

MINUTES OF A CONTINUED MEETING OF THE
COEUR D'ALENE CITY COUNCIL
HELD IN THE LIBRARY COMMUNITY ROOM
ON JULY 29, 2021 AT 12:00 NOON

The City Council of the City of Coeur d'Alene met in continued session in the Library Community Room held at 12:00 NOON on July 29, 2021, there being present upon roll call a quorum.

Steve Widmyer, Mayor

Dan Gookin) Members of Council Present
Dan English)
Kiki Miller)
Christie Wood)
Amy Evans)

Woody McEvers) Members of Council Absent

STAFF PRESENT: Troy Tymesen, City Administrator; Wes Somerton, Chief Criminal Deputy City Attorney; Renata McLeod, Municipal Services Director/City Clerk; Vonnie Jensen, Comptroller; Kenny Gabriel, Fire Chief; Melissa Tosi, Human Resource Director; Michael Priest, Library Director; Bill Greenwood, Parks & Recreation Director; Hilary Anderson, Community Planning Director; Lee White, Police Chief; Todd Feusier, Streets & Engineering Director; Mike Anderson, Wastewater Superintendent; Terry Pickel, Water Superintendent; Sherrie Badertscher, Executive Assistant.

CALL TO ORDER: Mayor Widmyer called the meeting to order and noted that the purpose of the meeting was to discuss the 2022 Fiscal Year draft budget and high water mark.

BUDGET DISCUSSION: City Administrator Troy Tymesen thanked staff for their work on the budget and explained the goal for today's meeting was to set the high water in which to build the budget from. He stated the high water mark could be adjusted and it would serve as a starting point for staff to work towards. He mentioned the tax levy rate was relatively low, and the new construction amount had decreased. If the budget was adopted as presented today, assuming a 2% tax levy, it would result in the ending fund balance of \$6.2 million at the end of Fiscal Year 2021-2022 (FY22). He said the CARES Act funds were used to offset the deficit to the fund balance in Fiscal Year 2020-2021 (FY21).

Councilmembers Wood and English asked what had been budgeted from fund balance in FY21, with Mr. Tymesen responding it was forecast that \$1.1 million would have come from fund balance, but the CARES Act funds were used to offset the use from the fund balance. He noted that in FY21, no property taxes were taken and \$5.5 million had been returned to the constituents.

Mr. Tymesen said that a 2% property tax increase would equal roughly \$467,000 in revenue. In the proposed FY22 budget, expenses exceed revenues, and includes increases in staffing, with very few Capital Expenditures in the General Fund for the upcoming budget year.

Mr. Tymesen stated another change was due to the 1% forgone tax limitation, and mentioned the City has a large balance in the forgone account. He stated the new House Bill 389 placed a cap of 8% on Urban Renewal District (URD) closure, and the amount for the current year would be \$1.4 million.

Councilmember Wood asked if the increase in capital expenses could be offset, with Mr. Tymesen stating it was a possibility. Councilmember Wood asked about the departments having unused FY21 funds, with Mr. Tymesen explaining they have been looking at funding some of the capital outlay projects. Councilmember Wood asked if the Fire Department had any remaining funds to use, with Chief Gabriel responding they had a small amount that they plan to use to paint Station 3. Councilmember Wood asked if the Police Department had any remaining funds and why not use them to purchase needed vehicles, with Chief White responding his department had approximately \$300,000 left in their current budget and were looking at capital needs. Mr. Tymesen explained that departments did use remaining budgeted funds to purchase vehicles and complete capital projects as appropriate.

Mayor Widmyer stated the goal of the suggested reductions were to reduce the amount needed from fund balance to an amount that may be backfilled by next year's URD drawdown.

Councilmember Wood asked if the needed police vehicles could be bought with American Recovery Act funds, with Chief White explaining they did not meet the requirements to use the funds.

Councilmember Gookin asked about the capital expense in regards to the Human Rights Education Institute (HREI) building, and said the funding should be removed from the budget. Mayor Widmyer stated his concerns with HREI were valid, yet the City was responsible for maintaining City assets, and the issues with HREI should be discussed as a Council item on a future date.

