



**Parks and Recreation Commission**  
Council Chambers, Richland City Hall  
505 Swift Boulevard  
Thursday, July 14, 2011  
7:00 p.m.

# Agenda

## **REGULAR MEETING #07-2011**

1. Call to Order / Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes – June 2011
5. Council / Other Commission Liaison Reports
6. Recreation Report
7. Petitions
8. Public Comment

## **PRESENTATIONS**

1. Highlighting Parks on the Website (Strand)
2. Richland Babe Ruth
3. Columbia Kayak Adventures
4. 2011 Make a Difference Day

## **PUBLIC HEARING**

## **OLD BUSINESS**

## **NEW BUSINESS**

1. Shoreline Management Development Plan Review – Construction of a Covered Outdoor Stage at the WSU Tri-Cities Campus (WSU Tri-Cities) (SM2-2011)
2. 2012- 2016 Capital Improvement Plan

## **PRC LIASON REPORTS**

## **INFORMATION**

- Division Reports (to be handed out at meeting)
- Department Activities Update Report – Find it at [richlandparksandrec.com](http://richlandparksandrec.com)

**Next Regular Meeting – August 11, 2011**

**CITY OF RICHLAND  
PARKS AND RECREATION COMMISSION MEETING MINUTES  
JUNE 9, 2011**

**CALL TO ORDER:**

Chair Christensen called the meeting to order at 7:02 pm and led the Pledge of Allegiance.

**ROLL CALL:**

Lucas Oxenford

Nancy Doran

Matthew Smith

Brad Anderson

John Butterfield

Maria Gutierrez

Terry Christensen

**ABSENT:** Adam Fyall

**ALSO PRESENT:** City Councilmember Kent, Parks & Recreation Director Strong, Planning and Construction Manager Pinard, Parks and Facilities Manager Werner, Program and Facility Manager Strand and Transportation Engineer Steve Stairs.

**APPROVAL OF AGENDA:** Commissioner Gutierrez **moved** to approve and Commissioner Smith **seconded** a motion to approve the revised agenda. **Motion carried.**

**APPROVAL OF MINUTES:** Commissioner Gutierrez **moved** to approve and Commissioner Smith **seconded** a motion to approve the May minutes as presented. **Motion carried.**

**COUNCIL/ OTHER COMMISSION LIAISON REPORTS:**

Councilmember Kent reported that Council has acted on and approved reallocation of Park Reserve Funds to pay for Badger Mountain Park South land. She also reported that the Regional Public Facilities Board met and is currently putting together criteria for the voter ballot in 2012. They meet the second Wednesday of the month and participation is invited.

**RECREATION REPORT:**

Recreation Program and Facility Manager Strand reported that George Prout Pool opens for the season this Saturday. Public swim hours begin at 1:00pm, with sessions lasting until 7:45pm in the evening. Ms. Strand also reported that the wader pool in Howard Amon Park opened on Memorial Day weekend and the new Splash and Play at Badger Mountain Park opened on May 19<sup>th</sup>.

**PETITIONS:**

None.

**PUBLIC COMMENT:**

None.

Closed public comment at 7:13 pm.

**PUBLIC HEARING:****1. Urban Forestry Management Plan (Werner)**

Parks and Facilities Manager Werner introduced Jim Flott with Community Forestry Consultants who have been retained to assist with the development of the plan. Mr. Werner indicated that they are collecting data, holding public meetings, preparing the draft plan and appraising the value of the trees. He noted that most of the City trees evaluated are in their declining years. This information will merge with the City GIS system and the information will then be available for any City project.

Discussion ensued regarding the percentage of trees inventoried, definition of "Heritage Trees," maintenance of and replacing trees, content of the plan and what it will include, staffing levels and updating of the plan.

Chairman Christensen opened the Public Hearing at 7:38 pm.

Public Hearing comments: None

Chairman Christensen closed the Public Hearing at 7:39 pm.

**PRESENTATIONS:****1. Regional Geocaching Policy (Strand)**

Recreation Program and Facility Manager Strand introduced an area-wide collaborative Geocaching Policy that is intended to cover Richland, Kennewick, Pasco and Benton County. She reported that this creates a multi-jurisdictional policy that will provide consistency. This policy requires geocachers to abide by all park rules, including access times/hours. Ms. Strand also reported that each municipality or county will monitor and enforce policy in their own areas.

