



**PARKS AND RECREATION COMMISSION
MEETING MINUTES**

**November 25, 2025
6:00 PM**

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

REGULAR MEETING – 6:00 pm City Council Chambers

The regular agenda is scheduled to start at 6:00 PM, but may start earlier depending on the completion of any preceding workshop.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME – PLEASE TURN OFF CELL PHONES – Thank you

ROLL CALL OF PARKS & RECREATION COMMISSION MEMBERS

James Hail, Jayson Cornwell, Geena Hall, Krista Noyes, Devon Braithwaite, Deborah Patterson, Dani Zibell-Wolfe,

All present except: Jayson Cornwell (excused) and Krista Noyes (absent).

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

ACTION ITEMS:

Motion by Hail for approval of consent calendar as presented.

Second by Zibell-Wolfe

Vote: Hail-Aye, Hall-Aye, Briathwaite-Aye, Patterson-Aye, Zibell-Wolfe-Aye.

Motion carried.

- a. Minutes June 24, 2025 Parks and Recreation Commission Meeting
- b. Minutes July 23, 2025 Parks and Recreation Commission Workshop
- c. Minutes September 23, 2025 Parks and Recreation Commission

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

- a. New Director Up-date

Shelly Enderud, City Administrator, took a moment to say farewell to Dave Fair and invite the Parks & Recreation Commission to his retirement party. Shelly Enderud announced that Kris Ammerman has been hired as the new Parks & Recreation Director and will be starting with the City of Post Falls on December 15, 2025.

4. NEW BUSINESS

- a. Introduction to the Commission for Accreditation of Park and Recreation Agencies (CAPRA) Standards and Agency Accreditation Process

Bryan Myers, Parks Manager, presented the standards and process that would be required for the department to apply for CAPRA accreditation. Getting accredited would show that we operate at a high level and with best practices. It would be a 2–3 year process to apply and, once accredited, this department would need to apply every 5 years after that to remain accredited. Myers explained that there are very few organizations accredited in the Pacific Northwest, and if we chose to pursue accreditation, we would be one of the first in the area.

- b. Falls Park Pond

Dave Fair, Parks & Recreation Director, explained that the Falls Park Pond has been dug out and the bentonite has been removed to help solve the snail issue. Now that the materials have been removed Avista is looking at adding a liner to the pond before it is filled back up.

5. ADMINISTRATIVE / STAFF REPORTS

- a. Park Construction Up-date

Robbie Quinn, Parks Planner, presented pictures and explained the upcoming construction and progress being made on the existing projects.

The City has received a LWCF grant of \$1.25 million for construction on the Quarry Sports Complex Phase 1. This project is expected to start in March or April of 2026.

The Montrose Sports Complex has been under construction this year. The parking lot and fencing are 90 percent complete and infield mix has been installed. The fields are expected to be playable in 2027.

Black Bay boardwalk is 90 percent complete and should be completely wrapped up within the next two weeks.

b. 2025 Parks and Recreation Department Review

Dave Fair, Parks & Recreation Director shared with the Parks & Recreation Commission that the department had a good year. The Cemetery had a large increase in lot sales, Q'emiln parking fee revenue was just slightly less than last year, and Recreation activity enrollment stayed fairly consistent with last year, but it was a big jump from 2023. Fair also highlighted that the scholarship program for activities is funded by fundraising and donation, the money does not come out of the budget.

c. A General Parks and Recreation Discussion

Dave Fair, Parks & Recreation Director, explained that the department has changed a lot in 30 years, highlighting the community and department growth. Fair brought up that as the department moves forward, we need to let development drive where parks are developed, putting the right park in the right location. It is important to pay attention to what the community wants and needs when developing parks and it is critical to keep the parks updated and relevant. To keep connectivity in Post Falls it will be critical to obtain the railroad corridor and switch station as well as the area around the water tower parking lot. Look at revenue sources that will offset cost.

d. Written Forester Report


Preston Hill, Urban Forester, Urban Forestry Division was unable to attend. Hill provided a written report that highlighted what's new since our last meeting, what the Urban Forestry Division is currently working on, and plans for the short-term looking forward.

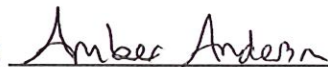
6. COMMISSION COMMENT

James Hail and Geena Hall thanked Dave Fair for his nearly 30 years of service.

7. ADJOURNMENT

7:15 PM

Date: 2/24/26 Chair:  (Vice 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 Hall, Vice-Chair: Devon Braithwaite
Members: Jayson Cornwell, Dani Zibell-Wolfe, James A. Hail III, Krista Noyes, Deborah Patterson

Mission
Building Community