

PARKS & RECREATION COMMISSION



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

Regular Meeting
~Agenda~

David Schott
Staff Liaison
208-883-7098

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

Thursday
July 24, 2025

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

WELCOME AND ATTENDANCE

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission June 26, 2025, 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.

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 a Memorandum of Agreement (MOA) with the Palouse Pickleball Club (ACTION ITEM) – David Schott**
On May 23, 2024, the Parks and Recreation Commission considered and approved the inclusion for future pickleball courts at Mountain View Park in the Capital Improvement Plan (CIP). Based on this, staff submitted the required documentation for the project to be included in FY2026 CIP with construction slated in 2033.

In a letter dated June 12, 2025, to Mayor Bettge and members of Moscow City Council, the Palouse Pickleball Club (Club) expressed an interest in fundraising to accelerate the timeline for construction. The first step would be to fundraise to hire a consultant for the design and an accurate cost estimate for the new facility. A shovel ready project will aid the Club in fundraising and grant opportunities for construction.

The City of Moscow and Club met to discuss the details of the MOA to ensure that there was a clear understanding of what each entity is agreeing to do to avoid any misunderstandings or missed expectations. The MOA would document the following:

- That, according to the City's adopted Capital Improvement Plan, the City anticipates developing additional pickleball facilities by 2033.

- The Club desires to develop additional pickleball facilities sooner than 2033 and wishes to secure funding to prepare the design and an accurate cost estimate for the new facilities so the Club may pursue grant funding for construction.
- That the Club is offering to conduct fundraising activities to secure \$50,000 for the design on the new pickleball facilities.
- That if the Club is successful and furnishes \$50,000 in funding to City, City agrees to hire a qualified engineering firm at City's sole discretion to complete the design of the new pickleball facilities.
- The City shall provide representatives of the Club with opportunities to provide input into the design of the pickleball facilities.
- The agreement shall not bind the City or the Club to any actions beyond the completion of the pickleball facility design.

PROPOSED ACTIONS: Recommend approval of the Memorandum of Agreement concept between the City of Moscow and the Palouse Pickleball Club and authorize the Chair to submit a Letter of Support for the proposed partnership; or take other action as deemed appropriate

4. Consideration of Parkland Dedication Requirements for the Proposed Augustine Avenue Apartments Subdivision Preliminary Plat (ACTION ITEM) – David Schott

As part of the subdivision process, this proposed subdivision falls under the requirements of the parkland dedication codes of the City.

Based on the preliminary plat submitted for the Augustine Avenue Apartments Subdivision (Lots 1-7) to the southwest of Augustine Avenue, the net developable area includes 118,670 square feet (sf) or 2.72 acres of platted RO Multiple Residence Zoning, which has a 9% or 10,680 sf (0.25 acres) parkland dedication requirement.

However, the parkland dedication requirements for Lots 8-10 to the northeast of Augustine Avenue have been previously deferred as part of the Edington Subdivision First Addition final plat.

On April 22, 2021, the Parks and Recreation Commission recommended approval of deferring the parkland dedication requirement of 1.02 acres at that time to a later phase of the entire Edington subdivision. However, minor changes in zoning percentages and lot adjustments on the final plat of the Edington Subdivision First Addition reduced the parkland dedication requirement to 0.94 acres. This was subsequently approved by Moscow City Council on September 6, 2022, through a development agreement with BBC LLC for the Edington First Addition.

Because the Augustine Avenue Apartments Subdivision and the Edington Subdivision are being developed by the same developer and adjacent to each other, the staff recommendation is to defer and add the 10,680 sf (0.25 acres) based on the Augustine Avenue Apartments preliminary plat to the previously deferred parkland dedication for the Edington Subdivision final plat (0.94 acres) for a total parkland dedication of 1.19 acres to a later phase of the entire Edington Subdivision. The total parkland dedication requirement to date would be 1.19 acres for a future park that is relatively flat and over three (3) miles of public pathways for our community to enjoy.

PROPOSED ACTIONS: Recommend approval to defer and add the 10,680 sf (0.25 acres) based on the Augustine Avenue Apartments preliminary plat to the previously deferred parkland dedication for the Edington Subdivision final plat (0.94 acres) for a total parkland dedication of 1.19 acres to a later phase of the entire Edington Subdivision; or take other action as deemed appropriate.

5. Consideration of the August 16, 2025, Farmers Market (ACTION ITEM) – Cat Harner

The Parks and Recreation Commission will discuss their participation on August 16, 2025, Farmers Market. The commission discussed conducting public outreach for upcoming recreation programs in a previous meeting. At the June 24, 2025, meeting, the commission requested staff to contact the Community Events Manager for any potential opportunities for additional space for recreational activities. With the popularity of the Farmers Market, additional space is not available. The commission will discuss the recreational theme, staffing, and support needs from staff.

PROPOSED ACTIONS: Approve theme, staffing, and support for the August 24, 2024 Farmers Market; or take other such action deemed appropriate.

