

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 February 21, 2023 4:00-5:00pm
Wenatchee City Hall First Floor Council Chambers
301 Yakima Street, Wenatchee, WA 98801**

ROLL CALL: (At least 4 Commissioners must be present for a quorum)

Board Position	Name	Officer	Term Ends	Term Number
Position 1	Lyle Markhart		December 31, 2025	Term 2
Position 2	Kasey Koski		December 31, 2023	Term 1
Position 3	Darci Mattioda		December 31, 2023	Term 1
Position 4	Sean Koester	Vice Chair	December 31, 2024	Term 1
Position 5	Nick Rohrbach		December 31, 2024	Term 1
Position 6	Ryan Harmon	Chair	December 31, 2024	Term 2
Position 7	Megan Kassebaum		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 November 15, 2022 Commission meeting	Action	1 minute
2.	Park Maintenance and Operations Annual Report	Presentation	10 minutes
3.	PROS Plan Update	Discuss	15 minutes
4.	Project updates	Informational/Discuss	10 minutes
5.	Grant report	Informational	2 minutes
6.	City Council items	Informational	1 minute
7.	Commissioner Comments	Informational	2 minutes

UPCOMING MEETINGS:

- Tuesday March 21, 2023 at 4:00pm at City Hall – Regular Commission Meeting
- Tuesday April 18, 2023 at 4:00pm at City Hall – Regular Commission Meeting
- Friday April 21, 2023 at 4:00pm at Kenzie's Landing – Trailhead Dedication/Opening

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@wenatcheewa.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: January 17, 2023 Meeting Minutes
Date: January 18, 2023

ACTION REQUESTED:

Move approval of the minutes from the January 17, 2023 Commission meeting.

WENATCHEE ARTS, RECREATION AND PARKS COMMISSION MEETING MINUTES

Tuesday January 17, 2023

Wenatchee City Hall – Council Chambers
301 Yakima Street, Wenatchee, WA 98801

CALL TO ORDER: The meeting was called to order at 4:00 p.m. by Chair Harmon

IN ATTENDANCE: Koski, Harmon, Koester, Mattioda, Kassebaum, Markhart

ABSENT: Rohrbach (non-ex)

OTHERS PRESENT: Cammy Coble, Dave Erickson, Amy Davis

PUBLIC COMMENTS: None.

REGULAR AGENDA:

- 1. January 17, 2023 Commission Meeting Minutes.** *Commissioner Mattioda moved approval of the January 17, 2023 meeting minutes. Commissioner Koski seconded the motion. The motion passed 6-0.*
- 2. Election of Secretary.** Commissioner Mattioda volunteered to serve as Secretary and with that *Commissioner Markhart moved to appoint Commissioner Mattioda as Secretary of the Commission. Commissioner Koski seconded the motion and the motion was approved unanimously.* Commissioner Harmon volunteered to serve on the Parks Facilities Committee, Commissioner Mattioda volunteered to serve on the Arts Committee and Commissioner Markhart volunteered to serve as the representative to the Arbor Day Committee. Staff also provided information about a Saddle Rock trail planning project that needs a Commission volunteer.
- 3. Department Fee Policy.** The department director presented an overview of some recommended policy additions for the annual adjustment of fees, differential fees, the definition of the pool regular season and drop in versus pre-registration program rate structure. ***Following input and discussion, the consensus of the Commission was to implement the recommended changes as presented.***
- 4. Parks, Recreation and Open Space Plan Update Introduction.** The department director presented an overview of the update process and draft schedule for the six-year plan. He provided copies of

the preface and first chapter for review and comment.

5. **Project Updates.** Along with the report provided in the agenda packet, the department director provided additional updates about the Lincoln Park Project, Kenzie's Landing Project and dedication event, engineering request for qualifications, Bundle Up Fest, Special Needs Social Program, Summer Recreation Guide and the Highway 2/Easy Street Art work.

An extended discussion about the Native Peoples Project was conducted. The commission again expressed their dissatisfaction with the direction of project and lack of tribal involvement and outreach, and prioritization of the project by the previous design team. The director provided an update on the project from November 2022 to present including tribal outreach with the Colville Executive Director, Traditional Territory Advisor, Natural Resources Director and Wenatchi Advisory Group, that has been conducted by staff as well as endeavors to locate artists. A potential concept plan, written description and potential artists was presented for discussion and feedback. The concept was well received by the Commission and they provided additional feedback on the plants, stories and potential signs. They also recommended including native language where appropriate. The next steps will be continued tribal involvement, discussion with the Museum and local vegetation experts. Once tribal input is complete, staff will reach out to the targeted artists to determine their interest in commissioning art pieces for the City.

