

PARKS & RECREATION COMMISSION



Cat Harner
Chair
pre@ci.moscow.id.us

Regular Meeting
~Agenda~

David Schott / Kirby Johnson
Staff Liaisons
208-883-7098 / 208-883-7088

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

Thursday
January 23, 2025

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

WELCOME AND ATTENDANCE

1. Introduction of Hadley Cabitto – Kirby Johnson
2. Round Table Introductions – Kirby Johnson

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission December 12, 2024 Minutes (ACTION ITEM) – Cat Harner**

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 15 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 the FY2026 Parks and Recreation Commission Budget (ACTION ITEM) – David Schott**

The Parks and Recreation Commission will review the FY2025 budget and discuss the FY2026 upcoming budget request. FY2026 will begin on October 1, 2025 and end on September 30, 2026.

4. **Consideration of the 2025 Parks and Recreation Commission Officers (ACTION ITEM) – Cat Harner**

Each year the Parks and Recreation Commission elects a Chair and Vice Chair for each calendar year. The Parks and Recreation Commission will elect officers from the membership of the Parks and Recreation Commission for 2025.

ACTION: Elect the Chair and Vice Chair positions.

UPDATES/REPORTS

1. **Recreation and Pool Update – Kirby Johnson**
2. **Breakfast with Santa Update – Tyler Ochoa**

3. **2025 Catalog Preview – Kirby Johnson**
4. **Parks, Facilities and Community Forestry Update – David Schott**

UPCOMING EVENTS / MEETINGS:

1. Next Park and Recreation Meeting: February 27, 2025

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

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Thursday
December 12, 2024

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

The meeting was called to order at 5:15pm

PRESENT: Cat Harner, Chair; Mark Heinlein; Ted Kisha; Sally Green; Susan Steele (5:22pm); Richard Gaylor.

STAFF: Kristie Ingham; David Schott; Kirby Johnson; Tyler Ochoa; Drew Davis, City Council Liaison

ANNOUNCEMENTS

REGULAR AGENDA

1. Approval of Parks and Recreation Commission September 26, 2024 Minutes (ACTION ITEM) – Cat Harner

Presentation of minutes for approval.

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

Green moved to approve the minutes. Gaylor seconded. Roll Call vote: Ayes: Unanimous Nays: None. Motion carried

2. Public Comment and Response to Previous Comments (limited to 15 minutes)

Terry Jain Moscow- Would like to talk about concerns with trees at Carolyn Brink Park. Feels that there are too many ponderosa pines planted too close together. Jain use to be an arborist and is willing to help to address this issue by volunteering her time to help take some of the trees out. Schott let her know Parks will address it.

Renee Skrzypchsk Troy- A member of the Palouse pickleball club. Would like to discuss the issue of barriers that are put up in the HIRC during pickleball hours. She is aware that advertising for the club falls under the city code of advertising. These barriers are only up when specific players are on the courts and during the pickleball hours. She would like an addendum to the code so that they may put up the barriers during pickleball hours in the HIRC without them being covered. Wants new players to know there is a club in the area

3. Consideration of the Bee City USA Annual Report (ACTION ITEM) – David Schott

Staff will present an Annual Report for the Bee City USA Subcommittee in preparation to submit the required annual report to the Xerces Society to retain the City of Moscow Bee City USA affiliation.

PROPOSED ACTIONS: Approve report; or take other action deemed appropriate.

Schott referred to the Bee City USA Annual Report in the packet.

Heinlein moved to approve the Bee City USA Annual Report. Green Seconded. Roll Call vote:
Ayes: Unanimous Nays: None. Motion carried

UPDATES/REPORTS

1. Light up the Season Parade Report – Tyler Ochoa

Ochoa updated the PRC that there were 36 floats that participated in the Light up the Season Parade. This is the highest number the city has had since he has been working here. This year is the first time PR had a float in the parade, and he would like to invite commissioners to come out next year. Ochoa needed to find a new Santa this year and found a great one who enjoyed it and would like to continue to do this. There was a great volunteer turnout. Ochoa would like PR to possibly be open to suggestions going forward for the PR float.

2. Athletics Calendar Update – Kirby Johnson

Johnson and the Recreation team have been working on a proposed calendar for the year for sports and programs. The purpose of doing a year is to primarily to let people know what to expect yearly, and for staffing throughout the year. Doing a year calendar shows that Recreation is packed throughout the year leaving the month of October vacant for new programs. Johnson referred to the calendar in the packet. Green asked if this will be updated online for access to this. Johnson explained this is the first step to going online with a calendar, but it is not yet online. We have to get all of our online forms and CivicRec to communicate together. January 2nd the new brochure will come out in which this will now become an annual brochure. Harner stated that she really likes a yearly calendar as she is already planning her family's summer trips and activities. Davis also likes the yearly calendar as a parent he hasn't seen something like this with PR and thinks it's great.

3. MSDCP Update – Kirby Johnson

For 2025 backstop padding will be installed with new ones in the Spring, new back stop netting will be put up, new soccer nets will be put up, a new bottle filler will be installed by the water fountains, a new Lance Abendroth memorial plaque will be installed, and a field sign stating Abby Field will also be put up at the MSDCP. There will be a new wall started for State championship plaques. Parks will also be putting up new batting cages, refinishing the bathroom floors, and infield replacement.

Schott added that PR had a combined meeting with MSD about batting cages along with new bull pins on field 3. It will be a cost saving to do them at the same time. Johnson also shared that the recreation department has added a new full time employee Hadley Cabbitto as a team member. Cabbitto has been with the city now for 6 years.

4. Athletic Fields Storage Update – David Schott

Schott let PRC know that staff have been looking into storage at the MSDCP. The parks staff maintenance shed is not being used very well at this time. Staff is looking into breaking the shed that is already present into 3 small sheds on the back side for bigger storage. Doing so will be low in cost and can be done with in the parks department. In FY2026 parks is looking into extending some of the dugouts for more storage on the end of them. Harner expressed concern about extending dugouts as baseball parents bring their own chars and sit along the grass at the end of the dugouts. Schott let PRC know that there was a combined survey put out between MSD and PR along with a meeting between the city and MSD coming to the conclusion that this is the best placement for more storage.

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

Schott updated PRC that the parks department are working on leaf clean up right now. Schott is working on FY2026 budget prep. The parks department is looking into a robot painter for the field lines and robot lawn mowers. Schott is working on the downtown management plan for trees and submitting an application for Tree City USA. There are two vacant positions at

this time. One in the parks department, and one in the facilities department. The Indian Hills Park bathrooms will be open this spring.

UPCOMING EVENTS / MEETINGS:

1. Next Park and Recreation Meeting: January 23, 2024

ADJOURN 6:00pm

DRAFT