

*Encouraging projects and programs that contribute to the quality of life in Wenatchee by advising the Mayor and City Council on the arts, recreation, parks, and city cultural heritage. We strive to preserve, enhance, and protect open spaces and to enrich quality of life for present and future generations.*

## **WENATCHEE ARTS, RECREATION AND PARKS COMMISSION**

### **MEETING AGENDA**

**MASKS MAY BE REQUIRED TO BE WORN BY ATTENDEES**  
**PHYSICAL DISTANCING WILL BE IN EFFECT DURING MEETING**

**Tuesday March 15, 2022 4:00-5:00pm**

**City Hall Council Chambers 301 Yakima Street – 2<sup>nd</sup> Floor, Wenatchee, WA 98801**

**ROLL CALL:** (At least 4 Board members must be present for a quorum)

<b>Board Position</b>	<b>Name</b>	<b>Officer</b>	<b>Term Ends</b>	<b>Term Number</b>
Position 1	Lyle Markhart		December 31, 2022	Term 1
Position 2	Lisa Adan		December 31, 2022	Term 2
Position 3	Kasey Koski		December 31, 2023	Term 1
Position 4	Vacant		December 31, 2023	Term 1
Position 5	Morgan Mott		December 31, 2023	Term 2
Position 6	Luke Hedtke		December 31, 2024	Term 2
Position 7	Nick Rohrbach		December 31, 2024	Term 1
Position 8	Ryan Harmon		December 31, 2024	Term 2
Position 9	Student (vacant)		June 30, 2022	Term 1

### **PUBLIC COMMENT:**

The “Public Comments” period is to provide the opportunity for members of the public to address the Board on items not on the agenda. The Board Chair will ask if there are any citizens wishing to address the Board. When recognized, please step up to the microphone, give your name and mailing address, and state the matter of your interest. If your interest is an agenda item, the Chair may suggest that your comments wait until that time. Citizen comments are limited to three minutes.

### **REGULAR AGENDA:**

1.	Highway 2/ Easy Street Roundabout Finalist Concepts	Presentations	60 minutes
2.	February 15, 2022 Commission Meeting Minutes	Action	1 minute
3.	Project updates	Informational	0 minutes
4.	Grant report	Informational	0 minutes
5.	City Council items	Informational	0 minutes

**NEXT REGULAR MEETING:** Tuesday April 19, 2022 at 4:00pm at the Public Services Center

April 19 – Recreation Report, Park Maintenance and Operations Report

May 17 -

June 21 – Budget 2023

July 19 – Construction Tour and/or Meeting at the City Pool

September 20 – Native People Project Design Team Presentations & Scoring

October 18 – Pinnacles Prep Presentation

November 15 -

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Mayor’s office at (509) 888-6204 (TTY 711). Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1.)*



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: David Erickson, Parks, Recreation and Cultural Services Director  
Re: Highway 2 / Easy Street Roundabout Concept Presentations  
Date: January 31, 2022

**ACTION REQUESTED:**

***Presentations of the 6 concepts by the 3 finalists***

**BACKGROUND:**

In late 2021, the Parks, Recreation and Cultural Services Department was tasked with the assignment of selecting an artist or design team to create and install a feature in the new Highway 2/Easy Street Roundabout. A Call to Artists solicitation was prepared and distributed on November 15, 2021 to over 200 individuals and firms from the small works roster.



From this, four submittals were received from qualified artists by the January 3 deadline. An evaluation committee consisting of City staff and Arts, Recreation and Parks Commission members reviewed and scored the submittals and based on their relevant experience, technical ability, collaboration, and communication, the field was narrowed to the top three candidates. The three were notified of their advancement to the next round on January 11 and were invited to prepare two concepts each for the project.

The concepts were due on March 4 and were posted online and available for review and comment by the public from March 7-15. They were also provided to the PUD and WSDOT. The comment period was announced through local media outlets.

Each of the design teams are scheduled to attend the Commission meeting to present their concepts and answer any questions the Commission and additional members of the Evaluation Committee may have. The following is the schedule of presentations:

- 4:00pm Pepper, Buchanan, Terrell
- 4:20pm Rench
- 4:40pm Brewer, Schlanger

The Evaluation Committee comprised of the Arts, Recreation and Parks Commissioners, Parks and Recreation Director, Executive Services Director, City Engineer and Managing Director of District Services at Chelan County PUD will be asked to score each the concepts. Following the meeting, staff will collect the score sheets and tabulate the results along with any public comments received to determine the top-rated concept.

Because of their size, evaluation packets will be distributed separately. Hard copies will be available at the meeting.



