



# CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

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## PARKS & RECREATION COMMISSION MINUTES

September 21<sup>st</sup>, 2015 – 5:30 p.m.

COMMUNITY ROOM - LIBRARY

### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Mike McDowell  
Dave Patzer  
Bridget Hill  
Ron Edinger  
Maxwell Evans, Student Representative  
Maya Burgess, Alt. Student Representative

### **MEMBERS ABSENT:**

Ginny Tate  
Jim Lien

### **STAFF PRESENT:**

Steve Anthony, Park & Rec Director  
Bill Greenwood, Park Superintendent  
Katie Kosanke, Urban Forestry Coordinator  
Chenoa Dahlberg, Administrative Assistant

### **GUESTS:**

Phil Boyd  
Chris Bosley  
John Rodrigues

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

### **1. ROLL CALL**

Seven members were present, resulting in an official quorum.

### **2. PLEDGE OF ALLEGIANCE**

Commissioner Burgess led the pledge of allegiance.

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

None

### **4. APPROVAL OF MINUTES**

Motion was made by Commissioner McDowell and seconded by Councilmen Edinger to approve the minutes. Motion passed unanimously.

### **5. STAFF COMMENTS**

Bill Greenwood gave an update on events from the season, and a reminder about the winterization process for the parks and restrooms. He noted the completion of the irrigation project at Person Field.

Steve Anthony announced the fall activities and added that through the swim program over 2,500 kids have been taught to swim. He announced that the WSU Sororities would be doing cleanup at Tubbs Hill, Jewett House and Sanders Beach on Sept. 26<sup>th</sup>. Steve also announced the installation of the ADA Walk at Independence Point Beach and that it is working great. He spoke about the Upbeat Breakfast and the breakdown of events for the season and also announced the Customer Service Award given to the department by the Chamber of Commerce.

### **6. COMMISSIONER COMMENTS**

Councilmen Edinger spoke about the Pickleball Tournament at Cherry Hill and stated that everyone was having a great time and their 1<sup>st</sup> annual event was a success.

## **7. PUBLIC COMMENT**

None

## **8. LANDSCAPE OF EXCELLENCE AWARD**

A presentation was given by Katie Kosanke, Urban Forestry Coordinator, about Community Canopy and the Landscape of Excellence Award. This year's award was given to Fortis Realty. Denise Lundy accepted the award.

## **9. MULLAN RD UPDATE**

Steve Anthony spoke about the Mullan Rd realignment. He gave a history on the project and meetings that took place and explained how this was the 'most viable' and 'workable plan'. He noted that Phil Boyd was present and was the consultant on the project. Steve showed a power point with the detail and various renderings and went into detail explaining the process and spoke about canopies at the carousel to provide lunch areas. There were questions about funding sources for the project and Steve addressed the revenue options. Phil added that the design is 25% completed and was meeting with City Engineer Gordon Dobler in the coming week. Phil spoke about the design process and how soon ground could be broken.

Commissioner McDowell asked about surfacing and grade. Phil explained the conversion of a traffic corridor into a pedestrian corridor and Commission Hill asked about fire truck access to which Phil gave an explanation on access for emergency vehicles and 'no outlet' signs that can be placed by staff. Commissioner Patzer asked if the ballfield would still be functional and Steve assured him it would be. There was a discussion about the field position, selection of location for the carousel as well as aesthetic elements such as trees, art, and the worker's memorial. Councilmen Edinger asked if this was presented to the Ft. Grounds Homeowners Association and Steve explained it had been a few months prior. Commissioner Cranston asked for public comment. Ann Melbourne of the Ft. Grounds HOA stated that they had not seen the specific plan presented tonight and that it was also their first time hearing that the left hand turn lane would be eliminated. Councilmen Edinger asked if she had any issues with the Carousel and she said there were concerns about noise levels. Commissioner Hill asked that landscaping be used as a buffer. Commissioner Cranston noted that the Carousel had been pushed to the other side of the grandstands which led into a discussion about different meetings and means of communication regarding the project.

