

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

Tuesday October 18, 2022 4:00-5:00pm
Wenatchee City Hall Second Floor Council Chambers
301 Yakima Street, Wenatchee, WA 98801

ROLL CALL: (At least 5 Commissioners must be present for a quorum)

Board Position	Name	Officer	Term Ends	Term Number
Position 1	Lyle Markhart	Chair	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	Darci Mattioda		December 31, 2023	Term 1
Position 5	Morgan Mott		December 31, 2023	Term 2
Position 6	Sean Koester	Secretary	December 31, 2024	Term 1
Position 7	Nick Rohrbach		December 31, 2024	Term 1
Position 8	Ryan Harmon	Vice Chair	December 31, 2024	Term 2
Position 9	Student (vacant)		June 30, 2023	Term 1

PUBLIC COMMENT:

The "Public Comments" period is to provide the opportunity for members of the public to address the Commission on items not on the agenda. The Commission Chair will ask if there are any citizens wishing to make public comment. 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.	Minutes from the September 20, 2022 Commission meeting	Action	1 minute
2.	Pinnacles Prep Update (Sean Koester)	Informational	15 minutes
3.	Pool Season and Fee Review	Discussion	10 minutes
4.	Riverfront Park Plan Update	Informational	10 minutes
5.	Project updates	Informational	10 minutes
6.	Grant report	Informational	2 minutes
7.	City Council items	Informational	1 minute

UPCOMING MEETINGS:

- Friday October 21, 2022 at 5:00pm at Rotary Park – Peace Pole Dedication
- Thursday October 27, 2022 at Noon at Saddle Rock – Saddle Rock Ribbon Cutting and Re-Opening
- Tuesday November 15, 2022 at 4:00pm at City Hall – Regular Commission Meeting
2023 Budget, Native Peoples Project, SR 285

Wenatchee City Hall is open for the public to attend meetings in person. The public may also participate in the meeting via phone by calling: (509) 888-3298, passcode 05239#. If you have questions about participating in the meeting, please contact Cammy Coble at ccoble@wenatchee.wa.gov or (509) 888-3284.

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: September 20, 2022 Meeting Minutes
Date: September 21, 2022

ACTION REQUESTED:

Move approval of the minutes from the September 20, 2022 Commission meeting.

WENATCHEE ARTS, RECREATION AND PARKS COMMISSION MEETING MINUTES

Tuesday September 20, 2022
Wenatchee City Hall – Council Chambers
301 Yakima Street, Wenatchee, WA 98801

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

IN ATTENDANCE: Koski, Rohrbach, Harmon, Koester, Mattioda

ABSENT: Markhart (ex), Adan (ex), Mott (ex)

OTHERS PRESENT: Cammy Coble, Dave Erickson, Stephen Neuenschwander, Gary Owen, Heather Dappen

PUBLIC COMMENTS: None.

REGULAR AGENDA:

- 1. July 19, 2022 Commission Meeting Minutes.** *Commissioner Koester moved approval of the July 19, 2022 meeting minutes. Commissioner Mattioda seconded the motion. The motion passed 5-0.*
- 2. SR 285 Banner Art.** Artist Heather Dappen presented rough concept art for the four styles of metal banners for the SR 285 corridor. Commissioners provided feedback. Heather will return at a later meeting to present the refined concepts for discussion and potential selection.
- 3. Habitat Mitigation Bank Code Change.** Planning Manager Stephen Neuenschwander presented an overview of development habitat mitigation requirements and the mitigation bank tool that is working through the approval process. The tool allows the collection of fees for habitat mitigation purposes.
- 5. Project Updates.** Commissioner Mattioda provided information about the events planned in October for “Imagine a Day Without Water.” The department director provided additional updates and asked for input on the Riverfront Park proposed splash pad. The design issues of the Native Peoples Project was discussed and information about the pool season and fees was provided as background for the next meeting.
- 6. Grant report.** A report was included in the agenda packet. The Bighorn Ridge application ranked 3rd overall in the state for acquisition projects and should be funded next year.

