



PARKS & RECREATION COMMISSION

REGULAR MEETING • MINUTES

City Hall Council Chambers, 33 East Broadway Avenue, Meridian, Idaho
Wednesday, March 13, 2024 • 5:30 p.m.

The Meridian Parks & Recreation Commission is a volunteer citizens' group that is created and empowered to advise the City on issues relating to park facilities and recreation programs of the City. Their mission is to gather input from staff and other qualified personnel on issues relating to the creation and design of public parks and open spaces; to listen to public input; and to provide advice and recommendations on parks and recreation related matters to the Mayor and City Council.

Roll-Call Attendance

Commission Chair Mandi Roberts called the meeting to order at approximately 5:32 p.m. MPR Administrative Assistant II Rachel Myers took roll-call attendance as follows:

<u>X</u> Mandi Roberts, Chair	<u>X</u> Elle Hood
<u>X</u> Dom Gelsomino, Vice Chair	<u>X</u> John Nesmith
<u>X</u> Keith Bevan	<u>X</u> Terry Dennington
<u>X</u> Jennifer Bobo	<u>X</u> Alan Helms
<u>X</u> Jo Greer	

Others present were: MPR Department staff—Parks and Recreation Director Steve Siddoway, Parks Superintendent Mike Barton, Recreation Manager Garrett White, Parks Maintenance Manager Roger Norberg, Pathways Project Manager Kim Warren, Marketing Coordinator Shelly Houston, Administrative Assistant II Rachel Myers, and Deputy City Attorney Emily Kane.

Adoption of the Agenda

Commission Chair Mandi Roberts entertained a motion to adopt the agenda as presented. Commission Vice Chair Dom Gelsomino moved to approve the agenda. Commissioner Alan Helms seconded. All were in favor of the motion.

Approval of the Minutes

1. January 10, 2024 Regular Meeting – Mandi Roberts

Commission Chair Mandi Roberts entertained a motion to adopt the minutes as presented. Commission Vice Chair Dom Gelsomino moved to approve the minutes. Commissioner Terry Dennington seconded. All were in favor of the motion.

Announcements

2. Upcoming Events – Shelly Houston, MPR Marketing Coordinator

- Updated 2024 City of Meridian events flyer (attached to these meeting minutes).
 - Coffee with the Mayor, Thursday April 4th 8 am in City Hall.
 - #DoTheRight day, April 4th, appreciation station in City Hall lobby.
 - Meridian Main Street Market, every Saturday starting April 13th 9am-1pm.
 - Unplug & Be Outside, week of free activities, kick off Saturday May 11th 10am-2pm in Kleiner Park.
- Hiring – jobs for all ages www.meridiancity.org/jobs.
- Cut the ribbon for a pathway leading from Mary McPherson Elementary to a nearby subdivision, Reflection Ridge.
- GolfPass.com named Lakeview Golf Course Idaho's #1 public golf course.

Old Business ~ NONE

New Business

3. MPR Parks Maintenance Division Update – Roger Norberg, MPR Parks Maintenance Manager

Roger shared about what the maintenance department does via Power Point. Copies of the slides are attached to these meeting minutes.

Commission Feedback:

- **Mandi Roberts** – Thank you so much. Always impressed with your team, obviously such talented people. You've discovered their talents even after they've come and been here. Great to have such strength in the department.
- **Alan Helms** – Lakeview Golf Course remodel looks beautiful. Everyone is waiting for this new bar top to come in. Do you know an estimated day it's going to get installed? *No. We're 2-3 weeks out still. Each quarter inch pour has to dry 2-3 days. He has many of these pours left to do. It then has to be sanded and treated again.*
- **Dom Gelsomino** – I'll echo Commission Chair's comments, we appreciate everything you all do and how well you take care of our parks. Noticed in a few of the slides you went over the preparation getting done, and the cleanup. One thing that came to mind, how often are the trash bins within the dog park cleaned, because they get pretty nasty at least towards the bottom. How often is the fake turf replaced or pressure washed? *Debbie gets out there almost daily at 5:30 or 6 in the morning to hose the area down. As far as replacing the turf, it's inspected each year. It's probably a year or two out from being completely replaced. It's sanitized with a product called Halt that kills things like parvo. Will have to get back to you on the trash cans.*
- **Terry Dennington** – Christmas lights at the City, seems to me like there was more or was that my imagination? It turned out really nicely. *More, and different. Over on Broadway, Rex came up with the idea to add some Christmas trees. So, the guys fabricated some cones. One was 18 feet tall, next 14 feet, and so on. They ran the lighting up and down and put some stars on. Up on the roof he did magnetic light holders and made the lights white, red, and green. He did the gazebo and we haven't done the gazebo before. You will see this getting added to more and more. We went to LED that last longer.*

For the trees you took down where the beavers were, are you saving it for something particular?

Not those, the wood there along Ten Mile was all rotted out and none was salvageable. The tree we took down was a silver maple at Centennial Park that we figured out was planted around WWII. At Discovery Park, that main wood structure at the sand and water play area, that may be from the silver maple. We have another piece that's sitting and drying out. We have probably an area 30 x 30 of stacked lumber we can do different projects with.

On the boards for the benches, is it treated wood, and how long does it last?

We started with wood, we went to recycled lumber. Unfortunately to get a board sturdy enough to not warp and bend it has to be 4 inches thick, which has a high cost and shipping. Plastic is one and done, can't be flipped and reused like wood can so we've gone back to wood.

- **Elle Hood** – You mentioned you are getting volunteers to help build the other picnic tables. Do you ever try to outsource volunteer work for any of the other projects that you do, or park work?

Volunteers are a very important part of the work we do. If you have access to people that would volunteer – we would very much utilize their service. You can go through the Volunteer Coordinator, or through me.

4. **Updates to Meridian City Code Provisions Regarding Commission Duties, Powers, Membership, Qualifications, and Meetings – Emily Kane, Meridian Deputy City Attorney**

Emily shared updates coming to city code. Overview provided via Power Point. Copies of the slides are attached to these meeting minutes.

