

PARKS & RECREATION COMMISSION



Robby Cooper
Commission Chair

~Meeting Minutes~
January 25, 2018

Dwight Curtis
Staff Liaison

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<http://www.ci.moscow.id.us/commissions/Pages/parks-rec.aspx>

The meeting was called to order at 5:15 PM

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

MEMBERS ABSENT: Damon Burton, Justin Minden

ALSO IN ATTENDANCE: Kathryn Bonzo, Council Liaison, Kristin Graham, Staff; Recreation Supervisor Greg Morrison, Staff; Recreation Supervisor Kellisa Owens, Staff; Parks and Recreation Assistant Director David Schott, Staff; Parks and Recreation Director Dwight Curtis, Staff Liaison

1. Welcome Council Liaison Art Bettge – Robby Cooper

Council Liaison Art Bettge was absent from the meeting; Kathryn Bonzo attended in his place.

2. Approval of minutes from December 7, 2017 – Robby Cooper

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

Susan Petersen noted that Mark Heinlein had voted to oppose the Idaho Department of Fish and Game's (IDGF) proposal to enlarge Hordemann Pond, which was not reflected in the minutes; she also requested a statement be added clarifying that if the IDGF does not secure grant money for the project, IDGF will either cancel the project or postpone it until such time that alternative funding source(s) can be found.

RESULT:	APPROVED WITH AMENDMENTS
MOVER:	Petersen
SECONDER:	Tribble
AYES:	Cooper, Heinlein, Kisha, Petersen, Steele, Tribble, Zaske
ABSENT:	Burton, Minden

Acclamation vote carried the motion.

3. Public Comment Period – Robby Cooper

Only for items not listed on the agenda, including responses to previous comments/questions from the public. There were no comments.

4. Staff Reports – Parks and Recreation Department Staff

a) **Parks and Facilities** – Davis Schott

The Indian Hills Park playground installation is now complete; this was the Parks Department's first in-house playground installation, which resulted in a savings of approximately \$14,000.00 for the project. Staff also recently replaced the roof on the Mt. View Park picnic shelter and are in the process of performing safety inspections on playground equipment at all City parks. In addition, staff members are working on installing several new benches in various locations around the City. Schott also mentioned that the mold remediation work on the City Hall basement is now complete.

b) Pathways and Tree Commissions – David Schott

The Pathways Commission has been focusing on setting goals for the upcoming year. The Tree Commission's revised Tree Planting Guide has been submitted to the City of Moscow's Legal Department for review. Curtis noted that with the recent resignation of the City's attorney, it may be some time before the legal review of the Tree Planting Guide is complete.

c) Recreation Programs – Greg Morrison/Kellisa Owens

Morrison reported that youth and adult basketball are both underway, while the adult winter volleyball season had to be cancelled due to low registration numbers; Morrison will be meeting with Kurt Dahmen from Pullman Parks and Recreation to discuss the possibility of combining Pullman and Moscow volleyball into one league. In addition to the organized sports activities, the facility has been busy with drop-in users and scheduled use by the Moscow Charter School and Moscow High School for P.E. classes.

Kellisa Owens stated that Parks and Recreation's recent Breakfast with Santa event and the Light Up the Night Parade both went well, with the number of participants in the 2017 parade double the 2016 number. Owens said on average approximately 30 kids attend the Eggan after-school program; she has implemented a monthly calendar of activities including crafts, cooking science projects to keep kids engaged and having fun. Owens is currently preparing for the upcoming Super Bowl Bash, Father-Daughter Dance, and the return of the Moscow Rolling Hills Half-Marathon.

ACTION: No action needed.

5. 2018 Summer Playground Installation Schedule Change – David Schott

Schott reminded the commissioners of the tentative playground installation schedule that had been presented at a previous meeting, which had projected playgrounds being installed at Milton Arthur and Itani Parks in 2018. However, due to unexpected replatting by the developer, Milton Arthur Park will not be ready for installation this year. Instead, Schott proposed moving the Morgan's Orchard playground installation up to 2018 as access to that property will be available soon. Curtis added that because the proposed change will affect the budget it needs to be approved by City Supervisor Gary Riedner and City Council. Tribble asked if the size of Milton Arthur Park would be affected by the replat; Curtis said he would not know until he saw the developer's revised plans.

ACTION: No action necessary; receive installation schedule change presentation followed by questions and answers.

6. Hamilton-Lowe Aquatics Center Community Education Brochure – Kellisa Owens

ACTION: Recreation Supervisor Kellisa Owens will review with the Commission the pool issues from the 2017 season along with the department's prevention efforts. 1) Provide feedback on proposed policy adjustments and educational brochure, 2) make recommendation to City Council, or send back for more changes.

