

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

October 19, 2022

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

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	X		
Chuck Perry	X	E	X	X	X	X	X	A	E	X		
Ryan Holterhoff	X	X	X	E	X	E	X	X	E	X		
Greg Nevarez	X	X	E	E	E	X	X	X	E	X		
Troy White	X	X	X	X	X	X	X	X	X	X		
Jamie Nixon-Garcia				X	X	X	X	X	X	X		
Allison Palumbo							E	X	X	A		

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 6:01pm.

Approval of Minutes

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

Correspondence/Communication/Committee Reports

1. Creative District – Ms. Boyd discussed that the final choices for the logo have been made and sent to the publisher. Also in the works, is a virtual creative district meeting on October 25th that she will be attending with Jenni Shelton. Ms. Boyd also advised that she soon would begin planning on areas around town for signage and possible places to do so.
2. Arts Committee – Ms. Boyd advised that one more committee member was needed, and she had a potential prospect in mind that is currently a community gallery artist. An organization meeting is scheduled tentatively for Wednesday, November 2nd. A tour was held for Vanguard Academy where they have an art committee, she brought up the idea of having a student join them in their committee.
3. Tree Ordinance – Mr. Aukett explained that the committee will be formed following an approved ordinance by the city in the coming months. Anticipated deadline for this in the next month. Samples from Eastern Washington, Wenatchee to Tri-Cities make the most sense. Mr. Aukett also shared they will begin using a new database to manage our city ran parks and record our assets in City Works.

Museum Update

Ms. Boyd announced that the museums new creative play space opened earlier this month. Soft shape furniture, and magnetic boards will be in addition to the room. A zoom meeting was discussed, that is planned for Saturday, November 19th at 3pm for the land acknowledge ceremony for the Colville Tribes. Ms. Boyd also announced that the museum has two new instructors, Colleen Seto and Cheryl Fall. In

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addition, Ann Schempp and Jenni Shelton will be travelling to Nespelem, WA. To address Tribal Council in regard to our native artifact collection and exhibit redo.

Recreation Update

Ms. Hoiness advised that the new fall/winter brochure is published online and will be available physically this Friday, October 21st. She discussed the end of youth and adult fall sport and the preparation of winter sports/activities. The ice rink staff has been hired and building of the ice for the rink is set for the week of November 14th. A plan for opening the ice rink is set for November 18th. Hiring of new instructors for the LRC is still in process.

Parks Update

Mr. Aukett advised that mowing is closing down for the season and maintenance is working on blowing out irrigation. Mr. Aukett also advised that crews pull docks as the lake is lowered. He went onto say that winterization of restrooms will happen soon and attention will transition to the ice rink, including the build-up of ice at the rink. Mr. Aukett also advised that we have a new ice conditioner/re-surfacer this year. He also advised that, weather-permitting, there should only be one ice build at the beginning, but the maintenance crew does manage the ice levels and works continually throughout the season to ensure that ice remains usable.

Director's Report

1. Larson Rec Center – Ms. Hoiness announced that the LRC didn't pass a Labor and Industries inspection for power. Opening will be pushed back if need be but so far October 31st is still the move in date. Also finalizing with security companies and IT department. Ms. Rios asked about opening style for the new building. It was explained with move in date being October 31st, the LRC would open November 7th for registration and pass sale. With it being fully open November 14th and being an open house through the rest of next month.
2. New Staff – Ms. Schwiesow introduced Amanda Couden, our new Customer Service Technician. Ms. Schwiesow also introduced Dollie Boyd, who will be the Interim Director until a permanent Director is hired. She went onto advise that the permanent position posting resulted in 24 applicants, which was narrowed down to 5. Ms. Schwiesow also advised that we have 4 part-time Customer Service Attendants starting next week, who will be key components of the Customer Service team, particularly to open and close the Larson Rec Center and work the weekends.

Commission Questions/Comments

Ms. Rios provided her sincere thanks to Susan Schwiesow for her work as the Director and her service in the Parks Department. The board collectively thanked Ms. Schwiesow for her service and leadership to the City of Moses Lake and the Parks, Recreation & Cultural Services Department. Ms. Schwiesow thanked the Board for all their hard work and seeing the department and projects move forward.

Adjournment

Mr. White moved to adjourn, seconded by Mr. Holterhoff. The meeting adjourned at 6:38 pm.

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

By: *Stefanie Dunn*

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