

COMMISSIONERS:

Tennille Adams Marc Lambert Tony Brand Carl Legg Richard Birrell Joey Martin Tom Reynolds Liyah Babayan Brian Rice
 Chairman Vice Chairman



AGENDA
Meeting of the Parks and Recreation Commission
Tuesday, December 8, 2015, 11:30 am- City Council Chambers
305 3rd Ave E – Twin Falls, Idaho

CONFIRMATION OF QUORUM		
CONSIDERATION OF THE AMENDMENTS TO THE AGENDA		
AGENDA ITEMS	<u>Purpose:</u>	<u>By:</u>
I. <u>CONSENT CALENDAR:</u> Request to approve meetings minutes of November 10, 2015	Action	Staff Report Nikki Miller
II. <u>ITEMS FOR CONSIDERATION:</u> <ol style="list-style-type: none"> 1. Parks and Recreation Updates 2. Consider a request to make Disc Golf facilities a priority in the long range plan 3. Review Parks and Recreation Master Plan and Five Year Planning Projects <ol style="list-style-type: none"> a. Approve Parks and Recreation Master Plan b. Make recommendations for Five Year Plan project priorities 4. Other Items From the Commission 	Presentation Presentation Discussion/ Action	Wendy Davis Wendy Davis/Mike Stradley Commission
III. <u>ATTACHMENTS:</u> <ol style="list-style-type: none"> 1. November 10, 2015 Meeting Minutes 2. Parks and Recreation Updates 3. Staff Report Disc Golf Facilities 4. Staff Report Master Plan 5. Staff Report Five Year Plan priorities 		
V. <u>ADJOURNMENT:</u> Next meeting Tuesday, January 12, 2016, 11:30am City Council Chambers, 305 3 rd Ave E.		

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

COMMISSIONERS:

Tennille Adams Marc Lambert Tony Brand Carl Legg Richard Birrell Joey Martin Tom Reynolds Brian Rice Liyah Babayon
Chairman Vice Chairman



Meeting Minutes
Meeting of the Parks and Recreation Commission
Tuesday, November 10, 2015, 11:30 am- City Council Chamber
305 3rd Ave E – Twin Falls, Idaho

CONFIRMATION OF QUORUM CONSIDERATION OF THE AMENDMENTS TO THE AGENDA		
AGENDA ITEMS	<u>Purpose:</u>	<u>By:</u>
I. <u>CONSENT CALENDAR:</u> Request to approve meetings minutes of October 13, 2015	Action	Nikki Miller
II. <u>ITEMS FOR CONSIDERATION:</u>		
1. Parks and Recreation Updates	Presentation	Stacy McClintock/ Wendy Davis
2. Update on Smoking Policies in Parks Around the State and West Coast	Presentation	Stacy McClintock
3. Consider a recommendation for Smoking Policy in City Parks	Discussion/ Motion	Commission
4. Presentation of the Five Year Planning Process and Project List	Presentation	Wendy Davis
5. Other Items From the Commission		
V. <u>ADJOURNMENT:</u>		

Any person(s) needing special accommodations to participate in the above noticed meeting could contact Leila Sanchez at (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208)735-7287.

Present: Tennille Adams, Tony Brand, Carl Legg, Liyah Babayon, Joey Martin, Tom Reynolds and Richard Birrell.

Absent: Brian Rice, Marc Lambert and Liyah Babayon

Staff Present: Wendy Davis, Stacy McClintock, Travis Rothweiler, Mitch Humble and Nikki Miller

Council Present: Shawn Barigar

Guests: Thomas Dunn, Snake River Vapors and Kristinana Berriochoa, South Central Health and Welfare

Travis Rothweiler, City Manager, addressed the Commission in regarding proper procedures for running a Commission Meeting. He indicated that Roberts Rules of Order have not been adopted by the City Council and are not in effect for the Commission meetings as well. The City follows a hybrid approach to maintain structure in the meetings. It is important for Commission members to be respectful of one of another on the time spent on an issue. It is important to stay on topic, and making a motion, then following it with a discussion is a good way to accomplish that. The Chairperson is responsible for maintaining order and managing the flow of the conversation. At some point the Chairperson may need to use their gavel if one is available. There also needs to be consideration for the members of the audience that might be present for a specific agenda item. These individuals may have only allotted a specific time to be in attendance. The Commission should be deliberating in a respectful manner. Sean Barigar also reflected on having a motion at the beginning of the conversation to keep the conversation on point. Another point Travis made was that the agenda should be prioritized and not allow it to be full of complex issues so as to allow plenty of time for each item. The agenda should also be prepared with the public issues on top so that they are given the opportunity to participate on the front end of the meeting. Shawn Barigar also indicated that the conversations or discussions should remain among the Commissioners and not directed at staff. The Commission members should deliberate then come to a consensus before providing staff with direction. Tony Brand suggested that a discussion like this be addressed to new Commissioners coming on board. Travis thanked Tony for this recommendation and indicated that something will be put into effect.

CONSIDERATION OF THE AMENDMENTS TO THE AGENDA: N/A

AGENDA ITEMS

I. CONSENT CALENDAR:

- a. Request to approve the minutes of the October 13, 2015 meeting. A quorum was established. Carl Legg made a motion to approve the minutes as written, Tony Brand seconded the motion. Motion passed with a unanimous vote.

II. ITEMS FOR CONSIDERATION:

1. Park and Recreation Department Updates
 - a. Stacy reviewed recreation updates with the Commission.
 - b. Wendy reviewed park updates with the Commission. Tony Brand asked if there was public access to the Evel Knievel jump site and the pathway. Wendy indicated that there is public access, at the end of the Hankins Road there is temporary parking lot where you can access the trail from. Tom Reynolds asked where we place porta potties in the winter months. We have portable potties at Shoshone Falls visitor center, Sunway Soccer field and Baxter's Dog Park. There is a portable potty at City Park and Rock Creek Canyon by the Recreation office that are placed by an individual. He said that there are a lot of runners that run the CSI/Frontier path and asked if we could put one there. We do have one at Frontier Field temporarily for flag football so we can continue it through the winter. Wendy indicated that if there is a need for placement at other parks we can look into getting some placed based on the park usage.
2. Update on Smoking Policies
 - a. Stacy reviewed the staff report with the Commission.

Kristinana Berriochoa from the South Central Health District gave a presentation on electronic nicotine systems. Kristinana explained how the electronic cigarettes works. She indicated that there are no FDA regulations at this time on the systems. The Health Department is asking each individual county incorporate their own regulations at this time. Tom Reynolds asked if there were any adverse effects to the exhaled vapor. Kristinana said that because there are carcinogens emitted there is a potential health risk associated with the seconded hand vapor. There is also third hand smoke that clings to clothing, furniture, hair, etc. There is an aerosol residue that comes out of the system and could cling as well. These systems are so new the long term effects are unknown at this time.

Thomas Dunn from Snake River Vapors also presented on the electronic nicotine systems. He provided two handouts to the Commission and reviewed the handouts with them. Mr. Dunn said that the only country that has done any studies on the E-vapes was England. Tom said that the e-vapes emit water only and that the chemicals used (propylene glycol and vegetable food grade glycerin) are also used in nebulizers and inhalers. There is also flavor that is put in the vapor systems. They can have nicotine in them or be nicotine free. Tom talked about the benefits of using e-vapes such as quitting regular cigarettes.

Joey Martin asked Tom if he speaks to his customers about vaping etiquette when vaping in large groups or gatherings, at park or events? Tom indicated that he is working on a commercial promoting safe vaping. Tom also demonstrated what the vape smoke looks like. It does have order according to the oil flavor that is in them. The new e-vapes put out a big cloud of vapor.

3. Consider a recommendation for Smoking Policy in City Parks

Carl Legg made a motion to recommend to City Council that the current smoking code for the parks be amended to include electronic nicotine systems. Tom Reynolds seconded the motion. Chairman Adams called for a roll call vote. Motion passed with a unanimous vote.

4. Presentation of the Five Year Planning Process and Project List

Wendy gave an overview of how the Long Term Planning Process works. There is a committee apprised of the different departments within the City. Discussions take place for all the projects for the upcoming years. She displayed the upcoming projects for the Parks and Recreation department and showed which projects have been funded for the 2015/2016 budget year. She indicated that the priority of these projects can be adjusted and negotiated based on the recommendation of the Commission. The long term planning committee will be kicking off soon, so the Commission should review the list and be prepared to discuss any changes in priority or additions to the project list at the December meeting. Tony Brand asked how this coordinates with the Comprehensive Plan. Shawn discussed how the strategic plan, the comprehensive plan, the long term committee and the budgeting all tie together. Mitch indicated that there are a lot plans in the city and the strategic plan is a large community document that went through a very public process to create it. There was a lot of Council, City Staff and public input. It is an aspiration type documents, identifying goals for the City and providing a vision of where the City wants to be. All the plans after that in theory every plan is an attempt to further and make progress on the strategic plan. Mitch continue to explain the plans and how they tie together. The five year plan is the first step of the budget process. It is a group of City employees representing various departments. The five year document plan was created before the Parks Master Plan. We can now bring the two plans together and make them more in line with each other.

