RIDGEFIELD PARKS BOARD
MEETING AGENDA

Wednesday, March 8, 2017
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 February 8, 2017**

IV. MEMBER REPORT

V. OLD BUSINESS

VI. NEW BUSINESS

1. **Access Recreation**
2. **Abrams - Nature Park**
3. **2017 Parks Capital Facilities Plan Update**

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

XI. AGENDA ITEMS

CITY OF RIDGEFIELD
PARKS BOARD

MEETING DATE: March 08, 2017

ITEM:

AGENDA ITEM TITLE: Approval of Minutes from February 8, 2017

SUMMARY/BACKGROUND:

STAFF CONTACT: Lisa Blake, Administrative Assistant

ATTACHMENTS: 20170208 PB Minutes (PDF)

CITY OF RIDGEFIELD, WASHINGTON

Parks Board MEETING MINUTES

February 8, 2017

Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - 6:35 PM

FLAG SALUTE

ROLL CALL

Attendee Name	Title	Status	Arrived
Beth Putnam	Board Member	Present	
Beth Wills	Board Member	Present	
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	

3. Late changes to the agenda

Move Parks Donation for Garden Club Plaque under New Business to Public Comment.

PUBLIC COMMENT - 6:40 PM

1. Garden Club Plaque Donation to City Council for Approval

Kathy Winters, a Ridgefield resident and Garden Club Member expressed interest in donating a stone and plaque in recognition of their founding members. She presented an example of the memorial and the location for installation at Davis Park.

MOTION: Forward a recommendation supporting this donation to City Council for approval.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Darrin Class, Board Member
SECONDER:	Kimberly Stenbak, Board Member
AYES:	Putnam, Wills, Class, Stenbak, Simmons, Bourvier
ABSENT:	Ball

CONSENT AGENDA - 6:44 PM

1. Approval of Minutes from December 14, 2016

Minutes stand as approved.

MEMBER REPORT - 7:04 PM

Attachment: 20170208 PB Minutes (1247 : Approval of Minutes from February 8, 2017)

1. **Innovative Parks, Rachelle Simmons**

Board Member Rachelle Simmons provided an update on bicycle pump tracks for adults and children. Trails are rated based on the change of elevation, user skill/ability and track distance, etc. Due to technical difficulties, Rachelle was unable to share the overhead examples so the presentation will be emailed to all Board Members.

OLD BUSINESS - 6:51 PM

1. **Ridgefield Outdoor Recreation Center**

Bryan Kast provided a current layout of the Ridgefield Outdoor Recreation Center. The plan is to submit for permits in early March, send the bid packet out and begin grading this summer.

2. **Parks Board 2017 Work Plan**

Chair Marie Bouvier informed the Board that City Council approved the Parks Board 2017 Work Plan.

NEW BUSINESS - 7:10 PM

1. **Parks Donation for Garden Club Plaque**

This was moved under Public Comments.

PUBLIC COMMENT - 7:16 PM

No Comments

STAFF REPORTS - 7:17 PM

Public Works Update

Bryan introduced a new app called AccessRidgfield. This app allows citizens to report issues related to streets, parks, city infrastructure, etc., through electronic submittal that goes directly to staff. The public can also view upcoming meetings, city services, city building locations, shopping, city activities, etc.

The buildings at Abrams Park have been removed. The city can move forward with bidding out The Gee Creek Trail Project.

FROM THE BOARD - 7:22 PM

Board Member Updates

Board Member Kim Stenbak - took a trip from Florida to Washington and captured pictures along the way. She visited numerous towns, stopped at welcome centers and picked up several brochures to learn what made those towns unique or memorable. Due to technical difficulties, she will re-present this information with overhead pictures at the next Board meeting.

Chair Marie Bouvier update the Board about The State of City Address event.

Council Update

None

Requests from the Board for Upcoming Meetings

None

ADJOURN - 7:28 PM

______________________________	______________________________
Lisa Blake, PW Administrative Assistant	Marie Bouvier, Chair

Attachment: 20170208 PB Minutes (1247 : Approval of Minutes from February 8, 2017)

CITY OF RIDGEFIELD
PARKS BOARD

MEETING DATE: March 08, 2017

ITEM:

AGENDA ITEM TITLE: Access Recreation

SUMMARY/BACKGROUND:

STAFF CONTACT: Lisa Blake, Administrative Assistant

ATTACHMENTS:

CITY OF RIDGEFIELD
PARKS BOARD

MEETING DATE: March 08, 2017

ITEM:

AGENDA ITEM TITLE: Abrams - Nature Park

SUMMARY/BACKGROUND:

STAFF CONTACT: Lisa Blake, Administrative Assistant

ATTACHMENTS:

CITY OF RIDGEFIELD
PARKS BOARD

MEETING DATE: March 08, 2017

ITEM:

AGENDA ITEM TITLE: 2017 Parks Capital Facilities Plan Update

SUMMARY/BACKGROUND:

STAFF CONTACT: Lisa Blake, Administrative Assistant

ATTACHMENTS:
RequestforAction_2017CFP (DOCX)
Ridgefield_CFPdoc-2017_v170228 (PDF)
Ridgefield_PIFstudy2017_v170228 (PDF)

CITY OF RIDGEFIELD
Request for Parks Board Action

Meeting Date: March 8, 2017

Item: Check all that apply:

- ☐ consent ☐ old business ☒ new business ☐ public hearing
- ☐ information ☐ admin. report ☒ recommendation
- ☐ work-session ☐ presentation ☐ discussion

AGENDA ITEM TITLE:
2017 Parks Capital Facilities Plan Update

PREVIOUS PARKS BOARD ACTION TAKEN:
None.

BACKGROUND:
Changes to the Parks Capital Facilities Plan (CFP) reflect planned near-term projects to be initiated by the City or by private developers in conjunction with planned residential development, based on recently approved projects or development agreements. Project-specific changes include:

- Ridgefield Outdoor Recreation Complex (Gap Area A): Relocate Community Park to reflect development plans to co-locate on the Ridgefield School District site, and increase budgeted amount for RORC development. (Project CP-9d)
- Gap Area P: Relocate Neighborhood Park to Kennedy property and make PIF eligible in the amount guaranteed in the Kennedy DA amendment. (Project NP-20a)
- Kennedy Trail: Add system trail connecting RORC to S Fork Gee Creek Trail through the Kennedy property and make a portion of the trail PIF eligible to implement Kennedy DA amendment. (Projects T-25a and T-25d)
- Gap Area N: Relocate Neighborhood Park further north in the vicinity of the approved Ridgecrest development, in place of former planned CP-5 park. Not PIF eligible.
- Pioneer to Gee Creek Trail (T-14): Reroute and extend planned trail to connect to S. Fork Gee Creek Trail through Ridgecrest development on the east side of S 45th Avenue, rather than connecting to the former CP-5 site. Not PIF eligible.
- Cedar Ridge to Gee Creek Trail (T-4): Reroute and extend planned trail to connect to S. Fork Gee Creek Trail through Cloverhill development on the west side of S 45th Avenue, rather than connecting to the former CP-5 site. Not PIF eligible.
- Gap Area R: Add Pocket Park in Pioneer Canyon and make PIF eligible to fulfill Pioneer Canyon DA. (Project PP-1a)
- Gap Area Q: Add new 15-acre Community Park and make PIF eligible as part of Ridgefield North development, to fulfill Ridgefield North DA terms. (Project CP-12a)
- Beaver Pond Trail: Reroute and extend existing trail to run through planned Community Park in Gap Area Q and through the Ridgefield North development and make PIF eligible, to fulfill DA terms. (Projects T-12a and T-12d)
- Gap Area M: Adjust location of planned Neighborhood Park and make PIF eligible to reflect conceptual development plans for Ridgefield East development and DA terms. (Project NP-17a)
- Ridgefield East Connector Trail (T-21): Reroute and extend planned trail through planned Ridgefield East development. Not PIF eligible.
- Gap Area I: Relocate Neighborhood Park to serve planned residential development in the Union Ridge area, currently underserved. Not PIF eligible.

Attachment: RequestforAction_2017CFP (1254 : 2017 Parks Capital Facilities Plan Update)

To implement these changes, staff has prepared a revised CFP, with updated project lists and maps. (See Attachment 1.) Identical maps will be inserted in Chapter 9, Parks and Recreation, of the Comprehensive Plan. The revised CFP includes cost estimates for the affected projects; no net change to the PIF rate is proposed with this revision based on the findings of the PIF Rate Study. (See Attachment 2.)

