

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 2. Update on Smoking Policies in Parks Around the State and West Coast 3. Consider a recommendation for Smoking Policy in City Parks 4. Presentation of the Five Year Planning Process and Project List 5. Other Items From the Commission	Presentation Presentation Discussion/ Motion Presentation	Stacy McClintock/ Wendy Davis Stacy McClintock Commission Wendy Davis
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.

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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.