



2016 to 2020

Parks and Cemetery

Comprehensive Plan

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### Planning Process:

This Comprehensive Plan replicates best practices in the field of parks, cemeteries and community services on a national level for the City of Mabton, Washington. National guidelines and standards were adopted and are provided by the National Recreation and Park Association (NRPA), Commission for Accreditation of Park and Recreation Agencies (CAPRA), the American Academy for Park and Recreation Administration (AAPRA), and the International Cemetery, Cremation and Funeral Association (ICCF). The City of Mabton is located in southeast Yakima County of Washington State. The region is rich in recreational opportunities, numerous rivers; parks and recreational amenities surround the area and are all located within close proximity.

The following plan was created with the help of many stakeholders, governing body members, school district, school board and key constituents in the community. The purposes of the plan are to create a consolidated inventory of parks, recreational opportunities and cemetery services. The Comprehensive Plan will provide a better understanding of future needs of the community and provide planning goals/objectives to be referenced and utilized for funding opportunities, capital improvements and enhancements. The Comprehensive Plan also provides a detailed inventory of parks, recreational amenities and the public cemetery for reference.

### Acknowledgements:

Community Residents  
Mayor Mario Martinez  
City Council members  
School Board members  
School District Administrative Staff  
City Staff  
Yakima Valley Conference of Governments (YVCOG)  
Mabton Planning Commission  
Past City of Mabton Governing Body members

### Mission Statement:

The City of Mabton will implement the FY 2014 to FY 2018 Mabton Business Plan by providing services that:

- Promote civic engagement that fosters a vibrant family oriented community
- Attract business and people to Mabton by supporting economic development
- Create safe and healthy neighborhoods and public spaces
- Operate, maintain and upgrade utility facilities and infrastructure
- Provide a sustainable, transparent and accountable government
- Meet service demands through a commitment to high quality work with measurable results

### Values Statement:

- Professional
- Friendly
- Respectful
- Honest

- Trustworthy
- Team Oriented
- Safety Conscious

Core Beliefs = PRIDE:

- Taking pride in serving our citizens, tourists and residents
- We are **P**roductive
- We take **R**esponsibility
- We seek **I**nnovation
- We pursue professional **D**evelopment
- We are **E**nthusiastic

Approval:

**Adopted by:**

City of Mabton Governing Body/City Council on December 8, 2015  
Resolution No. 2015-11

For more information please contact:

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Mabton, Washington 98935  
Website: [www.cityofmabton.com](http://www.cityofmabton.com)

Background & History (location and population):

The City of Mabton was incorporated in 1905. As of 2015 its population is approximately 2,400 residents. Mabton is one of 14 incorporated cities/towns in Yakima County. The city limits encompass 0.80 total square miles (not including its Urban Growth Area – UGA). Mabton is located on the eastern edge of Yakima County, Washington and is equal distance in between Tri-Cities (i.e. Kennewick, Pasco and Richland) and the City of Yakima. It is located at 720 feet above sea level. Mabton's existence as a town is because of the Northern Pacific Railroad (which established a water tower and housing in 1855).

Sam Flower was the town's 1<sup>st</sup> Postmaster and he built a store in Mabton in 1892. In 1895 Mabton had several stores and businesses, a railroad depot, a schoolhouse and a hotel. The main occupation's in this region is sustained by agriculture (ex: hop growing, grapes, dairy, etc.). In 1904 the town had 12 businesses and a town newspaper.

The Mabton area's original inhabitants were the Yakama Indian people, who were forced onto a reservation in 1855. Nothing else existed at Mabton until 1892 when Sam Flower built a general store and a warehouse. He soon became the town's first

postmaster. Mabton was named by Charlie Sandburg, a Swedish railroad worker, who proposed the name "Mabletown" for the wife of a railroad official who had spoken kind words to track workers during an inspection. The Mabton Townsite Company, formed by Sam Flower and J.A. Humphrey, made the first plat in 1902. Mabton is located at 46 degrees 12'42" North, 119 degrees 59'47" West (46.211618, - 119.996520). The city limits has a total area of 0.80 square miles and all of it is land. Mabton is one of 281 incorporated cities in Washington State.

