



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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

November 18, 2024 – 5:30 p.m.

COMMUNITY ROOM - LIBRARY

MEMBERS PRESENT:

Scott Cranston, Chair
Mike McDowell
Warren Bakes
Bridget Hill
Jim Lien
Ginny Tate
Christie Wood, Council Liaison
Jerren Bailey, Student Representative

STAFF PRESENT:

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

ABSENT:

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

1. ROLL CALL

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

5. STAFF COMMENTS

Director Greenwood: We had 80 students from Lake City High School help with projects on Tubbs Hill. CDA on Ice is up and running. Request for Qualifications will be advertised in December and January for passive kayak rental at Atlas and a free McEuen concert series on Wednesday's. Our department puts up and takes down all the flags along Northwest Blvd., Sherman, and Lakeside; this year the work was completed in quick order by starting at 4 am and renting a manlift as our bucket truck has been down. We are looking at replacing the bucket truck with a manlift, much easier to use and very efficient. We had an occurrence at one of our youth basketball games with a parent antagonizing our referees and gym monitor. As a reminder to our

parents, our programs are recreational, and many of our officials are kids themselves. The behavior was discussed with the parent and an apology will be issued. We have four vacant positions. We hope to combine some seasonal funds with savings from restructured positions to hire five more staff. We hope to fill one position by the first of January and the field positions by early spring.

Commissioner Wood: Why haven't the positions been filled? Greenwood: We are confident they will be, we have been asked to wait until the end of the year.

6. COMMISSIONER COMMENTS

Commissioner Cranston: Welcome to our new student representative, Jerren Bailey, a senior at Lake City High School.

Commissioner Hill: Leaf Fest is such a huge success best service the city provides.

7. PUBLIC COMMENTS

Suzanne Knutson, Coeur d'Alene. I'm a new board member at Specialized Needs Recreation. Thank you for your support over the years. SNR celebrated forty years this year. We wouldn't have this special program without the continued support of the City of Coeur d'Alene. Thank you to Bill Greenwood and Steve Anthony for attending our fundraiser; we received a record number of donations. About fifty percent of our participants live in Coeur d'Alene. We draw folks in from Bonner County to Lewiston. Our vision is to champion independent and joyful lives for all and our recreational opportunities are available regardless of ability to pay. We appreciate the support, and invite you to schedule a tour. Please visit our website at snridaho.org to view a video celebrating our 40 years and our families.

8. RECREATION DIVISION UPDATE – Information Item

Superintendent Rouse: Introduced Jordan Anderson, Recreation Coordinator, who has worked for the city for nearly 10 years. He was promoted to the position upon the superintendent role being filled. Konner Petticolas has been hired full-time into the Anderson's vacated Recreation Monitor position. Konner has also been with the city for 10 years in various part-time recreation positions. Website has been updated to provide online registrations, schedules, team sites, and tournament builder. We are in the middle of a swim session with 140 kids that will end mid-December with the next session starting in January. We have 500 kids participating in the basketball program, and are looking for officials and gym monitors. The Jewett House is fully booked for 2025; 16 weekends through the summer bringing in close to \$60,000. No advertising needed, the location books out due to word of mouth. Updating agreements and memorandums of understanding with user groups such as Junior Tackle, Little League, soccer clubs, and American Legion. Our basketball program utilizes Woodland, Skyway, Ramsey, and

9. AMERICAN LEGION AGREEMENT RENEWAL – Action Item

Commissioner Cranston read the staff report for the record.

Superintendent Rouse: Easiest group we work with, the only change to the agreement is extending it to five-years.

Commissioner McDowell made a motion the Commission recommend to General Services that City Council approve the agreement between the City of Coeur d'Alene and American Legion Baseball for the use of Thorco Field at Ramsey Park, Commissioner Hill seconded the motion. There being no further discussion, motion passed unanimously.

10. URBAN FORESTRY UPDATE – Information Item

Goodwin: Grant work for fuel reduction treatments have been carried out at Canfield natural open space and a small project on the Prairie Trail. Driving force is public safety by providing hazard fuel treatment through an Idaho Department of Lands grant program that didn't require a match, and no city funds, it was directly funded. A Defensible Space Plan was put together working with the private landowner of the Cancourse. Grant priorities: Canfield wildland urban interface fuel break, high use trail fuel reduction, thinning of dead and diseased stands of trees. Twenty-three acres of city property on Canfield and the Cancourse is 8 acres open to the public. Objectives of the work is to save lives and protect property and support natural area special values. Prairie trail natural area buffer separates industrial area and public multi-use trail, five acres were treated that opened up the area and reduces fuel creating better visibility. Multiple fuel mitigation grants upcoming including Tubbs Hill in 2025. Another update is forthcoming in early spring next year. We have a \$600,000 federal grant for work on Tubbs Hill to mitigate as much as we can, making sure the public is aware. We are partnering with the Tubbs Hill Foundation, and they will be contributing toward this matching grant.

11. ITD AND FHWA ROW PERMISSION – Action Item

Commissioner Cranston read the staff report for the record.

McCully: Project started 18 years ago. Permission from Idaho Transportation Department to put a trail along their right of way. They are moving forward to build this hiking trail connecting the Fernan trails with the boat launch. With volunteer help we will cut out the trail up to Fernan at a nice grade from down below to above, providing walking access. Permission to move forward next summer.

Commissioner Lien made a motion to recommend the City Council allow the Parks and Recreation Department to enter into a maintenance agreement with Idaho Transportation Department in order to gain permission from them to construct a connector hiking trail from Fernan Village to the Fernan Lake Natural Park trail system, Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously.

12. NEXT MEETING / ADJOURNMENT

Commissioner Cranston announced the next meeting date.

Next meeting date:

- Monday, December 16, 2024: 5:30 p.m., Meeting; Library Community Room

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