



Agenda
Parks and Recreation Commission Meeting
Thursday, January 9, 2025
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 January 9, 2025 Parks and Recreation Commission Meeting Agenda

Approval of Minutes: (Approved by Motion)

2. Approval of the following Meeting and Special Workshop Minutes:
 - November 14, 2024 Meeting
 - December 12, 2024 Meeting and December 12, 2024 Special Workshop

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

Presentations:

3. Downtown Connectivity Project Update and National Environment Policy Act (NEPA) Section 4(f) De Minimis Review
 - Sheldon Williamson, Public Works Capital Project Manager
4. Placement of the Bernard Hosey Art Sculpture
 - Julie Piper, Recreation & Facilities Manager

Commission Comments:

Adjournment

Individuals with difficulty attending the in-person meeting 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 before the meeting by calling the City Clerk's Office at 509-942-7389.



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 1/9/2025

Agenda Category: Approval of Minutes

Prepared By:

Subject:

Approval of the following Meeting and Special Workshop Minutes:

- November 14, 2024 Meeting
- December 12, 2024 Meeting
- December 12, 2024 Special Workshop

Department:

Parks & Public Facilities

Recommended Motion:

Motion to approve the meeting and special workshop minutes for the following:

- November 14, 2024 Meeting
- December 12, 2024 Meeting
- December 12, 2024 Special Workshop

Summary:

Fiscal Impact:

Attachments:

1. 2024.11.14 Parks and Recreation Commission Meeting Minutes - Draft
2. 2024.12.12 Parks and Recreation Commission Meeting Minutes - DRAFT
3. 2024.12.12 Parks and Recreation Commission Special Workshop Minutes - DRAFT



MINUTES

Richland Parks and Recreation Commission Meeting

Richland City Hall – Council Chambers

625 Swift Boulevard

Thursday, November 16, 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, Watrous, Hodges, Lunstad, Gubba, and Thallapally were present.

Parks and Public Facilities Director Waite, Recreation Manager Piper, and Council Liaison Kent were also in attendance.

APPROVAL OF THE NOVEMBER 16, 2024, AGENDA:

Commissioner Gutierrez moved to amend the November 16, 2024, Parks and Recreation Commission meeting agenda. Commissioner Thallapally seconded the motion, which was approved 9-0.

APPROVAL OF THE FOLLOWING MINUTES:

- **October 24, 2024, Special Meeting**
- **October 24, 2024 Workshop**
- **October 26, 2024 Park Tour**

Vice Chair Gutierrez moved to approve the meeting, workshop, and park tour minutes. Commissioner Buelt seconded the motion, which was approved 9-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Council Liaison Report.
Subjects included: 2025 Budget public feedback encouraged.

RECREATION REPORT:

Recreation Manager Piper presented the Recreation Report.
Subjects included Youth basketball registration, the 2024 Winter Wonderland, and lighted vehicle parade, the community center's annual maintenance closure, and volunteers needed for Meals on Wheels.

PARKS AND FACILITIES REPORT:

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

Subjects included: the placement of the third donated Hosey sculpture, seasonal operations in the parks, tree trimming and replacement, and park winterization on irrigation and comfort stations, W.E Johnson Park, Sturgeon Cove playground in Howard Amon Park, Parks Open Space Master Plan.

PUBLIC COMMENTS:

Brien Reep

Richland Resident

Reep notified the commission that he is a homeowner in the Westcliff Heights neighborhood. He commented on the Little Badger Mountain trail project and summarized an email sent to staff in November 2023. Commissioners were provided with the correspondence.

Gary Westergard

Purple Sage Riders

Westergard inquired about a video sent to staff and questioned if the video was received.

Debbie Berkiwitz

Richland Resident, North Leslie Groves Native Plant Restoration Project

Berkowitz informed and invited commissioners and staff to assist with planting native plants on Saturday, November 16, 2024, from 1:00 p.m. to 3:30 p.m.

Public Comment closed at 6:33 p.m.

PRESENTATIONS:

Tumbleweed Music Festival

Dave Carson and Katrina Knight – Festival Coordinator

The Tumbleweed Music Festival coordinators presented an overview to the Parks and Recreation Commission, supported by a detailed slideshow. Key highlights included the festival's history, its role in promoting local and regional music and its contribution to the community's cultural vibrancy. They discussed the logistics of organizing the event, partnerships with local organizations, and strategies for attracting attendees. The presentation also emphasized the economic and social benefits of the festival, including tourism and community engagement. Future goals, challenges, and opportunities for growth were outlined, fostering a collaborative discussion with the commission.

