

**CITY OF LEWISTON
PARKS AND RECREATION COMMISSION
REGULAR MEETING MINUTES
1424 MAIN STREET,
LEWISTON COMMUNITY CENTER**

**Minutes
November 19th, 2025 @5:00PM**

I. CALL TO ORDER

- A. PRESENT: Kaitlyn Hinkley, Thomas King, Linda Glines, Chrissy Steen, and Larry Kopczinsky
- ABSENT: Bill Jenkins, Jill Carlson-Balmer

II. CITIZEN COMMENTS

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

None

III. CONSENT AGENDA

- A. MINUTES: October 22, 2025 - Motion to approve the minutes from the October 22nd, 2025 meeting was forwarded by Chrissy and seconded by Linda. Motion carries unanimously.

IV. PRESENTATIONS, COMMUNICATIONS AND CORRESPONDENCE

- A. Department Staff Reports
 - a. The staff report was sent out to commission members for the month of October
- B. Recreation Programming Calendar
 - a. Department Staff led conversation of creating monthly distributed calendars that feature all current monthly recreation program dates, registration opening/closing dates, etc.,

V. ACTIVE AGENDA

- A. Review of remaining Neighborhood Priority List Updates
 - a. The Parks and Recreation Commission made slight progress in the updating of the Neighborhood list in the Parks and Recreation masterplan - with minor corrections made in Neighborhoods 4 and 5. Discussion and amendments to Neighborhood were tabled for the following commission meeting.
- A. Ongoing Department Project Updates
 - a. Parks and Recreation Director Justin Glenn provided a report of all ongoing department incentives and projects. The list and conversation included: The Opening of the Administrative Specialist Position, an RFP for the Columbarium and Pool Repair projects had been drafted, pending

review and approval before final submission for bids. The Development of a 3 on 3 Basketball Tournament in June in partnership with the Lewis Clark Valley Boys & Girls Club, upcoming Employee and Staff Development opportunities for all levels of employment, and the grant submission for America 250, a celebratory Bike Ride to commemorate the 250th anniversary of Paul Reveres' Midnight Ride.

VI. COUNCIL LIAISON COMMENTS

VII. NEXT MEETING

A. Wednesday, December 17, 2025 - Lewiston Community Center at 5pm.

VIII. ADJOURNMENT – Action Item