



Twin Falls Parks and Recreation Commission Agenda

Tuesday, September 12, 2023, 11:30 AM

Overflow Room CH-116
203 Main Avenue East- Twin Falls, Idaho

Members: Kirk Melton, Chairperson; Jade Titus, Vice-Chairperson; Debbie VanEngelen, Corey King; Ashley Squires; Micheal Metcalf; Heather Muth; Todd Shaw; Christiana Sipe-Pauley

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) General Public Input
Allow 15 minutes for public input with 2 minute time slots per member of the public to be recognized by the department chair on a first come, first served basis. Members of the public must sign-in at the beginning of the meeting to be recognized.
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve the meeting minutes from the August 8, 2023 meeting.
By: Lorrie Bauer, Recording Assistant
- 4) Items of Consideration
 - a) **DISCUSSION:** Continue Park Use Fee Discussion
By: Staff
- 5) Department Updates
- 6) Adjournment
 - a) **INFORMATIONAL:** Adjourn for a site visit to view and discuss right of way trees on 2nd Avenue

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.

Public Input Procedures

- 1.** Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
 - wait to be recognized by the Mayor or Chairman
 - approach the microphone/podium
 - state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
 - 2.** The Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Chairman.



Twin Falls Parks and Recreation Commission Minutes

Tuesday, August 8, 2023, 11:30 AM

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

Members: Kirk Melton, Chairperson; Jade Titus, Vice-Chairperson; Debbie VanEngelen, Corey King; Ashley Squires; Micheal Metcalf; Heather Muth; Todd Shaw; Christiana Sipe-Pauley

1) Confirmation of Quorum/Call Meeting to Order

Present: Jade Titus, Corey King, Ashley Squires, Micheal Metcalf, Heather Muth
Absent: Kirk Melton, Debbie VanEngelen, Todd Shaw, Christiana Sipe-Pauley
Staff Present: Wendy Davis, Parks and Recreation Director; Chance Munns, Parks Superintendent; Stacy McClintock, Recreation Supervisor; Lorrie Bauer, Recording Assistant.

Jade Titus called the meeting to order at 11:54 AM. A quorum was present.

2) General Public Input

None.

3) Consent Calendar

- a) Request to approve the meeting minutes from the July 11, 2023 meeting.
MOTION: Corey King moved to approve the consent calendar. Micheal Metcalf seconded the motion. Roll call vote showed all members present voted. Approved 5 to 0.

4) Items of Consideration

- a) Discuss Implementing Themes in Park Development Plans
Wendy Davis shared background information. Discussion ensued about potentially using themes for parks.
Chance Munns will research upcoming park projects and present the findings during the September meeting as well as review the Parks & Recreation Master Plan for parks to possibly identify which parks may be suitable for a theme. This would give the commission an opportunity to create a vision for the future and create priorities.
A public input meeting needs to be planned as previously discussed.
The role of the commission is to provide input for the direction of the Parks and Recreation Department.
- b) Continue Park Use Fee Discussion
Wendy recapped previous discussions using examples. The Commission was asked to create recommendations to recoup the costs for events held in public spaces as well as the use of parks for private gain. One possibility is creating a tier fee schedule. Previously, a City Ordinance with regard to a fee structure was adopted but then reversed. Discussion ensued. The Commission requested a copy of that ordinance for review. Other communities that utilize a fee structure could also be

researched. This information would help identify what level of impact an event might have, create liability disclosures, and create a tiered-fee structure. Staff will provide information for a discussion at a later meeting.

5) Department Updates

Chance Munns - Parks Department:

- Emergent responses have slowed down.
- Working on department projects and activities such as weed mitigation, playground inspections, etc.
- Harrison Park construction documents are complete and bids on some portions have been received. Playground components have been ordered.
- Frontier Park is being scheduled for final grading and landscaping.
- Irrigation repair has required a lot of attention this past month.
- Sunway splash pad surface is ready for the contractor; expecting a confirmation date. Not in operation at this time.
- Downtown Commons fountain will be off next week so the blue swoosh area can be resurfaced with a non-slip texture.

Wendy shared:

- A new pool schedule is being created.
- First Federal playground surface is waiting for the contractor.
- Chobani supporting the corner park; more information will be supplied.
- Baxter's Dog Park contract is signed; the public input process is being developed.

Stacy - Recreation:

- Youth soccer starts on the 28th.
- Preparing for the Highland Games.
- Adult one pitch starts the 21st.
- Movies in the park are over. It was great.
- Registration for girls' basketball is open.
- Corn hole league starts in September.
- Adult grass volleyball has just concluded.

Wendy Davis added that Shoshone Falls and Dierkes Lake have been challenging this past month. No lifeguards at these locations as they are 'swim at your own risk' areas. There have been four water accidents in three weeks. One at Hidden Lakes and three near-drownings at Dierkes swimming area. Emergency responders have a hard time getting to the area due to people parking along the road, so alternate parking ideas are being discussed. Park management is also being reviewed to help keep the area a safe place.

6) Adjournment

The meeting adjourned at 12:58 PM.



Date: Tuesday, September 12, 2023
To: Parks and Recreation Commission
From: Staff

DISCUSSION

Request:

Continue Park Use Fee Discussion

Time Estimate:

Allow approximately 30 minutes for discussion

Background:

As requested, please find attached a copy of the resolution that was passed that raised fees to \$600, then retracted.

