



Coeur d'Alene

CITY COUNCIL MEETING

June 2, 2015

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

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

May 19, 2015

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 May 19, 2015 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

Loren Ron Edinger) Members of Council Present
Dan Gookin)
Kiki Miller)
Steve Adams)
Woody McEvers)
Amy Evans)

CALL TO ORDER: The meeting was called to order by Mayor Widmyer.

INVOCATION: An invocation was provided by Dave Hoit from Prairie Avenue Christian Center.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Councilmember Adams.

AMENDMENT TO THE AGENDA: **Motion** by Gookin, seconded by Adams to amend the agenda to add item F. 5 (d) to the Consent Calendar; seeking approval of a Beer/Wine License transfer from Mad Anthony's Inc. to Adam Hegstad, which was unknown at the time the meeting agenda was set. **Motion Carried.**

PROCLAMATION - THE MONTH OF MAY WAS PROCLAIMED AS "WATER AND WASTEWATER AWARENESS MONTH." Wastewater Superintendent Sid Fredrickson accepted the Proclamation and informed the Council that there were 120 Ramsey School 5th graders that recently toured the Wastewater Treatment Plant in honor of Water and Wastewater Awareness month.

COEUR D'ALENE PUBLIC LIBRARY PARTNERSHIPS PRESENTATION - Library Director Bette Ammon and Lake City High School Vice Principal Tom Mollgaard provided a presentation regarding the pilot public library program. Ms. Ammon explained that this concept has been discussed and researched over the past 10 months. She further explained that the concept is to put a public library branch within a public school, similar to programs in place in the state of Montana. Placing the public library within schools would provide services within an existing public space, such as Lake City High School. The City of Missoula, Montana has five such satellite libraries and they have become very popular. They talked to individual schools and librarians when considering the location for a Coeur d'Alene branch. Mr. Mollgaard explained

that the benefit of the program is that they would be bringing a library closer to the people rather than people having to go to the main library. Additionally, having public library services within a school helps promote students to get library cards that can be issued at the school. Mr. Mollgaard explained that in the Montana satellite locations they have found that the kids use the library for homework during off school times and in-between programs/sport events. They received some suggestions from the Montana school, one of which was to be flexible with setting the hours as some schools had different needs than others. The research committee would like to start with opening at 3:30 p.m. and closing at 7:30 pm., Monday through Thursday. However, they will change upon determining the need and use. The pilot would include a physical area within the School Library to house public library books, which would make it easier to rotate materials. Additionally, they would run staff through the School District's standards, such as requiring background checks. The exploratory committee specifically looked at the northern part of the community and determined Lake City High School as the best fit for the pilot program. Lake City High School has access from existing trails and would foster a higher level of resource-sharing. Ms. Ammon explained that they are currently requesting suggestions from the City Council, and then will work through the budget process for funding of one additional public library staff person. They would like to start the program shortly after October 1, 2015. Mr. Mollgaard stated that the School Board was concerned with policies regarding access to the internet and materials, so they will be developing a policy regarding that issue.

Mayor Widmyer asked when the School Board would approve the final plan. Mr. Mollgaard explained that the exploratory committee will meet and discuss that timeline, but no date has been set yet. Councilmember McEvers asked for more information regarding the costs of the program. Ms. Ammon clarified that the City would provide the staff person and the school would provide all the costs associated with the facility. She also confirmed that it would be open to the public. Mr. Mollgaard explained that it would be treated as two separate libraries as the school staff would leave at 3:00 p.m. with city staff beginning at 3:30 p.m.

Councilmember Miller provide some additional background regarding the exploratory committee and that they reviewed each hurdle one at a time including technical capabilities, hours of operation, policy development, etc. She believes this would be a great pilot site and it is a double benefit for the tax-payers' money. Additionally, this will open the school and learning resources to the community at the north end of town. Councilmember Miller said that the Kroc Center is willing to issue library cards which will aid in getting more books into community members' hands. Councilmember Gookin asked if they have determined the policy regarding banned books. Mr. Mollgaard said that policies need to be put in place, and explained that there would be two different collections. During the day the students would have access to the school collection and after 3:30 public library card holders would have access to the library collection (as library cards are issued with parents' permission for those students under 18 years old). He further explained that access to the internet is another issue, but there are similarities in the need for protection of content for those under 18 years old. Mr. Mollgaard stated that a Memorandum of Understanding would help work some of the issues out and outline the partnership and that they would be willing to start small.

ROAD SCHOLARS AWARDS PRESENTATION - Local Highway Technical Assistance Council (LHTAC) T2 Administrator Jeff Miles explained that the LHTAC program is part of the

Technology Transfer Center (T2 Center). He explained that continued education is important to all jobs and proven to be a cost savings to organizations. Through the LHTAC program there are two main awards; the Road Scholar and the Road Master. The Road Scholar requires participants to complete 80 class hours and pass requires exams. He presented Road Scholar awards to Street Department employees Doug Sheldon, Susan Wolf, Michael Jaecks, and Mike Cummings. Mayor Widmyer congratulated staff for their achievement.

CONSENT CALENDAR: Motion by Evans, seconded by Adams to approve the consent calendar.

1. Approval of Council Minutes for May 4, 5, and 12, 2015.
2. Approval of Bills as Submitted.
3. Setting of General Services and Public Works Committees meetings for May 26, 2015 at 12:00 noon and 4:00 p.m. respectively.
4. Setting of public hearings:
 - a. On June 2, 2015 - To accept public comments regarding the Plan Year 2014 Consolidated Annual Performance and Evaluation Report (CAPER).
 - b. On June 16, 2015 – Land exchange of real property with the Coeur d’Alene North Owners Association.
5. Approval of beer and wine licenses:
 - a. Anthony’s Coeur d’Alene, Mad Anthony’s Inc., 317 Sherman Avenue (New – temporary address)
 - b. Tito’s Italian Grill/Coeur d’Alene Tap House, 210 Sherman Avenue (Name Change)
 - c. Renee’s Downtown, Renee Bordelon, 507 E. Sherman Avenue, (New)
 - d. Mad Anthony’s Inc. transfer to Adam Hegstad, 317 Sherman Avenue
6. **Resolution No. 15-022A** - A RESOLUTION OF THE CITY OF COEUR D’ALENE, KOOTENAI COUNTY, IDAHO AUTHORIZING CONDEMNATION PROCEEDINGS.
7. **Resolution No. 15- 023** - A RESOLUTION OF THE CITY OF COEUR D’ALENE, KOOTENAI COUNTY, IDAHO APPROVING REVISIONS TO VARIOUS STANDARD DRAWINGS FOR THE WATER, WASTEWATER AND ENGINEERING DEPARTMENTS
8. **Resolution No. 15- 024** -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 APPROVING A STATE AND LOCAL AGREEMENT WITH IDAHO TRANSPORTATION DEPARTMENT FOR DESIGN OF SELTICE WAY FROM HUETTER AVENUE TO NORTHWEST BOULEVARD; APPROVAL OF THE DEVELOPMENT OF A SIGNALIZED AT-GRADE CROSSING OF THE PRAIRIE TRAIL AT THE INTERSECTION OF CARRINGTON LANE AND HANLEY AVENUE; DECLARATION OF INTENT TO EXCHANGE PROPERTY WITH THE COEUR D’ALENE NORTH OWNER’S ASSOCIATION.

ROLL CALL: Gookin Aye; Evans Aye; Adams Aye; Edinger Aye; Miller Aye; McEvers Aye.
Motion Carried.

COUNCIL ANNOUNCEMENTS:

Councilmember Adams mentioned that the new black and white prototype patrol car looks great. Additionally, the Planning Department has scheduled public master planning meetings regarding East Sherman on June 3, 2015 at 5:00 p.m. in the Library Community Room and June 18, 2015 at 5:00 p.m. at the Harding Center. He encouraged the community to attend those meetings if they are interested in East Sherman.

Councilmember Miller said that City Planning Hilary Anderson presented at the NIBCA Joint Government meeting today and represented the city well and answered some tough questions.

Councilmember McEvers encouraged the community to get out and vote on the public safety bond as polls are open until 8:00 p.m. tonight. He noted that Coeur d'Alene Tribe held an election recently wherein Chief Allen was reelected to his fifth consecutive term as Chairman and Don Sczenski and Margaret SiJohn were elected. He expressed his congratulations.

Mayor Widmyer informed the community that the City is in the process of putting together the budget and encouraged the community to get involved. While the budget process is a long one, now is the time for the community and Council to voice their opinions. The City has placed a budget survey on its website with 12 questions, seeking public input regarding services and suggestions. The survey can be found at <https://www.surveymonkey.com/s/CDABudgetSurvey>.

Council Bill 15-1009

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING MUNICIPAL CODE SECTIONS 4.05.030, 4.15.010, 4.15.020, 4.15.030, 4.15.040, 4.15.060, 4.15.070, 4.15.080, 4.15.090, 4.15.100, 4.15.110, 4.15.115, 4.15.120, 4.15.130, 4.25.030, 4.25.070, 4.25.120, 8.36.100, 8.48.030, 10.04.010, 10.22.100, 10.24.020, 10.27.010, 10.27.020, AND REPEALING MUNICIPAL CODE SECTION 4.15.050; TO UPDATE DEFINITIONS, REVISE THE ALLOWED USES OF THE CITY PARKING LOT CAPITAL IMPROVEMENT FUND, AND UPDATE RULES OF CONDUCT FOR CITY PARKING FACILITIES; PROVIDING REPEAL OF CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; PROVIDING THE PUBLICATION OF A SUMMARY AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT: Chief Criminal Deputy City Attorney Wes Somerton stated that the restructuring of the parking at McEuen Park brought forward discussion that led to several proposed amendments related to parking throughout the Municipal Code. The proposed ordinance amendments provide new definitions, new rules for conduct within parking facilities, and specifically prohibited activities within parking facilities. These changes were made consistent throughout the city code as applied to parking facilities and the definitions of public property. The Parking Commission reviewed the proposed amendment and provided comments and edits with valuable insight regarding how best to address the unique problems and opportunities all the city parking facilities present. Currently, law enforcement and parking enforcement can only encourage persons who gather for purposes other than parking to move on and have very limited means to require compliance. These changes will provide a tool to city

enforcement personnel to ensure the parking structure is used as intended -- as a safe and clean parking facility. Chief White stated the Police Department gets complaints about loitering and noise from revved engines. He has heard stories of young moms moving their cars, as they were intimidated by the large groups of people hanging out. The ordinance that is proposed will give law enforcement more teeth to enforce as issues arise.

DISCUSSION: Councilmember Gookin asked why the word “facility” is used instead of “parking lot.” Mr. Somerton said it was a uniform term for all parking facilities, garage versus parking lot, etc. which makes it consistent and fluid within the code. Councilmember Gookin pointed out that one of the big differences between the old and new parking lot is that the old lot had a gate which controlled access and mitigated problems. He suggested that the city add a gate.

MOTION TO DIRECT STAFF: Motion by Gookin seconded by Edinger to direct staff to study the effectiveness of parking within the McEuen Park parking areas and provide a report directly back to the City Council within three months.

DISCUSSION: Mayor Widmyer stated that there are two different issues between the ordinance and the gate proposal. Past problems at Independence point were mitigated by offering no free parking and increased patrols. Councilmember Evans asked for feedback and a history of discussions held with the Parking Commission regarding these problems. Mr. Tymesen explained that with the new pay stations at the parking facility there are less Diamond staff members on site. The pay stations have expedited large groups exiting the parking area during large scale events. He further explained that if you have gates it does not allow for patrol access and it will change the views and is not design friendly. There are a number of pay station kiosks for ease of payment and gate arms would be a large additional expense to the City. Councilmember Miller questioned if these items have been discussed with staff more than once. Mr. Tymesen confirmed that they have and he is in the process of instituting quality improvements, such as movement of pay stations and signage, as well as continued community education with the Downtown Association. Councilmember McEvers agreed that this review of gates should go back to staff and the Parking Commission. Mr. Somerton explained that the parking facility is an agenda item at every Parking Commission meeting. Mayor Widmyer felt it would be good to review the entire parking situation downtown to include a review of the 2007 Parking Study suggestions.

MOTION to direct staff carried.

