



Agenda
Parks and Recreation Commission Meeting
Thursday, January 12, 2017
City Hall Council Chamber | 505 Swift Boulevard

Commission Members: Chair Gutierrez, Vice-Chair Doran and Commissioners Alvarez, Buel, Richards, Finch, McBurney, Kasthuri and Bontha

Liaisons: Council Liaison Kent and Alternate Council Liaison Luzzo Gilmour
Staff Liaison Parks and Public Facilities Director Schiessl

Regular Meeting – 7:00 p.m. (City Hall Council Chamber)

Welcome

Pledge of Allegiance

Roll Call

Approval of Agenda: (Approved by Motion)

January 12, 2017 Parks & Recreation Commission Meeting Agenda

Approval of Minutes: (Approved by Motion)

October 13, 2016 Parks & Recreation Commission Meeting Minutes

Council Liaison Report:

Recreation Report:

Parks and Public Facilities Report:

Public Comments:

Presentations:

1. Review of 2016 Geocoin Challenge Event
- Jen Davis

Unfinished Business:

New Business:

1. Election of 2017 Officers (Chair & Vice Chair)
- Joe Schiessl, Parks and Public Facilities Director
2. 2017 Goals Discussion
- Joe Schiessl, Parks and Public Facilities Director
3. Park Partnership Criteria/Discussion
- Joe Schiessl, Parks and Public Facilities Director

4. RHS Tennis Courts
 - Joe Schiessl, Parks and Public Facilities Director

Commission Comments:

Adjournment

The next Parks and Recreation Commission Workshop is Thursday, January 26, 2017.

The next Parks and Recreation Commission Meeting is Thursday, February 9, 2017.

This Meeting is broadcast live on CityView Channel 192 and online at CI.RICHLAND.WA.US/CITYVIEW

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PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 01/12/2017

Agenda Category: Approval of Minutes

Prepared By: Amber Vance, Support Specialist

Subject:

October 13, 2016 Parks & Recreation Commission Meeting Minutes

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Fiscal Impact:

Attachments:

1. October 13, 2016 Parks & Recreation Commission Meeting Minutes



MINUTES

Richland Parks and Recreation Commission Meeting
Richland City Hall – 505 Swift Boulevard – Council Chambers
Thursday, October 13, 2016 - 7:00 P.M.

CALL TO ORDER:

Chair Gutierrez called the meeting to order at 7:00 P.M.

ATTENDANCE:

Chair Gutierrez, Vice Chair Doran, Commissioners Richards, Buelt, Alvarez, McBurney Finch, Bontha and Kasthuri were present. Commissioner Richards was absent. Also in attendance were Council Liaison Kent, Alternate Council Liaison Luzzo-Gilmour, Staff Liaison Parks & Public Facilities Director Schiessl and Parks & Public Facilities Manager Pinard.

APPROVAL OF THE OCTOBER 13, 2016 AGENDA:

Vice Chair Doran **moved** to approve the October 13, 2016 agenda. Commissioner Kasthuri **seconded** the motion. Motion approved.

APPROVAL OF THE JULY 14, 2016 MINUTES:

Vice Chair Doran **moved** to approve the July 14, 2016 meeting minutes. Commissioner Kasthuri **seconded** the motion. Motion approved.

COUNCIL LIAISON REPORT:

Council Liaison Kent presented the Liaison Report. Kent addressed the Smoking/Vaping in City Parks agenda item; stating that the recommendation was not approved by Council.

RECREATION REPORT:

None.

PARKS AND FACILITIES REPORT:

Parks & Public Facilities Manager, Phil Pinard presented on rebuild of three sand volleyball courts at Leslie Groves Park; a concrete border was added around the courts, new poles and nets were added. Finishing touches are being put on Field 5 at Columbia Playfield, benches are being installed, a concrete picnic pad is being built behind home plate, and a drainage problem is being fixed to get Field 5 ready for play in the spring.

Aquatic weed control occurred to chemically treat the aquatic weed problem at Columbia Park West Marina and Columbia Point Marina. Roof leaks are being fixed and the seasonal maintenance season is about to wrap up for fall.

PUBLIC COMMENTS:

Hans Brandal addressed on Trailhead Park. Hans thanked Phil Pinard for reaching out to him for comment as well as Joe Schiessl for removal of the sign from the Trail. Mr. Brandal also thanked the Parks Commission for taking his request and updating Trailhead Park.

