



**Parks & Recreation Commission Meeting
November 26, 2019
October Minutes 2019 Minutes**

Approval of minutes

Commission made a motion to pass the minutes from September 2019. Motion to pass the September minutes was approved.

Called to Order

Meeting called to order at 6:07 PM

Present at the meeting:

Staff Present: Eric Singer, Parks and Recreation Director
Mickael Stevens, Recreation Supervisor
David Page, Parks Supervisor
Jeremy Millert, Parks Maintenance

Commissioners Present: Nel Hubbard, Jeffrey Oswell, Sara Welch

Not Present at the meeting: Mayor Vic Holmes, Mike Hill, and Tammy Rickard were not present at the meeting.

Visitors

No visitors present at the meeting.

New Business

No new Business

Old Business

No Old Business

Parks/Cemetery Report: Staff gave a report on the Parks/Cemetery Maintenance. David Page reported that the ceiling of the picnic shelter at Stub Meyer park has been done. The parks department has done the last grass cutting for the season. The last fertilizer treatments have also been done. The cemetery has had 1 cremation since the last meeting. Hazard trees have been taken out of Stub Meyer and Thayer parks and the Cemetery. Benches have arrived for Rathdrum Mountain and they are working on how to place them and the small Sasquatch statue. Security cameras have been installed at Stub Meyer park. The cameras will be web based and potentially could be accessed by staff on their phones. Installation of security cameras at Majestic Park will start on October 23rd at 8 am. Edging on a sidewalk at Majestic has been completed by a Boy Scout project. Another Boy Scout has plans for a project he wants to complete before winter at Roth Park but he has not been in contact with David Page recently.

Blowouts for winterizing pipes at Majestic, Boekel and HWY 41, irrigation for Roth Park, the jail and Stub Meyer are all completed. The staff will be boarding up the bathrooms at Stub Meyer. City Park clean up and winter prep is occurring now. There was work done for the Rathdrum Police Department K9- concrete was poured for a dog run and kennel and modifications for a dog house has been completed. Post Falls Police Department has contacted David Page about doing some work for one of their K9's also. The new City Park sign arrived 10/18 and the staff is working on landscaping and edging and will work on getting the sign ready and placed. David Page reported he has picked up a new trailer for the cemetery- it is a ¾ ton and fits the pads better so that work is less time consuming. The trailer can be hooked up to a quad and used around town. The trailer needs some modifications made to it. Topsoil is covered for the winter; cemetery has been seeded and sodded. Flags are ready to be put on graves for Veteran's Day- these flags will serve as a count for the Wreaths Across America program. The cemetery staff will work with the VFW to organize the Wreaths Across America program on Dec 14th.

Eric Singer reported two major projects for the Parks staff- a new storage building- they are currently trying to decide on a location- either by the old jail or at Majestic Park. The second major project is that pickleball courts have been approved and will be going in at Stub Meyer in the northwest corner. The work on the courts will probably start in the spring, they will get quotes during the wintertime and contract it out. Commissioner Jeffrey Oswell asked if the courts will be open, Eric reported they will have fencing and an automated lock that will lock at 10 pm like the bathrooms at Majestic Park. Lights will also be on the courts but with a timer dial that lasts only for 1 hour and then shuts off. The lights will not turn on after 10 pm.

Dave reported that the lights at Majestic Park are now LED, and there have been no complaints about the lights since the switch was made.

Commissioner Sara Welch asked if the cameras at Stub Meyer are on a live feed and Dave responded that he is not sure if it is a live feed currently. He also reported that having the cameras installed has already had a dramatic impact on behavior at the park. There is less garbage in the park in the morning, suspicious activity over by the shed has had a big drop also. Signs for the cameras have not been ordered yet as they are still trying to decide on the wording. Commissioner Jeffrey Oswell asked if the recent bad weather would have created a drop in the negative behavior at the park. David Page responded that the negative behavior happens with bad weather also.

Eric Singer reported that two game cameras have been installed on Rathdrum Mountain at the trailhead. There haven't been any issues to report from the cameras.

Recreation Report

Mickael Stevens reported that Fall Softball is currently wrapping up. There were 10 teams, 4 men's teams and 6 coed teams. It went fairly smoothly. A few of the stadium lights have burned out. Eric Singer reported that the lights burning out could be a fuse issue and someone is coming to check on that. Mickael hopes to build on the softball program for Spring and Fall. The biggest issue has been the bad weather requiring cancelling of games and it is hard to reschedule them. Last game will be on Thursday the 24th.

Fall soccer season is over except the U14 program which is playing in the Post Falls league and their last game is this Saturday the 26th. The season went well, they have the best referees ever and they work well together and this helps the program because the number of kids increases. Numbers were up in every group except the 3&4 year old group, those numbers were down.

