



GENERAL SERVICES COMMITTEE
with
Council Members Edinger, Evans & Gookin
October 07, 2019, 12:00 p.m.
AGENDA

VISION STATEMENT

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

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

1. Bid Results for the 2019 Cured In Place Pipe (CIPP) Project – Mike Becker, WW Capital Program Manager
2. Adopt the Historic Preservation Code Ordinance – Hilary Anderson, Planning Director
3. Declaration of Surplus – 2006 Public Education Trailer for the Fire Department – Kenny Gabriel, Fire Chief

Library Community Room
702 Front Street

The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact Juanita Knight, the committee liaison at (208) 769-2348 at least three days in advance of the meeting date and time.

PUBLIC WORKS COMMITTEE STAFF REPORT

DATE: October 7, 2019
FROM: Mike Becker, Wastewater Capital Program Manager
SUBJECT: Bid Results for the **2019 Cured in Place Pipe (CIPP) Project.**

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DECISION POINT:

The Wastewater Utility (WW) recommends that Council accept the bid from Insituform Technologies, LLC, as the lowest responsive bidder, for the City of Coeur d'Alene Wastewater Utility 2019 Cured-in-Place Pipe (CIPP) Project and approve the contract for the Project's Base Bid and Additive Alternative #1.

HISTORY:

On April 9, 2019, the City prequalified three (3) CIPP Contractors through the State of Idaho Category B Bidding process. On August 21, 2019, Notice for Bids were issued to these contractors for this next FY's CIPP Rehabilitation project. Two (2) Bids were received and opened on September 17, 2019.

FINANCIAL ANALYSIS:

The following table summarizes the prequalified contractor's bids the City received:

BIDDER NAME	BASE BID	Additive Alternative #1	Additive Alternative #2
Insituform Technologies, LLC Chesterfield, Mo	\$547,130	\$174,144	\$148,486
Planned Engineered Construction, Helena, MT	\$695,695	\$195,166	\$145,572
Engineer's Opinion of Probable Costs (Range)	\$550,000 to \$750,000	\$170,000 to \$205,000	\$160,000 to \$195,000

As advertised and per the Instruction to Bidders, the Basis of Award for this project is the contractor that provides the lowest Based Bid. Insituform Technologies, LLC, provided the lowest Base Bid. The WW planned and budgeted for this project and has the available funds for the Based Bid and Additive Alternative #1. WW does not recommend awarding Additive Alternative #2 and will deferred this project to a later date.

PERFORMANCE ANALYSIS:

Insituform Technologies, LLC, has successfully completed three (3) previous CIPP contracts within the City including the 2018 CIPP Project next to City Hall and to the satisfaction of the Wastewater Utility.

RECOMMENDATION:

Accept the bid of, and award the Base Bid and Additive Alternative #1 contract to, Insituform Technologies, LLC, for the City of Coeur d'Alene Wastewater Utility's 2019 Cured-In-Place Pipe (CIPP) Project in the amount of \$721,274.00.

**CITY OF COEUR D'ALENE WASTEWATER UTILITY
2019 CURED-IN-PLACE PIPE (CIPP) REHABILITATION PROJECT**

CONTRACT

THIS CONTRACT is made and entered into this ___ day of October, 2019, between the CITY OF COEUR D'ALENE (CITY), Kootenai County, Idaho, a municipal corporation duly organized and existing under and by virtue of the laws of the state of Idaho, hereinafter referred to as "CITY", and **INSITUFORM TECHNOLOGIES, LLC.**, a corporation duly organized and existing under and by virtue of the laws of the state of DELAWARE, with its principal place of business at **17988 EDISON AVENUE CHESTERFIELD, MISSOURI 63005**, hereinafter referred to as the "CONTRACTOR."

WITNESSETH:

THAT, WHEREAS, the said CONTRACTOR has been awarded the contract for the **2019 Cured-in-Place Pipe (CIPP) Rehabilitation Project** in Coeur d'Alene, according to plans and specifications on file in the office of the City Clerk of the CITY, which plans and specifications are entitled:

City of Coeur d'Alene – Wastewater Utility - 2019 Cured-in-Place Pipe (CIPP) Rehabilitation Project

IT IS AGREED that for and in consideration of the covenants and agreements to be made and performed by the CITY OF COEUR D'ALENE, as hereinafter set forth, the CONTRACTOR shall make improvements 2019 Cured-in- Place Pipe (CIPP) Project as set forth in the said plans and specifications described above, in said city, furnishing all labor and materials therefor according to said plans and specifications and under the penalties expressed in the performance bond bearing even date herewith, and which bond with said plans and specifications are hereby declared and accepted as parts of this contract. All material shall be of the high standard required by the said plans and specifications and approved by the Wastewater Superintendent or designee, and all labor performed shall be of first-class workmanship.