The Parks CFP is being reviewed as part of the 2017 Comprehensive Plan amendment. There are two other pieces of the amendment that also affect parks. First, the amendment includes designating the 7.5-acre Kennedy Addition parcel, acquired by the City for development as part of the Ridgefield Outdoor Recreation Complex (RORC), for Public Facilities use in place of existing residential zoning, to facilitate the RORC development. Second, the amendment updates plan policies to allow designation of parks and public facilities in any area, to make it easier to change the zoning to support future parks and trails development without the need for a comprehensive plan amendment such as this current proposal for the RORC.

RECOMMENDED ACTION OR MOTION:
Staff recommends that Parks Board recommend approval of the 2017 Parks CFP Update for Council consideration using the following motion:

> "I move to approve the 2017 Parks CFP and PIF Rate Study as proposed and forward them to City Council."

STAFF CONTACT:
Bryan Kast, bryan.kast@ci.ridgefield.wa.gov, 360.857.5023

ATTACHMENTS:
Attachment 1 – 2017-2022 Parks & Recreation Capital Facilities Plan
Attachment 2 – Park Impact Fee Rate Study

Attachment: RequestforAction_2017CFP (1254 : 2017 Parks Capital Facilities Plan Update)

2017-2022 Parks & Recreation Capital Facilities Plan

BACKGROUND

The purpose of the Parks and Recreation element of the City's Capital Facilities Plan (CFP) is to prioritize park projects together with a financing plan for the next six years. The CFP is the critical path the City must follow in order to carry out the City's vision for parks as articulated in the City's 2014 Comprehensive Park and Recreation Plan, expressed as follows:

> *"Ridgefield envisions an interconnected community with a park, trail, and greenway system that contributes to the City's small town character, provides a variety of recreation opportunities, and is an integral part of the community."*

This vision provided the foundation for the goals, objectives, recommendations and guidelines found in the 2016 Ridgefield Urban Area Comprehensive Plan and the 2014 Comprehensive Park and Recreation Plan (CPRP). This Capital Facilities Plan implements the City's Comprehensive Plan and the 2014 CPRP by elevating park priorities based on current needs and available funding sources. While the 2014 CPRP has a 10-year horizon and is broad in perspective, this CFP is focused toward a 6-year timeframe. For this reason, the CFP is a more fluid document and should be updated on an annual basis to reflect completed projects, revisions to funding allocations and as a component of the Parks Board's work program.

This parks element of the CFP is intended to be realistic in terms of its ability to implement projects based on available funding and balanced together with the city-wide demands. To accomplish this, park priorities are organized based not only on need derived from adopted level-of-service standards, but also on funding opportunities such as grants. The most important component of this document is the "Six-Year Capital Facilities Plan" (Table 5) located toward the end of this chapter, followed by the "CFP Projects and Financing Plan" (Table 6). The other sections in this chapter provide a basis for the six-year CFP and are more fully developed in the 2014 Comprehensive Park and Recreation Plan.

This document is organized by the following sections:

- **Regulatory Requirements:** Provides an overview of state policies.
- **Inventory:** Describes the amount and type of park and recreation facility resources.
- **Level of Service & Future Demand:** Provides an analysis of park needs based on the level-of-service standards.
- **Six-Year Capital Facilities Plan:** Identifies park priorities for the next six years and associated financing.
- **Intergovernmental Coordination Opportunities:** Describes potential opportunities for interagency coordination for park and recreation facility enhancements.
- **Financing Sources:** Lists potential revenue options for park capital improvements.

Attachment: Ridgefield_CFPdoc-2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)

REGULATORY REQUIREMENTS

Washington State Growth Management Act

The state Growth Management Act (GMA) establishes many of the requirements for the capital facilities element (or chapter) to the Comprehensive Plan. GMA establishes an overall goal to "ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards" (RCW 36.70A.020).

GMA requires that the capital facilities element include an inventory of existing publicly owned capital facilities, a forecast for the future needs for new or expanded facilities, and a six-year plan to indicate from what sources the identified future facilities will be financed (RCW 36.70a.070(3)). GMA defines public facilities to include roadways, street lighting, sidewalks, traffic signals, domestic water systems, storm and sanitary sewer systems, parks and recreational facilities, and schools. The capital facilities element is intended to provide a general assessment of major public services which impact land use issues, rather than a detailed analysis of every service provided by government.

Additionally, GMA adds that the park and recreation element that implements, and is consistent with, the capital facilities plan element include an estimates of park and recreation demand for at least a ten-year period, an evaluation of facilities and service needs, and an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand (RCW 36.70a.070(8)).

PARKS & RECREATION INVENTORY

Parks & Greenways

The City of Ridgefield currently provides nearly 152 acres of public parkland and recreation facilities distributed among 23 park sites and numerous greenway parcels. This system of parks supports a range of active and passive recreation experiences. In addition, the City provides athletic fields for soccer and baseball, a skate park and approximately 5 miles of trails. A downtown community center is owned and operated by a non-profit organization.

Ridgefield residents also can access additional parks, trails, open spaces and recreational facilities provided by the Ridgefield Wildlife Refuge, the Port of Ridgefield, Clark County, the Ridgefield School District and other entities.

While the City does not currently offer recreation programs, organized sports are provided by private youth leagues, and the school district offers a limited adult community education program.

Parkland is classified to assist in planning for the community's recreational needs. The Ridgefield park system is composed of a hierarchy of various park types, each offering recreation and/or natural area opportunities. Separately, each park type may serve only one function, but collectively the system will serve the full range of community needs. Classifying parkland by function allows the City to evaluate its needs and to plan for an efficient, cost effective and usable park system that minimizes conflicts between park users and adjacent uses. The maps on pages 14 and 15 identify the locations of existing and proposed parks and trails in Ridgefield, and Table 1 on the following page shows total park land inventory based on size and park classification.

Attachment: Ridgefield_CFPdoc-2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)

Table 1. Existing Inventory: City-owned Park Lands

Park Name	Classification	Status	Acreage
Abrams Park	Community Park	Developed	40.97
Outdoor Recreation Complex	Community Park	Undeveloped	7.5
	Subtotal		***48.47***
Canterbury Trails	Neighborhood Park	Undeveloped	1.00
Davis Park	Neighborhood Park	Developed	0.48
Hayden Park	Neighborhood Park	Developed	1.36
NP-6	Neighborhood Park	Undeveloped	20.26
Rose Homestead Park	Neighborhood Park	Developed	1.09
	Subtotal		***24.19***
Community Park	Special Facility	Developed	0.37
Overlook Park	Special Facility	Developed	1.16
	Subtotal		***1.53***
Canyon Ridge #1 (Unnamed)	Pocket Park	Partially Developed	0.31
Canyon Ridge #2 (Unnamed)	Pocket Park	Developed	0.18
Cedar Ridge / Horn Family	Pocket Park	Developed	0.20
Columbia Hills	Pocket Park	Developed	0.35
Columbia Hills Open Space Park	Pocket Park	Partially Developed	0.56
Coyote Crest	Pocket Park	Developed	0.29
Goldfinch Park	Pocket Park	Developed	0.13
Crow's Nest	Pocket Park	Developed	0.50
Eagle's View	Pocket Park	Developed	0.23
Lark	Pocket Park	Developed	0.61
Marsh Park	Pocket Park	Developed	0.24
Ridgefield Woods	Pocket Park	Developed	0.24
Pioneer Canyon Ph3	Pocket Park	Undeveloped	0.09
Pioneer Canyon Ph4	Pocket Park	Partially Developed	0.59
	Subtotal		***4.50***
Various Properties	Greenway	Undeveloped	72.66
	Subtotal		***72.66***
	Total Acreage		**151.35**

Trails

Since 2005, Ridgefield has developed additional public trails through coordination with residential development. There are a number of trails within new neighborhoods, some of which include segments of the planned Gee Creek Trail. The City of Ridgefield has 1.48 miles of trails in Abrams Park, along Gee Creek, and parallel to Reiman Road. Trails also exist in the Bellwood Heights, Heron Ridge, Cedar Ridge, Pioneer Canyon, Canyons Ridge, Osprey Pointe and Wishing Wells subdivisions. Citywide, Ridgefield offers 5.01 miles of trails, but some trail segments consist of informal paths with limited constructed improvements. The Ridgefield National Wildlife Refuge also provides 3.6 miles of trails.