In an effort to reduce the number of incidences resulting in pool closures at the Hamilton-Lowe Aquatics Center (HLAC), Owens has been working on several policies and procedures she plans to implement this coming season including hiring more staff, increasing/improving staff training, adding additional mandatory swimming breaks for HLAC visitors, and requiring all children 3 years and under to wear swim diapers while at the HLAC. Part of this effort will also include increased community outreach and education; to that end, Owens is developing an information brochure that she intends to have staff distribute to all HLAC visitors as well as posting them online on the City of Moscow website and making them available at other appropriate locations. Owens provided the commissioners with a copy of the draft informational flyer for their review. Steele asked if 3 years old and under was a commonly used age range for requiring swim diapers; Owens said a variety of age ranges are used, with 3 and under being one of the broader ones commonly used. Questions were also asked regarding enforcement of the rules; Owens said staff will be trained to monitor for and address non-compliance issues.

7. Accessible Swings in East City Park Request – Dwight Curtis

ACTION: Receive request for ADA swing in East City Park from Moscow High School student/President of Moscow High School's Buddy Club, Lena Werner. Receive report from Director on current ADA status, process/es and plans. Approve staff recommendation as presented; approve recommendation with amendments; or provide staff further direction.

Curtis introduced Lena Werner, a Moscow High School student and president of the school's Buddy Club, and her advisor, Cory Voss (1095 Lemman Creek Road, Princeton, Idaho), who have brought a proposal regarding the installation of an ADA-accessible swing at East City Park. Curtis said that a few years ago a local organization, Disability Action Center, independently evaluated the accessibility of the City's parks and while the City did well overall, the assessment did show some areas where improvements could be made; as a result, staff have been incorporating such changes in their project plans, including the future installation of additional accessible equipment such as the type of swing proposed by Werner and Voss. Using a PowerPoint presentation, Curtis explained that while a variety of accessible swings are available, the one that staff feels is best suited for East City Park is the iSwing, which has a platform design that accommodates users in their wheelchairs and other mobility devices without requiring the person be lifted to and from the swing in order to enjoy it. He also explained that because the playground at East City Park is considered unsupervised, a gated fence must be installed around the swing to prevent someone from inadvertently walking into the path of the moving platform. The cost of the swing and safety fencing will be approximately \$28,000; this does not include other expenses such as installing appropriate surfacing, constructing accessible pathways to the swing, or installing the security gate (which is designed to minimize misuse of the swing). Curtis said staff recommends supporting the purchase and installation of the iSwing at East City Park this fiscal year. He said that while the Buddy Club is interested in doing some fundraising activities to help fund the swing, it is a relatively expensive project; therefore, he is proposing that Hamilton funds be dedicated to the installation of the swing, with the amount used from the fund offset by any funds raised and donated by the Buddy Club. Curtis added the proposal would require approval from the City Supervisor and City Council prior to being implemented.

Several questions were asked about the choice of location. Voss explained that East City Park was chosen because of its proximity to the high school; because there are no other swings on the high school property, installing the swing there would have the effect of singling users out and could draw negative attention toward those students. Voss also mentioned that the Moscow Human Right Commission has expressed interest in donating toward the project, and the Buddy Club may approach other groups about donating as well.

RESULT:	RECOMMENDATION APPROVED
MOVER:	Petersen
SECONDER:	Kisha
AYES:	Cooper, Heinlein, Kisha, Petersen, Steele, Tribble, Zaske
ABSENT:	Burton, Minden

Acclamation vote carried the motion.

8. 2018 Commission Goals – Robby Cooper

Due to the length of tonight's meeting, Cooper asked for commissioners' approval to postpone this item until the February meeting.

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

Acclamation vote carried the motion.

9. Open Discussion – All

Heinlein said he has been approached by citizens about adding splash pads to one of the City's parks, and asked the commissioners to consider this request as a future discussion item.

Curtis extended an offer by the City to cover the registration fees for any Parks and Recreation commissioners interested in attending the upcoming Idaho Recreation and Parks Association conference, which will be held in Moscow April 9-10, 2018.

The meeting was adjourned at 6:57 p.m. The next meeting is scheduled for February 22, 2018.

Nancy Tribble, Chair (or stamped by Deputy City Clerk)

Minutes Approved On

FEB 22 2018

Clerk/Deputy Signature

2017 Commission Goals

- Goal #1: Investigate partnerships toward the creation of a Parks and Recreation Foundation
- Goal #2: Maintain a full commission
- Goal #3: Review the Master Plan annually
- Goal #4: Review other City Commissions' agendas for projects impacting Parks and Recreation
- Goal #5: Investigate a location for a second community garden

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