**OLD BUSINESS:****1. Regency Park Apartments, Park Mitigation Fee Credits (Pinard)**

Mr. Pinard reviewed the criteria for granting park fee credits, introduced the request for park mitigation fees and proximity to other parks.

Commission discussion ensued regarding impacts to adjacent parks, private playground accessibility, make up of tenants in the complex, benefits to the public and size and number of children the playground could accommodate.

Mr. Thornhill, representing the applicant, indicated the playground is 1,100 sf. The total number of units will be 228 with over half being two-bedroom units (132 units in phase 1) and there could be 75 to 100 children in the entire complex.

At the request of Councilmember Kent, Mr. Pinard indicated that this project is within Park District #5 and that each year for budget purposes, staff estimates revenue generated by park impact fees.

Commission discussion continued regarding unit size distribution and other examples of park fee credits that have been approved.

Commissioner Gutierrez **moved** and Commissioner Anderson **seconded** a motion to recommend City Council approve full park impact fees for Regency Park Apartments. **Motion failed with one yes vote.**

Discussion ensued that impacts to parks are greater than just to the closest park, the playground would provide some recreational activity, second phase park fee requirements, the uniqueness of the location and the accessibility of Brookstone Park.

Commissioner Christenson **moved** and Commissioner Butterfield **seconded** a motion to recommend City Council approve 50% park impact fee credit for Regency Park Apartments. **Motion passed. Doran voted no.**

## **2. Paws-Abilities-Place Rules (Pinard)**

Mr. Pinard Introduced the revised proposed Paws-abilities-Place rules and discussed the age restrictions and how those came about.

Commission discussion followed regarding grammatical errors and the requirement of having dogs leashed entering and exiting.

Commissioner Doran **moved** and Commissioner Smith **seconded** a motion to recommend City Council approve the rules for Paws-Abilities-Place, striking the requirement that dogs need to be leashed while entering and exiting. **Motion passed.**

## **3. Trailhead Park Property Exchange (Pinard)**

Mr. Pinard indicated that the applicant had begun home construction on the lot in question and that there had been no interest from the applicant to pursue the land exchange.

Christensen **moved** and Commissioner Gutierrez **seconded** a motion to recommend Council approve the land exchange at Trailhead Park as identified in Attachment 1. **Motion failed.**



## **NEW BUSINESS:**

### **1. Realignment of Park District Boundaries (Pinard)**

Mr. Pinard introduced the Park District Boundary proposed revisions and indicated that there will be five districts as before. Mr. Pinard explained that Districts 3 and 4 will be combined into District 3 and the Badger Mountain South Master Planned Community will be District 4. The description in the code has also been changed to reflect expansion of urban growth area boundaries.

Commission discussion ensued on Badger Mountain South and their responsibility for developing public and private recreational facilities and whether they would receive park fee credits for their park development.

Mr. Pinard stated that the Badger Mountain South development is required to construct one 6 acre Neighborhood Park, one 30 acre Community Park and 3 miles of public trail. The development agreement does allow for the developer to dedicate park land, build the improvements and receive park fee credits for public park amenities.

Commissioner Christenson **moved** and Commissioner Doran **seconded** a motion to recommend Council revise Chapter 3.24.170 of the Richland Municipal code per Attachment 1. **Motion carried.**

### **2. 2012 – 2017 Transportation Improvement Program (Stairs)**

Mr. Stairs introduced the Six-Year transportation Plan. This is a funding document to be eligible for state and federal grants. Mr. Stairs identified those projects that have been completed.

Commission discussion ensued regarding Rachael Road extension, the trail from Stevens Drive to Kingsgate funding for this year, Phase 2 Vantage Highway trail from Twin Bridges to Kingsgate Way, Keene Road traffic signal at Elementary, Stevens Drive Extension, the Richland Wye pedestrian bridge and the Reach.

Mr. Stairs responded to Commissioners questions.

Commissioner Gutierrez **moved** and Commissioner Butterfield **seconded** a motion to recommendation Council approve the 2012-2117, Six-Year Transportation Improvement Program. **Motion carried.**

### **3. Allocation of Undesignated Park Reserve Funds to the John Dam Plaza Restroom Project (Pinard)**

Mr. Pinard introduced the request and indicated that there is approximately \$103,000 in the Undesignated Park Reserve Fund. Bids were opened for the restroom project and additional funds are needed to complete the project.