Indoor Facilities

The Ridgefield Community Center, located in downtown, is incorporated as a non-profit 501(c)(3) and operated by a group of Ridgefield residents. The Center provides limited services to the citizens of the community and houses the Ridgefield library. The Community Center is generally used by the City of Ridgefield and other organizations for meetings and other gatherings, including City Council meetings. There may be opportunities to expand the use of this facility for classroom-based recreation programs.

Attachment: Ridgefield_CFPdoc-2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)

School Facilities

Schools are an important resource for recreation facilities such as sports fields, playgrounds, and gymnasiums. The Ridgefield School District is the public school organization serving Ridgefield. Within Ridgefield, Ridgefield High School, View Ridge Middle School and Union Ridge Elementary School are important sites for community recreation, as well as education. The Ridgefield School District also provides community programming for the public, in addition to its interscholastic and intramural athletic programs for district students.

Resources within the Ridgefield Planning Area

The Port of Ridgefield and the U.S. Fish and Wildlife Service provide important recreation resources within the Ridgefield planning area. These resources are listed in Table 2.

Table 2. Existing Inventory: Other Open Space Lands

Resource	Owner	Acreage
Ridgefield Cemetery	City of Ridgefield	9.8
Ridgefield National Wildlife Refuge	US Fish and Wildlife	5,150.0
Boat Launch	Port of Ridgefield	0.2
Kayak Launch	Port of Ridgefield	0.1
Flume Creek Conservation Area	Clark County	160.0
	Total	**5,320.1**

LEVEL OF SERVICE & FUTURE DEMAND

A level of service (LOS) review was conducted in the 2014 CPRP as a means to understand the distribution of parkland acreage by classification and for a broader measure of how well the City is serving its residents with access to parks, trails and greenways. Service standards are the adopted guidelines or benchmarks the City is trying to attain with their parks system and are expressed as a population based metric (i.e., acres per 1,000 residents). The level of service is a snapshot in time of how well the City is meeting the adopted standards. The LOS assessment quantified the need for park and recreation facilities and applied the adopted service standard to determine current and future facilities needs by classification.

Park Needs

Table 3 shows park land needs by type. Applying the service standard to the 2035 population indicates that Ridgefield will need an additional 144 acres of parkland to serve future needs.

Table 3. Standards & Levels of Service by Park Classification

Type	*Service Standard*	*Existing Inventory *,***	*Projected Demand (2035)*	*Projected 2035 Surplus / (Deficit) ****
Community Park	6 ac/000	35.47	153	**(117.67)**
Neighborhood Park	1.56 ac/000	13.36	40	**(26.46)**
Pocket Park	--- ac/000	4.50	---	---
Greenway	9.5 ac/000	258.38	242.47	**15.91**
Special Facilities	--- ac/000	1.53	---	---
	17.06 ac/000	313.24		

* NOTE: Inventory column includes NP-6, private HOA parks, and private open space tracts

** NOTE: Inventory adjusted to shift portions of Abrams Park (13ac) and NP-6 (11.8ac) to Greenway classification

*** NOTE: The 2035 population is estimated as 25,523 residents

Attachment: Ridgefield_CFPdoc-2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)

Community Parks

The existing LOS in 2017 for community parks is 5.16 acres per 1,000 residents, which represents a deficit of 5.8 acres below the adopted standard. The total projected demand for community park land in 2035 is 153 acres, representing a need for 117 additional acres of community park land.

Neighborhood Parks

The existing LOS for neighborhood parks is 1.94 acres per 1,000 residents, which represents a surplus of 2.6 acres above the adopted standard of 1.56 acres per 1,000. The total projected demand for neighborhood park land in 2035 is 40 acres, representing a need for 26.5 additional acres of neighborhood park land.

Pocket Parks

Due to their small size and limited recreation opportunities, pocket parks exist at the expense of alternative recreation amenities desired by Ridgefield residents near their homes. These parks also are costly to maintain on a per acre basis, creating maintenance inefficiencies. Thus, they are not recommended for the future. No level of service standard is recommended for pocket parks.

Greenways

Greenways are undeveloped lands primarily left in a natural state with recreation use as a secondary objective. Greenways may serve as trail corridors, and low-impact or passive activities, such as walking, nature observation and fishing may be allowed, where appropriate. The existing LOS for greenways is 37.6 acres per 1,000 residents, which represents a surplus of 193 acres above the adopted standard of 9.5 acres per 1,000. The total projected demand for greenways in 2035 is 242.5 acres, which can be accommodated with the existing inventory of greenway lands.

Special Facilities

Special use areas include single-purpose recreational areas or stand-alone sites designed to support a specific, specialized use. This classification includes stand-alone sports field complexes, waterfront facilities, community centers, community gardens or sites occupied by buildings. No standards exist or are proposed concerning special facilities, since facility size is a function of the specific use.

Recreation Facility Needs

The following outlines the standards and needs for recreation facilities.

Table 4. Standards & Levels of Service by Park Classification

Type	*Service Standard*	*Existing Inventory**	*Projected Demand (2035)*	*Projected 2035 Surplus / (Deficit) ***
Trails	0.75 mi/000	5.01 miles	19.1 miles	**(14.1 miles)**
Baseball Fields	1 field/3000 people	2 fields	9 fields	**(7 fields)**
Soccer Fields	1 field/2000 people	1 field	13 fields	**(12 fields)**

* NOTE: Current Inventory column excludes Ridgefield School District fields

** NOTE: The 2035 population is estimated as 25.523 residents

Trails

Ridgefield has 5.01 miles of developed trails within the planning area. The adopted service standard for recreational trails is 0.75 miles per 1,000 residents. Using this standard, the projected 2035 demand for trails is 19.1 miles, representing a future need for 14.1 miles of additional trails.

Baseball / Softball

As part of the 2014 CPRP, the City of Ridgefield reduced its service level for baseball/softball fields

Attachment: Ridgefield_CFPdoc-2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)

from 1 per 550 residents to 1 per 3,000 residents. With access to two fields at the present and based on the revised standard, the projected 2035 demand is for 9 baseball and softball fields, representing a future need for 7 additional fields.

Soccer Fields

As part of the 2014 CPRP, the City of Ridgefield reduced its service level for soccer fields from 1 per 520 residents to 1 per 2,000 residents. With access to only one field at the present and based on the revised standard, the projected 2035 demand is for 13 soccer fields, representing a future need for 12 additional soccer fields.

SIX-YEAR CAPITAL FACILITIES PLAN

Ridgefield has many park needs. While all of the projects included within 2014 Comprehensive Parks and Recreation Plan are community priorities designed to meet the community's demand for facilities, a short-term capital facilities plan is needed to guide the first phase of implementation.

Table 5 provides a 6-Year Capital Facilities Plan (CFP) for years 2017-2022, based on the funding scenario outlined in Table 6. This should be reviewed and updated annually, as part of the development of the annual work plan.

