



Agenda
Parks and Recreation Commission Workshop
Thursday, May 28, 2026
Richland Community Center
500 Amon Park Drive

Regular Workshop - 6:00 p.m.

Call to Order/Attendance

Presentations

Discussion Items

1. Business Meeting Format Review
 - Chris Waite, Parks & Public Facilities Director
2. Parks and Recreation Commission Retreat
 - Chris Waite, Parks & Public Facilities Director

Commissioner Comments

Adjournment

The Richland Community Center is ADA accessible. Any individual who has difficulty attending the meeting in-person may request to provide comments remotely. (RCW Ch. 42.30) 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 & RECREATION COMMISSION WORKSHOP AGENDA ITEM STAFF REPORT

Meeting Date: 5/28/2026

Agenda Category: Discussion Items

Prepared By: Chris Waite, Parks & Public Facilities Director

Subject

Business Meeting Format Review

Department/Office

Parks & Public Facilities

Document Type

Parks & Recreation Commission Item

Summary

The Parks and Recreation Commission and Staff will have a discussion regarding Roberts Rules of Order and general meeting procedures for boards and commissions. The discussion will serve as a refresher on meeting and workshop practices, including motions, voting procedures, agenda flow, and effective participation during commission meetings and workshops. The goal is to support consistent and efficient meeting procedures for the Parks and Recreation Commission.

Attachments



**PARKS & RECREATION COMMISSION WORKSHOP AGENDA ITEM
STAFF REPORT**

Meeting Date: 5/28/2026

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Subject

Parks and Recreation Commission Retreat

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Parks & Public Facilities

Parks & Recreation Commission Item

Summary

The Parks and Recreation Commission Retreat is scheduled for Saturday, July 18, 2026. Staff will facilitate a discussion to gather input on topics and areas of interest for the retreat agenda and tour activities. Suggested topics may include recreation programs, parks and trails, department processes, contracts, current and future park projects, and facilities throughout the city.

Commissioners will also be asked to identify parks, sports fields, trails, facilities, or project locations they would like included in the retreat tour.

Attachments