



Twin Falls Parks and Recreation Commission Minutes

Tuesday, February 14, 2023, 11:30 AM

Council Chamber Overflow Rm CH-116
203 Main Avenue East- Twin Falls, Idaho

Members: Kirk Melton, Chairperson; Jade Titus, Vice-Chairperson; Debbie VanEngelen, Corey King; Kevin Jensen; Ashley Squires; Micheal Metcalf; Heather Muth; Sherry Murray

1) Confirmation of Quorum/Call Meeting to Order

Kirk Melton called the meeting to order at approximately 11:35 a.m. A quorum was present.

Members present: Kirk Melton, Chairperson; Jade Titus, Vice-Chairperson; Corey King; Kevin Jensen; Ashley Squires; Micheal Metcalf; Heather Muth.

Members absent: Debbie VanEngelen; Sherry Murray.

Council liaison (absent): Craig Hawkins

Staff present: Wendy Davis, Parks and Recreation Director; Chance Munns, Parks Superintendent (joined 12:07 p.m.); Nibardo Orozco, Parks Supervisor (joined 12:07 p.m.); John Pauley, Aquatics Supervisor; Elois Joseph, Parks Administrative Assistant.

2) Consent Calendar

- a) Request to approve the January 10, 2023 Parks and Recreation Commission Meeting Minutes.

MOTION: Corey King moved to approve the consent calendar as presented. Heather Muth seconded the motion. A roll call vote was conducted. Kirk Melton, yes; Jade Titus, yes; Corey King, yes; Kevin Jensen, yes; Ashley Squires, yes; Micheal Metcalf, yes; Heather Muth, yes. Approved 7 to 0.

3) Items of Consideration

- a) Consider a request from Wright Physical Therapy to donate a metal art piece to be placed at Twin Falls City Pool.

Wendy Davis explained the request. The Public Art Commission's and the Parks and Recreation Commission's jurisdictions for pieces of art/donations such as this request were discussed. It was determined that the Public Art Commission would deem the piece appropriate; the Parks and Recreation Commission would deem the location appropriate.

Discussion ensued regarding the following:

- The Public Art Commission has reviewed the piece and deemed it appropriate for donation.
- Commission jurisdiction was further discussed.

- Consideration of the accompanying plaque and the acceptance of a gift with this donation.
- The plaque description was identified as appropriate with the requirements in the donation policy.
- Concerns regarding corrosion for a metal piece at the City Pool were mentioned.
- The potential location for the piece at the City Pool was discussed.
- John Pauley indicated support and interest in obtaining this art piece for display at the City Pool.
- Placing it in a location that would be inaccessible to children due to potential harm/hazard was suggested.

MOTION: Micheal Metcalf moved to approve the donation request with the caveat that it fits into the appropriate location. Kevin Jensen seconded the motion. A roll call vote was conducted. Kirk Melton, yes; Jade Titus, yes; Corey King, yes; Kevin Jensen, yes; Ashley Squires, yes; Micheal Metcalf, yes; Heather Muth, yes. Approved 7 to 0.

b) Discussion on soliciting and receiving public input for the Parks and Recreation Commission

Wendy Davis presented the request including the following:

- Public input at city commission or council meetings was discussed. The examples of the Baxter's Dog Park improvement requests and the SLFRF meeting input for park facility improvements were given.
- It was clarified that there was no legal obligation to allow public input at commission meetings as they are considered business meetings.
- Avenues to solicit public input were discussed.

Discussion ensued. Options for public input were discussed.

Commissioners discussed public input options extensively. It was determined that the Parks and Recreation Commission values and would like to provide ample opportunity for the community to provide feedback and public input.

Having a QR code located at Parks that was linked to an online form was discussed. This would help expedite the public input process by leading the public directly to an online form to solicit public input.

Including a drop box at the Parks office for input was mentioned for those who are unfamiliar with online processes. This would encourage equitable participating for public input.

Commissioner Heather Muth volunteered to assist staff with creating a form for online submission of public input to be presented to the commission for deliberation and approval at a future Parks and Recreation Commission meeting.

Empasis was made on providing opportunities for the public to provide public input fairly and equitably.

