



**PARKS &
RECREATION
COMMISSION**

**SEPTEMBER 27, 2011
6:00 PM**

AGENDA

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

WELCOME – PLEASE TURN OFF CELL PHONES – Thank You.

ROLL CALL OF COMMISSION MEMBERS

CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS, PRESENTATIONS

- 1. IRPA Award Presentations**
- 2. Coach of the Year Award**

AMENDMENTS TO THE AGENDA

DECLARATION OF CONFLICT

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.

- a. Approval of Minutes – July 26, 2011
(No August meeting)

2. PUBLIC HEARINGS

3. UNFINISHED / OLD BUSINESS

- a. Community Garden Update – Rick Noordam

4. CITIZEN ISSUES

This section of the agenda is reserved for citizens wishing to address the Commission regarding a City related issue. In order to ensure adequate public notice, Idaho Law provides that any item requiring Commission action must be placed on the agenda of an upcoming meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the Mayor, either by subsequent appointment or after tonight's meeting, time permitting.

5. NEW BUSINESS

1. Skate Park – Bike request

6. ADMINISTRATIVE / STAFF REPORTS

7. COMMISSION COMMENTS

8. EXECUTIVE SESSION

Certain city-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Commission may enter into executive session to discuss such matters.

None

REGULAR SESSION

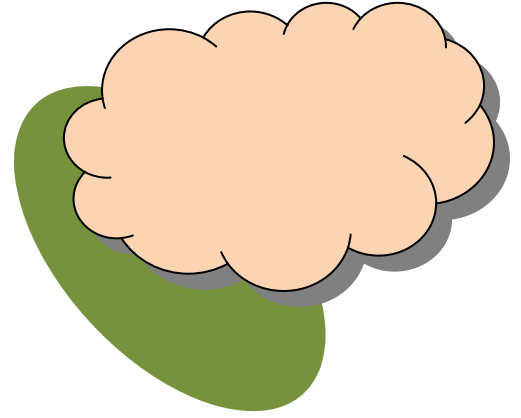
ADJOURNMENT

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.

This meeting is broadcast live on the City of Post Falls' Cable Channel 13

Commission Chair: James A. Hail III Vice-Chair: J. Ryan Zane
Members: Cheri Hodl, Rick Noordam, Jackie McAvoy
Tami Martinez, Dani Zibell-Wolfe

Memo



To: Park and Recreation Commission
From: Parks and Recreation Director
Date: 9/21/2011
Re: Commission Meeting
Notes for September 2011

Pledge of allegiance:

Presentations:

1. **Awards** - Presentations will be made for Idaho Recreation and Park Association Awards and Coach of the year

Public Hearings:

1. None - Commission note: Public hearings are reserved for land use issues i.e. planning and zoning related items.

Old Business:

1. **Community Garden** - Rick Noordam will give an up-date on this project. Progress has been made since the last commission meeting with a few challenges too!

Citizen Issues

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

New Business

1. **Bikes in the Skate Park** - A request was sent on to the commission to allow bikes in the skate park. This is being brought forward to simply find out if the commission has any desire to re-visit this issue. The department is going to need to change the entry into the skate park to meet ADA requirements which will make it easier to bring bikes into the park.

Staff and Committee reports

1. Director's Report –

Division Reports – Division reports will now be provide to the commission on a quarterly basis. Those dates will be January, April, July, and October.

Commissioner Reports

Executive Session

None

Adjournment



**PARKS &
RECREATION
COMMISSION**

**JULY 26, 2011
6:00 PM**

MINUTES

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

CALL TO ORDER

James Hail III called the meeting to order at 6:00pm.

PLEDGE OF ALLEGIANCE

WELCOME – PLEASE TURN OFF CELL PHONES – Thank You.

ROLL CALL OF COMMISSION MEMBERS

Commissioners Present: Dani Zibell-Wolfe, Jackie McAvoy, James A. Hail III, Ryan Zane, Cheri Hodl. Comissioners Absent: Rick Noordam, Tami Martinez.
Staff Present: Dave Fair, Penny Lindner, Collin Coles.

CEREMONIES, APPOINTMENTS, ANNOUNCEMENTS, PRESENTATIONS

AMENDMENTS TO THE AGENDA

DECLARATION OF CONFLICT

1. CONSENT CALENDAR

a. Approval of Minutes – June 28, 2011
Dani Zibell-Wolfe moved to approve the June 28, 2011 minutes as presented. Seconded by McAvoy. Zibell-Wolfe aye, McAvoy aye, Hail aye, Zane aye, Hodl aye. Motion carried.

2. PUBLIC HEARINGS

3. UNFINISHED / OLD BUSINESS

a. Development Impact Fees – Collin Coles
Collin Coles, former planner for the city City of Post Falls (now retired) gave the presentation. He said this has been a process of participation and he is focusing on the park portion. In 1995 we established our existing Level of

Service (LOS) for parks at 16 acres/1,000 population; 6 acres of developed Level 1 and 10 acres of Level 2 parks. Mr. Coles said the main change in this review of impact fees was that we withdrew the amount of money for Level 2 development, which lowered the park impact fees, and re-evaluated acreage cost. Because of the economy and cost of land now, real estate prices have been falling. The hardest hit is raw ground which has brought the impact fees down. Current fee for single family residence is \$2,166/unit; proposed fee is \$1,429/unit. Difference of \$737. If cost of land goes up in 2-3 yrs, we can revisit this and make necessary changes. There have been significant reductions in building permits. This year, there was 100, last year 147.

Coles talked about the reduced growth rate and the capital improvement plan (CIP). We need to revise the CIP so it is balanced with the impact fees. Impact fees are only collected for residential not commercial.

Hail – How did we get the authority to collect? Coles - we only collect for transportation, safety and parks. Recently fire, and highway district has been added through the county.

Hail - How do we compare to other cities in Idaho. Coles – hard to make a comparison. Post Falls & Coeur d’Alene are similar in developed parks and he gives some examples. Each community has a different capital improvement plan so its hard to do comparison.

The LOS has been re-evaluated. Argument is, are we just going to continue to buy ground just to leave it as open space? We have a good supply of Level 2 open space. Do we need more in terms of developed park? Dave Fair said any adjustments would originate here, at the Park & Rec. Commission. There needs to be a balance. In 1994 we had 30 acres of land per 1,000. Mr. Fair gives some history about how we reached the park acres per person. He also explained the purpose of Level 2 land; it provides open space & also future Level 1 parks when the city is built out. Each community is so different.

If we revisit our current 16 acres/1,000 and lower it, no problem. If we raise it, there could be problems because we would create a deficit. Then the city would have to cure that deficiency. Level 2 ground should be secure ground that eventually could be a Level 1 park. Mr. Coles said we are better off leaving it alone. Dave Fair agrees. We can't collect impact fees for deficient services.

Zane – Where have these sources been coming from? Fair - For Level 2, the Krutch property is one, also Black Bay. Fair said the city purchased the Krutch property and sometimes we get donations, like with Corbin Ditch. Other ways to acquire property are through grants, conservation easements, trusts, even vacations & rights-of-ways.

b. Community Garden Update – Dave Fair

The demo-gardens are in place . There are a few volunteers who water the gardens. Vandalism has been an issue. We will need to have it fenced off around the garden area. It is slowly coming together. No lots have been sold but we have 12 boxes. The fence money is coming out of the park trust fund.

c. Policy Update – James Hail III

A committee has been working on two things: commercial use of public property and background checks for volunteers & coaches.

They have accomplished the background checks so far. Will do a point rating system regarding crimes these volunteers have been charged with, how long ago it happened, etc. Dave Fair said this will be tightened up a bit, and then come back to the commission for approval. We want to be consistent, legal and fair. The committee did a good job.

After that, they will work on commercial use of public property.

4. CITIZEN ISSUES

None.

5. NEW BUSINESS

6. ADMINISTRATIVE / STAFF REPORTS

1. Summer Project Updates – Dave Fair –

We are in full swing with summer. Revenue is down with parking fees. We lost about \$6-7,000 for not being open on July 4th. Weather has hit us hard, affected parking fees & reservations.

Summer camp numbers are down. Sports camps are down a bit or holding steady. Most other programs are holding steady or slightly up.

Construction complete with the Black Bay shelter. Mr. Fair showed a picture of canopy there. It won't keep the rain out, but it will help drop the temperature and reduce the heat.

We finished up the work at Q'emiln Park. Parks crew is now working on Park in the Meadows. There will be paved pathways, irrigation, pickle ball court, parking lot, sand volleyball court and playground. Infrascture will be completed this year.

There will be no meeting in August.

7. COMMISSION COMMENTS

Jackie McAvoy said the Parks & Recreation department did a great job for Parks Day. She thanked everyone for their efforts. Also kudos to the police department who helped out also.

8. EXECUTIVE SESSION

None

REGULAR SESSION

ADJOURNMENT

CommisionerHail III moved to ajourn the Parks & Recreation Commission meeting. Time: 6:45pm

James A. Hail III
Park & Recreation Chairman

Penny L. Lindner, Admin. Specialist
City of Post Falls

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Members: Cheri Hodl, Rick Noordam, Jackie McAvoy
Tami Martinez, Dani Zibell-Wolfe

David Fair

From: Scot Haug [scot@postfallspolice.com]
Sent: Thursday, September 15, 2011 10:22 AM
To: David Fair
Subject: Bikes in the skatepark

Dave;

I discussed the issue of allowing bikes in the skate park with our staff today. After much discussion, we do not have a strong opinion one way or the other. My feeling is we may see an increase in injuries as bikes collide with people on skateboards, but I cannot back up that opinion with any factual data to support that that will be the case.

We will support which ever direction you decide to go in this regard.

Scot

Director's Report

September 2011

I. STAFFING

We have made it through another summer with a very good staff overall. Our recreation programs have transitioned from summer to fall and only Parks and Cemetery continue with their seasonal position,

II. ON GOING PROJECTS

Avista – The department continues to communicate and coordinate with Avista on the operation of our leased property and Avista property. In 2012, we will be receiving \$150,000 from Avista to improve the signage at Falls Park and the trails at Q'emiln Park. This is part of the negotiated FERC settlement.

Black Bay – The shelter work at Black Bay is now complete. We have received a lot of complements on the shelter.

Community Garden -. We are finishing up with our first year of having a garden. Rick has worked very hard to get this project off the ground and has created a core group of volunteers for the garden.

Corbin Park – I am still planning to review the site with the City's engineering department to see if they could do the road design for us to reduce design cost. A road system is essential if we wish to protect the site. The road footprint must be reduced and parking areas created to control where people park. We also need to harden the disc golf course with a special emphasis on the hillside.

Meetings - I continue to attend the monthly meetings with the Centennial Trail Foundation, the Post Falls Community Volunteers, ADA compliance, sidewalk/bike pathway, and Joint Powers as needed.

Park in the meadows – Work has been underway on this project for the last month and a half. The pathways, parking lot and infrastructure is in. Work is now concentrated on the playground and irrigation. It is a very rocky site that is posing a big challenge.

Q'emiln Park Boat launch - The old house at the park was removed and the picnic shelter is being enlarged using one of the garage roofs. New security cameras, power lines and entry LED lights are being installed. The site is being cleaned up and the extension of the parking lot is being finalized. We will get close to 40 additional parking spots!

Recreation Brochure – Work is now underway for our Winterer edition. We continue to refine our on-line system.

III PROJECTS ON HOLD

BMX Track - The issue of the BMX track has been put on hold until the city obtains property that meets the requirements of the BMX Association. I am still working on obtaining the DOT property south of Chase Road. The BMX Association has indicated that they are not interested in the site but it will work for other recreational activities such as remote controlled cars.

Boys and Girls Club - The issue of a lease and any request for additional funding is on hold until the Boy's and Girl's Club decides to move forward.

Ross Point / BLM property - The department has started the process for development of the property with public hearings. Next we will need to do design work and finally construction. It should be noted that Dave from the BLM has left for another region so we will be working with another individual when hired.

IV PLANNING

Sport Complex – The department is finishing up the negotiations for a contract to do a feasibility study and a master plan for a regional sports complex. This will be 80 + acres in size and will be on land application property so there will be no cost for the land.

Department Master Plan – Request for proposals were sent out last month for a full park master plan. The deadline was last Friday and 5 proposals were received.

V CHALLENGES

Land Purchase – The department continues to look for suitable park land in its needed zones. We also need to look for a large parcel for a sports complex before all available sites are gone. We also need to look to extending Q'emiln Park and adding river access whenever possible. We will look toward the planning division to work with us as well as they work with developers. A few properties we have looked at are still fairly expensive.

Public Demand – The department continues to see a greater level of request for services and demand for higher levels of services. It has been a challenge for staff to balance this with our available budgets.

Staffing – The work demand exceeds the available staff and available hours but we are all happy to be here!