



Agenda
Parks and Recreation Commission Meeting
Thursday, October 24, 2024
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Commission Members: Chair Mason, Vice-Chair Gutierrez, and Members Buel, Cunningham, Gubba, Hodges, Lunstad, Thallapally, and Watrous

Council Liaison: Mayor Pro Tem Kent

Staff Liaison: Parks & Public Facilities Director Waite

Regular Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

1. Approval of the October 10, 2024 Parks and Recreation Commission Special Meeting Agenda

Approval of Minutes: (Approved by Motion)

2. Approval of the September 12, 2024 Parks and Recreation Commission Meeting Minutes

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

New Business:

3. 2025 Capital Projects
 - Chris Waite

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: 10/24/2024

Agenda Category: Approval of Minutes

Prepared By: Patty Roe, Administrative Assistant II

Subject:

Approval of the September 12, 2024 Parks and Recreation Commission Meeting Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Motion to approve the September 12, 2024 Parks and Recreation Commission Meeting minutes.

Summary:

Fiscal Impact:

Attachments:

1. 2024.09.12 Parks and Recreation Commission Meeting Minutes



MINUTES

Richland Parks and Recreation Commission Meeting

Richland City Hall – Council Chambers

625 Swift Boulevard

Thursday, Sept 12, 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 Buelt, Cunningham, Hodges, Lunstad, Gubba, and Thallapally were present.

Commissioner Watrous was absent.

Parks and Public Facilities Director Waite, Recreation Manager Piper, and Council Liaison Kent also attended.

APPROVAL OF THE SEPTEMBER 12, 2024, AGENDA:

Commissioner Buelt moved to approve the agenda for the September 12, 2024, Parks and Recreation Commission meeting. Commissioner Gutierrez seconded the motion, which was approved 8-0.

APPROVAL OF THE AUGUST 8, 2024, MEETING MINUTES:

Commissioner Lunstad moved to approve the minutes for the August 8, 2024, Parks and Recreation Commission meeting. Commissioner Hodges seconded the motion, which was approved 8-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Council Liaison Report.

Subjects included: The council approved an additional name proposal for UGT, which will be named G.A. Pehrson Urban Greenbelt Trail, and provided an update on the 2025 Budget.

RECREATION REPORT:

Recreation Manager Piper presented the Recreation Report.

Subjects included the renaming of UGT – Richland Walks, NFL Flag Football fall program, Live@11 at John Dam Plaza, Ironman at Columbia Point Marina Park, and Fall Carnival.

PARKS AND FACILITIES REPORT:

Parks and Public Facilities Director Waite presented the Parks and Public Facilities Report.

Subjects included Sturgeon Cove playground installation, seasonal employees, Park Rangers cleaning abandoned camps, a small fire at Bateman Island, the closure of a small section of trail near the Marriot, and shoreline restoration 2025.

PUBLIC COMMENTS:

Gary Westergard, Richland

Back Country Horseman of Washington (Purple Sage Riders Chapter)

Westergard commented on the temporary comfort stations at Chamna Park and inquired if a permanent structure was being considered for that park. Westergard also inquired about any assistance that the organization can assist with maintenance at W.E. Johnson Park.

UNFINISHED BUSINESS:

3. 2024 Parks and Recreation Commission Goal 2 – Objective 3: Subcommittee

- C. Waite, Parks and Public Facilities Director

Waite discussed choosing a subcommittee to revise the current Parks and Recreation Policy for Memorials, Gifts, Monuments, Statues, Works of Art, and Naming Procedures.

Discussion amongst the commission was had, and it was decided that the subcommittee would be Vice Chair Gutierrez and commissioners Lunstad and Buelt.

NEW BUSINESS:

4. Columbia Point Golf Course Lease Agreement

- C. Waite, Parks and Public Facilities Director

Waite explained the history of Columbia Point Golf Course, which is owned by the City of Richland and is currently operated through a management agreement with Richland Golf LLC (aka CourseCo). The course was significantly renovated and reopened in 1997 in its current configuration. The course features 18 holes, a driving range, and a clubhouse with a shop and café. The current management agreement was initiated on January 1, 2011, and extended on December 10, 2015, between the City of Richland and Richland

Golf LLC. Under the current agreement, the City primarily funds capital improvements to the course. Staff has been negotiating with the current operator to transition from a management agreement to a lease agreement. A lease agreement will enable the City to meet its debt obligations associated with the course and enable the lessee to make capital investments to improve the facility.

Vice Chair Gutierrez moved that the Parks and Recreation Commission recommends that the Richland City Council authorize the City Manager to enter into a twenty-year Golf Course Lease Agreement with Richland Golf, LLC for the leasing of the Columbia Point Golf Course. Commissioner Buelt seconded the motion. Motion approved 8-0.

ADJOURNMENT:

The meeting adjourned at 7:00 p.m.

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

Reviewed by: _____
Chris Wait, Parks and Public Facilities Director

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



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 10/24/2024

Agenda Category: New Business

Prepared By: Chris Waite

Subject:
2025 Capital Projects

Department:
Parks & Public Facilities

Recommended Motion:
Discussion only; no action required.

Summary:
The City Parks and Public Facilities Department has proposed numerous Capital Improvements for 2025 through the City's budget process. They range from Phase 2 of West Village Park (new playground) to a new force main sewer line at the Jeannette Taylor Skate Park that will allow for the reopening of the comfort station. Staff will present the proposed projects to the Commission.

Fiscal Impact:
N/A

Attachments: