



Agenda
Parks & Recreation Commission Meeting
Thursday, February 12, 2026
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Regular Meeting - 6:00 p.m.

Welcome

Pledge of Allegiance

Call to Order/Attendance:

Approval of Agenda: (Approved by Motion)

Presentations:

1. Purple Sage Riders Park Partnership Grant Report
 - Chris Waite, Parks & Public Facilities Director
2. 2026 Park Partnership Grant Program
 - Chris Waite, Parks & Public Facilities Director

Public Comments: Please limit public comments to 2 minutes.

Approval of Minutes: (Approved by Motion)

3. Approve the minutes of the Parks and Recreation Commission Meeting and Workshop held on January 8, 2026, and January 22, 2026.

New Business:

4. Little Badger Trail Recreation and Conservation Office Grant Application
 - Chris Waite, Parks & Public Facilities Director
5. Parks and Recreation Commissions 2026 Goals
 - Chris Waite, Parks & Public Facilities Director

Unfinished Business:

Council Liaison Report:

Recreation Report:

Parks & Public Facilities Report:

Commission Comments:

Adjournment

This meeting will be broadcast live on [CityView Channel 192](#) on the City's website.

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: 2/12/2026

Agenda Category: Approval of Minutes

Prepared By:

Subject

Approve the minutes of the Parks and Recreation Commission Meeting and Workshop held on January 8, 2026, and January 22, 2026.

Department

Parks & Public Facilities

Recommended Motion

Motion to approve the minutes of the Parks and Recreation Commission Meeting and Workshop held on January 8, 2026, and January 22, 2026.

Summary

The purpose of this agenda item is to consider approval of the minutes from the previous Parks and Recreation Commission meeting. Approval of the minutes confirms the accuracy of the official record of Commission discussions and actions taken during the meeting.

Fiscal Impact

N/A

Attachments

1. DRAFT 2026.01.08 Parks and Recreation Commission Meeting Minutes
2. DRAFT 2026.01.22 Parks and Recreation Commission Workshop Minutes



MINUTES

Parks and Recreation Commission Meeting
Wednesday, January 8, 2026
Richland City Hall ~ Council Chambers
625 Swift Boulevard

Parks and Recreation Commission Meeting - 6:00 p.m.

Welcome and Roll Call

Chair Gutierrez welcomed those in the audience and expressed appreciation for their attendance.

Attendance: Chair Gutierrez	Present
Vice Chair Hodges	Present
Commissioner Buelt	Present
Commissioner Jones	Absent
Commissioner Watrous	Present
Commissioner Thompson	Present
Commissioner Mason	Present
Commissioner Thallapally	Absent
Commissioner Kries	Absent

Also present were Recreation Manager Piper, Parks & Public Facilities Director Waite, and Administrative Assistant II Roe.

Approval of Agenda

1. Approval of the January 8, 2026, Parks and Recreation Commission Meeting Agenda

COMMISSIONER BUELT MOVED, AND COMMISSIONER WATROUS SECONDED THE MOTION TO APPROVE THE JANUARY 8, 2026, PARKS AND RECREATION COMMISSION MEETING AGENDA. MOTION CARRIED 6-0.

Presentations

2. Meals on Wheels Program Update

Representatives from Generational Care (formerly Senior Life Resources Northwest) provided an overview of the Mid-Columbia Meals on Wheels program and its operations at the Richland Community Center. The program utilizes the Community Center kitchen and dining space to prepare and serve weekday lunch meals to seniors aged 60 and older.

In the past year, 278,451 meals were served to 2,554 seniors throughout Benton and Franklin counties. Survey results shared indicated that 97% of home-delivery clients report eating a better variety of food, 96% report the meals help them remain independent in their homes, and 95% of dining site participants report staying socially connected through meal participation.

The presentation emphasized that no individual age 60 or older is denied service because of an inability to donate. Commissioners were informed that the Richland Community Center plays a vital role in supporting meal service delivery by providing a climate-controlled, accessible facility that supports both nutrition and social connection within the community. The organization also shared information regarding its recent rebranding to Generational Care and its continued commitment to serving older adults while strengthening intergenerational connections.

Public Comments

None.

Approval of Minutes

3. Approval of the December 11, 2025, Parks and Recreation Commission Meeting and Special Workshop Minutes

COMMISSIONER MASON MOVED, AND COMMISSIONER THOMPSON SECONDED THE MOTION TO APPROVE THE DECEMBER 11, 2025, PARKS AND RECREATION COMMISSION MEETING AND SPECIAL WORKSHOP MINUTES. MOTION CARRIED 6-0.

Recreation Report

Recreation Manager Piper provided updates on current recreation programs and upcoming events. She reported participation trends, highlighted successful classes, outlined seasonal program offerings, shared updates on facility usage, and noted staffing adjustments. Piper also discussed community feedback and plans for expanding youth and senior programming in the coming months. Programs and events mentioned: Winter Wonderland 2025 and 2026 prep, youth basketball program, and volunteer opportunities.

Parks & Public Facilities Report

Director Waite provided updates on parks operations and facilities, including recent project completions, ongoing maintenance priorities, and upcoming initiatives. Projects and updates mentioned: Park Hour ordinance and signage; Bateman Island causeway removal began on December 23, 2025; Parks and Recreation Commission 2026 goals; Leslie Groves Tennis Courts construction on pause due to weather. PROS Plan update, and South Badger land exchange.

Adjournment

Chair Gutierrez adjourned the meeting at 6:48 p.m.

APPROVED:

Maria Gutierrez, Commission Chair

PREPARED BY:

Patty Roe, Administrative Assistant II

Draft



MINUTES

Parks and Recreation Commission Workshop
Wednesday, January 22, 2026
Richland Community Center – Meeting Room
500 Amon Park Drive

Parks and Recreation Commission Workshop - 6:00 p.m.

Welcome and Attendance

Chair Gutierrez welcomed those in the audience and expressed appreciation for their attendance.

Attendance: Chair Gutierrez	Present
Vice Chair Hodges	Present
Commissioner Buelt	Present
Commissioner Jones	Present
Commissioner Watrous	Absent
Commissioner Thompson	Present
Commissioner Mason	Present
Commissioner Thallapally	Absent
Commissioner Kries	Absent

Also present were Recreation Manager Piper, Parks & Public Facilities Director Waite, and Administrative Assistant II Roe.

Discussion Items

1. 2026 Commission Goals

Parks and Public Facilities Director Waite and Commissioners discussed establishing goals for 2026 to guide the Commission’s work and support City Council priorities. The Commission used the 2025 goals as a reference point to identify emerging needs, areas of focus, and community priorities, ensuring efforts remain intentional, forward-looking, and aligned for the coming year.

2. Columbia Point Golf Course Lease Agreement

Parks and Public Facilities Director Waite and the Commission, with staff, reviewed the updated Columbia Point Golf Course lease following the City Council’s review and direction. Discussion included revisions to the lease terms, including modifications to the lease duration, addressing Council priorities such as retiring outstanding debt service, strengthening the capital reserve strategy, maintaining public accessibility through reasonable fees, and ensuring high-quality course conditions through continued investment in improvements. The Commission

discussed the revised terms and provided consideration prior to forwarding the lease back to City Council for action.

Approval of Minutes

Adjournment

Chair Gutierrez adjourned the meeting at 8:04 p.m.

APPROVED:

Maria Gutierrez, Commission Chair

PREPARED BY:

Patty Roe, Administrative Assistant II



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/12/2026

Agenda Category: New Business

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

Little Badger Trail Recreation and Conservation Office Grant Application

Department

Parks & Public Facilities

Recommended Motion

Motion to recommend that City Council approve submission of the Little Badger Trail Recreation and Conservation Office grant application.

Summary

Staff and representatives from Friends of Badger Mountain will present a proposed grant application to the Washington State Recreation and Conservation Office (RCO) for improvements to the Little Badger Mountain Trail system. Little Badger Mountain is a key recreational and open space asset in south Richland and provides public access to the highest point in the city. The proposed application is intended to advance trail development consistent with the adopted Little Badger Mountain Trail Master Plan while supporting safe public access and conservation objectives. Commission consideration and recommendation are requested in advance of City Council review and authorization to submit the grant application.

Fiscal Impact

None at this time. Grant award and any required match would be addressed through a future Council action if funding is awarded.

Attachments



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 2/12/2026

Agenda Category: New Business

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

Parks and Recreation Commissions 2026 Goals

Department

Parks & Public Facilities

Recommended Motion

Motion to Adopt the 2026 Parks and Recreation Commission Goals.

Summary

The Parks and Recreation Commission annually establishes goals and objectives to guide its work program and ensure alignment with the City's Strategic Plan. These goals support the City's emphasis on Quality of Life, including community safety, improved pedestrian and bicycle mobility, protection of natural resources, fiscal responsibility, and enhanced recreational opportunities.

At the January 22, 2026, Parks and Recreation Commission Workshop, Commissioners and staff reviewed, discussed, and refined draft goals for Calendar Year 2026. The proposed goals reflect collaborative input and are intended to provide direction for Commission activities, policy recommendations, and engagement efforts throughout the year.

Fiscal Impact

None

Attachments

1. DRAFT 2026 Parks & Recreation Commission PRC Goals

Parks and Recreation Commission (P&RC) Goals for Calendar Year 2026

The Parks and Recreation Commission (P&RC) annually identifies goals and objectives that align with the City's Strategic Plan to further develop and enhance the City of Richland Parks and Recreation facilities. For Calendar Year 2026, the goals align with the City's emphasis on Quality of Life, including community safety, improved pedestrian and bicycle mobility, and enhanced recreational opportunities.

The Parks and Recreation Commission established the following goals and objectives for 2026.

P&RC Goal 1 – Engage with the community to support and promote recreation in Richland.

Objective 1 – Invite specific student- and youth-oriented groups to commission workshops to engage and collaborate on improving recreation options for younger community members. (e.g., young professionals, college students, National Honor Society, Key Club, AVID)

Objective 2 – Each commissioner will attend four parks and recreation-related events in a year to increase opportunities for community engagement, expand perspective, and provide context for the work of the PRC.

Objective 3 – Collaborate with other relevant commissions via workshops or annual meetings to strive for 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.

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, such as signage and park rule modifications, to discourage damage to sensitive areas, improper use, and promote restoration of natural areas and their associated facilities. (e.g., Amon Basin trails)

P&RC Goal 3 – Promote user-friendliness and safety in Richland Parks and Recreation facilities by reviewing safety data and the use of facilities.

Objective 1 – Periodically review public survey results and safety data related to Richland Parks, Trails, and Recreation Facilities to make recommendations on policies as needed. (e.g., trail safety, micromobility vehicles, bicycles, fire hazards, river safety)

Objective 2 – Develop recommendations to discourage unsafe, unwanted activities and to promote community-friendly stewardship of parks and their associated facilities.

P&RC Goal 4 – Support the management of significant resources in a fiscally responsible way that provides citizens with an exceptional quality of life while balancing the realities of accommodating a growing community.

Objective 1 – Prioritize improved resource management and sustainability in the parks and associated facilities.

Objective 2 – Promote the development and improvement of facilities within the park system. For consideration:

- A Bicycle Skills Course
- 12-month pool access
- Shade structures
- Improved trail connectivity
- River access
- Play structure maintenance
- Adequate restroom facilities

P&RC Goal 5 – The P&RC will seek educational opportunities to extend learning and to understand the relationships and impacts of various city programs, park land designations, sports courts, lease agreements, and land management.

Objective 1 – The P&RC will participate in a commission retreat with city staff in calendar year 2026 to broaden and strengthen knowledge of the inner workings of parks and recreation in Richland.