

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

June 8, 2022

Members present Charlene Rios, Warren Tracey, Greg Nevarez, Chuck Perry, Troy White, and Jamie Nixon-Garcia
 Members absent 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	X	X						
Warren Tracey	X	X	X	X	A	X						
Chuck Perry	X	E	X	X	X	X						
Ryan Holterhoff	X	X	X	E	X	E						
Greg Nevarez	X	X	E	E	E	X						
Troy White	X	X	X	X	X	X						
Jamie Nixon-Garcia				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 6:30 pm.

Approval of Minutes

Mr. Perry moved to approve the minutes dated May 11, 2022. Motion seconded by Mr. Tracey. Motion unanimously approved and passed.

Museum Update

Ms. Boyd shared that 4 field trip classes happened last week at the museum. Staff will continue to promote field trips to local schools and is using grant funding for this. Ms. Boyd shared that museum booth was at Spring Fest this year to promote the museum in the community. She advised there is a new show up in Community Gallery, “Metal Works” by Andrea Johnson and new show for main gallery will open June 24th. Ms. Boyd shared that museum attendance continues to increase as the year progresses.

Ms. Boyd shared some staffing updates, including 2 new permanent part-time Customer Service positions and Jenni Shelton continues to be an asset for the museum in her new full-time role.

Ms. Boyd advised that Story Corps. will be onsite this summer and museum is finalizing the parameters for this program. Ms. Boyd shared that this will be a big event and there will be refreshments Civic Center Park parking lot on June 30th from 4:30 – 6:30pm. Refreshments and entertainment will be provided, and WA State Department of Commerce will be sponsoring this event with \$500 donation to help kick-off this event in the community.

Creative District – Ms. Boyd shared an update on Creative District related to the \$7,000 start-up grant as a new Creative District from Arts Washington. She advised that official branding will be created as they promote the Creative District here in Moses Lake.

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

June 8, 2022

She also advised that planning is underway for Celebrando Herecnias, which will be held on September 24th downtown Moses Lake. It is a key goal for the Creative District to have a South and Central American Culture Festival.

Recreation Update

Ms. Hoiness shared that summer recreation guide is available to the public. She provided an update on some recreation programs happening, including drill camp, upcoming youth summer camps, pickleball, adult co-ed soccer league, and upcoming tournaments. Ms. Hoiness advised that Special Olympic will be offering bocce ball and softball to athletes. She also advised that recreation staff are gearing up for Explorer Day Camp this summer.

Ms. Hoiness shared that there are a few special events coming up, including DMLA downtown events, Martin Luther King Committee hosting a Juneteenth Celebration at McCosh Park on June 19th. Ms. Hoiness also shared that interviews for Recreation Coordinator position will happen this Friday.

Seek Grant – Ms. Hoiness shared an update on SEEK grant additional funding, which was awarded. The additional funding will help cover costs for swim lessons, mobile recreation, and day camp. She explained further that funding for day camp will allow for scholarships to qualified applicants, which is new for this program.

Mobile Rec – Ms. Hoiness shared an update on the Mobile Rec Unit. The vehicle was wrapped by Signs Now and Fleet has been helping outfit the unit with shelving, etc. to make it functional for recreation staff. Ms. Hoiness advised that recreation staff have started visiting parks this will be located at for in-person registrations and online registrations are open. Ms. Hoiness also shared that this vehicle will be used for programs that need storage, like Punt-Pass-Kick and they are looking at making it available to public to rent for birthday parties and events as another source of income. Ms. Hoiness advised that advertising has been sent to local schools, radio advertising, and on Recreation and Museum Facebook pages.

Parks Update

Mr. Aukett shared that maintenance continues to prep the water park for being open full-time. He advised that leaks have been identified in the Lazy River, which his crew is working to repair along with the help of other city departments. Mr. Aukett also advised that repairs and re-seeding have happened in Japanese Gardens.

Mr. Aukett shared that vandalism continues to be a challenge at our city parks. His crews continue to repair and replace as needed to keep things functional. Mr. Aukett shared that ballfield was recently refurbished at Lakeview Park and Lauzier Field is being looked at for re-seeding.

Mr. Aukett shared that summer watering schedule is under review with the appropriate city divisions. There are 6 parks are irrigated with lake water, so the city watering restrictions do not apply to these. Mr. Aukett assured that watering happens at our parks throughout the summer is important.

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

June 8, 2022

Director's Report

1. Museum Promotion – Ms. Schwiesow shared that Dollie Boyd has been promoted from Museum & Art Center Manager to Museum & Art Center Superintendent. Ms. Boyd has been exhibiting leadership over that facility so well.
2. Dick Deane Family Historical Park Dedication – Ms. Schwiesow provided an invitation to each board member for the dedication scheduled for June 18th at 11:30am. Board members encouraged to attend the dedication.
3. BMX Track – Ms. Schwiesow advised that the BMX track upgrade has been completed and the survey for upkeep and specs of the track will be received this week from the designer. The city has received the USA BMX sanction that track is ready to be used again.
4. LRC Handbook and LRC Rentals – Ms. Schwiesow shared the LRC Handbook and Rental Agreement with the Board. She highlighted a few items in the handbook and rental agreement. There was a brief Board discussion around the cost for annual passes for the recreation center and whether a family pass will be offered. Ms. Schwiesow explained that the cost for passes was determined based on the BerryDunn feasibility study done this year and passes are just offered individually, not as a family. Ms., Schwiesow also advised that the cost of the memberships and facility rentals are the primary ways the city will be able to recoup 60% of the cost of running the facility. Ms. Schwiesow provided brief explanation on additional staff that will be hired as we move into the recreation center, including Office Manager, FT Customer Service Technician, 4 permanent PT Customer Service Attendants, and Recreation Coordinator. Ms. Schwiesow asked the Board to vote on whether they recommend this handbook and rental agreement be presented to City Council. Mr. Nevarez moved to recommend the handbook and rental agreement be presented to City Council for approval. Motion seconded by Mr. White. Motion unanimously approved and passed.
5. Resignation – Ms. Schwiesow announced that Vice-Chair, Warren Tracey has submitted his resignation from this Board due to him relocating out of town and this will be his last meeting. She went onto explain that this resignation was recent as of today, so there was not time to prepare proper send-off. Ms. Schwiesow and the Board offered their sincere thanks to Mr. Tracey for his years of service as a Board member and wished him luck as he moves out of town and onto something new.

Adjournment

Mr. Tracey moved to adjourn, seconded by Mr. Nevarez. The meeting adjourned at 7:13pm.

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

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