

PARKS & RECREATION COMMISSION



Nancy Tribble
Chair
pre@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>

Thursday
June 23, 2022

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

WELCOME AND ATTENDANCE

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission May 26, 2022 Minutes (ACTION ITEM) – Nancy Tribble**
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. **Review of the Parks and Recreation Commission Farmer's Market Display Board (ACTION ITEM) – Nancy Tribble**
The Parks and Recreation Commission will host a Farmer's Market table on June 25, 2022. The Commission will review the proposed display board.

PROPOSED ACTIONS: Approve the Parks and Recreation Commission display board; or provide staff with further direction.

4. **Consideration of the 2022 Parks and Recreation Commission Annual Tour (ACTION ITEM) – Nancy Tribble**
The Commission will discuss the date, time and content of the 2022 Parks and Recreation Commission Annual Tour.

PROPOSED ACTIONS: Approve the date, time and content of the 2022 Parks and Recreation Commission Annual Tour; or take other action deemed appropriate.

5. **Report: Parks and Recreation Commission Strategic Planning Historical Overview – David Schott**
Staff will present a historical overview of the parks.

PROPOSED ACTIONS: No action, report.

6. Report: Parks and Recreation Commission Strategic Planning Operational Overview – David Schott

Staff will present an operational overview of the parks.

PROPOSED ACTIONS: No action, report.

STAFF 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 July 28, 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



Nancy Tribble
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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
May 26, 2022

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

The meeting was called to order at 5:15 pm.

PRESENT: Catherine Harner; Mark Heinlein; Ted Kisha; Jackson Landis (arrived at 5:18 pm); Susan R. Petersen; Nancy Tribble, Chair; Sara Zaske, Vice Chair (arrived at 5:16 pm).
STAFF: Donna Howard; Tyler Ochoa; David Schott.

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission February 24, 2022 Minutes (ACTION ITEM) – Nancy Tribble**

Presentation of minutes for approval.

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

Heinlein moved to approve the minutes as presented. Petersen seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

Zaske arrived at 5:16 pm.

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

There were none.

3. **Consideration of the Public Health – Idaho North Central District Survey Results (ACTION ITEM) – Nancy Tribble**

Kathryn Wilson, Public Health – Idaho North Central District, presented a proposal and requested permission to conduct a survey on four parks this spring to improve access to and use of park facilities during the January 27, 2022 Parks and Recreation Commission meeting. This included recommendations for improvements by the Idaho Department of Health and Welfare (IDHW). The Parks and Recreation Commission selected: East City Park, Mountain View Park, Anderson Frontier Park, and Indian Hills Park. Results of the survey and recommendations will be presented along with a potential grant opportunity for improvements.

PROPOSED ACTIONS: Accept the results of the survey and approve projects for potential grant funding; or provide staff with further direction.

Schott recapped the January PRC meeting where permission was granted for Wilson to conduct the surveys at four City Parks. Tribble invited Wilson to begin her presentation.

Landis arrived at 5:18 pm.

Wilson explained that the surveys asked about each parks' restrooms, ADA accessibility, access to schools, senior services, and park amenities that were working or needed improvement.

Despite efforts to promote the survey via social media and site visits at the Senior Center, local schools and the UI there were only 79 completed surveys and 17 incomplete ones. Another issue hampering survey efforts was the cold, snowy and rainy weather this spring. Most park users drove 1 to 5 miles to the parks; those who walked lived less than a mile away. Some park users came to them infrequently and others were regular visitors. She said all of the parks could increase usage by installing wayfinding signs and maps, potentially with QR codes, about each park and leading citizens to the park entrances and the City's bike routes. She summarized the survey responses:

Anderson Frontier Park: This park has excellent wildlife observation opportunities with the large, open field, trees and marshy area; basketball nets need to be replaced; root buckling on pathway; lack of bike racks, recommended adding one near Victoria Drive; adding sharrows to lead bike riders from the neighborhood streets to the park; installing hollow logs to create wildlife habitats; building a root garden made of Plexiglas to allow observation of plant growth and various life forms; installing a restroom (only has a portable restroom); installing a pathway to connect to South Palouse River Drive; dredging the pond to remove some cat tails and increasing the size of the pond and access to it; improving lighting. When asked what was the best part of this park, respondents answered the paths, cleanliness, a sense of safety and the covered picnic shelter. When asked what most needed improvement, respondents cited the lack of a permanent restroom.