The CONTRACTOR shall employ appropriate means to prevent accidents and defend the CITY from all claims for injury to person or property resulting from the CONTRACTOR's actions or omissions in performance of this contract, and to that end shall maintain insurance of the type and in the amount specified in the Contract Documents, Certificates of insurance providing at least thirty (30) days written notice to the City prior to cancellation of the policy shall be filed in the office of the City Clerk.

The CONTRACTOR agrees to maintain Worker's Compensation coverage on all employees, including employees of subcontractors, during the term of this contract as required by Idaho Code Sections 72-101 through 72-806. Should the CONTRACTOR fail to maintain such insurance during the entire term hereof, the CONTRACTOR shall indemnify the CITY against any loss resulting to the CITY from such failure, either by way of compensation or additional premium liability. The CONTRACTOR shall furnish to the CITY, prior to commencement of the work, such evidence as the CITY may require guaranteeing contributions which will come due under the Idaho Worker's Compensation Law including, at the option of the CITY, a surety bond in an amount sufficient to make such payments.

The CONTRACTOR shall furnish the CITY certificates of the insurance coverages required herein, which certificates must be approved by the City Attorney.

The CITY shall pay to the CONTRACTOR for the work, services and materials herein provided to be done and furnished by it, a sum not to exceed **\$721,274.00**, as provided in the Unit Price Schedule. Partial payment shall be made on the third Tuesday of each calendar month on a duly certified estimate of the work completed in the previous calendar month less five percent (5%). Final payment shall be made thirty (30) days after completion of all work and acceptance by the City Council, provided that the contractor has obtained from the Idaho State Tax Commission and submitted to the City a release of liability for taxes (Form EFO00234).

ITEM NO.	ITEM DESCRIPTION	EST. QUAN.	UNIT	UNIT PRICE	TOTAL PRICE
Base Bid: Schedule A					
2010.4.1.A.1	Mobilization	1	LS	\$12,763.00	\$12,763.00
SP-02100.4.1.A.1	CIPP & Bypass Pumping Traffic Control	1	LS	\$19,453.00	\$19,453.00
SP-02541.4.1.A.1	CIPP Rehabilitation - 24"	1,769	LF	\$150.00	\$265,350.00
SP-02541.4.1.B.1	Cut Off Protruding Laterals	4	EA	\$378.00	\$1,512.00
SP-02541.4.1.C.1	Lateral Reinstatement	4	EA	\$65.00	\$260.00
SP-02541.4.1.D.1	Continuous Liner Temperature Monitoring	1,769	LF	\$2.00	\$3,538.00
SP-02543.4.1.A.1	Pre-Construction Cleaning and TV Inspection of Main Sewer Line - Large Diameter (>18-in)	1,769	LF	\$3.00	\$5,307.00
SP-02543.4.1.A.1	Post-Construction Cleaning and TV Inspection of Main Sewer Line - Large Diameter (>18-in)	1,769	LF	\$1.00	\$1,769.00
SP-02547.4.1.A.1	Small Diameter (≤18-in) Sewer Bypass Pumping	1	LS	\$540.00	\$540.00
SP-02548.4.1.A.1	Large Diameter (>18-in) Sewer Bypass Pumping	1	LS	\$111,421.00	\$111,421.00
SP-09950.4.1.A.1	Manhole B1-13 Rehabilitation and Traffic Control	1	LS	\$10,164.00	\$10,164.00
SP-09950.4.1.B.1	Manhole Bench and Channel Corrosion Protection and Traffic Control	5	EA	\$5,071.00	\$25,355.00
SP-09950.4.1.C.1	Manhole M1-17 Rehabilitation and Traffic Control	1	LS	\$49,712.00	\$49,712.00
SP-09950.4.1.D.1	Manhole M7-01 Rehabilitation and Traffic Control	1	LS	\$39,986.00	\$39,986.00
BASE BID (SCHEDULE A) TOTAL					\$547,130.00
Additive Alternate No. 1: Schedule B					
2010.4.1.A.1	Mobilization	1	LS	\$8,440.00	\$8,440.00
SP-02100.4.1.A.1	CIPP & Bypass Pumping Traffic Control	1	LS	\$6,484.00	\$6,484.00
SP-02541.4.1.A.1	CIPP Rehabilitation 6"	40	LF	\$77.00	\$3,080.00
SP-02541.4.1.A.1	CIPP Rehabilitation 8"	4,815	LF	\$22.00	\$105,930.00
SP-02541.4.1.A.1	CIPP Rehabilitation 10"	329	LF	\$26.00	\$8,554.00
SP-02541.4.1.B.1	Cut Off Protruding Laterals	35	EA	\$378.00	\$13,230.00
SP-02541.4.1.C.1	Lateral Reinstatement	110	EA	\$65.00	\$7,150.00
SP-02543.4.1.A.1	Pre-Construction Cleaning and TV Inspection of Main Sewer Line (<18-in)	5,184	LF	\$3.00	\$15,552.00
SP-02543.4.1.A.1	Post-Construction Cleaning and TV Inspection of Main Sewer Line (<18-in)	5,184	LF	\$1.00	\$5,184.00
SP-02547.4.1.A.1	Small Diameter (≤18-in) Sewer Bypass Pumping	1	LS	\$540.00	\$540.00
ADDITIVE ALTERNATE NO. 1 (SCHEDULE B) TOTAL					\$174,144.00

