



Agenda
Parks and Recreation Commission Special Meeting
Thursday, February 23, 2023
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Commission Members: Chair Buelt, Vice-Chair Mason, and Members Arnquist, Cunningham, Dalton, Gutierrez, Heaton, Lunstad, and Thallapally

Liaisons: Council Liaison: Kent
Council Liaison Alternate: Richardson
Staff Liaison: Hester

Special Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Approval of the February 23, 2023, Parks and Recreation Commission Special Meeting Agenda

Approval of Minutes: (Approved by Motion)

Approval of the Following Minutes:

- January 12, 2023 Parks and Recreation Commission Meeting
- January 26, 2023 Parks and Recreation Commission Workshop

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

Presentations:

Unfinished Business:

New Business:

3. 2023 Parks and Recreation Commission (PRC) Goals
 - Jim Buelt, Parks and Recreation Commission Chair

Commission Comments:

Adjournment

Richland City Hall is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, and/or other special services must be received 48 hours prior to the meeting by calling the City Clerk's Office at 509-942-7389.



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/23/2023

Agenda Category: Approval of Minutes

Prepared By:

Subject:

Approval of the Following Minutes:

- January 12, 2023 Parks and Recreation Commission Meeting
- January 26, 2023 Parks and Recreation Commission Workshop

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:

1. 2023.01.12 Parks and Recreation Commision Meeting Minutes
2. 2023.01.26 Parks and Recreation Commission Workshop Minutes



MINUTES

Richland Parks and Recreation Commission Meeting

Richland City Hall – Council Chambers

625 Swift Boulevard

Thursday, January 12, 2023 ~ 6:00 p.m.

CALL TO ORDER:

Chair Buelt called the meeting to order at 6:00 p.m.

ATTENDANCE:

Chair Buelt, Vice Chair Gutierrez, and Commissioners Arnquist, Cunningham, Heaton Mason, Lunstad, Dalton, and Thallapally were present.

Also in attendance were Deputy City Manager Schiessl, Parks and Public Facilities Director Hester, Recreation Manager Jackson, Parks and Facilities Project Manager Tyutyunnik, and Council Liaison Kent.

APPROVAL OF THE JANUARY 12, 2023 AGENDA:

Vice Chair Gutierrez moved to approve the January 12, 2023, Parks and Recreation Commission meeting agenda. Commissioner Mason seconded the motion. Motion approved 9-0.

PUBLIC COMMENTS:

None, Public Comments closed at 6:07 p.m.

APPROVAL OF THE NOVEMBER 10, 2022 MEETING MINUTES:

Vice Chair Gutierrez moved to approve the November 10, 2022, Parks and Recreation Commission meeting minutes. Commissioner Lunstad seconded the motion. Motion approved 9-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Council Liaison Report.

Subjects included: Contract approved for demolition of Economy Inn, and council candidate interviews for vacant positions.

RECREATION REPORT:

Recreation Manager Jackson presented the Recreation Report.

Subjects included: Activity guide is available online, youth basketball program, and Polar Plunge is scheduled for January 21st.

PARKS AND FACILITIES REPORT:

Parks and Public Facilities Director Hester present the report.

Subjects included: Little Badger Mountain Trail Master Plan open house.

PRESENTATIONS:

Little Badger Mountain Trail
Mike Terrell (MTLA)

Presentation of the proposed trail that will connect Little Badger Mountain to the existing trail to Badger Mountain. The estimated 5.5 miles of trail is the first large-scale trail development project initiated recently.

PUBLIC COMMENTS:

Brien Reep
2208 Legacy Lane, Richland
Comments regarding the proposed master plan of the Little Badger Mountain Trail include concerns with parking, public access, and increased traffic throughout the neighborhood.

Eric Pederson
2200 Legacy Lane, Richland
Pederson commented on the same concerns as Reep regarding the proposed master plan of the Little Badger Mountain Trail.

UNFINISHED BUSINESS:

NEW BUSINESS:

4. 990 Gillespie Street (600 Cullum Avenue) Proposed Surplus Darin Arrasmith, Planner

The City owns approximately 7,800 square feet of park property located along the northern property line of Gillespie Parkway. The area of the proposed surplus is adjacent to the property of the former Days Inn motel located at 615 Jadwin Avenue.
(Identified specifically in the attached map.)

The 20 feet on the north side of Gillespie Parkway is currently encumbered by a paved

parking area used by the former Days Inn motel. This paved area (extending between Cullum Avenue and Jadwin Avenue) is the former right-of-way of Harding Street that the City vacated on May 5, 1969.

Based on the criteria outlined in RMC 3.06.030, all City departments had the opportunity to review the proposed property to determine if it is more than the needs of the City. It has been determined that there was no municipal need for the property; therefore, this park area (paved and lined for parking) is proposed to be surplussed.

During this review process, the property was also recommended to be sold with preference given to the adjacent landowner as it is needed to access their property.

If the surplus action is recommended for approval by the Parks and Recreation Commission (along with favorable recommendations from the Economic Development Committee and the Planning Commission) and ultimately City Council, the City will enter into negotiations with the owner of the adjacent property for the sale and purchase of the 7,800 square feet of City-owned property as outlined in RMC 3.06.040(B).

Vice Chair Gutierrez moved the motion to recommend to the City Council the approval of surplus of the north 20 feet of real property within Gillespie Parkway between Cullum Avenue and Jadwin Avenue located at 600 Cullum Avenue. Commissioner Mason seconded the motion. Motion approved 9-0.

