

PARKS AND RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
NOVEMBER 16, 2022

I. CALL TO ORDER

PRESENT: Commissioners Jim Jenkins, Jill Carlson-Balmer, Larry Kopczynski. Jim Kirk, Linda Glines, Sammy Andrews. Also in attendance were Parks and Recreation Director Tim Barker. Modie Park Conservancy members were there as guests Garry Bush, Anne Wallace, John Fisher, and Bill Furstenuau

ABSENT: Bill Rowland and Council Liaison Kasse Forsmann.

II. CITIZEN COMMENTS

No citizen comments

III. CONSENT AGENDA

Commissioner Andrews made a motion to accept the Minutes from September 7, 2022 as presented, Commissioner Kopczynski seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNITICATIONS, AND CORRESPONDENCE

A. Department Staff Reports

Commissioners were sent the monthly report for September and October 2022. No follow up questions.

B. Senior Nutrition Update

The Senior Nutrition Program will have their annual Holiday Dinner for seniors on Wednesday, December 14th. The meal is once again sponsored by P1FCU, they provide a \$2,500 donation that helps insure we are able to provide this meal for seniors. The Commission and City Council members will be receiving an email invite to the lunch about 1 week prior to the event.

C. Modie Park 2022 Improvements

Director Barker thanked the Modie Park Conservancy Board for joining the meeting and introduced Garry Bush, the President of the Conservancy who provided a handout and slide show with a history of the park, also current and future projects for the park. The Conservancy would like to continue an annual meeting with the Parks and Recreation Commission to discuss ongoing projects.

D. Review of Commission Member Terms and Changes to City Code

Director Barker discussed with the commission the changes that were approved within Ordinance No. 4861, establishing a reappointment process for members of city advisory boards and commissions.

V. ACTIVE AGENDA

A. Lewiston Parks and Recreation Foundation

Director Barker and Commissioner Kopczynski have discussed and are working towards the development of a Parks and Recreation Foundation. This would benefit the department as a fiduciary for projects and the development of programs to benefit the department.

B. Bryden Canyon Golf Course Operations and Equipment

Director Barker explained the process the he and the city have taken with the interim management company CourseCo; they will be managing Bryden Canyon Golf Course through the end of March. The RFP for a new operator will go live tomorrow, November 17, 2022. Applicants will have until December 16, 2022 to submit their proposals. Barker is looking for people to create a committee to review the proposals and to help select a firm for the city to negotiate with. Commissioners Andrew and Kirk volunteered to sit on the committee. The selected operator will take over management of the course starting April 1. At City Council's Monday meeting they approved the purchase of equipment and supplies from Jeff Briney and Golf Fun, Inc. in the amount of \$241,000. The city is currently working with Pacific Golf and Turf to complete the transition of rental carts into the city's name. Once that transition has been completed, everything at the course will belong to or be in the city's possession.

C. ADA Features within the Park System

Director Barker made a presentation to the Disability Advisory Commission on November 10, 2022 regarding ADA features within the park system. The commission asked that Barker return in January with a list of priority features that the department would like to see added to our playground system. The Commission will review and provide support during the budget process for funding to be dedicated towards accessible equipment within the parks.

VI. OLD BUSINESS

A. Sunset Park Pickleball Court Project Update

Director Barker is working with the city purchasing division, the Lewis-Clark Valley Pickleball Club and BWA Architects out of Spokane on finalizing the design and bid documents for the RFP, which will be advertised the first part of January.

B. Locomotive Park Winter Spirit Project Update

Commissioner Kopczynski shared the progress at Locomotive Park. A concession stand has been added along with pavers in front of the stand to stop the mud problem. 50% of the funding for the pavers came out of the Park Reservation Account. The park lighting will be held this coming Saturday, November 19, 2022 at 6pm. Entertainment begins at 4:30pm.

C. Community Park Recreation Master Plan Adoption

The Community Park Master Plan was unanimously supported by City Council at their October 10, 2022 meeting. Moving forward with the project, Director Barker will be working closely with JUB Engineers and Clearwater Financial to strategize on the Phase 1 development project as well as a Bond Election in November of 2023. The commission will be continuously updated on the project related to need for input and to assist with any public outreach efforts.

D. **Community Park Parking Lot Phase 2**

Phase 2 of the parking lot project will be going out to bid in January and will include the construction of the basketball court and outdoor fitness areas. The city has already purchased the court lighting as well as the outdoor fitness equipment for the project.

VII. COUNCIL LIAISON COMMENTS

Council liaison Forsmann was not in attendance to provide comment.

VIII. NEXT MEETING

Wednesday January 18, 2023 at the Lewiston Community Center. There will be no meeting in the month of December.

IX. FUTURE AGENDA TOPICS AND IMPORTANT MEETING DATES

- A. City Council Work Session Agenda Topic of Park Foundation (December 5, 2022 @3pm)
- B. Community Park Recreation Master Plan (January)
- C. Park and Open Space Master Plan (January)

X. ADJOURNMENT

Commissioner Jenkins made a motion to adjourn the meeting at 6:30 Commissioner Andrews seconded all approved.

Linda Rape
Recording Secretary

November 17, 2022
Date