UPDATES/REPORTS

- 1. Recreation and Pool Update – Betsy Rawls**
- 2. Parks, Facilities and Community Forestry Update – David Schott**

UPCOMING EVENTS / MEETINGS:

- 1. Next Park and Recreation Meeting: August 28, 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.

PARKS & RECREATION COMMISSION



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

Regular Meeting
~Minutes~

David Schott
Staff Liaison
208-883-7098

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

Thursday
June 26, 2025

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

The meeting was called to order at 5:15pm

PRESENT: Cat Harner, Chair; Gretchen Hayes, Vice Chair; Ted Kisha; Mark Heinlein, Alyssa Knight
STAFF: Kristie Ingham; David Schott; Hailey Lewis - City Council Liaison

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission April 24, 2025, 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.

Heinlein moved to approve the minutes. Kisha 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 a Bee City USA Subcommittee Member (ACTION ITEM) – Cat Harner**

Currently, the Bee City USA Subcommittee (BCUSA) has a vacancy with the departure of Liv Lampman. Steve Lemeshko attended the last BCUSA meeting and has expressed interest in joining the BCUSA subcommittee.

Steve is a junior in Environmental Science at the University of Idaho. He is currently the President of the Society for Conservation Biology, U of I Chapter and led the revival of the Bee Campus USA Pollinator Garden in collaboration with our partners at SCASLA.

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

PROPOSED ACTIONS: Approve Steve Lemeshko to the Bee City USA Subcommittee; or take other action as deemed appropriate

Hayes moved to approve Steve Lemeshko to the Bee City USA Subcommittee. Ted seconded.
Roll Call vote: Ayes: Unanimous Nays: None. Motion carried

UPDATES/REPORTS

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

Schott updated PRC that MAMBA has completed all the trials on Moscow Mountain in time for National Trails Week, which was June 7th. National Pollinators week was the week of June 16. The Bee City USA affiliation renewal was approved. The 1912 Center has completed the conceptual schematic for the third floor of the 1912 Center. The conceptual plan shows a full commercial kitchen, ballroom, sky lounge, and studio. The Moscow Public library lease is coming up on expiration. There is a new agreement set to go through City Council. The Moscow School District ball fields with new bullpens and batting cages are now up and useable. The parks department tried out the use of a Fraise mower on the west side of Oylear field. The mower cuts close to the ground to level the playing field without killing the turf. The department will continue to monitor the area to see if long-term this might be of better use of money and time for the department. Moscow baseball association was very pleased with the parks department commitment to upkeep of the grounds during a tournament last weekend. Schott wants feedback from the PRC on their table presence at the Farmers Market this past month. Heinlein and Kisha both agree that it went well but would like to see more information given about the parks. PRC would like to have the Bee City USA subcommittee be able to host their own table at the Farmers Market. Harner would like to be able to do something to draw more attention to the table; possibly getting more space at the market to have more interactive activities for the public to do.

UPCOMING EVENTS / MEETINGS:

1. Next Park and Recreation Meeting: July 24, 2025

ADJOURN 5:45pm

Mayor Bettge and Moscow City Council
206 East Third Street
Moscow, Idaho 83843

June 12, 2025

Dear Mayor Bettge and Members of the Moscow City Council:

On behalf of the Palouse Pickleball Club, we write to express strong support for the inclusion of dedicated pickleball courts at Mountain View Park presented in the City's Capital Improvement Plan (CIP). We believe this project is a beneficial and valuable investment in community health, recreation, and social connection and we are prepared to support it, by leading fundraising efforts that could accelerate the timeline for construction.

The Palouse Pickleball Club is dedicated to improving public health and quality of life by encouraging participation in this growing sport. While we greatly appreciate the City's existing support for pickleball, including the four courts at Ghormley Park and winter play space at the Hamilton-Lowe Indoor Recreation Center, demand continues to outpace availability. The Damen Burton courts at Ghormley Park have been a huge success and are in constant use.

As pickleball continues to gain popularity across all ages, from children to seniors, the need for additional courts has become clear. Mountain View Park presents an ideal location for expansion. It offers suitable space, access, infrastructure, and community presence to support an outdoor facility that serves both recreational and competitive players.

We understand that funding for capital projects is limited. That's why we are committed to working in partnership with the City of Moscow to pursue outside funding for this project. Pending City approval, the Club is prepared to collaborate with Parks and Recreation staff to seek grants, secure individual donations, and launch a crowdfunding campaign to support design and construction. We appreciate the guidance and ongoing communication with Tyler Palmer and David Schott to ensure all efforts align with the City's priorities and processes.

Pickleball is more than a sport—it fosters intergenerational connection, physical fitness, and emotional well-being. For youth, it encourages healthy activity and social engagement. For seniors, it reduces isolation and supports mental health. For families, it's a way to stay active together. Expanding court access will enhance these benefits for residents across Moscow.

