

PARKS & RECREATION COMMISSION



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

Regular Meeting
~Agenda~

David Schott / Betsy Rawls
Staff Liaisons
208-883-7098 / 208-883-7088

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

Thursday
September 25, 2025

5:15 PM

Hamilton Indoor Rec Center
1724 E F Street

WELCOME AND ATTENDANCE

1. **Welcome Emily Klarquist to the Parks and Recreation Commission**

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Parks and Recreation Commission August 28, 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 directions.

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 Moscow City Council Annual Report (ACTION ITEM) – Cat Harner / David Schott**

The Parks and Recreation Commission provide an annual report to Council each year. This year the annual report will be presented on October 6, 2025, in Council Chambers at City Hall at 7:00 P.M. The commission will review the final draft of the annual report.

PROPOSED ACTIONS: Approve the annual report to Moscow City Council; or provide staff with further instructions.

4. **Discussion: Parks and Recreation Capital Projects - David Schott**

At the August 28 Parks and Recreation Commission meeting, staff provided an update on the Capital Improvement Plan (CIP) for Parks and Recreation. To organize the commission's thoughts, staff suggested each commission member send three capital project ideas. Staff would then consolidate the list and look for common themes. Staff will present the findings for the commission to discuss.

PROPOSED ACTIONS: No action, discussion.

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: October 23, 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 Meetings Minutes

David Schott
Staff Liaison
208-883-7098

Thursday Center August 28, 2025	5:15 PM	Hamilton Indoor Rec 1724 E F ST
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The meeting was called to order at 5:15 p.m.

WELCOME AND ATTENDANCE ANNOUNCEMENTS

PRESENT: Cat Harner (Chair), Gretchen Hayes (Vice-Chair), Ted Kiska, Richard Gayler, Susan Steele, Mark Heinlein

STAFF: Hailey Lewis (Council Liaison), Betsy Rawls (Staff Liaison), David Schott (Staff Liaison), Tyler Ochoa, Hadley Cabbito

REGULAR AGENDA

1. Approval of Parks and Recreation Commission July 24th, 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 directions.

It was not listed in the minutes of the commissions letter to the Council regarding the sponsorship. David provided an update and noted the letter is in the City Administrator's court.

Richard moved to approve the minutes with amendment. Ted seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

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.

No comments.

3. Consideration of the Parks and Facilities Capital Improvement Plan (ACTION ITEM) – David Schott

Staff will present the adopted FY2026 Capital Improvement Plan (CIP) for Parks and Facilities. The commission will discuss current or upcoming projects. New submissions and proposed changes to the CIP are typically due in October and submitted by staff.

The CIP is a statement of the City of Moscow’s plan to address long-term capital asset maintenance and development necessary to support the continued and expanded delivery of public services to the community.

This program strategically focuses on projects for a ten-year period and is reviewed and updated annually. To be included in the CIP, a project should generally require a total expenditure of at least \$25,000, have a functional life of over five years and/or extend the functional life or capacity of an existing capital asset.

The CIP is updated on an annual basis beginning in the fall of each year where request forms are solicited for all new projects in order to capture relevant information about the proposal, including project description, explanation of need, estimate of cost and desired completion schedule. The updated CIP is then presented to City Council and utilized in formation of the annual City Budget.

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

Parks and Recreation expenditures is estimated to exceed \$10.5 million over the next 10 years.

David says some parks need permanent restrooms, and pickle ball courts will need resurfaced.

For now, David would like to hold off on submitting a HIRC expansion until Betsy can optimize the existing space.

They talked about requesting lights for the MSDCPF.

David suggested making a fluid list of the top 3 “dream” projects he can start to advocate for.

He asks for any updates to this document for the FY2027 budget to be submitted before October 17, 2025.

Richard moved to approve the report as presented. Susan seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

4. Discussion: Moscow City Council Annual Report (ACTION ITEM) – David Schott

The Parks and Recreation Commission presents their annual report to Council each year. This year the annual report will be presented on October 6, 2025, in Council Chambers at City Hall at 7:00 P.M. The commission will discuss content and areas to highlight. Staff will then create a draft presentation for consideration and approval during the September 25, 2025, commission meeting prior to the Council meeting.