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: David Erickson, Parks, Recreation and Cultural Services Director  
Re: February 15, 2022 Meeting Minutes  
Date: February 16, 2022

**ACTION REQUESTED:**

**Move approval of the minutes from the February 15, 2022 Commission meeting.**

**WENATCHEE ARTS, RECREATION AND PARKS COMMISSION  
MEETING MINUTES**

Tuesday February 15, 2022

Wenatchee Public Services Center – Lower Level Training Room  
1350 McKittrick Street, Wenatchee, WA 98801

**CALL TO ORDER:** The meeting was called to order at 4:01 p.m. by Chair Markhart

**IN ATTENDANCE:** Markhart, Koski, Rohrbach, Harmon

**ABSENT:** Adan (ex), Mott (unex), Hedtke (ex)

**PUBLIC COMMENTS:** None.

**REGULAR AGENDA:**

- 1. Approval of the January 18, 2022 Commission Meeting Minutes.** *Commissioner Koski moved approval of the January 18, 2022 meeting minutes. Commissioner Harmon seconded, and the motion passed unanimously.*
- 2. Saddle Rock Transit Stop.** Selena Danko from Link transit presented information about Link's upcoming service changes, online survey and the new transit stop planned for Saddle Rock.
- 3. 2022 Election of Officers.** This item was postponed until the April meeting.
- 4. Native Peoples Project.** A Call to Artists process will be getting underway in March for this project. The draft Call to Artists was presented for comment. Commissioner Koski will assist with notifying the tribes of the project.
- 5. Project Updates.** The Department Director gave a PowerPoint presentation of the projects underway in 2022 and those planned for the next two years. Commissioner Harmon volunteered to

review the Okanogan Community Garden RFQ's. It was announced that Jason Compton and Nathan Schwinkendorf were selected to fill the open park maintenance positions.

6. **Grant report.** A list of current grants was provided.
7. **City Council items.** A list of City Council items was provided.

**ADJOURN:** The meeting adjourned at 5:05 p.m.



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Project Updates  
Date: March 2, 2022

***ACTION REQUESTED:***  
***Informational.***

***BACKGROUND:***

The following is a list of current departmental activity.

**ARTS**

- Elephant Installation – Installation this Summer in Pioneer Park.
- Native Peoples Project – Call to Artists releases March 17. Due May 13.
- Highway 2/Easy Street Roundabout – Selection of finalist.
- Concerts in the Park – finalizing sponsors
- Movies in the Park – finalizing sponsors
- Pre-Math and Humpback Repair

**PARKS**

- Saddle Rock Remediation – Bid March 29, contractor selection in May. Fall 2022 construction.
- Kenzie's Landing – Bid releases 3/15 and open 4/5. Award on 4/14. Signs and furniture ordered.
- Okanogan Street Community Garden – RFQ Complete. Contractor selection March 10.
- Maiden Lane Extension – Storm water easement, construction bidding same as Kenzie's.
- Lincoln Park – Construction starts April 5. Dugout project underway. Disc Golf Tees – this fall
- City Pool – Engineer selected February 24. Pool draining 3/21. Contractor walk through 3/28.
- Lower Castle Rock Conversion–Cultural Resources, replacement property close April 15, RCO approval, grant amendment.
- Rotary Park Peace Pole and Pickleball Court Projects – Rotary fundraising for 2022 construction.
- Upper Saddle Rock Acquisition – Acquisitions underway – cultural resources and appraisals.
- Riverfront Park – Working with PUD.
- Stevens Street sign – Repair this month.
- Bighorn Ridge – City Council March 24. RCO grant.
- Kiwanis Methow Park Repair – Plants ordered for summer project.
- Lions Locomotive Park Project – Scheduled for summer.
- Washington Park Sidewalk Project – Scheduled for late spring.
- Hale Park Memorial Bench Pads – Scheduled for June.
- Memorial Park Trash Cans have arrived and are awaiting installation.
- Security Cameras – Fabricated and should be shipped soon.
- 5<sup>th</sup> Street - Ordered the plants. They will arrive in June.

**RECREATION**

- The Special Needs Social Program events on March 9 and March 24.
- Special Olympics Spring Sports – Soccer, Cycling, Swimming, Track and Field.
- Indoor Playground is wrapping up at the end of the month.
- The Adult Drop-in Volleyball Program is continuing on Wednesday nights.
- The Women's Volleyball League is underway.
- Hiking and Nature Camp scheduled for April.
- Summer Recreation Guide is at the printers.



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: Grant Update  
Date: March 2, 2022

**ACTION REQUESTED:**  
**Informational.**

**BACKGROUND:**

The following is an update of current grant related work. **New information is highlighted in ORANGE.**

**RCO** = State of Washington Recreation Conservation Office

**YAF** = Youth Athletic Facility Account

**WWRP** = Washington Wildlife and Recreation Program

**LWCF** = Land and Water Conservation Fund

**Chelan Douglas Developmental Disabilities Grants**

The grant provides funding support of the Special Needs Social Program. Received an \$8,000 grant to fund the Social Program for the 2021/22 program year.

