

COMMISSIONERS:

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



**AGENDA**

Meeting of the Parks and Recreation Commission  
Tuesday, May 10, 2016, 11:30 am- City Council Chambers  
305 3<sup>rd</sup> Ave E – Twin Falls, Idaho

<b>CONFIRMATION OF QUORUM CONSIDERATION OF THE AMENDMENTS TO THE AGENDA</b>		
<b>AGENDA ITEMS</b>	<b><u>Purpose:</u></b>	<b><u>By:</u></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  2. Parks and Recreation Updates  3. Tree Commission Bylaws/Review  4. Other Items from the Commission	Presentation  Discussion  Discussion  Commission	TBD  Stacy McClintock/ Wendy Davis  Wendy Davis
<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> Next meeting Tuesday, May 10, 2016, 11:30am City Council Chambers, 305 3 <sup>rd</sup> 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:**

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



Meeting Minutes  
Meeting of the Parks and Recreation Commission  
Tuesday, April 19, 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	Purpose:	By:
I. <b>CONSENT CALENDAR:</b> Request to approve meetings minutes of March 8 <sup>th</sup> , 2016	Action	Nikki Miller
II. <b>ITEMS FOR CONSIDERATION:</b>		
1. Eagle Scout Presentation of Evel Knievel Sign project	Approval	Wendy Davis/ Reagan Larsen
2. Officer Election	Action	Marc Lambert
3. Parks and Recreation Updates	Presentation	Stacy McClintock/ Wendy Davis
4. Sun Shelter at City Park	Discussion	Wendy Davis
5. Dogs off leash at Auger Falls and/or Dierkes Lake Trail	Discussion	Wendy Davis
6. Other Items from the Commission	Commission	
V. <b>ADJOURNMENT:</b>		

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Present: Tom Reynolds, Brian Rice, Marc Lambert, Gabe Ostyn, Cindy Collins, Aaron Camacho and Richard Birrell.

Absent: Joey Martin and Liyah Babayan

Staff Present: Wendy Davis, Stacy McClintock and Nikki Miller

Staff Absent: Mitch Humble

Council Present: Nikki Boyd

Guest: Reagan Larsen

## **CONSIDERATION OF THE AMENDMENTS TO THE AGENDA:**

### **AGENDA ITEMS**

#### **I. CONSENT CALENDAR:**

Request to approve the minutes of the March 8, 2016 meeting. Rich Birrell made a motion to accept the meeting minutes as written and Marc Lambert seconded the motion. Motion passed with a unanimous vote.

#### **II. ITEMS FOR CONSIDERATION:**

1. Wendy introduced Scout Reagan Larsen who will be presenting his request to place an information sign at the Evel Knievel jump site. Reagan introduced himself and gave a brief history on who he is and why he chose this as his Eagle Scout Project. Reagan showed the Commission a rendition of what the sign would look like and where he would like it placed. Reagan has made contact with various sign companies and Pacific Steel and Recycling who has donated the materials for the sign. He doesn't know who will be welding the sign together yet. Reagan talked to people who were actually at the event and did research online as well to get information for the sign. Tom Reynolds asked where the sign might be placed. Reagan indicated he wanted to put it on the old trail and Wendy showed a display of where it could be displayed on the trail that runs behind the jump site. Cindy Collins asked if the sign was two sided and Reagan said no, it will be a sign on a post that will be angled at 45 degrees so you can just look down on it. There will be no cost to the City. Aaron Camacho suggested that Reagan take his project to the CSI Welding Club to see if they would volunteer to weld the sign for him. Wendy talked to the building department to see if we need a permit for the sign. Rich Birrell made a motion to approve the project. Cindy Collins seconded the motion. Motion passed with a unanimous vote.
2. Officer election. The Chairman and the Vice-Chairman are the positions be voted on. Rich Birrell nominated Marc Lambert for Chairman and Gabe Ostyn seconded the motion. Marc Lambert nominated Gabe Ostyn for Chairman and Rich Birrell seconded the motion. A roll call vote for Marc Lambert and Gabe Ostyn was taken. Marc Lambert won the vote with a 6 -1 vote. Rich Birrell nominated Tom Reynolds for Vice-Chairman and Aaron Camacho seconded the nomination. A roll call vote was taken and Tom Reynolds won unanimously.
3. Departments Update. Stacy covered the Recreation department updates. Spring soccer is in session and registration for Softball/Baseball began April 4<sup>th</sup> and will end on April 25<sup>th</sup>. Men's/women's softball rosters were due April 8<sup>th</sup> with games starting May 9<sup>th</sup> and running through August. Adult basketball concluded on April 11<sup>th</sup>. The Spring/Summer Activity guide is at the printers. Registration is being taken now for Sporties for Sporties baseball and Youth baseball/softball.

