



PARKS & RECREATION COMMISSION

REGULAR MEETING • MINUTES

**City Hall Council Chambers, 33 East Broadway Avenue, Meridian, Idaho
Wednesday, March 8, 2023 • 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 President Keith Bevan called the meeting to order at approximately 5:37 p.m.
MPR Administrative Assistant II Rachel Myers took roll-call attendance as follows:

<u>X</u> Keith Bevan, President	<u>X</u> Elle Hood
<u>X</u> Mandi Roberts, Vice President	<u>X</u> Mike Medellin
<u>X</u> Jennifer Bobo (arrived at 5:39 PM)	<u>X</u> John Nesmith
<u>X</u> Dom Gelsomino	<u>O</u> Brandon Simpson
<u>O</u> Jo Greer	

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

Adoption of the Agenda

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

Approval of the Minutes

1. February 8, 2023 Regular Meeting – Keith Bevan

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

Announcements

2. Upcoming Events – Shelly Houston

MPR Marketing Coordinator Shelly Houston reported on the following:

- The Annual All-City Staff Meeting was held this morning at the Galaxy Event Center in Wahooz. The theme was "Come Together." Activities included a Kahoot! game, a keynote speaker, employee awards, and videos.
- She provided a City of Meridian recruitment flyer and stressed the Department needs any assistance the Commission could give to help seek candidates for a variety of seasonal and part-time positions. The flyer is attached to these meeting minutes.

Old Business ~ NONE

New Business

3. Meridian Parks & Recreation Department Parks Maintenance Division Update – Roger Norberg

MPR Parks Maintenance Manager Roger Norberg provided a PowerPoint about the Parks Maintenance Division staff and operations. Copies of his slides are attached to these meeting minutes.

Commission Feedback:

- **Keith Bevan** – On the far north side of the Storey Bark Park, near the tall fence at the softball field, the grass is worn out, as well as a spot on the far south end. Is this something that will be addressed? *Yes. These areas (along with others), will get reseeded starting in April. This is a reoccurring issue from year to year.*

He would like to advocate for a dog park in Northwest Meridian.

He stated he shares with others about the condition of the parks and how they are always taken care of. He can see that the Parks crew takes pride in what they do and care. He thanked Roger and his team.

- **Jennifer Bobo** – In Roger's presentation, he noted they purchased 850,000 dog waste bags. Is this for the year? *Yes.*
- **John Nesmith** – With all of the recent improvements underway at the golf course, he suggested scheduling a tour or team-building event at Lakeview Golf Club after completion.
- **Mandi Roberts** – She thanked Roger for the presentation and stated it was great to see his team and their photos to put names with faces, as they see the crew out in the parks working hard. She has been impressed with everything the crew does. She learned about a lot of new tasks they complete that she was unaware of.
- **Dom Gelsomino** – Have the dog waste bags with the handles gone down in price? *Yes.* Will the new dog waste bags that were ordered for the year have the two handles on them? *Yes. They are, however, still using up the existing inventory of bags that do not have the handles on them.*

4. Proposed 2023 Meridian Pathways Map – Mike Barton

At the January 11, 2023 MPR Commission Meeting, MPR Parks Superintendent Mike Barton provided a pathways update. There was also a presentation/discussion on the current working layer of the Pathways Map. Tonight's PowerPoint presentation was one of the steps to get a recommendation from the Commission that Mike can take to Council and ask for the current working layer to be formally adopted. Copies of his slides are attached to these meeting minutes.

Commissioner Dom Gelsomino motioned that they recommend to City Council to adopt the Meridian Pathways Map as presented. Commission Vice President Mandi Roberts seconded. All were in favor of the motion.

Workshop ~ NONE

Staff Reports

5. MPR Staff

Director Steve Siddoway reported on the following:

- FY2024 Budget – MPR staff members are developing the budget for fiscal year 2024. The budgets do not go to Council for hearings until June. There is a lot of work that happens at this time for those meetings. A lot of kudos go out to the MPR team.
- All-City Employee Meeting – This was a nice, City-wide event held today at the Galaxy Event Center at Wahooz. The theme was “Come Together.”
- Tully Park Playground Replacement – MPR staff members are starting to work on this project.
- New Community Center – The Purchasing Manager sent the contract to ZGA today for the community center.

Parks Superintendent Mike Barton reported on the following:

- Tully Playground – MPR staff put together what they think is a decent list of requirements for what they want in a playground. They will get a couple of designs done and then will show these to the MPR Commission with opportunities to provide feedback and make any changes they would like to see.
- Golf Course Projects – Next Tuesday MPR staff members are going to Council to talk about timing and possible funding through the budget process for a clubhouse remodel (inside flooring, paint, furniture, outside patio covers, furniture, new sound system, etc.). The other part of this is possibly adding some on-course restrooms.
- Discovery Park, Phase 2 – Construction is well underway. The skate park crew broke ground a couple of weeks ago and are actively working digging bowls and putting drains in. They have a final design on the bike park, and MPR staff will get their agreement going. The crew will be onsite mid-May doing the bike park.

Recreation Manager Garrett White reported on the following:

- Parks Crew – Kudos to Roger Norberg and his team. A lot of the recreation programs cannot happen without the Parks crew. They go above and beyond in everything they accomplish. The crew helps out the recreation team a lot. One example is when the pool umbrellas came out and crashing to the ground; the Parks crew came to the rescue. Another example is the pool slide and the side gate had to be adjusted to meet code. Garrett does not have to ask the Parks crew twice; it is done the first time asked.
- Pool – They are working on maintenance and seasonal staffing contracts. They are trying to hire lifeguards; 31 staff have applied so far. Staff are in the middle of interviews. There are 15 returners with many new people applying. They are attending job fairs, training staff, and obtaining recertifications.
- New Community Center – The contract was sent to ZGA.
- Budget – They have been working on the FY2024 budget.

