



# CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E. MULLAN AVENUE  
COEUR D'ALENE, IDAHO 83816-3964  
208-769-2252 – FAX 208-769-2383

## PARKS & RECREATION COMMISSION MINUTES

March 14, 2022 – 5:30 p.m.  
COMMUNITY ROOM - LIBRARY

### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Jim Lien  
Ginny Tate  
Christie Wood  
Alysha Vilelli, Student Rep  
Brighton Spencer, Alt Student Rep

### **STAFF PRESENT:**

Bill Greenwood, Parks & Recreation Director  
Nick Goodwin, Urban Forester  
Monte McCully, Trail Coordinator  
Melissa Brandt, Transcriptionist

### **MEMBERS ABSENT:**

Bridget Hill  
Mike McDowell

**CALL TO ORDER:** Commissioner Cranston called the meeting to order at 5:32 p.m.

### **1. ROLL CALL**

Six members present, resulting in a quorum.

### **2. PLEDGE OF ALLEGIANCE**

Commissioner Spencer led the Pledge of Allegiance.

### **3. CONFLICT OF INTEREST**

None.

### **4. APPROVAL OF MINUTES** – *Action Item*

Commissioner Tate made a motion to approve the minutes of December 20, 2021. Commissioner Wood seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

### **5. STAFF COMMENTS**

Director Greenwood: Recreation had a busy fall basketball season with nearly 700 kids. Spring soccer we'll serve at least 750 kids, micro soccer will be starting at Jenny Stokes. Partnering with the pickleball group offering lessons. And, offering music lessons with the Music Conservatory, diverse ages and instruments. Every six weeks swim classes are full. Fertilizer was ordered early before the price jump. Trying something new, two or three applications, pay a little extra for a time release, new product that works better than others. Time release doesn't work always work as long as it should, trying in the cemetery first, if goes well, will use throughout park system.

Arbor Day on April 29 at the pocket park on 17<sup>th</sup> and Sherman School District 271 students will help plant some trees. Using our lumber mill utilizing the logs from downed trees, cutting our own lumber for the restroom shelters and refurbishing the downtown benches. Spent the winter taking care of these benches along Sherman and lakeside, numerous staff were part of this project.

Commissioner Cranston: Basketball numbers for the program how are you doing for gym space? Greenwood: We are working with SD 271 to get our time in and as our numbers increase, we will utilize more space.

Commissioner Lien: Are you advertising for seasonals? Greenwood: We put the ad out last week, we've bumped the wage up and hopefully we'll have more applicants. May put a hold on the number of events we will allow to happen due to the low number of staff available to monitor events, and so we can honor historical annual events.

Commissioner Wood: Will you plant some of the clover in other areas as you did for Atlas Park? Greenwood: We want to see how the clover does over time; our hope is to have areas we don't have to mow at all, and the clover is good for pollinators.

## **6. COMMISSIONER COMMENTS**

None.

## **7. PUBLIC COMMENTS**

Catherine, 328 Military Drive: Lived in the area for 37 years. Email group of neighbors discussing the seasonal closure of Mullan Road. Does not recall a discussion of closing the road all summer. Two lanes each way only way into NIC at the time, a lot of traffic on Mullan there was a cross-walk to walk from the park to the ballfield it was dangerous due to the four lanes. The idea was to narrow the road and put curbs in it to slow the traffic down and have two entrances for NIC to move the traffic. The new road is serving its purpose. When the road was finished signs were put up saying the road would be closed from Memorial Day to Labor Day. Do not understand why we built this expensive road to make it safer and not use it. In the winter it really narrows, not built for winter, built to slow people down in the summer. What do we need to do to open the road? There was discussion to close the road for events like Ironman, Art on the Green, and Fourth of July. People thought it would be too confusing to close only during those times. That doesn't make sense to have it closed all summer. The narrowing of the road makes it safe for people who are crossing. The road closure in the summer causes a lot of wrong-way traffic trying to find the way out, sometimes they circle around and get stuck. It divides downtown from NIC, it disrupts the corridor between the campus and the downtown area. Neighbors have been talking about this in emails, of people that have responded it's pretty close to 50/50 for not closing the road in the summer.