7. **City Council items.** A list of City Council items was provided. The purchase sale agreement and property donation for the Foothills Regional Recreation Area Acquisition Project are scheduled for consideration on Thursday September 22.

ADJOURN: The meeting adjourned into an executive session at 5:25 p.m. to discuss potential property acquisition. No decisions were made.



MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Pinnacles Prep Update
Date: October 3, 2022

ACTION REQUESTED:
Informational.

BACKGROUND:

In 2021, Pinnacles Prep assumed the operation of the Wenatchee Community Center for a charter school. Pinnacles Director of Operations, Sean Koester will provide an update about the school, facility use and participation statistics.





MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission
From: David Erickson, Parks, Recreation and Cultural Services Director
Re: Pool Season
Date: September 21, 2022

ACTION REQUESTED:

Discussion

BACKGROUND:

This is a follow up item from August 2021 when there was no quorum for the Commission meeting. The City pool is typically open for swim team and school use starting in mid to late May, then for general public use from mid- June until the third Saturday in August. In some previous years, the pool was open until Labor Day weekend however budget, available staffing and the amount of late season users did not warrant keeping the pool open that late in the year.

Staff would like to receive input and discuss the potential for establishing a defined regular pool season with regular season and pre-post season rates. The following is some background information and data.

SEASONAL COMPARISON

The following comparison is a listing of the posted operating season of the following agencies: Cashmere, Quincy, Ephrata, Moses Lake, Selah, Grandview, Yakima, Cheney, Kennewick and Othello.

- May 22-September 6
- June 11- August 12
- June 11 – August 12 Monday through Friday Only
- June 11 – August 15
- June 12-August 12
- June 14-August 27
- June 14-August 12
- June 22-August 14
- June 27-August 12
- School Summer Break

The Wenatchee City Pool regular season was June 11-August 12 with a Limited Use Pre-Season from May 16-June 10. This equates to 25 operational days during the Pre-Season and 64 days during a normal regular season. In 2022, the two-week boiler failure had the pool closed from June 13-26 for a total of 51 open days during the season.

Breaking this down further, there are three primary categories of uses: Lap and Public Swims, Swimming Lessons and Rentals.

LAP AND PUBLIC SWIMS

Lap and public swims combined generated \$16,239 in revenue from admissions in 2022. A comparison of previous years is attached separately. Lap and Public Swims are available only during the regular season. The total hours of public and lap swims during the season is calculated as follows:

Day of the Week	Number of Days	Hours Per Day	Total Hours
Monday	6	x 9.75	= 58.50
Tuesday	8	x 9.75	= 78.00
Wednesday	7	x 9.75	= 68.25
Thursday	7*	x 9.75 x 5 7.75 x 2	= 48.75 = 15.50
Friday	7	x 9.75	= 68.25
Saturday	7**	x 2.75	= <u>19.25</u>
			356.50 Total

* Two Thursday night lap swims (4 hours total) were cancelled due to meets.

** One Saturday was cancelled due to a swim meet.

Lap and Public Swim Revenue

Lap and public swim generated the following revenue per hour on average for the season:

\$16,239 total revenue/356.50 hours = \$45.55 per hour.

SWIMMING LESSONS

The normal four session season was reduced to three in 2022 due to the boiler issue. Swimming lessons generated \$20,368 this year. Swimming lessons are only held during the regular season. The total hours swimming lessons used the pool was calculated as follows:

Day of the Week	Number of Days	Hours Per Day	Total Hours
Monday	6	x 3.75	= 22.50
Tuesday	6	x 3.75	= 22.50
Wednesday	6	x 3.75	= 22.50
Thursday	6	x 3.75	= 22.50
Friday	6	x 3.75	= 22.50
Saturday	4	x 1	= <u>4.00</u>
			116.50 Total

Swimming Lesson Revenue

Swimming Lessons generated the following revenue per hour on average for the season:

\$20,368 total revenue/116.50 hours = \$174.83 per hour.