- Special Events – They are working on Kleiner Park Live, Movie Night, and Unplug and Be Outside and getting sponsorships.
- Sports – They have approximately 125-130 volleyball teams in the league that will start this spring, as well as softball with 108 teams. The registration deadline was yesterday.
- Classes & Camps – They are hiring summer camp staff and conducting interviews. They are collecting Activity Guide content. They are also working on summer scheduling and going to job fairs for recruitment opportunities.
- Arts & Culture – They are working on Discovery Park projects, Initial Point Gallery installations, and many other miscellaneous tasks associated with the Meridian Arts Commission and the Meridian Historic Preservation Commission.
- Administrative – Kudos to Jeannette Sanchez and Kaela Hopkins for taking park field/shelter reservations, sports and class registrations, etc. They have done a good job of taking all the calls and dealing with the public.

Pathways Project Manager Kim Warren reported on the following:

- Linder Road – There are the two pathway projects on Linder queued for construction with the contractor. One of these projects will get started in April.
- Locust Grove – She is still working on a small design changeover, but the project is bid and ready to go.
- Ten Mile Road Trailhub – They are working on theming and signage at the Five Mile Creek Pathway Trailhub, which includes what to name this amenity. They are keying into the art that may go there. MPR staff are brainstorming and will most likely bring forward some options for the MPR Commission's feedback.
- Five Mile Creek Pathway Segment D – The Five Mile Creek Pathway between the Waste Water Treatment Center and Black Cat Road where the Quartet Subdivision is going in, there is a stretch that is a City project. Those plans are complete. They are working on a few final coordination details. They met with the Ada County Highway District that has a maintenance facility south of the Five Mile Creek on Ustick Road. ACHD is required to build and will reimburse the City for some construction easements.
- Rail-With-Trail – This project is just west of City Hall from 3rd to 8th Street, which has been in the works for a while. They have a state and local agreement drafted, as well as a consultant identified. They are meeting next week to ensure they have everything they need before they proceed with the agreement.
- Pathways Map – Kim met with GIS staff to talk about the Pathways Map. They may change some of the colors and symbology to be more intuitive. They discussed a new map for the City's recently updated website, which is a near-term priority.
- Miscellaneous – She has interagency coordination and plan review tasks.

Adjourn

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

There being no further business, the meeting adjourned at approximately 6:39 p.m.

(AUDIO & VIDEO ON FILE OF THESE PROCEEDINGS)

APPROVED:

KEITH BEVAN, PRESIDENT

____/____/____
DATE

MANDI ROBERTS, VICE PRESIDENT

/rem

Attachment:

- 1) Flyer: Recruitment (1 page)
- 2) PowerPoint: MPR Parks Maintenance Division Update (20 pages)
- 3) PowerPoint: Proposed 2023 Meridian Pathways Map (6 pages)



NOW HIRING!

Part Time & Seasonal Jobs



MERIDIAN POOL

LIFEGUARDS (\$14-\$16 per hour; Ages 15+)

LIFEGUARD - HEAD OF MAINTENANCE (\$15-\$17 per hour)



DAY CAMP COUNSELORS

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

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

RECREATION CAMP COORDINATOR (\$18-\$20 per hour)



LAKEVIEW GOLF CLUB

GOLF MAINTENANCE TECHNICIAN (\$18.73 per hour)

GOLF MAINTENANCE - SEASONAL (\$15-\$18 per hour)

CART/GOLF SHOP ATTENDANTS &

PLAYER ASSISTANTS - SEASONAL (\$13 per hour; Licensed Drivers)



MERIDIAN PARKS

SEASONAL GROUNDSKEEPERS (\$16-\$18 per hour; Ages 16+)

ADULT SPORTS PROGRAMS

SCOREKEEPERS (\$10-\$13 per hour; Ages 16+)

MERIDIAN HOMECOURT

HOMECOURT FACILITY SPECIALIST - PART-TIME (\$16.44 per hour)



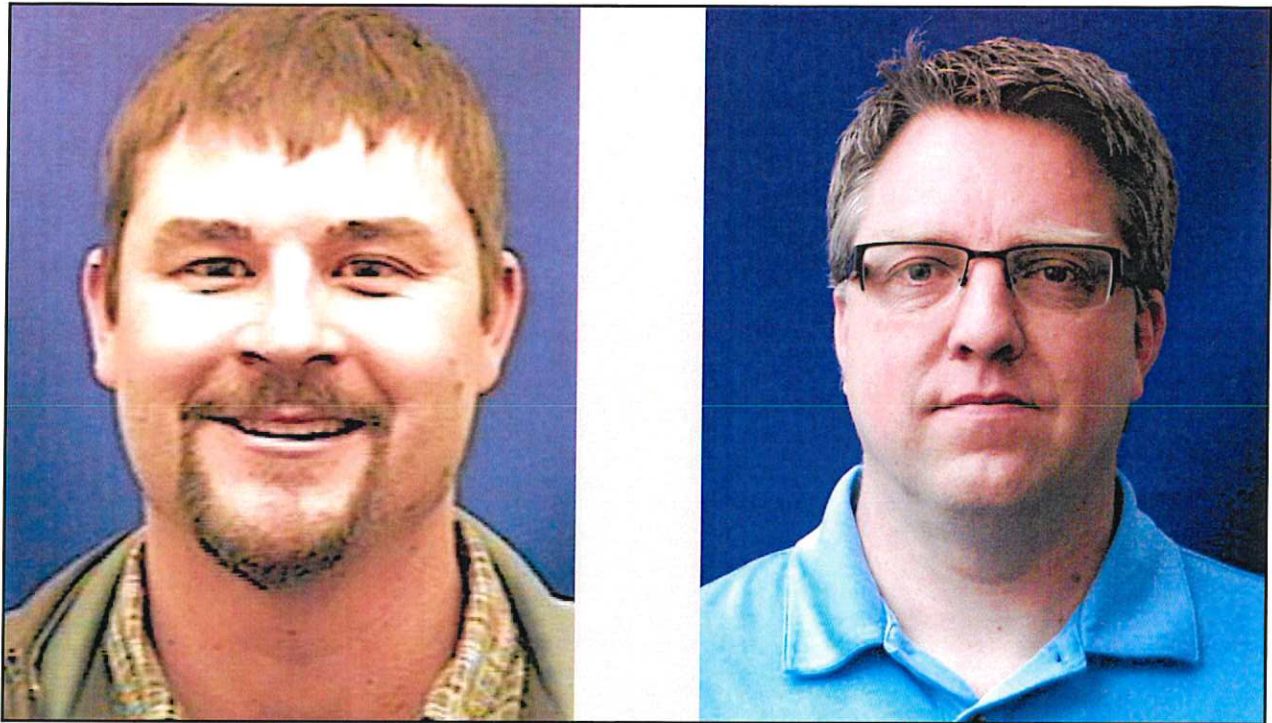
Find details and application instructions at:
meridiancity.org/jobs