Thank you for your consideration of this project in your Capital Improvement Plan. We look forward to continuing this partnership and doing our part to help make it a reality.

Sincerely,

Trent Bice, President, Palouse Pickleball Club (Phone: (509) 336-9992)

Renee Skrzypchak, Vice President, Palouse Pickleball Club (Phone: (503) 319-3889)



Public Works & Services



Tyler Palmer, MPA
Deputy City Administrator



David Schott
Parks and Facilities Manager

Jay Lewis
Facilities Maintenance Supervisor

Calvin Macy
Parks Supervisor



1724 East F St
P.O. Box 9203
Moscow ID 83843
Business (208) 883-7084
Fax (208) 883-0544

Website: www.ci.moscow.id.us
Hearing Impaired (208) 883-7019
City Hall (208) 883-7000



Arthur D. Bettge
Mayor



Bill Belknap
City Supervisor



July 24, 2025: **DRAFT**

Mayor Bettge and Moscow City Council
206 East Third Street
Moscow, Idaho 83843

Dear Mayor Bettge and Members of the Moscow City Council:

On behalf of the Parks and Recreation Commission (PRC), I am writing to express our support for a partnership between the City of Moscow and the Palouse Pickleball Club (the Club) through a proposed Memorandum of Agreement (MOA).

At our July 24, 2025 meeting, the PRC reviewed and discussed the concept of the MOA. This follows our earlier action on May 23, 2024, when the Commission recommended the inclusion of future pickleball courts at Mountain View Park in the City's Capital Improvement Plan (CIP). The project is currently scheduled for construction in 2033.

Recognizing the limitations of available capital funding, the proposed partnership offers a valuable opportunity to engage a committed community partner in fundraising efforts. This collaboration could accelerate the project timeline by first securing funding to hire a consultant for design work and cost estimation. Having a shovel-ready project will then enhance the Club's ability to pursue grants and raise additional funds for construction.

The Palouse Pickleball Club is committed to contributing to community health and quality of life by promoting participation in this rapidly growing sport. With increasing demand for pickleball courts among residents of all ages—from youth to seniors—the need for expanded facilities is clear. Mountain View Park is an ideal location for this project, offering the necessary space, infrastructure, and visibility to support an outdoor facility that meets both recreational and competitive needs.

Thank you for considering this letter of support for a partnership between the City of Moscow and the Palouse Pickleball Club. We look forward to continued collaboration on this important community project.

Sincerely,

Cat Harner
Chair, Parks & Recreation Commission



City of Moscow
Public Works & Services

Memo

To: Mike Ray, Planning Manager

From: David Schott, Parks and Facilities Manager

Date: July 2, 2025

Re: Parkland Dedication Requirements for the Proposed Augustine Avenue Apartments Subdivision
– Preliminary Plat

As part of the subdivision process, this proposed subdivision falls under the requirements of the parkland dedication codes of the city.

Based on the preliminary plat for the Augustine Avenue Apartments Subdivision (Lots 1-7) to the southwest of Augustine Avenue, the net developable area includes 118,670 square feet (sf) or 2.72 acres of platted RO Multiple Residence Zoning, which has a 9% or 10,680 sf (0.25 acres) parkland dedication requirement.

However, the parkland dedication requirements for Lots 8-10 to the northeast of Augustine Avenue have been previously deferred as part of the Edington Subdivision First Addition final plat, see attached memo dated May 6, 2021.

Based on the Edington Subdivision First Addition preliminary plat, the total parkland dedication requirement was 44,404 sf (1.02 acres).

However, minor changes to the Edington Subdivision First Addition final plat from the preliminary plat resulted in the following:

- 152,189 sf (3.49 acres) of net developable area of platted RO Residential Office (9%), which required 13,697 sf (0.31 acres) of parkland dedication.
- 389,675 sf (8.95 acres) of net developable area of platted R-3 Medium Density Residential (7%), which required 27,227 (0.63 acres) of parkland dedication.

Because of the changes between the preliminary plat and the final plat the total parkland dedication requirement for the Edington Subdivision First Addition was reduced to 40,974 sf (0.94 acres).

The Parks and Recreation Commission will consider the recommended deferral of the 10,680 sf (0.25 acres) of the Augustine Avenue Apartments preliminary plat to a later phase of the Edington Subdivision at their July 24, 2025, regular meeting.

It is my recommendation to defer and add the 10,680 sf (0.25 acres) based on the Augustine Avenue Apartments preliminary plat to the previously deferred parkland dedication for the Edington Subdivision final plat (0.94 acres) for a total parkland dedication of 1.19 acres to a later phase of the entire Edington Subdivision. The total parkland dedication requirement to date is 1.19 acres for a future park that is relatively flat and over three (3) miles of public pathways for our community to enjoy.

Should there be any changes to the developable land or zoning, I would need to review those changes for any possible effects to my recommendation.

Attachment