Terry, 312 Fort Grounds: Was heavily involved in the four corners planning starting in 2012. Citizens wanted to keep Mullan open. We were told the options were to close permanently for summer, or open with some event closures. Everyone was in favor of that. Seasonal closure was not mentioned at any hearing. Don't believe there was ever a meeting notifying the residents regarding the closure. Barricades went up and we had a seasonal closure on our hands. This was getting pretty controversial. A poll was posted in the Press with 72% of city-wide respondents wanting to keep Mullan open.

Automotive navigation systems send people up NW Blvd and down River. IDT has a map where every vehicle and pedestrian accidents have happened that map doesn't show a single incident at that area except for a car vs car incident in the past five years. The one-way street is narrow a lot of kids playing in the street, there is a curve you can't see more than half a block, one way drivers maybe 10 per day, they drive incredibly fast the one thing I would like to see is a summer trial with the road open to see if it would work as designed.

Bill, 335 Park Drive: Thank you commissioners for your public service. Thank you, Bill and your team, for a great park system. The stop sign is right in front of our house. We see people going the wrong way because of the closure. Sometimes we have walked out to give them some direction. And we see people trying to transport their baby strollers, rafts, grills, into the park to haul stuff to the beach. They park along Park drive to unload. Maybe an addendum to make those parking spots unloading/loading only.

Anne, 210 N Fort Drive: Lots of wrong way drivers 12 months a year. There is enough signage people choose to ignore. Safety issue to have that road closed, not sure when they can get in and get out. Confusion on what's open and what's closed. Summer theater coming back to NIC, you are going to have increased driving on Sunday afternoons. People ignore the crosswalks. They cross where it's convenient. Easier to leave it closed. Unloading and loading zone on big event days we have to have police and explorers down there they stay all day long if you let them. Keep with a seasonal closure.

Commissioner Wood: Not on the agenda so no decision about this tonight, what is the history? Greenwood: The street was completed in 2014. It was a raceway down Mullan, dangerous with children crossing from City Park to Memorial, when we had an opportunity to re-align it. We vetted this very well, we looked at many options. A random closure was discussed, problematic for maintenance and management of being open and closed at various times, made more sense to have seasonal closures. People have always driven the wrong way; people have always used Park Drive to load and unload. Problem since day one. Went to Commission and Council to have this closure. Closure has taken place every year since 2014 Memorial weekend through Labor Day weekend.

Jonathan, Fort Ground Drive: When the road is closed it creates more traffic for the people who live behind the skatepark. More dangerous in the summers because of the increase of traffic on other neighborhood roads due to the closure. Has the closure affected accidents, or accidents with the switch to summer closure? Greenwood: Do not have that data. Some near misses when the road was still Mullan, kids would dart in between cars with 4 lanes. A child was hit at that crosswalk before. We had a concession stand at memorial field. The serpentine piece and the round-about you can see everyone now, very well, the design helps with this. There's not a lot of traction to make this change. We can let administration know about your concerns.

Commissioner Cranston: Thank you for your comments.

#### **8. FERNAN VOLUNTEER AWARD – *Information Item***

Monte McCully: Mark Jones has been an amazing volunteer for nine years helping put in a trail system on the 40 acres gifted to the city on Fernan. Mark is with the Post Falls school district, and during the school year, twice a week for sometimes two hours a day sometimes more,

groups of kids have helped to slowly build that trail piece by piece, helping make the trail connections. We wanted to recognize his hard work. Mark Jones: 288 students have helped out over the years, evolved in other trail systems, through trail building association. A classroom for the kids, learning slopes, grades, drainage, all kinds of kids, great opportunity, a legacy program that will be there forever. A great program for these kids. One more loop left to connect and the system will be done. Encourage people to go up and hike.

Commissioner Cranston: Thank you for your time and efforts.