DISCUSSION CONTINUED: Mayor Widmyer stated that he has witnessed people congregating within the garage and it is not a comfortable situation. Councilmember Gookin questioned the infringement of Constitutional rights to assemble. Mr. Somerton explained that the courts have determined cities may create code related to time, place, and manner regulations. He further explained that this is a unique facility and it is only appropriate for parking, which is different than an outside park that is open to viewing for all. The proposed parking garage regulations come from a blend of other municipalities’ codes. Councilmember Gookin stated that he witnessed crowds that hoot and holler and play music loud; however, he feels it is within their Constitutional right. He believes that the Police already have codes for enforcement.

Mayor Widmyer reiterated that the Police Chief has stated that he needs codes in order to deal with negative effects that are ongoing. Additionally, the parking garage is not a place to hang out. If the City wants a successful facility it cannot allow the congregation of large groups. Councilmember Gookin reiterated that he believes the gates will eliminate the activity. Councilmember Miller stated that the proposed code covers 30 facilities; 6 of which have additional regulations specific to that facility. She wanted to verify that when the code is adopted signage would be set out notifying the public of the codes. Mr. Somerton confirmed there would be signage and publication of the ordinance summary in the newspaper. He said that he believes that the Police Department will provide notification to the groups that there are new laws and that generally works. Chief White confirmed there would be an educational period provided by the department.

MOTION: Motion by McEvers, seconded by Adams, to pass the first reading of **Council Bill No. 15-1009**.

ROLL CALL: Evans Aye; Adams Aye; Miller Aye; McEvers Aye; Edinger Aye; Gookin No. **Motion carried.**

MOTION: Motion by McEvers, seconded by Adams, to suspend the rules and to adopt **Council Bill 15-1009** by its having had one reading by title only.

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

Council Bill 15-1007

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO BY REPEALING CHAPTER 1.10 ENTITLED LEGISLATIVE PROCESS THAT PROVIDES LOCAL RULES REGARDING INITIATIVES AND REFERENDUMS; PROVIDING REPEAL OF CONFLICTING ORDINANCES; PROVIDING SEVERABILITY; PROVIDING THE PUBLICATION OF A SUMMARY AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT: Deputy City Attorney Warren Wilson explained that State Code relating to initiatives and referendums supersedes the City's Municipal Code. Additionally, the State Legislators approved a Bill, signed by Governor Otter on April 6, 2015, that will void all local level codes regarding initiatives and referendums on July 1, 2015. He further explained that because of the lead time necessary to qualify an initiative/referendum for the ballot, it is too late for anyone seeking an initiative this year to do so prior to July 1, 2015. As such, Municipal Code Chapter 1.10 can be repealed now with no impact. Repealing Chapter 1.10 will remove the voided provisions from the city code book thereby reducing confusion over which rules apply.

MOTION: Motion by Edinger, seconded by McEvers, to pass the first reading of **Council Bill No. 15-1007**.

DISCUSSION: Councilmember Gookin stated that he is disappointed as the legislators rewrite of the initiative process that makes it virtually impossible for citizens to come forward; however, there is nothing the City can do about it. Mr. Wilson clarified that under the new state code the only option would be to come forward every two years, within an odd number year.

ROLL CALL: Adams Aye; Miller Aye; McEvers Aye; Edinger Aye; Gookin Aye; Evans Aye.
Motion carried.

MOTION: Motion by McEvers, seconded by Edinger, to suspend the rules and to adopt Council Bill 15-1007 by its having had one reading by title only.

ROLL CALL: Adams Aye; Miller Aye; McEvers Aye; Edinger Aye; Gookin Aye; Evans Aye.
Motion carried.

APPROVING STREET DEPARTMENT REORGANIZATION PLAN

STAFF REPORT: Street Superintendent Tim Martin explained that an upcoming retirement (Field Supervisor) brought forward the review of internal processes and potential expansion of the department's capabilities. Last December the Council approved one part of the reorganization with the approval of an in-house electrician. Since the retirement of the Assistant Street Superintendent in 2012, that position has laid dormant and unfunded in the department budget. Since 2012 the department has had two supervisors retire with a third Field Supervisor retiring this September. Mr. Martin stated that over 170 years of experience has left the department through retirement since 2012. The current organizational chart includes 27.82 FTE, which he is proposing would stay the same but would include an Assistant Street Superintendent position. The Assistant Street Superintendent position is not in the current financial plan, but is within the City's kinds and level chart. This position classification will have more added managerial focus on the day-to-day operations, supervisory duties, and would be crucial to the next phase of the department organizational shift. Operation lead worker positions are foreman-type position that will begin to get supervisory training, to make up for the years of experience that have left the department. Savings from the Street Department doing the asphalt patching work for the Water Department will help fund this position. The position level is at a grade 15, at \$54,537-\$76,752 per year.

MOTION: Motion by Gookin, seconded by Evans to approve the Street Department reorganization plan.

DISCUSSION: Mayor Widmyer asked for clarification regarding the net effect this change will have on the overall budget. Mr. Tymesen explained that with all the incoming work, this will be a revenue positive change. Councilmember Edinger asked for clarity regarding the Assistant Street Superintendent position recruitment. Mr. Martin confirmed that it will be an open recruitment. Councilmember Miller said that she felt this was a true reorganization as it will provide the addition of management, depth of cross-training, and be revenue positive.

Motion carried.

REQUEST FOR A LOADING ZONE ON 4TH STREET, SOUTH OF SHERMAN AVENUE AND TO EXTEND THE 15 MINUTE LOADING ZONE ON SHERMAN AVENUE.

STAFF REPORT: City Engineer Gordon Dobler stated that there is a developer interested in developing a boutique hotel on the corner of 4th Street and Sherman Avenue. The developer has a need to establish an area for loading and unloading for hotel guests, as well as a request for two 15 minute zones. The street was recently developed as a 24' wide street, so any changes would be at the developer's expense. The developer has stated that they would like to remove curb and sidewalk to create a zone. Mr. Dobler confirmed that the City would allow anyone to park on a public street right-of-way, so the zone would be marked as 15 minute parking. This would happen when the hotel is developed.

DISCUSSION: Councilmember Gookin explained that when the Public Works Commission reviewed the request they verified that other property owners that were interested in doing the same thing could make a request to the City Engineer. Councilmember Edinger expressed concern that the City just removed parking on that street. Mr. Dobler explained that this is being brought before Council because of the request to remove curb and sidewalk and he felt it was important for Council to review and approve due to the recent construction of the street. Mayor Widmyer confirmed that the 15 minute parking would be open to anyone and would not be restricted to hotel business. Councilmember Gookin asked if there would be requirements for the handicap spaces. Mr. Dobler verified that there would not be a trigger for an accessible space, as these would not be marked spaces like the diagonal parking on Front Avenue. Councilmember Miller informed the Council that she spoke with Terry Cooper from the Downtown Association and he was supportive of having additional spaces downtown and did not feel it was conflicting. She believes that the reference to "loading zone" should be removed and it should be clear that it is a 15 minute parking space. Mr. Dobler clarified that the parking zone can be approved by staff if there is Council approval for the modification of the sidewalk. Councilmember Edinger asked for confirmation that the developer would pay the full cost to modify. Mr. Dobler confirmed that it would be constructed with building permit issuance and at the cost of the developer.

MOTION: Motion by McEvers, seconded by Evans to approve a request for a loading zone on 4th Street, south of Sherman Avenue and to extend the 15 minute zone on Sherman Avenue. **Motion Carried.**

RESOLUTION NO. 15-025

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO AUTHORIZING LEASE OF THE ROTARY HARBOR HOUSE CONCESSIONS TO RANDY AND AKIKO FOLK DBA TIKI HUT HOSPITALITY.

STAFF REPORT: Parks and Recreation Director Steve Anthony stated that he has moved forward with solicitation of proposals for the Harbor House Concession Lease. With the recent City Code amendment it allows the concessionaire to seek a beer and wine license, and if approved, the city would receive a portion of the sales profits. One proposal was received and staff recommends approval of the agreement with Mr. and Mrs. Folk.

MOTION: Motion by Edinger, seconded by McEvers to approve Resolution No. 15-025, approving a Concession Stand Lease Agreement for the McEuen Park Rotary Harbor House with Randy and Akiko Folk d/b/a Tiki Hut.

DISCUSSION: Councilmember McEvers stated that he hopes that the beer and wine sales are successful. Councilmember Edinger hopes that they do not take their purchases on to Tubs Hill. Councilmember Gookin requested that staff look at the future possibility of adding a hood and other utilities to the Harbor House to make food preparation available. Mr. Anthony explained that some of the revenues received through the lease might be able to be used for improvements. Councilmember Miller expressed concern regarding the plastic folding chairs used last year. Mr. Anthony stated that the Parks Department will be supplying city picnic tables, and that the vendor can bring in more items. Mayor Widmyer asked that the Folk's keep the area clean and to high standards.

ROLL CALL: Miller Aye; McEvers Aye; Edinger Aye; Gookin Aye; Evans Aye; Adams Aye.
Motion carried.

A-1-15 - Annexation of Burlington Northern Railroad Property - Pursuant to Council Action on April 21, 2015

MOTION: Motion by McEvers, seconded by Evans to approve the Findings and Order for A-1-15 Annexation from County Industrial; +/- 9.557 acres of former Railroad property lying between the east end of Mill river Subdivision and Riverstone Development, to City C-17 (Commercial at 17 unites/acre). **Motion carried.**

COUNCIL BILL NO. 15-1008

AN ORDINANCE ANNEXING TO AND DECLARING TO BE A PART OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, A +/- 9.557 ACRES OF FORMER RAILROAD PROPERTY LYING BETWEEN THE EAST END OF MILL RIVER SUBDIVISION AND RIVERSTONE DEVELOPMENT, MORE SPECIFICALLY DESCRIBED AS A PORTION OF GOVERNMENT LOT 4 OF SECTION 9, GOVERNMENT LOTS 1, 2 AND 3 AND THE NORTHEAST QUARTER OF SECTION 10, ALL LOCATED IN TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN; ZONING SUCH SPECIFICALLY DESCRIBED PROPERTY HEREBY ANNEXED; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

MOTION: Motion by McEvers, seconded by Evans, to pass the first reading of **Council Bill No. 15-1008.**

ROLL CALL: McEvers Aye; Edinger Aye; Gookin Aye; Evans Aye; Adams Aye; Miller Aye.
Motion carried.

MOTION: Motion by McEvers, seconded by Edinger, to suspend the rules and to adopt **Council Bill 15-1008** by its having had one reading by title only.

ROLL CALL: McEvers Aye; Edinger Aye; Gookin Aye; Evans Aye; Adams Aye; Miller Aye.
Motion carried.

PURCHASE AND SALE AGREEMENT WITH BNSF FOR 2.2 MILES ALONG BNSF RIGHT-OF-WAY ALONG THE SPOKANE RIVER

STAFF REPORT: City Attorney Mike Gridley stated that the Council had previously approved staff to negotiate the purchase of the railroad property. Mr. Gridley presented a map of the 2.2 mile railroad area and reviewed the history of the property. The property originally appraised at over \$4 Million, but the purchase price has been negotiated to \$2.5 Million. The City's portion is a little over \$1 Million which will be paid out of annexation fees as the property is developed in the area. LCDC will pay the balance of the purchase price. He clarified that environmental, surveying and title work has been completed and that the City has been participating in a brownfields program. The BNSF Railway Company is the current owner; however, many others have operated upon this line, which complicates the title reports. He reviewed the current trail systems that would benefit from the connection to a new trail and reviewed the opportunity for access to the water. Additionally, he noted that trail systems were noted as important within the Vision 2030 plan, are a part of creating a healthy community, and he believes that the community supports these efforts. After the purchase is complete, he recommends that the Parks and Recreation Commission begin master planning the property with the community. The closing is scheduled for May 28, 2015.

MOTION: Motion by McEvers, seconded by Edinger to provide final approval for the purchase of the BNSF Railroad property along the Spokane River. **Motion carried.**

PUBLIC COMMENTS:

Chet Gaede, Coeur d'Alene, expressed thanks to Mr. Gridley for completing the sale agreement for the BNSF property. He hopes that the property be treated as more than a trail and/or skinny park, as it is a piece of a bigger effort of gaining water access. He believes the master planning needs to be a coordinated effort to make it the most feasible for the community. He is concerned that the Parks Department will not see this as a concerted effort to gaining access to the river.

EXECUTIVE SESSION: **Motion** by Gookin, seconded by Evans to enter into Executive Session as provided by Idaho Code 67-2345 § (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

ROLL CALL: Edinger Aye; Gookin Aye; Evans Aye; Adams Aye; Miller Aye; McEvers Aye.
Motion carried.

