



Twin Falls Parks and Recreation Commission Agenda

Tuesday, August 12, 2025, 11:30 AM

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

Members: Micheal Metcalf, Chairperson; Christiana Sipe-Pauley, Vice- Chairperson; Debbie VanEngelen; Corey King; Steve Hayes; Olyvia Meyer; Todd Shaw; Paul Melni; Tom Bixler

- 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 minutes from the following meeting: July 8, 2025.
By:
- 4) Items of Consideration
 - a) **DISCUSSION:** Consider a request to discuss the development of a recreation-specific survey aimed at gathering feedback from program participants and facility users regarding current recreational offerings and identifying interest in new or expanded programming.
By: Stacy McClintock, Recreation Supervisor
 - b) **INFORMATIONAL:** Tree removal request update
By: Chance Munns, Parks Superintendent
 - c) **ACTION ITEM:** Consider a request to form a sub committee to review the tree ordinance
By: Chance Munns
 - d) **DISCUSSION:** Review language for city code revision regarding trail use
By: Wendy Davis, Parks and Recreation Director
- 5) Department Updates
- 6) Adjournment

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.



Date: Tuesday, August 12, 2025
To: Parks and Recreation Commission
From:

ACTION ITEM

Request:

Request to approve the minutes from the following meeting: July 8, 2025.

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

1. 070825 Minutes



Twin Falls Parks and Recreation Commission Minutes

Tuesday, July 8, 2025, 11:30 AM

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

Members: Micheal Metcalf, Chairperson; Christiana Sipe-Pauley, Vice- Chairperson; Debbie VanEngelen; Corey King; Steve Hayes; Olyvia Meyer; Todd Shaw; Paul Melni; Tom Bixler

1) Confirmation of Quorum/Call Meeting to Order

Commissioner Metcalf called the meeting to order at 11:33 AM

A quorum was present.

Members Present: Micheal Metcalf, Corey King, Todd Shaw, Christiana Sipe-Pauley, Paul Melni, Steve Hayes, Tom Bixler

Members Absent: Olyvia Meyer, Debbie Van Engelen

Staff Present: Wendy Davis, Mitch Humble, Council Liaison Cherie Vollmer, Chance Munns, Kathryn Etzold, Stacy McClintock, Mable Shurtleff

2) General Public Input

No public present.

3) Consent Calendar

a) Request to approve minutes for the following meeting: June 10,2025.

MOTION: Commissioner King moved to approve the Consent Calendar as presented.

Commissioner Bixler seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

4) Items of Consideration

a) Consider a request from Amy Johnson to donate a bench to be placed on the Canyon Rim Trail. Location confirmed upon approval.

Superintendent Munns presented the request to the Commission. There was discussion about easements to the adjacent property and the availability of locations for bench placements.

Director Davis noted the location of this donation will be listed as "to be determined" until we get clarification of the considered location and ownership of location verified.

MOTION: Commissioner Hayes moved to approve the bench donation from Amy Johnson with the location to be determined later. Commissioner Sipe-Pauley seconded the motion. Roll call vote showed all members present voted. Approved 7 to 0.

b) Review park projects for priority recommendation to council

Director Davis explained this topic to the Commission: City Council would like to fund projects that are ready to start. Today's discussion will be to prioritize projects as recommendation to the Council.

Projects:

Tennis Courts and Pickle Ball Courts - grind and pour post tension concrete.

Harmon Skate Park - transformation grant dollars to fix a dangerous place due to all the usage and lack of lighting.

Superintendent Munns clarified what the cost covers. \$385,000 is the first funding amount to be requested.

Upgrade Baxter Dog Park - Council funded the design to upgrade the park (\$40,00) but has not moved forward to fund the improvement project at a projection of about \$595,000.

Superintendent Munns clarified that some of the suggested upgrades would be outside the fenced area.

Pole Line Medians – \$50,000 to redesign the Pole Line medians. Create something that is attractive yet easy to maintain. Maybe metal art and desert scape.

