

WELCOME
To a Regular Meeting of the
Coeur d'Alene City Council
Held in the Library Community Room

AGENDA

VISION STATEMENT

Our vision of Coeur d'Alene is of a beautiful, safe city that promotes a high quality of life and sound economy through excellence in government.

NOTE: Governor Little has moved the State into the Rebound Idaho Stage 4. Within stage 4 it allows for group gathering, with the social distancing guideline. As such, we are able to accommodate some in person seating; however, we continue to encourage electronic participation. Public comment will be taken during that section of the meeting by indicating a raised hand through the Zoom meeting application and/or provided in advance of the meeting. Public comments will not be acknowledged during any other time in the meeting. In regard to the Public Hearing item, please sign up in advance of the meeting to be acknowledged to give testimony here: <https://www.cdaid.org/signinpublic/Signinformlist> and participate through the zoom meeting link. Additionally, you may provide public comments to the City Clerk by 4:00 p.m. the day of the hearing at renata@cdaid.org.

*The meeting will be aired on Zoom meeting network with the following options:
<https://zoom.us/j/94769910634> Password: 522103 or Dial: US : +1 346 248 7799 or +1 646 518 9805 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)*

The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Council on any other subject should plan to speak when **Item E - Public Comments** is identified by the Mayor. The Mayor and Council will not normally allow audience participation at any other time.

July 7, 2020: 6:00 p.m.

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: Pastor J. Paul Van Noy Candlelight Church

C. PLEDGE OF ALLEGIANCE:

D. AMENDMENTS TO THE AGENDA: Any items added less than forty-eight (48) hours prior to the meeting are added by Council motion at this time.

E. PUBLIC COMMENTS: (Each speaker will be allowed a maximum of 3 minutes to address the City Council on matters that relate to City government business. Please be advised that the City Council can only take official action this evening for those items listed on the agenda.)

*****ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

F. ANNOUNCEMENTS:

- 1. City Council**
- 2. Mayor – Appointment of J. D. Reeves to the Urban Forestry Committee**

G. CONSENT CALENDAR: Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilmember that one or more items be removed for later discussion.

1. Approval of Council Minutes for the June 16, 2020 and June 22, 2020 Council Meetings.
2. Approval of Bills as Submitted.
3. Setting of General Services/Public Works Committee meeting for Monday, July 13, 2020 at 12:00 noon.
4. Approval of the following Cemetery actions:
 - a. Repurchase from Charles and Marilyn Jackson; Lot 1, Block 67, Section A Forest Cemetery.
 - b. Transfer from Gwen Winger to English Funeral Chapel; Lots 7, 8, 9, Block 3, Section K, Forest Cemetery
 - c. Repurchase from Sharon Lundblad; Niche 49, N6C, Forest Cemetery Annex (Riverview)
 - d. Transfer from Bruce English to Tomas Hayman; Lot 84, Block 01, Section OP; Forest Cemetery

As Recommended by the City Clerk

5. Approval of outdoor seating for Monarch Ramen & Noodle House, 1401 N. 4th Street and the North Idaho White Pine Coffee Shoppe, 1814 N. 4th Street.

As Recommended by the City Clerk

6. Approval of SS-20-02, Unity First Addition: Final Plat

As Recommended by the City Engineer

7. **Resolution No. 20-038 -**

- a. Approval of a Grant Deed for Utility Easement for Sewer Line from NP Depot LLC, Grantor, at 201 N. 3rd Street

As Recommended by the City Engineer

- b. Approval of the destruction of temporary and semi-permanent records from the Water Department ranging from 1995-2017

**As Recommended by the City Clerk
in accordance to the Records Retention Schedule**

H. OTHER BUSINESS:

1. Approval of the acceptance of grant under the CARES Act and ratification for emergency purchase of sanitization systems for the Police and Fire Departments.

Staff Report by: Stephanie Padilla, Accountant

2. Approval of the Notice of Intent to participate in the Property Tax Relief through Coronavirus Relief Fund (CRF)

Staff Report by: Vonnie Jensen, Comptroller

3. Council Liaison Discussion

Presentation by: Councilmembers Gookin and Wood

I. PUBLIC HEARING

Please sign up to testify at <https://www.cdavid.org/signinpublic/Signinformlist>

1. Legislative - V-19-05, Vacation of alley right-of-way located within a portion of Block G of the Coeur d'Alene and Kings Addition in the City of Coeur d'Alene.

Staff Report by: Dennis Grant, Engineering Project Manager

- a. **Council Bill No. 20-1009** – Approving the Vacation of alley right-of-way located within a portion of Block G of the Coeur d'Alene and Kings Addition in the City of Coeur d'Alene.

J. RECESS to July 8, 2020 at noon in the Library Community Room, located at 702 E. Front Avenue for a workshop regarding Fiscal Year 2020-2021 Budget.

**This meeting is aired live on CDA TV Spectrum Cable Channel 1301
and on Facebook live through the City's Facebook page.**



Coeur d'Alene

CITY COUNCIL MEETING

July 7, 2020

MEMBERS OF THE CITY COUNCIL:
Steve Widmyer, Mayor
Council Members McEvers, English, Evans, Gookin, Miller, Wood

ANNOUNCEMENTS

Memo to Council

DATE: June 30, 2020

RE: Appointments to Boards/Commissions/Committees

The following appointment is presented for your consideration for the July 7th Council Meeting:

J. D. REEVES

Urban Forestry Committee

A copy of the data sheet has been placed by your mailboxes.

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Nick Goodwin, Urban Forester

CONSENT CALENDAR

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

June 16, 2020

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 June 16, 2020 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

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

INVOCATION: Pastor Steve Massey with Hayden Bible Church provided the invocation.

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

Mayor Widmyer noted that the item for the appeal of the denial of the tree removal request for 3702 E. Sky Harbor Drive was pulled from the Agenda.

COUNCIL COMMENTS:

Councilmember English announced that the Library Foundation received a \$2,500.00 grant from the Idaho Humanities Council today, under the CARES Act, that will go toward the purchase of E-books.

Councilmember McEvers expressed his thoughts and prayers for former councilmember Chris Copstead, whose health is not currently well. Mr. Copstead has served the community in many ways over the years and he asked the community to send him and his family prayers for good health.

CONSENT CALENDAR:

1. Approval of Council Minutes for the June 2, 2020 and June 8, 2020 Council Meetings.
2. Approval of Bills as Submitted.
3. Approval of Financial Report.
4. Setting of General Services/Public Works Committee meeting for Monday, June 22, 2020 at 12:00 noon.

5. **Resolution No. 20-035** - A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE FINAL PLAT OF THE DISTRICT AT RIVERSTONE (S-1-19), AND ACCEPTING IMPROVEMENTS AND A LANDSCAPE AGREEMENT WITH SECURITY.

MOTION: Motion by McEvers, seconded by Evans, to approve the Consent Calendar as presented, including **Resolution No. 20-035**.

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

PARKING REVENUE FROM THE 4TH OF JULY TO BE DEDICATED TO CITY PUBLIC SAFETY EXPENSES.

STAFF REPORT: City Administrator Troy Tymesen explained that in the past, the City has leased the publicly-owned parking lots to the Chamber of Commerce on the 4th of July for the Chamber to generate revenue to be used exclusively to defray the cost of the community fireworks display. This year, due to the public fireworks display being cancelled, the City will not be leasing the parking spaces to the Chamber. The City's approved fee schedule provides that the fee for all day parking on the 4th of July is \$7 per space. The lease with the Chamber allowed the Chamber to charge \$20 per space. Thus, the Chamber received net revenue of \$13 per space, remitting the other \$7 per space to the City. Last year, the revenue collected for the 4th of July parking was \$14,984, and the payment to the City from the Chamber was \$9,374, after deducting labor cost for the lots without pay stations. Mr. Tymesen noted that there are 1,393 parking spaces, not including the 87 spaces at Independence Point. This year the City's public safety departments have requested to use a portion of the Independence Point parking lot for a staging area and the rest of the lot will be used for a few amusement rides for children, which means there will be no revenue from that lot. The Parking Fund financial plan includes a planned expenditure of \$210,000 as a transfer to the General Fund for use by the Parks operating department and a \$190,000 expenditure as a transfer to the Parks Capital Improvement Fund. Mr. Tymesen noted that the Police Department and the Fire Department's anticipated overtime expense for the 4th of July event is included in their respective approved FY 2019-20 budgets. He also noted that the Parking Fund revenue is not far off from the anticipated revenues, and the parking vehicle for the license plate recognition has been installed and is being tested. Expenses for the 4th of July for public safety are very significant, with Fire estimating their overtime at \$7,000 and the Police estimate, depending on the number of people deployed, is \$65,000.

DISCUSSION: Councilmember McEvers asked how much the City is charging for 4th of July parking this year. Mr. Tymesen confirmed it would be \$7 per space, with \$9,500 in revenue expected for the day. Councilmember Gookin asked for clarification regarding the removal of 87 spaces from Independence Point and its use for staging and amusement rides. Mr. Tymesen noted that they are continuing to work on details for that day and are working with public safety on their needs. Councilmember Gookin noted that the lease of a parking lot should have come before the Council. He asked why the City can't charge \$20 per space that the Chamber has charged in the past. Mr. Tymesen explained that the City has not approved the fee in the schedule as required by the Idaho Code. Since the City leases the lot to the Chamber, they can

charge fee as they are not encumbered by the same Idaho Code as the City. Councilmember Gookin noted that he met with the chiefs and found that the City pays for the overtime costs as the event fees don't cover all the costs. Councilmember Wood asked if there was some revenue from parking coming in to the Police Department now for downtown patrols. Mr. Tymesen explained that there was a request for one year of funding to the Police Department for the Ambassador program. Councilmember Wood asked if all 87 spaces were requested by public safety. Mr. Tymesen said that now that there are no fireworks they may not need as much space. Councilmember Wood expressed concern about the children's rides being mixed in with the command center and emergency vehicles. Mr. Tymesen noted that they are continuing to work on details. Police Chief White said that Captain Brainard has been working with the Parks Department to determine the location of rides and if it will even work. He noted that they do want the entire lot for logistics and controlling the area and does not want to conflict with children activities and also confirmed that they are still working on details. Mayor Widmyer said that he doesn't believe it makes sense to mix children's activities with emergency services.

Councilmember English said that the \$7 per stall fee makes sense as this is a tough time financially for a lot of people. He trusts that the police will make it safe and that council should discuss the additional fee for the future. Mr. Tymesen explained that staff suggested that the event fee be added to the next fee public hearing so that the City has latitude to charge that fee in the future. Councilmember Miller asked if this was a one-time request. Mr. Tymesen explained this is a one-time request, as Council has budget authority and budget amendments are usually captured at the end of the fiscal year with one amendment. Councilmember Miller noted that she had brought up a request that the City get together with downtown groups, before COVID, to talk about large festivals, so the discussions were put on hold, but she felt the City should be putting sideboards up in the future. Councilmember Evans noted that the fee is a moot point since there is not enough time to have a fee hearing to increase the fee. Councilmember Wood asked for clarification regarding the last time the City transferred money from parking to public safety. Mayor Widmyer noted that two years ago money was set aside from the Parking Fund to pay for the Explorer program and he thought that would be ongoing. Mr. Tymesen said that he would have to check on it and does not currently see a transfer directly to that program from the Parking Fund for the current year. Councilmember English noted that this is a one-time request for this year and they do need to look at things going forward and, hopefully, by next year the fireworks will be back and this will just be an anomaly.

MOTION: Motion by Gookin, seconded by Wood, to approve dedicating the revenue from the City-owned parking lots on the 4th of July to cover the City's public safety expenses for that day.

DISCUSSION: Councilmember Gookin said that he agrees that keeping the fee at \$7 per stall is reasonable based on economy, but wished they could go higher and expressed his upset regarding the leasing of property for kiddy rides as that should have come to Council.

Councilmember McEvers noted that he supports the \$7 fee since there is not a firework event, so the \$20 event fee does not make sense. He noted that the kiddy rides would be a good idea and something they haven't done before and it would not be going to be late at night. He commented that he knows it is a different tweak on things than previous years and that the Chamber is trying to have family day and do something in exchange for not having fireworks. Councilmember Miller commented that they could have the rides in the park.

Parks Director Bill Greenwood explained that the idea of the rides evolved through a discussion with himself and Captain Brainard. He noted that the year before they used the lot near the carousel for additional rides. They are going to have other items in the park and were trying to blend the items throughout the park as the carousel lot is not available. They can push all the elements into the park. Mr. Greenwood noted that they were just brainstorming and apologized for the concern. Councilmember Wood reiterated that she was surprised by the combination of police and children's events. Mr. Greenwood noted that they really thought they could blend the footprint with the size of the lot but will have lots of family friendly elements in the park.

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

RESOLUTION NO. 20-036

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING AN AGREEMENT WITH THE COEUR D'ALENE URBAN RENEWAL AGENCY DBA ignite cda FOR THE TRANSFER OF THE CITY'S ATLAS MILL PROPERTY.

STAFF REPORT: City Attorney Mike Gridley noted that in a strategic effort to increase public access to the Spokane River waterfront and encourage the economic development of a former mill site brownfield, the City purchased a portion of the BNSF railroad right-of-way in 2015 and the former Stimson Atlas Mill site in 2018. Since that time, the City has worked with the community, ignite cda (ignite), and consultants to create plans for public waterfront access, including a trail and park, as well as guidelines and plans for development of the remaining property. Ignite has funded the construction of the public Atlas Waterfront Project improvements that are nearing completion using urban renewal funds from the Lake District. City staff and ignite have worked with consultants to establish a format for disposing of the City-owned land that will be used for development. Requests for Proposals were solicited from developers and a scoring system was used to select developers whose projects fit with the community's goals for development. Agreements to Negotiate Exclusively (ANEs) for the first phase of development, which includes seven development areas, are underway. The transfer of the City-owned land to ignite will allow the agency to sell the land and generate revenue to reimburse ignite for the Atlas Waterfront Project public improvements and development costs, as well as reimburse the City's acquisition costs. Under Idaho law urban renewal agencies have considerable latitude to negotiate land sales and redevelopment projects for the public good. In contrast, cities are usually limited to selling land by sealed bid to the highest bidder without the benefit of evaluating the bids to determine what bid best fits the community's goals and development standards. Transferring the City's land to ignite will allow for the most efficient and beneficial sale of the land, and is consistent with the decisions made by the City Council and ignite Board to partner together to acquire and develop the Atlas Waterfront project for the public benefit. An ad hoc Steering Committee has been formed to oversee the development process, which includes Councilmember Wood, the City Administrator, Community Planning Director, and ignite representatives, one of which also serves on the City's Planning Commission. The committee will continue to be involved in the process to ensure that the goals

of the City and ignite are met. The City has costs of approximately \$9 Million and additional costs for fill and ignite has spent money for infrastructure in the meantime the park, trail, and greenspace will remain City property. He noted that the City gets paid back through a cash flow projection that will net the money to pay back the City.

