

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 the quality of life for present and future generations.

WENATCHEE ARTS, RECREATION AND PARKS COMMISSION MEETING AGENDA

**Tuesday January 16, 2024 4:00-5:00pm
Wenatchee City Hall - 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, 2026	Term 2
Position 3	Darci Mattioda	Vice Chair	December 31, 2026	Term 2
Position 4	Sean Koester	Chair	December 31, 2024	Term 1
Position 5	Nick Rohrbach		December 31, 2024	Term 1
Position 6	Ryan Harmon		December 31, 2024	Term 1
Position 7	Megan Kassebaum		June 30, 2024	Term 2

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 comments. 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 19, 2023 Commission meeting	Action	1 minute
2.	Election of Secretary	Action	5 minutes
3.	Clark Bridge Extension and Hale Park Impacts	Informational/Discuss	15 minutes
4.	Chelan Douglas Land Trust Update	Informational/Discuss	10 minutes
5.	Project updates	Informational/Discuss	10 minutes
6.	Grant report	Informational	2 minutes
7.	City Council items	Informational	1 minute
8.	Commissioner Comments	Informational	2 minutes

UPCOMING MEETINGS:

- Tuesday, February 20, 2024, at 4:00pm at City Hall – Regular Meeting
 - Mural Artist presentations
- Tuesday, March 19, 2024, at 4:00pm at City Hall – Regular Meeting
- Tuesday, April 16, 2024, at 4:00pm at City Hall – Regular Meeting

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@wenatcheeva.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 19, 2023 Meeting Minutes
Date: September 20, 2023

ACTION REQUESTED:

Move approval of the minutes from the September 19, 2023 Commission meeting.

WENATCHEE ARTS, RECREATION AND PARKS COMMISSION MEETING MINUTES

Tuesday September 19, 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: Harmon, Markhart, Mattioda, Rohrbach, Koester, Kassebaum, Koski

ABSENT: None

OTHERS PRESENT: Cammy Coble, Dave Erickson, Edgar Reinfeld, Elisa Shafer

PUBLIC COMMENTS: Terry Valdez provided an overview of the Art Cart Program conducted over the summer and thanked the city for its support.

REGULAR AGENDA:

- 1. July 18, 2023 Commission Meeting Minutes.** *Commissioner Markhart moved approval of the July 18, 2023 meeting minutes. Commissioner Mattioda seconded the motion. The motion passed 7-0.*
- 2. Homeless Activity in the Parks** – Police Captain Edgar Reinfeld provided an overview and answered questions from the Commission about homeless activity in park areas, specifically Hale and Lions Locomotive Park, measures and methods to assist them, and challenges facing enforcement.
- 3. Parks, Recreation, and Open Space Plan Update.** After a very brief introduction by the Department Director who outlined the approval process and Planning Commission review, *Commissioner Markhart moved approval of the 2024-30 Parks, Recreation and Open Space Comprehensive Plan and forwarded the recommendation to the City Council for consideration. The motion was seconded by Commissioner Koski and it passed unanimously.*
- 4. Convention Center Artwork** – City Facilities Manager Elisa Schafer provided an overview of the \$12 million dollar Convention Center Renovation Project and the location for a new, focal point sculpture. All but two of the existing sculptures located at the Center will be able to be placed back at the Center following construction. The two that will be displaced will be located at Riverfront Park and Memorial Park. A request was made to defray some of the 1% for the art contribution through the commissioning of the new sculpture. Following the discussion, *Commissioner Markhart moved and*

Commissioner Mattioda seconded to deduct the contribution amount required from the project to the art fund by the cost of the new commissioned sculpture. The motion was amended to include a request to include the Commission in the Call to Artist process. The motion passed unanimously.

5. **Project Updates.** Along with the report provided in the agenda packet, several items were discussed.

The 2024 budget request will be considered on September 28; A committee met to review and finalize Convention Center and Riverfront art distribution; Riverfront Park 100% plans should be ready by the end of October; grant amendments are the last piece to finish the Lower Castle Rock Conversion; and Drop in Volleyball begins on October 11.

A citizen request was made to have a reservation system for the new pickleball courts at Rotary Park. Following a discussion that included fees, time blocks, ability to reserve, and reserving versus first come first served use, the Commission recommended leaving the system as is for now and revisiting it in the future. Staff will follow up with the citizen.