See3Slam

Terry Fleischman – Event Coordinator

Fleischman, the event coordinator of the 2024 See3Slam basketball tournament, provided a presentation to the Parks and Recreation Commission, accompanied by a slideshow. The presentation highlighted the tournament's success, showcasing its role as a premier local sports event. Key points included participant turnout, community involvement, and the economic boost provided by the influx of visitors. The slideshow featured event highlights, logistical details, and feedback from participants and spectators. The coordinator discussed challenges faced during the event, strategies for improvement, and plans for enhancing future tournaments to ensure continued growth and positive impact on the community.

ADJOURNMENT:

The meeting adjourned at 7:43 p.m.

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

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

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



MINUTES

Richland Parks and Recreation Commission Meeting

Richland City Hall – Council Chambers

625 Swift Boulevard

Thursday, December 12, 2024 ~ 6:00 p.m.

CALL TO ORDER:

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

ATTENDANCE:

Vice Chair Gutierrez and Commissioners Buelt, Cunningham, Hodges, Watrous, and Lunstad were present. Commissioner Thallapally entered the meeting at 6:05 p.m.

Chari Mason and Commissioner Gubba were absent.

Parks and Public Facilities Director Waite, Recreation Manager Piper, and Council Liaison Kent were also in attendance.

APPROVAL OF THE DECEMBER 12, 2024, AGENDA:

Commissioner Buelt moved to approve the December 12, 2024, Parks and Recreation Commission meeting agenda. Commissioner Cunningham seconded the motion. Motion approved 6-0.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Council Liaison Report.

Subjects included: 2025 City of Richland Budget and notification that the budget is available electronically on the city's website.

RECREATION REPORT:

Recreation Manager Piper presented the Recreation Report.

Subjects included: 2024 Winter Wonderland kick-off December 6th and 7th, annual Richland Senior Association assisted with Winter Wonderland event handing out popcorn and cocoa, Richland Community Center closure Monday, December 23, 2024 – January 1, 2025, and Richland Walks tours.

PARKS AND FACILITIES REPORT:

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

Subjects included: Winter Wonderland installation of the light's recognition of the Parks and Facilities staff, Badger Mountain Park landscape, Columbia Park West vegetation management and permitting process, Howard Amon Park Sturgeon Cove playground, and shade structure at Howard Amon Park.

PUBLIC COMMENTS:

None. Public Comment closed at 6:15 p.m.

PRESENTATIONS:

Eagle Scout Project Presentation

- Rohan Nune

Scout member Rohan Nune presented his Eagle Scout project to the Parks and Recreation Commission. His project focused on plant restoration at the 85-acre Amon Natural Preserve. It was completed in two phases and involved significant efforts to enhance the preserve's ecological health. The Commission and staff commended Rohan for his initiative and dedication to environmental stewardship.

NEW BUSINESS:

2025 Parks and Recreation Commission Chair and Vice Chair Election

- Christopher Waite, Parks & Public Facilities Director

Commissioner Buelt nominated Samantha Mason as the 2025 Parks and Recreation Commission Chair and Maria Gutierrez as Vice Chair.

Commissioner Watrous seconded the motion.

Motion passed 7-0

2025 Parks and Chair Samantha Mason

2025 Parks and Vice Chair Maria Gutierrez

ADJOURNMENT:

The meeting adjourned at 6:36 p.m.

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

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

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



MINUTES

Richland Parks and Recreation Commission Special Workshop
City Hall – Council Chambers
Thursday, December 12, 2024 ~ 6:00 p.m.

CALL TO ORDER:

Vice Chair Gutierrez called the special workshop to order at 6:45 p.m.

ATTENDANCE:

Vice Chair Gutierrez and Commissioners Hodges, Buelt, Lunstad, Watrous, Cunningham, and Thallapally were present. Chair Mason and Commissioner Gubba were absent. Recreation Manager Piper and Council Liaison Kent were also in attendance.

DISCUSSION ITEMS:

1. 2024 and 2025 Parks and Recreation Commission Goals

Commission members, staff, and council liaison reviewed the 2024 goals, highlighting accomplishments and ongoing initiatives, including enhancing recreational programs, improving park facilities, and fostering community engagement. The discussion then shifted to establishing new goals for 2025, focusing on expanding accessibility, supporting sustainable practices in park management, and identifying opportunities for new events and partnerships. The workshop encouraged collaborative input to align the goals with community needs and long-term strategic plans.