Commission discussion ensued regarding the clock type tower feature and how it ties into the master plan.

Commissioner Butterfield **moved** and Commissioner Doran **seconded** a motion to recommend Council allocate up to \$15,000 of the Undesignated Park Reserve Fund to the John Dam Plaza Restroom Project. **Motion carried.**

### **PRC LIAISON REPORTS**

- **Commissioner Oxenford:** No report.
- **Commissioner Smith:** No report.
- **Commissioner Butterfield:** The dog park society held a yard sale and made \$1,000.
- **Chair Christensen:** Thank you to Diane Power. Her position was advertised and there were several applicants.
- **Commissioner Doran:** No report.
- **Commissioner Anderson:** No report.
- **Commissioner Gutierrez:** Looking forward to using the wading pool and splash park. Will not be at the next meeting.

**The meeting was adjourned at 9:02 pm.**

# **MEMORANDUM**

## **COMMUNITY DEVELOPMENT DEPARTMENT**

*Development Services Division*

TO: Parks & Recreation Commission

FROM: Jeff Rolph, Senior Planner

SUBJ.: Shoreline Management Development Plan Review – Construction of a Covered Outdoor Stage at the WSU Tri-Cities Campus (WSU Tri-Cities) (SM2-2011)

DATE: July 14, 2011

### **RECOMMENDATION**

Staff recommends that the Parks and Recreation Commission review the proposed development plans, particularly those aspects of the proposal that pertain to your Commission's goals and objectives, and forward your recommendation with any appropriate comments to the Planning Commission prior to their public hearing on the proposal at their July 27, 2011 meeting.

### **MOTION FOR CONSIDERATION**

I move to recommend that the Planning Commission approve the shoreline development plans (SM2-2011) to allow for construction of a covered outdoor stage at the WSU Tri-Cities campus.

### **BACKGROUND**

WSU Tri-Cities has submitted an application for a shoreline management substantial development permit to allow for construction of a covered outdoor stage area at their campus in North Richland. The proposed stage would be located to the north of the WSU-Tri-Cities East building and patio area and west of the Riverfront Trail. A public hearing and review of the proposal is scheduled for the July 27, 2011 meeting of the Planning Commission.

Any substantial development within 200-feet of the ordinary high water mark of the Columbia and Yakima Rivers is subject to the provisions of the State Shoreline Management Act. The City's adopted Shoreline Master Plan, Richland Municipal Code (RMC) Title 26, provides for Park and Recreation Commission review and recommendation on shoreline permit applications prior to the Planning Commission conducting a public hearing and taking action on the application.



## PROJECT DESCRIPTION

The project involves construction of an approximately 1,200 square foot raised and covered outdoor stage. The project includes stairs, ADA accessible ramp and extension of electrical service to the stage area. Cut and fill activity involved with stage construction would be balanced on site. The project will be utilized for university functions such as graduation ceremonies and would also be available for a variety of other community related activities such as plays and concerts.

The proposed facility is being funded in a large part from a grant provided by the Columbia Center Rotary together with funding provided by the City's Hotel/Motel Lodging Tax Fund. The attached City Council Agenda Cover Sheet (Attachment 1) for a recently approved interlocal agreement between WSU-TC and the City provides further background on the project.

## CONFORMANCE TO SHORELINE PROGRAM

The shoreline in the vicinity of the project has been classified as an Urban Shoreline Environment. The regulations for development in an Urban environment are intended to insure optimum utilization of shorelines in a manner that enhances and maintains the shorelines for a multiplicity of urban uses and provides for maximum public access and circulation. The proposed outdoor stage available for university and community events would be considered an active recreational facility which is a permitted use in an area designated as an Urban Shoreline Environment.

WSU previously conducted a cultural resources survey for the Tri-Cities Branch Campus. A copy of that survey has been forwarded to the State Office of Archaeology and Historic Preservation and the Confederated Tribes of the Umatilla for review and comment as part of the SEPA review for this Shoreline Permit. Any shoreline permit issued for the proposed development will include conditions to ensure the applicable regulations set forth in the City's adopted Shoreline Master Program are adhered to.

