

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

**August 10, 2022**

Members present     Charlene Rios, Greg Nevarez, Troy White, Ryan Holterhoff, Jamie Nixon-Garcia, and Allison Palumbo  
 Members absent     Chuck Perry  
 Staff present        Susan Schwiesow, 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	X	X	X	X	X	X				
Chuck Perry	X	E	X	X	X	X	X	A				
Ryan Holterhoff	X	X	X	E	X	E	X	X				
Greg Nevarez	X	X	E	E	E	X	X	X				
Troy White	X	X	X	X	X	X	X	X				
Jamie Nixon-Garcia				X	X	X	X	X				
Allison Palumbo							E	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 6:04pm.

Introduction of Guests/Visitors/Board Members

Ms. Rios introduced new Board Member, Allison Palumbo, who spoke briefly about their background and why they wanted to be part of this Advisory Board.

Approval of Minutes

Mr. Holterhoff moved to approve the minutes dated July 13, 2022. Motion seconded by Mr. Nevarez. Motion unanimously approved and passed.

Museum Update

Ms. Boyd reported that good progress is being made on the new labels for the updated art history exhibit. She advised that she attended a meeting about the future of the Visitor Information Center, hopefully using LTAC funds. Changes would enhance the look of the Visitor Information Center and the museum entrance and could expand requirements of staff to help tourism efforts.

Ms. Boyd shared a few museum updates, including recent field trip group, and class participation has improved, particularly the preschool art club classes. Ms. Boyd shared that Humanities Washington staffer came thru recently to discuss how museum can work with Center for WA Cultural Traditions. She went on to explain that folk life and art does not always meet the definition of fine art or history, so this avenue would cover those kinds of items. Ms. Boyd shared that new show is being put up currently to open August 26<sup>th</sup>, which features local artist, Jan Cook Mack.

Ms. Boyd reported that Ann Schempp is moving Native American artifacts to dedicated room in the basement. She advised that children’s play area will be set up where these artifacts were originally, and that they are looking to hire 2 part-time temporary instructors to lead programs for children.

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Creative District – Ms. Boyd reported that Jenni Shelton is working on tasks for this currently. She shared that a logo is being created and once complete, a kick-off launch party will be scheduled towards the end of September to really draw attention to us being a Creative District and expose it to the community. Ms. Boyd shared that way-finding signs will be developed to display in the community; she mentioned a gateway piece, also, which would serve as a piece of art and signage for the Creative District.

Recreation Update

Ms. Schwiesow provided an overview of upcoming recreation programs and activities. She advised that the Fall/Winter Brochure will be released towards the end of October, which is postponed compared to previous years to include the Larson Recreation Center opening. She explained that programs and activities featured will be for November and forward.

Ms. Schwiesow explained that staff are preparing for fall/winter programs, including both Recreation and Beginning Soccer programs. She advised that we are adding a men’s softball league this fall, which will run from September – October. Ms. Schwiesow advised that staff are looking at programs for the new facility, including fitness group programs, senior programs, and possibly e-Sports programming.

Ms. Schwiesow advised that both Mobile Rec Program and Explorer Day Camp are winding down for the season. She also advised that the water park is also winding down and we have thus far not had any closures due to smoke or lightening. Ms. Schwiesow shared that there are still a few pool rentals scheduled for this month, and that average daily attendance is 700 on weekdays and 1,200 – 1,300 on weekends. Ms. Schwiesow advised that soccer field prep is gearing up for fall soccer.

Ms. Schwiesow advised staff have been working with ActiveNet reps to do a health check on our utilization of the software used by our department, to which we found out we are utilizing it quite well.

Parks Update

Mr. Aukett provided an overview of what Maintenance staff continue to work on this summer. He advised that the water park has been operating smoothly this summer and ballfields are transitioning from baseball/softball to soccer for the fall. Mr. Aukett also advised that the wet summer has permitted growth of noxious weeds and maintenance has been manually pulling weeds to combat that. He went onto say that vandalism has slightly dropped compared to previous weeks, but it may pick up as we get closer to school starting. Additionally, he shared that there has been some shelter maintenance this year, so all have been painted and one was re-roofed, so shelters look good these days.

Mr. Aukett advised that seasonal staffing will shift as some move onto other things outside the city. He also advised that two memorial benches are being installed this month, one donated by the Columbia Basin Audubon Society on the Neppel Trail, and the second in memorial of Clayton Pray installed on the Joe Gavinski Trail.

Director’s Report

1. Parks & Recreation Month – Ms. Schwiesow shared that our celebration went well for Parks & Recreation month. She went onto say that we had great attendance at McCosh Park, including a

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couple Advisory Board members and staff are looking forward to building on this in future years now that we have done a celebration for Parks & Recreation month.

2. LRC Update – Ms. Schwiesow provided an update on construction progress at the recreation center site. She advised that we are still projecting October occupancy.
3. Public Art Ordinance and Board Members/Committee Members – Ms. Schwiesow shared that ordinance passed at City Council and is moving forward.
4. Committee Selections – Ms. Schwiesow advised that subcommittees for this Board need to be established: Tree Ordinance, Public Art Ordinance, and Creative District. Ms. Rios is a member of the Creative District, so Ms. Schwiesow asked that Board members all choose which subcommittee they would each like to be a part of. Ms. Schwiesow advised that a total of 2 for Art committee, at least 2 for Tree Committee, and 1 more for Creative District. Ok for 1 of these committees to have 3 members involved. Ms. Schwiesow advised more to come on the Public Art Committee as it is established, and the Tree Committee is not ready to launch. Board discussion about what each committee entails, and members decided as follows: Mr. Perry, Mr. Holterhoff, and Mr. Nevarez will be on Trees Committee; Mr. White and Allison Palumbo will be on Public Arts Committee; and Ms. Nixon-Garcia will join the Creative District Committee with Ms. Rios. Ms. Boyd will add Ms. Nixon-Garcia to the meeting series.
5. Community Service Project – Ms. Schwiesow shared that the LDS Church has volunteered to assist with a community service project to clean up the medians on Grape Drive. She further explained that the goal is to clean up the landscaping and irrigation systems on the medians.

Commission Questions/Comments

Ms. Schwiesow shared that she has tendered her resignation from the City of Moses Lake and will be retiring effective October 28, 2022. Board provided their congratulations and appreciation of Ms. Schwiesow’s contributions to Parks, Recreation & Cultural Services Department.

Board discussion about the potholes at the entrance to Blue Heron Park. Ms. Schwiesow and Mr. Aukett both advised that Maintenance is already working on this problem for the short-term and that they will discuss a long-term solution with Engineering Department.

Ms. Rios advised that the Board needs to appoint a new Vice-Chair for this Advisory Board. Board decided that this will be decided at the next Board meeting.

Adjournment

Ms. Nixon-Garcia moved to adjourn, seconded by Mr. White. The meeting adjourned at 6:51pm.

Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 14th of September 2022.

By: Stefanie Dunn  
Stefanie Dunn, Office Manager  
Moses Lake Parks, Recreation & Cultural Services