



# CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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## PARKS & RECREATION COMMISSION MINUTES

September 21, 2020 – 5:30 p.m.

COMMUNITY ROOM - LIBRARY

### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Mike McDowell, Co-Chair  
Jim Lien  
Ginny Tate  
Christie Wood

### **STAFF PRESENT:**

Bill Greenwood, Parks & Recreation Director  
Monte McCully, Trail Coordinator  
Mike Kempton, Parks Lead Worker  
Melissa Brandt, Transcriptionist

### **MEMBERS ABSENT:**

Bridgett Hill

### **GUESTS:**

Phil Boyd, Welch Comer

**CALL TO ORDER:** Commissioner Cranston called the meeting to order at 5:31 p.m.

### **1. ROLL CALL**

Five members present, resulting in a quorum.

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

Commissioner Wood led the Pledge of Allegiance.

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

None.

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

Commissioner McDowell made a motion to approve the minutes of March 16, 2020. Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

### **5. STAFF COMMENTS**

Director Greenwood: In 2018 the freedom tree blue spruce sculpture at McEuen park near the parking lot was taken down to have repairs, as a reminder the freedom tree was part of the old parking lot that was upgraded in 2014. The original sculpture burned in a fire at the artist's shop. We lost a tree in the cemetery, a big pine, and used it as the replacement tree for the sculpture. Fred McMurray, a POW Veteran gave some guidance with the new sculpture to artist Jeff May. We found out later that the tree was near Fred McMurray's dad's grave. Memorial Grandstands, waiting for some lighting to be installed for flags. Opted not to do a ribbon cutting this year, waiting for spring, making plans to have a big event with an exhibition game for the public. Atlas Mill Park in the works, Phil Boyd here tonight to give an update. We are a bit behind on the project. Memorial Field/City park restrooms, we raised the "bricks"

restroom a month and a half ago. Middle of next month a CXT building will be installed. There will be two locker rooms; one for the home team and one for the visitors. Ron Edinger park sign was installed at Person Field a few weeks ago. Ron was very appreciative. Tubbs Hill trail reconstruction has been very active, with local conservation expert, Todd Dunfield, helping volunteers work realigning trails realignment due to erosion. The proposed Cancourse at Canfield involves 138 acres owned by a private landowner who would like to allow the public to utilize his property through use of trails that abut the land owned by the city and would connect to more than 1,000 acres of forest service land. A memorandum of understanding (MOU) has been drafted to allow for the city's use of the property. The property is in the county, so the sheriff's department will also draft an MOU agreeing to oversee use of the property. A public meeting will take place next month and the MOU will be brought to the commission for approval. Parking will be allowed on Copper Road. A fire boat garage is being put in at the mooring dock, a bid was accepted for construction. Atlas Mill Park playground is being installed by park staff under Monte McCully, this has saved money on the project. We have a fence up around the playground and the park property at this time. Currently Recreation has youth soccer, flag football, a dance program, adult softball, and swim registration occurred this morning. Adjustment to swim class size and limit of parent attendees were made to meet requirements at the McGrane Center. Youth basketball should start in November. The school district is not allowing outside user groups so nothing has been solidified.

**6. COMMISSIONER COMMENTS**

None.

**7. PUBLIC COMMENTS**

None.

**8. ATLAS WATERFRONT PARK PRESENTATION– *Information Item***

Phil Boyd, Welch Comer, presented an update. Most development parcels at the property have been sold so there is a better idea as to what will be in the area; single family homes, multi-family and mixed use. Parking lot, trail paving, irrigation system, building roofing, siding and trim have recently been completed. Ongoing is interior building finish work, topsoil placement, hydroseeding, landscape installation, and concrete work. Some elements have been impacted due to COVID-19 related shipping and material shortages. More than 6,000 yards of soil onsite was tested, then cleaned, and used onsite that has saved some money and time, allowing for our contractor, Tom LaRiviere to bring very little material onsite. Savings from topsoil allowed to add material to the beach. Water will be drawn out of the Spokane River to irrigate the park, and the space for food trucks is complete. The triangle piece of land is in play so that whole area will be reconfigured. The area that was to be green space is in an area where the soil cannot be remediated as the contamination runs very deep and the soil is unsuitable. There was no money in the budget to do anything recreational in that area other than leaving it as a natural space. If the triangle creates revenue, that will be looked at by the city and ignite to create recreational space in that area. The beach area has been cleared and with savings from topsoil, green grass and trees will be added to provide shade. There are accessible concrete pads that will provide a picnic area with a connection to the accessible kayak launch and swim area. The serpentine treatment to the trail will help get people to slow down due to the traffic through that area. We had hoped to plant micro-clover in the beach area but due to fires in Oregon, the plant has shut down. We will be shooting it with a riparian

