



Agenda
Parks & Recreation Commission Special Meeting
Wednesday, July 9, 2025
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Special Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

1. Approval of the July 9, 2025, Parks and Recreation Commission Special Meeting Agenda

Approval of Minutes: (Approved by Motion)

2. Approval of the Minutes for the June 12, 2025, Meeting and the June 26, 2025, Workshop
 - Patty Roe, Administrative Assistant II

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Public Comments: Please limit public comments to 2 minutes per speaker.

Presentations:

3. Richland National Little League Presentation
 - Eric Christensen
4. Artemis Tree Presentation
 - Pauline Schafer

New Business:

5. South Orchard Park Land Exchange
 - Chris Waite, Parks & Public Facilities Director
6. Richland Park Hours Update
 - Chris Waite, Parks & Public Facilities Director

Commission Comments:

Adjournment

Richland City Hall is ADA accessible. 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: 7/9/2025

Agenda Category: Approval of Minutes

Prepared By: Patty Roe, Administrative Assistant II

Subject

Approval of the Minutes for the June 12, 2025, Meeting and the June 26, 2025, Workshop

Department

Parks & Public Facilities

Recommended Motion

Approval of the Parks and Recreation Commission Meeting Minutes held on June 12, 2025, and the Workshop Minutes held on June 26, 2025.

Summary

Fiscal Impact

None.

Attachments

1. 2025.06.12 Parks and Recreation Commission Meeting Minutes - DRAFT
2. 2025.06.26 Parks and Recreation Commission Workshop Minutes - DRAFT



MINUTES

RICHLAND PARKS AND RECREATION COMMISSION MEETING

Thursday, June 12, 2025

Richland City Hall ~ Council Chambers

625 Swift Boulevard

Meeting - 6:02 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Chair Mason	Present
Vice Chair Gutierrez	Not Present
Commissioner Buelt	Present
Commissioner Thompson	Present
Commissioner Hodges	Present
Commissioner Jones	Not Present
Commissioner Watrous	Present
Commissioner Thallapally	Not Present
Commissioner Kreis	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. Motion to approve the agenda of the June 12, 2025, Parks and Recreation Commission Meeting.

Commissioner Buelt moved, and Commissioner Hodges seconded the motion to approve the agenda of the June 12, 2025, Parks and Recreation Commission Meeting. Motion carried 5-0.

Approval of Minutes: (Approved by Motion)

2. Motion to approve the minutes for the May 8, 2025, Parks and Recreation Commission meeting.

Commissioner Watrous moved, and Commissioner Buelt seconded the motion to approve the May 8, 2025, Parks and Recreation Commission Meeting minutes. Motion carried 5-0.

Council Liaison Report:

3. Mayor Pro Tem Kent provided the Council Liaison Report.

Subjects included: Mayor Pro Tem Sandra Kent began her report by recognizing local leadership and congratulating the Tri-Cities graduating class, with a special acknowledgment of Captain Marroquin from the Richland Fire Department. She noted that budget planning for 2026 is underway and encouraged community members to participate in the process. Kent also highlighted the Richland Public Library and Parks & Recreation's "Dive into Summer" program, inviting residents to explore the activities and resources available throughout the season.

Recreation Report:

4. Recreation Manager Piper provided the Recreation Report.

Subjects included: Recreation Manager Piper delivered the Recreation Report, highlighting current programs and upcoming events. She noted that George Prout Pool opened for lap swim sessions in May, with a lifeguard recertification course scheduled for June 13, 2025. Piper also promoted the "Dive into Summer" program and announced that swim lesson registration will open on June 18. She shared updates on community events such as the Tri-City Academy recital, Live @ 5, Mushroom Fest, Richland Regatta, Fusion Fest, and Pop-Up Play Days—all free and family-friendly. Additionally, Piper recognized the upcoming retirement of long-time Recreation Coordinator Stan Johnson, who will retire after 34 years of dedicated service to the City of Richland.

