



PARKS AND RECREATION COMMISSION MEETING AGENDA

June 11, 2025 at 2:30 PM

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

Call to Order

Roll Call

Meeting Minutes Approval

- 1.** April 9, 2025, Draft Minutes for Approval - **Action Item**

New Business

- 2.** Introduction of New Commissioners
- 3.** Recreation Facilities Supervisor - Introduction & Facilities Update
- 4.** JER Special Meeting Attendant Survey Results - Next Steps - Staff Update
- 5.** City Beach Hotel and Marina Discussion - Staff Update

Old/Unfinished Business

- 6.** Commission Chair - Elections - **Action Item**
- 7.** Remaining Parks CIP Project at Travers Park - Staff Update

General Announcements/Comments

- 8.** FY25-26 Parks CIP Project Update
- 9.** Commissioner Updates

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. Chambers overflow areas offer live meeting audio/video.

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

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

Contact the City Clerk with questions or requests for special accommodation: Email address above or call (208) 263-3310. Assisted listening devices available in chambers for use during public meetings.



PARKS AND RECREATION COMMISSION MEETING MINUTES

April 09, 2025 at 2:30 PM

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

Call to Order

The meeting of the Sandpoint Parks and Recreation Commission was called to order at 2:30pm on Wednesday, April 9, 2025, by Vice Chair Gwen Victorson in the Council Chambers of City Hall, 1123 W. Lake St. Sandpoint, Idaho.

Roll Call

PRESENT

Cynthia Reopelle
Eric Donenfeld
Gwen Victorson
Jessica Janssen
Josh Delucchi
Taylor Long
Tyler Wagner

It was announced during the meeting that David Miles and Chris Ankney had resigned from the Commission.

Meeting Minutes Approval

1. The March 12, 2025, meeting minutes were approved as presented by unanimous vote of commissioners present.

Motion made by Delucchi, Seconded by Wagner.

Voting Yea: Reopelle, Donenfeld, Victorson, Janssen, Delucchi, Long, Wagner

Altered Agenda Order

2. The meeting minutes were approved as presented by unanimous vote of the Commissioners.

Motion made by Reopelle, Seconded by Wagner.

Voting Yea: Reopelle, Donenfeld, Victorson, Janssen, Delucchi, Long, Wagner

Following approval of the minutes, the Commission voted unanimously to move New Business items 4 and 5, Recreation Update and James E. Russell Sports Center Update, ahead of Old Business on the agenda.

Motion made by Reopelle, Seconded by ?.

Voting Yea: Reopelle, Donenfeld, Victorson, Janssen, Delucchi, Long, Wagner

New Business

5. James E. Russell Sports Center Update

Daniel Luvisi, James E. Russell Sports Facility Supervisor gave an update on attendance, programming, revenue and expenses for the JER. Community Planning and Development

Director Jason Welker contributed additional details for revenue and expenses. Discussion followed, revolving around revenue generation, cost-savings measures, financial sustainability, ways to better utilize current resources, marketing and community integration.

4. Recreation Update

Katie Bradbury, Recreation Superintendent, provided an update on recent and upcoming programming, as well as recruitment and application status for the City Beach Open Water Lifeguarding program. The lifeguarding wage was raised to \$16/hour to attract more candidates, but only four applications have been submitted, twelve certified lifeguards are required to run the program. Past and potential collaborations were discussed in addition to funding sources. Director Welker indicated that Sandpoint will likely follow other North Idaho cities in removing lifeguard stands and posting "No Lifeguard on Duty" signage.

Old/Unfinished Business

2. Park Planning & Capital Improvement Project Priorities

Parks Planning and Development Manager, Maeve Nevins-Lavtar, shared the results of a recent survey commissioners completed to prioritize upcoming park projects and align them with Sandpoint's Parks Capital Improvement Plan (CIP) and a development impact fee study. Results were broken into short term planning 0-2 years and medium-term planning.

New Business

3. Commission Chair - Elections

Vice-Chair Victorson announced that Chris Ankney has stepped down as chair and left the commission. Commissioner Miles has also stepped down, though there was discussion about his potential return if meeting dates are adjusted. Currently, the commission has seven active members, with one or possibly two vacancies, and a need to elect a new chair.

Victorson opened the floor for chair nominations but declined the role herself due to personal and professional commitments. Several other potential nominees were considered, but none accepted. Director Welker recommended reopening the application process to fill vacancies and postponing the chair election until new members could be considered.

After discussion, commissioners unanimously agreed to table the election until all vacancies are filled. Victorson will facilitate the upcoming May meeting in the interim.

General Announcements/Comments

Commissioners discussed possible agenda items for the upcoming May meeting. Director Welker asked that they be emailed to himself and Vice-Chair Victorson.

Adjourn

The meeting was adjourned at 3:59 p.m.

I presided over the meeting and can attest that these minutes, prepared by the Board Clerk, were approved by the Parks and Recreation Commission during their regular meeting held on

Gwen Victorson, Vice Chairwoman

Kami Omodt, Board Clerk