Table 5. 6-Year Capital Facilities Plan

ID#	Project	Description	Total	Funding Sources
CP-1d	Abrams Park	Implement Master Plan Improvements	$ 500,000	PIF, Grant, REET, TBD
CP-9d	Community Park w/ Sports Complex	Design and construct sports complex	$ 15,000,000	PIF, Grant, GF, REET, TBD
CP-12a	Community Park Acquisition	Acquire 15 acres (Gap Area Q)	$ 500,000	PIF
NP-6d	Neighborhood Park Development	Implement Phase 1 park development	$ 432,000	PIF, Grant, REET
NP-13a	Neighborhood Park Acquisition	Acquire 3 - 4 acres (Gap Area G)	$ 150,000	PIF, Grant, REET
NP-17a	Neighborhood Park Acquisition	Acquire 6 acres (Gap Area M)	$ 600,000	PIF, Grant, REET
NP-20a	Neighborhood Park Acquisition	Acquire 2.5 acres (Gap Area P)	$ 562,500	PIF, Grant, REET
SU-2d	Waterfront Park	Design & construct urban waterfront park with non-motorized boat access	$ 500,000	REET, GF, TBD
PP-1a	Pioneer Canyon Pocket Parks	Acquire 1 acre combined (Gap Area R)	$ 56,000	PIF
T-1a	Gee Creek Trail	Secure trail access (Heron Drive to Refuge)	$ 17,000	PIF, REET
T-1d	Gee Creek Trail	Design and construct trail segment (Abrams Park to Refuge)	$ 869,000	PIF, REET, Grant
T-2a	Gee Creek Trail	Secure trail access rights (Abrams Park to RHS)	$ 120,000	PIF, REET
T-2d	Gee Creek Trail	Design and construct trail segment (Abrams Park to Osprey Pointe)	$ 525,000	PIF, REET, Grant
T-12a	Beaver Pond Trail	Secure trail access (N 10th St to N 45th Ave)	$ 50,000	PIF, REET, Grant
T-12d	Beaver Pond Trail	Design & construct trail segment (N 10th St to N 45th Ave)	$ 200,000	PIF, REET, Grant
T-17a	Commerce Center Loop Trail	Secure trail access rights across Port properties	$ 10,000	REET, GF, TBD
T-17d	Commerce Center Loop Trail	Design & construct trail loop	$ 800,000	GF, REET
T-25a	Kennedy Trail	Secure trail access (west of Hillhurst)	$ 20,000	PIF, REET, Grant
T-25d	Kennedy Trail	Design & construct trail segment (west of Hillhurst)	$ 130,000	PIF, REET, Grant
---	Minor Repairs & Renovations		$ 53,000	GF, REET
---	ADA Compliance Upgrades		$ 61,500	REET, GF, TBD
		TOTAL	***$ 21,156,000***	

Attachment: Ridgefield_CFPdoc-2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)

Table 6. CFP Projects and Financing Plan

City of Ridgefield
Parks CFP Projects and Financing Plan
2017 to 2022

	Actual 2016	Projected 2017	2018	2019	2020	2021	2022	6-Year Total
Project Specific Revenue								
Park Impact Fees (annual revenues)	$ 798,492	$ 736,350	$ 751,077	$ 612,879	$ 559,865	$ 505,122	$ 480,656	**$ 3,645,949**
Interest Earnings / Other	$ 20,653	$ 8,500	$ 3,000	$ 3,000	$ 3,000	$ 2,000	$ 1,000	**$ 20,500**
REET	$ 475,310	$ 1,800,000						**$ 1,800,000**
Grants		$ 225,000		$ 600,000		$ 500,000		**$ 1,325,000**
Bonds			$ 10,000,000					**$ 10,000,000**
Other Funding / Sponsorships			$ 3,200,000					**$ 3,200,000**
Total Project Specific Revenue	$ 1,294,455	**$ 2,769,850**	**$ 13,954,077**	**$ 1,215,879**	**$ 562,865**	**$ 1,007,122**	**$ 481,656**	**$ 19,991,449**
Anticipated Capital Purchases / Projects:								
Gee Creek Trail (Abrams to Heron Drive)	$ 63,657							$ -
Smythe Road Trail	$ 25,734							$ -
Abrams Park - Restrooms	$ 213,189							$ -
Abrams Ped Bridge	$ 39,423							$ -
Abrams Property Purchase	$ 35,375							$ -
Off Leash Park	$ 11,891							$ -
Outdoor Recreation Complex	$ 1,273,212	$ 3,000,000	$ 7,000,000	$ 5,000,000				$ 15,000,000
NP-6 Improvements	$ 8,604		$ 32,000	$ 400,000				$ 432,000
Neighborhood Park Acquisition (Gap Area G)		$ 30,000			$ 120,000			$ 150,000
Gee Creek Trail (Heron Drive to Refuge)		$ 17,000	$ 869,000					$ 886,000
Gee Creek Trail (Abrams Park to RHS)				$ 120,000		$ 525,000		$ 645,000
Community Park Acquisition (Gap Area Q)				$ 500,000				$ 500,000
Commerce Center Loop Trail		$ 10,000				$ 800,000		$ 810,000
Pioneer Canyon Pocket Parks			$ 56,000					$ 56,000
Beaver Pond Trail			$ 50,000				$ 200,000	$ 250,000
Kennedy Trail			$ 20,000				$ 130,000	$ 150,000
Waterfront Park		$ 500,000						$ 500,000
Abrams Park - Master plan improvements					$ 300,000	$ 200,000		$ 500,000
Neighborhood Park Acquisition (Gap Area M)					$ 600,000			$ 600,000
Neighborhood Park Acquisition (Gap Area P)							$ 562,500	$ 562,500
Total	**$ 1,671,085**	**$ 3,557,000**	**$ 8,027,000**	**$ 6,020,000**	**$ 1,020,000**	**$ 1,525,000**	**$ 892,500**	**$ 21,041,500**
Non-Capacity Adding Projects								
Minor Repairs & Renovations		$ 17,000	$ 16,000		$ 10,000		$ 10,000	$ 53,000
ADA Compliance Upgrades		$ 11,000	$ 14,500	$ 14,000	$ 12,000	$ 10,000		$ 61,500
Grants Writing			$ 20,000					$ 20,000
Planning / Other		$ 20,000	$ 20,000	$ 75,000				$ 115,000
Total Expense	$ -	**$ 48,000**	**$ 70,500**	**$ 89,000**	**$ 22,000**	**$ 10,000**	**$ 10,000**	**$ 249,500**
Total	**$ (376,630)**	**$ (835,150)**	**$ 5,856,577**	**$ (4,893,121)**	**$ (479,135)**	**$ (527,878)**	**$ (420,844)**	
Beginning of Year Cash	$ 2,041,312	$ 1,664,682	$ 829,532	$ 6,686,109	$ 1,792,988	$ 1,313,853	$ 785,975	
End of Year Cash	**$ 1,664,682**	**$ 829,532**	**$ 6,686,109**	**$ 1,792,988**	**$ 1,313,853**	**$ 785,975**	**$ 365,131**	

* Additional funding from other sources (e.g., REET, grants, etc) may be available to support the implementation of noted projects.

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INTERGOVERNMENTAL COORDINATION OPPORTUNITIES

Agency Coordination & Collaboration

Specific projects and goals identified in the full 2014 CPRP demand a high degree of coordination and collaboration with other city divisions and outside agencies. Internal coordination with the Public Works and Community Development departments can increase the potential toward the implementation of the proposed trail network, which will rely on securing adequately sized greenway tracts for trails and on ensuring connectivity within and to adjoining subdivisions. Coordination with the Community Development Department will be crucial in reviewing development applications with consideration toward potential parkland acquisition areas and for easement or set-aside requests. However, to more fully extend the extent of the park system and recreation programs, additional partnerships and collaborations should be sought.

The City should discuss and update its interlocal agreement with the Ridgefield School District to advance the potential for shared facility development at the District's new high school property located along NW Hillhurst Road. This site, or in conjunction with an adjoining property, could provide for additional sport fields and other park amenities. Also, the interlocal should re-evaluate the potential to coordinate with RSD for the use of indoor gymnasium space for recreation programs or classes.

The City should continue to partner with the City of Battle Ground for the continuation and expansion of the summer playground program. Depending on how strongly interest in recreation programming rises by local residents, the City should explore whether Battle Ground has the potential and capacity to be the service provider of recreation services for Ridgefield via an interlocal agreement. Such an arrangement will likely require a payment from Ridgefield as a guarantee, which may be in addition to program fee revenues. Also, the provision of recreation programs and classes will require indoor facility space regardless of who the service provider is.

The City should continue its dialogue with the Port of Ridgefield for the potential to develop walking trails in the commercial areas near Interstate 5 as local employee amenities, in addition to future waterfront improvements and amenities along Lake River.

As an outdoor lifestyles community, Ridgefield should explore partnership opportunities with regional health care providers and services, such as Kaiser Permanente, PeaceHealth and the Clark County Health Department, to promote wellness activities, healthy living and communications about the benefits of parks and recreation. For example, this group could more directly cross-market services and help expand resident understanding of local wellness options, and they could sponsor a series of organized trail walks throughout Ridgefield as a means to expand public awareness of local trail opportunities and encourage residents to stay fit. In Vancouver, Kaiser Permanente helped fund the Vancouver-Clark Parks and Recreation Department's Walking Guide that highlights the health benefits of walking and includes trails maps and descriptions.