Commission Feedback:

- **Terry Dennington** – On 211C4 regarding submitting an annual report to the Mayor. I was under the impression that the other departments don't do that, is that true?
I might have to defer to Steve on what other departments do. This really addresses the work of the commissions. Each commission does do an annual report to city council to talk about the work they're doing to support whatever their particular subject matter is.
Steve Siddoway – *All the formal commissions do give annual reports. I don't think every department does an annual report. As far as commissions go, I know commissions do verbal annual reports, but they aren't prepared in the way our department's written annual report is though.*

On the page under qualifications, wondered about the 1-2 members shall reside in the area of impact. Wondered if that's the case, if we have required that?

We do have a member who is in the area of impact, we are pretty careful to make sure we meet those requirements. Different commissions do have different residency requirements. We certainly value input from all different walks of life because that is who is using parks. We also would want those with specific subject matter expertise that may not live in Meridian. We want you to be interested and a user of Meridian Parks and Recreation. The focus is really on the input you can provide.

Steve Siddoway – *I think the way it was intended is that 1-2 can be outside of city limits but still in the area of impact for future Meridian growth areas.*

- **Jo Greer** – I currently also serve on the Eagle Design Review board. I know that their policy is similar that if you have an area of expertise, or an interest in the community. I would say it's beneficial to have people that don't necessarily reside exactly in the city but do have an interest and care about the area that they're living.
- **Jennifer Bobo** – Thanks for this presentation; this is great. I appreciate the acknowledgement that we try really hard to follow the rules. Outside of where you reside in the area of impact, is there any other changes that we actually need to change or be aware of to do differently for the future?
Parks and Recreation really has it dialed in; you're very functional. You're rock solid when it comes to having your meetings and you're very reliable. The changes will not impact you, this is really an informational item. I can't think of anything that will change how you do business.
- **Steve Siddoway** – One of the changes, a clarification, is on the attendance. It wasn't really clear the way it was written regarding the 12 months for tracking attendance. It now clarifies that it is based on the calendar year. So, if anyone misses 6 meetings in a calendar year, there's an automatic dismissal.
- **Mandi Roberts** – Another clarification, we no longer need to refer to the Chair role as President. Commissioner Gelsomino is our Vice Chair.

I thought all the strike-throughs and making things more concise was really helpful by removing those things that we're not directly responsible for. I did notice there was striking of appointing members of our commission to subcommittees. I just wonder if there is a particular legal reason on whether that makes sense to have subcommittees or not?

This provision is really referring to the appointment of members of the commission to other committees outside of the city. That is something that can happen anyway without this, the Mayor or Steve can still do that. You, by your bylaws, are still empowered to have subcommittees. It can be a really effective way to look at a particular issue. It's something you as the Chair are empowered to create and appoint people to.

Do you want us to take any action on this tonight, or simply informative?
Just informative. I will take what you've told me, and make a few tweaks.

Workshop ~ NONE

Staff Reports

5. **Steve Siddoway** –

- Mary McPherson ribbon cutting, thank you to Commissioner Helms representing the commission. Highlight was the two school-aged children talking about getting to walk and ride their bikes to school now.
- Working with West Ada School District on a potential property location for the community center. The school owns property on the west side of Settler's park and we have a letter of intent from the school district for them to sell it to us. We're working this month on all the due diligence for the property. We expect to be in front of City Council and then the school district staff will be in front of the school board in April for

the various agreements. Expect to be moving towards closing on the property during the first part of May. The good news is this summer we can start on concept planning and engaging with the commission.

- Very heavy in base budget season. The base budget meeting with staff, council liaison, and Mayor will be next week. The new budget items we usually bring around May to the commission.
- Last year we cut the ribbon on Bear Creek park playground. The old playground was donated to a program called Kids Around the World. In the last month it went to Nicaragua. We got some photos. It was the first playground in that city.
- We just started up a new monthly e-newsletter Shelly will be posting. It covers everything from current Parks and Recreation news.
- This year is going to be the 20th anniversary for adventure island playground in Settler's park. It was the state's first all-inclusive playground. We're going to have a little celebration August 24th. More to come as we get closer.

6. **Mike Barton** –

- Lakeview Golf Course Superintendent – three applicants, one may withdraw. Interviews scheduled for next Tuesday. Really good candidates, both from out of state.
- Inside of Lakeview clubhouse is looking good. The project should be done in about a month. For the on-course restrooms, working on color and design submittals with the manufacturer. Going to apply for a certificate of zoning compliance in the next week or so. Out to bid mid-May. The buildings have a 7-month lead time, but we'll be ready for them.
- Settler's splash pad is being replaced. Fence going up Monday or Tuesday and they'll start towards the end of the week.
- Discovery Park - we have a couple little finish items to complete. One of the bigger items is the lighting around the pickleball and tennis courts. They will start going in the first week of April. Should be operational by mid-May.
- Tully Park – the playground is finished. The crews are going to go back the last week of April to put the rubberized surfacing under the swing set.

7. **Garrett White** –

- Bay 6 improvements – all of bay 6 is painted. Meeting with the contractor on flooring Friday. Purchasing furniture. Brand new sign up on the building looks really good.
- Pool projects – working on shade cloth and concrete repairs. Three-meter dive will stay and we got a new diving board. Reviewing a lot of lifeguard applications. As of this morning they had 48 applications. 20 applicants are returning.
- Summer planning with events - Main Street Market, Unplug & Be Outside, Movie Night schedule, Kleiner Park Live planning.
- So many things happening at our parks with outside groups this summer. Just at Discovery Park in the softball fields there are almost 30 tournaments scheduled.
- Sports leagues – closed our biggest spring volleyball league we've ever had with 146 volleyball teams. Also have 114 adult softball teams, not including 12-14 teams with senior wood bat league. Right after that 28 teams for girl's fastpitch tournament that have already paid, 15 more that haven't paid yet.

