



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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PARKS & RECREATION COMMISSION MINUTES

January 23, 2023 – 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

ABSENT:

Mike McDowell
Bridget Hill

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

1. ROLL CALL

Five members present, resulting in a quorum.

2. PLEDGE OF ALLEGIANCE

Commissioner Tate led the Pledge of Allegiance.

3. CONFLICT OF INTEREST

Commissioner Lien: As a musician and someone who has played at the Summer Concert series in City Park, will abstain from voting on items 10 and 11.

4. APPROVAL OF MINUTES – *Action Item*

Commissioner Tate made a motion to approve the minutes of November 14, 2022. Commissioner Bakes seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. STAFF COMMENTS

Director Greenwood: Recreation side basketball program continues to grow grades 3-12 we had 600 participants and have 300 signed up for K-2 grade. Swim classes continue to be popular and we offer special needs swim classes as well. Adam Rouse has done an excellent job scheduling the Jewett House, funds collected from last year will help with extensive plumbing work. There are 14 events scheduled and 6 pending for this year. We will not have to use general funds for repairs. Docks at harbor center should be ready for use in May. Fireboat garage has been installed at 3rd street. Mooring dock grant to be submitted this week to do some repairs at the docks at the same area as the garage. We have \$150,000 earmarked and will receive \$350,000 match to get the work done. Nick Goodwin and Monte McCully are working on fuel

mitigation at Tubbs Hill. We have funds set aside for this Tubbs Hill project. We are matching \$20,000 and Tubbs Hill Foundation will contribute \$12,000. We have two new positions to fill and will be doing interviews this week, these are entry level ground maintenance worker positions. Continue to have struggles with the Riverstone shade structure. Drilling will take place with a well driller, posts have to go down 14 feet. Commercial dock repairs have been taking place with reclaimed wood from another project, replacing a good portion, repairs completed before the season. New standup desk here for meetings with modifications by Larry Walter. Ice rink has done very well this year. The agreement usually ends the second week he extended to January 29. Great feature, very successful, positive comments.

Commissioner Cranston: Increased numbers with recreation programs. How are we doing with staff and facilities? Greenwood: We are doing okay, difficult to find people to do supervision in gyms, scorekeepers, and officiating. We are experiencing some issues with how the parents behave, that is a deterrent for some younger officiants.

Commissioner Cranston: You mentioned replacement of mooring docks. Is that coming from the waterfront budget? Greenwood: Yes.

Commissioner Wood: Waterfront improvement grant is administered from the State. Is that competitive? Greenwood: Monies are allocated in Boise from the Federal Government. Boise keeps some of those funds, up in this area we try to work with other agencies to make sure we're not competing. The County was going to go after this grant but the project is a year out, they will apply next year.

6. COMMISSIONER COMMENTS

Commissioner Wood: Introduced Kaitlyn Miller, she is job shadowing and is doing her senior project on public officials.

7. PUBLIC COMMENTS

None.

8. VETERAN'S CENTENNIAL PARK COUNTY MOU – *Action Item*

Commissioner Cranston read the staff report for the record.

Nick Goodwin: Natural area gifted to the City of Coeur d'Alene in 1999. We've had a goal to reduce fuels at this site for some time. Funding will come from the current project. The first step is to remove timber selected due to high risk and disease. The MOU is to allow for funds to go to the County to help for further activities. The property for fuel reduction is 2.5-3 acres. Very simple project. This is the agreement approves getting the grant. There will be public meetings regarding this project. Our master plan includes a goal to clean this area, improve safety for the residents abutting this area and it will also improve trail access.

Commissioner Tate made a motion to recommend that City Council approve this agreement as it is both beneficial to the City of Coeur d'Alene as the property owner and the public in helping to achieve the parks department's goals regarding Veteran's Centennial Park. Commissioner Wood seconded the motion. There being no further discussion, motion passed unanimously.

9. TUBBS HILL GRANT UPDATE – Information Item

Director Greenwood: Tubbs Hill fuel mitigation mentioned during staff comments. Grant has been submitted, in competitive bid process with other agencies. We have a match of \$32,000. This grant will be about a quarter million dollars.

10. RIVERSTONE CONCERT SERIES AGREEMENT RENEWAL – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: The deposit amount is new for the contract. Once we set these agreements, we can't go back and change them. Sometimes the events have overages in staff time. The deposit gives us the opportunity to withhold additional fees for those overages. Acts for this smaller area will also be reviewed to make sure they don't overwhelm. Originally there were ten dates, in order to cut costs, Arts & Culture Alliance decided to only produce nine this year.

Commissioner Wood made a motion to recommend that City Council approve this three-year agreement with the Coeur d'Alene Arts & Culture Alliance for the Riverstone Park Summer Concert Series. Commissioner Bakes seconded the motion. There being no further discussion, vote was taken; aye votes: Wood, Tate, Bakes, abstention-Lien. Motion passed.

11. SUMMER CONCERT SERIES AGREEMENT – Action Item

Commissioner Cranston read the staff report for the record.

Director Greenwood: Michael Koep is here today to answer any questions and we are grateful he came forward with interest in producing the series. For more than 20 years, Chris Guggemos produced these concerts enjoyed by many. We are working with the Rotary club to replace some trees lost in city park from wind damage. Nick Goodwin is looking for a particular tree to plant in Chris' memory it will be planted near the bandshell.

Michael Koep: Playing music in Coeur d'Alene since the 80's. Exciting to have it fall into his lap. A nice place for local musicians to play in the city. He will work at making things more streamlined. Also helped guide the Riverstone Concert Series. He will work to honor Chris' history and legacy.

Commissioner Tate made a motion to recommend City Council approve the three-year agreement with Koep Concerts for the summer concert series in City Park. Commissioner Wood seconded the motion. There being no further discussion vote was taken; aye votes: Wood, Tate, Bakes, abstention-Lien. Motion passed.

12. NEXT MEETING / ADJOURNMENT

Commissioner Cranston

Next meeting date:

- Monday, February 27, 2023: 5:30 p.m., Meeting; Library Community Room

Commissioner Bakes made a motion to adjourn the meeting Commissioner Lien seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:08 pm.