

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
March 23, 2023

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

WELCOME AND ATTENDANCE

1. **Welcome Drew Davis, City Council liaison, to the Parks and Recreation Commission**

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission January 26, 2023 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. **Consideration of a Bee City USA Subcommittee Member (ACTION ITEM) – Nancy Tribble**

A Bee City USA Subcommittee member, Olivia Shan, has resigned her duties to pursue other interests. As a valued member of the subcommittee representing PCEI, Olivia recommended Tayson Sargis of PCEI as her replacement. The Bee City USA Subcommittee endorses this recommendation to the Parks and Recreation Commission.

As part of the Bee City USA affiliation, the City of Moscow established a Bee City USA Subcommittee under the Parks and Recreation Commission. The Parks and Recreation Commission appointed five (5) members of the public to serve on the Bee City USA Subcommittee.

PROPOSED ACTIONS: Approve Tayson Sargis, representing PCEI, to the Bee City USA Subcommittee; or take other action as deemed appropriate.

4. **Consideration of the 2023 Farmers Market Dates (ACTION ITEM) – Nancy Tribble**

Each year the Parks and Recreation Commission hosts a booth at the Farmers Market. The Parks and Recreation Commission will discuss dates and themes for the 2023 Farmers Market season.

PROPOSED ACTIONS: Approve the dates and themes for the 2023 Farmers Market season; or take other action as deemed appropriate.

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: April 27, 2023.

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
Chair
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
January 26, 2023

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

The meeting was called to order at 5:17 pm

PRESENT: Nancy Tribble, Chair; Mark Heinlein; Ted Kisha; Susan Steele; Cat Harner; Richard Gayler; Susan Petersen; Gretchen Hayes.

STAFF: Kristie Ingham; David Schott; Greg Morrison; Tyler Ochoa

WELCOME AND ATTENDANCE

- Welcome Gretchen Hayes to Parks and Recreation Commission.**
Tribble introduced Gretchen Hayes to the PR Commission.
- Welcome Drew Davis, City Council liaison, to the Parks and Recreation Commission**
Schott will introduce Davis at next meeting as he is not able to be present this evening.

ANNOUNCEMENTS

REGULAR AGENDA

- Approval of Parks and Recreation Commission December 1, 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.

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

Susan Steel 5:33 pm

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

Deann Isenberg (Moscow) here as pickleball players whom wrote to Morrison about getting more time in our gym for pickleball with only two courts and two hours to play there are now more than 30 people sometimes here to play in the mornings. Offered to pay for more nets to put up 4 courts or have more time on other days.

Sally Greene (Moscow) understands the HIRC open gym policy. If people come in the afternoon and no one is on the court would it be a possibly to be set up then.

Greg Hartke (Moscow) at the beginning when Pickleball was first being set up in the HIRC gym there was a low number of people who played. Policies were made 3 years ago so does open gym policies change or the other group policies change for other things.

John Sweeney (Moscow) would like to know the meaning of “open gym”. Morrison explained it’s not just basketball we have moms with kids, schools that use our gym for PE classes along with our recreation activities that use our gym almost daily. Sweeney explained Pullman gym hours and their open gym policies.

Paul Quaglietta (Moscow) has been in the gym for open gym many times around 10:30 am and no one is in the gym. Possibility of maybe another hour on other days.

Sue Osiensky (Moscow) a lot of the Pickleball players are older and have poor eye sight. The lines on the gym for the Pickleball courts are hard to see. Morrison explained that the gym was just refinished and he did research on what lines are used the most. Pickleball is one of the lowest which is why it’s just the lightest.

Terry Jane (Moscow) would like to thank Morrison for setting the time aside for the Pickleball use, but pickleball is growing especially in retired ages. She would like to encourage about other opportunities for times.

Renee Skrzypchak (Troy) in Troy they are changing tennis courts into Pickleball courts would this be possible here in Moscow? Morrison explained we no longer own tennis courts.

3. Consideration of the 2023 Parks and Recreation Commission Officers (ACTION ITEM) – Nancy Tribble

ACTION: Elect the Chair and Vice Chair positions.

Tribble moved to appoint Harner as Vice Chair. Petersen seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

Susan moved to appoint Tribble as Chair. Richard seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried.