The Work shall be substantially complete within the calendar days listed below (for the Contract Award, as applicable) after the date when the Contract Times commence to run, as provided in Paragraph 2.03 of the General Conditions or by August 31, 2020, whichever comes first, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions within **thirty (30) calendar days** after the date of substantial completion.

Contract Time	Contract Award	Calendar Time (days)
Substantial Completion	Base Bid (Schedule A)	42 calendar days or by August 31, 2020 whichever comes first
Substantial Completion	Add. Alt. No. 1 (Schedule B)	Additional 38 calendar days shall be added to Base Bid Contract Times, or by August 31, 2020 , whichever comes first
Substantial Completion	Add. Alt. No. 2 (Schedule C)	Additional 28 calendar days shall be added to Base Bid Contract Times, or by August 31, 2020, whichever comes first
Final Completion	any	30 calendar days

The CITY and the CONTRACTOR recognize that time is of the essence and failure of the CONTRACTOR to complete the work within the time allowed shall result in damages being sustained by the CITY. Such damages are and will continue to be impractical and extremely difficult to determine. Therefore, in the event the CONTRACTOR shall fail to complete the work within the above time limit, the CONTRACTOR shall pay to the CITY or have withheld from moneys due, liquidated damages at the rate of **\$500.00** per calendar day, which sums shall not be construed as a penalty.

IT IS AGREED that the CONTRACTOR must employ ninety-five percent (95%) bona fide Idaho residents as employees on any job under this contract except where under this contract fifty (50) or less persons are employed by the contractor, in which case the CONTRACTOR may employ ten percent (10%) nonresidents; provided, however, in all cases the CONTRACTOR must give preference to the employment of bona fide residents in the performance of said work. (Idaho Code 44 – 1002).

The CONTRACTOR further agrees: In consideration of securing the business of constructing the works to be constructed under this contract, recognizing the business in which he is engaged is of a transitory character and that in the pursuit thereof, his property used therein may be without the state of Idaho when taxes, excises or license fees to which he is liable become payable, agrees:

1. To pay promptly when due all taxes (other than on real property), excises and license fees due to the State of Idaho, its subdivisions, and municipal and quasi-municipal corporations therein, accrued or accruing during the term of this contract, whether or not the same shall be payable at the end of such term.
2. That if the said taxes, excises and license fees are not payable at the end of said term but liability for said payment thereof exists, even though the same constitutes liens upon his property, to secure the same to the satisfaction of the respective officers charged with the collection thereof.
3. That in the event of his default in the payment or securing of such taxes, excises and license fees, to consent that the department, officer, board or taxing unit entering into this contract may withhold from any payment due him thereunder the estimated amount of such accrued and accruing taxes, excises and license fees for the benefit of all taxing units to which said contractor is liable.

IT IS FURTHER AGREED that for additions or deductions to the plans and specifications, the unit prices as set forth in the written proposal of the CONTRACTOR are hereby made a part of this contract.

For the faithful performance of this contract in accordance with the plans and specifications and payment for all labor and materials, the CONTRACTOR shall execute good and sufficient performance bond and payment bond each in the amount of one hundred percent (100%) of the total amount of the bid as herein before stated, said bonds to be executed by a surety company authorized to do business in the state of Idaho.

The term "CONTRACT DOCUMENTS" are defined in "Standard General Conditions of the Construction Contract" ISPWC Division 100.

THIS CONTRACT, with all of its forms, specifications and stipulations, shall be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, the Mayor and City Clerk of the CITY OF COEUR D'ALENE have executed this contract on behalf of said city, the City Clerk has affixed the seal of said city hereto, and the CONTRACTOR has caused the same to be signed by its President, and its seal to be affixed hereto, the day and year first above written.

CITY:

CITY OF COEUR D'ALENE
KOOTENAI COUNTY, IDAHO

By: _____
Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

CONTRACTOR:

INSITUFORM TECHNOLOGIES, LLC.