The City Council entered into Executive Session at 8:03 p.m. Those present were the Mayor, City Council, City Administrator, Finance Director, City Engineer, and City Attorney. Council returned to regular session at 9:00 p.m.

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

The meeting adjourned at 9:00 p.m.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

Draft

To : City Council
 Date: May 19, 2014
 Re: Fireworks Stands 2015
 From: Kathy Lewis, Deputy City Clerk



The following are requesting permission to operate a Fireworks Stand in the City at the following locations:

	Location	Operated by	Distributor	
1	Albertsons 220 Ironwood Dr	Loren Andy Flournoy 23310 E Inlet Dr #9 Liberty Lake WA 99019	TNT Fireworks S 104 Freya White Bldg #120B Spokane WA 99202	
2	Fred Meyer 560 W Kathleen	Paul Cote/ Colleen Ramsey 138 West Pintail Coeur d Alene ID 83815	TNT Fireworks S 104 Freya White Bldg #120B Spokane WA 99202	
3	Safeway 1001 N Fourth St	Brayden Runyon 1201 Lincoln Way Coeur d Alene ID 83815	Western Fireworks Inc PO Box 426 Aurora OR 97002	
4	Safeway 101 W Neider	Joseph Budig 420 South 11 th Ave Apt. A Coeur d'Alene, ID 83814	Western Fireworks Inc PO Box 426 Aurora OR 97002	
5	Skate Plaza 5685 N Pioneer	Rolling Thunder Fireworks Dan Holmes 29825 North 6 th Athol 83801	Thunder Fireworks 5207 187 St East Tacoma WA 98446	
6	Super 1 Foods 305 W Kathleen	Koran and Mary Quinn 251 Pine Crest Loop Sandpoint ID 83864	TNT Fireworks S104 Freya White Bldg #120B Spokane WA 99202	
7	Silver Lake Mall 200 W Hanley	Linda and Michael Morgan 16151 N Marble Lane Hayden ID 83835	TNT Fireworks S 104 Freya White Bldg #120B	
8	Walgreens 225 W Appleway	Journey – CDA Troy Carpenter 1604 West Lee Ct CDA ID 83814	TNT Fireworks 104 S Freya White Bldg #120B Spokane WA 99202	
9	Ramsey & Appleway	Eric Campbell 4316 Saw Blade Lane #105 Coeur d Alene ID 83814	TNT Fireworks 104 S Freya White Bldg #120B Spokane WA 99202	
10	K-Mart 201 W Neider	Paul Cote/Colleen Ramsey 138 West Pintail Coeur d Alene ID 83814	TNT Fireworks 104 S Freya White Bldg #120B Spokane WA 99202	
11	Runges Furniture	Eda Darwood 8505 Peach Lane Missoula MT 59801	Big Boom Fireworks 8505 Peach Lane Missoula MT 59801	

CEMETERY LOT TRANSFER/SALE/REPURCHASE PROCEDURE AND ROUTING SLIP

Request received by: Municipal Services Kathy hecois 5/14/15
Department Name / Employee Name / Date

Request made by: Brett Ryberg
Name / Phone
111 West 21st Avenue Spokane WA 99203
Address

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

Niche(s): _____
Lot(s): 32, 33, _____, _____, _____, _____. Block: NGD Section: R1V

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 (\$ N/A) attached**.
**Request will not be processed without receipt of fee. Cashier Receipt No.: _____

ACCOUNTING DEPARTMENT Shall complete the following:

Attach copy of original contract.

Vernie J 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:
3. The purchase price of the Lot(s) when sold to the owner of record was \$ 450⁰⁰ per lot.
Chel 5/11/15 \$900 to be applied to new purchase
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: MCC 5/11/15
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 Kathy Lewis 04/21/15
Department Name / Employee Name / Date
Request made by: Flammia & Solomon, Attys 208 667-3561
Name / Phone
PO Box 1117 Coeur d'Alene ID 83816
Address

The request is for: / / Repurchase of Lot(s)
 Transfer of Lot(s) from George Mitton to Mary Jo Mitton

Niche(s):
Lot(s): 30, 40, 50, & 20. Block: A Section: Riverview

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* Attorney for Mary Jo Mitton

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

Title transfer fee (\$ 4000) attached**.

**Request will not be processed without receipt of fee. Cashier Receipt No.: 811641

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:
George Mitton

3. The purchase price of the Lot(s) when sold to the owner of record was \$ 35000 per lot. vacant
lot 20 - occupied ownership now to Mary Jo

[Signature] 5/15/15
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: [Signature] 5-15-15
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.

RESOLUTION NO. 15-026

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 APPROVAL OF CHANGE ORDER NO. 1 (FINAL) WITH WILLIAMS BROTHER CONSTRUCTION, LLC FOR WASTEWATER PHASE 5C.1 – INITIAL TMF & NITRIFICATION IMPROVEMENTS; DECLARING CERTAIN I.T. EQUIPMENT AS SURPLUS; AND APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF POST FALLS FOR PLUMBING INSPECTIONS - SHARED SERVICES.

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

- A) Approval of Change Order No. 1 (FINAL) with Williams Brother Construction, LLC for Wastewater Phase 5C.1 – Initial TMF & Nitrification Improvements;
- B) Declaring Certain I.T. Equipment as Surplus;
- C) Approval of a Memorandum of Understanding with the City of Post Falls for Plumbing Inspections - Shared Services;

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 agreements or other actions for the subject matter, as set forth in substantially the form attached hereto as Exhibits "A through C" and incorporated herein by reference with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreements or other actions so long as the substantive provisions of the agreements or other actions remain intact.

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

DATED this 2nd day of June, 2015.

Steve Widmyer, Mayor

ATTEST

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER EVANS	Voted _____
COUNCIL MEMBER MILLER	Voted _____
COUNCIL MEMBER MCEVERS	Voted _____
COUNCIL MEMBER ADAMS	Voted _____
COUNCIL MEMBER GOOKIN	Voted _____
COUNCIL MEMBER EDINGER	Voted _____

_____ was absent. Motion _____.

PUBLIC WORKS COMMITTEE STAFF REPORT

DATE: May 26, 2015

FROM: James Remitz, Capital Program Manager

SUBJECT: City of Coeur d'Alene Wastewater Phase 5C.1 – Initial TMF & Nitrification Improvements:
Approval of Change Order No. 1 (FINAL)

=====

DECISION POINT:

The Council may wish to approve Change Order No. 1, (FINAL) that will amend the Agreement between the City of Coeur d'Alene and Williams Brother Construction, LLC for the construction of City of Coeur d'Alene Wastewater Department - Phase 5C.1 Initial TMF and Nitrification Improvements dated July 16, 2013 and authorize the Mayor to execute this Change Order No.1 (FINAL).

HISTORY:

The construction of this project commenced August 12, 2013 and was declared substantially complete December 4, 2014. The intent of the project was to construct a tertiary membrane filtration (TMF) facility along with nitrification improvements in order to meet the effluent requirements of the recently issued National Pollutant Discharge Elimination System (NPDES) permit for the Coeur d'Alene Wastewater Treatment Plant. Funding for the project consisted of a combination of low interest loan funding from the Idaho Department of Environmental Quality administered Clean Water State Revolving Loan Fund and City of Coeur d'Alene Wastewater Funds.

PERFORMANCE ANALYSIS:

The amount of the above referenced July 19, 2013 Agreement was \$8,670,367.00. As is common for a relatively complex project as this, unanticipated and additional work items were found to be necessary to complete the project. The additional work items defined in Change Order No.1 will result in an additional cost to the project of \$135,290.59. The justification and cost of these items are listed in the attached CPR – Detail Report. This Change Order No. 1 will increase the amount of the Agreement to \$8,805,657.59 and also extends the contract time by 21 days.

The total cost of the additional work items amounts to 1.5% of the total construction contract amount. This is substantially lower than the industry norm of 5-10% for a project of this size and complexity. The Wastewater Department, Engineer and Contractor all worked well together during the construction phase, no claims have been filed and the improvements/systems constructed are functioning as intended. The Wastewater Department is pleased with the

construction of the project and is currently operating the new tertiary filtration successfully.

FINANCIAL ANALYSIS:

Funding for Change Order No.1 will come from the 5C.1 Tertiary Treatment (account # 031-052-4954-7930) line item within the approved 2014-2015 City of Coeur D'Alene Wastewater Operating Fund budget.

RECOMMENDATION:

Approve and authorize the Mayor to execute the attached Change Order No. 1 to the Agreement between the City of Coeur d'Alene and Williams Brother Construction, LLC in the amount of \$135,290.59.

Attachments:

- Change Order No.1 (4 pages)
- CPR – Detail Report (18 pages)



Project Name:

Phase 5C.1 Initial TMF and Nitrification Improvements

Project Owner:

City of Coeur d'Alene Wastewater Department

CM/Project Contractor:

Williams Brother Construction, LLC

Change Order: 1

HDR Project No :

210899

Owner's Project No:

Date of Issuance:

5/11/2015

Date of Contract:

8/12/2013

Contract Period:

270

It is agreed to modify the Contract referred to above as follows:

CPR #	Item and Description of Changes	Change in Contract Price	Change in Contract Time
1	Price and Schedule Reconciliation - NTP to Nov 2013	\$(3,967.28)	7
2	TMF Equipment Building Basement Slab Reinforcement	\$0.00	
3	TMF future 6-TD (G) pipe blockouts	\$0.00	
4	SETPS Improvements	\$0.00	
5	Secondary Control Building Roof Removal	\$0.00	
6	RFI 10, TMF Slab Revisions - Time Extension Request	\$0.00	14
7	RFI 032 - UPS High Temp Battery	\$0.00	
8	24" TFE butterfly valve and 18" TFE knife gate	\$0.00	
9	Motor Control Center Modifications	\$0.00	
10.1	Secondary Control Building piping modifications	\$0.00	
11	Secondary Control Building 3AA piping modifications	\$0.00	
13	Backpulse Tank	\$0.00	
14	Future 6-TD(P) Penetration into Flash Mixing Tank	\$0.00	
15	Relocate Secondary Control Building 5" gas vent pipe.	\$0.00	
16	8-RSS piping re-location	\$0.00	
17	Split Structure Removable Plates	\$0.00	
18	Chemical Mix Tank 36-ML pipe supports	\$0.00	
19	4-CD lines from TMF containments	\$0.00	
20	Existing Solids Contact/Reaeration Tank pipe penetration grouting	\$0.00	
21	Secondary Control Building hand off remote switches	\$0.00	
22	Actuated stem housing for FCV-6105-31 & 41	\$0.00	
23	CLSM for Backfilling	\$0.00	
24	Secondary Clarifier tank drain pump re-wiring	\$0.00	
25	SCB 8-RSS and 4-WTS piping re-alignment fittings	\$0.00	
26	TMF Equipment Bldg Process Piping Modifications	\$0.00	
27	TMF Equipment Bldg Compress Air Modifications	\$0.00	
28	TMF Hatch 610-01	\$0.00	
30	12-ML pipe concrete containment.	\$0.00	
31	6-TD(P) and 8-STD into Riverside Interceptor manhole	\$0.00	
32	TMF CMU expansion joint caulking	\$0.00	



Project Name:

Phase 5C.1 Initial TMF and Nitrification Improvements

Project Owner:

City of Coeur d'Alene Wastewater Department

CM/Project Contractor:

Williams Brother Construction, LLC

Change Order: 1

HDR Project No :
210899

Owner's Project No:

Date of Issuance:
5/11/2015

Date of Contract:
8/12/2013

Contract Period:
270

33 2-3W ball valves	\$0.00
34 8-SAN Manhole Demo	\$0.00
35 Receptacle at SETPS	\$0.00
36 TMF Harmonic Filter support	\$0.00
37 TMF Electrical Room west end furred out wall and drywall	\$0.00
38 RFI 22 - TMF Eqmt Pump Gallery Electrical Support Change	\$0.00
39 FE-6105-01 Dia Change	\$0.00
42 Flow Split Structure Concrete Caps	\$0.00
43 Secondary Control Building fiber optic conduit repair	\$0.00
44 Storm Drain catch basin	\$0.00
45 Secondary Control Building Modifications for Turbo Blower	\$0.00
47 1 1/2" - 3W out to Chemical Mixing Tanks	\$0.00
48 Fiber Optic Broken Conduit	\$0.00
49 TMF conduit location at tanks under grating cover	\$0.00
51 Chemical Mixing Tank Hatches	\$0.00
52 TMF Turbidity Meter drain	\$0.00
53 Paving modifications	\$45,814.22
54 Fence man gate	\$0.00
55 IFAS Air Scour Solenoid Valves	\$37,754.52
56 Water Heater expansion tank	\$0.00
57 TMF network rack	\$0.00
58 TMF ABS blower backdraft dampers	\$0.00
59 Additional VFD speed feedback	\$0.00
60 Secondary Control Building redundant blower	\$0.00
61 4-CEN insulation	\$0.00
62 Chemical Mixing Tank AE-6101 instrument supports	\$0.00
63 ChemScan installation	\$0.00
64 Landscaping modifications	\$0.00
65 Eye wash flow switch	\$0.00
66 Fusible disconnect for Aeration Air Blower No. 1.	\$0.00
67 Oxygen Transfer Test Credit	\$(1,500.00)
68 Irrigation pipe substitution	\$0.00
70 Misc. Chemical Systems Center items	\$3,185.79
72 RFI 96 FCV Wiring Modification	\$0.00



