COMMISSIONERS:
Marc Lambert Richard Birrell Tom Reynolds Liyah Babayan Brian Rice Aaron Camacho Gabe Ostyn Cindy Collins
Chairman Vice Chairman

Meeting Minutes
Meeting of the Parks and Recreation Commission
Tuesday, November 15, 2016, 2016 11:30 am- City Council Chambers
305 3rd Ave E – Twin Falls, Idaho

CONFIRMATION OF QUORUM – Quorum was established
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA

AGENDA ITEMS	Purpose:	By:
I. CONSENT CALENDAR: Request to approve meetings minutes of October 11, 2016	Action	Wendy Davis
II. ITEMS FOR CONSIDERATION:		
1. Parks and Recreation Updates	Presentation	Stacy McClintock/ Wendy Davis
2. Consider a request from EHM for Pillar Falls Plaza, PUD for a Parks In Lieu contribution	Action	Wendy Davis
3. Consider a request to modify the Facility Reservation forms and policy for park facilities	Discussion/ Action	Wendy Davis
4. Consider a proposal to create access to the Evel Knievel Jump Site and Trail Section	Discussion/ Action	Wendy Davis
5. Other items from the Commission		
III. ATTACHMENTS: 1. October 11, 2016 Meeting Minutes 2. Parks and Recreation Updates 3. Staff Report Pillar Falls Parks In Lieu Request 4. Staff Report Facility Reservations and Policy 5. Staff Report Evel Knievel Jump Site and Trail Section Access		

V. <u>ADJOURNMENT:</u> Next meeting Tuesday, December 13, 2016, 11:30am City Council Chambers, 305 3rd E.		

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

Present: Gabe Ostyn, Aaron T. Camacho, Richard Birrell, Marc Lambert, and Tom Reynolds

Absent: Cindy Collins, Liyah Babayan

Staff Present: Wendy Davis, Stacy McClintock

Staff Absent: Mitch Humble, Nikki Miller

Council Present: Nikki Boyd,

Council Absent: N/A

Guest: N/A

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA: N/A

AGENDA ITEMS

I. CONSENT CALENDAR: October 11, 2016 meeting minutes. Minutes were not attached to the agenda and available for review by the Commission therefore approval is tabled for the next meeting.

II. ITEMS FOR CONSIDERATION:

a. Parks and Recreation Updates

Stacy reviewed the updates with the Commission. Wendy reviewed the Parks updates with the Commission. She indicated that the irrigation systems have been blown out and the department has been addressing some of the issues with pressurized irrigation filters and pumps. The Parks Department is working with the Water Department to get the problems resolved and getting permission to do the clean outs within our department. Wendy is working on getting a porta pottie on the canyon rim trail as we have had a lot of requests for this. The issue is finding a location that is on a) land that we own, b) easily accessible for the truck to get to it for cleaning and c) far enough away from the canyon that it doesn't get thrown over. Improvements are being made at Baxter's Park. The fences are being moved to make two areas for the larger dogs so that one area can be closed for grass repair. A drinking fountain for the dogs is being installed and decomposed granite will be put down. The five points art project dedication happened two weeks ago. The project is near completion, different lights have been ordered to light up the horse at night and half of them are in and once the rest of the lights are in and installed the project will be completed. The Christmas lights in the City Park are under way. There was a big volunteer group organized by the Southern Idaho Mountain Biking Association, that spent a day at Auger Falls and placed bark on trails to see how it works.

Tom Reynolds asked about the restroom at Auger Falls if it has also been winterized. Wendy indicated that it is a vault toilet and remains open year round.

Stacy added that the Pickle Balls courts at Frontier Park surfacing will not be in place until spring as the weather has to remain at 45 degrees at night 70 degrees during the day. Rock was hit in three areas around the pickle ball area where the lights were going to be placed. The City electrician is helping on getting bids for the drilling of the holes for the lights. The score booth at Harmon Park is almost complete. The electrician needs to hook up everything and then the final inspection can be done.

b. Staff Report Pillar Falls Parks In Lieu Request

Wendy presented the In Lieu of Request to the Commissioners.

This developer is proposing to develop approximately 21.6 acres of mixed use professional, retail and residential space. The residential area is approximately 6.4 acres with a proposed 81 units in multifamily dwellings. This development is located on the north side of Poleline Road, near the intersection of Poleline and Eastland on the canyon rim. The property is bordered on the north by the pillar falls section of the canyon rim trail.

The applicant is requesting approval of a cash contribution of $86,427.00 based on an appraisal by McKinlay & Klundt conducted in September of this year. This appraisal appears to be representative of like property and market price.

Brian Rice moved to make a recommendation to City Council to approve the request from John Reitsma, c/o Tim Vawser, to make a Parks In Lieu contribution in the amount of $86,427.00 for the Pillar Falls Plaza subdivision. Tom Reynolds seconded the motion. The motion passed with a 4 to 1 yea vote.

c. Staff Report Facility Reservations and Policy

Wendy presented the recommendation that event organizers be contacted and asked to submit their park reservation form along with payment prior to the event being placed on the calendar. Under this new procedure, letters and an application would be sent in December to all event organizers from 2016. A mid-January deadline would be established for them to respond with an application and payment in order to be assured their same date for 2017. Failure to respond by the deadline would simply result in their request being subject to facility availability on a first come first serve basis.

In addition, the department is also recommending that all organized users submit a facility use application regardless of whether their event is subject to a fee, in addition, a map of the event be included in all park reservations. This would allow us to track all events in all parks, as well as evaluate compatible uses.

Commission discussion and clarification followed.

Aaron Camacho moved to approve the recommendation to modify the park reservation procedure and forms as stated in the staff report. Richard Birrell seconded the motion. Motion passed with a unanimous vote.

d. Staff Report Evel Knievel Jump Site and Trail Section Access

Wendy presented the Evel Knievel jump site and canyon rim trail section recommendation to level the one-acre parcel to create a space for parking and opening the road for vehicle access, leaving the area natural with a gravel road and open area.

Wendy asked for the feedback the Commissioners acquired regarding their discussions with people of the community. Items of consideration are as follows:
Easier access to the trail
Keep the area natural
Gravel the road
Gravel parking lot
Some people did not know it was even there so perhaps a sign placed on Falls Ave
Restroom facilities
Future concerns for growth and knowledge of the area grows, there will be different needs that will come up such as a look out platform and paving of the road.
An interpretive area

The consensus is to keep the area natural and to gravel the road at this time. Wendy indicated that a barrow ditch for drainage would need to be built to manage water fun off, and that a portable toilet be placed at the site until the funds become available for a vault toilet.

Brian Rice moved to recommend to City Council to create a natural access to the Evel Knievel jump site and trail. Richard Birrell seconded the motion. Motion passed with a unanimous vote.
Wendy relayed to the Commission that she and Nikki Boyd have been working on an agenda for upcoming meetings in regards to the Master Plan. She will be sending out emails to the Commission to visit two or three different parks to

get the Commission more involved and this will familiarize them with the parks and help in the discussions for upcoming meetings. Nikki stated that the Council relies heavily on the input from the Commission and she thanked them for their involvement. She also indicated that the community doesn't always carry doggie bags with them and the Parks department supplies used grocery bags for that purpose. She asked if the Commission would utilize a box to recycle grocery bags if one was placed in chambers. It was recommended to have them all over and to put the information on the facebook page.

IV. ADJOURNMENT: Meeting adjourned at 12:40 pm. Next Commission meeting will be December 13th, 2016 at City Council Chambers located at 305 3rd Ave E., at 11:30 am.