By: _____

ATTEST:

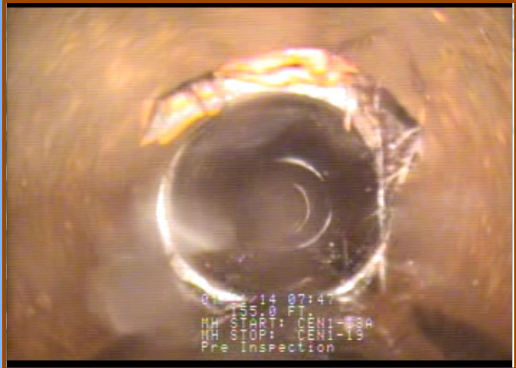


**Bid Results and Request
to
Award 2019 CIPP Contract**



Cured-in-Place Pipe (CIPP)

Before CIPP



After CIPP



Trenchless vs Open Trench

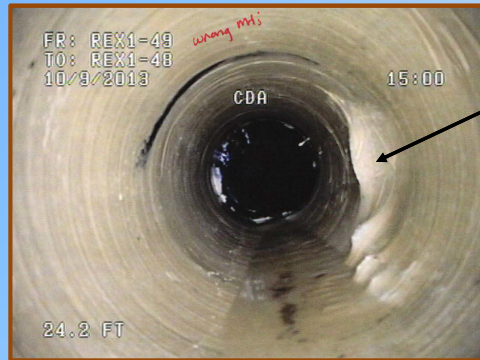
CIPP Trenchless Rehab



Open Trench Replacement



Why does the City Prequalify?



Rock & Debris
Left Under CIPP
Lining.



2019 CIPP Base Bid Site & Bypass



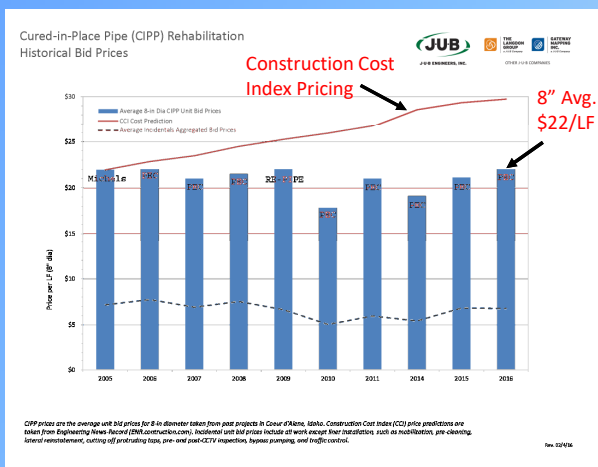
Prequalified Contractor Bid Breakdown

BIDDER NAME	Base Bid	Additive Alternative #1	Additive Alternative #2	Base Bid & Add Alt 1 Total
Insituform Technologies, LLC Chesterfield, Mo	\$547,130	\$174,144	\$148,486	\$721,274
Planned Engineered Construction, Helena, MT	\$695,695	\$195,166	\$145,572	\$890,861
Engineer's Opinion of Probable Costs (Range)	\$550,000 to \$750,000	\$170,000 to \$205,000	\$160,000 to \$195,000	Budget \$750,000

6", 8" 10" Pipes at various locations within the City



City's 8" CIPP Performance History



- Expected Pipe Design Life: 50 – 100 years.
- 20.7 miles of CIPP to date.
- CIPP vs. Open Trench Cost Savings: > \$3,000,000.
- Neighborhood Impact: Hours instead of weeks.



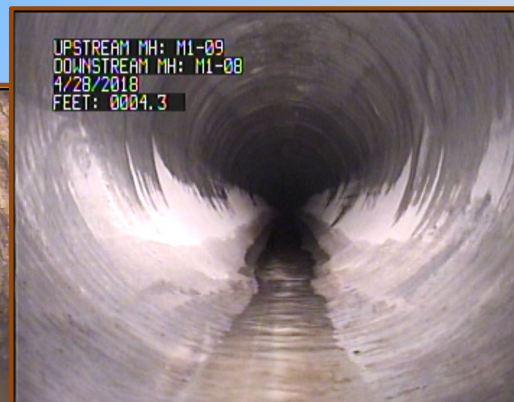
Recommendations

- **Accept the bid of, and award the Base Bid and Additive Alternative #1 contract to, Insituform Technologies, LLC, for the City of Coeur d'Alene Wastewater Utility's 2019 Cured-In-Place Pipe (CIPP) Project in the amount of \$721,274.00.**



CIPP Project Goal : 6,953'

Before



After



QUESTIONS/COMMENTS



**GENERAL SERVICES
STAFF REPORT**

DATE: October 7, 2019
FROM: Hilary Anderson, Community Planning Director
SUBJECT: Historic Preservation Code

DECISION POINT:

The City Council is being asked to adopt the Historic Preservation Code in support of becoming a Certified Local Government and being eligible to receive grant funds.