Project Name:
Phase 5C.1 Initial TMF and Nitrification Improvements
 Project Owner:
City of Coeur d'Alene Wastewater Department
 CM/Project Contractor:
Williams Brother Construction, LLC

Change Order: 1

HDR Project No :
210899
 Owner's Project No:

 Date of Issuance:
5/11/2015
 Date of Contract:
8/12/2013
 Contract Period:
270

73 TMF Misc. Electrical and Wiring	\$0.00
74 Aeration Blower TMF Electrical	\$0.00
75 Phosphax Circuit Disconnect	\$0.00
76 TMF plenum access hatches	\$1,046.21
77 Tank Drain PS pump replacement	\$2,229.88
78 TMF Electrical Room diamond plate covers	\$673.30
79 Fencing top rail	\$3,893.43
80 Chemical Tote Piping	\$1,400.33
81 Misc. extra work items	\$11,797.02
82 TMF Flow Split/Flash Mix Tank handrail	\$5,129.53
83 Lockable HORs	\$0.00
86 Scum Skimmer Position Feedback	\$10,521.29
87 Power City Electric misc. work items	\$8,066.97
88 Unanticipated Work Item Reconciliation	\$(114.92)
89 Work Change Directive 1	\$8,961.43
90 Work Change Directive 2	\$398.87

Difference Net	\$135,290.59	21
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FO #	Item and Description of Changes	Change in Contract Price	Change in Contract Time
1	Soil Stockpile area		
2	TMF Drain Piping Change		
3	Membrane Tank 6-TD (G)		
4	TMF Strainer Control Panel re-location		
6	16-SE(P), 16-ML(P), 6-3W, 4-WTS Pipe Modifications		
7	16-SE & 16-ML invert change		
9	Masonry Standard Detail Modifications		
10	Chemical Mixing Tank 36-ML supports		
11	3-AA pipe routing		
12	1-SHY, 1-AL and 2-NG rerouting		

Summary: It is agreed to modify the Contract referred to above as follows:

Contract Price prior to this Change Order	Contract Time prior to this Change Order
\$8,670,367.00	270
Net Increase (Decrease) of this Change Order	Net Increase (decrease) of this Change Order



Project Name:
Phase 5C.1 Initial TMF and Nitrification Improvements
 Project Owner:
City of Coeur d'Alene Wastewater Department
 CM/Project Contractor:
Williams Brother Construction, LLC

Change Order: 1

HDR Project No :
210899
 Owner's Project No:

 Date of Issuance:
5/11/2015
 Date of Contract:
8/12/2013
 Contract Period:
270

\$135,290.59	21	
Revised Contract Price with all approved Change Orders	Revised Contract Time with all approved Change Orders	
\$8,805,657.59	291	5/30/2014

The change included in this Change Order are to be accomplished in accordance with the terms, stipulations and conditions of the original contract as though included therein.

Accepted for Contractor by

Date:

Recommended for Approval By (HDR Engineering, Inc.)

Date:

Approved for Owner by:

Date:

Approved: (Other - when Required):

Date:

HDR Engineering, Inc.

Project Number: 210899**Owner:** City of Coeur d'Alene Wastewater
Department**Contractor:** Williams Brother Construction, LLC**CPR #: 55****Date Issued:** 12/10/2014**Regarding:** IFAS Air Scour Solenoid Valves**Status :** Final**Date Posted:** 12/10/2014**Spec.Reference:** 13442**Last update:** 5/13/2015**Drawing Reference:****Incorporated into WCD #:****CPR Type:** Owner generated**CO# :** 1**Design Discipline Responsibility:** Process**Original Proposed Cost:** \$**Date Signed by Contractor:** 4/20/2015**Allowance Assigned to:****Date to Owner:** 5/6/2015**Change Will Add:** \$37,754.52**Owner Sign Date:** 5/7/2015**Change will Deduct:****Others:** -**Change in Days:****Remarks:**

Reasons: City requested addition of Total Suspended Solids (TSS), Dissolved Oxygen (DO), and pH sensors in existing Solids Contact Tank as well as added PLC control of Integrated Fixed-film Activated Sludge (IFAS) module air scour solenoid valves. The new sensors will allow for SCADA monitoring and improved process control with high and low level alarms. The TSS probe also provides an opportunity for automatic wasting in the future. The IFAS modules were cleaned and repaired by City staff during construction and the discovered the need for better control over the solenoid valves to improve air scouring in an attempt to further decrease biological build-up. This resulted in the need for additional I/O points in the existing PLC. Solenoid valves are now all programmed with individual timers and operate in a synchronous fashion rather than random pattern based on three separate timers.

Description:

- Provide electrical conduit and wire for control of solenoid valves SV-1 through SV-10 at the secondary aeration tanks from LCP-5001 as shown on the drawings.
- Field modification of existing Solenoid Valve Control Panels will require determination of existing control panel wiring. Utilize existing control panel terminal blocks and wiring to solenoid valves. As-built control panel drawings are provided for reference.
- Relocate Hach SC 100 Controller from Low-P Building and install with a new TSS Probe at location shown on attached drawings. New immersion mount for TSS probe will be required for installation in secondary clarifier splitter box. Provide aluminum mounting plate for controller.
- Provide new Hach pH probe and DO Probe with new sc200 controller (match approved models). Provide new mounting bracket (details to be determined after field investigation) for installation in secondary clarifier splitter box. Provide aluminum mounting plate for controller.
- Provide electrical power and signal wiring to LCP-5001 as shown on the drawings. Install new Analog Input card, terminals and wire in LCP-5001 as shown on LCP-5001 drawing markups. Circuit new SC 200 controller to same circuit as relocated Hach SC 100 Controller. Connect PH signal cable to next available input (channel 3) on new analog input card.
- Provide 2" Spare conduit as shown on the drawings.

Rev 1 2015-01-23 Contractor furnished TSS probe

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 70

Date Issued: 10/27/2014

Regarding: Misc. Chemical Systems Center items

Status : Final

Date Posted: 10/27/2014

Spec.Reference: 16130

Last update: 5/13/2015

Drawing Reference:

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Electrical

Original Proposed Cost: \$

Date Signed by Contractor: 1/15/2015

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$3,185.79

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons:

The relays were required for compatibility with the supplied Watson Marlow Peristaltic Alum and Caustic Pumps since the status output contacts are only rated up to 30 VDC and the existing Control Panel utilizes a 120 VAC digital input card. The additional discrete input card was required since inputs to the PLC are connected but not documented on the Control Panel as-builts.

Description:

Description of Proposed Change:

- Add 16 point digital input card to existing PLC rack in LCP-5299. Provide terminal and wiring to card inputs.
- Install 16 interposing relays with 24 VDC coil to LCP-5299 for interface with 30 VDC rated output contacts of Watson Marlow Peristaltic Pumps.
- Provide (2) # 12 and (1) 12 AWG GND wiring for Heat Trace Control Panel integral to Caustic Tank. Utilize raceway for piping heat trace from existing panel. Circuit to 20A/1P Circuit Breaker.
- Provide heat trace for caustic tank drain piping and valve. Provide new circuit and utilize GFEP type circuit breaker in existing panel.
- Provide (2) each 16 AWG STP cable and raceway from LCP-5299 to each Caustic and Alum Peristaltic Pump.
- Provide one GFCI protected 120V electrical outlet on the outside wall at Caustic Tank.

Attachment: None.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 76

Date Issued: 11/7/2014

Regarding: TMF plenum access hatches

Status : Final

Date Posted: 11/7/2014

Spec.Reference: 15890

Last update: 5/13/2015

Drawing Reference: 610M01

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Mechanical

Original Proposed Cost: \$

Date Signed by Contractor: 12/4/2014

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$1,046.21

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: The access hatches were added to the plenums for maintenance activities such as blowing off debris from the insect screens on the louvers.

Description: Provide access hatches into intake and exhaust plenums for maintenance. 2 - 24IN x 24IN access doors, high and low for intake plenums and 1 - 24IN x 24IN for exhaust plenums. Locations to be worked out with Owner and Engineer.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 77

Date Issued: 11/6/2014

Regarding: Tank Drain PS pump replacement

Status : Final

Date Posted: 11/6/2014

Spec.Reference:

Last update: 5/13/2015

Drawing Reference:

Incorporated into WCD #:

CPR Type: Owner generated

CO# : 1

Design Discipline Responsibility: Process

Original Proposed Cost: \$

Date Signed by Contractor: 1/13/2015

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$2,229.88

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: Upon installation of the replacement tank drain pump (Owner Furnished, Contractor Installed), it was found that the existing power and control wiring into the pump station wetwell were in one sealed conduit. Project requirements were to provide new control and power cables. The control wiring requires separation from the power wiring and had to be installed in a separate conduit. A new electrical junction box was provided to allow for connections to be made outside of the wetwell.

Description: For our pump replacement for the Tank Drain PS, provide separate power cable P.O.C. complete from inside wet well into the Secondary Control Building and power source for this pump. Keep sealed unit intact for floats as discussed on 11-5-2014.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 78

Date Issued: 11/6/2014

Regarding: TMF Electrical Room diamond plate covers

Status : Final

Date Posted: 11/6/2014

Spec.Reference:

Last update: 5/13/2015

Drawing Reference: 610E02

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Structural

Original Proposed Cost: \$

Date Signed by Contractor: 12/12/2014

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$673.30

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: Diamond plate aluminum covers were provided to cover the openings in the Electrical Room floor which will be used for future expansion.

Description: For the openings in the floor for future electrical panels, provide 1/4" aluminum diamond plate covers over the three (3) openings. Covers to extend 2" past opening edges.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 79

Date Issued: 11/6/2014

Regarding: Fencing top rail

Status : Final

Date Posted: 11/6/2014

Spec.Reference: 02444

Last update: 5/13/2015

Drawing Reference: 000C07

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Civil/Landscape

Original Proposed Cost: \$

Date Signed by Contractor: 11/7/2014

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$3,893.43

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: For commonality with existing fencing and for additional security, a top rail was added to the fencing system around the new facilities.

Description: Provide top rail matching fence fabric on all new fencing installed per Section 02444 2.2 E.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 80

Date Issued: 11/14/2014

Regarding: Chemical Tote Piping

Status : Final

Date Posted: 11/14/2014

Spec.Reference:

Last update: 5/13/2015

Drawing Reference: 610D08

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Process

Original Proposed Cost: \$

Date Signed by Contractor: 1/21/2015

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$1,400.33

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: To allow for easier connection to chemical totes and to reduce potential spillage caused by breakage, the piping system was modified to utilize reinforced tubing above the containment grating. The Y-strainers were relocated to the containment area for better maintenance access.

Description: Add 1 IN chemical Y-strainer (PVC body, Viton seals, 24 mesh screen) to piping just downstream of connection to chemical totes but before piping passes through floor in containment area.
In lieu of hard piping from under the grating to the chemical totes, provide 1 IN reinforced tubing with adequate length to reach both totes. Keep all hard piping under grating.
Increase female quick coupler size to 2 IN for all four locations.
Provide 1 IN ball valve at each tote per design drawings (no change).