## **10. CAROUSEL AGREEMENT**

Commissioner Cranston read aloud the staff report. Rita Sims from the Carousel Foundation gave a history and power point presentation. She spoke about the donors, seasonal operations and that the music and volume are controlled. She added that the location is an iconic pairing and discussed the business plan and knowledge base. Commissioner Patzer asked about the Performa update. Rita explained that they would be utilizing amenities already in place and Commissioner Hill asked about the non-profit statues and Rita explained that they were and how the profits were to be handled/used. She spoke about operating costs, endowments and maintenance/repairs as well as flexibility on start dates and events. Commissioner Hill asked about tracking of funds/profits and Steve explained there is a report that they are required to submit each year. Rita then explained the various types of membership and support that donors and 'friends' of the program can sign up for. There was a long discussion about the sound impact on the neighborhood. Steve explained that the carousel had been positioned to minimize the impact on the neighborhood as well as the aesthetics that are being put in place. Rita added that the music is not played at high volumes and is not used to attract riders, but rather for the riders themselves. Commissioner Cranston asked where things would go from this point and Steve explained the process and Rita gave a rough estimate on the amount needed to get started. There was discussion about the length of

the lease and making sure all fail proofs are written in. Steve stated that the noise ordinance could be added into the lease. Commissioner Patzer asked that the 5% verification for the Capital Improvement Fund be added to the lease as well as the requirement for background checks on all volunteers and staff. Steve said that legal council will review the lease and the amendments prior to it going to City Council. He recommended the motion be made with modifications and concerns to be resolved before it is moved onto City Council for approval. Commissioner Patzer made a motion to recommend, with modifications, to City Council the lease agreement with the Carousel Foundation. Modifications included the extended terms of the lease; concerns addressing the noise levels; documentation for the 5% to CIF and the need for required background checks. Commissioner McDowell seconded the motion. There being no further discussion the motion passed unanimously.

#### **11. PICKLEBALL GROUP UPDATE**

John Rodrigues gave a history on the growth of the sport and a background on the game. He thanked the Commission and staff for allowing them to use the facilities and for their support. He announced that the tournament had gone well and that they had 211 players from 14 states and 4 Canadian Provinces who had nothing but good things to say about the event. He discussed the event, shared great stories and the opportunities to meet new people and announced the grand opening event at the Northshire Pickleball courts. He thanked the Parks & Recreation staff for all their help and hard work. He spoke of other upcoming events in the region and added that he has concerns about not have indoor venues during bad weather. Councilmen Edinger asked how the local teams did and John said they did excellent. Commissioner Patzer recognized the group and thanked them for working with the City to make their passion a reality and added he was amazed at the tournament turn-out.

#### **12. PEDESTRIAN & BICYCLE COMMITTEE UPDATE**

Chris Bosley, Ped-Bike Committee Chairman gave an update on what the committee had been working on. He spoke about the following items:

- Mudgy & Millie Kid Bike Safety Public Safety Announcement (PSA)
- Art-in-Motion Brochures (biking & walking)
- Measuring bike lanes for safety & criteria
- Update to Trail and Bikeways Master Plan
- Upgrade the Bicycle Friendly Community Status
- 4 sub-committee's to evaluate and work towards goals
- Walk friendly community status

Commissioner Patzer suggested they look into Ironman Grants for funding. Commissioner Hill commended them for being an active committee. Commissioner Cranston asked about their involvement with the East Sherman planning and Chris stated that they were involved in the walking group to assess problems and make suggestions. Commissioner Cranston thanked Chris for his presentation.

#### **13. BLM UPDATE**

Steve gave an update on the BLM corridor and stated that City Council had given approval to submit the application to BLM. Phil gave an update on the master plan and that the plan is in draft phase and will be to the City for review this week. He said that the plan was longer than expected and included lots of visual aids. He also explained that the master plan will assist in making the City eligible for funding and various grants. There being no further questions Commissioner McDowell thanked the team for their hard work through the long process.

#### **14. ADJOURNMENT**

Commissioner Cranston announced the upcoming meetings:

- Tuesday October 6<sup>th</sup>, 2015 – Caruso’s in CDA - Noon
- Monday October 19<sup>th</sup>, 2015 - Community Room at the Library – 5:30 p.m.

Commissioner Hill made a motion to adjourn the meeting with Commissioner McDowell seconding the motion. All were in favor, motion passed. Meeting adjourned at 7:22 p.m.