RENTALS

The pool may be rented for a number of uses ranging from swim team to school groups and parties. In 2022, \$14,128 was generated in revenue from these uses. Rentals are available in the Pre and Regular Seasons. The total hours rental use of the pool was calculated as follows:

Swim Team Use

Pre-Season

16 days x 2 hours per day = 32 hours total

Regular Season

23 days x 3 hours = 69 hours

13 days x 2 hours = 26 hours

Rental Revenue from Swim Team

The Swim Team is billed based on the number of lanes they use per day. Swim team generated the following revenue per hour on average for the season:

\$1,132 Pre-Season revenue/32 hours total= \$35.38 per hour.

\$3,256 Regular Season revenue/95 hours total = \$34.27 per hour.

All Other Rental Uses

Pre-Season

3 uses totaling 10 hours

Regular Season

7 uses totaling 26 hours

\$625 Pre-Season revenue/10 hours total= \$62.50 per hour.

\$9,115 Regular Season revenue/26 hours total = \$350.58 per hour.

EXPENSES

There are three distinct expense areas for the operation of the pool: During the winter shut down, pre-season and regular season. 89 days total operation, 51 regular season, 13 lost days, 25 limited use season and the shutdown period of 276 days.

The total average cost of operation annually for the pool is \$257,000. To cover the cost of the annual operation, the pool would need to generate \$4,016 per day, every day during the regular season.

PRE-SEASON COST

The pre-season is roughly 25 days long, extending from mid-May to mid-June. It generally incurs similar costs to regular season for heating, chemicals, and general operating supplies. Staffing costs are typically less due to fewer programs, heating costs are higher as the cool day night temperatures and wind impact the water temperature. Utility costs for filling for maintenance and cleaning is also seen during this time.

Based on history, the average cost of operation during the pre-season is \$24,000. The daily cost of operation during this time is \$960 per day.

REGULAR SEASON COST

The regular season extends from mid-June through mid-August. The regular season is the highest expense time for the operation and is also the largest income generation time. Expenses for staffing, utilities and operating supplies are the three major categories of expense.

Based on history, the average cost of the regular season is \$170,000. The daily cost of operation during this time is \$2,656 per day.

SHUT DOWN COST

There continue to be expenses even when the pool is shut down for the season. This was most evident during 2020 and the Covid shut down. That year, even with the pool closed for the season, the mothball cost was \$91,738. The shutdown period extends from mid-August through mid-May.

Based on history, the average cost during the shutdown period is \$63,000. The daily cost of the pool during this time is \$228 per day.