The City of Mabton (as of 2015) has an assessed value of approximately 48 million dollars according to the Washington State Department of Revenue. It is a strong Mayor form of government, with 5 city council members (all members of the governing body are elected at large and serve with staggered terms).

The City has one school district (i.e. Mabton School District # 120) which is one of 296 public school districts in Washington State. The School District has a total of 940 kids enrolled from Pre-K through 12<sup>th</sup> grade levels, as of the 2015-2016 school-year. The Mabton School District has a Voc-Ed Migrant Council building, a Junior/Senior High School (grades 7 through 12) and Artz Fox Elementary School (grades Pre-K through 6). In 2014 there were a total of 71 business licenses purchased in the City of Mabton.

#### Key Demographical Data:

25% of residents are single female parents

Average household/family size is 5.2 people

18% of female residents have a husband who does not live with her

Median age is 22

18 and under is 42% of the population

18 to 24 years of age is 13% of the population

25 to 44 years of age is 25% of the population

45 to 64 years of age is 13% of the population

65 years of age and older is 7% of the population of Mabton residents

For every 100 females there are 105 males

Median household/family income for a resident is approximately \$22,000 per year

35% of the population lives below the 2015 National Poverty Line standard

Of the total people living in poverty, 45% are age 18 and under (i.e. youth)

#### Park & Recreation Types:

The City of Mabton offers four parks which total approximately 10 acres of parkland. They are small vest pocket or neighborhood parks and all are within walking distance of every resident in town. Neighborhood parks vary in size from one acre to approximately four acres. Two parks have playground equipment; two parks have outdoor basketball courts, and other amenities include: picnic tables, park benches, tetherball courts, soccer goals (youth only), swings and volleyball courts.

The Mabton School District has twelve (12) total acres of green space. The Artz Fox Elementary School locks its playgrounds, equipment and greenspace during non-school hours. The Junior/Senior High School track & field, football field, soccer field, baseball field and softball field are all open to the public on the weekends and during the summer months for residents to exercise and recreate.

The Yakima River is located 1 mile north of town and offers fishing and wetlands recreational opportunities for community residents (i.e. passive recreation).

### **Public Involvement & Needs Analysis:**

#### **Community Public Input Forum and Needs Assessment Survey:**

On Monday, October 26, 2015, City staff requested input from the School District Administrative staff and School Board on their parks and cemetery services. Staff disseminated the parks/cemetery needs assessment survey soliciting input and feedback from key stakeholders on these two entities in the Mabton community.

On Tuesday, October 27, 2015, the City of Mabton City Council conducted a public hearing to gather input from citizenry regarding their parks and cemetery. This opportunity allowed Mabton residents to provide their wants and needs regarding parks, recreation, cemetery services and community services offered in town.

On Thursday, November 5, 2015, the City of Mabton City Council in partnership with the School Board and School District Administration conducted a public input forum from 6:00 pm to 8:00 pm to meet and confer with residents and citizenry to brainstorm, gather input and document wants, needs and desires from the public parks, recreation, cemetery & community services offered in town.

City staff disseminated over 200 Parks/Cemetery Needs Assessment Surveys to School District personnel, School Board Members, Planning Commission Members, as well as random sample door to door delivery. The results of these surveys are tabulated in the APPENDICES.

City staff posted a Parks/Cemetery Needs Assessment Survey on the City of Mabton website ([www.cityofmabton.com](http://www.cityofmabton.com)) soliciting input from citizenry from October 16 through November 20, 2015. This survey was also available online via Survey Monkey. Respondent surveys were tabulated and are included in APPENDIX A.

#### **Written Survey**

A blank copy of this survey can be found in APPENDIX A. Written Survey results were (43 participants); a tabulation of respondents input is also found in APPENDIX A.

#### **Analysis of Surveys**

This information combined with feedback from stakeholders helped formulate goals and priorities for the City of Mabton Parks/Cemetery Comprehensive Plan. The community

overall feels there are adequate parks and moderate adequacy in recreational opportunities (except improvements need to be made in the areas noted in the tabulated results). Residents, community stakeholders and survey respondents were most interested in a Splash Pad/Spray Pad, Cemetery improvements and enhancements to the existing Parks system. The goals and priorities can be accomplished through developing and allocation of resources specifically geared towards these improvements.

