

**COMMISSIONERS:**

Marc Lambert    Tom Reynolds    Liyah Babayan    Richard Birrell    Aaron Camacho    Cindy Collins    Joey Martin    Gabe Ostyn    Brian Rice  
 Chairman                      Vice Chairman



**AGENDA**

**Meeting of the Parks and Recreation Commission  
 Tuesday, July 12, 2016, 11:30 am- City Council Chambers  
 305 3<sup>rd</sup> Ave E – Twin Falls, Idaho**

CONFIRMATION OF QUORUM CONSIDERATION OF THE AMENDMENTS TO THE AGENDA		
AGENDA ITEMS	<u>Purpose:</u>	<u>By:</u>
I. <b><u>CONSENT CALENDAR:</u></b> Request to approve meetings minutes of June 14, 2016	Action	Nikki Miller
II. <b><u>ITEMS FOR CONSIDERATION:</u></b>  1. Parks In Lieu mixed contribution request-Valencia Park ZDA  2. Canyon Rim Trail donor recognition  3. Parks and Recreation Updates  4. Other Items from the Commission	Action  Action  Discussion  Commission	Wendy Davis  Wendy Davis  Stacy McClintock/ Wendy Davis
III. <b><u>ATTACHMENTS:</u></b>  1. June 14, 2016 Meeting Minutes  2. Staff Report Parks In Lieu Valencia Park  3. Parks and Recreation Updates		
V. <b><u>ADJOURNMENT:</u></b> Next meeting Tuesday, August 9, 2016, 11:30am City Council Chambers, 305 3 <sup>rd</sup> 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:**

Marc Lambert Richard Birrell Joey Martin Tom Reynolds Liyah Babayan Brian Rice Aaron Camacho Gabe Ostyn Cindy Collins  
Chairman Vice Chairman



Meeting Minutes  
Meeting of the Parks and Recreation Commission  
Tuesday, June 14, 2016 11:30 am- City Council Chambers  
305 3<sup>rd</sup> Ave E – Twin Falls, Idaho

<b>CONFIRMATION OF QUORUM – A quorum was established</b>		
<b>CONSIDERATION OF THE AMENDMENTS TO THE AGENDA</b>		
<b>AGENDA ITEMS</b>	<b>Purpose:</b>	<b>By:</b>
<b>I. <u>CONSENT CALENDAR:</u></b> Request to approve meetings minutes of April 19, 2016	Action	Nikki Miller
<b>II. <u>ITEMS FOR CONSIDERATION:</u></b>		
1. Review of public meeting conduct and procedure	Presentation	Mitch Humble
2. Parks and Recreation Updates	Presentation	Stacy McClintock/ Wendy Davis
3. Tree Commission Bylaws/Review	Presentation	
4. Other Items from the Commission	Discussion	Wendy Davis
	Commission	
<b>III. <u>ATTACHMENTS:</u></b>		
1. April 19, 2016 Meeting Minutes		
2. Parks and Recreation Updates		
3. Tree Commission Bylaws		
<b>V. <u>ADJOURNMENT:</u></b>		

*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: Marc Lambert, Aaron Camacho, Gabe Ostyn, Cindy Collins, Liyah Babayan, Brian Rice

Absent: Joey Martin, Richard Birrell, Tom Reynolds

Staff Present: Wendy Davis, Mitch Humble and Nikki Miller

Staff Absent: Stacy McClintock

Council Present: N/A

Council Absent: Nikki Boyd

Guest: N/A

**CONSIDERATION OF THE AMENDMENTS TO THE AGENDA: None**

**AGENDA ITEMS**

**I. CONSENT CALENDAR:**

Request to approve the minutes of the April 19, 2016 meeting. There were no meeting minutes for May as there was not a quorum. Liyah moved to approve meeting minutes as presented, Aaron seconded the motion and the minutes were approved with a unanimous vote.

**II. ITEMS FOR CONSIDERATION:**

1. Review of public meeting conduct and procedure

Mitch Humble addressed the Commission with the procedures, process, and decorum in running an Advisory Board. He explained the duties of the Commission as an advisory board that reports to the City Council. The Parks and Recreation Commission gives recommendations to the City Council for the Parks and Recreation department, the YMCA/City Pool, the Golf Course, and the Tree Commission. Mitch indicated that motions are made in the positive and voting then takes place. He also covered what Fees In-Lieu of are all about and how to review and make recommendations.

Mitch went on to explain how to make a motions, seconding and voting. He stated that there are two ways to vote, a voice vote and a roll call vote and when a roll call vote might be needed over a voice vote.

