



**PARKS AND RECREATION COMMISSION
WORKSHOP MINUTES**

**May 26, 2026
5:00 PM**

Location: City Hall, 408 N Spokane Street, Post Falls, ID 83854, Room 204, Floor 2

WORKSHOP – 5:00 pm City Hall Conference Room 204, Floor 2

There will be no formal meeting following the completion of the workshop.

CALL TO ORDER

Call to Order by Co-Chairperson Krista Noyes

ROLL CALL OF PARKS, RECREATION, AND URBAN FORESTRY COMMISSION MEMBERS

Devon Braithwaite, Krista Noyes, Jayson Cornwell, Deborah Patterson, Dana Repan, Scott Tulleners

Braithwaite (excused)

Noyes (present)

Cornwell (present)

Patterson (present)

Repan (present)

Tulleners (present)

1. ADMINISTRATIVE / STAFF REPORTS

- a. Workshop Topic: Introduction to the Cost Recovery Pyramid for Resource Allocation

Per the recommendation of the Parks & Recreation Director, Kris Ammerman, the two new Parks, Recreation, and Urban Forestry Commissioners, Dana Repan and Scott Tulleners, introduced themselves.

Bryan Myers, Parks Manager, introduced the Workshop Topic: Introduction to the Cost Recovery Pyramid for Resource Allocation. Myers shared the following:

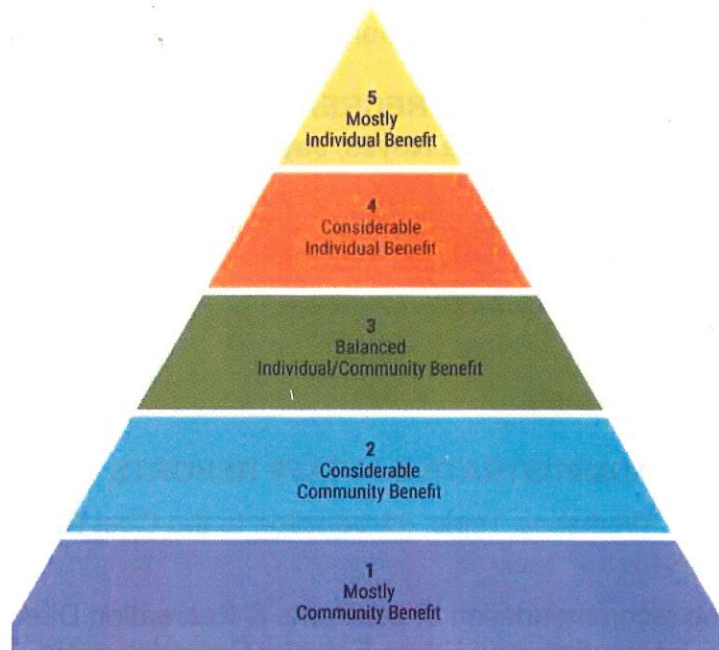
- The goal of the Workshop is to build shared understanding so future budget and fee recommendations are grounded in community priorities and appropriately protect core community access while improving the financial return of higher-individual-benefit programs.
- Public parks and recreation agencies must balance broad community benefits with limited taxpayer dollars. The Cost Recovery Pyramid is a tool that classifies services according to the primary beneficiary:
Base (Tier 1) services deliver widespread community value (e.g., open parks and trails) and receive the highest public subsidy. Top (Tier 5) services deliver primarily individual or

private benefit and should aim for full cost recovery or generate surplus to support the base.

- The Cost Recovery Period typical targets are adjustable to local priorities:
 - Tier 1: 0–25% recovery
 - Tier 2: 25–50%
 - Tier 3: 50–75%
 - Tier 4: 75–100%
 - Tier 5: 100%+

The Process

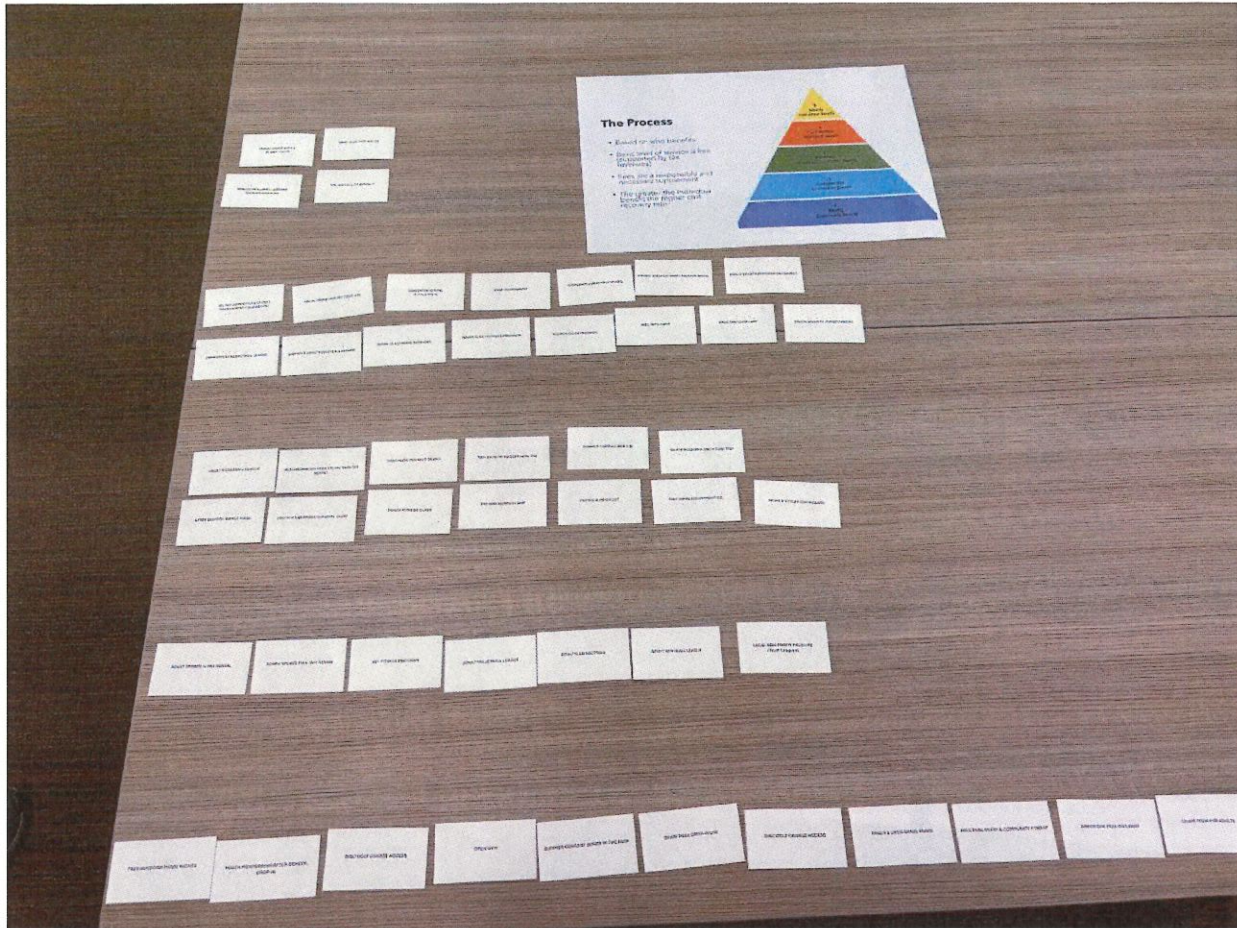
- Based on who benefits
- Basic level of service is free (supported by tax revenues)
- Fees are a responsible and necessary supplement
- The greater the individual benefit the higher cost recovery rate



Practical Exercise:

- The Commissioners formed two groups and were given notecards of current and theoretical programs, activities, etc to arrange with the Cost Recovery Pyramid Tool (see photos below). Throughout the workshop, this topic was discussed amongst the Commissioners and City Staff: Kris Ammerman (Parks and Recreation Director), Bryan Myers (Parks Manager), Traci Stevenson (Recreation Manager) and Robbie Quinn (Parks Planner).

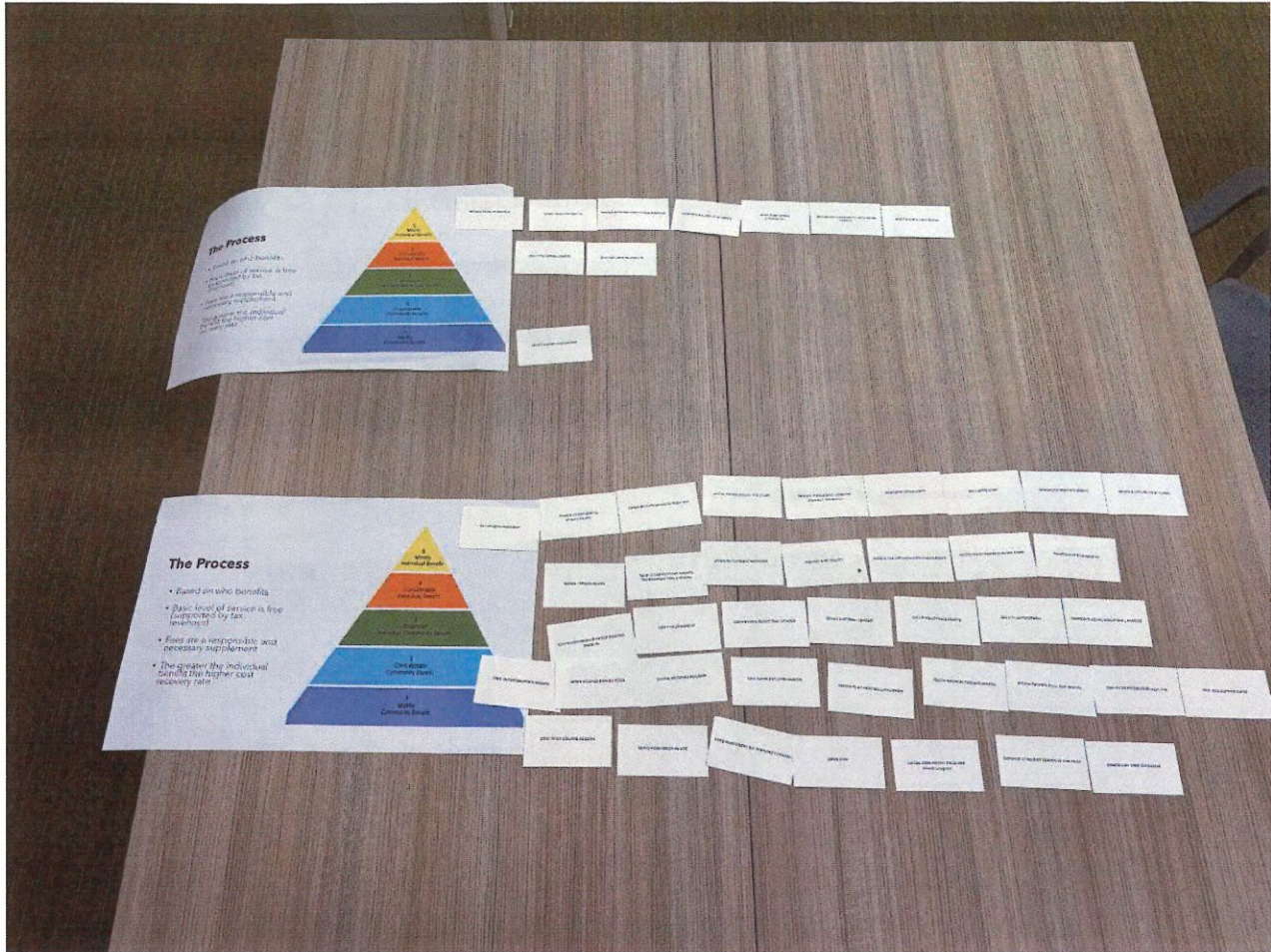
Group 1 (first arrangement by this group of the notecards):



Group 1 (second arrangement by this group of the notecards):



Group 2 (second arrangement by this group of the notecards):



Second Arrangement of the Notecards:

Mostly Individual Benefit

Group 1

- Private Coach Tennis Court Rental
- Contract Instructor Private Pickleball Lessons

Private Facility Rentals

Paint Night For Adults

Group 2

65+ Fitness Program

Tennis Court Rental

Local Travel/Select Field Use

Contracted Instructors Private Pickleball Lessons

Brix Camp Lego Camp

JACC Arts Camp

Considerable Individual Benefit

Group 1

Select Competitive Sports Tournament Field Rental

Local Travel/Select Field Use

Skate Park Rental (Competition)

Golf Tournament

Corporate Event Field Rental

Private Birthday Party Pavilion Rental

Kids in the Kitchen Cooking Classes

Competitive Basketball League

Women's Adult Volleyball League

Intro to Climbing Sessions

Youth Flag Football Program

Youth Soccer Program

JACC Arts Camp

Brix Camp Lego Camp

Youth Archery for Beginners

Group 2

Private Birthday Party Pavilion Rental

Dance Fitness Class

Select Competitive Sports Tournament Field Rental

Mommy and Me Ballet

Trails Open Space Parks

Kids in the Kitchen Cooking Classes

Skate Park Rental Competition

Youth Wilderness Survival Camp

Paint Night for Adults

Adult Sports ½ Day Rental

Triathlon Training Series

Moms and Littles Swim Class

Balanced Individual/Community Benefit

Group 1

Adult Pickleball League

Neighborhood Park Picnic Shelter Rental

Triathlon Training Series

Tiny Kickers Soccer (ages 3-4)

Summer Camp Ka-Mee-Lin

Silver Mountain Snow Tube Trip

After School Family Yoga

Youth Wilderness Survival Camp

Dance Fitness Class

Pee Wee Romper Camp

Mommy & Me Ballet

Tiny Tumblers Gymnastics

Moms & Littles Swim Class

Group 2

Youth Mentorship After School Drop In

Golf Tournament

Competitive Basketball League

Disc Golf Course Access

Adult Softball League

Adult Volleyball League

Adult Flag Football

Women's Adult Volleyball League

Considerable Community Benefit

Group 1

Adult Sports ½ Day Rental

Youth Sports Full-Day Rental

65+ Fitness Program

Adult Volleyball League

Adult Flag Football

Adult Softball League

Youth Leagues Local Non-Profit Field Use

Group 2

Free Outdoor Movie Nights

After School Family Yoga

Youth Soccer Program

Summer Camp Ka-Mee-Lin

Youth Flag Football Program

Youth Archery for Beginners

Youth Sports Full Day Rental

Pee Wee Romper Camp

Mostly Community Benefit

Group 1

Free Outdoor Movie Nights

Youth Mentorship/After-School Drop-In

Disc Golf Course Access

Open Gym

Summer Concert Series in the Park

Skate Park Drop-In-Use

Disc Golf Course Access

Trails & Open Space Parks

Free Park Entry & Community Forest

Arbor Day Tree Giveaway

Chair Yoga for Adults

Group 2

Neighborhood Park Picnic Rental

Disc Golf Course Access

Skate Park Drop-In Use

Free Park Entry & Community Forest

Adult Pickleball League

Open Gym

Youth Leagues Local Non-Profit Field Use

Private Facility Rentals

Chair Yoga for Adults

Summer Concert Series in the Park

Second Arrangement of the Notecards:

Mostly Individual Benefit

Group 1

Private Coach Tennis Court Rental
Contract Instructor Private Pickleball Lessons
Private Facility Rentals
Paint Night For Adults

Group 2

Private Facility Rentals
Chair Yoga for Adults
Private Birthday Party Reservations
Corporate Event Field Rental
Skate Park Rental Competition
Neighborhood Park Picnic Shelter Rental
Adult Sports ½ Day Rental
65+ Fitness Program
Private Coach Tennis Court Rental
Silver Mountain Snow Tube Trip
Local Travel Select Field Use
Contract Instructor Private Pickleball Lessons
Brix Camp Lego Camp
JACC Arts Camp
Triathlon Training Series
Moms and Littles Swim Class

Group 1

Select Competitive Sports Tournament Field Rental

Local Travel/Select Field Use

Skate Park Rental (Competition)

Golf Tournament

Corporate Event Field Rental

Private Birthday Party Pavilion Rental

Competitive Basketball League

Women's Adult Volleyball League

Intro to Climbing Sessions

Silver Mountain Snow Tube Trip

BrixCamp Lego Camp

Youth Archery for Beginners

Adult Sports ½ Day Rental

Group 2

Adult Pickleball League

Summer Camp Ka-Mee-Lin

Dance Fitness Class

Select Competitive Sports Field Tournament Rental

Intro to Climbing Sessions

Mommy and Me Ballet

Kids in the Kitchen Cooking Classes

Youth Wilderness Survival Camp

Paint Night for Adults

Balanced Individual/Community Benefit

Adult Pickleball League
Neighborhood Park Picnic Shelter Rental
Triathlon Training Series
Tiny Kickers Soccer (ages 3-4)
Summer Camp Ka-Mee-Lin
Youth Wilderness Survival Camp
Dance Fitness Classes
JACC Arts Camp
Adult Volleyball League
Adult Flag Football
Adult Softball League
Youth Flag Football Program
Youth Soccer Program

Group 2

Youth Mentorship After School Drop-In
Golf Tournament
Competitive Basketball League
Adult Softball League
Adult Volleyball League
Adult Flag Football
Women's Adult Volleyball

Considerable Community Benefit

Group 1

Youth Sports Full-Day Rental
65+ Fitness Program

Kids in the Kitchen Cooking Classes

After School Family Yoga

Mom's and Littles Swim Class

Mommy and Me Ballet

Chair Yoga for Adults

Pee Wee Romper Camp

Tiny Kickers Soccer (ages 3-4)

Group 2

Free Outdoor Movie Nights

After School Family Yoga

Youth Soccer Programs

Tiny Tumbler Gymnastics

Youth Flag Football Program

Youth Archery for Beginners

Youth Sports Full Day Rental

Tiny Kickers Soccer (ages 3-4)

Pee Wee Romper Camp

Mostly Community Benefit

Group 1

Free Outdoor Movie Nights

Youth Mentorship/After-School Drop-In

Disc Golf Course Access

Open Gym

Summer Concert Series in the Park

Skate Park Drop-In-Use

Trails & Open Space Parks

Free Park Entry & Community Forest

Arbor Day Tree Giveaway

Group 2

Trails and Open Space Parks

Disc Golf Course Access

Skate Park Drop-In Use

Free Park Entry & Community Forest

Open Gym

Youth Leagues Local Non-Profit Field Use

Summer Concert Series

Arbor Day Tree Giveaway

Process Next Steps per Myers:

1. Map current programs to the pyramid (Meeting 1).
2. Review actual recovery rates (Meeting 2).
3. Set formal targets and policy guidance (Meeting 3).

This process references the 2020 Post Falls Parks and Recreation Master Plan and NRPA CAPRA Standard 5.3: Comprehensive Revenue Policy.

2. COMMISSION COMMENT

None

3. ADJOURNMENT

Adjourned at 6:04pm

Date: 6/23/26

Chair: Dawn Braithwaite

Attest: Amber Anderson

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: Devon Braithwaite Vice-Chair: Krista Noyes
Members: Jayson Cornwell, Deborah Patterson, Dana Repan, Scott Tulleners

Mission
Building Community