6. **Grant report.** A report was included in the agenda packet the Kenzie's Landing grant is close to being closed out.
7. **City Council items.** A list of City Council items was provided. Megan Kassebaum was unanimously appointed to the Commission.
8. **Commissioner Comments:**

ADJOURN: The meeting adjourned at 5:00 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: Park Maintenance and Operations Annual Report
Date: January 18, 2023

ACTION REQUESTED:

Informational

BACKGROUND:

Parks Maintenance Lead Tim Herdt (left) and Park Maintenance Supervisor Rob Richards are scheduled to attend the meeting to provide information and answer questions about park maintenance and operations.





MEMO

To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Parks, Recreation and Open Space Comprehensive Plan update
Date: February 1, 2023

ACTION REQUESTED:

Provide comment on Chapter 1 and the draft survey so it may be released.

BACKGROUND:

The process to update the Parks, Recreation and Open Space (PROS) Plan is continuing. Last month, the first chapter was provided and Commissioners were asked to review and provide comment on the chapter.

At this meeting, the first chapter will be discussed, the draft community survey reviewed and finalized. It is hoped the survey will be able to be posted on-line from February 22 through March 31. An overview of the next draft chapters of the plan will be provided to Commissioners at the meeting and the chapters provided to the Commissioners for review and comment by next month's 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: January 26, 2023

ACTION REQUESTED:
Informational.

BACKGROUND:

The following is a list of current departmental activity.

ADMINISTRATION

ARTS

- **Native Peoples Project** – Update provided at meeting for discussion.
- **Highway 2/Easy Street Roundabout**–Update provided at the meeting. Bid award February 15. April 3 - June 22 construction.

PARKS

- **Kenzie's Landing** – Dedication 4pm April 21, 2023. Striping, wheel stops, signs and a few details left to complete March 30.
- **Okanogan Street Community Garden** – Phase two underway in summer. Raised beds ordered. Updating program.
- **Riverfront Park** – Design refinement continuing. Bid this fall and construct phase 1 in 2024.
- **Lincoln Park** – Construction ongoing. Update provided at meeting. Baseball Field Project to begin in June.
- **Lower Castle Rock Conversion** – State process still ongoing.
- **Rotary Park Pickleball Court Project** – Scheduled to be completed in March/April. Arrow Construction and City crew. Signs.
- **Kiwanis Methow Park** – Fence replaced. Railing should be coming in the spring.
- **Upper Saddle Rock Acquisition** – One more property in negotiations.
- **Lions Locomotive Park Landscaping Project** –West side of interchange. Scheduled for early spring.
- **City Pool Project** – Scheduled to begin July 31 and run through October. Early project coordination underway.
- **Trash Receptacle Project** – New for Centennial, Pennsylvania, Chase and Washington. Install when weather warms.
- **Tree Planting** – Ordering trees for spring planting in Washington, Lincoln, Pioneer, Cemetery, Downtown. Riverside Drive.
- **Park Electrical Plans and Engineering Support Requests for Qualifications** – Update provided at meeting.
- **Comprehensive Plan Update** – ongoing
- **Downtown Landscaping** – Pots in 2023, no baskets.
- **Saddle Rock Trail Planning** – CDLT leading trail planning process.
- **Mining Partners Property** – Refining Mountain Bike Park Concept. Meeting with Evergreen and WSD.

RECREATION

- **Special Olympics Sports** –Basketball, Cheerleading, Nordic Skiing, Snowboarding, Alpine Skiing, Figure Skating and Speed Skating underway.
- **Special Olympics State Winter Games** – Planning ongoing. First weekend in March.
- **Special Needs Social Program** – Twice per month.
- **Indoor Playground** – City Hall second floor - started November 14 and runs through March.
- **Adult Co-Ed Drop in Volleyball** Wednesday nights from 8-10pm at Foothills Middle School.
- **Snow Shoe Hikes** – Saturdays in January. Completed January 28.
- **Women's Volleyball League** – Getting underway.
- **Summer Recreation Guide** – Finalized programs and printed.



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: February 1, 2023

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. The \$8,500 request for the 2022/23 program year was awarded.

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 on hold until the end of March. Preparation of the final grant report and billing are completed.**

Department of Ecology Remedial Action Grant

A second \$1,244,170 grant for the second phase of the Saddle Rock remediation project was approved. **Awaiting the release of the Agreed Order.**

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. **Finalized construction contract. Project set to begin July 31, 2023.**

State Capital Budget Request

Worked with Senator Hawkins, submitted and received a \$533,500 capital budget request for the pool project. **Finalized construction contract. Project set to begin July 31, 2023.**

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 properties finished one final property in negotiation. Requested an extension through the end of 2023.**

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: February 2, 2023

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 12, 2023 City Council Meeting

- ✓ Consider appointment of student member Megan Kassebaum to the Arts, Recreation and Parks Commission. - ***Approved***



MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Commissioner Comments
Date: February 2, 2023

ACTION REQUESTED:

Informational.

BACKGROUND:

This item provides an opportunity for Commissioners to report about Committee assignments or items not included on the agenda.

- Arbor Day – Lyle
- Saddle Rock Trail Planning - Nick