Councilmember Miller asked if the Police Department HVAC system replacement could be paid using FY21 budget savings, with Mr. Tymesen responding they were looking into it.

Councilmember Wood asked if Department Directors would like to take a moment to speak about their departmental budget needs and the following directors gave an update:

LEGAL – Wes Somerton, Chief Criminal Deputy City Attorney, stated his department was in need of additional personnel. He said they have been understaffed since April, due to various reasons, and they require additional staffing as they are receiving in excess of 100 new files each day. He stated the need was due to increased demand for services as there was two new Magistrates added to the courts and that had contributed to additional workloads for the current staff. He said the increase in criminal conduct continues to place increased demands on staff. In addition to the increased caseloads, there has also been an increase in requests from outside

attorneys. The new attorney position would assist with the caseloads, which were currently double the average, and the new legal assistant position would help manage caseloads and assist with video redactions for court. Without the additional staffing they would be looking at what cases could be cut. He stated the attorneys were managing multiple hearings each day, and that legal briefs were taking up a huge portion of their day. He stated they were in triage mode.

POLICE - Lee White, Police Chief, stated they have been sprinting for some time and his officers were fatigued. He stated the addition of four (4) officers was due to the increase in call volume, and he currently had four (4) officers working on overtime daily. He said he's currently having difficulty manning the required overtime to keep the City safe. He mentioned his department had two (2) openings, but the housing issue was creating a hardship in bringing staff onboard.

FIRE - Kenny Gabriel, Fire Chief, stated their call volume was at an all-time high and he had one large request, which was the addition of three (3) firefighters. He said they are getting 1000 calls per month and were contractually bound to provide a medic on an EMS ambulance. His medic-firefighters were working non-stop. He stated that adding the three (3) positions would be a step in the right direction in meeting the departments staffing needs.

STREETS AND ENGINEERING - Todd Feusier, Streets & Engineering Director, stated his department was requesting one (1) assistant director position and one (1) field supervisor. He said his department remains short staffed and the two added position were critical. He said the assistant director position would help him in the day-to-day operations of the Department and would be a resource for the supervisors as well. The field supervisor would help manage the crews and provide needed coverage during night shifts as well. He stated in addition to the normal supervisor duties, the position would also be able to assist with the operation of the heavy equipment when needed. His capital outlay request included the purchase of a new dump truck, and there were other equipment needs that would be brought forward at a later time. He stated the additional positions were a critical need.

Councilmember Miller asked for an explanation of the positions, with Mr. Feusier explaining the current staffing request was for one (1) director and one (1) field supervisor. Mr. Feusier felt the assistant director position was critical for the day-to-day operations of the department. Human Resources Director Melissa Tosi said the Streets Department's staffing was light and Mr. Feusier's additional staffing request would bring the department within normal staffing levels.

Mr. Tymesen stated the Streets Department also had a revenue stream which would help offset their personnel costs.

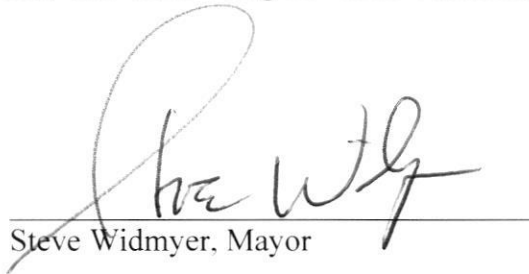
DISCUSSION - Mayor Widmyer stated previously they had discussed raising short-term rental fees and out of state parking fees, and felt the increases were attainable. He said over the next few weeks, the revenue options would be reviewed. He reiterated Council would need to set the high-water mark in August, and suggested it be set at 3%.

Councilmember Wood stated she would like to hear from the department directors in regards to which services may have to be cut if their budgets were not funded as requested.

Councilmember Miller stated she would like to discuss in detail the Legal Department's position requests.

ADJOURN: Motion by Gookin, seconded by Wood, that there being no other business, this meeting be adjourned. **Motion carried.**

The meeting adjourned at 1:00 p.m.



Steve Widmyer, Mayor

ATTEST:



Sherrie L. Badertscher
Sherrie L. Badertscher
Executive Assistant