

PARKS & RECREATION COMMISSION



Cat Harner
Chair
prc@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
July 24, 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; Alyssa Knight, Richard Gayler, Susan Steele; Sally Greene

STAFF: Kristie Ingham; David Schott; Betsy Rawls; Hailey Lewis - City Council Liaison

ANNOUNCEMENTS: Schott let PRC know that Jeff Pilcher has submit his resignation for PRC. There is now an open seat on the commission.

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.

Gayler moved to approve the minutes. Greene 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 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

Schott referred to support letters for Pickleball courts in PRC packet. Kisha would like to know about how much the pickleball courts at Ghormley cost. Schott estimated about \$240,000 for those courts. Schott said that the initial amount that is raised would be for design this time around to start the process. Trent Bice, the president of the pickleball club was present to speak and give a background on the pickleball club and what they would like to see and have been doing themselves. Bice would like to bring to PRC attention that as of right now there are only four dedicated outdoor pickleball courts in the City. A lot of people play all day long at the Ghormley courts with long waiting lines to play. Bice would like to raise money as the pickleball club may have potential grants that they would be able to apply for but can't until the work is further along on the courts at Mountain View Park. If they can push it along faster and raise the money, they will have better chance of getting the grants. The pickleball club is a nonprofit organization. The club held a Bingo night last week which raised \$1,100. October 18th the club will be holding its first annual pickle "ball" at the 1912 Center with pie auctions and activities to help raise money as well.

Greene moved to approve the Memorandum of Agreement concept between the City of Moscow and the Palouse Pickleball Club and authorized the Chair to submit a Letter of Support for the proposed partnership. Gayler seconded. Roll Call vote: Ayes: Unanimous Nays: None. Motion carried

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.

Schott referred to Memo for the Parkland Dedication in the PRC Packet. Haynes likes the idea, especially with the park not being crammed into a smaller space at the end. Development agreement so we can hold them to it Schott. Gayler asked what the payout amount for the land would be instead. Schott estimated maybe \$3,375. Knight is new to the PRC, so Lewis explained what a parkland dedication is and the process behind it.

Sally moved to approve 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. Ted seconded. Roll Call vote: Ayes: Hayes, Greene, Kisha, Harner, Steele, Harner, Knight. Nays: Gayler Motion carried

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 16, 2025 Farmers Market; or take other such action deemed appropriate.

Harner would like to showcase recreation. Kisha suggests doing cornhole again or something like a target throw. Knight suggests something like a football toss. Greene will look into a football toss. She was at a golf tournament this past weekend for Pullman Hospital and they had one. Harner would like to get families to come over and interact more. Rawls can bring flyers for programs and brochures. Lewis will purchase a \$50 gift card for the Moscow Chamber to put into a drawing of people who sign up to volunteer to coach. Rawls, Hayes, Harner, Kisha, and Steele all said they will be present for the Market. Harner will pick up everything from the HIRC the day before.

Hayes moved to approve the theme, staffing, and support for the August 16, 2025 Farmers Market. Gayler seconded. Roll Call vote: Ayes: Unanimous Nays: None. Motion carried

UPDATES/REPORTS

1. Recreation and Pool Update – Betsy Rawls

Rawls updated PRC that recreation has made a few new purchases this year. Starting with two new lifeguard chairs, ten new loungers, and a new slushy machine. The slushy machine is proving to be more cost effective than a snow cone machine. Revenue is up this year, but weather has been weird, there has been no consistency in the heat. The Fun Run has officially retired. It has an irreparable seam hole. Rawls has been working with the same company to find more options to replace it. She is now looking at one for the shallow end and one for the deep end. She is looking to budget for them in the next few years. Rawls and her team will also be looking at ways to raise money for them. Recreation's social media accounts are up and running. Recreation is live on Facebook and Instagram, and she would like to see it grow. New programs are coming to recreation starting in September with Chris Schwarts to do Beginning Karate and Self-Defense classes. Schwarts does not want revenue he would like to just provide for the community. Rawls would like to start volleyball in October collaborating with Pullman Parks and Rec. Recreation will be holding an equipment exchange August 4th - 9th in the MPR for sports gear to recreation jerseys. Please donate all week long then and then on Saturday there will be a two-hour window to come get items from 9:30am-11:30am. All leftover items will be placed in storage for future. Rawls is working with Cabitto to try, and kick start some senior based activities. Recreation will be hosting a wiffleball tournament. Rawls was approached by members of the public and is looking into a day of play to address the desire to want to play. Gayler suggests doing the wiffleball day as a fund raiser. Possibly help with the pickleball club. Lewis voiced that she feels pickleball is like tetherball and will no longer be a wanted sport. PRC members all voiced they disagree with this comment. Kisha would like to know what is being done about the unused garden plots. Rawls was hired in late May, so she was late to the Garden Plots. Cabitto has taken over doing them and next year things will look different out there. Rawls is looking forward to the great thing she and her department are getting ready to start. Harner suggested doing a subcommittee for recreation to try and help build programs like PRC has a subcommittee for the Bee City USA. Rawls explained she has only been here a few months and has lots of programs that are in the works. She was hired in this position for this exact reason and would like the commission to trust the processes. She encourages the commission members though if they do have ideas she would love to hear them.

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

Schott wanted to update the commission on some topics Gayler had asked him about. The first being permanent restrooms at Oylear Fields. The Moscow School District (MSD) owns this property, and the City of Moscow maintains it. At this time the MSD does not want to put permanent structures on this piece of property due to the fact they may change what this property use is for in the future. The City of Moscow is looking at the possibility of turning the front Eggan restroom into public restroom with an outside entrance door. Schott then updated about the grant proposal that was awarded. The land and water grant was a very big grant that the city received. It was a 1.1-million-dollar 50/50 grant. This grant will cover half of the cost of Lola Park updates such as restrooms. The next grant that is in the works is a grant for the East City Park Stage through Community Development. Schott would like to see permanent restrooms at all neighborhood and larger city parks at some point. Gayler would like to see about looking into grants for permanent recreation buildings as the HIRC is just not enough space for this community, especially during the winter. Harner is wondering if there are any grants that could help move the original plans of the future phases for the HIRC. What can be done to expand on it or get those phases moving faster as this is a need for the community. Schott would like to put it on the agenda for the next PRC meeting. At that time, it could also be talked about with the CIP. Schott said it could put eyes on it to start the groundwork even though it might take a long time to get the next phases even started.

UPCOMING EVENTS / MEETINGS:

1. Next Park and Recreation Meeting: August 28, 2025

ADJOURN 6:30pm

