

PARKS AND RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY MAY 15, 2024

I. CALL TO ORDER

PRESENT: Commissioners Jim Jenkins, Jill Carlson-Balmer, Larry Kopczynski, and Linda Glines. Also in attendance were Parks and Recreation Director Tim Barker.

ABSENT: Jim Kirk, Bill Rowland, Sammy Andrews, and Council Liaison John Spicklemire.

II. CITIZEN COMMENTS

No citizen comments.

III. CONSENT AGENDA

Commissioner Balmer asked for motion to accept the Minutes from February 21, 2024 as presented, Commissioner Kopczynski made a motion to accept minutes for February 21, 2024 minutes, Commissioner Glines seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNITICATIONS, AND CORRESPONDENCE

A. Department Staff Reports:

Commissioners were sent the monthly report for March and April 2024 there were no follow up questions.

B. Senior Nutrition Update:

No Senior Nutrition update

C. Lewiston Parks and Recreation Foundation Update:

No Foundation Update

V. ACTIVE AGENDA

A. Partnership with the Valley Off-Road Bike Association (VORBA):

VORBA has reached out to the department and would like to be more involved in the trail maintenance and development at Community Park. Director Barker and Park Maintenance Supervisor Fazio have met with members of VORBA to discuss how the two groups can partner moving forward. The trails have received funding in the past for development and maintenance from the Lewis Clark Valley Healthcare Foundation and the funds have been used to purchase materials and chemicals to manage the weeds within the canyon adjacent to the trails.

B. 2025 Fiscal Year Fee Proposals to be presented at the meeting:

Director Barker provided the proposed fee increases for department managed facilities and park amenities to the commission for consideration of their support. Commissioner Jenkins made a motions to support the current proposed fee hikes, Commissioner Kopczynski seconded the motion. All approved.

C. Parks and Recreation Fees and Charges Policy:

The commission was provided the policy for review, this is an annual process to make sure that the direction of the department's fee structures falls in line with the policy created by the commission. After some clarifications Commissioner Kopczynski made a motion to adopt the current policy, Commissioner Glines seconded that motion. All approved.

D. Arbor Day Celebration:

Arbor Day included Randall family and guests in attendance to share in the public acknowledgement of the Randall family donation of their family's property to the Modie Park Conservancy. Director Barker noted that the event took place by the restroom at the park at 1pm on Saturday, April 27th. This was a combined celebration with the LCSC Tree Committee, the Modie Park Conservancy and the City of Lewiston. In addition to receiving the Tree

Campus USA and the Tree City USA Awards, the Randall family presented their 21 acre donation to the Conservancy, their land is adjacent to the park and will be eventually developed and incorporated into Modie Park as an outdoor classroom and demonstration area.

E. Sunset Park Pickle ball Court Project Completion and Ribbon Cutting Event:

Court completion by Arrow Concrete and Asphalt occurred last week. Director Barker shared pictures of the new courts with the commission members. There will be a ribbon cutting event held at the courts on Sunday, June 9th at 1pm. The department is continuing to work with the club moving forward to purchase and install two 12X22 sun shades and a slab underneath the shelters. Additionally, the department will be meeting with the club to discuss future plans for leagues and tournaments that will be run through the parks and recreation department.

VI. OLD BUSINESS

A. City Comprehensive Plan Update

There was no update to report at this time other than staff and the committee have been reviewing drafts of the plan and providing updates. There will be a progress update provided to City Council in the near future.

B. Idaho Recreation and Park Association Conference Host Recap

Director Barker provided comments on the hosting of the conference at the beginning of April. Staff all stepped up to assist and did an excellent job showcasing the community and what we are doing in regards to innovation and use of technology in the field. There were approximately 100 attendees at the conference including 16 vendors. Commission Chair Balmer provided opening remarks and thanked the attendees for coming to Lewiston for the conference. Two of the department staff were sworn into office as members of the association board of directors, Recreation Supervisor Ray Pedrina is the new Treasurer and Director Barker is the North Idaho District Representative.

C. Fiscal Year 2024 Projects:

A. Facilities

- i. Library Lighting Replacement
- ii. City Hall West Windows
- iii. Carnegie Library Exterior
- iv. Police Training Center Roof
- v. Traffic Control Roof
- vi. Fire Station Diesel Particulate Mitigation

B. Golf

i. Cart Barn Replacement

Staff have been working on design options to possibly include a new maintenance shop as well as space for the addition of golf simulators that would bring in lease revenue from an operator of the simulators.

ii. Driving Range Improvements

Additional/replacement poles and the netting have been installed and the project has been completed

iii. Equipment Purchases: Tractor, Greens Mower, Surrounds Mower

All equipment has been ordered and we are awaiting delivery of some of the items. We were able to buy a few gently used items which allowed us to purchase all equipment initially requested with the funding provided in fiscal year 2024, which also included a fairway mower and a pull behind aerator.

C. Parks

i. Community Park Basketball Courts and Fitness Area

1. Landscaping

Director Barker met with the owner of Living Waters to discuss a landscape plan for the parking lot area and future landscaping around the amenities. That work would begin this coming fall and then conclude once the amenities are installed in 2025. Additionally, Barker made a request to the City Council at their budget work session on Monday, May 20th to incorporate remaining FY '22 funding to complete all of the work that was approved that fiscal year.

ii. Pioneer Park Playground and ADA Parking – IDOC Grant

A grant from the Idaho Department of Commerce was received to replace the playground at Pioneer Park, which would include accessible equipment. In addition to the playground, there will be 2 accessible parking stalls added on the south side of the restrooms and the drinking fountain will be replaced with a bottle, bubbler and pet drinking fountain combination to match the others that we have been replacing throughout the park system.

VII. COUNCIL LIAISON COMMENTS

Councilor Spickelmire was not in attendance.

VIII. NEXT MEETING

A. Wednesday, June 19th, 2024 at the Lewiston Community Center

a. Annual Park Tour Plan

IX. FUTURE AGENDA TOPICS

A. Annual Park Tour (June)

B. Park and Recreation Master Plan (August)

C. Auditorium District Discussion (August)

X. ADJOURNMENT

There being no further business Commissioner Jenkins made the motion to adjourn the meeting, Commissioner Kopczynski seconded, all approved. Meeting was adjourned at 6:15PM.

Linda Rape

Recording Secretary

June 10, 2024

Date