



Agenda
Parks and Recreation Commission Meeting
Thursday, April 13, 2023
Richland City Hall ~ Council Chambers
625 Swift Boulevard

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

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

Regular Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Approval of the April 13, 2023 Parks and Recreation Commission Meeting Agenda

Approval of Minutes: (Approved by Motion)

2. Approval of the Following Meeting and Workshop Minutes

- March 9, 2023 Parks and Recreation Commission Meeting
- March 23, 2023 Parks and Recreation Commission Special Meeting
- March 23, 2023 Parks and Recreation Commission Workshop

- Patty Roe, Administrative Assistant II

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

Presentations:

Unfinished Business:

New Business:

3. Proposed Surplus of Property Adjacent to 2619, 2623 Falcon Lane
- Darin Arrasmith, Planner

Commission Comments:

Adjournment

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.



MINUTES

Richland Parks and Recreation Commission Meeting
Richland City Hall – Council Chambers
625 Swift Boulevard
Thursday, March 9, 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, Dalton, and Thallapally were present.

Commissioners Lunstad and Mason were absent.

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

APPROVAL OF THE MARCH 9, 2023 AGENDA:

Commissioner Gutierrez moved to approve the revised March 9, 2023, Parks and Recreation Commission meeting agenda. Commissioner Thallapally seconded the motion. Motion approved 6-0.

Revision:

Presentation: Master Plan Update Little Badger Mountain Trail

APPROVAL OF THE FOLLOWING MEETING MINUTES:

- **February 23, 2023 Parks and Recreation Commission Special Meeting**
- **February 23, 2023 Parks and Recreation Commission Workshop**

Commissioner Gutierrez moved to approve the February 23, 2023, Parks and Recreation Commission special meeting and workshop minutes with a revision of attendance. Commissioner Arnquist seconded the motion. Motion approved 6-0.

RECREATION REPORT:

Recreation Manager Jackson presented the Recreation Report.

Subjects included: Summer event applications, Parks and Public Facilities, summer seasonal job opportunities, and All-City volleyball.

PARKS AND FACILITIES REPORT:

Parks and Public Facilities Director Hester presented the Parks and Facilities Report.
Subjects included: No report for Parks and Facilities

PUBLIC COMMENTS:

None, Public comment closed at 6:02 p.m.

PRESENTATIONS:

Little Badger Mountain Trail Master Plan
Jeff Stiltz, MT-LA

The master plan update for Little Badger Mountain was presented to the commission. The commission will oversee the comprehensive public process to develop the master plan for the Little Badger Mountain Trail Loop. The trail system will extend to Little Badger Mountain and adjacent neighborhoods.

High School Student Winter Wonderland Internship
Trevor Macduff, Rivers Edge High School

Students from Rivers Edge HS re-capped their intern experience during the 2022 Winter Wonderland event. Each student prepared a presentation and shared what they learned and experienced and how each student got out of their comfort zones and enjoyed working with the public at this event.

UNFINISHED BUSINESS:

NEW BUSINESS:

150 Keene Road Proposed Surplus
- Darin Arrasmith, Planner

The City owns approximately 2.5 acres of park property between Keene Road and the Keene Road Trail corridor and adjacent to the two retail center properties at 112-120 Keene Road and 130-138 Keene Road. These retail properties occupy land once owned by the City and sold for private development.

In June 2022, City staff was approached by the owner of the retail center properties regarding acquiring a portion of the adjacent trail corridor. The property in question is under a maintenance agreement with the original retail center owner, KTV Inc., is for twenty years and is set to expire in 2029.

Rather than pursue negotiations with the City for new maintenance agreement terms,

the owners desire to end the maintenance agreement early and follow a purchase of the property to expand their existing commercial development. This area of the park property proposed for surplus is no longer needed for municipal purposes.

There will be no access granted to the site from Keene Rd. Access will be required from the adjacent property through a boundary line adjustment.

Assuming the surplus action is approved, the City will enter into negotiations with the owners of the retail center properties for the sale and purchase of the approximately 2.5 acres of City-owned property, which will be brought before the City Council for consideration at a future date.