A YouTube video provided by Firehouse Pets was shown which provided highlights about a Rainbow Bridge proposal for pet owners who have lost their pets. It allows them to place the pet's tags and leashes on a bridge as a memorial. Although the Commission liked the idea, the longevity/survivability of that type of memorial was a concern in light of the activity at Hale Park. They suggested Firehouse look at potentially a location by their business. Staff will follow up.

Cammy Coble presented a request from a citizen who would like to utilize the community garden beyond the set season. Following a discussion that included clean-up, water availability, and plants, Commissioners agreed that an extended season was acceptable. Staff will develop new procedures and modify policies to accommodate the extended use.

6. **Grant report.** A report was included in the agenda packet. Due to the newly required cultural resources monitoring and associated costs, the Lincoln Park grant application for the baseball fields is not going to be pursued.
7. **City Council items.** A report was included in the agenda packet.
8. **Commissioner Comments.**
Due to the late nature of the meeting, no comments were made.

ADJOURN: The meeting adjourned at 5:30 p.m.

WENATCHEE ARTS, RECREATION AND PARKS COMMISSION MEETING

Tuesday, November 21, 2023 Wenatchee City Hall – Council Chambers
301 Yakima Street, Wenatchee, WA 98801

CALL TO ORDER: As there weren't enough Commissioners present for a quorum, action items were postponed until the next meeting.

IN ATTENDANCE: Harmon, Mattioda, Kassebaum

ABSENT: Markhart, Rohrbach, Koester, Koski

OTHERS PRESENT: Cammy Coble, Dave Erickson, Dorothy Ferguson

PUBLIC COMMENTS: Dorothy Ferguson – Thanked the Commissioners for serving and their support of the city pool. She has swum at the pool for over 30 years. She had concerns about a regional aquatic facility located in Douglas County for the location, impact to families, not being able to access the facility, a second PFD, and increased taxes taking away from city operations.



MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Election of a Secretary
Date: November 1, 2023

ACTION REQUESTED:

Elect Secretary for 2024– Process outlined below.

BACKGROUND:

Each year the Commission elects a new secretary. After the one-year term is over, the secretary assumes the role of vice chair and the vice chair moves to the chair position. The Wenatchee Municipal Code describes this process and duties of each position:

“Officers, meetings, bylaws and quorum

(1) The Commission shall, elect a chairperson to serve a one-year term. At the conclusion of the term, the vice chairperson assumes the position of chairperson and the secretary assumes the position of vice chairperson. A new secretary is elected. The chairperson will preside at all meetings, preserve order and decorum, enforce the rules and regulations of the Commission, sign all letters and documents as authorized by the Commission and as prescribed by law and will otherwise perform the duties evolving upon a presiding officer.

(2) The Commission shall select a vice-chair-person to serve a one-year term. In the event the chairperson is absent, the vice chairperson fills the role of the chairperson.

(3) The Commission shall also select a secretary of the Commission. In the event the chairperson and vice chairperson are both absent, the secretary will act in the chairperson capacity, representing the Commission and conducting business. The secretary is responsible for preparing the minutes of the Commission meetings.

(4) In the event that the chairperson, vice chairperson and secretary are absent, an acting chairperson may be elected by a majority vote from the remaining Commission members present for the purpose of representing the Commission and conducting business.”

THE PROCESS

How to appoint/elect. The nomination process is as follows:

When the Commission is ready to select a new Secretary, the Chair will open nominations for the position. Commissioners would then nominate a hopefully willing candidate. The nomination would read:

“I nominate _____ to serve as Secretary of the Arts, Recreation and Parks Commission for 2024.”

The Chair would then ask if there are other nominations.

After the slate of candidates is proposed, the nominations are closed and a vote on each of the nominations takes place. In the event of a tie, the Chair casts the deciding vote.

Agenda Item 3



MEMO

Parks, Recreation and Cultural Services Department

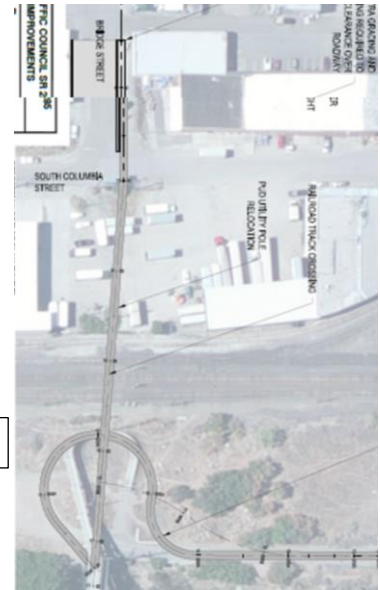
To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Clark Bridge Extension Project and Hale Park Impacts
Date: January 3, 2024

ACTION REQUESTED:

Discuss

BACKGROUND:

City Engineering Services Manager Ryan Harmon is scheduled to be at the meeting to provide an overview of the project and illustrate the anticipated impacts to Hale Park.



Original Concept



Current Concept



MEMO

Parks, Recreation and Cultural Services Department

To: Arts, Recreation and Parks Commission
From: Dave Erickson, Parks, Recreation and Cultural Services Director
Re: Chelan Douglas Land Trust Update
Date: January 3, 2024

ACTION REQUESTED:

Informational.

BACKGROUND:

Jennifer Hadersberger from the Chelan Douglas Land Trust is scheduled to attend the meeting to provide an overview of their 2024 work plan for city properties in the foothills.



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 4, 2024

ACTION REQUESTED:

Informational.

BACKGROUND:

The following is a list of current departmental activities.

ADMINISTRATION

- 2024 Budget and Work Plan (Handout)

ARTS

- P'Squosa Tribe Plaza Project – Ongoing. Scheduled to rebid the plaza the week of January 8th.
- Pioneer Park Murals - Call to Artists underway. Submittals due on the 25th.

PARKS

- Riverfront Park – PUD bidding soon.
- Hale Park Phase Three – RFQ is underway with submittals due on the 22nd.
- Upper Saddle Rock Acquisition – Cultural resources finished, PSA for Council consideration on January 11. Review appraisal underway.
- Park Electrical and ADA Project – Exploring funding possibilities.
- City Pool Project – On hold until mid-February. Boiler replacement started January 2.
- Sellar Bridge – Ongoing Issues.

RECREATION

- Special Needs Social Program – ongoing twice a month
- Special Olympics Sports – Basketball, Alpine and Nordic Skiing, Speed and Figure Skating, Cheerleading
- Youth Basketball – Completed in December
- Polar Plunge - March 1
- Special Olympics State Winter Games – March 1-3.
- After School Program
- Indoor Playground – Ongoing through March.
- Drop-In Volleyball
- Bundle Up Fest and Youth Activities Fair – January 13th
- Women's Volleyball League
- Snowshoe Hikes – January 20/27



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: January 3, 2024

ACTION REQUESTED:
Informational.

BACKGROUND:

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

Chelan Douglas Developmental Disabilities Grants

The grant provides funding support for the Special Needs Social Program. The \$8,500 request for the 2023/24 program year was awarded.

City Pool RCO Youth Athletic Facilities Grant

The \$700,000 grant project will provide a portion of the funding required to replace the plaster liner and tiles in the pool. **Project underway.**

State Capital Budget Request

Worked with Senator Hawkins, submitted and received a \$533,500 capital budget request for the pool project. **Project underway.**

Foothills RCO WWRP Local Parks Grant

This project will acquire approximately 650 acres in the foothills for non-motorized recreation, education, and habitat purposes. **One final property in negotiation.**

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. The contract was received and accepted by the City Council. It was executed by the State.

Historic Cemetery Preservation Capital Grant

This project would provide funding to purchase and install section signs and an information kiosk and sign for the Cemetery. The application was for \$23,365. Awaiting notification.

Arbor Day Transformational Habitat Restoration and Coastal Resilience Grant

Applied for a \$310,000 grant for funding to plant almost 100 trees in city areas and also hire an arborist to prepare an updated city tree inventory, management plan, and canopy coverage analysis. Potential funding for shoreline restoration work was included.

Washington Invasive Species Council Grant

If successful, the grants would provide boot-cleaning stations at Kenzie's' Landing and Saddlerock.



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: January 3, 2024

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 soon. The schedule is tentative and is subject to change.

January 11, 2024 City Council Meeting

- ✓ Consider approval of the Gordanier Purchase Sale Agreement.

* Tentative



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: January 3, 2024

ACTION REQUESTED:

Informational.

BACKGROUND:

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

- Sports Foundation – Ryan
- Arbor Day - Lyle