



## **PARKS AND RECREATION COMMISSION MEETING AGENDA**

**December 11, 2024 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.** November 13th, 2024, Draft Minutes for Approval - **Action Item**

### **Old/Unfinished Business**

### **New Business**

- 2.** 2025 Parks Capital Projects; Implementation and Planning
- 3.** Idaho Department of Parks & Recreation Grants
  - a) Waterways Improvement Fund Grant - **Action Item**
  - b) Recreational Vehicle Fund Grant - **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 MEETING MINUTES

November 13, 2024 at 3:00 PM

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

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### Call to Order

The meeting of the Sandpoint Parks and Recreation Commission was called to order at 3pm on Wednesday, November 13, 2024, by Chair Chris Ankney in the Council Chambers of City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### Roll Call

#### PRESENT

Chris Ankney  
Cynthia Reopelle  
David Miles  
Eric Donenfeld  
Gwen Victorson  
Jessica Janssen  
Josh Delucchi  
Taylor Long

#### ABSENT

Tyler Wagner

### Meeting Minutes Approval

The October 9th, 2024, meeting minutes were approved as presented by unanimous vote of Commissioners present.

Motion made by Miles, Seconded by Janssen.

Voting Yea: Ankney, Reopelle, Miles, Donenfeld, Victorson, Janssen, Delucchi, Long

### Old/Unfinished Business

None

### New Business

#### 2. Introduction of New Facility Supervisor, Daniel Luvisi

Ms. Bradbury introduced Daniel Luvisi, the new James E. Russell Sports Facility Supervisor, hired to manage the building and provide programming for the facility. Mr. Luvisi, most recently from Surprise Arizona, shared a brief career history and provided an update on hiring personnel for the JER Sports Facility.

Commissioner Donenfeld inquired about creating a subcommittee for programming at the JER Sports Facility. After discussion, it was agreed the best way for commissioners to share programming ideas at this time, would be via the Parks and Recreation department email: recreation@sandpointidaho.gov.

3. Members of the Commission tell their why story. What inspired them to join the Commission? Goals? Wish list of programs?

Commissioners were all given an opportunity to share why they were inspired to join the commission, what goals they wish to achieve while serving on the commission, and programs they want to champion. Top four takeaways were trail connectivity, public access and programming for waterfront, a need for indoor reservable space for youth and adults to recreate, and preservation/retention of existing City owned property, particularly the Baldfoot Disc Golf Course located on Baldy Mountain Rd.

4. Review Upcoming Spring and Summer Programs.

Ms. Bradbury shared that the city would soon be migrating to a new recreation management software for reservations and program registration. The new software, "RecTrac," from Vermont Systems, will better facilitate program registration, facility memberships, and offer customizable facility reservations for field use, court sports, overnight and seasonal facility reservations. The RecTrac mobile app will also improve the customer experience on mobile devices.

Ms. Bradbury briefly shared efforts to maintain and improve youth sports clinics and steps being taken to resurrect the City Beach open water lifeguarding program.

5. Review current methods used by Parks and Rec to notify the public of upcoming programs, seasonal hires and discuss how to reach new demographics.

Ms. Bradbury shared department challenges to hire recreation related staff; sports coordinators, referees, camp counselors, lifeguards, etc. Current efforts to share programming and employment opportunities include City of Sandpoint web site, the Reader, electronic, radio and print community calendars, monthly eNewsletters, electronic resource flyers for the school district and Facebook.

Commissioners made additional suggestions which included connecting with individual school PTA's, joining other Sandpoint local forums on Facebook, and sharing program and job opportunities with commissioners so they can pass it along through their own contacts.

### **General Announcements/Comments**

Ms. Bradbury asked all commissioners to review and familiarize themselves with the P&R Master Plan and the Little Sand Creek Watershed Recreation Plan. Hardcopies of both plans were distributed. Extras will be available in the P&R office for commissioners who were not able to attend the meeting. Ms. Bradbury also shared that if commissioners would like to suggest agenda items for future meetings, they should try and do so a minimum of 5 days prior to the next regularly scheduled meeting. She also reminded them that a finalized agenda must be posted 48hrs in advance of the monthly commission meeting.

### **Adjourn**

The meeting was adjourned at 4:17pm.

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 \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chris Ankney, Chairman

\_\_\_\_\_  
Attest: Kami Omodt, Commission Clerk

DRAFT