Lori Ness emailed a public record comment regarding the proposed smoking rule which was read by Parks & Public Facilities Director Joe Schiessl. Ms. Ness has not seen a rule addressing the prohibition of smoking within wooded shoreline buffer areas. These areas are designated critical habitat for fish and wildlife under the growth management act. Lori stated that banning smoking in parks may encourage more smoking in critical shoreline habitat. Lori believes the current rules will increase fire danger.

Parks & Recreation crews clearing of shrubs/ground cover in parks and thick wooded habitat was a concern to Lori.

Public Comment Closed at 7:12 P.M.

PRESENTATIONS:

None.

UNFINISHED BUSINESS:

1. Smoking in City Parks

Mr. Schiessl presented a staff modification to the previous PRC recommendation to City Council to address council comments.

- Unchanged is the recommendation of prohibition of smoking/vaping in the spectator seating area at the performance stage at John Dam Plaza.
- Modification – Upon or within 25 Feet of City Owned Playground: Added 'structure.'
- Within or Upon Any City Owned Dock or Marina – Recommended it be deleted.
- Groomed Beaches – Recommend it be deleted.
- Aquatic Facilities - Recommended it be left unchanged.
- Modification of Upon or Within 25 Feet of Bleacher Seating at any City Owned Athletic Facility. Recommend a change to 'and sports fields' themselves.

Mr. Schiessl stated that there is a current review of case law regarding advisory signs for speed limits on trails.

Alternate Council Liaison Luzzo-Gilmour stated that she has received a fair amount of emails regarding the smoking ban; she believes the modifications will satisfy most Councilmembers.

Vice Chair Doran **moved** that the proposals written in the handout be adopted by the City. **Seconded** by Commissioner Alvarez. Motion approved.

NEW BUSINESS:

1. Revisions to the Trailhead Park Master Plan

Parks & Public Facilities Manager Pinard presented a proposed master plan revision for Trailhead Park soft surface trails. A connection trail has been added, an existing trail eliminated and another added around the parking area. Any other trails showing on the map they will deter use of thru low impact signage or physical barriers. Chair Gutierrez **moved** that Council adopt the Masterplan for Trailhead Park with the trails identified in Exhibit #2. **Seconded** by Vice Chair Doran. Motion approved.

2. Master Plan Amendment and Allocation of Park District I Funds for Construction of Phase 3 of Jeannette Taylor Park

Parks & Public Facilities Manager Pinard presented the final design of the Jeannette Taylor Park Master Plan with an added beginner drop-in style half pipe to the south-west portion of the Skate Park. Mr. Pinard asked for an additional \$20,000 in Park District 1 funds. Vice Chair Doran **moved** to approve an additional \$20,000 from park district funds for additions to the Skate Park as described in the packet. **Seconded** by Commissioner Kasthuri. Motion approved.

3. 2016 Fall Park Partnership Program Applications

There are extra funds from the spring round of Park Partnership Applications. The Tri-City Dog Park Society withdrew their application which freed up some funding. One application was received from the Crested Hills Home Owners Association. Craig Whiteley, Crested Hills Home Owners Association Treasurer thanked the City for the program. Dave Hammond, Architectural Control Committee of the Crested Hills Home Owners Association walked thru the proposal of a three sided-masonry structure with steel roof and portable toilet. The Home Owners Association would cover the cost of the portable toilet at Crested Hills Park. They asked for the City to match funds of 'not to exceed \$5,000' for the facility build. Vice Chair Doran **moved** to recommend that Council approve Park Partnership not to exceed \$5,000 for building of structure at Crested Hills Parks. **Seconded** by Commissioner Alvarez. Motion approved.

PARKS AND RECREATION COMMISSION COMMENTS:

Commissioners commented on the following:

- In-Process Storm Water Project on the Swift Blvd. islands

- Rachel Road Project Community Advisory Committee
- Beautification of George Washington Way
- Possible Urban Greenbelt Trail Improvements
- Farmers Market Expressed Concerns about Communication between Parks & Recreation and the Farmers Market. They have money they would like to invest.
- Excited to see new additions to the Skate Park.
- Hearing Examiner response on Howard Amon Park land use application.
- Stevens Park bathroom completion status.
- Recommendation for Master Plan links to be more readily available.
- Ice machine at John Dam Plaza.
- Barth Park toy cables broke, as well as vandalism, and hard to shut gate.

The meeting was adjourned at 8:35 P.M.

Reviewed by: Joe Schiessl, Parks and Public Facilities Director

Approved by: _____
Chair Maria Gutierrez, Richland Parks and Recreation Commission



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 01/12/2017

Agenda Category: New Business

Prepared By: Joe Schiessl, Parks and Public Facilities Director

Subject:

Election of 2017 Officers (Chair & Vice Chair)

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Accept nominations for officers for one year terms beginning Jan 1, 2017.