2023 Meridian Parks Commission Maintenance Update











Seasonal Positions

- 19 positions projected with 5 remaining to fill
- 7 summer positions with 4 left to fill

- 25 Parks
- 15.5 Miles Pathways
- 28 Miles Pathways by others
- 528 Acres Total
- 381 Acres fully maintained
- 80 Acres contracted
- 65 Acres undeveloped
- Golf Course grounds and buildings
- Pool
- Homecourt
- Senior Center
- Community Center
- 45 Structures/Buildings

ACHD Drains	
ACHD Drain #1	S/W Corner Franklin & S Locust Grove
ACHD Drain #2	N/E Corner Overland & Meridian Road
ACHD Drain #3	N Locust Grove, East of Locust View Lane
ACHD Drain #4	Ustick Between Eagle & Cloverdale on South Side
ACHD Drain #5	Chinden and Linder South and West of Intersection
ACHD Drain #6	S/E corner of Carmel Drive and Meridian Road
ITD Drains	
Chinden/Locust, ITD Strips	2005 West Chinden Blvd
Fire Stations (Fire 4 is in Special Use Prks)	
Fire Station #1	540 Franklin
Fire Station #2	2401 Ten Mile Road
Fire Station #3	3545 S Locust Grove Road
Fire Station #5	6001 Linder
Fire Station #6	1435 W. Overland Rd.
Fire Safe House	1901 E. Leighfield Drive
Downtown	
Pool	Main and Franklin
Tammy Park	Tammy Street
Main Street Islands	Main St between Broadway and Pine
Pine Street School	West of 611 NW 1st Street
Pine Avenue Blvd.	Meridian Road to N. Stonehenge Way
Police Station and Training Center	1401 E Water Tower

Interchanges and Corridors and Roundabouts	
Meridian Road Interchange	Main Street, Meridian
Split Corridor Meridian Rd	Meridian Road Ada to Bower (Two Islands)
Split Corridor North Curve	Main and Franklin
Ten Mile Interchange North Islands	Ten Mile Rd I-84- Franklinj
Ten Mile Interchange South Islands	Ten Mile Rd I-84 - Overland
Ten Mile Interchange SPUI Top	Ten Mile Rd Top of SPUI
Ten Mile Interchange Slopes	Ten Mile Rd Interior and Exterior Slopes
Eagle and Zaldia Roundabout	S Eagle Road and Zaldia
Eagle and Amity Roundabout	S Eagle Road and Amity
Public Works Sites	
Water Department	2235 NW 8th Street
Overland Pump House	Overland & SE 5th Way
Water Tower	254 East Watertower Road
Well #10B	2025 N Jericho Road
Well #15	1624 W. Sunny Slope
Well #16	North of 1098 Hickory (Keys on Board)
Well #22	S Stoddard Rd in front of Bear Creek Park
Well #26	6067 N Locust Grove Road
Well #27	303 N Ten Mile Road
Well #28	2730 E Taconic Dr
Well #30	960 E Radiant Ridge
Winnipeg Well House	345 W Winnipeg St
Water Tank/ Locust Grove and Victory	3468 S Locust Grove Road
Future Water Department Well	1/4 Mile West of Ten Mile on N Side of Ustick
Belltower Wellhouse	3150 W Belltower Drive

Community Parks		
Bear Creek Park	2400 S. Stoddard Road	18.818
Heroes Park	3064 W Malta Drive	30.126
Fuller Park	3761 W. Park Creek Drive	23.2
Tully Park	2500 N Linder Road	18.675
Storey Park and Bark Park	205 E Franklin Road	17.85
Hillsdale Park	5155 Howry Lane 430	9.5
Sports Parks		
Jabil	915 E Central Drive	8.4
Heritage	4990 N Meridian Rd	4
Neighborhood Parks		
8th Street Park	2235 NW 8th Street	2.783
Centennial Park	223 East Idaho Avenue	0.4
Champion Park	3430 N Troxell Way	5.982
Chateau Park	2640 W Chateau Dr	6.7
Gordon Harris	2400 E Three Bars Drive	11.126
Renaissance Park	4155 S Genoard Ave	6.527
Seasons Park	5300 W Ridgeside St	7.131
Keith Bird Legacy Park	3737 W Lost Rapids Dr	7.5
Reta Huskey Park	2887 Tubac Dr	8.9
Special Use Parks		
City Hall Plaza	33 E Broadway Avenue	0.5
Fire Station #4	2515 South Eagle Road	0.25
Generations Plaza	804 N Main Street	0.1

Recreational Facilities	
Community Center	201 East Idaho Avenue
Homecourt	936 W Taylor Avenue
Parks Maintenance Facility	1700 East Lanark
Downtown Tree Wells	Main Street Downtown
MDC Building Trees	Broadway & Second
Downtown Lights and Banners	Main, Broadway, Meridian Road
Fire #1 Future Site (Rural Fire)	800,860,920,970 E Watertower St.
4 Acre Property by Discovery (Rural Fire)	4 Acre Property Bare Ground
Franklin Road Interim Treatments	Linder to Ten Mile curb to sidewalk Interim areas
Ustick Ten Mile Interim Treatment	S/W Corner of Intersection back to Water building
Ten Mile Trailhead (2020 Budget)	West of Reta Pathway Ten Mile
Pine Avenue Kiosk/ Bike Station	West of Pine and Stonehenge Way
Regional Parks	
Discovery Park	2121 E. Lake Hazel Road
Julius M. Kleiner Memorial Park	1900 N Records Avenue
Settlers Park & MYB	3245 N Meridian Road
PATHWAYS in Miles	
Bear Creek Pathway	
Blackstone Pathway	
HR Bud Porter Pathway	
Diane & Winston Moore Pathway	
Five Mile Creek Pathway E	
Five Mile Creek Pathway H	
Five Mile Creek Riparian	
Fothergill Pathway	
Jackson Drain Connection	
Lochsa Falls/Paramount Pathway	
Locust Grove Pathway	