2. Placement of the Bernard Hosey Art Sculpture

The discussion item moved to the January 9, 2025, Parks and Recreation Commission meeting.

ADJOURNMENT:

The workshop adjourned at 8:00 p.m.

Prepared by: _____

Patty Roe, Administrative Assistant II

Reviewed by: _____

Chris Waite, Parks and Public Facilities Director

Approved by: _____

Chair Mason, Richland Parks and Recreation Commission



Downtown Connectivity Project Update & 4(f) De Minimis review

Parks & Recreation Commission Meeting

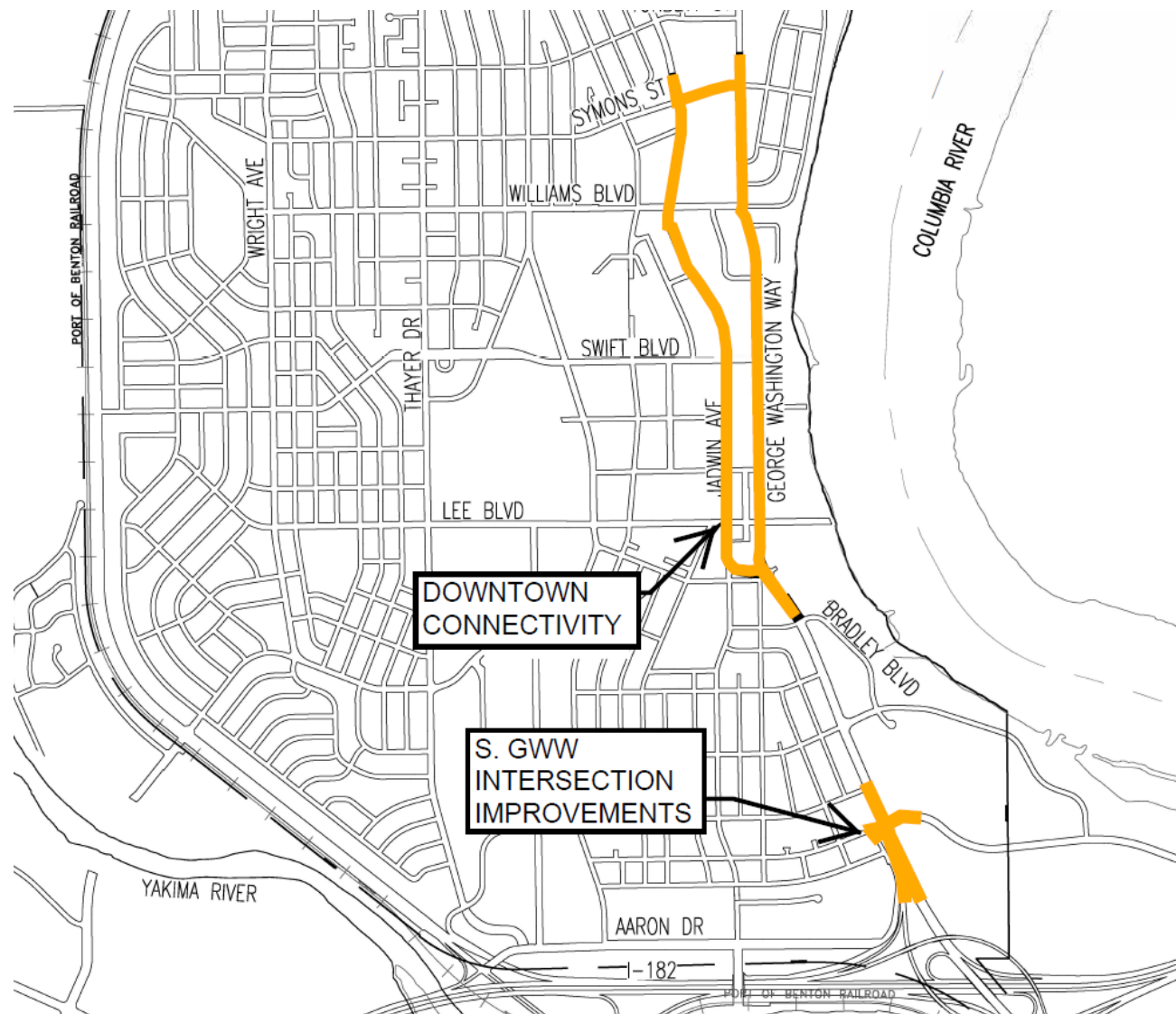
January 9, 2025

Update & Request Purpose

- Update of project including status and positive parks & recreation impacts
- Request for a 4(f) / De Minimis Review for 3 locations:
 - Jefferson Park – 12' pathway addition
 - John Dam Plaza – Existing asphalt / concrete corner for ADA expansion at Knight / GWW
 - Gillespie Parkway – area for intersection of GWW / Jadwin expansion

