

**PARKS, RECREATION & CULTURAL SERVICES  
ADVISORY BOARD MEETING MINUTES**

**March 09, 2022**

Members present     Charlene Rios, Warren Tracey, Chuck Perry, Ryan Holterhoff, and Troy White  
 Members absent     Greg Nevarez  
 Staff present         Susan Schwiesow, Bill Aukett, Carrie Hoiness, Dollie Boyd, and Stefanie Dunn

**2022 MEETING ATTENDANCE RECORD**

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Charlene Rios	X	X	X									
Warren Tracey	X	X	X									
Chuck Perry	X	E	X									
Ryan Holterhoff	X	X	X									
Greg Nevarez	X	X	E									
Troy White	X	X	X									

C=Meeting Cancelled   X=Present   A=Absent   E=Excused   R=Resigned

Call to Order

The regular meeting was called to order by Charlene Rios at 6:02pm.

Introduction of Guests/Visitors

Jeff Milkes, CPRP, Senior Consultant, BerryDunn

Approval of Minutes

Mr. Tracey moved to approve the corrected minutes dated February 09, 2022. Motion seconded by Mr. Perry. Motion unanimously approved and passed.

Public Forum

Mr. Milkes shared presentation with the Board regarding the Parks, Recreation and Open Space Plan. Mr. Milkes explained that this plan is the result of community input and provided high-level overview of the process. Mr. Milkes advised that we are currently in the Final Phase of the process prior to implementation, so the Board members are highly encouraged to provide feedback.

Following the presentation, the Board expressed their gratitude for such a comprehensive plan, and asked how this plan will be deemed successful, to which Mr. Milkes advised that their company does follow up one or two times a year to see how their goals are coming along. Ms. Schwiesow also advised that some of the goal items have already been implemented or have a plan in place to be implemented. Ms. Schwiesow mentioned that Allison Williams, City Manager is engaged in this process and invested in its success, so all divisions of Parks, Recreation & Cultural Services Department are involved in the completion of goals pertaining to their divisions.

Museum Update

Ms. Boyd shared that she participated in the American Alliance Advocacy Day, which gives participants the chance to advocate for museums in the communities they serve. Ms. Boyd also shared that advertising

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for the museum will happen this summer and that the museum will be actively participating in the mobile recreation program when it launches. Ms. Boyd shared a few new things coming for the museum, including a new main gallery show will open March 25, 2022, “Work, Fight, Give: Relief posters for WWII”, a pet supply drive benefiting the Grant County Animal Shelter and various museum programs. Ms. Boyd shared that visitor numbers are steadily increasing, which is positive to see for the museum. Ms. Boyd also shared that translation efforts are being done to increase the diversity in the museum for the Spanish-speaking population.

Ms. Boyd also shared a staffing update: Communications Coordinator has resigned, which will be filled as quickly as they can.

Creative District Update

Ms. Boyd shared that the Arts Washington application has been submitted and it looks complete. The earliest estimated timeframe to hear back would be April.

Recreation Update

Ms. Hoiness shared a few recreation updates with the Board. Mobile recreation unit is currently at Signs Now ready to be rewrapped (formerly a city ambulance, being repurposed for the mobile recreation program). Purchasing equipment, confirming speakers throughout the summer for the recreation unit, etc. have started so more to come on this.

Ms. Hoiness shared a few updates on Spring programming/activities. She shared that both recreation and beginning soccer we delayed slightly due to weather. Ms. Hoiness provided an update for Special Olympics this spring, including a \$500 grant received to assist with equipment purchase. She also advised that we are gearing up for the water park to open this summer: ordering supplies/equipment, hiring staff, lifeguard training, etc. Ms. Hoiness shared that continued work on theater advertising is happening and there is a lot of interest in the ballfields this year, including hosting the 16U Girls Fastpitch State tournament this July. Ms. Hoiness shared that Larson Recreation Center operational items are underway, also.

Ms. Hoiness advised that this summer, possibly July 2022, the city is looking to open a food truck court. She provided a few details on how this might look, including being open during Farmer’s Market season and possibly special events in town. This is new for our city and Ms. Hoiness shared that they are hopeful it will be successful.

Parks Update

Mr. Aukett share that Maintenance crews are busy. The ice rink is closed for the season and staff are working on tree trimming and other landscape efforts as the weather gets warmer. Mr. Aukett shared that interviews have happened for Parks Maintenance Worker position, which they are hoping to make a selection to fill the position soon.

Mr. Aukett shared that clock repair next to Sinkiuse Square is moving forward. He also shared that there has been a joint project with City Engineering Department and Grant PUD to run utilities thru Knolls

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Vista Park, which is nearly complete.

Mr. Aukett shared that garbage collection at city parks has needed to increase, so crews are working hard to keep them clean. He shared that crews have started working on getting ballfields, water park and parks ready for use in the coming Spring and Summer seasons. Mr. Aukett also advised that crews are working on the shorelines, particularly, the rock beds at the boat launches to make launching boats easier. He also advised that docks are not yet going in with the water level still being low.

Director's Report

1. Local Funding Option – Ms. Schwiesow provided an update on HB1025, which made it out of committee, but was not reviewed on the floor at the State level. No further movement of this bill will happen at this time.
2. Pollinator Garden – Ms. Schwiesow advised that an agreement was proposed to the local Audubon Society, which was reviewed and ultimately declined by the organization as too challenging to agree to. No further movement with creating a pollinator garden will happen at this time.
3. Larson Recreation Center – Ms. Schwiesow provided a quick update to this project that concrete for second floor was poured, which should allow for more progress for the construction of this project.

Commission Questions/Comments

Mr. Perry proposed a question about whether the city has a program to help clean up parks, trails, etc. to which Ms. Schwiesow advised that we have an Adopt a Street Program. This program allows for adoption of a street, park, trail, etc. by individuals or organizations to volunteer to clean it up.

Mr. Tracey provided feedback that one or more of the hole markers on the Frisbee Golf course, specifically Blue Heron Park, have deteriorated or faded, making it challenging to know where to throw from the platform on the course. Ms. Schwiesow and Mr. Aukett made notes to address those that need to be repaired and/or replaced.

Adjournment

Mr. Perry moved to adjourn, seconded by Mr. White. The meeting adjourned at 7:22pm.

Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 13 of April 2022.

By: Stefanie Dunn  
Stefanie Dunn, Administrative Assistant  
Moses Lake Parks, Recreation & Cultural Services