Parks & Public Facilities Report:

5. Director Waite provided the Parks and Public Facilities Report

Subjects included: Director Waite provided several departmental updates. He shared that the next phase of the Parks, Recreation, and Open Space (PROS) Plan is underway, with a community survey set to launch soon, and he reviewed the overall project timeline. Waite also updated on capital projects, including installing an informational kiosk along the GA Pehrson Urban Greenbelt Trail and the completed pathway at McMurray Park. A soft opening was held at West Village Park, part of the "52 in '25" initiative, and community feedback has suggested a firefighter-themed playground for the site.

The new playground at Howard Amon Park is now open, and budgeting is in progress to add shade structures. Facilities staff continue landscaping efforts in the Uptown and Parkway areas. Waite also noted ongoing infrastructure projects, including the sewer line repair at Janette Taylor Skate Park to restore restroom functionality, the Leslie Groves tennis courts construction, and the progression of 2025 Park Partnership Projects, such as collaborations with Allied Arts and the Hanford Reach. Lastly, a geotechnical investigation near Columbia Point Marina was completed, identifying shoreline stabilization needs that will be addressed moving forward.

Public Comments:

6. None. Public Comments closed at 6:33 PM

New Business:

7. Richland Library Donation Recognition Plaque
Parks & Public Facilities Director Waite

Staff presented a proposed recognition plaque for the Richland Public Library outdoor space. Although City Council has already approved the plaque, this presentation to the Parks and Recreation Commission serves as a housekeeping step in alignment with the City's Plaques and Markers Policy, which requires PRC review prior to Council approval. This step was inadvertently missed during the initial process.

The bronze plaque, to be mounted on concrete, will acknowledge the Richland Public Library Foundation and its donors for their contributions. The plaque text reads:

"A day without a friend is like a pot without a single drop of honey left inside."

--Winnie the Pooh

With gratitude to The Richland Public Library Foundation and its community donors for supporting this shared space where stories and friendships grow."

Staff recommendation supports installation as proposed.

Commissioner Watrous moved to approve the donation plaque that was recommended to City Council to acknowledge the Richland Library Foundation's donation for the Library Outdoor Space. Commissioner seconded the motion. Motion carried 5-0

Adjournment:

Meeting adjourned at 6:39 PM

APPROVED:

Samantha Mason, Parks & Recreation Commission Chair

PREPARED BY:

Patty Roe, Administrative Assistant II



MINUTES

Richland Parks and Recreation Commission Workshop
Richland Community Center – Meeting Room
Thursday, June 26, 2025 ~ 6:00 p.m.

REGULAR WORKSHOP/WELCOME – 6:00 PM

CALL TO ORDER/ATTENDANCE:

Chair Mason	Present
Vice Chair Gutierrez	Not Present
Commissioner Buelt	Not Present
Commissioner Hodges	Not Present
Commissioner Jones	Present
Commissioner Thompson	Present
Commissioner Watrous	Present
Commissioner Thallapally	Present
Commissioner Kreis	Present

Also in attendance were the Parks and Public Facilities Director, Recreation Manager Piper, and Administrative Assistant II Roe.

DISCUSSION ITEMS:

1. Park Hours and Public Safety in Parks
Parks and Public Facilities Director Waite

Staff initiated a discussion on park hours and safety, covering signage, lighting, and community expectations in preparation for council recommendation at the next business meeting. The presentation included a review of recent community feedback, current park rules, and comparisons with neighboring cities. Commissioners provided input on potential updates to improve safety and ensure parks remain welcoming and accessible. This topic aligns with the Commission's 2025 goals and reflects ongoing community concerns.

ADJOURNMENT:

The workshop adjourned at 7:10 PM

Prepared by: _____
Patty Roe, Administrative Assistant II

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



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 7/9/2025

Agenda Category: New Business

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

South Orchard Park Land Exchange

Department

Parks & Public Facilities

Recommended Motion

I move that the Parks and Recreation Commission recommend to the Richland City Council that the South Orchard Park parcel be declared surplus to the City's present and future park needs. This is contingent upon a land exchange with Nor Am Investment, LLC for the proposed replacement parcel, which is equal to or greater in size and located within the Badger Mountain Subarea.