### Mission, Goals & Priorities:

Utilizing the information gathered through the public input process and written surveys, staff has a guiding vision for the community regarding parks, recreation, and cemetery services.

### Goals

- Increase recreational opportunities and community special events which promote community spirit and spur economic development
- Meet the parks, recreation and cemetery services needs of city residents
- Provide equitable resource allocation to each of the four city parks
- Improve and promote existing city parks
- Annually review parks and cemetery services/facilities to evaluate the level of service (LOS) and to accommodate the future needs of the community

### Priorities

- Continue to develop and allocate resources to the city cemetery
- Allocate capital improvement and small equipment funding to both parks & the cemetery
- Continue to develop and allocate resources to the four city parks

### Goals & Policies for Parks, Cemetery Services & Community Services Planning:

#### **Goal # 1:**

Plan current and future parks, community services and cemetery services in a manner that is responsive to the needs of the community and accommodates future growth

Policy 1 – Public input through citizen involvement shall be provided in all phases of parks and cemetery services planning.

Policy 2 – Regularly review parks, cemetery services and city facilities to evaluate maintenance requirements and to assess the future needs of the community.

Policy 3 – Study land development patterns in the City of Mabton and its Urban Growth Area and take measures to provide for future parks, cemetery services and facility needs. This could include the outright purchase of land for neighborhood parks or a requirement that a developer set aside a reasonable impact fee or amount of land for open space or facilities.

Policy 4 – Actively seek out alternative funding sources for development, enhancement and future maintenance of park, cemetery and city facilities.

Policy 5 – Coordinate parks and community services needs with the School District, School Board, Churches, local businesses and City Council.

Policy 6 – Coordinate park planning, cemetery services and community services with other City projects and programs.

Policy 7 – Actively seek out support from grants, loans and private donors for funding of parks, cemetery services and community services.

Policy 8 – Encourage and support volunteer efforts to maintain and enhance programs, sites and facilities.

Policy 9 – Place a high-priority on maximizing current and future grants, alternative funding resources, and private donations to develop and enhance the City's parks, recreation and cemetery services.

Policy 10 – Public services (i.e. cemetery, parks, community services, etc.) should be developed and timed to meet the projected needs and demands of the public in a manner that ensures highest quality and fiscal responsibility.

**Goal # 2:**

Enhance the existing parks and public cemetery so that is it attractive, safe and available to all segments of the City's population, demographic and dynamic.

Policy 1 – Place a high priority to upgrades to the current and existing park system and cemetery for improvements to facilities and amenities

Policy 2 – Market and promote the benefits of parks and recreation services towards residents and visitors to the community to increase awareness, health, participation, tourism and donations.

Policy 3 – Develop and continue partnerships with other public agencies and the private sector to meet the demand for parks, cemetery services and facilities for the City.

**Goal # 3:**

Maintain parks, open spaces and the public cemetery in a manner that is responsive to the site, the highest level of service (LOS) with available funding and meets the needs of the community.

Policy 1 – Actively seek out alternative funding sources for the maintenance of parks, cemetery, grounds, ROW's and facilities.

Policy 2 – Continually seek operational efficiencies (through peer review, market analysis and best practices) to ensure that parks, cemetery services, grounds and maintenance of facilities is provided to the community in the most cost effective manner possible.



Policy 3 – Annually inspect parks, cemetery, facilities and amenities to ensure they are safe for public use.

**Goal # 4:**

Volunteers and staff members shall represent the City of Mabton in a favorable manner and exhibit skills and values of the City including: community, excellence, innovativeness, integrity, professionalism and service.

Policy 1 – Recruit, select, supervise, provide training, opportunities for volunteers and staff that further professional skills and city values.

Policy 2 – Encourage staff and volunteers to strengthen relationships with community groups and organizations by exhibiting professional skills and city values.

Policy 3 – Ensure that volunteer and staff efforts are recognized and appreciated.

Policy 4 – Promote open lines of communication to staff and both internal and external customers through a variety of methods including written, meetings and other means.

Priorities:

- Improvements to the irrigation system at the Cemetery
- Improvements to the irrigation systems in all four city Parks
- Improvements with new amenities (i.e. picnic tables, signage, park benches, playground equipment, etc.) in all four city Parks
- Develop a Sprayground (Splash Pad)
- Create wayfinding signage for plots at the Cemetery
- Develop a Veterans Memorial Wall at the Cemetery

Cooperative Next Steps:

The purpose of writing a cooperative plan is to ensure that this small municipality (i.e. City of Mabton) is successful in implementing this Plan and serving the community with excellent parks, cemetery services, community services and recreational amenities. These next steps provide some guidance to ensure that the City of Mabton is taking full advantage of working with the School District, the School Board, and other community groups/advocates efficiently and effectively to meet the needs of residents.

1. Determine the best method for communicating existing parks, cemetery services, community services and recreational opportunities to both residents and visitors.
2. Annually meet and confer to document the completion of tangible results from this Plan.
3. Work cooperatively to obtain grants and funding, as needed.

4. Communicate, Communicate, Communicate with all stakeholders for the benefit of the community regarding implementation of this Plan.

### **Parks, Cemetery, and Recreation Amenities Inventory List:**

#### *Plan Element Certification # 2 (Inventory)*

The City of Mabton has four (4) public parks that total approximately 10 acres. These include:

- City Park – 2.8 acres
- Feezell Park – 3.2 acres
- Community Park – 1.5 acres
- Governor’s Parkway (also recognized as Dillard Park) – 3.2 acres

The City has one public cemetery which is approximately ten (10) acres. Below is a listing of Parks and their inventory of amenities by location as well as the City of Mabton Cemetery.

#### **Community Park - located one block south of Artz-Fox Elementary School:**

- Located just south of East Euclid Road on South Vance Road
- 1.5 acres
- Site has underground irrigation system for watering of grass
- Site has (1) portable toilet, located in the NE corner of the park which the city pays for with a lease agreement for six months each year (seasonally)

#### **Amenities:**

- (1) street light located on North side of park, adjacent to the street
- (2) concrete pads for picnic tables (currently there is no picnic tables placed on either concrete pad)
- (2) tether ball courts (each has its own wood pole)
- (2) garbage receptacles (each is chained to a tree)
- (12) total trees
- Youth Soccer goals (2) of them; for 3 to 6 year old participants
- (1) Volleyball Court (grass surface)
- (1) full youth court size concrete pad (elevated from turf level by 6” to 8”) for future basketball goals (to be placed in order to have a youth size full-court basketball court)
- A Sidewalk parallels the South side of the park

#### **Feezell Park:**

- Located on Washington Street between North Main Street and North 5<sup>th</sup> Street
- 3.2 acres

### Amenities:

- (1) BBQ grill located in the North side of the Park.
- (8) Picnic Tables (NOTE: only 1 is secured to the ground).
- (3) Poly-coated metal colored picnic tables; vandalized and need to be removed
- (1) Gazebo, which is 3 to 4 feet elevated from ground level, and the surface area is approximately 15' X 15'. There are no amenities inside the Gazebo. Gazebo has electricity powered to it.
- (3) Park lights (i.e. wood poles with lights, for security lighting)
- (3) Garbage Receptacles.
- (1) Meandering concrete walkway that goes from the west side of the Park to the East side of the Park (needs an additional 100 feet in order to completely crossing through the middle of the Park), in some sections of the pathway/walkway it is 4' wide and others it is 10' wide. This walkway also goes from the center of the park to the south end of the park next to the Public Library (where it ends).
- (1) Wood Park Sign (stating 1776 to 1976, and Feezell Park on it), it is an 8' high sign with two poles; surrounding by wood chips in a landscaped bed.
- (2) Flat Wood Benches (located right next to the Water Fountain/Feature)
- (21) individual Rose Bushes in the landscaped bed surrounding the Water Fountain/Feature
- (1) Water Fountain/Feature (bronze plaque memorial dedication reads: Time Capsule should be opened on July 2, 2076; Memorial to Senator Perry B. Woodall, November 26, 1912 to April 25, 1975).
- (1) Youth size Full-Court Basketball Court (i.e. with 2 basketball goals), court faces East to West, with basketball goals on the East end and West end; court dimensions are approximately 30' Wide X 60' in Length.
- (1) Portable Toilet located in the South-Central park of the park, next to the chain link fence; this is a leased restroom which is seasonal and placed on site for six months each year.
- (30) Trees

