

PARKS AND RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY FEBRUARY 21, 2024

I. CALL TO ORDER

PRESENT: Commissioners Bill Rowland, Jill Carlson-Balmer, Larry Kopczynski, Jim Kirk, Jim Jenkins, and Linda Glines. Also in attendance were Parks and Recreation Director Tim Barker, and Council Liaison John Spickelmire. Chairman Balmer had Councilor Spickelmire introduce himself and the Commission members present introduced themselves.

ABSENT: Commissioner Sammy Andrews

II. CITIZEN COMMENTS

No comments.

III. SELF-RECOGNITION AND CURE OF OPEN MEETINGS LAW VIOLATIONS

Commission Chair Jill Balmer's Statement:

The Parks and Recreation Advisory Commission is self-recognizing and curing several unintentional Open Meetings Law violations that occurred when the regular meeting agendas for the following meetings were inadvertently not posted on the City of Lewiston's website: January 18, 2023; March 15, 2023; May 7, 2023; August 16, 2023; September 20, 2023; and October 18, 2023. This is a requirement under Idaho Code Section 74-204(1), and it was recently discovered that this did not occur. As a result, the Parks and Recreation Advisory Commission is self-recognizing these violations and declaring all actions taken at these meetings to be null and void, in accordance with Idaho Code Section 74-208. Such items will be reconsidered later on in the meeting under Item VI. Active Agenda.

IV. CONSENT AGENDA

MINUTES: January 17, 2024

The minutes for January 17, 2024 were presented for approval. Commissioner Jenkins made a motion to accept the January 17, 2024 minutes as presented, Commissioner Kirk seconded the motion, all approved.

V. PRESENTATIONS, COMMUNICATION AND CORRESPONDENCE

A. Department Staff Report:

- a. The staff report was sent out to commission members for the month of January 2024. Commissioner Kopczynski asked about the energy audit at Hereth Park. Mr. Barker explained that there had been some anomalies in the billings and Corky has been working with Avista to see if there is a problem.

B. Senior Nutrition Update:

No Update

- C. Lewiston Parks and Recreation Foundation Update:
No Update

VI. ACTIVE AGENDA

A. MINUTES

Approving the meeting minutes from the following meetings: January 18, 2023; March 15, 2023; May 7, 2023; August 16, 2023; September 20, 2023; October 18, 2023

Commissioner Kopczynski moved to approve the commission minutes from January 18, 2023; March 15, 2023; May 7, 2023; August 16, 2023; September 20, 2023; October 18, 2023. Commissioner Jenkins seconded the motion all approved.

B. PARK RESERVATION ACCOUNT DISCUSSION FOR FISCAL YEAR 2024

Previous motion:

Commissioner Kirk made a motion to use park reservation funds for a mid-size shelter to be installed in the vicinity of the pre-fabricated restroom at Community Park where the basketball court and outdoor fitness equipment will be located.

Current motion: Commissioner Jenkins made a motion to use park reservation funds for a mid-size shelter to be installed in the vicinity of the restroom at Community Park where the basketball court and fitness equipment will be located. Commissioner Kirk seconded the motion, all approved.

C. MODIE PARK CONSERVANCY LAND DONATION LETTER OF SUPPORT

Previous motion:

Commissioner Kopczynski made a motion to provide a letter of support for the acceptance of the proposed donated land from the Randall family to the Modie Conservancy.

Current motion: Commissioner Kopczynski made a motion to provide a letter of support for the acceptance of the proposed donated land from the Randall family to the Modie Conservancy. Commissioner Rowland seconded the motion, all approved.

D. SUPPORT OF MODIE PARK MEMORANDUM OF UNDERSTANDING

Previous motion:

Commissioner Jenkins made a motion to support the MOU between the City of Lewiston and the Modie Park Conservancy.

Current motion: Commissioner Jenkins made a motion to support the MOU between the City of Lewiston and the Modie Park Conservancy. Commissioner Glines seconded the motion, all approved.

