



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E MULLAN AVENUE
COEUR D'ALENE, IDAHO 83814
208-769-2252 FAX: 208-769-2383

Mission Statement

To actively strive to provide a quality park system that offers a diverse range of experiences, preserves local resources, and provides a safe, pleasant, and enjoyable environment.

Parks & Recreation Commission Meeting Community Room - Library

AGENDA

May 15, 2023 – 5:30 pm

- 1) Roll Call
- 2) Pledge of Allegiance
- 3) “Conflict of Interest” Declaration
- 4) Approval of February 27, 2023 Minutes – *Action Item*
- 5) Staff Comments
- 6) Commissioner Comments
- 7) Public Comments (Comments limited to **3** minutes)
- 8) ReLeaf Coeur d’Alene – *Information Item*
- 9) Fuel Mitigation of Natural Open Space – *Information Item*
- 10) Prairie Trail Extension Bid Contract Award – *Action Item*
- 11) Next Meeting / Adjournment:
 - Monday, June 19, 2023-5:30 pm, Meeting-Library Community Room

The City of Coeur d’Alene will make reasonable accommodations for anyone attending this meeting who requires special assistance for hearing, physical or other impairments. Please contact the Parks Department at (208)769-2252 at least 72 hours in advance of the meeting date and time.



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208-769-2252 – FAX 208-769-2383

PARKS & RECREATION COMMISSION MINUTES

February 27, 2023 – 5:30 p.m.
COMMUNITY ROOM - LIBRARY

MEMBERS PRESENT:

Scott Cranston, Chair
Warren Bakes
Bridget Hill
Ginny Tate
Christie Wood, Council Liaison

ABSENT:

Mike McDowell
Jim Lien

STAFF PRESENT:

Bill Greenwood, Parks & Recreation Director
Melissa Brandt, Transcriptionist

GUESTS:

Shane Rogers
Tyler Davis

CALL TO ORDER: Commissioner Cranston called the meeting to order at 5:30 p.m.

1. ROLL CALL

Five members present, resulting in a quorum.

2. PLEDGE OF ALLEGIANCE

Commissioner Hill led the Pledge of Allegiance.

3. CONFLICT OF INTEREST

None.

4. APPROVAL OF MINUTES – *Action Item*

Commissioner Wood made a motion to approve the minutes of January 23, 2023. Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. STAFF COMMENTS

Director Greenwood: Staff have been plowing with more snow too come. Received twelve applications for two positions, in the past that number would have been 35 or 40. Interviewed three, had a vacancy that came open in the cemetery, hired all three candidates. Registered 500 kids for K-2nd grade basketball, and held swim lesson registrations, filled all open classes, generally 200 kids each session. Recreation activity guide completed by the Coeur d'Alene Press. Will once again offer pickleball lessons at Cherry Hill starting in May. Pickleball association in fundraising mode for additional courts at Cherry Hill, and in discussion with Avista regarding adding parking on their property.

Commissioner Cranston: Do we have enough space for everyone who wants to participate in the programs? Greenwood: We are, with some challenges, would be nice to own a facility to meet the demand. Our community is growing and staffing is a challenge.

6. COMMISSIONER COMMENTS

None.

7. PUBLIC COMMENTS

None.

8. FIRE BOAT GARAGE DOCK ORDINANCE – *Information Item*

Director Greenwood: Existing amendment in place already, a piece of that code will now specifically cover no mooring at the fire boat location at the 3rd street dock. The ordinance will go to council for approval.

Commissioner Cranston: Does that location take away any mooring? Greenwood: Impedes our pump out station, however, when we get the grant with the State, we will move this to a different bay, we will lose only one slip for the pump out station.

9. BROOKE’S SEAPLANE AGREEMENT RENEWAL – *Action Item*

Commissioner Cranston read the staff report for the record.

Director Greenwood: Fortunate to have Shane Rogers continue offering this more than 40-year tradition, popular for tourists and locals. The only real change is the fee has been bumped and we are increasing the agreement to five years with five-year renewal.

Commissioner Bakes: Do you operate one plane or two? Rogers: Historical there has been two, we are running a single seater, by 10:30-11 a.m., the little airplane doesn’t work well. The larger Beech 18 plane is the primary aircraft, seats 6 people. Last year we had a late start, we were running 10-12 flights a day, seven days a week, over 80 people per day. The Beech 18 is one of only six aircraft like it in the world and we have it here.

Commissioner Wood: Do you operate mostly in summer? Rogers: We ran as late as we could this season. Weather has not been cooperative this year, we do like to run later in the season. October or November we’re usually finished. We have done some training off the dock as has been done since the 40’s. We would like to fire up mid-March, realistically more than likely it will be May. We get 7-10 calls a day requesting services.

