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

Wednesday, September 16, 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 the July 15, 2026 Parks, Recreation, & Community Forestry Commission Regular Meeting Minutes

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

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

Wednesday, July 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 4:00 PM.

ROLL CALL OF COMMISSION MEMBERS

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

ADDITIONS OR CORRECTIONS
The Agenda Item 4.A. Specialized Needs Recreation Presentation was moved to after Agenda Item 2. Visitors/Public Comments.

1. CONSENT CALENDAR *All items on the Consent Calendar are Action Items*
   Motion to approve the June 17, 2026 meeting minutes. This motion, made by Leckie and seconded by Moore, Carried.

Ronald Duell:	**Yes**
Aundrea Leckie:	**Yes**
Kholt Moore:	**Yes**
Helen Paris:	**Yes**
Adam Reed:	**Yes**
Malea Sampsel:	**Yes**

   Yes: 6, No: 0
   A. Approval of the June 17, 2026 Parks, Recreation, & Community Forestry Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)
   There were no visitors.
3. UNFINISHED BUSINESS
   A. Parks, Recreation, & Community Forestry Commission City Code Amendment Discussion (ACTION ITEM)
      This agenda item was discussed after Agenda Item 5.B. Recreation & Community Events Update, and the meeting continued through the agenda in the correct order thereafter while skipping over agenda items already discussed.

      Commissioner Reed, with assistance from Vice-Chair Paris, told the commission that the latest update on their drafted Code Amendment was that it had gone to Administration and then to Community Development Director Donna Phillips. Phillips reached out with a few

questions, and the item was then sent back to City Administrator Lisa Ailport, where it was currently awaiting further updates. Chair Sampsel gave a brief summary to new member Commissioner Duell regarding the agenda item and the work the commission had completed on it.

B. Pickleball Courts (ACTION ITEM)

i. Subcommittee Update (ACTION ITEM)

Chair Sampsel said the survey was not completed in time for the Dog Days of Summer-Fest event. The commission discussed continuing work on the survey, including targeting neighborhoods near proposed pickleball court locations. Commissioner Reed said he would send the clerk an article regarding noise concerns related to pickleball to distribute to the commission. The commission also discussed resources and potential partnerships related to pickleball, including assistance from the Inland Northwest Pickleball Club (INWPC), the City of Coeur d'Alene's pickleball courts, and the Post Falls Pickleball Facility.

Vice-Chair Paris emphasized the importance of continuing to advocate for pickleball as a priority in future park planning and suggested the commission continue communicating that priority to City Council. The commission discussed previous recommendations supporting pickleball, the inclusion of pickleball courts in the Hayden Canyon Park plans, and the goal of expanding pickleball opportunities in both future and existing parks. Sampsel said the commission would continue raising the issue with City Council and include it in its quarterly written report.

C. Bike Trail Map (ACTION ITEM)

Commissioner Leckie said she had heard new member Commissioner Duell was interested in biking and gave a brief background on the agenda item. Chair Sampsel briefly explained what a subcommittee is and does. Leckie motioned to add Duell to the Bike Trail Map Subcommittee. Commissioner Moore seconded, and the motion passed unanimously.
Motion to add Commissioner Duell to the Bike Trail Map Subcommittee. This motion, made by Leckie and seconded by Moore, Carried.

Ronald Duell:	**Yes**
Aundrea Leckie:	**Yes**
Kholt Moore:	**Yes**
Helen Paris:	**Yes**
Adam Reed:	**Yes**
Malea Sampsel:	**Yes**

Yes: 6, No: 0

i. Subcommittee Update (ACTION ITEM)

4. NEW BUSINESS

A. Specialized Needs Recreation Presentation

This agenda item was moved to after Agenda Item 2. Visitors/Public Comments during Additions or Corrections.

Suzanne Knutson introduced herself as a board member for Specialized Needs Recreation (SNR) and gave a brief summary of her role and how she works to find opportunities for SNR participants to be involved in the community so that community members have opportunities to interact with participants. Ms. Knutson provided commission members with a brochure containing information about SNR and an invitation to their upcoming September event. She also mentioned additional activities they would like to invite commission members to attend, including a pickleball tournament in August and a kickball tournament.

SNR Executive Director Lindsay Patterson gave a presentation on SNR, which included a brief history of the organization, activities offered for adults and children with special needs, organizational growth, annual budget, funding received from surrounding cities, and the building expansion project. The presentation's main point was that SNR hoped the City of

DRAFT

Hayden would consider increasing its annual municipal investment so that it would more closely resemble the number of Hayden residents and families who rely on SNR every year.

