



PARKS AND RECREATION COMMISSION MEETING MINUTES

October 8, 2015, 6:00 p.m.

Mid-Columbia Library Meeting Room

I. CALL TO ORDER

- a. The meeting was called to order by Mark Reed, Vice Chairman, at 5:57 p.m.
- b. Recorder, Sara Allington, called the roll and found the following:
 - i. Present:, Vice Chairman Mark Reed, Commissioners Dean Aeling, Jack Anderson, Ty Fischer
 - ii. Excused: Chairman Ben Rutledge, Commissioner Ken Hahn
 - iii. Unexcused: Commissioner Kurt Beckley
 - iv. Staff: Terry Walsh, Employee & Community Relations Executive Director; Maxine Whattam, Parks & Recreation Director; Greg Duffy, Facilities & Grounds Supervisor
 - v. Recorder: Sara Allington

II. APPROVAL OF AGENDA

- a. Commissioner Fischer moved to approve the agenda. Commissioner Anderson seconded the motion. The motion carried unanimously.

III. APPROVAL OF MINUTES

- a. Commissioner Fischer moved to approve the minutes dated June 11, 2015. Commissioner Aeling seconded the motion. The motion carried unanimously.

IV. VISITORS

- a. Daniel Parr & Justin Shrack, Tri-City Disc Golf Association – Disc Golf & Course Overview and Power Point presentation.
 - i. Commissioner Anderson – Who paid for the course originally?
 - 1. Daniel - TCDGA has gone through many leaders. Daryl Mole was the original founder. Originally TCDGA worked with COK
 - ii. Commissioner Fischer – Do you prefer steel or natural looking benching.

1. Daniel: Don't want to impact nature too much. Matching existing infrastructure would be convenient.
2. Justin: Portable benches tend to move outside the course.
- iii. Vice Chairman Reed - What are you looking for short term?
 1. Daniel: Maintenance standpoint: increased mowing, pruning. Guidance & assistance to move forward on major projects.
- iv. Vice Chairman Reed - How hard is it to accommodate the maintenance request?
 1. Greg- Staff has been slightly increased, already been assisting. Scheduling is a consideration.
 2. Daniel – Leftover materials and resources are appreciated. In the future, funding would be wonderful, baby steps for now.
- v. Commissioner Fischer – Would it be beneficial for COK to have a restroom at the course? Do you prefer bathroom or storage?
 1. Justin – Bathroom. They're trying to draw new participants: women & children.
 2. Maxine – There are challenges with sewer on that end of the park.
- b. Steve Mallory, Pickleball – ALSC (Alliance for Livable & Sustainable Community) overview. Steve is Vice President. The group umbrellas over organizations and advocates policies and distributes information.

V. UNFINISHED BUSINESS

- a. RCO Funding for Hansen Park Update, Maxine Whattam – Awarded funding. Milestones all lined out. Vegetation that uses minimal water in heritage & community garden. Goal is early 2017 completion.
 - i. Anderson – Has it been considered to move the disc golf course from Columbia part to Hansen Park?
 1. Maxine – Hansen Park has been used in the past for tournaments. They used portable tees. Moving the course is probably not their preference, Columbia Park is preferred. Would probably not be received well by the Hansen community
 2. Greg – Disc golfers prefer the natural course with trees & vegetation. One challenge is the campground is closed because septic system & drain field failed simultaneously. Several buildings that need to come down.
- b. Lawrence Scott Courts Update, Greg Duffy – Bid opening for Lawrence Scott on 8/10/15, zero bids received. Two showed interest, one was too busy at Kamiakin High School, the other did not meet deadlines. Keep project at original scope and

scale and reopen for bid in the spring. It is a phase project, will accomplish what we can. In the future COK will need more of a commitment from organizations before investing.