The new recreation software is in place. Netting at the Oregon Trail Youth Complex has been delayed due to measurement inaccuracies for the netting. The street department will be doing some asphalt repair to the center area and then it will be slurry sealed. Once that work is all done and the netting up there will be a concrete sticker of a large baseball that will be laid in center area.

Stacy also showed what the new signs for City Park, Drury Park and Cascade Park look like.

Wendy covered the Parks Department update. All restrooms are open for the season, the fence at Carter Gibb has been replaced, seasonal employees have been hired and the parks staff has taken on the prep and maintenance of the ball diamonds for games. Thirty-one trees have been planted in various parks and fifty-eight trees were planted in the City's tree farm. The retaining wall at the Dierkes Lake wading pool area has been straightened and reset and the sand has been pulled back to re-establish the beach. The new equipment storage building has been completed and finalized. Rich Birrell asked about the park where Gerald Martens was going to put in the restroom and if that was still in the works. Wendy indicated that she had met with Gerald and Ken Stutzman and they had some designs for her to look at. There were two styles one that was a round pavilion style and another one that was a long rectangle style which is the one the department decided to go with. Wendy have for the drawings for Commissioners once they are available. The placement of the restroom will be on the Meadowview Side of the park which is where the sewer line is. A question was asked about the tennis courts at Frontier Field. Stacy said that the area is now going to be pickle ball courts. The tennis courts were taken out early during the slow season so that the Streets Department could save money on the construction. A question was also asked about the parking situation at the Sunway Soccer fields. The first weekend there was a Lacrosse tournament and the Rapids were out there playing. The Lacrosse team was out there earlier than expected. There is plenty of parking otherwise however, some parents and/or spectators want to park on the road to avoid walking thru the parking lot. The County sheriff's and City Police have been out there enforcing the no parking by giving tickets. Tom Reynolds asked if there was a scheduled date for the opening of the water park at 1<sup>st</sup> Federal Park. The grand opening has been scheduled for May 28<sup>th</sup>, 2016. The parks department is working on getting the sidewalk around the water park completed and the umbrellas in. Once the sidewalk is in the rubber coating will be done and testing will also be done in preparation for the opening. The water will be circulated treated water. Wendy mentioned that there have been some barriers placed at the Evel Knievel jump site however the cables are not up to keep people from driving in. The barriers might be moved further in for people to get to the jump site. The plan is to pave down in to the jump site and the City does have an acre down there for a parking lot, unfortunately there are no funds in the budget at this time or the for seeable future. Funds are tied up to finish the trail at the end of Eastland. The development requirements that the City falls under do not allow crushed gravel roads. Wendy brought up that there are numerous places where the open and close times for Shoshone Falls is conflicting. The City does not want people down there after dark. Wendy is working on a plan to have the signs reflect what time the park hours are. Tom Reynolds asked about the date that fees begin to be charged to get into the park. Wendy is leaning toward set dates like April 1<sup>st</sup> and end of September. Aaron Camacho suggested that it be the first Monday in April and the last weekend in September. He also said that at dusk it is still light outside. Wendy did research on the closing times from the past and using sunset or dusk is a movable time so she is looking at using magnetic signs showing the different times to put up so people will know what time the park is closing. The question was asked if the park could be open earlier than April due to water flows? Cindy recommended that when the dates are established to consider using the phrase starting on or before.

4. Sun Shelter at City Park – The Blue Lakes Rotary Club has been an excellent partner with the City of Twins in regards to donating to the parks. The club is looking for another project and has approached the City with an idea to install a sun shade at City Park that would cast shade in the area right in front of the band shell. In the summer time in the afternoon it gets really hot and when events are taking place and there is a band playing they are playing to an open space because no one wants to be in the sun and tend to gravitate to where the shade is. The department realizes there is going to be some opposition to this shade screen. The discussion is starting with the Parks and Recreation Commission to get the opinions of the Commission and if the Commission is on boards how to proceed. Discussion followed in regards to size, blocking the band shell, placement of the shade screen and the design of the shade screen. Wendy displayed some ideas she offered to the club for consideration. The Commission has concerns about the visual, that it doesn't distract from the band shell and the maintenance of the shade screen. Rich Birrell made a motion to decline the

request for the shade screen at City Park at this time. If the Rotary Club want to come back to us with a design at a later date that would not detract from band shell itself, the Commission would consider looking at it again. Tom Reynolds seconded the motion and the motion passes with a unanimous vote. Wendy will report back to the Blue Lakes Rotary Club.

5. Dog off leash at Auger Falls and/or Dierkes Lake Trail – Wendy was approached with the idea of allowing dogs off leash at Auger Falls or somewhere that dogs could be off leash while in the park. Rich Birrell who deals with insurance stated that if you were to allow dogs off leash in a city park and someone were to get bitten the City would be subject to a law suit. Discussion followed. Members of the Commission felt that the dogs would need to be contained. Wendy asked if they might consider designating specific trails in Auger Falls? Dierkes Lake was also considered but it is a highly used area also unless the area that used to be the archery area be utilized. Brian advised that we continue to discuss and Wendy will do more research on the off leash request especially in the legal aspect. Rich Birrell made a motion to table the request until there is more information in regards to the legal ramifications and the location. Aaron Camacho seconded the motion. Motion passed with a unanimous vote.

**III. COMMISSION REPORTS/ANNOUNCEMENTS:** Wendy reminded/invited the Commissioner's that Arbor Day will be April 28<sup>th</sup>, 2016 at the First Federal Park at 4pm.

Cindy Collins commented on the Activity Guide and said it is a great tool that the Chamber uses when people are relocating to the Magic Valley.

**IV. ADJOURNMENT:** Meeting adjourned at 12:35pm. Next Commission meeting will be May 10, 2016 at City Council Chambers located at 305 3<sup>rd</sup> Ave E., at 11:30 pm.

**RECREATION STAFF REPORT**  
**Brandy Mason, Recreation Coordinator**  
**May 2016**

**Baseball & Softball:** Registration ended Monday April 25<sup>th</sup> and as of May 4<sup>th</sup> we have 802 participants overall compared to 1104 at the end of last year with 3 more weeks left in late registration. Practices can start the week of May 31<sup>st</sup> and the season will begin the week of June 6<sup>th</sup>.

**Men's League Softball:** Rosters were due on April 15<sup>th</sup>. We ended up with 22 teams up 6 teams from last year. The league will start on May 10<sup>th</sup>, 2016. They will play on all three fields at Harmon Park on Tuesday nights and all three fields at Harmon plus Frontier 1 and 2 on Thursdays nights.

**Coed League Softball:** Rosters were due on April 15<sup>th</sup>. We ended up with 49 teams (6 upper, 17 middle, 21 lower and 5 in the recreational league), up 4 teams from the 45 we ended up with last year. The league will start on May 9<sup>th</sup>, 2016. They will play on all three fields at Harmon Park on Monday and Wednesday nights as well as both fields at Frontier on Wednesday nights. Friday nights will be used by both leagues for rain out games if needed.