## Attachments

1. Council Agenda Cover Sheet – WSU Interlocal Agreement
2. Aerial Vicinity Map
3. WSU-TC Campus Map
4. Oblique Aerial View
5. Development Plans





## Council Agenda Coversheet

Council Date: 07/05/2011

Category: Consent Calendar

Agenda Item: B2

Key Element: Key 3 - Economic Vitality

Subject: INTERLOCAL AGREEMENT WITH WSU, TRI-CITIES FOR AN OUTDOOR STAGE

Department: Community and Development Services

Ordinance/Resolution:

Reference: 72-11

Document Type: Contract/Agreement/Lease

**Recommended Motion:**

Authorize the City Manager to sign and execute an Interlocal Agreement with Washington State University, Tri-Cities for an outdoor stage.

**Summary:**

Since Washington State University, Tri-Cities (WSU-TC) became a four-year institution in 2007, campus enrollments have increased by 44%, making it the fastest growing campus in the WSU system. Students are demanding the full experience of campus life, such as student events, concerts, movies and student club activities.

In 2009, WSU-TC and the Columbia Center Rotary (CCR) initiated a partnership to explore construction of an outdoor stage on campus for student and community use. The stage will be used for spring programmatic events such as the annual nursing convocation, and it is likely the stage will be the centerpiece for commencement ceremonies. The stage will be available for use as a large outdoor venue for community-wide concerts and gatherings. This is consistent with WSU-TC's vision to be a vital community resource that contributes to the region's cultural identity and quality of life.

The stage was designed by WSU College of Engineering and Architecture students. Meier Engineering donated the firm's services to produce conceptual drawings and ALSC Architects produced working construction drawings and cost estimates. The total project cost for the outdoor stage is \$120,000.

In November 2010, the CCR awarded an \$80,000 grant toward construction, to be positioned as a community challenge to match the balance of monies needed for the project. For every \$1.00 donated, CCR will provide a \$2.00 match, up to \$80,000. This commitment will be CCR's largest gift to the campus and represents one of its largest community gifts as well.

In April 2011, the City partnered with WSU-TC and CCR to apply for funding from the Hotel/Motel Lodging Tax Fund. The stage is expected to generate tourism and overnight hotel room rentals and will be a valuable amenity to the area. The interlocal agreement will satisfy legal requirements associated with the use of lodging tax funds for this capital project.

**Fiscal Impact?**

☒ Yes ☐ No

On May 3, 2011, Council approved a \$40,000 lodging tax award toward this outdoor stage project at WSU-TC. The CCR is providing \$80,000, which in combination with the lodging tax funds, is expected to cover the full cost of construction.

