



# CITY OF COEUR D'ALENE

PARKS & RECREATION DEPARTMENT

CITY HALL, 710 E. MULLAN AVENUE  
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## PARKS & RECREATION COMMISSION MINUTES

September 15, 2025 – 5:30 p.m.

COMMUNITY ROOM - LIBRARY

### **MEMBERS PRESENT:**

Scott Cranston, Chair  
Bridget Hill  
Mike McDowell  
Jim Lien  
Ginny Tate

### **STAFF PRESENT:**

Bill Greenwood, Parks & Recreation Director  
Adam Rouse, Recreation Superintendent  
Monte McCully, Trail Coordinator  
Melissa Brandt, Transcriptionist

### **ABSENT:**

Warren Bakes  
Christie Wood

**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 Lien led the Pledge of Allegiance.

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

None.

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

Commissioner Tate made a motion to approve the minutes of April 14, 2025.  
Commissioner McDowell seconded the motion, there being no further discussion and all being in favor, motion passed unanimously.

### **5. STAFF COMMENTS**

Superintendent Rouse: Summer season was very busy, we partnered on camps; youth golf, soccer camp, pickleball camps, bringing in good revenue with very little staff time. We registered 600 kids for fall soccer and a good turnout of volunteer coaches. Working on a Memorandum of Understanding with North Idaho College for their softball team's use of Memorial Field and upgrades they will help bring about including synthetic turf; NIC will pay for those costs and improvements. At the Jewett House we are moving on from the current caretaker who has stayed at the house since 1985 with a final move out date of February 1, 2026. Plan is to find a replacement to help grow senior offerings and management of the house. Working through request for qualifications package to fill the position and rework expectations from the original agreement.

Director Greenwood: The MOU with NIC should be completed next month and will be brought to the October meeting also creating requests for proposals package for installation of turf at Memorial. Jerry Ryen, with our recreation division, retired in August after 30 years with the city. Tubbs Hill fuel mitigation is complete. There are burn piles we will work with the fire department to take care of this fall/winter. Some funds were left over and will be utilized next year. Barry Porath is our new parks superintendent. Barry has been with the department for six years. The Phippeny Swale is complete with irrigation and hydroseeding.

**6. COMMISSIONER COMMENTS**

None.

**7. PUBLIC COMMENTS**

None.

**8. PEDESTRIAN AND BIKE ORDINANCE – Action Item**

*Trail Coordinator McCully read the staff report for the record.*

Trail Coordinator McCully: For the last few years, numerous calls, emails, social media posts, complaints at various public meetings have taken place regarding e-bikes on the trails, the speed in which they travel and safety concerns. After much research and the desire to align our ordinances with State regulations, we have put together edits and updates to our current ordinances.

Commissioner Lien: What will be outlawed on the trail? McCully: E-bikes will be allowed if they are pedal assist. There is more concern about e-motorcycles and scooters, they go too fast for the trail. Revised ordinances give the police something they can enforce. E-motorcycles have no tags, licenses, etc., and can travel 45-50 miles per hour; many are traveling on the trail in groups and causing unsafe conditions. Scooters are allowed, e-scooters wouldn't be allowed, but the main concern is speed. The police department has been part of this discussion. They brought us a lot of information as to the problems they are having, what they are seeing, and how they are trying to educate the public. With an ordinance in place, the police department could enforce accountability.

Commissioner McDowell made a motion to recommend the City Council adopt a new chapter, repeal sections of the existing code, and make amendments to the municipal code to regulate the use of motor vehicles on trails and paths designed for pedestrian and bicycle traffic to prevent harm and to the health, safety and welfare of the public. Commissioner Hill seconded the motion, there being no further discussion and all being in favor, motion passed unanimously. This item should go to General Services/Public Works next week.

**9. FISCAL YEAR 24-25 WRAP-UP PRESENTATION – Information Item**

Director Greenwood: Lots of vandalism at north parks in the evening. We have been locking restrooms at 4 pm each day. Locking them up early has been helpful.

Hopefully it is not a trend, it was the solution at the time. We are looking at getting game cameras that are usable at those locations. All divisions of our department have been working diligently on various projects as outlined in our PowerPoint.

Commissioner Cranston: Are there still senior activities at the Jewett House?

Superintendent Rouse: Yes, and part of our decision to make some changes to the caretaking position is to encourage more senior programs and activities, and revenue from weddings helps pay for maintenance needs and repairs.

Commissioner Lien: Kudos to everyone who helped with the Music at McEuen concert event, it was a great activity for families and encouraging that we continue the concerts. All three series are well received.

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

Commissioner Cranston announced the next meeting date.

Next meeting date:

- Monday, October 20, 2025: 5:30 p.m., Meeting; Library Community Room

Commissioner Lien made a motion to adjourn the meeting Commissioner McDowell seconded the motion. There being no further discussion, motion passed unanimously. Meeting adjourned at 6:10 pm.