Trees Program - Deputy City Manager Humble noted that 5 years ago the City Council was concerned about sidewalk safety and a sidewalk grant fund program of \$5,000 each to replace sidewalks was implemented. Recently, there has been talk about expanding to include a tree grant to assist property owners plant trees as part of the sidewalk grant project. Applicants could apply for \$500 to purchase and plant a tree.

Park land acquisition was discussed. Historically, developers were required to donate land or pay a fee in lieu of building a park. Code has been amended to collect Park Impact fees from developments to be used to purchase and develop park land.

On Hankins and Elizabeth - A four-acre parcel has been identified for purchase for a future park.

Deputy City Manager Humble noted we need to get funding to develop it. The first-year development requirement is to have grass on the property.

Director Davis noted there are not enough park impact fees to fund this project right now.

These are the projects Director Davis is to present to the Council next Monday and would like the Commission's feedback on prioritizing them.

Commissioner Hayes recommended the commissioners individually prioritize the projects, then come together to see if there's a consent.

City Council Vollmer asked about statistics on the usage of these project locations and consideration of grant funding from different non-mainstream organizations like the ADA. Director Davis noted that at this time the Commission is being asked to recommend which projects should be prioritized rather than discuss alternate funding options.

Commissioner Sipe-Pauley noted the Skate Park has safety issues and that would be a top priority. The Pole Line Median does not have as much priority because it's only for aesthetics.

Commissioner King noted safety is important and believes Harmon Park is important. Pole Line Median, it would be good to start with the designs. The Tree grant idea has \$5000 available and is for a good cause. Both projects would have a high impact to the community.

Commissioner Shaw noted safety is important and the infrastructure around Harmon is a priority (lighting), but the Pole Line Median project serves a greater representation of the City since it is more exposed and enjoyed by a larger number of individuals in the community.

Commissioner Hayes noted safety at the Skate Park is important but would like to improve the tennis courts at Harmon before starting the dog park upgrade project.

Commissioner Bixler noted the Skate Park might be a good start for risk management reasons, while the courts may benefit more community members. The Pole Line Median Project - since there's a high possibility of the bridge being put there, the median will be ripped out anyway.

Commissioner Shaw noted the median is important to beautify and represent the City.

Commissioner Melni noted the tree program is a great idea and asked if the concerns from the community about the parks included shade.

Director Davis mentioned Parks has been trying to address complaints by the public (most are about water).

Superintendent Munns noted most of the projects are done in phases.

Commissioner King noted the dog park could wait a little longer since it is still usable. The tennis courts are in need of some work. They receive the most complaints.

Commissioner Shaw asked about some of the accidents/ incidents at the Skate Park.

Director Davis noted the current skate park design was done many years ago and the current use does not allow the different skill ranges to enjoy the park simultaneously.

Commissioner Shaw asked if there are current funds for the Skate Park project.

Director Davis answered no. We only funded the design this far.

Director Davis noted the Commission appears to be in agreement that Harmon infrastructure is high priority, skate park first and tennis courts second. Pole Line Median and Tree Program would be good too with dog park improvements being the lowest priority.

- c) Consider a proposal from Commissioner Hayes to solicit feedback from recreation program participants

Commissioner Hayes presented. He believes it would be a good idea to push out a survey to get a gauge on interest of the public. This would be a good way to see what programs would work better for the community.

Commissioner Metcalf noted multiple surveys had been done in the past but the outcome was not great. We had a QR code that linked to the survey and used Facebook and other social media platforms.

Commissioner Hayes suggested emailing surveys directly to current program participants.

Recreation Supervisor McClintock noted Recreation had done surveys/feedback but only about 1% responded, and it did not really make an impact. However, she is open to and is happy to start the survey again and see if we will get a better outcome this time.

Commissioner Hayes would like to focus on a specific targeted survey audience.

