



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E MULLAN AVENUE
COEUR D'ALENE, IDAHO 83814
208-769-2252 FAX: 208-769-2383

Mission Statement

To actively strive to provide a quality park system that offers a diverse range of experiences, preserves local resources, and provides a safe, pleasant, and enjoyable environment.

Parks & Recreation Commission Meeting Community Room - Library

AGENDA

June 17, 2024 – 5:30 pm

- 1) Roll Call
- 2) Pledge of Allegiance
- 3) “Conflict of Interest” Declaration
- 4) Approval of April 15, 2024 Minutes – Action Item
- 5) Staff Comments
- 6) Commissioner Comments
- 7) Public Comments (Comments limited to **3** minutes)
- 8) Atlas Mill Park New Vendor Location – Action Item
- 9) Next Meeting / Adjournment:
 - Monday, July 15, 2024-5:30 pm-Library Community Room

The City of Coeur d'Alene will make reasonable accommodations for anyone attending this meeting who requires special assistance for hearing, physical or other impairments. Please contact the Parks Department at (208)769-2252 at least 72 hours in advance of the meeting date and time.



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208-769-2252 – FAX 208-769-2383

PARKS & RECREATION COMMISSION MINUTES

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

MEMBERS PRESENT:

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

STAFF PRESENT:

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

ABSENT:

Grace Wickham, Student Rep
Tyler Voorhees, Alt Student Rep

GUEST(S):

Justin Shaw, HMH Engineering

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 McDowell 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 December 18, 2023. Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. STAFF COMMENTS

Director Greenwood: Water has been turned on and irrigation will be running. We are cutting back in areas where we do not use river, lake, or pond water, we are doing our part to conserve water. McEuen, City Park, Riverstone, and Atlas Mill parks do not use domestic water. We will also post a sign at the McEuen splashpad to educate the public as we will also cut back on run time; splashpads do use domestic water. Turning on the systems requires more than 160 backflows are checked. We have five certified park testers in and three in our building division. We'll be fertilizing this week. We have purchased a fertilizer spreader to use on all the islands and parking lots the liquid

fertilizer works really well. Restrooms have been opened up, except for Bluegrass Park as it was vandalized last week prior to being opened up. Some kids were caught tagging the building and vandalizing a work project being done by one of our staff. Police were called and arrived quickly. It was disheartening for staff to witness these kids laughing and playing on their phones like nothing had happened. Bluegrass won't open up until splashpads are turned on Memorial Weekend. Last weekend Northshire restroom had been opened only a couple days and was also hit very hard with vandalism. Winton restroom is only opened for events due to vandalism every night. The ice rink damaged the turf in areas where they drive in and out of the park. Staff have installed turf block that allows grass to grow through the block. If it works well, we may do more areas. There was a Letter to the Editor in the Press announcing the "Re-Leaf" Program. The indication from the letter is that the City should mind our own trees, pointing out the seawall trees, and lack of, at City Park. We had issues along the wall, severed irrigation, a tree that was replaced was found torn out of the ground and stuffed in a restroom toilet. It's a tough area to grow trees. During tree thinning along the dyke road in 2015, the Army Corp of Engineers discussed the trees and how they should not be any closer than 35 feet from the wall. Per Army Corp guidelines we can no longer replace trees that die, or come down due to wind, etc. That whole area will need to be redone in the future. We do take care of our areas, but sometimes there is more to the story as to why we have to do what we do. Since last August to this May, between retirees, resignations, and people being let go, we've had eight staff vacancies. In the last 30 days, we have had a total of four positions to fill and were able to do so with the last pool of candidates. Seasonal hiring has started, we plan to hire eight this season. A long grassy strip between Ramsey Park and Ramsey Road has been removed and replaced with rock, to save on watering. We completed the same project at Bryan Field earlier and next year our budget will include the same work at Person field. We are working with Winton School PTA to fence off some property for them to install a new playground they are fundraising to complete. We recently installed irrigation, planted trees, and sprayed with clover, with our new hydro-seeder at the parking lot in Midtown Hydroseeding makes quick work in the cemetery as well when graves require re-seeding. Mooring docks will open before the season begins. Budgeting for a new playground at Bluegrass, the current 28-year-old structure was burned from vandalism. Installation is planned for fall.

Cranston: Is there anyway to be proactive against vandalism instead of reactive, how much is spent on cleaning up and repairing? Greenwood: We seek restitution when we can, PD has been very reactive which is helpful. Staff take pictures and document the graffiti. Costs vary, to resurface the McEuen basketball courts after vandalism, the cost was \$12,000. The effect on staff and community is worse, restrooms are closed, staff work hard to produce great facilities.

McDowell: What about cameras and, are we in a water shortage this year?

Greenwood: Budgeting this year for a phone line communication in remote areas off our network, that will be part of this years' budget to price out phone lines and cameras in remote sites. Not a shortage, but water delivery is overworked. The City and School District have been operating on alternate days to help.

6. COMMISSIONER COMMENTS

None

7. PUBLIC COMMENTS

None

8. INDEPENDENCE POINT CONCESSION – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: We were disappointed there were no submissions. Mr. Peltekian was at City Hall and through discussion with our deputy city clerk, indicated an interest in the Independence Point location. I met with him and we negotiated the price point. He'll get a late start so the fee is prorated.

Commissioner McDowell made a motion for the Parks and Recreation Commission to recommend that Council enter into a food concession agreement with Majestic Eagle LLC, for the 2024, 2025, and 2026 seasons at Independence Point to serve wood-fired pizzas and soft drinks, Commissioner Lien seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

9. PHIPPENY STORMWATER PROJECT – Information item

Director Greenwood: Swales are installed to capture stormwater. The south end of Phippeny park doesn't get much use. The swale will capture water that normally goes into the lake. Some trees will be removed and replaced with more suitable for that area. Clover will be planted so no mowing will need to take place.