Commissioner Gutierrez moved to recommend to City Council the approval of the surplus of approximately 2.5 acres of real property within the Keene Trail corridor located at 150 Keene Road and pursue negotiations with the adjacent property owner. Commissioner Heaton seconded the motion. Motion passed 7-0.

2023 Park Partnership Program Application Review
- Laura Hester, Parks and Public Facilities Director

Six (6) applications were received for the 2023 Park Partnership Program. This year the City has designated \$40,000 from the Park Reserve Fund to provide matching fund grants to eligible applicants making capital improvements to City parks, trails, open space, and recreational facilities. The applications are as follows:

1. Organization: Horn Rapids Motorsports Complex (HRMC)

Project Location: Horn Rapids Motorsports Complex

Project: Installing a culvert bridge passage to provide a safe path of travel for spectators to cross active track service to view and observe riders and our competitors.

Requesting: \$8000

2. Organization: Heavy 2 LLC

Project Location: Heavy Queensgate Park

Project: Maintain and beautify City of Richland property by Keene Rd. to be esthetically pleasing to citizens of Richland. Adding value to the recreational trail and businesses in the neighboring area. Also, to be uniform with neighboring businesses.

Requesting: \$8000

3. Organization: SILAS Education

Project Location: Tapteal Greenway Trail

Project: The Hanford Reach Solar System includes markers denoting the orbits of each planet. This proposal will create the last four (4) to complete the Richland portion of these river trail markers. Specifically, Mercury, Venus, and Ceres will be built.

Requesting: \$8000

4. Organization: Columbia Basin BMX

Project Location: Horn Rapids Athletic Complex, Columbia Basin BMX Track

Project: Replacement of the tracks Moto Board. This serves as a bulletin board for the community members who visit the park and is used during races to post the race motos.

Requesting: \$5150

5. Organization: Tri-City R/C Modelers (TCRCM)

Project Location: Tri-City R/C Modelers

Project: Install 30'x300' Geotextile runway. Upgrade storage container with insulation, ventilation, and man door.

Purchase two portable water-type fire extinguishers.

Requesting: \$8000

6. Organization: Columbia River Disc Golf Club

Project Location: James J. Lawless Park

Project: Concrete pad with a shade structure.

Requesting: \$3300

Commissioner Gutierrez moved that the Parks and Recreation Commission recommend that Council approve the following Park Partnership projects representing the 2023 Park Partnership Program funding.

1. Organization: Horn Rapids Motorsports Complex (HRMC)

Approved: \$8000

2. Organization: Heavy 2 LLC

Approved: \$8000

3. Organization: SILAS Education

Approved: \$8000

4. Organization: Columbia Basin BMX

Approved: \$5150

5. Organization: Tri-City R/C Modelers (TCRCM)

Approved: \$8000

The total funding would total \$ 37,150.

ADJOURNMENT:

The meeting adjourned at 8:39 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 Special Meeting

Richland Community Center

500 Amon Park Drive

Thursday, March 23, 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 Cunningham, Heaton, Gutierrez, Lunstad, and Thallapally were present.

Commissioners Arnquist and Dalton were absent.

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

APPROVAL OF THE MARCH 23, 2023 AGENDA:

Commissioner Cunningham **moved** to approve the March 23, 2023 Parks and Recreation Commission meeting agenda. Commissioner Gutierrez **seconded** the motion. Motion approved 7-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent passed and did not provide a report.

RECREATION REPORT:

Recreation Manager Jackson passed and did not provide a report.

PARKS AND FACILITIES REPORT:

Parks and Public Facilities Director Hester passed and did not provide a report.

PUBLIC COMMENTS:

The following individuals provided public comments:

- Paul Evans – Richland, WA: Mr. Evans provided input on the master plan for Little Badger Mountain Trail. Evans suggested proper signage with limited access near residential homes and his concerns with graffiti.
- Paul Ziener, Richland, WA: Mr. Ziener also provided input on the master plan for Little Badger Mountain Trail in support of Mr. Evans comments.
- Cheryl Ziener, Richland, WA: Mrs. Ziener provided input of support of the comments and suggestions made by Mr. Ziener and Mr. Evans regarding the master plan for Little Badger Mountain Trail.
- Amy Pedersen, Richland, WA: Ms. Pedersen provided input on the master plan for the Little Badger Mountain Trail. Pedersen showed concern about parking and the trail near the residence's property line in sections of the trail loop.