This Commission is composed of nine-members, with a quorum being five members present. The Commission is required to follow the Open Meeting Laws that the Council has to follow. Agendas are prepared and posted and should be followed in the meeting. If an item is not on the agenda a motion is required to add an item to the agenda. Liyah Babayan asked Mitch to speak on email items. Mitch indicated that due to the open meeting laws two or more members should not get together and discuss items. All items should be discussed at the meeting. Emails should not be for discussing potential items that should be addressed at a meeting. He cautioned the Commission to be aware when meeting or hanging out with another Commissioner in regards to the open meeting laws. Mitch also covered conflicts of interest. It might not apply so much on this Commission, however if a decision has to be made and a commission member has a direct personal relation to the decision that member may need to excuse themselves from voting.

Wendy asked Mitch if there is a percentage of the meetings that a member needs to attend to be an active member of the Commission. Mitch indicated that there is not a requirement for attendance however there is an expectation that members be in attendance. The Commission cannot remove a member but the Council can. A concern needs to be taken to the Council liaison if there is an issue. Mitch also indicated that a Commission member can remove themselves if their circumstances changed and they are unable to fulfill their term.

Wendy asked Mitch to go over the how to conduct a meeting, how to make motions, who to address and how to stay on point. Mitch went over proper protocol on discussions on an item. Once a discussion has taken place a motion

can be made and this will help keep the focus on the motion and the discussion is very clear. Get the motion on the table and go from there. The Roberts Rules of Order are basically what the City follows.

2. Parks and Recreation Updates

Wendy covered the department updates with the Commission. She commented on the movies in the park and that a decision was made based on the attendance from last year to have one show in June and two shows in July and August. The City is asking for a design to build bid for the Pickleball courts and the bids are due June 28<sup>th</sup> at 5pm. The asphalt on the CSI tennis courts will be taking place June 20<sup>th</sup> with the courts being available again the second week in July. Wendy gave a brief update on the First Federal Splash Park, the hours of operation are 10am-8pm. The water does not run continuously, there is button that can be pushed and the water will run for 8 minutes and will shut off until the button is pushed again. The department is researching and working on informational/rule signs for the park. The flower baskets are up and the water truck has been revamped with better lights and a watering wand and a safer sitting place for personnel. Liyah commented how beautiful the baskets look. Wendy gave an overview of the five-acre project out at Sunway Soccer field. That has not started yet as the department is looking at the turf aspect and how to best resource and design that area. The Centennial trail experienced some damage and erosion from water runoff and is being worked on to avoid this in the future.

3. Tree Commission Bylaws/Review

Wendy and Mitch covered the Tree Commission responsibilities and what it means to be recognized as a Tree City, USA. Mitch talked about the trees in the City right away. There is an ordinance that addresses these trees. A permit is required to remove trees in the right away and or replace a tree according to the ordinance.

4. Other Items from the Commission

Marc asked about the YMCA and if there is an update. Mitch addressed this question. City Staff was directed to look deeper into the financials as there could be taxpayer money involved. The City is working with the Y and the goal of the City is to keep the pool open.

Cindy Collins asked about the Eagle Scout sign project at the Evel Knievel jump site. Wendy indicated that there were some grammatical items that needed corrected and everything is in place and he is anticipating to have the sign up by the 4<sup>th</sup> of July. Wendy has the final proof and will be checking to see if a sign permit will be needed for the project. Mitch informed the Commission that the department gets a lot of requests for Eagle projects and the department needs some ideas so if any commission members have any ideas they would be welcomed.

**III. COMMISSION REPORTS/ANNOUNCEMENTS:**

**IV. ADJOURNMENT:** Meeting adjourned at 1pm. Next Commission meeting will be July 12, 2016 at City Council Chambers located at 305 3<sup>rd</sup> Ave E., at 11:30 am.

**Recreation Report**  
**Brandy Mason, Recreation Coordinator**  
**2016**

**Baseball & Softball:**

The youth baseball/softball season will finish on Thursday July 7<sup>th</sup> for the Kindergarten & 1<sup>st</sup> Grade Boys and Girls and on Friday July 8<sup>th</sup> and Saturday July 9<sup>th</sup> for the 2<sup>nd</sup>-8<sup>th</sup> grade boys and girl's leagues. As always I have had to deal with coach and parent issues, and a few umpire issues.

