

PARKS AND RECREATION ADVISORY COMMISSION
MAKE UP MEETING MINUTES
WEDNESDAY DECEMBER 8, 2021

I. CALL TO ORDER

PRESENT: Jill Carlson-Balmer, Larry Kopczynski, Bill Rowland, and Sammy Andrews. Also in attendance were Parks and Recreation Director Tim Barker and Council liaison Kevin Kelly
ABSENT: Commissioners Jim Kirk, and Jim Jenkins.

II. CITIZEN COMMENTS

No comments.

III. CONSENT AGENDA

Commissioner Kopczynski made a motion for acceptance of the Minutes from October 20, 2021 as presented, Commissioner Andrews seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNICATIONS, AND CORRESPONDENCE

A. Department Staff Reports:

Commissioners were sent the monthly report for October 2021. No comments.

B. Senior Nutrition Update:

Staff will be serving a modified Holiday Dinner sponsored by P1FCU to participants on Wednesday, December 15th. Staff will have both onsite and drive up options available for participants to enjoy. Commission and Council members are invited to join.

V. ACTIVE AGENDA

A. Naming Rights Request

a. Community Park

Director Barker noted that he had hoped that the commission could discuss a potential Community Park Naming Rights request but negotiations are still occurring.

B. Naming Rights Approvals by City Council

Director Barker noted that the City Council will be considering approving two naming rights requests at their December 20th regular City Council Meeting. Those requests include the renaming of DeMolay Park to Rotary Peace Park and the naming of the ballfield at Hereth Park to P1FCU Field at Hereth Park. The two were shared with City Council at their December 6th Work Session. Director Barker encouraged any of the Commission members that are able to make it to the December 20th meeting, to attend and show their support for the requests.

C. 11th Ave/Snake River Ave Sidewalk and Pathway Support Letter

Director Barker shared an aerial photo of a proposed pathway within Kiwanis Park that be connected at 11th. The crossing would be similar to the DeMolay Park trail that was recently completed with a "rapid flashing beacon" crossing for pedestrians. The Public Works Department is writing a grant for funding to provide improvements along 11th Ave for easier and safer pedestrian access from Normal Hill to the Clearwater-Snake River National Recreation Trail system. ADAramps and a signalized crossing on Snake River Ave. The grant is through the Idaho Federal Lands Access Program, which awards federal funds to provide safe and adequate transportation access to and through federal lands for visitors, recreationists, and resource users. The Public Works Department is asking for a letter from the Parks and

Recreation Commission that shows their support for the project and the application for the grant. Commission Chair Balmer asked for a motion to approve the signing of a letter in support of the project, Commissioner Kopczynski made the motion and Commissioner Andrews seconded that motion. All were in favor of providing a letter of support for the project

D. **Community Park Design**

Director Barker shared the Community Park Preferred Alternative Plan with the Commission and walked through the site design and process that has taken place leading up to the current plan. The plan is a culmination of approximately 20 years of information gathering between user groups, community members, needs assessments, Park and Open Space Master Plan and staff and commission input. Commission Chair Balmer asked for a motion to approve moving forward in the Community Park Master Planning process with the Preferred Alternative Plan, Commissioner Kopczynski made the motion and Commissioner Rowland seconded that motion. All were in favor of providing a letter of support for the project.

VI. OLD BUSINESS

A. **Commission Page on the City of Lewiston Website**

Director Barker noted that we are still waiting on bios from Commissioners Kirk, Jenkins and Andrews. We would like to get the page completed so our Commission can be promoted on the website. Barker can share a template with those commission members to help get theirs completed. We would like these to be submitted within the next week.

B. **Community Park Development Parking Lot Phase 1 and Phase 2 Update**

Director Barker noted that Phase 1 of the Parking Lot project is completed except for the opening of the restrooms. We are currently waiting for plumbing and electrical materials to be available so we can complete installation. Planning for landscaping and Phase 2 amenities are happening over the winter. The hope is that we will be advertising for bids on amenities and construction over the winter with a spring construction.

C. **Community Park Master Plan Update**

Director Barker noted that with the approval of the preliminary plan by both the Commission and City Council, we will move forward with the process and JUB will begin work on cost estimating, maintenance and operation expenses as well as economic impact numbers to assist with our fundraising and future budgeting plans. Additionally, over the winter they will begin our 3D modeling of the site so we can create an online platform for viewing the park and for public comment on the plan to take place. We are still on schedule for completion of the Master Plan project to occur this spring, which will move into a Phase 1 design project this summer.

D. **Park and Open Space Master Plan Update**

Director Barker noted that we are continuing to accept public comments related to the videos and neighborhood proposed improvements and any additional ideas from the public as well. The plan is to keep this portal available for another few months.

VII. COUNCIL LIAISON COMMENTS

Councilman Kelley thanked the Commission for all their work, mentioned that he has enjoyed being the liaison for the Parks and Recreation Commission and he is excited about the progress they are making towards the eventual Community Park.

VIII. NEXT MEETING

Wednesday January 19, 2022 at the Lewiston Community Center 5:00 PM

IX. FUTURE AGENDA TOPICS

- A. Parks and Open Space Master Plan citizen and commission input session
- B. Naming Rights Policy

X. ADJOURNMENT

Commissioner Andrews made a motion to adjourn the meeting, Commissioner Rowland seconded the motion. All approved meeting was adjourned at 6:00 pm.

Linda Rape
Recording Secretary

January 10, 2022
Date