The City should continue to facilitate discussions with local youth leagues and staff from Clark County, La Center and the Ridgefield School District for the purposes of sport field planning and financing a multi-field complex. Possible sites include future community parks or property within the industrial/commercial lands on the east side of the City. A complex of four fields or more could provide field rental revenue, as well as additional tourism revenue, from leagues or sport clubs interested in hosting tournaments.

The City should reach out to the property owners of certain private open space tracts that were set aside through the land development process for the potential to utilize some of these lands for trail linkages. Also, in areas where no other options exist to secure stand-alone parklands, these existing private open space tracts may offer an opportunity to provide park amenities, as appropriate given critical area ordinance limitations or specific land use restrictions from the time of platting.

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Volunteer & Community-Based Action

The public process for the 2014 CPRP has demonstrated that residents want to be involved in improving the City's park system and want to have their energies guided through coordination with the Department. Community sponsored park clean-ups, beautification and planting projects, and park patrols should be considered to engage citizens and create a stronger sense of community pride and ownership in park facilities. The parks program can benefit from on-going coordination and involvement from the Lions Club, the Vancouver or Woodland Rotary, local scout troops and other area service and civic groups. The City should also prepare a revolving list of potential small works or volunteer-appropriate projects to post on its website, while also reaching out to the high school to encourage student projects.

FINANCING SOURCES

Ridgefield's capital project funding level, as of 2014, is not adequate to support development of a comprehensive park system in accordance with the City's vision. The following financing options are intended to identify the range of alternatives available to increase capital project funding to aid in the implementation of the CFP.

Federal & State Funding & Conservation Programs

Washington State Recreation and Conservation Office

The Recreation and Conservation Office (formerly the Interagency Committee for Outdoor Recreation (IAC)) was created in 1964 as part of the Marine Recreation Land Act (Initiative 215). The RCO grants money to state and local agencies, generally on a matching basis, to acquire, develop, and enhance wildlife habitat and outdoor recreation properties. Some money is also distributed for planning grants. RCO grant programs utilize funds from various sources. Historically, these have included the federal Land and Water Conservation Fund, state bonds, Initiative 215 monies (derived from unreclaimed marine fuel taxes), off-road vehicle funds, Youth Athletic Facilities Account, and the Washington Wildlife and Recreation Program.

Wetlands Reserve Program (WRP)

The WRP provides landowners the opportunity to preserve, enhance, and restore wetlands and associated uplands. The program is voluntary and provides three enrollment options: permanent easements, 30-year easements, and 10-year restoration cost-share agreements. In all cases, landowners retain the underlying ownership in the property and management responsibility. Land uses may be allowed that are compatible with the program goal of protecting and restoring the wetlands and associated uplands. The NRCS manages the program and may provide technical assistance.

Washington State Ecosystems Conservation Program (WSECP)

This WSCEP was established in 1990 and is divided into federal- and state-managed components. The federal program focuses funds on projects that help restore habitat for threatened, endangered and sensitive species and, secondarily, for species of concern. In addition, the program attempts to concentrate funds within a limited number of watersheds to maximize program benefits. The program provides funds to cooperating agencies or organizations. These grants, in turn, can be distributed among project sites. The program requires a 50% cost-share from cooperating agencies, and individual landowners at project sites must enter into maintenance/management agreements that have a 10-year minimum duration.

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Community Development Block Grants

These funds are intended to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low and moderate income persons.

Transportation Alternatives Program

In July 2012, the US Congress passed a new transportation funding bill called Moving Ahead for Progress in the 21 or "MAP-21". MAP-21 did not reauthorize the Transportation Enhancement Program. Instead, it established a new program called Transportation Alternatives Program (TAP) that includes elements of the former TE program, in combination with elements from other programs and some new activities. Eligible enhancement activities include bicycle and pedestrian projects, historic preservation, landscaping and scenic beautification, and environmental mitigation.

Local Funding Options

Councilmanic Bonds

Councilmanic bonds may be sold by cities without public vote. The bonds, both principal and interest, are retired with payments from existing city revenue or new general tax revenue, such as additional sales tax or real estate excise tax. The state legislature has set a maximum debt limit for councilmanic bonds of one and one-half percent of the value of taxable property in the city.

Revenue Bonds

Revenue bonds are sold with the intent of paying principal and interest from revenue generated by the improvement, such as fees and charges. For example, revenue bonds might be sold to fund a public water system that will generate revenue through utility charges to customers. Other funds may be dedicated to assist with repayment; however, it is desirable to have the improvements generate adequate revenue to pay all bond costs. Limits on the use and amount of revenue bonds are generally market-driven through investor faith in the adequacy of the revenue stream to support bond payments.

Excess Levy

Washington law allows cities and counties, along with other specified junior taxing districts, to levy property taxes in excess of limitations imposed by statute when authorized by the voters. Levy approval requires 60 percent majority vote at a general or special election. Excess levies by school districts are the most common use of this authority.

General Obligation Bonds

For the purposes of funding capital projects, such as land acquisitions or facility construction, cities and counties have the authority to borrow money by selling bonds. Voter-approved general obligation bonds may be sold only after receiving a 60 percent majority vote at a general or special election. If approved, an excess property tax is levied each year for the life of the bond to pay both principal and interest.

Impact Fees

Impact fees are charges placed on new development as a condition of development approval to help pay for various public facilities the need for which is directly created by that new growth and development. Counties, cities, and towns may impose impact fees on residential and commercial "development activity" to help pay for certain public facility improvements, including parks, open space and recreation facilities.

Sales Tax

Washington law authorizes the governing bodies of cities and counties to impose sales and use

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taxes at a rate set by the statute to help "carry out essential county and municipal purposes." The authority is divided into two parts.

Cities may impose by resolution or ordinance a sales and use tax at a rate of five-tenths of one percent on any "taxable event" within their jurisdictions. Cities may also impose an additional sales tax at a rate "up to" five-tenths of one percent on any taxable event within the city or county. In this case, the statute provides an electoral process for repealing the tax or altering the rate.

Real Estate Excise Tax

Washington law authorizes the governing bodies of counties and cities to impose excise taxes on the sale of real property within limits set by the statute. The authority of cities and counties may be divided into three parts relevant to park systems.

A city or county may impose a real estate excise tax on the sale of all real property in the city or unincorporated parts of the county, respectively, at a rate not to exceed 1/4 of 1% of the selling price to fund "local capital improvements," including parks, playgrounds, swimming pools, water systems, bridges, sewers, etc. Also, the funds must be used "primarily for financing capital projects specified in a capital facilities plan element of a comprehensive plan . . . "

A city or county may impose a real estate excise tax on the sale of all real property in the city or unincorporated parts of the county, respectively, at a rate not to exceed 1/2 of 1%, in lieu of a five-tenths of one percent sales tax option authorized under state law. These funds are not restricted to capital projects. The statute provides for a repeal mechanism.

A city or county – in counties that are required to prepare comprehensive plans under the new Growth Management Act – are authorized to impose an additional real estate excise tax on all real property sales in the city or unincorporated parts of the county, respectively, at a rate not to exceed 1/4 of 1%. These funds must be used "solely for financing capital projects specified in a capital facilities plan element of a comprehensive plan."

Real Estate Excise Tax - Local Conservation Areas (Clark County)

Boards of County Commissioners may impose – with majority voter approval – an excise tax on each sale of real property in the county at rate not to exceed 1% of the selling price for the purpose of acquiring and maintaining conservation areas. The authorizing legislation defines conservation areas as "land and water that has environmental, agricultural, aesthetic, cultural, scientific, historic, scenic, or low-intensity recreational value for existing and future generations..." These areas include "open spaces, wetlands, marshes, aquifer recharge areas, shoreline areas, natural areas, and other lands and waters that are important to preserve flora and fauna."

Regular Property Tax - Lid Lift

Cities are authorized to impose ad valorem taxes upon real and personal property. A city's maximum levy rate for general purposes is $3.375 per $1,000 of assessed valuation. Limitations on annual increases in tax collections, coupled with changes in property value, causes levy rates to rise or fall; however, in no case may they rise above statutory limits. Once the rate is established each year, it may not be raised without the approval of a majority of the voters. Receiving voter approval is known as a lid lift. A lid lift may be permanent, or may be for a specific purpose and time period. Other limits on taxing authority remain in effect, such as the aggregate levy rate limits of $5.90 per $1,000 of assessed value and 1% of true and fair market value.