Summary

The Parks and Public Facilities Department is requesting a formal recommendation from the Parks and Recreation Commission to declare the South Orchard Park parcel as surplus to the City's present and future park needs, contingent upon a land exchange with Nor Am Investment, LLC. The proposed exchange would provide a replacement parcel of equal or greater size within the Badger Mountain Subarea, located in an area that is currently underserved by public parks.

South Orchard Park was initially designated as a future neighborhood park to complement a planned school site in the Badger Mountain Subarea. However, the school district has since abandoned plans to build on the adjacent property, and a private HOA park is now under construction nearby. These changes have reduced the strategic value of the current parcel and introduced potential redundancy in the park service.

In accordance with Richland Municipal Code Chapter 3.06, the City Council must declare real property surplus prior to its sale, lease, or exchange. As outlined in RMC 3.06.030(A)(2) and 3.06.040(F), the Parks and Recreation Commission serves as an advisory body in the review of surplus actions involving park property. Staff have identified an alternative parcel in partnership with Nor Am Investment, LLC, that better aligns with current neighborhood development patterns and fills a gap in the City's park system within the South Badger Subarea. The replacement site offers improved access, spacing from other amenities, and long-term suitability for park development.

Staff recommends that the Parks and Recreation Commission forward a recommendation to City Council to declare the South Orchard Park parcel as surplus, contingent upon a land exchange with Nor Am Investment, LLC for a parcel of equal or greater size within the Badger Mountain Subarea that meets City requirements for future park use.