The adult men's softball league played their last game on June 30<sup>th</sup>. Their end of the season double elimination tournament started on Tuesday July 5<sup>th</sup> and will conclude on Thursday July 21<sup>st</sup>. The main issue with this league this summer was illegal players and issues between umpires and players. The Coed leagues have been running very well and they will end on July 20<sup>th</sup>. Their end of the season tournament will start on July 25<sup>th</sup> and finish mid-August.

We have 4 tournaments left this summer, and 3 this fall, but so far this summer has been very low key and enjoyable for all.

**Adult Flag Football:**

Rosters are due on Friday July 22<sup>nd</sup> and we will be starting league games on Tuesday August 9<sup>th</sup>. Last year we had 12 teams in the league compared to 10 the previous year and hope for another great season of football.

**Adult Fall Coed One Pitch Softball:**

Rosters are due on Friday August 12<sup>th</sup>, and we will start league on Monday August 22<sup>nd</sup>. Last year we had 20 teams in the league compared to 15 the year before. This league was extremely enjoyable for all who played, including the staff and umpires.

**Fall Soccer:** Registration is July 4<sup>th</sup> - July 25<sup>th</sup>. The season will begin on September 6<sup>th</sup>.

**Recreation Report**  
**Stacy McClintock, Recreation Supervisor**

**Movies in the Park** Friday, July 15<sup>th</sup> at 9:30 pm at the City Park Bandshell come enjoy The Good Dinosaur.

**British Soccer** will start on July 25<sup>th</sup> and run through July 29<sup>th</sup>. This will be held at the Sunway Soccer Complex.

**Youth Tennis-** Intermediate Tennis lessons begin on July 26<sup>th</sup> to August 18<sup>th</sup>. All lessons will be held at Harmon Park twice a week on Tuesdays and Thursdays for four weeks. (Please note that the last day of tennis is on the first day of school, the instructor is working with the students to find a time for their last instruction)

Let's not forget about **Shotokan Karate**. This oldest Karate organization in America has come to Twin Falls. Let Jesse Clark teach you this ancient art of courtesy, form, and mental strength! \$15 per month on Tuesday and Wednesday nights

We are now in registration for our **Youth Fall Soccer**. The cost is \$20 if you live inside of City limits and \$35 if you do not. Games will be played once during the week and once on Saturday at the Sunway Soccer Complex. Games will start the Saturday, September 6<sup>th</sup>.

**Jr. Disc Golf** will be holding a clinic on July 23rd from 10am-4pm at O'Leary Middle School. The cost is \$25.

Don't forget **Hands On** and Storytime Pottery. July 16th they are reading the book, "Hi Pizza Man" and having the kids paint pottery relating to the story. This activity starts at 10am. The cost is \$12 per person.

**CSI Tennis Courts** have been resurfaced and will soon be able to be used for play.

**Harmon Park Score Shed** on Field 1 construction will start the beginning of September. We are currently making the storage and score shed ADA accessible.

City staff has accepted the RFQ (requests for qualifications) from Tennis and Track Co. to do the **pickleball courts at Frontier Park**. Currently, city staff is working with the company to do a design to build.

City staff has been working with Taylor Made Fence on the timing to put up the netting at the **Oregon Trial Youth Complex**. City staff recommendations will be to put up the netting in spring of 2017, since summer play is over, and it makes no sense to put up the netting and have it weather before use. City staff has also worked with the slurry seal company to finally get that done, and it should be done shortly. City staff has also been working with the concrete company to finish the concrete pad. (A large baseball and corners will be "painted" on)

### **Parks Coordinators Update Kevin Skelton & Todd Andersen**

The Parks Dept. staff has been busy with routine summer maintenance such as mowing both turf and roadside, irrigation repairs, pesticide abatement and pruning of shrubs and trees.

Additional Park staff are prepping ball fields for games, reservations and tournaments.

The core ten metal fence around the twins statue on the canyon rim is complete.

Date: July 5, 2016

PARKS IN LIEU CONTRIBUTION APPLICATION

Subdivision Name: Valencia Park ZDA Subdivision

Number of Dwelling/Household Units/Acres: 84 / 9.324

Developer: Dennis Hourany

Address/Phone #: P.O. Box 122 Freedom, Wyoming 83120  
(925) 766-2875

Appraiser: Actual Purchase Price from Sales Agreement

Address/Phone #: \_\_\_\_\_

*As per Twin Falls City Code Title 10; Chapter 12; Section 3.11 ... " No residential plat shall be approved unless it includes provision for parks and stormwater retention/detention. "... The city council may, at their discretion, approve and accept cash contributions in lieu of developed park land with improvements. "*

The following items shall be included with this Parks in Lieu Contribution application. It is the responsibility of the developer to see that all required information is provided to the city at the time of submittal of the Parks in Lieu Contribution application. An incomplete application will not be accepted by the City Administrator.