DISCUSSION: Councilmember Wood noted that the transfer agreement is important to the City and ignite and believes that they have captured what they wanted in bullet point B and the pro forma attached provides comfort in the expected transfers. Councilmember Gookin noted that in Exhibit B includes anticipated revenue but within the agreement it notes that payback occurs to the extent the agency determines. Mr. Gridley noted payback would occur when the revenues come in and noted that the response to their request for proposals has been good. He continued to explain that they still have expenses so it is their discretion, as they cannot go into debt to pay the City back but they have expressed their intent. Mayor Widmyer noted that he requested the cash flow model be brought forward as part of the document so the City can see how it will occur and he is comfortable with that.

MOTION: Motion by McEvers, seconded by Evans, approving **Resolution No. 20-036;** approving an agreement to transfer property at Atlas Mill to ignite cda.

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

RESOLUTION NO. 20-037

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING AMENDMENTS TO RULE 3 - QUALIFICATIONS OF THE COEUR D'ALENE CIVIL SERVICE RULES.

STAFF REPORT: Human Resources Director Melissa Tosi explained that the general purpose of the Civil Service Rules is to provide information and standards for the Coeur d'Alene Fire Department Local 710 by assuring all persons in the classified service receive fair and impartial treatment. The Fire Department would like to enhance the legacy of fire service families by not automatically disqualifying relatives of current fire employees from applying, testing and being eligible for hire within the Fire Department. The current Personnel Rules disqualifies an applicant if he or she is related to an employee within the chain of command of the position applied for. Adding this amendment to the Civil Service Rules would allow the Fire Department to hire within the chain of command. This is a common practice in the fire service with surrounding departments such as City of Boise, City of Spokane, City of Lewiston all allowing hiring of family members within the fire service. Additionally, there is a 3-step testing process for firefighter (written, physical agility, interview) that objectively ranks applicants based on their ability throughout the testing process. Once ranked on the eligibility, there is a rule of 5. Which means, for every one vacancy, the Fire Chief can hire one applicant from the top 5 names on the list. The hiring process for firefighter is extremely competitive, and will remain so for all applicants, which was important to the Civil Service Commission. The goal is to hire the best applicants for the City of Coeur d'Alene, which may be a family member if their ranking and ability proves to be a good fit for the department. The proposed amendment will bring the rules

up-to-date regarding the qualifications desired by the Coeur d'Alene Fire Department Local 710, and recommended by the Fire Chief. The Civil Service Rule amendment was reviewed and approved by each of the Civil Service Commission members on May 5, 2020.

DISCUSSION: Councilmember Wood asked what the Council's authority is to approve these amendments. Ms. Tosi noted it is written that Council has the final approval in the civil service amendments. Councilmember English asked who are the members of the Civil Service Commission. Ms. Tosi noted that the Commission consists of Ben Wolfinger, Sharmon Schmidt and Dixie Reid. Councilmember McEvers noted that if you are related to a city employee within the same department, you are not eligible for employment. Ms. Tosi confirmed that is correct, with some caveats for marriages that occur after the hire and Idaho Code also prohibits relatives within the second degree of a current Councilmember. Councilmember McEvers asked why they want to change something for one department when they already have so many codes against it. Ms. Tosi noted that the Fire Department brought the request forward and it is more common within the fire service industry and many local agencies allow the practice. The Cadet program netted several family members being trained up and then they had to go to another agency to get hired. They do have four stations and believe they could place relatives on different shifts and locations. Councilmember Wood noted that she understands the fire legacy in larger departments; however, she would like reassurance that if one firefighter backs up into a fire hydrant at a scene and if they have a relative that is a supervisor, that there are layers in place to protect the integrity of the scene. Chief Gabriel noted that integrity is one of their top three missions and he would assure that discipline would be the same no matter what and that is important to the department. He said that he brought the request forward and believes legacy is important and the family-member firefighters may be on the same vehicle together but there are layers in place to assure they are not on the same shift. Councilmember Wood noted that it is a little concerning regarding promotions and discipline. Chief Gabriel explained they will keep the exact same processes in place no matter what and that he believes they might be under more of a microscope. Councilmember McEvers explained that the worst-case scenario is that one of the top 5 is connected, and the City hires the connected one and that it looks bad to the other candidates. Chief Gabriel noted that there will be scores of a test, resumes, and they will have documentation that they could point to. Councilmember McEvers asked why the Police Department is different. Chief Gabriel noted that he brought it forward and Chief White did not. He explained that the dynamics are changing and expressed concern about losing the youth that are being trained here. Ms. Tosi noted that the Police Department was approached and they weren't interested in the option.

MOTION: Motion by Evans, seconded by Gookin to approve **Resolution No. 20-037** - approving an amendment to the Civil Service rules to allow relatives of current fire employees to apply, test, and be eligible for hire within the Fire Department.

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

J. RECESS: Motion by Gookin, seconded by Evans to recess to June 22, 2020 at noon in the Library Community Room, located at 702 E. Front Avenue for a workshop regarding ignite cda 2-year priorities for the Lake District. **Motion carried.**

The meeting recessed at 7:05 p.m.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, CMC
City Clerk

Draft

MINUTES OF A CONTINUED MEETING OF THE
COEUR D'ALENE CITY COUNCIL
HELD IN THE LIBRARY COMMUNITY ROOM
ON JUNE 22, 2020 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 June 22, 2020, there being present upon roll call a quorum.

Steve Widmyer, Mayor

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

STAFF PRESENT: Troy Tymesen, City Administrator; Renata McLeod, Municipal Services Director/City Clerk; Vonnie Jensen, Comptroller; Amy Ferguson, Executive Assistant; Bill Greenwood, Parks & Recreation Director; Hilary Anderson, Community Planning Director; Chris Bosley, City Engineer; Tim Martin, Street & Engineering Director

GUESTS: Phil Boyd, Welch Comer Engineers; Tony Berns, Executive Director, ignite cda; Terry Cooper, President, CDA Downtown Association

CALL TO ORDER: Mayor Widmyer called the meeting to order and noted that the purpose of the meeting was to discuss council priorities for ignite for the Lake District over the next couple of years.

Councilmember Gookin asked for an update on the Independence Point situation. Mr. Tymesen responded that public safety will occupy a portion of the Independence Point parking lot similar to the footprint a year ago. There will be no amusement rides in the parking lot. The remainder of the lot will be open to the public for parking.

Councilmember Gookin asked if there was any change in the Police Department (PD) approach as opposed to last year in regard to increased enforcement or increased presence. Mr. Tymesen said that he doesn't anticipate a decreased presence and that enforcement will be similar. The PD will be reminding citizens regarding no alcohol in the parks.

Councilmember Wood asked what kind of direction the PD was being given, and by whose direction. Mayor Widmyer said that the direction is that the Police Chief and Fire Department (FD) are putting together the safety plan. He noted that the plan he received still had information regarding fireworks and Chamber parking so those things are going to be edited out, but he assumes that it will be a very similar plan to what they had last year, although there won't be traffic considerations because of there being no fireworks. Councilmember Wood asked if there

had been any sort of directive that they will have less people and less enforcement. Mayor Widmyer said that there is no directive, and the PD and FD have been given the directive to develop the plan that is the best for public safety, like they always have.

Councilmember Gookin said that there are always rumors and it is always good to clear them up. One of the things he heard was regarding alcohol enforcement, and one of the concerns of the PD he has been told in the past is that people come to the park and drink and the PD go around and enforce it the best they can. Councilmember Gookin said that he would love to see the Council revisit the use of alcohol in the park, or maybe discuss allowing it again. Mayor Widmyer said that when they have had discussions in the past, the PD has expressed concerns about it. Mr. Tymesen confirmed that was correct. He also confirmed that they have not asked the PD to scale back their personnel whatsoever.

Mayor Widmyer said that as long as he has been here, they have always relied on the public safety experts and followed their plan. Councilmember English said that he thinks it is giving way too much air time to rumors. Councilmember Wood said that, considering what happened last year, they should be concerned about what presence they have this year.

COUNCIL DISCUSSION REGARDING IGNITE CDA LAKE DISTRICT TWO-YEAR PRIORITIES:

Mr. Tymesen said that they have been asked by the ignite cda Board to reclarify the direction that the City would like to have projects move as the Lake District looks toward closure. The district currently has two more fiscal years of income in 2021 and 2022. The goal is to provide a list of items rated as high, medium and low.

At the end the goal is to provide to ignite those items that are rated high, medium and low. Mr. Tymesen said that he did not know exactly how many dollars are going to be in ignite's budget in that they are a standalone organization with a board of directors. The goal is to share with ignite council's top five items.

Mr. Tymesen reviewed each of the proposed priorities and estimated cost:

4 Corners Project: Memorial Park, Skate Park Phase 2: \$200,000

Atlas Waterfront: West Log Boom: \$100,000

Atlas Waterfront: East Log Boom: (included in FY 2020 budget from savings in the Atlas Waterfront project) \$40,000

Atlas Waterfront: East Vendor Docks and East Day Use Docks: \$300,000. Mr. Tymesen explained that the idea behind the docks was commercial rental space for boats and/or jet skis.

Atlas Waterfront: City Land Purchase Investment Reimbursement: Mr. Tymesen said that the City just signed an agreement that the City would be receiving the reimbursement as ignite has cash flow. He noted that he assumed that Council would want to make it the highest priority.

Mr. Berns said that the City transferred to ignite Area 13 and a little of Area 12. No revenues from the Atlas project will be paying the City back – it will be revenues from the Lake District.

4 Corners Project: LaCrosse/BLM Parks: Site Remediation and Dry Land Grass: \$300,000

4 Corners Project: LaCrosse/BLM Park: Parking Lot: \$500,000

4 Corners Project: LaCrosse-Lakewood Roadway Connection: \$1.8 Million

Midtown Intersections: Boise & Foster: \$69,000. Mr. Martin confirmed that the cost for the Foster intersection redo would include mitigation to bulb-outs.

Downtown Improvements: Lakeside Avenue: 1st – 6th Street: Mr. Bosley said that the Lakeside Avenue project would be looking at damaged sidewalk and ADA inaccessible areas on Lakeside. One of the big costs is the decorative lights which were set too close to the curb line as compared to Sherman Avenue. He noted that cars are quite frequently backing into them as they are trying to get into a parking space, and the globes fall off and break. Councilmember McEvers asked if the Downtown Association takes care of the cost of the globes. Mr. Bosley said that the Streets & Engineering Department takes care of it. The cost would be \$110,500 (lights and sidewalk)

The Coeur d'Alene Avenue from 2nd to 5th project will provide street lights, curb extensions, and neighborhood beautification. The cost would be \$1.15 Million.

Mr. Martin said that, in regard to Coeur d'Alene Avenue, some of the thought was when they built the parking garage, they had an opportunity to dress up the other side of the street. They were asked to put something together that they could create for a contractor to be able to come in and widen the sidewalks and put in trees and benches, etc.

Mr. Tymesen said that the project list was created primarily a year ago and they would be open to other potential projects.

Mayor Widmyer asked about the fill material and if it was something that would be paid back through the Lake District. Mr. Berns said that it looks like it would be a 50/50 split between the River and Atlas Districts.

Councilmember English asked what the total was that they have to work with. Mr. Tymesen said that the goal was to provide ignite with a ranking of priorities. Councilmember Gookin said that it would be helpful to have ignite's revenue projection and debt load. Mr. Tymesen said that revenue is about \$5 Million per year, but the purpose of the workshop today was to get input from Council on projects that are important to them. Mr. Berns said that they are anticipating another \$5 Million for the next two fiscal years, but it could go down. The plan of action is to put a budget together by early July, with the draft budget going to ignite at their July meeting and a formal budget approved by August, with a budget to the City by September 1.

Councilmember Gookin asked about debt obligations. Mr. Berns said that they have two bank loans. The original expires in 2021 at about \$1.2 Million, and the second expires 2022 at about \$5.7 Million.

Councilmember Wood asked Mr. Berns to highlight what the Lake District has accomplished. Mr. Berns mentioned McEuen Park, the Library, Midtown, the Education Corridor, Kroc Center, Riverstone, various projects downtown, Parkside, McEuen Terrace, the joint use building on the education campus, the Parking Garage, Memorial Park, 4-Corners, the Memorial Grandstand, properties for the White house, and Union Pacific acquisition. Councilmember Wood commented that the list really shows what good planning can accomplish.

Councilmember Wood asked about the ability to close early because of the debt load. Mr. Berns responded that the district has to go the full term to pay off the debt, but they have some opportunities to create some wonderful elements for the community.

Councilmember Gookin said that one of the purposes of tax increment financing is that what you are going to spend money on generates tax income. He commented that the majority of the projects mentioned do not pay property taxes and believes it is a misuse of tax increment financing, which has been one of his “bones of contention.” He said that he would favor closing the districts early and that it would be a shot in the arm to the City because then the money would come to the City where they could buy some capital items and catch up on some spending they have that are more needs than wants.

Mayor Widmyer said that the Lacrosse-Lakewood Roadway connection does create tax increment in the short term, and in the long-term it creates property taxes. The connection into Riverstone is going to develop property, and the project would take up a majority of the funds that will be generated over the next couple of years.

Councilmember Wood said that she thinks that Councilmember Gookin has a valid point that they should discuss about closing early. She was interested until she heard the debt load.

Councilmember Miller asked what has already been invested on the projects in regard to studies and engineering. Mr. Tymesen said that over a year ago Council gave direction for the Lacrosse-Lakewood connection and working on a land transfer. Engineering costs have been pretty much in house, and time spent has been pretty significant.

Councilmember Miller suggested another project for consideration: Converting the museum property into a police substation and any potential infrastructure that would need to be done. She noted that it is somewhat of a blighted district, and commented that the PD is interested in having a larger presence at that geographical location.

Councilmember Miller suggested another project for consideration: The Tubbs Hill Water Trail, which would cost under \$100,000. She noted that the City has already improved the fire boat house, and there could be a way to store some of the buoy system that she proposed before, and that trail could be done in phases. She commented that it would be a huge boon to what is going

on with the safety issues down at the Third Street boat launch, paddle boards, nonmotorized vehicles, etc.

Councilmember English said that a lot of the projects that were done are not on the tax rolls and won't generate future income; however, the property prices have definitely gone up and will contribute over the long haul, which is the whole purpose of urban renewal. One example is the tiny strip of houses that were some pretty tough rentals that ignite bought and then took down and put in infrastructure, and now it has generated a ton of funds that will generate year after year.