Conservation Futures (Clark County)

The Conservation Futures levy is provided for in Chapter 84.34 of the Revised Code of Washington. In 1985, Clark County authorized the use of the Conservation Futures levy at a rate of $0.0625 per $1,000 assessed value for the purpose of acquiring rights and interest in open space, wetlands, farm, and timber lands (CCC 3.24). Conservation Futures funds are limited to acquisition purposes only.

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Incentive Measures

Current Use Taxation

Clark County's current use taxation program (CCC 3.08) applies to lands in both incorporated and unincorporated areas and provides tax relief to land holders in return for maintaining their land in an undeveloped condition. Lands approved for this reduction must be so designated by an approved comprehensive plan map and processed under the comprehensive open space map and policies plan. The program derives its authority in the 1970 Washington Open Space Taxation Act (RCW 84.34), which establishes procedures for tax deferments for agricultural, timber, and open space lands. Owners of such lands may apply to be taxed according to current use, rather than true market value. When the property is removed from the program, the tax savings realized by the land owners for a period dating back up to seven years, plus interest, are collected. Tax savings dating back further than seven years may not be collected. If the removal of classification or change of use occurs in less than ten years or if the owner fails to provide two years advance notification of withdrawal, an additional 20% penalty is imposed.

Density Bonuses

Density bonuses are a planning tool used to encourage a variety of public land use objectives, usually in urban areas. They offer the incentive of being able to develop at densities beyond current regulations in one area, in return for concessions in another. Density bonuses are applied to a single parcel or development. An example is allowing developers of multi-family units to build at higher densities if they provide a certain number of low-income units. For density bonuses to work, market forces must support densities at a higher level than current regulations.

Transfer of Development Rights

The transfer of development rights (TDR) is an incentive-based planning tool that allows land owners to trade the right to develop property to its fullest extent in one area for the right to develop beyond existing regulations in another area. Local governments may establish the specific areas in which development may be limited or restricted and the areas in which development beyond regulation may be allowed. Usually, but not always, the "sending" and "receiving" property are under common ownership. Some programs allow for different ownership, which, in effect, establishes a market for development rights to be bought and sold.

Other Methods & Funding Sources

Metropolitan Park District

Metropolitan park districts may be formed for the purposes of management, control, improvement, maintenance and acquisition of parks, parkways and boulevards. In addition to acquiring and managing their own lands, metropolitan districts may accept and manage park and recreation lands and equipment turned over by any city within the district or by the county. Formation of a metropolitan park district may be initiated in cities of five thousand population or more by city council ordinance, or by petition, and requires voter approval (50% + 1) for creation.

Land Trusts

Land trusts are private non-profit organizations that acquire and protect special open spaces and are traditionally not associated with any government agency. Land trusts serving the region include the Cascade Land Conservancy, the Nature Conservancy and the Trust for Public Land.

Fundraising

Fundraising projects are used to support special projects and programs. Recycling drives, golf tournaments and candy sales are three examples of successful fundraising efforts.

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Private Grants, Donations & Gifts

Many trusts and private foundations provide funding for park, recreation and open space projects. Grants from these sources are typically allocated through a competitive application process, and vary dramatically in size based on the financial resources and funding criteria of the organization. Philanthropic giving is another source of project funding. Efforts in this area may involve cash gifts and include donations through other mechanisms such as wills or insurance policies. Community fund-raising efforts can also support park, recreation or open space facilities and projects.

Business Sponsorships/Donations

Business sponsorships for youth, teen, adult and senior programs may be available throughout the year. In-kind contributions are often received, including food, door prizes and computer equipment.

Interagency Agreements

State law provides for interagency cooperative efforts between units of government. Joint acquisition, development and use of park, recreation and open space facilities has been successfully used within the City of Ridgefield between Public Works and the Port of Ridgefield.

Public/Private Utility Corridors

Utility corridors can be managed to maximize protection or enhancement of open space lands. Utilities maintain corridors for provision of services such as electricity, gas, oil, and rail travel. Historically, some utility companies have cooperated with local governments for development of public programs such as parks and trails within utility corridors.

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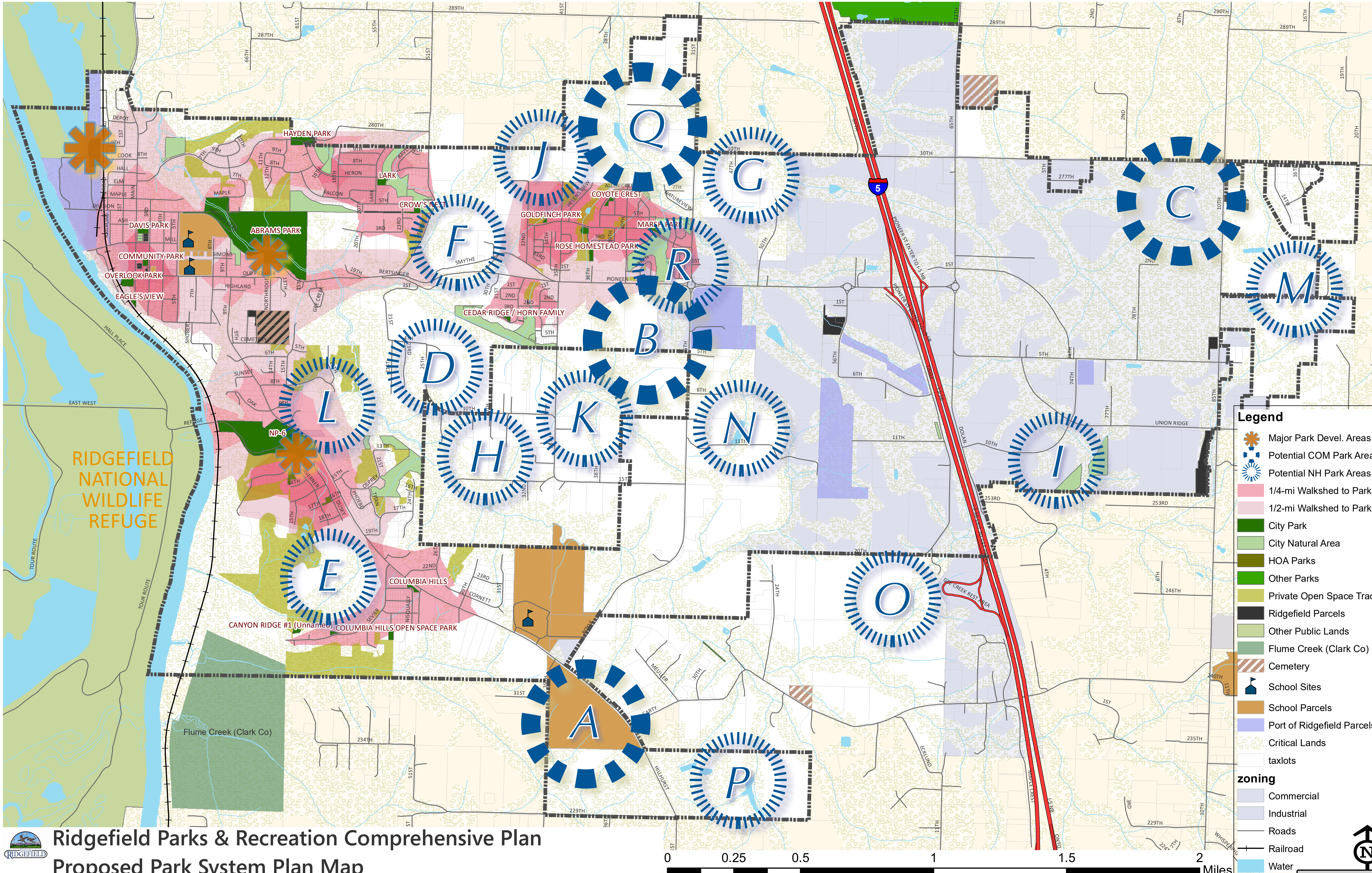

