



**PARKS & RECREATION COMMISSION
REGULAR MEETING AGENDA**

**November 22, 2022
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

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

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

- a. Staffing Introductions and updates

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 which 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 – September 27, 2022

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.

3. UNFINISHED / OLD BUSINESS

- a. Black Bay update
- b. Renaming Community Garden

4. NEW BUSINESS

None

5. ADMINISTRATIVE / STAFF REPORTS

- a. Winterfest

2. COMMISSION COMMENTS

3. ADJOURNMENT

Reminder of no December meeting

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 video on demand on the city website.

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

Memo



To: Park and Recreation Commission
From: Parks and Recreation Director
Date: 11/18/2022
Re: Commission Meeting

Ref. November 2022 Commission meeting

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATIONS

- a. Staffing Introduction and up-date - As the department continues to address staff turnover, we have seen several new faces and position changes since the last time we introduced staff. This will be a combination of in-person and verbal introductions tonight.

Consent Calendar:

- a. Approval of minutes of September 27, 2022

Citizen Issues

Time reserved for citizens wishing to address issues with the commission. No decisions may be made from these comments during this meeting; items may not be on a current agenda or be scheduled for a future meeting.

Unfinished Business:

- a. Black Bay up-date - The department has been waiting upon the corps of engineers Bank Stabilization permit for the last year. It has now been received and the department is ready to start on the process. Staff will outline the next steps in this project.

This is for information only and no action is required.

- b. Re-naming of the community garden - This recommendation by the commission was brought to the city council for their acceptance on November 15th. The council agreed

with the commission that this was a fitting tribute and approved the name change. Discussion over the timing of the dedication ceremony is now up for discussion.

This is for information only and no action is required.

New Business

- c. None –**

Staff Report

- A. Winterfest – Staff will give an update on this annual event and other events coming up.

This is for information only and no action is required.

Commission Comments

EXECUTIVE SESSION

- 1. **None**

Adjournment



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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

Present: Jayson Cornwell, Geena Duczek, Krista Noyes, Christie Vranich, Angela Snyder
Dani Zibell-Wolfe
Not Present: James Hail

AMENDMENTS TO THE AGENDA

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ACTION ITEMS

- a. Approval of Minutes – July 26, 2022, Vranich motioned, Cornwell seconded.

Vote: Zibell-wolfe abstain, Vranich aye, Noyes aye, Duczek aye, Cornwell aye, Snyder aye.

2. CITIZEN ISSUES

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3. UNFINISHED / OLD BUSINESS

- a. Re-naming of the community garden

Dave Fair stated the family was pleased for the name of the community garden to be Rick Noordam Community Garden. The public comment period of the proposed name was held for twice the required length of time. No comments were received. A motion was made by Zibell-Wolfe to change the name from Post Falls Community Garden to Rick Noordam Community Garden. Vranich seconded.

Vote: Cornwell aye, Noyes aye, Duczek aye, Zibell-Wolfe aye, Vranich aye and Snyder aye.

4. NEW BUSINESS

5. ADMINISTRATIVE / STAFF REPORTS

- a. Dave Fair, Parks and Recreation Director, gave an update on the season parking pass and the boat launch.
Dave stated there were 1236 free resident passes given out through the season. Dave said we had a total revenue of \$107,000. He was worried of a late spring and staffing. Dave said revenue was up from last year. Dave stated there are several vendors want season passes for the boat launch.
Commissioner Cornwell asked if vandalism has decreased. Bryan Myers, Parks Manager, said vandalism is still happening. Bryan said new locks are being installed on the bathrooms in parks and will be changing the swing of the doors to the bathrooms. Bryan did state vandalism in the bathrooms are the costliest.

Commissioner Cornwell asked if vandals are being caught. Bryan said yes, some are.

2. COMMISSION COMMENTS

3. ADJOURNMENT 6:36PM

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Budget - LWCF Request for the City of Post Falls

The Black Bay Park project is a large-scale redevelopment of a 66-acre park. For this phase we are concentrating on 8 acre that were identified by the public as their highest priority. The total estimated cost of this project is \$1,757,086 this a grant request of \$750,000 and city funds paying for the balance.

Black Bay Park - City of Post Falls	
\$1,757,086.00	Total Phase One Cost
\$750,000.00	Grant Request
\$957,086.00	City Cash Match
\$50,000.00	City In-kind

A break-out of the component cost are listed in the table below but are made up of entry plaza, Beach and Boardwalk, Bay Restoration, upper lawn, water distribution, trail to the beach, and electrical service.

BLACK BAY PARK- PHASE 1 COST MODEL DECEMBER 2020	
Black Bay Park Areas	Cost
Entry Plaza	\$405,830.88
Beach & Boardwalk	\$592,908.97
Bay Restoration	\$442,492.80
Lawn	\$178,961.04
Water Distribution	\$12,746.40
Trail to Beach	\$98,249.88
Electrical Service to Site	\$25,896.00
Total Park Costs	\$1,757,085.97
Design cost not included	

The cost estimates were developed by Civitas, our contracted design firm and their sub-contractors. Detail samples for the boardwalk and the bay restoration have been added but all listed areas can be provided if verification is needed.

