

# PARKS & RECREATION COMMISSION



Nancy Tribble  
Chair

[pre@ci.moscow.id.us](mailto:pre@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  
September 22, 2022

5:15 PM

Hamilton Indoor Rec Center  
1724 E F Street

**The meeting was called to order at 5:16 pm.**

PRESENT: Nancy Tribble, Chair; Mark Heinlein; Ted Kisha; Susan Steele; Sara Zaske, Vice Chair; Cat Harner; Richard Gayler

STAFF: Kristie Ingham; David Schott.

*Susan Steel arrived at 5:17*

## ANNOUNCEMENTS

## REGULAR AGENDA

1. **Approval of Parks and Recreation Commission August 25, 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.

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

2. **Public Comment and Response to Previous Comments (limited to 10 minutes)**  
None

*Susan Steele arrived at 5:17*

3. **Report: Parks and Recreation Commission Strategic Planning, Parks Operational Baseline**  
– David Schott

Earlier in the year, staff presented an operational overview of parks. The next step is to build on this and identify the minimum guidelines for parks operations. Staff will present a report of the minimum standards followed by a discussion on the subject.

**PROPOSED ACTIONS:** No action, report.

Schott went over the baseline of the Strategic Planning for the Parks Operational Baseline. This will be the core of what will be done within the next year. Schott recapped the last 5-year overview for each season from equipment maintenance to park and irrigation prep. Winter is snow removal, holiday light hanging downtown, tree and shrub care, construction, and equipment

maintenance. Spring is everything from mowing and trimming to athletic field prep. Summer is maintaining: mowing and trimming, irrigation maintenance, event support, tree care, playground inspections and field prep. Fall becomes more construction projects, finish mowing and trimming for season, winterization of irrigation, fall clean up of leaves and shrub beds, turf care, tree planting event support and field prep. Parks has been struggling with part time workers and when COVID hit it's been hard to get anyone to want to come work outside in the summer. Parks has also lost a couple full time people. Kisha wanted to know the plan for landscape on the new round-about on Mountain View Street. Schott cannot specifically remember what plants are going to be planted there, but they are low maintenance.

**4. Consideration of the Moscow City Council Annual Report (ACTION ITEM) – Nancy Tribble**

The Parks and Recreation Commission presents an annual report to Council each year. This year the annual report will be presented on October 3, 2022 in Council Chamber at City Hall at 7:00 P.M. The Parks and Recreation Commission will review and discuss the contents of the annual report prior to the Council presentation.

**PROPOSED ACTIONS:** Approve the 2022 Parks and Recreation Annual Report; or provide staff with further direction.

Tribble will be gone for the presentation date to present to Moscow City Council and wonders if Zaske would be able to attend in place. Zaske will confirm but a tentative yes. Schott ran through draft PowerPoint to present to Moscow City Council and recapped the last year of PRC and what will be coming in the next year. Gayler was wondering if the possibility of putting another Garden Plot area might be an option on the West side of Oylear Field, Schott explained that those fields are Moscow School Districts fields and not ours. Gayler would like to expand more on recreation on the fields when there are only so few fields to choose from. Schott would like any questions regarding fields or recreation to be emailed to him and Morrison as he will be presenting at the next month's PRC meeting.

Mark moved to approve the 2022 Parks and Recreation Annual Report. Kisha seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

**5. Consideration of the Upcoming Capital Improvement Plan Submittals (ACTION ITEM) – David Schott**

The Parks and Recreation Commission will discuss potential upcoming capital improvement projects for submittal.

**PROPOSED ACTIONS:** Approve the capital improvement plan submittals; or provide staff with further direction.

Schott recapped last meetings CIP. October is when submittal for the CIP would need to be submitted. Schott will be presenting replacing old playgrounds and restrooms for Berman Creekside and Anderson Frontier Parks. Schott presented a couple from our previous lists that PRC will need to hold off on such as the splash pad downtown due to concern with being close to traffic and water aspect on how to reuse or clean it, bike park, community garden, shelters at Indian Hills, Lola Clyde, Milton Arthur, Itani, the Milton Arthur Parking Lot, Fitness Stations, HIRC floating floor, fenced park for kids with disabilities. Fitness stations were brought up in last months PRC meeting and Schott would like to touch more on that one in the future.

Heinlein moved to approve the capital improvement plan submittals. Gayler seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried

## **REPORTS**

### **1. Parks, Facilities and Community Forestry Update – David Schott**

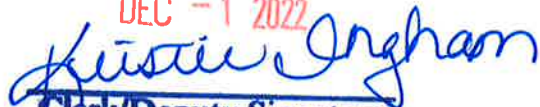
Parks installed the new play structure at pool this Spring and Jay Lewis Facilities Manager looked into buying new covers. When Lewis purchased the new covers, he informed Avista which presented the City of Moscow with a rebate for \$24,000. Vacancy with Parks full time position could change tomorrow with a potential new hire. There is a vacancy in Facilities now as well. Schott will be going with Bill Belknap City Supervisor tomorrow to walk around the Moscow Mountain Property the City owns. Moscow Area Mountain Biking Association (MAMBA) is proposing to construct trails through the property to tie into existing trails.

## **UPCOMING EVENTS / MEETINGS**

Next Parks and Recreation Commission meeting is October 27, 2022

**ADJOURN 6:30pm**

**Minutes Approved On**

DEC - 1 2022  
  
Clerk/Deputy Signature