

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

**September 14, 2022**

Members present     Charlene Rios, Troy White, Jamie Nixon-Garcia, and Allison Palumbo  
 Members absent     Chuck Perry, 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	X	X	X	X	X			
Chuck Perry	X	E	X	X	X	X	X	A	E			
Ryan Holterhoff	X	X	X	E	X	E	X	X	E			
Greg Nevarez	X	X	E	E	E	X	X	X	E			
Troy White	X	X	X	X	X	X	X	X	X			
Jamie Nixon-Garcia				X	X	X	X	X	X			
Allison Palumbo							E	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 5:59pm.

Approval of Minutes

Ms. Nixon-Garcia moved to approve the minutes dated August 10, 2022. Motion seconded by Ms. Palumbo. Motion unanimously approved and passed.

Election of Vice Chair

Ms. Schwiesow advised that Mr. Holterhoff has agreed to be nominated as Vice-Chair for this Advisory Board. Mr. White moved to approve the nomination and motion was seconded by Ms. Palumbo. All members present unanimously approved and passed. Mr. Holterhoff will finish out 2022 as Vice-Chair of this Advisory Board.

Correspondence/Communication/Committee Reports

1. Creative District – Ms. Boyd shared that launch party is scheduled for Thursday, September 15<sup>th</sup> at 4pm at the Last 3<sup>rd</sup> Thursday on Third. She went onto say that public will have a chance to vote on logo for this district and cupcakes will be available. The next meeting is on October 4<sup>th</sup> where committee will vote on the final logo and aggressive marketing for the Creative District will ensue after that.
2. Arts Committee – Ms. Boyd shared that she hopes to have a final committee and at least one meeting completed by the end of this year. She also shared that two candidates have applied for this committee and were reviewed by the board. Ms. Nixon-Garcia moved to approve both candidates for this committee. Motion seconded by Ms. Palumbo. Motion unanimously approved and passed.
3. Tree Ordinance – No new updates to share since last meeting.

Museum Update

Ms. Boyd provided an update on museum happenings. She shared that current gallery show features art by Jan Cook Mack, a local artist. No paintings are for sale, but Ms. Boyd shared that there are cards, prints

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and jewelry for sale. Ms. Boyd and museum staff are planning the next gallery show, *Columbia and Cascade: A River and a Range, 1853 – 1855* will open October 7, 2022, which is a history show that will add depth to the museum. Next Friday the museum will be hosting a Meet the Artist Reception for local artist, Robert Heale.

Ms. Boyd shared that two museum instructors are scheduled to start Monday, September 19<sup>th</sup>. Ms. Boyd went onto share that one of the instructors will offer adult classes and the other will focus on teaching younger children's classes. Ms. Boyd also shared that they are working on updating the children's play area. Ms. Boyd also shared that the museum continues to see increased membership and visitor numbers.

Recreation Update

Ms. Hoiness shared that recreation staff are preparing for fall and winter programs. Youth soccer leagues have started and there is an upcoming men's softball program beginning soon. Ms. Hoiness provided a list of upcoming programs and activities starting in October and later as we move into the new center. Ms. Hoiness also shared that she is working on reimbursement for SEEK Grant awarded earlier in the year.

Parks Update

Mr. Aukett provided an update on Neppel Park/Alder Fill maintenance; he advised that maintenance crews have been working on cleaning up the noxious weeds in this area, however, there are portions of the shoreline that are not city-owned, which prevents his staff from spraying/cleaning up the shoreline in those areas. Mr. Aukett advised that water park being closed for the season has his maintenance crews busy, which includes some water park seasonal staff assistance.

Mr. Aukett also shared that Larson Playfield, Cascade Campground, and shelter seasons are ending, so maintenance will be blowing out irrigation lines, making necessary repairs, closing restrooms, etc. in preparation for winter. He also mentioned that some seasonal staff employment will end soon. Mr. Aukett advised that he is proud of what the maintenance crews have been able to accomplish this year, both permanent and seasonal staff.

Director's Report

1. Sister City-Yonezawa – Ms. Schwiesow extended invitation to the Board shared at City Council. Ceremonial celebration of the Sister City
2. Northwest Library – Ms. Schwiesow shared that a presentation was given at City Council planning and discussing budget for their 30 different branches. Also discussed, was the remodel of the Moses Lake Library with a projected start date on that being late 2024.
3. LRC Update – Ms. Schwiesow shared that the full occupancy has been pushed back to October 31<sup>st</sup>, which is unfortunate. She went onto share that a lot of items have been ordered and the construction crews are working as hard as they to move the project closer to completion.
4. 2023 Budget – Ms. Schwiesow shared a few capital projects for 2023 with the Board: playgrounds at Carpenter Park, Hayden Park, Juniper Park; all 5 fields at Larson Playfield; continued use of the Mobile Rec Unit and extending it to 5-days/week, instead of 3; adding shade at the Basin Homes Dog Park; purchasing a robot line-painter; convert the old concession

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stand space at the Surf 'n Slide Water Park to a training room for water park in-service and trainings.

Adjournment

Ms. Nixon-Garcia moved to adjourn, seconded by Mr. White. The meeting adjourned at 6:44pm.

Minutes approved by Parks, Recreation & Cultural Services Advisory Board on 19th of October 2022.

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