Councilmember McEvers remarked that the City came up short on the budget to do the police substation in the parking garage and wondered if the museum substation would fulfill the same need. He also asked about the railroad right-of-way repurchase. Mr. Berns said that he did an analysis and in the Lake District only the purchase investment is \$1,450,627.

Mr. Tymesen reminded the Council that they won't be able to utilize all of the anticipated \$10 Million in ignite income because ignite has debt service and ongoing obligations. Mayor Widmyer said that the amount would probably be somewhere between \$1.5 Million and \$3 Million. Mr. Berns said that he didn't want to give Council numbers that are going to change, and it is the ignite Board's responsibility to make the calls given Council's priorities.

Councilmember Miller said that the reimbursement agreements are a done deal, so why would Council rank them? Mr. Berns said that the property transferred to the Lake District is only Area 13. The only thing they will have available to pay back to the City is from the sale of Area 13, and other revenues that the Board could choose to put toward that reimbursement.

Councilmember Wood said that she thought that pro forma that was put together by ignite, the City Attorney's office, and the Mayor was good. It is not iron-clad, but they have a schedule where the City will be paid back, but Lacrosse is a priority.

Councilmember Gookin added another proposed project. He noted that in McEuen Park, on the west side, there is a large amount of concrete that doesn't get used and suggested putting in some solar sails to add shade to create a gathering space. He noted that it is within the downtown district and would cost about \$100,000 to complete the project.

Mayor Widmyer reviewed the priority project list and asked council to rank the items as low, medium or high.

Mr. Boyd reviewed the various Atlas projects and provided additional detail and explanation to the Council. He commented that the vendor docks and day use docks were originally conceived to be an amphitheater, but if a "T" was added to the docks, you could have a performance out there, which would be an anticipated \$40-50,000 in annual revenue.

Councilmember Evans asked if the East vendor docks would relieve some of the pressure on Independence Point. Mr. Greenwood answered hopefully, but if they pull out a big player, there is room for others, and it may open up more competition.

Mayor Widmyer said that the reimbursement from the Lake District is a priority. Mr. Berns said that there is no mandatory agreement that the ignite Board has to reimbursement the City for the acquisition costs of the Atlas Mill site and the railroad, and that is why it is in the conversation today. The Boards assumes that it is a high priority for the Council. He further commented that they have been coached by legal counsel that they have to identify everything they want to do in Fiscal Year 2021 so they can use the dollars and bring closure to the district in Fiscal Year 2022.

The Council agreed that reimbursement is a high priority item. The mayor then canvassed the council for their rankings on the projects.

Atlas Waterfront Project: East Vendor Docks and East Day Use Docks: MEDIUM Priority

City Land Purchase Reimbursement, Railroad ROW Reimbursement: HIGH Priority

LaCrosse-Lakewood Roadway Connection: HIGH Priority

McEuen Shade Project: HIGH PRIORITY

Tubbs Hill Water Trail: MEDIUM Priority

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

The meeting adjourned at 1:20 p.m.

Steve Widmyer, Mayor

ATTEST:

Amy C. Ferguson
Executive Assistant/Deputy City Clerk

CEMETERY LOT TRANSFER/SALE/REPURCHASE PROCEDURE AND ROUTING SLIP

Request received by: Municipal Services Kelley Setters 6.16.20
Department Name / Employee Name / Date

Request made by: Charles B. Jackson & Marilyn S. Jackson 208.514.5238
Name / Phone

530 E Warm Springs Ave Boise 83716
Address

The request is for: Repurchase of Lot(s)
 / Transfer of Lot(s) from _____ to _____

Niche(s): _____
Lot(s): 1, _____, _____, _____, _____, _____. Block: 67 Section: A

Lot(s) are located in Forest Cemetery / Forest Cemetery Annex (Riverview).

Copy of / Deed or / Certificate of Sale must be attached.

Person making request is / Owner / Executor* / Other* _____

*If "executor" or "other", affidaviats of authorization must be attached.

Title transfer fee (\$ _____) attached**.

**Request will not be processed without receipt of fee. Cashier Receipt No.: _____

ACCOUNTING DEPARTMENT Shall complete the following:

Attach copy of original contract.

Vonnie Jensen
Accountant Signature

CEMETERY SUPERVISOR shall complete the following:

1. The above-referenced Lot(s) is/are certified to be vacant: Yes / No

2. The owner of record of the Lot(s) in the Cemtery Book of Deeds is listed as:

Charles & Marilyn Jackson

3. The purchase price of the Lot(s) when sold to the owner of record was \$ 800 per lot.

MB 6/17/2020
Supervisor's Init. Date

LEGAL/RECORDS shall complete the following:

1. Quit Claim Deed(s) received: / Yes / No.

Person making request is authorized to execute the claim: _____
Attorney Init. Date

I certify that all requirements for the transfer/sale/repurchase of cemetery lot(s) have been met and recommend that that transaction be completed.

City Clerk's Signature Date

COUNCIL ACTION

Council approved transfer/sale/repurchase of above-referenced Lot(s) in regular session on: _____
Mo./ Day /Yr.

CEMETERY SUPERVISOR shall complete the following:

Change of ownership noted/recorded in the Book of Deeds: / Yes / No

Cemetery copy filed / ; original and support documents returned to City Clerk /

Cemetery Supervisor's Signature Date

Distribution: Original to City Clerk
Yellow copy Finance Dept.
Pink copy to Cemetery Dept.

CEMETERY LOT TRANSFER/SALE/REPURCHASE PROCEDURE AND ROUTING SLIP

Request received by: Municipal Services Kelley Betters 6.22.20
Department Name / Employee Name / Date
Request made by: Gwen Winger 6.22.20
Name / Phone

Address _____

The request is for: Repurchase of Lot(s)
 Transfer of Lot(s) from Gwen Winger to English Funeral Chapel

Niche(s): _____
Lot(s): 7, 8, 9, _____, _____. Block: 3 Section: K

Lot(s) are located in Forest Cemetery / Forest Cemetery Annex (Riverview).

Copy of Deed or Certificate of Sale must be attached.

Person making request is Owner / Executor* / Other* _____

*If "executor" or "other", affidaviats of authorization must be attached.

Title transfer fee (\$ 40.00) attached**.

**Request will not be processed without receipt of fee. Cashier Receipt No.: _____

ACCOUNTING DEPARTMENT Shall complete the following:

Attach copy of original contract.

Vonnie Jensen
Accountant Signature

CEMETERY SUPERVISOR shall complete the following:

1. The above-referenced Lot(s) is/are certified to be vacant: Yes / No
2. The owner of record of the Lot(s) in the Cemetery Book of Deeds is listed as:
ME or Mrs. James Winger
3. The purchase price of the Lot(s) when sold to the owner of record was \$ 125.00 per lot.

MB 6/23/2020
Supervisor's Init. Date

LEGAL/RECORDS shall complete the following:

1. Quit Claim Deed(s) received: Yes / No.

Person making request is authorized to execute the claim: _____
Attorney Init. Date

I certify that all requirements for the transfer/sale/repurchase of cemetery lot(s) have been met and recommend that that transaction be completed.

City Clerk's Signature Date

COUNCIL ACTION

Council approved transfer/sale/repurchase of above-referenced Lot(s) in regular session on: _____
Mo./ Day /Yr.

CEMETERY SUPERVISOR shall complete the following:

- Change of ownership noted/recorded in the Book of Deeds: Yes / No
Cemetery copy filed / ; original and support documents returned to City Clerk /

Cemetery Supervisor's Signature Date

Distribution: Original to City Clerk
Yellow copy Finance Dept.
Pink copy to Cemetery Dept.

CEMETERY LOT TRANSFER/SALE/REPURCHASE PROCEDURE AND ROUTING SLIP

Request received by: Municipal Services / Kelley Setters / 6-22-20
Department Name / Employee Name / Date

Request made by: Sharon Lundblad / 208-661-1770
Name / Phone

3897 S Bontche Park Rd COA, ID
Address

The request is for: Repurchase of Lot(s) / Transfer of Lot(s) from _____ to _____

Niche(s): 49 . N6C, _____

Lot(s): _____, _____, _____, _____, _____, _____ Block: _____ Section: _____

Lot(s) are located in / / Forest Cemetery Forest Cemetery Annex (Riverview).

Copy of / / Deed or / / Certificate of Sale must be attached.

Person making request is / / Owner / / Executor* / / Other* _____

*If "executor" or "other", affidaviats of authorization must be attached.

Title transfer fee (\$ _____) attached**.

**Request will not be processed without receipt of fee. Cashier Receipt No.: _____

ACCOUNTING DEPARTMENT Shall complete the following:

Attach copy of original contract.

Vonnie Jensen
Accountant Signature

CEMETERY SUPERVISOR shall complete the following:

1. The above-referenced Lot(s) is/are certified to be vacant: Yes / / No
2. The owner of record of the Lot(s) in the Cemtery Book of Deeds is listed as:
Sharon Lundblad
3. The purchase price of the Lot(s) when sold to the owner of record was \$ 1,000 per lot.
MB / 6/23/2020
Supervisor's Init. / Date

LEGAL/RECORDS shall complete the following:

1. Quit Claim Deed(s) received: / / Yes / / No.
- Person making request is authorized to execute the claim: _____
Attorney Init. / Date

I certify that all requirements for the transfer/sale/repurchase of cemetery lot(s) have been met and recommend that that transaction be completed.

City Clerk's Signature / Date

COUNCIL ACTION

Council approved transfer/sale/repurchase of above-referenced Lot(s) in regular session on: _____
Mo./ Day /Yr.

CEMETERY SUPERVISOR shall complete the following:

Change of ownership noted/recorded in the Book of Deeds: / / Yes / / No
Cemetery copy filed / /; original and support documents returned to City Clerk / /

Cemetery Supervisor's Signature / Date

Distribution: Original to City Clerk
Yellow copy Finance Dept.
Pink copy to Cemetery Dept.

CEMETERY LOT TRANSFER/SALE/REPURCHASE PROCEDURE AND ROUTING SLIP

Request received by: Municipal Services Kelley Setters 6.22.20
Department Name / Employee Name / Date

Request made by: Bruce English 208.771.2514
Name / Phone

1133 N. Fourth St CDA, ID 83814
Address

The request is for: / Repurchase of Lot(s)
/ Transfer of Lot(s) from Bruce A English to Thomas Darrick Hayman

Niche(s): _____
Lot(s): 84, _____, _____, _____, _____, _____ Block: 01 Section: 0P

Lot(s) are located in / Forest Cemetery / / Forest Cemetery Annex (Riverview).

Copy of / / Deed or / / Certificate of Sale must be attached.

Person making request is / / Owner / / Executor* / / Other* _____

*If "executor" or "other", affidaviats of authorization must be attached.

Title transfer fee (\$ 40.00) attached**.

**Request will not be processed without receipt of fee. Cashier Receipt No.: _____

ACCOUNTING DEPARTMENT Shall complete the following:

Attach copy of original contract.

Vonnie Jensen
Accountant Signature

CEMETERY SUPERVISOR shall complete the following:

1. The above-referenced Lot(s) is/are certified to be vacant: / Yes / / No

2. The owner of record of the Lot(s) in the Cemtery Book of Deeds is listed as:

Bruce English

3. The purchase price of the Lot(s) when sold to the owner of record was \$ 40.00 per lot.

MB 6/23/2020
Supervisor's Init. Date

LEGAL/RECORDS shall complete the following:

1. Quit Claim Deed(s) received: / / Yes / / No.

Person making request is authorized to execute the claim: _____
Attorney Init. Date

I certify that all requirements for the transfer/sale/repurchase of cemetery lot(s) have been met and recommend that that transaction be completed.

City Clerk's Signature Date

COUNCIL ACTION

Council approved transfer/sale/repurchase of above-referenced Lot(s) in regular session on: _____
Mo./ Day /Yr.

CEMETERY SUPERVISOR shall complete the following:

Change of ownership noted/recorded in the Book of Deeds: / / Yes / / No

Cemetery copy filed / /; original and support documents returned to City Clerk / /

Cemetery Supervisor's Signature Date

Distribution: Original to City Clerk
Yellow copy Finance Dept.
Pink copy to Cemetery Dept.



City of Coeur d'Alene

Municipal Services Department

City Hall, 710 E. Mullan Avenue
Coeur d'Alene, Idaho 83814
(208)769-2229 or Fax (208)769-2237
ksetters@cdaid.org

OUTDOOR EATING FACILITY ENCROACHMENT APPLICATION

Valid March 17 - Nov 1 Annually

New applications or renewals with changes will be submitted to City Council for approval.

The application must be received in the Customer Service Center a minimum of seven (7) days prior to a City Council meeting (first and third Tuesday of each month). Payments are due with the application.

Please mark the appropriate seating location below:

[] Seating on Private Property

[X] Seating on Public Right of Way
*Encroachment Permit and additional insurance required

Name of Eating Establishment: Monarch Ramen + Noodle House

Applicant's Name: Autumn Basso

Phone Number: 208 966 4230

Contact Person: Autumn Basso

Phone Number:

Cell Phone:

Email: midtownmonarch@gmail.com

Mailing Address: 1401 N. 4th St.

City/State/Zip: CDA 83814

Physical Address:

City/State/Zip: CDA 83814

Completed Application Change in ownership or type of use? [X] New [] No [] Renewal [] Yes Please specify

Do you hold a current State of Idaho Kootenai County and City of CDA alcohol license? [] No [X] Yes

If yes, on your State of Idaho alcohol license do you have a restaurant designation? [] No [X] Yes

Is anyone under the age of 21 allowed in the area inside your establishment where alcohol is served? [] No [X] Yes

What hours/days is the full menu available? Start 11AM End 8PM Days T, W, Th, F, S, S

Please supply a proposed site/seating plan, which is subject to approval and includes the following:

- [] Show table sizes and chair placement, distance from building (side street 24" tables maximum).
[] Show distance to any tree, grate, bench, light post, bicycle rack, news rack, etc.
[] What is width of sidewalk from property line to curb?
[] Please show location of refuse receptacle and disposal of cigarette remains.
[] If within the City sidewalk or City property, provide a Certificate of Liability Insurance naming the City as additional insured (\$1,000,000).
[] If within the City sidewalk or City property, complete a signed encroachment application.

CITY OF COEUR D'ALENE
710 E. Mullan Avenue
Coeur d'Alene, ID 83814-3958
(208) 769-2229

HOLD HARMLESS AGREEMENT

I (WE) (APPLICANT) Esto Perpetua Inc.

IN CONSIDERATION FOR AN OUTDOOR EATING PERMIT LOCATED AT

(ADDRESS) 1401 N. 4th St.

