



PARKS & RECREATION DEPARTMENT

STAFF REPORTS

October 13, 2021

Administration Division

Director's Report:

STEVE SIDDOWAY

(Please note, a verbal report will be provided at the October 13, 2021 MPR Commission Meeting.)

Parks Division

Parks Superintendent Report:

MIKE BARTON

(Please note, a verbal report will be provided at the October 13, 2021 MPR Commission Meeting.)

Pathways Project Manager's Report:

KIM WARREN

(Please note, a verbal report will be provided at the October 13, 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. **Tree City USA Qualifications** – I have started to prepare the 2021 Application for Tree City USA and the Growth Award. The process takes some time, so I thought it best to get a head start with it this year so as not to be rushed.
3. **Tree Planting** – Tree replacement continues. Trees have been delivered to Kleiner Park shop near the bins where they will be stored as they get planted. Work orders have been created for their planting and have been awarded to contractors who will get them put into their schedules. More trees will be ordered and planted as soon as this batch has been completed.
4. **Christmas Tree** – Preparations have started for the 2021 Christmas tree, which 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. Done Rite will harvest and move the tree into position the week of November 15th. I have been working with the homeowner to make sure all necessary preparations are being made.
5. **Downtown Tree Well Work** - I am beginning to work on the plans for some downtown tree removal/replacements. Getting a head start on this will make it much easier for contractors to fit the work into their timelines.

Recreation Division

Recreation Manager's Report:

GARRETT WHITE

1. **Civic Block RFP** – I have been reviewing and involved in the Civic Block RFP. If one of the three RFPs submitted comes to life, our current community center may be removed and community education classroom space will be needed.
2. **Pickleball Striping on Tennis Courts** – Per the request of the Boise Area Pickleball Association, we have been looking at converting or striping additional pickleball court lines on the existing tennis courts at Settlers Park.
3. **WARD Pool Operations** – With the possible transfer of the WARD Pool to the City, I have been working on gathering budget information and staffing information from WARD to have a better understanding of the day-to-day operations.
4. **External Event/Mobile Sales Unit (MSU)** – This is the same as last month. The last scheduled event is Saturday, October 16th. I am already working with event

organizers in regards to next year's schedule. I also review all MSU applications that are submitted to the Clerk's Office.

5. **Homecourt Staffing** – We have now hired two full-time Homecourt Site Supervisors from the four part-time staff positions we converted. We are also in the process of filling the part-time position we have open. We have made an offer to an applicant and waiting for the pre-employment process to be completed.
6. **Administrative Assistant Position** – We have finalized the filling of our Administrative Assistant position by hiring Kaela Hopkins! She has been a welcomed addition to the team.
7. **Commissions and Event Subcommittees** – I have also been involved in the Christmas in Meridian Subcommittee and the planning of events around the holidays. I have also been available to Audrey Belnap for the Meridian Arts Commission subcommittees to help determine roles and responsibility.
8. **Park Concessionaires** – I have been working with the park concessionaires in regards to their end-of-season operations. There will be five RFPs sent out this winter for Bear Creek Park, Tully Park, Discovery Park, Settlers Park, and Storey Park concessions. I have also been working with CDH for all proper permits needed to operate all concessions buildings.

Homecourt Facility Manager's Report:

JAKE GARRO

1. **Facility Operations** - Hours are Monday – Friday from 7:00 a.m. – 10:00 p.m.; weekend hours, currently closed due to staffing. Target re-open date for weekends October 30.
2. **Facility Schedule** - As we move towards the fall season, we are seeing a slight increase in Pickleball play Monday – Friday from 7:00 a.m. – 12:00 p.m. I fully anticipate as we move into the middle of October, the Pickleball community will move indoors. Noon basketball each Monday, Wednesday, and Friday from 12:00 p.m. – 3:00 p.m. remains to be very well attended.
3. **Facility Rentals** -
 - a. Community athletic group practices are set to begin practice Monday, October 4. As we move towards the month of November, more teams will begin to use the facility during the evening hours.