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 81

Date Issued: 3/26/2015

Regarding: Misc. extra work items

Status : Final

Date Posted: 3/26/2015

Spec.Reference:

Last update: 5/13/2015

Drawing Reference:

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Civil/Landscape

Original Proposed Cost: \$

Date Signed by Contractor: 3/26/2015

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$11,797.02

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Project Number:

Owner:

Contractor:

Reasons: Through out the project, several work items were identified as additions to the contract but necessary and beneficial to the project. Items were generally small in nature and the work was executed while the contractor was working within the area thus minimizing the cost to the extent possible. Additionally, rather than execute change paperwork for each individual item thereby greatly increasing the cost, these items were tracked by the Resident Project Representative and the contractor for inclusion in a single CPR.
Justification of Work Items:

1. 4-CEN: 2-20-14, unidentified water, electrical duct bank and gas line at the Low P building to cross, crew held up 2 hours.
2. 24 PER & 12-ML: Conduits going to the landscaping fountain on west side went out at an angle, plans showed that these came straight out then at a 90 degree angle to fountain Conduit broke but not the electrical cable.
3. TMF basement - instructed WBC to use the ¾" CA piping in lieu of plan ½". 30LF of ½" were already set and a couple of bends which had to be removed.
4. Clean out of 6-TD line in asphalt was already cut and top cut off, casting set and then concreted in. City asked for this to be done prior to paving
5. NW corner of TMF site, raise existing catch basin 12". There was a steep drop off from the pavement. 12" added to protect road integrity.
6. 24-PER - P.O.C. with 30 SE, installed Owner supplied yard hydrant and curb stop. Existing yard hydrant leaked badly. City asked for Contractor to install Owner provided new hydrant and install while Contractor had area exposed for other Contract work.
7. West side of south Secondary Clarifier, provide curb stop and valve box for yard hydrant. Existing hydrant did not have this and City asked for this to have it's own isolation valve. Contractor did this while area was exposed for Contract work.
8. At 2-1W P.O.C., provide and install curb stop and valve box. Plans just showed connection to existing piping. City asked for isolation valve to be installed.
9. Gabion wall extended approximately 10 LF. After initial installation, the need for additional length was identified to reduce grade at end of wall to allow for easier mowing activities.
10. TMF building grouting of wall penetrations. City asked for this for future piping that were blocked out of wall for future work.
11. Lower i.e. of 6-TD(P) into Riverside Interceptor. This required additional excavation.
12. TMF basement 20" manifold, provide and install ½" SST valve and connection. This was for installation of a temperature sensor.
13. Provided fire extinguisher for equipment platform per Fire Dep't requirements.
14. Provided equipment pads around conduit coming out of concrete slabs to allow for for easier house keeping.

CPR - Detail Report

Project Number:

Owner:

Contractor:

Description: Miscellaneous extra work items:

1. 4-CEN: 2-20-14, unidentified water, electrical duct bank and gas line at the Low P building to cross, crew held up 2 hours.
2. 24 PER & 12-ML: Conduits going to the landscaping fountain on west side go at an angle, plans were not denoted correctly as what was there. Conduit broke but not the electrical cable.
3. TMF basement - instructed WBC to use the ¾" CA piping in lieu of plan ½". 30LF of ½" were already set and a couple of bends which had to be removed.
4. Clean out of 6-TD line asphalt cut and top cut off, casting set and then concreted in.
5. NW corner of TMF site, raise existing catch basin 12"
6. 24-PER - P.O.C. with 30 SE, installed Owner supplied yard hydrant and curb stop.
7. West side of south Secondary Clarifier, provide curb stop and valve box for yard hydrant.
8. At 2-1W P.O.C., provide and install curb stop and valve box.
9. Gabion wall raised and extended out 10 LF.
10. TMF building grouting of wall penetrations.
11. Lower i.e. of 6-TD(P) into Riverside Interceptor.
12. TMF basement 24" manifold, provide and install ½" SST valve and connection.
13. Provide fire extinguisher for equipment platform.
14. Provide equipment pads around conduit coming out of concrete slabs.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 82

Date Issued: 11/17/2014

Regarding: TMF Flow Split/Flash Mix Tank handrail

Status : Final

Date Posted: 11/14/2014

Spec.Reference: 05522

Last update: 5/13/2015

Drawing Reference: 610S02

Incorporated into WCD #:

CPR Type: Owner generated

CO# : 1

Design Discipline Responsibility: Structural

Original Proposed Cost: \$

Date Signed by Contractor: 11/14/2014

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$5,129.53

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: Guard railing was added at the split structure as it was determined that it will be routinely accessed by plant personnel and the walking surface is more than 30 IN above grade measured at 36 IN from face of wall.

Description: Provide handrail per Section 05522 on the Flash Mix and Flow Split Structure walls to the steps on the southwest side.

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 86

Date Issued: 10/20/2014

Regarding: Scum Skimmer Position Feedback

Status : Final

Date Posted: 12/18/2014

Spec.Reference:

Last update: 5/13/2015

Drawing Reference:

Incorporated into WCD #:

CPR Type: Engineer generated - Added Value

CO# : 1

Design Discipline Responsibility: Electrical

Original Proposed Cost: \$

Date Signed by Contractor: 1/13/2015

Allowance Assigned to:

Date to Owner: 5/6/2015

Change Will Add: \$10,521.29

Owner Sign Date: 5/7/2015

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: Provided position feedback of slide gates to allow for automated control of scum skimming operation by PLC timers. The slide gate actuators required modifications to provide the necessary output.

Description: Provide (2) 16 AWG STP, (1) 12 AWG GND in Conduit S-6101-04 for Position Feedback to LCP-610 from RTS Channel Scum Skimmer SS-6104-31 and Flash Mix Tank Scum Skimmer SS-6104-41. Intercept raceway between RTS channel and Flash Mix tank and provide new raceway from conduit to each Scum Skimmer Gate Actuator with (1) each 16 AWG STP, (1) 12 AWG GND. Terminate signal wiring in LCP-610 per attached red-lined AI drawing.

Attachment: LCP-610 AI Redlines.

HDR Engineering, Inc.

Project Number: 210899**Owner:** City of Coeur d'Alene Wastewater
Department**Contractor:** Williams Brother Construction, LLC**CPR #: 87****Date Issued:** 3/12/2015**Regarding:** Power City Electric misc. work items**Status :** Final**Date Posted:** 3/25/2015**Spec.Reference:** Div 16**Last update:** 5/13/2015**Drawing Reference:****Incorporated into WCD #:****CPR Type:** Engineer generated - Added Value**CO# :** 1**Design Discipline Responsibility:** Electrical**Original Proposed Cost:** \$**Date Signed by Contractor:** 3/25/2015**Allowance Assigned to:****Date to Owner:** 5/6/2015**Change Will Add:** **\$8,066.97****Owner Sign Date:** 5/7/2015**Change will Deduct:****Others:** -**Change in Days:****Remarks:**

Reasons: Through out the project, several electrical work items were identified as additions to the contract but necessary and beneficial to the project. Items were generally small in nature and the work was executed while the contractor was working within the area thus minimizing the cost to the extent possible. Additionally, rather than execute change paperwork for each individual item thereby greatly increasing the cost, these items were tracked by the Resident Project Representative and the contractor for inclusion in a single CPR.

Further explanation;

1. Profibus connectors at Secondary Control Building; during power transfer to new MCC panels, there was a profibus connector that needed to be obtained, which Power City Electric did, then installed it. Saw this was needed just prior to power switch over to new MCCS.
2. In Secondary Control Building basement and the POC for the 8-RSS, an electrical condelet was going to be covered making it inaccessible for future access. Power City Electric was directed to provide a condelet accessible from the side, which they did. For ease of maintenance for City.
3. In the TMF Electrical Room, a large number of conduits were planned to come out of the walls and the concrete ceiling. It was determined that fewer penetrations through the ceiling and going into a gutter (large junction box) would be preferable and better for future additions to the system.
4. LIT at the Chemical Caustic Tank; a smaller in diameter Level Element (LE) was needed to fit tank POCs fittings.
5. Analog conduit from LCP-610 to CP-01 was required for communication with GE system and discovered during commissioning activities.
6. TMF hoist manufacturer required a local electrical disconnect a certain number of feet away. Power City provided this per City code.
7. Run command for chemical pumps in TMF:
Despite taking known precautions, a small stray voltage was discovered in the electrical wiring for the Sodium Hypochlorite pump which did not allow for the run contact to de-energize and stop the pump. This created a safety issue. After troubleshooting over the course of several days by the electrical subcontractor and the engineer, the source of the stray voltage was never determined. The correction was to provide a new TSP wire.
8. Caterpillar generator callout; during start-up of the GenSet, the Harmonic Filter was back feeding to the GenSet and modifications needed to be made to the Gen Set programming. This was an unforeseen event.
9. Hard wire for the irrigation controller; The irrigation controller power is via a plug in to a 110 electrical box. For safety and a permanent connection, this was hard wired to power. City request for permanent installation.

CPR - Detail Report

Project Number:

Owner:

Contractor:

Description: Miscellaneous work items of Power City Electric(PCE)

1. Profibus connectors at Secondary Control Building; during power transfer to new MCC panels, there was a profibus connector that needed to be obtained, which Power City Electric did, then installed it.
2. In Secondary Control Building basement and the POC for the 8-RSS, an electrical condelet was going to be covered making it inaccessible for future access. Power City Electric was directed to provide a condelet accessible from the side, which they did.
3. In the TMF Electrical Room, a large number of conduits were needing to come out of the walls and the concrete ceiling and instead of drilling thru wall and ceiling it was determined that fewer penetrations and going into a gutter(large junction box) would be preferable and better for future additions to the system.
4. LIT at the Chemical Caustic Tank; a smaller in diameter Level Indicator Transmitter(LIT) was needed to fit tank POCs fittings.
5. Analog conduit from LCP-610 to cp-01 was required for communication with GE system.
6. TMF hoist manufacturer requires a local electrical disconnect a certain number of feet away. Power City provided this.
7. Run command for chemical pumps in TMF TSP is required for communication with GE system.
8. Caterpillar callout; during start-up of the GenSet, the Harmonic Filter was back feeding to the GenSet and modifications needed to made to the Gen Set programming.
9. Hard wire for the irrigation controller; The irrigation controller power is via a plug in to a 110 electrical box. For safety and a permanent connection, this was hard wired to power.

HDR Engineering, Inc.

Project Number: 210899**Owner:** City of Coeur d'Alene Wastewater
Department**Contractor:** Williams Brother Construction, LLC**CPR #: 89****Date Issued:** 2/4/2014**Regarding:** Work Change Directive 1**Status :** Final**Date Posted:** 2/4/2014**Spec.Reference:****Last update:** 5/13/2015**Drawing Reference:****Incorporated into WCD #:** 1**CPR Type:** Unanticipated Work Item**CO# :** 1**Design Discipline Responsibility:** Civil/Landscape**Original Proposed Cost:** \$8,500.00**Date Signed by Contractor:** 10/6/2014**Allowance Assigned to:****Date to Owner:** -**Change Will Add:** \$8,961.43**Owner Sign Date:** 11/6/2014**Change will Deduct:****Others:** -**Change in Days:****Remarks:** Created reconciliation CPR to allow WCD module to calculate amount correctly.**Reasons:**

During exploratory work prior to installation of yard piping, it was discovered that an existing electrical ductbank did not run true straight between two handholes but rather it bowed out roughly 5 FT. This would require the piping alignment for the 16-ML and 16-SE lines to be moved east. However, this area is planned for a future secondary clarifier and support facilities as well as other utility relocations. The decision was made to relocate the piping alignment to the west to avoid this future conflict and relocation at that time. The relocation required modifications to other smaller piping systems and asphalt replacement.

Description: ML and SE

With the findings from the exploratory excavation please move the alignment of the 16-SE and 16-ML pipelines west to between the two duct banks located adjacent to the Secondary Control Building (both shown on Sheet C02). There is approximately 9 FT between the two duct banks.

3W

Provide 3 IN gate valve and utilize the existing 6x2 tee and the existing 6 IN gate valve to cap the two lines. Work with City WWTP staff on shutting down the 6-3W and the 3-3W. The 3-3W service going to the Admin Building chiller may be temporarily taken out of service but shall be re-established after completion of the work. After installation of the new 16 IN pipelines, re-lay the 3-3W with new pipe and 6-3W to its original location. Cap the 6-3W and provide a thrust block for deadend service. Provide additional 3-3W Sch. 80 water line to the valve that is approximately 25' south of the pipe trench for the 16 IN pipelines. Replace this existing valve with a new 3 IN gate valve.

TD and TSC

Reroute the 6-TD and 8-TSC pipelines as shown in the attached sketch. In the future these lines will be accessed and tied into and will need to cross over one another, therefore will need to be laid at different elevation. Please provide 2x4s vertical markers, locations (measured off building corners) and elevations for these wyes.