Bare Ground and Parking Lots	
City Hall West Parking Lot	Corner of Meridian Road and Broadway Avenue
Pine Street Parking Lot	Pine & Main NE of Generations Plaza
Main Street Parking Lot	Parking Lot
5 Acre Lot at 615 NW 3rd Street	.5 Acre Bare Ground
City Vehicle Parking Lot (PW)	11 West Bower
On The Books	
Margaret Aldape Park	North of Chinden along Boise river
West Meridian Regional Park	Rodeo Grounds on Cherry Lane West of Ten Mile
Police and Fire Station #7	Near Discovery Park

Winter Tasks

- Snow and ice control city facilities
- 55 Restrooms cleaned daily. Trash, dog stations. (850,000 bags)
- 55 Restroom interiors painted
- Painted 5 Concession stand interiors
- 200 Picnic Table Boards purchased, routed, sanded and painted
- 500 Picnic Tables repaired, sanded, boards replaced, painted
- 15 UTVs, 25 mowers, 8 tractors, 9 golf carts, 22 trailers, 37 vehicles
- Edgers, blowers, Whippers, pumps, stripped down and serviced
 - Evaluations for replacements and update CFP
- Dog Park Gravel
- Upgrade lights (LED) on sprayers and equipment
- Fountain upgrades and repairs: City Hall, Gen Plaza, Settlers Splash, Kleiner Splash



Winter Tasks

- Pump Station Service
- Pump House deep clean and trim replacement
- Line Fuller Park Pond w Rocks
- Drains in parks, MYB, Kleiner, Discovery
- Prune trees
- Bench and receptacle repairs
- Cleaning Parking Lots
- Asphalt crack filling
- Golf Course Building Maintenance



Winter Tasks

- Fleet Truck Tool Boxes, Sliders, Emergency Lights
- Heroes and Discovery received new benches along walking path
- Fertilizer and Fungicide Applications
- Christmas Lights, Downtown Tree, City Hall Tree, Banners, Snowflakes
- And take it all back down
- Trailer Repairs: Lights, bearings, brakes, plugs, ramps
- Farmers Market Canopy Repairs
- Drinking Fountains: Pull out, repair, new powder coat
- Aerate Fields
- Playground and toy heavy repairs
- Pool and Homecourt and Golf Course



Bidding and Purchasing

- Irrigation Supplies
- Fertilizer
- Infield Mix
- Playground Bark
- Planter Mulch
- Doggy Stations: boxes, bags, posts
- Restroom supplies: trash bags-cleaners
- Yearly clothing order: Shirts, sweatshirts, hats
- Medical and Safety Supplies
- Projects: contracted mow and services, playgrounds, signs and benches
- Concrete
- Asphalt (Crack Fill)

Training

- INLA Idaho Nursery and Landscape Association
- IPMA Idaho Pest Management Association
- Irrigation Training
 - Rainbird, Baseline, In house level I,II,III
 - Irrigation Electrical Troubleshooting
- CLIA Certified Landscape Irrigation Auditor
- CPSI Certified Playground Safety Inspector
- ISA International Society of Arboriculture
- Responsible Person. ACHD Permits, erosion control
- ICPI Idaho Certified Paver Installer

Safety Training

December

AED CPR

Dispatch VS 911

Electrical Hazards Energy Control LOTO* "Lock Out Tag Out"

Fire Extinguishers

Forklift Safety

Hazards in Parks-Trash Cans

Injuries in the workplace, when to go to Occupational Health

Irrigation Training

Ladders

Lift and Man basket training and harnessing

Pesticide Training

Electrical Hazards -Power Cords

Respirators

School Bus Crossings

Slips, Trips, Falls

Tree Falling and Limbing

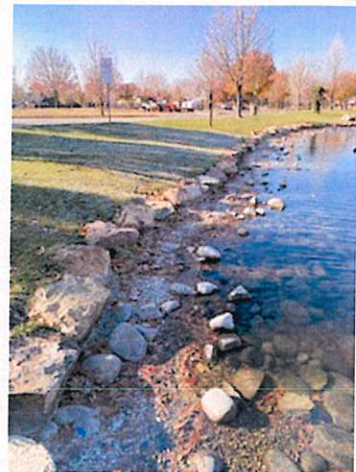
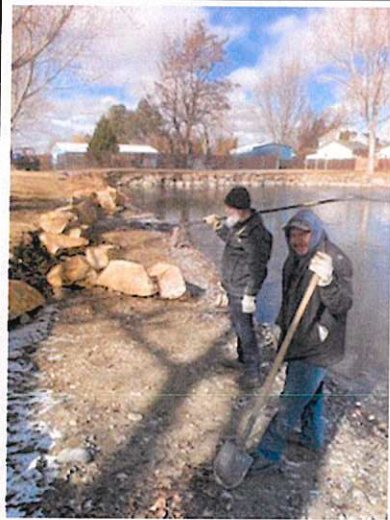
Winter Driving

AED CPR	6/23/2020 11:44 AM	File folder
Chemicals	2/18/2013 9:44 AM	File folder
Confined space	6/23/2020 11:44 AM	File folder
Dispatch VS 911	6/29/2022 1:08 PM	File folder
Driving Safety	6/10/2020 7:07 AM	File folder
Electrical Hazards Energy Control LOT...	6/23/2020 11:44 AM	File folder
Eye Injuries	11/4/2013 3:22 PM	File folder
Fire Extinguishers	5/25/2022 7:15 AM	File folder
Forklift Safety	6/23/2020 7:43 AM	File folder
Gasoline	6/23/2020 2:25 PM	File folder
Guest Speakers	7/1/2021 3:58 PM	File folder
Hand Tools	6/23/2020 2:25 PM	File folder
Hazards in Parks-Trash Cans	6/24/2020 10:03 AM	File folder
Injuries in the workplace, when to go t...	6/29/2022 1:19 PM	File folder
Ladders	6/23/2020 7:55 AM	File folder
Lifting	6/18/2013 10:29 AM	File folder
Mowers	5/26/2020 9:43 AM	File folder
Respirators	6/23/2020 7:49 AM	File folder
School Bus Crossings	9/27/2022 0:04 AM	File folder
Slips, trips, falls	11/4/2013 3:20 PM	File folder
Tie Down Loads	2/18/2013 9:44 AM	File folder
Tree Falling and Limbing	6/23/2020 11:42 AM	File folder
Videos	2/21/2023 9:13 AM	File folder
Weather Related	4/27/2022 9:40 AM	File folder
Weed Eaters	2/18/2013 9:44 AM	File folder
Winter Driving	11/30/2020 11:53 AM	File folder
MPR Staff Monthly Safety Training Sig...	2/1/2019 7:25 AM	Microsoft Word D... 13 KB
Safety Training Master	1/31/2023 7:11 AM	Microsoft Excel W... 14 KB







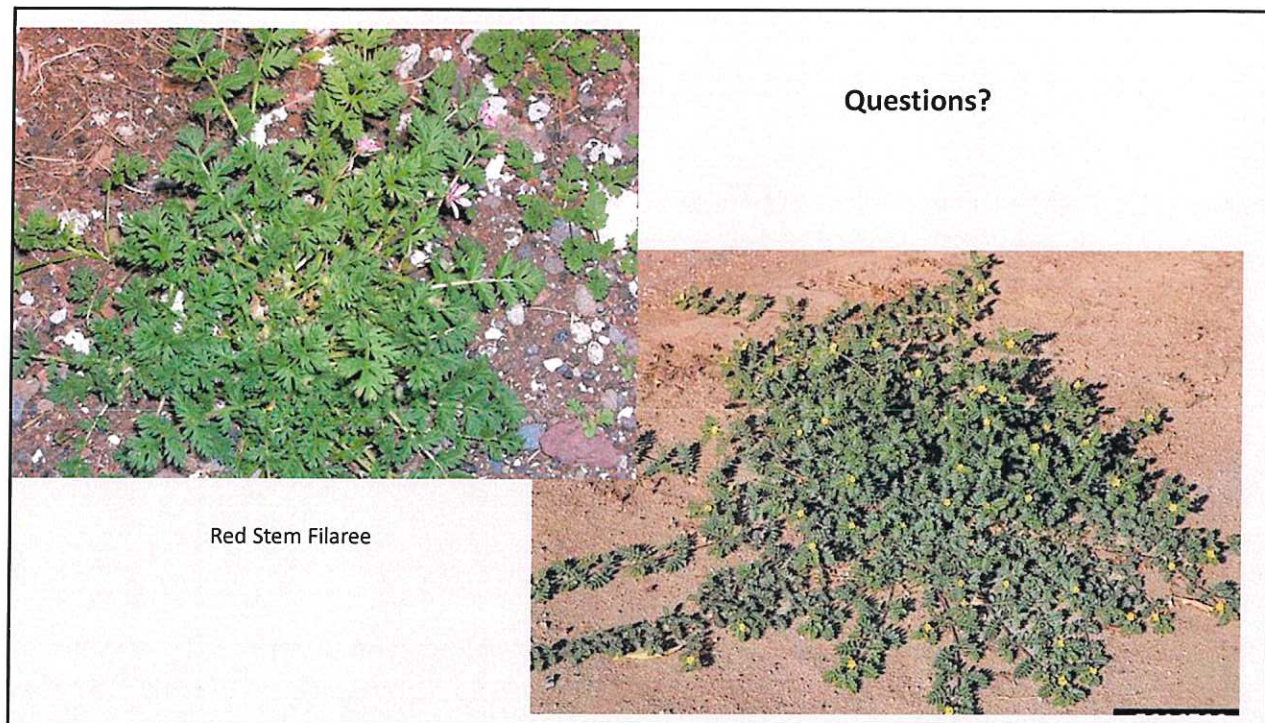










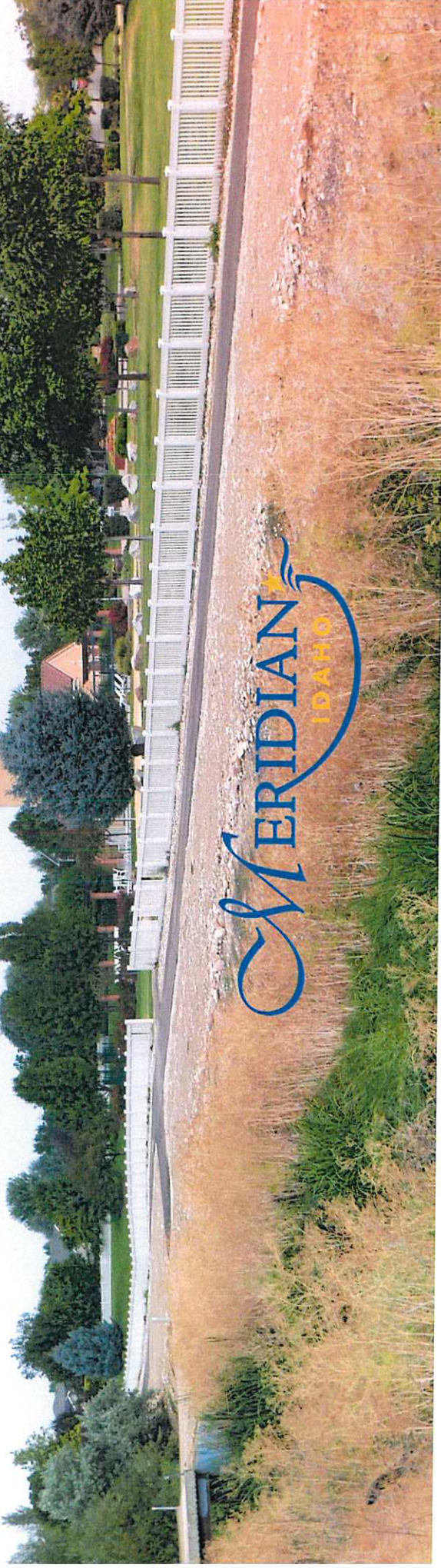


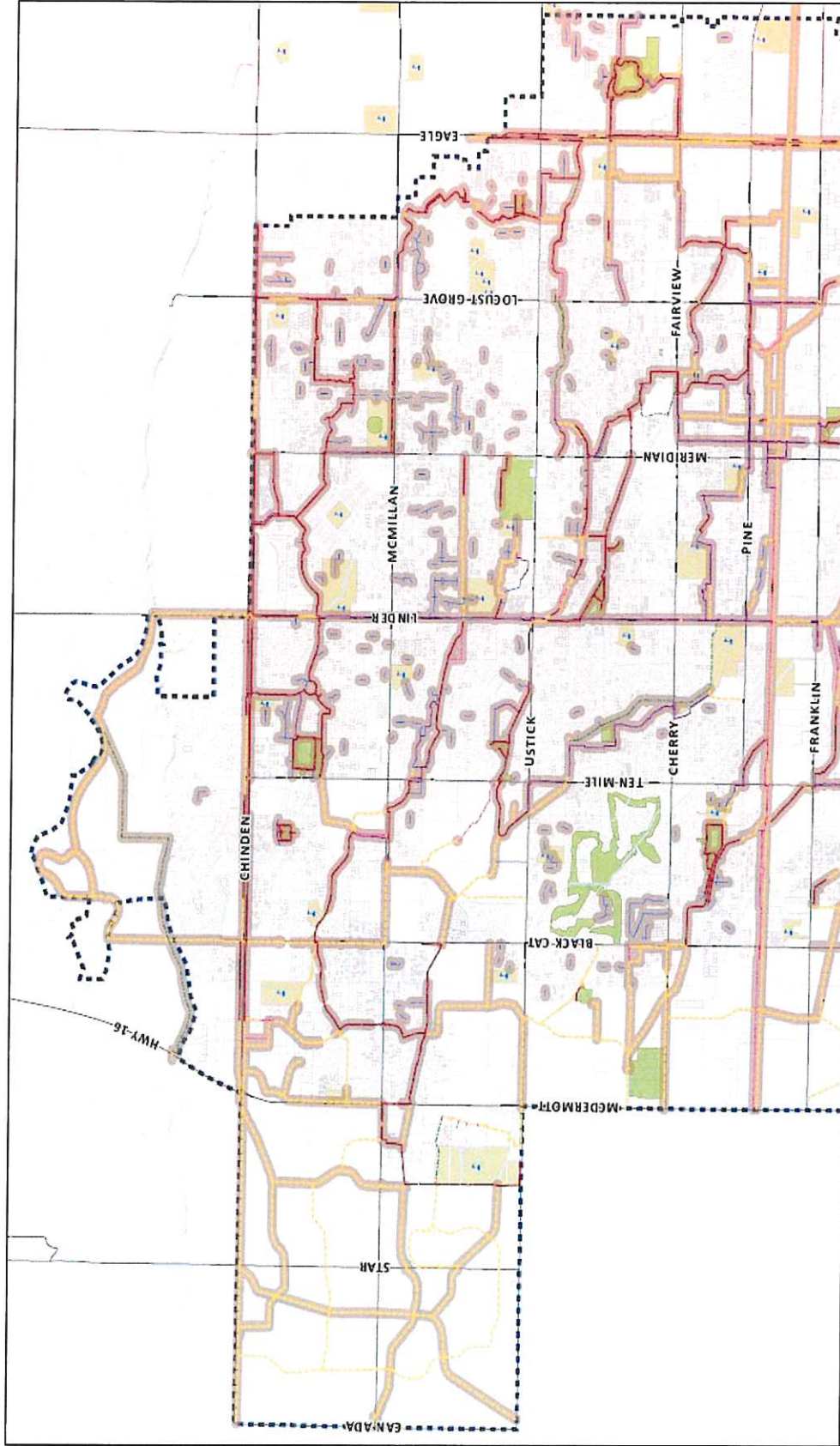
Pathways Map Adoption

Mike Barton, Parks Superintendent

Agenda –

- Current Adopted Maps Overview - Northside/Southside
- Working Maps Need Adoption – Northside/Southside
- Recommendation to City Council for Adoption





Adopted Pathways Map - North October 2020

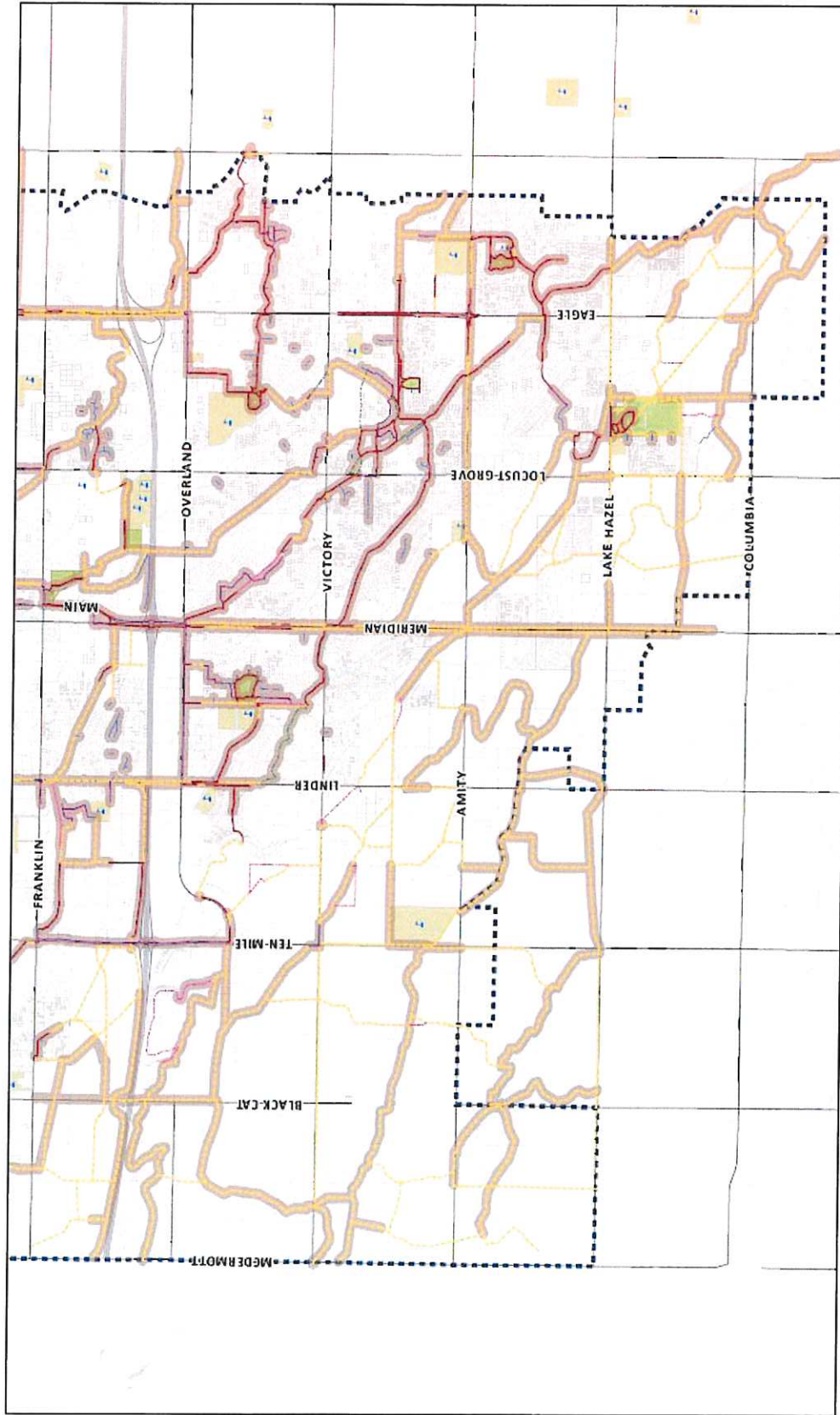
Legend

- Meridian Pathways**
- Alternative Route
 - Existing Pathway
 - Long Term Route
 - Micro Path
 - On Street Route
 - Proposed Pathway

- Adopted Pathways**
- Area of City Impact
 - Major Road
 - Waterway

- Parks**
- Meridian Park
 - Schools





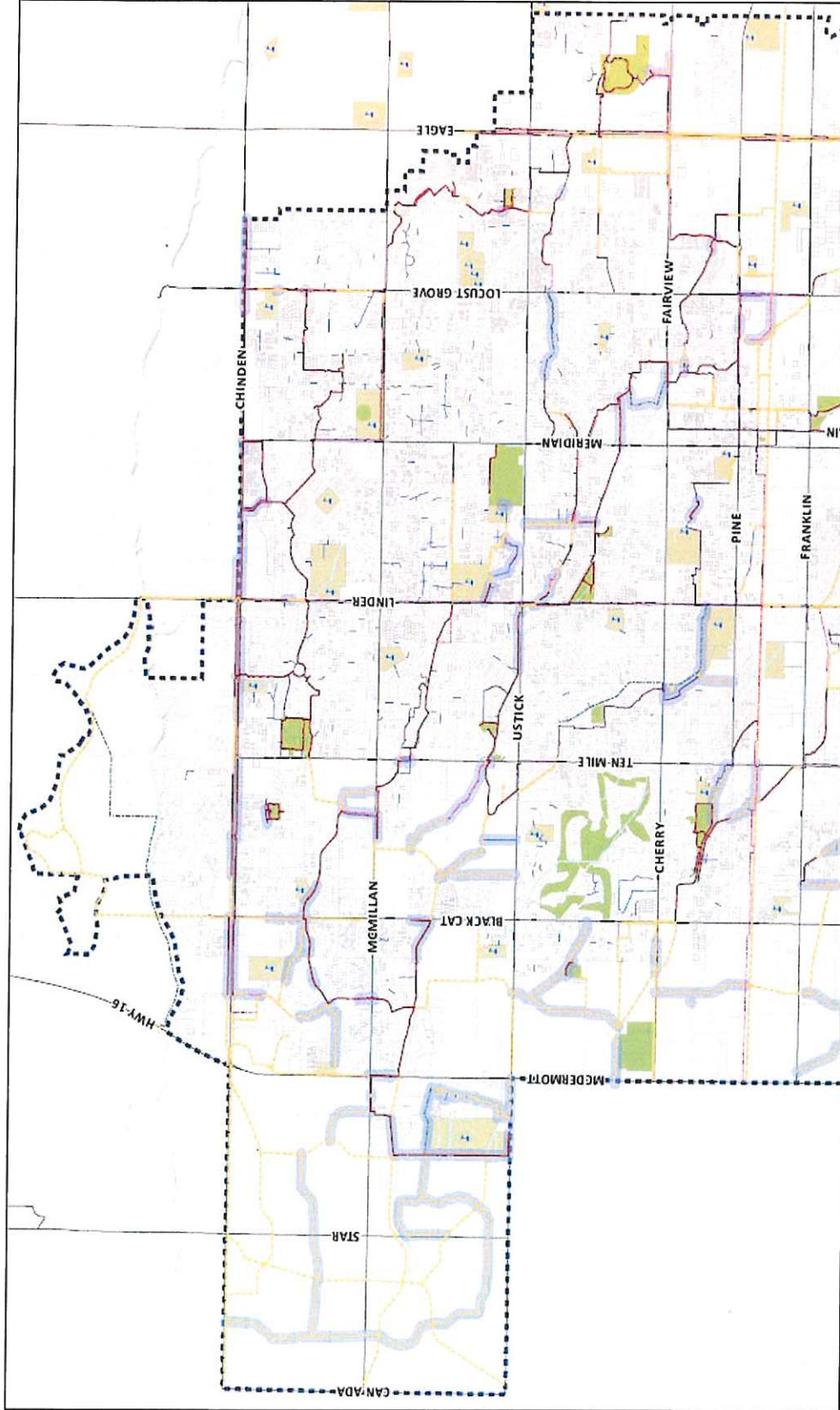
Adopted Pathways Map - South October 2020

Legend

- Meridian Pathways**
- Adopted Pathways
 - Area of City Impact
 - Major Road
 - Waterway
 - More Path
 - Alternative Route
 - Existing Pathway
 - On Street Route
 - Proposed Pathway
 - Long Term Route

- Park
- Meridian Park
- School
- School





Meridian
PARKS AND RECREATION

Working Pathways Map - North

March 2023

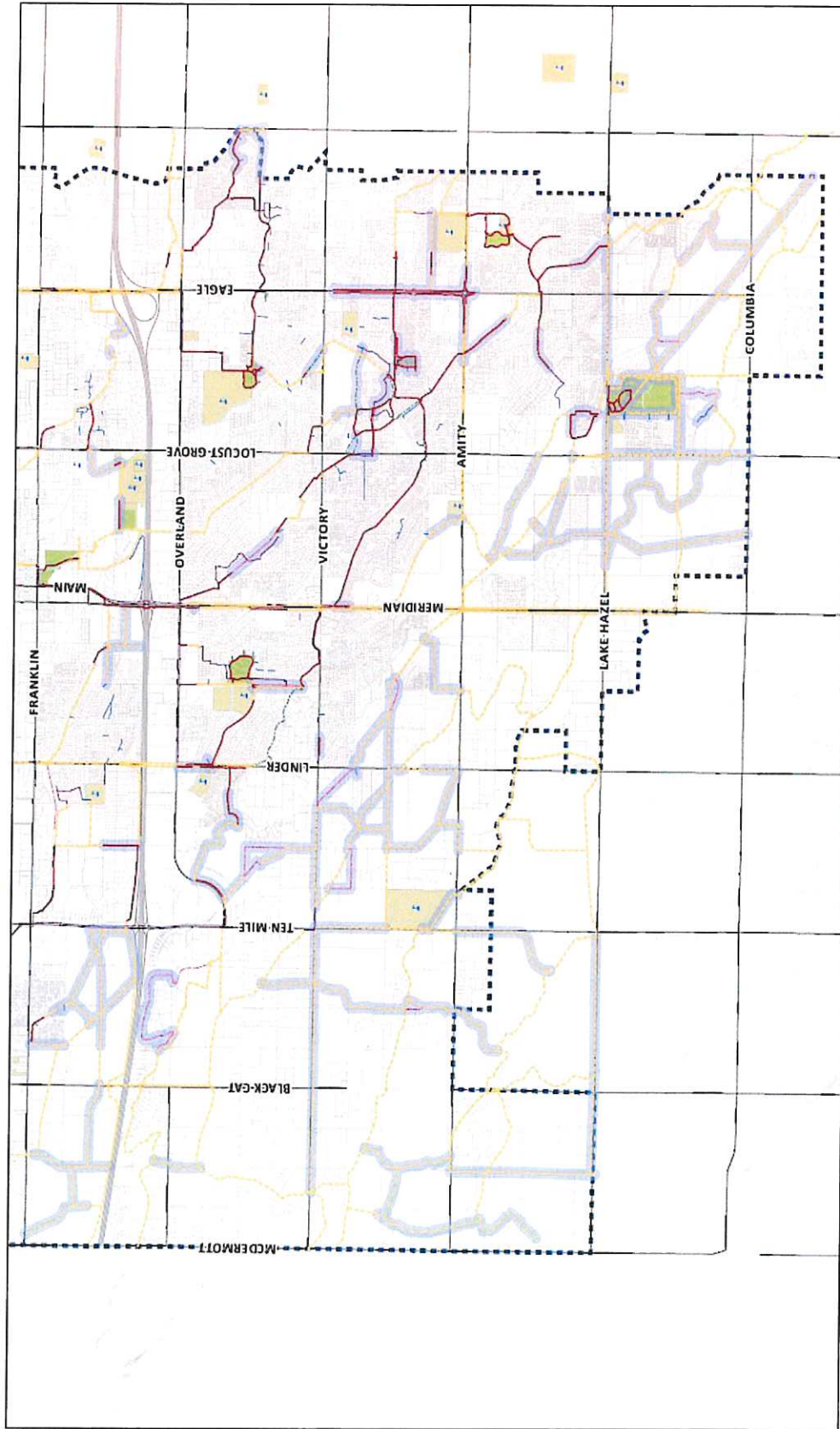
Legend

- Meridian Pathways**
- Alternative Route
 - Existing Pathway
 - Long Term Route
 - Micro Path
 - On Street Route
 - Proposed Pathway

- Other Features**
- Revised Size 10/2020
 - Area of City Impact
 - Major Road
 - Waterway

- Landmarks**
- Parks
 - Meridian Park
 - Schools
 - Schools





Legend

- Meridian Pathways**
- Alternative Route
 - Existing Pathway
 - Long-term Route
 - Meridian Path
 - On Street Route
 - Proposed Pathway

- Revised Since 11/2020
- Area of City Impact
- Major Road
- Waterway

- Park
- Meridian Park
- School
- School



0 0.25 0.5 1 Miles

Next Steps

Commission Motion -

- Recommend City Council Adopts The Current Working Pathways Map
- City Council Presentation Late March
- Adoption of Current Working Pathways Map Late April

Thank You!