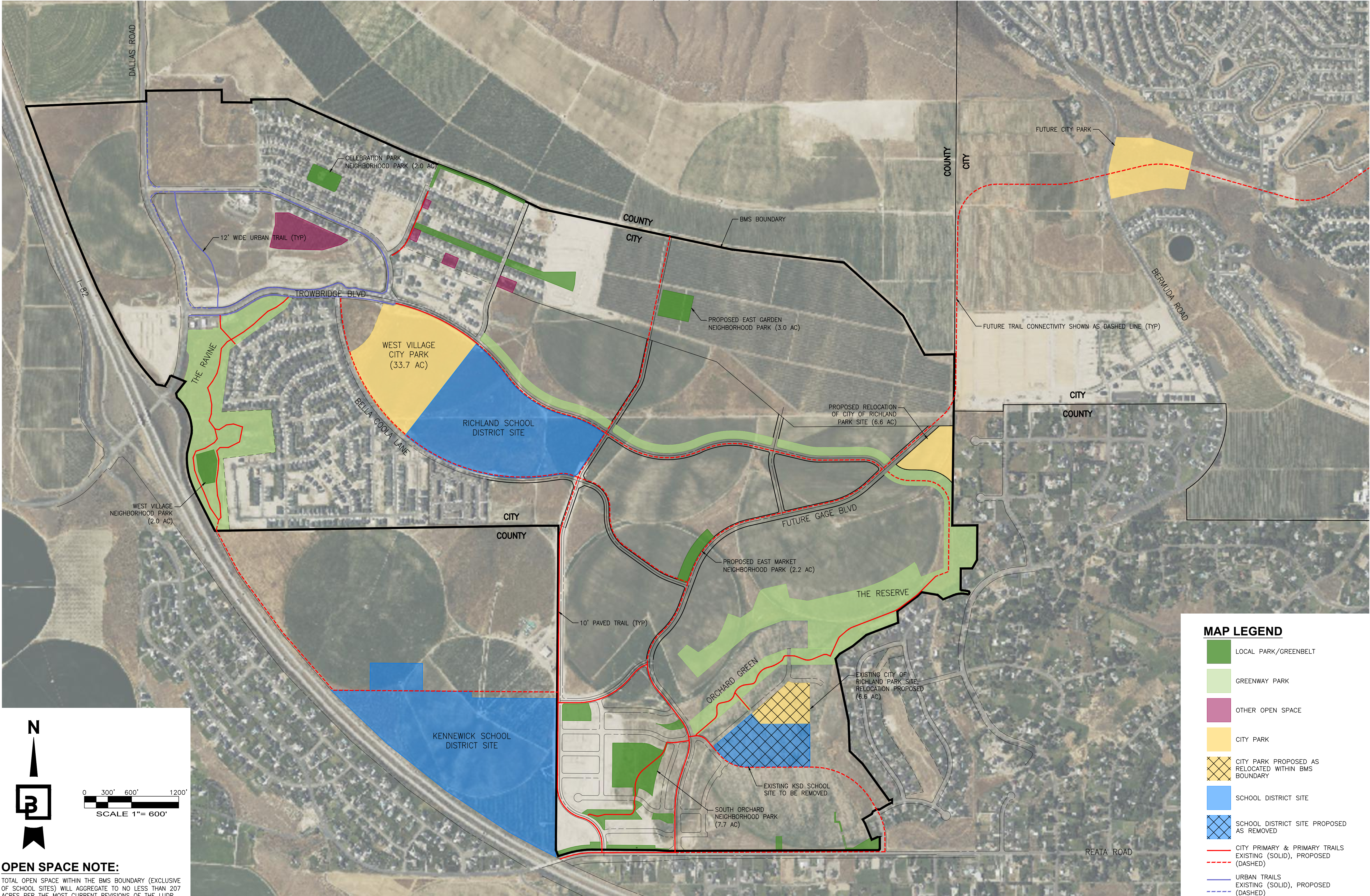
Fiscal Impact

Attachments

1. 22467.6-M-EXH-City of Richland Park Exhibit-2025-04-24

BMS-SUB AREA OPEN SPACE/CONNECTIVITY

PORTIONS OF SEC. 3-5, T 8 N, & SEC. 31-34, T 9 N, R 28 E W.M. CITY OF RICHLAND, WASHINGTON



N

B

0300'600'1200'

SCALE 1"= 600'

OPEN SPACE NOTE:

TOTAL OPEN SPACE WITHIN THE BMS BOUNDARY (EXCLUSIVE OF SCHOOL SITES) WILL AGGREGATE TO NO LESS THAN 207 ACRES PER THE MOST CURRENT REVISIONS OF THE LUDR

MAP LEGEND

- LOCAL PARK/GREENBELT
- GREENWAY PARK
- OTHER OPEN SPACE
- CITY PARK
- CITY PARK PROPOSED AS RELOCATED WITHIN BMS BOUNDARY
- SCHOOL DISTRICT SITE
- SCHOOL DISTRICT SITE PROPOSED AS REMOVED
- CITY PRIMARY & PRIMARY TRAILS EXISTING (SOLID), PROPOSED (DASHED)
- URBAN TRAILS EXISTING (SOLID), PROPOSED (DASHED)

Job Number 22467.6		Sheet 1 of 1		Revision No. Date By Ckd. Appr.	
Barghausen Consulting Engineers, LLC. 18215 72nd Avenue South Kent, WA 98032 425.251.6222 barghausen.com		For: CITY OF RICHLAND PARKS & RECREATION DEPARTMENT		Title: OPEN SPACE / CONNECTIVITY FOR BADGER MOUNTAIN SOUTH SUB AREA	
Scale: Horizontal 1" = 600' Vertical N/A		Designed KDM Drawn KDM Checked KDM Approved KDM Date 4/24/25		P:\22000a\22467\exhibit\Lot Layouts\22467.6-M-EXH-City of Richland Park Exhibit-2025-04-22.dwg	
4/24/2025 1:22 PM		KWAPSTEAD		P:\22000a\22467\exhibit\Lot Layouts\22467.6-M-EXH-City of Richland Park Exhibit-2025-04-22.dwg	



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 7/9/2025

Agenda Category: New Business

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

Richland Park Hours Update

Department

Parks & Public Facilities

Recommended Motion

I move that the Parks and Recreation Commission recommend to the Richland City Council that standard park hours be revised from 5:00 a.m. to 11:00 p.m. to 5:00 a.m. to 10:00 p.m.

