

MINUTES OF A REGULAR MEETING OF THE CITY  
COUNCIL OF THE CITY OF COEUR D'ALENE, IDAHO,  
HELD AT THE LIBRARY COMMUNITY ROOM

July 7, 2026

The Mayor and Council of the City of Coeur d'Alene met in a regular session of said Council at the Coeur d'Alene City Library Community Room on July 7, 2026, at 6:00 p.m., there being present the following members:

Dan Gookin, Mayor

|                              |                              |
|------------------------------|------------------------------|
| Amy Evans, Council President | ) Members of Council Present |
| Dan English                  | )                            |
| Kenny Gabriel                | )                            |
| Kiki Miller                  | )                            |
| Dan Sheckler                 | )                            |
| Christie Wood                | ) arrived at 7:21 p.m.       |

**CALL TO ORDER:** Mayor Gookin called the meeting to order.

**INVOCATION:** David Gortner of St. Luke's Episcopal Church provided the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember Miller led the pledge of allegiance.

**FY 2024 – 2025 FINANCIAL STATEMENT AUDIT:** Toni Hackwith, Managing Member of Alpine Summit CPAs, presented the findings of the financial statement audit for fiscal year 2024-2025. She noted that the primary purpose is to assure that the financial statements are fairly stated in all material respects and conform to generally accepted accounting principles. She explained that the audit procedure resulted in three reports: independent auditor's report on financial statements, report on internal control over financial reporting and compliance with laws and regulations, and the final report is a report on the City's compliance with federal programs. At the end of September 30, 2025, the fund balance of the General Fund was \$17.6 Million, and the unassigned fund balance was \$13.8 Million, which represents 26% of general revenues. The General Fund operating revenues decreased by \$968,000, of which \$1.5 Million was from an increase in property taxes, and \$2.4 Million was a decrease in intergovernmental revenues. The General Fund operating expenditures increased by \$1.37 Million (2%) due to the following: public safety increased by \$2.5 Million; general expenses increased by \$285,000 (3%); culture and recreation increased by \$100,000 (3%); public works decreased by \$275,000 (4%); and capital outlay decreased by \$790,000 (14%). The revenues for 2025 were \$54 Million and the expenses were \$60 Million.

Mayor Gookin noted that House Bill 389, which became effective in 2023, has had significant implications for the City's budget.

Ms. Hackwith explained that the fund balance is classified into unassigned which is available for general operating expenses; assigned for specific projects; restricted such as grant funding; and committed. She stated that the Government Finance Officers Association (GFOA) recommends at a minimum, that governments should maintain an unassigned fund balance of no less than two months of regular general fund operating revenues or expenditures. She said that for 2025, the City has three months or 93 days in operating revenues and 84 days in operating expenditures in the General Fund. Ms. Hackwith noted that the propriety funds of the City come from water and wastewater. The water fund operating revenue increased by \$1.2 Million which was a 15% increase from the prior year. The operating expenses decreased by \$150,000 or a 2% decrease from the prior year. The net income from operations was \$1.2 Million. For the wastewater fund, the operating revenue increased by \$1.2 Million or 8% increase from the prior year. The operating expenses increased by \$10,000. The net income from operations was \$5.3 Million.

Mayor Gookin thanked Ms. Hackwith for her presentation and noted that he had discussed several items with her and would review a few additional matters with the Finance Director. Overall, he stated that the report appeared to be in good order.

#### **PUBLIC COMMENTS:**

Christine Zaranpowa, Coeur d'Alene, expressed concern on the City's fireworks ordinance and ordinance related to hate speech. She encouraged citizens to study American history, remain engaged in civic affairs, participate in the political process, and advocate for the protection of constitutional rights and liberties.

Lee Wayman, Coeur d'Alene, explained that a city tree in the public right-of-way next to his home is leaning toward an old brick chimney above his main gas valve, and he fears a windstorm could bring it down, causing fire and major damage. His request to remove the tree was denied by the Urban Forestry Committee as they took a core sample and found the tree as healthy. Mayor Gookin and Councilmember English advised him to meet with staff and discuss the process should he decides to appeal the Committee's decision to the City Council.

Max El-Kacemi, Coeur d'Alene, expressed frustration with delays in receiving a response to a public records request and criticized the City's handling of a building permit matter. He questioned City staff and legal counsel's actions and announced his intention to pursue legal action against the City.

