



**PARKS & RECREATION COMMISSION
WORKSHOP AGENDA**

**Oct. 24, 2023
6:00 PM**

Location: Post Falls City Hall, 408 N Spokane Street, Post Falls, ID 83854

**WORKSHOP MEETING – 6:00pm at City Hall, 408
N. Spokane Street**

CALL TO ORDER

ROLL CALL OF PARKS & RECREATION COMMISSION MEMBERS

James Hail, Jayson Cornwell, Dani Zibell-Wolfe, Geena Duczek, Krista Noyes, Christie Vranich, Angela Snyder

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Commission.

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATIONS

DECLARATION OF CONFLICT

Commission members are requested to declare if there is a conflict of interest, real or potential, pertaining to items on the agenda.

1. CONSENT CALENDAR

The consent calendar includes items that require formal Commission action, but which are typically routine or not of great controversy. Individual Commission members may ask that any specific item be removed from the consent calendar in order that it be discussed in greater detail. Explanatory information is included in the Commission agenda packet regarding these items and any contingencies are part of the approval.

ACTION ITEMS

- a. Approval of Minutes – Sept. 26, 2023

2. WORKSHOP BUSINESS

- a. Boat launch fees—Action Item
- b. Avista projects
- c. Staffing changes

3. ADJOURNMENT

Questions concerning items appearing on this Agenda should be addressed to the Parks & Recreation Department, 408 Spokane Street or call 208-773-0539.

The City Hall building is handicapped-accessible. If any person needs special equipment to accommodate their disability, please notify the City Media Center at least 24 hours in advance of the meeting date. The Media Center telephone number is 208-457-3341. Thank you.

Parks & Recreation Commission meetings are broadcast live on post falls city cable on cable channel 1300 (formerly 97.103). City videos are also available as videos on demand on the city website.

Commission Chair: Geena Duczek Vice-Chair: Christie Vranich
Members: Dani Zibell-Wolfe, Jayson Cornwell, Krista Noyes, Angela Snyder, James A. Hail III

Memo

To: Park and Recreation Commission
From: Parks and Recreation Director
Date: 10/20/2023
Re: Commission Meeting – October



Consent Calendar:

1. Approval of minutes of September 22, 2023

Workshop Business:

- 1) **Boat Launch Fees at Q'emiln Park** – This topic was tabled at the last park and recreation commission meeting with the request for more information. The available information does not breakdown the usage of the boats from general public to commercial use. Staff will share all parking data that is available with the commission during the meeting. This is an action item.
- 2) **Up-coming Avista Projects** - Over the next several years Avista will be conducting work on the north channel dam and the powerhouse. This work will have some impact upon our park operations. Known potential impacts will be discussed.

This is for information only and no action is required.

- 3) **Staffing Changes** - The department has had several positions open this fall. This is from promotions, retirements, and new budgeted positions. Not all openings have been filled at this time with some interviews currently in progress, but staff will share with the commission the latest changes.

This is for information only and no action is required.

Adjournment



**PARKS AND RECREATION COMMISSION
MEETING MINUTES**

**September 26, 2023
6:00 PM**

Location: City Council Chambers, 408 N. Spokane Street, Post Falls, ID 83854

REGULAR MEETING – 6:00 pm City Council Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME – PLEASE TURN OFF CELL PHONES – Thank you

ROLL CALL OF PARKS & RECREATION COMMISSION MEMBERS

James Hail, Dani Zibell-Wolfe, Krista Noyes, Angela Snyder, Christie Vranich – **Present**
Jayson Cornwell, Geena Duczek - **Excused**
Staff: Dave Fair, Robbie Quinn, Hayle Carver

AMENDMENTS TO THE AGENDA

Final action cannot be taken on an item added to the agenda after the start of the meeting unless an emergency is declared that requires action at the meeting. The declaration and justification must be approved by motion of the Commission.

NONE

**CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATION:
ACTION ITEM**

None

DECLARATION OF CONFLICT

Commission members are requested to declare if there is a conflict of interest, real or potential, pertaining to items on the agenda.

None

1. CONSENT CALENDAR

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ACTION ITEMS:

- a. Minutes from June 27, 2023

Motion by Hail to accept the Consent Calendar as presented.

Second, by Snyder.

Vote: Snyder-Aye, Hail-Aye, Noyes-Aye, Zibell-Wolfe-Abstain, Vranich-Aye

Motion Carried

2. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Commission on an issue that is not on the agenda. Comments on issues that are planned for future meeting agendas should be held for that meeting.

None

3. UNFINISHED / OLD BUSINESS

None

4. NEW BUSINESS

a. Review of Boat Launch Fees

Dave Fair, Parks & Recreation Director: – The Park and Recreation Commission at the City Council's direction met several times in 2021 to review our parking at Q'emiln Park. On July 27th, 2021, that recommendation was sent to the City Council and was adopted by them. That fee structure is what we currently operate under. For the last two summers (it has been implemented) we have received a handful of complaints regarding the fee we charge. One of those is from Patrick Green of Tobler Marina who wanted a seasonal rate or a resident rate. Another request was for us to provide a veteran discount for launching. This was a verbal request made to Bryan Myers. The mayor has asked the commission to look at these requests and see if any changes need to be made to our current structure.

Motion by Hail to table discussion of the Boat Launch Fees until the October Workshop.

Second, by Noyes.

Vote: Snyder-Aye, Hail-Aye, Noyes-Aye, Zibell-Wolfe-Aye, Vranich-Aye

Motion Carried

5. ADMINISTRATIVE / STAFF REPORTS

a. Update on Community Forest Fire

Dave Fair, Parks & Recreation Director, gave a status report of where this issue stands. The Parkway Fire consumed approx. 80 acres of land. With resources in the area, they were able to get a handle on it very quickly. The park was closed during the time the firefighters were on site and staying in the park. Currently, the park has reopened a portion of the Community Forest. The fire area is still closed and will stay closed until next spring.

b. Staff review on Post Falls Festival

Hayle Carver, Recreation Outreach Specialist: This year's Post Falls Festival was the largest yet. With 160+ vendors. 92-3 day, 18-food, 50-1 day craft vendors. The weekend started with the Celebration of the 100 years of the Chapin Building, followed by the remaining schedule of events from Friday through Sunday. Festival Partners are a huge part of the event. This year we partnered with City Link North, Post Falls Police Department, P1FCU, Post Falls Community Volunteers, Post Falls Historical Society, Post Falls Community Ambassadors, and Calvary Lutheran Church. The Sponsors for the Movie in the Park were Uhaul & Numerica Credit Union.

c. 2024 Construction Projects

Robbie Quinn, Parks Planner Robbie, updated the Commission on the construction projects coming up in 2024.

- Black Bay Park, went out to bid today. The bid due date is in November, hoping to get it approved by the council in December. With construction starting in January through November of 2024.
- Community Garden Parking Lot, Bids will go out this winter, with construction next summer. It will be a 2-3 month project.
- Woodbridge, replacing the playground and relocating to the east side of the park closer to the restrooms and parking lot. A budget allowing a shelter may also be added.
- Montrose Sports Complex, working on design this winter with the developer. Construction will start next spring, with ball fields being completed in the fall of 2024. And ready to play on the summer of 2025.

Black Bay Park, received final approval on the Grant from federal and state.

6. COMMISSION COMMENT

7. ADJOURNMENT

6:35 PM

Date: _____

Chair: _____

Attest: _____

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 408 Spokane Street or call 208-773-3511. City Council and City commission meetings are broadcast live on Post Falls City Cable on cable channel 1300 (formerly 97.103) as well as the City's YouTube Channel (<https://www.youtube.com/c/CityofPostFallsIdaho>).

Commission Chair: Geena Duczek Vice-Chair: Christie Vranich
Members: Jayson Cornwell, Dani Zibell-Wolfe, James A. Hail III, Krista Noyes, Angela Snyder

Mission

The City of Post Falls mission is to provide leadership, support common community values, promote citizen involvement and provide services which ensure a superior quality of life.

Vision

Post Falls, Idaho is a vibrant city with a balance of community and economic vitality that is distinguished by its engaged citizens, diverse businesses, progressive leaders, responsible management of fiscal and environmental resources, superior service, and a full range of opportunities for education and healthy lifestyles.

"Where opportunities flow and community is a way of life"