



Agenda
Parks and Recreation Commission Meeting
Thursday, February 8, 2024
Richland City Hall ~ Council Chambers
625 Swift Boulevard

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

Council Liaison: Kent

Staff Liaison: Schiessl

Regular Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

1. Approval of the February 8, 2024, Parks and Recreation Commission Meeting Agenda

Approval of Minutes: (Approved by Motion)

2. Approval of the following Parks and Recreation Commission Meeting Minutes:
 - January 11, 2024 Regular Meeting
 - January 25, 2024 Workshop Meeting
 - Patty Roe, Administrative Assistant II

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

Presentations:

3. City of Richland Strategic Plan
 - Joe Schiessl, Deputy City Manager

Unfinished Business:

New Business:

4. Horn Rapids Athletic Complex Park Plan
 - Joe Schiessl, Deputy City Manager
5. 2024 Parks and Recreation Commission Goals
 - Joe Schiessl, Deputy City Manager

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.



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/8/2024

Agenda Category: Approval of Minutes

Prepared By: Patty Roe, Administrative Assistant II

Subject:

Approval of the following Parks and Recreation Commission Meeting Minutes:

- January 11, 2024 Regular Meeting
- January 25, 2024 Workshop Meeting

Department:

Parks & Public Facilities

Recommended Motion:

Motion to approve the meeting minutes from the Parks and Recreation meeting held on January 11, 2024 and the workshop meeting held on January 25, 2024.

Summary:

Fiscal Impact:

None.

Attachments:

1. 2024.01.11 Parks and Recreation Commission Meeting Minutes
2. 2024.01.25 Parks and Recreation Commission Workshop Minutes



MINUTES

Richland Parks and Recreation Commission Meeting
Richland City Hall – Council Chambers
625 Swift Boulevard
Thursday, January 11, 2024 ~ 6:00 p.m.

CALL TO ORDER:

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

ATTENDANCE:

Chair Mason, Vice Chair Gutierrez, and Commissioners Arnquist, Buelt, Cunningham, Heaton, Lunstad, Nune, and Thallapally were present. Commissioners Nune and Thallapally entered the meeting at 6:02 p.m.

Also in attendance were Deputy City Manager Schiessl, Recreation Manager Piper, and Council Liaison Mayor Pro Tem Kent.

1. APPROVAL OF THE JANUARY 11, 2024, AGENDA:

Vice Chair Gutierrez moved to approve the January 11, 2024, Parks and Recreation Commission meeting agenda. Commissioner Buelt seconded the motion. Motion approved 7-0.

2. APPROVAL OF THE DECEMBER 14, 2023 MEETING MINUTES:

Commissioner Heaton moved to approve the December 14, 2023 Parks and Recreation Commission Meeting Minutes. Vice Chair Gutierrez seconded the motion. Motion approved 9-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Council Liaison Report.

Subjects included: 2024 Council Election - Mayor Richardson and Mayor Pro Tem Kent.

RECREATION REPORT:

Recreation Manager Piper presented the Recreation Report.

Subjects included the 2024 Recreation Basketball League, the posting of the Recreation Coordinator position, new hires, and the need for officials for the Recreation Basketball League.

PARKS AND FACILITIES REPORT:

Deputy City Manager Schiessl presented the Parks and Public Facilities Report.

Subjects included: Update on the vacancy and the selection process for the two open vacancies, Parks and Public Facilities Director and the Police Chief, removal of the rocks lining the trail north of Leslie Groves, and upcoming workshop discussion items swim dock at Howard Amon and the 2024 Parks and Recreation Commission goals.

PUBLIC COMMENTS:

Stacy West, 4087 Barbara Street, Richland

Ms. West commented on Badger Mountain South neighborhood's open space. West expressed her preference that the future developer for Badger Mountain South be accountable for the open space according to the City of Richland's open space standards.

Public comment closed at 6:24 p.m.

PRESENTATIONS:

3. 2022 Park Partnership Grant

Jason Gibbons, G6

Mr. Gibbons and his family presented the design of the non-developed, open space on the west side of the main parking lot at Horn Rapid Athletic Gibbons; G6 was granted matching funds through the 2022 Park Partnership Program for this design.

UNFINISHED BUSINESS:

NEW BUSINESS:

4. Kennewick Irrigation District (KID) Badger East Canal

- Joe Schiessl, Deputy City Manager

Deputy City Manager Schiessl provided information regarding the ownership change of Kennewick Irrigation District (KID) canals and associated real estate interests from the United States Bureau of Reclamation. Schiessl engaged in a question-and-answer conversation with the commission during the presentation.

No recommendation was needed for the business item; it was a discussion only.

5. West Village Park Construction

- Joe Schiessl, Deputy City Manager

Deputy City Manager Schiessl provided an update on the future Phase 1 construction plan for West Village Park.

Schiessl engaged in a question-and-answer conversation with the commission during the presentation.

No recommendation was needed for the business item; it was a discussion only.

