



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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PARKS & RECREATION COMMISSION MINUTES

May 20, 2019 – 5:30 p.m.
COMMUNITY ROOM - LIBRARY

MEMBERS PRESENT:

Scott Cranston, Chair
Mike McDowell
Ron Edinger
Ginny Tate
Jim Lien
Christie Wood
Jim Kinnard, Student Rep

MEMBERS ABSENT:

Bridget Hill

STAFF PRESENT:

Bill Greenwood, Parks & Recreation Director
Melissa Brandt, Administrative Assistant
Jeff Erickson, Park Superintendent
Howard Gould, Building Superintendent
Joe Pounds, Building Maintenance Assistant
Bill Andrews, Lead Worker
Robert Cooper, Lead Worker
Andrew Godley, Lead Worker
Nick Goodwin, Urban Forester
DeEtte Haralson, Lead Worker
Mike Kempton, Lead Worker
Monte McCully, Trail Coordinator
David McCurdy, Ground Maintenance
Tom Meek, Ground Maintenance
Jarrod O'Dell, Ground Maintenance
DJ Richison, Ground Maintenance
Larry Walter, Ground Maintenance
Mark Walter, Ground Maintenance

CALL TO ORDER: Commissioner Cranston called the meeting to order at 5:3 p.m.

1. ROLL CALL

Seven 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 Edinger made a motion to approve the minutes of April 15, 2019.
Commissioner McDowell seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. STAFF COMMENTS

Director Greenwood: The splash pads will be up and running, landscaping at the Skatepark is complete. We are halfway through planting 13,000 perennials and annual flowers. Park staff member, DeEtte Haralson, is directing getting all the flowers

planted. We have put up 50 flags along Northwest Blvd, and banners down East Sherman in partnership with the Planning Department. Our first round of fertilizer, 20,000 lbs., has been put down in numerous areas, with another round the first part of June, and a third round in the summer. We are scheduling placement of our 15 buoys with County Waterways. Memorial weekend Ramsey Park will be busy with the Dri-Ice Tournament, Thorco Field will be hosting CDA Lumbermen, McEuen Park has the Coeur d'Alene Marathon, and there will be BMX races at Cherry Hill. This past Sunday staff helped mow 35 acres to get the cemetery ready for Memorial weekend. We are working with the water department on conserving water by watering every other day in parks we can do that in, and splash pads will run a shorter time instead of 10am-8pm, they will run 12-Noon to 7 pm; all signage will be updated.

Commissioner Cranston: Do we have an update on the Atlas Park project and the Memorial grandstands? Greenwood: Met with Phil Boyd and Dell Hatch regarding the structures in the park, where to put the pump house, a vendor space, placing the pump house with that building, upsized the parking lot, the water feature removed as per our request, all those the Commission gave priority to have been addressed. We are planning a tour in the next couple weeks with the Commissioners at the site. The plan is to go out for bid in early July.

Commissioner Wood: If this goes to bid in early July will you break ground this year? Greenwood: Yes we hope to take advantage of the low water to secure stones and set footings, easier to do with this slight delay. Commissioner Wood: Will the water dog park happen this year? Greenwood: The mass grading will take place this summer and early fall, as far as the dog park probably not this year, but certainly in the spring.

Commissioner Tate: Parking lot is being expanded. Do you know the number of lots? Greenwood: It increased by a 1/3, possibly another 38. The food truck area has been reconfigured to allow the people there to have a safe zone, with a bollard, public can access not in the parking lot.

Greenwood: The Memorial grandstands are going to Council tomorrow night. Changes were made so we are only \$1,700 over budget that will come out of parks capital. As soon as it goes before Council we will have ignite review as well and when we get the nod we will move on construction. We are using it right now, but as soon as we can begin construction, we will move everyone out to Ramsey. Ramsey Field 5 has had new grass seeding and it should be ready by then. The ground there tends to get a bow in it, there was one in center field so we straightened up the fence line, brought in loads of dirt, and reseeded.

6. COMMISSIONER COMMENTS

Commissioner Wood: Commissioner Edinger was not at the last meeting, but he was approved for inclusion on the Rock of Fame, for numerous contributions to the City of Coeur d'Alene. Greenwood: Engraving will take place before July.

7. PUBLIC COMMENTS

None.

8. THORCO AGREEMENT – *Action Item*

Commissioner Cranston read the staff report for the record.

Commissioner Tate made a motion to recommend to General Services the extension of the Thorco Field agreement by one year. Commissioner Edinger seconded the motion, motion passed unanimously.

Commissioner McDowell: This isn't the first time Thorco has stepped up and helped out, they are great supporters of the City and the Parks department.

Greenwood: Jeff Crowe put together a marvelous video of the rescue and the return of Little McEuen, the injured osprey. You can the video on our site and on You Tube by searching Little McEuen osprey. Thorco has stepped up time and time again.

9. AREA PERSONNEL OVERVIEW – Information Item

Greenwood: An overview of our park system. We maintain 587 acres that include 30 parks, 258 acres of natural open space, 50 miles of pedestrian and bike paths, and 9 miles of hiking trails. Last season we had 124,568 people post reservations for 7,054 hours of use. We also maintain other non-park acres, including beautification areas and City building landscaping. Our Recreation Division offered 24 regularly scheduled programs for 6,000 participants and served another 4,000 citizens for special events, tournaments, and the swim program. Our Cemetery provided maintenance for 22 acres at Forest Cemetery and 7.5 acres at Riverview Cemetery, and last year performed a total of 137 burials. Urban Forestry manages more than 22,000 street trees and over 4,000 park trees along with thousands more in our natural open spaces. Our Building Division maintains 40 city-owned buildings totaling 214,766 square feet. Park employees are here so we can introduce you and show an overview of the park system, how it's laid out in town, each one of these individuals are assigned to an area and maintain these areas. We have 7 areas and maintain areas that are non-park; the police station and sub-stations, fire stations, swales, etc. We have outsourced some of the non-park areas due to low staff numbers. The Parks Department does snow removal on the trails and every park and City parking lots including the police station, library, city hall, etc.

Area 1: Mike Kempton oversees Jarrod O'Dell and Mark Walter. Mark, with the City for 5-1/2 years, oversees the waterfront area that includes City Park and Beach, Memorial Field and Park, Independence Point, 1st Street Dock, Fire Station 1, Hubbard Street Park, Museum, Park Drive Island, and the new Skatepark. Jarrod has been with the City for just over 4 years and just took over ground maintenance of McEuen Park, Sanders Beach, Jewett House, 3rd Street Dock, City Hall, Library, East Tubbs Hill Park, and Rotary Island. Jarrod is a full time arborist, and Mark is backflow certified, one of five on staff. They all oversee events in Area 1 such as the Coeur d'Alene Marathon, 4th of July, Taste of the Coeur d'Alene's, and many others throughout the summer. Mike is working with Monte McCully on updating the Parks Master Plan.

Greenwood: Mike, Monte, and I are the only employees that didn't start as a seasonal. Mike is working with Monte McCully on an update of the Parks Master Plan and he completed the Natural Open Space Master Plan. All staff are certified to spray pesticides and everyone has a CDL.

Area 2: DeEtte Haralson oversees Larry Walter. DeEtte has been with the City since 1999 and also manages Area 3. Larry has been with the City since 2008. DeEtte is in charge of our annual flower plantings and Larry is an excellent carpenter, and spent quite a few years at the waterfront area and just moved to the 15th Street corridor, providing ground maintenance at a

number of street islands, as well as Bryan Field, Canfield Sports Complex, Cherry Hill Park, Fire Station 3, Person Field, North Pines Park, Phippeny Park, Shaddock Lane and Sunset Parks. Canfield is utilized currently by Little League, pickle ball and BMX keep Cherry Hill Park very busy.

Area 3: DeEtte Haralson and Dave McCurdy. Dave has been with the City for 5 years and oversees Ramsey Park that stays busy with baseball, softball, and Skyhawk camps. Summer is busy for Riverstone Park with weddings and concerts. Winton Park has horseshoe tournaments. Dave also provides ground maintenance on numerous grassy islands, the police station, Jenny Stokes Field, the Street Department, I-90 interchange, and all the swales on Ramsey south. Greenwood: Dave rebuilt a sign at parking lot one at Ramsey Park, did a fabulous job, he is an excellent welder and has helped on other projects.

Area 4: Bill Andrews has been with the city the longest starting in 1993. Bill oversees Bluegrass, Landings, Sunshine Meadows, Legacy Place, and Northshire Parks, as well as the Fire Station 4, Coeur d'Alene Soccer Complex, Nez Perce Islands, and the North Ramsey Swales. During the ice storm, he worked long days and spent nights at the park shop.

Area 5: Monte McCully, Trail Coordinator, has been with the City for 12 years. He takes care of 50 miles of trails including 21 miles that is mowed along the Centennial, Prairie, Atlas, and Kathleen Trails. He also provides ground maintenance on the Canfield Mountain Trails, Evergreen Islands, Fernan Hill, Tubbs Hill and Veterans Centennial. Once grass growth slows down, he takes on other trail projects. Monte oversaw moving Central Bark at Northshire and is helping write a Parks Master Plan update. Commissioner Wood: I worked closely with Monte when we did Parks Day and Police Department Movies in the Park. Great to work with appreciated his help.

Area 6: Includes both cemeteries, the Government Way islands, Lincoln Way Triangle, US 95/Walnut Island, and US 95 landscaping. Robert Cooper and DJ Richison provide ground maintenance and are the reason the cemeteries look so good. Robert has been with the parks department working in the cemetery since April 2011, he is backflow certified. DJ Richison is on his fifth summer with the parks department, he was hired full time last November. They meet with people hours after their loved ones have passed and provide patience and kindness.

