



PARKS & RECREATION DEPARTMENT

STAFF REPORTS

August 11, 2021

Administration Division

Director's Report:

STEVE SIDDOWNAY

(Please note, a verbal report will be provided at the August 11, 2021 MPR Commission Meeting.)

Parks Division

Parks Superintendent Report:

MIKE BARTON

(Please note, a verbal report will be provided at the August 11, 2021 MPR Commission Meeting.)

Pathways Project Manager's Report:

KIM WARREN

(Please note, a verbal report will be provided at the August 11, 2021 MPR Commission Meeting.)

City Arborist's Report:

MATTHEW PERKINS

1. **Tree Pruning** – I continue to respond to special requests for various pruning and/or removal needs throughout the parks, downtown, and other City-owned facilities.

2. **Downtown Trees** – Tree pruning, as well as weed and sucker/sprout removal, have been contracted out in the downtown tree boxes. Some miscellaneous paver repairs are being arranged, and two tree boxes on Pine Street near Meridian Road are being retired and paved over with one being replaced by another flower pot. Some trees in poor condition will be replaced, as well as a few that were run over during traffic incidents.
3. **Tree Planting** – Locations where trees will be replaced have been mapped out. A work order has been built with specifications. Trees have been selected for the planting and assigned to parks. I will place an order with local tree nurseries and have trees delivered to the Kleiner Park Shop near the bins where they will be stored as they get planted.
4. **Christmas Tree** – The 2021 Christmas tree has been selected. It will be a bit smaller and narrower than the one from 2020. This is necessary in order to avoid problems with transportation that were experienced last year.

Recreation Division

Recreation Manager's Report:

GARRETT WHITE

1. **Fee Data Collection/Priority Based Budgeting**– We feel we are getting closer to exploring all fees associated with our parks facilities and recreation programs. We continue to work with Finance to determine our “actual costs” for the services we provide.
2. **External Event/Mobile Sales Unit (MSU)** – I am continuously working with all event organizers who want to host their events in our parks. Through the Temporary Use Permit process, I submit conditions for each event organizer to follow depending on the size and location of the event. Depending on the event, I also meet with Parks staff onsite with the event organizer to go over any last-minute changes. I also review all MSU applications that are submitted to the Clerk's Office. The next external events to be hosted in our parks in August are the Soul Food Festival, Hit & Run Softball Tournament, a Vendor Fair, the Arthritis Walk, and the Treasure Valley Art Festival.
3. **Homecourt Staffing** – I have been working with Jake Garro on the hiring process of the second Homecourt Site Supervisor position that was approved by Council. We are happy to announce that Renee McFarlane has accepted the position and will

begin August 9th. We are also in the process of hiring an additional part-time staff to work Thursday through Sunday.

4. **Administrative Assistant Position** – As stated in last month’s update, Vicki Wagner has retired, and we now have her Administrative Assistant position open. We have gone through the hiring process with phone interviews and then to in-person interviews. We have had over 100 applicants for this position. We are again happy to announce that Kaela Hopkins has accepted the position and is tentatively scheduled to begin August 23rd.
5. **Department Policy Review** – With the help of Jeannette Sanchez and Legal, we continue to review all our parks policies. We plan to meet again in September to discuss all department policies.
6. **Dairy Days** – I attended the Dairy Board meeting a few weeks ago to debrief on the event. The event was ultimately a success. The only issue on the Parks & Recreation side was the timing of the parade and when the cleanup crew was to be there. Our Parks staff went above and beyond to get the route cleaned and the roads back open before the cleanup crew arrived. I addressed this concern with the Dairy Board and they acknowledged that it needs to be better next year.
7. **Park Concessionaires/Main Street Market**– Thanks to our Parks staff, a new air conditioning unit was installed in the Settlers and Discovery Parks concessions buildings. Both units are smaller “over-the-counter” units that have helped dramatically with the heat we have had in the past few weeks. Like last month, I have been working with each park concessionaire to determine their operational schedule. I am also preparing the RFPs for the four concessions contracts that expire this year. This winter, I will be putting out an RFP for Discovery Park, Settlers Park, Storey Park, and Tully Park.

Homecourt Facility Manager’s Report:

JAKE GARRO

1. **Facility Operations** – Hours are Monday – Friday 7:00 a.m. – 9:00 p.m.; weekend hours 10:00 a.m. – 8:00 p.m.
2. **Facility Schedule** - Pickleball play in the morning has remained consistent throughout the summer. We are seeing a high volume of noon basketball players use the facility on Monday, Wednesday, and Friday. A number of basketball players also use the facility on Tuesday and Thursday during the noon hour/early afternoon

hours as well. Facility usage on the weekend remains consistent with a number of patrons using the courts for basketball and volleyball.

3. Facility Rentals -

- a. The 3 v 3 Basketball League will conclude its first season at the Meridian Homecourt August 11. This league began in July. Games were played on Wednesday evenings on two courts from 5:00 – 9:00 p.m.
- b. I am currently working with local AAU groups to solidify our fall evening schedule at the facility. Beginning in late September and/or early October, AAU groups kick off their seasons. Practices take place Monday – Friday beginning at 4:30 p.m. and concluding at 9:00 p.m. Typically, 3 courts are used for these practices.
- c. The YMCA Youth Summer Basketball League will conclude August 12. This league began in June with games being played on Tuesday and Thursday evenings from 5:00 – 9:00 p.m. Two courts were used for this basketball league.
- d. Idaho Senior Games will be hosting their basketball competition at the Homecourt on Saturday August 7, 9:00 a.m. – 2:00 p.m.
- e. YMCA Tryouts will be held here at Homecourt on August 14 and 21, 10:00 a.m. – 8:00 p.m. Two courts will be used for these tryouts.

