

PARKS & RECREATION COMMISSION



Robby Cooper
Commission Chair

~Meeting Minutes~
February 22, 2018

Dwight Curtis
Staff Liaison

prc@ci.moscow.id.us

208.883.7087

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

The meeting was called to order at 5:20 PM

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

MEMBERS ABSENT: Justin Minden

ALSO IN ATTENDANCE: Kristin Graham, Staff; Parks and Recreation Assistant Director David Schott, Staff; Parks and Recreation Director Dwight Curtis, Staff Liaison

1. Approval of minutes from January 25, 2018 – Robby Cooper

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

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

Acclamation vote carried the motion.

2. 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.

3. Staff Reports – Parks and Recreation Department Staff

a) Parks and Facilities – Davis Schott

The parks crew have completed the inspections of all but two playgrounds, and have started preparing the City's planting beds for spring. The benches for Blackbird station have arrived, and work has begun on the stone monument commemorating Linda Pall's 18 years of public service. City Council approved the purchase and installation of an iSwing, a swing that will accommodate wheelchairs, in East City Park; the purchase of playground equipment for Morgan's Orchard Park was also approved by City Council.

b) Pathways and Tree Commissions – David Schott

The Tree Commission is planning this year's Arbor Day celebration, which will include recognizing the City's 25th year of being designated a Tree City USA. The Pathways Commission has been working on their goals, which includes establishing a protocol that would encourage other commissions and departments to seek the Pathways commission's input on upcoming projects in the early stages of the development process.

c) **Recreation Programs** – Dwight Curtis

Winter programs, including youth basketball, are wrapping up. Staff are working on the spring/summer brochure, which will include the new policies for the Hamilton-Lowe Aquatics Center.

ACTION: No action needed.

4. **Moscow Charter School Request for HIRC Gym Rental Fee Waiver for 2018/19 School Year – Tony Bonuccelli**

Tony Bonuccelli, principal at the Moscow Charter School, expressed his appreciation to the City for allowing the Charter School to use the HIRC gymnasium for their P. E. classes and for waiving any associated rental fees. For the 2018/2019 school year he is requesting the same number of hours as they were granted for the 2017/2018 school year, and is asking that any rental fees again be waived. He said the Charter School is willing to reciprocate by offering the use of their facilities for Parks and Recreation programs. He also said the Charter School has also acquired some Google Expedition goggles and they would be happy to allow Moscow Parks and Recreation to use them for their youth programs and classes.

Kisha asked if anyone has ever complained about the Charter School's use of the gymnasium; Curtis said occasionally someone will ask when the P.E. classes will be done for the day, but because the Charter School only uses half the gym, the other half is still available for public use.

ACTION: Review request and make recommendation to City Council

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

Acclamation vote carried the motion.

5. **2018 Commission Goals – Robby Cooper**

ACTION: Commission will establish its 2018 goals.

The commission reviewed each of the 2017 goals to determine which would be maintained as a goal for 2018, which would be discontinued, and whether any new goals should be added.

Goal #1: Investigate partnerships toward the creation of a Parks and Recreation Foundation

Eliminating this as a goal was discussed as it is very time- and labor-intensive; in addition to retaining the services of an attorney to help with the formation of the foundation, achieving this goal is dependent upon one or more commissioners actively recruiting community members who would be willing to set up and run the foundation. However, it was determined that the benefits of creating a Parks and Recreation Foundation made it worthwhile to continue this as a goal for 2018, with several commissioners indicating they are willing to dedicate their time towards this goal.

Goal #2: Maintain a full Commission

All commissioners are in favor of keeping this as a goal for 2018.

Goal #3: Review the Master Plan annually

All commissioners are in favor of keeping this as a goal for 2018

Goal #4: Review other City Commissions' agendas for projects impacting Parks and Recreation

After some discussion, it was decided to change this goal to "Encourage attendance at other commissions' meetings, review other commissions' agendas for topics impacting Parks and Recreation, and extend to the members of other commissions invitations to attend Parks and Recreation meetings".

Goal #5: Investigate a location for a second community garden

All commissioners are in favor of keeping this as a goal for 2018.

Zaske introduced as a possible goal periodically investigating and discussing new and creative playground features that could be incorporated as elements of playgrounds either when they are first installed or as planned potential additions at a later time. She explained that by doing this, they will be better prepared to consider a variety of options when opportunities arise to install new or expand existing parks and playgrounds. All commissioners agreed to add as Goal #6: *Examine the options for incorporating innovative recreation facilities for all children in future parks.*

Petersen suggested adding 'consider the possibility of maintaining an area of natural habitat where appropriate when designing future parks' as a new commission goal. After some discussion, it was determined that while this is an important consideration, it was not necessary to add it as a commission goal as it is already the policy of the Parks and Recreation Department to consider this when developing any new park and is also addressed in the Master Plan.

6. Progress Report on Parks and Recreation Master Plan Update, 2019 – Dwight Curtis

ACTION: Discussion item/information update.

The first chapter of the Master Plan update is complete, and chapters two and three are nearly complete. Information from the previous questionnaires has been extrapolated and amended and/or enhanced for inclusion in the new public questionnaires; Cooper and Burton have volunteered to preview the questions prior to being presented to the commissioners for their review and approval. The Arts, Pathways, and Tree Commissions will be invited to submit any questions they would like to have included, and Moscow High School Special Education teacher Cory Voss has volunteered to be a resource for any questions pertaining to the Americans with Disabilities Act.

7. Open Discussion – All

Curtis announced that he has received the letter officially requesting the land exchange that will provide the property for the edible forest; he hopes to have the proposal ready to present at the March commission meeting.

The meeting was adjourned at 6:58 p.m. The next meeting is scheduled for March 22, 2018.

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

Minutes Approved On


Clerk/Deputy Signature

2018 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: Encourage attendance at other commissions' meetings, review other commissions' agendas for topics impacting Parks and Recreation, and extend invitations to the members of other commissions to attend Parks and Recreation meetings
- Goal #5: Investigate a location for a second community garden
- Goal #6: Examine the options for incorporating innovative recreation facilities for all children in future parks

NOTICE: Moscow City Council Commission meetings can be 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.