The City of Twin Falls allows two (2) different types of requests for Parks In Lieu cash contributions, as per TF City Code 10-12-3.11. Please mark an X by the type of request you are going to use; #1 or #2:

1.      **I am requesting approval of a Parks In Lieu contribution without walking/bicycle trails, using the following Contribution Formula:**

- (a) Determine the per acre appraised value of the Land in the development.  
See 10-12-3-11 (F). Appraisal value of the Land: (L) \_\_\_\_\_
- (b) The current Park Development cost is \$31,700 per acre. (PD) \_\_\_\_\_
- (c) Total the number of Household units in the development. (H) \_\_\_\_\_

**1-**The proposed Cash Contribution using #1: (L+PD)(H)(.01) (CC) \$ \_\_\_\_\_

**Note:** Lots large enough for duplex or larger multi-family units shall be identified as intended for development as single household dwelling units on the preliminary plat otherwise the maximum density will be used to determine number of household units/single family dwellings for the purpose of this application.

*The City of Twin Falls allows for a 50% reduction in the cash contribution, as per 10-12-3.11(G), subject to meeting ALL FIVE (5) CRITERIA:*

- 1. The number of household units must be eight (8) or less per acre, as identified on the preliminary plat.
- 2. Development shall be located within city limits.
- 3. Development shall not border an arterial street.
- 4. Development shall not border the city limits.
- 5. Development must not have been converted from agricultural land. (Ord. 3034, 7-16-2012)

If development qualifies for the 50% reduction, divide Cash Contribution (CC) amount by two (2). \_\_\_\_\_

2. X I am requesting approval of a Parks In Lieu mixed contribution consisting of ~~each~~ **and developed park with improvements walking/bicycle trails**, using the following Contribution Formula:

- (a) Determine the per acre appraised value of the Land in the development.  
See 10-12-3-11 (F). Appraisal value of the Land: (L) \$19,996
- (b) The current Park Development cost is \$31,700 per acre. (PD) \$31,700
- (c) Total the number of Household units in the development. (H) 84

**Note:** Lots large enough for duplex or larger multi-family units shall be identified as intended for development as single household dwelling units on the preliminary plat otherwise the maximum density will be used to determine number of household units/single family dwellings for the purpose of this application.

- (d) Developed Trail Cost:
  - i. Cost of land underneath the trail (per square foot): (A) \$0.459
  - ii. Cost to develop the ~~trail~~ park (per square foot): (B) \$0.728Developed ~~Trail~~ Park Cost = (A + B) (total trail cost per square foot): (TC) \$1.187

(e) Land Portion = (L)(H)(0.01) - (TC) (LP) \$16,795  
Note: Land portion cannot be less than 50% of (L)(H)(.01).

(f) Park Improvement Portion = (31,700)(H)(.01): (PIP) \$26,628

(g) Land Portion + Park Improvement portion (LP + PIP)= \$43,423

2-The proposed ~~Cash Contribution~~ Site Improvement using #2: (CC) \$ \$43,423 min.

**Note:** Lots large enough for duplex or larger multi-family units shall be identified as intended for development as single household dwelling units on the preliminary plat otherwise the maximum density will be used to determine number of household units/single family dwellings for the purpose of this application.

**Parks In Lieu contribution must be made prior to final plat recordation.**

***PRIOR TO SUBMITTAL OF THIS APPLICATION HAVE YOU:***

... Talked to the Parks & Recreation Department about the requirements?

... Enclosed a copy of the appraiser's value for the land. (Sales Agreement)

... Enclosed a copy of bid/material costs to construct walking path/bike trail. (Cities Park Development Cost)

Date Submitted: \_\_\_\_\_

City Council Agenda Date: \_\_\_\_\_

Application accepted by City Administrator: \_\_\_\_\_

Engineering Approval: \_\_\_\_\_



**Tuesday, July 12, 2016 Parks and Recreation Commission**

**To:** Parks and Recreation Commission

**From:** Wendy Davis, Parks and Recreation Director

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**Request:**

Consider a request by Dennis Hourany c/o Rex Harding to dedicate park land and improvements in conjunction with their development of the Valencia Park Subdivision.

