



CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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PARKS & RECREATION COMMISSION MINUTES

November 19, 2018 – 5:30 p.m.

COMMUNITY ROOM - LIBRARY

MEMBERS PRESENT:

Scott Cranston, Chair
Ron Edinger, City Council Liaison
Jim Lien
Ginny Tate
Bridget Hill
Christie Wood
Jim Kinnard, Student Rep

STAFF PRESENT:

Bill Greenwood, Parks & Recreation Director
Melissa Brandt, Administrative Assistant

GUESTS:

Jocelyn Whitfield-Babcock, PPF

MEMBERS ABSENT:

Mike McDowell

CALL TO ORDER: Commissioner Cranston called the meeting to order at 5:31 p.m.

1. ROLL CALL

Seven 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

Commissioner Edinger made a motion to approve the minutes of October 15, 2018. Commissioner Tate seconded the motion, there being no discussion and all being in favor, motion passed unanimously.

5. STAFF COMMENTS

Bill Greenwood: We have finished up winterization, buttoned up. The restrooms at McEuen are heated and remain open for the winter and for the parade this Friday. The move of the dog park at Northshire was a little behind schedule due to some fencing to take place for the bullpen area; it should be done before Thanksgiving. The new dog park area will open and the old area will be dismantled. The old fencing will be used at Ramsey Park for our Recreation Department to cordon off the area by their storage shed. The third swinging bench is nearly done it is behind the K27 water feature. Interviews will take place the first week of December for the Urban Forester position.

Three firms turned in proposals for the grandstand rebuild. Interviews will take place with each firm prior to selection.

Commissioner Cranston: After a selection is made for the grandstands, what does that do to the timeframe? Greenwood: It puts us behind a little with completion projected for the middle of summer.

Commissioner Hill: Any comments from the public regarding the Off Sides presentation from last month? Greenwood: No there hasn't been any.

6. COMMISSIONER COMMENTS

None.

7. PUBLIC COMMENTS

None.

8. PANHANDLE PARKS FOUNDATION (*Information Item*)

Greenwood: Jocelyn Whitfield-Babcock has been with the Panhandle Park Foundation for a little more than a year, she is here to give an update. Babcock: Included is a review of the financials from January to September. The Foundation's MOU with the City is for them to present how the organization is doing. This past year \$48,000 was raised for park amenities that includes the K27 water feature. There are still two invoices remaining to be paid. From last September to now, there have been numerous fundraisers on Facebook and online, and a hockey game. There was money raised on Amazon Smile, Fred Meyer Community Rewards, and Maverick Adventure Points.

Commissioner Tate: Interested in the status of cash in the bank and as to how much money is restricted and not-restricted. Babcock: Right now McEuen amenities and the skateboard park are restricted. The Foundation is holding funds for the third swinging bench and funds are being held for the Idaho Workers Memorial. Tate: Do you know the value of the land being held by the Foundation? Babcock: We have just the one on Fernan Hill which is Veteran's Memorial Park. The last property tax assessment stated \$650,000.

Commissioner Cranston: Does the spreadsheet directly relate to those funds and assets held for the City of CdA or does this financial include the entire Panhandle Parks Foundation funds? Babcock: This is the entire fund for what we've brought in and paid in 2018. We submit quarterly amenities reports and donations held for the City to Bill Greenwood. We have \$75,000 in amenities. Greenwood: Are the City's amenities on this sheet or separate, does it include everything? Babcock: Yes, everything.

Commissioner Tate: Do you split out by classes and properties, and could you provide a balance sheet next time? Babcock: Yes, we do split out we have different GL codes, and yes, we can provide a balance sheet.

9. AMERICAN LEGION AGREEMENT (*Action Item*)

Commissioner Cranston read the staff report for the record.

Greenwood: We have a good relationship. They have helped with maintenance by mowing the infield and taking control of the water. The irrigation system was reworked and they are able to take real ownership; it has been very positive and has helped free us up some, they are more satisfied with the field and are able to mow more frequently.

Commissioner Cranston: Did anything change from the original agreement does it include the field maintenance changes? Nothing has changed. We were able to come to an agreement and work through, in the past 3 years, any concerns and allowing them to do maintenance has helped.

Commissioner Wood: The fields look fantastic. Curious as to why the ground at Ramsey is always sloshy. Greenwood: Will check on it. That whole area was built on an old landfill. Clay was brought in from the old field and used as a base to set up the infield and we put the good stuff on top. There is a band of clay on the south side of the restroom facility.

Commissioner Hill: Do you keep an eye on any field alterations? Greenwood: Yes, for example, they wanted to create more warm up area for pitchers, we didn't have space there but we do outside softball field 4, we allowed them to create the space they needed. They also helped modify and helped create some bracings for the batting cage. We have a good fabricator, Tom Meek, who was able to come up with a solution.

Motion by Commissioner Edinger to recommend to General Services that the City Council approve the agreement between the City of Coeur d'Alene and American Legion Baseball for the use of the Thorco Field at Ramsey Park, seconded by Commissioner Hill. Motion passed unanimously.

10. ROW ADVENTURES AGREEMENT (Action Item)

Commissioner Cranston read the staff report for the record.

Greenwood: ROW Adventures has been utilizing Independence Point for seven seasons, this has no impact to the customers on the beach. Their tour numbers are down since the office space they had on Sherman was moved.

Commissioner Cranston: There haven't been any issues on the beach? Do they operate on a schedule? Greenwood: They are very courteous and stay on the easterly side hugging the boardwalk to go out toward Tubbs Hill. It's not very frequent and the schedule varies depending on tourist groups they have booked.

Commissioner Hill: At one time there was concern about boat traffic, is that a concern? Greenwood: We haven't heard anything in the way of complaints or problems. As mentioned earlier, they hug the boardwalk side and take folks out toward Tubbs Hill.

Motion by Commissioner Wood to recommend to General Services that the City Council renew the three year agreement with ROW Adventures for this activity, seconded by Commissioner Edinger. Motion passed unanimously.

11. ADJOURNMENT

Commissioner Cranston asked for any additional comments.

Upcoming meeting dates:

- Tuesday, December 4, 2018: Workshop; Caruso's Deli, Coeur d'Alene – 11:30 am
- Monday, December 17, 2018: Meeting; Community Room at the Library – 5:30 p.m.

Commissioner Tate made a motion to adjourn the meeting with Commissioner Edinger seconding the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 5:58 pm.