E. RECOMMENDATION REGARDING USE OF TREVITT PARK

Previous motion:

Commissioner Kopczynski made a motion to support either the sale of or leasing of Trevitt Park. Included in the motion was a request that the funds from either a lease or sale be treated as a revenue into the Park Reservation Fund Account.

Current motion: Commissioner Kopczynski made a motion to support either the sale of or leasing of Trevitt Park. Included in the motion was a request that the funds from either a lease or sale be treated as a revenue into the Park Reservation Fund Account. Commissioner Rowland seconded the motion, all approved.

VII. OLD BUSINESS

- A. City Comprehensive Plan Update:

Mr. Barker is working on updating our part of the City's Comprehensive plan. Concentrating on the Parks and Recreation's Master Plan and making sure Recreations contributions and Urban Forestry's responsibilities are included in the overall plans.

B. Idaho Recreation and Park Association Conference:

Lewiston Parks and Recreation Department is hosting the IRPA conference this year. We will have registration and a couple off site fun things to sign up for Monday April 1st and then full conference agenda starts Tuesday morning. Looking for volunteers if any Commissioners are interested.

C. Fiscal Year 2024 Projects:

A. Facilities:

- i. Library Lighting Replacement:
Have received a bid and will be going to City Council for approval 2/26
- ii. City Hall West Windows:
Have not moved forward with this project
- iii. Carnegie Library Exterior:
Have received a bid and will be going to City Council for approval 2/26
- iv. Police Training Center Roof:
Have received bids but are not moving forward yet
- v. Traffic Control Roof:
Have received bids but are not moving forward yet
- vi. Fire Station Diesel Particulate Mitigation:
Have received a bid but are waiting for a report back on possible additional work to be completed.

B. Golf:

- i. Cart Barn Replacement:
Met with the City's Design Review Committee to discuss the project and will be reaching out to an architect to partner on the project. Because of the fill that has been place on-site over the years, we will be needing to get a compaction test completed.
- ii. Driving Range Improvements
Materials have been ordered and a contractor will complete the work once everything has been received.
- iii. Equipment Purchases: Tractor, Greens Mower, Surrounds Mower
Tractor bid has been approved and due to savings, we are looking at purchasing additional equipment needed for the course which would keep us under the allotted funding still.

C. Parks:

- i. Sunset Park Pickleball Courts:
Anticipated completion date for this project will be May 2024. The department and club plan to have a ribbon cutting event and check presentation from the club, once completed.
- ii. Community Park Basketball Courts and Fitness Area:
Waiting for approval of the agreement for final design, bidding and construction management. Window for construction would be ASAP to spring of 2025.

iii. Pioneer Park Playground and ADA Parking – IDOC Grant:

We received the \$250,000 grant from the Idaho Department of Commerce which will create new ADA parking stalls next to the restroom, a dog, bottle and regular drinking fountain combo to replace the current one that is in place and a complete replacement of the playground, all at Pioneer Park. Currently working on environmental approvals

VIII. COUNCIL LIAISON COMMENTS

Counselor Liaison Spickelmire asked about the parking at Kiwanis Park in front of the playground off of Snake River Ave., where the railroad tracks were. Mr. Barker said he thought that was part of a larger Public Works Snake River Avenue project.

IX. NEXT MEETING

A. Wednesday, March 20th 5:00PM at the Lewiston Community Center

X. FUTURE AGENDA TOPICS AND IMPORTANT MEETING DATES

- A. Park and Recreation Master Plan (March)
- B. Auditorium District Discussion (April)
- C. Parks and Recreation Fee Policy (April)
- D. Parks and Recreation Fee Increases for Fiscal Year 2025 (April)

XI. ADJOURNMENT

There being no further business the meeting was adjourned at 6:00 PM

Linda Rape
Recording Secretary

March 6, 2024
Date