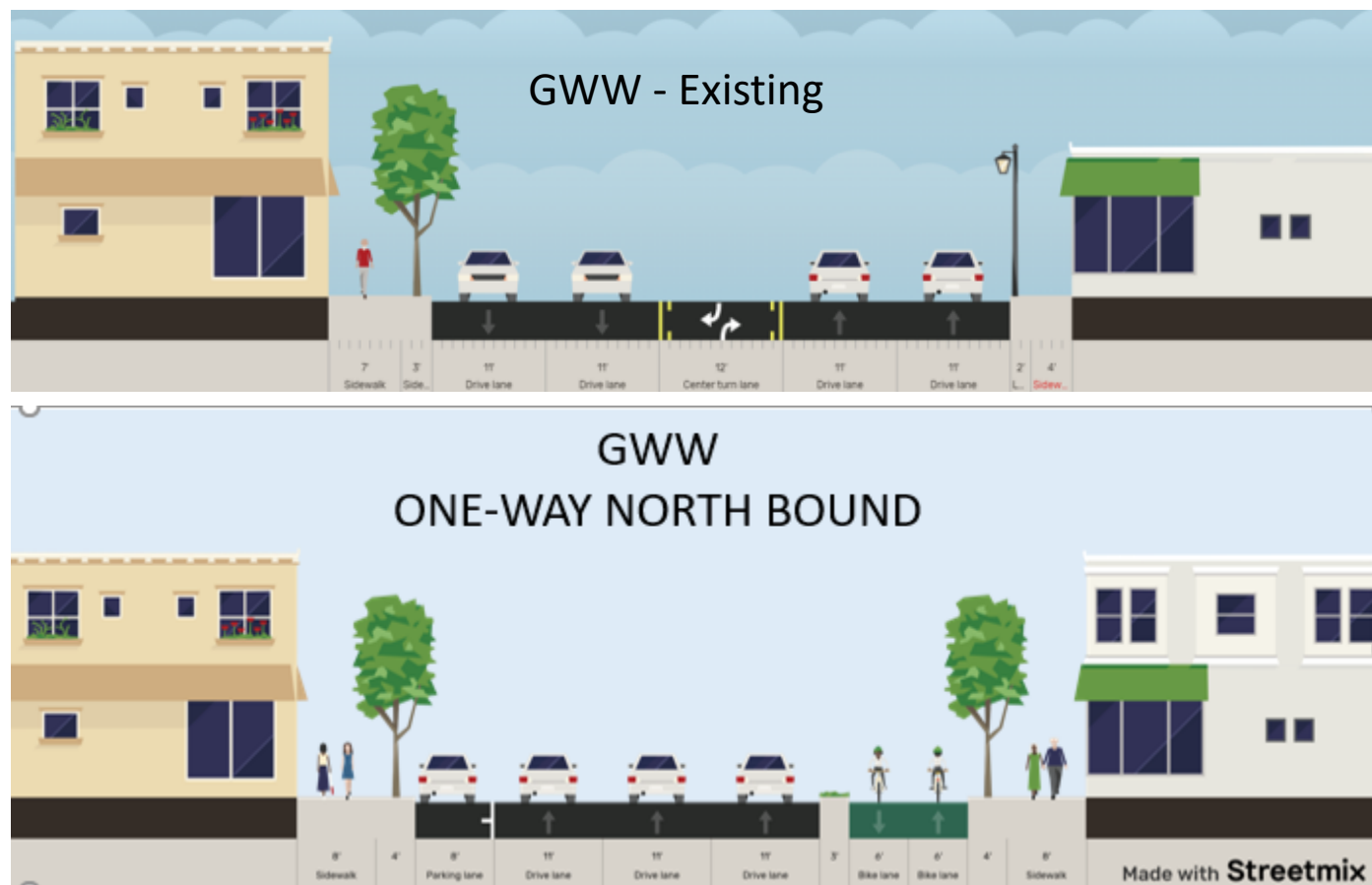


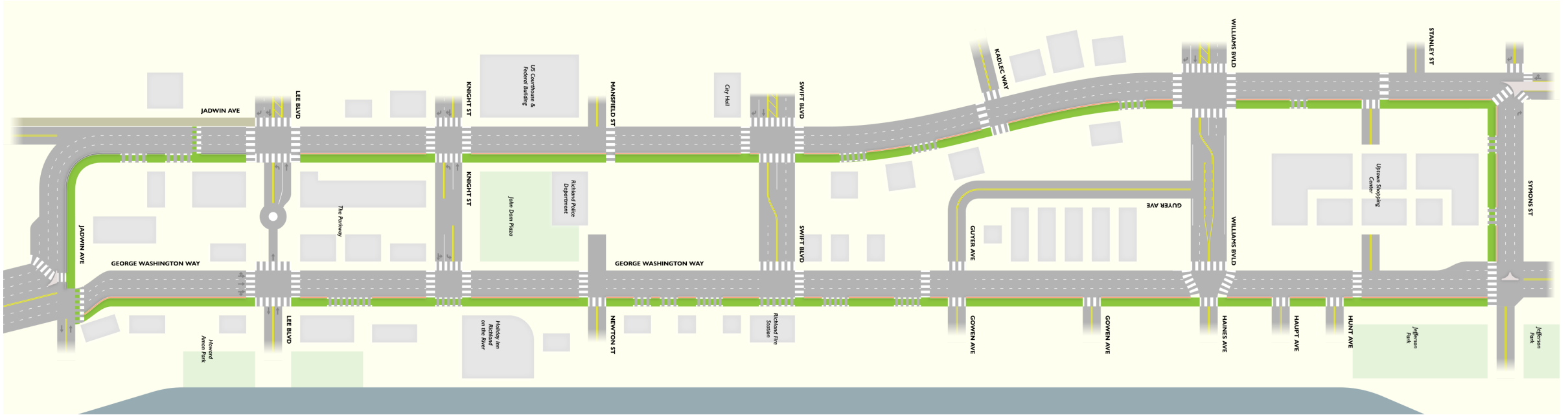
George Washington Way Projects



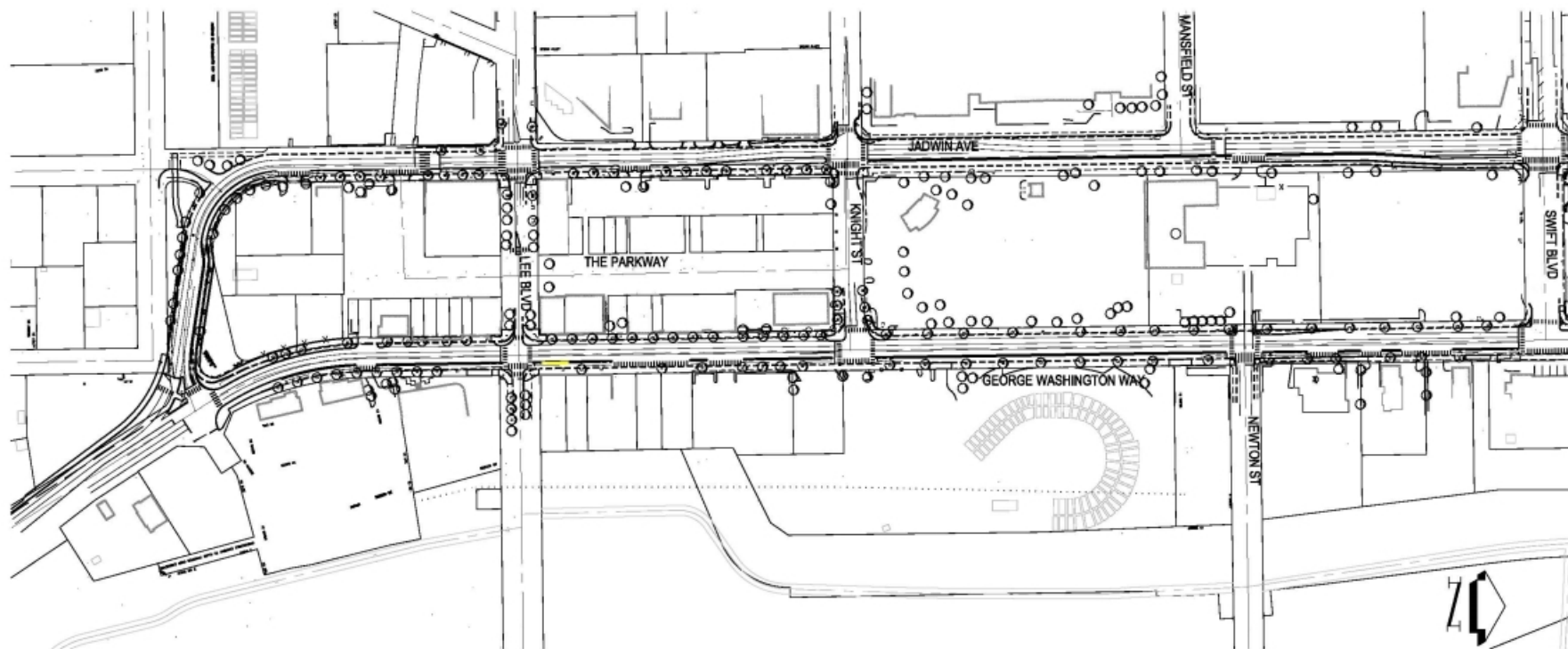
Design Concept

- Complete Streets road diet
 - Maintains vehicle capacity
- Repurposes right of way for:
 - protected bicycle space
 - wider sidewalks
 - on-street parking
 - stormwater facilities
- Improved mid-block pedestrian crossings
- Improved lighting
- Landscaping, public art, placemaking
- **Enhanced safety of all users**





