

# PARKS & RECREATION COMMISSION



Robby Cooper

Regular Meeting

Dwight Curtis

Commission Chair

~Agenda~

Staff Liaison

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

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**Thursday October 25, 2018**

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## Call to Order

### **1. Approval Of Minutes From August 23, 2018 (ACTION ITEM) – Robby Cooper**

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

Documents:

[DRAFT MINPRC20180823.PDF](#)

### **2. Public Comment Period – Robby Cooper**

Only for items not listed on the agenda, including responses to previous comments/questions from the public.

### **3. Staff Reports**

- a. Parks and Facilities General – Dave Schott
  - Project Updates
- b. Pathways Commission – Dave Schott
- c. Tree Commission – Dave Schott
- d. Recreation Programs – Dwight Curtis

ACTION: No Action

### **4. Petition Letter On Splash Pads (ACTION ITEM) – Mark Heinlein**

ACTION: Commission to receive letter containing signatures, desiring splash pad amenities in city parks. Letter will be presented at the meeting.

Commission to recommend general direction, if any, on contents of the letter.

### **5. Rename Request For East Gate Park (ACTION ITEM) – Dwight Curtis**

ACTION: Citizen solicitation on renaming East Gate Park to Triangle Park is now complete. Commission will review responses and make initial recommendation. This recommendation will go out for public review for 60 days, then back to Commission for final recommendation to City Council.

**6. Master Plan Update: Survey Summary (ACTION ITEM) – Dwight Curtis**

ACTION: Commission will receive summary report on Master Plan Update survey. Includes discussion and setting date for special meeting for public input/feedback.

**7. Open Discussions - All**

**Next MeetingDate:** December 6, 2018

**Adjourn**

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# PARKS & RECREATION COMMISSION



Robby Cooper  
Commission Chair

~Meeting Minutes~  
August 23, 2018

Dwight Curtis  
Staff Liaison

208.883.7084

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

**The meeting was called to order at 5:21 PM**

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

**MEMBERS ABSENT:** Sara Zaske

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

## 1. Approval of minutes from June 28, 2018 – Robby Cooper

**ACTION:** Approve minutes as presented; approve minutes with amendments; or provide staff further direction. Note: there are no minutes from the July meeting since it was the parks and facilities tour.

|                  |                                                            |
|------------------|------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (UNANIMOUS)</b>                                |
| <b>MOVER:</b>    | Tribble                                                    |
| <b>SECONDER:</b> | Minden                                                     |
| <b>AYES:</b>     | Burton, Cooper, Heinlein, Kisha, Minden, Petersen, Tribble |
| <b>ABSENT:</b>   | Steele, Zaske                                              |

Approved by acclamation vote.

## 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 public comments.

## 3. Citizen Request to Rename East Gate Park – Dwight Curtis

**ACTION:** There is a request by a citizen to rename East Gate Park to “Triangle Park,” since this is what the park is most commonly referred to as. Review request and determine next step.

Curtis advised commissioners of a request to change the name of East Gate Park to Triangle Park. The requestor, a 9 year old who lives near the park, explained that because so many people already refer to the park as Triangle Park it causes confusion when someone refers to it as East Gate Park. Staff research seems to indicate that the park was never officially named and it was called East Gate Park due to its being located within the East Gate subdivision. The park was completed in 1976, but until recently the park amenities consisted of an old tire and swing set; currently there is a playground and drinking fountain as well as picnic table, dog waste station, trash can, and bench. The only expenses involved

with changing the name would be for the replacement of the sign; this would come out of the Fiscal Year 202 budget (unless funds could be found in the FY2019 budget). If the commissioners approve of the change, it would go through the same naming process as for any park, including a 60-day notice to the public of the proposed name change after which all comments from the public will be presented to the commission for their final recommendation before being presented to City Council. In addition to a press release in the Moscow-Pullman Daily news and posts on social media, letters will be sent to residents who live in the vicinity of the park to ensure they have an opportunity to voice their opinions.

The requestor's father, Gary Saunders (1217 Kamiaken Street, Moscow) was present at the meeting. Curtis invited him and his family to attend future commission and council meetings pertaining to the name change request.

|                  |                                                                    |
|------------------|--------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (UNANIMOUS)</b>                                        |
| <b>MOVER:</b>    | Tribble                                                            |
| <b>SECONDER:</b> | Heinlein                                                           |
| <b>AYES:</b>     | Burton, Cooper, Heinlein, Kisha, Minden, Petersen, Steele, Tribble |
| <b>ABSENT:</b>   | Zaske                                                              |

Approved by acclamation vote.

