



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E. MULLAN AVENUE
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PARKS & RECREATION COMMISSION MINUTES

July 15, 2024 – 5:30 p.m.
COMMUNITY ROOM - LIBRARY

MEMBERS PRESENT:

Scott Cranston, Chair
Bridget Hill
Jim Lien
Mike McDowell
Ginny Tate
Christie Wood, Council Liaison

STAFF PRESENT:

Bill Greenwood, Parks & Recreation Director
Adam Rouse, Recreation Superintendent
Melissa Brandt, Transcriptionist

ABSENT:

Warren Bakes

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

1. **ROLL CALL**

Six 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 Lien made a motion to approve the minutes of April 15, 2024.
Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. **STAFF COMMENTS**

Director Greenwood: A new Tubbs trailhead at the museum is complete. We have a new vendor operating at Independence Point selling pizza, and at Atlas Mill Park we have the Sugar Shack and Go Getter coffee. Holding back at this time on refilling positions. We are cutting back on water in all the parks except McEuen, Atlas Mill Park, Riverstone and City Park, they utilize lake, river, and pond water. In the last 16 months or so, we have had resignations, retirements, and terminations resulting in lots of movement within the department, many new faces catching up on the work. The INWPC pickleball tournament was held at Cherry Hill last week with 500 participants. A big number for this tournament. Mooring docks are complete except for new LED lighting to be installed to replace the old fixtures, should finish these by the end of July. Live After Five will not continue, the series was terminated due to breach of the

agreement. There are people interested in continuing a series. We will go out to bid with a Request for Qualifications later this year or early next year. Paula Austin retired from the City in May after 42 years. Adam Rouse is our new Recreation Superintendent.

Superintendent Rouse: Excited in the role, been with the city 20 years, working toward this opportunity his entire career. Streamlining processes that were somewhat outdated. Fully utilizing the online program not just for registrations, but also putting together rosters, game schedules, and making it easier for volunteer coaches. Our golf program went from 80 kids to 200, with most classes filling up in the first three days. A great program and partnership with the public golf course. We had 175 people participate in pickleball lessons through our partnership with INWPC. Working now on new and updating contracts, and MOUs with American Legion, Little League, and NIC. These will be brought to the Commission for approval. The Jewett House garage rebuild came in under budget and now includes a restroom for use by our guests instead of porta-potties. We utilized the savings to work with the Street Department to redo the driveway and parking lot, we made electrical upgrades, the house was painted inside, and two weeks ago our park staff completed some landscape work. The property is looking really good. The revenue account for the house is at the highest it has ever been and will help pay for needed maintenance and upgrades.

Wood: Acknowledge the 42 years Paula worked for the City, amazing longevity between her and her father, Ron Edinger.

6. COMMISSIONER COMMENTS

Wood: Atlas Mill Park is fantastic, enjoys the vendors at this location, Sugar Shack and Go Getter Grounds.

7. PUBLIC COMMENTS

None

8. PARKER SUBARU NAMING RIGHTS – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: We've done this at the McEuen Avista Pavilion and Thorco Field at Ramsey.

Commissioner Hill made a motion for the Parks and Recreation Commission to recommend the City enter into a Contribution Agreement for a 10-year term with Parker Subaru for naming rights at Cherry Hill Park Pickleball Courts, Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

9. ATLAS MILL PARK NEW VENDOR LOCATION – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: When building the park, the idea was to have food vendors, didn't think about other types of vendors. There would be a pre-fab building along the water line for rental staff. It will be a great addition to the amenities.

Commissioner McDowell made a motion to approve a new location at Atlas Mill Park for passive water sports rentals, Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

10. PUMP OUT AGREEMENT – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: Maintenance will be winterizing the equipment that is tied to our sewer line. The pump out is a free service and used regularly by the boating community. A big benefit to the public.

Commissioner Tate made a motion for the Parks and Recreation Commission to recommend the City Council approve the donation agreement with Kootenai County for the Sanisailor pumpout at the City's mooring docks, Commissioner Wood seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

11. NEXT MEETING / ADJOURNMENT

Commissioner Cranston announced the next meeting date. Director Greenwood indicated there will be an update regarding Canfield and Tubbs Hill Fuel Mitigation at the next meeting.

Next meeting date:

- Monday, August 19, 2024: 5:30 p.m., Meeting; Library Community Room

Commissioner Lien made a motion to adjourn the meeting Commissioner McDowell seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:01 pm.