#### **ANNOUNCEMENTS:**

Councilmember Evans shared two announcements from the Arts Commission. She reminded artists, nonprofit organizations, schools, and community groups that applications for the Art Spotlight CDA Visual Arts Grant Program are due on July 10. She also announced that nominations are being accepted for the 30th Annual Coeur d'Alene Arts Awards, which recognize individuals, organizations, and businesses for significant contributions to the community's arts and cultural life. Nominations are due by August 28, and award recipients will be honored at the Arts Awards celebration in October. Information and application forms are



available on the City's website [www.cdavid.org](http://www.cdavid.org) or contact 208-769-2300 to request an application form.

Mayor Gookin noted the well-attended short-term rental workshop held on June 26 and thanked staff for developing a voluntary registration system following changes in state law that limit the City's ability to regulate short-term rentals. He also reported on a downtown noise reduction workshop held on June 29, where discussions focused on enforcement, potential targeted police efforts, and signage improvements to address ongoing noise concerns. Mayor Gookin emphasized the importance of preserving the character and appeal of downtown Coeur d'Alene and noted that a follow-up meeting would be held in the fall. He further highlighted the America 250 event held last July 3 at the Kootenai County Courthouse and the dedication of a new time capsule. He thanked the City and County Historic Preservation Commissions for organizing the event. He also expressed appreciation to the CDA Chamber of Commerce for the Fourth of July parade and to the Hagadone Corporation for sponsoring the fireworks display. Mayor Gookin recognized Interim City Administrator Ron Jacobson at his final Council meeting and thanked him for his leadership and service to the City. He announced that Police Chief Greg Yeager was sworn today, and the retirement of long time Fire Deputy Chief Bill Deruyter on July 16.

Mr. Jacobson thanked the Mayor, Council, and City staff for the opportunity to serve over the past five months. He reflected positively on his time with the City, noted that his recommendations were made in the City's best interests, and praised the dedication of City employees.

#### **CONSENT CALENDAR:**

1. Approval of Council Minutes for the June 16, 2026, Council Meeting.
2. Approval of Bills as Submitted.
3. Setting of a Public Hearing – August 4, 2026 – (Legislative) Community Development Block Grant – Plan Year 2026 Annual Action Plan.

**MOTION:** Motion by Evans, seconded by Miller, to approve the Consent Calendar as presented.

**ROLL CALL:** English Aye; Evans Aye; Miller Aye; Gabriel Aye; Sheckler Aye. **Motion carried.**

#### **CITY ADMINISTRATOR REQUEST FOR COUNCIL CONFIRMATION OF HIS APPOINTMENT OF ADAM ROUSE TO THE POSITION OF PARKS AND RECREATION DIRECTOR.**

Mr. Jacobson stated that when he joined the City, it was known that Parks and Recreation Director Bill Greenwood would be retiring and that Adam Rouse had been selected as Interim Director. After working closely with Mr. Rouse over the past several months, Mr. Jacobson praised his professionalism, noting that he consistently handled challenging situations responsibly and courteously. Based on his performance and leadership, Mr. Jacobson recommended Adam Rouse for appointment as the City's Parks and Recreation Director.

**MOTION:** Motion by Miller, seconded by Gabriel, to approve the City Administrator's appointment of Adam Rouse to the position of Parks and Recreation Director.



**DISCUSSION:** Councilmember Miller stated that she had recently met with Mr. Rouse and was impressed by his approach and leadership style. She expressed confidence that Mr. Rouse would provide steady, level-headed leadership and represent the Parks and Recreation Department and the City well in his new role.

**ROLL CALL:** Evans Aye; Miller Aye; Gabriel Aye; Sheckler Aye; English Aye. **Motion carried.**

#### **RESOLUTION NO. 26-054**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING AN AMENDMENT TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN, ADDING TWO NEW CLASSIFICATIONS IN THE WASTEWATER DEPARTMENT: ASSISTANT OFFICE PROJECT MANAGER AND ASSISTANT FIELD PROJECT MANAGER, BOTH LEVELED AT PAY GRADE 14 AND DESIGNATED AS FLSA EXEMPT.

**STAFF REPORT:** Human Resources Director Melissa Tosi requested City Council to approve the Assistant Office Project Manager and Assistant Field Project Manager classifications in the Wastewater Department for inclusion in the City's current Classification and Compensation Plan. She noted that the duties previously assigned to the Utilities Project Manager position in the Wastewater Department were reviewed and restructured, dividing the work between two new positions: Assistant Office Project Manager and Assistant Field Project Manager. Following an analysis of responsibilities, authority, accountability, and alignment with existing classifications, both positions were determined to align with the City's Grade 14 Assistant Project Manager classification. The proposed Personnel Rule amendment was posted for the required minimum of ten consecutive days prior to Council consideration. Two existing employees will be reallocated into the new roles, resulting in at least a 5% salary increase as required by Personnel Rules. The restructuring will improve operational efficiency, better support Wastewater Department needs, and generate an estimated annual savings of \$101,992.

**MOTION:** Motion by Gabriel, seconded by Evans, to approve **Resolution No. 26-054** – Approving an amendment to the Classification and Compensation Plan to provide for two new FLSA exempt classifications in the Wastewater Department: Assistant Office Project Manager (pay grade 14) and Assistant Field Project Manager (pay grade 14).

**ROLL CALL:** Evans Aye; Miller Aye; Gabriel Aye; Sheckler Aye; English Aye. **Motion carried.**

#### **RESOLUTION NO. 26-055**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, LEVYING A SPECIAL ASSESSMENT AGAINST PROPERTY LOCATED AT 361 W. MILL AVENUE, COEUR D'ALENE, IDAHO, IN THE AMOUNT OF \$29,600.00 TO RECOVER THE COST OF ABATEMENT AND DEMOLITION OF A DANGEROUS BUILDING ON SAID PROPERTY.

**STAFF REPORT:** Building Inspector Keith Clemans noted that a residence at 361 W. Mill Avenue was declared unsafe after a tree fell through the structure in December 2025. Following unsuccessful attempts to contact the owner and obtain corrective action, the City completed demolition of the home after Council authorization on June 2, 2026. The total cost of demolition, site cleanup, utility capping, and related expenses was \$29,600. Mr. Clemans recommended that Council levy a special assessment and lien against the property to recover the City's costs.

**DISCUSSION:** Councilmember Miller raised a safety concern about the large excavation left after demolition, asking whether it created a hazard and if remediation should be part of the cost recovery. Mr. Clemans explained that instead of filling the pit at additional expense, the contractor had sloped the sides with soft soil so it would not be a sheer drop or contain dangerous protrusions, and he emphasized that the result is safer and has been well received by neighboring residents. Mayor Gookin asked about the person occupying the garage and Mr. Clemans stated that the person relocated to an apartment.

**MOTION:** Motion by Gabriel, seconded by English, to approve **Resolution No. 26-055** – Authorizing the levy of a special assessment in the amount of \$29,600.00 against property located at 361 W. Mill Avenue, Coeur d'Alene, Idaho.

**ROLL CALL:** Miller Aye; Gabriel Aye; Sheckler Aye; English Aye; Evans Aye. **Motion carried.**

#### **RESOLUTION NO. 26-056**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ADOPTING A BUDGET ADMINISTRATION, REALLOCATION, AND AMENDMENT POLICY, AMENDING THE CITY'S PROCUREMENT OF PERSONAL PROPERTY AND SERVICES POLICY, AMENDING THE CITY'S PROCUREMENT OF PUBLIC WORKS CONSTRUCTION POLICY, AND PROVIDING AN EFFECTIVE DATE.

**STAFF REPORT:** Finance Director Katie Ebner presented a new Budget Administration, Reallocation, and Amendment Policy to provide clear guidance on post-budget spending authority, including when departments may reallocate savings within approved budgets and when City Council approval is required. The Budget Administration Policy preserves flexibility for departments to reallocate non-personnel savings among supplies, services, equipment, and capital expenditures within their adopted budgets. Personnel savings may not be redirected to non-personnel uses without City Council approval. Ms. Ebner also presented revisions to the Procurement of Personal Property and Services Policy and a comprehensive update to the Procurement of Public Works Construction Policy to align with current Idaho Code, City practices, and recent procurement policy changes.

**DISCUSSION:** Councilmember Gabriel asked if this would take away a little bit of the ability for department heads to manage their budgets. Mayor Gookin explained that the proposal was prompted by concerns that requests to use departmental savings were approved inconsistently. Because these savings help offset the city's use of fund balance, the goal is to create a consistent process by having the Council make the final decision on requests to reallocate savings, such as



from personnel to equipment. This does not prevent departments from making requests; it simply ensures greater transparency, fairness, and consistency by placing the decision with the Council. Ms. Ebner noted that the purpose of the proposed policy is to help department directors understand how savings can be reallocated during a budget deficit while maintaining transparency. She emphasized that departmental savings do not eliminate the city's overall budget shortfall and that any request to repurpose those savings should acknowledge that the deficit still exists.