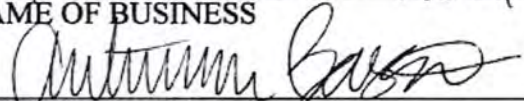
HEREBY AGREES TO SAVE AND HOLD THE CITY OF COEUR D'ALENE HARMLESS FROM ALL CLAIMS FOR PROPERTY DAMAGE, BODILY OR PERSONAL INJURY, DEATH, OR OTHER LOSS OR DAMAGE RESULTING FROM THE ACTIONS OR OMISSIONS OF

APPLICANT: Esto Perpetua Inc.

DOING BUSINESS AS: Monarch Ramen + Noodle House.

HIS/HER AGENTS, EMPLOYEES, OR ASSIGNS, IN THE OPERATION, MAINTENANCE, OR PERFORMANCE OF THIS OUTDOOR EATING PERMIT ON CITY PROPERTY OR PUBLIC RIGHT-OF-WAY IN THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO.

Monarch Ramen + Noodle House
NAME OF BUSINESS

 08 May 2020
SIGNATURE DATE

owner/manager
TITLE



CITY OF COEUR D'ALENE Encroachment Permit Application

If you are doing any construction or excavation work in the City right-of-way, or connecting to the City water or sewer, you must obtain an encroachment permit. Without all of the requested information (as it pertains to your project) your permit cannot be processed.

Job Address (N) S E W 1401 (ST) AVE DR RD P LN Cir Ct Wy Lp

Project Start Date _____ End Date _____

Type of Work Approach Curb Sidewalk Street Cut Sewer Connection Centennial Trail Prairie Trail Swale

Obstructions Street/Alley Sidewalk Sidewalk Seating A-Frame Signs

Insurance: Any work or encroachment in City right of way requires you to furnish the City with a Certificate of Liability Insurance naming the City of Coeur d' Alene as an additional insured. The liability minimum is \$500,000 combined aggregate policy for each occurrence. For outdoor eating the minimum is \$1,000,000. Please have the certificate written with an annual expiration date of 12/31. The cancellation (endeavor) clause must be amended to read 30 days written notice to the above named certificate holder and the remainder of the clause crossed off.

When the proposed work involves full or partial street closures, utility work, or street/alley cut, a site plan with a description of work and a detailed traffic control plan must be submitted with the application. The plan must conform to the MUTCD and show all required signs, barricades, cones, flaggers, detours, etc. and appropriate dimensions and wording (i.e. "Detour", "Road Closed Ahead", etc.)

Owner: _____ Contact Person _____ Phone _____ Fax _____

Address(C/S/Z): _____ E-mail _____

Contractor: _____ Contact Person _____ Phone _____ Fax _____

Address (C/S/Z): _____ E-mail _____

Idaho Contractor Registration No. _____ Expiration date (m/d/y): _____

City of Coeur d Alene Drain Layers No. _____ Expiration date (m/d/y): _____

State of Idaho Licensed Plumber No. _____ Expiration date (m/d/y): _____

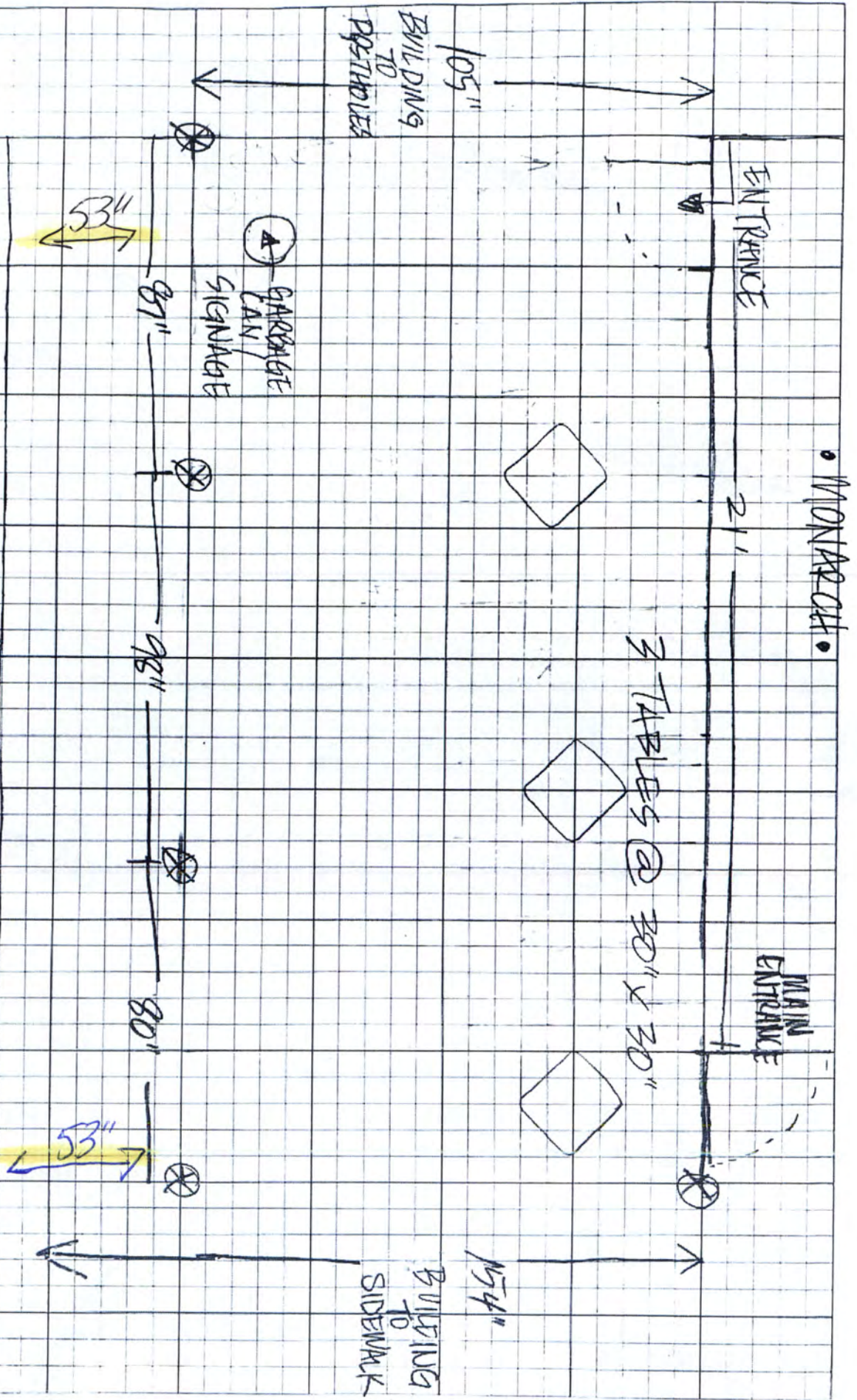
**** Please contact Municipal Services for application, fees, requirements and/or questions on Drain Layers licensing at 769-2229. ****
(Drain Layers must have an Original Bond \$2000, payable to the City, on file with Municipal Services in addition to the Liability Policy requirements and be a State of Idaho Registered Contractor)

All work must be inspected by a city inspector. All flatwork must be inspected prior to placement of concrete but after the forms are set. Please schedule all inspections through the inspection line by calling 769-2391 at least 24 hours prior to when the inspection is needed. It is the responsibility of the contractor to notify Emergency Services, Schools, and Waste Management of ANY street or alley closures or traffic delays.

Owner/Authorized Agent

Date 05 May 2020

MONARCH RAMEN +
 NOODLE HOUSE
 1401 N. 4th St.
 Coeur d'Alene



4th Street

• MONARCH •

Sewer Fee
FEE
Waived
FOR 2020
COVID
Amount
Due

FEES

Number of Seats x \$22.13 per seat (Sewer Cap Fee) 10 = \$ 221.30

*Fee required if not previously included in your original sewer rate seat count.

If located on sidewalk or City property, the encroachment fee is \$125.00. + \$ 125.00

TOTAL DUE \$ 346.30

If this is new or a renewal of permit with any changes to site plan or ownership, submit documentation. Please include the following, if within City sidewalk or City-owned property :

- _____ If serving alcohol, submit a site plan indicating proposed location of posts, type of barrier between posts, measurements from posts, and barriers to any obstacles including curbs, trees, grates, benches, etc.
- _____ Mark sidewalk for placement of posts and have the City team inspect and approve markings prior to installation
- _____ Have sidewalk cored and posts installed with caps for winter, at owners expense, after obtaining City Council approval (see attached policy)
- _____ Signs installed at exits

I have read the outdoor eating policy, and agree to abide by the regulations of the City. Further, I understand that no alcohol may be served at outdoor eating tables placed on City property after 10 p.m.


Applicant Signature

27 May 2020
Date

Internal Use Only

Reviewed and approved on: _____ By: _____

Issued By: _____ Date: _____

Conditions: _____

Denied due to: _____

Date: _____



City of Coeur d'Alene

Municipal Services Department

City Hall, 710 E. Mullan Avenue
Coeur d'Alene, Idaho 83814
(208)769-2229 or Fax (208)769-2237
ksetters@cdaid.org

OUTDOOR EATING FACILITY ENCROACHMENT APPLICATION

Valid March 17 - Nov 1 Annually

New applications or renewals with changes will be submitted to City Council for approval.

The application must be received in the Customer Service Center a minimum of seven (7) days prior to a City Council meeting (first and third Tuesday of each month). Payments are due with the application.

Please mark the appropriate seating location below:

[] Seating on Private Property

[] Seating on Public Right of Way

*Encroachment Permit and additional insurance required

Name of Eating Establishment: The North Idaho White Pine Coffee Shoppe

Applicant's Name: Autumn Basso

Phone Number:

Contact Person: Autumn Basso

Phone Number: 208 966 4230

Cell Phone:

Em: whitepinecoffee@hotmail.com

Mailing Address: 811 N. 4th St.

City/State/Zip: CDA ID 83814

Physical Address: 811 N. 4th St.

City/State/Zip: CDA ID 83814

Completed Application Change in ownership or type of use? [] New [X] No [X] Renewal [] Yes Please specify

Do you hold a current State of Idaho Kootenai County and City of CDA alcohol license? [X] No [] Yes

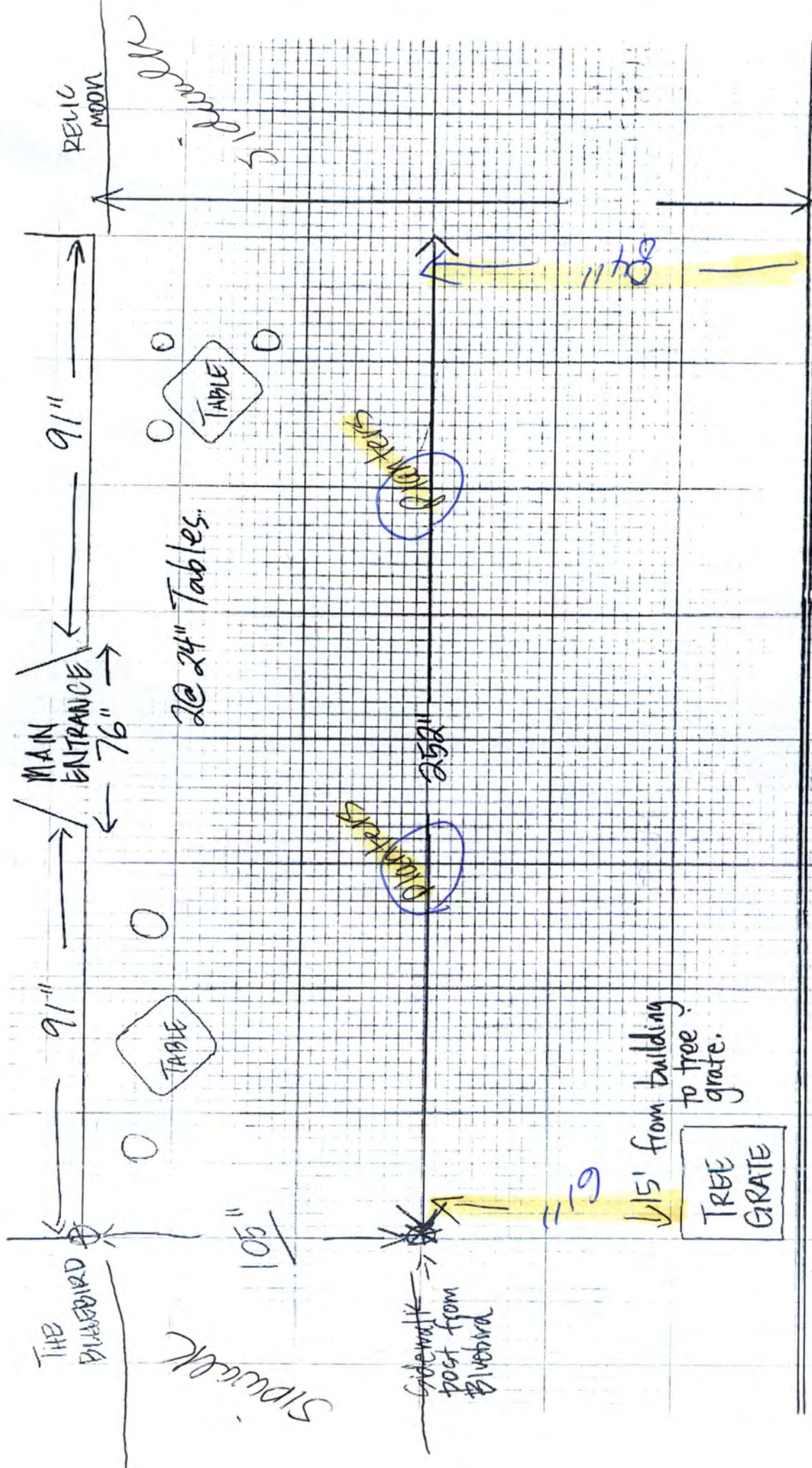
If yes, on your State of Idaho alcohol license do you have a restaurant designation? [] No [] Yes

Is anyone under the age of 21 allowed in the area inside your establishment where alcohol is served? [] No [] Yes

What hours/days is the full menu available? Start 7AM End 5PM Days M-Sun

Please supply a proposed site/seating plan, which is subject to approval and includes the following:

- [] Show table sizes and chair placement, distance from building (side street 24" tables maximum).
[] Show distance to any tree, grate, bench, light post, bicycle rack, news rack, etc.
[] What is width of sidewalk from property line to curb?
[] Please show location of refuse receptacle and disposal of cigarette remains.
[] If within the City sidewalk or City property, provide a Certificate of Liability Insurance naming the City as additional insured (\$1,000,000).
[] If within the City sidewalk or City property, complete a signed encroachment application.



The North Idaho White
 Pine Coffee Shoppe
 814 N 4th St.
 Coeur d'Alene

← N: 4th St.

