



PARKS & RECREATION DEPARTMENT

STAFF REPORTS

August 12, 2020

Administration Division

Director's Report:

STEVE SIDDOWNAY

(Please note, a verbal report will be provided at the August 12, 2020 MPR Commission Meeting.)

Parks Division

Parks Superintendent Report:

MIKE BARTON

(Please note, a verbal report will be provided at the August 12, 2020 MPR Commission Meeting.)

Pathways Project Manager's Report:

KIM WARREN

1. **James Court – East of Meridian Road Across from Bud Porter Pathway -**
 - Construction is about 70% complete.
 - Meridian Road widening project completion expected in August. Contractor to coordinate timing of final pavement segment with that project.

2. **Fairview Avenue -**
 - Obtained final ACHD approval on construction plans.
 - Project out to bid – Pre-Bid Meeting on 6 August.

- Power pole relocation work has been scheduled and a check issued for work to be completed.
3. **South Slough – East of Locust Grove, South of Ustick -**
 - Easement has been dedicated to the City by the HOA.
 - Completed construction documents have been submitted to Nampa-Meridian Irrigation District for consideration.
 - The City has formally asked that NMID tile the Finch Lateral/Slough using pipe provided by the City. Final plans for the pathway and piping were needed in order for the board to make a decision.
 - Signed easement document has been returned by Chamberlain Estates HOA and is now being processed.
 4. **Pine Avenue Rest Stop -**
 - Landscaping and concrete work is complete.
 - Coordinating traffic box wrap specifications and art/signage with the artist.
 - Concepts expected for review mid-August.
 5. **Local Rail With Trail -**
 - Easement surveys are final.
 - Staff is preparing offers for pathway easement purchases between 3rd and 4th Streets.
 6. **Whitestone Pedestrian Bridge Across Ten Mile Creek (SE of Franklin and Linder) -**
 - Staff has been working with legal to prepare a formal Acceptance Agreement for the pedestrian bridge. NMID is requiring that the City own the bridge and it be added to the master pathways agreement. This has required significant time and coordination between the developer, HOA, legal, and staff.
 - Bridge agreement is now complete and ready to issue to developer for signature.
 - A pedestrian pathway easement was dedicated by the Chamberlain Estates HOA and approved by Council.
 7. **Ten Mile Trailhead -**
 - Trailhub design plan was revised in order to meet fire code provisions of CZC.
 - Revised plan submitted to Civil engineer for changes.
 - Will submit revised plan to finalize CZC and license agreement with ACHD.
 8. **Woodbridge Pathway -**
 - Met with HOA board to discuss the 1/3 mile pathway project and potential for partnering.
 - Followed up with additional materials and information.
 - Currently preparing easements as first step towards an agreement.
 9. **Ongoing Meetings and Other Duties -**

- This includes pathways review of incoming development applications and issuing conditions for development.

City Arborist's Report:

MATTHEW PERKINS

1. **Tree Pruning** - I still have had several in-house pruning projects that I have been working on weekly.
2. **Tree Planting** – Tree planting is on hold during the hottest days of the summer.
3. **Tree City USA & Growth Award** – I have been working to ensure that the City of Meridian continues to Qualify as a Tree City USA and receives A Growth Award for 2020

Recreation Division

Recreation Manager's Report:

GARRETT WHITE

1. **Field/Event Scheduling** – I have been in contact with PAL, I9-Sports, Brayge Sports, MYB, Treasure Valley Youth Lacrosse, and several other youth groups that use our parks for games or practices. Each group has changed or cancelled their normal yearly reservations to adapt to all the Covid-19 protocols and orders. Field scheduling is a daily duty. Before reserving fields, protocols are established with each group. All external events have been contacted, and the majority of them have been cancelled.
2. **AED Updates** – Renee White has helped with this. All AEDs were updated and checked. This will be a quarterly job duty.
3. **Community Center RFP** – Steve and I did a lot of work on the Community Center Pro Forma in the past month with help from Finance and Planning. We are now waiting to start design concepts for the community center and hope to start this process in the next few weeks.
4. **Agreements** – The Meridian Youth Baseball Fuller Park Agreement needs to be updated again, due to Covid-19. MYB's schedule has changed drastically. They will decide if they will run Fall Ball in the next week. Once this is decided, the agreement will be amended accordingly.