**9. DWIGHT BERSHAW MEMORIAL BENCH – Information Item**

Director Greenwood: Several benches at McEuen are memorial benches, we work those through the Panhandle Parks Foundation, folks purchase the benches to honor a loved one. This bench will be different, we lost Dwight last year, he was a part-time, full-time, volunteer park employee. Dwight would text me at 3 a.m. to let me know about something wrong in the parks, he would be out walking his dog, Memorial, City Park, Independence Point, and McEuen. He would send me texts about irrigation breaks with video or photos, he also picked up trash. He suggested trashcans based on where all the trash was, he called me one morning, the basin at the K27 Fountain was empty, the pump was running and dry, called our superintendent, met out there and got it turned off, could have burned up the motor. Sunrise Rotary raised the money for the bench and landscaping, there is no cost to the city. Dwight's employer, Clearwater Summit will help with donated materials. The bench will be along the trail at the base of Tubbs Hill. In the area where Legion had their scoreboard, between two larches, a bench and landscape planting.

**10. FUEL MITIGATION PRESENTATION – Information Item**

Nick Goodwin: Re-Leaf Coeur d'Alene taking place this spring. We have a number of street trees available for residential single-family homes, trees in the right-of-way, trees are planted free of charge, we do this to help increase our urban forest. Numerous varieties available. Apply on our website, information is on Facebook, or call 208-769-2266 for information. Update on fuel mitigation work to be done. Applied for Western States Fire Management Grant for Tubbs Hill, 160+ acres. We've done mitigation before, burning hasn't taken place for a time, this grant would target the entire hill. Second grant is a Hazardous Fuel Reduction Grant for Canfield/Cancourse and Veterans Centennial Park. All areas including Tubbs Hill about neighborhoods, these are wildland urban interface locations. The treatment areas may evolve and change over time. The Tubbs grant is for \$240,000 from Idaho Department of Lands to complete the work and requires 10% in matching funds of \$24,000 from the City of CDA, the Tubbs Hill Foundation and Kootenai County Office of Emergency Management. The \$240,000 grant for Canfield and Veterans Centennial does not require matching funds, this project is supported by Kootenai County OEM, the City of CDA, and Cancourse LLC. We have submitted the grants and we've been selected to move forward through the process. We will be competing with other entities to receive funding. Planning would begin in Winter/Fall of 2023. The goals are to reduce fuel loads, enhance natural beauty, and perform fuel mitigation work. We just completed some work in the Fernan area. Each project is different, we may not write the same prescription for these two additional areas. If we receive the grants we will update accordingly.

**11. VENDORS AT ATLAS PARK – Action Item**

*Commissioner Cranston read the staff report for the record.*

McCully: The park was built with power and domestic water access with the idea that we would have vendors at this location. Vendors have been successful at McEuen park and Independence Point by having food available for visitors to the park.

Commissioner Tate; How did you arrive at the fee of \$5,000? Is that enough?

Greenwood: Independence Point is higher, we started at \$5,000 a lower amount due to this being a new location, and we are allowing for up to 4 trucks. We are charging \$3,000 less than Independence Point but allowing for four different trucks, we aren't sure what the appetite will be for this location and the demand. In the renewal, we can decide to adjust that number. The minimum fee per pad will be \$5,000.

Commissioner Cranston: Are you requiring certain hours for operation? Greenwood: We will include that language in the agreement. May be tailored depending on the vendor, for example, a coffee truck may start earlier and not go as late, a food vendor may want to start a little later and stay longer.

Commissioner Wood made a motion to recommend to General Services that a Request for Proposals be issued for food concessions at Atlas Park and authorize staff to pick the most qualified bidders, Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously.

## **12. LAKE COEUR D'ALENE CRUISES AGREEMENT RENEWAL** – *Action Item*

*Commissioner Cranston read the staff report for the record.*

Greenwood: We've had this partnership for over 25 years, they offer a great service, only change is the years in which the lease runs, changing the number to five years. No reason not to give them a new 5-year agreement.