HISTORY:

Pete L'Orange and Dan Everhart from the Idaho State Historic Preservation Office (SHPO) have met with city staff and Council Member Miller twice in 2019 to encourage the City of Coeur d'Alene to discuss the potential of the City Coeur d'Alene establishing a Historic Preservation Commission and the process and benefits of becoming a Certified Local Government (CLG). They shared sample ordinances, information about the CLG program, and standards from the Secretary of the Interior's Professional Qualification Standards, as well as an example CLG grant application.

What is a CLG community? Certified Local Government (CLG) communities are those that shown a commitment to historic preservation. They have done this by adopting a local ordinance and creating a historic preservation commission. The program is a dynamic partnership between local governments, the Idaho State Historic Preservation Office (SHPO), and the National Park Service (NPS). Here is a [link](#) to information about the program.

Staff is bringing forward an ordinance to establish a Historic Preservation Commission. This is the first step in becoming a Certified Local Government (CLG). Staff is asking the City Council to adopt the ordinance and direct staff to take the next steps to form a Historic Preservation Commission, including seeking nine qualified commission members, applying to become a Certified Local Government by November 21, and applying for a historic preservation grant by December 27, 2019.

FINANCIAL ANALYSIS:

Adopting the ordinance would not have any direct financial impacts on the City. Forming and managing a new commission would take minimal staff time, as the commission would meet only quarterly. Some staff time would be required to coordinate and prepare for commission meetings, prepare meeting minutes, and apply to SHPO for grant funds. The commission would be managed by the Planning Department. The financial benefit would be in the potential grant funds that are dispersed by SHPO annually. There is a 1 to 1 match required, but can be in-kind match. The volunteer rate is \$22/hour and City staff time used on commission can also be used as match, at the fully loaded rate.

PERFORMANCE ANALYSIS:

The City of Coeur d'Alene is one of the largest cities in the state that is not yet a CLG. Becoming a CLG will provide multiple benefits to our community such as being eligible to receive grant funding from the state related to historic preservation (training, studies, and rehabilitation), having a greater voice in preservation efforts carried out by state and federal agencies, and supporting local historic preservation efforts such as the White House relocation and provide the resource and support for individual property owners or neighborhoods seeking voluntary designation of their site as a historic.

The Commission will be comprised of nine members, a Council Liaison, and staff liaison through the Planning Department. Of the nine members, two will need to have qualifications to meet the Secretary of the Interior Standards. Staff and our Council Liaison will also be working on a press release and creating an application form for interested commission members.

It is important to note that by having a Historic Preservation Commission and becoming a CLG does not mean that buildings will be protected from demolition or that historic structures are unable to be modified. That would require additional protections to put into the City Code by adopting an ordinance related to historic preservation and local measures to protect historic structures. That is not the proposal at this time.

Rather, the goal is to recognize the historic resources/neighborhoods in our community, create a platform for historic preservation to be discussed, support the Comprehensive Plan, have increased input on state and federal projects, and open up funding opportunities for Coeur d'Alene. An easy and early win for our community would be if we could receive grant funds to pay for city-wide preservation plan in support the Comprehensive Plan. SHPO prioritizes city-wide preservation plans when selecting grant recipients.

Every year, the National Park Service provides money through the Historic Preservation Fund, which comes from offshore oil lease money. A minimum of 10% of money has to go to CLG's every year. Generally \$75,000-77,000 is available to Idaho's CLG communities each year. It is a competitive grant process. On average, 8-15 projects get funded each year. Grants can be used to send city staff, commission members and council members to get training in historic preservation – travel costs, training fees, etc.

DECISION POINT/RECOMMENDATION:

The City Council should adopt the Historic Preservation Code and direct staff to take the next steps to form a Historic Preservation Commission, apply to become a Certified Local Government, and apply to SHPO to receive grant funds city-wide preservation plan in support the Comprehensive Plan.

Attachments:

- Historic Preservation Code (Chapter 2.85)
- Certified Local Government Program in Idaho – CLG Introduction

Certified Local Government Program in Idaho

PURPOSE OF THE CLG PROGRAM

The Certified Local Government (CLG) program is a partnership between local communities, the State Historic Preservation Office (SHPO), and the National Park Service. The CLG program is intended to help local communities preserve and protect their important historic resources, provide local communities a more active degree of participation in the National Register of Historic Places program, a greater say in any federally funded projects in their area which may impact historic resources, and generally support local historic preservation efforts through technical assistance and grants.

WHO CAN PARTICIPATE IN THE CLG PROGRAM?

Any city, county, parish, township, tribe, or municipality which meets the program requirements and completes application process. There are currently 37 CLGs in Idaho.

BENEFITS OF BECOMING A CLG

- Shows a commitment to local heritage, community character, and quality of life.
- Access to technical Assistance from SHPO, which includes: commission support and training; assistance with surveys and nominations; general program assistance and support.
- Access to CLG Grants only available to CLGs.

DOES THIS INVOLVE PROPERTY RESTRICTIONS?

NO. There is no required design review component to participate in the Idaho Certified Local Government program. There are only two (2) situations which involve design review: 1. If there are **Federal funds** involved in a bricks-and-mortar project (e.g. – Federal Tax Credits or CLG Grant funds); or 2. If the **local community** decides to pass a **local** ordinance requiring it for historic districts (e.g. – local zoning code requirements).

THE REQUIREMENTS TO BECOME A CLG

There are few, specific minimum requirements that a community has to meet before they can apply to become a CLG; the community will be expected to

maintain these requirements for as long as they wish to continue to participate in the program.

- Have a Historic Preservation Commission as established by local ordinance
 - A demonstrated interest, competence, or knowledge in historic preservation
 - 5-10 members appointed by governing authority, with an effort to represent specific historic preservation disciplines
 - Appointment terms up to 3 years; can be reappointed
 - Solicit expertise when reviewing National Register nominations (if necessary)
 - Regular professional development/training
- Conduct a Survey and Have a System to Maintain an Inventory
- Public Participation in the Preservation Program
- Encourage Local Preservation Planning Efforts
- Enforce Local and State Preservation Laws.

HISTORIC PRESERVATION COMMISSION DUTIES

- Minimum Duties
 - Participate in nominating properties to the National Register of Historic Places
 - Act as liaison to the public on historic preservation matters
 - Advise officials and other departments on the protection of historic/cultural resources and participate in local planning and decision making processes
- Other Duties Allowed Under State Law
 - Conduct surveys of local historic properties
 - Contract with state or federal governments
 - Recommend ordinances
 - Promote and conduct educational and interpretation programs
- Design Review **only** if adopted by local ordinance; not required for CLG status

FOR MORE INFORMATION:

For more information, please contact:

Pete L'Orange
Historic Preservation Planner/CLG Coordinator
Idaho State Historic Preservation Office
210 Main Street
Boise, ID 83702
208-488-7471
Pete.lorange@ishs.idaho.gov
<http://www.history.idaho.gov/location/shpo>

Certified Local Government Grant Program

Every year, the State Historic Preservation Office (SHPO) receives funds through the National Park Service (NPS). These funds – called the Historic Preservation Fund (HPF) – comes from off-shore oil lease money, not taxes. The HPF provides funds and support to all of the SHPOs around the county. By law, the SHPOs must pass a minimum of 10% of their HPF to their Certified Local Government partners.

WHO CAN GET CLG FUNDS?

CLG grant funds are only available to designated CLG communities; non-CLG communities are not eligible to apply. And it must be the local government to apply; individuals, local businesses and non-profits cannot apply, except through the local government.

IS THERE A LOCAL MATCH?

Yes. The CLG Grant program is a 50/50 matching grant. However, the local match can usually be met through in-kind sources, such as City Staff and/or Commissioner time, volunteer time and donations, and other non-federal funds.

HOW ARE THEY DISTRIBUTED?

The CLG grants are awarded on a competitive basis, and funding is not guaranteed for every application, although SHPO works hard to make the money go as far as possible. The grant applications are scored on the project scope, the project administration, the proposed budget, and additional considerations (such as status of active/outstanding CLG grants, community support, et cetera).

CLGs are allowed to apply for more than one project in any given year; however, each project will be scored on its own merits, and the SHPO very well may not be able to fund more than one (1) project per CLG.

The CLG grants are reimbursable grants.

ELIGIBLE TYPES OF PROJECTS

- Architectural surveys (Thematic and/or Geographic) and Archaeological surveys
- Preparation of National Register of Historic Places nominations
- Design guidelines and historic context reports
- Acquisition and Development (including “bricks-and-mortar” projects)

- Develop community historic preservation plan
- Publishing educational materials
- Public/HPC training, education, and workshops

NOTE: CLG funded projects must be related to the National Register of Historic Places

WHAT CAN THE GRANT PAY FOR?

Because the CLG Grants are ultimately Federal funds, there are limits on what kinds of costs are considered eligible for reimbursement. These typically include: Consultant Fees; Printing Costs; Project-Related Travel Expenses; Training Registration Fees; and some Program Administration costs.

