

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

Wednesday, May 20, 2026

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 April 15, 2026 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, April 15, 2026

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 4:01 PM.

**ROLL CALL OF COMMISSION MEMBERS**

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

**ADDITIONS OR CORRECTIONS**

1. CONSENT CALENDAR *All items on the Consent Calendar are Action Items*  
Motion to approve the March 18, 2026 meeting minutes. This motion, made by Reed and seconded by Sampsel, Carried.  
Aundrea Leckie: Absent  
Kholt Moore: Absent  
Helen Paris: Yes  
Adam Reed: Yes  
Malea Sampsel: Yes  
Yes: 3, No: 0, Absent: 2
  - A. Approval of March 18, 2026 Parks, Recreation, & Community Forestry Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)  
There were no visitors at the meeting.
3. UNFINISHED BUSINESS
  - A. Parks, Recreation, & Community Forestry Commission City Code Amendment Discussion (ACTION ITEM)  
Commissioner Reed stated that they were waiting on responses from all commission members to the poll sent by the Clerk with potential dates for a meeting with commission chairs, and that once completed, the narrowed-down dates would be shared with the other commissions. Vice-Chair Paris expressed frustration about getting a date set, stating they had been asking for the meeting for about a year. Chair Sampsel said that she and Paris needed to complete the poll that day. Paris stated that she had run into other commission members and told them they wanted to meet and talk to make sure all commissions were on the same path, and said those members told her it was the first time they were hearing about it, which she said was frustrating given they had been discussing it for several months. Paris asked if they could direct Sampsel to send a note to the other commission chairs about what they were thinking, and Recreation & Community Events Director Suzanne Cano clarified the procedure required to reach out to the commissions. Paris

asked if, once the poll was completed by the end of the day, the Clerks for the other commissions could be contacted by the following week, and Cano said yes. Paris stated she would like the meeting to take place within the next month. Reed said he did not see it happening within the next month, but suggested having a date set by the next commission meeting for a meeting to occur after that. Cano clarified what the commission wanted done. The commission discussed what they would do if the other commissions did not want to meet and discussed what they were trying to do with the code amendment. Paris expressed frustration about coming back to the same discussion each month and her desire to be involved in the community. Cano stated that nothing happens fast in government.

- i. Subcommittee Update (ACTION ITEM)
    - B. Pickleball Courts (ACTION ITEM)  
There were no updates on this agenda item.
      - i. Subcommittee Update (ACTION ITEM)
    - C. Parks' Signage (ACTION ITEM)
      - i. Subcommittee Update (ACTION ITEM)  
Vice-Chair Paris said she met with IT System Admin Michael Drobnock and recently reviewed the City's website, and did not see the items they had discussed with him reflected on the site. Recreation & Community Events Director Suzanne Cano said she would follow up with him.
    - D. Bike Trail Map (ACTION ITEM)  
The subcommittee was not present to provide an update on this agenda item. Vice-Chair Paris asked whether they had met with all the commission chairs and raised this agenda item, noting that other commissions had also been discussing trails. Recreation & Community Events Director Suzanne Cano said it could be placed on a workshop agenda for the meeting with other commission members, where it would be addressed. Vice-Chair Paris said she would like to add it to that agenda.
      - i. Subcommittee Update (ACTION ITEM)
    - E. McIntire Family Park Steering Committee  
Vice-Chair Paris said the committee met the previous week. Recreation & Community Events Director Suzanne Cano stated that there had been a significant amount of public comment opposing moving the ballpark behind City Hall, and Paris said she was aware and had also been receiving calls about it. Cano mentioned that the ballpark behind City Hall is being used and said she understood where the public comments were coming from. Paris said they were waiting to see the final revision of the McIntire Family Park plan and believed it was planning on being presented to the City Council in May, and Cano said they were aiming for May, specifically the last meeting of that month, but it could be in June.
4. NEW BUSINESS
  - A. Field Usage and Reservation Process  
Vice-Chair Paris said she would like to understand the process of how organizations using City-owned sports fields works. Recreation & Community Events Director Suzanne Cano explained the process. The commission discussed the movement of the baseball field behind City Hall and the public comments regarding it. The commission also discussed sports clubs, little leagues, and recreational sports available prior to high school with Cano. Vice-Chair Paris asked if they could include in Chair Sampsel's written report to Council that the commission had received feedback regarding moving the baseball field behind City Hall, and Cano said yes.
  - B. Submission of Quarterly Written Report for Council Review  
The commission discussed the possibility of providing an oral report in lieu of a written report if they chose to do so and if approved by City Council. The commission also discussed, with Recreation & Community Events Director Suzanne Cano, what to include in their quarterly written report to City Council.
5. REPORTS
  - A. Parks Update  
Public Works Staff Member Dan Hall provided an update and said the restrooms are now open. He said Parks staff will begin running through irrigation soon, and that spring cleanup,

pruning, and fertilization are next. Vice-Chair Paris asked about blowing out the irrigation, and Hall explained when that occurs and the order in which irrigation is turned on in the spring.

B. Recreation & Community Events Update

Recreation & Community Events Director Suzanne Cano provided an update on current sports and said she had received one Honeysuckle concessions bid as of the meeting. She mentioned an upcoming women's volleyball tournament and said she and two staff members would be attending the Idaho Recreation and Parks Association the following week. Cano said they were getting ready for May events and adjusting the Arbor Day curriculum. She noted that Community Development Director Donna Phillips had applied for the America 250 grant and said she was not sure if they would receive it. She said they are working with Hayden Canyon Charter School and that some centers are being revised to include history if the grant is awarded, and that people have been identified to help with that. Cano mentioned the upcoming Kite Festival and Bike Rodeo events and said she is working on her budget. Vice-Chair Paris asked about the Beer Garden for Hayden Days that was discussed at the previous meeting. Cano said she is working on a Request for Proposals (RFP) for it, and Paris asked who it would be sent out to, and Cano told her. Paris suggested also posting the Beer Garden RFP on the reader board outside City Hall.

C. Trees, Parks, & Bike Pedestrian Report

Vice-Chair Paris mentioned that there were trees cut up and laying on Honeysuckle Road. Public Works Staff Member Dan Hall said they were working on it, noting they had to contact the homeowner, which they had recently done, and are now working with him to get them cleaned up and that it should be completed shortly. Paris mentioned she had seen boats trying to get around them.

D. Commission Round Table Discussion

Chair Sampsel asked if anything needed to be added to the agenda for next month. Recreation & Community Events Director Suzanne Cano stated she had her assignments, and Vice-Chair Paris said they had given out some action items. There was no further discussion on this agenda item.

6. ADJOURNMENT

The meeting was adjourned at 5:02 p.m.

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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. McIntire Family Park Steering Committee
4. **NEW BUSINESS**
  - A. Commission's In-Person Report to Council
5. **REPORTS**
  - A. Parks Update
  - B. Recreation & Community Events Update
  - C. Trees, Parks, & Bike Pedestrian Report
  - D. Commission Round Table Discussion
6. **ADJOURNMENT**