**Summer Tournaments:** This summer will exceptionally busy for our fields and staff. To start of the softball season we had the men's/women's icebreaker tourney on April 29<sup>th</sup>-May 1<sup>st</sup> with 48 teams in town, then on May 14<sup>th</sup>-15<sup>th</sup> we will have the Chiller Coed Tournament, next up will be the Western Days Coed One Pitch Coed tournament on May 21<sup>st</sup>-22<sup>nd</sup>. On June 3<sup>rd</sup>-4<sup>th</sup>, we will be hosting the Twin Falls Invitational girl's fast-pitch tournament at all of our facilities, June 11<sup>th</sup>-12<sup>th</sup> will be the women's slow-pitch softball tournament Hot Summer Nights and to end June will be the Boys of Summer baseball tournament on June 24<sup>th</sup> and 25<sup>th</sup>. In July the Idaho Falls Diamond Dusters will host a girl's fast pitch tournament on July 15<sup>th</sup> & 16<sup>th</sup> and on July 23<sup>rd</sup> & 24<sup>th</sup> the Rockers Coed One Pitch tournament will round out the month. The Men's/Women's Door slammer will take place on August 26<sup>th</sup> -28<sup>th</sup> at Frontier and Harmon Park. In September we will have the 10<sup>th</sup> annual Chad Seiders Memorial Coed One Pitch tournament and to round out the season with the Angels in the Outfield Memorial tournament on October 8<sup>th</sup> and 9<sup>th</sup>. These tournaments bring in much needed revenue to not only Parks and Recreation but to the City as a whole, from lodging to food and gas.

Our focus over the next 3 months will be baseball and softball leagues for the both youth and adult softball programs.

**Recreation Supervisor Update**  
**Stacy McClintock**

We are currently taking registration for our Sporties for Shorties" program. This program is designed for 4 and 5-year-old boys and girls. This program is designed to introduce the fundamentals of all sports, soccer, basketball, football and baseball in a non-competitive environment. Each Saturday, participants work on skill development while having fun. There are no designated teams or coaches and parents are required to participate with their child. Each participant will receive a t-shirt.

Boat Demo Day is on May 21st and it is sponsored by River and Adventure Toys. Come down to Dierkes Lake and try out some kayaks, canoes and stand up paddle boards.

We are currently in late registration for youth baseball/softball. There will be a \$10 late fee added to the account for each person.

Storytime pottery is a unique story time and potter painting event especially designed for children ages 3-8. They read a story together that correlates with the pottery that they are painting. The cost is \$12. Classes are at 1:00pm the first Saturday, and 10:00am the third Saturday of every month. Check out more information in our recreation guide.

Twin Falls Police Department held an informational class for guardians and parents in our community to educate them on the dangers and signs of drug use. This class is on May 3rd at 6pm at the Parks and Recreation conference room, 136 Maxwell Ave.

Beginner Chess: Come sharpen your mind while having fun playing chess. Peter Clark teaches this class that is held on Mondays in May from 4-5pm. The cost is \$40

Wine Tasting: We will be having our first wine tour. This first trip will be at Synder Winery on June 15th. The cost is \$90 per person, which includes wine, hors d'oeuvre's and transportation. Space is limited.

Success Martial Arts is hosting a Child Safety Clinic on May 16th and May 17th at 6pm, and a Ladies Personal Protection Clinic on May 14th at 11am.

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

Irrigation systems are all up and running. Crews are in the process of checking and adjusting sprinklers and making any necessary repairs to the systems.

We have begun mowing and turf maintenance.

Weather permitting, weed abatement is underway.

Modifications to the irrigation system at Sunway Soccer complex is being modified to accommodate the newly acquired 5 acres as well as the First Federal Park.