CLG GRANT CYCLE

The CLG Grants are on the Federal calendar (October to September), and must be used within a two year window. The typical grant cycle is as follows:

October 1	Call for Applications Released
December 31	Applications Due
February 15	Awards Announced
Spring	Grant Agreements Processed
June 1	Anticipated Project Start date
May 31	Projects Completed
Summer	Review and Revision period
September	Grant Closeout

FOR MORE INFORMATION:

For more information, please contact:

Pete L'Orange
Historic Preservation Planner/CLG Coordinator
Idaho State Historic Preservation Office
210 Main Street
Boise, ID 83702
208-488-7471

Pete.lorange@ishs.idaho.gov

<http://www.history.idaho.gov/location/shpo>

ORDINANCE NO. _____
COUNCIL BILL NO. 19-1016

AN ORDINANCE OF THE CITY OF COEUR D'ALENE, ADDING A NEW CHAPTER DESIGNATED AS 2.85, HISTORIC PRESERVATION CODE, TO THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE; ESTABLISHING A HISTORIC PRESERVATION COMMISSION; PROVIDING FOR MEMBERSHIP TERMS; PROVIDING FOR ORGANIZATION AND DUTIES; PROVIDING FOR MEETINGS; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

WHEREAS, Chapter 46 of Title 67 of the Idaho Code empowers cities to establish a historic preservation commission and to make provisions for the identification and preservation of historic sites; and

WHEREAS, the City Council of the City of Coeur d'Alene deems it in the best interest of the community to establish a historic preservation ordinance;

NOW, THEREFORE,

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

SECTION 1. That a new Chapter, designated 2.85, is hereby added to the Coeur d'Alene Municipal Code, to be titled as follows:

**CHAPTER 2.85
HISTORIC PRESERVATION CODE**

SECTION 2. That a new Chapter, designated 2.85, is hereby added to the Coeur d'Alene Municipal Code to read as follows:

2.85.010: PURPOSE:

The purpose of this Chapter is to promote the educational, cultural, economic, and general welfare of the public of the City of Coeur d'Alene through the identification, evaluation, and designation of those buildings, sites, districts, areas, structures, and objects that constitute or contain significant elements of historic, architectural, archaeological, and cultural interest reflecting the heritage of the City, the State, and/or the Nation.

2.85.020: DEFINITIONS:

The following words and phrases when used in this Chapter shall have the following meanings, unless the context clearly indicates otherwise:

City. The City of Coeur d'Alene.

Commission. The Historic Preservation Commission of the City of Coeur d'Alene.

Historic Property. Any building, structure, district, area, or site that is significant in the history, architecture, archaeology or culture of this community, the City, the State, or the Nation.

Designated Historic Property. Property designated under this Chapter, as well as the National Register of Historic Places, as Historic Property.

Historic Preservation. The identification, evaluation, recordation, documentation, curation, acquisition, management, protection, restoration, rehabilitation, stabilization, maintenance, interpretation, conservation, and education of buildings, structures, objects, districts, areas, and sites significant in the history, architecture, archaeology or culture of this community, the City, the State, or the Nation.

2.85.030: HISTORIC PRESERVATION COMMISSION:

A. There is hereby established a Historic Preservation Commission which shall consist of nine (9) members who shall be appointed by the Mayor with the advice and consent of the Council.

B. All members of the Commission shall have a demonstrated interest, competence, or knowledge in history or Historic Preservation. The Commission shall have at least two (2) members who also serve on the historic preservation commission of Kootenai County and at least two (2) members who meet the Secretary of the Interior's Historic Preservation Professional Qualification Standards as set out in the Federal Register, Vol. 62, No. 11, dated Friday, June 20, 1997. The Commission should include a member or members who have professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archaeology, engineering, conservation, landscape architecture, law, or other historic preservation-related disciplines.

C. The terms of the members shall be staggered so that the terms of no more than three (3) members expire in any one year. Initial appointments to the Commission shall be made as follows: Three (3) members shall hold office for a term of one (1) year; three (3) members shall hold office for a term of two (2) years; and three (3) members shall hold office for a term of three (3) years. All subsequent appointments shall be made for three-year terms. Commission members may be reappointed. Vacancies in the Commission shall be filled in the same manner as original appointments and the appointee shall serve for the remainder of the unexpired term of the vacating member.

D. A member may be removed by the Mayor with the consent of a majority of the City Council.

E. A member of the City Council shall be a non-voting member of the Commission and act as liaison between the Council and the Commission.

2.85.040: ORGANIZATION, OFFICERS, RULES, MEETINGS:

- A. The Commission shall have the power to make whatever rules are necessary for the execution of its duties as set forth in this Ordinance. Rules of procedure and bylaws adopted by the Commission shall be available for public inspection.
- B. The Commission shall elect a chairperson and vice-chairperson, and such other officers as it deems expedient, from among the Commission members. The chairperson shall preside at meetings of the Commission. The vice-chairperson shall, in the absence of the chairperson, perform the duties of the chairperson.
- C. The Commission shall hold meetings as necessary, at such time and place as may be determined by the majority of the Commission, or when called by chairperson or Mayor of the City. At a minimum, the Commission shall meet quarterly. The Commission shall post agendas in accordance with the requirements of public meetings.
- D. A majority of the sitting members of the Commission shall constitute a quorum to conduct business at any meeting.
- E. All meetings of the Commission shall be open to the public and comply with the requirements of the Idaho Open Meetings law. The Commission shall keep minutes and other appropriate written records of its resolutions, proceedings, and actions.
- F. The Commission may recommend to the City Council, within the limits of its funding, the employment of or the contracting for the services of technical experts or other persons as it deems necessary to carry out its functions.