The commission asked questions regarding funding assistance and discussed the presentation. Recreation and Community Events Director Suzanne Cano recommended to Ms. Patterson and Ms. Knutson that they present the presentation to City Council, and they agreed. Cano said she would work on getting the presentation added to the City Council agenda for August. The commission discussed recommending that City Council consider increasing the municipal investment and decided to hold a special meeting the following week, tentatively on Tuesday, to further discuss the recommendation. The clerk would verify the date, and the commission would finalize the meeting date by the end of the week.

B. Goals & Objectives (ACTION ITEM)

This agenda item was discussed after Agenda Item 4.A. Specialized Needs Recreation Presentation.

Recreation and Community Events Director Suzanne Cano told the commission that they needed to submit their individual goals and objectives to the clerk so they could discuss them at their next meeting or a special meeting and develop goals for fiscal year 2027. The commission said they would send their goals and objectives to the clerk within two weeks.

C. Hayden Days

This agenda item was discussed during Agenda Item 5.B. Recreation & Community Updates with the confirmation of volunteers for the Hayden Days Parade.

D. Submission of Quarterly Written Report for Council Review

The commission discussed items to include in the written report to City Council. The commission briefly discussed McIntire Family Park, with the clerk stating she believed survey work had begun. Vice-Chair Paris mentioned that City Administrator Lisa Ailport had discussed potential funding from the Hayden Urban Renewal Agency (HURA) that could assist with completion of the park.

5. REPORTS

A. Parks Update

There was no staff update provided for this agenda item.

B. Recreation & Community Events Update

This agenda item was discussed after Agenda Item 4.B. Goals & Objectives.

Recreation and Community Events Director Suzanne Cano gave updates on baseball, the Summer Concert Series, and fall youth sports registration. Commission members confirmed their volunteer assignments for the Hayden Days Parade with Cano. The commission briefly discussed the judging sheet for the Hayden Days Parade.

C. Trees, Parks, & Bike Pedestrian Report

Commissioner Reed provided an update that the generator for the youth baseball pitching machine had been overheating. He reported the issue to Recreation Staff, who said they would address it.

The commission discussed park amenities after Vice-Chair Paris raised concerns about possible standardization of what should be included in parks and expressed interest in being involved if standards were being developed. Chair Sampsel said the current framework was broad and included in various documents, including the Parks Master Plan, which identifies suggested amenities. The commission discussed that they could continue bringing forward recommendations for specific items they would like to see included in parks.

The commission discussed continuing to advocate for a dog park as a community goal. Paris mentioned conversations she had with City Council members regarding having similar amenities available on both sides of the highway, using a dog park as an example, and asked how the commission could continue bringing those ideas forward. Sampsel said the

DRAFT

commission could continue recommending opportunities when they arise but would not be able to implement a policy requiring them. The commission briefly discussed Finucane Park as a potential location, including public support and current city regulations regarding dogs in parks. Sampsel suggested holding the discussion for the Goals and Objectives agenda item at next month's meeting to determine if a dog park should be a priority.

D. Commission Round Table Discussion

Vice-Chair Paris left at the beginning of this agenda item.

Commissioner Duell briefly introduced himself, and the other commission members introduced themselves and provided an overview of the commission's role, abilities, and previous work. Commissioner Reed asked if a subcommittee could be created for Specialized Needs Recreation (SNR) during the upcoming special meeting. Chair Sampsel said the special meeting would include the recommendation discussed, and if the commission wanted to create a subcommittee it could be considered at that time. She also noted that the Goals and Objectives agenda item at the next meeting would be an opportunity to review, revise, or add subcommittees. Commissioner Leckie asked if the clerk could resend the most recent community survey received last year to the commission members. Chair Sampsel suggested it would be helpful to review as many of the surveys as possible since she knew there were several.

The commission discussed the Bike Rodeo, including potential involvement with special needs groups, creating a sensory day, and the possibility of the commission taking over planning the event. The clerk provided an update that she had discussed the Bike Rodeo with Recreation & Community Events Director Suzanne Cano, including the possibility of the commission taking over planning the event, as the commission originally started the event. The commission discussed continuing to work collaboratively with the library, which had previously organized the event, and decided to add the Bike Rodeo to next month's agenda for further discussion.

The commission briefly discussed agenda items for next month's meeting.

6. ADJOURNMENT

The meeting was adjourned at 5:39 p.m.