**Time Estimate:**

Presentation will take approximately 10 minutes. Following the presentation, there will be time for questions and answers.

**Background:**

This developer is proposing to develop 10 acres with 21 four-plexes creating 84 housing units, and a 19,596 sf developed park with tot-lot style playground improvements. Valencia Park Subdivision is a multi-family dwelling development located on the north side of 3600 North, about 800 feet west of Harrison St South. It is adjacent to the South Hills Middle School property.

The applicant is requesting to dedicate a 19,600 sf mini-park with tot-lot style playground improvements. This park does not incorporate water retention, as is required for a mini park. The estimated value of the improved park exceeds the In-Lieu cash contribution requirement. Please see attached request and proposal from Riedesel Engineering, for Dennis Hourany.

Per code, developers are required to set aside or acquire land for neighborhood park. Developers can request that the park space be a "minipark" which combines open space with storm water facilities, or In Lieu of Fees can be accepted instead of land. Those fees are to be used to improve nearby neighborhood parks within a mile of the development.

The developer's proposal does not meet city code because the park acreage is less than the 3 acres to be considered a neighborhood park, does not combine park land with storm water retention, and is less than the .84 acres required by code. However, the developer is proposing to make improvements to the park by adding playground equipment, increasing the value of the park.

In accordance with City Code Section 10-12-3-11

Section A: Park Defined: A "park" is a parcel of land dedicated to the public maintained for the primary purposes of recreation and open space. A "minipark" is a park that is a minimum of fifteen thousand (15,000) square feet and will be accepted only in combination with storm water facilities. A "neighborhood park" is a park that includes at least three (3) acres of flat open space.

**Section B: Contribution:** The developer of each residential subdivision, or any part thereof, without regard to the number of phases within the subdivision, shall set aside or acquire land within, adjacent to, or in the general vicinity of the subdivision for neighborhood parks. Neighborhood parks shall be located so as to serve the largest number of household lots as is practical without crossing an arterial street. The number of acres of land set aside for neighborhood parks shall be a minimum of the sum of the number of household units in the subdivision multiplied by 0.01. The city council may approve up to fifty percent (50%) of this land contribution for development of walking/bicycle trails.

**Approval Process:**

The Parks and Recreation Commission can make a recommendation to the City Council to guide their decision on this request.

**Budget Impact:**

Developer is proposing to provide engineering and construction for the project.

**Regulatory Impact:**

Approval of this request will allow the applicant to take the request to City Council.

**Conclusion:**

This request raises several issues to be considered. Accepting small parcels of land to maintain is costly in both time and resources for maintenance. Accepting storm water facilities is not ideal for park space and creates a bigger maintenance issue for the Parks Department. In Lieu of Funds are ideal in this situation, but the closest park is Vista Bonita, which is approximately .75 miles away from the future residents of this development.

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**RIEDEL** Engineering

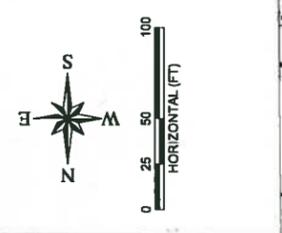
526 C Shoup Avenue W  
 Twin Falls, ID 83301  
 Phone: (208) 733-2446  
 Fax: (208) 734-2748

NO	DATE	BY	DESCRIPTION

**VALENCIA PARK SUBDIVISION**  
 ZDA DEVELOPMENT PLANS  
 2016  
 SITE LAYOUT

**PRELIMINARY NOT FOR CONSTRUCTION**

DESIGNED	MAC A & FERN E
DESIGN CHECKED	DANIELSON
AW	
DETAILED	
RLH	
DRAWING CHECKED	
VAS	
FILE NAME	2623-BASE.dwg
DRAWING DATE	02/28/16
DRAWING SCALE	AS SHOWN
SHEET	1 OF 1



*544-0403*  
*RDT #55*  
*5/24/16*

DEVELOPMENT AREA  
 TOTAL PROPERTY - 392,432 SQ. FT.  
 DEDICATED STREET RIGHT-OF-WAY - 86,806 SQ. FT.  
 PARK AREA - 19,596 SQ. FT.  
 RESIDENTIAL LOTS - 352  
 RESIDENTIAL LOT AREA - 254,144 SQ. FT.  
 COMMON AREA - 285,961 SQ. FT.

LOT 1 GOLDEN EAGLE SUBDIVISION NO. 5  
 SOUTH HILLS MIDDLE SCHOOL

PLAYGROUND  
*10' x 10'*