### **City Park:**

- Located on South Main Street between Rose Street & Fern Street
- 2.8 acres

### Amenities:

- (14) Trees (with a majority of these trees being mature trees that provides shade coverage)
- (6) Lights on telephone phones throughout the park (for security lighting)
- (1) BBQ Grill located on the south side of the park

- (2) Water Towers located in the park (the witch hat tower which is the smaller of the two; the smaller tower says MABTON on it)
- (6) Picnic Tables
- (4) Garbage Receptacles
- The Park has underground sprinklers for irrigation; they are Rain bird Maxi-Fan pop-ups
- (1) Sand Volleyball Court (railroad ties are the out of bounds perimeter for the court; the wood railroad ties are flush with ground level); standards are metal poles and volleyball net
- Two individual Playground areas (one area has 8 swings and the second area has two amenities, both metal and they are climbing structures); surface area for both is sand & small pea gravel particles.
- Restroom building located on the West side of the park needs to be leveled and completely removed from the park.
- (1) Full court concrete surface Basketball Court in good condition; 90 feet in length X 50 feet wide; court is surrounded by wooden bollards that have metal wiring connecting each bollard.

**Governors Parkway (also recognized as/dedicated in Nov. 1988 as Dillard Park):**

- Located on South Main Street (parallels SR-22 Highway) from Boundary Road to North 6<sup>th</sup> Street
- 3.2 acres

NOTE: the WSDOT ROW is from the chain link fence south-bound into this park for approximately 10 feet, according to historical documents and original platting

Amenities:

None

Park Facts:

- East side of Governors Parkway has (4) Trees
- East side of the Park is approximately 600-yards in length (from West to East) and 50-yards wide (from North to South); goes from Main Street to North 6<sup>th</sup> Street and parallels the south side of SR-22 (the highway).
- West side of Governors Parkway has (13) Trees
- West side of Governors Parkway is 40-yards wide, and approximately a half-mile in length from Boundary Road to Main Street (paralleling South Street & SR-22, the highway).
- The Park uses above ground sprinklers (at approximately 24" above turf level), this is what is used for irrigation for this location

- The Headstone memorial located on the far West side of the Parkway reads: Grace Todd Dillard Park, dedicated by the Town of Mabton and Paul Dillard, dedication date was November 12, 1988

Park Improvement Needs:

*Plan Element Certification Item # 3 (public involvement and # 5 capital improvement program)*

City staff in partnership with the Mayor/City Council, School District Administration, School Board and Mabton Community Days Foundation established a list of physical improvements to the four city parks that include:

\$45,000	Underground sprinkler systems at all four parks (City Park, Community Park, FY 2016, Feezell Park, FY 2017, and Governor's Parkway, FY 2018)
\$60,000	Playground improvements at three parks (Feezell Park, FY 2016, City Park, FY 2017 and Community Park, FY 2018)
\$ 6,000	New BBQ grills at three (3) parks (City Park, FY 2017, Community Park, FY 2018 and Feezell Park, FY 2019)
\$10,000	New picnic tables at four parks (City Park, FY 2016, Community Park, FY 2017 and Governor's Parkway, FY 2020)
\$20,000	Concrete pads placed under each picnic table and park bench (FY 2017 and FY 2020)
\$ 8,000	Park Benches, replacements at parks (FY 2017 and FY 2018)
\$20,000	New concrete court for the Basketball court at Feezell Park (FY 2017)
\$ 2,000	Feezell Park water feature improvements/electrical upgrades (FY 2017)
\$40,000	Finish Skate Park at Community Park (FY 2016 and FY 2017)
\$150,000	Splash Pad/Spray Park at City Park (FY 2016)
\$40,000	CXT Restrooms at Feezell & City Park (FY 2017 and FY 2018)
\$20,000	Trees Maintenance and Care at all parks (FY 2016 and FY 2020)
\$ 5,000	Drinking Fountains (3), at Feezell Park, City Park and Community Park (FY 2017, FY 2018 and FY 2019)
\$ 14,000	Walking Trail around park at Governor's Parkway, (FY 2016 and FY 2017)