_____

Isabelle White, Clerk

DRAFT

B. Approval of the July 21, 2026 Parks, Recreation, & Community Forestry Commission Special Meeting Minutes

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

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

Tuesday, July 21, 2026

Special 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

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

ADDITIONS OR CORRECTIONS

1. WORKSHOP
   A. Special Needs Recreation (ACTION ITEM)

Chair Sampsel gave a brief background on why the special meeting was being held, explaining that the commission wanted to make a recommendation to City Council. She briefly reviewed the City's current contribution to Specialized Needs Recreation (SNR) and reminded the commission that, at its regular meeting, it had discussed recommending the City's contribution be more equivalent to the number of Hayden participants involved with SNR. Sampsel said she would like City Council to receive the participant and funding information from SNR, as well as a brochure. Recreation and Community Events Director Suzanne Cano said Executive Director Lindsay Patterson would present the same presentation given to the commission to City Council. Cano said the City's Fiscal Year 2027 budget was nearly complete, so the recommendation would be for Fiscal Year 2028. Sampsel said the commission would recommend the increase for as soon as possible. The commission also discussed its current budget and the possibility of donating a portion of its funds to SNR with Cano.

Vice-Chair Paris made a motion to send to City Council that the Parks, Recreation, and Community Forestry Commission wholeheartedly supports the Specialized Needs Recreation program and recommends that the City of Hayden increase its equitable share to $6,000 per year. The motion was discussed, with Commissioner Reed recommending the amount be increased to $6,500 to better reflect the anticipated growth in participants by Fiscal Year 2028. The motion was amended to increase the recommended amount from $6,000 to $6,500 and to add language recognizing the City's contribution should better match its citizens' use and needs. Commissioner Moore seconded the motion. The motion was unanimously approved by a roll call vote of the members. Chair Sampsel said she would highlight the recommendation in the commission's written report to City Council.

Cano asked the commission if she could provide their contact information to Ms. Patterson,

DRAFT

as SNR had a fundraising event they would like the commission members to volunteer for. The commission members said that was okay.

Motion to recommend to City Council that they move the equitable share to Specialized Needs Recreation to $6,500. This motion, made by Paris and seconded by Moore, Carried.

Ronald Duell	**Absent**
Aundrea Leckie	**Yes**
Kholt Moore	**Yes**
Helen Paris	**Yes**
Adam Reed	**Yes**
Malea Sampsel	**Yes**

Yes: 5, No: 0, Absent: 1

2. ADJOURNMENT

   The meeting was adjourned at 4:11 p.m.

_____

Isabelle White, Clerk

DRAFT

C. Approval of the August 20, 2026 Joint Historic Preservation Commission & Parks, Recreation, & Community Forestry Commission Meeting Minutes

DRAFT
MINUTES OF THE JOINT HISTORIC PRESERVATION COMMISSION AND PARKS, RECREATION, AND COMMUNITY FORESTRY COMMISSION MEETING FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Thursday, August 20, 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 PM by Malea Sampsel

ROLL CALL OF COMMISSION MEMBERS
Aundrea Leckie: Absent
Adam Reed: Absent
Malea Sampsel, Chair PRCFC: Present
Kholt Moore: Present
Ronald Duell: Present
Helen Paris, Vice-Chair PRCFC: Present
Judy Eichelberger, Chair HPC: Present
Rhonda Budvarson: Present
Bill Brizee, Vice-Chair HPC: Present
Barbara Bennet: Present
Ransom Storm: Absent

Staff Present: Donna Phillips- Community Development Director, Suzanne Cano- Recreation & Community Events Director, Isabelle White- Recreation Assistant/Clerk, Cooper Broggel- Planner/Clerk

PLEDGE OF ALLEGIANCE
Pledge of Allegiance was led by Malea Sampsel

ADDITIONS OR CORRECTIONS were not noted.

1. **WORKSHOP**
   - ***A.*** **Stoddard Barn Request for Proposals *ACTION ITEM***

Donna Phillips, Community Development Director, opened by expressing gratitude for both Commissions meeting together. She stated that all parties, most notably the Historic Preservation Commission (HPC), were excited by the work being done with the Stoddard Barn Project, as well as potential trails. Planning Assistant Sadie Roe assisted in producing the slideshow presentation used in this joint meeting. Ms. Phillips started with the Stoddard Barn past, present, and future master planning. The city requested proposals for the use of the barn, following acquisition of the site, and had acquired a grant to clean it up. The grant to clean the barn was difficult to

