

# AGENDA

## PARKS & RECREATION COMMISSION

### August 13, 2025

Hybrid Meeting In-person and via Zoom



Join Zoom Meeting

<https://us02web.zoom.us/j/83195012649?pwd=6uBbsc7U11oJnmp9RiywDwFaeMcXU3.1>

Meeting ID: 831 9501 2649

Passcode: 171351

#### Accessibility

The City of Ellensburg strives to make our services, programs, and activities readily accessible.

- Closed Captioning is available to Zoom viewers. To enable closed captioning, you will need to click on the "CC" button at the bottom of your Zoom screen and then select either "Show Subtitle" or "View Full Transcript."
- Members of the public who do not speak English or who have limited proficiency may request an interpreter if they wish to participate in public meetings.
- The City will provide reasonable accommodation for members of the public with disabilities.

*Please submit requests for language assistance or reasonable accommodation to the HR Director/ADA Coordinator by calling (509) 962-7222 or by email at [ADAcordinator@ellensburgwa.gov](mailto:ADAcordinator@ellensburgwa.gov). Five (5) business days' notice is appreciated.*

**CITY OF ELLENSBURG  
PARKS & RECREATION COMMISSION AGENDA  
Council Chambers  
501 North Anderson Street  
Ellensburg, WA 98926  
And remotely via Zoom  
Wednesday, August 13, 2025  
5:30 PM - Regular Meeting**

**1. Approval of Minutes**

1.A July 9, 2025 Meeting Minutes

**2. Citizen Comment**

**3. New Business**

3.A 2026 Project Priority Discussion - Splash Pad, Playground

3.B Community Outreach Events for Park Plan Update

3.C Park Partnership Program Review

**4. Unfinished Business**

**5. Future Meeting Items**

**6. Commission Member Reports/Other Business**

**7. Staff Reports**

**8. Adjournment**

Guidelines for Citizen Comments on Non-Agenda Items and Public Comments:

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

**Parks & Recreation Advisory Commission  
Meeting Minutes – July 9, 2025**

**DATE OF MEETING:** July 9, 2025  
**MEMBERS PRESENT:** Nikki Pollock, Frana Milan, Ron Parga, Charlie Smith, Devin Shea  
**OTHERS PRESENT:** Council Liaison Thompson Remote, Parks & Recreation Director Case, Cindy Mendoza, MIG, approximately 10 members of the public  
**LOCATION:** Meeting was held in the Council Chambers and Virtually

**CALL TO ORDER** – Meeting called to order at 5:30pm

**MEETING MINUTES** – Minutes from the June 11, 2025 meeting were approved.

**CITIZEN COMMENT ON NON-AGENDA ITEMS**

Community members spoke about the following items; RCO funding, equity for swim lessons, splash pad project, condition of facilities and parks, and a recommendation to work with CWU to keep their pool open.

**NEW BUSINESS**

**Park Recreation and Open Space (PROS) Plan Presentation #1**

Cindy Mendoza, from MIG Consulting, presented overview of the Parks, Recreation, Open Space and Sustainable Funding Plan. The presentation included:

- Purpose for the plan which is to identify community priorities for the next 10 years; needs for parks, outdoor and indoor facilities and programs; creating a prioritized capital improvement plan and identifying a sustainable funding strategy to balance desired improvements, development and ongoing operations.
- Process which is broken out into the following four phases: inventory and systems assessment (summer 2025); needs and opportunities analysis (summer/fall 2025); goals, objectives, and action planning (fall 2025 & winter 2025); plan adoption and implementation (winter 2025 & spring 2026)
- Community engagement which will include a community needs questionnaire, pop-up events, prioritization workshop, draft plan review.
- Parks & Recreation Commission oversight which includes check-ins at key milestones, share insights of the park system, promote outreach opportunities, ensure plan addresses key priorities

Commission members were asked the following questions; What are the most pressing needs for improvement? What opportunities and challenges should this plan address? Are there key stakeholders and community we should engage with or specific strategies we should use to involve the community?

Approximately 6 members of the public provided their feedback on the park plan.

### **COMMISSION MEMBER REPORTS**

Commissioner members talked about off leash parks and fishing at Irene Rinehart Riverfront Park.

### **STAFF REPORTS**

Staff reported the following: 1. Unity Park concrete removal and replacement is planned for later this month. 2. Fieldhouse project – continuing to look at a public/private partnership to construct the fieldhouse. 3. Recreation programs coming up; summer movies and concerts at Unity Park and The Wall That Heals, coming to Rotary Park the first week in September.

Meeting was adjourned at 7:15pm.



**North Alder Street Park Splashpad, Ellensburg, WA**  
Version A - 42858

# Water moves us

**We understand how every drop, stream, and splash shapes the world around us. By harnessing the transformative power of water, Vortex creates play experiences for children to develop, communities to flourish, and businesses to thrive. We exist to leave an impact—one that lasts long after families are dried off.**

**8,000**

Projects  
worldwide

**50**

Countries  
served

**100+**

Awards  
& honors

## Why choose Vortex?

### Our diverse expertise

To foster a rich understanding of your unique needs, our design team draws its talent from many disciplines. Engineers, creative designers, childhood development specialists, and water choreography experts tackle new projects from all exciting angles. Our multidisciplinary approach oversees countless variables including water management, accessibility, and (most importantly) play.

### Our superior quality

Every Vortex project is engineered on-site to ensure the highest quality and safety standards. We use stainless and galvanized steel sourced from North America and are vertically integrated for maximum quality control. Manufactured and tested in our Montreal headquarters, products are designed to last and require little maintenance.

### Our boots on the ground

We put a lot of stock into local representation. Every collaboration begins by getting to know the families you're servicing and thinking creatively about how we can help them grow. We ensure that no matter where you're situated, our customer service and expert guidance come equipped with an intuitive understanding of what sets your facility apart.



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.



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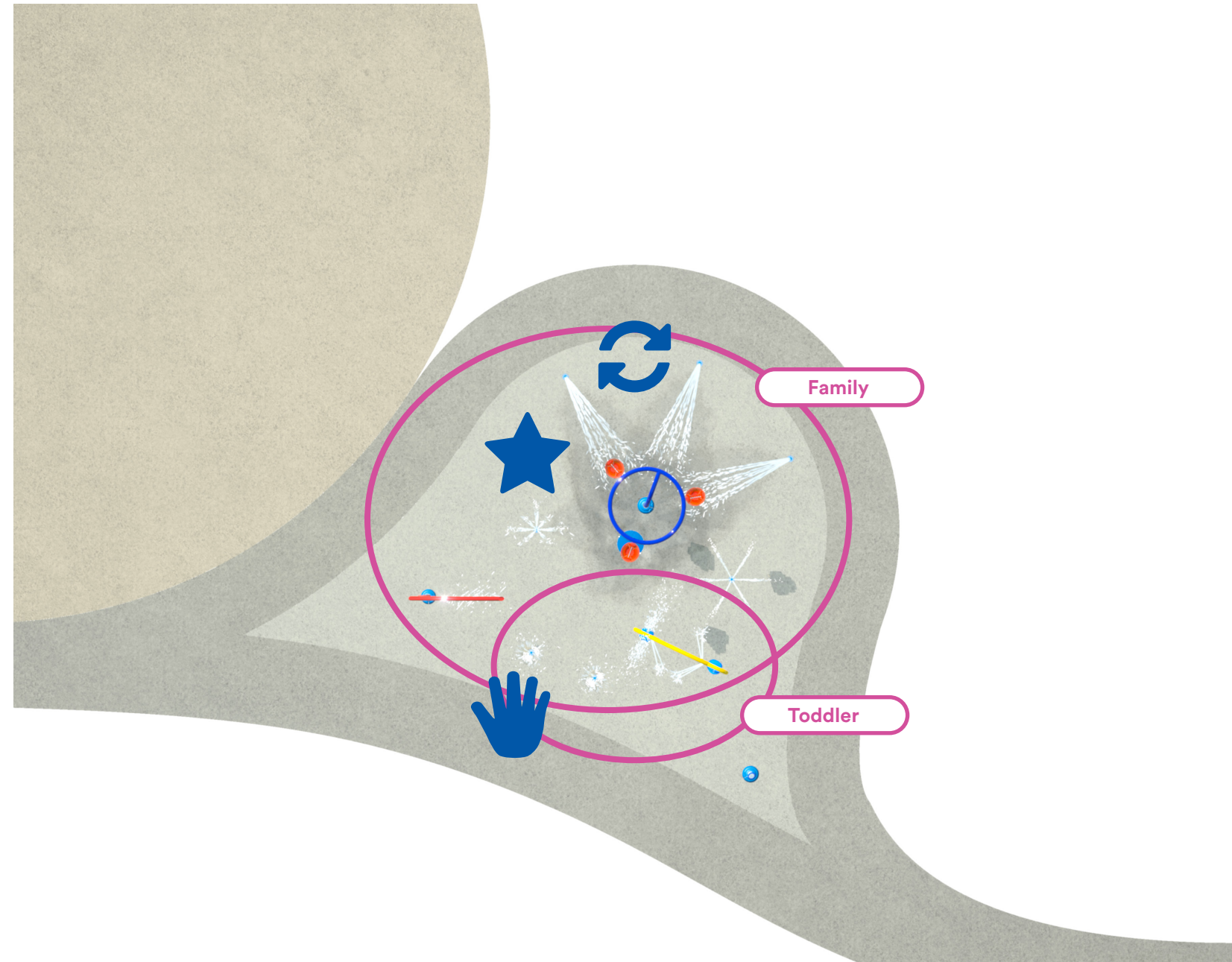
All 3D renders shown are for illustration purposes only. Actual colors, textures and finishes may differ from renders.

# Play Value Planning

Aquatic play may feel spontaneous, but it actually requires lots of planning. We design every play experience to keep families engaged, boost dwell times, and increase return visits.

To build lasting memories among moms, dads, and little ones of all abilities, we carefully consider how to integrate products that cater to everything from the location's footprint and capacity to its demographics and theming objectives.

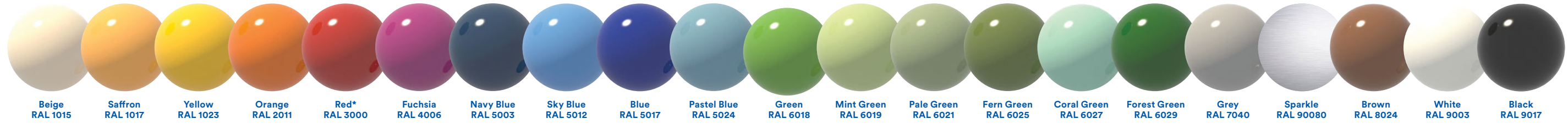
-  **Sensory**  
Stimulates & develops multiple sense experiences
-  **Spray**  
Encourages teamwork & competition
-  **Tactile**  
Promotes discovery of water textures
-  **Iconic**  
Features interactive fun & serves as a social gathering place
-  **Circuit**  
Encourages physical development
-  **Flow**  
Develops discovery & learning
-  **Kinetic**  
Features interactive fun & encourages movement
-  **Misty**  
Cloud-like experience gives refreshing thrills



**Vortex Colors**

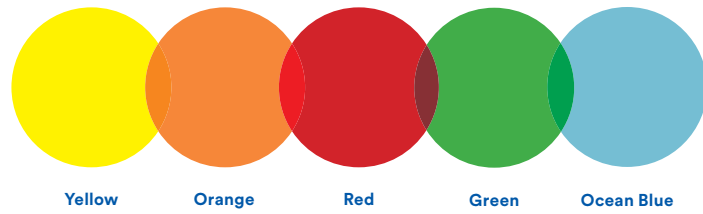
Steel and Fiberglass (excluding waterslides). Certain restrictions apply.

\* An additional fee will apply on fiberglass waterslide applications.

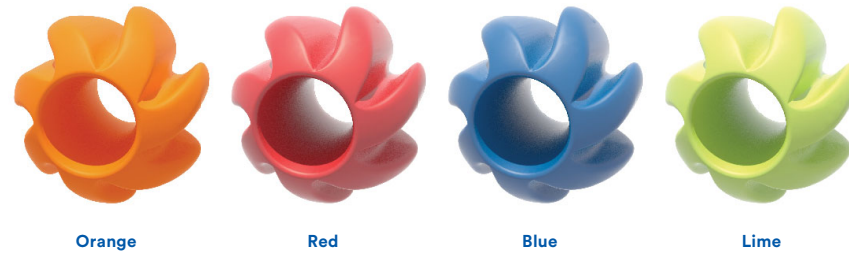


**SeeFlow™**

Certain restrictions apply

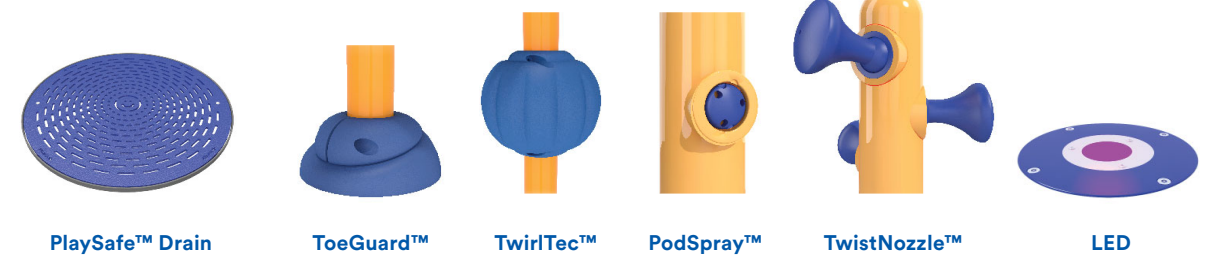


**Orbs**

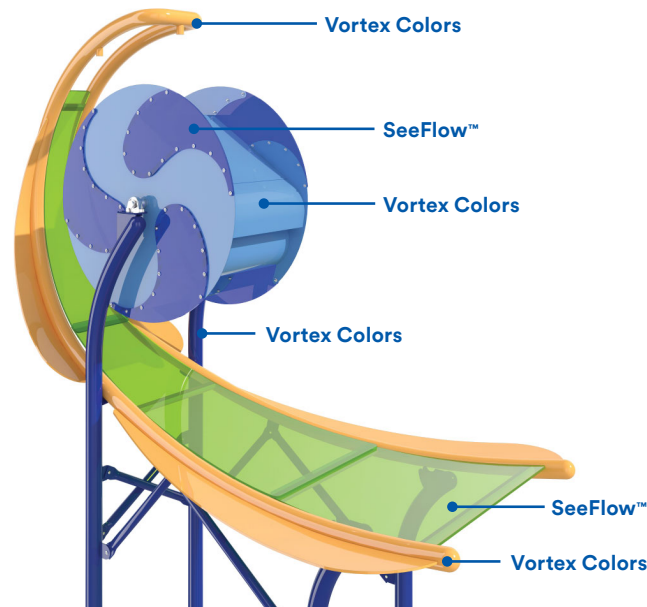


**Accessories**

Available in Vortex Blue (as shown)