Councilmember Sheckler questioned the purpose of maintaining detailed budget categories if departments are allowed to reallocate funds within their budgets without returning to the Council for approval. He noted that if a department spends less than budgeted on supplies and can shift those savings to equipment, training, travel, or other expenses, it raises the question of why the budget is broken down into specific line items rather than simply providing each department with a total budget amount. In response, Ms. Ebner explained that detailed budget categories are important for planning, financial management, and public transparency, even though some flexibility is needed during the year. Limited reallocations within smaller categories, such as supplies and services, are generally acceptable, but personnel services make up a large portion of the budget, so reallocating personnel savings warrants greater oversight because of its potential impact on the city's finances. Drawing on County practices, Mayor Gookin described the use of separate budget categories for personnel, supplies, and capital expenditures to maintain accountability and prevent funds from being routinely shifted between major spending areas. Councilmember English explained that detailed budget categories provide useful benchmarks. While the budget serves as a planning tool and adjustments may be necessary, he supports maintaining a balance between oversight and giving department heads the needed flexibility.

**MOTION:** Motion by Gabriel, seconded by English, to approve **Resolution No. 26-056** – Approving a Budget Administration Policy and Revisions to Procurement Policies.

**ROLL CALL:** Gabriel Aye; Sheckler Aye; English Aye; Evans Aye; Miller Aye. **Motion carried.**

#### **RESOLUTION NO. 26-057**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE OPTION FOR A SECOND YEAR OF ART SPOTLIGHT CDA PROGRAM GRANTS TO THE LAKE CITY PLAYHOUSE, THE COEUR D'ALENE SUMMER THEATER, AND THE MUSIC CONSERVATORY OF COEUR D'ALENE, FOR THE PERIOD NOVEMBER 2026 THROUGH OCTOBER 2027, IN THE AMOUNT OF \$5,000 FOR EACH RECIPIENT.

**STAFF REPORT:** Parks & Recreation Director Adam Rouse presented a recommendation to approve a second year of Art Spotlight CDA Performing Arts grants for Lake City Playhouse, Coeur d'Alene Summer Theater, and the Music Conservatory of Coeur d'Alene. The Selection Committee reviewed annual reports from the first grant cycle and determined all three organizations met the requirements of their original contracts. Consistent with the City's Public Arts Policy goals of supporting arts education and enhancing the community's cultural identity,



the Arts Commission at their May 26, 2026 meeting unanimously recommended awarding second-year grants of \$5,000 each, for a total of \$15,000 in dedicated Art Fund dollars, for the period of November 2026 through October 2027.

**MOTION:** Motion by Miller, seconded by Evans, to approve **Resolution No. 26-057** – Approval of the option for a second year of Art Spotlight CDA-Performing Arts program grants to the Lake City Playhouse, the Coeur d’Alene Summer Theater, and the Music Conservatory of Coeur d’Alene in the amount of \$5,000 each, for a total of \$15,000, using dedicated Art Funds, and authorizing contracts for each recipient.

**ROLL CALL:** Sheckler Aye; English Aye; Evans Aye; Miller Aye; Gabriel Aye. **Motion carried.**

DISCUSSION REGARDING POTENTIAL AMENDMENTS TO MUNICIPAL CODE §8.12.020, REGARDING ENFORCEMENT OF CHAPTER 8.12, FIREWORKS.

**DISCUSSION:** Councilmember Sheckler expressed concern that the provision stating that illegal fireworks debris on or adjacent to a property “shall be evidence” the owner allowed their use could unfairly implicate innocent property owners and raise due-process issues. City Attorney Randy Adams explained that “shall be evidence” does not mean conclusive proof, is similar to evidentiary presumptions used in state law, and that changing “shall” to “may” or adding a “knowingly” requirement would either create inconsistent enforcement or make the ordinance nearly unenforceable. Mayor Gookin asked how this will affect due process and Mr. Adams noted that many Idaho laws use prima facie standards, where possession alone can be initial evidence of intent. Councilmember Sheckler asked whether that would force prosecution if illegal fireworks debris landed on someone’s property. Mr. Adams clarified that the city’s ordinance does not use the stronger “prima facie” language but only says such debris “shall be evidence,” meaning it is just one factor. He emphasized that both officers and prosecutors retain discretion to consider explanations and other facts before deciding whether to cite or charge anyone.

