



Agenda
Parks and Recreation Commission Workshop Meeting
Thursday, January 22, 2026
Richland Community Center
500 Amon Park Drive

Regular Workshop - 6:00 p.m.

Call to Order/Attendance:

Discussion Items:

1. 2026 Commission Goals
2. Columbia Point Golf Course Lease Agreement

Commissioner Comments:

Adjournment

The Richland Community Center 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 WORKSHOP AGENDA ITEM COVERSHEET

Meeting Date: 1/22/2026

Agenda Category:
Discussion Items

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

2026 Commission Goals

Department

Parks & Public Facilities

Recommended Motion

Summary

Each year, the Parks and Recreation Commission establishes a set of goals to guide its work and support City Council priorities. This workshop item provides dedicated time for commissioners to discuss emerging needs, identify areas of focus, and set clear goals for 2026. The discussion will help ensure the Commission's efforts are intentional, forward-looking, and aligned with community priorities for the coming year.

Fiscal Impact

Attachments

1. Parks & Recreation Commission (P&RC) Goals 2025

Parks and Recreation Commission (P&RC) Goals for Calendar Year 2025

The Parks and Recreation Commission (P&RC) annually identifies goals that further develop and enhance the City of Richland Parks and recreation facilities. The P&RC goals are measurable with specific performance objectives that can be monitored and tracked throughout the year.

The Parks and Recreation Commission established the following goals and objectives.

P&RC Goal 1 – Work with staff to provide programs and recreational services for Richland. (Strategic Leadership Plan Focus 3 & 5)

Objective 1 – Enhance student involvement by connecting with key volunteer groups (e.g., National Honor Society, Key Club, AVID) to develop volunteer opportunities, recreation ideas, and recreation programming.

Objective 2 – Provide additional community engagement opportunities with the Commission to promote communication and public outreach through enhanced Commissioner participation in community events. (52 parks in '25)

Objective 3 – Review the Park Partnership Program with staff and promote the Program to increase applications and participation.

Objective 4 – Collaborate and engage with other relevant commissions via workshops or annual meeting to strive for better alignment. (Arts, Library, Planning Commission).

P&RC Goal 2 – Support staff in identifying and prioritizing unique natural habitats, ecologically sensitive areas, significant landforms, and appropriate native vegetation areas to protect as natural open spaces. (Strategic Leadership Plan Focus 4)

Objective 1 – Provide review and support to staff on updates to long-term strategic plans within park facilities. (e.g., the Comprehensive Plan, park hours)

Objective 2 – Develop recommendations to discourage unwanted activities and promote responsible use of parks and their associated facilities, including effective communication techniques to the public.

Objective 3 – The Commission will proactively become informed on trends to improve safety in parks and public facilities in an effort to support efficient and fiscally responsible infrastructure changes or improvements. (e.g. Park closures related to safety, cost of improved new restroom facilities)

P&RC Goal 3 – Promote user-friendliness and safety in Richland Parks and Recreation facilities by reviewing safety data and the use of facilities. (Strategic Leadership Plan Focus 6)

Objective 1 – Examine public survey results and data regarding safety in Richland Parks, Trails, and Recreation Facilities, including bicycle and pedestrian safety and toxic algae bloom. and provide recommendations as needed.

Objective 2 – Provide review and support to staff on updates to policies and park management procedures.

Objective 3 – Develop recommendations to discourage unwanted activities and promote responsible use in parks and their associated facilities, including communication techniques to the public.

P&RC Goal 4 – Support the management of significant resources that provide citizens with an exceptional quality of life while balancing the realities of accommodating a growing community. (Strategic Leadership Plan Focus 4)

Objective 1 – Participate in collaboration opportunities for improved resource management and sustainability in the parks and associated facilities.

Objective 2 – Promote the development of multipurpose fields within the park system. (e.g. Hanford Legacy)



PARKS AND RECREATION COMMISSION WORKSHOP AGENDA ITEM COVERSHEET

Meeting Date: 1/22/2026

Agenda Category:
Discussion Items

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

Columbia Point Golf Course Lease Agreement

Department

Parks & Public Facilities

Recommended Motion

Summary

The Parks and Recreation Commission previously reviewed and approved the deal points for the Columbia Point Golf Course lease and recommended the agreement to the City Council. Following Council review, updates were made, including modifications to the lease term, to reflect Council's priorities of retiring outstanding debt service, strengthening the capital reserve strategy, maintaining public accessibility through reasonable fees, and ensuring high-quality course conditions with continued investment in improvements. This workshop will provide an overview of the revised terms and seek the Commission's consideration and recommendation before returning the lease to Council for action.

Fiscal Impact

Attachments

1. Columbia Point Golf Course Deal Points

Deal Points Sheet – Columbia Point Golf Course Lease

Parties

- **Lessor:** City of Richland
- **Lessee:** Richland Golf, LLC

Purpose

- Professional operation of Columbia Point Golf Course, including golf operations, pro shop, restaurant, event spaces, and facility maintenance.

Term

- **20-year initial term**
- **Two 5-year extensions** (automatic unless declined; requires no default)

Base Rent

- **\$155,000 per year** from 2026–2035
- CPI-adjusted every 5 years
- Beginning 2036: base rent reduced by **\$30,000** due to retirement of City debt service

Incentive / Percentage Rent

- **20% of gross revenues above \$1.75M** (golf only)
- **5% of food & beverage gross revenues above \$331,000**
- CPI-adjusted thresholds annually
- **5% of gross golf revenues** deposited into a Capital Reserve Fund
- **\$100,000 additional capital contribution** from Lessee within first 24 months
- Beginning 2036: all percentage rent dedicated to capital improvements

Capital Responsibilities

- Lessee must maintain course and facilities at “high mid-market municipal golf course” standards.
- Lessee funds and manages the **Capital Reserve Fund**; City approves capital plans.
- Improvements over **\$25,000** require City approval.

Use & Operations

- Course must remain a municipal public golf course.
- Daily operations, except major holidays.
- City may use the property for **up to 3 days per year** for City events (with revenue credit to Lessee).

Financial & Reporting Requirements

- Annual report on finances, maintenance, and improvements.
- City may audit financials; significant discrepancies require Lessee to pay audit costs.
- Lessee responsible for all utilities, taxes, licenses, and operational costs.

Property & Equipment

- City-owned equipment listed in Exhibit B provided “as-is”; Lessee maintains and insures it.
- At lease end, equipment and any replacements revert to the City.

Modifications / Termination

- Either party may mutually agree to terminate with **6 months’ notice**.
- City may modify leased area (with compensation) but cannot remove a fairway or green.
- Leasehold financing allowed with Leasehold Mortgagee protections.

Event Center Feasibility

- City and Lessee jointly fund a **third-party feasibility study** within 180 days of lease commencement.