

**AGENDA OF THE PARKS, RECREATION, AND COMMUNITY FORESTRY COMMISSION
MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Wednesday, October 15, 2025

Commission Meeting: 4:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

**CALL TO ORDER
ROLL CALL OF COUNCIL MEMBERS
PLEDGE OF ALLEGIANCE
ADDITIONS OR CORRECTIONS**

1. **CONSENT CALENDAR** *All items on the Consent Calendar are Action Items*
 - A. Approval of September 17, 2025 Parks, Recreation, & Community Forestry Commission Meeting Minutes

**MINUTES OF THE PARKS, RECREATION, AND COMMUNITY FORESTRY COMMISSION
MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Wednesday, September 17, 2025

Commission Meeting: 4:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

The meeting was called to order at 4:00 PM.

ROLL CALL OF COMMISSION MEMBERS

Aundrea Leckie: Present
Kholt Moore: Present
Helen Paris: Present
Adam Reed: Present
Malea Sampsel: Absent
Lisa Troxel: Present

ADDITIONS OR CORRECTIONS

1. CONSENT CALENDAR *All items on the Consent Calendar are Action Items*
Motion to approve the August 20, 2025 Parks, Recreation, and Community Forestry Meeting Minutes. This motion, made by Reed and seconded by Troxel, Carried.
Aundrea Leckie: Yes
Kholt Moore: Yes
Helen Paris: Yes
Adam Reed: Yes
Malea Sampsel: Absent
Lisa Troxel: Yes
Yes: 5, No: 0, Absent: 1
 - A. Approval of the August 20, 2025 Parks, Recreation, & Community Forestry Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)
No visitors.
3. UNFINISHED BUSINESS
 - A. Sponsor Reviews
The commission discussed the sponsor list, which included those who had contributed significantly to events and sports. Vice-Chair Paris asked if car dealerships sponsored anything, and Suzanne Cano said some had, including providing a car for the Distinguished Veteran in the parade, but not very much. Commissioner Troxel suggested not approaching those who sponsored the Frisbee Golf at Broadmore Park. Paris asked about the softball fields and whether they were funded by the City or through matching funds from leagues. Cano explained they were funded by a grant, and if removed, would need to be replaced elsewhere. Paris also asked how much they should request from companies, which the commission discussed with Cano and Dan Hall. The commission also briefly discussed Hayden Canyon Park with Cano and Hall before moving on, as it was not part of the agenda item.

- B. Parks, Recreation, & Community Forestry Commission City Code Amendment Discussion (ACTION ITEM)
 - i. Subcommittee Update (ACTION ITEM)
There was no update on this agenda item.
- C. Pickleball Courts (ACTION ITEM)
 - i. Subcommittee Update (ACTION ITEM)
Suzanne Cano mentioned that Chair Sampsel was stepping back from the subcommittee for now. Commissioners Reed and Troxel said they would continue the subcommittee work on their own. They discussed doing bocce courts instead due to the noise created from pickleball, and Cano mentioned that the courts could be made more soundproof. Troxel asked if that was something they really wanted to try when the neighborhood had said no basketball courts and the City of Boise was being sued for their pickleball courts. Vice-Chair Paris mentioned that where she used to live, pickleball courts required special flooring to reduce sound, restricted hours, and additional rules to reduce noise. Reed mentioned that they would have to check the Capital Improvement Plan (CIP) to see what was allowed at Stoddard Park, and Cano mentioned they might be able to request a special use permit. Reed noted that according to the CIP certain amenities had to be met within the property, and Cano and the commission went over the amenities it already had. Cano also mentioned plans for pickleball courts and a few other amenities at the new Hayden Canyon Park. Paris said she would like to be kept informed if the subcommittee moved forward with bocce, as she was interested in it.
- D. Parks' Signage (ACTION ITEM)
 - i. Subcommittee Update (ACTION ITEM)
The subcommittee gave an update. Commissioner Leckie asked Dan Hall to send her the pictures of the parks he had, and he said he could email them to her. Suzanne Cano mentioned that the Historic Commission wanted to meet regularly with the commission starting in January regarding signs, as they also planned to do some signage.
- E. Bike Trail Map (ACTION ITEM)
 - i. Subcommittee Update (ACTION ITEM)
There was no update on this agenda item.