Director Feusier: Our stormwater efforts directly affect lake health. Through grants from the State of Idaho, we are able to reduce phosphorus going into the lake by installing swales to collect outfall. Justin Shaw: Working on stormwater engineering for a number of years for the City. The swales reduce phosphorus getting to the lake and utilize city infrastructure to repurpose the water. The swale will be 7-8 feet at deepest, 4 to 1 slope coming up, safety slope, not a hazard for slipping. This will provide treatment of 33 acres of drainage basin, pull outflow offline, utilizing the existing infrastructure, through an extensive network that conveys the runoff. Grates are catch basins for the water. Will be a great addition to the stormwater system.

10. CANFIELD AND TUBBS HILL FUEL MITIGATION – Information Item

Goodwin: Veterans Centennial Park is complete. We have a grant for \$126,000 for Canfield that expires in November, 2025. We have a project manager creating a prescription for fuel mitigation. Work on Fernan was the same process. Canfield deal with ladder fuels. County worked with us on these projects, recognizing our goals for a light touch and our priorities for completion. For Tubbs Hill, we have received the grant and currently waiting for the Memorandum of Understanding from the State of Idaho. The Tubbs Hill Foundation will be involved and help communicate with the public. A presentation will be brought to the Commission to share with the public. The match for Tubbs grant includes \$12,000 from the Tubbs Hill Foundation, we have a great partnership with the group. Recently installed a new retaining wall to shore up trails on Tubbs. We have invested in some equipment to help keep going on this work. The engineer of the original wall helped give guidance to the work he helped complete more than 20 years ago. Very impressive work. Through our Re-Leaf planting program, an annual program for CDA residents, we will be planting 65 trees in ight of way locations. Planting will start after Arbor Day the end of this month. We are able to do

the planting inhouse and save money on hiring a contractor, last year we were able to buy a trailer with the savings. Trees that come down in wind storms, from disease or removal due to health, are utilized in our parks, streets and engineering, wastewater, and water, with wood chips, to help with compost, lining trees, planting mulch, and bed mulch. We can't use the wood chips in playgrounds, but there are spots where we can utilize chips. Leaf foliage and chipped materials are used as soil improvements. Waste material use as something that is good for the environment. We purchased a wood mill utilizing wood that came down due to the windstorm in 2021, making slabs, milled lumber has been used for all kinds of construction projects. We've installed five in McEuen along the trail from recovered wood. Our talented staff utilized the lumber and Tom Meek crafted the metal legs for the benches, and we have a porta potty structure built by an Eagle Scout. Arbor Day is April 26, 2024. We will be giving away seedlings and plant six trees at Atlas Mill Park from 11 am to 1 pm. We will also plant a tree donated by citizen, Bonnie Warwick.

11. PRIORITY CORRIDORS – Action Item

Commissioner Cranston read the staff report for the record.

McCully: This project has been a long time coming, since 2008. The objective is to create a complete sidewalk network; all of the data for this project was completed by volunteers who are part of the Ped/Bike Committee. Efforts will reduce the number of pedestrians walking in the street with vehicles. There are many missing sidewalks in the southeastern and northwest areas of the city due to older homes and industrial zones. Thirty percent of the City of Coeur d'Alene doesn't have sidewalks, including school zones. Older portions of town have the fewest sidewalks. The city does have a sidewalk program wherein homeowners can get assistance, similar to our cost share program for removing, replacing, or pruning street trees. This is the first step to request that Planning and Zoning recognize the importance of requiring sidewalks in new construction and rebuilding construction.

Commissioner Lien made a motion for the Parks and Recreation Commission to recommend to the Planning and Zoning Commission amendments to the sidewalk exceptions in Municipal Code §§ 12.28.210, 12.28.230, and 12.28.240 that will allow Priority Pedestrian Corridors to be identified, Commissioner Hill 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, May 20, 2024: 5:30 p.m., Meeting; Library Community Room

Commissioner McDowell made a motion to adjourn the meeting Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:50 pm.

**PARKS & RECREATION COMMISSION
STAFF REPORT**

Date: June 17, 2024
From: Bill Greenwood Park & Recreation Director
Subject: **APPROVE NEW VENDOR LOCATION AT ATLAS
PARK** *(Council Action Required)*

Decision Point: To approve a new location at Atlas Park for passive water sports rentals.

History: Atlas Park is Coeur d'Alene's newest waterfront park and it already sees a large amount of use by visitors. The park was constructed with an area built especially for 4 food trucks to operate from Memorial weekend through Labor Day. But we did not consider a location for the public to have passive water sports rental. This would be a similar to the vendor that we have at Independence Point.

Financial Analysis: If approved this would be advertised for bids this summer and with the agreement to begin in the 2025 season. The minimum set bid is \$3000.00 per season which would run from Memorial Day to Labor Day.

Performance Analysis: A passive water sport vendor would provide a service to the public that we do not provide. It is in a good location in a busy area and visible to daily park visitors and new visitors. The lease agreements will require the vendors to keep the area neat and clean, and also impose additional requirements on the vendors consistent with other similar City contracts.

Decision Point: To approve a new location at Atlas Park for passive water sports rentals.

Atlas Waterfront
Park Playground

N Idaho Centennial Trail

N Idaho Centennial Trail

N Idaho Centennial Trail

N Idaho Centennial

Spokane River

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