



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, November 9, 2016
Ridgefield Community Center
210 N. Main, 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 Council regarding items not on the agenda 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 City Clerk prior to the meeting.

III. CONSENT AGENDA

- 1. Approval of Minutes from September 14, 2016**

IV. MEMBER REPORT

V. OLD BUSINESS

VI. NEW BUSINESS

- 1. Discussion-Parks Donation and Memorial Items**
- 2. Discussion and Motion: Park and Playground Rules**

VII. PUBLIC COMMENT

Anyone requesting to speak to the Council regarding items not on the agenda 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 City 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

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: November 09, 2016

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from September 14, 2016

SUMMARY/BACKGROUND:

STAFF CONTACT: Lisa Blake, Administrative Assistant

ATTACHMENTS: Parks Board Minutes 091416 (PDF)



CITY OF RIDGEFIELD, WASHINGTON

Parks Board MEETING MINUTES

September 14, 2016

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:36 PM](#)

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Beth Wills	Board Member	Present	
Beth Putnam	Board Member	Excused	
Darrin Class	Board Member	Present	
Kimberly Stenbak	Board Member	Present	
Rachelle Simmons	Board Member	Present	
Thomas Ball	Board Member	Absent	
Marie Bourvier	Board Chair	Present	

Chair Marie Bouvier received an email from Board Member Beth Putnam indicating she would be out of town and unable to attend this meeting. Her absence is excused.

LATE CHANGES TO THE AGENDA

Bryan introduced Beth Wills as the new Board Member and asked her to share a little about herself and her interest in serving on the Board.

PUBLIC COMMENT - [6:42 PM](#)

None

CONSENT AGENDA - [6:43 PM](#)

1. 1. Approval of Minutes from August 10, 2016 - [6:43 PM](#)

Minutes stand approved.

MEMBER REPORT - [6:45 PM](#)

1. 1. Innovative Park Ideas (Presentation) Rachelle Simmons

The presentation for Skate Parks and Bike Parks will be held over to the October meeting.

OLD BUSINESS - [6:46 PM](#)

1. 1. Neighborhood Park Design Standards (Recommendation) Elizabeth Decker, Planning Consultant - [6:46 PM](#)

Attachment: Parks Board Minutes 091416 (1161 : Approval of Minutes from September 14, 2016)

As a follow up to last month's meeting, Elizabeth presented a draft of the Neighborhood Park and Trail Design and Acquisition Standards with recommendations and revisions from the Board that was discussed in August. She shared a slide presentation of the three main areas the Board worked on, recapped key points and talked about how the city would use those standards in the development process. The three main areas of focus include Development Standards, General Design Principals and Menu of Optional Park Standards. Staff is looking for a final recommendation from the Board to move the entire package to City Council for approval and implementation.

Board Discussion: The Board liked the revised document but had questions about using barriers between the street and play area as an increased safety measure. They made slight modifications to the community gardens section. They touched on irrigation systems and the need to include it as a requirement for sports fields. If the Board decides to approve these standards, Elizabeth recommended they amend this document to include a requirement for a recycling facility under Minimum Furnishing which was recommended by the Board in August but inadvertently omitted from this draft.

Elizabeth summarized differences between private and public facilities and system and local improvements. She talked about the Land Use process, discussions and negotiations with developers and PIF credits as incentives.

Motion: Board Member Rachelle Simmons motioned to approve the Neighborhood Park Design Standards as amended and forward them to City Council.

Seconded: Board Member Darrin Class

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
AYES:	Wills, Class, Stenbak, Simmons, Bourvier
ABSENT:	Ball
EXCUSED:	Putnam

NEW BUSINESS - [7:20 PM](#)

None

1. 1. None - [7:21 PM](#)

PUBLIC COMMENT - [7:21 PM](#)

None

STAFF REPORTS - [7:21 PM](#)

Public Works Update

Park Impact Fees	
Begininng Fund Balance	\$2,783,443.00
Revenue Generated	\$ 34,961.00
Expenses	\$ 777,092.00
Ending Fund Balance	\$2,041,312.00

The expense is for the purchase of 7.5 acres/parcel from the Kennedy development for the Ridgefield Outdoor Recreation Complex. It closed yesterday.

Bryan updated the Board with a baseline budget for 2017. He shared the process between council, budget advisory committee and staff in meeting goals and initiatives. He highlighted park related initiatives that would be presented to council for approval. Initiatives unable to be funded in 2017 will be carried forward in the 2018 budget.

Discussion: The Board would like to have the bear included in the budget.

Bryan talked about a recent annexation of 114 acres just north of the city. As part of the pre annexation agreement, there is a requirement that, during development, certain trail and park amenities be dedicated to the city providing they line up with our acquisition standards and area requirements. This includes a trail that would tie into the Pioneer

Canyon neighborhood and Cedar Creek and Pioneer Place neighborhoods that are under construction right now and located just north of Pioneer Canyon. There's also a requirement that they dedicate and improve a community park centered around a pond. The pre annexation agreement was voluntarily entered into by both parties.

FROM THE BOARD - [7:31 PM](#)

Board Member Updates

None

Council Update

Chair Marie Bouvier gave a presentation at the last council meeting on what the board has been doing. There was a question on whether the Parks Board was actively seeking land for community parks and enthusiasm from council on the work the Parks Board is doing.