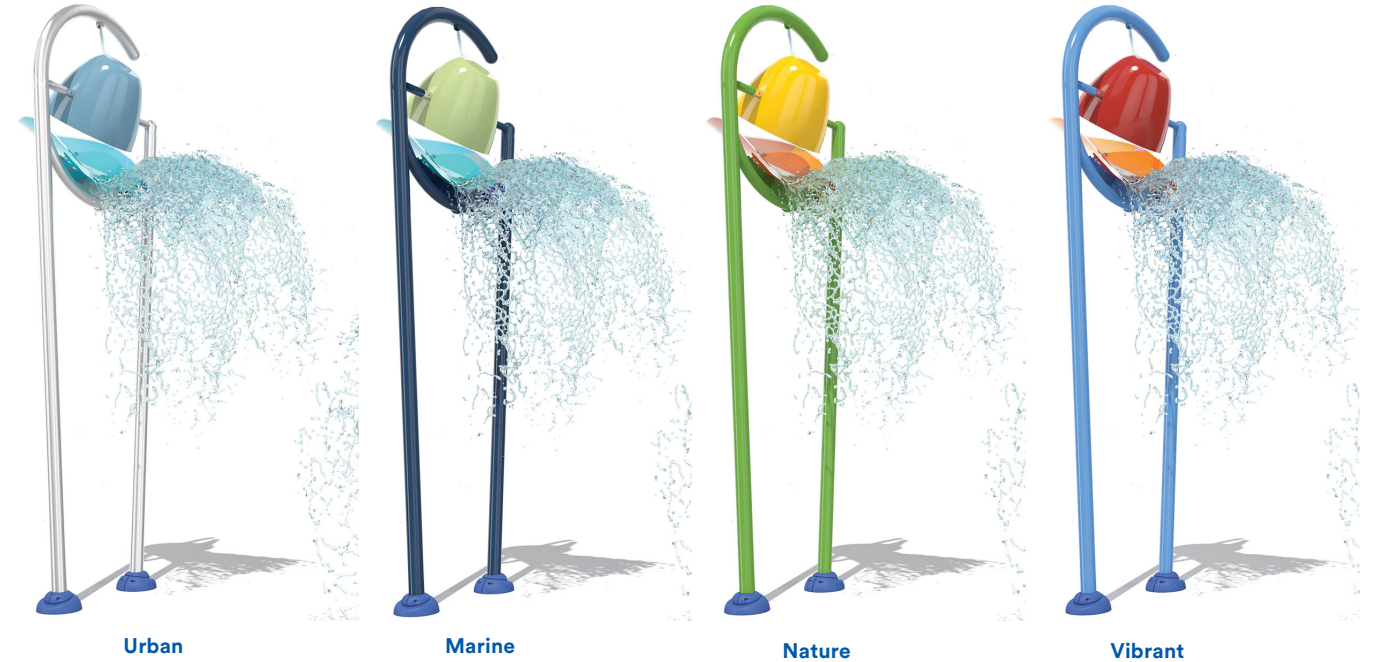
**Superwave**



**Supersplash**



**Twinsplash**



Color Palettes

Choose one of the following Color Palettes by marking the corresponding circle:

**COLOR PALETTE APPROVAL**

- APPROVED AS SHOWN IN RENDERS
- APPROVED AS NOTED

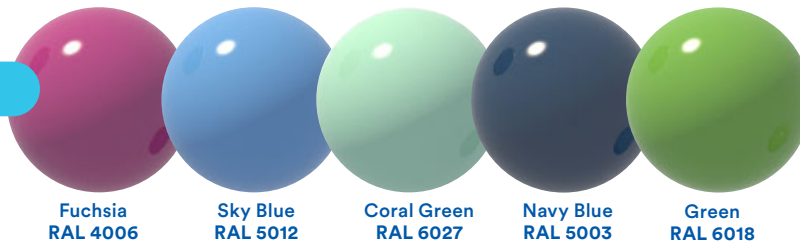
BY \_\_\_\_\_ DATE \_\_\_\_\_



01



Marine 1



01



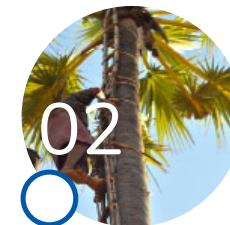
Nature 1



02



Marine 2



02



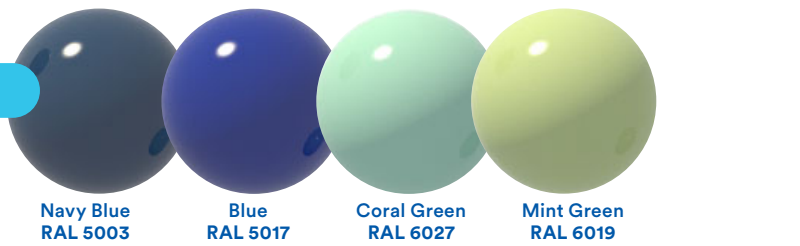
Nature 2



03



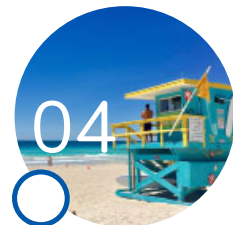
Marine 3



03



Nature 3



04



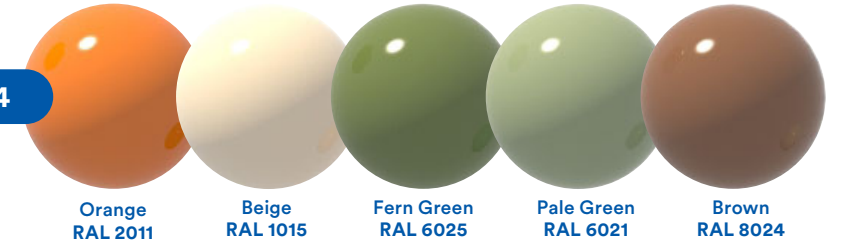
Marine 4



04



Nature 4



05



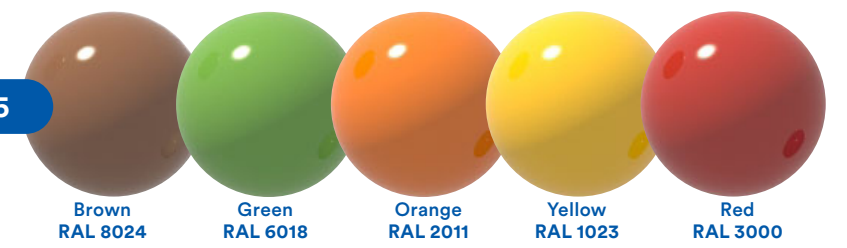
Marine 5



05



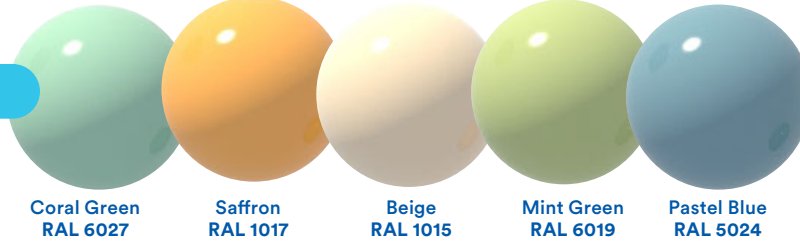
Nature 5



06



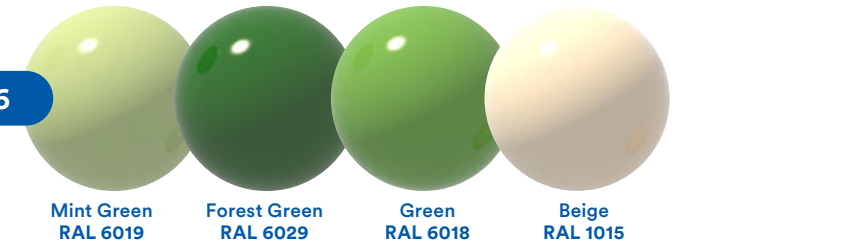
Marine 6



06



Nature 6



Color Palettes



**Urban 1**

- Red RAL 3000
- White RAL 9003
- Navy Blue RAL 5003
- Sparkle RAL 90080



**Urban 2**

- Fuchsia RAL 4006
- Navy Blue RAL 5003
- Sky Blue RAL 5012
- Sparkle RAL 90080



**Urban 3**

- Orange RAL 2011
- Mint Green RAL 6019
- Beige RAL 1015
- Sparkle RAL 90080



**Urban 4**

- White RAL 9003
- Navy Blue RAL 5003
- Mint Green RAL 6019
- Saffron RAL 1017



**Urban 5**

- Pastel Blue RAL 5024
- Sky Blue RAL 5012
- Orange RAL 2011
- Sparkle RAL 90080



**Urban 6**

- Coral Green RAL 6027
- Blue RAL 5017
- White RAL 9003
- Grey RAL 7040



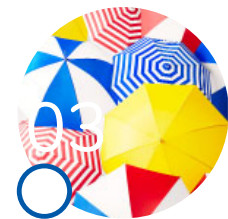
**Vibrant 1**

- Orange RAL 2011
- Saffron RAL 1017
- Yellow RAL 1023
- Sky Blue RAL 5012



**Vibrant 2**

- Fuchsia RAL 4006
- Sky Blue RAL 5012
- Orange RAL 2011
- Yellow RAL 1023
- Green RAL 6018



**Vibrant 3**

- Red RAL 3000
- Yellow RAL 1023
- Blue RAL 5017
- White RAL 9003



**Vibrant 4**

- Pastel Blue RAL 5024
- Green RAL 6018
- Orange RAL 2011
- Yellow RAL 1023
- Sparkle RAL 90080



**Vibrant 5**

- Yellow RAL 1023
- Green RAL 6018
- Coral Green RAL 6027
- Red RAL 3000



**Vibrant 6**

- Pale Green RAL 6021
- Mint Green RAL 6019
- Saffron RAL 1017
- Orange RAL 2011
- Red RAL 3000

Custom Palette Indicate RAL colors here: 
  
 Vortex Designer's Choice RAL colors used:

Unless otherwise specified, Vortex designers will decide on the application of colors from the chosen color palette to create a harmonious look. Fees will apply for custom colors.



**vortex-intl.com**

**Vortex Aquatic Structures International**

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+1.514.694.3868 (International)

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**SPLASHPAD DIMENSION**

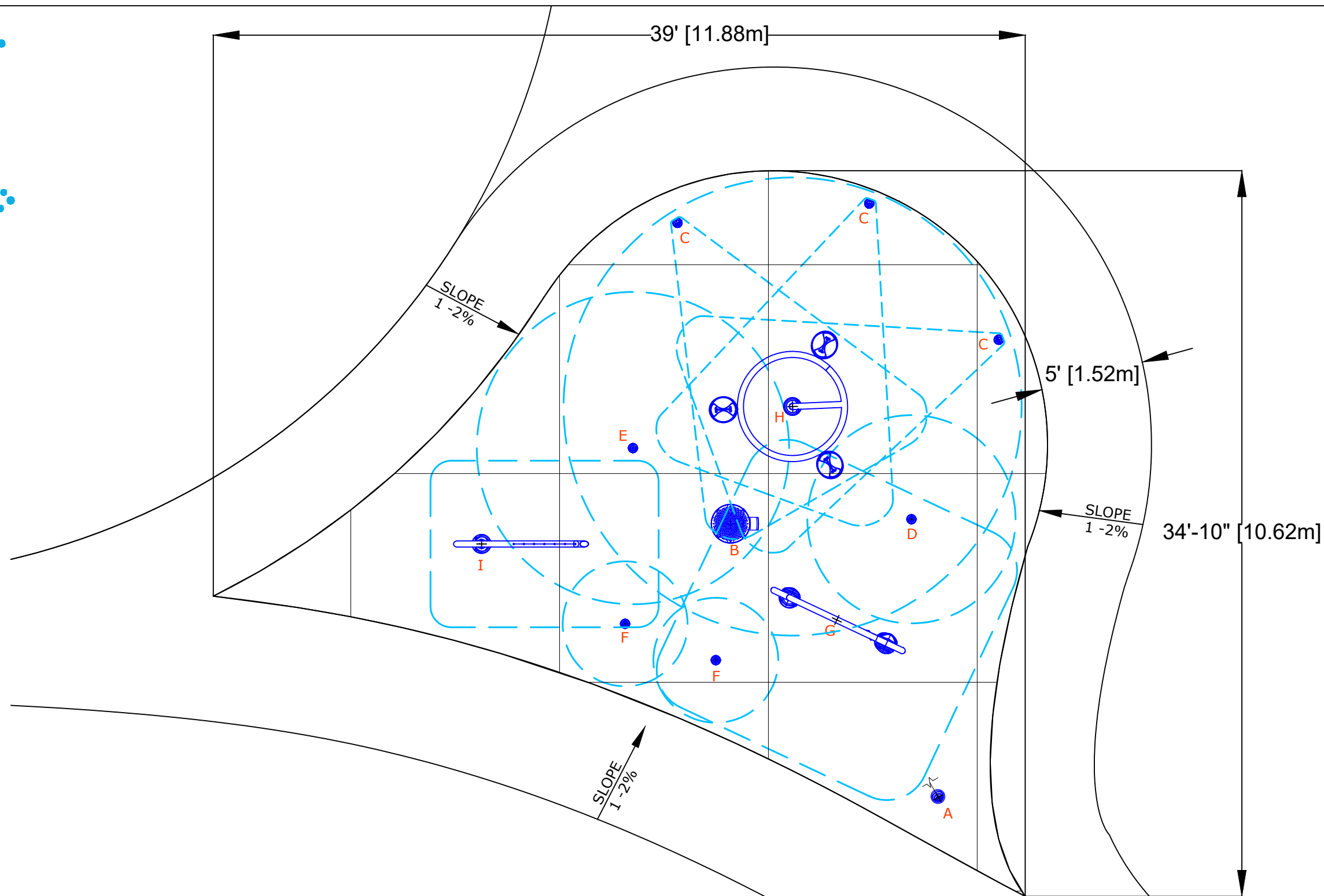
TOTAL AREA : 1473 ft<sup>2</sup> 137m<sup>2</sup>

SPRAY AREA : 727 ft<sup>2</sup> 68m<sup>2</sup>

GRID SIZE : 10 x 10 ft 3 x 3 m

**PRODUCT LEGEND**

REF	PRODUCT	QTY	GPM	LPM
A	Activator N°4 VOR 0622	1	0.0	0.0
B	Playsafe Drain N°4 VOR 1004	1	0.0	0.0
C	Spraylink™ Fan VOR 3004	3	21.0	79.4
D	Spraylink™ Geyser VOR 3005	1	5.0	18.9
E	Spraylink™ Bloom VOR 3006	1	8.0	30.2
F	Spraylink™ Funnel VOR 3008	2	14.0	52.9
G	Luna N°1 VOR 7230	1	10.0	37.8
H	Astra N°2 VOR 7698	1	7.5	28.4
I	Bamboo Rain VOR 7730	1	9.5	35.9
		QTY	GPM	LPM
TOTAL		12	75.0	283.5



5'[1.5m] SPRAY FREE CONCRETE AREA ALL AROUND THE SPLASHPAD

NOTE: QUANTITY AND LOCATION OF DRAINS BASED ON VORTEX RECOMMENDATIONS.  
MODIFICATIONS MAY BE REQUIRED DUE TO SPECIFIC SITE CONDITIONS AND/OR LOCAL CODE.

**CLIENTPOINT DOWNLOAD RECEIPT**

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**DOWNLOADED: 01-08-2025**

**CLIENTPOINT ID: 1080558**



## City of Ellensburg Parks & Recreation Department 'Park Partnership Program'

### Introduction

Each year the Ellensburg City Council designates .3% of the previous year's (April 1 – March 31) general sales tax revenue to provide matching funds to community groups wishing to make capital improvements at City parks, trails, open space and recreational facilities. This year the 'Park Partnership Program' will have a total of \$22,225.94 (twenty-two thousand two hundred and twenty-five dollars and ninety-four cents) available for projects.

### Goals

- To improve or increase park, open space, wildlife habitat, and recreational opportunities for the general public through capital improvement projects, including the purchase of equipment.
- Foster public initiative and participation in developing City parks and recreational facilities.
- Enhance the quality of life in Ellensburg.

### Program Guidelines

*Eligible Applicants:* Service and civic groups, athletic/sports organizations, neighborhood park user groups and non-profit organizations. Partnerships among individuals and/or groups will also be considered.

*Eligible Sites:* City owned, leased or controlled parks, trails, open space and recreational facilities used by the general public have first priority. Facilities and amenities may serve passive, active, or special interest recreation activities.

### Project Time Line

*Application Due Dates:* Applications must be submitted by 5:00pm on August 29, 2025. Applications shall be submitted to the Parks & Recreation Department Administrative Office, located on the 2<sup>nd</sup> floor of City Hall, 501 N Anderson, Ellensburg, WA 98926, or emailed to [caseb@ellensburgwa.gov](mailto:caseb@ellensburgwa.gov).

*Award Decisions:* Award decisions will be made by City Council at a regularly scheduled November Council meeting. A contract will be executed to outline the specific conditions of the project if awarded.

*Project Time Limit:* All projects must be completed within 12 (twelve) months of award, however an extension may be granted through approval of the Parks & Recreation Commission.

## **Project Evaluation**

Written applications will be reviewed by the Parks & Recreation Director to determine eligibility. All eligible projects will be forwarded to the Parks & Recreation Commission to be scored by a rating system with the highest-ranking projects moving onto an oral presentation with the Commission.

## **Project Eligibility**

1. Projects must be located on publicly owned property to be eligible.
2. Projects should be in conformance to any applicable master plan.
3. Public bid laws may be applicable for purchases made by the applicant. Please contact the City Parks & Recreation Director, or his/her designee, to determine if public bid law applies to your project.
4. Indoor and outdoor recreational facilities are eligible for partnership funding.
5. Park Partnership applicants are required to provide match for each dollar requested. Match may consist of cash, donated labor, donated materials, use of construction equipment, or architectural/landscape design services.
  - a. Volunteer labor is valued at \$34.79, a rate set by the Independent Sector ([Value of Volunteer Time Report | Independent Sector Resources](#))
  - b. Equipment donations will be valued at the price the equipment would be rented for per hour.
  - c. Donated professional services will be valued at the “reasonable and customary” rate.
  - d. The applicant may not use City staff time as match or request City staff to perform any work associated with the project other than what would be considered routine park work (example; park staff would go out and mark sprinkler heads for a project however park staff will not relocate sprinkler lines to accommodate a project – the project applicant would need to hire a company to perform that work).

## **Applicant Responsibilities**

Applicants are required to present their project to the Parks & Recreation Commission at the Commission’s regularly scheduled September and/or October meeting.

Commission meetings take place the second Wednesday of month at 5:30 pm in the Council Conference Room, located on the first floor of Ellensburg City Hall, or remotely.

Presentations are limited to 10 (ten) minutes and must address the following subject matter:

1. Please explain the public benefits of the project.
2. Give an overview of the project's design and budget.
3. Describe ease of project maintenance and on-going operation.
4. Provide evidence this project has demonstrated support from the neighborhood or user groups.
5. Provide evidence the project is in an appropriate location concerning neighborhood impacts, access, environmental impacts, and proximity to potential facility users.

The Commission will then have up to 5 (five) minutes to ask the applicant questions about their project. Please note that the Commission will be given copies of your project application in advance of the meeting. The Commission will make a funding recommendation to the City Council. The application becomes invalid if the applicant or designated representative is not present at the Commission meeting to present their project. Applicants may be asked to present their project to the City Council.

## **Applicant Instructions**

Applications Packets include the following:

*Project Description:* This form describes the project location, a brief description, contact person information, and project costs.

*Work Plan:* List the specific steps you will take to complete this project. Next to each step identify who will be responsible for the activity and the estimated date of completion.

*Budget Plan:* List each resource and quantity needed to complete your project. Calculate the total cost for each resource including tax. Next, breakdown the total cost of each resource by how much is applicant "in-kind", applicant cash, and how much of the City's match (if any) you will spend on this project.

*Match Pledged:* This form is provided to help solicit and gather match pledges. Applicant match can be pledged or secured at the time of application. Pledged means that the donor has made a verbal promise to provide the match item; secured means that the donor has signed the application's Match Pledge/Secured Form to confirm the commitment.

City of Ellensburg Parks & Recreation Department  
'Park Partnership Program'  
**Project Description**

**Project Information**

Project Name:

Description of the project:

Project Location (if located within a park facility please be specific):

**Contact Person**

Name:

Organization Representing:

Contact Address:

City/State/Zip:

Phone:

E-mail:

**Project Cost**

Amount Requested from the City:     \$

Cash Amount from Applicant:         \$

"In-Kind" Amount from Applicant:     \$

Cash from other Sources:             \$

Please list other sources:

Total Project Cost:                    \$

**Return completed Application or email to [caseb@ellensburgwa.gov](mailto:caseb@ellensburgwa.gov):**

City of Ellensburg Parks & Recreation Administrative Office  
501 N Anderson  
Ellensburg, WA 98926  
Due Date: August 29, 2025



City of Ellensburg Parks & Recreation Department  
 'Park Partnership Program'  
**Budget Plan**

<b>1. Personnel</b>				
Description	Total Cost	Applicant "In-Kind"	Applicant Cash	City's Cash Match
<b>Sub Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

<b>2. Supplies / Equipment / Materials</b>				
Description	Total Cost	Applicant "In-Kind"	Applicant Cash	City's Cash Match
<b>Sub Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

<b>3. Professional Services</b>				
Description	Total Cost	Applicant "In-Kind"	Applicant Cash	City's Cash Match
<b>Sub Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

<b>4. Construction Capital</b>				
Description	Total Cost	Applicant "In-Kind"	Applicant Cash	City's Cash Match
<b>Sub Total</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

<b>Project Total</b>	<b>Total Cost</b>	<b>Applicant "In-Kind"</b>	<b>Applicant Cash</b>	<b>City's Cash Match</b>

**Notification Process**

A call for projects will be published in the Daily Record, the City's official newspaper. A call for projects will run on the City's website ([www.ellensburgwa.gov](http://www.ellensburgwa.gov)).

# Memorandum

**Date:** August 12, 2025  
**To:** Parks & Recreation Commission  
**From:** Brad Case, Parks & Recreation Director  
**Subject:** 2026 Budget Amendment

In November 2025, city staff will be bringing forward to City Council amendments to the 2026 budget. Included in those recommendations will be a request to reallocate \$302,800.00 budgeted in the 2025 'Park Acquisition and Development Fund' for new playground equipment or a splash pad. The \$302,800.00 reflects the city's match for a Recreation and Conversation Office grant the city applied for to build 8 tennis courts at Mt. View Park. The tennis court project fell outside the funding level, there was \$42,026,964 in project requests with only \$10,414,382 approved in the Capital Budget.

In order to provide the Commission with some idea on what a little over \$300,000.00 will get us, staff has included a proposal WMS Aquatics provided the Rotary Club in fall of 2024 for the splash pad at North Alder Street Park. Staff will provide examples of playgrounds that would cost around \$300,00.00 after site prep, installation, and playground surfacing.

Impact fee money is not an allowable use of funds for the roof replacement at the Kittitas Valley Pool & Fitness Center, city staff will be recommending funding from a different fund to complete that project.

Staff would recommend doing either one playground or the splash pad. Since funds are coming from Park Impact Fees, a new playground can't replace an existing a playground.