



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, December 11, 2019
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 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, 11/13/19 Meeting**

IV. MEMBER REPORT

- 1. Harper's Playground Update, Marie Bouvier**

V. OLD BUSINESS

- 1. Park Naming Update, Bryan Kast**

VI. NEW BUSINESS

- 1. Work Plan 2020, Chair Kimberly Stenbak**

VII. 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.

VIII. STAFF REPORTS

- 1. Public Works Update**

IX. FROM THE BOARD

- 1. Board Member Updates**
- 2. Council Update**
- 3. Requests from the Board for Upcoming Meetings**

X. ADJOURN

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



CITY OF RIDGEFIELD, WASHINGTON

Parks Board MEETING MINUTES

November 13, 2019

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	
Beth Bicknell	Board Member	Excused	
Darrin Class	Board Member	Late	6:31 PM
Kimberly Stenbak	Board Chair	Present	
Rachel Coker	Board Member	Present	
John Rose	Board Member	Present	
Marie Bouvier	Board Member	Present	

Late changes to the agenda - [6:30 PM](#)

Move Item VI Comp Plan 2020 Update after Member Report to accommodate Steve Duh's schedule.

PUBLIC COMMENT

No comments

CONSENT AGENDA

Motion to accept the minutes as presented.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	John Rose, Board Member
SECONDER:	Rian Davis, Board Member
AYES:	Davis, Class, Stenbak, Coker, Rose, Bouvier
EXCUSED:	Bicknell

1. Approval of Minutes from Wednesday, 10/9/19 Meeting

MEMBER REPORT - [6:34 PM](#)

1. Covered Skate Parks, Marie Bouvier

Board Member Marie Bouvier did a presentation on covered skate parks. They are either outdoor or indoor parks that can be used during inclement weather. They can accommodate a range of sports including skateboards, BMX bikes, trick scooters, roller skates, roller blades, etc. Another benefit of a covered skate park is it can utilize properties that otherwise might be underused or undesirable for

Minutes Acceptance: Minutes of Nov 13, 2019 6:30 PM (CONSENT AGENDA)

parks.

OLD BUSINESS - [7:39 PM](#)

1. Volunteer Program, Bryan Kast

Staff met to discuss the volunteer program and review feedback from the public. Recommendations include switching to quarterly versus monthly projects and increasing the scope of each one. Starting in the spring of 2020, schedule projects after school or on weekends to allow for greater participation and staff support. In addition, utilize social media to draw more volunteers.

2. Park Naming, Bryan Kast

The Board reviewed a list of park names received through community outreach efforts. After discussion, the consensus was to use Gretsche as part of the name. Bryan will reach out to the Gretsche family to ensure they are supportive of this and see if they have any feedback. He will bring information back to the Board in December.

NEW BUSINESS - [6:38 PM](#)

1. Comp Plan 2020 Update, Steve Duh - [6:38 PM](#)

Steve Duh with Conservation Techniques provided an update on the 2020 Comprehensive Plan. Highlights of recreational interests include an enhanced skate park, access to the waterfront, a splash pad, larger space for community events, inclusive play parks, programming of recreational classes, etc. He asked the Board for feedback on the Goals and Objectives document. With their input and results from the community survey, he will complete his initial draft of the 2020 Comprehensive Plan to include recommendations for specific projects, capital improvement plans and an updated park impact fee study. This information will provide a sense on how to go about funding future projects.

PUBLIC COMMENT - [7:59 PM](#)

None

STAFF REPORTS - [7:59 PM](#)

Public Works Update

Bryan suggested the Board begin talking about the Work Plan for 2020. Staff will route the 2019 Work Plan to Board Members in preparation of next month's meeting.

FROM THE BOARD

Board Member Updates

- Board Member Marie Bouvier is attending the Harper's Accessible Playground Workshop next week. She also attended Camp Cispus with Ridgefield's School District. It was the camp's 50th Anniversary.
- Board Member John Rose said they had Veteran's Day in the city on Monday.
- Board Chair Kimberly Stenbak attended school bond and PTL meetings.

Council Update

Requests from the Board for Upcoming Meetings

After the joint training session with Council, Planning Commission and the Parks Board, Board Member Rian Davis, asked if the city would provide guidance for using social media and how it interacts with the Public Meetings Act.

ADJOURN - [8:05 PM](#)

AGENDA ITEMS

Lisa Blake, PW Administrative Assistant

Kimberly Stenback, Chair

Minutes Acceptance: Minutes of Nov 13, 2019 6:30 PM (CONSENT AGENDA)

2019 Work Plan Simplified

Ridgefield Parks Board

1. Strategic Planning

- Review Parks Master Plan (PMP) in light of city growth and in preparation for the 2020 Parks Master Plan revision.
 - Review Goals & Objectives and re-prioritize or amend as needed
 - Brainstorm ways to enhance current parks, including potential locations for covered picnic tables, places for parties/rentals, creative play, and improved off-leash area/permanent dog park.
 - Review/Update Trails & Linkages (Pages 67-68)
 - Find and utilize volunteers and donated materials for Phase 1 of Abrams Park Nature Play Area
 - Partner Coordination & Collaboration

2. Park Development

- Begin implementation of Abrams Park Nature Play Area with a goal of beginning the first phase in 2019.
- Finalize Innovative Parks flipbook for developers and discuss how it will be implemented.