PROPOSED ACTIONS: No action, discussion.

Group discussed some highlights from the past year that will be featured in the report; pesticide free park, annual tour, farmers market booth, work with Bee City USA Subcommittee and Harvest Park Subcommittee.

David will have a final draft for approval at next meeting.

UPDATES/REPORTS

1. August 16, 2025, Farmers Market Report – All

Group that attended the Market felt that three people sitting at the table appeared intimidating and discussed ways to appear more inviting to Market goers.

2. Recreation and Pool Update – Betsy Rawls

Betsy listed the activities that have started up, karate, self defense and a few senior activities as well.

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

David gave an update on the fraise mower, MSDCPF entry sign and batting cages, Hordemann Pond closure, East City Park Stage Replacement Project, the fall pollinator planting at Berman Creekside Park, and the fountain at Alturas Park.

4. UPCOMING EVENTS / MEETINGS:

Next Park and Recreation Meeting: September 25, 2025

ADJOURN

The meeting adjourned at 6:15 PM



PARKS AND RECREATION COMMISSION

Annual City Council Report - DRAFT

October 6, 2025



MEET THE PARKS AND RECREATION COMMISSION



Cat Harner (Chair)
2022



Gretchen Hayes (Vice Chair)
2022



Susan Steele
2003

MEET THE PARKS AND RECREATION COMMISSION



Ted Kisha
2004



Mark Heinlein
2013



Richard Gayler
2021

MEET THE PARKS AND RECREATION COMMISSION



Emily Klarquist
2025

Alyssa Knight
2025

Sally Greene
2024

MEET THE PARKS AND RECREATION COMMISSION CITY STAFF

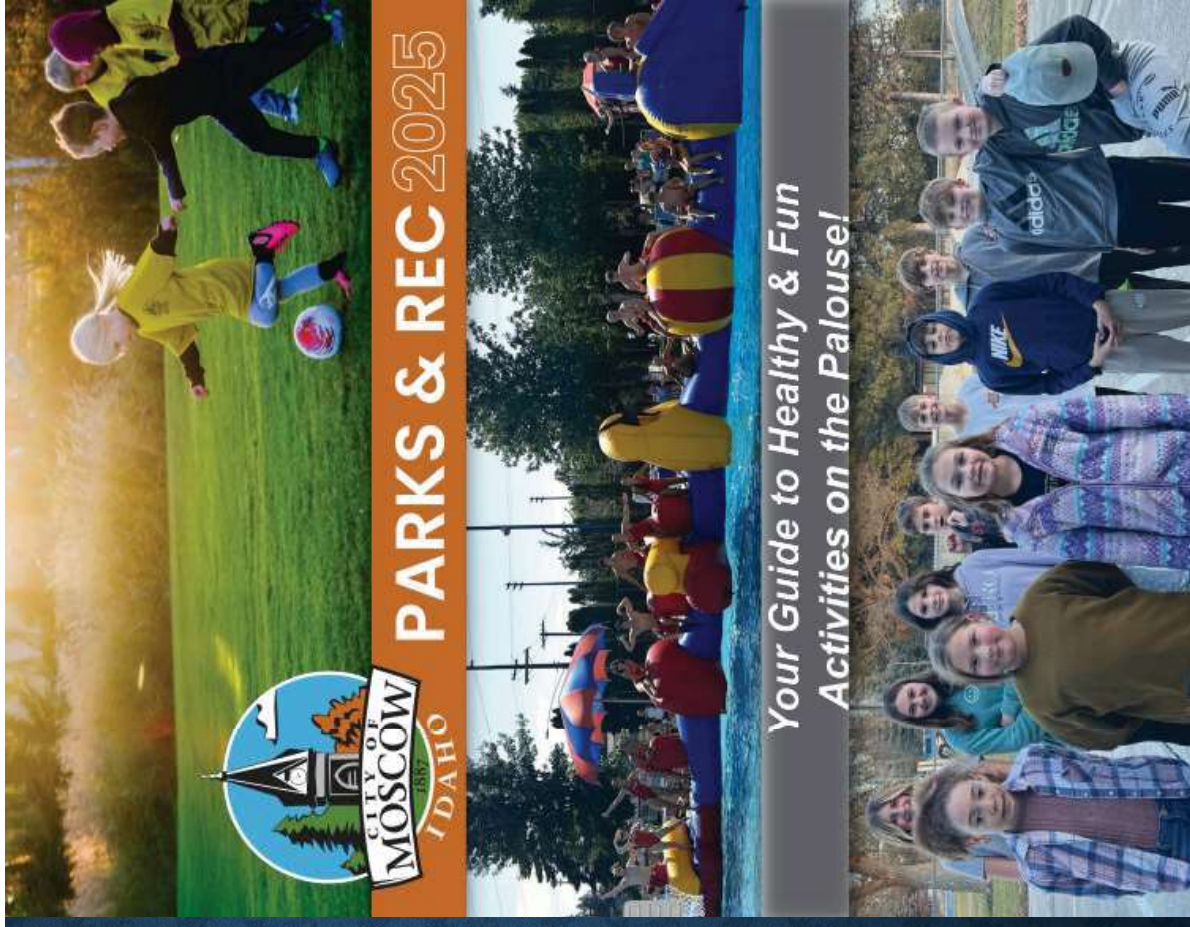
Hailey Lewis, Council
Liaison

Betsy Rawls, Recreation
Manager

David Schott, Parks and
Facilities Manager

PURPOSE

- The Commission advises the Mayor and City Council on matters pertaining to public playgrounds, athletic fields, recreation facilities, and other recreation activities on any property owned or controlled by the City.
- The Commission plans and recommends short and long-term improvements to provide for the recreation and cultural needs of the people.
- The Commission has the authority to make recommendations regarding Park and Recreation policies, programs, personnel and budget.



PARKS & REC 2025

**Your Guide to Healthy & Fun
Activities on the Palouse!**

OVERVIEW 2025

- 2025 MSDCPF Facility Improvement Day



MSDCPF
Facility Improvement Day

9:00 AM

TO 12:00 PM

THE CITY OF MOSCOW INVITES PLAYERS, COACHES, FAMILIES, AND RESIDENTS TO JOIN US FOR A MORNING TO SHARE IN THE PREPARATION OF THE FACILITY FOR THE UPCOMING SEASON.

