

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

**February 08, 2023**

Members present Charlene Rios, Troy White, Jamie Nixon-Garcia, Chuck Perry, Greg Nevarez, and Allison Palumbo  
 Members absent Ryan Holterhoff  
 Staff present Dollie Boyd, Bill Aukett, Carrie Hoiness, Amanda Couden and Stefanie Dunn

**2023 MEETING ATTENDANCE RECORD**

Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Charlene Rios	C	X										
Chuck Perry	C	X										
Ryan Holterhoff	C	R										
Greg Nevarez	C	A										
Troy White	C	X										
Jamie Nixon-Garcia	C	X										
Allison Palumbo	C	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 6:01 p.m.

Approval of Minutes

Mr. Perry moved to approve the minutes dated December 14, 2022. Motion seconded by Ms. Nixon-Garcia. Motion unanimously approved and passed.

Correspondence/Communication/Committee Reports

1. Creative District – Ms. Boyd states they had about 175 people at the Martin Luther King Jr. She is planning on working with the Moses Lake Martin Luther King Jr. Committee to set up a Juneteenth program at the Civic Center. She goes on to say they are bringing back the summer concert series. This would mean 3 concerts over the summer, taking place once a month in July, August and September. Discussed doing a local band showcase in August and partnering with the Umani festival in September. A Moses Lake artist will be making an illustrated map of the Creative District, hoping for the completion of the map in time for the July concert. Signage is well underway, with location being on the Broadway exit.
2. Arts Committee – Ms. Boyd states that the January meeting did not happen, but she is working on meeting sometime next week. She states that she has an upcoming meeting with finance to discuss budget allowance for public art.
3. Tree Ordinance – Mr. Aukett and Ms. Boyd have decided to take a pause on the Tree Ordinance in relation to the water conservation plans.

Plat Reviews/Dedication, or Fee in Lieu of Land

Mr. Aukett explained that the Barrington Point 5 is a subdivision consisting of 55 lots located off Paxson Drive and Valley Road. It was decided that no additional park was needed in this development, and rather updating the parks in that location already, Dano and Knolls Vista parks, would be more beneficial. With this subdivision being built, about \$9700 will be given to the park funds to work with.

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Mr. Aukett went on to list a few things being discussed for the updates for these parks. First is a long-term use restroom at Dano Park, also updated playgrounds and extra park benches at Knolls Vista Park.

Museum Update

Ms. Boyd says the museum received a grant from Humanities Washington to upgrade their field trips. Feedback has been positive, and things are going well. She goes on to say that the next groups with plans on touring the museum is a group from Soap Lake, and the Trio and Upward Bound from Big Bend Community College. The first gallery opening of the year on February 3<sup>rd</sup>, with a attendance of about 100 people. Moses Lake preschool art show is about 300 pieces of art, that will have a reception to showcase this Saturday. Ms. Boyd went on to thank Mr. Aukett, his crew, and Parks & Recreation staff for their help with things around the museum.

Recreation Update

Ms. Hoiness says the Ice Rink has been busy, with around \$79,000 in sales. The season will end on February 26<sup>th</sup> and they anticipate bringing in more than last year in sales. She goes on to discuss that the end of winter programs is nearing the start to spring programs is arriving. They are preparing for the outdoor use of sports to begin. She went on to discuss the Larson Recreation Center and says that during the free period the center saw between 56-406 people per day. Passes sold since February 1<sup>st</sup> was 66, most being adult monthly passes and \$2,000 in daily admissions. Open gym seems to be the most popular use of the facility, but goes on to explain that the other areas of the center are getting much use as well. She extended an invite to all board members to attend the ribbon cutting on February 14<sup>th</sup>.

Parks Update

Mr. Aukett advises that his team has completed the shoreline work for the season. His team is also currently in the process of moving from paper to digital inventory. Every city owned park, bench, etc. will be pictured with a unique number, which will help with tracking. Also, electronic work orders are in the works. They will be able to be sent in from the community or employees, that will be sent directly to the maintenance department. Mr. Aukett went on to discuss the plan for water conservation and limiting the amount of domestic water used in the city. He is currently reviewing city owned land and the need for grass in certain areas. Also getting as much of the areas being watered off domestic water supply, as possible. Cascade Park is currently on lake water and next step is McCosh park and Lower Peninsula Park, which both should be done by the end of next week.

Facility Admin Update

Mrs. Dunn advised that campground and shelter reservations opened on February 6<sup>th</sup>. This year \$26,000 was made in campground reservations, compared to \$18,000 made last year. Community Garden will open February 27<sup>th</sup> for reservations.

Director's Report

1. Director Search Update- We found one!

Doug Coutts has accepted the Director position. His first official day will February 13<sup>th</sup>.

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Commission Questions/Comments

Mrs. Rios announced that Ryan Holterhoff has resigned from the advisory board. Ms. Boyd stated the position has not been posted yet but is hoping it will be soon.

Adjournment

Mr. White moved to adjourn, seconded by Mr. Perry. The meeting adjourned at 6:50 p.m.

Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 8th of March 2023.

By: Amanda Couden  
Amanda Couden Customer Service Technician  
Moses Lake Parks, Recreation & Cultural Services