



**Parks & Recreation Commission
MINUTES**
Thursday, January 23, 2020, 6:00 pm
Kennewick City Hall Council Chambers



1. CALL TO ORDER

- a. Ken Hahn, Chairman, called the meeting to order at 6:00 pm.
- b. City Councilman Jim Millbauer, Liaison to the Parks and Recreation Commission, led the Pledge of Allegiance.

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

Commissioner Jack Anderson	Jim Millbauer, City Council Liaison
Commissioner Ken Hahn	Emily Estes-Cross, Parks and Recreation Director
Commissioner Robb Heston	Greg Duffy, Parks and Facilities Deputy Director
Commissioner Linda Stroben	Isa Quintanilla, Recorder
Commissioner Robert Van Slycke	

Excused

Commissioner Ty Fischer
Commissioner Dean Aeling

2. HONORS & RECOGNITION – None

3. APPROVAL OF AGENDA

Commissioner Heston moved, seconded by Commissioner Stroben, to approve the agenda as presented. The motion carried unanimously.

4. APPROVAL OF MINUTES

Commissioner Stroben moved, seconded by Commissioner Van Slycke, to approve the minutes of October 24, 2019. The motion carried unanimously.

5. VISITORS – None

Chairman Ken Hahn introduced City Councilman Jim Millbauer, Council Liaison to the Parks and Recreation Commission. This position was previous held by Councilman Bill McKay. Mr. Millbauer plays senior softball, and is involved in recreation activities along with his family who lives in this area. His focus is to work together on building a better community.

6. NEW BUSINESS

- a. Department Biennial Budget/Strategic Plan Update
Ms. Estes-Cross gave an update on
 - Capital Improvement and Maintenance Projects
 - Mitigation/Impact Fee Projects
 - Events and Tournaments
 - Strategic Initiatives
 - Grant and Sponsorship Opportunities
- b. Park Impact and Mitigation Project Status

Chairman Hahn provided a map showing mitigation zones prior to 2018, and impact fee zones that replaced them in 2018. The balance for the East Impact Fee zone is \$54,871 and \$78,011 for the West. These monies can only be used for improvements in their appropriate zone and not to be used for maintenance and operations.

c. **2020 Commission Work Plan**

After reviewing the 2019 Work Plan, updating the progress and removing those projects completed, the Commissioners agreed with the results.

In addition, Commissioners reviewed the 2020 draft meeting and event calendar. Commissioner Heston made a motion to approve the 2020 Work Plan, with a second from Commissioner Van Slycke. The motion passed unanimously.

7. UNFINISHED BUSINESS – None

8. Poll of Commissioners and Staff

- Councilman Millbauer was approached by citizens asking if any updates are scheduled at Underwood and Vancouver Park. The resident's concerns included inability of the crews to mow when cars are parked on the road shoulder, impeding park grass because there is no sidewalk; basketball and tennis court condition; and large, old sycamore trees. Staff reported the Public Works Department is aware of the need for a sidewalk, and will continue to seek funding for construction; the tennis courts are scheduled to be resurfaced this year; a grant will fund a new basketball court this year; and crews will assess trees.
- Mr. Anderson stated he was impressed with the amount of work completed by City staff, and would like to see the information made available to the public.
- Ms. Estes-Cross provided an upcoming event update. The McCurley event will take place in Columbia Park February 17-23rd. Tournaments will begin in March, and events continue nearly every weekend thereafter.
- Ms. Quintanilla reported that the new recreation registration system, CivicRec, went live in December and is working well. Her office location has moved to the Keewaydin Community Center, while Sara Allington is now located at the Numerica Pavilion at the Southridge Complex. The winter/spring activity catalog is available to the public and can be seen online at KennewickRecreation.com. Registration for winter and spring programs has begun!

9. ADJOURNMENT

The meeting was adjourned at 7:21 pm

Respectfully submitted,

Isa Quintanilla, Recorder