Requests from the Board for Upcoming Meetings

None

4. 4. Vice-Chair Elections - [7:34 PM](#)

Chair Marie Bouvier discussed the need and roll of a vice-chairperson and opened it up for a nomination.

Motion: Board Member Kim Stenbak motioned to nominate herself as the Vice-Chair.
The motion passed.

RESULT:	ADOPTED [UNANIMOUS]
AYES:	Wills, Class, Stenbak, Simmons, Bourvier
ABSENT:	Ball
EXCUSED:	Putnam

ADJOURN - [7:36 PM](#)

Lisa Blake, PW Administrative Assistant

Marie Bouvier, Chair

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: November 09, 2016

ITEM:

AGENDA ITEM TITLE: Discussion-Parks Donation and Memorial Items

SUMMARY/BACKGROUND:

In 2015 the Parks Board and City Council approved a Parks Donation and Memorial Policy to simplify the process for prospective donors and for the City to manage donations to benefit the parks. The proposed donation policy included a “standard” donation process for items such as benches and picnic tables. The policy requires that the Public Works Department create an inventory of potential donation items and locations, and to prepare recommended prices for all standard features included on the inventory for the Parks Board to review and approve.

Based on previous discussion with the Parks Board Staff have created a draft inventory of potential donation items and locations, and have identified potential models for each standard donation item. Staff requests feedback and discussion from the Board on these donation items. Staff will then incorporate the feedback and will present a final list of items and prices to the Board in December.

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: Park dontation costs (XLSX)

Name	Location	Acreage	SHELTER	RESTROOM	PICNIC TABLE	BENCHES	BARBECUE	PLAY EQUIPMENT	SWINGS	MULTI-USE FIELD	BALL FIELD	SOCCER FIELD	Basketball Hoops	HORSESHOES	TENNIS COURT	VOLLEYBALL	WATER ACCESS	VIEWPOINT	HISTORICAL	Sign w/ Name, Logo	Lamp post	Trash Cans	Bike Rack	Drinking Fountain	Parking	Open Space	Climbing Wall	Trail Connection
Abrams Park		40.97		X	X, D	X, D		X	X														X	X	X	X		X
Canyon Ridge #1	Sevier Road	0.31			3, D																D	D	D					X
Canyon Ridge #2	Sevier Road	0.18			1, D	D		X														D	D					X
Cedar Ridge Park	S. Cedar Ridge Drive	0.20			2	2		X				1										1	D					
Columbia Hills Park	Cispus and Nisqually	0.35			2	3		X	X													2	D	D		X		
Columbia Hills Open Space	Methow and Wind River	0.56			1, D																	D	D			X		
Community Park	N. 3rd Ave	0.37	X		2	1						1										3	D	X				
Coyote Crest	N. Allen Creek Drive	0.29			1	2		X														D						
Crows Nest Park	N. 5th Way	0.50			2	2		X				2									D	1	D	D				X
Davis Park	N. Main Ave	0.48			3	2		X	X											X	X	4	D	X		X		
Eagle's View Park	S. Main Ave	0.23			2	2												X				D						
Goldfinch Park	Pioneer Canyon Drive	0.19			1	1		X	X													1						
Hayden Park	Heron Drive	1.36			2	5		X	X			4								X	X	3	D	D				
Lark Park	Lark and Heron Drive	0.61			2	2		X	X			2								X	X	2	D	D	X	X		
Marsh Park	Horns Corner & Pioneer Canyon	0.24			1	1		X														1				X		X
NP-6 (Dog Park)	Hillhurst Road				D	D																D		D				
Rose Homestead Park	N. Pioneer Canyon Drive	1.09			1	2, D						2										1	X	D				
Overlook Park	S. Main Ave	1.16		X	D	2																X	D	X				

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: November 09, 2016

ITEM:

AGENDA ITEM TITLE: Discussion and Motion: Park and Playground Rules

SUMMARY/BACKGROUND:

Chapter 18.18 of the Ridgefield Municipal Code governs Park Rules and Regulations. Section 18.18.070 gives the City Manager, under the direction of City Council, the power to adopt and post rules and regulations pertaining to the operation, management and use of parks.

Public Works staff have received concerns from the Police Department and Citizens regarding improper use of playground equipment at several parks and damage from skateboarding and cycling at Overlook Park. Based on these concerns staff have created the attached draft rules for playground equipment and for Overlook Park. Staff requests discussion and feedback on the proposed rules, and a motion to forward the rules on to City Council so that they may direct the City manager to establish and post the rules.

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: PAYGROUND RULES (PDF)
Overlook Rules (PDF)

PLAYGROUND RULES

6.2.a



**EQUIPMENT MAY BE
SLIPPERY WHEN WET**



**NO RUNNING, PUSHING
OR SHOVING**



**DO NOT USE PLAY
EQUIPMENT IMPROPERLY**



**NO BARE FEET. WEAR
PROPER FOOTWEAR.**

**ADULT SUPERVISION REQUIRED FOR USE.
PLAY CAREFULLY!**

Attachment: PAYGROUND RULES (1151 : Park and

NO
SKATEBOARDING
BICYCLE RIDING
SCOOTER RIDING
ROLLER BLADING

Attachment: Overlook Rules (1151 : Park and