**Lincoln Park RCO Youth Athletic Facilities Grant**

The \$263,192 grant would construct the full-size soccer/lacrosse field, new restrooms and safety fencing in Lincoln Park. **Construction underway.**

**Lincoln Park Improvement RCO WWRP Local Parks Grant**

The \$500,000 grant will replace the stage and play area; add a water play area, second picnic shelter, bmx pump park, trees and upgrade utilities and parking in Lincoln Park. **Construction underway.**

**Lincoln Park Improvement RCO LWCF Grant**

The \$500,000 grant application will replace the stage and play area; add a water play area, second picnic shelter, bmx pump park, trees and upgrade utilities and parking in Lincoln Park. **Construction underway.**

**Kenzie's Landing RCO WWRP Local Parks Grant**

The \$1,000,000 acquisition/development grant application acquires approximately 60 acres, construct an access road, improve fire protection and construct trailhead in the northwest foothills **Construction bidding underway March 15.**

**Department of Ecology Remedial Action Grant**

A second \$1,244,170 grant for the second phase of the Saddle Rock remediation project was approved. **Construction bidding underway March 29.**

### **City Pool RCO Youth Athletic Facilities Grant**

The \$350,000 grant application to provide a portion of the funding required to replace the plaster liner and tiles in the pool following the 2022 season ranked 23<sup>rd</sup> out of 37 projects statewide. **Engineering is underway.**

### **Chelan County Lodging Tax Grant**

The \$225,000 grant application to provide a portion of the funding required to replace the plaster liner and tiles in the pool was prepared and submitted. **Presented the grant March 4, awaiting results.**

### **State Capital Budget Request**

Working with Senator Hawkins, a \$550,000 capital budget request was prepared and submitted for the pool project.

### **Foothills RCO WWRP Local Parks Grant**

This project will acquire approximately 650 acres in the foothills for non-motorized recreation, education and habitat purposes. **Appraisals, Cultural Resources and Environmental Reviews underway.**

### **Chelan County LTAC Grant**

Prepared and submitted a \$183,000 grant request to assist with the funding of the Lincoln Park soccer field. The project was selected for funding at a \$100,000 level. **Construction underway.**

### **Chelan County Distressed County Fund Request**

A \$300,000 request was prepared and submitted to the County to assist with the funding of the Lincoln Park Project. \$115,200 was approved for the project and the grant agreement was accepted by the City. **Construction underway.**

### **Community Development Block Grant (CDBG)**

This request would provide CDBG funding to assist with funding the Lincoln Park Project. \$200,000 was budgeted for the project. **Construction underway.**

### **Risk Management Service Agency Loss Control Grant Request**

A \$10,000 request was prepared and submitted to assist with the funding of the Lincoln Park Project. **Construction underway.**

### **RCO WWRP Local Parks Grant**

This project will acquire approximately 157 acres in the foothills for non-motorized recreation, education and habitat purposes.



# MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission  
From: Dave Erickson, Parks, Recreation and Cultural Services Director  
Re: City Council Items  
Date: March 2, 2022

**ACTION REQUESTED:**  
**Informational.**

**BACKGROUND:**

The following is a report of parks, arts and recreation related items that the City Council has, or will be considering in the near future. The schedule is tentative and is subject to change.

**January 13, 2022 City Council Meeting**

- ✓ Consider Appointing Kasey Koski to the Commission - **Approved**
- ✓ Award Lincoln Park Construction Contract - **Approved**
- ✓ Consider purchase sale agreement for Saddle Rock Access/Castle Rock Conversion Replacement Property - **Approved**
- ✓ Consider Acceptance of the State RCO Youth Athletic Facilities Grant for the Pool Liner Project - **Approved**
- ✓ Consider Adoption of the Riverfront Park Master Plan and incorporating the plan into City Planning Documents - **Approved**

**February 10, 2022 City Council Meeting**

- ✓ Consider approval of change order number 1 – pump park paving for the Lincoln Park Project - **Approved.**

**February 24, 2022 City Council Meeting**

- ✓ Consider Selection of Pool Engineering Contractor - **Approved**

**March 10, 2022 City Council Meeting**

- ✓ Consider Selection of Okanogan Street Community Garden Engineering Contractor\*

**March 24, 2022 City Council Meeting**

- ✓ Consider award of Highway 2/Easy Street Design/Construction Contract\*
- ✓ Consider authorizing a State grant application for the Bighorn Ridge Project\*
- ✓ Consider amendment of GEO Engineers contract for Saddle Rock Construction Management\*

**April 14, 2022 City Council Meeting**

- ✓ Arbor Day Proclamation
- ✓ Consider award of Kenzie’s Landing and Maiden Lane Extension Construction Contracts\*



**May 26, 2022**

**City Council Meeting**

- ✓ Consider award of Saddle Rock Remediation Construction Contract\*

**July 14, 2022**

**City Council Meeting**

- ✓ Consider award of City Pool Construction Contract\*
- ✓ Parks and Recreation Month Proclamation

**October 13, 2022**

**City Council Meeting**

- ✓ Consider award of Native Peoples Project Design/Construction Contract\*