

**KETTLE FALLS PLANNING COMMISSION
SPECIAL MEETING MINUTES
SEPTEMBER 13, 2023, 7 PM**

CALL TO ORDER

Planning Commission Chair Jody Emra called the meeting to order at 6:57 P.M.

ROLL CALL

Member in attendance included Jody Emra, Nick Gourlie and Larry Kulesza

STAFF

Staff in attendance included Kathi Merrill

GUESTS

NONE

NEW BUSINESS

RCO GRANT APPLICATION

Planning Commission Member Larry Kulesza stated he and Planning Commission Vice Chair Nick Gourlie spoke to a couple of people at SCJ about the RCO Grant. They made a list of Happy Dell Park deferred maintenance items. SCJ's list did not include much of Larry's list.

Planning Commission Vice Chair Nick Gourlie stated SCJ prioritized the list and cost analysis.

Planning Commission Member Larry Kulesza stated he and Planning Commission Vice Chair Nick Gourlie walked through the parks and noted many trees that need to be pruned or removed.

Planning Commission Chair Jody Emra stated SCJ did not have replace fencing on their list.

Planning Commission Member Larry Kulesza stated they could add a miscellaneous item for other items.

Planning Commission Chair Jody Emra stated they should estimate high.

Planning Commission Member Larry Kulesza stated the City will cover the initial costs and then submit paperwork to be reimbursed.

Planning Commission Vice Chair Nick Gourlie stated any monies left over in a line item can be used for other projects. Nick stated he got an extension for the Resolution or documentation that he has authorization to seek grants for the City.

Planning Commission Chair Jody Emra asked what the process was for the application?

Planning Commission Member Larry Kulesza stated SCJ could do more but that would cost more.

Planning Commission Chair Jody Emra stated the priority is Title 17 but just do patches for now.

Planning Commission Vice Chair Nick Gourlie stated he will show the projects and pictures in the application. He will write up why we need these funds.

Planning Commission Member Larry Kulesza stated he looked at the scoring section of the grant and it looks like the City can get 8 of 10 points.

Planning Commission Vice Chair Nick Gourlie stated they shuffle the numbers. The RCO grant prefers a multi-site application versus and single site.

Planning Commission Chair Jody Emra stated the deadline is September 18th. Jody asked if they were planning on replacing the picnic tables?

Planning Commission Member Larry Kulesza stated SCJ's list suggests the best items to request funding for. There are about 18 tables that need to be replaced.

Planning Commission Vice Chair Nick Gourlie stated they can decide what to ask for funding for.

Planning Commission Chair Jody Emra asked if they could be repainted or do they need to be replaced?

Planning Commission Member Larry Kulesza stated he plans on calling the RCO grant contact to ask some questions.

Planning Commission Chair Jody Emra stated SCJ may have left out some things as they are not considered deferred maintenance.

Planning Commission Member Larry Kulesza stated consumables like light bulbs are not fundable. He was talking about replacing the light fixtures. What can't be funded through this grant can be requested on the next grant application in February.

Planning Commission Vice Chair Nick Gourlie stated the picnic tables are eligible.

Planning Commission Member Larry Kulesza stated he will research the costs. He wished SCJ had shared information about their cost estimates.

Planning Commission Vice Chair Nick Gourlie stated they can decide what to ask for and get estimates themselves before the deadline.

Planning Commission Member Larry Kulesza stated he wants to know how SCJ came up with the costs on their list.

Planning Commission Chair Jody Emra stated they need to talk to the RCO grant guy.

Planning Commission Member Larry Kulesza stated aluminum tables are around \$1500 with tax. There are ADA tables that have an extension on the ends.

Planning Commission Vice Chair Nick Gourlie asked if they wanted to include picnic tables in their list?

Planning Commission Chair Jody Emra asked if we knew how many we needed?

Planning Commission Member Larry Kulesza stated there are about 18 tables that could be replaced. That would be around \$27,000. Maybe we could ask to replace 10 tables on this budget.

Planning Commission Vice Chair Nick Gourlie stated they need to prioritize the list.

Planning Commission Chair Jody Emra asked what the plan was?

Planning Commission Member Larry Kulesza stated they need to start with the first five items on the list. There are definitely 3 hazardous trees that are safety issues. SCJ doesn't have the knowledge to know these things.

Planning Commission Vice Chair Nick Gourlie stated he will paint a picture of our low income community and how Happy Dell Park is used by more than our citizens. Nick asked if there are any left over funds from a line item can it be transferred to another and used for other things?

Planning Commission Member Larry Kulesza asked what can they add to the list? The Brush removal?

Planning Commission Vice Chair Nick Gourlie asked about redoing the infield?

Planning Commission Member Larry Kulesza stated that would not be eligible for funding as it is a ground disturbance item that is a Tier 2 item not eligible for this grant period.

Planning Commission Chair Jody Emra asked about the lights?

Planning Commission Member Larry Kulesza stated the lights would be about \$25,000. Can't just replace bulbs as they are not eligible for the funding but the fixtures would be eligible. He said he would talk to Floener about getting an estimate to replace about 14 fixtures.

Planning Commission Vice Chair Nick Gourlie stated the bleachers are not eligible for replacement just upgrading/repairing. Maybe add on the next grant application.

Planning Commission Member Larry Kulesza stated the small gate behind the backstop of the ball field needs to be replaced. It would be about \$100.

Planning Commission Vice Chair Nick Gourlie stated it needs a lock too.

Planning Commission Chair Jody Emra asked if they could use some of the Planning Commission budget to buy the new gate?

Planning Commission Member Larry Kulesza stated that could be done.

Planning Commission Vice Chair Nick Gourlie stated he will work on the budget numbers. They could spend a lot on fencing. Larry will get estimates for the tree items. He will ask about the lights too. He suggested keeping the handrail for the stage and picnic tables on the list. Also will add the brush removal to the list.

Planning Commission Member Larry Kulesza stated the fence repair would be expensive. There is wire on the top of the fence instead of a top rail. The Rail is about \$40 per 10 foot length. He said he could talk to the baseball dads about installing it.

Planning Commission Chair Jody Emra stated a chain link fence is easy to fix. At least we have a game plan.

Planning Commission Member Larry Kulesza stated they can take off the park sign, the stage railing and handrail.

Planning Commission Vice Chair Nick Gourlie stated he will come up with some numbers for the application.

Planning Commission Member Larry Kulesza made a motion to authorize Vice Chair Nick Gourie to apply for the RCO Grant. Planning Commission Vice Chair Nick Gourie abstained from voting. Planning Commission Chair Jody Emra seconded the motion. Planning Commission Larry Kulesza – YES, Planning Commission Chair Jody Emra – Yes. Motion passed.

Planning Commission Vice Chair Nick Gourlie stated he needs a Resolution or document giving him authority to apply for the grant on the City's behalf. He will email Clerk/Treasurer Raena Hallam about this.

Planning Commission Chair Jody Emra asked if there was anything else they needed to discuss. No one had anything else.

PUBLIC COMMENT

None

ADJOURNMENT

Planning Commission Chair Jody Emra adjourned the meeting at 8:08 p.m.

Approved:

Jody Emra, Chairperson

Attest:

Kathi Merrill, Secretary/Clerk