

# PARKS & RECREATION COMMISSION



Nancy Tribble  
Chair  
[prc@ci.moscow.id.us](mailto:prc@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**  
**October 26, 2023**

**5:15 PM**

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

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

PRESENT: Nancy Tribble, Chair; Cat Harner, Vice Chair; Mark Heinlein, Gretchen Hayes, Jeff Pilcher  
5:20, Robert Sproull 5:18

STAFF: Kristie Ingham; David Schott; Greg Morrison

## **ANNOUNCEMENTS**

Tribble informed PRC that this would be her last year on PRC as she has other commitments she needs to focus on. December will be her last meeting. Tribble has enjoyed her 13 years on the commission.

## **REGULAR AGENDA**

### **1. Approval of Parks and Recreation Commission August 24, 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.

Hayes 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 15 minutes)**

None

### **3. Consideration of the November/December Combined Commission Meeting (ACTION ITEM) – David Schott**

Each year the Parks and Recreation Commission meets on the first Thursday of December for the combined November and December meeting that fall near the Thanksgiving and Christmas holidays. However, many Commission members would like to attend the Light up the Season Parade. Over the past few years, the parade has been on the first Thursday of December. With this being the case, the commission will discuss a recurring combination meeting for November and December the second Thursday of December. The Commission will decide: 1) the 2023 meeting schedule, December 14, 2023 and; 2) Whether or not to make this their standard schedule for the future.

**PROPOSED ACTIONS:** Approve the second Thursday of December as the combined meeting for November and December and to make this part of standard schedule for future; or provide staff with further direction.

Heinlein moved to approve the second Thursday of December as the combined meeting for November and December and to make this part of standard schedule for future. Pilcher seconded. Roll Call vote: Ayes: Unanimous. Nays: None. Motion carried

**4. Report: Bee City USA Volunteer Project at Harvest Park – Mark Heinlein**

On September 23, 2023 Mark Heinlein lead a volunteer project at Harvest Park to support Bee City USA by planting pollinator plants within the dogleg of Harvest Park. Mark will provide a report on the event.

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

Heinlein recapped on the Bee City USA Subcommittee meeting of adopting the dog leg of Harvest Park. There was a great turn out for the Volunteer Project of about 50 people, many of which where children. The moms did great job helping him to keep the children's attention and help with planting. Heinlein and the children planted 50 trees and shrubs in about a couple hours. Heinlein recapped on the Bee City USA Subcommittee meeting of adopting the dog leg of Harvest Park.

**5. Report: Rotary Club of Moscow Peace Pole Project – David Schott**

Rotary Club of Moscow has entered into an agreement with the City of Moscow to adopt the main landscape planter around the plaza at Jim Lyle Rotary Park. In the past, Rotary Club of Moscow constructed a flag pole and landscape bed in the plaza area of the park. This year, Rotary Club of Moscow installed a peace pole in the plaza landscape area.

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

Schott presented the PRC with the presentation he will be presenting to the Moscow City Council for the Peace Pole that the Rotary Club of Moscow installed at Jim Lyle Rotary Park. The project began in early September in hopes to be completed before heavy frost this fall. The pole Measures 7' by 4" by 4". The pole was placed in the ground with a concrete footer that a simple planter or rock base will surround. The spot that was chosen to place the pole is dry all year round. The Rotary Club adopted the area as an adopt a plant program to plant in this area as well.

**STAFF REPORTS**

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

Morrison Micro Soccer season is over tonight which means winter is coming which is Ochoa's busy season. The 4<sup>th</sup>-5<sup>th</sup> grade basketball season will start next week with practices, youth volleyball will be over the first week of November and adult basketball will be starting in January. We were supposed to move the fence and have the new sprinkler system installed in the grass patch next to the HIRC, but it will be put off till Spring. We are having a hard time finding people to do the fence and sprinkler work. Morrison will be implementing a new field reservation change with legal and legal sign in for HIRC. Tribble asked how it went with the dog swim at the HLAC. Morrison said it was well attended but doesn't know the exact amount that they raised. He will look into it and get back to PRC. Morrison also let PRC know that he has added another more time for Pickleball players to play in the Gym on Friday's now.

Harner wanted to update the commission on the Alex's Lemonade 5K run her and Ochoa partnered together on for the second year. The run raised \$550 dollars for children's cancer. The Moscow Fire Department and Latah County Sherriff's department did a sound off to begin the race.

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

Schott wanted to thank Harner for her City Council short presentation and that she did a wonderful job.

**Update on the Milton Arthur Park playground equipment**

**Super structure**

The structure was welded poorly. The Parks Department sent it off to have things re-adjusted and re-welded, but this did not help. The company whom we purchased the structure from decided to replace it and start from scratch. This spring the new one should be installed.

Schott let commission know that the budget for the PRC has been cut. This is not just for the commission its for the City as a whole. All departments had to look at their budgets. Most resulting in big cuts. The parks and facilities departments are both looking for a full-time position. Melissa Fischer left the parks department, but her position is not being filled. The Harvest Park Sub Commission did a site visit and gave a presentation to The Lions Club at the Best Western. The Lions Club is interested in helping with planting at Harvest Park. The parks department is doing downtown tiling around tripping trees. Schott has been working with a Pickleball group that is doing a grant to get wind screens at the outdoor courts at Ghormley Park. East City Park has a new concrete pad with a bench at the playground. Otis Orchard drinking fountain now is now plumbed in. Capital Improvement Plan (CIP) submittals where due this week. Schott put in a request for walling off the front restroom of building for public to help with sporting events that are put on at Oylear and to get rid of the porta potty that sits outside the Eggan. Schott's other submittal for CIP was Anderson Front new subdivision parkland dedication to do a shared pathway to connect a path from housing development to the park.

**UPCOMING EVENTS / MEETINGS:**

1. Next Parks and Recreation Commission meeting December 14, 2023

**ADJOURN 5:45 pm**

**Minutes Approved On**

DEC 14 2023

*Kristen Ingham*  
**Clerk/Deputy Signature**

Minutes Approved On

Chairperson's Signature