CITY OF COEUR D'ALENE
710 E. Mullan Avenue
Coeur d'Alene, ID 83814-3958
(208) 769-2229

HOLD HARMLESS AGREEMENT

I (WE) (APPLICANT) EzB Enterprises

IN CONSIDERATION FOR AN OUTDOOR EATING PERMIT LOCATED AT
(ADDRESS) 814 N. 4th St.

HEREBY AGREES TO SAVE AND HOLD THE CITY OF COEUR D'ALENE HARMLESS FROM ALL CLAIMS FOR PROPERTY DAMAGE, BODILY OR PERSONAL INJURY, DEATH, OR OTHER LOSS OR DAMAGE RESULTING FROM THE ACTIONS OR OMISSIONS OF

APPLICANT: EzB Enterprises

DOING BUSINESS AS: The North Idaho White Pine Coffee Shoppe

HIS/HER AGENTS, EMPLOYEES, OR ASSIGNS, IN THE OPERATION, MAINTENANCE, OR PERFORMANCE OF THIS OUTDOOR EATING PERMIT ON CITY PROPERTY OR PUBLIC RIGHT-OF-WAY IN THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO.

The North Idaho White Pine Coffee Shoppe
NAME OF BUSINESS

[Signature]
SIGNATURE

21 May 2020
DATE

vice pres.
TITLE



CITY OF COEUR D'ALENE Encroachment Permit Application

If you are doing any construction or excavation work in the City right-of-way, or connecting to the City water or sewer, you must obtain an encroachment permit. Without all of the requested information (as it pertains to your project) your permit cannot be processed.

Job Address (N) S E W 4th (ST) AVE DR RD P LN Cir Ct Wy Lp

Project Start Date _____ End Date _____

Type of Work Approach Curb Sidewalk Street Cut Sewer Connection Centennial Trail Prairie Trail Swale

Obstructions Street/Alley Sidewalk Sidewalk Seating A-Frame Signs

Insurance: Any work or encroachment in City right of way requires you to furnish the City with a Certificate of Liability Insurance naming the City of Coeur d' Alene as an additional insured. The liability minimum is \$500,000 combined aggregate policy for each occurrence. For outdoor eating the minimum is \$1,000,000. Please have the certificate written with an annual expiration date of 12/31. The cancellation (endeavor) clause must be amended to read 30 days written notice to the above named certificate holder and the remainder of the clause crossed off.

When the proposed work involves full or partial street closures, utility work, or street/alley cut, a site plan with a description of work and a detailed traffic control plan must be submitted with the application. The plan must conform to the MUTCD and show all required signs, barricades, cones, flaggers, detours, etc. and appropriate dimensions and wording (i.e. "Detour", "Road Closed Ahead", etc.)

Owner: _____ Contact Person _____ Phone _____ Fax _____

Address(C/S/Z): _____ E-mail _____

Contractor: _____ Contact Person _____ Phone _____ Fax _____

Address (C/S/Z): _____ E-mail _____

Idaho Contractor Registration No. _____ Expiration date (m/d/y): _____

City of Coeur d Alene Drain Layers No. _____ Expiration date (m/d/y): _____

State of Idaho Licensed Plumber No. _____ Expiration date (m/d/y): _____

**** Please contact Municipal Services for application, fees, requirements and/or questions on Drain Layers licensing at 769-2229. ****
(Drain Layers must have an Original Bond \$2000, payable to the City, on file with Municipal Services in addition to the Liability Policy requirements and be a State of Idaho Registered Contractor)

All work must be inspected by a city inspector. All flatwork must be inspected prior to placement of concrete but after the forms are set. Please schedule all inspections through the inspection line by calling 769-2391 at least 24 hours **prior** to when the inspection is needed. It is the responsibility of the contractor to notify Emergency Services, Schools, and Waste Management of ANY street or alley closures or traffic delays.

Owner/Authorized Agent Antonia Bueso

Date 21 May 2020

CITY COUNCIL STAFF REPORT

DATE: July 7, 2020
FROM: Dennis Grant, Streets & Engineering Project Manager
SUBJECT: **SS-20-02, Unity First Addition: Final Plat Approval**

DECISION POINT

Staff is requesting the following:

1. City Council approval of the final plat document, a three (3) lot residential subdivision.

HISTORY

- a. Applicant: Unity Church of North Idaho
4465 N 15th Street
Coeur d'Alene, ID 83815
- b. Location: 4465 N 15th Street (SW Corner of the intersection of 15th Street & Hoffman Avenue)
- c. Previous Action:
 1. Preliminary plat approval, February 21, 2020

FINANCIAL ANALYSIS

There are no financial issues with this development.

PERFORMANCE ANALYSIS

This residential development is a re-plat of Lot 1, Block 1 of the Unity Addition subdivision located in Coeur d'Alene. This subdivision created three (3) lots. The infrastructure has been previously installed and accepted by the appropriate departments. There were three conditions that will be taken care during the building permit process; therefore, the document is ready for approval and recordation.

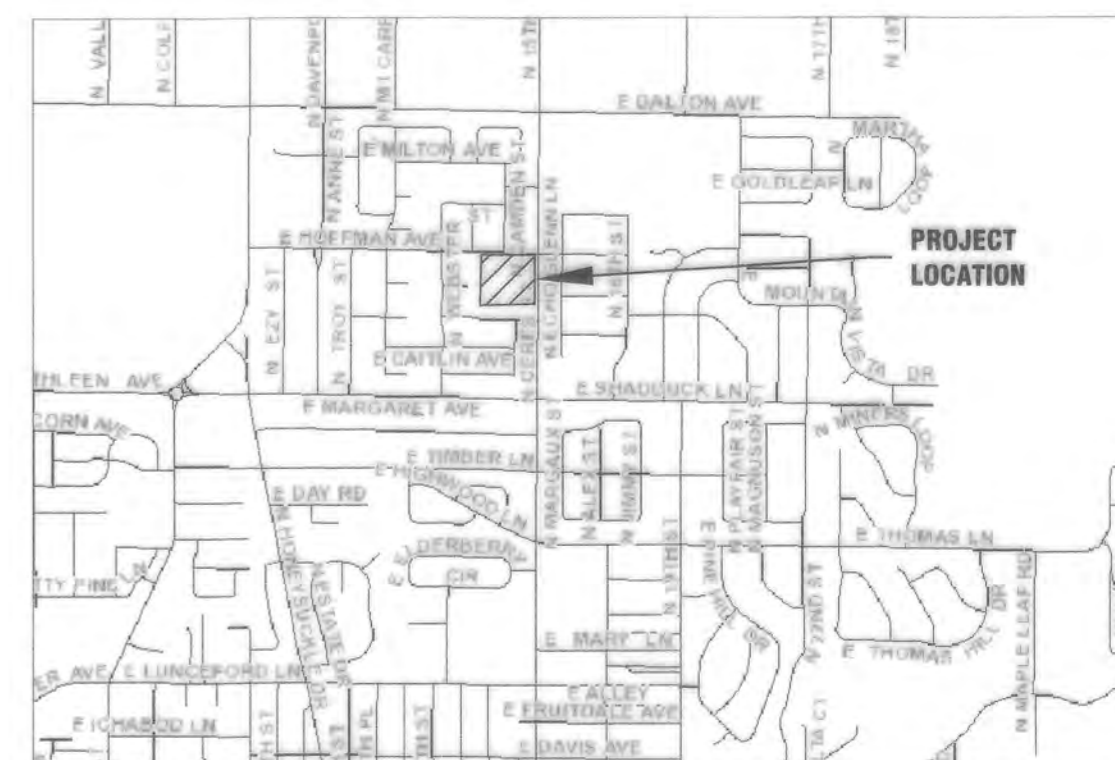
DECISION POINT RECOMMENDATION

City Council approval of the final plat document

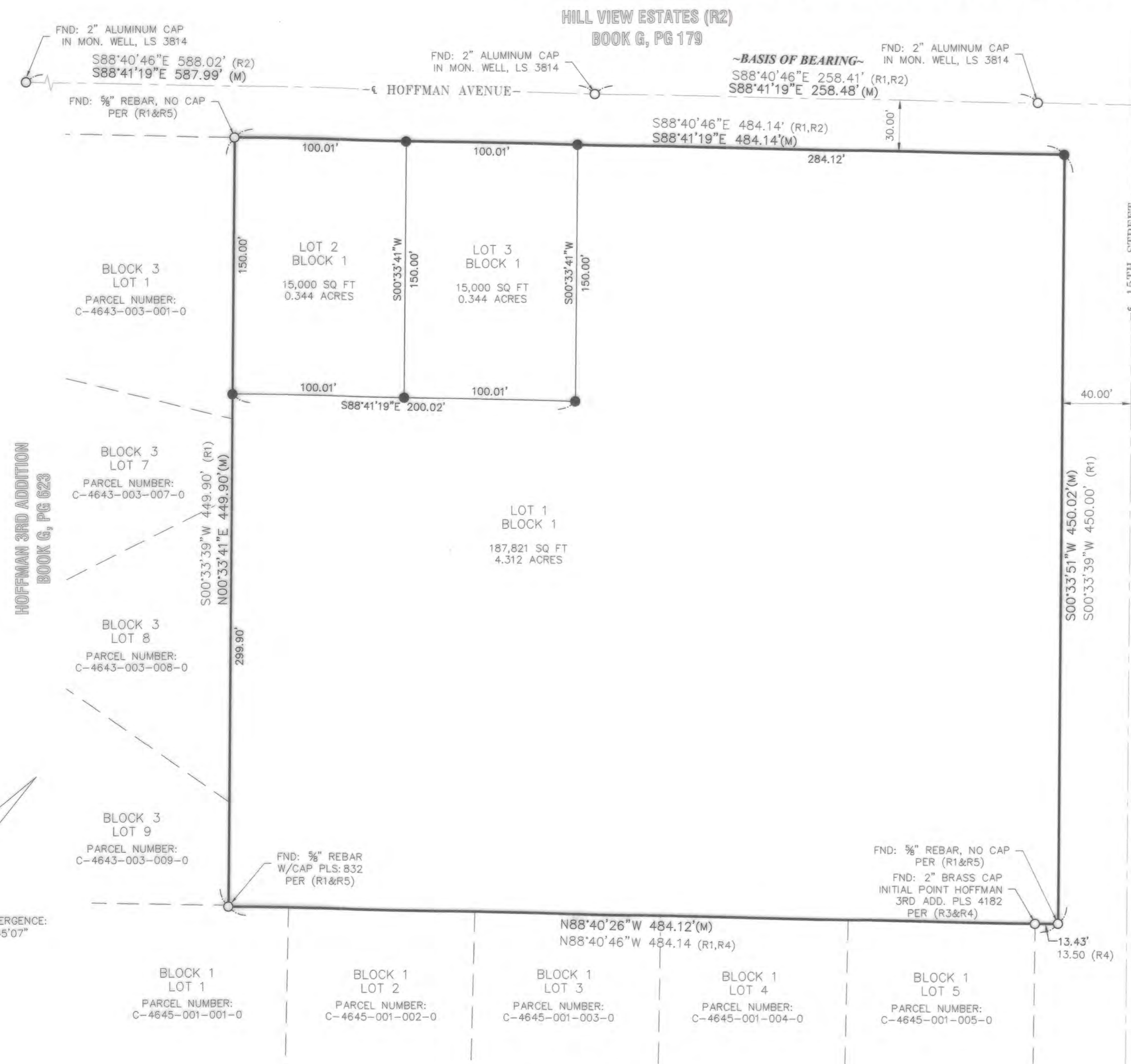
UNITY FIRST ADDITION

A REPLAT OF LOT 1, BLOCK 1, UNITY ADDITION

A PORTION OF THE SE 1/4 OF THE SE 1/4 OF SECTION 36, T51N, R4W, B.M.,
CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO



VICINITY MAP
N.T.S.



BASIS OF BEARING

BASIS OF BEARING FOR THIS SURVEY IS BETWEEN THE FOUND MONUMENTS ALONG THE CENTERLINE OF HOFFMAN AVENUE HAVING A GRID BEARING OF S88°41'19"E PER THE IDAHO STATE PLANE COORDINATE SYSTEM, WEST ZONE, NAD83 (2011).

REFERENCES

- R1 PLAT OF UNITY ADDITION, BY JOHN W. HOWE, PLS 832, ON 2/23/1989, FILED IN BOOK F, PAGE 226, RECORDS OF KOOTENAI COUNTY.
- R2 PLAT OF HILL VIEW ESTATES, BY EARL SANDERS, PLS 3814, ON 10/07/1994, FILED IN BOOK G, PAGE 179, RECORDS OF KOOTENAI COUNTY.
- R3 PLAT OF HOFFMAN 3TH ADDITION, BY DAVID E. SHUMANN, PLS 4182, ON 2/28/1995, FILED IN BOOK G, PAGE 231, RECORDS OF KOOTENAI COUNTY.
- R4 PLAT OF HOFFMAN 4TH ADDITION, BY ELMER D. SMITH, PLS 3390, ON 6/27/1997, FILED IN BOOK G, PAGE 478A, RECORDS OF KOOTENAI COUNTY.
- R5 RECORD OF SURVEY, BY JOHN W. HOWE, PLS 832, ON 8/24/1989, FILED IN BOOK B, PAGE 38, RECORDS OF KOOTENAI COUNTY.

NOTES

- 1. GPS GRID DATA IS ISPCS (IDAHO STATE PLANE COORDINATE SYSTEM), WEST ZONE, NAD 83 (2011).
- 2. INSTRUMENT USED: JAVAD TRIUMPH 1M & JAVAD TRIUMPH LS
- 3. CORS BASE STATIONS USED, DATE: 04-03-2019

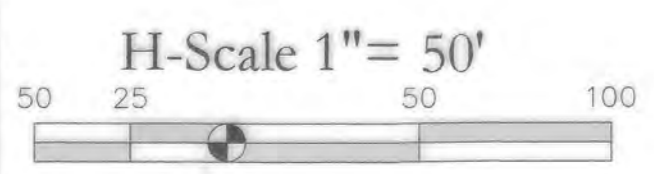
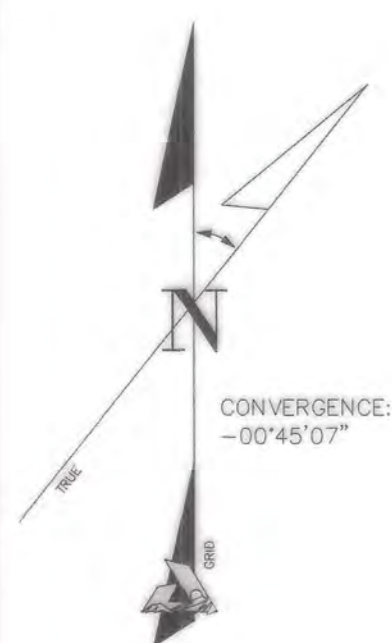
LWST(CORS)	LAT(N 46 22 23.424)	LONG(W 117 00 08.246)	DIST(150684.2)
P020(CORS)	LAT(N 47 00 07.933)	LONG(W 118 33 56.712)	DIST(157567.9)
P025(CORS)	LAT(N 48 43 51.632)	LONG(W 116 17 14.982)	DIST(118043.7)
P422(CORS)	LAT(N 46 47 52.298)	LONG(W 116 58 46.802)	DIST(103671.2)
WASK(CORS)	LAT(N 47 39 56.584)	LONG(W 117 25 14.016)	DIST(49469.9)
- 4. BEARING AND DISTANCES SHOWN HEREON ARE ISPCS GROUND DISTANCES. TO CONVERT TO ISPCS GRID, MULTIPLY BY 0.99990026.