- b. Iconic Volleyball has the facility rented Sunday, October 17 from 3:30 p.m. – 5:30 p.m. and Friday, October 22 from 7:00 p.m. – 9:00 p.m. for volleyball try-outs.
 - c. PGC Basketball will has rented all 4 courts Saturday, October 23 from 1:00 p.m. – 8:30 p.m. and Sunday, October 24 from 8:30 a.m. – 4:30 p.m. for a basketball camp. This is a highly regarded basketball camp that is offered in several states around the country.
 - d. MPR adult volleyball league uses the facility each Monday and Thursday evening. These matches take place on Court 1 from 6:00 p.m. – 10:00 p.m.
 - e. Holiday Classic Volleyball Tournament will be held at Meridian Homecourt on Saturday, November 6.
 - f. Future Special Events:
 - Flash Basketball Tournament: November 19 and 20, January 21 and 22, February 11 and 12.
 - Bryan Dunn Basketball Tournament: December 31 and January 1.
 - USA Wrestling: March 5, 6 and/or March 25, 26 TBD.
4. **Homecourt Staff Addition** - We are excited to announce the addition of Michael Riddle. Michael will be set to begin work on October 25. With the hiring of Michael, Homecourt will be allowed to re-open on weekends.
5. **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 do take place during the weekend hours in Court 5 as well, typically during the afternoon hours on Sunday.

Recreation Coordinators' Report:

JENNA FLETCHER

1. **2021 Fall Classes** – Fall classes are currently up and running. Numbers are looking good. We did put some COVID restrictions in place, so we did cancel a couple classes but many of them are still running.
2. **2022 Winter/Spring Guide** – I am currently working on the winter/spring 2022 activity guide. I am putting together the availability calendar and working with Shelly Houston to create the guide. The guide will be released on December 8th, with registration opening on December 10th.

MAGGIE COMBS

1. **2021 Summer/Fall Softball League** – We completed the Summer/Fall Softball Leagues.

2. **2021 Fall Volleyball League** – Play is scheduled to start the week of September 13th, playing at Homecourt and the local schools. We are up in the number of teams with 116 coed and women’s teams registered and currently over 800 players registered.
3. **2022 Winter Volleyball League** – League registration is set to open October 11th and close on December 8th, 2021. Play will begin after the beginning of January 2022.
4. **2021 11th Annual Holiday Classic Volleyball Tournament** – Registration is currently open and closes on October 20th. The Holiday Classic Volleyball Tournament is hosted in November to raise funds to buy Christmas gifts for the children at the Meridian Head Start Program.
5. **Staffing** – We are still taking applications and hiring scorekeepers for the Winter Basketball season.

Recreation Coordinator 1 (Sports) Report:

SKYLER COOK

1. **Field Reservations -**

- a. 2022 field reservation applications are being sent out to all groups or organizations that reserved field space in 2021. Applications are due back November 15th. I will then allocate space accordingly based on the priority use policy.
- b. Neighborhood park’s multi-use fields are now only reservable on weekends Friday-Sunday. Neighborhood park multi-use fields are available to the public week nights Monday-Thursday on a first come, first served basis.

2. **Leagues, Tournaments, & Camps -**

- a. Bear Creek
 - Brayge Sports on Saturdays until 11/13
- b. Gordon Harris
 - Ultimate Disk League on Saturdays until 10/16
- c. Heroes
 - PAL Soccer Monday-Saturday until 10/30
- d. Jabil
 - Idaho Internacional FC on Sundays until 10/31
- e. Settlers
 - PAL flag football on Saturdays until 10/30
 - Pick 6 Sports on Sundays until 10/31
 - Idaho Storm on Saturday mornings until 10/23

- f. Tully
 - 19 Sports on Saturdays until 10/30
- 3. **Sports Leagues & Tournaments -**
 - a. 6v6 Flag Football league playing on Wednesday & Thursday nights at Storey Park.
 - b. Halloween Disc Golf Tournament on Sunday, 10/31 at Kleiner Memorial Park. Adult and youth divisions with costume contest.
 - c. 2nd Annual Holiday Classic Cornhole Tournament on Saturday, 11/6 at Homecourt.
 - d. 5v5 Winter Basketball registration deadline is Wednesday, 11/17.

Volunteer Program Coordinator's Report:

CHELSEA CANTRELL

1. **Volunteer Projects** - This summer we had 23 one-time volunteer projects that totaled 929 hours. These projects included pulling weeds, laying bark, cleaning, and painting.
2. **Sparklight Movie Nights** - This summer we had 26 kids help at movie nights providing 228 hours of service to the City of Meridian. The National Honor Society Students at Rocky Mountain High School did a fantastic job with ensuring that movie nights ran smoothly and also assisting with setting up and taking down the equipment used.
3. **New Volunteers** - So far this year we have 24 new volunteers serving the community at least once a week. This includes volunteers at City Hall, Lakeview Golf Course, and out at several parks serving as Park Ambassadors.
4. **Special Projects** - This year we have been able to use volunteers to help with staff shortages at softball games and in the parks. I have also been able to have volunteers do different projects including sewing cornhole bags and data tracking.