mix of grasses. All the areas will be shot with the riparian grass this year. We may or may not get complete germination, may be reshot in the spring. Hydroseeding is taking place now with more to come before the ground freezes. Nearly 300 trees will also be planted. Lighting has been installed along the area for safety at night. A day use dock could be installed at a later date. There will be log booms installed at the dog park area, swim areas, and ADA accessible areas. Two pieces from the original mill site are onsite as art pieces. Porta-potty shelters will be installed. The accessible swim rails have been damaged. When the water goes down, they will be changed out to a powder coated steel structure. Additional funding was requested with ignite to help pay for fencing and onsite security guards due to theft and vandalism. We will be working with the Disability Action Network to ensure appropriate signage for the accessible areas, interpretive signage will be installed as well. Majority of work completed by October 1. Punch list items will continue for several weeks, the site will remain fenced until mid-October. Reseeding areas will likely be necessary in spring 2021. We currently are on budget. Park staff will begin moving into the shop building in November, get the shop geared up, and start operations including snow removal.

Commission Cranston: Any discussion on having a public opening? We don't want to have a large gathering of folks during this pandemic time. We will plan a ribbon cutting with the commission and city council instead of a large public event.

Commissioner Lien: What will be the hours for this park? Same as other parks 5 am to 11 pm.

Commission Tate: Are there any other construction delays? There are numerous backstories regarding delays due to shipping issues. We have asked for evidence of these delays. We add the means for parking kiosks but they have not been installed.

Commissioner Wood: Love the design. Beautiful, great attention to detail.

## **9. PARKS MASTER PLAN – Action Item**

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

Greenwood: The 2008 Master Plan was produced by a professional agency, MIG, for more than \$50,000. Monte McCully and Mike Kempton have done an excellent job working on this plan for the past 18 months. We followed the same steps used by MIG, and incorporated our personal knowledge from our work in the parks department. We have an impressive list of what has been accomplished since the 2008 Master Plan, highlights include: Landings Park, Sunshine Meadows, Legacy Park, Bryan Park, and a complete rebuild of McEuen Park have occurred; new playgrounds have been installed at Sunset Field, Person Field, Ramsey Park, and Northshire Park; four off-leash dog parks are now open one each at Northshire, Cherry Hill, McEuen, and Riverstone; two disc golf courses one at Bluegrass the other at Cherry Hill; Memorial Park has been extensively renovated and expanded, a new skatepark has been built; a recreational lease has been secured for 22 acres of former railroad easement owned by the Bureau of Land Management; a trail system has been developed on the Fernan Lake natural area; an Urban Forestry management plan was created and included in this plan; the parks department was combined with the recreation department to increase efficiency and coordination; an accessible trail was built on Tubbs Hill and a fire road completed; and 43 miles of bike lands have been added to city streets. We asked the public through surveys and inhouse usage needs, waitlists, and overuse to help determine future growth plans. In 2008 our level of service was 2.08 acres of parkland per 1,000 residents with a population of 41,000. Our current level of service is

4.7 acres of parkland per 1,000 residents with a population of 51,000. We have added 40 acres of parkland since 2008. Projections and needs into 2040 indicated that our population will be 85,000 people. In order to serve our populace in 2040, we will need to add 185 acres of parkland over the next 20 years. Some future neighborhood parks may include: Honeysuckle, Neider/Howard, Ironwood, East Sherman, French Gulch, and Prairie Avenue. The master plan addresses the needs over the next 10 years with ideas for future parks, open space, trails, and recreational facilities.

Commissioner Lien; Appreciate your detailed comments on when parks would need to be replaced. Gives a big list of priorities. If you have a dream and plans you can make it happen even if there isn't money. Good future glimpse of what can be, and what can happen in neighborhoods to get people excited.

Commissioner Cranston: Is the plan available online? What we brought to you today is a culmination of what we gathered. It is here for your adoption and to go to council for adoption. After it's solidified or adopted, it would be available for the public. The 2008 Master Plan is currently available online, that will be replaced when the 2020 plan is adopted. Things move very quickly, items in the plan have already been done. This is a big vision.

Commissioner Wood: Excellent work. Planning in place to move forward. Like to see other areas in the city do master planning like this department.

Commissioner Tate: Excellent job

Commissioner McDowell: Great understanding of what our community needs will be. Is there a way to get it out to the public feedback before going to council? Not sure how to glean information from the public for this document. Our charge at the front end was to mirror what MIG did in 2008. Open ended as to what they wanted to see. We didn't see this as a draft, but as a plan we wanted to bring forward for adoption. In the 2008 MIG plan, earlier in the process there were public meetings, they did the surveys like we did, then they were compiled. There was a plan to allow for more public information opportunities until COVID then it got away from us.

Commissioner Wood: Is there a way to accomplish what Commissioner McDowell is talking about, cannot plan public meetings like in the past. This is similar to the MIG plan. Does our plan align with city planning are we similar? Greenwood: We did engage planning some it does line up with their department and where we are going.

Commissioner Tate: This is an overview and good foresight, where are we having growth, where are we lacking facilities. The parks department is good at when putting the plan into action we have the open houses, look at specific spots, and get the public input at that time. We didn't want to discuss specific properties until they would actually be acquired. Like the Forest property, we had a hazy idea of something in that area, give the language for general area so if it shifts a little, we need flexibility.

Commissioner McDowell: My intent is not to slow this down. Would it be possible, once adopted by the commission, to have two weeks of public feedback before going to council? We could do a survey online to get feedback or survey online to get feedback, difficulty if changes are made it would not be what was adopted by this commission. I think we've done a good job getting what the public wanted. We didn't pin ourselves in we left it open for multiple opportunities. The Forest Steel property is a good example.

We are still in discussions. Show loosely a need in an area. Things voted on of the 250 respondents shows what the public is after. Commissioner McDowell: Publish what we've got, allow for comment, pass those comments on to council. Greenwood: We could hold back the presentation to council and give some time to get input.

Commissioner Cranston: Does the Master Plan allow for considerations and amendments between now and an update? Updates have been made to the plan. We will sort through how to provide an opportunity for comments to take on to council.

Commissioner Lien: Cost estimates are high make sure people know they are for guidance not necessarily taxes being raised to pay for it. Our department works to get donations, grants, do work inhouse to keep costs down. The estimated costs are if we had to pay for everything with no donations, grants, or funding. Cost analysis is to help, in 10 years they may rise or fall. The estimates are a flavor of what the costs might run. Land donations and grants have helped as well as our partnership with ignite, they should be applauded as well.

*Commissioner Wood made a motion seconded by Commissioner Tate to recommend to City Council the adoption of the 2020 Parks and Recreation Master Plan. Discussion ensued regarding the plan being placed online for public review and the ability to give feedback with those comments being forwarded to city council for consideration. Motion passed unanimously.*

#### **10. DOCK GRANT – Action Item**

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

Monte McCully: The grant was approved and we went out to bid for the work. Harrison Dock submitted a proposal that was accepted within budget. The docks will be similar to the existing seawall launch ramp and dock. The existing boat launch and docks have been repaired numerous times; the floats were rotting causing a tripping hazard. There will be two launches and mooring replaced with docks that should last 50 years.

Commissioner Cranston: \$153,661 is that the actual bid amount from Harrison Dock? Yes.

Commissioner McDowell: State waterfront improvement fund grants come from state boat licensing fees. We are the highest use area in the county. Does the grant encompass all work? Yes, removal and placement.

Commissioner Wood: Glad we were awarded the grant, clearly needs replaced. Great work.

*Commissioner McDowell made a motion seconded by Commissioner Tate to recommend City Council accept the bid from Harrison Dock for the new boat docks and pilings at the 3rd Street Boat Launch. Motion passed unanimously.*

#### **11. MEETINGS / ADJOURNMENT**

Commissioner Cranston asked for any additional comments. Great to be back together.

Upcoming meeting dates; as of now a park and recreation workshop has not been scheduled, check the city's website for information if one is scheduled in the future. Pending for next month is the Cancourse item:

- Monday, October 19, 2020: 5:30 p.m., Meeting; Library Community Room

*Commissioner Lien made a motion to adjourn the meeting with Commissioner McDowell seconding the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 7:11 pm.*