Total = \$440,000

- Staff in partnership with community stakeholders will implement one (1) volunteer Parks clean-up each fiscal year for the betterment of the community – *Plan Element Certification, Item # 1, Goals/Objectives*

Funding Source/Proposed Funding Source:

- Rural excise sales tax fund
- General Fund
- Silent Donors
- Matching Funds
- Grants
- Loans
- General Fund
- CIP funding
- State entities

**Level of Service - LOS (goals):**

The four city Parks level of service (LOS) goals include,  
*Plan Element Certification, Item # 4b. level of services (LOS) assessment*

- 30 mows per fiscal year (at 7 calendar day frequencies)
- 30 weed-eat, debris pick-up & removal, blow debris off areas
- Empty of garbage receptacles twice per week for 7 months (on Fridays & Mondays)
- Irrigated grounds 7-days per week for seven months each fiscal year
- Trees, bushes and landscaping trimmed/pruned 3 times per year

**Cemetery**

located at 881 Vance Road, in the NE section of town

*Plan Element Certification, Item # 2, Inventory*

- 10 acres
- 51 trees
- 1 portable restroom (seasonally, placed on site for 6 months per year)
- Currently the cemetery is at approximately 75% occupancy (full)

The purpose of this plan is to provide scheduled and funded improvements to the city owned cemetery. This plan will also serve as a guideline to ensure the beauty, peacefulness and solemnness to the areas that serve as a tribute for loved ones laid here to rest.

The cemetery grounds are sacredly devoted to the burial of human dead and the provisions and penalties of the law, as provided by ordinance, will be strictly enforced in all cases of wanton injury, disturbance and disregard for the grounds. The City is not

responsible for any theft or damage to any personal property including artifacts, personal effect, etc., placed on or near interment spaces or elsewhere in the Cemetery. This includes headstones and markers, which are owned by the family members and/or relatives. Repairs to headstones and markers are the responsibility of the family. If a tree, shrub or plant standing upon any lot becomes detrimental to adjacent lots or plots due to protruding roots or branches, or if any removal is deemed necessary due to any reason, the City of Mabton shall have the right to perform whatever maintenance is required to correct the condition.

**Cemetery Improvement Needs:**

*Plan Element Certification Item # 3 (public involvement and # 5 capital improvement program)*

Staff in partnership with citizenry has established a list of physical improvements to include:

\$45,000	Underground sprinkler system, FY 2017
\$50,000	Veterans Memorial Wall, FY 2019
\$10,000	Lighted with anti-vandalism and theft flag pole, FY 2016
\$40,000	Asphalt surface interior roads within the cemetery, FY 2017
\$ 5,000	Shade structure for funeral processions, FY 2016
\$ 5,000	Grave sites legend/informational board for visitors, FY 2017
\$10,000	Fence improvements/repairs, FY 2018
\$ 3,000	New chairs and amenities for funeral processions, FY 2016
\$10,000	Miscellaneous Improvements and Upgrades, FY 2019 and FY 2020

Total = \$178,000

- Staff in partnership with community stakeholders will implement one (1) volunteer clean-up at the Cemetery each fiscal year for the betterment of the community – *Plan Element Certification, Item # 1, Goals/Objectives*

**Level of Service - LOS (goals):**

The cemetery level of service goals include,  
*Plan Element Certification, Item # 4b. level of services (LOS) assessment*

- 30 mows per fiscal year (at 7 calendar day frequencies)
- 30 weed-eat, debris pick-up & removal, blow debris off areas
- Bi-weekly pick-up and removal of dead flowers, headstone placed items
- U.S. Flag changed with a new U.S. flag twice per fiscal year
- Irrigated grounds 7-days per week for seven months each fiscal year
- Trees, bushes and landscaping trimmed/pruned 3 times per year

**Closing:**

This is the “FIRST” ever Parks and Cemetery Comprehensive Plan in the history of the City of Mabton. A successful parks, cemeteries and community services system presents a healthy, active and cohesive system. This can only be met in Mabton with proactive partnerships and sharing of resources by key constituencies and agencies, to include, the School District, the City, local businesses and citizenry.

