TENNILLE ADAMS	JEFF BLICK	JOHN BONNETT CHAIR	KEVIN DANE	ROLYNNE HENDRICKS	RYAN HORSLEY	BRENT JUSSEL	BILL MERRITT VICE-CHAIR	PAULA BROWN SINCLAIR

EX-OFFICIO MEMBERS

TOM COURTNEY	**CITY MANAGER**
TRIP CRAIG	**COUNCIL REPRESENTATIVE**
DENNIS BOWYER	**PARKS & RECREATION DIRECTOR**
MITCH HUMBLE	**COMMUNITY DEVELOPMENT DIRECTOR**

TWIN FALLS CITY PARKS AND RECREATION COMMISSION MEETING

July 14, 2009* * * * * 11:30 am * * * * * City of Twin Falls Council Chambers

Members Present: **Jeff Blick, Kevin Dane, RoLynne Hendricks, Ryan Horsley, Brent Jussel, Bill Merritt and Paula Brown Sinclair**

Members Absent: **Tennille Adams and John Bonnett**

Council Present: **Trip Craig**

Staff Present: **Dennis Bowyer and Mitch Humble**

MINUTES

Vice-Chairperson Bill Merritt called the meeting to order at 11:41am.

Item #1 Approve minutes of the June 9th, 2009 meeting

A motion was made by Brent Jussel to approve the minutes of the June 9th, 2009 meeting. Ryan Horsley seconded the motion. The motion passed unanimously.

Item #2 Recreation Report

Dennis went over the recreation report. The first "Movies in the Park" was on June 26th. It was a great success. Trip was there to introduce Alan Horner and Rex Lytle with First Federal. Without the grant from First Federal, we could not have made this happen. The next movie will be on July 31st, playing "Charlotte's Web".

Youth Baseball and Softball will finish up on July 16th. Rosters are currently being taken for 4 vs. 4 sand volleyball league. This is new this year and there are a possible 7 teams so far. Fall soccer registration is going on now thru July 24th.

Item #3 Parks Report

Restrooms at Oregon Trail Youth Complex, South Park and City Park have been painted. The cable fencing at Sunway has been finished. A new fence was installed around the playground at City Park. Staff is soliciting bids for the new restroom to be installed at the Harmon Park Recreation Building.

Item #4 Donation Policy Modifications

At the last meeting, members of the Commission felt the wording of the language in the donation policy could be modified slightly. Paula volunteered to work with staff to produce changes that are easy to read and understand. The City's Attorney, Fritz Wonderlich, approved of the changes. The following are the proposed changes. The changes are in red.

~~MEMORIALS~~

Donations may dedicate to, honor, or memorialize, a person; or directly relate to the history of the community, and shall be of any type (types of donations – reference to page 1), so long as its placement enhances the recreational value of its setting, considering factors including, but not limited to, safety and aesthetics.

Identification – Donations are typically identified by a plaque of durable material such as metal plate or stone, of modest size and set in concrete or fixed to a permanent object. The plaque may be placed at the base of, or adjacent to the memorial. Approved plaques are purchased and ordered by the donor and the installation is coordinated with the Twin Falls Parks & Recreation Department. In the case of trees, the plaque shall be not less than 8" by 16" and flush mounted in the ground. Design and placement of plaques must be approved by the Twin Falls Parks & Recreation Department. Damaged plaques are replaced at no additional charge to the donor.

Inscription – ~~The text shall be limited to the name of the person being dedicated to, honored, or memorialized, the dates of the birth and death of that person or the date of the dedication or when honored. The phrases "Dedicated To", "In Honor of", or "In memory of," are the allowable text. No symbols or emblems are allowed on the plaque.~~ The text of memorials to individuals may include the name of the person being dedicated to, honored, or memorialized, the dates of the birth and death of that person or the date of the dedication or when honored. Any additional text and any inscription for other donations must be directly related to the history of the community, and may identify groups or persons with longstanding ties to the community.

Paula made a motion to accept the proposed changes to the donation policy that has been approved by the City Attorney. Brent seconded the motion. The motion passed unanimously.

Dennis will forward on the recommendation to Council.