Summary

Improving park safety is a Parks and Recreation Commission goal for 2025. In alignment with this objective, and with the Commission's prior support following a recent workshop discussion, staff is recommending a change to Richland's standard park hours by moving the closing time from 11:00 p.m. to 10:00 p.m. This recommendation is intended to enhance safety in city parks during evening hours, align with regional practices, and support City Council's Strategic Priority 4, Quality of Life, by improving the community's sense of security. Currently, Richland parks are open from 5:00 a.m. to 11:00 p.m., but a review of other cities in the region shows that a 10:00 p.m. closing time is not uncommon. The proposed change will help reduce unwanted behavior that tends to occur later in the evening, when lighting is limited and staffing resources are reduced. It will also support consistent enforcement and operations, particularly for the park ranger team. Staff intends to prepare a formal recommendation to City Council reflecting the Commission's support.

Fiscal Impact

Attachments

1. Park Hour Comparison
2. Current Park Hours RMC (1)

Pacific Northwest Park Hours, Acreage, and City Population

City	Population (2023)	Park Hours	Park Acreage	Municipal Code
Kennewick	85,158	Some parks: 6AM - 9PM All other parks: 6AM - Half an hour after sunset	855 Acres	10.08.040 - City Park Regulations
West Richland	18,456	April 1 - September 31: 5AM - 11PM October 1 - March 31: 6AM - 8PM	90+ Acres	12.12.010 Public parks - Hours of Operation
Pasco	80,038	6AM - 10PM	317+ Acres	9.100.050 - Hours/closure
Yakima	96,750	6AM - 10PM	401 Acres	13.20.030 - Park Curfew Imposed
Walla Walla	33,339	5AM - 11PM	618 Acres	9.17.185 - Park Closing Hours
Spokane Valley	108,235	April 15 - October 15: 6AM - 9PM October 16 - April 14: 6AM - 7PM	373 Acres	6.05.030 - Hours of Operation
Lakewood	62,303	7AM - 8PM (Not listed for all parks)	641 Acres	8.76.400 - Presence in parks during hours the park is closed
Shoreline	61,353	Open 45 minutes prior to sunrise, closed 45 minutes after sunset	400+ Acres	8.12.350 - Presence in city parks during hours when the park is closed
Sammamish	65,116	Open 30 minutes prior to sunrise, closed 30 minutes after dusk	676 Acres	7A.02.020 - Park hours
Lacey	58,326	7AM - "Dark"	1,200 Acres	Rules for All Lacey Parks & Trails
Corvallis, OR	61,087	6AM - 10PM	2000+ Acres	Section 5.01.140 - Hours of Park
Albany, OR	57,053	5AM - 11PM	880+ Acres	7.28.240 Park operating policy
Idaho Falls, ID	68,001	5AM - 11PM	1,936 Acres	Title 8, Chapter 3 - Parks
Coeur d'Alene, ID	56,894	5AM - 11PM	630 Acres	4.25.100: Public Property Hours
Twin Falls, ID	54,943	6AM - 11PM	1650 Acres	8-3-9 Park Operating Policy

9.22.075 Park hours.

City property, which consists of dedicated or designated public parks, shall be available for use and activities during the hours of 5:00 a.m. to 11:00 p.m. unless a more restrictive time period is posted. It shall be unlawful for any person to be present in or use these public facilities from 11:00 p.m. to 5:00 a.m. or during any posted restricted time period. Any person violating any provision of this section shall be guilty of a misdemeanor, unless such use falls within permitted exceptions as provided herein:

- A. Activities for which a permit is issued by the parks and recreation department of the city.
- B. Fishing during the hours the park is closed so long as the person fishing has the appropriate state licensing.
- C. Putting boats into and taking boats out of the river.
- D. Camping in areas which have been set aside per Chapter [8.10](#) RMC.
- E. Individuals utilizing paved walking trails for walking, jogging, and nonmotorized cycling activities. [Ord. 58-94; Ord. 31-03; Ord. 20-11 § 1.20; Ord. 2022-07 § 1; Ord. 2022-14 § 1; Ord. 2022-23 § 1].