

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

April 13, 2022

Members present Charlene Rios, Warren Tracey, Chuck Perry, and Troy White
 Members absent Greg Nevarez and Ryan Holterhoff
 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	X								
Warren Tracey	X	X	X	X								
Chuck Perry	X	E	X	X								
Ryan Holterhoff	X	X	X	E								
Greg Nevarez	X	X	E	E								
Troy White	X	X	X	X								
Jamie Nixon-Garcia				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 6:01pm.

Introduction of Guests/Visitors

New Board Member – Jamie Nixon-Garcia is the newest member of this Advisory Board. She shared briefly about who she is and why she was interested in being a part of this board.

Approval of Minutes

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

Correspondence/Communication

Ms. Schwiesow shared the new Parks, Recreation & Cultural Services Advisory Board Handbook. Each board member was given a copy of the handbook and asked to please review and get familiar with the details of what it means to be a board member. Board members are encouraged to bring any questions, comments, or updates to Susan Schwiesow about the handbook.

Museum Update

Ms. Boyd provided a museum update for the Board, highlighting the most recent gallery show that opened in March, “Work, Fight, Give: Relief Posters of WWII”. Ms. Boyd shared the next show will open April 6, 2022. Ms. Boyd also shared that continued increase in museum visitations is great to see and the new programs and activities the museum is offering have been popular. Ms. Boyd advised that a corporate grant application was recently submitted, which if awarded, will be used to update Civic Center Park into a creative artistic space. She advised they should hear back on this grant application in May. Ms. Boyd shared that the Arts WA grant application results should be in soon.

Ms. Boyd shared a few staffing updates, including upcoming interviews for Artistic Coordinator replacement and resignation of museum Customer Service Attendant.

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Ms. Boyd presented a memo to the Board to change the name of the Community Gallery in honor of long-time museum employee, Ramon Cerna. Board discussion about official naming guidelines for facilities, which Ms. Schwiesow advised there are some criteria particularly related to parks and structures, but no official city procedure or policy. Mr. White moved to recommend the Community Gallery name change with the recommendation to develop a procedure to address the naming of a facility. Mr. Perry seconded the motion. Board unanimously approved and passed. Ms. Boyd will develop the letter of recommendation to present to City Council.

Recreation Update

Ms. Hoiness provided a recreation update for the Board, highlighting a few things the recreation department and staff are working on. The mobile recreation program is moving forward, including vehicle design, outfitting with equipment, partnering with the school district to provide free lunch at some locations, and hiring staff.

Ms. Hoiness shared that spring soccer programs are winding down and maintenance of ballfields is a continual focus for staff. She also advised that staff are gearing up for the waterpark to open this summer. Spring break lifeguard class recently happened, which resulted in quite a few new guards for the waterpark.

Ms. Hoiness shared that registration for t-ball is open and the department is expecting high numbers for that program. Coming up this week are a few special events, including the Flashlight Egg Hunt for high school age participants, egg hunt for small children at McCosh Park, the Youth Day Parade kicking off the youth baseball and softball seasons, and annual boat races at Cascade Park.

Ms. Hoiness shared that the operational plans for Larson Recreation Center are underway and the plans for the mobile food truck pod are also moving forward. The food truck pod will be across the street from City Hall on the other side of the parking lot.

Parks Update

Mr. Aukett provided a maintenance update for the Board. A few staffing updates including, seasonal mowers have been brought on, and a new full-time Parks Maintenance Worker, Ryan Smith has joined the maintenance crew. Mr. Aukett shared that the brush chipper program is coming to a close this week, which went well.

Mr. Aukett shared that work on irrigation lines continues, opening those up for spring and summer functionality. Mr. Aukett shared that this time of year, the crews are very focused on the waterpark as it is scheduled to open soon. Also, the clock in roundabout next to Sinkiuse Square was installed successfully.

Mr. Aukett shared that tournament games and practices are underway at all ballfields. He also shared that Kvamme has been re-seeded to make the grass at that complex much healthier. Mr. Aukett advised that robotic line-painter machine was demoed recently, which would save a lot of time painting lines for fields if we were able to acquire it.

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Board discussion around standard weed maintenance at city facilities and whether there is coordination on shoreline weeds. Mr. Aukett advised that weed spraying on city property has been a challenge this year with the cold and wet weather and that the parks department is in regular communication with Moses Lake Irrigation District for shoreline, although the weed control in the lake is different.

Director's Report

1. Historical Marker Proposal – Stephanie Massart, Karneesta Chapter of the National Society Daughters of the American Revolution presented to the board the organization's desire to place a historical marker/monument for Victory Village, established in 1943 when the growth of Moses Lake boomed with the addition of the Larson Airforce Base. Ms. Massart shared that they would like to partner with the City of Moses Lake to get this monument put in potentially Spring 2023. Ms. Massart is asking for support from the Board to pursue this project. Mr. Tracey moved to approve the writing of a letter of support for this project to move onto City Council for consideration. Motion seconded by Mr. Perry. Motion unanimously approved and passed.
2. Parks, Recreation & Open Space Plan – Ms. Schwiesow shared the approval of the plan by RCO. Ms. Schwiesow shared her appreciation for the Board's participation in the process.
3. Skate Park Dedication – Ms. Schwiesow shared that Board members will all receive an invitation to the Skate Park's dedication scheduled for May 4, 2022, at 12:30pm. Updates were donated by Moses Lake Rotary.
4. Dick Deane Family Historical Park Dedication – Ms. Schwiesow shared that this year we will be dedicating the Dick Deane Shelter, so more to come on that. Ms. Schwiesow shared it will likely be held on a Saturday.
5. Playgrounds – Ms. Schwiesow shared that playground at both Cascade Park and Lakeview Park will be replaced this year and quotes have been received to review and choose an option to reorder.
6. LRC – Ms. Schwiesow echoed Ms. Hoiness regarding operational elements of Larson Recreation Center. The building is coming along, and it feels "real" as we get closer to occupancy in October.
7. Lauzier Field Overhaul – Ms. Schwiesow shared that Northwest Turf Solutions, Inc. has started on redoing fields 4 and 5 at Lauzier Athletic Complex. She also shared that Larson fields will be redone in 2023.

Commission Questions/Comments

Mr. Perry asked about housing developments in Moses Lake and whether parks in surrounding areas will be developed. Ms. Schwiesow said that it depends on whether we get land or fee in lieu of land by developers.

Mr. Perry mentioned that graffiti in parks is prominent in the community and wonders what the department does to address this. Ms. Schwiesow and Mr. Aukett both advised that this year has been problematic in regards to vandalism and graffiti in our parks.

Adjournment

Mr. Perry moved to adjourn, seconded by Mr. Tracey. The meeting adjourned at 6:56pm.

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Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 11th of May 2022.

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