Sound design and planning principals that reflect the goals of the community must be integrated into the governmental process which regulates development. Proper planning and funding will ensure a successful parks system. This comprehensive plan has been organized in a manner which addresses these concerns and develops a logical approach for accomplishing the desired goals.

This 2016 to 2020 Parks & Cemetery Comprehensive Plan will directly link to the City of Mabton Growth Management Act (GMA) Periodic Update of its 2011 Comprehensive Master Plan which is due in June 2017.



**Washington State - Recreation Conservation Office (RCO)  
Planning Process Self Certification Form (Form # 222)**

The following information certifies that the City of Mabton has a need for projects that have been thoroughly vetted through an appropriate planning process. The information noted in this Comprehensive Plan documents the fulfillment of the Recreation Conservation Funding Board (RCFB's) planning requirement.

Name and adoption date of documents submitted in fulfillment of this requirement:

- Public Meeting Notice which documents the public input process with key constituents, citizens, the school district, the planning commission, etc. that helped the park and cemetery improvement needs. Refer to APPENDIX B
- City Council Meeting agenda and minutes showing adoption of the City of Mabton 2016 to 2020 Comprehensive Parks & Cemetery Plan. Refer to APPENDIX C
- City Council Meeting agenda (study session) showing that a public hearing was implemented gathering input and documented the public input process with key constituents, citizens, the school district, the planning commission, etc. that helped the parks and cemetery improvement needs. Refer to APPENDIX D
- Copy of Resolution by the City of Mabton City Council approving of the Comprehensive Parks and Cemetery Plan. Refer to APPENDIX E
- Maps of city parks and the cemetery. Refer to APPENDIX F
- Parks Needs Assessment Survey (template). Refer to APPENDIX G
- Parks Needs Assessment Survey Tabulated Results. Refer to APPENDIX H
- Photos of the public input process. Refer to APPENDIX I

Check or Initial Each to Certify Completion	Plan Element Certification	Document and Page Number Location of Information in this Plan
	<p>1. <b>Goals, objectives:</b> The attached plan supports our project with broad statements of intent (goals) and measures that describe when these intents will be attained (objectives). Goals may include a higher level of service (LOS).</p>	<p>Pages 5 to 7</p>
	<p>2. <b>Inventory:</b> The plan includes a description of the service area's facilities, lands, programs, and their condition. (This may be done in a quantitative format, or in a qualitative/narrative format).</p>	<p>Pages 7 to 10</p>
	<p>3. <b>Public Involvement:</b> The planning process gave the public ample opportunity to be involved in plan development and adoption.</p>	<p>Pages 4,5,6 and 7</p>
	<p>4a. <b>Demand and need analysis:</b> In the plans:</p> <ul style="list-style-type: none"> <li>• An analysis defines priorities, as appropriate, for acquisition, development, preservation, enhancement, management, etc. and explains why these actions are needed.</li> <li>• The process used in developing the analysis assessed community desires for parks, recreation, open space, and/or habitat, as appropriate, in a manner appropriate for the service area (personal observation, informal talks, formal survey(s), workshops, etc.)</li> </ul>	<p>Pages 11 and 13</p>

	<p><b>4b. Level of Services (LOS) assessment (optional):</b> An assessment of the criterion appropriate to your community. Possibly establish a higher level of service as a plan goal (above).</p>	<p>Pages 11 and 13</p>
	<p><b>5. Capital Improvement Program:</b> The plans includes a capital improvement/facility program that lists land acquisition, development, and renovation projects by year of anticipated implementation; include funding source. The program includes any capital project submitted to RCFB for funding.</p>	<p>Pages 10, 11, 12 and 13</p>
	<p><b>6. Adoption:</b> The plans and process has received formal governing body approval (<i>that is, city/county department head, district ranger, regional manager/supervisor, etc. as appropriate</i>). Attached resolution, letter or adoption instrument.</p>	<p>Page 2 and Appendix</p>

**I certify that this information is true and complete to the best of my knowledge,**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# APPENDICES