

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

July 6, 2021

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 July 6, 2021, at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

Dan Gookin)	Members of Council Present
Woody McEvers)	
Amy Evans)	
Dan English)	
Kiki Miller)	
Christie Wood)	Member of Council Absent

CALL TO ORDER: Mayor Widmyer called the meeting to order.

INVOCATION: Pastor Paul Van Noy with Candlelight Church provided the invocation.

PLEDGE OF ALLEGIANCE: Councilmember Gookin led the Pledge of Allegiance.

Kootenai Metropolitan Planning Organization (KMPO) Update: Glenn Miles, KMPO Executive Director noted that the growth within Kootenai County has been 340.8% since 1969 and has topped the United States increase of 60.5%. The annual rate of growth was 3.23% from 1970 through 2016. He noted that the population in Kootenai County, according to the 2010 Census, was 138,494 and is expected to be 304,000 by 2040, and believes that is a realistic forecast. Mr. Miles reviewed the current travel demands noting we are not in bad shape currently; however, there are slow downs and stops when there are incidents. He noted that the current transportation system was most recently improved in the 1970s and system performance, resiliency and reliability has become an issue. If there is no major funding for projects by 2040 you will see a substantial difference in the number of slowdowns and stops during commutes. He noted the five (5) big regional projects needed include I-90 moved to six (6) lanes from state line to Sherman Avenue; Huetter Corridor I-90 to U.S. 95; I-90 port of entry moved to McGuire Road vicinity; creation of a regional traffic management center; and the widening of U.S. 95 Spokane River Bridge and approaches. This year they are working on U.S. 95 north from I-90 to State Highway 53 additional intersection modifications; bridge deck repairs on I-90 and U.S. 95 Spokane River Bridge; bridge resurfacing and rail repair in July and August; and environmental documents for I-90 widening and the Huetter Corridor. Next year they plan to work on new signals and timing updates at U.S. 95/I-90 to SH-53. SH-41 Corridor widening and access control will be completed. From 2023 and beyond they will be working on I-90 widening to six (6) lanes from Stateline to Sherman; U.S. 95 interchange with I-90 reconstruction; and SH-41 Corridor will see a new interchange at I-90. The projects scheduled from 2022 through 2028

will have \$332 Million in programmed funding. Mr. Miles noted that they are about 20 years behind and it will take some time to cure congestion. He further noted that the increase in travel demand from 2020-2040 will have a \$1.47 Billion cost. This year the legislature adopted House Bill 362 which included an increase from 1.5% tax to 4.5% from sales tax funding. Anything over \$80 Million will come to local jurisdictions, which is estimated to be \$4 Million, which is not much, but does provide Idaho Transportation Department (ITD) with the bonding capability of up to \$1.4 Billion.

Councilmember McEvers asked what ITD is responsible for compared to what local jurisdiction are responsible for. Mr. Miles explained that U.S. 95 is ITD's jurisdiction, but some jurisdictions help to maintain signals and bike lanes and SH-41 is another state highway. Huetter as a road is owned by the Post Falls Highway District and the corridor would be owned by ITD. Councilmember McEvers asked why frontage roads were not allowed on U.S. 95. Mr. Miles noted that most people didn't want frontage roads and with SH-41 they worked with local jurisdictions and the County to allow right in right outs, and if they want access it would have to be behind the property, so nothing was between the private parcel and the highway system. Councilmember McEvers noted that the Huetter Corridor seemed like a good idea and questioned why it was not developed. Mr. Miles noted it was adopted as a preservation program, as it was recognized that it would be needed in the future, which is now upon us and a north/south route without signals is needed. Councilmember McEvers asked for clarification regarding the term Regional Traffic Management Center. Mr. Miles explained that it is a technology to allow signals timing to be changed quickly and add messages to message board signs as items come up, all in real time. Councilmember Miller thanked KMPO and the team for housing all the information on their website for the Regional Growth Partnership Issues group.

Panhandle Area Council (PAC) Update: Wally Jacobson, Executive Director, explained that PAC is a regional economic development organization who promotes and assists economic development within the five (5) northern counties. He noted that they provide business development and loans; commercial real estate loans through SBA 504; business startup and expansion loans (as gap financing); COVID-19 revolving loan funds; startup/co-work spaces leased at their airport location; economic development planning; and public facility financing. He noted the highlights at the airport area as Empire Airline building, Stancraft, and Dauntless Air maintenance facility. He provided their budget as being funded through Federal, State, local and private funding sources at \$234,487,611 over the past 50 years, given out 292 loans, and helped to create 565 jobs.