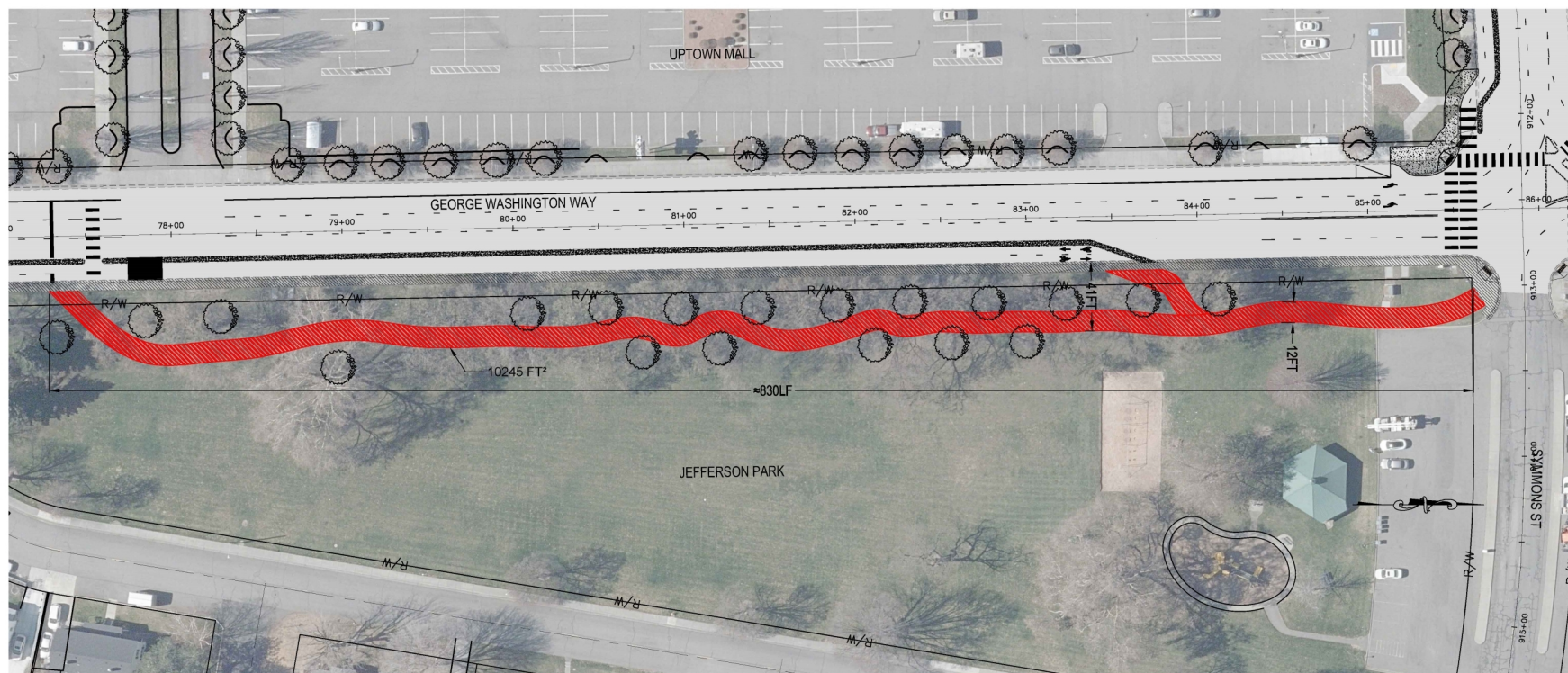
RICHLAND DOWNTOWN CONNECTIVITY



4(f) review / De Minimis Determination

- NEPA requires a 4(f) De Minimis review when project requires use or changes to public park areas. Review via public meeting
- Work is considered De Minimis if no impact / positive impact to use of park area.
- **Jefferson Park** – adding 12' multi-use pathway to supplement sidewalk and cycle track
- **John Dam Plaza** – conversion of existing sidewalk / asphalt into ADA bump out at corner of Knight / GWW