**Attachments:**

- 1) WSU Interlocal - Stage
- 2) WSU Stage Site Plan

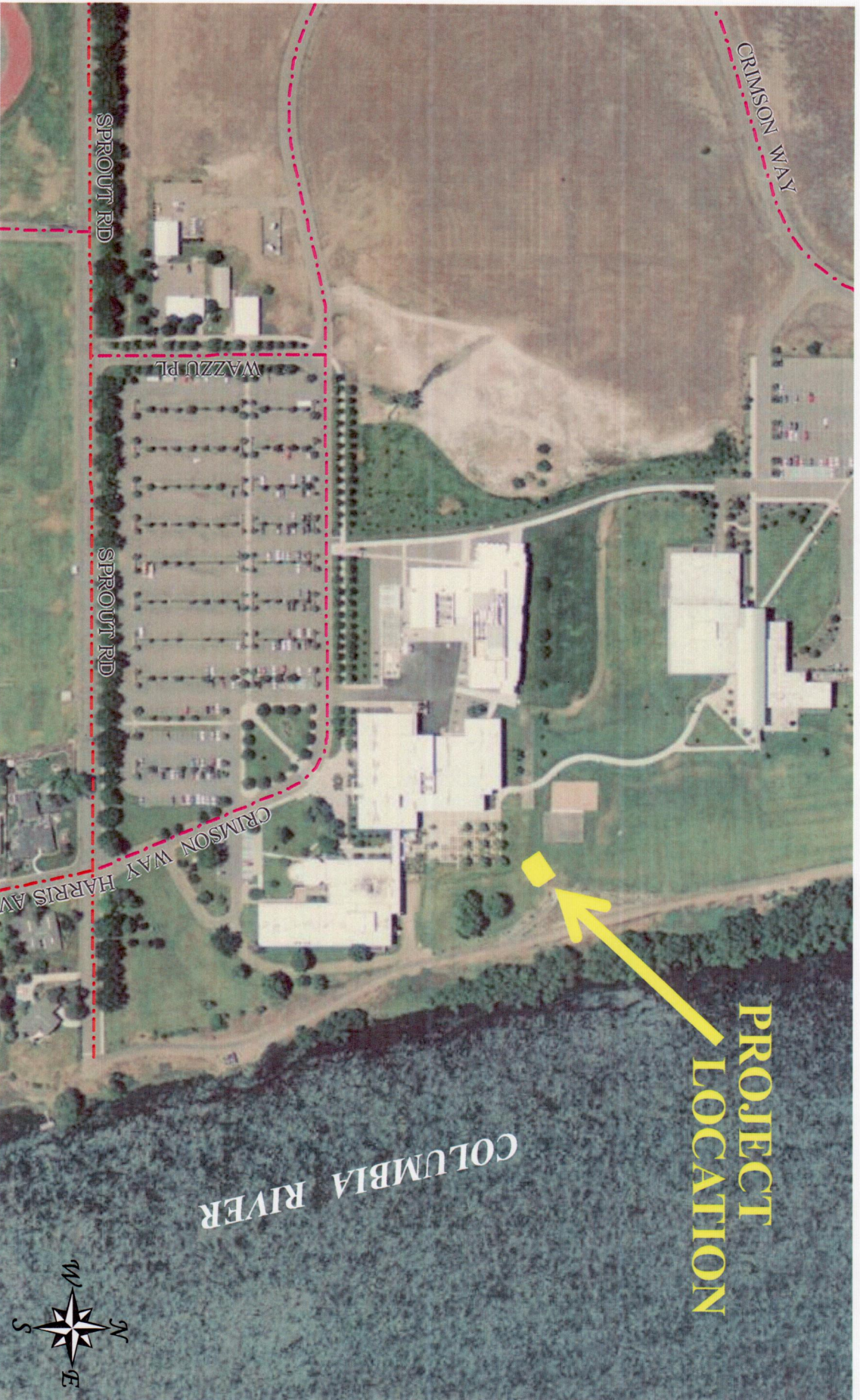
City Manager Approved:

Johnson, Cindy

Jun 30, 15:25:14 GMT-0700 2011

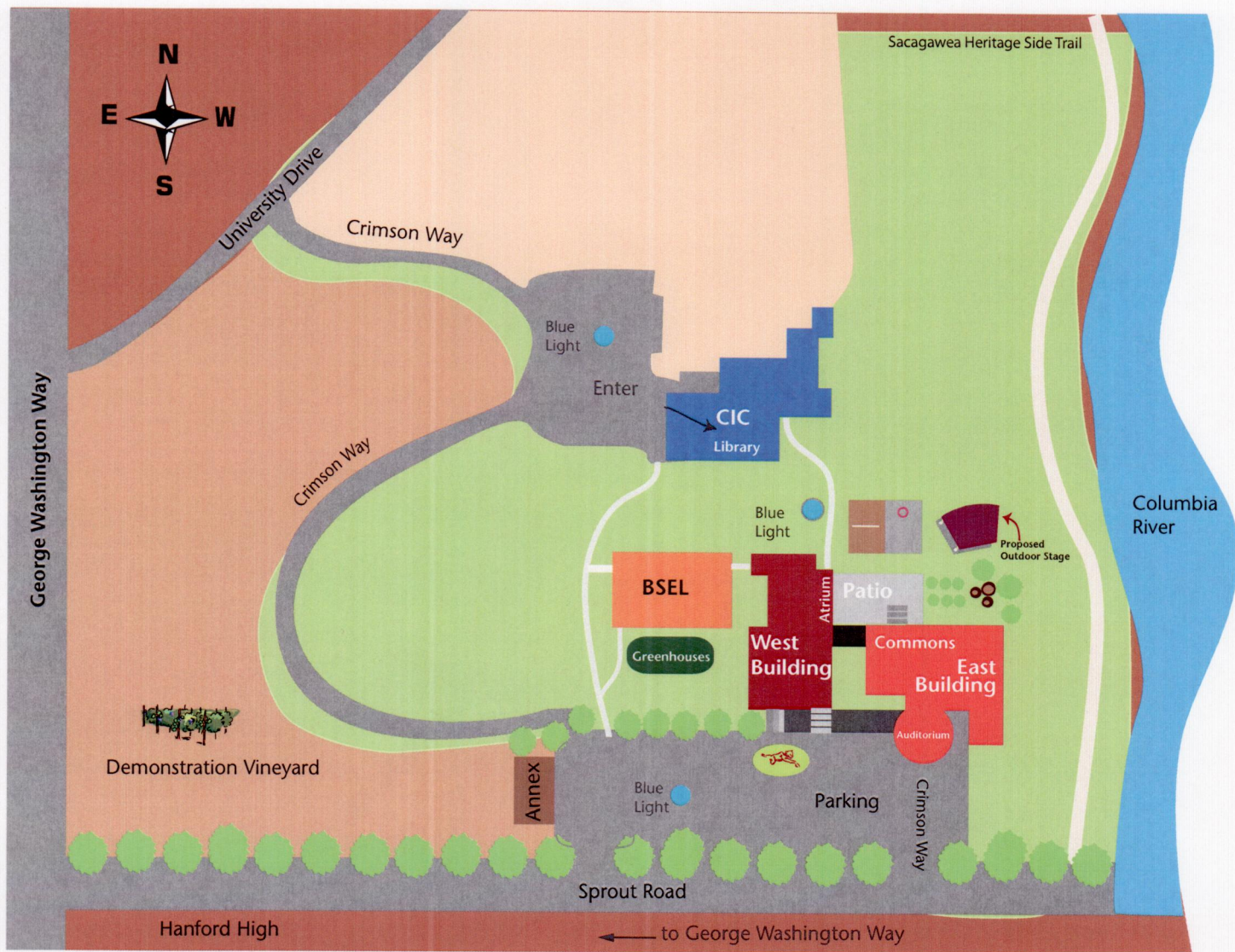


SM2-2011



VICINITY MAP







# WSU TRI-CITIES OUTDOOR STAGE

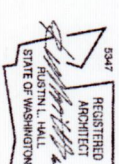


SM2-2011









WASHINGTON STATE UNIVERSITY  
TRI CITIES CAMPUS  
OUTDOOR STAGE

PROJ. NO.	2010-07	CM
DRAWN		RL
CHECKED		
DATE	1/21/11	
③ ALSC ARCHITECTS, P.S. 1000 10TH AVENUE, SUITE 100 DENVER, CO 80202 TEL: 303.733.8900 FAX: 303.733.8901 WWW.ALS-ARCHITECTS.COM		

**SITE PLAN &  
CODE SHEET**

G-003

SHEET 2 OF 4

ADDRESS : 2710 UNIVERSITY DR., RICHLAND, WA 9935  
ZONE : PPF (PARKS & PUBLIC FACILITIES)

## 2009 INTERNATIONAL BUILDING CODE

CH 3	OCCUPANCY GROUP	A-3: ASSEMBLY
TABLE 503	BASIC ALLOWABLE FLOOR AREA	UL UNLIMITED
TABLE 503	ALLOWABLE HEIGHT	UL UNLIMITED
	ACTUAL HEIGHT	1 STORY / 18'-6"
506.2/3/4	ALLOWABLE AREA -MAIN FLOOR	= UL UNLIMITED
	ACTUAL AREA -MAIN FLOOR	= 137 SF (KUL = OK)
508	OCCUPANCY SEPARATION	COMPLIANT WITH SECTION 508.3.2 (NON-SEPARATED OCCUPANCY)
602	TYPE OF CONSTRUCTION	III B
TABLE 601/602	FIRE RESISTIVE REQUIREMENTS	
	EXIT BEARING WALLS -	2 HR
	EXIT NON-BEARING WALLS -	0 HR
	STRUCTURAL FRAME -	0 HR
	PARTITIONS - PERMANENT -	0 HR
	SHAFT ENCLOSURES -	0 HR
	FLOORS -	0 HR
	ROOFS -	0 HR
	EXIT DOORS / WINDOWS -	0 HR
CH 9	FIRE PROTECTION	NOT SPRINKLED
104.3	COMMON PATH OF TRAVEL	75' (P ACTUAL = OK)
TABLE 1061	MAX DISTANCE TO EXIT	200' (NOT ACTUAL = OK)

