.

Tuesday, May 2nd Cost \$35 per family
5:30-7:30

Star Wars

Join us as we travel to a galaxy far, far away! Families will enjoy a night filled with Star Wars themed crafts, games, and other activities. May the Force Be with You!

Register online through the Ridgefield Community Education website!



Ridgefield Parks Board 2022 Work Plan: **Final Draft**

The plan for 2022 involves being intentional and strategic. Our goal is to focus on fewer items and see more tasks completed.

- I. **Strategic Planning & Goals:** Prioritize implementation of enhancements to current parks, maintaining focus on universal accessibility.
 - A. Park Development
 1. Abrams Nature Play Park
 - a) Work with Counselor Onslow to get materials and volunteers for the project
 - b) Use City Volunteer Sign-up to set dates to work on project
 - B. Signage
 1. Park Name Signage
 - a) Identify 5 priority parks to receive new standard park name signage
 - (1) named parks that have no sign
 - (2) named parks with old sign
 - b) Identify parks that need a non-standard sign
 - c) Reduce the number of unnamed neighborhood parks that will be dedicated to the City
 - (1) create a process to work with developers to stay current with their park design ideas and potential names
 2. Trail Signage
 - a) Revisit design to see if it matches park name signage
 - b) Identify priority locations for trail signage
 - (1) 4-5 trailhead signs
 - (2) 10-15 smaller trail marker signs
 3. Historical/Interpretive Signage for Parks named after Ridgefield Families
 - a) Set design standards for signs
 - b) Focus on the Boyse Property and Rose Homestead Park
 - c) Research should be ongoing, utilizing the shared document to track history/email (Historical Society; Story Core; Audio Recording; Clark County Genealogical Society)
 - C. Trail Connections/Linkages
 1. *Use current Parks Comprehensive Plan to identify segments of trail to start **designing** for 2023 construction (consultant/construction crew)
 - a) Trail to Kemper Grove (Reiman Rd. to Mayor's Meadow segment)
 - b) Gee Creek North segment (Heron Drive to Main Ave.)
 - (1) federal grant
 - D. Non-motorized Boat Launch
 1. Partner with the Port to use their land for launch
 2. Collaborate with outside organizations for grants/input.

a) Lower Columbia Estuary; REI grant; Big Paddle booth, Parks Foundation

E. Refuge Park

1. Review new concept designs for the space. Make adjustments as needed.
2. Identify phases for construction
 - a) Funding for Phase 1 is available in 2022
3. Investigate grants to help fund projects

F. Horn's Corner Park

1. Review new concept designs for the space. Make adjustments as needed.

G. Overlook Park Annex

1. Finalize Design
 - a) Money in 2022 budget for construction

H. Boyse Property (9 acres)

1. Tour property for design ideas
 - a) Initial ideas include bike/pump track, trails, benches
 - b) Family oriented
 - c) Wildlife preservation
 - d) Money in 2022 budget for design consultation
2. Make recommendations to Council for usage

I. Skate Park

1. Discuss location and features of a permanent park.
2. Research potential grant opportunities.
3. Discuss repurposing of Community Park.

II. **Collaboration:** Continue working with local organizations and citizens in development of parks/trails..

- A. Ridgefield School District
- B. Garden Club
- C. Harper's Playground
- D. Port of Ridgefield
- E. Ridgefield National Wildlife Refuge
- F. Ridgefield Art Association
- G. Ridgefield Chamber of Commerce
- H. Ridgefield Mainstreet
- I. Rotary Club
- J. Lion's Club
- K. American Legion
- L. Gleaners
- M. Washington Trails Association
- N. Citizen Outreach
 1. Experience Ridgefield
 2. Big Paddle
 3. First Saturdays
 4. Pop-up Events
 5. Ridgefield Roundtable

- III. **Potential Property Acquisition for Parks and Trails:** Provide recommendations for location, usage, design of future parks based on geographical and age equity
- A. Conduct annual Parks and Trails tour with members of the City Staff, City Council, and Planning Commission
 - B. Visit sites of future parks in order to make more educated recommendations for the space.
 - C. Receive development updates from City Staff to stay informed about current and future parks and trails.
 - D. Raise awareness of geographic and age equity

Ridgefield Parks Board 2023 Work Plan: **Draft**

The plan for 2023 involves being intentional and strategic. Our goal is to focus on fewer items and see more tasks completed.

A. **Strategic Planning & Goals:**

1. Parks capital projects
 - a) Refuge
 - b) Boyse
 - c) Horns corner
 - d) Gee creek
 - e) Mayor's Meadow
 - f) Hillhurst
2. Parks Standards
 - a) Review best practices
 - (1) Types of parks
 - (2) Building standards
 - (3) Specifications
 - (4) Required park elements vs diversity of assets
 - b) Set priorities
 - c) Recommend policy
3. Review park rules, regulations, code
 - a) Review best practices
 - b) Set priorities
 - c) Recommend policy
4. Parks Inventory
 - a) Gaps analysis
 - b) Asset mapping
 - c) Asset diversity
 - d) Set goals
 - e) Make a policy recommendation
5. Parks and Trails Signage
6. Waterfront Park
 - a) Lead design
 - b) Environmental cap and restrictions
 - c) Recommend ideas to council
7. Parks O&M
 - a) How do we pay for what we have
 - b) Levels of service recommendations
8. Unpack inclusive parks
 - a) Invite Harper's playground

- II. **Collaboration:** Continue working with local community in development of parks/trails and recreational programs.

- A. Watershed Alliance
- B. YMCA
- C. RSD
- D. Parks Foundation
- E. Community Outreach
 - 1. BIPOC communities
 - 2. HOAs
 - 3. Neighborhoods
 - 4. Local businesses

III. **Misc:**

- A. Conduct annual Parks and Trails tour with members of the City Staff, City Council, and Planning Commission
- B. Raise awareness of geographic and age equity