Councilmember English stated that he is comfortable with the current language of the ordinance. He added that it is work in progress that can always be amended later if needed.

Councilmember Miller asked whether the term “knowingly” should be added to the ordinance and whether “shall” should remain in the language. She indicated her support for directing staff to make the proposed change and also requested that law enforcement report back on the effectiveness of the new ordinance, including any citations issued during the recent fireworks season. She asked that any recommended ordinance revisions be brought forward for Council consideration before the next fireworks season.

Police Captain Jeff Walther reported that each year the Police Department deploys unmarked plainclothes officers to enforce fireworks regulations and address concerns about aerial fireworks, fire risks, and public safety. However, enforcement remains challenging because officers often arrive after fireworks have been discharged and require corroborating evidence to identify and charge the responsible parties. Although the new ordinance was in effect this year,

the department had limited time to implement its enforcement strategy because the ordinance was adopted later than usual. As a result, officers largely operated under the previous ordinance, and no citations were issued under the new fireworks ordinance during the year. Captain Walther stated that law enforcement would welcome the opportunity to provide feedback as officers gain more experience using the ordinance and more time to implement enforcement strategies. He noted that while New Year's typically generates some fireworks activity, it is far less significant than the Fourth of July season and could serve as an opportunity to test the ordinance and evaluate its effectiveness. He also mentioned that upcoming post-event debriefs would likely generate additional input.

**MOTION:** Motion by Gabriel, seconded by Sheckler, to direct legal and law enforcement staff to meet and draft recommended amendments to Municipal Code § 8.12.020 for Council review within the next four months.

**DISCUSSION:** Councilmember Miller asked Captain Walther whether four months would provide sufficient time to conduct a thorough review of this year's Fourth of July fireworks enforcement efforts and develop recommendations for potential ordinance amendments. Captain Walther confirmed that it would be adequate to complete the debrief process and bring forward substantive recommendations.

**ROLL CALL:** Sheckler Aye; English Aye; Evans Aye; Miller Aye; Gabriel Aye. **Motion carried.**

### **COUNCIL BILL NO. 26-1013**

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING SECTIONS 13.20.2.11, 13.20.3.7, AND 13.20.4.6 REGARDING UNIFORM WASTEWATER REQUIREMENTS; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

**STAFF REPORT:** Wastewater Director Mike Anderson noted that the proposed amendments would make several housekeeping updates to the city's sewer use ordinance following issues identified during a 2024 Department of Environmental Quality audit. One change removes a section of duplicative language because the same requirements are already addressed more comprehensively elsewhere in the ordinance. The amendments would also require industrial users that experience a spill or slug discharge to conduct testing within five days and submit compliance test results to the city within 30 days. In addition, the ordinance would be revised to replace the requirement for "immediate notification" of noncompliance with a more specific requirement that industrial users notify the city within 24 hours of any noncompliance event.

**MOTION:** Motion by Miller, seconded by Evans, to dispense with the rule and read **Council Bill No. 26-1013** once by title only.

**ROLL CALL:** Evans Aye; Sheckler Aye; Miller Aye; Gabriel Aye; English Aye. **Motion carried.**



**MOTION:** Motion by Sheckler, seconded by Miller, to adopt **Council Bill 26-1013**.

**ROLL CALL:** Evans Aye; Sheckler Aye; Miller Aye; Gabriel Aye; English Aye. **Motion carried.**

**EXECUTIVE SESSION: MOTION:** Motion by Evans, seconded by Miller, to enter into Executive Session Pursuant to Idaho Code § 74-206A(1)(a) - to deliberate on a labor contract offer.

**ROLL CALL:** Evans Aye; Sheckler Aye; Miller Aye; Gabriel Aye; English Aye. **Motion carried.**

The Council entered into Executive Session at 7:20 p.m. Those present were the Mayor, City Council, Interim City Administrator, City Attorney, Finance Director, and Human Resources Director. Council exited Executive Session at 8:07 p.m.

**ADJOURNMENT:** Motion by Miller, seconded by Evans, that there being no other business, this meeting be adjourned. **Motion carried.**

The meeting ended at 8:07 p.m.