



**PARKS & RECREATION COMMISSION
REGULAR MEETING AGENDA**

**March 28, 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, Jayson Cornwell, Geena Duczek, Krista Noyes, Christie Vranich, Angela Snyder, Dani Zibell-Wolfe

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. 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.

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 – February 28, 2023

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. Falls Park Pond – Asian Mystery Snail up-date
- b. The Landing – Rail Extension

4. NEW BUSINESS

- a. Election of Officers – 2023 (Chairperson & Vice-Chairperson)

ACTION ITEM

Process

- Nominate 1 or more candidates
- Candidates must accept the nomination
- Commission votes on a candidate
- New candidates will begin at the next meeting

5. ADMINISTRATIVE / STAFF REPORTS

This portion of the agenda is for City staff members to provide reports and updates to the Commission Members regarding City business as well as responses to public comments. These items are for information only and no final action will be taken.

- a. Staffing up-date

6. COMMISSION COMMENTS

This section of the agenda is provided to allow the Commission members to make announcements and general comments relevant to City business and to request that items be added to future agendas for discussion. No final action or in-depth discussion of issues will occur.

7. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially subject to applicable legal requirements; the Commission may enter executive session to discuss such matters. The motion to enter into executive session must reference the specific statutory section that authorizes the executive session. No final decision or action may be taken in executive session.

ACTION ITEM (To enter into executive session only):

- a. Idaho Code 74-206(1)(C) – To acquire an interest in real property which is not owned by a public agency.

RETURN TO REGULAR SESSION

8. 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 video on demand on the city website.

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

Memo

To: Park and Recreation Commission
From: Parks and Recreation Director
Date: 3/23/2023
Re: Commission Meeting

Ref. March 2023 Commission Regular Meeting



Pledge of allegiance:

Consent Calendar:

- a) Approval of minutes – February 28, 2023, meeting.

Ceremonies, Appointments, Presentations

- a) None

Old Business:

- a) Falls Park Pond – The efforts of the last two years have led to the elimination of the Eurasian Milfoil, but the Asian Mystery Snail is still a large problem, and it will impact the pond this summer. Staff will discuss the options that are being looked at and the ramifications of this popular park amenity. This is for information only and no action is required.
- b) The Landing – Avista added a safety line across the river to add another level of safety to anyone who gets past the safety boom. Unfortunately, this anchor system created a safety issue for our park users. We have worked with Avista to resolve this, and staff will cover the proposed fix. This is for information only and no action is required.

Citizen Issues

This section is reserved for citizens wishing to address the commission on city related items, not on the agenda.

New Business

- a) Elections - It is that time of the year again the commission needs to hold its annual election. As always, the elections will be for Chair and Vice-chair. The commission may nominate one or more for each position and the nominee must be willing to serve in that role. The change of leadership will take at the next meeting. This is an action item.

Staff and Committee reports

- a) Staffing up-date – Staff will provide a report on where the department is on its annual drive to find seasonal employees and any changes in its full-time ranks. This is for information only and no action is required.

Commissioner Reports

Executive Session

- a) **An executive session will be needed per Idaho Code 74-206(1)(c)** – To acquire an interest in real property which is not owned by a public agency. No action will be taken while in executive session.

Adjournment



**PARKS & RECREATION COMMISSION
WORKSHOP MINUTES**

**February 28, 2023
6:00 PM**

**Location: Post Falls City Hall, Conf. Room #178 (Ante Room)
408 N. Spokane Street, Post Falls, ID 83854**

WORKSHOP MEETING – 6:00 pm

CALL TO ORDER

ROLL CALL OF PARKS & RECREATION COMMISSION MEMBERS

Present: James Hail, Jayson Cornwell, Krista Noyes, Angela Snyder

Excused: Dani Zibell-Wolfe, Geena Duczek, Christie Vranich

Staff: Dave Fair, Robbie Quinn, Kirsten Lindahl

AMENDMENTS TO THE AGENDA

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NONE

CEREMONIES, ANNOUNCEMENTS, APPOINTMENTS, PRESENTATIONS

DECLARATION OF CONFLICT

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NONE

1. CONSENT CALENDAR

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ACTION ITEMS

- a. Approval of Minutes – November 22, 2022 - (No meeting in December or January)

Motion by Noyes to accept the Consent Calendar as presented.

Seconded by Snyder

Vote: Noyes - Aye, Cornwell - Aye, Hail - Aye, Snyder - Aye

Motion Carried

2. WORKSHOP BUSINESS

a. Budget fees and charges

Dave Fair Parks & Recreation Director presented an update on the budget process. The department is in the middle of the 2023-2024 budget request. The city and department had made several adjustments this past year as we address code changes and staffing demands.

b. Park impact fees

Dave Fair Parks & Recreation Director 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 update the Commission on this process and decision.

c. Upcoming Election

Dave Fair Parks & Recreation Director reviewed the process so that the commission members are prepared. The nomination and election for Chairperson and Vice Chairperson will appear on the agenda for the March Parks & Recreation Commission Meeting.

d. Current project update

An update of a few of the projects that are dominating staff time.

3. ADJOURNMENT 7:00PM

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Commission Chair: Geena Duczek

Vice-Chair: Christie Vranich

Members: Dani Zibell-Wolfe, Jayson Cornwell, Krista Noyes, Angela Snyder, James A. Hail III

James A. Hail III, Past Chairman
Parks & Recreation Commission
City of Post Falls

Transcribed by Hayle Carver
Parks & Recreation
City of Post Falls