

AGENDA PARKS & RECREATION COMMISSION April 9, 2025

Hybrid Meeting In-person and via Zoom



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Meeting ID: 845 7478 5118

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**CITY OF ELLENSBURG
PARKS & RECREATION COMMISSION AGENDA
Council Chambers
501 North Anderson Street
Ellensburg, WA 98926
And remotely via Zoom
Wednesday, April 9, 2025
5:30 PM - Regular Meeting**

- 1. Call to Order**
- 2. Approval of Minutes**
 - 2.A Approve Minutes from March 12, 2025 Meeting
- 3. Citizen Comment**
- 4. New Business**
 - 4.A Robert's Rules Presentation with Aaron Reiman
- 5. Unfinished Business**
 - 5.A Unity Park Draft Rules
- 6. Future Meeting Items**
- 7. Member Updates**
- 8. Staff Reports**
- 9. Adjournment**

Purpose: Allow the public to address the Commission on subjects not on the regular Agenda at this particular meeting. Comments must concern the City's business or a matter over which the commission has control.

Procedure for Public Participation:

When recognized, please state your name, and the subject to be discussed.

3 minute time limit for citizen comment on non-agenda items (without interruption). Commission will not act on issue. 5 minute time limit for the introduction of new business items, unless extended by a by a majority of Commission members present.

Submit written comments to Staff representative.

Speakers are cautioned not to make comments of a personal, impertinent or derogatory nature.

The Commission does not take action at the meeting at which a subject is first introduced during the public comment period. You may wish to concisely state your concern and request placement of your matter on a future agenda.

On agenda items each speaker's comments will be limited to 3 minutes.



For more information on the Ellensburg Parks and Recreation Commission, contact Parks and Recreation Director Brad Case at 509-925-8639.

The Contents of this agenda have been photocopied on recycled paper.

**Parks & Recreation Advisory Commission
Meeting Minutes – March 12, 2025**

DATE OF MEETING: March 12, 2025
MEMBERS PRESENT: Nikki Pollock, Frana Milan, Charley Smith, Devin Shea, Laura Wilson, Casey Fiske (Remote)
OTHERS PRESENT: Council Liaison Beauchamp, Council Liaison Thompson, Parks & Recreation Director Case, approximately 7 members of the public
LOCATION: Meeting was held in the Council Chambers and Remotely

CALL TO ORDER – Meeting called to order at 5:35pm

MEETING MINUTES – Minutes from the January 16, 2025 meeting were approved as submitted.

CITIZEN COMMENT ON NON-AGENDA ITEMS

Community members spoke in favor of the City building splash pad, building a community recreation center at a location other than Mt. View Park, and about WinCo involvement in the fieldhouse project.

NEW BUSINESS

Park Partnership Grant Funding Extension for Splash Pad Feasibility Study – Staff presented a request from Kittitas Valley Health Care to extend funding for their 2024 Park Partnership Grant project, 'Splash Pad Feasibility Study'. KVHC received \$10,000.00 through the Park Partnership Program to perform a feasibility study and design work for a splash pad. KVHC was not able to spend the funding so they asked the Commission to support an extension through December 31, 2025. ***A motion was made and seconded to support the request, all in favor.***

Park Recreation and Open Space Request for Qualifications Review and Discussion -

Staff reviewed the 'Request for Qualifications' put out by the City to update the Parks, Recreation, and Open Space Plan, which includes the development of a sustainable funding strategy. The RFQ closes March 28, 2025 with a projected project start date of May 1, 2025. The plan is a tool used by the city to help develop project priorities, needs assessments, and identify areas of strengths and weaknesses. The planning process will be completed by March 1, 2026. The Commission will be involved throughout the update process, receiving updates on plan, participating in public outreach efforts and assisting with promoting the planning process.

Unity Park Draft Rules – staff presented a draft list of rules specific to Unity Park. The majority of the Unity Park draft rules were taken from the current park rules and regulations with a few modifications because of the unique qualities and location of Unity Park. The Commission will bring any recommendations to the draft rules to the April 9, 2025 meeting.

OLD BUSINESS

Parks & Recreation Department Fee Increase – Staff provided the Commission with an overview proposed fee adjustment for parks & recreation department fees set by City Code. The majority of the fee increases are for the last fee adjustment was done over 7 years ago, in that time operating expenses have significantly increased, specifically related to staffing and supplies. The increases being proposed range from 10% (daily admission fees) to over 40% (private pool rental), with the majority of the fee increases in the 30% range. In addition to the pool fees being changed, staff is proposing changes to the

Adult Activity Center facility rental rates, athletic field use fees, picnic shelter rental rates and Rotary Park tournament rates. ***A motion was made and seconded to support the fees being proposed by staff, all in favor.***

ITEMS FOR FUTURE MEETINGS

Boards & Commission Training – April

Unity Park Rules Final

STAFF REPORTS 1. Staff provided an update on the fieldhouse project. Based on feedback from the Ellensburg City Council at their February 3rd fieldhouse study session, staff will be looking at options related to a private public partnership which could include leasing the building with the option to purchase. 2. Park restrooms and access roads will be open by Monday, March 24th. 3. The first tournament at Rotary Park will take place the weekend of March 22nd, there are a total of 14 tournaments scheduled for spring and summer. 4. There are a handful of punch list items at Unity Park that need to be completed, this includes replacement of sections of concrete, installation of lighting, addressing the efflorescence on brick stage wall.

Meeting adjourned at 7:20pm

Draft Unity Park Rules and regulations.

A. No alcoholic beverages shall be allowed, unless authorized and approved under the provisions of chapter 6.46 ECC.

B. It is unlawful to remove, destroy, mutilate, or deface any structure, monument, statue, wall, fence, railing, shrub, tree, plant, flower, lighting system, or irrigation system, or other property lawfully in any park.

C. Use of Unity Park for an event that prohibits the general use of the park must fall under the provisions of chapter 6.64 ECC

D. Riding skateboards, skates, scooters, rollerblades, bicycles or motorized recreational vehicles inside the park is prohibited.

E. Driving poles, stakes, or flags in the ground is prohibited.

F. Pets shall be on a leash and pet owners shall be required to clean up after their pets.

F. It is unlawful to throw or deposit any refuse or other material in any park, except at designated receptacles, or to take garbage or refuse generated outside a park to a park for disposal.

F. No overnight camping is allowed in any park without prior written permission and subject to such conditions as may be issued by the department director, or his/her designee.

I. No person shall use, operate, or play in any park any machine or device producing sound or noise which unreasonably disturbs or interferes with the peace, comfort or repose of others unless authorized and approved under the provisions of chapter 6.64 ECC.

J. Inflatable amusement devices such as inflatable slides, inflatable rock climbing walls, inflatable bounce houses, and other inflatable structures are prohibited in park facilities unless the activity is part of a city sponsored event or has been given approval through the City's special event permit process.

K. It is unlawful to erect any signboard, sign, advertising, decoration, or similar structure on or in any park property without the permission of the parks and recreation director or his/her designee.

L. Park shall be closed between the hours of 11:00 p.m. and 5:00 a.m. unless otherwise provided by the city parks and recreation department. It is unlawful for any persons to remain in the park between the stated hours unless written permission is granted by the department director or his/her designee.

Chapter 6.64 ECC relates to the city's 'Special Event' regulations (insert QR code?)