Public comments closed at 6:23 p.m.

PRESENTATIONS:

UNFINISHED BUSINESS:

NEW BUSINESS:

Little Badger Mountain Loop Trail Master Plan
Laura Hester, Parks and Public Facilities Director

The City of Richland has a large-scale capital improvement plan named River to Ridges Trail with a goal of developing trail systems throughout Richland, including this section of trail on Little Badger Mountain. The City has reached the point of needing a master plan for this section of trail. The Richland Parks & Recreation Commission has overseen the comprehensive public process to develop the master plan for the Little Badger Mountain Trail Loop.

Commissioner Lunstad moved to recommend that the City Council adopt the Little Badger Mountain Loop Trail Master Plan as presented. Commissioner Gutierrez seconded the motion. Motion approved 7-0.

ADJOURNMENT:

The meeting adjourned at 6:49 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, March 23, 2023 ~ 6:30p.m.

CALL TO ORDER:

Chair Buelt called the meeting to order at 6:50 p.m.

ATTENDANCE:

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

Commissioners Arnquist and Dalton were absent.

Also, in attendance were Parks and Public Facilities Director Hester, and Recreation Manager Jackson.

DISCUSSION ITEMS:

1. Howard Amon Fitness Court
Parks and Public Facilities Director Hester provided information regarding the new fitness court that will be installed in Howard Amon Park near the tennis courts and playground.
2. P&RC Goal 4 – Objective 1 Advocate for Improved Resource Management and Sustainability
The commission discussed ways to identify opportunities and advocate for improved resource management and sustainability in the parks and associated facilities.

ADJOURNMENT:

Workshop adjourned at 8:07 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: 4/13/2023

Agenda Category: New Business

Prepared By: Darin Arrasmith, Planner

Subject:

Proposed Surplus of Property Adjacent to 2619, 2623 Falcon Lane

Department:

Development Services

Recommended Motion:

Motion to recommend to the City Council the approval of the surplus of approximately 1,651 square feet of real property located adjacent to 2619 and 2623 Falcon Lane and pursue negotiations with the adjacent property owners.

Summary:

The City owns approximately 1,651 square feet of property located adjacent to and southwest of 2619 and 2623 Falcon Lane in the Falconcrest Phase I subdivision. This triangular property is the current location of a segment of the trail that connects Amon Basin in Claybell Park to the east with the Benton County Badger Mountain Centennial Preserve to the west.

The proximity of this segment of the trail to the residences at 2619 and 2623 Falcon Lane results in frequent trespassing by trail users onto these neighboring properties. In May 2020, City staff was approached by the owner of 2623 Falcon Lane regarding acquiring this triangular property as a means to resolve this on-going issue.

The City has plans to relocate this segment of the trail further away from the residences and no longer needs this property for the trail's alignment.

If/when the surplus action is approved, the City will enter into negotiations with the abutting landowner at 2619 Falcon Lane for the sale and purchase of 682 square feet of the surplussed City-owned property, and the City will enter into negotiations with the abutting landowner at 2623 Falcon Lane for the sale and purchase of 969 square feet of the surplussed City-owned property. Both agreements will be brought before the City Council for consideration at a future date.

Fiscal Impact:

A recommendation and subsequent approval of this item will not fiscally impact the City other than to allow for future financially beneficial transaction.

Attachments:

1. Site Map - Falcon Lane Surplus



PROPERTY PROPOSED FOR SURPLUS
1,651 SF



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 4/13/2023

Agenda Category: New Business

Prepared By: Laura Hester, Parks & Public Facilities Director

Subject:
Bushwacker Road Closure

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only.

Summary:
Discussion updating the Commission on the need to close Bushwacker Road. Allison Needham, U.S. Army Corps of Engineers, contacted Parks and Public Facilities requesting Parks and Public Facilities take action to keep Bushwacker Road safe and clean. It was determined and approved to close Bushwacker Road.

Fiscal Impact:
none

Attachments: