



**PARKS & RECREATION COMMISSION
WORKSHOP AGENDA**

**Feb. 28, 2021
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 – Nov 22, 2022

2. WORKSHOP BUSINESS

- a. Budget fees and charges
- b. Park impact fees
- c. Upcoming Election
- d. Current project update

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: 2/24/2023
Re: Commission Meeting - February



Consent Calendar:

1. Approval of minutes of November 22, 2023

Workshop Business:

- 1) **Budget, Fees and Charges** – Staff will review, discuss the approach that the department is taking for their 2023-2024 budget request. Also, will discuss the fee schedule and current tax regulations. The city and department had made several adjustments this past year as we address code changes, staffing demands, etc.

This is for information only and no action is required.

- 2) **Park Impact Fees** – An impact fee up-date went to the Planning and Zoning Commission this last winter and was before the City Council this month. Staff will up-date the Commission on this process and decision.

This is for information only and no action is required.

- 3) **Up-coming commission Election** – Staff will review the process so that commission members feel better prepared.

This is for information only and no action is required.

- 4) **Current Park Projects** – An up-date of a few of the projects that are dominating staff time.

This is for information only and no action is required.

Adjournment



**PARKS & RECREATION COMMISSION
REGULAR MEETING MINUTES**

**Nov 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
James Hail

Not Present: Dani Zibell-Wolfe

AMENDMENTS TO THE AGENDA

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CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATIONS

Staffing and Introductions. Dave Fair said more fulltime staff has been hired. Bryan Myers stated full-time staff has been hired and the Parks Dept. is fully staffed now. Staffing includes Joe Barber who was a seasonal beforehand. The Cemetery has gained Hoss Ludiker who was a seasonal as well. Two new positions were filled by James Dailey and Jessica Douglas. Sara Morrow was brought on in the fall as a newly allocated position. Tracy Stevenson stated Parks and Recreation has obtained a Recreational Supervisor, Tracy Mullinnex.

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ACTION ITEMS

1. Approval of Minutes – Sept 27 2022, Vranich motioned, Duczek seconded.

Vote: Hail abstain, Noyes aye, Vranich aye, Snyder aye, Cornwell aye, Duzcek aye

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 Project—Robert Quinn, Parks Planner stated permits have been obtained. Land and Water Fund says the boardwalk cannot be funded because we do not own the waterways and the land below. Consultants are working on what we qualify for. Dave stated changes with all depts involved are following standard. Robert says it is out for bid this winter. He is hopeful to start in late spring/early summer.

4. NEW BUSINESS

5. ADMINISTRATIVE / STAFF REPORTS

Traci Stevenson spoke of the upcoming Winterfest. The Parks Department put up lights all over City Hall. The event starts at 4pm and runs until 8pm. Announcements from Council starts at 6pm followed by Santa. The Fire Dept has boxes for gift donations. Vranich asked about parking. Traci stated there are detour and parking signs in place.

1. COMMISSION COMMENTS

2. ADJOURNMENT 6:25PM

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