

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

Wednesday, October 21, 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 September 16, 2026 Parks, Recreation & Community Forestry Commission Regular Meeting Minutes

**MINUTES 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

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

ROLL CALL OF COMMISSION MEMBERS

Ron Duell: Present
Aundrea Leckie: Present
Kholt Moore: Present
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 Consent Calendar. This motion, made by Leckie and seconded by Moore, Carried.
Ron 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 July 15, 2026 Parks, Recreation, & Community Forestry Commission Regular Meeting Minutes
 - B. Approval of the July 21, 2026 Parks, Recreation, & Community Forestry Commission Special Meeting Minutes
 - C. Approval of the August 20, 2026 Joint Historic Preservation Commission & Parks, Recreation, & Community Forestry Commission Meeting Minutes
2. VISITOR/PUBLIC COMMENTS on Non-Agenda Items (5-minutes maximum)
Jon Stockton showed up during Specialized Needs Recreation and Chair Sampsel went back to this agenda item to let him speak. Mr. Stockton gave a brief introduction and asked if they knew of any progress for the baseball field behind City Hall yet. The commission told him what they knew.
3. UNFINISHED BUSINESS
 - A. Parks, Recreation, & Community Forestry Commission City Code Amendment Discussion **(ACTION ITEM)**

Recreation and Community Events Director Suzanne Cano said that the code amendment they did was still with Community Development Director Donna Phillips. Commissioner Reed said he would follow up with Phillips.

B. Pickleball Courts (ACTION ITEM)

i. Subcommittee Update (ACTION ITEM)

Chair Sampsel said they didn't have any updates. The subcommittee said they would send the questions they want in the survey to the Commission's Clerk. Recreation and Community Events Director Suzanne Cano asked if there was a Homeowners Association (HOA) and Commissioner Reed and Sampsel said that there was one on the west side of Stoddard but it didn't directly connect to the park. Vice-Chair Paris asked if they would be able to post the survey at Chomper Cafe, Cano said possibly. Sampsel appointed Paris to the subcommittee.

C. Bike Trail Map (ACTION ITEM)

i. Subcommittee Update (ACTION ITEM)

Commissioner Leckie said Commissioner Duell and her are connecting and will have an update at next month's meeting.

D. Specialized Needs Recreation (ACTION ITEM)

Recreation and Community Events Director Suzanne Cano told the commission that Specialized Needs Recreation (SNR) gave their presentation to the City Council, they are making a memorandum of understanding, and the amount that the City Council approved to move the contributing amount to \$6,000. Cano also mentioned that it would be going through for the Fiscal Year 2027 budget.

E. Goals & Objectives (ACTION ITEM)

The commission's clerk recommended holding a special meeting for this agenda item. The commission discussed dates for the meeting. Commissioner Leckie motioned to hold a special meeting on September 21 at 4pm; Commissioner Moore seconded, and the motion passed.

Motion to have a Special Meeting on September 21 at 4pm. This motion, made by Leckie and seconded by Moore, Carried.

Ron Duell: Yes

Aundrea Leckie: Yes

Kholt Moore: Yes

Helen Paris: Yes

Adam Reed: Yes

Malea Sampsel: Yes

Yes: 6, No: 0

4. NEW BUSINESS

A. Civic Center Steering Committee Meeting Review (ACTION ITEM)

Vice-Chair Paris gave a background on what the Hayden Urban Renewal Agency (HURA) was. Paris told the commission what was talked about at the Civic Center Steering Committee meeting. The commissioners discussed what she told them with Recreation and Community Events Director Suzanne Cano.

B. Bike Rodeo (ACTION ITEM)

Commissioner Moore mentioned they had talked about creating a subcommittee for this event and the commission's clerk mentioned that they never did an after-event review and that they were going to discuss the commission being more involved. With Moore stating they want to be more included in planning the event since their commission started the event. Commissioner Leckie motioned to create a subcommittee for the Bike Rodeo Event. No one seconded it. Recreation and Community Events Director Suzanne Cano said they would be working with Event and Recreation Coordinator Jennifer Arrotta on that as well. Chair Sampsel appointed Commissioners Reed, Moore and Leckie to the subcommittee for the Bike Rodeo Event.

C. Friday Night Frights (ACTION ITEM)

The commission talked about doing a trunk for the Friday Night Fright Trunk or Treat Event in conjunction with Agenda Item 4.D. Budget Report. This agenda item was also briefly discussed in Agenda Item 5.B. Recreation & Community Events Update.

D. Budget Report **(ACTION ITEM)**

The commission talked about their budget with Recreation and Community Events Director Suzanne Cano. The commission decided to use the remaining expenditures for the Friday Night Frights Event supplies, shirts, and if there was any money left over to buy lunch for the City's Parks and Recreation staff members.