Project Number:

Owner:

Contractor:

Temporary Yard Piping

There are three lines that need to be temporary piped, the 2-CLV, 2-CLS and the 2-3W line. The temporary piping may run along the top of the existing ductbank to their points of connection (POC). Provide insulation and heat trace wire. Power from the Secondary Control Building may be used for the heat tracing. When the work is complete, the pipes shall be ran between the duct bank and the Secondary Control Building to their POCs alongside the existing 1 IN fiber optic conduit. Use Sch. 80 PVC pipe for the permanent piping being replaced.

Fiber Optic

Shown on the site plan is a hand hole where the existing fiber optic conduit enters and does a quick bend in the conduit and routes back out. Please cut hand hole to allow removal during yard piping installation. The fiber optic conduit may then "float" and be moved as needed. After yard piping work is complete, please reinstall conduit in existing hand hole and grout section back. Reinstall at approximately the same location.

NG

A 1 IN natural gas is also alongside the existing 6-3W and needs to remain in service. This pipe may "float" and be moved as necessary during completion of the work.

Asphalt Replacement

There will be additional asphalt replacement required for this work. We will work with WBC on quantifying this extra in a CPR for additional asphalt work prior to the anticipated schedule for this work.

Additional Information

Along the north side of the Secondary Control Building, there is a 6 IN PVC pipe that its use and origination is unknown. It is believed to be a spare sleeve running under the asphalt. This pipe needs to remain unless we are able to ascertain its use (or non use) during our excavation.

See attached sketch

CPR - Detail Report

Phase 5C.1 Initial TMF and Nitrification Improvements

HDR Engineering, Inc.

Project Number: 210899

Owner: City of Coeur d'Alene Wastewater
Department

Contractor: Williams Brother Construction, LLC

CPR #: 90

Date Issued: 4/10/2014

Regarding: Work Change Directive 2

Status : Final

Date Posted: 4/10/2014

Spec.Reference:

Last update: 5/13/2015

Drawing Reference:

Incorporated into WCD #: 2

CPR Type: Unanticipated Work Item

CO# : 1

Design Discipline Responsibility: Civil/Landscape

Original Proposed Cost: \$

Date Signed by Contractor: 9/3/2014

Allowance Assigned to:

Date to Owner: -

Change Will Add: \$398.87

Owner Sign Date: 11/6/2014

Change will Deduct:

Others: -

Change in Days:

Remarks:

Reasons: The city was in the process of having Ruen Yeager certify the new berm as part of their levee system. This certification process required exploration of material beneath the planned location of the berm as well as removal of existing railroad ballast material.

Description: Additional work associated with installation of berm per request by City in conjunction with attached berm plan by Ruen - Yeager & Associates.

**GENERAL SERVICES COMMITTEE
STAFF REPORT**

DATE: Tuesday May 26th, 2015
FROM: Kirk Johnson, Information Systems Division
SUBJECT: Declare attached list of unused I.T. equipment as Surplus

=====

DECISION POINT:

The Council is requested to declare the attached list of unused I.T. equipment as Surplus, so we may proceed with attempting to auction, recycle, and ultimately dispose of the equipment.

HISTORY:

The equipment on the list has been replaced due to failure, or due to performance issues. Any equipment in working condition is offered to nonprofit agencies after the equipment has been posted online for a minimum of two weeks.

Any equipment that contained data has undergone erasing by method of overwriting the device with 0's in three passes. Any devices that contained data and are now inoperable will be destroyed once the item is declared surplus.

FINANCIAL ANALYSIS:

The equipment on the attached list will likely be found to be of nominal value after being offered as surplus on our website, and will need to be recycled. Nominal value is a current value of zero or a current value of less than what it would cost to dispose of the surplus item at an auction or refuse site.

PERFORMANCE ANALYSIS:

Our allotted storage space for surplus equipment is full. We need to declare the items in this space as Surplus so we can free up needed space.

DECISION POINT/RECOMMENDATION:

Declare the attached list of I.T. equipment as surplus so we can begin the disposal process.

5/18/2015

City of Coeur d Alene I.T. Surplus Equipment

Type	Manuf			Destruct Method
Asset #	Model	Notes	Serial #	Date Destroyed
Laptop 2601	Hewlett-Packard HP Compaq tc4200 (PV985A	DBan 5/11/15	CND6011FPP	DBAN 05/11/2015
Monitor 2725	Acer Plug and Play Monitor		ETL4702148710009024143	
Monitor 2904	HP Plug and Play Monitor		CNC54504P4	
Monitor 2860	HP Plug and Play Monitor		CNC70529JR	
Monitor 3529	Acer Plug and Play Monitor		ETL4908429646046E84201	
Monitor 2690	Dell Plug and Play Monitor		CN0WH3197287268G39DM	
Monitor 3158	HP Plug and Play Monitor	EOL - 17"	CNC53915W2	
Monitor 1931	ADI Microstar Plug and Play Monitor	EOL	M7A39KA000543	
Monitor 3180	Acer Plug and Play Monitor		ETL7409038738006736340	
Monitor 2701	Dell Plug and Play Monitor		CN0WH3197287268G3A0M	
MDC 2645	Matsushita Electric Indus CF-18NDHZXVM	DBan 9/11/2014 - JP	CF-18NDHZXVM	
Server 2320	IBM eserver xSeries 346 -[884011]		KPVMRN0	
Desktop 2258	VIAK8T AWRDACPI	EOL - Removed HDD""s	NONE	
Monitor 3400	HP Plug and Play Monitor		CNC70529JJ	
Monitor 2900	HP Plug and Play Monitor		CNC54504PD	
Monitor 2884	HP Plug and Play Monitor		CNC54504PC	
Monitor 2956	HP Plug and Play Monitor		CNC70529JS	

City of Coeur d Alene I.T. Surplus Equipment

Type	Manuf			Destruct Method
Asset #	Model	Notes	Serial #	Date Destroyed
Laptop 2585	Hewlett-Packard HP Compaq nc6120 (PZ121U)	Dban 9/2/14	CNU6031CVS	
Laptop 2208	TOSHIBA TECRA M2	Dban 9/4/14	84084286H	
Laptop 3551	TOSHIBA TECRA A8	Dban 5/12/15	67102174h	
Desktop 2346	INTEL DG41TY	No-HDD		
Monitor 2692	Dell Plug and Play Monitor		CN0WH3197287268G32YM	
MDC 2647	Matsushita Electric Indus' CF-18NDHZXVM	Dban 9/11/2014 - JP	CF-18NDHZXVM	
Monitor 2781	Acer Plug and Play Monitor		ETL290806554003AB6PK07	
Monitor 2223	Philps Default Monitor		BZ000550410312	
Desktop 3459	INTEL DG41TY	No-HDD		
Monitor 2304	Acer Plug and Play Monitor		ETL180910253000908PQ43	
Desktop 2598	INTEL DG41TY	No-HDD		
Desktop 2595	Gigabyte Technology Co. H97M-D3H	No-HDD		
Desktop 2335	INTEL DG41TY	No HDD		
Desktop 2360	INTEL DG41TY	No HDD		
Desktop 2586	INTEL DG41TY	No-HDD		
Desktop 2622	INTEL DG41TY	No HDD		
Laptop 2207	TOSHIBA TECRA M2	Dban 9/4/14	84084284H	

City of Coeur d Alene I.T. Surplus Equipment

Type Asset #	Manuf Model	Notes	Serial #	Destruct Method Date Destroyed
Monitor 2297	Acer Plug and Play Monitor		ETL480B13554802242RH03	
Laptop 2232	TOSHIBA TECRA M2	Dban 9/4/14	94064409H	
Desktop 3024			F437301	
Desktop 3846	INTEL DG31PR	EOL - No HDD		
Monitor 2480	Acer		ETL210213545000417ED34	
Monitor 2224	Philps 190v		BZ000550410510	
Monitor 3898	Hanns-G	Dead - JP	003RN37A00151	
Desktop 2643	INTEL DG41TY			
Laptop 2709	TOSHIBA TECRA M5			
Desktop 3970	INTEL DG41TY	No-HDD		
MDC 3329	Matsushita Electric Indus CF-18KHHZXBM	Dban 9/11/2014 - JP	6AKSA70749	
Laptop 3464	TOSHIBA TECRA A9	No HDD	48058435H	
Laptop 2234	TOSHIBA Portable PC	Dban 9/4/14	94064411H	
Laptop 2469	TOSHIBA TECRA M2	Dban 9/4/14	Y4065331H	
MDC 2422	Matsushita Electric Indus CF-18KHHZXBM	no HDD 9/11/2014 - JP	6AKSA70927	
Laptop 2600	Hewlett-Packard HP Compaq tc4200 (PV985A)	Dban 9/4/14	CND611023D	
MDC 3295	Matsushita Electric Indus CF-18KHHZXBM	Dban 9/11/2014 - JP	6AKSA70827	

City of Coeur d Alene I.T. Surplus Equipment

Type Asset #	Manuf Model	Notes	Serial #	Destruct Method Date Destroyed
Laptop 3068	TOSHIBA TECRA A8	No HDD	67102163H	
Laptop 2871	TOSHIBA TECRA A8	DBAN 5/12/15	67102166h	DBAN 05/12/2015
Laptop 2328	Hewlett-Packard HP Compaq tc4200 (PA752A)	Dban 9/4/14	2UA53708D3	
Laptop 2329	Hewlett-Packard HP Compaq tc4200 (PA752A)	Dban 9/4/14	2UA53708DH	
Laptop 2327	Hewlett-Packard HP Compaq tc4200 (PA752A)	Dban 9/4/14	2UA53708D1	
Laptop 2330	Hewlett-Packard HP Compaq tc4200 (PA752A)	EOL - No HDD jp	2UA53708CY	
Desktop 4014	INTEL DG41TY	No HDD		
Desktop 4013	INTEL DG41TY	No-HDD		
MDC 2615		Dban 9/11/2014 - JP	6AKSA70967	
MDC 2648		Dban 9/11/2014 - JP	6GKSA25544	
MDC 2611		Dban 9/11/2014 - JP	6GKSA2554r	
MDC 2612		Dban 9/11/2014 - JP	6DKSA94859	
MDC 3297	Matsushita Electric Indus CF-18KHHZXBM	EOL - CF18	6AKSA70891	DBAN 05/14/2015
Desktop 3954	INTEL DG41TY	No HDD		
Desktop 3840	INTEL DG41TY	No HDD		
Monitor 2901	HP L1706		CNC54504P3	
Monitor 3398	HP 1740		CNC70529HT	

City of Coeur d Alene I.T. Surplus Equipment

Type	Manuf	Notes	Serial #	Destruct Method
Asset #	Model			Date Destroyed
Monitor 2287	Acer	EOL - No Base	ETL34090045120134FPQ10	
Laptop 3492	LENOVO 7417TPU	NO HDD	VF21E87S13A	
Desktop 2819	INTEL DG41TY	No-HDD		
Desktop 2596	INTEL DG41TY	No-HDD		
Desktop 3084	INTEL DG31PR			
Desktop 2583	INTEL DG41TY	No-HDD		
Monitor 2625	ACER AL 1716		099802410766	
Printer 2106	Hewlett Packard HP 500ps Plotter	EOL	SG35951032	
Storage Array 3115	Dell LTO 3 Tape Library		DellLTO3Tape	
Desktop 3417	INTEL DG31PR	EOL - No HDD		
Desktop 2324	INTEL DG41TY	No-HDD		
Desktop 4134	INTEL DG41TY	No HDD		
Desktop 4135	INTEL DG41TY	No HDD		
Laptop 2599	Hewlett-Packard HP Compaq tc4200 (PV985A	Dban 9/4/14	CND611023G	
Desktop 3460	INTEL DG31PR	EOL - Empty Case		
Storage Array 3147	Dell power vault 132t - not in use		3147	
Desktop 2484	INTEL DG41TY			

City of Coeur d Alene I.T. Surplus Equipment

Type	Manuf			Destruct Method
Asset #	Model	Notes	Serial #	Date Destroyed
Desktop 2745	INTEL DG31PR	No HDD		
Desktop 2749	INTEL DG31PR	No-HDD		
Desktop 2332	INTEL DG41TY	No-HDD		
Desktop 2481	INTEL DG41TY			
Desktop 2755	INTEL DG31PR			
Laptop 2669	TOSHIBA TECRA A6	EOL - STREETS - TIMM	46195964k	
Desktop 3082	INTEL DG31PR	No HDD		
Desktop 2826	INTEL DG41TY	No HDD		
Desktop 3087	INTEL DG31PR	No HDD		
DEsktop 2740	INTEL DG31PR	No HDD		
Desktop 3568	INTEL DG31PR	No HDD		
DEsktop 2482	INTEL DG41TY	No HDD		
Desktop 2376	INTEL DG31PR	No HDD		
Desktop 2322	INTEL DG41TY	No HDD		
Desktop 2757	INTEL DG31PR			
Desktop 2442	INTEL DG41TY			
Desktop 3547	INTEL DG41TY	No HDD		