Commissioner Lien: How are the docks holding up and the pilings? Greenwood: They have been very good if they were to hit a pile, they have replaced on their dime. They let us know about any maintenance issues. They are in great shape. In the next several years we will need to replace and move to steel truss with composite deck they look good, and we just replaced two launch docks.

Commissioner Cranston: Where do those funds go? Greenwood: Capital improvements to allow us to cover needed expenses that come up.

Commissioner Lien made a motion to recommend that Council renew the City's Lease Agreement with Lake CDA Cruises for an additional five-year period with an optional five-year extension, Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously.

## **13. HARBOR CENTER DOCK LEASES** – *Action Item*

*Commissioner Cranston read the staff report for the record.*

Greenwood: This came forward some years ago, we've already secured the permit from Idaho Department of Lands. At the time, we were looking at building the docks and a commissioner said, let them pay for the dock and we collect rent. The RFP asks for a minimum of \$15,000 per year for use of our riparian rights. The out of pocket to build the docks will be \$150,000 to \$200,000. We won't have maintenance or liability

for the docks. The BLM master plan included green space and parking, adopted by council as part of that plan in 2014. There are some existing cut outs for the docks that were there before. There are platforms, they would be responsible for building the gangway and docks. We don't want one vendor leasing both, we want to require or allow for two vendors.

Commissioner Wood: This is something talked about for a while. That was a great location for those docks. The vendor will own the dock system and the gangway. Do we want to get locked out of that? Greenwood: We don't want that liability. We are after the revenue not the liability and cost.

Commissioner Cranston: To clarify, the successful commercial business that gets one of the agreements, will build the dock at their cost, they maintain ownership of the physical asset, we had discussed that the dock would roll over to the City. Greenwood: We don't want to have that maintenance to fall to the city. There will be negotiation with those vendors if at some point they go out of business, city would have first right of refusal, and maybe we would be in a position financially to buy them back or enter into a deal to take them over. We want them to own and maintain them, they could sell the asset but not the lease.

Commissioner Lien: Is there a no wake zone there? And, would the docks stay up all year long or taken out during the winter? Greenwood: The wake zone starts at the bridge. It would be up to the vendor to make sure the dock would ground during the off season, or they can remove the dock until spring as part of their cost incurred maintenance.

Commissioner Wood: Do you anticipate no more commercial activity at the third street docks? Greenwood: We will minimize it but can't completely stop it. Some rental companies will still launch there. This dock location gives the vendor a place to moor their boats and recreation equipment so there is less launching.

Commissioner Vilelli: Have any vendors already expressed interest? Greenwood: Yes, there are a couple larger players that have the business background and we hope they throw their hat in the ring.

Commissioner Lien made a motion to recommend to General Services to approve issuance of a "Request for Proposals" to solicit interested businesses to construct and maintain two docks and operate the businesses that would provide water-based recreation for the public near Harbor Center and to authorize City staff to select the most qualified bidder through a review team, Commissioner Spencer seconded the motion. There being no further discussion, motion passed unanimously.

Commissioner Cranston: Is there an update on the fire boat house. Is it dependent on water level? Greenwood: We have run into issues with the way it was anchored. Lake bed too shallow to drive pilings. We hope to have Fire Station 5 up and running by the end of this year. The anchoring system being used is self-adjusting, so water level does not impact the structure. Contractors haven't been readily available. The shade structure at Riverstone has also been delayed due to the contractor not being available to get the pilings in, we may have missed our winter window the work cannot be done when the ground is soft, may have to wait until next year.

## **MEETINGS / ADJOURNMENT**

Commissioner Cranston asked for any additional comments.

Upcoming meeting dates:

- Tuesday, April 5, 2022; 11:30 a.m., Workshop; Conf Rm 6 City Hall
- Monday, April 18, 2022: 5:30 p.m., Meeting; Library Community Room

*Commissioner Lien made a motion to adjourn the meeting with Commissioner Spencer seconding the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 7:14 pm.*