



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

**October 08, 2025 at 2:30 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.** September 10th, 2025, Draft Minutes for Approval - **Action Item**

### **Old/Unfinished Business**

- 2.** Travers Park - Recommendations for Outdoor Amenities - **Action Item**
- 3.** Parks Capital Projects FY26 Priorities and Ranking - **Action Item**

### **New Business**

- 4.** Annual Election of Board Chair - **Action Item**
- 5.** Annual Election of Board Vice-Chair - **Action Item**
- 6.** Grant Discussion - 2026 WIF & IDPR Applications and Opportunities

### **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

September 10, 2025 at 2:30 PM

White Pine at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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### Call to Order

The meeting of the Sandpoint Parks and Rec Commission was called to order at 2:30pm on Wednesday, September 10th, 2025, by Chairman Long in White Pine at City Hall.

### Roll Call

#### PRESENT

Commissioner Eric Donenfeld  
 Commissioner Jessica Janssen  
 Commissioner Josh Delucchi  
 Chair Taylor Long  
 Commissioner Tyler Wagner  
 Commissioner Heidi Bohall  
 Commissioner Lori Siemers arrived at 2:36pm

#### ABSENT

Vice Chair Gwen Victorson  
 Commissioner Dan Tadic

### Meeting Minutes Approval

1. August 13, 2025, Draft Minutes for Approval

The August 13th, 2025, meeting minutes were approved as presented by unanimous vote of commissioner's present.

Motion made by Commissioner Bohall, Seconded by Commissioner Janssen.

Voting Yea: Commissioner Donenfeld, Commissioner Janssen, Commissioner Delucchi, Chair Long, Commissioner Wagner, Commissioner Bohall. Commissioner Siemers arrived after the vote at 2:36pm.

### Old/Unfinished Business

2. Parks Capital Projects Update

Community Planning and Development Director Jason Welker reported on multiple park projects, including a new picnic shelter at Travers Park, infrastructure for batting cages and a skate park shade structure, a taller fence around the Sports Center HVAC, and relocation of playground equipment to City Beach. Additional priorities include two new beach volleyball courts, and public art relocation. Welker also announced the upcoming retirement of longtime Parks Supervisor Austin Hull, noting that recognition is being planned for his 27 years of service.

3. Review RFQ for RV Campground and City Beach Parking Lot Design and Engineering.

Mr. Welker updated the Commission on the design process, emphasizing their role in reviewing proposals and providing feedback. Draft project objectives were presented, with

discussion centered on budget priorities—particularly the high cost of individual sewer hookups. A centralized dump and water-fill station was suggested as a cost-saving alternative, potentially allowing funds for a public restroom. The Commission observed that planned improvements are expected to boost appeal, increase reservations, and enhance the gateway experience to City Beach. Commissioners emphasized the importance of designing upgrades that serve both visitors and the local community.

Mr. Welker requested three commissioners to serve on the project advisory work group. Commissioner Bohall volunteered, while Commissioners Long and DeLucchi were invited to participate. Additional information will be provided to support their decision.

#### 4. JER Operations Update

Recreation Facility Supervisor Ryan Wells reported that the new Court Reserve platform, JER membership program and newsletter are live. A JER volunteer program will launch in October to extend operating hours. Staff are also developing youth and adult pickleball programs and pursuing school partnerships to boost youth participation.

### New Business

#### 5. Travers Park / JER Grand Opening: Commission support in planning & execution

Mr. Wells, shared plans for a grand opening of the James E. Russell Sports Center on October 4th, 2025. The outline for the event included an open house with tennis and pickleball activities, demonstration showcasing the new court covering system, highlighting the facility's versatility for events beyond sports, a Selkirk sponsor tent, coffee and donuts in the community room, food trucks outside and a playground ribbon cutting.

Ideas to enhance the event included a radar gun serving contest, ball machines, and a Parks & Rec information table. Commissioners were invited to volunteer for shifts at the table.

#### 6. Learning Trail - Installation Event (pending delivery of material and United Way availability)

Mr. Welker provided an update on the Learning Trail project, which will provide an interactive and educational experience for families at the new Travers Park playground.

#### 7. Downtown Revitalization Phase 3 Citizen Advisory Committee

Mr. Welker informed Commissioners that Phase 3 of Downtown Revitalization will require a design review committee. The Commission considered representation. Following discussion, a motion was made and approved to appoint Commissioner Jansen as the Commission's representative.

Motion made by Commissioner Bohall, Seconded by Chair Long.

Voting Yea: Commissioner Donenfeld, Commissioner Janssen, Commissioner Delucchi, Chair Long, Commissioner Wagner, Commissioner Bohall, Commissioner Siemers

### General Announcements/Comments

No new agenda items were proposed.

### Adjourn

Meeting was adjourned at 3:47 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 \_\_\_\_\_.

\_\_\_\_\_  
Taylor Long, Chair

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Kami Omodt, Board Clerk