Ridgefield Parks & Recreation Comprehensive Plan
Proposed Park System Plan Map

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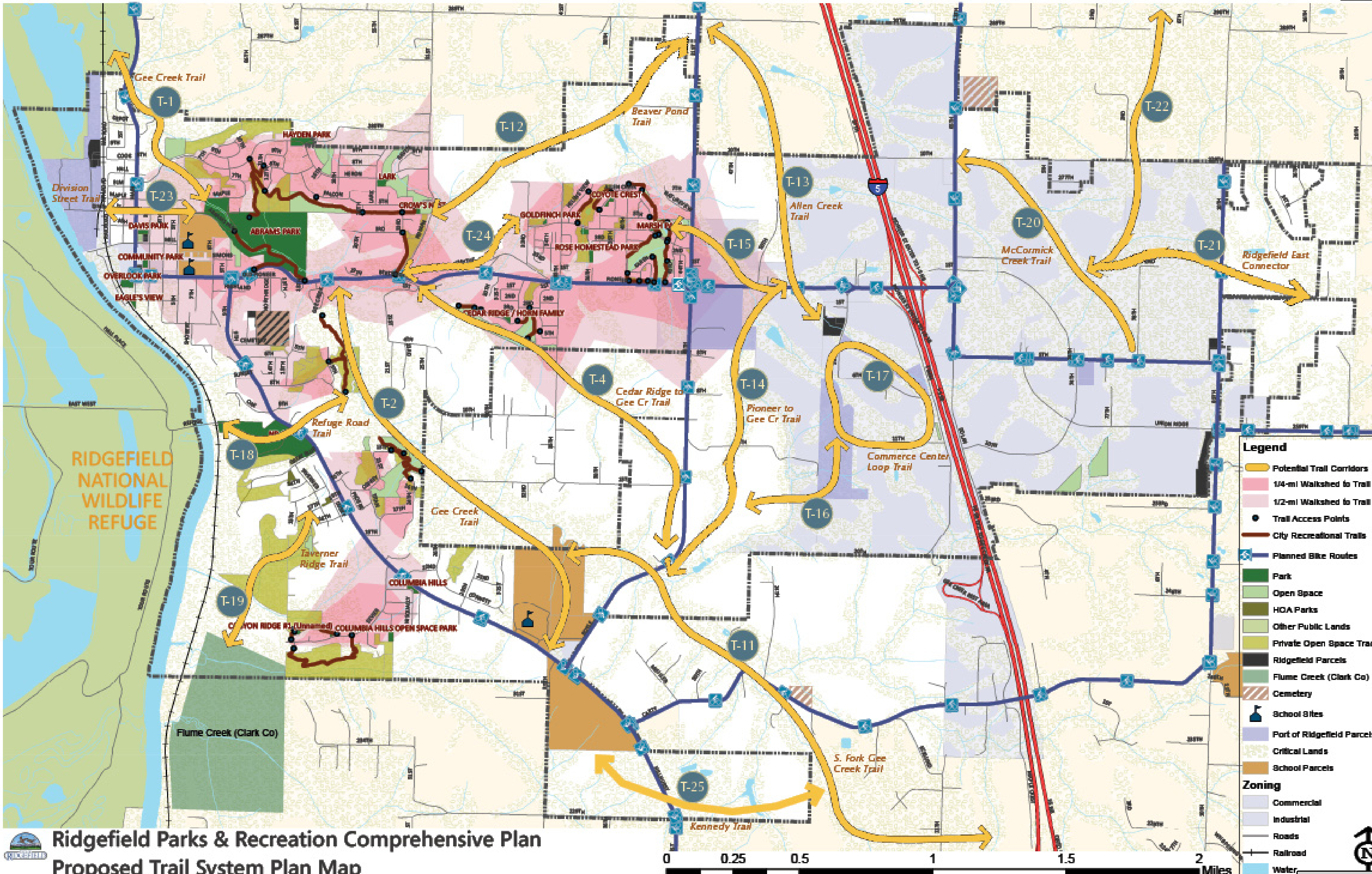

Ridgefield Parks & Recreation Comprehensive Plan
Proposed Trail System Plan Map

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Park Impact Fee Rate Study

City of Ridgefield, Washington

Submitted to:

City of Ridgefield, Washington

February 28, 2017

Prepared by:

CONSERVATION TECHNIX

Conservation Technix, Inc.
PO Box 12736
Portland, OR 97212
503-989-9345
www.conservationtechnix.com

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City of Ridgefield
Park Impact Fee Rate Study

Purpose

The purpose of this Park Impact Fee Rate Study is to establish the rates for impact fees in the City of Ridgefield, Washington for publicly owned parks, open space and recreation facilities, as defined by RCW 82.02.090(7).

Background

Impact fees are one-time payments used to construct system improvements needed to accommodate new development. An impact fee represents new growth's fair share of capital facility needs. By law, impact fees can only be used for capital improvements that expand system capacity, not for operating or maintenance costs. Impact fees are subject to legal standards, which require fulfillment of three key elements: need, benefit and proportionality.

The Growth Management Act grants counties and cities the authority to assess parks impact fees on new development. Washington law (RCW 82.02.090) defines an impact fee as "a payment of money imposed upon development as a condition of development approval to pay for public facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public facilities, that is a proportionate share of the cost of the public facilities, and that is used for facilities that reasonably benefit the new development."

State code defines the limitations of impacts fees, such that they can only be imposed for system improvements that are reasonably related to the new development, cannot exceed a proportionate share of the costs of system improvements that are reasonably related to the new development, and must be used for system improvements that will reasonably benefit the new development. Additionally, impact fees may be collected and spent only for the public facilities which are addressed by a capital facilities plan element of a comprehensive land use plan.

Impact fees rates also must be adjusted to account for other revenues that the development pays that are earmarked for or proratable to particular system improvements; these other revenues may be in the form of user fees, debt service payments or taxes, among others. Impact fees may be credited for the value of dedicated land, improvements or construction provided by the developer to facilities that are identified in the capital facilities plan and that are required by the city as a condition of approving the development activity.

RCW 82.02.070 further stipulates that impact fee receipts must be earmarked specifically and retained in special interest-bearing accounts and must be expended or encumbered for a permissible use within ten years of receipt.

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Park Impact Fee Methodologies

Impact fees generally are calculated using a standards-based or an improvements-based approach. Ridgefield's park impact fees historically have been calculated based on an adopted level of service in terms of acres per 1,000 population, whereas the City's transportation impact fee is calculated by an improvements-basis as outlined in the capital facilities plan.

The standards-based approach is calculated using the City's adopted service standards for park and recreation facilities or classifications. Existing deficits and projected demand from population growth by park type is expressed in acres per 1,000 population. The additional need based on future growth is multiplied by the costs per unit to determine the aggregate future costs of system improvements.

The improvements-based approach is calculated from a list of planned projects in the capital facilities plan and includes the identification of the population growth-related portions of those planned projects to determine the impact fee basis.

Separately and importantly, the City must plan to correct its existing deficiencies in the park system, if any, with funds other than impact fee revenues.

Park Impact Fee Formula and Rate Factors

The impact fee unit cost is calculated as the net cost basis divided by forecasted population growth. The result, a per capita impact fee unit cost, is then converted to the impact fee per residential dwelling unit using the assumed average occupancy rate per dwelling unit.

Park Impact Fee Formula

Ridgefield's impact fee component for parks, open space and recreational facilities currently is calculated using the following formula (RMC 18.070.090, *amended on 5-26-2016*):

$$PIF = F \times I \times U - A$$

"PIF" means the park, open space and recreational facility component of the total development impact fee.

"F" means the park impact fee rate per dwelling unit in dollar amounts. Such rate shall be established in the capital facilities plan by estimating the cost of anticipated growth-related parks, trails, and open space facilities divided by the projected number of new residents and dwelling units.

"I" means an annual inflation adjustment.

"U" means the number of dwelling units.

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"A" means an adjustment for the developer's contributions to the parks, trails and open space system in the form of easements, dedications or payments in lieu of fees as approved by the planning director.

State statute requires that park facilities on which impact fees may be spent must be part of a capital facilities plan that is a component of an adopted comprehensive land use plan. The City ordinance (RMC 18.070.110) anticipates that impact fee rates will be revised periodically to reflect an updated capital facilities plan or no more often than annually to reflect the change in a generally recognized and applicable inflation/deflation index.

Factors Affecting the Impact Fee Calculation

The impact fee calculation includes several variables and are described below. Each can alter the resulting impact fee rate.

