



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

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

MEMBERS PRESENT:

Scott Cranston, Chair
Warren Bakes
Jim Lien
Ginny Tate
Christie Wood, Council Liaison

STAFF PRESENT:

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

ABSENT:

Mike McDowell
Bridget Hill

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 Lien led the Pledge of Allegiance.

3. CONFLICT OF INTEREST

None.

4. APPROVAL OF MINUTES – *Action Item*

Commissioner Bakes made a motion to approve the minutes of October 17, 2022.
Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. STAFF COMMENTS

Director Greenwood: There was some damage in the last windstorm, loss of 12-15 trees; the small park off Sherman, City Park, and the cemetery. Winterization is done.

6. COMMISSIONER COMMENTS

None.

7. PUBLIC COMMENTS

None.

8. URBAN FORESTER REPORT – Information Item

Nick Goodwin: The Fernan Natural Area hazard fuel treatment is close to wrapping up. As a reminder, the objective of the work is to help save lives and protect property, and support the area's special values, by reducing ladder fuels and keep fire from spreading to homes in the event of a wildfire. The work on these 29 acres, has been done through an Idaho Department of Lands grant, and with the support of private landowners, the city parks and fire departments, and the county. Burning occurred the end of October, conditions were ideal. Work will take place next spring on the 7 acres that make up Veterans Centennial Park. Some seedlings will be planted, and trees with signs of active or recent bark beetle activity will be removed. We will reach out to the neighbors to let them know we will be doing this work, send mailers, work with HOA and hold a public meeting to get the information out. We also applied for a \$155,000.00 grant for Canfield Mountain and the Cancourse. And, a \$650,000.00 grant for Tubbs Hill, very competitive and will be managed by different agencies, work performed will be similar to the Fernan work.

9. RIVER'S EDGE APARTMENTS TRAIL ALIGNMENT – Information Item

Bill Greenwood: Approved plan for a trail through Atlas Park that runs through the Douglass property that has gone through a couple changes. The proposed trail will run along the water's edge, and include seating areas and landscape. We will help with snow removal and sweeping. Proposal will come back to planning and zoning later this year, or early next year.

10. SKATEPARK CAMERAS – Information Item

We applied for a grant from Panhandle Health District in partnership with the Idaho Office of Drug Policy. The skatepark gets heavy use but has brought problems, it is somewhat hidden with no public eyes on it; we get some vandalism, drug use, and drinking. Ninety-nine percent of the kids are great, but we do have some issues. Cameras will allow for the police department to have a real time view. Cameras were installed a couple weeks ago by our IT department. Hoping it will change what happens down there at night. PHD approached us about this partnership. The cameras are mounted to the restroom, picnic shelter building at Memorial. North camera will look out at the skatepark, the south camera looks out at the parking lot. We are also hoping to add some solar lighting as well.

11. MOORING DOCK GRANT APPLICATION – Action Item

Commissioner Cranston read the staff report for the record.

Monte McCully: In 2019, we applied to have the launch docks replaced at third street, they were completed in 2021. The new docks are a great dock system, sturdy, and quality materials. The mooring docks are more than twenty years old and we've spent more than \$40,000.00 in repairs over the last five years. They are in bad shape, falling apart, a small section has been closed off. We plan to reuse the pilings, just redo the docks in the same configuration. This is a matching state grant, allocated out of Boise to counties in Idaho. We cooperate with other entities here in North Idaho and when the County decided not to pursue the grant we decided to. We have the matching funds set aside in our park capital improvement fund.

Commissioner Cranston: What is the timeline? McCully: It is due in January, a letter of award should come out in April, and funds distributed in June or July. Work would start in September.

Commissioner Tate: What happens to the docks taken out? Greenwood: If they are viable, we may look for a buyer, otherwise, we will have to dispose of them and pay fees to do so.

Commissioner Wood made a motion to recommend city council give permission to the Parks & Recreation Department to apply for an IDPR Waterfront Improvement Fund grant to purchase new boat docks at the 3rd Street Mooring Docks, Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously.

12. PANHANDLE KIWANIS 2023-2028 AGREEMENT – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: Kiwanis does a very good job managing this event, they are a good partner, and staff always looks forward to this event.

Commissioner Lien made a motion to recommend city council approve the renewal of the agreement with Panhandle Kiwanis Club for the Taste of the Coeur d’Alene event during the first weekend in August for three years, with an option to renew for an additional three-year period at the end of the 2025 season, Commissioner Bakes seconded the motion. There being no further discussion, motion passed unanimously.

13. MEETINGS / ADJOURNMENT

Commissioner Cranston asked for any additional comments. Greenwood: Some agreements coming up in the next couple months for next year. We are changing the way we manage events in the parks as they are taking up more and more staff time, and getting larger, we are honoring annual, historical events. Large events requiring staff time, may not be able to go forward.

Upcoming meeting dates:

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

Commissioner Bakes made a motion to adjourn the meeting Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:19 pm.