City of Coeur d Alene I.T. Surplus Equipment

Type	Manuf			Destruct Method
Asset #	Model	Notes	Serial #	Date Destroyed
Desktop	INTEL			
3085	DG31PR			
Server				
2319				
Monitor	OPTIQUEST	Tested Inoperable on 5/13/2015	Q5W061602571	
2658	Q9			
Desktop	INTEL			
3510	DG31PR			
Laptop	TOSHIBA	No HDD	38034463h	
3507	TECRA A9			
MDC	Matsushita Electric Indus'	Dban 9/11/2014 - JP	6AKSA70795	
2427	CF-18KHHZXBM			
Desktop	INTEL	No HDD		
2485	DG41TY			
Network Devi	Netgear		FM71149DB007980	
3341	FSM726S			
Desktop	INTEL			
2795	DG41TY			
Desktop	INTEL			
2795	DG41TY			
Desktop	INTEL			
2778	DG41TY			
Desktop		EOL	FNCRSF1	
3541				
MB				
CHMB-01				
MB				
CHMB-02				
DVD		Box of old IDE DVD"s		
CDVD-01				
DVD		Box of old IDE DVD""s		
CDVD-02				
MB				
LIBMB-01				

City of Coeur d Alene I.T. Surplus Equipment

Type Asset #	Manuf Model	Notes	Serial #	Destruct Method Date Destroyed
Laptop 1929		Dban 9/2/14	DK992A	
Laptop 4212	Dell Inc. Latitude XT	Dban 5/12/15	CB79TK1	
MB CHMB-03				
Laptop 3494		Dban 10/23/14	L3-A0763 0808	DBAN 10/23/2014
MB CHMB-04				
DVD PDVD-01		Box of old IDE DVD""s		
Desktop 2591		No-HDD		
Desktop 2331		No-HDD		
Desktop 2628		No-HDD		
Desktop 2334		No HDD		

GENERAL SERVICES COMMITTEE STAFF REPORT

DATE: May 26, 2015
FROM: Ed Wagner, Building Services Director
SUBJECT: Intergovernmental Memorandum of Understanding Shared Services Agreement between the Cities of Coeur d' Alene and Post Falls

DECISION POINT: Staff is requesting that Council approve the proposed Memorandum of Understanding (MOU) between the Cities of Post Falls and Coeur d' Alene to share plumbing and potentially electrical inspection assistance when necessary by either party because of additional work load, employee absence or employee vacancy.

HISTORY: The City of Post Falls contacted us asking if we would entertain assistance with backup inspections. They will be issuing plumbing permits and performing inspections starting in June. They will also be issuing electrical permits and performing electrical inspections in July. Fifteen of the sixteen most populated cities issue these permits and provide inspections. Idaho statute specifies plumbing inspectors shall be a licensed journeyman with not less than 5-years field experience and electrical inspectors also are a journeyman with not less than 4-years field experience. Ideally, jurisdictions would have two qualified inspectors on staff but some smaller jurisdictions may opt to contract these services to a qualified contractor as a backup. The City of Hayden has expressed an interest in this type of arrangement also.

FINANCIAL ANALYSIS: The MOU has a provision for compensation to be reviewed at the end of the year to determine the amount the provider shall be reimbursed for any services provided. We anticipate the accrued hours of assistance should be minimal when calculated at the end of the year by both parties, especially since Coeur d' Alene has a full staff of plumbing inspectors.

PERFORMANCE ANALYSIS: To promote inter-municipal cooperation, uniformity, and provide improved customer service Post Falls is requesting assistance with the City of Coeur d' Alene with their inspections as needed.

RECOMMENDATION: Staff recommends that Council approve the proposed MOU with the City of Post Falls to share inspections as necessary by either jurisdiction.

INTERGOVERNMENTAL MEMORANDUM OF UNDERSTANDING SHARED SERVICES AGREEMENT

THIS SHARED SERVICES AGREEMENT, made this 2nd day of May, 2015 by and between the **City of Coeur d'Alene**, a municipal corporation located in the County of Kootenai, State of Idaho, with principal offices located at 710 E Mullan Ave, Coeur d'Alene, Idaho, 83814 and the **City of Post Falls**, a municipal corporation located in the County of Kootenai, State of Idaho, with principal offices located at 408 N Spokane St. Post Falls, Idaho, 83854.

WHEREAS, the City of Post Falls and the City of Coeur d'Alene are desirous to share services with each other to assist with improved customer service and continuity of services; and

WHEREAS, the parties both have the statutory authority to provide plumbing inspections for their respective jurisdictions; and

WHEREAS, it is the intent of the cities to advance the spirit of inter-municipal cooperation; and

WHEREAS, Idaho Code permits cities to enter into contracts with one another to perform public responsibilities in a cooperative manner; and

WHEREAS, the parties have negotiated in good faith the terms and conditions of this Agreement which would enable the parties to accomplish this purpose for the duration of the joint working relationship; and

WHEREAS, the terms and conditions of this understanding are set forth below; and

WHEREAS, the parties have each duly authorized their proper city officials to enter into and execute this Agreement.

NOW, THEREFORE the City of Post Falls and the City of Coeur d'Alene agree as follows:

ARTICLE I: SCOPE OF SERVICES

A. SERVICES TO BE PERFORMED

The two parties shall furnish licensed services for plumbing inspections pursuant to and in accordance with Idaho law, as might be needed by the other party. Both parties agree to maintain full-time employees to cover their normal required services in these areas. This agreement would be used in situations where additional assistance is needed by the other party because of additional work load, employee absence or employee vacancy. Notice of desired need will be provided to the other party. Over-time hours may be used when approved by both parties.

B. DESIGNATION AS CONTRACTOR

The provider is hereby designated the contractor of the recipient for the provision of services.

C. HOURS OF OPERATION

In the event that any party requests that the personnel perform services that are outside the scope of a normal workday, the recipient shall reimburse the provider for all costs associated with any applicable overtime charges.

ARTICLE II: CONSIDERATIONS

A. COMPENSATION

Each party shall document and track hours while performing services for the other party under this Agreement. If at the end of the year, hours are not comparable, hours shall be reimbursed at the provider's hourly employment rate, excluding benefits or any other employment costs. If a special project occurs requiring additional hours by either party, both parties shall consent to the cost of the additional hours prior to work being performed.

The parties mutually agree to revisit the terms and conditions relating to compensation on an annual basis, and the parties agree to cooperate in good faith so that an amendment to this Agreement shall be mutually approved by the governing bodies of both parties reflecting a revised compensation schedule as needed. Upon approval of such amendment by both governing bodies, such revised compensation schedule shall replace the terms and conditions set forth in this Section and shall govern the compensation to be paid for the services from that point forward and until the conclusion of this Agreement, unless further amended by mutual agreement of the parties.

Each jurisdiction shall collect and receive all permit fees for inspections performed within their jurisdiction.

ARTICLE III: AUTHORITY OVER PERSONNEL

A. AUTHORITY

During the term of this Agreement, the Building Department of each party shall have the authority to contact the Building Department of the other party to request services.

B. COMPLAINTS.

Any complaints related to the services provided to the recipient shall be handled per the recipient's procedures. However, the provider's Building Official shall be informed of complaints in a timely manner.

ARTICLE IV: INSURANCE

A. INSURANCE

During the term of this Agreement, the parties agree to maintain insurance at or above the amounts required by the Idaho Tort Claims Act, as it currently exists or is subsequently amended.

B. CANCELLATION OR CHANGES TO POLICIES

Each party agrees to provide the other party with at least fourteen (14) days advance written notice of any proposed cancellation of relevant insurance policies or of material changes to said policies.

ARTICLE V: MAINTENANCE OF RECORDS

All records relating to the services performed on behalf of the recipient shall be maintained according to records retention laws of the State of Idaho. A copy of such records may be requested by the provider if desired.

ARTICLE VI: DURATION OF CONTRACT; TERMINATION; MODIFICATION; DISPUTES.

A. DURATION

The duration of this Agreement shall remain in effect from the start of services until terminated by one or both parties.

B. TERMINATION

The Agreement may be terminated by any of the following methods:

1. This Agreement may be terminated at any time by either party upon mutual Agreement of the parties.
2. Either party may terminate this Agreement at any time for just cause upon giving the other party three (3) months advance written notice of its intent to terminate.

3. In the event that either party defaults in the performance of any of its obligations under this Agreement after receiving written notice of same and failing to cure such default within thirty (30) days of said written notice, the non-defaulting party shall be entitled to terminate this Agreement without further notice.

C. MODIFICATION

This Agreement may not be changed orally and may only be modified or amended by a written statement signed by both parties.

D. DISPUTES

Prior to initiating any litigation or alternative dispute resolution process, the parties agree to meet and confer. At a minimum the City Administrators for both entities shall be present.

ARTICLE VII: INDEMNIFICATION; HOLD HARMLESS

To the extent allowed by law, the recipient shall indemnify and hold the provider, its officers, employees and agents, harmless from and against any and all claims of whatever nature or type arising from the provision of the services to the recipient, so long as the actions upon which the demand or claim, or assertion of liability, are founded were performed in the course of carrying out official duties on behalf of the recipient, and were not out of the scope of performing official duties or performed in bad faith, and did not constitute actual fraud, actual malice, willful misconduct, and intentional wrong or a criminal act.

Such indemnification shall include payment of reasonable attorney's fees and costs in the defense of any claim made by a third person.

ARTICLE VIII: CHOICE OF LAW

Any dispute under this Agreement or related to this Agreement shall be governed by and construed in accordance with the laws of the State of Idaho.

ARTICLE IX: ENTIRE AGREEMENT

This Agreement represents the entire agreement between the parties and cannot be changed or modified orally. This Agreement may be supplemented, amended or revised only by a writing which is signed by each of the cities.

ARTICLE X: SEVERABILITY

If any part of this Agreement shall be held to be unenforceable the rest of this Agreement shall nevertheless remain in full force and effect.

NOW, THEREFORE, LET IT BE UNDERSTOOD AND AGREED BETWEEN THE TWO PARTIES:

Approved by the City of Coeur d'Alene City Council on the 2nd day of June, 2015.

City of Coeur d'Alene

Steve Widmyer, Mayor

ATTEST:

By: _____
Renata McLeod, City Clerk

Approved by the City of Post Falls City Council on _____ day of _____, 2015.

City of Post Falls

Ronald G. Jacobson, Mayor

ATTEST:

By: _____
City Clerk

ANNOUNCEMENTS

Memo to Council

DATE: May 20, 2015

RE: Appointments to Boards/Commissions/Committees

The following reappointment is presented for your consideration for the June 2nd Council Meeting:

JENNIFER DRAKE

ARTS COMMISSION

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

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Shana Stuhlmiller, Arts Commission Staff Support

OTHER COMMITTEE MINUTES
(Requiring Council Action)

May 26, 2015
GENERAL SERVICES COMMITTEE
MINUTES
12:00 p.m., Library Community Room

COMMITTEE MEMBERS

Council Member Ron Edinger, Chairperson
Council Member Steve Adams
Council Member Amy Evans

CITIZENS

Lynn Schwindel, Electrical Contractor
Larry Jeffres, ID Division of Building Safety, Regional Mgr

STAFF

Juanita Knight, Senior Legal Assistant
Kirk Johnson, Information Services Network Administrator
John Garcia, Information Services Technician
Lee White, Police Chief
Mike Gridley, City Attorney
Ed Wagner, Building Director
Troy Tymesen, Finance Director
Keith Erickson, Communications Coordinator
Jim Hammond, City Administrator

Item 1. Authorization of a grant application for three officers through the COPS Hiring Grant, US Department of Justice.