AVERAGE DAILY REVENUES

Pre-Season Revenues

\$1,132 Swim Team

\$625 Rentals

\$1,757 Total = \$70 per day

Pre-Season Expense: \$960 per day

Cost recovery: 7.29%

Regular Season Revenues

\$20,368 Lessons

\$16,239 Lap and Public Swims

\$9,115 All Other Rentals

\$3,256 Swim Team

\$48,978 Total = \$765 per day

Regular Season Expense: \$2,656 per day

Cost recovery: 28.8%

Shut-Down Revenues = \$0

Shut-Down Expense: \$228 per day

Cost recovery: 0%

Attendance

Swim Lessons 656

Lap Swim 1,016

Public Swim 7,435

Fee Comparison

AGENCY	YOUTH	ADULT	LESSONS	NOTES
Grandview	\$ -	\$ -	\$ 20.00	\$40 season pass
Sunnyside	\$ -	\$ -	\$ 25.00	\$55 pass
Spokane Valley	\$ 1.00	\$ 1.00	\$ -	
Omak	\$ 2.00	\$ 3.00	\$ 40.00	
Okanogan	\$ 2.00	\$ 5.00	\$ 50.00	
Kennewick	\$ 2.00	\$ 2.50	\$ -	
Yakima	\$ 2.00	\$ 4.00	\$ -	
Brewster	\$ 3.00	\$ 3.00	\$ 49.00	
Wenatchee	\$ 3.00	\$ 3.00	\$ 30.00	
Ellensburg	\$ 3.00	\$ 6.00	\$ 31.00	
Quincy	\$ 3.50	\$ 4.50	\$ 30.00	
Cheney	\$ 3.50	\$ 3.50	\$ 60.00	\$2.50 for lap swim
Othello	\$ 3.50	\$ 4.00	\$ 41.00	
Pasco	\$ 4.00	\$ 5.00	\$ 40.00	
Cashmere	\$ 4.00	\$ 4.00	\$ -	
Selah	\$ 4.00	\$ 5.50	\$ 80.00	\$7 for lap swim
Leavenworth	\$ 5.00	\$ 5.00	\$ 40.00	
Spokane County	\$ 6.00	\$ 6.00	\$ 50.00	
Eastmont	\$ 7.00	\$ 7.00	\$ 30.00	
Ephrata	\$ 11.25	\$ 13.00	\$ 55.75	Water Park
Moses Lake	\$ 16.00	\$ 17.00	\$ 25.00	Water Park



MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Riverfront Park Design Update
Date: October 4, 2022

ACTION REQUESTED:

Informational.

BACKGROUND:

The master plan for Riverfront Park is continuing. The preferred plan is being refined into construction documents and 30% plans should be ready soon as details continue to be finalized. Staff will present the plans at the meeting.



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: September 26, 2022

ACTION REQUESTED:
Informational.

BACKGROUND:

The following is a list of current departmental activity.

ADMINISTRATION

- 2023 Budget – An update will be provided at the meeting.
- Office Move – In progress. Open for business at City Hall November 1. Ribbon Cutting November 17th.

ARTS

- Native Peoples Project – Stalled.
- Highway 2/Easy Street Roundabout – Design development. Engineering hopefully ready by the time of the meeting for FHA, WSDOT and PUD review.

PARKS

- Saddle Rock Remediation – Finishing habitat restoration. Planting on October 22. Re-Opening/Ribbon Cutting October 27th at noon.
- Kenzie’s Landing – Stormwater, picnic shelter, grading, utility installation ongoing. Restroom scheduled for week of October 17th. Planting on November 11 and 18. Complete by November 30. Dedication in April 2023.
- Okanogan Street Community Garden – Fence installed. Gates in the next two weeks.
- Riverfront Park – Design refinement continuing to 30% plans.
- Maiden Lane Extension – Grading completed. To be finished by November 30.
- Lincoln Park – Construction ongoing. Behind Schedule. Installed six of the nine disc golf tees.
- City Pool – Bids opened on October 3. One bid was received. Scheduled for City Council consideration on October 13.
- Lower Castle Rock Conversion – State process still ongoing. Continue working through cultural resource/tribal issues.
- Rotary Park Peace Pole and Pickleball Court Projects – Peace Pole Dedication October 21 at 5pm. Pickleball generally stalled.
- Upper Saddle Rock Acquisition – Volkman and East Jacobson approved and close by December 31.
- Washington Park Sidewalk Project – South section underway.
- Security Cameras – Kenzie’s, Lincoln and Washington still to install.
- Lions Locomotive Park Landscaping – Steep slopes remaining to finish the first phase.

RECREATION

- Special Olympics Sports – Bowling underway, Basketball, Cheerleading, Cross Country Skiing, Alpine Skiing, Figure Skating and Speed Skating registration soon.
- Youth Basketball getting underway October 15
- Fall Into Fitness - Concluding.
- Special Needs Social Program - ongoing.
- Halloween Carnival – October 31, Convention Center.
- Indoor Playground – Looking for space.
- Adult Co-Ed Drop in Volleyball Wednesday nights from 8-10pm at Foothills Middle School beginning October 12.



