



PARKS AND RECREATION COMMISSION MEETING AGENDA

August 12, 2026 at 2:30 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Roll Call

Meeting Minutes Approval

- 1.** July 8th, 2026, Draft Minutes for Approval - **Action Item**

JER Update

- 2.** JER July Update from Ryan Wells

Old/Unfinished Business

- 3.** City Beach RV Park and Parking Lot Design - Update

New Business

- 4.** Bonner County Historical Society Presentation - **Action Item**
Plans for Museum Expansion
- 5.** Doug Hawkins Sr. - US Flag Presentation - **Action Item**

General Announcements/Comments

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.

Attend in person: See above for meeting location. Seating available on first-come, first-served basis.

Attend remotely: Register at <https://www.sandpointidaho.gov/meetings>.

After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.

For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



PARKS AND RECREATION COMMISSION MEETING MINUTES

July 08, 2026 at 2:30 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

The Sandpoint Parks and Recreation Commission meeting was called to order at 2:31pm on Wednesday, July 8th, 2026, in the City Hall Council Chambers by Chair Taylor Long.

Roll Call

PRESENT

Commissioner Gwen Victorson
Vice Chair Jessica Janssen
Commissioner Josh Delucchi
Chair Taylor Long
Commissioner Heidi Bohall
Commissioner Dan Tadic

ABSENT

Commissioner Tyler Wagner
Commissioner Lori Siemers

STAFF

Jason Welker, Community Planning and Development Director

Meeting Minutes Approval

1. The minutes from the June 10th, 2026, meeting were approved unanimously by the commissioners present.

Motion made by Commissioner Delucchi, Seconded by Vice Chair Janssen.

Voting Yea: Commissioner Victorson, Vice Chair Janssen, Commissioner Delucchi, Chair Long, Commissioner Bohall, Commissioner Tadic

JER & Rec Programming Update

Ryan Wells, Recreation Facilities and Programming Supervisor gave an update on Recreation programming, and the JER. Programming continues to perform strongly. Youth tennis sessions were expanded due to demand, adult softball league (11 teams) is underway, Double Tennis is full and just began, and a pickleball event filled nearly all registration spots with minimal advertising. CourtReserve membership continues to grow (1100 currently using the platform) and the JER July newsletter was distributed. Fall planning will focus on volleyball, open gym, Tennis and Pickleball skills and drills, and evaluating a fall softball league. Recruitment is underway for a Recreation Coordinator to support community programming, and outdoor recreation. Swim lessons, track and field, basketball, and other programs remain staffing-dependent.

Old/Unfinished Business

2. RV Park & Parking Lot Design - Update & Next Steps

CPD Director, Jason Welker, shared updated concepts following public outreach, Farmers Market engagement, online survey responses, Parks Subcommittee review, and City Council direction. Council selected the counterclockwise RV circulation concept and directed amenities (restroom/dog area) to the north end of the RV park. Pull-through boat trailer parking remains a priority and was incorporated into the preferred concept in Option C.

Timeline: July 21/22 subcommittee review; 100% RV park design by October; bid package released this fall; construction targeted for winter 2026. Phases 2–3 (boat launch and parking improvements) resume after Phase 1 design. Grant applications are targeted for January 2027.

Welker reported approximately 165 annual boat launch permits sold and approximately \$8,000 collected from City Beach parking during the Independence Day weekend. An update on the Averill hotel CUP was also provided.

New Business

3. STA Travers Tennis Courts - Hitting Wall Proposal - **Action Item**

Sandpoint Tennis Association President, John Reopelle, requested approval to install a donor-funded tennis hitting wall on the Northeast corner of the Travers outdoor tennis courts and discussed STA fundraising for repainting/resurfacing. After discussion a motion was passed approving the hitting wall proposal contingent upon consultation with adjacent neighbors and resolution of any site noise concerns before installation.

Mr. Welker and Mr. Reopelle will coordinate neighborhood outreach, review site/noise considerations, and continue discussions with STA regarding court striping, resurfacing funding, and potential grants.

Motion made by Chair Long, Seconded by Vice Chair Janssen.

Voting Yea: Commissioner Victorson, Vice Chair Janssen, Commissioner Delucchi, Chair Long, Commissioner Bohall, Commissioner Tadic

4. Park Bench Donation Requests

Luke Omodt, representing Sandpoint VFW Post 2453, requested to donate two benches to the city. The benches were originally built by the Sandpoint High School welding program for the ITD Long Bridge pedestrian path but now require new locations following the path's closure. The VFW requested recognition of the SHS welding program for construction, the city for enhancing public parks, and the VFW for its support of veterans, patriotism, and community service. Mr. Omodt also indicated the VFW may assist with installation, future maintenance, or additional bench donations.

Using the request as an example, CPD Director, Jason Welker, presented a draft Memorial Bench and Tree Donation Policy to establish a consistent process for accepting, installing, and maintaining donated amenities. Commissioners supported developing a formal policy and recommended allowing flexibility for artistic bench designs, periodically reviewing donation fees, considering fee waivers in special circumstances, and clarifying approval standards. Mr. Welker will incorporate the Commission's feedback, obtain legal review, and present the revised policy to City Council in August. The VFW donation request will be reconsidered once the policy is adopted.

General Announcements/Comments

Commissioner Delucchi asked if the appraisal for the Bald Foot Disc Golf property had been received. Mr. Welker reported it had not. Commissioner Janssen noted the American flag at the Memorial Field War Memorial is not visible from the grandstands and suggested verifying compliance with federal flag display requirements or installing a taller flagpole and larger flag.

Adjourn

Meeting was adjourned at 4:02pm.

I presided over the meeting and can confirm that minutes prepared by the Board Clerk and City Staff Liaison were approved by the Parks and recreation Commission during the regular meeting held on _____.

Taylor Long, Chair

Kami Omodt, Board Clerk

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