

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

February 09, 2022

Members present Charlene Rios, Warren Tracey, Greg Nevarez, Ryan Holterhoff, and Troy White
 Members absent Chuck Perry
 Staff present Susan Schwiesow, Carrie Hoiness, Bill Aukett, 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										
Warren Tracey	X	X										
Chuck Perry	X	E										
Ryan Holterhoff	X	X										
Greg Nevarez	X	X										
Troy White	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 6pm.

Approval of Minutes

Ms. Boyd provided small correction to minutes, which was updated. Mr. Tracey then moved to approve the corrected minutes dated January 12, 2022. Motion seconded by Mr. Nevarez. Motion unanimously approved and passed.

Museum Update

Ms. Boyd provided an update on the successful recent gallery opening, “Queens Only”. Two pieces of art sold for a combined total of \$1,000, \$300 of which museum earned as commission. Ms. Boyd shared there is a preschool art show currently displayed in the gallery, “Kindness Matters”, showcasing 200+ pieces from local public-school preschoolers. Ms. Boyd shared that the Spring seasonal department brochure is published, and outlines programs and classes offered at the museum. She shared that visitor numbers are up considerably since this same time last year. Ms. Boyd shared upcoming gallery show: “Work, Fight, Give: American Relief Posters from WWII”.

Ms. Boyd shared that she has been selected as a peer reviewer for the Institute of Museum and Library Services small museum grant program, which will help provide insight into what they want to see at the museum and open potential grant opportunities.

Creative District Update

Ms. Boyd shared that our Creative District application will be submitted on February 11, 2022, to meet the deadline date of March 11, 2022. She advised the process will take about 6 weeks to hear back regarding the status of the application.

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Recreation Update

Ms. Hoiness shared the ice rink remains busy and there is an upcoming adult hockey tournament. She shared that the rink is scheduled to close February 27, 2022, for the season.

Ms. Hoiness shared a brief update on programs running or upcoming. After School Boys Basketball is running well and staff are gearing up for Recreation Soccer programs: there are 237 kids signed up for Beginning Soccer (ages 4-7) and 105 for recreation soccer (ages 8-10) and staff are working to secure coaches for these programs. Ms. Hoiness added that Special Olympics will have some Spring events occurring, also.

Ms. Hoiness advised that staff are prepping for water park opening by acquiring updated CPR training materials and staff apparel, as well as reaching out to returning staff. Ms. Hoiness shared that Umpire Recruitment happened this past weekend where we may have secured 4 umpires for this year and Parks & Recreation has a job fair coming up on February 17, 2022.

Ms. Hoiness shared the department will be advertising at Fairchild Cinemas this year and ads will focus on water park, museum, ballfields and some programming and facilities. She advised the target audience are local and surrounding communities' zip codes close to Moses Lake.

Parks Update

Mr. Aukett shared Maintenance continues to keep tabs on ice control at facilities, although the cold weather has been favorable for ice rink operations this year. He advised that crew are working to complete projects, including painting/repairing park picnic tables, docks, and Larson Field batting cages. He also shared that work has begun on the water park maintenance in advance of the season. Mr. Aukett also advised that holiday lights are being removed from the fill, which should be done this week.

Mr. Aukett advised that dog stations will be ordered and will be installed around town when the ground thaws, as well as installation of new weather screens at McCosh tennis courts. Mr. Aukett also advised that shoreline permits are almost complete, which will allow Maintenance to begin work at the docks.

Director's Report

1. Local Funding Option – Ms. Schwiesow provided quick update on House Bill 1025 and requested that the Board do a formal vote to capture whether the Board is in support of this bill. Mr. Tracey made a motion to support HB-1025. Mr. Nevarez seconded the motion and the board voted as a majority in favor of supporting this bill.
2. SEEK Grant – Ms. Schwiesow and Ms. Hoiness shared SEEK grant funding was awarded to Parks, Recreation & Cultural Services. This funding will allow the department to create/run mobile recreation unit and fund swim lessons at the water park.
3. Pollinator Garden – Ms. Schwiesow provided an update that the city is partnering with the Columbia Basin Audubon Society to create this garden, and Montlake Park was selected as the park to use for this.
4. Downtown Clock – Mr. Aukett gave brief update on the downtown clock. He advised they found a clock maker in Poulsbo, WA who will be repairing the motor and gears. Mr. Aukett

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also advised maintenance will be looking into dismantling and repainting the clock if necessary automotive paint is available.

5. Comprehensive Plan/Larson Recreation Center – Ms. Schwiesow shared staff reports for both the Parks & Recreation Comprehensive Plan and Larson Recreation Center.
 - a. Ms. Schwiesow advised the Comprehensive Plan adoption date was pushed back to April 12th Council Meeting. Brief board discussion about the comprehensive plan and Ms. Schwiesow shared that she is creating a Parks, Recreation & Cultural Services Advisory Board manual which will further outline expectations of board members.
 - b. Ms. Schwiesow provided a quick update on the Larson Recreation Center project and updated timeline should be available in the next week or so.

Commission Questions/Comments

Ms. Rios asked about the vacant Advisory Board position to which Ms. Schwiesow advised there has been 1 applicant. Ms. Schwiesow advised that this applicant will be presented to Council if no one else applies for the vacancy.

Board discussion regarding tracking tourism as it pertains to drawing in folks from other areas. Ms. Schwiesow advised that there are formulas used to try to estimate how much out-of-town folks spend on a weekend here in town and tourism uses zip codes of visitors to report to the State. Ms. Schwiesow shared that hotel/motel tax reports are provided by local hotels, which helps to show who the city serves related to tourism.

Adjournment

Mr. Tracey moved to adjourn, seconded by Mr. Nevarez. The meeting adjourned at 6:42pm.

Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 9th of March 2022.

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