4. 1912 Center Northeast Room, Second Floor Naming Proposal - (ACTION ITEM) – Jenny Kostroff, Executive Director of Heart of the Arts, Inc. (HAI)

HAI is proposing to permanently name the room on the northeast corner of the second floor of the 1912 Center the “Chin Lew Green Dragon Game Room” in honor of the Chin and Lew families. Funds in the amount of \$80,000 were donated by Claire Chin and Merry Lew to complete the renovation of the Green Dragon Game Room that is now home to the old back bar that was in the family’s downtown restaurant since 1947. This donation was made to name the room in honor of the families who shared their culinary culture with Moscow since 1931.

PROPOSED ACTIONS: Recommend approval to name the northeast room of the second floor of the 1912 Center the “Chin Lew Green Dragon Game Room”, or provide staff with further direction.

Schott introduced Jenny Kostroff Executive Director of Heart of the Arts. Kostroff referred to her power point presentation and the proposal attached to the packet for the naming of “Chin Lew Green Dragon Game Room”.

Ted Moved to approve recommendation to name the northeast room of the second floor of the 1912 Center the “Chin Lew Green Dragon Game Room”. Heinlein Seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion Carried

5. 1912 Center Southwest Room, Second Floor Naming Proposal - (ACTION ITEM) – Jenny Kostroff, Executive Director of Heart of the Arts, Inc. (HAI)

HAI is proposing to permanently name the room located on the southwest corner of the second floor of the 1912 Center the “Barr Family Historic Classroom” in honor of the Barr family. Funds in the amount of \$80,000 were donated by Steve Barr to complete the renovation of the Historic Classroom. This donation was made in order to name the room in honor of his parents, longtime Moscow residents William and Audrey Barr.

Kostroff referred to her power point presentation and the proposal attached to the packet for naming the “Barr Family Historic Classroom”. Petersen asked why they are naming after people’s specific names. Kostroff explained these people are donating to renovate the rooms.

PROPOSED ACTIONS: Recommend approval to name the southwest room of the second floor of the 1912 Center the “Barr Family Historic Classroom”, or provide staff with further direction.

Petersen Moved to approve recommendation to name the southwest room of the second floor of the 1912 Center the “Barr Family Historic Classroom”. Gayler Seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion Carried

6. Consideration of the Parks Bench Donation Program (ACTION ITEM) – David Schott

In October of 2008, the Parks and Recreation Commission approved a bench donation program. With the generous nature of our community, many park benches have been donated to the city of Moscow for installation in city parks and properties over the years. Staff present proposed updates to the Parks Bench Donation Program.

PROPOSED ACTIONS: Approve the 2023 Parks Bench Donation Program; or take other action as deemed appropriate.

Schott was informed by parks department that the city is losing money with installation of park benches. The cost of material has increased causing the cost of the benches to increase to \$2,200. Schott referred to the bench donation program attached to the packet. Kisha asked if PRC gets a say in the naming of the park benches. Scott explained that PRC approves the costs and the parks staff installs them. Steele asked if the benches are assembly required or does the parks department build them. Schott explained the benches are some assembly required. Gayler asked how many quotes we have for benches. Schott explained the city goes through the same place so the benches in all of our city parks are the same. Harner doesn’t know if people would be able to come up with that much money for a bench with that increase. Schott doesn’t think it will push many people away especially with the amount of donations they come in from people to help pay for park benches.

Petersen Moved to approve the 2023 Parks Bench Donation Program. Steele Seconded. Roll Call vote: Ayes: Petersen, Steele, Heinlein, Tribble, Kisha, Hayes, Gayler. Nays: Harner. Motion Carried

7. 2022 Pesticide Free Park Program Report and 2023 Pesticide Free Park (ACTION ITEM) – David Schott

On January 27, 2022, the Parks and Recreation Commission approved Anderson Frontier Park as the pesticide free park for 2022. Staff will present a weed monitoring report and

recommendation. Given the results of the 2022 pesticide free park, Anderson Frontier Park, parks staff is recommending Kiwanis Park as the 2023 pesticide free park.

PROPOSED ACTIONS: 1.) Accept report. 2.) Approve Kiwanis Park as the 2023 pesticide free park; or take other action as deemed appropriate.