Area 7: Will be what we are calling the Seltice Corridor, we plan to add a lead worker in the next budget cycle who would take over this new area and we would shift some things around. Riverstone would fall under this person's oversight, Mill River, the new park that is part of the Atlas project, and the roundabouts on Seltice. Commissioner Wood: Is one person enough? Greenwood: No, we will be coming back to request another person as a helper and plan for possibly 2-3 seasonals. The Atlas Mill site alone will have many more elements that will require additional help.

Area 8: Nick Goodwin started in the cemetery, has background in sheet metal work, and was the lead for a number of years in the cemetery. Upon interviewing for the Urban Forester position, Nick was the better fit and he's doing a great job, he fills in at the parks front desk helping cover vacations. Nick became an arborist in 2014, and has been the urban forester since December. The position is much more administrative, and he has plans to put on educational programs, public forums for pruning, and has talked with the CDA Press about publishing monthly newsletters regarding trees and tree care. Commissioner Wood: A tree pruning workshop would be fantastic. Goodwin: On Arbor Day we had a planting

demonstration that was a great opportunity to educate those who were interested in learning how to plant and care for trees.

Building Maintenance Division: Howard Gould has been with the City since 2005. He oversees all City buildings and it grows every year with an added parking garage, fire stations, and the Memorial grandstands project. Joe Pounds is his assistant and has been with the City since 2007. Joe oversees the City's six custodians and floor care specialist.

Irrigation Tech: Andrew Godley has been with the Parks department for two years, he is starting his third year and was promoted last year to irrigation technician responsible for spring startups, fall blow outs, trouble shooting all the systems, backflow testing, and managing the parks that have the water conservation Calsense program.

Mow Crew: Tome Meek runs the mow crew, completing mowing in 4-1/2 days with a half day of equipment maintenance. He has been full time for five years. His crew mows non-park areas, beautification strips, and all the parks except for City Park and Memorial. During the winter Tom works on all the parks equipment, he also is a phenomenal welder. He orders all parts, tires, etc., for equipment. Commissioner Cranston: Are you located at the park shop? Meek: Yes. Greenwood: We just completed an expansion of the shop that added 30 feet in office space.

Park Superintendent: Jeff Erickson started as a seasonal in 1999; he's worked with Bill Greenwood for twenty years. He started in the cemetery, took over the irrigation technician job and then the opportunity came up last year to be the superintendent; a tough choice, lots of responsibility, lots of work, what swayed his decision was the crew you are meeting here, they are dedicated hardworking people.

Commissioner Lien: Been on the commission a long time, travel quite a bit, see parks everywhere I go, none come close to the care and maintenance of the parks in our City. Sees the parks through the eyes of his 2 year old grandson and has a new appreciation of the parks and everything the staff does, they are in phenomenal condition.

Commissioner Tate: They have taken care of my relatives at the cemetery, and when my boys were in high school they worked for the parks department; they worked hard. Also travel extensively for work, not a park that stands up to what you do.

Commissioner Cranston: Great group. Thank you for putting it together, all the parks, public open spaces, and public buildings for the community. Always hear nothing but positive comments as to how these facilities look. A lasting impression on visitors who come to town. Congratulations.

Commissioner McDowell: Agree with everything everyone said. Played on Bryan playfield, grew up here, innovation in the maintenance and the parks staying ahead of the times, City Park is a gem for the Taste of the Coeur d'Alene's. Well done.

Commissioner Wood: Worked with many of you, you are so professional whenever we needed something, you were always right there, everything looks beautiful.

Commissioner Edinger: Most of my life I've lived here, on council for a number of years, you do an excellent job, very proud he can say that City of Coeur d'Alene is my city and the parks are something all citizens can be proud of. The cemetery is taken care of very well. Thank you

very much, I appreciate everything you do. Hopefully we can get that other position this next year.

10. MEETINGS / ADJOURNMENT

Commissioner Cranston asked for any additional comments. Greenwood: We are doing something innovative at the cemetery on how we are planning for the next 30-40 years. For your June workshop, we'll provide lunch in the cemetery outside at some picnic tables.

Commissioner Cranston: Great idea, enjoy something outside, would like to do this again for the summer meet in some of the parks. Greenwood: Right now the only thing pending to discuss is the Midway project from Jon Mueller; will have information by the June 4 workshop.

Upcoming meeting dates:

- Tuesday, June 4, 2019: Workshop; Forest Cemetery between Sections C & E – 11:30 a.m.
- Monday, June 17, 2019: Meeting; Community Room at the Library – 5:30 p.m.

Commissioner Edinger made a motion to adjourn the meeting with Commissioner Kinnard seconding the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:42 pm.