

# MEETING MINUTES

## SEPTEMBER 15, 2024

### BOARD OF DIRECTORS GENESEE RECREATION DISTRICT LATAH COUNTY, IDAHO

NOTICE IS HEREBY GIVEN to the patrons of the Genesee Recreation District that a meeting will be held on September 15, 2024, 6:00 P.M. @ Concession Building @ 300 S. Pine Street Genesee, ID

The agenda for the meeting is as follows:

#### 1. Roll Call

- a. Genesee Recreation District Commissioners Present at Meeting:  
Art Lindquist, Jay Meyer, Kayla Brown
- b. Visitors/Members of Public: None

#### 2. Approval of Minutes/Bills

- a. Meeting minutes for May, June, July, and August approved.  
Motion made by: Kayla Brown  
Second by: Jay Meyer  
All Ayes in favor, motion passes
- b. Bills  
City water  
Avista  
Lewiston Tribune – advertising budget  
July/August – Field Maintenance – Cameron  
Motion made by: Kayla Brown  
Second by: Jay Meyer  
All Ayes in favor to approve bills, motion passes

#### 3. Reports

##### a. Field maintenance Updates

1. Follow up with Sprinkler company on brown spot and working order of sprinklers  
**(Art)**  
Cobblestone Landscaping are following up with looking at sprinklers and correcting issues/ items that are still not in working order including heads need adjusted, zones not working, sprinklers running 3 times/day. Requesting deadline of Oct. 15<sup>th</sup> to correct all outstanding working issues.
2. Flagpole weeding – will offer as volunteer opportunity or perform during fall work day

**b. Concession Building**

1. Winterize building November 2024 (**Jay Meyer**); after Turkey Shoot

**c. Trash and Port-a-potty service** – Moved to 1 porta-potty (Art confirmed)

**4. Old Business**

**a. Bathrooms/ Concession**

**1. Finalization**

**A. Punchlist Items for Cleveland Construction**

- ~~Copy of Occupancy Permit from Latah County~~
- ~~Caulk on north side siding~~
- ~~Sheeting in mechanical room~~
- Trade out Occupied/Vacancy Indoor Lock for Outdoor Locks that can be locked from exterior door. Need Keys back from Brandon Cleveland.

**B. Complete install on remaining ADA shelves adjacent concession stand window openings (south/west windows left) prior to end of November**

**C. Purchase fridge prior to next baseball/softball season (February/ March)**

**D. Replace/trade out sink prior to next baseball/softball season (February/March)**

**E. Install storage shelf/storage room separator (Gun Club and Genesee Rec District); Idea of Jay Scharnhorst that he may have some shelves that could be painted.**

**F. Install different toilet paper dispenser prior to next softball/baseball season (February/March)**

**2. Concessions checklist/ Use Rules.** Will need to follow up with a use agreement and checklist once concession building is completed.

Kayla to Draft and have complete by end of 2024

**b. ~~City Football~~ Field Lights**

Discuss Options. Review Musco updated cost estimate for potential field lights. Schedule follow up review meeting with school and city.

**c. Fall Work Day – Schedule in October or early November or both**

**1. List tasks for fall work day**

**A. Material Bunkers**

Materials needed: will need at least 1 load of gravel and fence needed on top of box + gate entrance to bunkers (hall in prior to fall field work day)

**B. Flag Pole**

- Light - Need to purchase remaining supplies and coordinate with Mike Uhlenkott for use of truck. (Schedule field workday in fall 2024)
- Weeding

**C. ADA Shelf install**

**d. 2025 Projects**

Update on Gathering costs and develop alternatives and draft Capital Improvement Plan (projects, cost estimate, and funding plan)

**e. Banking Account Change**

1. Make change to P1FCU and shutdown Wells Fargo Sept. 30th, 2024. **(Art get paperwork started)**; Jay and Kayla follow up with signatures

**f. Idaho Water Resources/ Well Project To Complete Summer 2024**

1. Art to coordinate with South Latah Hwy District to coordinate on well.

**Items to Discuss or Pending Time Availability:**

- g. Draft MOU With Users of Sports Field Complex – To Be Drafted and Finalized before end of 2024**

- h. Pursue I9 Independent Contractor to Assist with Clerk Duties – Seeking interest currently**

**5. New Business**

**a. City Request For Memorial Bench**

1. City would supply bench in spring/summer 2025 and would like approval to place a bench in the historical location of the old hardware store near boulders in left outfield of baseball field outside the fence.

Motion to approve the placement of memorial bench in the historical location of the old hardware store near boulders in left outfield of baseball field outside the fence made by:

Kayla Brown

Second by: Jay Meyer

All Ayes in favor, motion passes

**6. Adjournment**