Schott referred to his power point presentation along with the weed monitoring report attached to the packet.

Steele Moved to approve Kiwanis Park as the 2023 pesticide free park and accept the report as presented. Petersen Seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion Carried

8. Consideration of the South Moscow Business Park Preliminary Plat (ACTION ITEM) – David Schott

A developer has submitted a preliminary plat to the City for the South Moscow Business Park. As part of the subdivision process, this proposed subdivision falls under the requirements of the parkland dedication codes of the City. Staff will present the proposal to fulfill the parkland dedication requirements for the South Moscow Business Park.

PROPOSED ACTIONS: Recommend approval of the parkland dedication as proposed for the South Moscow Business Park; or provide staff with further direction.

Schott referred to his power point presentation for business park preliminary plat SOMO. Schott explained to PRC this is for future not right.

Steele Moved to approve recommendation of the parkland dedication as proposed for the South Moscow Business Park. Mark Seconded. Ayes: Petersen, Steele, Heinlein, Tribble, Kisha, Hayes, Harner. Nays: Gayler. Motion Carried

9. Consideration of the FY2024 Parks and Recreation Commission Budget (ACTION ITEM) – David Schott

The Parks and Recreation Commission will review the FY2023 budget and discuss the FY2024 budget request.

ACTION: Approve the 2024 budget request; or take other action as deemed appropriate.

Steele Moved to approve 2024 budget as presented. Petersen Seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion Carried

REPORTS

1. Recreation and Pool Update – Greg Morrison

Morrison informed commission the pool opens in June. There is not a pool manager hired at this time. He explained the expansion of the pool fence line to come to the sidewalk at the HIRC and adding 3 umbrellas as well. This will take place in the Fall. Youth basketball for K-3 is going on now with 20 more kids more than last year. Morrison was able to split into girls and boys teams this year in 2-3 grades. Ochoa let PRC know about his latest activities were Light up the Season Parade which was followed by Breakfast with Santa. Both events went extremely well. The Snowball dance followed by Spring break Kids Kamp are his next upcoming events. Ochoa also let PRC know that the Eggan has been struggling to stay fully staffed with incidents at the college, but hopes to become full staffed this next semester. Harner suggested to have parade on different day. Her children are in youth basketball so are not able to attend it since there were games the night of it.

Morrison said next year he will make sure that he looks at that and accommodates all families that day for the parade.

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

Schott let PRC know that the Mamba proposal was approved along with the land fund. He will be going to Boise end of month to continue the process for the land fund. Starting tomorrow the Parks Department will be down 2 staff members, but maintenance did hire another full time. There has been some restructuring in the Parks and Rec department. Schott has a new supervisor Deputy City Supervisor Tyler Palmer. Morrison's new supervisor is Deputy City Supervisor Cody Riddle. Parks and Rec will still be the same department just different supervisors.

UPCOMING EVENTS / MEETINGS:

Next Parks and Recreation Commission meeting: February 23, 2023.

ADJOURN 7:15

RESOLUTION NO. 2022 – 17

A RESOLUTION OF THE CITY OF MOSCOW, IDAHO, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, DESIGNATING THE CITY OF MOSCOW AS A BEE CITY USA® AFFILIATE INCLUDED HERewith AND INCORPORATED HEREIN BY THIS REFERENCE; PROVIDING THIS RESOLUTION TO BE EFFECTIVE UPON ITS PASSAGE AND APPROVAL.

WHEREAS, the mission of BEE CITY USA is to galvanize communities to sustain pollinators responsible for the reproduction of almost 90% of the world's flowering plant species, by providing them with healthy habitat, rich in a variety of native plants and free to nearly free of pesticides; and

WHEREAS, thanks to the more than 3,600 species of native bees in the United States, along with introduced honey bees, we have diverse dietary choices rich in fruits, nuts, and vegetables; and

WHEREAS, bees and other pollinators have experienced population declines due to a combination of habitat loss, poor nutrition, pesticides (including insecticides, fungicides, and herbicides), parasites, diseases, and climate change; and

WHEREAS, pollinator-friendly communities can benefit local and regional economies through healthier ecosystems, increased vegetable and fruit crop yields, and increased demand for pollinator-friendly plant materials from local growers; and