Councilmember McEvers asked how the gap loans work. Mr. Jacobson noted that those loans are for those that can't qualify for a traditional loan from a bank. This gap financing allows them to get solvent enough to qualify for a traditional loan at some point in the future. Councilmember McEvers asked if they have experienced losses under that program. Mr. Jacobson confirmed there are losses as they take higher risks; however, with the revolving loan funds they received a substantial grant based on their past management of the high-risk loans. Councilmember McEvers asked how long companies are allowed to stay within the incubator program. Mr. Jacobson noted that it is now referred to as co-worker space and that they have had a lot of different types of businesses over the years. The plan was to provide business counseling and

review financials monthly and they would move on within two (2) years, but it is more realistic to offer six (6) years with increased rental payments.

Association of Idaho Cities Awards: Councilmember Miller noted that the City received two (2) awards at this year's Association of Idaho Cities (AIC) Conference. These awards are for city achievements and innovations, which included the stormwater outfall volume reduction program at U.S. 95 and Northwest Boulevard. This project created a swale to capture over 210 acres of surface water and filter it through three (3) tiers and reduce the quantity of water before it goes into the lake. The second award was for the Atlas Waterfront project, which was an impressive project based on community input and was a once in a lifetime park opportunity for a public waterfront. The Americans with Disabilities Act (ADA) access was a leading feature. Mr. Greenwood noted that he often talks about the vision and support of the City Council and importance of gaining this water access for the public. The public mentioned the importance of connectivity, trails, and open space which are all contained in this park and thanked the Council for their leadership.

ANNOUNCEMENTS:

Councilmember Gookin thanked Steve Wolf, who has served as the City's Street shop manager, for his years of service, as he recently left the employment of the City. He noted that Mr. Wolf always went the extra mile to save the City money, such as the used equipment program he created. He wished him luck on his new adventure.

Mayor Widmyer noted that local Pastor Craig Sumey has recently moved to Florida. He felt that he will be missed within the community due to his past years of service. An article in the Coeur d'Alene Press noted his move and provided a message from Pastor Sumey to the community, which noted that "there's much greater joy at the end of the day in caring for each other than in only caring for yourself;" and "there is greater blessing, the community is thriving and great things can get done, which benefits everyone and doesn't leave anybody out." The Mayor wished Pastor Sumey and his family the best for their future.

CONSENT CALENDAR:

1. Approval of Council Minutes for the June 15, 2021, Council Meeting.
2. Approval of General Services/Public Works Committee Minutes for the June 21, 2021, Meeting.
3. Approval of Bills as Submitted.
4. Setting of General Services/Public Works Committee meeting for Monday, July 12, 2021, at 12:00 noon.
5. Setting of a Public Hearings for July 20, 2021- Legislative - A-2-21 - A proposed zone change from Ag Suburban to R-3, located at 2248 E. Stanley Hill Road; Applicant: Eugene & Nancy Haag Living Trust.
6. Approval of Final Plat for SS-21-03, Shadow Wood Estates 3rd Addition.
7. **Resolution No. 21-039:** A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE FOLLOWING: AMENDMENT NO. 1 TO THE AGREEMENT WITH ST. VINCENT DE PAUL OF NORTH IDAHO FOR EMERGENCY HOMELESS SHELTERING TO EXTEND THE AGREEMENT

AND REDUCE THE DOLLAR AMOUNT, AND ENTER INTO A NEW AGREEMENT USING A PORTION OF THE REMAINING FUNDS FOR AN ENTRY DOOR PROJECT, THROUGH CDBG-CV FUNDS; A CONTRACT WITH K&N ELECTRIC FOR THE REPAIR AND REBUILD OF THE TRICKLING FILTER PUMP #3 IN THE AMOUNT OF \$99,896.00 FOR THE WASTEWATER DEPARTMENT; AN AMENDMENT TO WASTEWATER SEWER POLICY #708, DEFINING INSPECTION AND APPROVAL STANDARDS FOR ALL NEW WASTEWATER SYSTEM IMPROVEMENTS OWNED, OPERATED, AND MAINTAINED BY THE CITY OF COEUR D'ALENE; AND A THREE-YEAR ENGAGEMENT AGREEMENT WITH ANDERSON BROS., CPA'S, P.A., TO PROVIDE AUDIT SERVICES FOR FISCAL YEARS 2020-21, 2021-22, AND 2022-23.

