



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
Kim Stenbak	Board Member	Excused	
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	
Bryan Kast	Public Works Director	Present	
Steve Stuart	City Manager	Present	
Elizabeth Decker	City Consultant	Present	
Lisa Blake	Admin Assistant	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](#)

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 how the city would use those standards in the development process. The three 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 for increased safety. 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. In August, the Board suggested this be added to the draft document.

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