



Teton County/Jackson Parks and Recreation Department
Advisory Board Minutes
Thursday, March 10, 2022
5:00 PM – BCC Chambers

NOTE: Attachments are embedded; click underlined items.

Board Present: Ellie Stratton-Brook, Chris Peltz, Jim Clouse, Frank Lane, Jana Rankin; by phone, Matt Chorney, and Robin Folweiler

Staff Present: Steve Ashworth, Andy Erskine, Rachael Zimmerman, Craig Boegner, Rachel Rudd, and Christina Ramos

Guest Present: Keith Gingery, Chief Deputy County Attorney

1. Call to Order

- a. Additions/Deletions to the agenda

2. Approval of the February 10, 2022, meeting [minutes](#) – Ellie motioned to approve the February 10th minutes, Chris seconded. All in favor.

3. New Staff Introductions - None

4. Public Correspondence Received – Ellie acknowledged the emails received.

- a. Alta Park ([emails](#))

5. Upcoming Volunteer and Participation Opportunities– Rachael Zimmerman – Potential Mother/Son Dance; “Denim and Diamonds”. More info to come. Volunteers are welcome for the Open House scheduled on March 23rd; 11:30 am - 1:30 pm and 4:00 pm - 7:00 pm.

6. Citizen Input to the Board for items not on the agenda – no one present

7. Action Item - none

8. Information/Discussion Items

- a. FY23 Budget Submittal, Steve Ashworth (20 minutes) – The budget request was submitted about 2 weeks ago. Had and will have conversations with Town & County administration during the review period. Operational budget request is approx. 5.8 million, consistent with last years’ service level.
- b. Recreation Center Expansion [update](#), Steve Ashworth (15 minutes) – Steve reviewed the tentative schedule. On Monday, received approval of final development plan, conditional use permit and parking amendment through Town Council. Deadline for bids from sub-contractors are due March 24th. On March 31st, GE Johnson will present the bids and give their recommendations to the team and administrators for the Town and County. Steve will then put a staff report together from the information provided.
- c. Snake River Management Plan 3-year Re-certification Schedule & [Update](#) (20 minutes) – Steve presented the update to the electeds on Tuesday at the BCC meeting.

9. Staff & Director’s Report

- a. Parks Division, Andy Erskine (5 minutes) – Ice rinks are closed for the season. Will continuing grooming as long as possible. The Winter service level survey will begin at the open house (March 23rd).
We have been working with the school district on their field reservation system. Parks Dept. will still provide field maintenance.
We are working on our Winter to Spring transition in the next couple of months.

- b. Recreation Center Division, Craig Boegner (5 minutes) – Generous patrons have donated 2 table tennis tables. Dedicated drop-in time is 6:00pm – 9:00pm on Tues. and Thur. evenings and open play on weekends. The sauna and hot tub will open on Monday. The steam room is closed for repair. Open kayaks in the lap pool on Wed. evenings through May. Rendezvous River Sports will have roll clinics in April/May. Spring Break closure will be on April 7th and 8th for maintenance. Meeting with the operational staff tomorrow on ways to open back up to full service. Upcoming lifeguard course on Apr 8th, 9th, 10th.
- c. Programming Division, Rachael Zimmerman (5 minutes) – Kids Club registration was successful. Boots & Bling was a success; 120 attended. Mother/Son Dance will be in May. Finished up the Spanish 1 on 1 course which was in partnership with the Senior Center. Had a Crest Day in partnership with the school district. Spring Break Camp has full registration. We are seeking recreation leaders for Kids Club and Camp Jackson. Upcoming programs; eSports, youth tennis, girls’ softball, youth basketball, and Whole Health. Camp Jackson prep is in full swing. We will have 4 groups of 20 children.
- d. FY22 Capital Projects, Rachel Rudd (5 minutes) – Miller Park ADA improvements; the construction and bid documents are done. The announcement goes into the paper next week. Skateboard Park; have been working with design builders for their proposals. The project has a stakeholder group ready to go. Wilson boat ramp; currently have a conditional use permit but have a few conditions of approval that need to be modified. Melody Ranch trailhead improvements, which includes a dog off leash area, have received a lot of phone calls and interest. A survey for this project will be advertised the day of the open house. South Park landing, west; the RFQ went in the paper yesterday. Meeting with PAWS next week to see what role they would like to play on upcoming CUP’s for the dog parks in Powderhorn, May Park and Miller Park.
- e. Director, Steve Ashworth (10 minutes) -
 - i. Department Staffing Update
 - 1. Vacant on 3/26 (Recreation Center Manager)
 - 2. Vacant (Youth Education Coordinator)
 - 3. Vacant (Fitness and Wellness Coordinator)
 - 4. Vacant (Park Maintenance Technician)
 - ii. Indoor Tennis Court, Community Tennis Association Update – Steve met with representatives of CTA. They met with TCSD and USTA on ideas to cover the existing tennis courts at high school.
 - iii. March 23, 2022, Public Open House- Recreation Center 11:30-1:30 & 4:00-7:00
 - 1. Recreation Center Expansion Construction Management Plan
 - 2. Winter Grooming and Snow Removal Community Survey
 - 3. Melody Ranch Trailhead Conditional Use Permit
 - 4. Department Programming Information

10. Comments/Matters from the Board

- a. Items from the Board – Frank shared a conversation he had with the manager of the town square ice rink. He wants the area leveled out (where the ice rink is located). Steve shared that all decisions, for town squire, are under the directive of Town Council.
- b. Board Goals – The board is still working on the date.
- c. Community Communication

Frank motioned to adjourn; Chris seconded. All in favor. Meeting adjourned at 6:55 pm.

DRAFT Upcoming Board Meetings:

April 14, 2022 (DRAFT)

- Recreation Center Renovation and Expansion GMP Report
- Scholarship/Fee Reduction Committee Report
- Staff Work Plans for FY23