- **Gillespie Parkway** – small remanent segment between Jadwin ROW and former hotel parcel

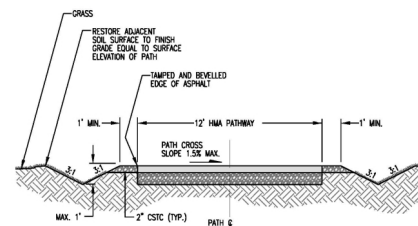
CITY OF RICHLAND DOWNTOWN CONNECTIVITY PROJECT



GEORGE WASHINGTON WAY
JEFFERSON PARK PEDESTRIAN PATH
AND BIKE PATH
PLAN VIEW

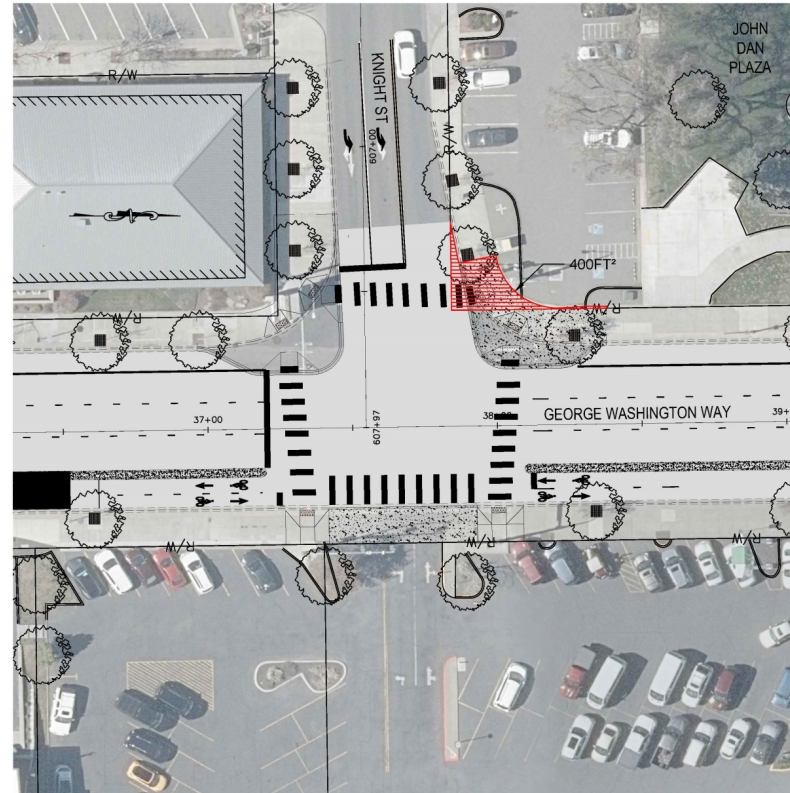
SCALE:
1"=30' (22X34), 1"=60' (11X17)

DATE: DATE
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TYP. SECTION OF BIKE/PED
PATH

