



**RIDGEFIELD PARKS BOARD
MEETING AGENDA**

**Wednesday, January 11, 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**

IV. MEMBER REPORT

- 1. Innovative Parks, Rachelle Simmons**

V. OLD BUSINESS

- 1. Ridgefield Outdoor Recreation Center**
- 2. Parks Board 2017 Work Plan**

VI. NEW BUSINESS

- 1. Access Recreation, Georgena Morgan**

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: January 11, 2017

ITEM:

AGENDA ITEM TITLE: Approval of Minutes

SUMMARY/BACKGROUND:

STAFF CONTACT: Lisa Blake, Administrative Assistant

ATTACHMENTS: 121416 PB Minutes (PDF)



CITY OF RIDGEFIELD, WASHINGTON
Parks Board MEETING MINUTES
December 14, 2016
Regular Meeting - 6:30 PM

GENERAL SESSION CALL TO ORDER - 6:30 PM - [6:40 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		Excused
Thomas Ball	Board Member		Present
Marie Bourvier	Board Chair		Present

Rachelle Simmons excused - had another engagement

Beth Putnam excused - due to weather

LATE CHANGES TO THE AGENDA

Under Member Report, reschedule Innovative Parks presentation for January.

Under New Business, reschedule Access Recreation

PUBLIC COMMENT - [6:41 PM](#)

None

CONSENT AGENDA - [6:42 PM](#)

1. Approval of Minutes from November 9, 2016 - [6:42 PM](#)

Minutes are approved as submitted.

MEMBER REPORT - [6:42 PM](#)

1. Innovative Parks (Presentation) Rachelle Simmons

This presentation is rescheduled for the next meeting.

OLD BUSINESS - [6:43 PM](#)

1. Parks Donation and Memorial Items (Discussion and Motion) Brenda Howell

Attachment: 121416 PB Minutes (1197 : Approval of Minutes from December 14, 2016)

Brenda reviewed the donation items selected by the Board in November and provided them with an update on costs. She presented color options and introduced two picnic tables for discussion and approval.

Board Discussion: It was decided to stay with earth tone colors. This gives leeway to public works on replacement costs/maintenance and provides customers some flexibility when purchasing items.

MOTION: To approve prices and options as presented.

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

2. Park and Playground Rules (Motion) Bryan Kast

Bryan presented a revision to the Playground Rules.

Motion: To forward the Playground Rules to council for their approval and direct the city manager to post.

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

NEW BUSINESS - [6:55 AM](#)

1. Access Recreation (Presentation) Georgena Moran

Due to weather conditions, Georgena Morgan was unable to attend. The presentation will be rescheduled.

2. Clark County Advisory Board Meeting (Update) Chair Marie Bouvier

A meeting will be scheduled in the first quarter of 2017. Chair Marie Bouvier will let the Board know.

3. Park Board 2017 Work Plan (Update) Chair Marie Bouvier

Chair Marie Bourvier presented an updated list of priorities for the 2017 Work Plan, based on Board input. After a brief discussion, she will compose a final document for the Boards approval in January.

PUBLIC COMMENT - [6:59 PM](#)

None

STAFF REPORTS - [7:00 PM](#)

Public Works Update

Bryan provided an update on the Recreational Outdoor Recreation Center.

The Parks and Trails Standards were given to the developer of Clover Hills Farms (located along Royle Road) which will be a 300+ lot subdivision. They are proposing to construct trail segments that will connect to the city's backbone trail segments and potentially a trail head.

The city is working closely with Clark College to ensure they are accommodating our Parks and Trails Plan.

FROM THE BOARD - [7:12 PM](#)

Board Member Updates

None

Council Update

Chair Marie Bouvier will provide a Parks Board update at the January 26, 2017 meeting.

Requests from the Board for Upcoming Meetings

Board Member Kim Stenbak will do a presentation on welcome centers and parks at a future meeting.

ADJOURN - [7:14 PM](#)

AGENDA ITEMS

Lisa Blake, PW Administrative Assistant

Marie Bouvier, Chair

Attachment: 121416 PB Minutes (1197 : Approval of Minutes from December 14, 2016)

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: January 11, 2017

ITEM:

AGENDA ITEM TITLE: Innovative Parks, Rachelle Simmons

SUMMARY/BACKGROUND:

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS:

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: January 11, 2017

ITEM:

AGENDA ITEM TITLE: Ridgefield Outdoor Recreation Center

SUMMARY/BACKGROUND:

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: Landscape Site Plan-RORC (PDF)

LANDSCAPE KEY NOTES:

- 1 TOT LOT PLAYGROUND AREA
- 2 CLASS IV WETLAND WITH 50' BUFFER (HIGH INTENSITY)
- 3 ENTRY PLAZA / DROP OFF AREA
- 4 10-WIDE MULTI-USE TRAIL
- 5 NATURE TRAIL
- 6 INFORMAL AMPHITHEATER
- 7 CONCESSIONS/RESTROOM/COMMUNITY BUILDING
- 8 PICNIC SHELTER
- 9 NW PARKING AREA
- 10 OPEN LAWN AREA
- 11 ELEVATED BOARDWALK

60-FOOT DRIVEWAY EASEMENT

PROPERTY
BOUNDARY

FUTURE
SCHOOL

PROPERTY
BOUNDARY

PRE-APPLICATION ONLY

NO.	REVISION	BY	DATE	CHK
PROJECT:				
DRAWN:				
CHECKED:				
DATE: NOVEMBER				

**CITY OF RIDGEFIELD
230 PIONEER STREET
PO BOX 608**

RIDGEFIELD OUTDOOR RECREATION COMPLEX

Attachment: Landscape Site Plan-RORC (1200 : Ridgfield Outdoor Recreation Center)

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: January 11, 2017

ITEM:

AGENDA ITEM TITLE: Parks Board 2017 Work Plan

SUMMARY/BACKGROUND:

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: 2017 Work Plan Ridgefield Parks Board (PDF)

2017 WORK PLAN RIDGEFIELD PARKS BOARD

1. **Strategic planning**
 - Assess recommendations in Parks Master Plan.
 - Begin planning for next Parks Master Plan revision.
2. **Sports field development**
 - Partner with City on Ridgefield Outdoor Recreation Complex (RORC) planning and/or YMCA planning.
 - Partner with City and sports leagues to maintain Abrams sports fields due to intensive ongoing use.
 - Discuss potential for new developments: more full-size basketball courts, volleyball courts, lacrosse fields, multi-use fields, etc.
3. **Property acquisitions for potential parks/trails**
 - Maintain involvement in property acquisitions for parks and trails/trail completion, especially neighborhood parks.
 - Receive monthly updates on preliminary plats for potential new park locations.
4. **Park development**
 - Plan for new parks development by reviewing and re-prioritizing Parks Master Plan list in light of current/planned development.
 - Create flipbook for developers with innovative park ideas, utilizing presentations from board members.
 - Review proposed park and trail features in new developments.
 - Pursue opportunities for County partnership in park development, including RORC and trails.
 - Determine additional potential locations for covered picnic table opportunities, places for parties/rentals.
5. **Trail, trailhead, and access coordination**
 - Review and re-priorize Parks Master Plan list of trails and locations, as well as potential citywide trail loop, in light of current and proposed development.

- Determine locations for trailheads and linkages. Create connections between existing trails, including Smythe Road connection and areas from Ridgefield High School to Refuge.
- Develop more detailed trail signage, route and wayfinding signage for parks/trails/facilities, and website/brochure to identify trails.
- Determine alternate trail opportunities, including mountain bike, water, fitness, and running/walking/biking, and educational trails.

6. Water access

- Develop waterfront park facility (possibly utilizing existing Port facilities and parks).
- Prioritize development of water trails and water access.
- Assist as needed with development of non-motorized boat launch.
- Work with Refuge to improve access and wayfinding.

7. Parks and trails maintenance

- Ensure parks and trails maintenance remains a City priority. Determine ways to keep parks and trails in good condition, maintaining good aesthetics and functionality.

8. Volunteer and community based action

- Create list of park projects that can utilize volunteers.

9. Fund development and grant writing

- Increase Parks Board participation in fund development and grant writing, particularly federal funding for urban refuge planning.

10. Community Networking and Relationship Building

- 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, Washington Department of Transportation, Parks Foundation, Intertwine, and more.
- Continue working with Port of Ridgefield to develop potential parks and trails in commercial areas near I-5, as well as waterfront development/improvements and amenities along Lake River.

11. Interagency networking and relationship building

- Explore partnership opportunities with regional health care providers and services to promote wellness activities, healthy living and communications about the benefits of parks and recreation (ex. Kaiser Permanente funding for Vancouver-Clark Parks and Recreation Department's Walking Guide).

**CITY OF RIDGEFIELD
PARKS BOARD**

MEETING DATE: January 11, 2017

ITEM:

AGENDA ITEM TITLE: Access Recreation, Georgena Morgan

SUMMARY/BACKGROUND:

STAFF CONTACT: Bryan Kast, Public Works Director

ATTACHMENTS: