



Agenda
Parks and Recreation Commission Meeting
Thursday, March 27, 2025
Richland City Hall ~ Council Chambers
625 Swift Boulevard

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

Council Liaison: Mayor Pro Tem Kent

Staff Liaison: Parks & Public Facilities Director Waite

Special Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Approval of Minutes: (Approved by Motion)

1. Approval of March 13, 2025, Parks and Recreation Commission Meeting Minutes

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments:

New Business:

2. 2025 Park Partnership Program
 - Chris Waite, Parks & Public Facilities Director

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

Thursday, March 13, 2025

Richland City Hall ~ Council Chambers
625 Swift Boulevard

Regular Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Chair Mason	Present
Vice-Chair Gutierrez	Present
Commissioner Buelt	Present
Commissioner Hodges	Present
Commissioner Waltrous	Present
Commissioner Gubba	Present
Commissioner Thallapally	Not Present
Commissioner Lunstad	Not Present
Commissioner Cunningham	Not Present

Also present were the Council Liaison/Mayor Pro Tem Kent, Staff Liaison/Parks and Public Facilities Director Waite, Recreation Manager Piper, and Administrative Assistant II Roe.

Approval of Agenda: (Approved by Motion)

1. Approval of the *March 13, 2025* Parks and Recreation Commission Meeting Agenda

Vice-Chair Gutierrez moved, and Commission Hodges seconded the motion to approve the revised March 13, 2025 Parks and Recreation Commission Meeting agenda. Motion carried 6-0.

Approval of Minutes: (Approved by Motion)

2. Approval of the January 9, 2025, Parks and Recreation Commission Meeting and January 23, 2025 Workshop Minutes

Commissioner Buelt moved and Vice-Chair Gutierrez seconded the motion to approve the minutes of the January 9, 2025 Parks and Recreation Regular Meeting and January 23, 2025 Workshop Meeting Minutes. Motion carried 6-0.

Council Liaison Report

3. Mayor Pro Tem Kent provided the Council Report

Subjects Included: Mayor Pro Tem Kent stated the City authorized an agreement with Tripepi Smith and Associates, Inc. to improve communication with the public. City Council also approved a consultant agreement with Moore Iacofano Goltsman, Inc. for the Parks, Recreation, and Open Space Comprehensive Plan. In conclusion, Mayor Pro Tem Kent announced a collaborative effort with Kadlec and Richland Fire & Emergency Services on May 7, 2025, for a Heart Safe event at the Richland Community Center at 6:00 p.m.

Recreation Report

4. Recreation Manager Piper provided the Recreation Report

Subjects Included: The Youth Basketball program season has ended, but late NFL Flag football program registration is still open. Updates on the Youth Volleyball program season are also included, as is the Ready Set Hop event scheduled for Saturday, April 12, 2025. Recreation Manager Piper also discussed gathering a roster of events with the commission at the next workshop.

Parks & Facilities Report

5. Parks & Public Facilities Director Waite provided the Parks & Facilities Report

Subjects Included: “52 in 25” program update, which will resume in warmer weather, Sturgeon Cove Playground reopening celebration on Friday, May 16, 2025, McMurray pathway scheduled for construction in early May. Stevens Drive entry to Columbia Playfields will be closed due to construction. Little Badger Moutai Trail project construction date is slated for 2026. Claybell Park Pickleball Court updates an update regarding the erosion on Columbia Park Trail near the Marriot and a final update on the Urban Greenbelt Trail kiosks.

Public Comments

None.

Presentations

6. Park Reopening Update

Parks & Public Facilities Director Waite provided an update on the reopening of Wye Park and Columbia Park West, detailing the challenges that led to the closure. Efforts before closure included increased patrols and amenity closures, but issues persisted. During the closure, extensive cleanup, vegetation management, and operational adjustments were completed. The phased reopening will begin with Columbia Park West, featuring increased ranger and police patrols, site modifications for improved visibility, and coordinated efforts with social services. The reopening strategy aims to restore safe public use while addressing ongoing challenges.

7. Amon Preserve Restoration

Parks & Public Facilities Director Waite provided an overview on the Amon Preserve Restoration, highlighting it as a first-of-its-kind conservation effort. Researchers and volunteers gathered at Amon Creek to harvest sagebrush from the area designated for road construction. The harvested sagebrush was relocated to the Rattlesnake Slope Unit of the Washington

Department of Fish and Wildlife (WDFW) Sunnyside-Snake River Wildlife Area and the Patterson Unit of Umatilla National Wildlife Refuge (NWR). These plants will act as artificial host plants, creating sagebrush island seed sources to support shrub layer restoration in degraded areas. This initiative aims to mitigate habitat loss and promote long-term ecological health. The presentation was recorded for future reference.

New Business

8. 2025 Parks and Recreation Commission Goals

Parks and Recreation Commission Chair Mason discussed the 2025 Parks and Recreation Commission (PRC) goals at previous meetings and workshops. Final editing and adoption amongst the commission were conducted. The final version of the goals will be presented to the City Council at a future council meeting. The Vice-Chair will make the final edits as recognized and discussed during the meeting.

Commissioner Buelt moved and Vice-Chair Gutierrez seconded the motion to approve the 2025 Parks and Recreation Commission goals. Motion carried 6-0.

Adjournment

The meeting was adjourned at 7:04 p.m.

APPROVED:

Samantha Mason, Parks & Recreation Commission Chair

PREPARED BY:

Patty Roe, Administrative Assistant II

DATE APPROVED:

DATE PUBLISHED:



PARKS AND RECREATION COMMISSION WORKSHOP AGENDA ITEM COVERSHEET

Meeting Date: 3/27/2025

Agenda Category: New Business

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject:
2025 Park Partnership Program Application Review

Department:
Parks & Public Facilities

Recommended Motion:
The Parks and Recreation Commission recommends that the Council approve _____
representing the 2025 Park Partnership Program funding.

Summary:
Four (4) eligible applications were received for the 2025 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. Tapteal Greenway

Project Location: Chamna Park

Proposed Project: Develop “scavenger hunt” signs along the trail system to encourage park users to explore Chamna Nature Preserve (signage and webpage). If approved, the City would require the following additional information before contracting:

- The installation location of eight (8) signs will need to be clearly identified and sent to the US Army Corp of Engineers (USACE) for review to determine if any conditions require an application.
- Signage design details (size, material, etc.) are missing. The city's marketing and communications team will need to review and approve the final sign designs.
- The city will need to review and approve QR/webpage content, which may require a separate agreement.
- The budget is missing applicants' contribution funds in the budget plan. This will need to be updated.

Requesting: \$653.22

2. REACH Foundation

Project Location: Leslie Groves Park

Proposed Project: Design, fabricate and install new kiosk and seen interpretative panels. Three (3) panels in the new kiosk and two (2) panels on each of the two existing kiosks are located in Leslie Groves Park.

Requesting: \$8,000

3. Tri-City Kart Club (TCKC)

Project Location: Tri-City Kart Club

Proposed Project: Installing additional external curbing in selected track areas to improve track layout and provide for added margins of safety.

Requesting: \$8,000

4. Allied Arts Association

Project Location: Gallery at the Park, Grassy area on the West Side of the building

Proposed Project: Sculpture Garden showcasing rotating exhibits from local sculptors. If approved, the City would

require the following additional information before contracting:

- Detailed irrigation plan.
- Concrete installation specification.
- Planting depths on new plant materials.
- Project submission to tribal partners per the City's existing MOU.
- Change request on tree removal to meet grant criteria.

Requesting: \$6,906.12

Fiscal Impact:

If all projects are approved, the fiscal impact would be \$23,559.34 from the Park Reserve Fund. The current fund has \$40,000 approved for 2025.

Attachments:

1. 1 - Tapteal Greenway
2. 2 - REACH Foundation
3. 3 - Tri-City Kart Club
4. 4 - Allied Arts Association



City of Richland Parks and Public Facilities Department

2025 Park Partnership Program Application

Introduction:

The City of Richland is pleased to offer matching fund grants to eligible applicants making improvements to City owned parks, trails, open space, and recreational facilities. The 2025 program year is currently budgeted at \$40,000.

Goals:

1. Improve or increase park and recreational opportunities for the general public.
2. Encourage private investment and participation in developing City Park and recreational amenities.
3. Enhance quality of life in Richland.

Program Guidelines:

1. To be eligible, proposed projects must be located upon City-owned Parks, park facilities, recreational properties, or within publicly accessible park land or easements.
2. This program is open to service and civic groups, athletic and sports organizations, private individuals, neighborhood park user groups, and non-profit organizations.
3. Proposed projects should be in conformance with park master plans, as applicable.
4. The proposed project must be an enhancement or renovation project that provides benefit to the general public year-round.
5. The proposed project must not require City labor components, permitting, or any additional ongoing City maintenance aside from normal wear and tear.
6. Park Partnership Program applicants must provide a minimum match of one private dollar for each public dollar requested, up to the allowable amount outlined in RCW 35.21.278. Private dollar matches may consist of cash, donated labor, and/or donated materials.
 - a. Volunteer labor value is based on current Washington State L&I rates and requirements.
7. Proposed projects must be consistent and complimentary with surrounding land uses and neighborhood character, and not create hazards or impact the functionality or usability of the park or facility.
8. Projects that require a long term (more than one year) commitment will not be considered.

Project Timeline:

Application Due Dates - *Application is due by close of day on Thursday,*

All applicants must schedule and attend a mandatory pre-application zoom meeting before **Monday, March 17,** Please contact Stacy Jackson, Contracts Administrator, at stjackson@ci.richland.wa.us to schedule your meeting. All meetings will be scheduled between the hours of 8:00am – 4:30pm, unless otherwise agreed upon by both parties.

Project Time Limit

All selected projects must be completed within one (1) year of execution of the contract. All necessary documents/clarifications must be provided within thirty (30) days of council approval. Awards may be rescinded for projects not ready for contracting within thirty (30) days of award.

Project Evaluation:

All applications will be reviewed by the Director of Parks and Public Facilities, or his/her designee, to determine eligibility. Proposed projects which fall within the program guidelines will be forwarded to the Parks and Recreation Commission (PRC) for consideration. If selected, applicant will be scheduled for a mandatory five (5) minute oral presentation to present at the next available PRC meeting. If approved, the PRC will make a funding recommendation to the Richland City Council.

Projects that align with current Park and Recreation Commission goals will be given higher consideration to those that do not.

Applicant Responsibilities:

All applicants are required to complete the online application (must be filled out completely to be considered) and provide an additional narrative of the proposed project. The narrative must include the following criteria:

1. Overview of the project design and anticipated budget.
2. How the project meets the goals of the program, primary beneficiary of the proposed project, and the object/purpose of the project.
3. Proposed Project Schedule and completion date.
4. Any possible maintenance considerations.
5. Aerial view of location of project within the park.
6. Renderings and/or photos of proposed project, if applicable.

Project Completion:

Upon completion of projects, applicants will have the option of submitting a finalized written report or presenting a five (5) minute presentation to the PRC highlighting the completed project.

All applicants are responsible for contacting staff to schedule a final inspection and submitting all paperwork for reimbursement processing before contract expiration.



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
Application**

Contact Information

Name (First and Last): David McBurney

Organization Representing: Tapteal Greenway

UBI Number of Organization: 601638548

Business Address: PO Box 2002

City/State/ZIP: Richland, WA 99352

Home Phone: 509 554 4539

Work Phone: 509 554 4539

FAX: None

E-mail: vicepresident@tapteal.org

Project Information

Name of Park: Chamna (alternate could be WE Johnson or Amon Basin depending on Army Corps requirements)

Project Location within Park: various (see map)

Brief Description of Project:

Develop "scavenger hunt" along trail system to encourage families with young children to explore Chamna Nature Preserve. See attached description.

Is narrative attached from the "Applicant Responsibilities Section"? yes

Does this project require city assistance in labor, parts, permitting, or ongoing maintenance? If so, please explain.

Yes. Installation of signs in Chamna may require Army Corps approval. The sign posts will be driven in with a post driver so no digging will be required.

If project requires on-going maintenance, a maintenance or adopt-a-park agreement may be required. Are you willing to contract for a maintenance or adopt-a-park agreement if needed?

No

Project Cost

Requested Amount from City (*maximum amt. \$8,000*): \$ \$653.22

Cash from Applicant: \$ \$0.00

"In-Kind" Donation Amount (*Applicant and Other Sources*): \$ \$1,620.00

Cash from Other Sources: \$ \$0.00

*Total Project Cost: \$ \$2,273.22

**Any projects located on Tribal and US Army Corp of Engineer (USACE) land may include additional contracting and/or fees at the expense of the applicant.*

APPLICATION DUE DATE: Due by end of day Thursday, March 20, 2027

Note: Park & Recreation Commission Presentation will be held on Thursday, March 27, at 6pm at City Hall Council Chambers.



**City of Richland
Parks and Public Facilities Department**

Work Plan

Steps (Chronological)	Responsible Party	Completion Date
Develop informational signs and get signs fabricated by Fastsigns	Tapteal Greenway	5/31/25
Development of scavenger hunt webpage on Tapteal Greenway site	Tapteal Greenway	6/30/25
Installation of signs in Chamna	Tapteal Greenway	7/15/25



City of Richland Parks and Public Facilities Department

Budget Plan

Budget Description: Please use this space to provide a brief description of the budget for your project.

The budget includes purchasing eight signs from Fastsigns, eight sign posts and nuts and bolts to attach the signs to the posts. Additional costs are associated with development of the signs and web page content and the labor for installation of the signs. \$30/hr for labor costs is assumed.

Income Section (examples: cash on hand, business donations, individual donors, etc.):

Income – Confirmed: List sources of income that are confirmed at the time of application submission. This should include cash on hand that you are contributing to the project.

Income – Anticipated: List sources of income that are anticipated, but not confirmed at the time of application submission. This should include City match amount you are requesting.

Requested City Match Amount: List amount under "Income-Anticipated."

Item Description:	Income – Confirmed	Income - Anticipated
Sign posts		\$208.72
nuts & bolts		\$19.46
Signs		\$425.04
Requested City Match Amount		
Total:		\$653.22

Expense Section:

Expense – Cash: List all project expenses that will be paid in cash. The total should equal the combined total of the Income Section.

In-Kind Amount: List the dollar value of any donated goods and services.

City Match Amount: List the portion of the line item that you plan to cover with your City match dollars. This amount should match the "Requested City Match Amount" listed above.

Item Description:	Expense – Cash	In-Kind Amount – Value of Donated Goods & Services	City Match Amount
Sign posts			\$208.72
Signs			\$19.46
Nuts and bolts			\$425.04
Total:			\$653.22

Expense Description: Please use this space to provide any additional information you might feel is necessary.



City of Richland
Parks and Public Facilities Department

Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to
Tapteal Greenway _____ for its "In Kind" match.

(Applicant Name)

Type of Work	Print Name (First and Last)	Address and Zip	Phone Number	Volunteer Hours	Estimated Value	Signature
Sign development	David McBurney	1202 Adair Dr 99352	509 554 4539	8	240	
Web page development	David McBurney	1202 Adair Dr 99352	509 554 4539	30	900	
Sign post Installation	David McBurney	1202 Adair Dr 99352	509 554 4539	8	240	
Sign post installation	Tapteal Board Member			8	240	

Project description

Develop a “scavenger hunt” within the Chamna Nature Preserve with the goal of encouraging families with young children to explore the park. The concept is to install eight signs along the trails park that identify animals and plants that can be found within the park. Each sign would include a picture of the plant or animal, a QR code that links to the Wikipedia page for that plant or animal and a QR code linking to the Tapteal Greenway scavenger hunt web page. The eight signs would be dispersed along two loops originating from the main Chamna parking lot. A short loop (approximately 1.3 miles) would contain five signs and the longer loop (approximately 2 miles) would contain all eight signs.

A web page on the Tapteal Greenway site would be developed explaining the scavenger hunt along with maps of the loops, gpx files for the loops (can be uploaded into mapping programs for turn by turn directions), general location of the signs and links to the associated Wikipedia pages. Paper laminated signs would be placed at the main Chamna parking lot and the midpoint parking lot kiosks describing the scavenger hunt and will include a QR code for the Tapteal scavenger hunt web page.

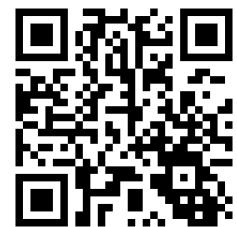
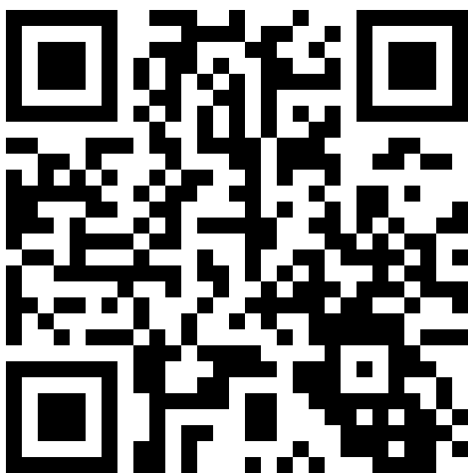
The Chamna Nature Preserve is on Army Corps of Engineering land. In the event that the Army Corps did not approve of the project or would not allow driving posts into the ground this project could be completed in either WE Johnson Park or the Amon Basin Nature Preserve.

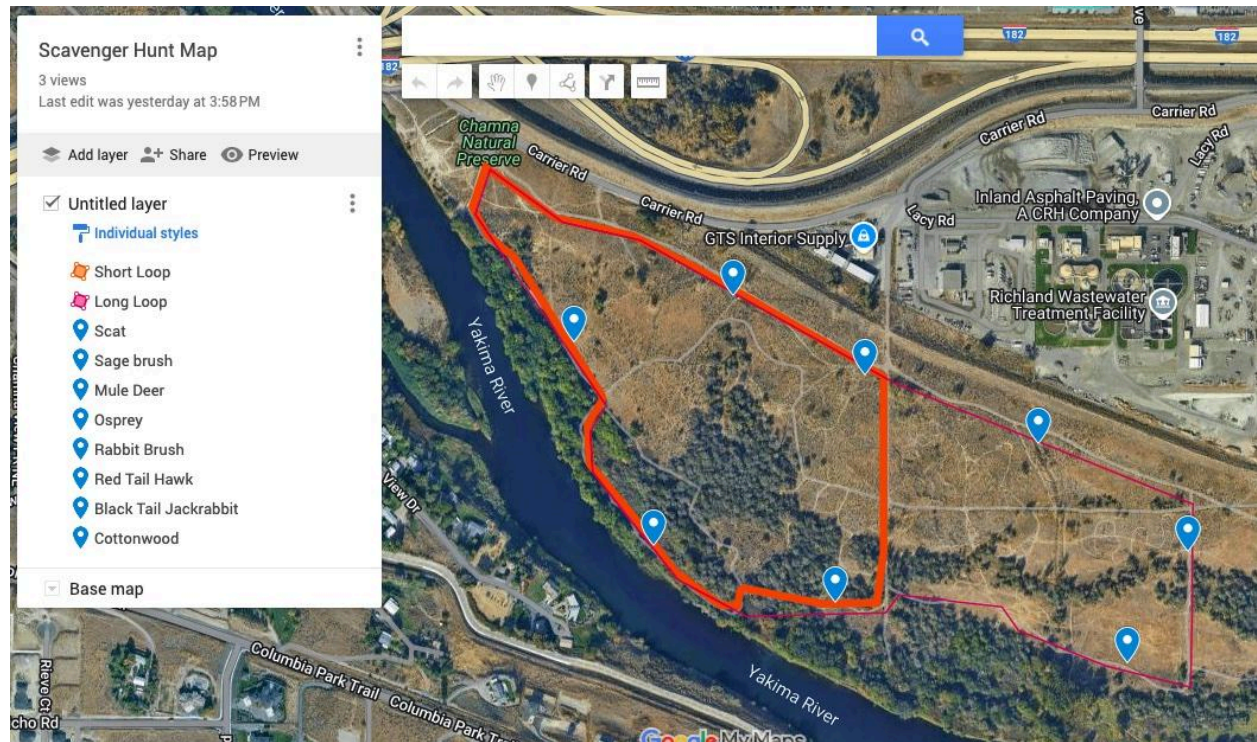
An example sign and map showing short and long loops and approximate sign locations follow.



Black Tailed Jackrabbit

More information on the jackrabbit







City of Richland Parks and Public Facilities Department

2025 Park Partnership Program Application

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4. The proposed project must be an enhancement or renovation project that provides benefit to the general public year-round.
5. The proposed project must not require City labor components, permitting, or any additional ongoing City maintenance aside from normal wear and tear.
6. Park Partnership Program applicants must provide a minimum match of one private dollar for each public dollar requested, up to the allowable amount outlined in RCW 35.21.278. Private dollar matches may consist of cash, donated labor, and/or donated materials.
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3. Proposed Project Schedule and completion date.
4. Any possible maintenance considerations.
5. Aerial view of location of project within the park.
6. Renderings and/or photos of proposed project, if applicable.

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City of Richland Parks and Recreation Department

Park Partnership Program Application

Contact Information

Name (First and Last): Dan Boyd

Organization Representing: REACH Foundation /Hanford Reach Citizens Committee

UBI Number of Organization: 602464337

Business Address: 9425 Sandifur Parkway Suite 205

City/State/ZIP: Pasco WA

Home Phone: 509 546 1266 Work Phone: 509 546 1266

FAX: not available E-mail: dlb171@frontier.com

Project Information

Name of Park: Leslie Groves Park

Project Location within Park: 51 Snyder Street 1. new kiosk near NW corner of parking area, between parking area and trail 2.

Brief Description of Project:

Design, Fabricate and Install a three panel kiosk and in collaboration with NPS, US Fish and Wildlife Service, and REACH Museum design and fabricate five panels promoting the Hanford Reach and the Manhattan National Historical Park. Two of the five panels will be installed in an existing kiosk at the south end of the parking area. Two additional panels exhibiting childrens' creations about the Hanford Reach wildlife will be installed in an existing kiosk near Park Street entrance.

Is narrative attached from the "Applicant Responsibilities Section"? YES

Does this project require city assistance in labor, parts, permitting, or ongoing maintenance? If so, please explain.

No scheduled maintenance required.

If project requires on-going maintenance, a maintenance or adopt-a-park agreement may be required. Are you willing to contract for a maintenance or adopt-a-park agreement if needed?

Yes

Project Cost

Requested Amount from City (*maximum amt. \$8,000*): \$ \$8,000.00

Cash from Applicant: \$ \$14,500.00

"In-Kind" Donation Amount (*Applicant and Other Sources*): \$ \$1,500.00

Cash from Other Sources: \$ \$0.00

*Total Project Cost: \$ \$24,000.00

**Any projects located on Tribal and US Army Corp of Engineer (USACE) land may include additional contracting and/or fees at the expense of the applicant.*

APPLICATION DUE DATE: Due by end of day Thursday, March 20, 2027

Note: Park & Recreation Commission Presentation will be held on Thursday, March 27, at 6pm at City Hall Council Chambers.



**City of Richland
Parks and Public Facilities Department**

Work Plan

Steps (Chronological)	Responsible Party	Completion Date
Kiosk Structure Fab Procurement	Dave Bennett HRCC	5/6/2025
Interpretative Panels Design	Karyn Wiemers HRCC	5/15/2025
Basalt Columns Procurement	Dave Bennett HRCC	5/21/2025
Basalt Installation	Dave Bennett HRCC	5/30/2025
Silhouettes Procurements	Dave Bennett HRCC	6/10/2025
Kiosk and Silhouette Installation	Dave Bennett HRCC	6/30/2025
Panel procurement and installation	Karyn Wiemers HRCC	7/7/2025
Engineering, Final Inspection and Turn over	Mike Wiemers HRCC	7/15/2025
not applicable	not applicable	not applicable



City of Richland Parks and Public Facilities Department Budget Plan

Budget Description: Please use this space to provide a brief description of the budget for your project.

Interpretative Panels Design and Procurement \$9500
Engineering including drawings, calculations, and field inspections \$1500
Kiosk and Silhouettes procurements \$6000
Basalt column procurement and installation \$4000
Kiosk and silhouette installations and final inspection \$3000

Income Section (examples: cash on hand, business donations, individual donors, etc.):

Income – Confirmed: List sources of income that are confirmed at the time of application submission. This should include cash on hand that you are contributing to the project.

Income – Anticipated: List sources of income that are anticipated, but not confirmed at the time of application submission. This should include City match amount you are requesting.

Requested City Match Amount: List amount under "Income-Anticipated."

Item Description:	Income – Confirmed	Income - Anticipated
Service Organizations		\$4,000.00
Port of Benton	\$1,000.00	
Local Business	\$1,500.00	\$5,000.00
Non profit organizations		
Individual donors	\$1,500.00	\$3,000.00
Requested City Match Amount		\$8,000.00
Total:	\$4,000.00	\$20,000.00

Expense Section:

Expense – Cash: List all project expenses that will be paid in cash. The total should equal the combined total of the Income Section.

In-Kind Amount: List the dollar value of any donated goods and services.

City Match Amount: List the portion of the line item that you plan to cover with your City match dollars. This amount should match the "Requested City Match Amount" listed above.

Item Description:	Expense – Cash	In-Kind Amount – Value of Donated Goods & Services	City Match Amount
Kiosk Engineering		\$1,500.00	
Kiosk and Silhouettes procurement	\$2,000.00		\$4,000.00
Kiosk and Silhouettes Installation	\$3,000.00		
Basalt procurement and installation			\$4,000.00
Panel Design, Procurement and Installation	\$9,500.00		
Total:	\$14,500.00	\$1,500.00	\$8,000.00

Expense Description: Please use this space to provide any additional information you might feel is necessary.

Written quotes have been received for five of the eight budgeted items representing 65% of the total anticipated cost. Three of the five quotes in hand are from local suppliers.



City of Richland
Parks and Public Facilities Department

Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to
Hanford Reach Citizens Committee _____ for its "In Kind" match.

(Applicant Name)

Type of Work	Print Name (First and Last)	Address and Zip	Phone Number	Volunteer Hours	Estimated Value	Signature
Engineering	Steve A. Christensen	4310 Sahara Drive Pasco WA 99301	509 366 5404	15	1500	Signature will be submitted separately.

City of Richland Partnership Grant, Narrative
Hanford Reach 25th Anniversary Celebration: Kiosk and Interpretative Panels
Hanford Reach Citizens Committee
20 March 2025

Introduction

The Hanford Reach Citizens Committee (HRCC) Project presents a unique opportunity to elevate our community by showcasing the Hanford Reach National Monument, a national treasure right here in our backyard. The Monument, one of only three National Monuments in Washington state, includes the last free-flowing, nontidal section of the Columbia River in the United States; crossing through a dramatic landscape shaped by the cataclysmic glacial floods, a vast area rich with wildlife and local history, offering a glimpse at Hanford's legacy Manhattan Project and an abundance of recreational opportunities.

The HRCC project will engage and educate people of all ages about the Monument's ecological, historical, legacy and recreational values, extending the REACH Museum exhibits to an outdoor venue. Currently, studies indicate that awareness of this treasure is significantly low among Tri-City residents and visitors. By promoting the Hanford Reach National Monument, we can enhance our city's reputation as a quality-of-life destination, offering a significant economic draw to our area. "Protected lands help create jobs and economic growth, increase per capita income, help sustain property values and attract investment, and outdoor recreation is important to western economies." (Headwaters Economics, Spring 2017).

Historically safeguarded by the Manhattan Project and subsequently by dedicated local citizens, a substantive proclamation was made 25 years ago, designating the Hanford Reach as a National Monument. This milestone will be commemorated in the Tri-Cities this August, with esteemed national dignitaries in attendance. As part of the HRCC Project, we plan to design and install interpretive panels and a new kiosk in Leslie Groves Park. These additions will not only be highlights of the celebration but will also enhance educational features within the City of Richland Park, ensuring valuable local assets and the Legacy of Hanford are shared with the public and future generations.

We aim for an on-time project completion to ensure the enhancements in Leslie Groves Park are showcased during the Celebration Event. Your support for the kiosk and interpretative panels will be instrumental in making this project a success and in

City of Richland Partnership Grant, Narrative
Hanford Reach 25th Anniversary Celebration: Kiosk and Interpretative Panels
Hanford Reach Citizens Committee
20 March 2025

reinforcing our city's commitment to preserving and promoting its natural and historical assets.

Specific Applicant Responsibilities topics defined in the Partnership Grant Application are addressed below.

Applicant Responsibilities

1. Overview of the project design and anticipated budget.

The HRCC project includes engineering, procurement, fabrication, and installation of a new kiosk and design, fabrication and installation of seven interpretative panels; three in the new kiosk and two in each of two existing kiosks located in Leslie Groves Park.

The interpretative panels are being designed in collaboration with the National Park Service, US Fish and Wildlife, DOE, the REACH Museum, the City of Richland Parks and Public Facility staff, and a local citizens committee with final layouts by a local graphics designer. The panels content will align with the theme, *Since time immemorial, the Columbia River has shaped this landscape, sustained human life, and inspired bold ideas that will continue to influence future generations*. Five panels related to the Hanford Reach will feature wildlife, geology, a human history timeline, the Hanford legacy, and a map of the National Monument identifying sites of interest, access points and recreational opportunities.

Two of the interpretative panels are particularly special, as they display creations by children. These panels exhibit artwork about Hanford Reach wildlife made possible by a partnership between the REACH Museum, Educational Service District 123 (ESD 123) ARTS program, the Recreation and Conservation Office (RCO), and the Washington Office of Superintendent of Public Instruction (OSPI). Come see the shrub steppe through the eyes of our youngest artists. This exhibit not only highlights the beauty of local wildlife but also encourages children to engage with and appreciate their natural environment.

In parallel with the interpretive panels task, a new kiosk has been designed by in-kind donations of local professionals and is ready for manufacture by a local shop. Local

City of Richland Partnership Grant, Narrative
Hanford Reach 25th Anniversary Celebration: Kiosk and Interpretative Panels
Hanford Reach Citizens Committee
20 March 2025

contractors will install it adjacent to the northwest corner of the Snyder Street Boat Ramp parking lot. This location carries historical significance as it served as a launching site for the many “Save the Reach” jet boat tours organized by local experts for dignitaries to experience and promote the Hanford Reach as a place deserving of continued preservation. The Snyder Street boat ramp is also a year-round hub for recreational activities on the Reach. The specific siting of the new kiosk was suggested by the Parks and Public Facility director after an extensive review of various options and considerations of selection criteria.

The new kiosk structure design compliments the Park features with vistas seen on the Hanford Reach including metal silhouettes representing local wildlife. The kiosk is of welded steel construction and will mount three interpretive panels. Rather than having a concrete base, the kiosk will be mounted on three Columbia Basin basalt columns. It will be finished with a powder coating for long-term durability. A rendering of the new kiosk is shown in Figure 1.

Four interpretive panels will be placed on two existing city-owned three-panel kiosks. One kiosk is located at the south end of the Snyder Street Boat Ramp parking lot and will be visually and content-linked with the new kiosk. The second kiosk is near the children's playground adjacent to the Park Street parking . This location was intentionally designated for the childrens’ exhibit being near an area frequented by young children and their families. The third panel space on each of the existing kiosks will remain available for city use.

Photos of the two existing kiosks are shown in Figures 2A and 2B. Aerial view of the kiosks’ locations is shown in Figure 3A and 3B.

The anticipated total cost is \$24,000. A project work breakdown structure is shown in Figure 4. To date, written quotes have been obtained for five of the eight budgeted items shown in Figure 4 and represent 65% of the anticipated total cost.

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20 March 2025

2. How the project meets the goals of the program, primary beneficiary of the proposed project, and the object/purpose of the project.

What would Richland be without the Columbia River? When only 1 in 10 locals can answer this question....we can do better. And what more of an opportunity for learning than to share this information about the Hanford Reach with the thousands of recreationalists that enjoy the City of Richland Parks, trails, sports areas, watersports, fishing, and hunting.

The proposed project creates an outdoor venue for the City of Richland's REACH Museum. This educational outreach endeavors to cultivate a deeper understanding and appreciation of the local heritage and natural setting while promoting the quality of life that enhances local economics and embraces positive mental health by encouraging outdoor exploration.

Located at Leslie Groves Park near the Columbia River's Gateway to the Hanford Reach National Monument and along the popular Riverfront trail, the HRCC Project will provide the general public year-round exposure and motivation to explore the history of the area, the Hanford legacy, the unique wildlife and geology of the National Monument, and the diverse outdoor recreational opportunities. The new outdoor interpretative kiosks will be a highlight of the TriCities Hanford Reach National Monument 25th Anniversary Celebration event supported by Visit TriCities, the REACH Museum, DOE History of Hanford project, TRIDEC, local businesses, non-profit organizations, and local and state dignitaries.

The new kiosk and panels have engaged both private investment and participation in developing the City of Richland Leslie Groves Park and recreational amenities. The new kiosk is designed by in-kind services of local professional engineers and will be fabricated and installed by qualified local businesses. Five of the interpretative panels are being designed over a 6-month collaborative work process with the National Park Service, US Fish and Wildlife, DOE, REACH Museum, City of Richland, and local citizens committee with final layouts by a local graphics designer. Two panels will exhibit children's creations about Hanford Reach wildlife prepared through a partnership between the REACH Museum, Educational Service District 123 (ESD 123) ARTS program, the Recreation and

City of Richland Partnership Grant, Narrative
Hanford Reach 25th Anniversary Celebration: Kiosk and Interpretative Panels
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Conservation Office (RCO), the Washington Office of Superintendent of Public Instruction (OSPI) and a local artist.

3. Proposed Project Schedule and Completion date.

The project schedule is presented in Figure 5. The estimated completion date is 15 July 2025.

4. Any possible maintenance considerations

There are no special maintenance considerations. The kiosk structure will be finished with a powder coating for long-term durability. The panels have a 10-year warranty. Children's exhibits could be rotated with an agreed to frequency. Vandalism is unfortunately always a risk.

5. Aerial view of the location of the project within the park. Refer to Item 1, Overview, Figures 3A and 3B.

6. Renderings and/or photos of proposed project, if applicable. Refer to Item 1, Overview, Figures 1, 2A and 2B.

NOTE: Due to discovery upon submittal of a limitation of only one file as an attachment, the Figures referenced in this document were photographed and are included as images. We will provide a hard copy of our document.

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Figure 1. Rendering of new kiosk to be located at northwest end of Snyder Street parking area



Figure 2A. Existing kiosk located at south end of Snyder Street parking area



Figure 2B. Existing kiosk located in vicinity of Park Street playground

City of Richland Partnership Grant, Narrative
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Figure 3A. Aerial view of new kiosk and existing kiosk locations near Snyder Street Boat Ramp

City of Richland Partnership Grant, Narrative
Hanford Reach 25th Anniversary Celebration: Kiosk and Interpretative Panels
Hanford Reach Citizens Committee
20 March 2025

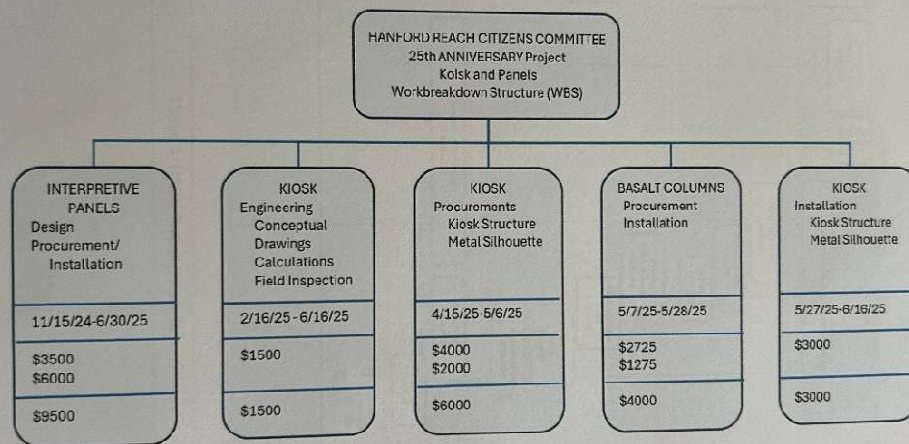


Figure 3B. Aerial view of Existing Kiosk near Park Street Entrance and Playground

City of Richland Partnership Grant, Narrative
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Figure 4. HRCC Celebration Project: Kiosk and Interpretative Panels Work Breakdown Structure



City of Richland Partnership Grant, Narrative
 Hanford Reach 25th Anniversary Celebration: Kiosk and Interpretative Panels
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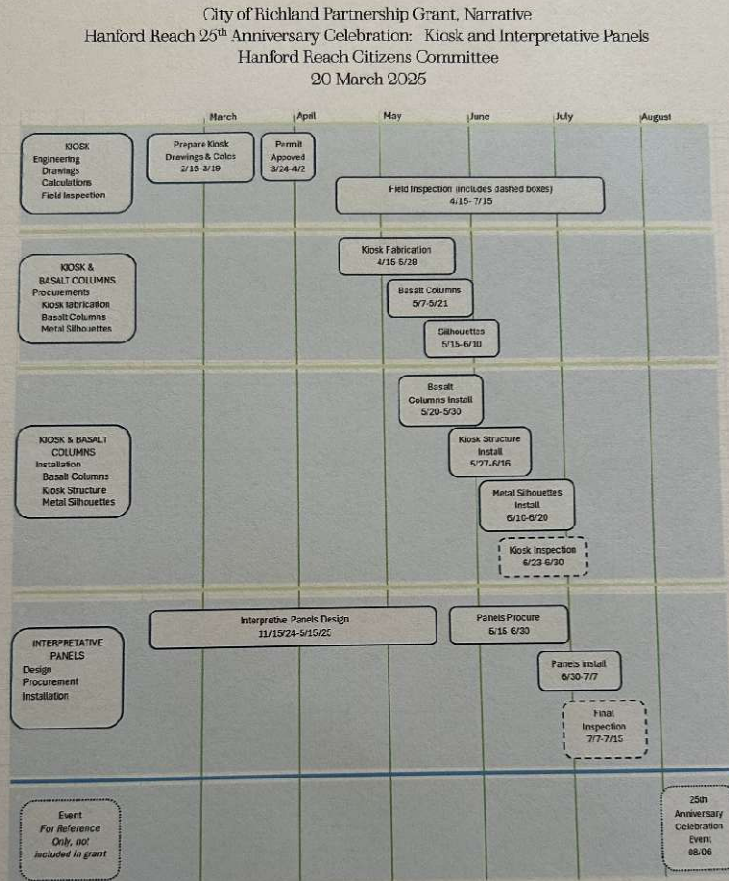


Figure 5. HRCC Project Schedule



City of Richland Parks and Public Facilities Department

2025 Park Partnership Program Application

Introduction:

The City of Richland is pleased to offer matching fund grants to eligible applicants making improvements to City owned parks, trails, open space, and recreational facilities. The 2025 program year is currently budgeted at \$40,000.

Goals:

1. Improve or increase park and recreational opportunities for the general public.
2. Encourage private investment and participation in developing City Park and recreational amenities.
3. Enhance quality of life in Richland.

Program Guidelines:

1. To be eligible, proposed projects must be located upon City-owned Parks, park facilities, recreational properties, or within publicly accessible park land or easements.
2. This program is open to service and civic groups, athletic and sports organizations, private individuals, neighborhood park user groups, and non-profit organizations.
3. Proposed projects should be in conformance with park master plans, as applicable.
4. The proposed project must be an enhancement or renovation project that provides benefit to the general public year-round.
5. The proposed project must not require City labor components, permitting, or any additional ongoing City maintenance aside from normal wear and tear.
6. Park Partnership Program applicants must provide a minimum match of one private dollar for each public dollar requested, up to the allowable amount outlined in RCW 35.21.278. Private dollar matches may consist of cash, donated labor, and/or donated materials.
 - a. Volunteer labor value is based on current Washington State L&I rates and requirements.
7. Proposed projects must be consistent and complimentary with surrounding land uses and neighborhood character, and not create hazards or impact the functionality or usability of the park or facility.
8. Projects that require a long term (more than one year) commitment will not be considered.

Project Timeline:

Application Due Dates - *Application is due by close of day on Thursday,*

All applicants must schedule and attend a mandatory pre-application zoom meeting before **Monday, March 17,** Please contact Stacy Jackson, Contracts Administrator, at stjackson@ci.richland.wa.us to schedule your meeting. All meetings will be scheduled between the hours of 8:00am – 4:30pm, unless otherwise agreed upon by both parties.

Project Time Limit

All selected projects must be completed within one (1) year of execution of the contract. All necessary documents/clarifications must be provided within thirty (30) days of council approval. Awards may be rescinded for projects not ready for contracting within thirty (30) days of award.

Project Evaluation:

All applications will be reviewed by the Director of Parks and Public Facilities, or his/her designee, to determine eligibility. Proposed projects which fall within the program guidelines will be forwarded to the Parks and Recreation Commission (PRC) for consideration. If selected, applicant will be scheduled for a mandatory five (5) minute oral presentation to present at the next available PRC meeting. If approved, the PRC will make a funding recommendation to the Richland City Council.

Projects that align with current Park and Recreation Commission goals will be given higher consideration to those that do not.

Applicant Responsibilities:

All applicants are required to complete the online application (must be filled out completely to be considered) and provide an additional narrative of the proposed project. The narrative must include the following criteria:

1. Overview of the project design and anticipated budget.
2. How the project meets the goals of the program, primary beneficiary of the proposed project, and the object/purpose of the project.
3. Proposed Project Schedule and completion date.
4. Any possible maintenance considerations.
5. Aerial view of location of project within the park.
6. Renderings and/or photos of proposed project, if applicable.

Project Completion:

Upon completion of projects, applicants will have the option of submitting a finalized written report or presenting a five (5) minute presentation to the PRC highlighting the completed project.

All applicants are responsible for contacting staff to schedule a final inspection and submitting all paperwork for reimbursement processing before contract expiration.



**City of Richland
Parks and Recreation Department**

**Park Partnership Program
Application**

Contact Information

Name (First and Last): Richard Burk
Organization Representing: Tri City Kart Club (TCKC)
UBI Number of Organization: 602 479 194
Business Address: 3234 Twin Bridges Rd, Richland, WA 99354
City/State/ZIP: Richland Washington, 99352
Home Phone: (509) 430-2645 Work Phone: (509) 430-2645
FAX: (509) 430-2645 E-mail: 94burk@gmail.com

Project Information

Name of Park: Tri-City Kart Club - 3234 Twin Bridges Rd, Richland, WA 99354

Project Location within Park: Track - CIK external curbing

Brief Description of Project:

This project will improve track layout and provide for added margins of safety when using these sections by installing added external curbing in selected track areas.

Is narrative attached from the "Applicant Responsibilities Section"? YES

Does this project require city assistance in labor, parts, permitting, or ongoing maintenance? If so, please explain.

This project will be completed without need for City assistance or (other than routine painting) will it require any ongoing maintenance support. TCKC members will complete routine paint maintenance. They will also complete installation preparation work and initial painting of the curbing once it is installed. Rev 3 Mechanical is the current TCKC support contractor for installing the curbing.

If project requires on-going maintenance, a maintenance or adopt-a-park agreement may be required. Are you willing to contract for a maintenance or adopt-a-park agreement if needed?

YES

Project Cost

Requested Amount from City (*maximum amt. \$8,000*): \$ \$8,000.00

Cash from Applicant: \$ \$14,827.00

"In-Kind" Donation Amount (*Applicant and Other Sources*): \$ \$3,300.00

Cash from Other Sources: \$ \$0.00

*Total Project Cost: \$ \$26,127.00

**Any projects located on Tribal and US Army Corp of Engineer (USACE) land may include additional contracting and/or fees at the expense of the applicant.*

APPLICATION DUE DATE: Due by end of day Thursday, March 20, 2027

Note: Park & Recreation Commission Presentation will be held on Thursday, March 27, at 6pm at City Hall Council Chambers.



**City of Richland
Parks and Public Facilities Department**

Work Plan

Steps (Chronological)	Responsible Party	Completion Date
Dig and remove overburden from track edges to prep for curbing installation	TC KC	4/12/25
Saw cut track edge to provide smooth edge for concrete forms and installation of curbing	Rev 3	4/14/25
Install Concrete forms	Rev 3	4/17/25
Lay Concrete and finish per CIK specification	Rev 3	4/23/25
Trim Grass edge near curb and back-fill as needed	TC KC	5/3/25
Paint curbing as needed	TC KC	5/10/25
NA	NA	7/1/25
NA	NA	7/1/25
NA	NA	7/1/25



City of Richland Parks and Public Facilities Department Budget Plan

Budget Description: Please use this space to provide a brief description of the budget for your project.

Rev 3 Labor \$ 8,000.00
 Rev 3 Materials \$ 1,000.00
 Rev 3 Concrete \$ 12,000.00
 Rev 3 Tax \$ 1,827.00
 TCKC Labor and Supplies - \$3,300.00 - see Narrative for TCKC portion breakdown
 Total costs including Tax - \$26,127.00

Income Section (examples: cash on hand, business donations, individual donors, etc.):

Income – Confirmed: List sources of income that are confirmed at the time of application submission. This should include cash on hand that you are contributing to the project.

Income – Anticipated: List sources of income that are anticipated, but not confirmed at the time of application submission. This should include City match amount you are requesting.

Requested City Match Amount: List amount under "Income-Anticipated."

Item Description:	Income – Confirmed	Income - Anticipated
TCKC	\$14,827.00	
TCKC		\$3,300.00
Requested City Match Amount		\$8,000.00
Total:	\$14,827.00	\$11,300.00

Expense Section:

Expense – Cash: List all project expenses that will be paid in cash. The total should equal the combined total of the Income Section.

In-Kind Amount: List the dollar value of any donated goods and services.

City Match Amount: List the portion of the line item that you plan to cover with your City match dollars. This amount should match the "Requested City Match Amount" listed above.

Item Description:	Expense – Cash	In-Kind Amount – Value of Donated Goods & Services	City Match Amount
Rev 3 Mechanical	\$14,827.00		\$8,000.00
TCKC		\$3,300.00	
Total:	\$14,827.00	\$3,300.00	\$8,000.00

Expense Description: Please use this space to provide any additional information you might feel is necessary.

Expense - Cash will be from TCKC long range budget total provided by TCKC will be \$18,127.00



City of Richland
Parks and Public Facilities Department

Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to
Tri City Kart Club _____ for its "In Kind" match.

(Applicant Name)

Type of Work	Print Name (First and Last)	Address and Zip	Phone Number	Volunteer Hours	Estimated Value	Signature

PARK PARTNERSHIP PROGRAM APPLICATION
TRI CITY KART CLUB PROPOSED PROJECT NARATIVE

Project Overview:

This planned project will install approximately 600 linear feet of CIK spec curbing in the selected track areas shown. Curbing will protect the track edges from damage and provide some added safety for the track users by providing a solid (but low) barrier at the edge of the track.

Goals and purpose of the project:

The goal of this project is to provide additional curbing in selected areas that will allow for changes in layout and improve options for the users of the facility while making track edges more stable and add and some additional safety margins when using those track layouts.

Proposed project schedule and completion dates:

Once the grant is approved installation will begin approximately two to three weeks later and will take about two weeks to install concrete.

Maintenance considerations:

Curbing will not require additional maintenance once installed other than routine painting which is minimal. Concrete curbing will protect the asphalt edge of the track and prevent age and use related damage to the track surface.

Proposed Project Locations on track:

CIK curbing is planned for the locations shown which is approximately 600 linear feet of the track edges:



Proposed Project specifications:

Curbing is to be installed using CIK External Curbing specifications as follows:

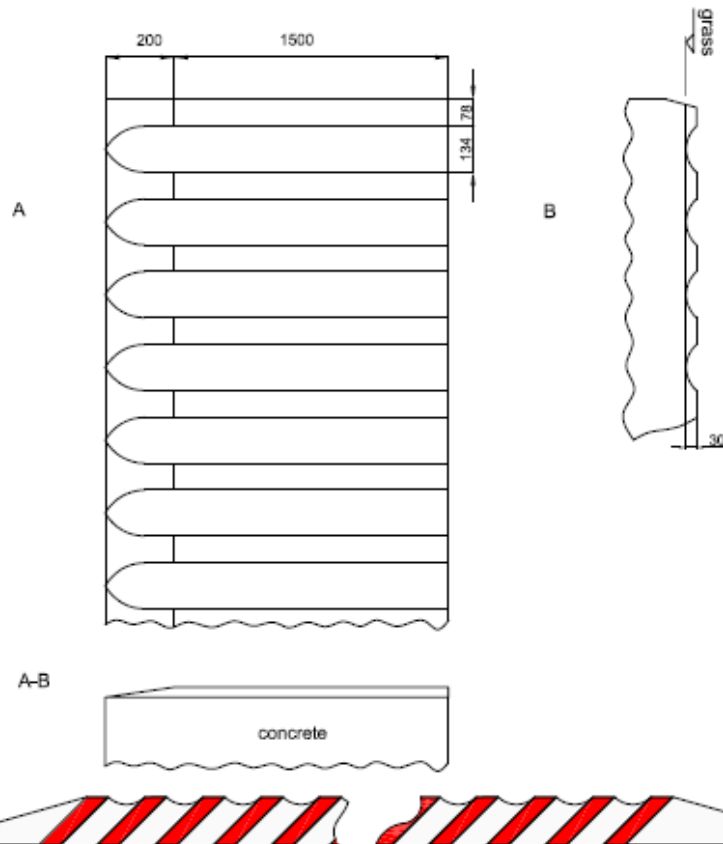
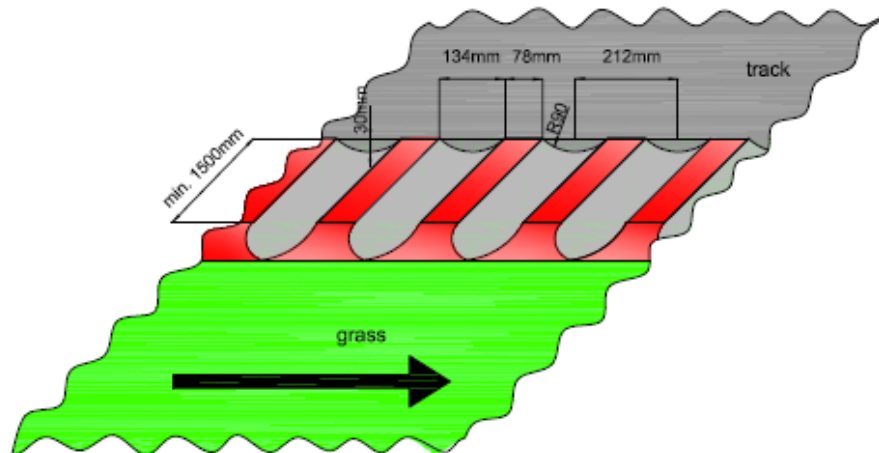
RÈGLEMENT DES CIRCUITS: PARTIE 1
CIRCUIT REGULATIONS: PART 1

ANNEXE N° 3

Vibreux extérieur

APPENDIX No. 3

External Kerb



Note : obligatoire pour les nouveaux circuits (circuits avec première homologation). Pour les autres circuits, l'acceptation de la non-conformité doit être décidée par l'inspecteur.

Note: mandatory for new circuits (first homologation of circuit). For all other circuits, acceptance of non-conformity has to be decided by the inspector.

Project Estimates:

Rev 3	\$	8,000.00	Labor	NOTE: 123 hours at ~\$65/hr
Rev 3	\$	1,000.00	Materials	
Rev 3	\$	12,000.00	Concrete	
Rev 3	\$	21,000.00	Sub total	
	\$	1,827.00	Tax	
Rev 3	\$	22,827.00		
TCKC	\$	10.00	Volunteers	
TCKC	\$	2.00	Days	
TCKC	\$	6.00	Hours/day	
TCKC	\$	24.00	\$/hour	
TCKC	\$	2,880.00		
TCKC	\$	420.00	Paint/Supplies	
			Sub total	
TCKC	\$	3,300.00		
	\$	26,127.00	Project Total Cost	



City of Richland Parks and Public Facilities Department

2025 Park Partnership Program Application

Introduction:

The City of Richland is pleased to offer matching fund grants to eligible applicants making improvements to City owned parks, trails, open space, and recreational facilities. The 2025 program year is currently budgeted at \$40,000.

Goals:

1. Improve or increase park and recreational opportunities for the general public.
2. Encourage private investment and participation in developing City Park and recreational amenities.
3. Enhance quality of life in Richland.

Program Guidelines:

1. To be eligible, proposed projects must be located upon City-owned Parks, park facilities, recreational properties, or within publicly accessible park land or easements.
2. This program is open to service and civic groups, athletic and sports organizations, private individuals, neighborhood park user groups, and non-profit organizations.
3. Proposed projects should be in conformance with park master plans, as applicable.
4. The proposed project must be an enhancement or renovation project that provides benefit to the general public year-round.
5. The proposed project must not require City labor components, permitting, or any additional ongoing City maintenance aside from normal wear and tear.
6. Park Partnership Program applicants must provide a minimum match of one private dollar for each public dollar requested, up to the allowable amount outlined in RCW 35.21.278. Private dollar matches may consist of cash, donated labor, and/or donated materials.
 - a. Volunteer labor value is based on current Washington State L&I rates and requirements.
7. Proposed projects must be consistent and complimentary with surrounding land uses and neighborhood character, and not create hazards or impact the functionality or usability of the park or facility.
8. Projects that require a long term (more than one year) commitment will not be considered.

Project Timeline:

Application Due Dates - *Application is due by close of day on Thursday,*

All applicants must schedule and attend a mandatory pre-application zoom meeting before **Monday, March 17,** Please contact Stacy Jackson, Contracts Administrator, at stjackson@ci.richland.wa.us to schedule your meeting. All meetings will be scheduled between the hours of 8:00am – 4:30pm, unless otherwise agreed upon by both parties.

Project Time Limit

All selected projects must be completed within one (1) year of execution of the contract. All necessary documents/clarifications must be provided within thirty (30) days of council approval. Awards may be rescinded for projects not ready for contracting within thirty (30) days of award.

Project Evaluation:

All applications will be reviewed by the Director of Parks and Public Facilities, or his/her designee, to determine eligibility. Proposed projects which fall within the program guidelines will be forwarded to the Parks and Recreation Commission (PRC) for consideration. If selected, applicant will be scheduled for a mandatory five (5) minute oral presentation to present at the next available PRC meeting. If approved, the PRC will make a funding recommendation to the Richland City Council.

Projects that align with current Park and Recreation Commission goals will be given higher consideration to those that do not.

Applicant Responsibilities:

All applicants are required to complete the online application (must be filled out completely to be considered) and provide an additional narrative of the proposed project. The narrative must include the following criteria:

1. Overview of the project design and anticipated budget.
2. How the project meets the goals of the program, primary beneficiary of the proposed project, and the object/purpose of the project.
3. Proposed Project Schedule and completion date.
4. Any possible maintenance considerations.
5. Aerial view of location of project within the park.
6. Renderings and/or photos of proposed project, if applicable.

Project Completion:

Upon completion of projects, applicants will have the option of submitting a finalized written report or presenting a five (5) minute presentation to the PRC highlighting the completed project.

All applicants are responsible for contacting staff to schedule a final inspection and submitting all paperwork for reimbursement processing before contract expiration.



City of Richland Parks and Recreation Department

Park Partnership Program Application

Contact Information

Name (First and Last): Mary Jecha or Sam Sanders (Admin)

Organization Representing: Allied Arts Association, Gallery at the Park

UBI Number of Organization: 600132956

Business Address: 89 Lee Blvd

City/State/ZIP: Richland, WA 99352

Home Phone: 509-943-9815 Work Phone: 509-943-9815

FAX: N/A E-mail: info@galleryatthepark.org

Project Information

Name of Park: Howard Amon

Project Location within Park: Gallery at the Park, grassy area on west side of building

Brief Description of Project:

Allied Arts Association is planning to build a Sculpture Garden in the western exterior part of the Gallery at the Park. This sculpture garden will showcase rotating exhibits from local sculptors. This garden will be open to the public and free to visit, as is the case with Gallery at the Park. We aim to connect with the community and artists in a way that does not currently exist in Richland, and in turn this garden will beautify the area surrounding the Gallery, Parkway, and Howard Amon.

Is narrative attached from the "Applicant Responsibilities Section"? Yes

Does this project require city assistance in labor, parts, permitting, or ongoing maintenance? If so, please explain.

We would like to have the city's assistance with removing the pine tree on the property in the area we plan to build the sculpture garden. We will not require ongoing maintenance from the city.

If project requires on-going maintenance, a maintenance or adopt-a-park agreement may be required. Are you willing to contract for a maintenance or adopt-a-park agreement if needed?

N/A

Project Cost

Requested Amount from City (*maximum amt. \$8,000*): \$ \$8,000.00

Cash from Applicant: \$ \$13,000.00

"In-Kind" Donation Amount (*Applicant and Other Sources*): \$ \$36,624.00

Cash from Other Sources: \$ \$0.00

*Total Project Cost: \$ \$20,718.36

**Any projects located on Tribal and US Army Corp of Engineer (USACE) land may include additional contracting and/or fees at the expense of the applicant.*

APPLICATION DUE DATE: Due by end of day Thursday, March 20, 2027

Note: Park & Recreation Commission Presentation will be held on Thursday, March 27, at 6pm at City Hall Council Chambers.



**City of Richland
Parks and Public Facilities Department**

Work Plan

Steps (Chronological)	Responsible Party	Completion Date
Landscape design created (in-kind donation)	Julie Wilson (Wild Root Landscapes, LLC)	March 17, 2025
Tree Removal	City of Richland (requested)	ASAP
Removal of Existing Sod and Unused Rock Material This task includes the removal and proper disposal of approximately 2,000 square feet of existing sod to prepare the site for new landscaping improvements. Additionally, any rock material not designated for reuse in the updated design will be extracted and removed from the work site.	Musser Landscaping	TBD upon tree removal
Installation of Concrete Sidewalks and Access Pathways This task involves the installation of approximately 652 square feet of concrete sidewalks and access pathways, designed to facilitate the placement and accessibility of sculptures on designated display pads.	"	" End of 2025
Soil Amendment and Grading Preparation To achieve the intended visual aesthetic for the basalt boulder outcroppings and flagstone crevice garden, as well as to refine site grading following sod removal, this task includes the strategic addition of soil.	"	"
Basalt Boulder Outcroppings and Bench Rocks Installation This installation includes approximately 80 basalt boulders strategically arranged to replicate the natural erosion and fragmentation of larger rock formations, seamlessly blending into the surrounding indigenous landscape.	"	"
Installation of River Rock Ground Cover This task involves the installation of approximately 1,400 square feet of 1-inch river rock to enhance both aesthetics and functionality within the landscape. A high-quality landscape fabric will be placed beneath the rock to provide weed suppression and soil stabilization while allowing for proper drainage.	"	"
Flagstone Crevice Garden Installation This installation features a carefully designed flagstone crevice garden at the garden entrance, creating an artistic, flowing pattern that mimics the movement of water. Approximately 40 pieces of flagstone will be strategically placed to form natural planting pockets, enhancing both visual appeal and ecological function.	"	"
Temporary Drip Irrigation Installation & Native Planting Installation To support the successful establishment of newly installed native plantings, this optional add-on includes the installation of a single irrigation drip line. This project includes the installation of 174 native plants, carefully selected to complement the surrounding landscape and thrive in the local environment.	Musser (irrigation), Wild Root (planting)	November 2025



City of Richland Parks and Public Facilities Department

Budget Plan

Budget Description: Please use this space to provide a brief description of the budget for your project.

The budget of \$20,718.36 covers the sculpture garden construction from start to finish, sans tree removal - we are requesting the city complete this. \$13,000 is cash on hand from our organization, which is money we have saved from the conception of this project back in 2022. We are fortunate to have been given an in-kind donation from a professional landscape designer for the actual designs of this garden. Steps and estimated costs as follows:

Removal of Existing Sod and Unused Rock Material \$1890; Temporary Drip Irrigation Installation \$750;
Installation of Concrete Sidewalks and Access Pathways \$5865;
Soil Amendment and Grading Preparation \$425; Basalt Boulder Outcroppings and Bench Rocks Installation \$5677.50;
Installation of River Rock Ground Cover \$1625;
Flagstone Crevice Garden Installation \$1088; Native Planting Installation \$1740; Sales tax: \$1,658.26

Income Section (examples: cash on hand, business donations, individual donors, etc.):

Income – Confirmed: List sources of income that are confirmed at the time of application submission. This should include cash on hand that you are contributing to the project.

Income – Anticipated: List sources of income that are anticipated, but not confirmed at the time of application submission. This should include City match amount you are requesting.

Requested City Match Amount: List amount under "Income-Anticipated."

Item Description:	Income – Confirmed	Income - Anticipated
Cash on hand	\$13,000.00	
Requested City Match Amount		\$8,000.00
Total:	\$13,000.00	\$8,000.00

Expense Section:

Expense – Cash: List all project expenses that will be paid in cash. The total should equal the combined total of the Income Section.

In-Kind Amount: List the dollar value of any donated goods and services.

City Match Amount: List the portion of the line item that you plan to cover with your City match dollars. This amount should match the "Requested City Match Amount" listed above.

Item Description:	Expense – Cash	In-Kind Amount – Value of Donated Goods & Services	City Match Amount
Landscape Design - Julie Wilson		\$624.00	
Sculpture Garden construction (Steps 3 through	\$12,718.36		\$8,000.00
Total:	\$12,718.36	\$624.00	\$8,000.00

Expense Description: Please use this space to provide any additional information you might feel is necessary.

Our cash on hand amount of \$13,000 leaves us with about \$280 of cushion for minor changes in the quote from Musser Landscaping as the project goes on. Expenses do not account for tree removal, as we are requesting that the city remove the tree.



City of Richland
Parks and Public Facilities Department

Match Pledge / Secured Form

The following individuals, businesses, and organizations have made a commitment to donate the following items to
Allied Arts Association, Gallery at the Park _____ for its "In Kind" match.

(Applicant Name)

Type of Work	Print Name (First and Last)	Address and Zip	Phone Number	Volunteer Hours	Estimated Value	Signature
Project Lead	Mary Jecha	386 Columbia Pt Dr, #105, Richland, WA 99352	509-554-0394	120/mo. (2025)	\$36,000	See attached
Landscape Design	Julie Wilson	P.O. Box 5351 West Richland, WA 99353	509-430-3293	8	\$624	Awaiting response for signature

Allied Arts Association – Parks Partnership Program 2025

Sculpture Garden Proposal

Allied Arts Association is planning to build a Sculpture Garden in the western exterior part of the Gallery at the Park. This sculpture garden will showcase rotating exhibits from local sculpture artists and will include native plants to maintain the integrity and beauty of the indigenous landscape. This garden will be open to the public and free to visit, as is the case with Gallery at the Park. We aim to connect with the community and artists in a way that does not currently exist in Richland, and in turn this garden will beautify the area surrounding the Gallery, the Parkway, and Howard Amon Park.