Commissioner King asked if there had been any notable spikes in program attendance and sustained growth.

Recreation Supervisor McClintock noted Recreation does not have a facility to house all the classes, which prohibits growth, but there are always youth programs with continual growth. It is the adult programs that suffer due to a lack of location to house the programs. Director Davis noted some of the surveys do not hit the points. They may be too general, which results in confusing feedback and creates more questions.

Commissioner Bixler noted that in the past they had coaches approach parents to conduct the survey for a higher percentage of responses.

d) Donation Policy Discussion

Director Davis noted there was frustration at the last meeting regarding the clarity of the policy.

Suggested recommendations are:

- Reword (widening it or expanding) the policy and present it to the City Council for approval; or
- Tightening the policy.

Commissioner Melni noted it was a good idea to revisit it, since there's confusion about logos. Director Davis noted that in order to get council support for making changes it would have to wait until August.

Commissioner Metcalf would like to invite Legal to a meeting and get a better understanding of the current policy, then see what the loopholes or concerns may be.

e) Golf Course visit debrief
No further discussion.

5) Department Updates

Commissioner Melni noted there may be some confusion about the scuba diving policy in the park and perhaps security will need to be updated on the policy on areas where scuba diving is allowed. Director Davis noted that the scuba diving policy only prohibits diving in the designated swimming area.

6) Adjournment

The meeting adjourned at 01:05 PM

Mable Shurtleff

Mable Shurtleff, Project Coordinator
Parks and Recreation Department



Date: Tuesday, August 12, 2025

To: Parks and Recreation Commission

From: Stacy McClintock, Parks and Recreation Supervisor , Recreation Supervisor

DISCUSSION

Request:

Consider a request to discuss the development of a recreation-specific survey aimed at gathering feedback from program participants and facility users regarding current recreational offerings and identifying interest in new or expanded programming.

Time Estimate:

30 Minutes

Background:

At the July Commission meeting, the topic of recreation surveys was introduced as a potential tool to better understand community engagement with existing recreation programs and to explore interest in future offerings. Commissioners expressed interest in how the Recreation Department could utilize targeted surveys to gather direct feedback from participants regarding program satisfaction, accessibility, and unmet needs.

In addition to content and purpose, the Commission also emphasized the importance of exploring effective methods for conducting the survey to address the ongoing challenge of low response rates. Increasing participation is a key concern, and strategies to improve accessibility, visibility, and ease of completion will be a central part of this discussion.

This agenda item is intended to facilitate a focused conversation on how the department can move forward with developing a meaningful, recreation-specific survey, and how best to distribute it in a way that encourages robust community input. The feedback gathered through this effort will help guide decisions related to program improvements, new offerings, scheduling, marketing, and long-term planning.

Approval Process:

N/A

Budget Impact:

No budget impact at this time

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

Developing a well-designed recreation survey is an important step toward ensuring that programs align with the needs and interests of the community. With Commission input, the Recreation Department aims to create a survey that not only collects meaningful feedback on current offerings but also helps identify opportunities for new or improved programming. Equally important is determining the most effective methods of distribution to encourage higher participation and reach a broader segment of recreation users. The outcomes of this discussion will help guide the next steps in survey development, implementation, and future program planning.

Attachments:

None



Date: Tuesday, August 12, 2025
To: Parks and Recreation Commission
From: Chance Munns, Parks Superintendent, Parks Superintendent

INFORMATIONAL

Request:

Tree removal request update

Time Estimate:

Allow 10 minutes

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None



Date: Tuesday, August 12, 2025
To: Parks and Recreation Commission
From: Chance Munns, Parks Superintendent

ACTION ITEM

Request:

Consider a request to form a sub committee to review the tree ordinance

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

Analysis:

Conclusion:

Attachments:

None



Date: Tuesday, August 12, 2025
To: Parks and Recreation Commission
From: Wendy Davis, Parks and Recreation Director, Parks and Recreation Director

DISCUSSION

Request:

Review language for city code revision regarding trail use

Time Estimate:

Allow approximately 15 minutes

Background:

As the canyon rim trail has become fully connected, and the use of all electric motors on bicycles, scooters, monowheels and more has become prevalent, the need for updated code language to address these types of conveyance on the trails is necessary.