LEGEND

- FOUND MONUMENT AS NOTED
- SET 5/8" X 30" REBAR WITH YELLOW PLASTIC CAP MARKED PLS 8249
- (M) MEASURED
- (R#) REFERENCED

NARRATIVE

THE PURPOSE OF THIS SURVEY IS TO REPLAT AND MONUMENT THE NEW LOTS CREATED FROM LOT 1, BLOCK 1 OF THE UNITY ADDITION, FILED IN BOOK 'F', PAGE 226, RECORDS OF KOOTENAI COUNTY.
THE BOUNDARY WAS DETERMINED FROM FOUND MONUMENTS AND COMPARED TO MAPS R1-R5.



609 N. Calgary Court, Suite 7,
Post Falls, Idaho 83854
PHONE:(208)777-1854
FAX:(208)777-2128
www.acesolutions.pro

ACE SOLUTIONS
Advanced Consulting and Engineering Solutions

REPLAT OF LOT 1, BLOCK 1, UNITY ADDITION
KOOTENAI COUNTY, IDAHO

DRAWN BY: JM	DATE: 6/9/2020	DWG NAME: 19-096_MSPLAT	
CHECKED BY: RJG	SCALE: 1" = 50'	PROJ #: 19-096	SHEET 1 of 2

UNITY FIRST ADDITION

A REPLAT OF LOT 1, BLOCK 1, UNITY ADDITION

A PORTION OF THE SE 1/4 OF THE SE 1/4 OF SECTION 36, T51N, R4W, B.M.,
CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

OWNER'S CERTIFICATE

KNOWN ALL MEN BY THESE PRESENTS THAT UNITY CHURCH OF NORTH IDAHO-CENTER OF PRACTICAL CHRISTIANITY, INC. DOES HEREBY CERTIFY THAT THEY OWN AND HAVE CAUSED TO BE MODIFIED THE LAND EMBRACED WITHIN THIS REPLAT OF UNITY ADDITION, BEING A PORTION OF SOUTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 36, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO DESCRIBED AS FOLLOWS:
LOT 1, BLOCK 1 OF UNITY ADDITION, ACCORDING TO THE PLAT FILED IN BOOK "F" OF PLATS, PAGES 226 AND 226A, RECORDS OF KOOTENAI COUNTY, STATE OF IDAHO.

BE IT FURTHER KNOWN THAT:

DOMESTIC WATER WILL BE PROVIDED BY CITY OF COEUR D'ALENE.
SANITARY SEWAGE DISPOSAL WILL BE PROVIDED BY CITY OF COEUR D'ALENE.

EXECUTIVE DIRECTOR DATE

NOTARY PUBLIC CERTIFICATE

ACKNOWLEDGEMENT

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS ____ DAY OF _____, IN THE YEAR 2020, BEFORE ME, _____, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____, KNOWN OR IDENTIFIED TO ME, TO BE THE EXECUTIVE DIRECTOR OF THE CORPORATION THAT EXECUTED THE INSTRUMENT OR THE PERSON WHO EXECUTED THE INSTRUMENT ON BEHALF OF SAID CORPORATION, AND ACKNOWLEDGED TO ME THAT SUCH CORPORATION EXECUTED THE SAME.

NOTARY PUBLIC FOR STATE OF _____

RESIDING AT _____

COMMISSION EXPIRES _____

SEAL

CITY COUNCIL APPROVAL

THIS PLAT IS HEREBY ACCEPTED AND APPROVED BY CITY COUNCIL OF COEUR D'ALENE, IDAHO ON THE ____ DAY OF _____, 2020.

COEUR D'ALENE CITY CLERK

CITY OF COEUR D'ALENE, ENGINEER

COUNTY RECORDER

THIS MAP WAS FILED IN THE OFFICE OF THE RECORDER, KOOTENAI COUNTY, STATE OF IDAHO, AT THE REQUEST OF ACE SOLUTIONS, LLC THIS ____ DAY OF _____, 20____, AT ____ O'CLOCK ____M. AS INSTRUMENT NUMBER _____ AND DULY RECORDED IN BOOK _____ OF PLATS AT PAGE _____

BY DEPUTY: _____ \$ _____
FOR JIM BRANNON, CLERK

COUNTY TREASURER'S CERTIFICATE

I HEREBY CERTIFY THAT THE TAXES DUE FOR THE PROPERTY DESCRIBED IN THE OWNER'S CERTIFICATE AND DEDICATION HAVE BEEN PAID THROUGH _____

DATED THIS ____ DAY OF _____, 2020.

KOOTENAI COUNTY TREASURER

PANHANDLE HEALTH DISTRICT

SANITARY RESTRICTIONS ARE REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON A REVIEW BY A QUALIFIED LICENSED PROFESSIONAL ENGINEER (QIPE) REPRESENTING THE CITY OF COEUR D'ALENE APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. BUYER IS CAUTIONED THAT AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER EXTENSION WAS CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER EXTENSIONS OR SEWER EXTENSION HAVE SINCE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES, THEN SANITARY RESTRICTIONS MAY BE RE-IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NON-CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING DRINKING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

DATED THIS 16 DAY OF June, 2020.

Jan Loveland

PANHANDLE HEALTH DISTRICT I

COUNTY SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THE HEREIN PLAT AND CHECKED THE PLAT COMPUTATIONS THEREON AND HAVE DETERMINED THAT THE REQUIREMENTS OF THE STATE CODE PERTAINING TO PLATS AND SURVEYS HAVE BEEN MET.

DATED THIS ____ DAY OF _____, 2020.

KOOTENAI COUNTY SURVEYOR



SURVEYOR'S CERTIFICATE

I, JOSEPH HASSELL, PLS 8249, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS IS A TRUE SURVEY OF THE PLATTED LAND MADE BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT APPLICABLE CORNER RECORDS HAVE BEEN FILED, IN COMPLIANCE WITH THE LAWS OF THE STATE OF IDAHO.

JOSEPH E. HASSELL
P.L.S. 8249



609 N. Calgary Court, Suite 7,
Post Falls, Idaho 83854
PHONE:(208)777-1854
FAX:(208)777-2128
www.acesolutions.pro



REPLAT OF LOT 1, BLOCK 1, UNITY ADDITION
KOOTENAI COUNTY, IDAHO

DRAWN BY: JM	DATE: 6/9/2020	DWG NAME: 19-096_MSPLAT
CHECKED BY: RJG	SCALE: N.T.S.	PROJ #: 19-096 SHEET 2 of 2

RESOLUTION NO. 20-038

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO AUTHORIZING THE BELOW MENTIONED CONTRACTS AND OTHER ACTIONS OF THE CITY OF COEUR D'ALENE INCLUDING ACCEPTING A UTILITY EASEMENT FROM NP DEPOT, LLC, FOR A PUBLIC SEWER LINE LOCATED IN THE VACATED ALLEY WEST OF 201 N. 3RD STREET AND SOUTH OF 216 E. COEUR D'ALENE AVE. AND APPROVAL OF THE DESTRUCTION OF TEMPORARY AND SEMI-PERMANENT RECORDS RANGING FROM 1995-2017 FROM THE WATER DEPARTMENT.

WHEREAS, it has been recommended that the City of Coeur d'Alene enter into the contracts and agreement, and take the other action listed below, pursuant to the terms and conditions set forth in the contracts and agreements, and other action documents attached hereto as Exhibits "A" through "B" and by reference made a part hereof as summarized as follows:

- A) Accepting a Utility Easement from NP Depot, LLC, for a public sewer line located in the vacated alley West of 201 N. 3rd Street and South of 216 E. Coeur d'Alene Ave.;
- B) Approval of the destruction of temporary and semi-permanent records ranging from 1995-2017 from the Water Department; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to enter into such agreements or other actions;

NOW, THEREFORE,

BE IT RESOLVED, by the Mayor and City Council of the City of Coeur d'Alene that the City enter into contracts and agreement, and take the other action for the subject matter, as set forth in substantially the form attached hereto as Exhibits "A" through "B" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said contracts and agreement, and the other action, so long as the substantive provisions of the contracts and agreement, and the other action remain intact.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and they are hereby authorized to execute such contracts and agreements, or other documents as may be required on behalf of the City.

DATED this 7th day of July, 2020.

Steve Widmyer, Mayor

ATTEST

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER WOOD Voted

_____ was absent. Motion _____.

CITY COUNCIL STAFF REPORT

DATE: July 7, 2020
FROM: Dennis J. Grant, Streets & Engineering Project Manager
SUBJECT: **Approval of Grant Deed for Utility Easement for Sewer Line at 201 N. 3rd Street.**

DECISION POINT

Staff is requesting the City Council to approve the Grant Deed for Utility Easement for Sewer Line from NP Depot LLC, Grantor, at 201 N. 3rd Street.

FINANCIAL ANALYSIS

There will be no cost to the City for this grant of this Easement.

PERFORMANCE ANALYSIS

The Wastewater Department has stated that they need this easement. Attached are the Grant Deed and the Easement for approval. The signed agreement will allow the vacation at the alley right-of-way, at this same location, to be completed.

RECOMMENDATION

Staff recommends the approval of the Grant Deed for Utility Easement for Sewer Line from NP Depot LLC, Grantor, at 201 N. 3rd Street.

Recording Requested By and
When Recorded Return to:

City of Coeur d'Alene
Attn: Mike Anderson
816 Sherman Ave., Suite 6
CDA, ID 83814

UTILITY EASEMENT FOR SEWER LINE

KNOW ALL MEN BY THESE PRESENTS, that NP Depot LLC, whose address is 201 N 3rd Street, Coeur d'Alene, Idaho 83814, the **GRANTOR**, for and in consideration of the sum of One Dollar (\$1.00), and other good and valuable consideration, paid to the City of Coeur d'Alene, Kootenai County, State of Idaho receipt of which is acknowledged, do hereby grant, quitclaim and convey unto the **CITY OF COEUR D'ALENE**, a municipal corporation, the **GRANTEE**, whose address is 710 Mullan Avenue, Coeur d'Alene, Idaho, 83814, its successors and assigns, an easement, together with the rights of ingress and egress for the improvement, operation and maintenance of the sanitary sewer line and appurtenances, twenty (20) feet in total width, as measured from and centered over the centerline of the pipe and described as follows, (see attached "Exhibit A") over and through the following described property:

SEE EXHIBIT A1 & A2

The **GRANTOR** agrees to keep the above described easement clear of all buildings, structures, deep rooted flora and other obstructions, not to include the storage of removable items.

The **GRANTOR** further agrees that no other easement shall be granted on, under, or over this easement without obtaining the prior written consent of the **GRANTEE**.

The **GRANTOR** agrees that all underground facilities installed by or for the Grantee shall remain the property of the **GRANTEE** and removable by the **GRANTEE** at its option.

It is also understood and agreed that the **GRANTOR'S** shall not increase or decrease the existing ground surface elevations within this easement which exists at the time this document is executed without obtaining prior written consent of the **GRANTEE**.

Should it be necessary for the **GRANTEE** to remove fencing, remove or damage any asphalt, concrete or their surfacing for the maintenance or repair of the underground facility, the **GRANTEE** shall repair and restore them to their original condition at the expense of the **GRANTEE**.

TO HAVE AND TO HOLD such easement for public purposes so long as the same shall be used, operated, and maintained as such.

IN WITNESS WHEREOF. The GRANTOR has caused this instrument to be executed this 4th day of May, 2020.



GRANTOR

STATE OF IDAHO)
) SS
COUNTY OF KOOTENAI)

On the 4th day of May, 2020, before me, a Notary Public, personally appeared John A. Swallow known or identified to me to be the manager or a member of the limited liability company that executed the instrument on behalf of said limited liability company and acknowledged to me that such limited liability company executed the same.

Witness my hand and official seal hereto affixed the day and year first above written.





Notary Signature
Residing at: Cataldo, Idaho
My Commission Expires: February 26, 2024

EXHIBIT "A1"

A STRIP OF LAND 10 FEET IN WIDTH LYING IN A PORTION OF BLOCK G PER THE PLAT OF COEUR D ALENE & KING'S ADDITION AS RECORDED IN BOOK C OF DEEDS AT PAGE 144, RECORDS OF KOOTENAI COUNTY, IDAHO. LYING IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D ALENE, KOOTENAI COUNTY, IDAHO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SAID STRIP OF LAND BEING THE NORTH 10 FEET OF THE PLATTED ALLEY IN BLOCK G LYING DIRECTLY SOUTH OF AND ADJOINING LOT 5 BLOCK G PER SAID PLAT OF COEUR D' ALENE & KINGS ADDITION.



EXHIBIT "A2"

A STRIP OF LAND 10 FEET IN WIDTH LYING IN A PORTION OF BLOCK G PER THE PLAT OF COEUR D ALENE & KING'S ADDITION AS RECORDED IN BOOK C OF DEEDS AT PAGE 144, RECORDS OF KOOTENAI COUNTY, IDAHO. LYING IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D ALENE, KOOTENAI COUNTY, IDAHO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SAID STRIP OF LAND BEING THE SOUTH 10 FEET OF THE PLATTED ALLEY IN BLOCK G LYING DIRECTLY NORTH OF AND ADJOINING LOT 11 BLOCK G PER SAID PLAT OF COEUR D' ALENE & KINGS ADDITION.



