



## PARKS AND RECREATION COMMISSION MEETING AGENDA

September 10, 2025 at 3:00 PM

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

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### Call to Order

### Roll Call

### Meeting Minutes Approval

1. August 13, 2025, Draft Minutes for Approval - **Action Item**

### Old/Unfinished Business

2. Parks Capital Projects Update
3. Review RFQ for RV Campground and City Beach Parking Lot Design and Engineering.
4. JER Operations Update

### New Business

5. Travers Park / JER Grand Opening: Commission support in planning & execution
6. Learning Trail - Installation Event (pending delivery of material and United Way availability)
7. Downtown Revitalization Phase 3 Citizen Advisory Committee - **Action Item**

### General Announcements/Comments

### Adjourn

### **Public Participation Options and Information**

*Before the meeting, comment in writing: Email [cityclerk@sandpointidaho.gov](mailto: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 MINUTES

August 13, 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 Rec Commission was called to order at 2:33pm on Wednesday, August 13th, 2025, by Vice Chairwoman Victorson in the Council Chambers of City Hall.

### Roll Call

#### PRESENT

Commissioner Eric Donenfeld  
 Vice Chair Gwen Victorson  
 Commissioner Jessica Janssen  
 Commissioner Josh Delucchi  
 Commissioner Tyler Wagner  
 Commissioner Dan Tadic  
 Commissioner Lori Siemers arrived late at 2:53pm

#### ABSENT

Chair Taylor Long  
 Commissioner Heidi Bohall

#### GUESTS

Ross Hall Rotary Representative  
 Katie Cox with Kaniksu Land Trust

### Meeting Minutes Approval

1. The July 9th, 2025, meeting minutes were approved as presented by unanimous vote of commissioner's present.

Motion made by Commissioner Tadic, Seconded by Commissioner Wagner.  
 Voting Yea: Commissioner Donenfeld, Vice Chair Victorson, Commissioner Janssen,  
 Commissioner Delucchi, Commissioner Wagner, Commissioner Tadic

### Old/Unfinished Business

2. JER and Parks Project Update

Community Planning and Development Director and Staff Liaison, Jason Welker gave project updates for Travers Park as well as planning measures for the upcoming improvements to the City Beach RV Park. City Council recently accepted the \$950,000 RV Fund grant, awarded by the Idaho Department of Parks and Recreation. The grant will include design & engineering for the RV Park. Director Welker reminded commissioners that the grant application for the Waterways Improvement Fund (WIF) Grant was denied and proposed that the \$100,000 earmarked as matching funds be used to include the City Beach parking lot in the design and engineering bid for the RV park. Bid ready plans for the parking lot, with an emphasis on boat ramp/dock safety and capacity, will strengthen the City's application for the WIF grant next

year. After discussion, feedback was encouraged and though no formal vote was taken, the majority of commissioners present supported the proposal.

### **New Business**

#### 3. Ross Hall - Potential for Collaboration with City on Pend d'Oreille Bay Trail Discussion

Rotary representative, Ross Hall, and Katie Cox with Kaniksu Land Trust were invited to attend the commission meeting and speak to agenda item 3 " Potential for Collaboration with City on Pend d'Oreille Bay Trail"

Ross Hall requested permission to clean up a 100' section of city-owned shoreline adjacent to the Pend d'Oreille Bay Trailhead (formerly owned by the Hall family), enhance it as a culturally significant interpretive area in partnership with local tribes, and explore ADA-compliant access improvements that could also support a non-motorized boat launch or fishing access. He proposed using some Rotary funding, coordinating with Friends of the Pend d'Oreille Bay Trail, the City of Ponderay, and DEQ, and discussion included leveraging potential Black Rock mitigation funds and grants.

Director Welker confirmed permission for the cleanup pending signature of a volunteer waiver and coordination with City Parks Supervisor, Austin Hull. In addition, he will engage DEQ and other potential partners to clarify timelines and funding, identify grant opportunities, and report back with updates at next month's meeting. After discussion, commissioners present were unanimously supportive of making this a high-priority project when planning for allocation of Parks Capital Improvement funding over the next 2-3 years.

### **General Announcements/Comments**

Vice Chair Victorson reminded commissioners that they can sign up for meeting notifications and agendas via the City of Sandpoint website. Director Welker shared that September 30th would be the last day for Parks Planning and Development Manager, Maeve Nevins-Lavtar. Mr. Welker also reviewed the proposed 2025/2026 Fee Schedule, specifically those pertaining to fee increases for parks and recreational facilities.

### **Adjourn**

Meeting was adjourned at 3:52 pm

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 their regular meeting held on

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Taylor Long, Chair

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Kami Omodt, Board Clerk