



## CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E. MULLAN AVENUE  
COEUR D'ALENE, IDAHO 83816-3964  
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### PARKS & RECREATION COMMISSION MINUTES

April 14, 2025 – 5:30 p.m.  
COMMUNITY ROOM - LIBRARY

#### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Bridget Hill  
Christie Wood  
Mike McDowell  
Warren Bakes  
Jerren Bailey

#### **STAFF PRESENT:**

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

#### **ABSENT:**

Jim Lien  
Ginny Tate

**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 Hill led the Pledge of Allegiance.

#### **3. CONFLICT OF INTEREST**

None.

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

Commissioner Bakes made a motion to approve the minutes of February 24, 2025. Commissioner Wood seconded the motion, there being no further discussion and all being in favor, motion passed unanimously.

#### **5. STAFF COMMENTS**

Director Greenwood: A bench to honor Scott and Marylou Reed will be installed near the Harbor House at McEuen and the base of Tubbs Hill. There will be a dedication at the McEuen Pavilion on Sun-April 27. The bench sits just before 3<sup>rd</sup> street entrance. Phippeny swale project hit a snag with installing irrigation, our staff will complete the work. We have finished the irrigation installation at the Police Station, with landscape to follow. We will include in next years' budget some updates to the Veterans Memorial property at Fernan, including developing a disc golf course. Nothing will happen this year. Last week installed 300 yards of playground chips. Next week fertilizing. Vandalism is on a high already, first weekend restrooms opened up, Bluegrass damaged so badly we already had to lock it up. Every weekend it's getting vandalized.

Memorial picnic shelter sustained heavy damage to the roof tongue-in-groove. Also, vandalism at Landings and Memorial Field benches and drainage damaged. North Pines playground also damaged. Seasonal hiring taking place. One full time position still open. Readvertise in June. Bluegrass playground should be open later this week.

Superintendent Rouse: Registrations for swim took place today, 140-160 kids will be enrolled. Soccer kicked off with 600 kids last week. Softball managers meeting for adult softball takes place tonight; we have 80 teams now, may hit 90. Pickleball lessons for adults just about full, multiple time slots and ability levels, roughly 100 signed up. Kids pickleball leagues and lessons may be offered this season. Golf program registration starts in May, we usually fill all spots completely with 200 kids.

Commissioner Cranston: Budget for cameras in regard to vandalism? Greenwood: We have used game cameras. We installed some cameras at Ramsey and are looking at other sites.

## **6. COMMISSIONER COMMENTS**

Commissioner Bailey: On April 22th his school is doing an Earth Day artwork fundraiser, Skyway Elementary, helped revamp their garden. Starts at 2:30 pm, goes until 5:30 pm.

## **7. PUBLIC COMMENTS**

Brian Stevens, 417 Military Drive, in regards to the stormwater plan at Phippeny. What is that project going to be when it's done, is it going to be level? At Riverstone there is that area where it looks like there were going to be fields? What is going on there? Greenwood: Phippeny will have grass planted and hydroseeded. It is a swale, it will not be filled in. The fields are what we call the 'Lacrosse' area where a parking lot has been installed. Plans are to install soccer fields and a pickleball court. That is on hold until we have staffing.

## **8. NIC OUTDOOR PURSUITS AGREEMENT – Action Item**

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

Superintendent Rouse: User agreements are being updated and we are growing programs. Outdoor Pursuits has the equipment and staffing, we met with their staff, worked through some logistics easy to do registration online, offer more for the public, helps support their program as well.

Commissioner Wood made a motion the Commission recommend City Council approve a Memorandum of Understanding with North Idaho College Outdoor Pursuits, Commissioner Bakes seconded the motion. There being no further discussion, motion passed unanimously.

## **9. CDA UMPIRES' ASSOCIATION AGREEMENT – Action Item**

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

Superintendent Rouse: This is a basic agreement we approve every two years. We keep a shorter timeframe to allow for negotiating.

Commissioner McDowell made a motion that the Commission recommend City Council approve an agreement with Coeur d'Alene Umpires Association, Commissioner Hill seconded the motion. There being no further discussion, motion passed unanimously.

#### **10. CDA LITTLE LEAGUE AGREEMENT – Action Item**

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

Superintendent Rouse: Follows closely to the others we have brought forward, five-year term, 5% increase each year. The last agreement expired in 2006. They receive a considerable discount to the value of what they are getting. They do a lot of work at Canfield, Sunset and Person field. In-kind donations and services may be credited for work they do on the fields.

Commissioner Wood made a motion the Commission recommend City Council approve an agreement with Coeur d'Alene Little League Association, Commissioner Bakes seconded the motion. There being no further discussion, motion passed unanimously.

#### **11. ARBOR DAY PRESENTATION – Information Item**

Urban Forester Goodwin: Arbor Day proclamation will be presented at City Council meeting tomorrow night, April 15. Bonnie Warwick donated a tree that was planted at Atlas Park by students. We are a tree city USA for the 41<sup>st</sup> year. We planted 324 public trees, removed 82 public trees, and pruned 793 trees. We'll be giving away seedlings. Friday, April 25, between 10 am and 2 pm. The Earth Day celebration will also include cleanup of Tubbs Hill, 8 am-10 am, starting at the Third Street entrance. We will be planting 10 trees at Person Field, specifically at the Ron Edinger Field from 10 am to 12 pm. Tree information, free seedlings, and a raffle at 1 pm for a tree will also take place. NIC Arbor Day 2025 will be Saturday, April 26, at 12-2pm. They are planning a seedling give away, vendor booths, and other demonstrations. Each year, 2,500 seedlings are given out to 4<sup>th</sup> grade students in North Idaho, 88,000 have been handed out since 1985. Tubbs Hill Fuel Mitigation flagging and tree marking, as well as a prescription and project map have been completed for bidding. A public meeting will be held in the Community Room at the Library at 6 pm on April 22. A press release and Facebook announcement have also been posted. We have \$240,000 contracted for mitigation work. Tentative bid date is May 6, work may start spring/early summer. Work to be completed by winter 2026. We recently installed fencing around American Chestnut trees in City Park. Coeur d'Alene is home to the largest in the world. One hundred twenty years ago all American Chestnut Trees were taken out. Single chain fence to be aware, interpretive signs as to why they are special. We're trying to keep the trees as healthy as we can.

#### **12. "MILLSTONE" NICHE WALL PRICING – Action Item**

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

Director Greenwood: Dale Young has been working on this concept for a few years; four years ago, he came to us with an idea on a napkin. Turning a millstone into a niche wall. He worked with our cemetery staff regarding how to attach doors and make this work. Street department will help do the concrete. The Millstone Niche walls will face east and west, they are two sided. We'll increase revenue by double for what will have been spent on the two. The walls will bring a nice artistic piece to the cemetery. We do not have a price point for these specific niches, once approved by city council, we'll add this to the city's new fee schedule.

Commissioner Wood made a motion that the Commission recommend City Council approve pricing of \$3,500 for the 10" diameter x 5" deep niches that will hold one urn, and \$6,500 for the 16" diameter x 5" deep niche that will hold up to four (4) urns for the exclusive art piece "Millstone Niche" to be installed at Forest Cemetery, Commissioner McDowell seconded the motion. There being no further discussion, motion passed unanimously.

### **13. NEXT MEETING / ADJOURNMENT:**

Commissioner Cranston announced the next meeting date.

Next meeting date:

- Monday, May 19, 2025: 5:30 p.m., Meeting; Library Community Room

Commissioner Hill made a motion to adjourn the meeting Commissioner McDowell seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:31 pm.