- Summer camp staff – if you know anyone 18 or older, we are hiring summer camp staff.
- Hired new admin, Sheena Honey. Started Monday, doing really well.

8. **Kim Warren** –

- Had a call out to consultants to update our pathways master plan. Got two really solid responses. Selected Alta Planning who has a really impressive resume of similar pathway planning projects in their region. Have posted a notice of intent to award.
- Nine Mile Creek bridge is on its way and should arrive by Friday. Will need to be assembled. Working on an entry sign at Fivemile Creek Trailhub. Artist coming to install her portion of the sign end of April. Hope to do a grand opening.
- Working on Rail-With-Trail, our project just west of City Hall. We’d been working on a land trade but found another way through without it. Checking with Nampa & Meridian Irrigation District. Meeting with environmental to ask them questions about impacts to the Nine Mile Creek. Working on a sharing arrangement with the Head Start program per our original intention, just keeping ownership of the property. Need to get permission from Council and some additional federal funding.

Commission Feedback:

- **Jennifer Bobo** – So excited about the bridge!
- **Mandi Roberts** – Will be giving a report on Parks and Recreation Commission activities to City Council April 9th. Plan is to go back through meeting notes from the last year. Shelly and Steve will support her.
- **Keith Bevan** – stepping down from commission for personal reasons. Will be submitting a letter to the Mayor. Enjoyed his 7 years on the Commission.

Next meeting April 10, 2024 at 5:30 p.m.

Adjourn

Commission Chair Mandi Roberts entertained a motion to adjourn the meeting. Commission Vice Chair Dom Gelsomino moved to adjourn. Commissioner Alan Helms seconded. The vote was unanimous and in favor of the motion.

There being no further business, the meeting adjourned at approximately 7:13 p.m.

APPROVED:

MANDI ROBERTS, CHAIR

_____/_____/_____
DATE

DOM GELSOMINO, VICE CHAIR

/tmk

Attachments:

- 1) 2024 City of Meridian Events Flyer
- 2) Meridian Parks and Recreation Hiring Flyer
- 3) PowerPoint: Maintenance Division Update – Roger Norberg (30 pages)
- 4) PowerPoint: Updates to Meridian City Code Provisions Regarding Commission Duties, Powers, Membership, Qualifications, and Meetings – Emily Kane (3 pages)



COFFEE WITH THE MAYOR



Thursday, April 4, 8:00 - 9:30 AM
at Meridian City Hall in Downtown Meridian
33 E. Broadway Ave., Meridian, ID 83642

FREE & OPEN to the public!



#DoTheRight

Thursday, April 4, 2024

START A MOVEMENT OF COMPASSION
DO SOMETHING KIND FOR THE PERSON TO YOUR RIGHT



MAY 11-18

UNPLUG & BE OUTSIDE

KICK-OFF - SATURDAY, MAY 11
10:00 AM - 2:00 PM
KLEINER PARK



For more information visit: meridiandcity.org/unplug or call (208) 888-3579

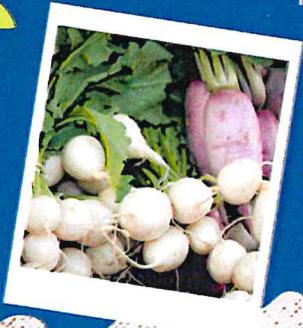


Meridian Main Street Market

Saturdays / 9:00 am - 1:00 pm

Meridian City Hall Plaza

meridianmainstreetmarket.com



Market season runs April 13 - October 12!



NOW HIRING!

Part Time & Seasonal Jobs



MERIDIAN POOL

LIFEGUARDS - Seasonal (\$15-\$16.50 per hour; Ages 15+)

HEAD OF MAINTENANCE - Seasonal (\$16-\$17.50 per hour; Ages 18+)



MERIDIAN PARKS

PARKS & PATHWAYS MAINTENANCE (\$16-\$18 per hour; Ages 16+)



ADULT SPORTS PROGRAMS

SCOREKEEPERS (\$12-\$16 per hour; Ages 16+)

DAY CAMP COUNSELORS

RECREATION CAMP COUNSELORS (\$14-\$16 per hour; Ages 17+)

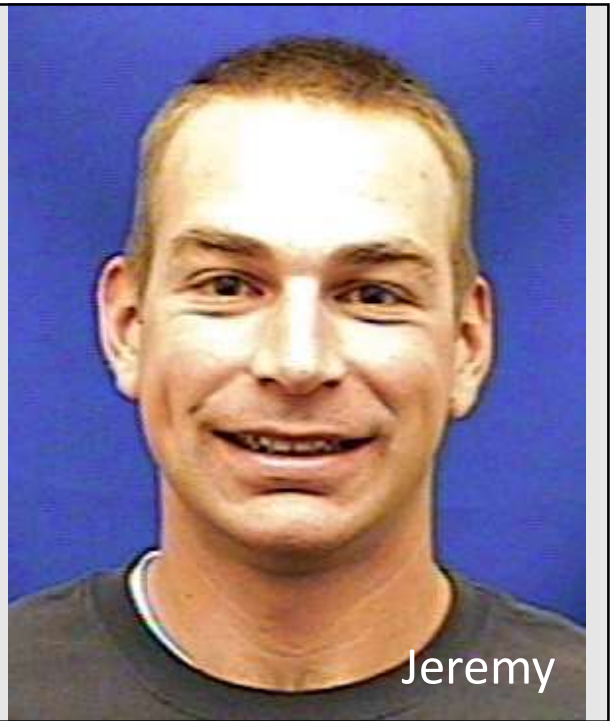
OUTDOOR ADVENTURE CAMP COUNSELORS (\$14-\$16)

RECREATION CAMP LEAD COUNSELOR (\$15-\$17 per hour)