Basketball practice is starting this week for 2nd and 3rd grades. 2nd grade practices at Mountain View High School and the 3rd grade practices at various elementary schools. Games start on November 2nd and the Kindergarten and 1st grade basketball clinic starts that Saturday also. This season the numbers are a little higher than last year, there are the same number of teams, but without any Spirit Lake teams.

Winter Kickers, a 3-4 year old indoor soccer registration starts the 1st Monday in November. The games will be on Saturday with a short practice before each game.

Special Events/Programs

- A) Trunk or Treat Update- maps were provided to the commissioners. Commissioner Jeffery Oswell stated that due to a death in the family, they will no longer be available to participate. Mickael Stevens reported that this year has a record number of registrants. Last year there were 51 and this year there is currently 54. They may lose a few entries before the event on Saturday. Main Street will be closed off at 2 pm, parking of vehicles and will start at 3 and the event activities will be from 5-7 pm. The High School dance team will perform a routine at 6 pm. A few orange and purple lights have been purchased and will be used to decorate trees on Main Street. There will be a pumpkin carving contest.
- B) December D' Lights Update- plans are coming together. Horses and Santa are confirmed. The event will start later than last year at 5 pm. The lighting ceremony will be at 5:30 and then the parade will follow at 7. The changes have been made to the schedule so that those people going on the horse ride can see the lights on Main Street and to keep people downtown for the parade. The Chamber is not involved in the event this year. There will be a Santa's mailbox unveiled at the event. Kids will be able to drop off their letters at a 3 ft box at the Parks and Rec office or a smaller box at City Hall. There will be a lighted business contest also. Eric Singer reported that the parade has 2 options: Main Street or continuing on down Coeur d'Alene Street, passing by Betty Kiefer Elementary School, going down Boekel Street and into the Radiant Lake area and ending at Majestic Park. Commissioner Nell Hubbard asked if there was a meeting on Thursday and Eric Singer confirmed it will be at 5:30 at City Hall. Rathdrum Trading Post will sponsor the business lighting contest and is offering a 20% discount for any business that buys their decorations at Rathdrum Trading Post. The parade has a \$5 entry and all proceeds will be given to the Food Bank.
- C) Santa Call-in Update- Friday December 13th from 6-8 pm. They will have a group of volunteers at City Hall and the Parks and Rec office to answer calls as Santa, Mrs. Claus or elves. David Page asked if there was a minimum or maximum height for the City Christmas Tree and it was decided that 18 feet was a good height. There have been adjustments made to the base for adding counterweight for the Christmas Tree.

- D) Veterans Recognition Ceremony Update- Eric Singer reported the event will be on November 9th at Lakeland High School in the Commons at 11 am. It is open to any veterans. There will be a ceremony and then lunch will be served. There will be special recognition for any veterans who served in the Southwest Asian areas and they will receive a commemorative coin. There will be door prizes and there is no charge for the event. The American Legion and North West Guardian Riders and the City are partners for this event.

Administrative Report: Eric Singer reported that not much has changed with Rathdrum Mountain. The site hosts left last week and the staff would like them to return in the spring. Staff will be periodically checking on the mountain. There is a Request for Proposal for the Rathdrum Mountain Trail Design. These proposals are due on November 8th. 3 Consultants have turned in proposals. CDA Realtors had a grant that purchased the benches, staff is working on getting plaques for the benches. A bridge is still needed at the upper part of the creek, but waiting to see water table levels in the spring to make a decision on where to place the bridge. The Staff is discussing the possibility of a suspension bridge. David Page reported that there are a few trees that could be a potential danger to those using the trails. There are about 4-6 dead trees that are hung up in other trees and could cause an injury when they fall. Due to the fact that heavy equipment is not allowed in that area, the staff is working on some other means to remove these trees. Eric Singer reported that the site hosts will be meeting with staff in the next few weeks to evaluate what processes and procedures worked and which of them need to be improved . Plowing of Rathdrum Mountain is a secondary route and they will try to keep the mountain open all winter. County will plow to the original gate and then the City will be responsible for the rest of the road and the parking lot. If there is a major storm, it might take a day or 2 before it is plowed.

Commissioners Report: Commissioner Nel Hubbard requested flyers for the Veterans Recognition Ceremony so she could post them in her office. Eric Singer will get her some copies. Commissioner Nel Hubbard then asked if staffing levels with the kids are good. Mickael Stevens stated that they are always looking to hire more kids but staffing levels should be fine even if no one else is added to staff. Commission Nel Hubbard then complimented Parks and Rec staff on the improvements she has been noticing. The next meeting is scheduled for November 26th. Due to some conflicts with the Thanksgiving Holiday, the meeting may be moved up a week. Eric Singer will send out an email and a decision will be made.

Meeting was adjourned at 6:51.

Minutes recorded by Sheila Holfeltz, Park & Recreation Department

- Approved
- Approved as Corrected

Mike Hill, Commission Chairperson