East City Park: Excellent access for bikers, pedestrians via pathways, easy access to city bus route; located near schools and the 1912 Center's Senior program; need to add or improve lighting at the War Memorial and basketball court; repairing frost heaves on the path; signage about the park's history, events; installing no-smoking and tobacco cessation program signs; adding a social gathering area; adding a summer lunch program to help local children. When asked what was the best part of this park, respondents answered ample shade and the beautiful trees, cleanliness and safety. When asked what most needed improvement respondents cited smelling cigarette smoke and poor lighting. The smoke actually was from a house near the park, not a park user; nonetheless, Wilson's staff noted a lack of no-smoking signs. Wilson noted there weren't enough wheelchair accessible parking spaces, the horseshoe pits were concrete and should be more like the Ghormley ones, and concerns over traffic exceeding posted speed limits or not yielding in crosswalks. She added ideas for improving the park could include a mural on the stage wall and snow fort building contests in the winter.

Indian Hills Park: Wilson said the survey respondents gave this site high marks for the wide pathways and it was easily accessible with the curb cut ramps, they also liked the safety tile surfacing on the playground. They suggested the park could be improved by adding a pedestrian crossing since there is only on-street parking; encouraging users to walk or ride bikes to the park; installing bike racks; while trees have been planted, they need time to mature before they can provide shade so the park could use sun shades or pop-up canopies. When asked what was the best part of this park, respondents answered the trees, restroom and benches. When asked what most needed improvements, respondents also cited the trees were too immature to offer shade (Wilson suggested adding sun shades for adults supervising children on the playground), lack of permanent restrooms (with only a portable restroom available, one user had multiple small children and was unable to bring all of them into the restroom at the same time).

Mountain View Park: This was the largest of the four parks assessed. Wilson said the respondents were a diverse group, varying in age from preschoolers to retirees. She observed the area being used by home school groups, dog walkers, families with young children, children reading the physics signs, and people walking and biking on the path that went through the park. She noticed children leaving their bikes and walking across the bridge to the field so she suggested adding bike racks. Sun sails could also be useful in this area, as well as a dog agility course for use on the off-leash dog area, and dog obedience classes in this park. When asked what was the best part of this park, respondents answered the easy access to trails,

cleanliness, trees and shade. When asked what most needed improvements, respondents cited muddy, waterlogged fields (Schott replied this area acts as a flood plain, prevents flooding in neighboring communities); restrooms (Schott answered there will be major changes to the existing restrooms using Community Block Grant funds, creating four gender neutral restrooms); dog owners leaving excrement on the fields; lack of lighting. Wilson said this area is very hot in the summer, adding a sprayer could help with heat relief. She also suggested installing a disc golf course here or at another City park.

Wilson said the deadline to apply for the grant through the Idaho Physical Activity and Nutrition (IPAN) Program is May 31st; the grant could cover labor costs for installation as well as purchasing things for the parks that are not permanent structures. The maximum grant allowance is \$6,000 but there may be additional monies available from other programs if needed. Tribble asked about the frequency of grant awards; Wilson said it once every four years. Funds will be disbursed in June and require a report to be submitted 30-days after project completion. Harner asked about the cost of the sun shades; Wilson replied that the IDHW's cancer prevention program purchases them for around \$100. After Wilson finished, Schott shared a spreadsheet with his ideas for improvements in these parks. He appreciated that this survey provided the City with much information; he can use it during the upcoming strategic planning process in addition to applying for the IPAN grant money. He said for some of the proposed improvements where the grant would purchase something like a bike rack, the City would be required to build the concrete pad to locate it. For these projects, he will have to consider the budgeted funds and work with the City's Engineering and Community Development departments. Some of the projects suggested by Wilson are already in the planning phase, will be funded by the City's budget allocation and/or Community Block grant monies but he acknowledged that those projects could be improved with additional grant money. He proposed working the ICAN grant into park improvements as much as possible and asked the PRC commissioners to consider applying for the grant. Tribble asked if there is a local disc golf course; Schott answered there is one on the UI campus but none in City parks.

Kisha moved to apply for the ICAN grant to pay for improvements such as replacing basketball nets, installing bike racks at Indian Hills, Mountain View and Anderson Frontier Parks and providing more shade through trees at Indian Hills Park and Mountain View Parks. Heinlein seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

4. Consideration of Resolution No. 2022-__ Designating the City of Moscow as a Bee City USA Affiliate (ACTION ITEM) – David Schott

On December 2, 2021 the Parks and Recreation Commission recommended approval of the City of Moscow becoming a Bee City USA affiliate. Resolution 2022-__ has been reviewed and approved by Bee City USA. The Parks and Recreation Commission will discuss the draft resolution prior to City Council consideration.

PROPOSED ACTIONS: Recommend approval of Resolution 2022-__ designating the City of Moscow as a Bee City USA affiliate; or provide staff with further direction.

Kisha sent a link to a YouTube video to all of the Commissioners; the video went over how the Bee City USA program will not only benefit bees but also caterpillars, birds and numerous plant species. Schott recapped the benefits of becoming a Bee City, USA and how their mission and goals were in line with many of the City's. He cited the plantings at Harvest Park, reducing watering and pesticide use in City parks, providing nesting sites for pollinators, Heinlein's recent pollinator planting workshop at Harvest Park, Berman Creekside Park's sensory and pollinator friendly garden, City Hall's Wisescape installation which will remove turf and replace it with pollinator friendly plant species that require less watering than grass lawns and overall increased plantings of pollinator friendly plant species in City public spaces. Kiwanis Park has been

pesticide free for two years and this year Anderson Park is also a pesticide-free park. Once Moscow becomes a Bee City USA it will be acknowledged with signs at the City's entry points, similar to the Tree City USA program. This would require the PRC setting up a subcommittee (which was allowed per a recent City Code change); creating and maintaining a native species list; paying an annual fee of \$300; following other Bee City USA requirements. Petersen asked about the timeline and if the City would solicit information from the public; Schott replied the deadline was soon, and all the meeting were open to the public to allow for their input.

Kisha moved to go forward in the process of becoming a Bee City USA affiliate. Zaske seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

5. Consideration of the Bee City USA Sub Committee Members (ACTION ITEM) – Nancy Tribble / David Schott

As part of the Bee City USA affiliation, the City of Moscow will need to establish a Bee City USA Subcommittee under an existing commission. The Parks and Recreation Commission will appoint five (5) members of the public to serve on the Bee City USA Subcommittee. It is anticipated the meetings will be held quarterly and report to the Parks and Recreation Commission annually.

PROPOSED ACTIONS: Approve the Bee City USA Subcommittee membership; or provide staff with further direction.

Tribble invited Schott to explain the process of choosing a subcommittee; Schott summarized Bee City USA's (BCU) requirements and said the subcommittee will report to the PRC. Schott recommended appointing five people to the subcommittee prevent tied votes. His list included: Tribble; Heinlein; Pamela Brunsfeld (Moscow Tree Commission/MTC member); Olivia Shan, Restoration Coordinator at Palouse-Clearwater Environmental Institute (PCEI); Iris Mayes, Ph.D., UI Extension Educator. Schott will be the staff liaison, Howard will be the staff support. Kisha would like to see an entomologist appointed to the subcommittee; Schott was unable to procure one. Tribble would like to see a student on the subcommittee; Heinlein will ask his daughter to volunteer as she is a member of her school's environmental club.

Petersen moved to accept the initial subcommittee members as proposed by Schott. Heinlein seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

6. Consideration of Naming the Ghormley Park Pickleball Courts (ACTION ITEM) – Nancy Tribble / David Schott

The City of Moscow has received a letter from Dwight Curtis, Ph.D. requesting the Parks and Recreation Commission make a recommendation to City Council naming the pickleball courts at Ghormley Park the "Damon Burton Pickleball Courts." Resolution No. 2004-19 establishes a formal policy and process for naming public park lands and recreational facilities and allows for naming specific areas within parks.

PROPOSED ACTIONS: Begin a sixty (60) day public comment period designating the Ghormley Park pickleball courts as the Damon Burton Pickleball Courts; or provide staff with further direction.

Schott explained that Curtis sent a letter in February requesting to honor Burton for his 30 years of service by naming the new pickleball courts after him. After the public notice period, where all comments must be received in writing, the matter will need additional approval before it can be finalized. Petersen was unfamiliar with Burton and chose not to be included in the decision.

Tribble moved to open the 60-day public comment period. Heinlein seconded. Roll Call vote: Ayes: Four: Harner, Heinlein, Kisha, Zaske. Abstention: One: Petersen. Nays: None. Motion carried.

7. Revise and Develop the Parks and Recreation Commission Farmers Market Display Board (ACTION ITEM) – Nancy Tribble

The Parks and Recreation Commission will host a Farmers Market in late June. To prepare for the Farmers Market, the Commission will discuss the revision of the current display board.

PROPOSED ACTIONS: Approve the content and layout of the revised Parks and Recreation Commission display board; or provide staff with further direction.

Schott showed the options available to the PRC for their June 25th day at Farmers Market (FM). The commissioners discussed topics to cover on the display: Harvest Park; Anderson Frontier as a pesticide free park; Bee City USA; pickleball; future projects. The preferred format was the white colored background with short captions for all of the photos. The commissioners would also like to have handouts, listing the addresses and amenities of Moscow's Parks; staff will put together a draft for them to consider.

Heinlein moved to use the white poster board version of the display board, with captioned photos. Petersen seconded the motion. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

8. Consideration of the June 25, 2022 Farmers Market (ACTION ITEM) – Nancy Tribble

The Commission will discuss staffing and theme for the June 25, 2022 Moscow Farmers Market.

PROPOSED ACTIONS: Approve the staffing and theme for the Moscow Farmers Market; or take other action deemed appropriate.

The commissioners discussed topics for the display board and that they would like to have handouts to give interested citizens. Tribble will pick up the white board from the HIRC on Friday and bring it to FM. Schott said the FM staff will provide a table, tablecloth, umbrella for shade, chairs. Kisha volunteered to set up the display. Harner will help set up but has another commitment and will have to leave. Kisha and Petersen volunteered to be there the full time, from 9 am to noon. Landis will attend as well.

Heinlein moved to have the display board's topics as follows: pickleball, Harvest Park, Anderson Frontier as a pesticide-free park, Bee City USA, and have a handout on the City's Parks and on the HLAC. Zaske seconded the motion. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

Tribble moved to staff the table as discussed. Petersen seconded the motion. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

9. Consideration of the Harvest Park Management Plan (ACTION ITEM) – David Schott

The Core Development Team (CDT) for Harvest Park has been busy drafting a management plan for Harvest Park. The Parks and Recreation Commission will review and discuss the draft management plan.

PROPOSED ACTIONS: Recommend approval of the Harvest Park Management Plan; or provide staff with further direction.

Schott shared the draft plan which included a volunteer group to be named the Friends of Harvest Park. These volunteers would help the City with park projects. The Moscow Tree Commission

will oversee the park and approved the plan at their 5/3/22 meeting. The plan covered pruning, gleaning or harvesting, allowing dogs in the park, limited pesticide use, and donor and volunteer applications. Schott also showed the themes and different planting rooms proposed for the nascent park and how the City will allow the public to adopt certain areas of the park, financially supporting the purchase of trees and plants. Schott has the plan on City Council's July 18, 2022 agenda for their approval. Petersen said it came together well; Schott credited the CDT's hard work.

Zaske moved to accept the management plan as presented. Heinlein seconded the motion. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

REPORTS

1. Recreation and Pool Update – Greg Morrison (Morrison was unavailable)

Ochoa said that Summer Break Kid's Kamp will begin their 10-week program on June 13. Ochoa will soon celebrate his one-year employment anniversary.

2. Parks, Facilities and Community Forestry Update – David Schott

Schott said that Morrison is taking over management of the Moscow School District Community Playfields. The Parks staff replaced the decking on the bridge at Anderson Frontier Park. Schott and Howard relocated their offices to the Eggan Youth Center from the City Shop. A local Girl Scouts troop donated a bat box to be installed in East City Park and a church group is putting in a rose garden in one of the planters; they will maintain it for perpetuity. The Hamilton-Lowe Aquatics Center is hiring and training staff, has a new play structure, replacing the broken one, and other needed repairs will be completed in time for the June 10 opening.

UPCOMING EVENTS / MEETINGS

Next Parks and Recreation Commission meeting is June 23, 2022

The meeting was adjourned at 7:03 pm.