5. **Covid-19 Protocols** – We are constantly adjusting to all that Covid-19 brings. Staff has responded extremely well to all protocols set forth by the Governor’s Office, Central District Health Department, and the City. These adjustments seem to come daily. No changes here.
6. **City Budget Process** – I have been working with our leadership team to develop the FY2021 budget. I have also contacted Finance regarding to the Recreation Department’s cost recovery model and the next steps in that process. I will attend the Priority Based Budgeting discussion next week.
7. **Park Concessionaires** - I have been working with all park concessionaires assuring they are working with Central District Health and following all protocols set in place. We have terminated the Fuller Park Concessionaire’s contract, due to Covid-19.

Homecourt Facility Manager’s Report:

JAKE GARRO

(Please note, a verbal report will be provided at the August 12, 2020 MPR Commission Meeting.)

Recreation Coordinators’ Report:

RENEE WHITE

1. **Special Events** – It pains me to report that due to the Covid-19 virus, Meridian Parks & Recreation has not produced our typical July event. Further, it remains unclear if it will be feasible to produce the Community Block Party, Trunk or Treat, or the Christmas in Meridian events in the format they currently exist. Even if political restrictions lift, I do not believe it would be prudent to gather crowds the size that these events currently draw. It is my hope that the leadership will allow me to use a portion of the Community Events budget to produce a variety of socially distant community engagement activities.

In the meantime, I have been using my time to learn new skills, stay abreast of how other events are managing the changes and assisting other staff members with minor projects.

JENNA FLETCHER

1. **2020 Fall Activity Guide** – I am currently working on the guide. We have decided to publish it digitally and will not be printing a hard copy. Fall classes will be open for registration on Friday, August 14th.

2. **Fall Classes** – The majority of fall classes will begin the first week of September.
3. **2020 Summer Camp** – Summer Camp ran at two schools this year; Discovery and Siena. We added precautions, such as temperature checks, frequent hand washing, and extra cleaning. Staff and campers wore masks. The last day of camp was Friday, August 7th.

MAGGIE COMBS

1. **2020 Spring Leagues** – The Spring Volleyball League concluded at the end of July. The Spring/Summer Softball League is in the middle of its season. Normal league play is scheduled to wrap up the end of August followed by the end-of-season tournament.
2. **2020 Fall Leagues** – Registration is currently open for the Fall Volleyball League, which closes on August 26th, and play is scheduled to start September 14th.
3. **2020 Meridian Challenge** – This program is still active until August 12th. Participants may register anytime between now and the deadline. The program challenges participants to see how many miles they can complete before the deadline by either walking/running, swimming, or cycling.

Volunteer Program Coordinator's Report:

CHELSEA CANTRELL

1. **Volunteers** – Volunteer service continues to be suspended, due to the majority of volunteers being in the Covid-19 high-risk category. We will start having case-by-case volunteer projects in the parks where social distancing can be achieved for people who are looking for a volunteer opportunity that are not considered to be high risk.

Recreation Coordinator 1 (Sports) Report:

SKYLER COOK

1. **Cornhole** – The Fall Cornhole League starts on Tuesday, August 4th, with 24 registered teams playing on Tuesday and Wednesday evenings at Settlers Park.
2. **Horseshoes** – The 2v2 Horseshoes Tournament is on Sunday, August 9th at Settlers Park. The deadline to register is Wednesday, August 5th by 5 p.m.

3. **Flag Football** – The 6v6 Flag Football League registration is open with play beginning the week of Labor Day at Storey Park. The registration deadline is Wednesday, August 19th by 5 p.m.
4. **Sand Volleyball** – The 4v4 Sand Volleyball Tournament will be held on Saturday, August 29th at Fuller Park. The deadline to register is Wednesday, August 26th by 5 p.m.
5. **Disc Golf** – The Disc Golf Tournament will be held on Saturday, September 12th at Kleiner Park. The registration deadline is Wednesday, September 9th by 5 p.m.
6. **Spikeball** – The 2v2 Spikeball Tournament will be held on Saturday, September 26th at Settlers Park. The deadline to register is Wednesday, September 23rd by 5 p.m.