Find details and application instructions at:
meridiacity.org/jobs







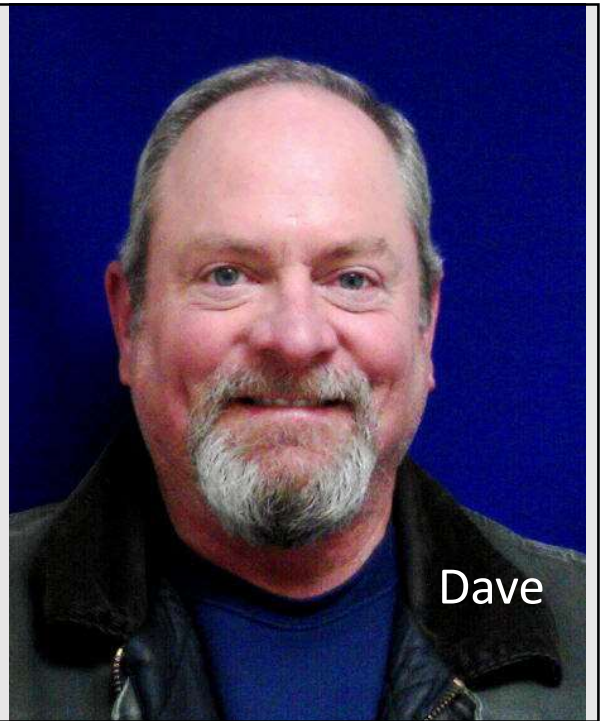
Dan



Phil



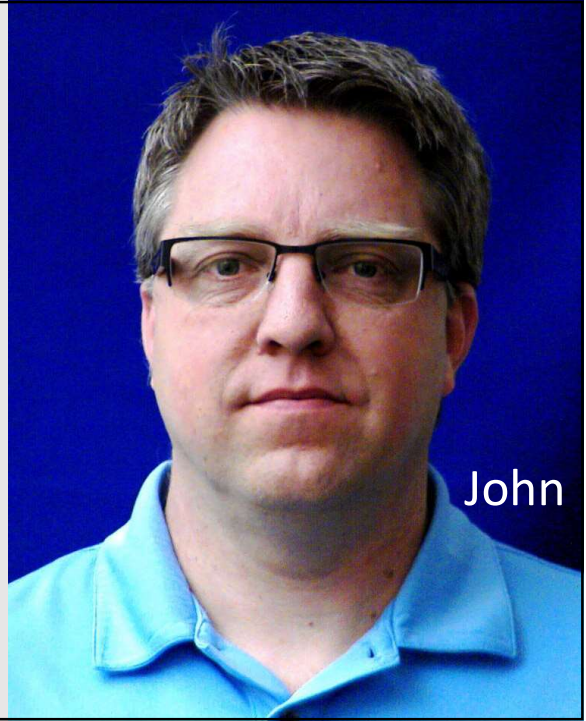
Kevin



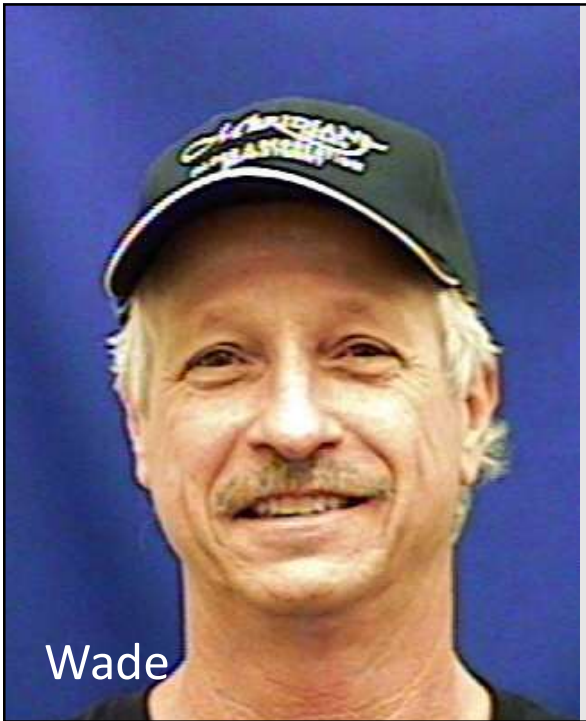
Dave



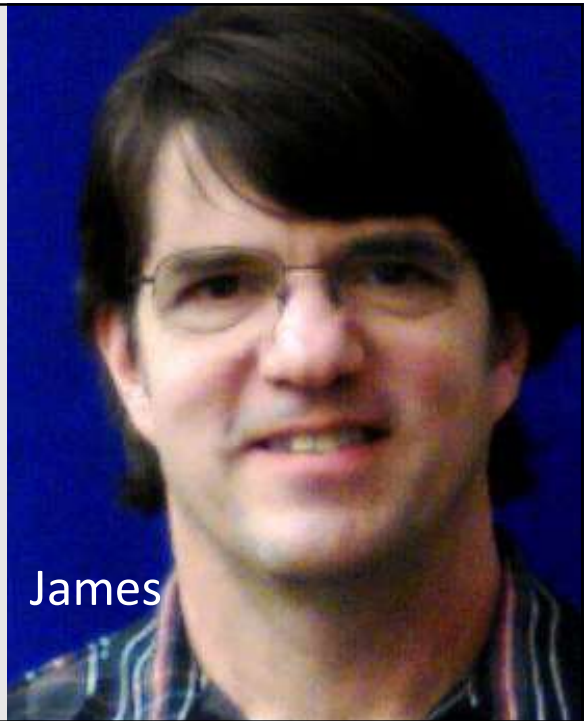
Frank