Tony Brand talked about how the skate park plan was very late on the timetable and he suggested that we get some funding sooner. Wendy indicated that we will look at the Master Plan in the December meeting and also look at the list for the five plan.

November 10, 2015

Meeting minutes

Page 4 of 4

5. Other Items From the Commission

Joey Martin requested a discussion of the bicycle issue at the Skatepark.

III. COMMISSION REPORTS/ANNOUNCEMENTS:

IV. ADJOURNMENT:

Meeting adjourned at 1 pm. Next Commission meeting will be December 8, 2015 at City Council Chambers located at 305 3rd Ave E., at 11:30 pm.

**December 2015
Recreation Coordinator Update
Brandy Mason**

Winter 2015 Basketball: Regular registration ended Monday, November 30th. Practices will begin January 4th and games will start Saturday, January 16th. This table shows the participants signed up as of December 1, 2015 and the final participant numbers for 2013-2015. We are excepting late signups through December 30th, and will get quite a few late sign ups through the month of December, so we should catch up if not surpass last year's final numbers.

Year	No. Enrolled
2016	461
2015	570
2014	450
2013	483

Adult Flag Football: Ended on November 17th with no issues.

Adult Basketball: The roster and fee deadline is Friday, December 4th. The season will begin the week of January 4th.

Adult Volleyball: Regular season games are going well and tournaments will start in January for some leagues, and February for others.

**Recreation Supervisor Update
Stacy McClintock**

Sign up early for Twin Falls Parks and Recreation Days. Snowboarders and Skiers are welcome to take advantage of this fantastic rate for skiing at Magic Mountain Ski Resort or Soldier Mountain on four Saturdays. This rate includes a one hour ski clinic and a lift ticket for all four or six Saturdays. This is a great opportunity to get up to the mountain and see what Magic Mountain has to offer. The fee is \$80 per person, 50% off rentals, or \$90 with rental included (four week) or \$120 with 50% off rentals or \$130 with rental included (six week).

Pomerelle Ski and Board Program is back. Pomerelle is offering a four and six week programs that begin on January 10th. Program includes a full day lift ticket and a 1 & 1/2 hour group lesson tailored to your ability. Please register by January 8th. The dates are January 10, 24 and February 7, 21 or you can add March 6, 20. \$100 for four weeks or \$150 for all six weeks per person.

Storytime Pottery is a unique story time and pottery painting event especially designed for children ages 2-6. All participants will be read a story together and have a snack, and complete a painting project that relates to the story. All classes cost \$12 per person. Please register at the Parks and Recreation office.

Get into the holiday spirit at our beautiful City Park. The whole family will enjoy the lights and entertainment provided by local musicians and sponsored by the Kiwanis Club of Magic Valley. Bundle up and feel the magic of the season for our 31st year celebrating Christmas in City Park. One big Christmas

program will be on Sunday, December 20th at 5pm in the City Bandshell. Come and enjoy good music and good company and the spirit of Christmas.

Challenger Basketball is going to be starting up in January. We are currently taking registration for this program now. We have had many people call interested in this program so we are going to bring it back.

Cabin Fever Day is right around the corner. The brochures are going to be ordered soon. Cabin Fever Day will be on January 9th. This year we are partnering up with Activate Magic Valley. We look forward to seeing y'all out and about.

Staff is working with the planning and zoning department to obtain a building permit for the Harmon Park Field 1 scoreshed and storage building.

Staff is working on the sketches of the pickleball courts at Frontier Field out so that we can go out to bid.

Parks Coordinators Update Kevin Skelton & Todd Andersen

The past month the Parks Department has been working on the following projects and regular maintenance:

Work on the Parks parking garage build continues. The structure is up and all the sheet metal and insulation is complete. The doors are being installed as well as electrical.

The new vault toilet at Auger Falls has been installed and is open.

Section two of the Evel Knievel fence project is complete.