MOTION: Motion by McEvers, seconded by Gookin, to approve the Consent Calendar as presented, including **Resolution No. 21-039**.

ROLL CALL: Evans Aye; Miller Aye, McEvers Aye; Gookin Aye; English Aye. **Motion carried.**

RESOLUTION NO. 21-040

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A CONTRACT WITH PETRA, INC., FOR THE NEW COLLECTIONS BUILDING FOR THE WASTEWATER DEPARTMENT.

STAFF REPORT: Wastewater Capital Programs Manager Mike Becker noted that the City's Sewer Collections Division houses their wastewater apparatus vehicles, offices, and crew quarters which is currently next to the Department's Administration building at the treatment plant. Last fall, City Council approved designing a new building to be constructed within the vacant area adjacent, and south of the compost facility on City property (Res. 20-053). Once completed, the Sewer Collections Division would relocate there. This fall, under another separate project bid, the Department's current collections building was scheduled for remodel to accommodate the relocation of the Department's Treatment Plant Operations Center. After securing a building permit, the project bid opened on June 15, wherein the three (3) bids were received. Mr. Becker noted that this is a multi-year project and the Department has budget authority for this project under this FY 2020/2021, and has budgeted accordingly in the FY 2021/2022 budget. Add Alternative #1 is recommended at this time. Staff recommends the City Council accept the base bid and Add Alternative #1, and award a contract to Petra, Inc., for the New Collections Building Project in the amount of \$1,787,900.00. He noted that the Idaho Division of Building Safety is five (5) weeks behind processing public works licenses, so he needs to verify full license has been issued before finalizing the Contract.

DISCUSSION: Councilmember McEvers asked which architect was used for the project. Mr. Becker noted it was Architects West, noting that it is a basic steel building that was designed for function. Councilmember Miller noted that the Idaho State Division of Building Safety was reorganized and understands they are behind in processing license; however, wondered what would happen if you enter into a contract with an organization that has an expired license. Mr.

Becker noted that the City Attorney's office felt that the criteria included in the bid specifications was met, so they were found responsive to the bid; however, if they are unable to be licensed going forward, they would be non-responsive and the second lowest bidder could be awarded the final contract. City Attorney Mike Gridley noted that the Council could award at this point, holding off on signature of the contract until proof of license, hold off on award, or rebid. Councilmember English asked if this request could be tabled for 30 days. Mayor Widmyer asked if Petra said they have a permit in for renewal. Mr. Becker noted he had not talked to them yet and wanted to get verification from the State. Councilmember Gookin asked if this award needs to be done right away. Mr. Becker said it is holding up the next project.

MOTION: Motion by Gookin to approve an agreement with TML Construction, as the next lowest responsive bidder with a valid license. **Motion died from lack of second.**

DISCUSSION CONTINUED: Mr. Gridley noted that Petra was told the license was about to expire, but it was current when bids were open, so we don't know that they are out of compliance at this point in time. Mr. Becker noted that they were licensed at the time of submittal; however, the state is four to five weeks behind in processing. Municipal Services Director Renata McLeod noted that she collects insurances and bonds before having the Mayor sign the contracts, so there is often a delay between Council approval and when the contract is fully executed.

MOTION: Motion by Miller, seconded by English, to approve **Resolution No. 21-040**, approving a contract with Petra, Inc. for the new Wastewater Collections Building, with proof that the Public Works License renewal is intact prior to signature of the Contract.

DISCUSSION: Councilmember McEvers noted that during his driver's license experience in the last year, the County gave extensions because they were unable to process the number of renewals, which seems to be a similar situation. Mr. Becker noted that Petra was licensed at the time of submittal; however, the state is four to five weeks behind processing. Councilmember Miller felt that this is an administrative glitch and wanted assurance within the motion to make sure it is updated before the contract is signed. Councilmember Gookin stated that he does not support this motion, as he feels that the company should not be disorganized and this does not give the appearance of professionalism. The Mayor reiterated that we don't know that Petra hasn't submitted their application and we are just waiting for the state to confirm.