Motion to approve the expenditures as discussed. This motion, made by Moore and seconded by Leckie, Carried.

Ron Duell: Yes

Aundrea Leckie: Yes

Kholt Moore: Yes

Helen Paris: Yes

Adam Reed: Yes

Malea Sampsel: Yes

Yes: 6, No: 0

E. Submission of Quarterly Written Report for Council Review

The commission decided to discuss this at their special meeting on September 21.

5. REPORTS

A. Parks Update

Public Works Technician and Inspector Dan Hall gave an update which included: buying property for a park on Miles Avenue and Melrose Avenue, their budget for 2027 had been approved, parks improvements in the works, new security cameras at Honeysuckle and the Honeysuckle Boat Launch.

The commissioners asked questions and discussion took place regarding the property on Miles Avenue and Melrose Road, updating the Broadmoore Park Playground, and Honeysuckle Boat Launch.

B. Recreation & Community Events Update

Recreation and Community Event Director Suzanne Cano asked is every member had a shirt, who was sending her the decorations for the Friday Night Frights Trunk or Treat event to order, the commission told her. Cano then gave an update which included, Stoddard Barn being ready for her department to move their equipment back, sports currently going on, the activity guides being distributed, and events coming up.

C. Trees, Parks, & Bike Pedestrian Report

Vice-Chair Paris mentioned that the restroom smelled at Croffoot Park. Public Works Technician and Inspector Dan Hall told her the Parks Department cleans it every day and hadn't heard any comments or complaints regarding it. Paris also mentioned that the grass clippings were excessive at Stoddard and Hall discussed this with her. Commissioner Reed asked about the sign designs they created and Hall gave him an update.

D. Commission Round Table Discussion

Chair Sampsel mentioned the special meeting and asked if anything else needed to be on the agenda for that meeting. The other members said no.

6. ADJOURNMENT

The meeting adjourned at 5:32 p.m.

Isabelle White, Clerk

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

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

Monday, September 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 4:03 PM.

ROLL CALL OF COMMISSION MEMBERS

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

ADDITIONS OR CORRECTIONS

The Agenda Item 1.B. Submission of Quarterly Written Report for Council Review was moved to the top of the agenda.

1. WORKSHOP

A. Goals & Objectives (ACTION ITEM)

Commissioner Reed showed up during this agenda item.

The commission talked about their goals and objectives for the upcoming year with Recreation and Community Events Director Suzanne Cano.

Topics included: digital maps and digitizing the park experience, signage, equal distribution of amenities among the parks between the east and west sides of Hayden, a more connected bike and walking experience, the senior center and improving senior activities, a monthly park review at their monthly meetings in coordination with the Parks Department, a tour of Stoddard Park's barn, improving communication between commissions and City Council, making Hayden's open space more usable visible and responsive to what residents value, having social media accounts, and public engagement.

The commission discussed which topics they should prioritize.

B. Submission of Quarterly Written Report for Council Review

This agenda item was moved to the top of the agenda during Additions or Corrections.

The commission discussed what they wanted to add to their quarterly written report to City Council.

2. ADJOURNMENT

The meeting was adjourned at 5:05 p.m.

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)
 - B. Pickleball Courts (ACTION ITEM)
 - i. Subcommittee Update (ACTION ITEM)
 - C. Bike Trail Map (ACTION ITEM)
 - i. Subcommittee Update (ACTION ITEM)
 - D. Goals & Objectives Review (ACTION ITEM)
 - E. Stoddard Barn Tour (ACTION ITEM)
 - F. Civic Center Steering Committee Meeting Review (ACTION ITEM)
 - G. Friday Night Frights (ACTION ITEM)
4. **NEW BUSINESS**
 - A. Park Review (ACTION ITEM)
 - B. Social Media Accounts (ACTION ITEM)
 - C. Augmentative and Alternative Communication Sign (ACTION ITEM)
 - D. Hayden Lights Parade (ACTION ITEM)
 - E. 2027 Meeting Calendar (ACTION ITEM)

2027 HAYDEN CITY HALL MEETING CALENDAR

January						
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31						

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September						
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August						
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December						
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Key to Calendar



City Council Meeting
5:00 pm



Arts Commission Meeting
3:00 pm



Planning & Zoning Commission
Meeting
5:30 pm



Parks, Recreation & Forestry
Commission Meeting
4:00 pm



Hayden City Hall
Closed



Historic Preservation Commission
Meeting
11:00 am



Veterans Commission Meeting
4:00 pm



Public Safety Commission Meeting
1:00 pm

- F. 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**