SATURDAY, APRIL 5, 2025

**MOSCOW SCHOOL DISTRICT
COMMUNITY PLAYFIELDS**

1016 S MOUNTAIN VIEW RD., MOSCOW, ID 83843

RSVP BY APRIL 4

FOR MORE INFORMATION CONTACT

TOCHOA@CI.MOSCOW.ID.US OR CALVINMACY@CI.MOSCOW.ID.US



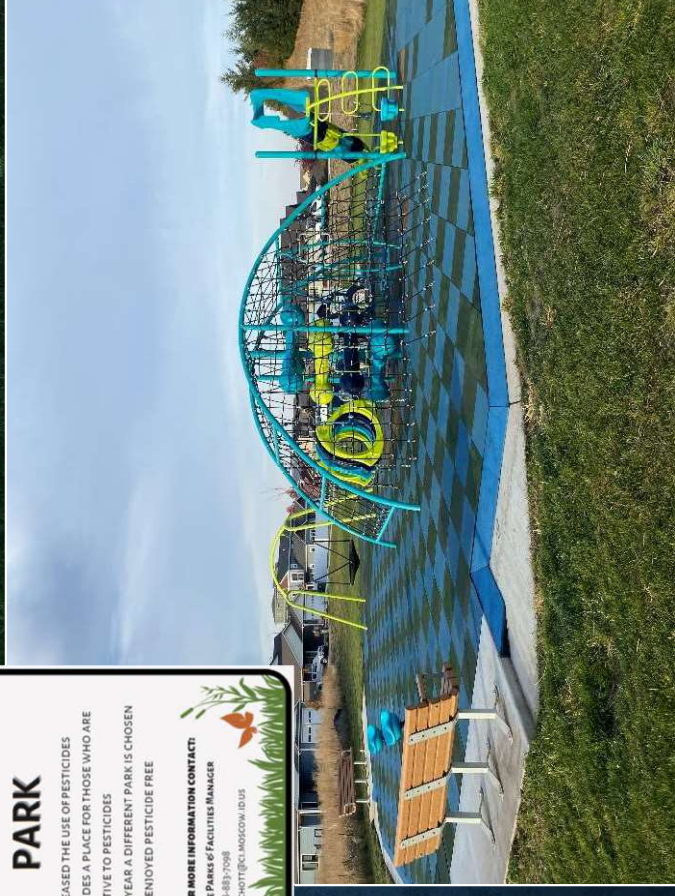
OVERVIEW 2025

- 3/28 Harvest Park Volunteer Project to promote pollinator plantings. Led Mark Heinlein with Sierra Club.
- Appointed a new Bee City USA Subcommittee Member.
- Partnered with the Bee City USA Subcommittee for the 6/14 Farmers Market.
- Approved the 2024 Bee City USA Annual Report prior to submission.
- Fall Pollinator Project at Berman Creekside Park



OVERVIEW 2025

- 2025 Pesticide Free Park: Morgan's Orchard Park
- Annual Tour
 - Moscow School District Community Playfields
 - Vista Park
 - Milton Arthur Park
 - Indian Hills Park
 - West Palouse River Drive Property
 - Anderson Frontier Park
 - Chormley Park
 - East City Park
- June 14th and August 16th Farmers Markets.
- Parks and Recreation Commission T-Shirts





OVERVIEW 2025

- Consideration of a Memorandum of Agreement (MOA) with the Palouse Pickleball Club.
- Consideration of Parkland Dedication Requirements for the Proposed Augustine Avenue Apartments Subdivision Preliminary Plat.
- Consideration of the Parks and Facilities Capital Improvement Plan.

ADOPTED

CITY OF MOSCOW

Capital Improvement Plan 2026-2035



Arthur D. Betzge Mayor	Bill Belknap City Administrator
Julia Parker Council President	Sandra Kelly Council Member
Drew Davis Council Vice President	Hailey Lewis Council Member
Bryce Blankenship Council Member	Gina Taruscio Council Member



OVERVIEW 2025

- The HIRC Gymnasium:
 - Full Gymnasium: 247 sessions of usage
 - Tone and Stretch Class, Youth Basketball, Pickleball tournament, Pickleball Open gym
 - Half Gymnasium: 121 sessions of usage
 - Basketball, Volleyball, Private reservations
- MPR: 91 sessions of usage
 - Cheer class, Karate Class, Movement in the Park, Theatre Class, and Community/Commission Meetings
- Eggan Usage: 169 sessions of usage
 - Kids Kamp, Dog Obedience Class, Kid's Night Out, Private Party Rentals, and After School activities



QUESTIONS AND COMMENTS



2025 Parks & Recreation Commission**Capital Projects Discussion**

Project No.	Description	Submitter	Count
New Projects			
1	MSDCPF lighting	Gretchen	
2	MSDCPF lighting	Cat	
3	MSDCPF lighting	Susan	3
4	HIRC addition or other facility	Gretchen	
5	HIRC expansion or other facility	Cat	
6	Additional indoor spaces, multiuse (batting cages/indoor tennis-pickleball)	Susan	3
7	Extent lap pool season, cap or solar heater	Mark	
8	HLAC cover for year around usage	Susan	2
9	Community garden	Mark	
10	WPRD community garden	Ted	2
11	Pump track	Gretchen	
12	Expansion or additional skate park for older kids	Cat	2
13	Splash pads	Mark	1
14	WPRD dog park	Ted	1
15	Berman Creekside Park pathway resurfacing	Richard	1
16	Outdoor multiuse sports pavilion	Richard	1
Existing Projects			
1	Lola Clyde Park parking	Gretchen	
2	Lola Clyde Park lower pathways	Gretchen	
3	Lola Clyde Park parking lot, restroom, lower pathways	Cat	3
4	Eggan exterior restrooms	Sally	
5	Oylear Field restroom	Cat	2
6	Lola Clyde Park restrooms	Sally	1
7	Mountain View Park pickleball courts	Sally	1
8	Mountain View Park athletic field improvements	Gretchen	1
9	Pathway lighting	Cat	1