REQUEST FOR DESTRUCTION OF RECORDS
DEPARTMENT: WATER
DATE: 6/26/2020

RECORD DESCRIPTION	TYPE OF RECORD (Perm./Semi-P/Temp)	DATES OF RECORDS (From - To)
Accounts Payable Proof List	Temporary	FY 13/14-14/15-15/16 - 16/17
BAT Files	Temporary	2006 – 2009
Cross Connection Files	Temporary	2008 – 2017
Bulk Water Files	Temporary	1995 – 2015
Route Maps	Temporary	2006
Correspondence	Temporary	1996 – 2000
Training Files	Temporary	1995 – 1997 2003 – 2016
Service Work Orders	Temporary	2003 – 2017
Residential Permits	Temporary	2000 – 2017
Commercial Permits	Temporary	2004 – 2017
Weekly Permit Reports	Temporary	2000 – 2016
DEQ Approvals	Semi-Permanent	2004 - 2005
Department Issued Invoices	Temporary	2000 – 2006
Locates	Temporary	2014 – 2017

OTHER BUSINESS

**PUBLIC WORKS COMMITTEE
STAFF REPORT**

DATE: July 7, 2020
FROM: Stephanie Padilla, Accountant
SUBJECT: Acceptance of funding under the CARES Act and ratification for emergency purchase of sanitization systems for the Police and Fire Departments.

DECISION POINT: Should Council approve acceptance of a total of up to \$1,766,300 in CARES Act funding from the State of Idaho? Further, should Council ratify the emergency purchase of sanitation systems for the Police and Fire Department using CARES Act funding?

HISTORY: In late 2019, a novel Coronavirus was discovered. By February, the World Health Organization had given it the name of COVID-19 and by March 13, 2020, it had spread and was officially classified as a pandemic. The CARES Act program was authorized under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act. The City of Coeur d'Alene has been allocated \$1,766,300 of the CARES Act funding that was provided to the State of Idaho to be used for expenses incurred due to Coronavirus and to continue to prevent, prepare for, and respond to the Coronavirus threat.

FINANCIAL ANALYSIS: The CARES Act funds are to be used specifically for-non-budgeted necessary expenditures incurred during the period of March 1, 2020, to December 30, 2020, due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19). As a result of the Coronavirus pandemic, the City of Coeur d'Alene has incurred unanticipated expenses in order to adhere to Governor Little's executive orders of social distancing as well as increased costs of proper sanitization as required by the public health official. The additional expenses are not accounted for in the City's current fiscal year budget. The CARES Act was established to assist in the financial burden of the Coronavirus.

PERFORMANCE ANALYSIS: The CARES Act funding will allow the City of Coeur d'Alene to purchase necessary equipment and other goods to allow staff to be efficient and safe while social distancing, and to purchase the proper PPE needed for staff, especially first responders. All purchases by the City of Coeur d'Alene must be approved by the State-appointed Coronavirus Financial Advisory Committee (CFAC). Staff requests that Council allow the use of CARES Act funding to purchase the needed equipment and goods. The City has already been approved to purchase sanitization systems for the Police and Fire Departments to clean vehicles and equipment to minimize possible contamination by COVID-19. A total of six sanitation systems were purchased from a sole source provider at a cost of \$95,518 on an emergency basis. Staff is requesting that Council ratify this emergency purchase which will be funded under the CARES Act. Staff will continue to follow the City's procurement policy for all purchases made with CARES Act funding.

DECISION POINT: Council should approve the acceptance of funding under the CARES Act for expenses directly related to COVID-19. Council should also ratify the emergency purchase of sanitation systems for the Police and Fire Department, the cost of which will be covered by CARES Act funding.



FINANCE DEPARTMENT

710 E. Mullan Avenue
Coeur d' Alene, Idaho 83814
(208)769-2225 – FAX (208)769-2284
www.cdaid.org

STAFF REPORT

Date: July 7, 2020

From: Vonnie Jensen, Comptroller

Subject: Property Tax Relief through Coronavirus Relief Fund (CRF)

Decision Point:

To submit a notice of intent to the Idaho Coronavirus Financial Advisory Committee (CFAC) to participate in property tax relief through the CRF.

History:

The City is eligible to opt into using CRF dollars to cover the payroll of public safety employees if they agree to pass along the resulting budget savings to City of Coeur d'Alene residents in the form of property tax relief. The City is required to notify the CFAC by July 17, 2020 if they would like to participate in the program. The CFAC will let each entity know their allocation of the \$200 million available by July 24, 2020.

Financial Analysis:

If the City decides to opt in the dollar amount of property taxes certified will not include the dollars the City would receive from the CRF. The State is estimating the City's allocation to be 2 times the CFAC allocation (approximately \$3.5 million). The City will notify the Dept of Financial Management (DFM) of the amount of property tax relief by September 18, 2020 after the budget is certified. By December 15, 2020 the State Controller will send a check to the City for covered payroll costs within the CFAC allocation for the City. The covered amount must not exceed 103% of the property tax relief certified and may not exceed actual payroll costs.

Performance Analysis:

If the City decides to opt in and receives funds from the CRF and decreases the property tax levy, the levy for fiscal year 2021-22 will be lower which will lower the amount the City could receive from new growth in fiscal year 2021-22.

Decision Point:

To submit a notice of intent to the Idaho Coronavirus Financial Advisory Committee (CFAC) to participate in property tax relief through the CRF.

Tax Revenues

FY 2019-20 Non-exempt tax budget	\$22,903,661
Property Tax Relief	-\$3,500,000
103% Replacement from the State	+\$3,605,000
New Construction	+\$457,530
2015 GO Bond Levy	+876,281
Total amount to Levy	\$20,737,472
Projected Levy Rate w/o Tax Relief	\$4.30
Projected Levy Rate w/ Tax Relief	\$3.87
Projected New Growth FY 21-22 w/o	\$456,316
Projected New Growth FY 21-22 w/	\$410,684

Appendix B.

Leveraging the CRF to Cover Qualified Payroll Costs if Local Governments Pass Savings on in Form of Property Tax Relief

Program Goals

- Allow city and county governments to opt into using CRF dollars to cover the payroll of public health and public safety employees if they agree to pass along the resulting budget savings to Idahoans in the form of property tax relief.
- Support our police, fire, and EMS employees and ensure there are no reductions in public safety during these unprecedented COVID-19 related challenges.
- Provide up to \$200 million in property tax relief to Idahoans.

Conditions of Participation

- The participating local government must pass along covered payroll savings to Idahoans in the form of property tax relief.
- The dollar amount of property taxes certified for the annual budget may not be increased by any growth factor, except for value shown on the new construction rolls and annexations (and other statutory exemptions). Thus, the local government may not take the 3% increase (or any percent increase) and may not use previous foregone.
- The participating local government must submit a notice of intent to participate and provide actual payroll data for the months of March - June as well as estimated payroll data for the months of July - December on the attached spreadsheet no later than July 17, 2020.
- If total amounts submitted by participating local governments exceeds \$200 million, CFAC will determine allocation of funds to participating local governments.
- On or before July 24, 2020, CFAC will provide each participating local government the maximum amount of payroll costs available to local government entities.
- On or before August 1, 2020, participating local governments must certify to DFM the amount of tax relief that they will provide citizens under this program a copy of which shall also be submitted with the county clerk and county treasurer of the respective county.

Payroll Definitions

For the purposes of this program, the following definitions apply:

- "Payroll costs" means the costs associated with salary, health benefits, and variable benefits, including retirement, health insurance, and workers comp. This does not include hazard pay or overtime benefits that have been or will be covered using other sources of federal funds.

- “Public health employees” means the following entities that the local government can attest have been substantially dedicated to COVID:
 - Personnel associated with the Idaho Public Health Districts.
- “Public safety employees” means the following entities that the local government can attest have been substantially dedicated to COVID:
 - County Sheriff deputies, including patrol, jail, and dispatch,
 - County coroners and coroner staff
 - Police officers,
 - Juvenile and adult detention and probation officers,
 - Firefighters,
 - Ambulance – inclusive of EMS and paramedics, and
 - Emergency management and emergency communications employees

How will CFAC Determine How Much of a Local Government’s Payroll Costs Will Be Covered?

- CFAC will need to develop an allocation to each government that opts-in to participating. Approximately \$188 million is available for allocation (in addition to the \$94 million that has already been allocated).
- The allocation per local government will be dependent on the number of entities that opt into participation.
- CFAC will look at an allocation based on population and on estimated payroll expenses.
- Each local government will be provided their allocation estimate by July 24, 2020. If all local governments opt-in, it is likely that the allocation will be less than the total payroll costs.

How Should Local Governments Submit their Notice of Intent by July 17, 2020?

- The clerk of the local government shall notify the CFAC chairman electronically no later than 5:00 p.m. MT on July 17th.
- The notification should note the local government’s intent to participate in this program and will serve as the basis of CFAC establishing an allocation for the local government.
- The notice should be emailed to Alex Adams, CFAC Chairman, at Alex.Adams@DFM.idaho.gov

How Should Local Governments Compute their Payroll for Submission by July 17, 2020

- Payroll costs will only be covered for the time period covered under the CARES Act:
 - March 1, 2020 through December 30, 2020.
- For public health employees, each county should:
 - Multiply its annual health district assessment by 0.8333 to cover the time period covered by the CARES Act (10 months).
 - Multiply the 10-month assessment by 0.80
- For governments that contract with public safety employees:

- If the contract is with another government entity that is participating in this program, the public safety payroll should be submitted only by the entity directly providing the service. This will avoid duplicate billing for the same employees.
- If the contract is with a private company or with another government entity that is NOT participating in this program, the county should ascertain the amount of the contract that is dedicated to personnel costs.
 - If this information is not readily available from the contractor, the government may multiply the contract by 0.50

How Should Local Governments Certify Their Property Tax Levy?

- The local government should certify their property tax with the State Tax Commission through normal procedures.
- To participate, the dollar amount of property taxes certified for the annual budget may not be increased by any growth factor, except for value shown on the new construction rolls and annexations (and other statutory exemptions).
- The amount of property tax relief will not be certified on the L2 as this will be provided separately by the participating local government.

How will Payroll Costs be Reimbursed?

- After completing their certification of property tax levy, each participating city and county government must submit to DFM their final intent to participate in the property tax relief program as well as the amount of property tax relief that they will provide citizens under this program by September 18, 2020.
- By September 18, 2020, each city and county government must submit documentation to the State Controller on their actual public health and public safety payroll expenses from March 1 through August 30, and their estimated payroll expenses through December 30.
- By October 1, 2020, DFM shall notify county treasurers of the amount of property tax relief for county residents.
- By December 15, 2020, the State Controller sends a check to city and county governments for covered payroll costs:
 - The covered amount must be within the CFAC allocation established for each city/county; **and**
 - The covered amount must not exceed 103% of the property tax relief certified on or before September 20, and may not exceed actual payroll costs, whichever amount is less.

Table 1. Example Local Government

Variable	City 1	City 2
CFAC Allocation	\$5,000,000	\$10,000,000
Certified Property Tax Relief	\$2,000,000	\$5,000,000
Public Health and Public Safety Payroll	\$3,000,000	\$5,500,000

Amount of Payroll to be Reimbursed by Coronavirus Relief Fund	\$2,060,000	\$5,150,000
Description	Reimbursed at 103% of certified property tax relief and within CFAC allocation	Reimbursed at 103% of certified property tax relief and within CFAC allocation

How Will Taxpayers See the Property Tax Savings?

- Property tax savings will show up as a credit on the property tax notice.
- The property tax credit will reduce the overall amount of property taxes paid by Idaho taxpayers.

Who Can I Contact for More Information?

- Alex Adams, CFAC Chairman
Alex.Adams@DFM.idaho.gov
(208) 854-3053

CITY COUNCIL

STAFF REPORT

DATE: July 7, 2020

FROM: Council members Wood and Gookin

SUBJECT: Council members assigned as liaisons to City Departments

DECISION POINT

Council discussed this possibility at the last workshop. Council member McEvers shared the past practices and desire to return to the assigning of Council liaisons.

FINANCIAL ANALYSIS

No financial cost to the City

PERFORMANCE ANALYSIS

Council members will benefit from attending various meetings with various topics held by Department Heads that explore current and long-term needs, or objectives.

The six departments identified for a liaison are Fire, Police, Streets and Engineering, Wastewater, Water, and Planning.

RECOMMENDATION

To approve Council liaisons, and ask the Mayor to assign Council to the Departments identified with a rotation of those assignments every six months. Attendance is not mandatory.

PUBLIC HEARINGS

CITY COUNCIL MEETING

STAFF REPORT

DATE: July 7, 2020
FROM: Dennis J. Grant, Streets & Engineering Project Manager
SUBJECT: **V-19-05, Vacation of alley right-of-way located within a portion of Block G per the plat of Coeur d'Alene & Kings Addition.**

DECISION POINT

The applicant, John Swallow, is requesting the vacation of alley right-of-way located within a portion of Block G of the Coeur d'Alene and Kings Addition. The general location is north of Lakeside Avenue, south of Coeur d'Alene Avenue and west of 3rd Street.

HISTORY

The requested right of way was originally dedicated to the City of Coeur d'Alene in the Corrected Plat of the Town of Coeur d'Alene and Kings Addition on July 5, 1886.

FINANCIAL ANALYSIS

The vacation of the requested right-of-way would not have any financial impact on the City and would add approximately 1,000 square feet to the County tax roll. Although a minor amount, it would be a benefit to the municipality as tax revenue and to the land owners whose lots adjoin the alley.

PERFORMANCE ANALYSIS

The purpose of this request is to vacate a 20' x 50' portion of alley right-of-way that is not being used by the public since it is located at the very end of the alley. This area would be used as a gathering, green space for employees. The property on each side of the alley is owned by the applicant. The subject alley contains City sewer and other franchise utilities which would be contained in an easement as part of the vacation ordinance. This easement would allow unrestricted access to the City utilities in that area. The Development Review Team was informed about this vacation.

RECOMMENDATION

City Council should approve the vacation action per Idaho Code Section 50-1306 and vacate the property to the applicant, John Swallow.