1. Chair
2. Vice Chair

Fiscal Impact:

Attachments:



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 01/12/2017

Agenda Category: New Business

Prepared By: Joe Schiessl, Parks and Public Facilities Director

Subject:

2017 Goals Discussion

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

Discuss potential goals for the 2017 Parks & Recreation Commission Work Plan. The 2016 goals are included as a starting point of discussion.

Fiscal Impact:

Attachments:

1. Parks & Recreation Commission 2016 Goals

PARKS AND RECREATION COMMISSION (P&RC) GOALS FOR CALENDAR YEAR (CY) 2016

The P&RC annually identifies goals that further the development and enhancement of the City of Richland Parks and Recreation facilities. The goals are measurable with specific performance objectives that can be monitored and tracked throughout the year.

The following are the goals and objectives established by the P&RC

P&RC Goal 1 - Work with Parks and Recreation staff in their effort to provide programs and recreational activities for Richland [PTOSMP Goal 1, Objective 4, Key Focus Area 6, Goal 1]

Objective 1—Meet with staff to discuss and recommend programming for John Dam Plaza (March)

Objective 2—Host a Parks and Recreation Commission Open House for the community to collect input and ideas for potential new recreation activities, with an emphasis on youth activities for 12-18 year olds. (July)

Objective 3 – Meet in a workshop with PRD staff to discuss potential recreational activities, trends in recreation, and potential new programs to enhance current programming. (March)

P&RC Goal 2 – Develop plans aimed at making Richland a more walkable and bicycle-friendly city. (Strategic Leadership Plan Key Focus Area 6 Goal 3, Key Focus Area 7, Goal 1, Key Focus 3 Goal 3)

Objective 1 –Continue efforts to make “Richland Walks” a reality by working with city PRD staff to develop at least two new walking activities in 2016. (December)

- Identify History-Centric walks—explore the possibility of Historic-Centric walks
- Host a walk with the City Manager

Objective 2 –Advocate for the elements of a bicycle friendly community and make recommendations to City Council and PRD staff in a manner that complements the City’s walkability goals and objectives. (May)

P&RC Goal 3 - Support PRD in identifying and prioritizing unique natural habitat, ecologically sensitive areas, significant land forms, and appropriate native vegetation areas to protect as natural open spaces (PTOSMP Goal 2, Key Focus Area 5, Goal 1).

Objective 1—Assess the compatibility of the Roger Brook’s Waterfront Plan with the significant land forms of Howard Amon Park, Leslie Groves Park, Columbia Point, and

other waterfront area and make recommendations to council regarding areas that may be impacted by the Waterfront Plan. (May)

Objective 2 — Solicit public feedback and comments in the process of updating the following master plans:

- Columbia Point South
- Craighill Park

P&RC GOAL 4 – Promote user friendliness and safety in Richland Parks and recreation facilities by reviewing safety data and use of facilities. (Strategic Leadership Plan Key Focus RE 6 GOAL 3rd key focus AREA 7, GOAL 1)

Objective 1 – Continue periodic meetings with a representative of the Richland Police Department for reporting and review of safety data. (March)

Objective 2— Assess the impact and opportunities of ongoing and any future land transfers and make recommendations to council regarding those impacts. (November)

Objective 3 – Review the criteria for the Park Partnership Program with the ideas of better aligning grants to strategic goals. (March)



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 01/12/2017

Agenda Category: New Business

Prepared By: Joe Schiessl, Parks and Public Facilities Director

Subject:

Park Partnership Criteria/Discussion

Department:

Parks & Public Facilities

Recommended Motion:

No action required, discussion only.

Summary:

Last year the PRC discussed and decided to align the Park Partnership Grant Program with the City's Strategic Leadership Plan and the PRC Annual Work Plan. This item is an opportunity to discuss potential focus areas for the 2017 program.

Fiscal Impact:

Attachments:



PARKS AND RECREATION COMMISSION AGENDA ITEM COVERSHEET

Meeting Date: 01/12/2017

Agenda Category: New Business

Prepared By: Joe Schiessl, Parks and Public Facilities Director

Subject:

RHS Tennis Courts

Department:

Parks & Public Facilities

Recommended Motion:

Summary:

There are currently eight tennis courts located between the Columbia Playfields and Richland High School. Four of the courts are owned by the school district and four are owned by the City. The district proposes to resurface the courts early this year. Staff in each organization has discussed ownership and usage of the courts. Tonight's discussion will include a recommendation to transfer ownership of the city's four courts to the district.

Fiscal Impact:

Attachments: