

PARKS & RECREATION COMMISSION



Robby Cooper
Commission Chair

~Meeting Minutes~

Dwight Curtis
Staff Liaison

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<http://www.ci.moscow.id.us/455/Parks-Recreation-Commission>

Thursday
January 23, 2020

5:24 PM

Hamilton Indoor Rec Center
1724 E F Street

WELCOME AND ATTENDANCE

MEMBERS PRESENT: Damon Burton, Robby Cooper, Mark Heinlein, Ted Kisha, Justin Minden, Susan Petersen, Susan Steele, Nancy Tribble, Sara Zaske

MEMBERS ABSENT: None

ALSO IN ATTENDANCE: Kristin Graham, Staff; Karen Johnston, Recreation Supervisor; David Schott, Parks and Recreation Assistant Director; Gina Taruscio, Council Liaison; Parks and Recreation Director Dwight Curtis, Staff Liaison

REGULAR AGENDA

1. Approval of December 5, 2019 Minutes

Presentation of Parks and Recreation and Parks Commission minutes for approval.

PROPOSED ACTIONS: Approve minutes as presented; approve minutes with amendments; or provide staff further direction.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Tribble
SECONDER:	Heinlein
AYES:	Burton, Cooper, Heinlein, Kisha, Minden, Petersen, Steele, Tribble, Zaske

2. Public Comment Period

Mary Ellen Brewick (132 North Garfield Street, Moscow), Vice-President of the Lena Whitmore Elementary School Parent Advisory Team, spoke about the school's plans to install new playground equipment. Brewick said they have raised approximately \$70,000 of the estimated \$200,000 needed, with installation planned for the summer of 2021. They would like to connect with the City regarding the project and wondered who would be the person to contact; Cooper said the best person to speak with would be Dwight Curtis.

3. Consideration of Palouse Prairie School Physics Interpretive Sign for Mountain View Park – David Schott

PROPOSED ACTIONS: Commission will hear presentation on interpretive sign project

proposal and make decision on approval.

Palouse Prairie Charter School's 3rd grade students, along with their teacher David Schneider, presented their proposal for an interpretive sign which will demonstrate some of the physics involved with various playground apparatus. They would like to install the sign at Mountain View Park. They have already raised approximately \$900 of the estimated \$1,500 the sign will cost, and have more fundraiser planned to raise the rest. If the project is approved by the commissioners, a final draft would be presented prior to fabrication.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Tribble
SECONDER:	Steele
AYES:	Burton, Cooper, Heinlein, Kisha, Minden, Petersen, Steele, Tribble, Zaske

4. Master Plan 2019 Actionable Items Update – Dwight Curtis

PROPOSED ACTIONS: Commission will receive update from the Director on the Parks and Facilities Standards project. No action.

The NRPA has a program called “Parks Metrics” that uses each city data to help generate reports designed to assist with developing parks and facilities standards; the program also has other features that can calculate water values, field values, and park values. However, not all of Moscow's data fit perfectly into all of the program's categories, which has delayed progress on the development of the City's Parks and Facilities Standards; Curtis said he will be contacting the NRPA to get guidance and clarification.

5. Long-Range Capital Projects Plan Budget Process – Dwight Curtis

PROPOSED ACTIONS: The Parks and Recreation Director will present the CIP planning/budgeting process the City is currently developing. No action.

The City recently underwent a personnel reorganization, which caused some changes to the capital projects budget. As a result, some Parks projects have been delayed, in some cases by several years. However, because the Hamilton Fund is not affected by these changes, any playgrounds being installed using those funds will not be delayed.

6. FY21 Budget: Commission Needs – Dwight Curtis

PROPOSED ACTIONS: City staff are working on the FY21 budget proposal. Discussion will take place among Commission members on any items specific to the Commission to be added to the budget proposal.

Curtis asked if the commissioners had any long-range projects or larger purchases they would like added to the FY21 budget. Several items were suggested, including name tags for the commissioners and a Parks and Recreation table cover. Curtis asked that any additional requests be forwarded to him in time for the first draft of the budget, which is due next month.

REPORTS

1. General Parks and Facilities General - David Schott

The City is advertising for a new ballfields maintenance person. Snow removal has been the priority for staff. The details are still being worked out for the Jim Lyle Rotary Park flagpole project. In addition, twelve bids were received for the Rotary Park playground equipment replacement project, nine of which met the requirements; public votes are being accepted online and will also be collected at two upcoming public forums..

- **Project Updates** – upcoming projects include installing a donated bench at Indian Hills Park, a new water fountain at Morgan's Orchard Park, and connecting the two parking lots at Mt. View Park.

2. Moscow Pathways Commission Update - David Schott

The Pathways Commission has been considering their 2020 commission goals and budget request.

3. Moscow Tree Commission Update - David Schott

The Tree Commission is planning to replace their current Farmers Market banner.

4. Recreation Programs - Greg Morrison

The Winter Carnival went well, with 39 entries in the parade. The event will be moved to the second Friday in December next year so as not to conflict with an annual Gritman Medical Center event. Numbers were down for the Breakfast with Santa event, possibly due to multiple competing events going on that same weekend. Upcoming events include the Super Bowl Bash, the Snowball Dance, and a snowman-building contest. The annual employee chili cookoff is also coming up February 20th.

ANNOUNCEMENTS

Petersen asked Cooper about becoming a member of a climate change committee; Cooper said he was invited to join, but has not attended any meetings yet.

UPCOMING EVENTS / MEETINGS

Next Commission meeting is February 27, 2020.

ADJOURN

The meeting was adjourned 6:40 pm.

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

Minutes Approved On


Clerk/Deputy Signature