Kootenai County GeoViewer

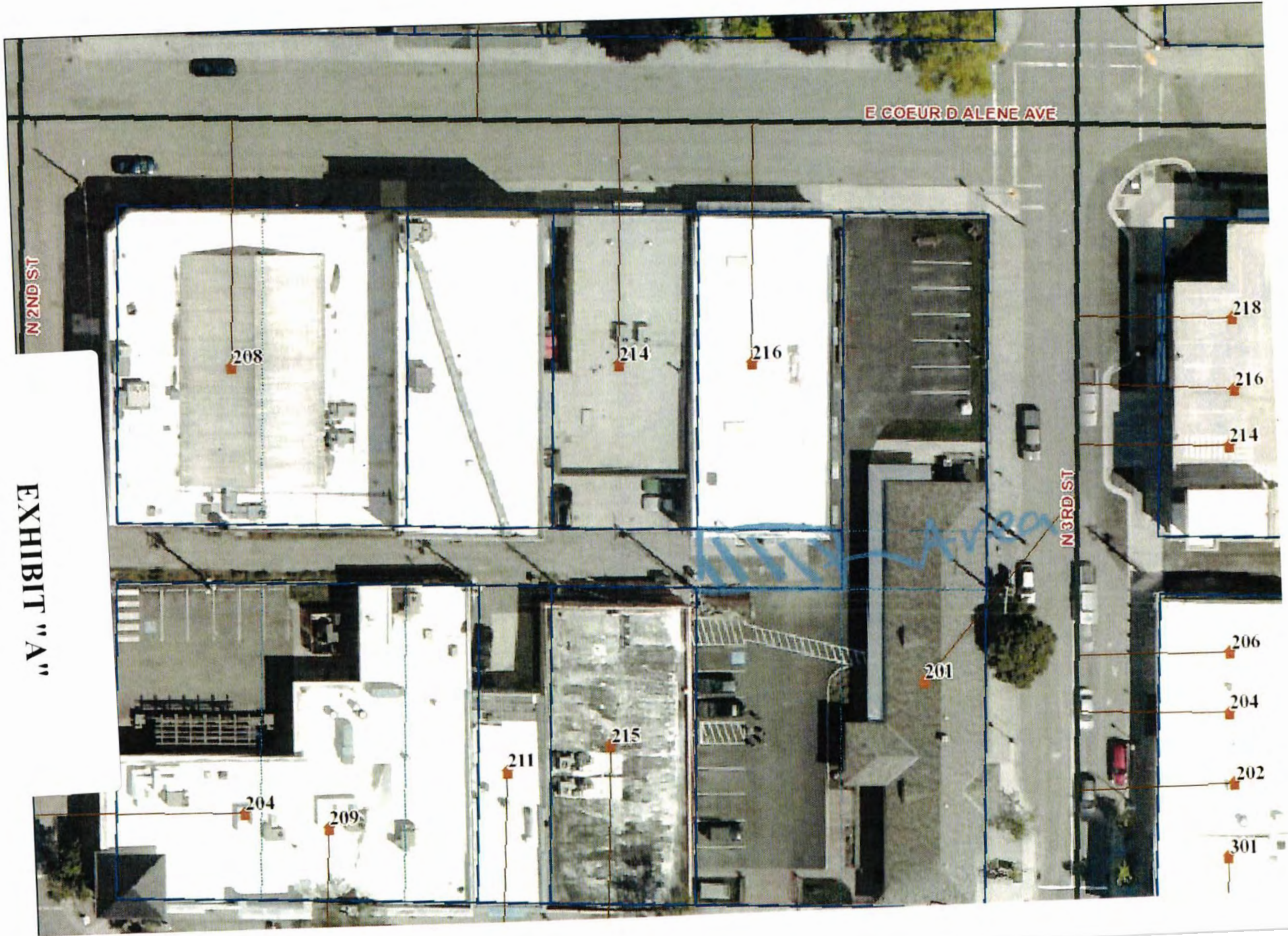
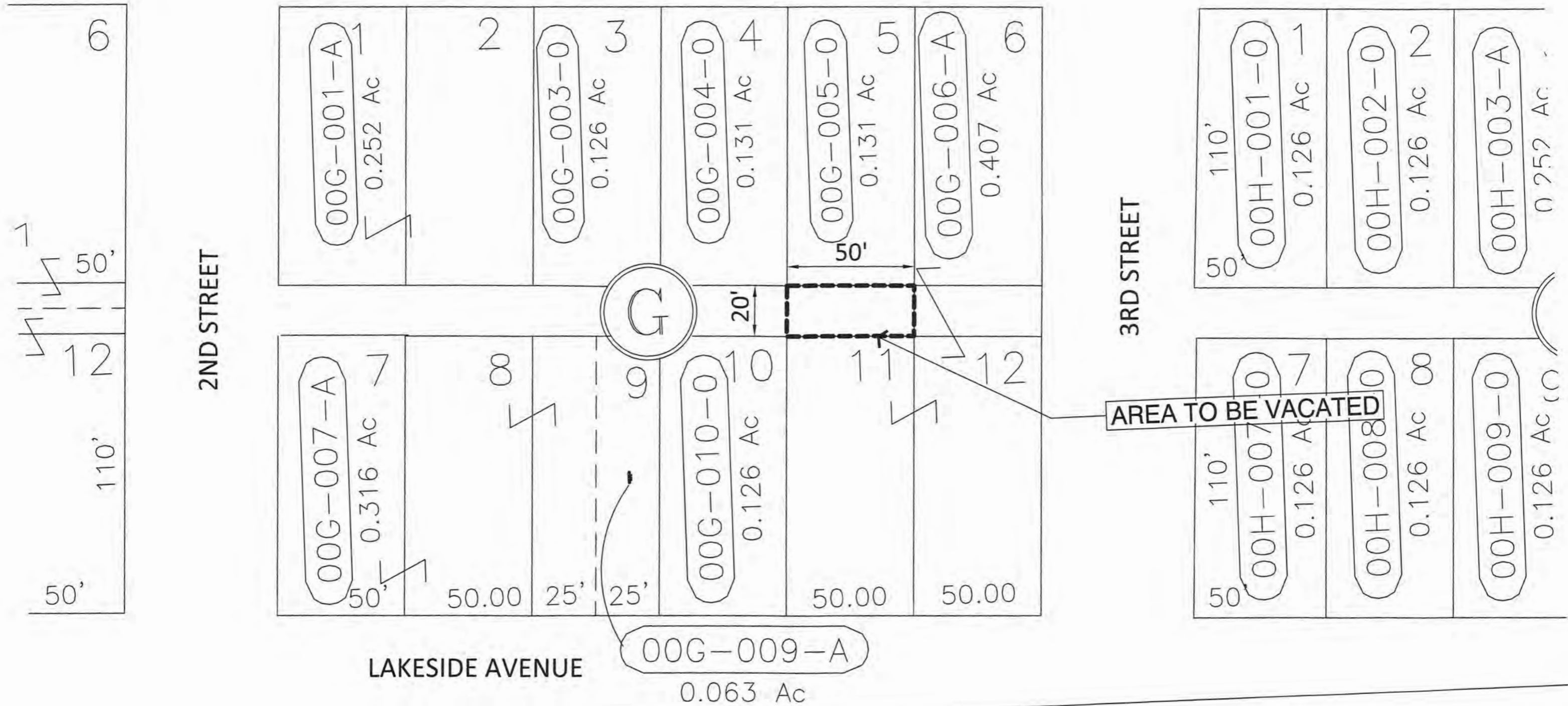


EXHIBIT "A"

COEUR D' ALENE AVENUE



NORTH

DRAWING NOT TO SCALE

ALLEY VACATION APPLICANT PARCEL OWNERSHIP

00G-005-0: CDE HOLDINGS LLC
 00G-006-A: NP DEPOT LLC



COUNCIL BILL NO. 20-1009
ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF COEUR D'ALENE, VACATING THAT PORTION OF THE ALLEY RIGHT-OF-WAY, LYING ADJACENT TO LOTS 5 AND 11, BLOCK G PER THE PLAT OF COEUR D ALENE & KING'S ADDITION AS RECORDED IN BOOK "C" AT PAGE 144, RECORDS OF KOOTENAI COUNTY, IDAHO, GENERALLY DESCRIBED AS THAT PORTION OF THE ALLEY WITHIN BLOCK G AS PER THE PLAT OF COEUR D ALENE & KING'S ADDITION LYING IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

WHEREAS, after public hearing, the City Council finds it to be in the best interests of the City of Coeur d'Alene and the citizens thereof that said portion of alley right-of-way be vacated; NOW, THEREFORE,

BE IT ORDAINED, by the Mayor and City Council of the City of Coeur d'Alene:

SECTION 1. That the following described property, to wit:

Legal description and drawing, attached as Exhibits "A1" & "A2", and "B"

be and the same is hereby vacated.

SECTION 2. That said vacated right-of-way shall revert to the adjoining property owner of record on the north and south sides of the vacated area.

SECTION 3. That the existing right-of-way, easements, and franchise rights of any lot owners, public utility, or the City of Coeur d'Alene shall not be impaired by this vacation, as provided by law, and that the adjoining property owners shall in no manner place any obstruction over any public utilities.

SECTION 4. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 5. After its passage and adoption, a summary of this Ordinance, under the provisions of the Idaho Code, shall be published once in the official newspaper of the City of Coeur d'Alene, and upon such publication shall be in full force and effect.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an ordinance of the City of Coeur d' Alene at a regular session of the City Council on July 7, 2020.

APPROVED by the Mayor this 7th day of July, 2020.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D'ALENE ORDINANCE NO.
V-19-05, ALLEY RIGHT-OF-WAY VACATION

The City of Coeur d'Alene, Idaho hereby gives notice of the adoption of Coeur d'Alene Ordinance No. _____, vacating that portion of Alley right-of-way.

Such right-of-way is more particularly described as follows:

Attached Exhibits "A1" & "A2", and "B" are on file in the City Clerk's office.

The ordinance further provides that the ordinance shall be effective upon publication of this summary. The full text of the summarized Ordinance No. _____ is available at Coeur d'Alene City Hall, 710 E. Mullan Avenue, Coeur d'Alene, Idaho 83814 in the office of the City Clerk.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am Chief Civil Deputy City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. __, V-19-05, Alley right-of-way vacation and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this 7th day of July, 2020.

Randall R. Adams, Chief Civil Deputy City Attorney

EXHIBIT "A1"
ALLEY VACATION TO LOT 11 BLOCK G

A STRIP OF LAND 10 FEET IN WIDTH LYING IN A PORTION OF BLOCK G PER THE PLAT OF COEUR D ALENE & KING'S ADDITION AS RECORDED IN BOOK C OF DEEDS AT PAGE 144, RECORDS OF KOOTENAI COUNTY, IDAHO. LYING IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D ALENE, KOOTENAI COUNTY, IDAHO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SAID STRIP OF LAND BEING THE SOUTH 10 FEET OF THE PLATTED ALLEY IN BLOCK G LYING DIRECTLY NORTH OF AND ADJOINING LOT 11 BLOCK G PER SAID PLAT OF COEUR D' ALENE & KINGS ADDITION.



EXHIBIT "A2"
ALLEY VACATION TO LOT 5 BLOCK G

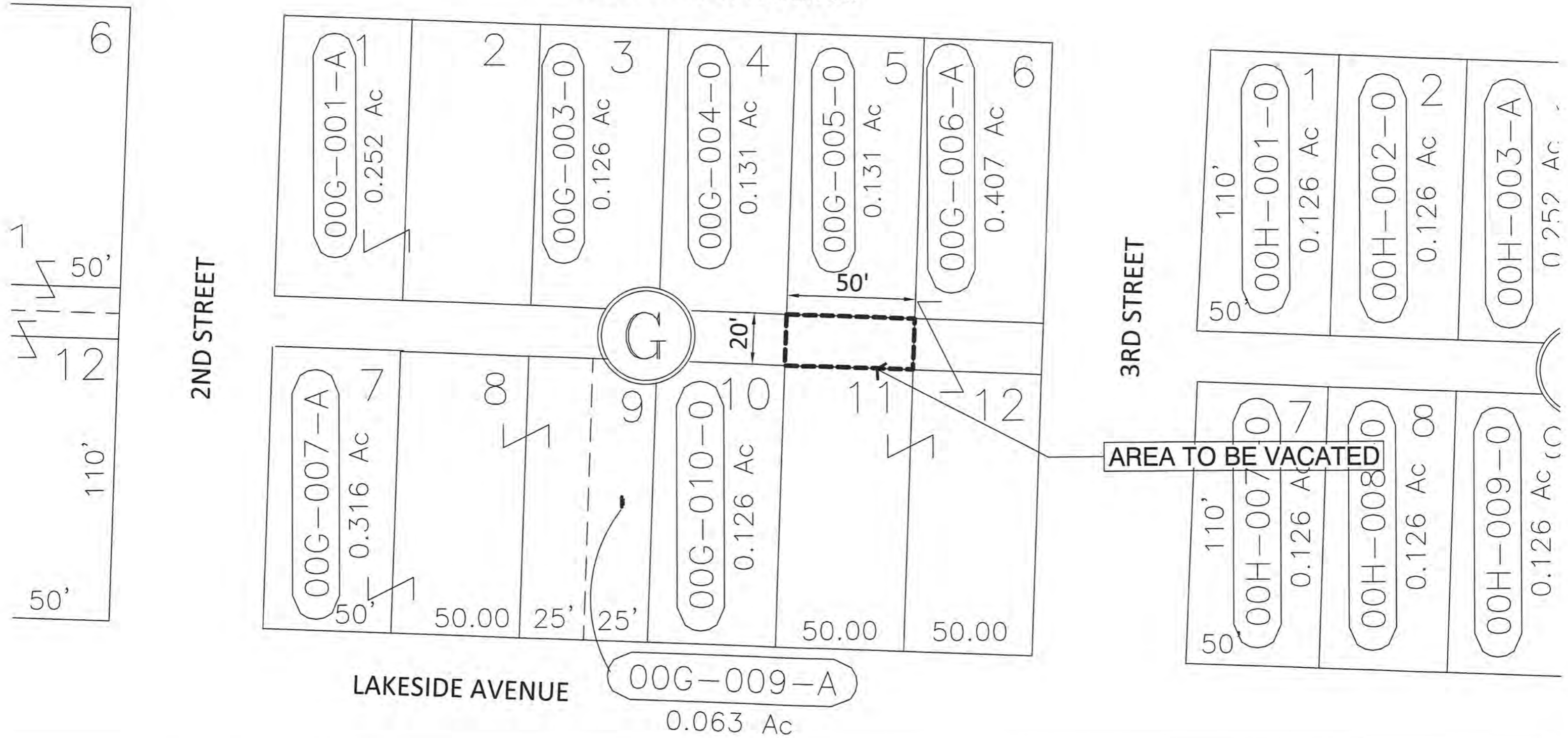
A STRIP OF LAND 10 FEET IN WIDTH LYING IN A PORTION OF BLOCK G PER THE PLAT OF COEUR D ALENE & KING'S ADDITION AS RECORDED IN BOOK C OF DEEDS AT PAGE 144, RECORDS OF KOOTENAI COUNTY, IDAHO. LYING IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D ALENE, KOOTENAI COUNTY, IDAHO, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

SAID STRIP OF LAND BEING THE NORTH 10 FEET OF THE PLATTED ALLEY IN BLOCK G LYING DIRECTLY SOUTH OF AND ADJOINING LOT 5 BLOCK G PER SAID PLAT OF COEUR D' ALENE & KINGS ADDITION.



EXHIBIT "B"

COEUR D'ALENE AVENUE



NORTH

DRAWING NOT TO SCALE

CB 20-1009

ALLEY VACATION APPLICANT PARCEL OWNERSHIP

00G-005-0: CDE HOLDINGS LLC

00G-006-A: NP DEPOT LLC