CITY OF RICHLAND DOWNTOWN CONNECTIVITY PROJECT

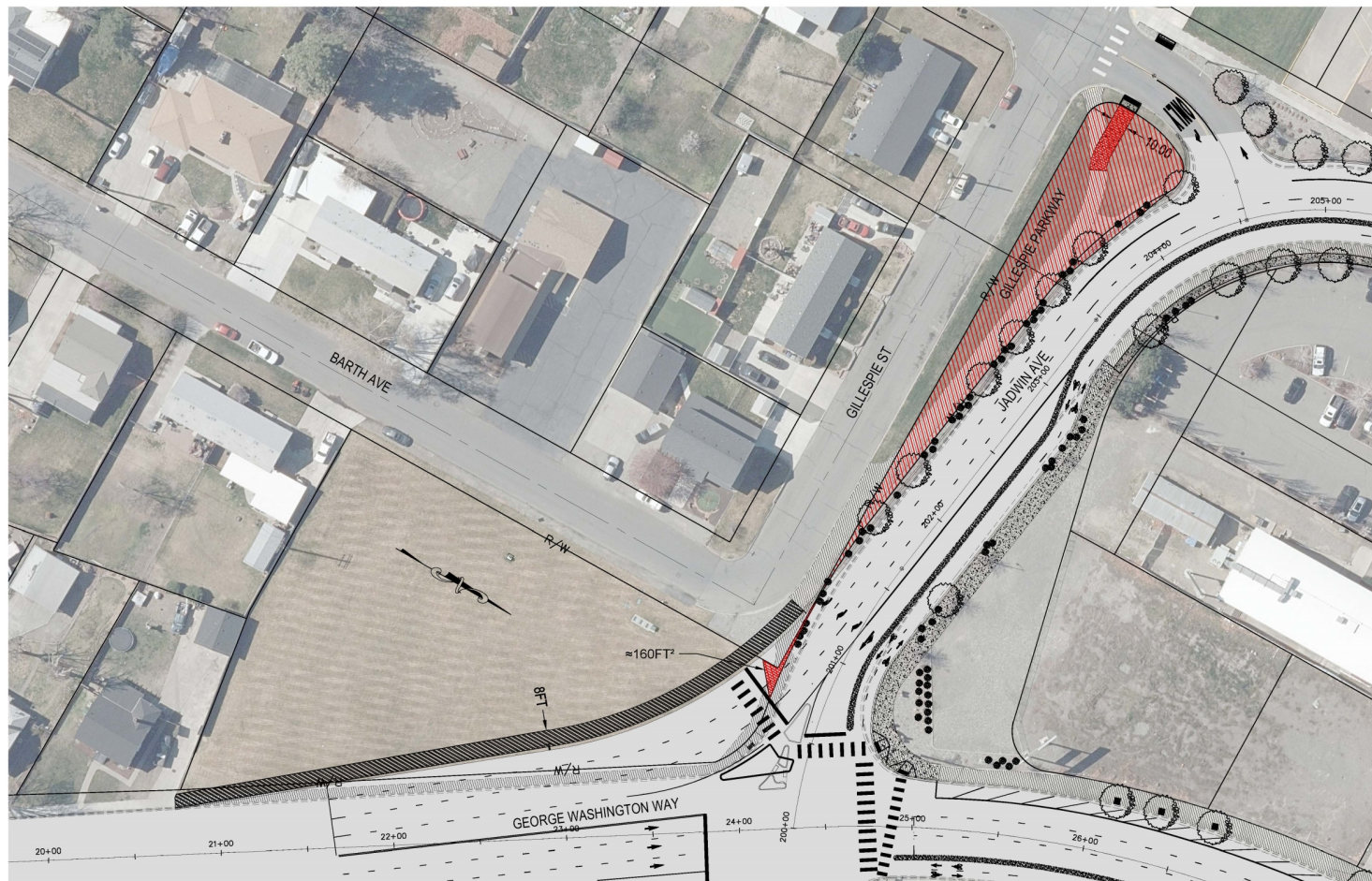


GEORGE WASHINGTON WAY & KNIGHT ST
INTERSECTION (NW CORNER)
PLAN VIEW

SCALE:
1"=30' (22X34), 1"=60' (11X17)

DATE: 12/23/24
DRAWN BY: FV
SCALE: 1" = 30'
CWD DWS:

CITY OF RICHLAND DOWNTOWN CONNECTIVITY PROJECT



DATE: DATE
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GEORGE WASHINGTON WAY
SW CORNER WITH JADWIN AVE
INTERSECTION NEW SIDEWALK
PLAN VIEW

SCALE:
1"=30' (22X34), 1"=60' (11X17)



Questions?

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