#### 4. Nov/Dec Combined Commission Meeting – Robby Cooper

**ACTION:** Each year the PR Commission meeting dates for November and December fall during the holidays. It has been the practice of the Commission to combine the Nov/Dec meetings and hold them on the first Thursday of December. The Commission will decide: 1) the 2018 meeting schedule (Dec 6<sup>th</sup>) and; 2) whether or not to make this their standard schedule for the future.

Cooper asked whether the commissions were in favor of making the longstanding practice of holding the combined November/December meeting on the first Thursday of December of each year part of the commission's standard schedule; this would eliminate the need to vote on the change each year. According to this schedule, the date for this year's meeting would be December 6.

|                  |                                                                    |
|------------------|--------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (UNANIMOUS)</b>                                        |
| <b>MOVER:</b>    | Steele                                                             |
| <b>SECONDER:</b> | Tribble                                                            |
| <b>AYES:</b>     | Burton, Cooper, Heinlein, Kisha, Minden, Petersen, Steele, Tribble |
| <b>ABSENT:</b>   | Zaske                                                              |

Approved by acclamation vote.

#### 5. Staff Reports – Parks and Recreation Department Staff

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

The concrete work is now complete at Morgan's Orchard Park playground as well as for the iSwing pad and accessible pathway East City Park and the third phase of the accessible pathway at the Moscow School District Community Playfields; the concrete work on the Intermodal Transit Center's sidewalk replacement project will be completed soon. The Morgan's Orchard Park playground equipment has been installed and the hydro-seeding is scheduled to take place soon; there are still some issues with potential fencing around the retention pond located near the playground. The bids for the concrete work at Itani Park came in high and will be put out for rebid;

the playground equipment and safety tiles for this park should arrive soon. The City has recently received a number of donations from the public for benches and trees, including benches for the downtown area, Blackbird Station, Rotary Park, and Indian Hills Park, trees for Rotary Park and Anderson-Frontier Park, and a children's picnic table for Anderson-Frontier Park.

The 1912 Building roof replacement project is going well; the last item will be the installation of the skylights, which are scheduled to be delivered mid-September.

Curtis said he recently had a discussion with a person who uses a wheelchair about the accessible path at Indian Hills Park; the person explained that even though the path does meet the minimum standards, she was still unable to reach the top without assistance due to the length and slope of the pathway. As a result of this conversation, staff will be looking at what changes can be made to improve the accessibility. The person also agreed to work with Parks and Recreation on future projects, providing input from the standpoint of a wheelchair user. Also as a result of this conversation, staff will be looking into installing a lift for the activity pool as well as acquiring 2-3 aquatics wheelchairs for the Hamilton-Lowe Aquatics Center; Curtis mentioned grants may be available to help fund these projects.

b) **Pathways and Tree Commissions** – David Schott

The Pathways Commission's annual bike tour will be held September 18; the tour begins at the Intermodal Transit Center at 5:15 pm.

c) **Pesticide Use** – David Schott

Schott reported that the department has been closely following the recent court case against Montsano, the company that manufactures Round-Up pesticide, and staff have been in contact with both the City's Legal Department and the Sustainability Commission as well as with several professional associations as they determine what approach to take; it was decided until more information is available, the department will continue to follow their current policies and procedures. Curtis stated that safety of both the public and staff has always been and continues to be of the utmost importance to the City and the Parks and Recreation Department; to that end, part of the department's policy is ensuring that all staff who use pesticides are properly trained and certified and accurate use logs are maintained.

d) **Recreation Programs** – Greg Morrison/Kellisa Owens

Classes for the Moscow School District begin next week, which will also be the start of the Eggan after-school program. The pool season has gone well with very few shutdowns so far this year; only a handful of people have disagreed with the swim diaper policy. Enough staff were able to work on Friday, August 24 to be able an additional public swim day to the season schedule.

**ACTION:** No action needed.

## 6. **Review from Nonprofits Table at Farmer's Market** – Robby Cooper

**ACTION:** General feedback from those that worked the nonprofits table at the August 11<sup>th</sup> Farmer's Market

Tribble suggested the commission choose dates earlier in the Farmers Market season next year, such as late June or early July, as the heat in August may have discouraged people from stopping at the table.

Curtis suggested that dates later in the fall may be worth considering as the university students would be back at that time as well.

## **7. Open Discussion – All**

Curtis advised that staff are investigating the possibility of adding a splash pad to the Hamilton-Lowe Aquatics Center. This would involve moving the fence along the east side of the facility, which would also provide space for more tables and funbrellas.

Curtis also mentioned there is a possibility of space near Indian Hills Parks being donated for a new community garden; the offer is not official yet and there are other factors to take into consideration, but is definitely a possibility worth investigating.

The meeting was adjourned at 6:25 p.m. The next meeting is scheduled for September 27, 2018.

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Robby Cooper, Chair *(or stamped by Deputy City Clerk)*

### **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

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