



Agenda
Arts Commission Special Meeting
Wednesday, August 20, 2025
Richland Community Center – Meeting Room
500 Amon Park Drive

Special Meeting - 6:00 p.m.

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

1. Approval of the August 20, 2025, Arts Commission Special Meeting

Approval of Minutes: (Approved by Motion)

2. Approval of the July 2, 2025, Arts Commission Meeting Minutes
 - Patty Roe, Administrative Assistant II

Public Comments: Public comments will be limited to 3 minutes per speaker.

New Business:

3. 2024 STAR Award
 - Julie Piper, Recreation Manager
4. Art in City Hall
 - Julie Piper, Recreation Manager

Reports and Announcements:

Adjournment

Richland City Hall is ADA accessible. (Ch. 42.30 RCW) Requests for sign interpreters, audio equipment, or other special services must be received 48 hours before the meeting by calling the City Clerk's Office at 509-942-7389.



ARTS COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 8/20/2025

Agenda Category: Approval of Minutes

Prepared By: Patty Roe, Administrative Assistant II

Subject

Approval of the July 2, 2025, Arts Commission Meeting Minutes

Department

Parks & Public Facilities

Recommended Motion

Approve the minutes of the Arts Commission meeting held on July 2, 2025.

Summary

Attachments

- 1. DRAFT 2025.07.02 Arts Commission Meeting Minutes



MINUTES
Arts Commission Regular Meeting
Wednesday, July 2, 2025
Richland City Center – Meeting Room
500 Amon Park Drive

Arts Commission Regular Meeting - 6:00 p.m.

Welcome and Roll Call

Pledge of Allegiance

Attendance: Chair Richardson	Present
Vice-Chair Rice	Not Present
Commissioner Forbes	Present
Commissioner Reyna	Present
Commissioner Reynolds	Present
Commissioner Jecha	Not Present
Commissioner Breitzkreitz	Present

Also present were Council Liaison Whitten, Staff Liaison/Parks and Public Facilities Director Waite, and Administrative Assistant II Roe.

Approval of Agenda

Approval of the July 2, 2025, Arts Commission Regular Meeting Agenda

COMMISSIONER FORBES MOVED, AND COMMISSIONER REYNOLDS SECONDED THE MOTION TO APPROVE THE JULY 2, 2025, ARTS COMMISSION MEETING AGENDA. MOTION CARRIED 5-0.

Approval of Minutes

1. Approval of the Minutes for the June 4, 2025, Arts Commission Meeting and the June 18, 2025, Workshop.

COMMISSIONER FORBES MOVED, AND COMMISSIONER REYNOLDS SECONDED THE MOTION TO APPROVE THE JUNE 4, 2025, ARTS COMMISSION MEETING MINUTES AND JUNE 18, 2025, WORKSHOP MINUTES. MOTION CARRIED 5-0.

Public Comments

None.

Presentation

2. Reach Display of Children's Artwork in Leslie Groves
Hanford Reach Citizens' Committee

The Hanford Reach Citizens Committee proposed installing and managing a rotating display of children's artwork at the existing kiosk in Leslie Groves Park. The purpose of the display is to celebrate youth creativity and connect local students with the natural and historical significance of the Hanford Reach area. The artwork would be rotated seasonally or a few times per year, and the Committee would be responsible for coordinating submissions, managing the display schedule, and maintaining the kiosk content. The Committee is seeking support and approval from the Arts Commission to proceed with the project.

New Business

3. Richland Arts Commission (RAC) Annual Meeting Schedule
Parks and Public Facilities Director, Waite

The Arts Commission discussed and agreed to adjust the frequency of its meetings to better reflect current priorities and workload while still meeting the minimum requirement outlined in the Richland Municipal Code. As part of the discussion, the Commission also considered expectations for member attendance and emphasized the importance of meeting participation to ensure a quorum and effective decision-making.

CHAIR RICHARDSON MOVED TO APPROVE THE CHANGE AND MEET EVERY OTHER MONTH BEGINNING IN FEBRUARY EACH YEAR. THIS CHANGE IS TO BE EFFECTIVE IMMEDIATELY. COMMISSIONER FORBES SECONDED THE MOTION. MOTION CARRIED 5-0.

4. City Hall Rotating Art Program Overview
Parks and Public Facilities Director, Waite

The Arts Commission continued its discussion on developing the Local Art Rotating Display Program, which will showcase work by local artists in City Hall. The program is intended to highlight community talent, enhance public spaces, and create a welcoming atmosphere for visitors and residents. During the meeting, the Commission reviewed the draft program outline and made additional edits as part of the ongoing development process.

COMMISSIONER REYNA MOVED TO APPROVE THE STAFF RECOMMENDATION TO FINALIZE THE CITY HALL ROTATING ART PROGRAM AND PURCHASE THE NECESSARY HARDWARE FOR THE PROGRAM. COMMISSIONER BREITKREITZ SECONDED THE MOTION. MOTION CARRIED 5-0.

Adjournment

Chair Richardson adjourned the meeting at 7:26 PM.

APPROVED:

Jet Richardson, Commission Chair

PREPARED BY:

Patty Roe, Administrative Assistant II

Draft



ARTS COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 8/20/2025

Agenda Category: New Business

Prepared By: Julie Piper, Recreation Manager

Subject

2024 STAR Award

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

Each year, the Richland Arts Commission solicits community nominations to honor both an individual artist and an organization with the prestigious STAR Award (Supporting The Arts in Richland) for their outstanding contributions to the city's cultural vitality. For 2025, the Commission will review the selected recipients, confirm a suitable date for the presentation at an upcoming City Council meeting, and appoint a commissioner to formally present the awards. This recognition underscores the City's commitment to celebrating creativity and fostering a thriving arts community.

Attachments



ARTS COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 8/20/2025

Agenda Category: New Business

Prepared By: Julie Piper, Recreation Manager

Subject

Art in City Hall

Department

Parks & Public Facilities

Recommended Motion

Discussion only.

Summary

The Arts Commission has been developing a project to feature rotating art displays within City Hall as a way to highlight local talent and enhance the public spaces of the facility. The commission has previously discussed display options and selection criteria to ensure the artwork is presented in a professional and accessible manner. At this meeting, the commission will continue the conversation by focusing on the next steps for soliciting art, including outreach strategies and processes for selecting pieces to be exhibited. This initiative supports the City's commitment to celebrating the arts and creating welcoming civic spaces.

Attachments