4. Homecourt Staff Addition - We are excited to announce the hiring of Renee McFarlane. Renee will work as a Homecourt Site Supervisor Monday – Friday, 6:30 a.m. – 3:30 p.m. She will open the facility each morning and work special events when needed. Previously, Renee worked for Boise Parks & Recreation at Idaho Ice World doing special events, reserving ice time for community members, and other administrative duties as assigned.

5. Homecourt Floors – All basketball floors will be sanded and resurfaced. Homecourt will be closed beginning August 30 and re-opening September 9 as this project will be taking place. We are moving away from the water base finish and will be applying a polyurethane finish. It is our goal this finish will provide a harder finish to ease with cleaning and removal of black marks that may be left behind from some court shoes.

6. Community Education/Court 5 - Court 5 is consistently scheduled throughout the week each day for community education classes. Classes include gymnastics, tumbling, cheerleading, pickleball, and martial arts. Classes take place during the weekend hours in Court 5 as well, typically during the afternoon hours on Sunday.

Recreation Coordinators' Report:

RENEE WHITE

1. **Sparklight Movie Night in Meridian** – The popular outdoor movie night continues with 11 nights of family friendly movies June 11- August 20, 2021. Attendance has been strong by both families and local teens.
2. **Teen Night: August 6, 13, & 20** – Our test run of a teen night starts on Friday, August 6. We have games, free pizza, and virtual reality all available for free in Meridian’s Homecourt from 7 – 10 p.m.

We are planning for the Community Art Party, Trunk or Treat, and Christmas in Meridian with the hopes that we can proceed as normal without any adjustments, due to Covid.

MAGGIE COMBS

1. **2021 Summer/Fall Softball League** – We are currently in season for the Summer/Fall Softball Leagues.
2. **2021 Fall Volleyball League** – Registration is currently open until August 25th. Play is scheduled to start the week of September 13th, playing at Homecourt and the local schools.
3. **Staffing** – We are still taking applications and hiring scorekeepers for the Softball season and Winter Basketball season.

Recreation Coordinator 1 (Sports) Report:

SKYLER COOK

1. **Staff Update** – We hired Britten Stephenson and Heather Hiemstra as Scorekeepers for adult softball.
2. **Field Reservations** – I am working with tournament, camp, and league directors on their final reservation adjustments. I am sending out unpaid invoices and collecting insurance.
3. **Leagues, Tournaments, & Camps** –
 - 8/7: PAL begins fall league at Heroes Park on Saturdays all day and weekdays 4:00-9:00 p.m.
 - 8/7: Little Leapers begin fall season at Jabil on Saturdays 10:00 a.m.-12:00 p.m.
 - 8/9-8/13, 8/16-8/20: YMCA Summer Camps at Hillsdale Park 9:00 a.m.-1:00 p.m.
 - 8/14: PAL begins fall league at Settlers Park on Saturdays 8:00 a.m.-6:00 p.m.
 - 8/14: Meridian Ultimate Disk league begins on Saturdays at Gordon Harris, 9:00 a.m.-12:00 p.m.
 - 8/19-8/21: Idaho Junior Open Tennis Tournament at Settlers Park.

- 8/20-8/22: Idaho Senior Games Tennis Tournament at Settlers Park.
- 8/21-8/22: Baseball & Softball Tournament at Bear Creek & Storey Park (Calkins).
- 8/26: Real Meridian Soccer Club begins fall league at Hillsdale Park on Tues/Thurs/Sat for 1 hour slots.
- 8/26-8/29: Idaho Senior Games Pickleball Tournament at Settlers Park.
- Idaho International FC playing fall season on Saturdays & Sundays at Jabil for the month of August.

4. **Sports Leagues -**

- Sumer Cornhole League registration deadline 8/4. Games played Wednesdays and Thursdays at Bear Creek Park beginning 8/11. Tournament played on Saturday, September 11th.
- 6v6 Flag Football registration deadline is Wednesday, August 18th at 5:00 p.m. Games played at Storey or Discovery Park Monday-Thursday.

Volunteer Program Coordinator's Report:

CHELSEA CANTRELL

1. **Volunteer Hours** - In July, we had 754 volunteer hours. This included hours served at the front desk at City Hall, Park Ambassadors, Golf Course Ambassadors, softball scorekeepers, movie night volunteers, and community service projects.
2. **City Hall** - We are fully staffed at the City Hall front desk Monday- Friday, 8 a.m.-5 p.m.
3. **Golf Course Ambassadors** - The Golf Course Ambassador is a new position we added since the City now owns Lakeview Golf Club. This position assists with the pace of the game, golf course etiquette, course maintenance, and player assistance. We currently have 8 ambassadors and are presently recruiting for more. My goal is to have 14 ambassadors by the end of summer.
4. **Appreciation Lunch** - I am currently planning a Volunteer Appreciation Lunch for September.