



# CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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## PARKS & RECREATION COMMISSION MINUTES

January 25, 2021 – 5:30 p.m.  
COMMUNITY ROOM - LIBRARY

### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Jim Lien  
Ginny Tate  
Christie Wood  
Theodore Schultz, Alt Student Rep

### **STAFF PRESENT:**

Bill Greenwood, Parks & Recreation Director  
Monte McCully, Trail Coordinator  
Mike Kempton, Parks Lead Worker  
Melissa Brandt, Transcriptionist

### **MEMBERS ABSENT:**

Bridgett Hill  
Mike McDowell  
Eleanor Tenbrink, Student Rep

**CALL TO ORDER:** Commissioner Cranston called the meeting to order at 5:31 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**

None.

### **4. APPROVAL OF MINUTES** – *Action Item*

Commissioner Tate made a motion to approve the minutes of September 21, 2020. Commissioner Lien seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

### **5. STAFF COMMENTS**

Director Greenwood: Soccer registration started early with the season due to start in early April. Discussion with the school district to get into the gyms in the next month for basketball. Recreation staff have been helping park staff with outdoor activities and windstorm cleanup work. Met with the Music Conservatory to partner with them to offer music lessons with signups through our department. Building division working on police station office remodel. They have also been disinfecting and sanitizing our buildings with a mobile backpack unit. Parks division has one also been using a mobile unit at various park shops and restrooms. New CXT restroom building was installed at City Park on the old Bricks restroom site. Working with NIC on installing their Cardinal artwork at the Grandstands that will be visible from Northwest Blvd. An advertisement

for RFPs for the Independence Point concession area will be publicized on February 2, and an optional on-site meeting will be held on February 9. The two East Sherman properties where motels were removed will include some greenspace and potentially a pocket park at the location closest to Moon Time. All design and work will be completed in-house. We will be implementing a 5% increase on a few cemetery items to bring pricing more in line with the industry. The changes will go to Council in the next few weeks for approval. The Ice rink will come back to PRC for approval. We have been discussing with the owner the date he would like to get started that is a week prior from original agreement and we will do the labor to get the ground ready for permanent changes instead of removing sand after each use. Simply replanting grass each spring to help the field recover. Cancourse is still in the works. We have plans to talk with the HOA and have their input before the proposal is brought forward for approval. Park damage and trees lost from January 13 windstorm include; 27 park trees, 22 trees in natural areas, 30 trees on Tubbs Hill, 5-7 trees on Fernan. and the Jewett house lost some fence, 2 big trees, and the garage was severely damaged. Construction to repair, or rebuild the garage is a year out. We are hoping to rebuild with the same historical look as the house. The city's insurance adjustor has been onsite assessing damages. The cemetery sustained fence damage and the loss of at least 18 trees with an additional 2 or 3 to be removed. City Park had 6 trees come down, damaged fence and play apparatus at Fort Sherman. At our park shop, there was damage to fencing and to a pole building structure. On Government Way we lost 5 trees and 2 others were damaged. There is concern about leaving downed trees on Tubbs due to bark beetles. We are working on a plan to mitigate the beetles and clean up the hill.

Commissioner Cranston: Any closures as a result? Greenwood: The cemetery has been closed since the storm and remains closed. Hopefully we will reopen by the end of this week.

Commissioner Wood: What about the Dyke Road. Greenwood: We have been working with the street department, there was a loss more than 20. NIC campus is a disaster. They lost a number of trees. Naturally watered trees faired better than irrigated trees. Our staff has had a fantastic attitude through this event as well as the pandemic; getting the work done and working great as a team.

## **6. COMMISSIONER COMMENTS**

None.

## **7. PUBLIC COMMENTS**

None.

## **8. MASTER PLAN** – *Action Item*

*Commissioner Cranston read the staff report for the record.*

Monte McCully and Mike Kempton: The plan was presented at the September meeting and we were directed to come back after allowing more time for public comment; we received nearly 500 more responses. The three things the public would like to see added to our park system is more bike lanes and trails, more public parks and trails near water, and pickleball courts. We have a water trail incorporated into the master plan that includes wayfinding and maps to help

users know where they can stop for lunch, a rest, etc. Post Falls is also working on one that we will work on linking together. The list of accomplishments since the 2008 master plan is long and varied from adding 26 miles of shared use paths, 43 miles of bike lanes, numerous new playgrounds, five off-leash dog parks, an urban forestry master plan, trails master plan, natural open spaces master plan, and a number of acres have been added to the overall park system. In preparing the master plan we determined the level of service needed for the public, we surveyed the public, and provide a plan that will hopefully meet the needs of the city for the next 10 years that includes recreation programming, neighborhood park needs, more bike lanes, trails, trails near water, and public interest use like pickleball courts. There are a number of future parks, trails, and facilities that are already in the works or have been proposed for neighborhoods and areas of town that are in need of a park.

Commissioner Cranston: What about recreation programs? Greenwood: There has been focus on fields needed for programming. Recreation needs are part of the master plan.

Commissioner Wood: Will you prepare a budget forecast for Council; five-year increments would be helpful. Greenwood: A rough estimate or budget is in the plan, and we could add a slide for average costs for each type of facility.

*Commissioner Tate made a motion seconded by Commissioner Wood to recommend to City Council the adoption of the 2021 Parks and Recreation Master Plan. Motion passed unanimously.*

#### **9. INDEPENDENCE POINT CONCESSION – Information Item**

Commissioner Cranston: This was touched on in the staff report. Greenwood: The RFP will be publicized on February 2.

#### **10. MEETINGS / ADJOURNMENT**

Commissioner Cranston asked for any additional comments. Greenwood: The ice rink will be on the next meeting agenda we are sorting out details to have up and running for this year. There was also discussion and interest in starting up the monthly workshops to be held at City Hall.

Commissioner Wood: Request Atlas Mill Park be on the next agenda to give an update.

Upcoming meeting date:

- Monday, February 22, 2021: 5:30 p.m., Meeting; Library Community Room

*Commissioner Wood made a motion to adjourn the meeting with Commissioner Lien seconding the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:11 pm.*