## EXITING REQUIREMENTS

EXIT #1:  
(25 PEOPLE) x 10.2"  
-7.5" EXIT WIDTH REQUIRED  
42" EXIT WIDTH PROVIDED

EXIT #2:  
(25 PEOPLE) x 10.2"  
-8.0" EGRESS WIDTH REQUIRED  
42" EGRESS WIDTH PROVIDED

EXIT #3:  
(20 PEOPLE) x 10.2"  
-5.0" EGRESS WIDTH REQUIRED  
OPEN AIR EGRESS PROVIDED 6-5.2"

**SITE PLAN**

SCALE: 1"=50'



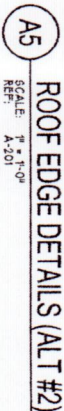
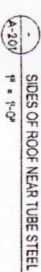
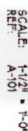
## CODE PLAN

SCALE: 1/8" = 1'-0"





- 1 FOR SITE WORK, SEE CIVIL DRAWINGS
- 2 FOR BUILDING CONSTRUCTION, SEE STRUCTURAL DRAWINGS
- 3 FOR ELECTRICAL WORK, SEE ELECTRICAL DRAWINGS
- 4 FOR HANDRAILS, ADHERE TO ADA REQUIREMENTS FOR EXTENSIONS AT BOTTOM OF STAIRS/RAMPS. EXTEND HANDRAIL ON STEEL MEMBERS AND WELDED CONNECTIONS. 1" PARALLEL TO FLOOR BEFORE CONTINUING TO CONCRETE. TYPE SEE A-201 ELEVATIONS





GENERAL NOTES

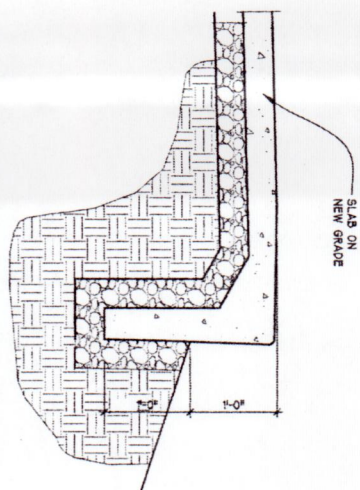
1. SEE FLOOR PLANS, A5/A-101 FOR MORE HANDRAIL INFORMATION

Liberty Building, Suite 4100  
203 North Washington  
Spokane, WA 99201-0233  
509.838.8568 - Phone  
509.458.3710 - Fax

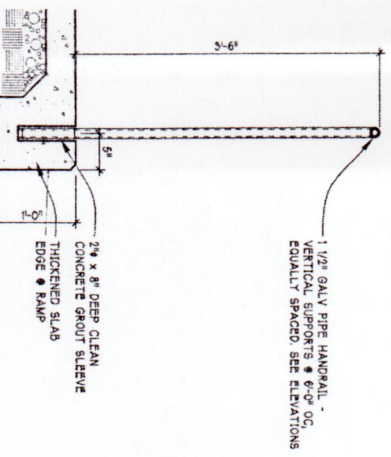
www.aiscarchitects.com



WASHINGTON STATE UNIVERSITY  
TRI CITIES CAMPUS  
OUTDOOR STAGE



B5 SLAB DETAIL @ FRONT OF STAGE  
SCALE: 3/4" = 1'-0"



A5 HANDRAIL DETAIL  
SCALE: 1/4" = 1'-0"

ELEVATIONS

C1 SOUTH ELEVATION  
SCALE: 1/4" = 1'-0"

B1 EAST SECTION / ELEVATION  
SCALE: 1/4" = 1'-0"

A1 NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



**TO: Parks and Recreation Commission**

**FROM: Phil Pinard, Planning and Construction Manager**

**DATE: July 14, 2011**

**SUBJECT: 2012 CAPITAL IMPROVEMENT PLAN**

### **BACKGROUND**

At the June 23, 2011 workshop the 2012 Capital Improvement Plan was introduced to the Commission. Each project was briefly discussed and the Commission was asked to prioritize their top 5-6 projects. With the application for the RCO grant for Claybell Park, staff indicated that this would be the number one funding priority for 2011.

Below is the compiled project prioritization from responses received from the Commission:

- #1 Claybell Park
- #2 Howard Amon Park Improvements
- #3 Playground Equipment & Safety Improvements
- #4 Marina Improvements
- #5 Urban Greenbelt Trail
- #6 Park & Trail Signage

### **MOTION FOR CONSIDERATION**

I move that the Parks and Recreation Commission recommend funding for 2012 projects as identified above.

