

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

Consideration of the Parks and Facilities
Capital Improvement Plan



August 28, 2025



INTRODUCTION

- The Capital Improvement Program (CIP) is a statement of the City's plan to address long-term capital asset maintenance and development to deliver public services to the community.
- The CIP incorporates planned capital investments in the City's water, storm, and wastewater utilities, transportation systems, parks and recreation facilities, and general government facilities.
- This program strategically focuses on projects for a ten-year period and is reviewed and updated annually.

ADOPTED

CITY OF MOSCOW

Capital Improvement Plan 2026-2035



Arthur D. Bettge
Mayor

Julia Parker
Council President

Drew Davis
Council Vice President

Bryce Blankenship
Council Member

Bill Belknap
City Administrator

Sandra Kelly
Council Member

Hailey Lewis
Council Member

Gina Taruscio
Council Member



INTRODUCTION/GOALS

- 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.

CITY OF MOSCOW CAPITAL IMPROVEMENT PLAN 2026-2035

GOALS OF THE CIP

The CIP is prepared with the guidance of several goals, including:

- **Maintaining the City's existing infrastructure to protect the City's investments**
- **Providing City services in the most safe and efficient manner**
- **Maintaining and improving the quality of life in a way that enhances the community**
- **Planning for and address the City's immediate and long-term capital needs**
- **Identifying and leveraging all potential funding sources (as time and resources permit) in order to finance the City's capital needs**

FUNDING PRIORITIES

CITY OF MOSCOW CAPITAL IMPROVEMENT PLAN 2026-2035



FUNDING PRIORITIES

In addition to individual operational criteria, projects with the following characteristics may be given priority for funding:

- **Public Health and Public Safety** – project prevents or corrects a major or minor health or safety hazard.
- **Deferred Maintenance on Existing, Infrastructure & Facilities** – lack of project will likely result in compounded repair costs in the future and/or material disruption of the enjoyment of the facilities.
- **Strategic Plans or Policies** – project is consistent with the City's existing long-range strategic plans.
- **Operating Cost Savings** – project directly reduces operating costs or is eligible for available funding source.
- **Project Efficiency** – completes a project that is underway or advances the effectiveness of another project.
- **Economic Development** – project directly increases net annual revenues and creates indirect community wealth, i.e. jobs, business retention, etc.
- **Cultural, Social, or Recreation Demand** – project directly addresses a major cultural, social, or recreation demand.



Parks and Facilities:

1. Public Safety
2. Contractual
3. Maintain/Replace: Take Care of Existing Assets
4. Public Desire/Conceptual Plans

CIP CATEGORIES

CIP CATEGORIES

- **Water.** Projects in this category are related to water production, treatment, storage and distribution systems necessary to serve the community.
- **Sewer.** Projects in this category are related to maintenance or improvement of the City's sanitary sewer collection and treatment system.
- **Storm.** Projects in this category are related to maintenance or improvement of the City's stormwater collection and drainage system.
- **Transportation.** Transportation projects provide street, thoroughfare, sidewalk, bicycle facility, and public transit improvements by constructing new infrastructure or making significant improvements to the City's existing roadway and sidewalk network.
- **Parks and Recreation.** Projects in this category are related to enhancing the cultural and recreational opportunities for City residents, including park renovations, the construction of new parks, playgrounds, trails, and athletic fields.
- **General Facilities.** Projects in this category are related to general government city buildings and facilities.

CIP DEVELOPMENT PROCESS

PLAN DEVELOPMENT PROCESS

For the preparation of the 2026-2035 CIP, the City utilized a strategic prioritization process in the selection of capital projects. Utility and facility projects were prioritized based upon scoring across five categories including *probability of failure, risk to persons or property, magnitude of impact, duration of service outage, and cost of restoration/disruption*. Transportation projects were prioritized by *condition ratings, roadway safety and capacity improvement need, maximization of roadway serviceable life, and strategic alternative transportation investments*. Parks and recreation facilities were prioritized by *relative community need for various parks and recreation facilities and programs*.

CIP DEVELOPMENT PROCESS



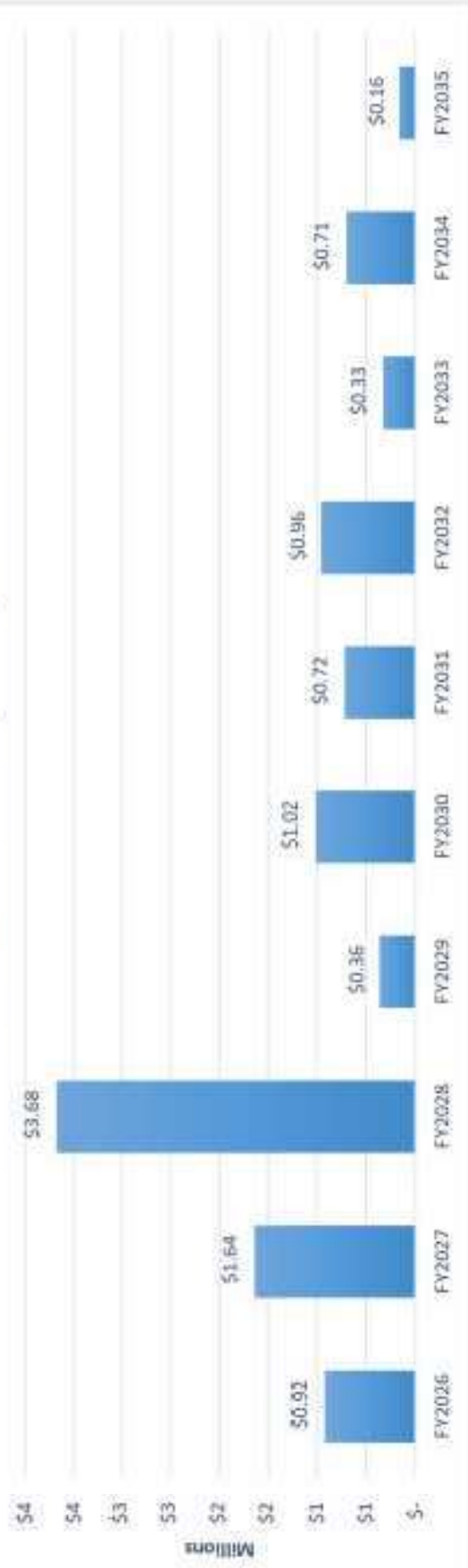
CITY OF MOSCOW CAPITAL IMPROVEMENT PLAN 2026-2035

Annual Expenditures by Fund

Category	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031	FY2032	FY2033	FY2034	FY2035	10 Year Total
Water	\$1,437,239	\$2,866,726	\$2,837,253	\$2,910,400	\$3,473,027	\$539,019	\$1,757,203	\$519,027	\$1,294,271	\$50,000	\$17,683,164
Sewer	\$4,906,176	\$12,165,954	\$6,733,606	\$7,060,469	\$5,781,553	\$5,053,506	\$8,740,135	\$5,140,841	\$2,714,940	\$1,873,130	\$60,169,311
Transportation	\$3,749,574	\$4,014,355	\$2,939,130	\$3,065,626	\$1,553,318	\$928,662	\$1,669,427	\$736,587	\$2,855,907	\$631,522	\$22,144,108
Parks and Recreation	\$923,000	\$1,638,901	\$3,679,288	\$361,694	\$1,020,749	\$718,853	\$957,534	\$329,533	\$708,196	\$155,296	\$10,493,044
General Facilities	\$3,511,152	\$405,805	\$93,975	\$173,138	\$213,795	\$88,674	\$ -	\$ -	\$150,049	\$ -	\$4,636,587
Storm	\$ -	\$533,270	\$767,818	\$1,056,807	\$914,715	\$1,379,691	\$583,962	\$595,031	\$382,990	\$419,867	\$6,634,150
Total	\$14,527,140	\$21,625,010	\$17,050,070	\$14,628,132	\$12,956,157	\$8,708,405	\$13,768,262	\$7,321,019	\$8,106,353	\$3,129,815	\$121,760,363

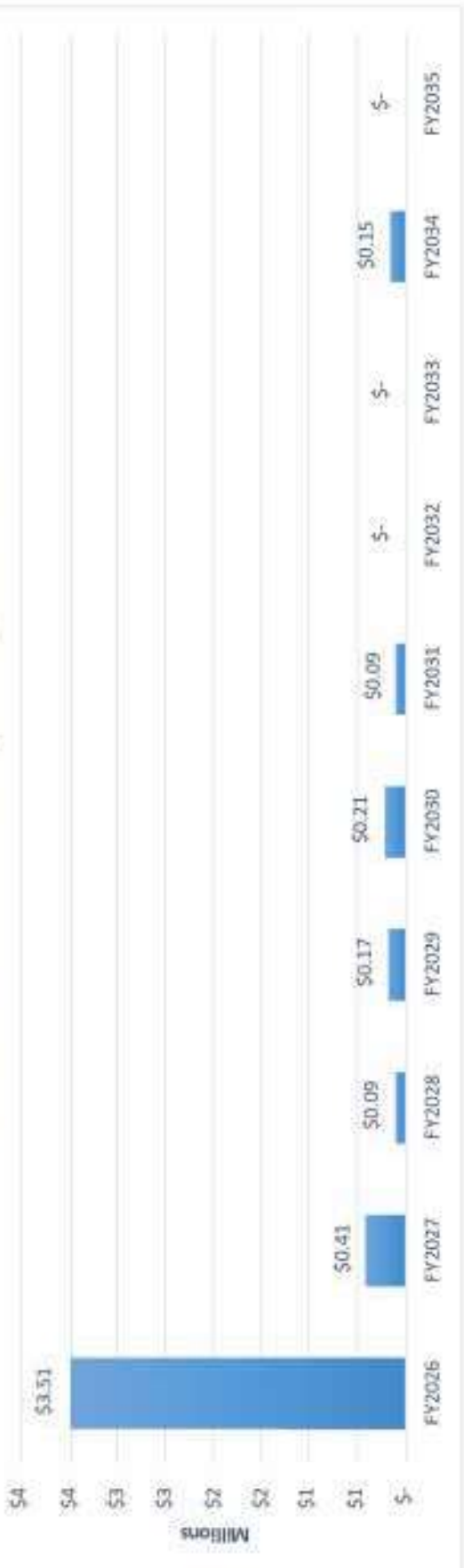
P&R CAPITAL ANTICIPATED EXPENDITURES

Parks and Recreation Fund Capital Expenditures



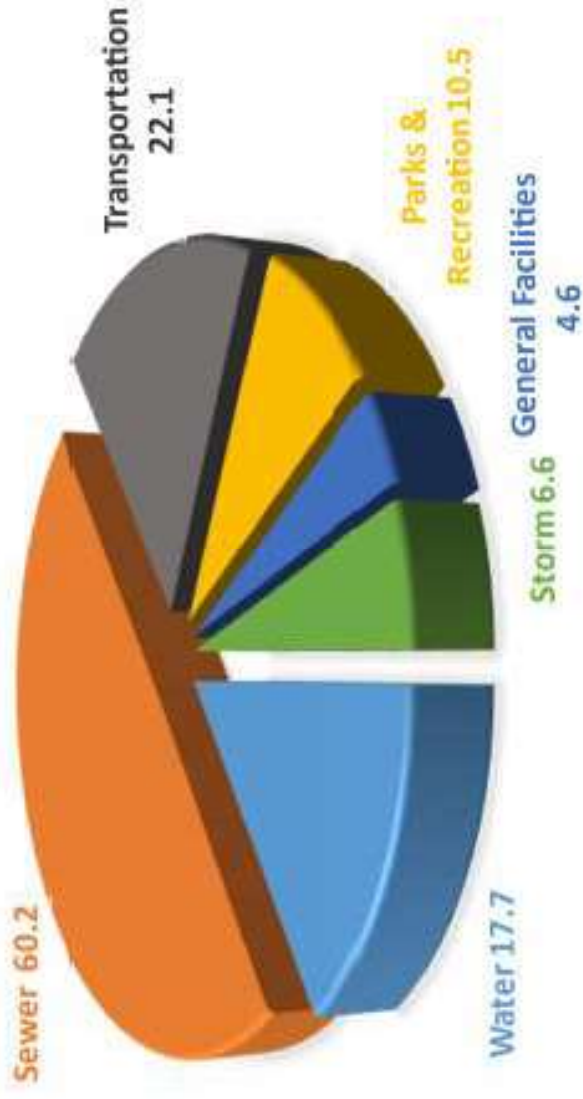
FACILITIES CAPITAL ANTICIPATED EXPENDITURES

General Facilities Fund Capital Expenditures



CIP COMPETING NEEDS

**TOTAL CAPITAL EXPENDITURES
BY FUND 2026-2035**



CURRENT P&R CIP PROJECTS – SEE HANDOUT

Parks and Recreation Capital Improvement Projects

Service Area	Division/Program	Project Title	Project Number	Supporting Master Plan/Program	Const. Year	Cost Estimate
Park Improvements	Park Development	East City Park Stage Replacement	108-024	2019 Parks and Recreation Master Plan	2026	\$ 769,153
Park Improvements	Park Development	Moser Park Conceptual Master Plan	124-026	2019 Parks and Recreation Master Plan	2026	\$ 18,000
Park Improvements	Park Development	Humane Society of the Palouse Facility Study	125-026	2019 Parks and Recreation Master Plan	2026	\$ 20,000
Park Improvements	Park Development	Lola Clyde Park Lower Pathways	110-023	2019 Parks and Recreation Master Plan	2027	\$ 300,500
Park Improvements	Park Development	Lola Clyde Park Roadway Frontage and Parking	110-023	2019 Parks and Recreation Master Plan	2027	\$ 910,242
Park Improvements	Hamilton Aquatics Center Improvements	Hamilton Lowe Aquatics Center Large Slide Gel Coat	109-028	2019 Parks and Recreation Master Plan	2027	\$ 131,127
Park Improvements	Parks Pathway Improvements	Anderson Frontier Park Pathway Connection	119-027	2019 Parks and Recreation Master Plan	2027	\$ 72,033
Park Improvements	Park Development	Palouse River Drive Playfields	105-030	2019 Parks and Recreation Master Plan	2028	\$ 3,376,526
Park Improvements	Parks Pathway Improvements	Palouse Path Lighting Phase III	119-028	2019 Parks and Recreation Master Plan	2028	\$ 159,822
Park Improvements	Park Development	Ridgeview Estates Tot Lot	107-030	2019 Parks and Recreation Master Plan	2028	\$ 147,940
Park Improvements	Park Development	Mountain View Park Playfield Improvements	112-025	2019 Parks and Recreation Master Plan	2029	\$ 231,855
Park Improvements	Parks Pathway Improvements	Paradise Path Lighting Phase N	110-030	2019 Parks and Recreation Master Plan	2029	\$ 129,839
Park Improvements	Park Development	Harvest Park Phase 2	111-025	2019 Parks and Recreation Master Plan	2030	\$ 61,820
Park Improvements	Hamilton Aquatics Center Improvements	Hamilton Lowe Aquatics Center Activities Pool Replacer	110-028	2019 Parks and Recreation Master Plan	2030	\$ 316,069
Park Improvements	Park Development	Ghermley Park Lights Replacement	101-033	2019 Parks and Recreation Master Plan	2030	\$ 596,489
Park Improvements	Hamilton Aquatics Center Improvements	Hamilton Lowe Aquatics Center Moose Slide	112-030	2019 Parks and Recreation Master Plan	2030	\$ 46,371
Park Improvements	Park Development	Lola Clyde Park Restroom	110-023	2019 Parks and Recreation Master Plan	2031	\$ 316,693
Park Improvements	Hamilton Aquatics Center Improvements	Hamilton Lowe Aquatics Center Roof Replacement	116-027	2019 Parks and Recreation Master Plan	2031	\$ 86,091
Park Improvements	Hamilton Aquatics Center Improvements	Hamilton Lowe Aquatics Center Lab Pool Reblaster	107-029	2019 Parks and Recreation Master Plan	2031	\$ 316,069
Park Improvements	Park Development	Moser Park Playground	112-025	2019 Parks and Recreation Master Plan	2032	\$ 880,722
Park Improvements	Park Development	Oxley Field Pathway Replacement	112-026	2019 Parks and Recreation Master Plan	2032	\$ 76,812
Park Improvements	Park Development	Mountain View Park Pickleball Courts	106-033	2020 Parks and Recreation Master Plan	2033	\$ 297,769
Park Improvements	Park Development	Bierman Creekside Park Restroom	113-027	2019 Parks and Recreation Master Plan	2034	\$ 346,058
Park Improvements	Park Development	Dog Park Grounds Rehabilitation	109-025	2019 Parks and Recreation Master Plan	2034	\$ 211,763
Park Improvements	Park Development	Oxley Field/Eggan Youth Center Restroom	101-034	2019 Parks and Recreation Master Plan	2035	\$ 138,318
Park Improvements	Park Development	Anderson Frontier Park Restroom	108-028	2019 Parks and Recreation Master Plan	2036	\$ 269,774

CURRENT FACILITIES CIP PROJECTS - SEE HANDOUT

General Facilities Capital Improvement Projects

Service Area	Division/Program	Project Title	Project Number	Supporting Master Plan/Program	Const. Year	Cost Estimate
Facilities	Buildings General Government	City Shop Replacement	110-024	2023 City Strategic Plan	2026	\$ 2,400,331
Facilities	Buildings General Government	Existing City Shop Tenant Improvements	123-026	2023 City Strategic Plan	2026	\$ 997,246
Facilities	Buildings General Government	Five Station #3 HVAC Replacement	120-026	Facility Maintenance Program	2026	\$ 74,263
Facilities	Buildings General Government	Eggen Youth Center HVAC Unit #2 Replacement	121-026	Facility Maintenance Program	2026	\$ 19,096
Facilities	Buildings General Government	Library Roof Coating Project	122-026	Facility Maintenance Program	2026	\$ 20,215
Facilities	Buildings Special Funds	Hamilton Indoor Recreation Center Roof Shingles Replacement	122-027	Facility Maintenance Program	2027	\$ 185,658
Facilities	Buildings General Government	City Hall Roof Replacement	106-022	Facility Maintenance Program	2027	\$ 220,147
Facilities	Buildings General Government	City Hall Electrical System Upgrades	117-028	Facility Maintenance Program	2028	\$ 54,636
Facilities	Buildings General Government	Eggen Youth Center Flooring Replacement	118-028	Facility Maintenance Program	2028	\$ 39,338
Facilities	Buildings Special Funds	Hamilton Indoor Recreation Center HVAC Replacement	109-023	Facility Maintenance Program	2029	\$ 173,138
Facilities	Buildings Special Funds	Hamilton Indoor Recreation Center Parking Lot Replacement	108-021	Facility Maintenance Program	2030	\$ 213,795
Facilities	Buildings Special Funds	Hamilton Indoor Recreation Center Roof TPO Membrane Replacement	102-033	Facility Maintenance Program	2031	\$ 88,674
Facilities	Buildings General Government	Five Station #3 Roof Shingles Replacement	105-034	Facility Maintenance Program	2034	\$ 150,049

FY2027 CIP SUBMITTALS

October 17, 2025:

1. Milton Arthur Park Restroom
2. Itani Park Restroom
3. Ghormley Park Pickleball Courts Resurfacing
4. ?

QUESTIONS AND COMMENTS