2.85.050: POWERS, DUTIES, AND RESPONSIBILITIES:

- A. The Commission shall advise the Mayor and City Council on matters of historic preservation and shall be authorized to:
1. Conduct surveys of local historic properties.
 2. Recommend the acquisition of fee and lesser interests in historic properties, including adjacent or associated lands, by purchase, bequest, or donation.
 3. Recommend methods and procedures necessary to preserve, restore, maintain, and operate historic properties under the ownership or control of the City.
 4. Recommend the lease, sale, or other transfer or disposition of historic properties subject to rights of public access and other covenants, and in a manner that will preserve the property.

5. Recommend designation of properties as historic and recommend the establishment of historic districts.
6. Contract, with the approval of the Council, with the state or federal governments, or any agency of either, or with any other organization on matters of historic preservation.
7. Cooperate with the federal, state, and local governments in the pursuance of the objectives of historic preservation.
8. Make recommendations in the planning processes undertaken by the City.
9. Recommend ordinances or other actions for the purposes of historic preservation in the City.
10. Promote and conduct an educational and interpretive program on historic preservation and historic properties in the City as funding allows.
11. Commission members, employees, or agents of the Commission may enter private property, buildings, or structures in the performance of their official duties only with the express consent of the owner or occupant thereof.
12. Review nominations of properties to the National Register of Historic Places for properties within the City's jurisdiction and make recommendations to the appropriate agency.
13. Take public comment and testimony on issues of historic preservation.

B. The Commission shall comply with all City policies, procedures, and regulations, and any applicable state and federal statutes and regulations.

2.85.060: RESERVED (SPECIAL RESTRICTIONS)

2.85.070: RESERVED (APPEALS)

2.85.080: RESERVED (VIOLATIONS; PENALTY)

SECTION 3. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 4. The provisions of this ordinance are severable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, or unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this ordinance or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this ordinance would have

been adopted if such illegal, invalid or unconstitutional provision, clause sentence, subsection, word, or part had not been included therein, and if such person or circumstance to which the ordinance or part thereof is held inapplicable had been specifically exempt therefrom.

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

APPROVED, ADOPTED and SIGNED this _____ day of _____, 20____.

By _____
Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D'ALENE ORDINANCE NO. _____
Adding a New Chapter to the Municipal Code, 2.85

AN ORDINANCE OF THE CITY OF COEUR D'ALENE, A MUNICIPAL CORPORATION OF IDAHO, ADDING TO THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE BY ADOPTING A NEW CHAPTER DESIGNATED AS 2.85, HISTORIC PRESERVATION CODE; ESTABLISHING A HISTORIC PRESERVATION COMMISSION; PROVIDING FOR MEMBERSHIP TERMS; PROVIDING FOR ORGANIZATION AND DUTIES; PROVIDING FOR MEETINGS; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF. THE FULL TEXT OF THE SUMMARIZED ORDINANCE NO. _____ IS AVAILABLE AT COEUR D'ALENE CITY HALL, 710 E. MULLAN AVENUE, COEUR D'ALENE, IDAHO 83814 IN THE OFFICE OF THE CITY CLERK.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am a Deputy City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. _____, Adding a New Chapter to the Municipal Code, 2.85, and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this _____ day of _____, 20__.

Randall R. Adams, Deputy City Attorney

City of Coeur d'Alene

FIRE DEPARTMENT

"City of Excellence"

Staff Report

Date: October 7, 2019

From: Kenny Gabriel, Fire Chief

Re: Surplus Fire Prevention Trailer

DECISION POINT: Should Mayor and Council allow the Fire Department to Surplus our 2006 Public Education Trailer

HISTORY: The Fire Department acquired a 2006 "Scotty" Fire Prevention trailer through a federal grant. We have used it extensively since that time at the Kootenai County Fair, Department open house, and many local events. The trailer, due to its use, is now in disrepair. There was a leak in the sprinkler room which has caused extensive damage to the floor. We did have donated labor come in and fix some of the cosmetic issues, however to keep it we would need to spend a great deal of funds, which are not budgeted to make the necessary repairs.

FINANCIAL ANALYSIS: It would cost more money to fix it than the trailer is worth to us right now. Surplusing and donating to a smaller Department is our best alternative.

PERFORMANCE ANALYSIS: Rather than fix this trailer or purchase a newer one, we will utilize the Kootenai County Fire Prevention Co-Op's trailer. This was also purchased through a grant and all the surrounding Departments help maintain and have access to it.

DECISION POINT/RECOMMENDATION: Allow the Fire Department to surplus our 2006 Public Education Trailer.