Trim mowers have been converted for snow removal and have already been utilized.

The crew has moved indoors to begin winter maintenance on all the equipment. We go through all of our equipment and make repairs, upgrades etc. All of the year's fabrication and welding projects done throughout the winter.



Tuesday December 8, 2015 Parks and Recreation Commission

To: Parks and Recreation Commission

From: Wendy Davis, Parks & Recreation Director

Request:

Consider making disc golf facility development a priority in the five year planning process

Time Estimate:

Presentation will take approximately 10 minutes. Allow approximately 10 minutes for discussion.

Background:

The disc golf community has approached the Parks and Recreation Department as well as the Twin Falls City Council requesting that a free of charge, city supported disc golf facility become a priority for the community. Ultimately, the association would like to see a championship course in Twin Falls. That would require park space for 18 holes and approximately one acre per hole, with parking, trees, restroom facilities and a gazebo or other shade structure. This is a long term goal.

The group has identified two locations where they feel they could use an existing facility with minimal impact and develop a decent course. One location is on the west side of Dierke's Lake and the other is down in Rock Creek, south of the stockyard near the CSI Fish Hatchery. The club is willing to do the work to clear the area and create the course, but would need about \$6,000-\$8,000 to put in the baskets and the tee boxes, per course.

Approval Process:

No approval required, but Parks and Recreation Commission can make a recommendation to make disc golf a priority in the five year plan process.

Budget Impact:

Budget Impact about \$8,000 per course.

Regulatory Impact:

There is no regulatory impact.

Conclusion:

Staff recommends that the Commission consider making the recommendation that the disc golf facilities identified in Rock Creek and at Dierke's Lake be a priority in the five year plan.

Attachments:

Map of Dierke's Lake

Map of Rock Creek Park



Google earth

feet
meters

1000

500



Google earth



Google earth

feet
meters





Google earth

feet
km





Tuesday December 8, 2015 Parks and Recreation Commission

To: Parks and Recreation Commission

From: Wendy Davis, Parks & Recreation Director

Request:

Approve the Parks and Recreation Master Plan so that it can go to Planning and Zoning for review, then to City Council.

Time Estimate:

Wendy Davis will make the presentation. Presentation will take about 5 minutes. Allow 20 minutes for discussion.

Background:

JUB Engineers has completed the second draft of the Parks and Recreation Master Plan. This document will be incorporated into the City's Comprehensive Plan, as well as use as a road map for budget priorities and planning for Parks and Recreation. If the plan adequately represents the needs, priorities and vision of the Parks and Recreation Department, the Parks and Recreation Commission needs to approve the document.

Approval Process:

Commission will need to vote to approve the Parks and Recreation Master Plan as presented.

Budget Impact:

There is no immediate budget impact associated with this approval.

Regulatory Impact:

There is no immediate regulatory impact associated with this approval.

Conclusion:

Please take some time to read over the document again and come with your thoughts and suggestions. This is a good format for us to address future park planning including skate park and disc golf facilities for example. We can also consider the future development of green space and our relationship with and expectations of developers as we move forward.

Attachments:

No attachments. Since it has been distributed several times, staff did not attach a copy. If you require a copy of the Master Plan, please contact the Parks and Recreation office and we will provide you with a copy.



Tuesday December 8, 2015 Parks and Recreation Commission

To: Parks and Recreation Commission

From: Wendy Davis, Parks & Recreation Director

Request:

Review and consider the Parks and Recreation Master Plan and projects listed on the Five Year Planning list.

Time Estimate:

Staff presentation will take approximately 5 minutes. Allow approximately 30 minutes for discussion.

Background:

The Parks and Recreation Master Plan identifies deficits and needs from both the recreation program side as well as the parks and facilities side. Using this document, the Commission will review the current project list on the Five Year Plan and identify project priorities to be considered in this year's five year planning process. Project recommendations should match the priorities established in the Parks and Recreation Master Plan as well as fit with the City's Strategic Plan.

Approval Process:

No approval required, but Parks and Recreation Commission can make some priority recommendations.

Budget Impact:

Budget Impact will be determined based on projects.

Regulatory Impact:

There is no regulatory impact.

Conclusion:

Staff recommends that Commission review the Master Plan and Five Year Plan project list and make recommendations.

Attachments:

Since these documents have been distributed before, they are not attached. If you need a copy of either document, we would be happy to supply you with one.