ROLL CALL: Evans Aye; Miller Aye, McEvers Aye; Gookin No; English Aye. **Motion carried.**

RESOLUTION NO. 21-041

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING THE POLICE DEPARTMENT TO APPLY FOR A COMMUNITY POLICING DEVELOPMENT (CPD) MICROGRANT IN THE AMOUNT OF \$33,000.00 TO SECURE A FIVE-DAY INTENSIVE TRAINING ON THE MENTAL HEALTH/EMERGENCY RESPONDERS ASSISTANCE PROGRAM (ERAP), AND ACCEPTANCE OF GRANT FUNDS UPON AWARD.

STAFF REPORT: Police Chief White noted the Police Department is requesting permission to apply for and accept, if awarded, a Community Policing Development (CPD) Microgrant in the amount \$33,000 to secure a five-day intensive training on Mental Health/Emergency Responders Assistance Program (ERAP). The Police Department regularly trains officers in the handling of incidents involving mental illness. Officers are also involved in high stress, sometimes traumatic incidents. In the President's Task Force on 21st Century Policing, it was noted that officer wellness and safety, one of the six (6) pillars, was vital to effective policing. Sending personnel to other locales for this training is expensive and time consuming. Bringing this training to Coeur d'Alene allows officers to gain the training and knowledge to handle stressful situations, learn coping mechanisms, and give them mental health resources giving the community at large a better equipped and trained officer for years to come. This grant would secure a five-day intensive Mental Health/Emergency Responders Assistance Program (ERAP) training program for all Police Department employees. This training could be extended to other surrounding agencies should training spots become available. All program material will be available to surrounding agencies. ERAP is a nationally recognized program dedicated to providing emotional support to emergency responders who experience psychological trauma following critical incidents.

DISCUSSION: Councilmember McEvers asked if this training would include EMS/Fire. Chief White noted that this grant is specific to police personnel. Councilmember English asked if there was a target number of people to receive the training. Chief White noted that training will be provided to all sworn personnel in the Police Department.

MOTION: Motion by Evans, seconded by McEvers, to approve **Resolution No. 21-041**, approving the Police Department to apply for and accept, if awarded, a Community Policing Development (CPD) Microgrant in the amount \$33,000 to secure a five-day intensive training on Mental Health/Emergency Responders Assistance Program (ERAP).

ROLL CALL: Miller Aye, McEvers Aye; Gookin Aye; English Aye; Evans Aye. **Motion carried.**

LEGISLATIVE - COMMUNITY DEVELOPMENT BLOCK GRANT YEAR END CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER).

STAFF REPORT: CDBG Community Development Specialist Chelsea Nesbit explained that the City of Coeur d'Alene receives an annual direct allocation of HUD Community Development Block Grant (CDBG) funds. Every year the City is required to complete a Consolidated Annual Performance Evaluation Report (CAPER), allowing the public two (2) weeks to share public comment. The CAPER provides an overview of past year project outcomes and spending priorities. The 2020 CAPER highlights accomplishments that took place April 1, 2020, to March 31, 2021, including funds from Plan Year (PY) 2020, and previous years. The 2020 CAPER was posted to the City's website on June 17, 2021, with a two-week public comment period. Today's public hearing was advertised to the public in the following ways: Coeur d'Alene Press notice, website updates, and emails to our community stakeholders. The main national objective used by the City is the benefit to low-to-moderate income citizens. The total grant allocation for PY

2020 was \$339,375, with an annual allocation to the Lake City Center in the amount of \$10,000, which benefits 67 seniors through the Meals on Wheels program monthly. \$5,000 was funded toward sidewalk improvements, but the accomplishment data will be reported when the sidewalk project is complete. Each year the budget includes \$50,000 toward Emergency Minor Home Repairs (EMRAP), which assisted 17 homes this year, that included several re-roofs, ADA enhancements, sewer lateral line, and HVAC repairs. In the PY 2020 \$206,500 was awarded in Community Opportunity Grants. However, two (2) grants funded with PY 2019 funds were completed this year, so they are included in this report. The PY 2019 projects were a Lake City Center restroom remodel, which brought it into compliance with ADA Standards. The second project from PY 2019 was an HVAC upgrade for St. Vincent de Paul's Help Center. The PY 2020 Community grant funded projects are still underway and will reported with the 2021 CAPER. This year the City is able to report the completion of the Fernan Elementary sidewalk project, which included funds from PY 16, 17, and 18. Ms. Nesbitt noted the City was allocated additional CDBG-CV (COVID-19) funds through the CARES Act in the amount of \$321,092.92 that were designated for urgent needs to low-to-moderate income citizens. She presented a list of funded programs, noting many were still underway. Highlights included a food pantry at the Boys and Girls Club; Emergency Housing funding to Safe Passage; and a freezer for the Lake City Center. There is a balance of \$66,346.28 remaining for other COVID-19 related items that may arise. Ms. Nesbit noted that no public comments have been received to date.

