

PARKS AND RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY MAY 18, 2022

I. CALL TO ORDER

PRESENT: Commissioners Jim Jenkins, Bill Rowland, Larry Kopczynski, Linda Glines. Also in attendance were Parks and Recreation Director Tim Barker, and Council Liaison Kasse Forsmann. Guests Steve Lisenbee and Phil Urban
ABSENT: Jill Carlson-Balmer, Jim Kirk, Sammy Andrews

II. CITIZEN COMMENTS

Steve Lisenbee spoke to the Commission about some concerns he and the Pickleball club have with the amount of time it is taking for the resurfacing project. Director Barker explained to the Commission and the guests that the project has turned out to be a much larger project than he, and the Pickleball club had anticipated. Director Barker felt that engineering was warranted for the project, and has selected a firm and waiting for an approval from purchasing and finance.

III. CONSENT AGENDA

Commissioner Kopczynski asked for motion to accept the Minutes from April 20, 2022 as presented, Commissioner Jenkins made the motion to accept April 20, 2022 minutes, Commissioner Rowland seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNICATIONS, AND CORRESPONDENCE

A. Department Staff Reports:

Commissioners were sent the monthly report for April 2022. Our spring adult softball programs have begun and our first swim meet of the summer is being held this coming weekend. Additionally, The Community Center is scheduled to receive a new roof before the end of the fiscal year.

B. Senior Nutrition Update:

The City submitted the RFP documents on May 10th to be eligible to offer the program again through partnership with Community Action Partnership. Organizations will be contacted in June if selected to manage the program for the next term starting July 1, 2022. The city would need to have the contract approved through the City Council before being able to sign it. At this time, there is no concern with the program not being supported by City Council. Director Barker will be submitting the program budget to City Council on June 27th during the department's annual budget presentation process.

C. City of Lewiston Magazine- Summer:

Staff is assisting in the final stages of the production of the summer magazine which will highlight the Community Park Project. The magazine will include some history of the proposed park and important information for community members to be better informed of the plans for the park as well as the process that is available for comments and viewing of the project.

V. ACTIVE AGENDA

A. Park Reservation Account: Staff Recommendations for FY 2023:

At the April meeting the commission discussed the current balance of the account which sits at \$96,000. Direction from the commission was to gather feedback from staff on what they felt priorities would be for 2023, which is what Director Barker has brought to the commission for this meeting. Staff recommends a shelter for the south end of Pioneer Park closer to the playground area and a smaller shelter at the south end of Kiwanis Park next to Mountain Dew Skate Park. Commissioner Jenkins made a motion to use \$60,000.00 of the Parks Reservation fund to complete a larger shelter at Pioneer Park and a smaller shelter in Kiwanis Park by the Mountain Dew Skate Park, Commissioner Rowland seconded the motion, all approved.

B. New or Updated Parks and Recreation Fees:

In the budget work session in May the department will be proposing fee increases for both the Community Center and Fenton Gym. Any proposed fees that are approved, will go into effect on October 1. Barker shared the proposed fees with the commission and explained the justification for the increases. Mr. Barker suggested that staff would propose the raise to Council at his budget meeting but would like the Commission to take some time to consider the rates and then come back with a decision and vote to support next month.

VI. OLD BUSINESS

A. Community Park Parking Lot Phase 2 Update:

The city is in the process of securing the fitness equipment through a cooperative purchasing group. Once the purchase is approved, JUB can finalize the design of Phase 2 and the project can go out to bid. The city has also purchased the lighting for the basketball court through Musco Sports Lighting. The lights will be delivered prior to the completion of the courts and will be installed with the Phase 2 project by Well Connected Electric.

B. Community Park Master Plan Update:

Director Barker wanted to make note for the commission upcoming meetings related to the Community Park Project, in addition to the meeting that was held earlier this month with City Council to discuss development, maintenance and operations costs as well as the draft economic impact statement related to the park development. That information was provided within the meeting packet that was sent out to the commission members. At the next City Council work session, Director Barker, JUB, Clearwater Financial and Clearwater Economic Development Agency will all be providing comments. JUB will provide data related to citizen feedback and comments on the lewistoncommunitypark.com website as well as city social media sites. Clearwater Financial will be providing an overview of funding options and Bonding 101. Then CEDA will finish the presentation outlining grants and foundation options that the city could apply for related to the park project and its amenities. Following that meeting Barker noted that there will be a couple of additional presentations before City Council would vote to adopt the completed plan. There will be a work session overview sometime in July or August and then a final public hearing and adoption in late summer or early fall of this year. Barker noted that as the project gets closer to completion, it would be helpful to have the support of commission members at the meetings.

- a. Development costs and economic impact in May
- b. Funding options, June 6th
- c. Council overview of master plan (TBD)
- d. Council approval of master plan (TBD)

C. June Park Tour Locations:

Barker noted that the commission does a park tour in the month of June during their regularly scheduled meeting. After some suggestions by Mr. Barker the commission members discussed their options and recommended that the tour in June include Community Park, Rotary Peace Park, Hereth's new artificial turf ballfield, Modie, and Canyon Crest. Those locations will be noted on the June agenda so the public is aware.

VII. COUNCIL LIAISON COMMENTS

Councilor Forsmann had no comment.

VIII. NEXT MEETING

Wednesday June 15th 5:00 PM at the Lewiston Community Center for a vote on the minutes and then the annual park tour

IX. FUTURE AGENDA TOPICS

- A. Park and Open Space Master Plan citizen and commission input sessions
- B. Community Park Master Plan Review and Approval

X. ADJOURNMENT

There being no further business Commissioner Jenkins made the motion to adjourn the meeting, Commissioner Rowland seconded, all approved. Meeting was adjourned at 6:00PM.

Linda Rape

May 6

Recording Secretary

Date