(Agenda)

Chief White is seeking approval to apply for and accept grant funding for a percentage of three (3) officer's wages and benefits through the COPS Hiring Grant, US Department of Justice. Chief White noted in his staff report that staffing for the Police Department is still 12 officers below what it should be, based on our crime rates and call-for-service volume. The grant is a program that allows for a portion of the officer's wages and benefits to be funded, as long as certain criteria are met. This is an extremely competitive grant, and Council should be aware that receiving funding through this grant is extremely difficult (the vast majority of submitting agencies are unsuccessful); however, it is important that we attempt funding through this program because of our current staffing situation and the chance to augment our financial plan. In brief, this grant will fund up to 75% of an officer's wages and benefits, up to \$125,000 per officer. In order to be competitive in the grant, these officers will be dedicated to conducting community-based policing functions as part of a permanent Community Action Team. Extra consideration will be given to military veteran applicants, consistent with the grant stipulations. This is a three year grant, and our Department will be required to maintain the additional officers for at least four years (three years during the grant cycle and one additional year). Although this grant will not completely cover our fiscal responsibility for the additional officers, the Department maintains that additional staffing is needed to accomplish our public safety goals and this is a fiscally responsible way of achieving those goals.

Councilmember Evans asked when we applied for this last year, did we specify that the officers would be at station 2 and in what way are we taking a different angle this year? Chief White said this year they are putting a lot more focus on the officers getting out in the community and strengthening ties with the community, building relationships with not only the business leaders but the block watch groups and other civic groups needing attention. As it stands we have a group of patrol cops assigned to patrol but they spend all their time going call to call and we don't have a group solely dedicated to building relations hopes with the community and dealing with problem areas as they arise.

Councilmember Evans asked if we are comparing our application with those that received approval for this grant last year. Chief White said they have done that.

Councilmember Adams said he'd love to have the extra staffing and would be supportive with city funding. If denied again, is there a plan B? Chief White said not for these 3 officers. During this current budget cycle we've requested an increase in personnel. This would be over and above that. As it stands, we are down 12 officers. We cannot ask to fill those positions in one budget cycle as it would break the City's budget. Asking for grant funding is simply to supplement the City's budget. Chief White said he is trying to be fiscally responsible and applying for this grant is the best way he knows how to do that.

Councilmember Adams said his issue is that grant funding comes with strings attached.

MOTION: by Evans, seconded by, Councilmember Edinger, with Councilmember Adams, voting no, to recommend that Council authorize the Police Department to apply for and accept grant funding for a percentage of three (3) officer's wages and benefits through the COPS Hiring Grant, US Department of Justice. Motion Carried.

**Item 2. Surplus of I.T. Equipment.
(Resolution No. 15-026)**

Kirk Johnson is requesting Council declare the list of unused I.T. equipment as surplus and direct staff to proceed with attempting to auction, recycle, and ultimately dispose of the equipment. Mr. Johnson noted his staff report that the equipment on the list has been replaced due to failure, or due to performance issues. Any equipment in working condition is offered to nonprofit agencies after the equipment has been posted online for a minimum of two weeks. Any equipment that contained data has undergone erasing by method of overwriting the device with 0's in three passes. Any devices that contained data and are now inoperable will be destroyed once the item is declared surplus. The equipment on the list will likely be found to be of nominal value after being offered as surplus on our website, and will need to be recycled. Nominal value is a current value of zero or a current value of less than what it would cost to dispose of the surplus item at an auction or refuse site.

MOTION: by Adams, seconded by Evans, to recommend that Council adopt Resolution No. 15-026 approving the declaration of I.T. Equipment as Surplus and authorize staff to proceed with the disposal process as presented. Motion Carried.

**Item 3. Approval of a Memorandum of Understanding with the City of Post Falls for Shared Services.
(Resolution No. 15-026)**

Ed Wagner is requesting that Council approve a Memorandum of Understanding (MOU) with the City of Post Falls to share plumbing and potentially electrical inspection assistance when necessary by either party because of additional work load, employee absence or employee vacancy. Mr. Wagner stated that right now this only applies to plumbing since we have not adopted the electrical code or have an electrical staff person. Mr. Wagner noted in his staff report that the City of Post Falls contacted us asking if we would entertain assistance with backup inspections. They will be issuing plumbing permits and performing inspections starting in June. They will also be issuing electrical permits and performing electrical inspections in July. Fifteen of the sixteen most populated cities issue these permits and provide inspections. Idaho statute specifies plumbing inspectors shall be a licensed journeyman with not less than 5-years field experience and electrical inspectors also are a journeyman with not less than 4-years field experience. Ideally, jurisdictions would have two qualified inspectors on staff but some smaller jurisdictions may opt to contract these services to a qualified contractor

as a backup. The City of Hayden has expressed an interest in this type of arrangement also. The MOU has a provision for compensation to be reviewed at the end of the year to determine the amount the provider shall be reimbursed for any services provided. We anticipate the accrued hours of assistance should be minimal when calculated at the end of the year by both parties, especially since Coeur d' Alene has a full staff of plumbing inspectors.

Councilmember Edinger asking if this is strictly for plumbing with no electrical involved. Mr. Wagner said electrical does not apply because they have not adopted the electrical code.

Councilmember Evans said the line can be stricken that says potentially electrical inspection? Mr. Wagner said Post Falls is going to ask us to adopt the electrical code so it could be applicable in the future.

Councilmember Adams said Mr. Schwindel, Electrical Contractor, contacted him last week with some concerns and asked if those concerns had been addressed.

Mr. Schwidel said he found out about this MOU this past Friday. He spoke with a number of electrical contractors that day who are concerned with the short notice of this MOU. They want the opportunity to address this issue, and on behalf of himself and the contractor's he's spoke with, they were asking that this item be tabled until the next General Services meeting. However, he said he spoke with Mr. Wagner before the meeting and Mr. Wagner said 'ok' to drop the term "electrical" for now and go ahead with the plumbing part.

Councilmember Evans said "to clarify, we are not talking about electrical inspections, only about plumbing, and if we want to add electrical, it will come back to General Services at a future date." Mr. Wagner said responded "yes, it will come back as an Ordinance."

MOTION: by Evans seconded by Adams to recommend that Council adopt Resolution No. 15-026 approving the Memorandum of Understanding with the City of Post Falls to share inspections as necessary by either jurisdiction. Motion Carried.

The meeting adjourned at 12:10 p.m.

Respectfully submitted,

Juanita Knight
Recording Secretary

CITY COUNCIL
STAFF REPORT

DATE: May 14, 2015

FROM: Lee White
Chief of Police

SUBJECT: Grant application for three officers through the COPS Hiring Grant, US
Department of Justice

Decision Point: The Police Department is seeking approval to apply for and accept grant funding for a percentage of three officer's wages and benefits through the COPS Hiring Grant, US Department of Justice.

History: Staffing for the Police Department is still 12 officers below what it should be, based on our crime rates and call-for-service volume. The US Department of Justice COPS Hiring grant is a program that allows for a portion of the officer's wages and benefits to be funded, as long as certain criteria are met.

This is an extremely competitive grant, and Council should be aware that receiving funding through this grant is extremely difficult (the vast majority of submitting agencies are unsuccessful); however, it is important that we attempt funding through this program because of our current staffing situation and the chance to augment our financial plan.

Financial Analysis: This grant allows for partial funding of the wages and benefits for up to three officers to enhance our existing personnel allocation. In brief, this grant will fund up to 75% of an officer's wages and benefits, up to \$125,000 per officer. We are seeking approval to increase our staffing by three officers if approved for this grant.

Performance Analysis: The application and acceptance of this grant will allow the Department to increase the overall personnel allocation by three officers. In order to be competitive in the grant, these officers will be dedicated to conducting community-based policing functions as part of a permanent Community Action Team. Extra consideration will be given to military veteran applicants, consistent with the grant stipulations. This is a three year grant, and our Department will be required to maintain the additional officers for at least four years (three years during the grant cycle and one additional year). Although this grant will not completely cover our fiscal responsibility for the additional officers, the Department maintains that additional staffing is needed to accomplish our public safety goals and this is a fiscally responsible way of achieving those goals.

Decision Point: The Police Department requests approval to apply for and accept grant funding for a percentage of three officer's wages and benefits through the COPS Hiring Grant, US Department of Justice.

PUBLIC HEARINGS

INFORMATION SECTION

Including

Correspondence

Board, Commission, Committee Minutes

**PUBLIC WORKS COMMITTEE
MINUTES
May 26, 2015
4:00 p.m., Library Community Room**

COMMITTEE MEMBERS PRESENT

Councilmember Woody McEvers
Councilmember Dan Gookin
Councilmember Kiki Miller

STAFF PRESENT

Amy Ferguson, Executive Assistant
James Remitz, WW Capital Prog. Mgr.
Jim Hammond, City Administrator
Warren Wilson, Deputy City Attorney
Troy Tymesen, Finance Director
Keith Erickson, Comm. Coordinator
Sid Fredrickson, WW Superintendent

**Item 1 Wastewater Phase 5C.1 – Initial TMF & Nitrification Improvements – Approval of
Change Order No. 1 (Final)
Consent Calendar**

Jim Remitz, Wastewater Capital Program Manager, presented a request for Council approval of Change Order No. 1 (FINAL) that will amend the Agreement between the City of Coeur d'Alene and Williams Brother Construction, LLC for the construction of City of Coeur d'Alene Wastewater Department – Phase 5C.1 Initial TMF and Nitrification Improvements dated July 16, 2013.

Mr. Remitz stated in his staff report that as is common for a relatively complex project as this, unanticipated and additional work items were found to be necessary to complete the project. The additional work items will result in an additional cost to the project of \$135,290.59. The Change Order No. 1 will increase the amount of the agreement to \$8,805,657.59 and also extend the contract time by 21 days. The total cost of the additional work items amounts to 1.5% of the total construction contract amount. This is substantially lower than the industry norm of 5-10% for a project of this size and complexity. The Wastewater Department, Engineer and Contractor all worked well together during the construction phase, no claims have been filed and the improvements/systems constructed are functioning as intended. The Wastewater Department is pleased with the construction of the project and is currently operating the new tertiary filtration successfully. Funding will come from the 5C.1 Tertiary Treatment line item within the approved 2014-2015 City of Coeur d'Alene Wastewater Operating Fund Budget.

Mr. Remitz said that construction was deemed substantially complete by the engineers on December 4, 2014. Mr. Fredrickson reviewed the major elements of Phase 5C.1, which included the tertiary membrane filter building, tanks, pump room, pump stations, aeration scour air, SCADA system, caustic soda system, and piping. The asphalt was also extended and graded alongside the building in the form of a bowl so that any overflows would enter a catch basin and return to the raw sewage piping.

Councilmember Gookin asked if the delays have been taken care of. Mr. Remitz said that the contractor was late on his completion time but they don't feel that liquidated damages are warranted. The contractor is being granted an additional 21 days as a part of the change order. As part of the change order we are granting him an additional 21 days of time.

Councilmember Gookin also mentioned that he heard when he took a tour of the plant that the cleaning of the filters was working a little differently than anticipated and he wondered if that was a part of the change order. Mr. Remitz said that the membranes themselves are another contract they have with GE Process and Water Technologies. They are in an operational phase and are working through some issues on the membrane cleaning with GE, but it does not affect the Williams contract.

Councilmember Miller asked what is the status of the balancing change order and the warranty work of the subcontractors. Mr. Remitz said that the subcontractor warranties started on their date of substantial completion as issued by the engineers, which is December 4, 2014. The one year warranties from the manufacturers starts on that date. Mr. Remitz noted that they have a couple of issues that they are keeping track of and they will do an 11 month inspection and make a list of any warranty issues and have the contractor correct them. The 11 month inspection will probably be scheduled in late October.

Councilmember McEvers asked if they had a tech department due to the SCADA systems and computer inputs. Mr. Fredrickson said that they are currently contracting it out to their electrical engineer and computer programmers. The SCADA screens can get complex and they don't know what they are going to do long term. They would anticipate eventually hiring an instrumentation technician to keep the input/output devices running and calibrated, but that would probably not take place until the next phase which will take them up to 5 million gallons per day.

MOTION: Motion by Gookin, seconded by Miller , to recommend council approval of Resolution 15-026 approving Change Order No. 1 (FINAL) and authorizing the Mayor to execute Change Order No. 1 (FINAL) in the amount of \$135,290.59 that will amend the Agreement between the City of Coeur d'Alene and Williams Brother Construction, LLC for the construction of City of Coeur d'Alene Wastewater Department – Phase 5C.1 Initial TMF and Nitrification Improvements dated July 16, 2013, for a total contract amount of \$8,805,657.59. Motion carried.

The meeting adjourned at 4:11 p.m.

Respectfully submitted,

Amy C. Ferguson
Public Works Committee Liaison