Projected Population Growth

According to the 2010 Census, the City of Ridgefield grew by over 122% between 2000 and 2010 to a population of 4,763. By 2016, the population had grown to 6,870 according to the Washington Office of Financial Management population estimates. Assuming a constant rate of growth over the 2015-2035 timeframe, the City's annual population growth rate is estimated to be 7.16%. At this rate, Ridgefield's population is estimated to be 25,523 in 2035. This estimate indicates a growth in population of 19,123 people in the next 20 years.

Occupancy Rates per Dwelling Unit

Occupancy rates for single-family and multi-family dwellings have increased in Ridgefield over the past two decades. The park impact fee study conducted in 2008 assumed an average of 2.69 people per household for single-family and 2.3 people per household for multi-family dwellings. As of the 2010 Census, the number of units per structure is no longer collected in the decennial census; that information is available in the American Community Survey, but it represents only sampled dated and is not as detailed as the decennial census has been in the past. Based on the 2010 Census, the overall average household size for the City of Ridgefield is 2.99 people per household. Since Ridgefield does not have a significant portion of its housing stock as multi-family units, a single occupancy rate is utilized to generate a single park impact fee on a per housing unit basis.

Table 1: Average Per Unit Occupancies

	1995 (RMC)	2008 (PIF study)	2010 Census
Single Family/Duplex	2.5	2.69	2.99
Multi-Family	2	2.3	

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Facility Standards

The recently updated Parks and Recreation Comprehensive Plan was adopted by City Council in April 2014. Minor revisions to the service standards were approved as part of this plan update. The following table illustrates the changes to service standards by park classification.

Table 2: Service Standards by Classification and Facility Type

	2007 Standards	2014 Standards
Parkland		
Community Park	5.27 acres / 1000	6 acres / 1000
Neighborhood Park	1.56 acres / 1000	1.56 acres / 1000
Greenw ay	8.65 acres / 1000	9.5 acres / 1000
Facilities		
Trails	0.75 miles / 1000	0.75 miles / 1000
Baseball Fields	1 field / 520 people	1 field / 3000 people
Soccer Fields	1 field / 550 people	1 field / 2000 people

These revised standards form the basis for calculating the "standards-based" approach for updated park impact fees.

Adjustment Factor

The adjustment factor is based on state statute that requires an "adjustment to the cost of public facilities for past or future payments made or reasonably anticipated to be made by new development..." (RCW 82.02.060). Commonly known as the "proportionate public share", this adjustment is intended to reasonably relate the cost of public facility improvements with the service demands of new development.

In February 2017, the stand-alone Parks and Recreation Capital Facilities Plan (CFP) was revised and updated to more accurately identify the list of projects and expenses for the coming six year period. This streamlined CFP included anticipated revenues over the six year period, which was the basis for recalculating the impact fee adjustment. The anticipated REET, bond and grant revenues were compared to anticipated total revenues for parks purposes (including PIF). The revised adjustment factor was calculated as 81.8%.

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Park Impact Fee Calculations

Park Impact Fees are calculated from a defined cost basis for the projected growth-related impacts to arrive at a per capita or per housing unit PIF rate.

Cost Basis

Table 3 shows the City's existing inventory, deficits and surpluses for the current population and the additional facilities requirements to meet the level of service standards for the 2035 population of 25,523. The existing inventory currently meets the adopted service standard and has surpluses for each facility classification, except for soccer fields.

Table 3: Existing & Projected Inventory Demands by Classification

Type	*Service Standard*	*Existing Inventory **	*Existing 2016 Surplus /(Deficit)*	*Projected Demand (2035)*	*Projected 2035 Surplus / (Deficit) ***
Community Park	6 ac/000	35.47	(5.75)	153.14	**(117.67)**
Neighborhood Park	1.56 ac/000	13.36	2.64	39.82	**(26.46)**
Pocket Park	--- ac/000	4.50	---	---	**---**
Greenway	9.5 ac/000	258.38	193.12	242.47	**15.91**
Special Facilities	--- ac/000	1.53	---	---	**---**
Trails	0.75 mi/000	5.01 miles	(0.14)	19.1 miles	**(14.1 miles)**
Baseball Fields	1 field/3000 people	2 fields	(0.29)	9 fields	**(7 fields)**
Soccer Fields	1 field/2000 people	1 field	(2.44)	13 fields	**(12 fields)**

* NOTE: Inventory column includes NP-6, private HOA parks, and private open space tracts and excludes Ridgefield School District fields
** NOTE: The 2035 population is estimated as 25,523 residents

To determine the total cost of park and recreation facilities needed to accommodate population growth, average costs for each facility classification was estimated based on local land data and construction costs. The unit costs noted in Table 4 are used to estimate the projected capital costs resulted expanding the parks system to meet the adopted standards.

Table 4: Unit Costs by Classification

	Unit Costs		
Parkland	**Acquisition**	**Development**	**Combined**
Community Park	$ 145,000 per acre	$ 500,000 per acre	**$ 645,000 per acre**
Neighborhood Park	$ 134,000 per acre	$ 230,000 per acre	**$ 364,000 per acre**
Greenway	$ 15,000 per acre	$ - per acre	**$ 15,000 per acre**
Facilities			
Trails	$ 88,000 per mile	$ 1,082,400 per mile	**$ 1,170,400 per mile**
Baseball Fields	$ - per field	$ 350,000 per field	**$ 350,000 per field**
Soccer Fields	$ - per field	$ 350,000 per field	**$ 350,000 per field**

Standards Based Approach

Using the adopted service standards, projected population growth and estimated unit costs, the 6-year growth-related capital cost was calculated to be $29,522,535. This amount was adjusted downward to account for the existing deficit for community parks, trails and sport

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fields for a net growth cost basis of $25,539,543. The cost basis was discounted by the adjustment factor and divided by the projected 6-year population growth to establish a per capita impact fee rate of $6,651. Applying the number of occupants per dwelling unit, the calculated per capita impact fee was calculated as a per residential unit rate ($3,619).

Table 5: Standards-Based Impact Fee Calculation

	Unit Demand for Future Population (2022)	Unit Costs	6-Year Growth Cost (2022)	Deficiency Cost for Current Population (2016)	Total System Cost
Parkland					
Community Park	28.94 acres	$ 645,000 per acre	$ 18,666,300	$ 2,875,000	$ 21,541,300
Neighborhood Park	3.39 acres	$ 364,000 per acre	$ 1,232,722	$ -	$ 1,232,722
Greenway	(156.40) acres	$ 15,000 per acre	$ -	$ -	$ -
Facilities					
Trails	3.04 miles	$ 1,170,400 per mile	$ 3,559,479	$ 154,242	$ 3,713,721
Baseball Fields	1.58 fields	$ 350,000 per field	$ 552,417	$ 101,500	$ 653,917
Soccer Fields	4.37 field	$ 350,000 per field	$ 1,528,625	$ 852,250	$ 2,380,875
		Total	**$ 25,539,543**	**$ 3,982,992**	**$ 29,522,535**

Growth Cost Basis	$ 25,539,543
6-Year Population Growth	3,840
Growth Cost Per Capita	$6,651
Adjustment Factor	81.8%
Occupancy Rate	2.99
Park Impact Fee per Unit	**$3,619**

Improvements Based Approach

The improvements-based approach relies on the revised, updated 2017 Parks and Recreation Capital Facilities Plan (CFP). The revised CFP focuses on highly critical projects and balances with projected revenue for park improvements. The 6-year CFP cost was estimated at $21,041,500. Some of the projects noted in the CFP are for repairs or renovations, which represent ineligible costs when calculating impact fees, since they are not growth related. Utilizing the same calculations as in the standards-based approach and the revised net growth cost basis, the PIF rate was calculated as $2,947 per residential unit.

Table 6: Improvements-Based Impact Fee Calculation

6-Year Capital Facilities Plan Cost	$21,041,500
Ineligible (non-PIF) Expenses	$249,500
Growth Cost Basis	$20,792,000
6-Year Population Growth	3,840
Growth Cost Per Capita	$5,415
Adjustment Factor	81.8%
Occupancy Rate	2.99
Park Impact Fee per Unit	**$2,947**

Attachment: Ridgefield_PIFstudy2017_v170228 (1254 : 2017 Parks Capital Facilities Plan Update)