WHEREAS, ideal pollinator-friendly habitat (A) is comprised of mostly native wildflowers, grasses, vines, shrubs, and trees blooming in succession throughout the growing season to provide diverse and abundant nectar and pollen, since many wild pollinators prefer or depend on the native plants with which they co-adapted; (B) is free to nearly free of pesticides, as many pesticides can harm pollinators and/or their habitat; (C) comprises of undisturbed spaces (leaf and brush piles, unmown fields or field margins, fallen trees and other dead wood) for nesting and overwintering; and (D) provides connectivity between habitat areas to support pollinator movement and resilience; and

WHEREAS, Integrated Pest Management (IPM) is a long-term approach to maintaining healthy landscapes and facilities that minimizes risks to people and the environment by: identifying and removing the causes of pest problems rather than only attacking the symptoms (the pests); employing pests' natural enemies along with cultural, mechanical, and physical controls when prevention is not enough; and using pesticides only when no other method is feasible or effective; and

WHEREAS, supporting pollinators fosters broad-based community engagement in environmental awareness and sustainability; and

WHEREAS, the City Council believes it is in the best interest of the City to support the City of Moscow becoming certified as a BEE CITY USA community because of our commitment to pollinators. Pollinators are keystone species in essentially every terrestrial ecosystem on earth, assisting in plant reproduction. Pollinators touch our lives in numerous ways each day, including being responsible for approximately one third of the food and drink we consume;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moscow, in order to enhance understanding among local government staff and the public about the vital role that pollinators play and what each of us can do to sustain them, the City of Moscow chooses to support and encourage healthy pollinator habitat creation and enhancement, resolving as follows:

1. The City of Moscow Parks and Recreation Department is hereby designated as the BEE CITY USA sponsor.
2. The Parks and Facilities Manager of Parks and Recreation Department is designated as the BEE CITY USA Liaison.
3. Facilitation of City of Moscow's BEE CITY USA program is assigned to the Bee City USA Sub Committee of the Parks and Recreation Commission.
4. The Bee City USA Sub Committee is authorized to and shall:
 - a. **Celebration:** Host at least one educational event or pollinator habitat planting or restoration each year to showcase City of Moscow's commitment to raising awareness of pollinator conservation and expanding pollinator health and habitat.
 - b. **Publicity & Information:** Install and maintain at least one authorized BEE CITY USA street sign in a prominent location, and create and maintain a webpage on the City of Moscow website which includes, at minimum a copy of this resolution and links to the national BEE CITY USA website; contact information for the BEE CITY USA Liaison and Committee; reports of the pollinator-friendly activities the community has accomplished the previous year(s); and the recommended native plant species list and integrated pest management plan as described in 4.e. below.
 - c. **Habitat:** Develop and implement a program to create or expand pollinator-friendly habitat on public and private land, which includes, but is not limited to, identifying and inventorying City of Moscow's real property that can be enhanced with pollinator-friendly plantings; creating a recommended locally native plant list to include wildflowers, grasses, vines, shrubs, and trees and a list of local suppliers for those species; and tracking annual area of pollinator habitat created or enhanced.
 - d. **Pollinator-Friendly Pest Management:** Create and adopt an integrated pest management (IPM) plan designed to prevent pest problems, reduce pesticide use, and expand the use of non-chemical pest management methods.
 - e. **Policy & Plans:** Establish, through the City of Moscow, a policy in the Parks and Recreation Master Plan to acknowledge and commit to the BEE CITY USA designation and review the Parks and Recreation Master Plan and other relevant documents to consider improvements to pest management policies and

practices as they relate to pollinator conservation, identify appropriate locations for pollinator-friendly plantings, and consider other appropriate measures.

- f. **Renewal:** After completing the first calendar year as a BEE CITY USA affiliate, each February, apply for renewal of City of Moscow's BEE CITY USA designation following the format provided by BEE CITY USA, including a report of the previous year's BEE CITY USA activities, and paying the renewal fee based on the City of Moscow's population.

PASSED on Motion by the Following Vote:

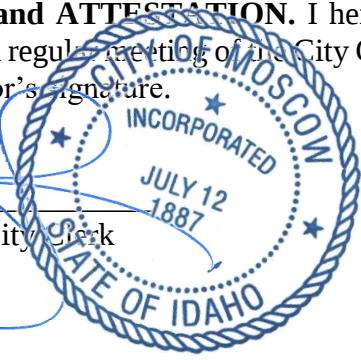
	Aye	Nay	Abstain	Absent
Hailey Lewis	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Gina Taruscio	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Sandra Kelly	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Maureen Laflin	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Anne Zabala	<u>X</u>	<u> </u>	<u> </u>	<u> </u>
Julia Parker	<u>X</u>	<u> </u>	<u> </u>	<u> </u>

ADOPTED by the City Council of the City of Moscow, Idaho and **APPROVED** by the Mayor of the City of Moscow, Idaho, this 27th day of June, 2022.


Art Bettge, Mayor

CERTIFICATION and ATTESTATION. I hereby certify that the above is a true copy of a Resolution passed at a regular meeting of the City Council, City of Moscow, held on June 27, 2022 and attest to the Mayor's signature.


Laurie M. Hopkins, City Clerk



MOSCOW FARMERS MARKET



Commission and Department Tabling Guidelines

The Moscow Farmers Market averages 7,500+ adults and 1,300+ children visitors per Market day, with many of these individuals residing within Latah and Whitman County. In an effort to promote collaboration, the Community Events Division welcomes City of Moscow Commissions & Departments to host a table at the Moscow Farmers Market to conduct public outreach and bring awareness to citizens about special projects and initiatives.

Staff liaisons are to select up to five dates that Commission members and/or City staff are available for tabling at the Market; a minimum of two dates will be assigned. **Selection of dates does not guarantee assignment.** Liaisons will be notified of the final tabling schedule by early- to mid-April.

All City Commissions must adhere to the following:

- Conduct tabling hours between **9 am and 12 pm** within the confines of the tabling space next to the **bus shelter in Friendship Square**.
- Be responsible for the transportation of their tabling materials.
- Submit date requests no later than April 1 each year for priority consideration.
- Include a brief description (photos & graphics welcome!) on outreach initiative for inclusion in press releases, social media, and monthly e-newsletter (see examples on following pages).

The following items will always be provided and set-up by Community Events Staff for Commissions:

- One, six (6) foot table
- City of Moscow tablecloth
- Shade umbrella with weighted stand (a pop-up tent with tent weights is supplied during inclement weather)
- Two chairs

Commissions that are unable to table on their assigned day must inform their City staff liaisons. Staff liaisons are to contact the Community Events Division regarding such cancelations and to reschedule if possible. Office hours during the Moscow Farmers Market season are Tues. through Fri., 8 am to 5 pm.

MOSCOW FARMERS MARKET



Commission and Department Tabling Guidelines



MOSCOW FARMERS MARKET



Commission and Department Tabling Guidelines



MOSCOW FARMERS MARKET



- | | |
|---|---|
| ☐ Board of Adjustment | ☐ Moscow Arts Commission |
| ☐ Fair & Affordable Housing Commission | ☐ Moscow Pathways Commission |
| ☐ Farmers Market Commission | ☐ Sustainable Environment Commission |
| ☐ Historic Preservation Commission | ☐ Transportation Commission |
| ☐ Human Rights Commission | ☐ Tree Commission |
| ☐ Parks & Recreation Commission | ☐ City Department or Division |
| ☐ Planning & Zoning Commission | |

MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER
☐ 6	☐ 3	☐ 1	☐ 5	☐ 2	☐ 7
☐ 13**	☐ 10	☐ 8	☐ 12*	☐ 9	☐ 14
☐ 20	☐ 17	☐ 15	☐ 19	☐ 16	☐ 21
☐ 27	☐ 24**	☐ 22	☐ 26	☐ 23	☐ 28*
		☐ 29			

*Farmers Market special event

**Farmers Market Commission tabling

Description of outreach effort(s) to be used on the City calendar and social media outreach:

Contact for Outreach Events:

First Name

Last Name

Cellphone Number

Email

City Staff Liaison Signature: _____ **Date:** _____

By signing this form, City Staff Liaison acknowledges they are aware of their Commission's outreach efforts and are responsible for collecting items at the end of Market day if Commission members fail to do so.

For office use only | Request Form received on: _____

Last updated 20230202