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: October 3, 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. Presented an \$8,500 request for the 2022/23 program year. **The grant was successful and underway.**

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 ongoing.**

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 ongoing.**

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 ongoing.**

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 ongoing.**

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 of the project is underway.**

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. **Received our fourth and final grant amendment. The bids were opened on October 3.**

State Capital Budget Request

Worked with Senator Hawkins, submitted and received a \$533,500 capital budget request for the pool project. **The bids were opened on October 3.**

Foothills RCO WWRP Local Parks Grant

This project will acquire approximately 650 acres in the foothills for non-motorized recreation, education and habitat purposes. **Two of the three parcels are scheduled to close December 31.**

Community Development Block Grant (CDBG)

This request would provide CDBG funding to assist with funding the Lincoln Park Project. \$150,000 was budgeted for the project. **Construction underway. The fund transfer was requested.**

RCO WWRP Local Parks Grant

This project will acquire approximately 134 acres in the foothills for non-motorized recreation, education and habitat purposes. **The application ranked 3rd statewide and should receive full funding in 2023.**



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: October 3, 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 - **Approved**

March 24, 2022 City Council Meeting

- ✓ Consider authorizing a State grant application for the Bighorn Ridge Project - **Approved**
- ✓ Consider amendment of GeoEngineers contract for Saddle Rock construction management - **Approved**

April 14, 2022 City Council Meeting

- ✓ Arbor Day proclamation

April 28, 2022 City Council Meeting

- ✓ Consider award of Kenzie’s Landing construction contract - **Approved**
- ✓ Consider acceptance of By-Line Time art donation – **Approved**

- May 12, 2022 City Council Meeting**
- ✓ Consider approval of the Parque Padrinos facility use agreement - **Approved**
 - ✓ Consider award of Highway 2/Easy Street design/construction contract - **Approved**
 - ✓ Consider approval of an agreement with WSDOT for the cleanup of encampments - **Approved**
 - ✓ Consider award of Saddle Rock remediation construction contract - **Approved**
 - ✓ Consider award of Maiden Lane Temporary Extension construction contract - **Approved**
 - ✓ Consider approval of engineering contract amendments for the Kenzie's Landing and Lincoln Park Projects. – **Approved**
 - ✓ Consider appointment of Sean Koester to the Commission - **Approved**
- May 26, 2022 City Council Meeting**
- ✓ Consider award of Native Peoples Project design/construction contract - **Approved**
- June 9, 2022 City Council Meeting**
- ✓ Consider appointment of Darci Mattioda to the Commission - **Approved**
- July 14, 2022 City Council Meeting**
- ✓ Parks and recreation month proclamation
 - ✓ Special Olympics Volunteer (Jim Haney) Recognition
 - ✓ Pool Operations Update
- July 28, 2022 City Council Meeting**
- ✓ Consider approval/rejection of City Pool construction bid – **Bid Rejection Approved**
- August 11, 2022 City Council Meeting**
- ✓ Consider acceptance of the Department of Commerce Grant for the pool project - **Approved**
- September 22, 2022 City Council Meeting**
- ✓ Consider approval of the purchase/donation of property for the Foothills Regional Recreation Area Project - **Approved**
- October 13, 2022 City Council Meeting**
- ✓ Consider approval/rejection of second City Pool construction bid
 - ✓ Review 2023 Preliminary Budget
- November 10, 2022 City Council Meeting**
- ✓ Review 2023 Preliminary Budget
- November 17, 2022 City Council Meeting**
- ✓ City Hall Ribbon Cutting
 - ✓ Appointment/Re-appointment of Commission member(s)
 - ✓ Adopt 2023 Budget
 - ✓ Consider approval of mitigation bank code changes*

* Tentative