



# CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E. MULLAN AVENUE  
COEUR D'ALENE, IDAHO 83816-3964  
208-769-2252 – FAX 208-769-2383

## PARKS & RECREATION COMMISSION MINUTES

May 15, 2023 – 5:30 p.m.  
COMMUNITY ROOM - LIBRARY

### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Warren Bakes  
Bridget Hill  
Jim Lien  
Christie Wood, Council Liaison

### **STAFF PRESENT:**

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

### **ABSENT:**

Mike McDowell  
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 Wood led the Pledge of Allegiance.

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

None.

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

Commissioner Hill made a motion to approve the minutes of February 27, 2023.  
Commissioner Wood seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

### **5. STAFF COMMENTS**

Director Greenwood: We received the mooring dock grant in the amount of \$300,000 from State, and we are providing \$150,000. Changing to composite deck instead of wood, like the launch docks, steel frame, poly floats underneath, seeking bids in the next few weeks, with building starting this fall. There have been issues with the footings for the Riverstone Amphitheater shade structure, our building department helped create some solutions. Riverstone has been a mess as concrete is nearing completion, the water dept is creating a loop in the system and installing an irrigation meter. Riverstone irrigation has been through a pump in the pond, but when the pump goes down, irrigation stops; there will be some brown spots until we can get the park on domestic water. Vandalism is once again a problem, Bluegrass has been

vandalized heavily and repeatedly, recently a fire was started in the restroom facilities. Northshire has been vandalized, as has Landings. The restrooms are closed due to vandalism. We'll get the word out to the press so folks are aware as to why the restrooms are locked. There has also been vandalism at the Memorial pickleball courts at Memorial, skateboarders brought ramps into the futsal court. The lighting has been shut off to discourage use after hours; lights will be turned back on tomorrow. Sunset skatepark is also being vandalized, graffiti and destruction of the ramps; we may have to remove them. Flower order coming in this week, 5,000 put out every season, mostly in the downtown corridor. Working with the museum board regarding their landscaping by the city hall parking lot, changes have been made to initial plans to reduce costs; will go out to bid for the landscaping portion as its on city land and requires going out for competitive bid. Harbor Center docks scheduled to be complete by Memorial weekend.

Commissioner Cranston: Will the new mooring docks include the dump station?  
Greenwood: We will have add-alternates for a longer hose and close one of the bays and relocate to a proper location with signage. Lighting may be an add-alternate as well, grant excluded lighting and pump station, there are funds in waterfront account to help cover the costs.

Commissioner Wood: Atlas Park clover looks rough; will it come back and will parks department do the landscaping at the entrance to the park? Greenwood: It took a hit with early winter, the clover died, got too cold too fast, it will be reseeded next week by contractor. Cold snap hard on trees and shrubs, not recovering. The HOAs will oversee landscaping down Suzanne Road and the Atlas entrance into the residential areas.

## **6. COMMISSIONER COMMENTS**

None.

## **7. PUBLIC COMMENTS**

None.

## **8. RE-LEAF CDA – *Information Item***

Nick Goodwin: The funding for this program comes from abandoned street tree permits. The program has been in place since 2006. When a new home is built, the contractor pays a fee for a tree to be planted. For many years builders didn't plant the trees so there was no refund, leaving those funds to be used for this planting program and the cost share program to help residents in taking care of trees in the right of way. We coordinate all planting of 65 to 120 trees. After planted the homeowner is responsible to care for the trees, they are provided information on how to care for them. The program helps build the tree canopy. All the planting took place in-house, saving \$10,000 to \$15,000 normally spent for contracted help. Seventy-six (76) trees were planted in 5 days by our staff. We may have another planting in fall 2023, and will host Re-Leaf 2024 next spring. This program is for right-of-way trees and for homes in the city limits of Coeur d'Alene.

## **9. FUEL MITIGATION OF NATURAL OPEN SPACES – *Information Item***

Nick Goodwin: We have been working with Idaho Department of Lands, Kootenai County Office of Emergency Management, and Avista, to complete fuel mitigation at the 16-acres of Veterans Centennial Park. We mow 8 acres with the remaining 8 acres left in a natural state. Mitigation includes thinning of dead and diseased or infested trees, ladder fuel reduction, chipping and mastication, and brush clearing, the work should begin in the next 4 weeks depending on weather, with completion by November 2023. There are no plans to burn, but there may be small amounts of pile burning. The work will increase public safety, enhance the natural beauty of the area, and improve trails. There will also be some planting of native species trees. Community members can contact KC OEM for qualifications for fire smart program.

#### **10. PRAIRIE TRAIL EXTENSION BID CONTRACT AWARD** – *Action Item*

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

Monte McCully: We have one more grant we're waiting on, if approved, we'll be at \$1.2M. We became aware of the grant money available for the Prairie Trail Extension through the Idaho Walk Bike Alliance based in Boise. The State had \$10M available for Idaho communities to promote safe corridors for children to get to school that includes crossing lights, sidewalks, paths, and trails. The extension includes property outside city limits. The bid came in low, the plan is to take that savings and extend another 300 feet. Post Falls has a developer who has agreed to pave the trail that would help complete a big loop through Kootenai County. Interstate Asphalt and Concrete had the low bid. Construction will begin this month with completion by mid-October.

Commissioner Wood made a motion to recommend City Council accept the agreement contract from Interstate Concrete and Asphalt for the extension of the Prairie Trail from Huetter to Meyer Road. Commissioner Bakes seconded the motion, there being no further discussion, and all being in favor, motion passed unanimously.

#### **11. NEXT MEETING / ADJOURNMENT**

Commissioner Cranston announced next meeting date.

Next meeting date:

- Monday, June 19, 2023: 5:30 p.m., Meeting; Library Community Room

*Commissioner Lien made a motion to adjourn the meeting Commissioner Hill seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:18 pm.*