Mayor Widmyer opened public testimony, hearing none, public comment was closed.

MOTION: Motion by English, seconded by McEvers, to approve the CAPER for the Plan Year 2020. **Motion carried.**

ROLL CALL: McEvers Aye; Gookin Aye; English Aye; Evans Aye; Miller Aye. **Motion carried.**

LEGISLATIVE HEARING- FEE INCREASES AS FOLLOWS: THE BUILDING DEPARTMENT IS CLARIFYING FEES RELATED TO WORK WITHOUT A PERMIT; ADDITIONAL PLAN SUBMITTALS; UPDATING FEES RELATED TO MOBILE HOME SETTING PERMITS; MINI-SPLITS; AND REROOF PERMITS. THE FINANCE DEPARTMENT IS PROPOSING AN INCREASE TO STREET LIGHTING OVER A TWO-YEAR PERIOD; THE PARKS AND RECREATION DEPARTMENT ARE REVISING FEES BASED ON STAFFING COSTS AND PROVIDING CLARIFICATION REGARDING FEES NO LONG APPLICABLE; AND HAVE ADDED FEES FOR EVENTS IN THE PARKS. THE WATER DEPARTMENT IS SETTING A MINIMUM FEE FOR BULK WATER USE; UPDATING HOOKUP FEES; AND RADIO READ EQUIPMENT.

STAFF REPORT: Municipal Services Director Renata McLeod noted there were proposed fee increases from several departments. She stated that the notice of the public hearing was posted in the newspaper and the fee list was posted to the City's website on June 22, 2021. No public comments had been received. She reviewed highlights of clarifications made to the Building Department fees, noting the street light fee 5% increase is proposed for a two-year period, the Parks and Recreation fees have been increased by 5%. However, there are some newly proposed

event fees that are specific to Ramsey, Memorial, Sunset, and Coeur d'Alene Soccer Complex. The Water Department has experienced an increase in the cost of materials and have proposed increases to cover their costs.

Mayor Widmyer opened public testimony, hearing none, public comment was closed.

DISCUSSION: Councilmember Miller asked if the event fees for recreation are new fees and are the users aware of these fees. Ms. McLeod confirmed they were new. Parks and Recreation Director Bill Greenwood confirmed the user groups do know about the fees and they are reasonable in comparison with other area tournament fees. He noted that he predicts some revenue but doesn't have last year to compare with. Councilmember McEvers asked if the building permit fee was due to the inspections required. Ms. McLeod clarified that the permit fee includes plan review and several inspections dependent upon the type of project. Councilmember McEvers asked specifically about the re-roof and does it change if one was to do the work themselves. Ms. McLeod explained that the re-roof fee has been changed to be based on the valuation of the project.

RESOLUTION NO. 21-042

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ESTABLISHING AND AMENDING CERTAIN CITY FEES.

MOTION: Motion by McEvers, seconded by Evans, to approve **Resolution No. 21-042**, approving fees for the Building, Finance, Parks and Recreation and Water Departments.

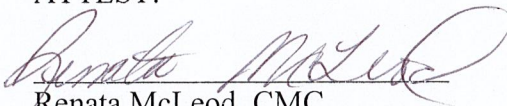
DISCUSSION: Councilmember Miller asked if the street light fee can be approved for two years at a time. Ms. McLeod confirmed they could approve based on this hearing and it would mesh with the previously approved water fee increase that are in effect each April. Councilmember English noted that it is important to remember that user fees are appropriate and should be increased base on increase in costs or we end up subsidizing the fees using property taxes.

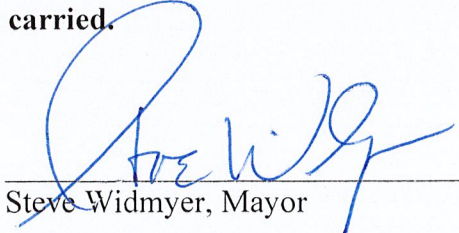
ROLL CALL: Evans Aye; Miller Aye; McEvers Aye; Gookin Aye; English Aye. **Motion carried.**

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

The meeting adjourned at 7:42 p.m.

ATTEST:


Renata McLeod, CMC
City Clerk


Steve Widmyer, Mayor