4. NEW BUSINESS

- A. Friday Night Frights (ACTION ITEM)
Suzanne Cano discussed the Friday Night Frights event and said the commission could help with traffic control or have their own trunk. Commissioner Reed volunteered to help. The commission discussed the event with Cano, including placing it on the website banner and asking Hayden Meadows Elementary if it could be displayed on their electronic sign, and made a motion to spend up to \$300 on candy for a trunk. They then decided to have a trunk at the event and motioned to create a subcommittee to plan the trunk. Vice-Chair Paris went over the purpose of the subcommittee, and she and Commissioners Moore and Reed agreed to be on it.

Motion to spend up to \$300 on candy for Trunk or Treat for the Commission's Trunk. This motion, made by Troxel and seconded by Moore, Carried.

Aundrea Leckie: Yes
Kholt Moore: Yes
Helen Paris: Yes
Adam Reed: Yes
Malea Sampsel: Absent
Lisa Troxel: Yes

Yes: 5, No: 0, Absent: 1

Motion to create a subcommittee for the commission's trunk for the Friday Night Frights event. This motion, made by Reed and seconded by Troxel, Carried.

Aundrea Leckie: Yes
Kholt Moore: Yes
Helen Paris: Yes
Adam Reed: Yes
Malea Sampsel: Absent
Lisa Troxel: Yes

Yes: 5, No: 0, Absent: 1

B. Quarterly Written and In-Person Report for Council Review

The clerk informed the commission that the in-person report was not due until next month, but the written report was needed by their next meeting in October. Suzanne Cano suggested having Vice-Chair Paris complete the written report since Chair Sampsel had been absent for this meeting and the previous one, and when Vice-Chair Paris asked the other members if they were okay with that, they agreed.

5. REPORTS

A. Parks Update

Dan Hall gave an update, noting that they were working on preparing for winter. Hall and the commission discussed that the Public Works Department was working on establishing a minimum standard requirement for developers who were required to donate park land.

B. Recreation & Community Events Update

Suzanne Cano gave an update on upcoming non-city-run and city-run events, and mentioned that soccer and flag football had just started. The commission discussed parking at Croffoot Park with Cano and Dan Hall, as well as the timing of port-a-potty closures for winter and the signs that would be put up in October to notify the public. Cano noted that youth volleyball was starting soon, registration for PreK-2nd grade basketball was ongoing, coed volleyball registration would start soon, and soccer had approximately 90 teams while flag football had 18 teams. Vice-Chair Paris asked where the referees came from, and Cano explained.

C. Trees, Parks, & Bike Pedestrian Report

Commissioner Troxel asked about the water faucet at Honeysuckle Beach and why it had been turned off. Suzanne Cano and Dan Hall explained, and they discussed Troxel's concern about swimmer's itch and people not being able to wash off. Cano noted that there was not enough staff to monitor the faucet and prevent kids from pouring sand down it. Hall mentioned that a new pay kiosk had recently been installed for the boat launch at the beach.

D. Commission Round Table Discussion

Vice-Chair Paris mentioned the idea of having all the chairs from each commission meet, noting it would be good for the city as a whole. Suzanne Cano said she would talk to City Clerk Abbi Sanchez about it. Paris added that the general consensus was that once the subcommittees each had their own packages prepared, that would be the time to sit down with the City Council.

6. ADJOURNMENT

Adjourned at 5:09pm.

Isabelle White, Clerk

2. **VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)**
3. **UNFINISHED BUSINESS**
 - A. Parks, Recreation, & Community Forestry Commission City Code Amendment Discussion **(ACTION ITEM)**
 - i. Subcommittee Update **(ACTION ITEM)**
 - B. Pickleball Courts **(ACTION ITEM)**
 - i. Subcommittee Update **(ACTION ITEM)**
 - C. Parks' Signage **(ACTION ITEM)**
 - i. Subcommittee Update **(ACTION ITEM)**
 - D. Bike Trail Map **(ACTION ITEM)**
 - i. Subcommittee Update **(ACTION ITEM)**
 - E. Friday Night Frights **(ACTION ITEM)**



2025 FRIDAY NIGHT FRIGHTS DRIVE-THRU TRICK OR TREAT

PARTICIPANT APPLICATION & WAIVER

APPLICATION DEADLINE: Friday, October 17
EVENT DATE: Friday, October 24
SET-UP TIME: 5:00-5:45 p.m.
EVENT TIME: 6:00-7:30 p.m.
LOCATION: Hayden Meadows Elementary Parking Lot

Participant Information	
Name of Group or Organization:	
Contact Name:	
Phone Number:	Email Address:
Address:	
<i>Once completed and signed, please return to Jennifer Arrotta at jarrotta@haydenid.gov or mail to Hayden Recreation & Community Events, 8930 N. Government Way, Hayden, ID 83835.</i>	
<p>RELEASE: PARTICIPANT, by signing this application, releases and discharges the City of Hayden from any liability of any nature for any property damage or personal injury suffered by the undersigned on the event premises, including personal injury and the theft, loss, injury or destruction of property of any kind from any cause.</p> <p>INDEMNIFICATION: PARTICIPANT agrees to indemnify, defend, and hold harmless the City of Hayden and its officers, agents and employees from and against any and all claims, losses, actions, or judgments for damages or injury to persons or property arising out of or in connection with the acts and/or any performances or activities of PARTICIPANT, PARTICIPANT's agents, employees, or representatives under this Agreement.</p> <p>NONDISCRIMINATION: No person shall be discriminated against in the providing of the services herein under, and the PARTICIPANT shall not refuse to serve or hire any person because of such person's race, creed, sex, color, or national origin. Also, the PARTICIPANT will in no manner discriminate against any person because of such person's race, creed, sex, color, or national origin in the performance of this Agreement. Any such discrimination shall be deemed a violation of this Agreement and shall render this Agreement subject to forfeiture.</p> <p>SAFETY AND HOUSEKEEPING: PARTICIPANT agrees to provide a decorated trunk or pop-up structure and insures that all structures erected for the event will be substantial in structure and neat in appearance. PARTICIPANT further agrees to provide appropriate chemical type fire extinguisher(s), if required by the Fire Marshal, and to comply with all reasonable orders of said Fire Marshal. All decorations must be fireproof.</p> <p>WORKER'S COMPENSATION: PARTICIPANT shall maintain in full force and effect worker's compensation for PARTICIPANT and any agents, employees, and staff that the PARTICIPANT may employ, and provide proof to The City of Hayden of such coverage or that such worker's compensation insurance is not required under the circumstances.</p> <p>I acknowledge that there are known and unknown dangers and risks associated by participating in this event, and I grant a general release for my participants and for myself, my heirs, executors, administrators and assigns, and I waive, remise and forever discharge and release the City and any and all elected or appointed officials of the City, and all officers, employees, volunteers, agents, insurers and any and all other individuals or entities affiliated with such persons, from any and all claims, several or otherwise, which can or may ever be asserted as a result of any injuries, damages, or communicable diseases sustained by me or by my participants while being involved in this event and during said use of the facility, including coming to and going away from the site.</p>	
Participant's Signature: _____ Date: _____	

- i. Subcommittee Update (ACTION ITEM)
4. **NEW BUSINESS**
- A. Commission's In-Person Report to Council
 - B. 2026 Meeting Calendar (ACTION ITEM)

2026 CITY OF HAYDEN MEETING CALENDAR

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May

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31						

September

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27	28	29	30			

February

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June

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28	29	30				

October

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25	26	27	28	29	30	31

March

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29	30	31				

July

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November

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April

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August

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30	31					

December

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27	28	29	30	31		

Key to Calendar

<div style="background-color: #A08060; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>City Council Meeting 5:00 pm</p>	<div style="background-color: #8B0000; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Planning & Zoning Commission Meeting 5:30 pm</p>	<div style="background-color: #FF8C00; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Historic Preservation Commission Meeting 11:00 am</p>
<div style="background-color: #FFFF00; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Arts Commission Meeting 3:00 pm</p>	<div style="background-color: #90EE90; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Parks, Recreation & Forestry Commission Meeting 4:00 pm</p>	<div style="background-color: #800080; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Veterans Commission Meeting 4:00 pm</p>
<div style="background-color: #ADD8E6; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Hayden City Hall Closed</p>	<div style="background-color: #0000FF; width: 20px; height: 20px; margin-bottom: 5px;"></div> <p>Public Safety Commission Meeting 1:00 pm</p>	

5. **REPORTS**
 - A. Parks Update
 - B. Recreation & Community Events Update
 - C. Trees, Parks, & Bike Pedestrian Report
 - D. Commission Round Table Discussion
6. **ADJOURNMENT**