Commissioner Tate made a motion to recommend that City Council approve this lease with Scenic Adventure Flights, LLC, d/b/a Brooke’s Seaplane Service. Commissioner Bakes seconded the motion. There being no further discussion, motion passed unanimously.

10. DAVIS ENTERPRISES AGREEMENT RENEWAL – *Action Item*

Commissioner Cranston read the staff report for the record.

Commissioner Wood: Very good event, locals and tourists enjoy these concerts. Financial outlay does not impact City of Coeur d'Alene. Thank you for making this amenable to all parties.

Director Greenwood: There are hiccups and we've had conversations with Tyler Davis regarding changes to the series, has worked out well and become a mainstay on Wednesday nights.

Commissioner Hill made a motion to recommend that City Council approve this five-year agreement with Davis Enterprises, d/b/a Live After 5 Events for the Live After 5 Concerts at McEuen Park. Commissioner Wood seconded the motion. There being no further discussion, motion passed unanimously.

11. NEXT MEETING / ADJOURNMENT

Director Greenwood: Dock installation at harbor center, intention to be open Memorial weekend, or early thereafter. Coming right along, looks good. Both docks are being built by the same contractor, they have also removed some pilings for us while on site.

Commissioner Bakes: Watched this construction since the start, the docks look really good and a nice addition to the city.

Commissioner Cranston: The docks will help alleviate congestion at the 3rd street docks.

Next meeting date:

- Monday, March 20, 2023: 5:30 p.m., Meeting; Library Community Room

Commissioner Wood made a motion to adjourn the meeting Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 5:56 pm.

**PARKS & RECREATION COMMISSION
STAFF REPORT**

DATE: 5/15/2023
FROM: Monte McCully, City of Coeur d'Alene Trails Coordinator
SUBJECT: **Prairie Trail Extension Bid Contract Award** *(Council Action Required)*

DECISION POINT:

The Parks & Recreation Commission recommends City Council accept the agreement/contract with Interstate Concrete and Asphalt for the extension of the Prairie Trail from Huetter to Meyer Road.

HISTORY:

In 2008, the Prairie Trail was constructed by a combined effort with the City of Cd'A, Ignite Cd'A, the KROC Center and the Centennial Trail Foundation. At the time, the newly constructed trail covered 4 miles from Beebe Blvd to Huetter Road, although the first mile was later redesignated as the Centennial Trail. Since that time, the trail has become increasingly popular among trail users and has some of the highest trail user counts in the city. The Parks Master Plan and the Kootenai Metropolitan Planning Organization Non-Motorized Plan have called for extending the Prairie Trail to Hwy 41, creating links from Coeur d'Alene to Post Falls and Rathdrum. The city limits and the trail end at Huetter Road, but the old railroad line extends another 1.16 miles to Meyer Road and is owned by the City of Coeur d'Alene due to the land swap that occurred between the railroad and the Centennial Trail Foundation. The land latter came to ignite Cd'A through a series of loans and defaults on those loans and was eventually gifted to the city. The Trail Foundation has pushed to extend the trail for several years and even had an anonymous doner give \$50,000 to help the project. Last year, LHTAC (the Local Highway Technical Assistance Council) awarded Coeur d'Alene a "no-match" grant in the amount of \$250,000 for the extension of the Prairie Trail. The project went out to bid and Interstate Concrete and Asphalt was the lowest bidder.

FINANCIAL ANALYSIS:

The city received 6 bids with the bid from Interstate coming in at \$221,226.10. The next closest bid was for \$285,774.30. The Interstate bid was reviewed by city staff and was found to be responsive.

The funds to pay for the Prairie Trail Extension will come from the following sources:

Children Pedestrian Safety Program Grant	:	\$250,000.00
Centennial Trail Foundation	:	\$ <u>50,000.00</u>
	Total:	\$300,000.00

PERFORMANCE ANALYSIS:

Accepting this bidder will allow the city to build a new portion of the Prairie Trail that will connect to the portion the City of Post Falls will be building in 2023. By the end of this summer, the Prairie Trail will extend all the way to Hwy 41. With the additional money from the trail foundation, crossing beacons, stripping and a connector trail up to Prairie Avenue could be added to the project.

DECISION POINT/ RECOMMENDATION:

The Parks & Recreation Commission recommends City Council accept the agreement/contract with Interstate Concrete and Asphalt for the extension of the Prairie Trail from Huetter to Meyer Road.