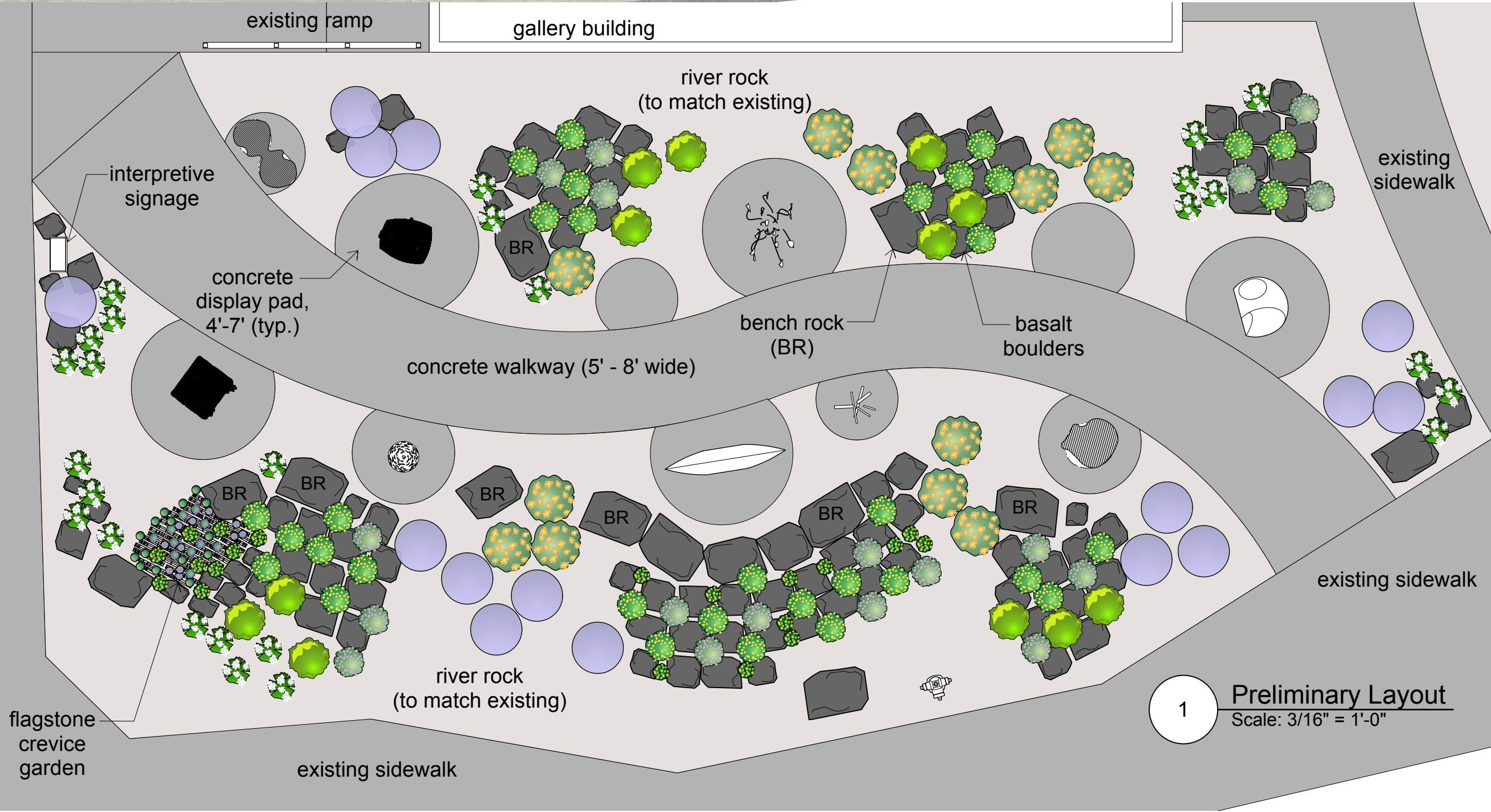
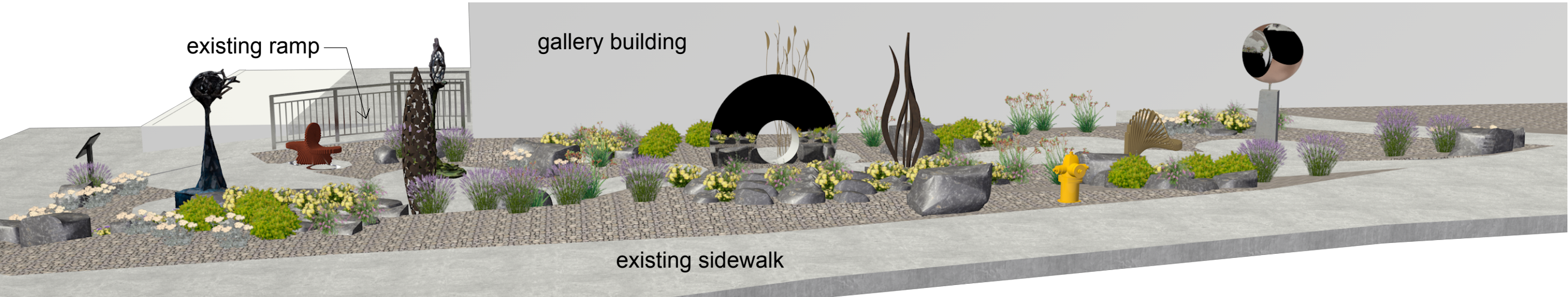
We would like to have the city's assistance with removing the pine tree on the property in the area where we plan to build the sculpture garden. We will not require ongoing maintenance from the city. We aim to partner with local landscape architects at Muller Landscaping, LLC, and Wild Root Landscapes, LLC.

Our goal is to have this project completed within one year, though the exact start date will be contingent upon the removal of the pine tree in the area we intend to convert into the garden. We have \$13,000 to put towards this project, with a total budget of \$21,000. Based on a quote from Muller Landscaping, this project should cost approximately \$20,718.36. We have received an in-kind donation from Julie Wilson at Wild Root Landscaping, who designed the proposed garden gratis, and Mary Jecha is donating her time as the Project Leader, which is an estimated value of \$36,000 for the year.

Please see attached photos below for current views of the area. Graphic renderings are from Julie Wilson of Wild Root Landscaping.







Project Title
**ALLIED ARTS GALLERY
SCULPTURE GARDEN**
Richland WA



Know what's below.
Call before you dig.

Wild Root Landscapes, LLC
P. O. Box 5351
West Richland, WA 99353

Landscape Designer
Julie Wilson

REV	DATE	DESCRIPTION

Scale
As Shown

Date
March 2025

Sheet Title
Site Layout Plan

Sheet No.
L1

Preliminary Layout
Scale: 3/16" = 1'-0"



Project Title
**ALLIED ARTS GALLERY
SCULPTURE GARDEN**
Richland WA



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Wild Root Landscapes, LLC
P. O. Box 5351
West Richland, WA 99353

Landscape Designer
Julie Wilson

REV	DATE	DESCRIPTION

Scale
As Shown

Date
March 2025

Sheet Title
Perspective

Sheet No.
L3



Project Title

**ALLIED ARTS GALLERY
SCULPTURE GARDEN**

Richland WA



Know what's below.
Call before you dig.

Wild Root Landscapes, LLC
P. O. Box 5351
West Richland, WA 99353

Landscape Designer

Julie Wilson

REV	DATE	DESCRIPTION

Scale

As Shown

Date _____

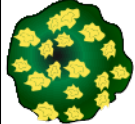
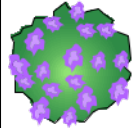
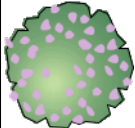
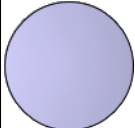
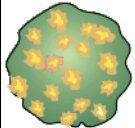
March 2025

Sheet Title

Perspective

Sheet No.

L2

Plant List						
Image	ID	Qty	Common Name	Latin Name	Scheduled Size	Flower Color
	ACMI	26	Common Yarrow	Achillea millefolium	4 inch	White
	ALLI	15	Nodding Onion	Allium sp.	4 inch	Pink purple
	ASPU	11	Woollypod Milkvetch	Astragalus purshii	10ci	Purple
	ERHE	12	Wyeth Buckwheat	Eriogonum heracleoides	10ci	Yellow
	ERLI	20	Desert Yellow Daisy	Erigeron linearis	10ci	Yellow
	EROV	12	Cushion Buckwheat	Eriogonum ovalifolium	10ci	Purplish-pink
	ERUM	33	Sulphur Buckwheat	Eriogonum umbellatum	10ci	Yellow
	PEAC	18	Sand Penstemon	Penstemon acuminatus	10ci	Purple
	SADO	15	Purple Sage	Salvia dorrii	40ci	Purple
	SPMU	12	Munro's Globemallow	Sphaeralcea munroana	40ci	Orange

LANDSCAPE NOTES

Design Intent:

The sculpture garden at the Allied Arts Gallery is designed to display amazing artisanal works and be a work of art itself. Basalt boulder outcroppings echo the surrounding indigenous landscape and create an ideal environment for native plants to thrive among the sculptures. The boulders placed closely together protect plant roots from being crushed by activity and direct roots down to soil water. Plants have been selected to provide floral color as well as structure and greenery throughout the year. A flagstone crevice garden mimics the look of water at the garden entrance, tying the garden to the water theme already present elsewhere in the gallery's landscape.

Ramps in the walkway allow sculptures to be easily placed on the display pads. These ramps also allow people of all mobilities to enjoy the space. Bench rocks placed throughout the landscape provide seating and views from which to enjoy the art.

Materials:

1" river rock to match existing: 1423sf
Concrete: 652sf
Flagstone: 40 ea
Boulders (2-3 man size plus bench rocks: 106 ea
Irrigation: one drip zone (in case it is needed)



Project Title

ALLIED ARTS GALLERY
SCULPTURE GARDEN

Richland WA



Know what's below.
Call before you dig.

Wild Root Landscapes, LLC
P. O. Box 5351
West Richland, WA 99353

Landscape Designer

Julie Wilson

REV	DATE	DESCRIPTION
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Scale
As Shown

Date
March 2025

Sheet Title
Plant List

Sheet No.

L4



City of Richland
Parks and Public Facilities Department

Match Pledge / Secured Form

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(Applicant Name)

Type of Work	Print Name (First and Last)	Address and Zip	Phone Number	Volunteer Hours	Estimated Value	Signature
Project Lead Coordinator	Mary Jecha	386 Columbia PT Dr #105 Richland, WA 99352	509-554-0394	120 hrs + per mo.	\$3,000.00 per mo.	Mary L Jecha
Landscape Design	Julie Wilson					