3. Water Access

- Prioritize development of waterfront park facilities, water trails, and water access. Potentially partner with the Port and Refuge.
- Discuss how the Dragon Boats can be used for community events or how the community can get access to the Dragon Boats.

4. Property Acquisitions for Potential Parks/Trails

- Conduct annual Parks and Trails tour with members of the City Staff and City Council.
- Maintain involvement in property acquisitions for parks and trails, especially in neighborhood parks.

2019 Work Plan Ridgefield Parks Board

1. Strategic Planning

- **Review Parks Master Plan (PMP) in light of city growth and in preparation for the 2020 Parks Master Plan revision.**
 - Update Acknowledgements page
 - Update Executive Summary, particularly Future Improvements
 - Update Introduction & Community Profile, particularly Demographics
 - Update **Community Engagement**
 - **Review Goals & Objectives and re-prioritize or amend as needed**
 - Review Classifications, Inventory & Recreational Opportunities
 - Update Facility Inventory
 - City-owned Park Lands (Table 5, page 23)
 - Park System Character, Trails, Indoor Facilities, School Facilities, Sports Programs for Youth.
 - Update Regional Resources
 - Other Open Space Lands (Table 6, page 31)
 - Update detailed inventories and assessments for individual parks located in the city
 - **Brainstorm ways to enhance current parks, including potential locations for covered picnic tables, places for parties/rentals, creative play, and improved off-leash area/permanent dog park.**
 - Add pages for new parks built since 2014 and remove property no longer owned by City (Pages 35-53)
 - Update Needs Assessment & Recommendations
 - Review/Update Recreation Trends (Pages 55-59)
 - Review/Update Community Values (Pages 59-62)
 - **Discuss need for a **Community Center** in Ridgefield**
 - Review/Update Active Spaces & Places (Pages 62-67)
 - **Partner with City and sports leagues to maintain Abrams Park sports fields due to the opening of Ridgefield Outdoor Recreation Complex.**
 - **Finalize agreements with sports leagues for use of City owned space.**

Commented [1]: Have these things been done

Commented [2]: Will RACC be used for this p
How is this different or can it be done in conjun
with Community Ed?

Attachment: 2019 Work Plan (Work Plan 2020, Chair Kimberly Stenbak)

- Discuss potential locations for new development of full-sized basketball courts, volleyball courts, lacrosse fields, and multi-use fields.
- Review/Update Trails & Linkages (Pages 67-68)
 - Evaluate current trails and determine/prioritize future trails/links needed. Discuss progress of citywide trail loop.
 - Identify additional locations for trailheads and linkages. Continue to create connections between existing trails.
 - Develop more detailed maps and trail/wayfinding signage for parks/trails/facilities.
 - Increase publicity on maps for parks/trails/facilities. Possibly create brochures, website, and/or apps.
 - Identify potential locations for alternate trail opportunities, such as mountain bike, water, fitness, running, walking, biking, and educational trails.
 1. Flume Creek
 2. Abrams Park
- Review/Update Gateways to Nature (Pages 69-70)
- Review/Update Identity & Maintenance (Pages 70-73)
 - Determine ways to keep parks and trails in good condition, maintaining good aesthetics and functionality. (Adopt a Trail/Park; Volunteer Reporting)
- Review/Update Level of Service Assessment (Pages 73-75)
- Update Capital Facilities Plan as needed
- Update Implementation Strategies
 - Volunteer & Community-Based Action
 - Find and utilize volunteers and donated materials for Phase 1 of Abrams Park Nature Play Area
 - Create list of parks projects that can utilize volunteers.
 - Create a method for finding and utilizing volunteers.
 - Create a method to assign a volunteer to a project.
 - Partner Coordination & Collaboration
 - Pursue opportunities for County partnerships in park development, including the Lewis and Clark Trail.

Commented [3]: Somewhat redundant to the point above.

Commented [4]: Could this be put in a Community Awareness section?

Commented [5]: One idea is to create an app.

Commented [6]: SOLVE: Taking Care of Oregon model we could attempt to recreate.

- Determine potential partnerships to disseminate City's parks/trails/facilities information. Ideas include Vancouver Clinic, Ridgefield National Wildlife Refuge, Clark College.
- Work with Refuge to improve access and wayfinding.
- Work with the Port of Ridgefield to increase water access.
- Provide input to the Port for future development, improvements, and amenities along Lake River.
- Begin discussions with YMCA to see if they can help us meet some of our goals.
- Continue relationship building across multiple organizations, including Ridgefield School Board, Planning Commission, Downtown Business Association, Main Street Program, Port of Ridgefield, Ridgefield National Wildlife Refuge, Clark County Parks and Recreation, Washington Department of Transportation, Parks Foundation, Intertwine, etc.
- Provide input to the Port of Ridgefield on development of parks and trails in commercial areas near I-5.
- Local Funding
 - Work with Mayor to discuss Mayor's Ball funds going towards a parks related project.
- Park Impact Fees
 - Continue discussions regarding offering PIF credits to developers who utilize Innovative Parks flipbook.
- Grants
 - Increase Parks Board participation in fund development and grant writing, particularly federal funding for urban refuge planning, Conservation Futures, Legacy Lands, and grants for innovative park ideas.
- Update Park & Trail Design Standards. (Appendix B: page 99)
- Review/Update Appendices C-D

Commented [7]: How do we do this? Do we assign Parks Board members as a liaison to each community and they report back?

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