Staff has been working on definitions and language regarding behavior on the trail. The proposed language is highlighted in orange:

VEHICLE: Any wheeled conveyance, whether motor powered, animal drawn, or self-propelled. The term shall include any trailer in tow of any size, kind or description. Exception is made for baby carriages and vehicles in the service of the city parks. (Ord. 1920, 1-2-1979; amd. Ord. 2735, 9-16-2002) **Any device, structure, or conveyance used for transporting individuals, goods, or equipment within or through park grounds. This encompasses various modes of propulsion and specifically distinguishes among:**

- **Motorized Vehicles:** Includes automobiles, motorcycles, trucks, all-terrain vehicles (ATVs), golf carts, go-carts, dune buggies, and any other conveyance equipped with a combustion engine or electric motor primarily intended for roadway or off-road travel designed for recreational or competitive driving, not intended for use on park trails or paths due to their potential environmental impact and safety risks.
- **Electric Bicycles Class 1, 2 and 3:** Bicycles with an integrated electric motor to assist propulsion.
- **Electric Scooters:** Stand-up scooters powered by an electric motor, typically up to 20 mph.
- **Monowheels and Other Devices:** Single-wheel transport devices and other similar electric personal mobility devices like hoverboards and electric skateboards, complying with specific speed and usage limits.
- **Non-Motorized Vehicles:** Includes traditional bicycles, skateboards, roller skates, and any manually powered wheeled equipment or devices.

Exclusions:

- **Mobility Devices:** Devices specifically designed to aid individuals with mobility impairments, such as wheelchairs and mobility scooters.
- **Children's Play Vehicles:** Items like tricycles and non-electric scooters, restricted to designated play areas.
- **Park Service Vehicles:** Vehicles operated by park staff or emergency personnel in the performance of their official duties.

8-3-5: TRAFFIC REGULATIONS:

No person, without the authorization of the director, in a park shall:

- (G) Bicycles Non-motorized vehicles, E-Bikes, Electric Scooters, Monowheels and other devices:

1. Confined To Roads: Ride a bicycle **Operate a non-motorized vehicle, e-bike or other device** on other than a paved vehicular road or path designated for that purpose. A bicyclist **Users** shall be permitted to wheel or push a bicycle by hand over any grassy area or wooded trail or on any paved area reserved for pedestrian use.

8-3-7: BEHAVIOR IN PARKS:

No person in a park shall:

(J) **Reckless Behavior on Trails: Engage in conduct which poses or could reasonably pose a significant risk of injury to oneself or others, or damage to the trail and its environment. This includes but is not limited to:**

- **Operating any vehicle, bicycle, skateboard, scooter, monowheel or similar conveyance at speeds or in a manner that is unsafe, considering the condition of the trail, traffic, or visibility.**
- **Engaging in activities such as racing, aggressive stunt riding, or intentionally causing harm to flora, fauna, or the trail infrastructure.**
- **Using the trail under the influence of alcohol or drugs in a way that impacts control and safety.**

Staff is seeking input on the what type of behavior that needs to be addressed on the trails, and feed back on the proposed language.

Approval Process:

No approval necessary at this time.

Budget Impact:

None at this time.

Regulatory Impact:

Proposed code changes will go through a public process with City Council at a future date.

History:

N/A

Analysis:

N/A

Conclusion:

Staff recommends addressing behavior on the trail rather than restricting types of electric motors (Class I, II, III). Staff believes a 15mph speed limit is appropriate as a maximum, accompanied with an expectation that users ride at speeds safe for the conditions. Staff is seeking Commission input on this approach.

Attachments:

None