- i. Vice Chairman Reed – Are we confident that the pickleball group will follow through with funding agreements?
 - 1. Maxine – We have made contact several times.
- ii. Terry – What was the agreement? Is it budgeted?
 - 1. Greg – Fencing & netting. No.
- iii. Vice Chairman Reed – Do we have an estimated cost?
 - 1. Maxine - Fencing primarily. Improvements such as benches.
- iv. Commissioner Fischer - How many phases?
 - 1. Greg - Three schedules, two alternates

VI. NEW BUSINESS

- a. Park Audits, Greg Duffy – Goal is to target trends. Staff would like commissioners to audit the parks.
 - i. Vice Chairman Reed- You have a good idea of what you already have before the audit. Is that true?
 - 1. Maxine – If you look at how operations used to run, schedules were consistent but events were low. A huge shift has been made in scheduling to support the increase in activities. Impacts need documented.
 - ii. Vice Chairman Reed – Do we need to start thinking differently on our annual work plans?
 - 1. Maxine – Yes. Columbia Center Estates is a good example of improvements.
 - 2. Greg – If we go into a meeting and request action, people ask why and what are you not able to do because your priorities are refocused. The audit is documentation.
 - iii. Vice Chairman Reed – Does anyone want to take it on themselves
 - 1. Commissioner Aeling – Volunteered
 - 2. Group – Decided as a group to make it a collaborative effort.
 - iv. Vice Chairman Reed - What is the timeline?
 - 1. Greg – Trying to get a baseline to assess the evaluation process. Would like to get all major parks done before December. Start with regional parks then move on to community and smaller parks. Columbia Park divided up into 5 sections. There are 27 parks total.

- v. Vice Chairman Reed - On our own or together?
 - 1. Greg – Do one together, then can break off individually
- b. Yard of the Season – Maxine Whattam: Evaluate process and future of the program at the P&R Commission retreat.
- c. P&R Commission Retreat Preparation – Saturday, December 5, 2015: Evaluate work plan in November and fine tune the discussion points for the workshop/retreat. Hansen Park & playground of dreams among other larger scale items to be discussed.
 - i. Commissioner Reed– where
 - 1. Maxine – typically Southridge
 - ii. Anderson - Time?
 - 1. Terry - 8:30-noon
 - iii. Commissioner Fischer – Apologized for not making the refocus meetings.
 - 1. Maxine – Commissioner Anderson has been attending
- d. COK discussions with KSD, Terry Walsh - working with the school district on the property in front of the activity time building property. The school district would like to purchase it for future parking. Also being discussed is Penn Park. It is on the backside of Desert Hills Middle School. It would be turned into a loop road for busses.

VII. POLL OF COMMISSION MEMBERS AND STAFF

- a. Commissioner Fischer: Excited about future plans we'll be working on
- b. Commissioner Anderson: Would like to discuss drop purchase and extra acreage at Southridge. Working with the refocus group has been fun.
- c. Commissioner Aeiling: National Night Out was well attended and successful. About 2,500 people estimated in attendance. Waterfall classroom looks phenomenal and beyond expectations. Sat next to City of Richland representatives and discussed student members. Thinks we should consider for our commission.
- d. Maxine Whattam: Council workshop on 10/13, brief overview of P&R and golf course club house. We are in negotiations with CourseCo contract renewal. It would be nice 10/22 for a P&R commission member to attend Citizens academy. Refocus team doing surveys at bazaar
- e. Sara Allington: Harvest Bazaar on October 17
- f. Greg Duffy: Appreciates Commissioner Anderson's attendance at refocus meetings. The All Senior Picnic was huge success.
- g. Vice Chairman Mark Reed: Can you give a quick overview of playground of dreams? What about the things addressed in the article that need repaired right away?

- i. Maxine – Study was commissioned from Leathers & Associates. Looking at our partners, what does the community want, and how do we move forward. More to be discussed at the workshop/retreat.
- ii. Greg – There are always things to repair. Playgrounds are evaluated daily. Unsafe equipment is addressed right away. Trying to make it an organized effort with public.
- iii. Maxine – Playground is frequently audited for safety and meet current standards. Also need a pool of funds to pull from.

VIII. ADJOURNMENT

- a. The meeting was adjourned by Mark Reed, Vice Chairman, at 7:39 p.m.

UPCOMING EVENTS

- Council Workshop Presentation on Parks and Recreation - October 13
- Citizens Academy (P&R Commission Representative attend) – October 22