acquire, as cleaning was considered a maintenance expenditure. Ms. Phillips explained that trying to get grants to modify the use of the barn has also been difficult. The Request for Proposals (RFP) will be sent out in an effort to ascertain what might need to happen with Stoddard Barn to make it useable and then acquire the necessary grants to make it happen. Bill Brizee, HPC Vice-Chair, asked if the silo and the surrounding area of the silo is in the Master Plan. Ms. Phillips confirmed this. She further explained that the city had done research on the silo and determined that they [the city public works department] could find a provider for the top of the silo. They had also figured out how to attach it and ensure structure stability. Furthermore, they had done evaluation of the paint on the silo. Mr. Brizee explained that the structure is made of staves, which is like concrete blocks, except they are thin, curved, and not hollow like traditional concrete blocks. Ronald Duell, Commissioner for the PRCFC (Park, Recreation & Community Forestry Commission) asked Mr. Brizee if the silo is structurally sound. Mr. Brizee stated that it is. Helen Paris, Vice-Chair PRCFC asked Ms. Phillips when the city acquired Stoddard Barn. Ms. Phillips stated that Judy Eichelberger, Chair of HPC, did most of the work associated with the acquisition of the barn. Ms. Eichelberger stated that the city acquired the barn in 2003.

Ms. Phillips explained that the barn is a testament to the economy of Hayden, as the community has long been associated with agriculture. The useable space of the barn has many possibilities. The upstairs portion has good potential as a venue, while the downstairs portion has an opportunity to showcase actual dairy uses for potentially a museum. The barn doesn't have bathrooms in it, and the upstairs portion of the barn is only accessible through a ladder, making it Americans with Disabilities Act (ADA) non-compliant. Ms. Phillips went on to display images of Stoddard Barn, as well as a selection of barns of a similar era from the Washington and Idaho areas to provide a comparison of possible uses. The surrounding area of Stoddard Barn has a large amount of land, but the actual usable land for events is confined to a small area placed in a semi-circle around the east side of the silo. Ms. Phillips directed the group to examine the Request for Proposals (RFP) and asked the members if they had any additional language they would like to add to the RFP. She explained that Staff will use this document to select a consultant and that the city would most likely desire a consultant who has experience in historic building restoration. Ms. Paris asked Ms. Phillips where the money is proposed to come from for this project. Ms. Phillips replied that the City Administrator has identified funds that are available for the Master Planning Project, which is required to facilitate grants to fund the remainder of the project. Mr. Brizee believed the RFP should include the surrounding area and silo. He explained that as a retired architect, he read RFP's frequently, and he believed that the scope of the RFP would be misinterpreted if Staff didn't include those areas. Mr. Duell asked if the area is set up for a kitchen, or food services. Ms. Phillips stated that this would be part of the RFP and would be a question Staff could ask. Ms. Paris asked about the qualifications of the RFP, notably the portion which outlines the following qualification: Experience working with historic structures, including preservation, rehabilitation, or adaptive reuse projects. She asked if the lack of these would be disqualifying. Ms. Phillips replied that it may be.

Mr. Brizee asked if the city is giving applicants broad range on proposals for the barn use. Ms. Phillips replied that for the most part they are. Studies must first be

conducted to determine the structural integrity of the barn, and whether it can hold the weight of many patrons attending events there. She questioned whether an elevator for ADA accessibility would need to be placed within or outside of the barn. These are the types of questions that are to be answered during the study. Mr. Brizee asked if the city wanted the project to be income-generating. Kholt Moore, Commissioner of the PRCFC pointed out the background section of the RFP, which states: “The City seeks to convert the barn into a flexible rental space for events, community gatherings, and recreational programming while honoring its integrity and historic elements”. Mr. Moore stated that the above section outlined the intentions with the site in relation to income generation. Malea Sampsel, Chair of the PRCFC, expressed that she was impressed by the restoration of the barn and asked for clarification of the layout of the barn. She stated that she assumed it would be too difficult to transform the space into usable space, except for a museum. Ms. Phillips proceeded with the presentation, showing photos of the newly cleaned space. Ms. Paris inquired whether there had been any studies of space in relation to structural integrity. Ms. Phillips confirmed that there had not been. She stated that if any member of both Commissions wished to take a tour of the property, she would be able to facilitate that.

Ms. Phillips asked the Joint Commission if there were any other additions they would like to make to the RFP, Ms. Sampsel stated that Mr. Brizees’ additions should be included. Mr. Brizee also noted that the stage at the property is temporary and should be modified if the City wishes to host events that utilize the stage, that an architect could hire a consultant with expertise in historical architecture to fulfil the requirements of the RFP, and that the biggest concern would be to determine the live load capacity of the back deck for Stoddard Barn. He stated that the load limit would determine use cases for the barn. Ms. Paris asked if the City had any background knowledge of the property, who the previous owners were and what had been done with it in the past. Ms. Eichelberger responded that the previous owners of the property were the Stoddard’s, from whom the City purchased the property. The property was designated as a homestead in the past. There are some holes in the history of the barn, but the HPC could create a general timeline for the barn.

Ms. Paris stated that she and Mr. Moore had a concern over the signage associated with this proposed project. She and Mr. Moore shared that they had a desire for QR codes to be added to signage for historical properties and parks. These codes would lead the public to websites or PDF’s that would give the information, or the history of the site. Ms. Paris believed that this would create more of a connection between the public and public spaces. Ms. Eichelberger replied that HPC has three signs currently being produced, one each on Ramsey, Finucane, and Miles. The developers at those sites had given permission for the placement of these historical signs, and they are easily used by pedestrians. Ms. Paris stated that she would like to develop standards for the development of community parks, and that her Commission should produce such a document. She continued by saying that determining which of the Parks, Recreation, and Community Forestry Commission (PRCFC) Commissioners will pursue this undertaking will be important.

Suzanne Cano, Recreation Director, asked about the dimensions of the barn and the loft area. Ms. Phillips replied that the city has outside dimensions, but not inside

dimensions of the structure. Ms. Phillips asked for a motion, and a second to confirm the Joint Commission additions to the RFP. Ms. Paris asked what the review process is for the RFP when it has been completed. Ms. Phillips informed her that after an RFP is submitted to Staff, the staff will review the submittals based on information on the RFP. They will supply the Commission with a first, second, and third option, and then either the Commission or Staff will provide City Council with the Commission's recommendation. The Commission would then verify whether the City has the money to fund the project, and once City Council has approved the project, the City will move into a contract with whom the City awarded the RFP to. The city will have another meeting with the consultant, so that the city can directly participate in an examination of what they are looking for. Mr. Moore asked if the city is going to propose a budget for the project, or if that would be in the domain of the contractor. Ms. Phillips confirmed the burden of proposing a budget is assumed by the consultant. Ms. Sampsel asked Mr. Brizee if there were any other additions that should be made to the RFP. Mr. Brizee replied that the only other addition that he could think of was a Structural Feasibility Report, produced by a structural engineer. Ms. Phillips stated that said report is already outlined in the requirements for the RFP. The Joint Commission proceeded to their motion.

Motion to recommend the Stoddard Barn Request for Proposals to City Council as amended to include an exhibit showing the area of the Stoddard Barn, silo, stage, etcetera. This motion, made by Paris and seconded by Moore, Carried.

Leckie: Absent
Reed: Absent
Sampsel: Yes
Moore: Yes
Duell: Yes
Paris: Yes
Judy Eichelberger: Yes
Rhonda Budvarson: Yes
Bill Brizee: Yes
Barbara Bennet: Yes
Ransom Storm: Absent

Yes: 8, No: 0, Absent: 3

B. Trails and Historic Areas of Significance ***ACTION ITEM***

Ms. Phillips continued the meeting by discussing non-motorized pedestrian and bicycle facilities. She discussed the need for signage on these pedestrian pathways. She stated that the HPC put together a 5-year plan, which they visit annually, which goes along with a mission statement and a vision of what the HPC does for the city. They then set goals and objectives, and outline who or what it takes to accomplish those goals. The first goal of the five-year plan was to collaborate with other entities tied with the City, including other Commissions, media, or technology. The commission also wanted to build relationships with the public. The commission had some action plans that need to be evaluated, one of which was to meet with other commissions, which were accomplished with this joint meeting. Ms. Philips stated

DRAFT

that the city cares about trails because one of the goals of the 2045 Comprehensive Plan was to promote neighborhood pedestrian and non-motorized interconnectivity between neighborhoods and the Business District, encourage neighborhood nodes, and reduce traffic. The Comprehensive Plan also talks about protecting, preserving and being stewards of our environment, natural areas, resources, and enhancing quality of life. In the policies of that same plan, it prescribes that the City should provide non-vehicular pathways that promote access to neighborhood parks and businesses, provide ample parking in the central business district, and provide non-vehicular travel. In the action plans, it identifies that the City needs to figure out where to have right of way or easements for use as bicycle and pedestrian pathways, as well as getting tasks for PRCFC by promoting parks, trails, and open space around the city. These are medium term plans.

Ms. Sampsel stated that it is important that the Commission work towards more frequent collaboration. She stated that the Commission don't need duplicate work. PRCFC currently has a subcommittee working on maps for connectivity of pedestrian and bike trails and has been a focus of the Commission for many years. This active subcommittee includes Ronald Duell. She asked for any signage recommendations to be brought to the attention of the Sub-Committee.

Ms. Phillips continued her presentation, outlining two Master Plans which include connectivity, or planned connectivity to occur. One of those plans is the Park and Recreation Illustrative System Plan, which hasn't changed significantly in a while. This plan identifies connectivity from Wyoming to Lancaster. She pointed out a map featured in the presentation. The map outlined pedestrian pathways in the City of Hayden. Mr. Moore made an observation that there is a significant lack of pedestrian pathways around many schools in Hayden. Ms. Paris asked about the prohibition of electric bikes on pedestrian pathways, and when that became the position of the city. Ms. Phillips replied that Idaho State statutes, as well as comments previously made at the diocese during City Council, recognized the fact that motorized devices don't belong on sidewalks. Ms. Sampsel replied that the city currently doesn't have a statute addressing this. Ms. Phillips replied that the State Statute covers it in bicycle standards as well as motorized vehicle standards. She continued, stating that these pathways are specifically for pedestrians, and that those pedestrians should be able to expect to travel with others going at a similar speed.

Mr. Moore stated that he recalled a previous commitment which stated that there would be no ordinances which restrict bikes from traversing sidewalks, as the city has a lack of bicycle infrastructure. Ms. Phillips replied that all authority regarding the movement and allowances of vehicles rests with the Sheriff's Department. Ms. Paris clarified that this discussion is related to pathways without motorized vehicles. Ms. Phillips replied that when sidewalks with pedestrian travel intersect with pathways that do allow motorized vehicles, then the city must analyze safety conflicts associated with that. Ms. Paris stated that these pathways being restricted from motorized vehicles are difficult to enforce and stated that she personally witnesses motorized vehicles frequently utilizing pedestrian pathways which restrict those vehicles. She further stated that her desire would be to produce pathways which do facilitate motorized vehicle use. Ms. Philips replied that the Transportation Plan identifies all asphalt pathways as being non-motorized paths, and sidewalks are for pedestrian use. She continued by saying that when she first started working with the city in the 90's, that on Highway 95 there existed an equestrian trail, as well as a multi-modal path. The two paths were on either side of the highway, and within weeks, all equestrian signage was taken down due to lack of enforcement and safety.

Ms. Phillips continued the discussion, bringing up historical buildings. When the HPC is looking at historical sections of the city, they identify historic structures as any building which was constructed 50 years ago. Currently the delineation is set at being built by 1976 or older. She displayed several historical buildings around Hayden, as well as a heatmap of historical development utilizing a map featured in the presentation. Mr. Moore expressed his Commission desire to connect all schools in Hayden with pedestrian pathing. Ms. Sampsel also noted that the City needs to identify issues that might arise as a result of these pathways being developed.

Cooper Broggel replaced Isabelle White as Clerk for this meeting at 4:57 PM

Barbara Bennet left the meeting at 4:58 PM

Ms. Paris clarified that the only trails under consideration are those that are featured on the trail map used in Ms. Phillips presentation. Ms. Sampsel added that it would include existing trails, and all new trails. Ms. Eichelberger stated that any historic significance associated with the trails could be identified by the HPC. Ms. Paris stated that it is important for work to be done in a way where PRCFC identifies necessary pedestrian pathways, and then HPC evaluates those selected pathways for historical significance. Ms. Sampsel stated that PRCFC isn't in the business of developing trails at all, instead, the Commission is focused on connecting existing trails and identifying problems. She continued by saying that there is no chance that the body will get to the development of trails. She stated that the area which she would like to focus on first is to acquire publicly available maps on connectivity, and as that develops, signage to help citizens know about these pathways. Mr. Moore stated that there is currently a project to outline gaps in sidewalk infrastructure being conducted by Commissioner Aundrea Leckie. Ms. Phillips informed the group that there exist a Bicycle and Pedestrian Facility Standards document that has been adopted by the city which is hosted on the website under the Long-Range Plan for transportation.

She continued by saying that if one were to examine the index, they would see mentions of non-motorized facilities. Mr. Moore asks if e-bikes were omitted from this plan. Ms. Phillips confirms this. Ms. Paris inquired about the process of updating the Transportation Plan. Ms. Phillips replies that the update to the Transportation Plan that is occurring right now is a minor update, meaning that they are not overhauling the plan. It is simply an update to the projects that have been completed, and an update to the construction cost to those projects that have not been completed. Ms. Paris asked if when the update is completed, does it go to Council for approval. Ms. Phillips confirmed this. Ms. Paris followed by asking if when a plan is approved, if it has a correlation to a Commission, then that decision is disseminated to that Commission. Ms. Phillips confirms this.

Ms. Paris asked if developers are given copies of the Transportation Plan to adhere to in the course of their development. Ms. Phillips replied that City Staff does a Staff Analysis for any project that requires a public hearing. That analysis goes through and evaluates whether the contractors' proposal meets the requirements of the Master Plans. In the developer's narrative, they are also required to state how they meet those requirements. Ms. Eichelberger confirmed the locations of Hayden schools. Ms. Sampsel inquired if this section of the meeting is purely for discussion, with no motion to address. Ms. Phillips confirmed this. Ms. Sampsel stated that both Commissions overlap in this area. It is important that there is overlap so that both Commissions can better serve the community. Ms. Phillips continued the

presentation by stating that there is a Service Area Radius associated with every park. This radius is what identifies the area that utilizes the park most and therefore should be the focus of pedestrian pathing. As a result, some pathway terminations are not produced by lack of infrastructure, or funding, but instead a termination of an intended service area. Mr. Brizee stated that as a result of the subdivision constructions, developers have to produce sidewalks that don't necessarily connect to anything on their property lines. Ms. Paris questioned if every park has a listed service area. Ms. Phillips confirmed this. She continued by stating that the HPC has identified the area from Prairie Avenue to Wyoming Avenue on Government Way as an area of focus for historic properties.

Ms. Sampsel questioned what the best way would be to collaborate between the two Commissions, including attending each other's meetings, workshops or other means. Mr. Brizee suggested that members of the Commission could meet without quorum. Ms. Phillips replied that doing so would not be recommended, as no decisions could be made. Ms. Sampsel stated that both Commission have Sub-Committees which could meet with each other without quorums. Ms. Sampsel stated that both Commission should share information on their projects through their Clerks.

Ms. Paris stated that an important discussion to have is the design of the signage and that in the past the design of signs has been contentious. Ms. Phillips stated that signage has to follow specifications outlined by the Planning Department, and the standards that they have approved. Haydens' first monument sign program was created by the first parks employee in Hayden; Ron Reno. He created the sign program to avoid the vandalism previous signage had experienced in the city. She continued by outlining approved sign designs, including a six by six post that sits at a four-foot level, and runs at a forty-five-degree angle, with a design in the front and a QR code at the bottom. This sign would hypothetically be set at the corner of Miles and Ramsey on the east side of the path, so that people can approach and interact with the sign using their phones. The Public Works Department will be installing the signs, and the HPC will be producing the information that will populate the signs. Ms. Paris asked if there needs to be approval of signs at a Council level before installation. Ms. Phillips identified the interpretative signs by the HPC that have been approved for nearly ten years and are only now being installed with the help of an Eagle Scout project and the Public Works sign installer.

Ms. Sampsel replied that no approval is required, as wayfinding [directional] signs are standard. Ms. Phillips stated that directional signage is a "mixed camp". On one hand, people say that Google Maps can replace the need for directional signage. Additionally, each sign is another piece of City property which must be maintained. On the other hand, not everyone wants to look at their phone to find their way, and if one is operating a motor vehicle, it is illegal for them to do so and therefore this cannot be expected of them. In the City Comprehensive Plan, it identifies way-finding signage as a function of the city. The predecessor to Ms. Phillips established a way-finding program proposal which would create a plethora of signage. Every entrance to the city, on every road, would have had a Welcome to Hayden sign. These signs couldn't be placed in sight triangles, and as the city annexed, the signs had to be moved. There would also be directional signage on every intersection. This concept went to council and was rejected.

Mr. Moore replied that every park in the city should be clearly identified for pedestrian interaction. Ms. Sampsel added that their vision for signage would be a simple directional arrow, followed by the title of the destination, attached to already existing

signage. Ms. Phillips stated that if the Commission had areas for which they would like to add signage, they could be submitted. Ms. Sampsel replied that their selections have already been submitted to Public Works.

Ms. Phillips continued by reviewing the totality of the public access parks existing within Hayden. Mr. Paris stated that when McIntire Family Park commences renovation, they will have more usable park land as a result of structures being removed. Ms. Phillips confirmed that. Ms. Sampsel stated that the meeting needs to come to a close soon. Ms. Phillips asks if they desire another meeting to be scheduled. Ms. Sampsel replied that their Commission needs to do more work on establishing goals and make more progress, and then after that, have the Clerks associated with both Commissions schedule another joint workshop, and also share information between the two Commissions. Ms. Sampsel identified Isabelle White as the Clerk for PRCFC. Sadie Roe and Cooper Broggel are identified as Clerks which represent HPC. These clerks will share information and schedules with each other.

2. ADJOURNMENT

Meeting is adjourned at 5:41 PM by Ms. Sampsel.