6. Riverfront Trail Status in the Vicinity of Washington State University (WSU) - Tri-Cities

- Joe Schiessl, Deputy City Manager

Deputy City Manager Schiessl provided the status of the Riverfront Trail in the vicinity of Washington State University – Tri-Cities following the erosion of last year's event. Updates included permitting with the Corp of Engineers and a temporary detour through the campus.

Schiessl engaged in a question-and-answer conversation with the commission during the presentation.

No recommendation was needed for the business item; it was a discussion only.

ADJOURNMENT:

The meeting adjourned at 7:32 p.m.

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

Reviewed by: _____
Joe Schiessl, Deputy City Manager

Approved by: _____
Chair Mason, Richland Parks and Recreation Commission



MINUTES

Richland Parks and Recreation Commission Workshop

Richland Community Center – Meeting Room

Thursday, January 25, 2024 ~ 6:00 p.m.

CALL TO ORDER:

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

ATTENDANCE:

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

Also in attendance were Deputy City Manager Schiessl, Recreation Manager Piper, Water Manager Everham, Civil Engineer II La Vanway, and Council Liaison Kent.

PRESENTATIONS:

DISCUSSION ITEMS:

1. Sturgeon Cove Playground
Deputy City Manager Schiessl led the discussion regarding the renovation project. Schiessl discussed the revised scope and scale of the project. Civil Engineer II, La Vanway, was present for additional information regarding the project.
2. Columbia River Toxic Algae: Howard Amon Swim Dock
Deputy City Manager Schiessl provided an overview of the briefing from the BF Health District toxic algae date and the Howard Amon Swim Dock facility. Water Manager Everham provided additional information on the city's current management and response plan for the water distribution system.
3. Proposed Sunset Gardens Access Road
Deputy City Manager discussed the overview of the proposed access road in the vicinity of WE Johnson Park. Sunset Gardens proposed the access road as an opportunity for the growth of their cemetery facility.
4. Horn Rapids Athletic Complex Park Plan
Recreation Manager Piper led the discussion regarding the draft plan for the development and design of the Horn Rapids Athletic Complex to include a pump track.

5. 2024 Parks and Recreation Commission Goals

The discussion item moved to the February 8, 2024, Parks and Recreation Commission Meeting.

ADJOURNMENT:

The workshop adjourned at 8:00 p.m.

Prepared by: _____
Patty Roe, Administrative Assistant II

Reviewed by: _____
Joe Schiessl, Deputy City Manager

Approved by: _____
Chair Mason, Richland Parks and Recreation Commission



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/8/2024

Agenda Category: Presentations

Prepared By: Joe Schiessl, Deputy City Manager

Subject:
City of Richland Strategic Plan

Department:
Parks & Public Facilities

Recommended Motion:
Presentation only.

Summary:
The City of Richland recently implemented a new three-year strategic plan. This presentation will provide an overview of the plan including items that are within the Parks and Recreation Commission's functions and duties.

Fiscal Impact:
None.

Attachments:



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/8/2024

Agenda Category: New Business

Prepared By: Joe Schiessl, Deputy City Manager

Subject:

Horn Rapids Athletic Complex Park Plan

Department:

Parks & Public Facilities

Recommended Motion:

Motion to recommend that the Richland City Council adopt the Horn Rapids Athletic Complex plan as submitted (or modified).

Summary:

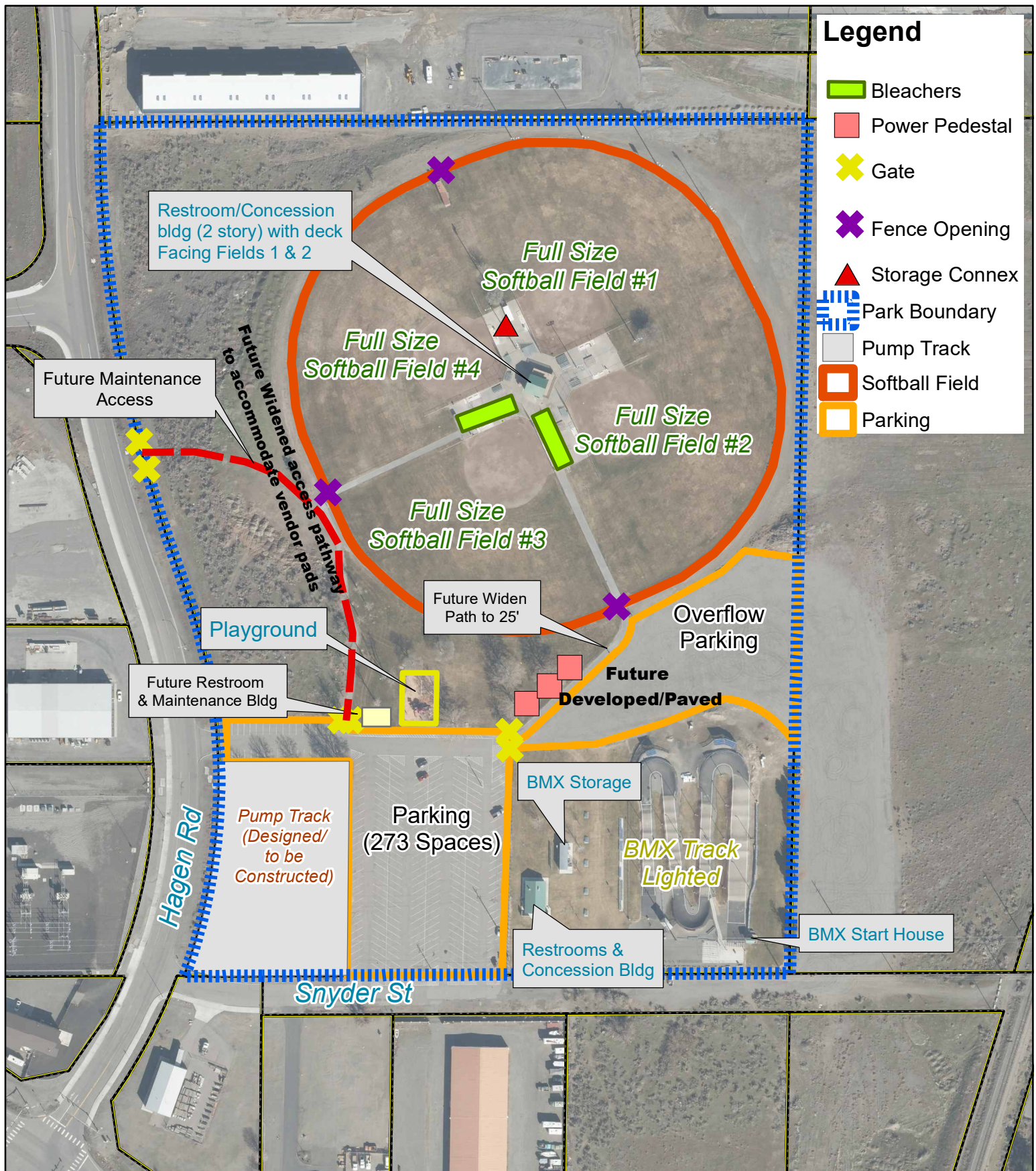
The Parks and Recreation commission has discussed a draft plan for the Horn Rapids Athletic Complex at previous meetings. A new, revised plan is provided for consideration in response to feedback provided at the last PRC workshop. Tonight's decision is to provide a final recommendation to the Richland City Council regarding this plan.

Fiscal Impact:

None.

Attachments:

1. Horn Rapids Athletic Complex Master Plan - Draft



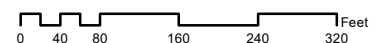
Horn Rapids Athletic Complex - Master Plan

28.4 Acres

2000 Snyder St
Richland, Washington 99354

Document Name: HornRapidsAthleticComplex

February 2024





PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/8/2024

Agenda Category: New Business

Prepared By: Joe Schiessl, Deputy City Manager

Subject:

2024 Parks and Recreation Commission Goals

Department:

Parks & Public Facilities

Recommended Motion:

Motion to adopt the 2024 Parks and Recreation Commission Goals as presented (or as amended).

Summary:

The 2024 Parks and Recreation Commission (PRC) goals have been discussed by the PRC at previous meetings and are now ready for final editing, adoption and presentation to the City Council.

Fiscal Impact:

There is no fiscal impact on adopting the annual Parks and Recreation Commission (PRC) goals.

Attachments:

1. 2024 PRC Goals Draft.1

Parks and Recreation Commission (P&RC) Goals for Calendar Year 2024

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 Priorities 1 [High Performance Government] and 4 [Quality of Life])

Objective 1 – Enhance student involvement by connecting with key volunteer groups (e.g. National Honor Society, Key Club) to develop volunteer opportunities, recreation ideas, and recreation programming.

Objective 2 – Develop recommendations for improvements, new facilities, and partnerships for aquatic amenities.

Objective 3 – Provide additional community engagement opportunities with the Commission to promote communication and public outreach through enhanced Commissioner participation in community events.

Objective 4 – Review progress summaries on Park Partnership projects at near completion to help identify gaps and make relevant recommendations.

Objective 5 – Engage other relevant commissions via workshops or annual meetings to strive for better alignment.

Objective 6 – Get involved and support major events and projects such as Cool Desert Nights, Iron Man, Sturgeon Cove playground upgrades, and South Orchard Park.

P&RC Goal 2 – Promote user-friendliness and safety in Richland Parks and Recreation facilities by reviewing safety data and the use of facilities. (Strategic Priority 4 [Quality of Life])

Objective 1 – Provide review and support to staff on updates to policies and procedures.

Objective 2 – Develop recommendations to discourage unwanted activities and promote responsible use in parks and their associated facilities, including communication techniques to the public.

Objective 3 – Develop recommendations to staff on promoting alternatives for memorial bench donations (e.g. locations, items).

P&RC Goal 3 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 Priority 4 [Quality of Life]).

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.

Objective 3 – Identify opportunities for improved resource management and sustainability in the parks and associated facilities (e.g., recycling, repurposing, energy use, water use).

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