John



Wade



James



Kyle

Johnny



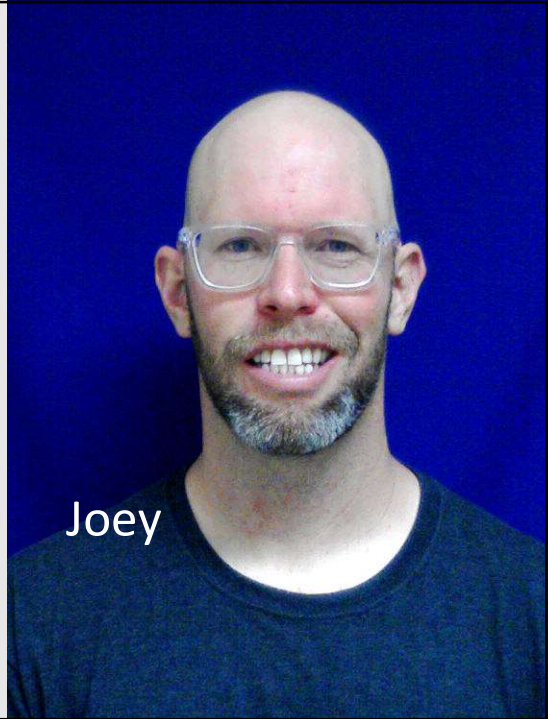
Codi

Dakota





Shawn



Joey



Trail Boss







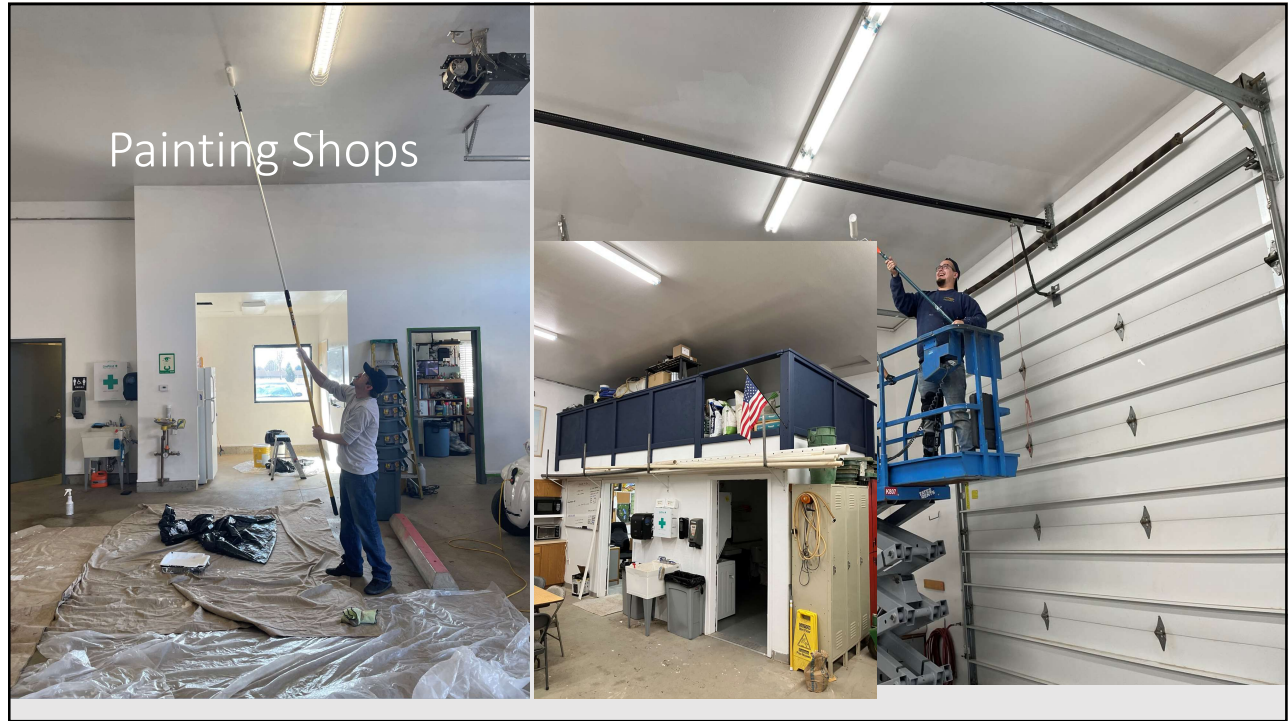
- 2023
 - 19 Seasonal Positions
 - 7 Summer Positions
- 2024
 - 14 Seasonal Positions
 - 13 Summer Positions