5. 2023 Parks and Recreation Commission Chair and Vice Chair Election

Commissioner Mason nominated Jim Buelt as the 2023 Parks and Recreation Commission Chair. Vice Chair Gutierrez seconded the nomination. Nomination approved 9-0.

Vice Chair Gutierrez nominated Samantha Mason as the 2023 Parks and Recreation Commission Vice Chair. Commissioner Lunstad seconded the nomination. Nomination approved 9-0.

2023 Parks and Recreation Chair Jim Buelt and Vice Chair Samantha Mason.

ADJOURNMENT:

The meeting adjourned at 7:12 p.m.

Prepared by: _____
Patty Roe, Parks, and Public Facilities - Administrative Assistant II

Reviewed by: _____
Laura Hester, Parks and Public Facilities - Director

Approved by: _____
Chair Jim Buelt, Richland Parks and Recreation - Chair



MINUTES

Richland Parks and Recreation Commission Workshop
Richland Community Center – Meeting Room
Thursday, January 26, 2023 ~ 6:00 p.m.

CALL TO ORDER:

Chair Buelt called the meeting to order at 6:00 p.m.

ATTENDANCE:

Chair Buelt, Vice Chair Mason and Commissioners Gutierrez, Cunningham, Arnquist, Lunstad, Heaton, Dalton, and Thallapally were present.

Also, in attendance were Parks and Public Facilities Director Hester, Parks and Facilities Project Manager Tyutyunnik, Recreation Manager Jackson, and Council Liaison Kent.

DISCUSSION ITEMS:

1. Parks and Recreation Commission 2023 Goals

The commission created, organized, and discussed an action plan to achieve the Parks and Recreation Commission's goals for 2023.

2. Park Partnership Program

This discussion item was moved to the February 23, 2023, Parks and Recreation Commission (PRC) workshop.

ADJOURNMENT:

Workshop adjourned at 8:18 p.m.

Prepared by: _____
Patty Roe, Administrative Assistant II

Reviewed by: _____
Laura Hester, Parks and Public Facilities Director

Approved by: _____
Chair Jim Buelt, Richland Parks and Recreation Commission



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/23/2023

Agenda Category: New Business

Prepared By: Jim Buelt
Parks and Recreation Commission Chair

Subject:
2023 Parks and Recreation Commission (PRC) Goals

Department:
Parks & Public Facilities

Recommended Motion:
Move to adopt the 2023 Parks and Recreation Commission (PRC) Goals.

Summary:
The Parks and Recreation Commission discussed and developed the 2023 Parks and Recreation Commission (PRC) goals at the January 26, 2023 workshop. They are now ready for adoption and presentation to the City Council.

Fiscal Impact:
There is no fiscal impact in adopting the annual PRC goals.

Attachments:
1. 2023 PRC Goals - Draft

Parks and Recreation Commission (P&RC) Goals for Calendar Year 2023

The Parks and Recreation Commission (P&RC) annually identifies goals that further develop and enhance the City of Richland Parks and recreation facilities. The P&RC goals are measurable with specific performance objectives that can be monitored and tracked throughout the year.

The Parks and Recreation Commission established the following goals and objectives.

P&RC Goal 1 – Work with staff to provide programs and recreational services for Richland. (Strategic Leadership Plan Focus 3 & 5)

Objective 1 – As a result of Visit Tri-Cities recommendations to expand Hanford Legacy Park, continue to advocate field development to City Council as contemplated in the Capital Improvement Plan to meet the growing needs for multipurpose fields

Objective 2 – Enhance student involvement through P&RC youth memberships and student roundtable discussions to develop volunteer opportunities, recreation ideas, and recreation programming.

Objective 3 – Develop recommendations for improvements, new facilities, and partnerships for aquatic amenities.

Objective 4 – Provide additional community engagement opportunities with the Commission to promote communication and public outreach.

Objective 5 – Become better informed on Park Partnerships to help identify gaps and make relevant recommendations.

Objective 6 – Collaborate with other relevant commissions via workshop or annual meeting to strive for better alignment.

P&RC Goal 2 – Support staff in identifying and prioritizing unique natural habitats, ecologically sensitive areas, significant landforms, and appropriate native vegetation areas to protect as natural open spaces (Strategic Leadership Plan Focus 4)

Objective 1 – Partner with stakeholders to make recommendations for the maintenance, long-term development, and land use designation of Leslie Groves Park south of Snyder Street and north of Hains Levee comfort station

Objective 2 – Advocate potential mitigation strategies for toxic algae bloom by implementing a regional scientific approach with relevant agencies.

P&RC Goal 3 – Promote user-friendliness and safety in Richland Parks and Recreation facilities by reviewing safety data and the use of facilities. (Strategic Leadership Plan Focus 6)

Objective 1 – Examine public survey results regarding safety in Richland Parks, Trails, and Recreation Facilities, including bicycle and pedestrian safety, to determine a path forward for implementation.

Objective 2 – Provide review and support to staff on updates to policies and procedures.

Objective 3 – Develop recommendations to discourage unwanted activities and promote responsible use in parks and their associated facilities, including communication techniques to the public.

P&RC Goal 4 Identify and conserve the significant natural resources that provide citizens with an exceptional quality of life while balancing the realities of accommodating a growing community (Strategic Leadership Plan Focus 4).

Objective 1 – Identify opportunities for improved resource management and sustainability in the parks and associated facilities (e.g., recycling, repurposing, energy use, water use),