

PARKS AND RECREATION ADVISORY COMMISSION
REGULAR MEETING MINUTES
WEDNESDAY OCTOBER 20, 2021

I. CALL TO ORDER

PRESENT: Jill Carlson-Balmer, Larry Kopczynski, Jim Kirk, Bill Rowland, Jim Jenkins and Sammy Andrews also in attendance were Parks and Recreation Director Tim Barker
ABSENT: City Council Liaison Kevin Kelley.

II. CITIZEN COMMENTS

No comments.

III. CONSENT AGENDA

Commissioner Rowland made a motion for acceptance of the Minutes from September 15, 2021 as presented, Commissioner Kirk seconded the motion, all approved.

IV. PRESENTATIONS, COMMUNICATIONS, AND CORRESPONDENCE

A. Department Staff Reports:

Commissioners were sent the monthly report for September 2021. It was requested that the monthly reports be printed in color format, they are hard to read in the gray scale format.

B. Senior Nutrition Update:

Area Agency under Community Action Agency provides partial reimbursement for the meals the Senior Nutrition program provides for our senior population. Senior Nutrition staff was notified that Area Agency is having to reduce the funding for home delivered meals by about thirty percent. Staff is working with the City Manager to insure that the seniors that are currently receiving meals will continue to do so.

V. ACTIVE AGENDA

A. Naming Rights Requests (Action Item)

a. P1FCU Field at Hereth Park

P1FCU has been in discussion with Staff regarding the city's desire to go to synthetic infields for our ballfields at Community Park and they are supportive of the concept. Through those discussions the installation of a synthetic surface at Hereth Park ballfield to see how it goes before we begin developing fields at the new park was decided as the target location. P1FCU would cover the cost of the material and installation of the surface and the city would provide the excavation and prep work. The donation would be approximately \$170,000 and would be for a 20-year period. The donated amount covers the full cost to purchase the necessary materials for the project. Director Barker shared a mockup of what the turf would look like with the P1FCU logos in front of the 1st and 3rd base dugouts. Commissioner Andrews made a motion to approve the naming rights request for P1FCU Field at Hereth Park, Commissioner Rowland seconded the motion, all approved.

VI. OLD BUSINESS

A. Commission Page on the City of Lewiston Website

Staff have received the commission member bios for Commissioners Balmer, Kopczynski, Rowland, and Kirk. The others were asked to submit their photo and bio ASAP to get the commission webpage updated.

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

Staff reported that development at the site is underway. Contractors have currently graded both the Phase I and Phase II areas, completed the storm water runoff basins, installed the curb and gutter in the north parking lot, pathway from the west to the restroom and most recently installed the restroom on Monday. They will next get the curb and gutter installed to the south and then finish with concrete and painting. The project is on track to be completed sometime in early to mid-November.

C. Community Park Master Plan Update

City Staff completed a workshop with the consultants this past month which followed a site visit with Director Barker the day before. At the workshop, those present were able to take a look at 2 large conceptual maps and discuss items that have been rated by community members over the past 5-6 years through public input meetings. The next step will be to complete the stakeholder interviews and meet with staff again in mid-November. Following that meeting, the hope is to discuss the proposed layout with the Parks and Recreation Commission in November before meeting with City Council at their December Work Session to get approval to move forward with the preferred design so consultants can begin to put together both development and maintenance and operations costs. Once the preferred design is approved, the public input website will be completed and open to the public to provide their comments.

D. Tree Update to City Council

Director Barker and Grounds Maintenance Supervisor Fazio will be leading a discussion with City Council at their November 1st Work Session to discuss the history, funding and current roles and structure of the Urban Forestry Division. They will also be discussing their plan to review the surveying and analysis that has been completed by John Fisher over the past few months. Following that review, they will be working closely with the Urban Forestry and Cemetery Commission to identify the highest and immediate priorities that need to be addressed as well as long-term procedural and management changes that need to be implemented.

VII. COUNCIL LIAISON COMMENTS

Councilman Kelley was not in attendance, there were no Council liaison comments.

VIII. NEXT MEETING

Wednesday November 17, 2021 at the Lewiston Community Center 5:00 PM

IX. FUTURE AGENDA TOPICS

- A. Parks and Open Space Master Plan citizen and commission input sessions
- B. Community Park Design Presentation December City Council Work Session
- C. Naming Rights Policy
- D. Park Reservation Fund

X. **ADJOURNMENT**

Commissioner Kirk made a motion to adjourn the meeting, Commissioner Andrews seconded the motion. The meeting ended at 6:00 pm.

Linda Rape
Recording Secretary

November 8, 2021
Date