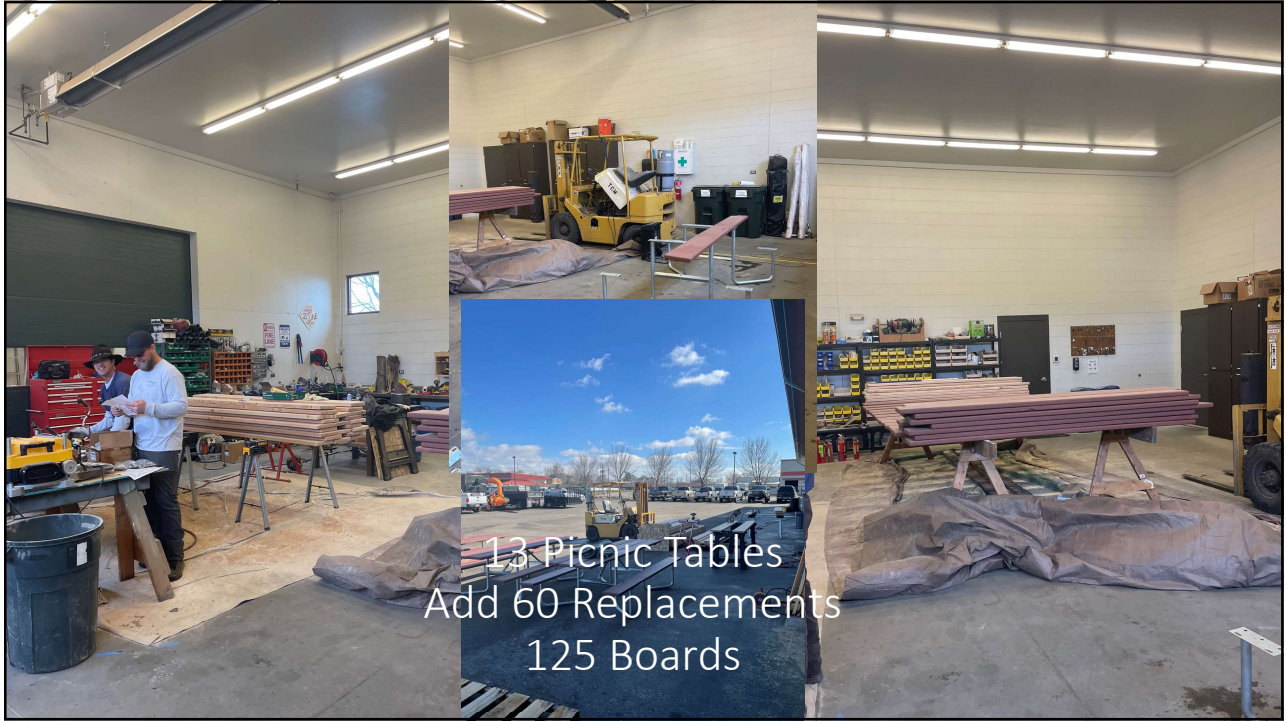


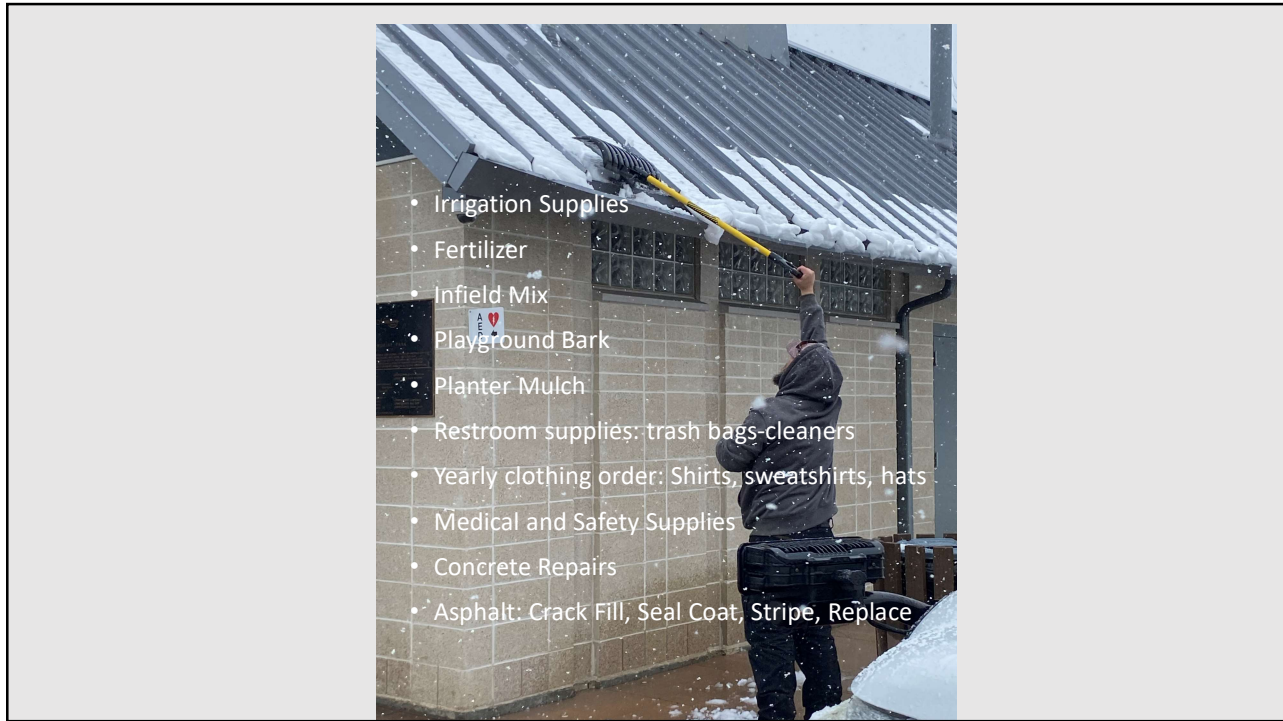
























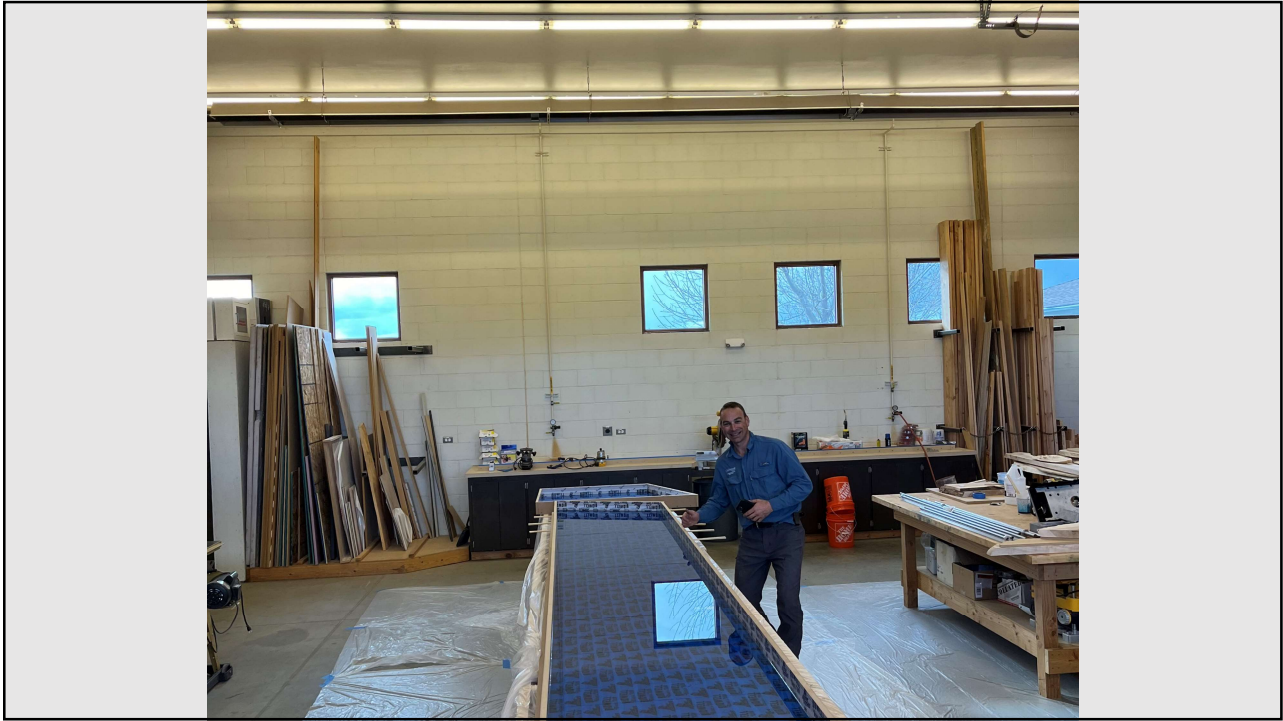


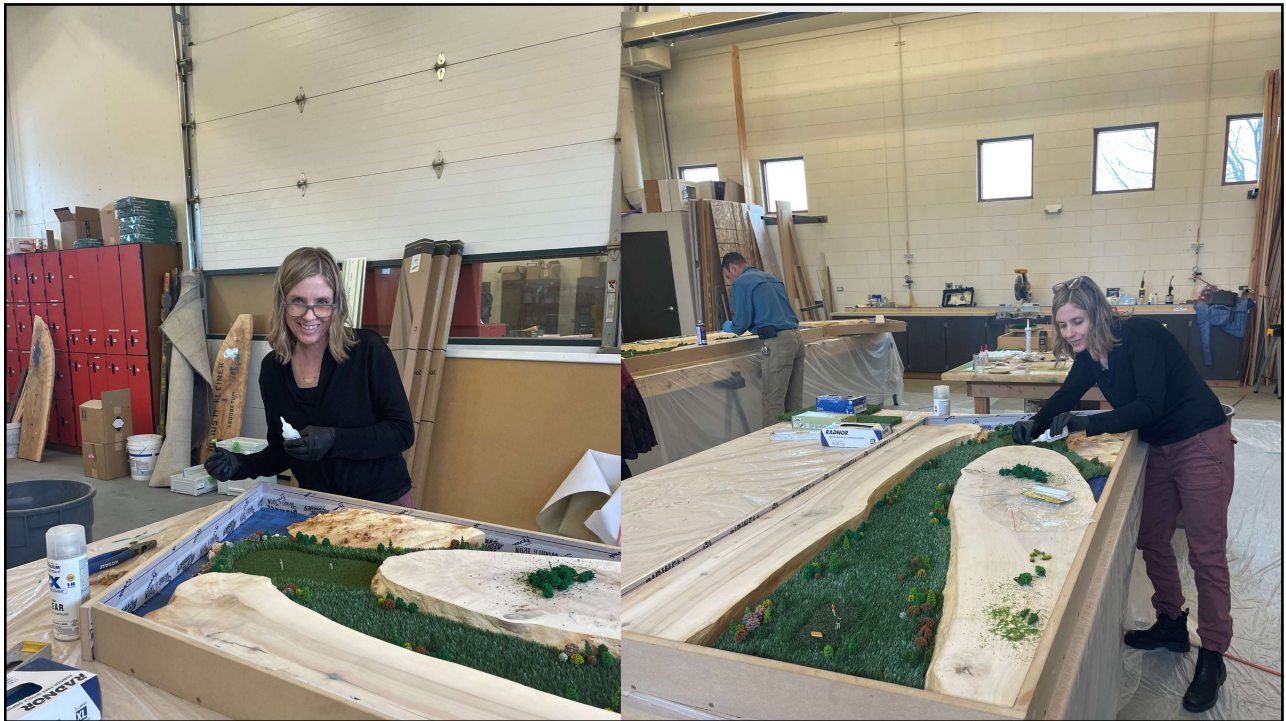


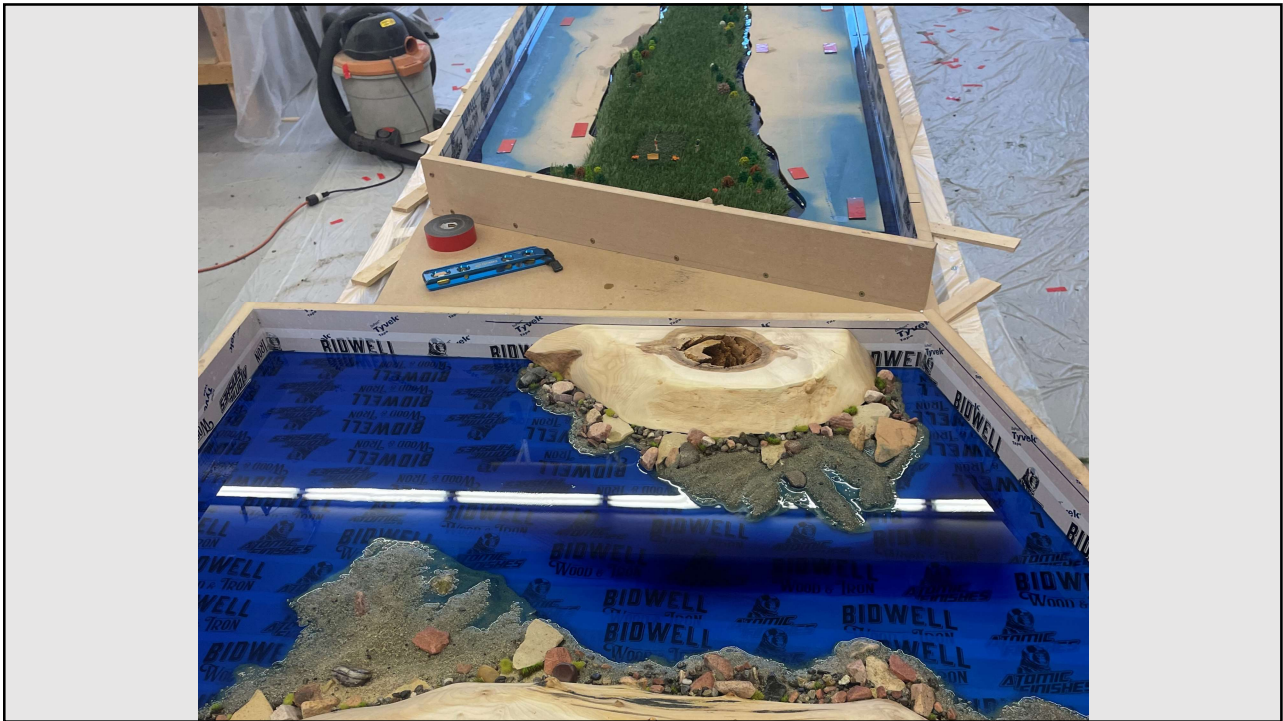






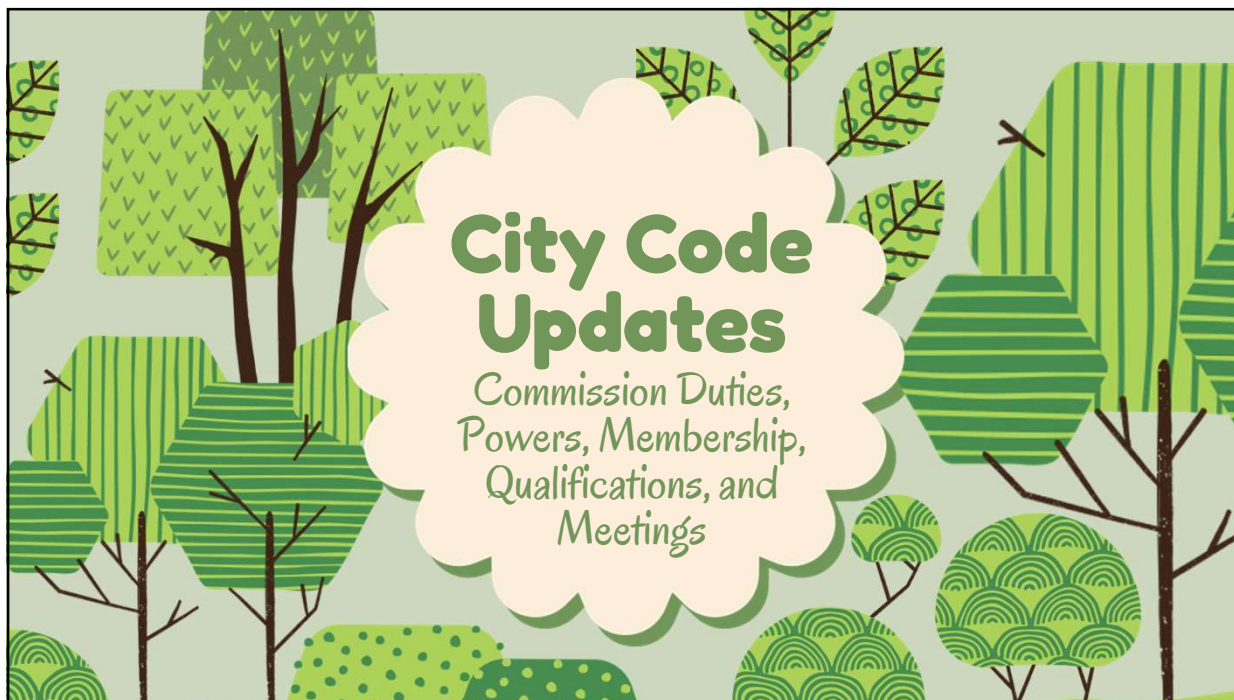






Questions?





A graphic with a light green background and stylized trees at the bottom. The trees have various patterns like stripes, dots, and solid colors. In the center, there is a white cloud-like shape with a green border. Inside the cloud, the text "Why: 2021-2025 Strategic Plan" is written in a bold, green, sans-serif font. Below this, there are two sections: "Goal:" followed by "Update ordinances and simplify processes in order to improve effectiveness and provide premier services to our citizens." and "Strategy:" followed by "Perform a complete review of all ordinances, codes and policies in the City of Meridian." The text is in a green, serif font.

What: Meridian City Code

- Title 1: Administration
- Title 2: Commissions & Committees
- Title 3: Permits & Licenses
- Title 4: Public Health
- Title 5: Parks & Recreation
- Title 6: Public Safety
- Title 7: Traffic & Parking
- Title 8: Public Ways & Property
- Title 9: Water & Sewer
- Title 10: Building Regulations
- Title 11: Unified Development Code

What: Title 2

Title 2:


- Arts Commission
- Historic Preservation Commission
- Parks & Recreation Commission
- Planning & Zoning Commission
- Solid Waste Advisory Commission
- Transportation Commission
- Board of Adjustment

Other Titles:

- Compensation Committee (MCC § 1-7-9)
- Meridian Districting Committee (MCC § 1-7-11)
- Impact Fee Advisory Committee (MCC § 10-7-11)

Ad hoc:

- MYAC, MADC, SAB



How:

- Move redundant provisions in each commission's code into one general section for all advisory commissions
- Update language to reflect commissions' current functions
- Clarify roles and responsibilities
- Clarify application of open meetings, public records, ethics laws
- Uniformity in structure of code for each commission

NEXT STEPS



- Update Commissions
March - April 2024
- City Council Discussion
April - May 2024
- Adoption of Ordinance
May - June 2024