Respectfully Submitted,

_____
Cooper Broggel, Commission Clerk

Respectfully Submitted,

_____
Isabelle White, Commission Clerk

DRAFT

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)
   B. Pickleball Courts (ACTION ITEM)
      i. Subcommittee Update (ACTION ITEM)
   C. Bike Trail Map (ACTION ITEM)
      i. Subcommittee Update (ACTION ITEM)
   D. Specialized Needs Recreation (ACTION ITEM)
   E. Goals & Objectives (ACTION ITEM)

Commissioner Duell’s Goals & Objectives

Having only lived here a little over a year, I'm still learning my way around town, and the Northern Idaho area. I have a few items I feel important for the committee to consider.

1. Being an avid cyclist, I find the lack of signage a little frustrating. I realize most of the established bike paths go through multiple jurisdictions. It would be nice to have more signage, and maps along bike routes.
2. It would also be nice to be able to look on the city's website for maps, routes, jurisdictions, and contact information for trails, and routes.
3. If it's not already city policy, all new subdivisions, developments, and redevelopments should include wide sidewalks and bike lanes.
4. The idea of more dog parks is important. I don't think the area has to many dog parks. The upkeep, and continuing maintenance is also important.
5. Parks are also a great asset to our city. As the city grows, land should be set aside for more parks. I also realize more parks require more upkeep, and expenses.
6. With so many electric motorcycle style bikes, and electric scooters, many younger riders like to ride on the grass through the park (Broadmore Park), which I feel is very hard on the grass. Maybe more signage? I don't know.
7. I am in full support of programs like SNR. That was a very interesting presentation yesterday, and I would hope the city would increase the existing financial support for the future.
8. I would like to see the continued support of all recreational activities, and programs for all ages, and sports.

Again, I'm still learning the area, and I know I have a lot to learn going forward. I look forward to being on this committee, and helping wherever and whenever I can.

Ron Duell

Commissioner Moore's Goals & Objectives

As we look ahead, I wanted to share a few of the priorities I'd like to focus on during my time on the Parks, Recreation & Forestry Commission. These aren't meant to be an exhaustive list, but rather the areas where I think I can contribute the most.

1. Equity in Parks and Amenities
One of my highest priorities is working toward greater parity between the east and west sides of Hayden. Every resident should have reasonable access to quality parks, recreational opportunities, and public amenities, regardless of where they live. As Hayden grows, I hope we can continue making investments that serve the entire community.

2. A More Connected Walking and Biking Experience
I'd like to improve how people experience Hayden by making our walking paths, bike routes, and trail connections easier to find and use. Better signage, clearer wayfinding, and improved connections can encourage more people to walk or bike while helping residents discover parks and destinations they may not even know exist.

3. Creating More Third Spaces
I believe parks are about more than playgrounds. They're places where people build community. I'd like to continue exploring ways our parks can serve as welcoming "third spaces" where people naturally gather, meet neighbors, relax, and participate in community life.

4. Digitizing the Park Experience
I'd love to explore creating a digital experience for Hayden's parks, whether through an app or another interactive platform. Residents and visitors could easily find parks, trails, bike routes, amenities, accessibility information, and upcoming events. It could also include the history of each park, information about trees and wildlife, public art, and other educational features that help people connect more deeply with Hayden's parks and natural spaces.

Overall, my goal is to help create a park system that is connected, easy to explore, welcoming to everyone, and something residents are proud to use every day. I look forward to working with the commission to identify practical opportunities to move these ideas forward.

Goals for Helen Paris Recreation Commission 2027

1. Work with community to hear recreation needs for seniors by having an open meeting and/or reaching out to service clubs that are traditionally for over 55 such as ELKS, Rotary, etc.
2. Create a monthly or bimonthly e-bike event for over 55 for purposes of exploring our own backyard.
3. Create a parks masterplan and a cost analysis that could be shared with the public. I believe the community would embrace more taxes if they saw the vision for Hayden,

4. **NEW BUSINESS**
   A. Civic Center Steering Committee Meeting Review (ACTION ITEM)
   B. Bike Rodeo (ACTION ITEM)
   C. Friday Night Frights (ACTION ITEM)

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

2026 FRIDAY NIGHT FRIGHTS DRIVE-THRU TRICK OR TREAT

PARTICIPANT APPLICATION & WAIVER

APPLICATION DEADLINE: Friday, October 16
EVENT DATE: Friday, October 30
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:	
Description of Entry:	

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.

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.

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.

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.

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.

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.

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.

Participant's Signature: _____ **Date:** _____

D. Budget Report (ACTION ITEM)
E. Submission of Quarterly Written Report for Council Review

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

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.