Three (3) final options for public input were decided on. All options would be available for public input for the Parks and Recreation:

- 1) Including a discussion item in all upcoming Parks and Recreation Commission meeting agendas that will allow for public input, with ten (10) to fifteen (15) minutes dedicated at the beginning or end of each meeting. Requiring a sign-in sheet for the members of the public present that wish to be acknowledged at each meeting to be addressed at a first-come, first-served basis. Individuals on the sign-in sheet will be acknowledged by the Parks and Recreation Commission chairperson with an allocated time of 2 minutes to present their input for consideration.
- 2) Including an online form for input that would be accessible through QR codes at Park facilities, the city website, social media, and other promoting media platforms for public input. This would allow commissioners the opportunity to review items ahead of time and decide if it is appropriate to allocate meeting time to discuss, deliberate, and/or act on.
- 3) Including an annual Special Meeting to be held once a year, in the evening, which would be well promoted through various media outlets to maximize opportunity for public attendance and dedicated to discussion and deliberation of in-person public input.

Three motions were made for this item:

MOTION 1a: Micheal Metcalf moved to approve time at each meeting to be placed on the agenda for ten (10) to fifteen (15) minutes for public input with limits of public input to 2 minutes per person, first-come first served, and public must sign up ahead of time. Corey King seconded the motion. A roll call vote was conducted. Kirk Melton, yes; Jade Titus, yes; Corey King, yes; Kevin Jensen, yes; Ashley Squires, yes; Micheal Metcalf, yes; Heather Muth, yes. Approved 7 to 0.

MOTION 1b: Michael Metcalf moved that the Parks and Recreation Commission advertise and create a one (1) time per year special meeting in August where the public is invited to attend and to have the meeting open for public comment with a five (5) minute time limit for each member of the public present. Corey King seconded the motion.

Discussion ensued regarding whether the Special Meeting would take place of a regular meeting. It was clarified that it does not have to replace a regularly scheduled monthly commission meeting.

A roll call vote was conducted. Kirk Melton, yes; Jade Titus, yes; Corey King, yes; Kevin Jensen, yes; Ashley Squires, yes; Micheal Metcalf, yes; Heather Muth, yes. Approved 7 to 0.

MOTION 1c: Heather Muth moved to approve the creation of a form to be put on the city website and Facebook page where public feedback is solicited for the parks. Jade Titus seconded the motion. A roll call vote was conducted. Kirk Melton, yes; Jade Titus, yes; Corey

King, yes; Kevin Jensen, yes; Ashley Squires, yes; Micheal Metcalf, yes; Heather Muth, yes.
Approved 7 to 0.

Chance Munns and Nibardo Orozco joined the meeting at 12:07 p.m.

c) Introduction of Parks Supervisor Nibardo Orozco

Chance Munns introduced new Parks Supervisor Nibardo Orozco. Details of his skills and experience were shared.

Nibardo Orozco introduced himself to the commission. Commissioners welcomed Nibardo Orozco to the City team.

4) Department Updates

a) Department Update February 14, 2023

John Pauley gave an update on the City Pool, including the following:

- Increased attendance at the pool and pool programs.
- Aquatics classes were mentioned.
- Having the inflatable set-up for the summer.
- The completion of High School sports was discussed.

Chance Munns gave an update on Parks, including the following:

- The update and clean-up of the Parks Shop.
- Including devices to be installed into Parks trucks to increase efficiency.
- Increased training and certification for Parks employees.
- Baseline training and field management training in progress.
- Pesticide application and Arborist CEUs

Wendy Davis gave an update on the department, including the following:

- Upcoming vacancies for commissioner terms.
- The need for a representative from the golf course.
- SLFRF project funding awarded to the Vista Bonita Park development, and Shoshone Falls Grade Road improvements. Any surplus funds will be allocated toward the Evel Knievel Jumpsite.
- Poleline/Eastland Trailhead Park development
- Parks and Recreation Commissioners were informed of the upcoming presentation to City Council for the Recreation Center Presentation.

5) Adjournment

The meeting was adjourned at approximately 1:01 p.m.

A handwritten signature in blue ink that reads "Elois Joseph". The signature is written in a cursive style with a horizontal line under the word "Joseph".

Elois Joseph, Recording Secretary