



PARKS AND RECREATION DEPARTMENT

MAYOR: David H. Bieter | DIRECTOR: Doug Holloway

**BOISE PARKS AND RECREATION COMMISSION
REGULAR MONTHLY MEETING AGENDA
THURSDAY, JANUARY 17, 2019
4:00 P.M.**

Location:

****CANCELED – QUORUM NOT MET****

I. CALL TO ORDER

II. ATTENDANCE

III. CONSENT AGENDA

*A. Parking License Agreement – Vista Station Office Building, 2600 W Rose Hill St

*B. Memorandum of Understanding – Central District Health Department

*C. Development Agreement – Westside Downtown Urban Park

*D. Optimist Youth Sports Complex Agreements – Suez Water

IV. NEW BUSINESS

*A. Minutes – December 4, 2018

*B. Executive Session: 1) Pursuant to Idaho Code §74-206(c) to acquire an interest in real property which is not owned by a public agency, and Idaho Code §74-206(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

V. ADJOURNMENT

Pursuant to Idaho Code Section 74-204(4), all items on the Agenda marked with an asterisk * are action items that require a vote. Identifying an item as an action item on the Agenda does not require that a vote be taken. All Consent Agenda items will be enacted by one motion, unless a Commissioner or citizen requests the item be removed from the Consent Agenda and considered in the normal sequence of business.



PARKS AND RECREATION DEPARTMENT

MAYOR: David H. Bieter | DIRECTOR: Doug Holloway

MEMO

TO: Erik Stidham, President, Boise City Parks and Recreation Commission
FROM: Doug Holloway, Director
DATE: 1/11/2019
RE: January 17, 2019 Commission Meeting

DIRECTOR'S REPORT

Please find enclosed the descriptive information supporting your agenda topics for this meeting. The meeting is anticipated to last approximately ten (10) minutes and will take place via conference call. **To join the call, dial 1(866)848-2216 and enter code 4028558587.**

CONSENT AGENDA ITEMS

A. PARKING LICENSE AGREEMENT – VISTA STATION OFFICE BUILDING, 2600 W ROSE HILL ST – Requested by Dee Oldham, Parks Property Manager (See Item III. A. on the agenda)

The city and the owners of the Vista Station Office Building, located at 2600 W Rose Hill St, have entered into an agreement for many years for the use of vehicle parking by the Vista Station office building tenants and clients. The dirt parking area is on the south side of the railroad tracks and is not used for city purposes as it is contiguous to the Vista Office station parking lot and separated by the railroad tracks from the Boise Depot.

This agreement, **Exhibit A**, renews that agreement and authorizes automatic renewals for a period of four (4) one (1)-year terms unless canceled by either party. The owners pay a license fee of two hundred and forty-five dollars (\$245) per month with a sixty dollar (\$60) per year annual increase beginning on January 1, 2020.

RECOMMENDATION: The department requests that the Boise Parks and Recreation Commission recommend approval of the Vista Station Parking License Agreement to the Boise City Council.

B. MEMORANDUM OF UNDERSTANDING – CENTRAL DISTRICT HEALTH DEPARTMENT – Requested by Denise Peterson, Senior Center Coordinator (See Item III. B. on the agenda)

The City of Boise owns and operates the Dick Eardley Senior Center, at which programming is provided to improve the wellbeing of the community's seniors. The Central District Health Department (CDHD) offers a Fit and Fall Proof program which uses exercises to increase strength in seniors and reduce the risk of falling. The city and CDHD will partner to provide the Fit and Fall Proof program at the senior center.

This MOU, Exhibit B, will be in effect for one (1) year and will automatically renew on January 1 for five (5) years, finally concluding on December 31, 2023.

RECOMMENDATION: The department requests that the Boise Parks and Recreation Commission recommend approval of the Central District Health Department MOU to Boise City Council.

C. DEVELOPMENT AGREEMENT – WESTSIDE DOWNTOWN URBAN PARK – Requested by Jennifer Tomlinson, Parks Superintendent (See Item III. C. on the agenda)

In 2017 the city partnered with Capital City Development Corporation (CCDC) on the opportunity to develop Westside Downtown Urban Park, located at 11th and Bannock, across from the Boise Plaza office building (old Boise Cascade building). The park will include green space, walking paths, interactive art and native plantings. Design guidance and approval would take place over the summer, with construction beginning in the spring of 2020.

CCDC has provided an updated timeline of the project (Exhibit C.1.) along with the Master Development Agreement (Exhibit C.2.).

RECOMMENDATION: The department requests that the Boise Parks and Recreation Commission recommend approval of the master development agreement to Boise City Council.

D. OPTIMIST YOUTH SPORTS COMPLEX AGREEMENTS – SUEZ WATER – Requested by Toby Norton, Parks Planning Manager (See Item III. D. on the agenda)

Suez Water will install a new water line at Optimist Youth Sports Complex, along Hill Road.

Two agreements are necessary for the project to occur:

1. Utility Easement Agreement (Exhibit D.1.) permits installation of a flush-line into the pond
2. Right of Entry Agreement (Exhibit D.2.) permits construction to take place along Hill Road

RECOMMENDATION: The department requests that the Boise Parks and Recreation Commission recommend approval of the Optimist Youth Sports Complex Utility Easement Agreement and Right of Entry Agreement to the Boise City Council.

NEW BUSINESS AGENDA ITEMS

A. MINUTES – DECEMBER 4, 2018 – Requested by Doug Holloway, Boise Parks and Recreation Director (See Item IV. A. on the agenda)

RECOMMENDATION: The department requests that the Boise Parks and Recreation Commission review the December 4, 2018 Boise City Parks and Recreation Commission Minutes, Exhibit E, and approve the minutes if there are no recommended changes.

