



## CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E MULLAN AVENUE  
COEUR D'ALENE, IDAHO 83814  
208-769-2252 FAX: 208-769-2383

### **Mission Statement**

To actively strive to provide a quality park system that offers a diverse range of experiences, preserves local resources, and provides a safe, pleasant, and enjoyable environment.

### **Parks & Recreation Commission Meeting Community Room - Library**

### **AGENDA**

**June 15, 2026 – 5:30 pm**

- 1) Roll Call
- 2) Pledge of Allegiance
- 3) “Conflict of Interest” Declaration
- 4) Approval of May 18, 2026, Minutes – Action Item
- 5) Staff Comments
- 6) Commissioner Comments
- 7) Public Comments (Comments limited to **3** minutes)
- 8) Building Maintenance Update-Information Only
- 9) McEuen Playground Turf Replacement-Information Only
- 10) Hecla Solar Phone Chargers-Information Only
- 11) Ignite Update – Information Only
- 12) Solar Lighting Installation – Information Only
- 13) Next Meeting / Adjournment:
  - Monday, July 20, 2026-5:30 pm-Library Community Room

*The City of Coeur d'Alene will make reasonable accommodations for anyone attending this meeting who requires special assistance for hearing, physical or other impairments. Please contact the Parks Department at (208)769-2252 at least 72 hours in advance of the meeting date and time.*

**PARKS & RECREATION COMMISSION  
MEETING MINUTES  
May 18, 2026  
Community Room, Library**

**MEMBERS' PRESENT:**

Scott Cranston, Chair  
Christie Wood  
Bridget Hill  
Ginny Tate  
Mason TerDoest, Student Rep  
Mike McDowell (late arrival 5:47 pm)

**ABSENT:**

Jim Lien  
Warren Bakes  
Jennifer Pytlewski, Alt Student Representative

**STAFF PRESENT:**

Adam Rouse, Interim Parks & Recreation Director  
Melissa Brandt, Administrative Assistant

**GUESTS:**

Peter and Vicki Clancy, Caretakers, Jewett House  
Kris Jamtaas, Panhandle Parks Foundation

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

**1. ROLL CALL**

Four (five McDowell late arrival) members present resulting in a quorum.

**2. PLEDGE OF ALLEGIANCE**

Commissioner TerDoest led the Pledge of Allegiance.

**3. CONFLICT OF INTEREST**

None.

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

Commissioner Wood made a motion to approve the minutes of the April 20, 2026, meeting, Commissioner Tate seconded the motion, there being no further discussion and all being in favor, motion passed unanimously.

**5. STAFF COMMENTS**

Interim Director Rouse: Very busy season for both parks and recreation. Several sports camps are being offered this spring and summer, including a three-day basketball camp with North Idaho College and a tennis camp offered for the first time in several years. Tennis and golf camps filled within two days of opening registration. Soccer is finishing up, with youth baseball and softball starting in June. We have requests for proposals to replace the turf at McEuen Park; bids are due by June 4. We are working with ignite regarding erosion damage at Johnson Mill River Park and other riverfront projects. Urban Forestry worked with Knothead Tree Service to finish up tree plantings and helped get an emergency tree removal completed at 9<sup>th</sup> and Lakeside. Finished custodial interviews for an open building maintenance position. Prepping for Memorial weekend in the cemetery crew got together to help on Sunday.

**6. COMMISSIONER COMMENTS**

None.

**7. PUBLIC COMMENTS**

None.

**8. CITY PARK ROTARY BANDSHELL REFRESH – *Information Item***

Interim Director Rouse: We had dollars allocated to fix the stage. Adam Korytko worked with Trim Effex who completed the work at a great price and did a fantastic job. With leftover funds we will paint the Bandshell and intend to do the restrooms as well. We have a volunteer who is donating labor to redo the Rotary Bandshell Sign.

Commissioner Cranston: Is vandalism a problem? Rouse: Not as much vandalism at City Park, more in the outlying neighborhood parks. Commissioner TerDoest: Will the sign be the same? Rouse: The sign will be as close to original as possible.

Commissioner Wood: Please be sure staff are filing police reports for vandalism.

**9. JEWETT HOUSE CARETAKERS INTRODUCTION – *Information Item***

Interim Director Rouse: Peter and Vicki Clancy will fully move into the Jewett House over Memorial Weekend. Excited to get them onboard. Busy summer, booked out already for the year. Vision is to have at least one or two reports a year, prior to the season and after the season as to how things have gone.

**10. PANHANDLE PARKS FOUNDATION UPDATE – *Information Item***

Board Member Kris Jamtaas: Met with Tinka Schaeffer a few years ago and wanted to get involved, she retired a few years ago. There are six people directing the Panhandle Parks Foundation. The foundation was originally created to hold fundraising dollars and grant funds for the Kroc Center. In 2011 the name of the organization was changed to better serve the entire Idaho Panhandle and operated with paid positions. In the last 5-6 years, the decision was made to scale back and be a volunteer directed group. PPF projects include Osprey Nests, Kiwanis Boat Splash Pad at McEuen, McEuen Sun Dial, and Hubbard Park benches. Most relationships we have with donors are emotional; families dedicate memorials to their lost family member. Community can contribute for sponsorships, donations, and volunteering. Not doing outward promotion, all volunteers sometimes attend community events to share information. PPF receives an annual contribution of \$5,000 from the Parks and Recreation Department to help fund operations. Financial assets include undeveloped property at east Fernan; we hold \$737,000 in property holdings for the City of Coeur d'Alene.

**11. UPDATE MUNICIPAL CODE 4.25.030 – *Action Item***

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

Interim Director Rouse: The request has been vetted through both fire and the police departments. Spoke with them multiple times clarified the security piece, roped off, creates a beer garden for easier management. They felt comfortable with what we are doing. Requests come from the three entities mentioned in the staff report specifically for the Rotary Centennial Park. Commissioner Wood: thank you for taking this back to

get Fire and Police input, council may talk it over at the meeting, thank you for doing your homework. Any negative comments and concerns? Rouse: Police just wanted to know our policies as far as monitoring, security, and roping off the area to delineate the space. There weren't many concerns. Commissioner TerDoest: how would you rope off Cherry Hill. Rouse: Set up would be by the pickleball courts with chain delineators, or construction/portable fencing. Commissioner Hill: How many alcohol events are there at the parks, thirty? Rouse/Brandt: We have two concert series that serve alcohol and several community events, as for private events, thirty is a good number.

Commissioner McDowell made a motion to recommend that the City Council add Coeur d'Alene Rotary Centennial Park and Cherry Hill Park to existing Coeur d'Alene Municipal Code 4.25.030 to allow possession and consumption of beer, wine, or other alcohol beverages with a permit, Commissioner TerDoest seconded the motion. There being no further discussion, motion passed with four yes votes, and one abstention by Commissioner Wood.

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

Commissioner Cranston announced the next meeting date.

Next meeting date:

- Monday, June 15, 2026: 5:30 p.m., Meeting; Library Community Room

Commissioner TerDoest made a motion to adjourn the meeting Commissioner Tate seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:09 pm.