

# PARKS & RECREATION COMMISSION



Robby Cooper  
Chair  
[prec@ci.moscow.id.us](mailto:prec@ci.moscow.id.us)

**Regular Meeting**  
**~Agenda~**

David Schott / Greg Morrison  
Staff Liaisons  
208-883-7098 / 208-883-7088

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

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**Thursday**  
**December 2, 2021**

**5:15 PM**

**Hamilton Indoor Rec Center**  
**1724 E F Street**

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## WELCOME AND ATTENDANCE

## ANNOUNCEMENTS

## REGULAR AGENDA

1. **Approval of Parks and Recreation Commission October 28, 2021 Minutes (ACTION ITEM)**  
– Robby Cooper  
Presentation of minutes for approval.

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

2. **Public Comment and Response to Previous Comments (limited to 10 minutes)**  
Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

3. **Presentation: Palouse Prairie Charter School Milton Arthur Park Questionnaire (ACTION ITEM) – David Schott / David Schneider**  
The Palouse Prairie Charter School third grade class will present their results and recommendation for play at Milton Arthur Park based on a questionnaire developed by the third-grade class.

**PROPOSED ACTIONS:** Accept presentation.

4. **Milton Arthur Park Play Equipment Request for Proposal Development (ACTION ITEM) – David Schott**  
Staff is in the process of developing the Request for Proposals (RFP) for the purchase of playground equipment for Milton Arthur Park in FY2022. Commission will discuss and make recommendations for various elements of play to be included in the RFP.

**PROPOSED ACTIONS:** Approve elements of play to be included in the RFP, or provide staff with further direction.

5. **Consideration of the City of Moscow becoming a Bee City USA Affiliate (ACTION ITEM) – David Schott**

The community has approached the City of Moscow with interest in becoming a Bee City USA affiliate. The Commission will discuss the framework, cost, commitments, and requirements.

**PROPOSED ACTIONS:** Recommend approval of the City of Moscow becoming a Bee City USA affiliate and recommend approval of the development of a Bee City USA subcommittee, or provide staff with further direction.

#### **REPORTS**

1. **Recreation and Pool Update – Greg Morrison**
2. **Parks, Facilities and Community Forestry Update – David Schott**

#### **UPCOMING EVENTS / MEETINGS**

Next Parks and Recreation Commission meeting is January 27, 2022

#### **ADJOURN**

**NOTICE:** 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.

# PARKS & RECREATION COMMISSION



Robby Cooper  
Chair  
[prc@ci.moscow.id.us](mailto:prc@ci.moscow.id.us)

Regular Meeting  
~Minutes~

David Schott / Greg Morrison  
Staff Liaisons  
208-883-7098 / 208-883-7088

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

Thursday  
October 28, 2021

5:15 PM

Hamilton Indoor Rec Center  
1724 E F Street

The meeting was called to order at 5:15 p.m.

## WELCOME AND ATTENDANCE

**PRESENT:** Robby Cooper, Chair; Mark Heinlein; Ted Kisha, Vice Chair; Jackson Landis; Susan Petersen; Sara Zaske.

**STAFF:** Kristie Ingham; Greg Morrison, Recreation Manager; Tyler Ochoa, Recreation Coordinator; Jen Pffiffer, Deputy City Supervisor; David Schott, Parks and Facilities Manager; Brandy Sullivan, City Council Liaison.

## ANNOUNCEMENTS

Welcome: Richard Gayler, new commissioner, and Jackson Landis, student/non-voting member, to the Parks and Recreation Commission (PRC).

Damon Burton resigned his appointment to the PRC after 30 years of service and was presented a Key to the City by Mayor Lambert at the October 18<sup>th</sup> City Council meeting. Burton recently moved away and Schott circulated a thank you card for the commissioners to sign. His key and thank-you will be mailed to him.

## REGULAR AGENDA

### 1. Approval of Parks and Recreation Commission September 23, 2021 Minutes (ACTION ITEM) – Robby Cooper

Presentation of minutes for approval

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

Heinlein moved, Zaske seconded to approve the minutes as presented. Acclamation Vote: Ayes: Unanimous. Nays: None. Motion carried.

### 2. Public Comment and Response to Previous Comments (limited to 10 minutes)

Jenine Estlick of Moscow asked what projects the PRC is working on; Cooper will talk with Estlick after the meeting to answer her questions.

### 3. Report: Compilation of Ideas from the August 19, 2021 Strategic Planning Workshop – Jen Pffiffer

**ACTION:** No action, report.

Pffiffer summarized the September workshop, organized into categories, and presented a rough draft of a new mission statement as discussed in that workshop and asked the commissioners to review and make any adjustments. Kisha suggested removing “experiential” and replacing “facilities” with “spaces”. Zaske suggested changing “in support of” to “with attention to”. Sullivan also suggested changing “accessible” to “accessibility and sustainability”. The new draft mission statement reads: “To encourage individual and community well-being and growth through inclusive parks and recreation spaces and opportunities with attention to accessibility and sustainability and proactive, responsive engagement with

Moscow's citizenry." Pfiffner will bring another revision back to the commissioners to review and approve at a following meeting.

**4. Report: Recap of 2021 Annual Tour – All**

Each year the Moscow Parks and Recreation Commission hosts an Annual Tour. The PRC held their annual tour on September 23, 2021. The MPC will report and discuss.

**ACTION:** No action, report.

Petersen stated that the annual PRC tour was very informative and a good use of time.

**5. Consideration of the December Parks and Recreation Commission Meeting (ACTION ITEM) – Robby Cooper**

Given the fourth Thursday in November is Thanksgiving and the fourth Thursday in December falls very near Christmas, the Parks and Recreation Commission typically combines the two meetings into one meeting on the first Thursday of December. This is Thursday, December 2<sup>nd</sup>.

**PROPOSED ACTION:** Approve the cancellation of the Parks and Recreation Commission meetings on November 25, 2021 and December 23, 2021 and conduct a combined Parks and

Recreation Commission meeting on December 2, 2021; or provide staff with further direction.

Zaske moved, Kisha seconded to approve the cancellation of the PRC meetings on November 25, 2021 and December 23, 2021 and conduct a combined PRC meeting on December 2, 2021. Acclamation Vote:

Ayes: Unanimous; Nays: None. Motion carried.

**REPORTS**

**1. Recreation and Pool Update – Greg Morrison**

Flag football has one more week left for this season. Micro Soccer ends tonight. This season has had the most teams we have had in 3 years. Morrison moved the 3<sup>rd</sup>-6<sup>th</sup> graders to Oylear and they really enjoyed it. Might do it in future. Basketball has 6 teams with boys and girls combined with the season to begin next week with practices. We are following what the high school is doing with spectators and kids on bench wearing masks. Ochoa went over the Youth Triathlon; 51 kids participated. The Light Up the Season parade is planned for December 9<sup>th</sup>. Breakfast with Santa as of now is a go, but Ochoa will keep an eye on COVID numbers with the possibility of this changing. Ochoa plans to introduce new programs in the next brochure, including Strolling Like a Mom and a virtual reality game.

**2. Parks and Facilities Update – David Schott**

The Parks Department is now fully staffed after adding two new full-time employee positions. Schott is waiting for the City's Engineering Department to sign off on the lights, then the Ghormley Pickleball courts will be opened for play. The new play structure for the HLAC is 95% done; the installation crew will return in spring to complete it after the pool is filled. The Parks Staff installed four new park benches at Kiwanis Park, Mountain View Park, Itani Park and Heron's Hideout and are now winterizing the irrigation systems and bathrooms. City Council will soon consider renewing the lease and operations agreement with Heart of the Arts, Inc. for the 1912 Center. Schott and Parks Supervisor Calvin Macy gave a presentation to the Palouse Prairie Charter School on playing in Moscow's parks. Schott may survey those students on their opinions regarding Parks and Recreation. The Rotary Club of Moscow celebrated its 100<sup>th</sup> anniversary last year; they are installing a flag and planter at Jim Lyle Rotary Park to commemorate that milestone.

**UPCOMING EVENTS / MEETINGS**

The next Parks and Recreation Commission meeting is December 2, 2021

**ADJOURN**

The meeting adjourned at 6:10 p.m.