Asphalt work has been completed at Oregon Trail Youth Complex. This work is being done as part of the safety netting capital improvement project.

# TREE COMMISSION BYLAWS

1. **Establishment and Title**
2. **Powers, Duties and Responsibilities**
3. **Membership**
4. **Vacancies**
5. **Removal of Members**
6. **Non-Political; No Compensation**
7. **Officers**
8. **Tenure**
9. **Meetings**
10. **Quorum**
11. **Rules**
12. **Expenditures**

- 1: **ESTABLISHMENT AND TITLE:** There is hereby established and created a Tree Commission to be know as the Twin Falls Tree Commission.
- 2: **POWER, DUTIES AND RESPONSIBILITIES:** The Commission shall perform the following duties:
  - A) The Commission shall determine rules of conduct and bylaws for the Commission, subject to council approval. The Commission shall elect officers and establish procedures for conduct of documented business as may come before the Commission. The Commission, in its discretion, may also appoint non-voting members to give advice.
  - B) The Commission shall draft and recommend necessary amendments to the tree ordinance. The Commission shall also draft and recommend an Arboricultural Specifications Manual and Community Forestry Plan to the council by June 1, 1999. Should the Manual and Plan be accepted and codified by the Council, the Commission shall draft and recommend necessary amendments to those documents. Both the Manual and the Plan shall be reviewed every five years after the effective date of the documents.
  - C) The Commission may assist with policies concerning selection, planting, maintenance, and removal of trees, shrubs, and other plants in the city. The Commission will promote public education of good arboricultural practices.

- D) The Commission shall recommend to the Council the Community Forestry Plan and an implementation strategy, for the establishment of educational and informational programs, and for the development of policies and procedures regarding the city's duties.
- E) The Commission shall maintain and publish a list of certified arborists.
- F) The Commission shall keep the council apprised of its activities.

3: **MEMBERSHIP:** There shall be 5 (five) voting members of the Tree Commission to be appointed by the Mayor and confirmed by the members of the City Council.

There shall be 3 (three) ex officio members of the Commission.

City Manager  
Superintendent of Parks & Recreation  
City Council member appointed by the Mayor

- 4: **VACANCIES:** Any vacancies occurring in the membership of the Tree Commission for any reason shall be filled by the Mayor, to be confirmed by the City Council
- 5: **REMOVAL OF MEMBERS:** Any member of the Tree Commission may be removed by a majority vote of the Councilmen of the City.
- 6: **NON-POLITICAL, NO COMPENSATION:** The members of the Tree Commission shall be selected without regard to political affiliations and shall serve without compensation.
- 7: **OFFICERS:** The Tree Commission shall elect its chairman and vice-chairman and fill such other offices as it may determine necessary.
- 8: **TENURE:** The following tenure of office shall be provided for the members of the Tree Commission.
  - A) Each member shall serve a term of three (3) years. Vacancies arising in any member's position would be filled for the remaining term of the member originally appointed.
  - B) The three (3) ex officio members of the Tree Commission shall hold office corresponding with their respective tenures in regular City administrative positions.

- 9: **MEETINGS:** The Tree Commission shall hold at least one regular meeting each month of the year at the designated time and place, and all such meetings of the said Commission shall be open to the public
- 10: **QUORUM:** A majority of the appointed members of the Tree Commission shall be necessary to constitute a quorum and conduct any business at any meeting of the said Commission.
- 11: **RULES:** The Tree Commission shall adopt general rules for the transaction of its business and shall make a written record of the meetings, its resolutions, findings, determinations and of its recommendations, which said written record shall be kept as a permanent public record.
- 12: **EXPENDITURES:** The Tree Commission shall make no expenditures, exclusive of gifts, except as to those amounts appropriated and set aside by the City for the purpose of said Commission as provided by law, and within such limits said Commission is authorized to employ such employees and technical advisors as it deems necessary for the promulgation of its work.