Item #5 Drury Park Update

Dennis updated the Commission on Drury Park. A tentative date of July 25th has been set for the installation of the playground equipment, but it will not be able to happen that day. Dennis had talked to the Street Department about doing the asphalt around the equipment but they don't have time to help with the project. He met with Gordon Paving to get an estimate on the asphalt and hasn't heard back from them. Magic Valley Bank was going to provide volunteers to help with the installation but that has fallen through. Dennis has contacted Home Depot to see if they would be willing to volunteer to help.

Brent asked if there was a plan in place for fencing along Washington Street. He feels it is a safety issue and that the fence should probably go up before the playground equipment. Paula had proposed having a brick wall along Washington Street. They thought they would be able to build the wall without a mason but you need to have a mason in order to do the brick work. Dennis stated that the goal is to have the fence up along Washington Street at the same time the playground equipment goes up.

Dennis asked for suggestions of volunteer groups he could contact that would be willing to help. Bill asked if he has contacted Lowes and possibly do a Home Depot vs. Lowes Challenge. Jeff suggested contacting Jeff Duggan with the Twin Falls Realtor Association.

Dennis will keep the Commission informed of any changes to the date or project.

Item #6 Open Meeting Law

On July 1st, amendments to the Public Meeting Law went into effect. These amendments apply to the City Council and all commissions created by ordinance. There is a five (5) day meeting notice; all commissions now post an annual regular meeting schedule. Regular meeting agenda notices are required to be posted at least 48 hours before the meeting. These notices must be posted at the location of the meetings. A web seminar held on June 30th, brought up some questions about sub-committees following these amendments as well. The City's attorney, Fritz Wonderlich, said sub-committees do not have to follow these amendments as these sub-committees are not created by an ordinance.

An amended agenda posted less than the required notice period is not effective until a motion is made and the governing board votes to amend the agenda. An agenda may also be amended after the start of the meeting upon a motion stating the reason for amendment and states the good faith reason that the agenda item was not included on the original agenda.

Item #7 Baseball Trust Agreement

Brent updated the Commission on the Baseball Trust Agreement. A proposed agreement written by the City's attorney was forwarded on to the Trust's attorney. The agreement sets some conditions on the City, Twin Falls Youth County Baseball Inc. and Twin Falls Youth County Baseball Trust and the maintenance of the new lighting and use of the facility. A few minor changes have been made and a signed copy of the agreement has been forwarded to Dennis. Once the City signs the agreement, the lights can go up. Dennis will review the agreement and forward it on to Fritz for approval. Once both parties agree, it will be forwarded on to City Council for their approval.

Item #8 Budget Update

A copy of the proposed capital improvements in Parks, Recreation and the Park Development fund were e-mailed to Commission members. Dennis went over the proposed capital improvement requests for the Parks and Recreation Department. At this time, none of the requests have been cut. The City Council held a preliminary discussion of the budget at their July 6th meeting. Dennis informed the Commission that certain projects have been removed due to Senior Staff asking departments to pare down their capital improvement projects. Some of the projects that were removed in the current year's budget are: Cascade restroom, Morning Sun restroom, trees for Ascension, irrigation system in retention areas and a laptop for the Parks and Recreation Department.

Bill asked Dennis to explain the budget process to the new members.

Item #9 Ascension Park Easement Update

Dennis informed the Commission the City and the Episcopal Church of the Ascension has a signed agreement for a public utility easement for the pressurized irrigation system. Now they will know exactly where the easements are so a restroom can be built. Bill asked if they have created a design for the restroom. Staff had been working with Don Acheson with Riedesel Engineering on a design. Now that the agreements have been signed, Dennis will contact him so the City can start getting bids on a restroom. A shelter was also going to be built but there have been no designs for it. Paula suggested building the restrooms and shelter close together so there can be water access for both areas.

Item #10 Other Items from the Commission

Dennis informed the Commission that Brandy Mason has been promoted to Recreation Coordinator. They are looking at asking two of the applicants that applied for the Coordinator position if they would like to take the position as Recreation Aide.

Brent asked if the City was still going through with impact fees and how that money will be used. Mitch updated the Commission on the status of impact fees. Impact fees will go into effect August 1st unless Council says otherwise. All new residential and commercial properties will pay an impact fee but only residential impact fees will be used for community parks in the area.

The meeting was adjourned at 12:39pm.

The next meeting of the Twin Falls Parks & Recreation Commission will be August 11th, 2009 at 11:30am at the City Council Chambers located at 305 3rd Avenue East.

Christi Green

Christi Green
Administrative Assistant
Parks and Recreation