



**Parks & Recreation Commission**  
**MINUTES**  
Thursday, January 24, 2019, 6:00 pm  
Kennewick City Hall Council Chambers



1. CALL TO ORDER

- a. Ty Fischer, Vice-Chairman called the meeting to order at 6:00 pm.
  
- b. Greg Duffy led the Pledge of Allegiance.

Parks and Recreation Commissioners, City Council Liaison, and Staff Present:

Commissioner Dean Aeling	Bill McKay, City Council Liaison
Commissioner Ty Fischer	Emily Estes-Cross, Parks and Recreation Director
Commissioner Linda Britain	Greg Duffy, Deputy Director Parks, Recreation and Facilities
Commissioner Van Slycke	Isa Quintanilla, Recorder
Commissioner Jack Anderson (excused at 6:30 pm)	
Commissioner Greg Falk (arrived at 6:05 pm)	

Excused: Commissioner Ken Hahn

2. HONORS & RECOGNITION – None

3. APPROVAL OF AGENDA

Commissioner Anderson moved, seconded by Commissioner Britain to approve the agenda as presented. Motion carried unanimously.

4. APPROVAL OF MINUTES

Commissioner Britain moved, seconded by Commissioner Aeling, to approve the minutes of October 25th, 2018 and November 19<sup>th</sup>, 2018. The motion carried unanimously.

5. VISITORS - None

6. NEW BUSINESS

a. Concessionaire Recommendations

Commissioner Britain made a motion to award the Southridge Concessions Contract, after reviewing bids submitted in response to Request for Proposal 19-001, to Neel Deal Enterprises.

Discussion:

- Two proposals were received and evaluated.
- Proposals were scored based on their overall proposal, days/hours of operation, products and pricing offered, and experience/performance/references.

- Neel Deal Enterprises received a perfect score, and the second bidder was marked down for offering a price lower than the lease rate specified in the RFP, unclear operation hours, and limited breakfast offerings.

With a motion second by Commissioner Van Slycke, the motion carried unanimously.

b. 2019 Work Plan

- Item 1 – Staff Financial and Contracts Specialist Kristin Rawlinson will be introduced to Commissioners Anderson and Fischer.
- Item 4 - Isa Quintanilla will assist Mr. Duffy with the Park Audit project.

c. 2019 Meeting Schedule

- A slate of agenda topics for the year aligned with Work Plan goals was distributed.
- May 23<sup>rd</sup>: Tour of Facilities will be in lieu of a regular scheduled meeting.
- September 26<sup>th</sup>: Tri City Area Joint Meeting will be hosted by Kennewick and held in lieu of the September regular scheduled meeting. The time, meal, and agenda will be confirmed later this year.

7. UNFINISHED BUSINESS

a. Playground of Dreams Sponsors Outreach

Commissioner Fischer encouraged all Commissioners to take a look at the Playground of Dreams Rebuild Sponsor Prospects List to determine if they have a connection and if they would be willing to make contact. If so, please connect with Ms. Estes-Cross. Opportunities for sponsorship will be posted on the City’s website and on Social Media allowing others to access and share the link.

b. Park Project Recommendations

Zone 1E - Fruitland Park amenities (trash cans, benches, BBQs, etc.)

Zone 3E – Happy Human bench near Community Center, or citizen requested playground improvements at Monopoly Park (\$6,000 in available funding is limitation).

Zone 5E - Includes Horse Heaven Hills Park, Inspiration Park and Canyon Lakes Park

- HHH – Of 20 acres, COK owns 5 acres and 15 acres owned by KSD, so the initial idea of an additional picnic shelter may not be appropriate for this location. Water bottle filling or bike fixit station will be researched.
- Canyon Lakes - Possibly improve the pickleball court, a quasi-pickleball court

Zone 6E – Staff is working with KSD on a linear park and path to connect 45<sup>th</sup> Ave. with the Cascade Elementary School playfield.

Zone 7W - Staff is working with KSD on a challenge course partnership at Desert Hills Middle School.

Other citywide recommendations include:

- Bicycle ‘Fix-it’ stations
- Bench
- Water fountain and/or water bottle fill station

Staff will research costs and report back. Ms. Estes-Cross commented that there has been great dialogue from everyone. Commissioners are seeing the needs, and brainstorming.

c. Commission Youth Membership

Commissioner Fischer made a motion to recommend to the City Council the addition of two youth membership positions to the Parks & Recreation Commission, using the application process and eligibility criteria as defined by the Commission:

1. Students enrolled at any educational institution, as a freshman or older that reside in Kennewick, are eligible to apply.
2. Youth Commissioners serve a 1 year term and may re-apply, with a 4 year maximum term served.
3. Youth Commissioners are voting members and count toward a quorum.
4. If there are more than 10 applicants, a minimum of 10 applicants will be selected for interviews based on their stated interest in participating in the Commission. The selection and interview committee consists of the Commission Chair or Vice Chair and a minimum of 2 other commissioners (3 total).

With a second by Commissioner Falk, the motion carried unanimously.

8. POLL OF COMMISSION MEMBERS AND STAFF

- Mr. Duffy reported that the Columbia Park Golf Clubhouse project is on track, with completion anticipated April 1st. A ceremony celebrating the Playground of Dreams first phase completion and Water Follies donation took place in December.
- Ms. Estes-Cross reported staff is meeting with golf course management on a food service concessionaire for Columbia Park Landing.
- Ms. Quintanilla commented on the basketball program with Recreation. With over 700 players, it takes a village to divide into teams by boys/girls, grade in school, and school location, all the while considering special requests. Games began January 19 and so far, so good.
- Councilman McKay stated that he had an opportunity to attend a youth basketball game at Southridge Sports Pavilion to see his son coach and his grandson play. He was very complimentary to staff for running a great program, the referees were doing their job at the highest level of professionalism, taking their time to explain the rules to the players as they were called out. Kudos to staff for their training.
- Commissioner Fischer asked Commissioners to help staff by doing their part to secure POD sponsorships.
- Commissioner Britain is taking the lead, reaching out to the community to help name the Community Center. Name nominations are due March 1<sup>st</sup>, a committee will review, and a presentation will be made to the Commission at their March meeting.
- Commissioner Falk thanked the Commission for their support and patience during a difficult time in his life.

9. ADJOURNMENT

The meeting was adjourned at 7:10 pm

Isa Quintanilla, Recorder