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

1. fee resolution 1801

RESOLUTION NO. 1801

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TWIN FALLS, IDAHO, ESTABLISHING REGULATIONS FOR EVENTS IN CITY PARKS.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF TWIN FALLS, IDAHO:

Section 1: That the following regulations for events to be held in City parks are hereby adopted:

1. Sponsors for any event expecting more than 250 people, or having food/drink concessions, or selling merchandise in one of the City's parks, must have a pre-event meeting with the Twin Falls Parks & Recreation Department at least 10 days before the event. The sponsor must provide a map with the locations of all concessions and vendors.
2. It shall be the sponsor's responsibility to insure that all such guidelines and other rules including but not limited to Twin Falls Municipal Code, Title 3 Chapter 6 (Entertainments, Special Events), Title 3 Chapter 14 (Vendors), Chapter 18 (Food Concessions and Commercial Displays) and Title 8 Chapter 3 (Public Parks) and regulations as provided herein are followed. Failure to comply with said guidelines, rules, and regulations may result in rejection of subsequent applications of the sponsor and forfeiture of the performance deposit.
3. All reservations will be made on a first come, first served basis.
4. Alcohol sales are not permitted without prior consent of the Twin Falls City Council each year for each event.
5. Charges
 - a. City Park Rental: \$600/day for the full park, \$300/day for half park (bandshell and power included).
 - b. Band Shell: \$75 per day, plus \$40 for each additional day, electrical outlets in band shell are included. Use of the PA system only will cost \$15 per day.
 - c. Electrical Outlets: \$50 per day for all outlets at City Park, or \$5 per day per outlet. Family picnics, company picnics, reunions, etc. are exempt from this charge.
 - d. Trash Removal: Any event over 500 people, being over three hours long, and having food, drink, or vendor concessions will be assessed \$20 per hour. This fee will provide one park employee at the event to include janitorial services and trash removal. For events over 750 people, two park employees will be provided at the cost of \$20 per hour per employee. An option for the event sponsor is to have a volunteer group do the trash removal or contract the service out. In the event the volunteer group does not fulfill their duties, the Parks Department has the right to force the event's sponsor to use their services in the following years. If the sponsor desires to have the Parks Department clean the restrooms more than the normal twice a day during their event, they will be assessed \$20 per cleaning.

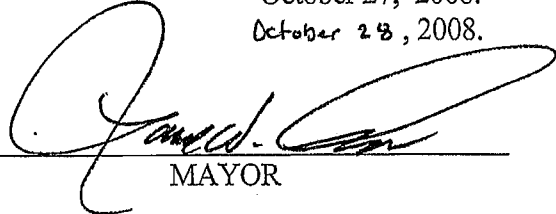
- e. Neighborhood Park Rental: \$125 for half day, \$250 for full day.
 - f. Shelters: \$25/defined 5-hour time block (6-11 AM; 12-5 PM; 6-11 PM).
 - g. Tables: \$10/defined 5-hour time block (6-11 AM; 12-5 PM; 6-11 PM).
 - h. Softball/Baseball Tournaments: \$25/field for half day; \$50/field for full day (includes both use and cleanup).
 - i. Field Preparation Fees: \$25/field.
 - j. Tennis Court Rental: \$2/hour/court.
- 6. Any event having six (6) or more food or drink concessions, must provide a three (3) cubic yard dumpster for every six (6) concessions, per day.
 - 7. Portable toilets are the event organizer's responsibility. Any event expecting over 500 people will use the industry standard for portable toilet calculations for outdoor events. At the pre-event meeting, the number will be determined.
 - 8. Any vehicle with a gross weight over 10,000 lbs. and/or having dual wheels are not allowed on the park grounds. Vehicles are only allowed on access roads to load and to unload.
 - 9. A \$500,000 commercial liability insurance policy will be required from the event organizers if the event is open to the public and is expecting more than 500 people. A \$500,000 liquor liability insurance policy will be required from the event organizers if the event is open to the public and the event serves alcohol.
 - 10. Any large event will be reviewed by the Twin Falls Police Department to determine if special public safety services are needed at the expense of the applicant as required by City Code, Title 3, Chapter 6, Section 12.
 - 11. Any event for more than 250 people that is sponsored by a non-local organization will require a refundable damage deposit of \$500.
 - 12. Hours for music and/or amplified sound at the Band shell:

Monday — Friday 11:00 am - 9:30pm
Saturday 08:00 am - 9:30pm
Sunday 12:15 pm - 8:00pm

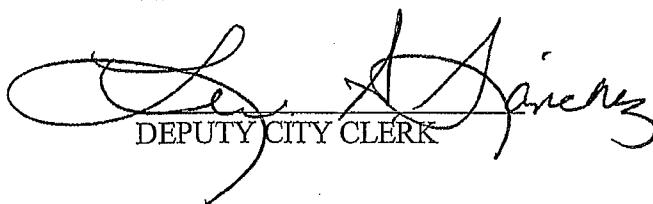
Section 2: All portions of any prior resolutions inconsistent with this Resolution hare hereby repealed.

PASSED BY THE CITY COUNCIL
SIGNED BY THE MAYOR

October 27, 2008.
October 28, 2008.


MAYOR

ATTEST:


DEPUTY CITY CLERK



Date: Tuesday, September 12, 2023
To: Parks and Recreation Commission
From: Chance Munns, Parks Superintendent, Parks Superintendent

INFORMATIONAL

Request:

Adjourn for a site visit to view and discuss right of way trees on 2nd Avenue

Time Estimate:

Allow approximately 45 minutes

Background:

Staff has identified some needs in managing the community trees along the 2nd Avenues adjacent to the parking lots. This will be an opportunity to walk and view the trees with Chance and discuss concerns and options for a future action item.

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None