

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

February 21, 2017

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 February 21, 2017 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

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

**INVOCATION:** Pastor Paul Peabody, Grace Bible Church provided the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember McEvers led the pledge of allegiance.

**PRESENTATION OF THE IGNITE CDA ANNUAL REPORT:** Executive Director Tony Berns provided an overview of the history of ignite CDA (ignite) and the area covered by the Lake and River Districts. He reviewed the goals and activities for 2016. Highlights included the completion of the Four Corners Master Plan, completion of new infrastructure within the higher education corridor, the Midtown modern theater partnership formed with the Housing Company, several housing partnerships, the funding of the Seltice Way revitalization and reconstruction, and continued funding of sidewalk enhancements within the downtown area. Goals continue to include the Higher Education Campus with the collaborative education facility, job creation and retention, housing, infrastructure enhancements along Seltice Way, creation of new and enhanced existing public spaces, public parking, and downtown vitalization. He clarified that the homes located on lots along Young Avenue south of City Hall have been demolished in anticipation of selling the parcels. They will be asking the City to convey another parcel to square up the land. Currently, they are conducting a market value analysis. Councilmember McEvers congratulated the ignite Board on its accomplishments over the years. Councilmember English noted that property within the downtown area is very expensive and asked what they are proposing to do in regard to affordable housing. Mr. Berns noted that they have worked with developers within Riverstone and Seltice Way and had been working on a project with the Housing Company in Mid-town, which was not able to move forward. They are looking for other partnerships, but Mr. Berns noted that they are running out of time in the Lake District. Councilmember Edinger asked if ignite was working with the carousel group. Mr. Bern noted that they are not funding the carousel, but assisted with the improvements surrounding the site.

## **PRESENTATION OF PRELIMINARY PARKING GARAGE DESIGN – COEUR D’ALENE AVENUE BETWEEN 3RD AND 4TH STREETS**

**STAFF REPORT:** Deputy City Administrator Sam Taylor noted that the downtown parking project has been in the works for many years. Over the past year, the parking study was updated and it noted a 221 parking stall deficit, and within five years a 290 stall deficit within the downtown area. The parking study discussed the parking garage and noted that development is not occurring in the downtown area, as there is a high need for additional parking. Dick Stauffer, Miller Stauffer Architects, explained that one of the priorities established between the City Council and ignite was a downtown parking structure, as a way to foster development in the downtown areas. He presented a vicinity map of the civic uses surrounding the proposed parking location. He reiterated that area buildings are not being developed because of a lack of available parking stalls. He noted that the site is south of Coeur d’Alene Avenue between 3rd and 4th Street north of the alleyway. He explained the site conditions and proposed ingress and egress. The parking structure is targeted to include 360 parking spaces, with a simple open-air design, and a design that blends with existing architecture in the area. Mr. Stauffer reviewed the preliminary design for each of the four levels of the structure. He noted an area with a higher ceiling that could accommodate a retail component. He also noted that within the main parking level there are 84 stalls that could be leased or left as part of the public parking. Mr. Stauffer presented a rendering of the proposed facility including brick elements, landscaping, and public art opportunities. Some options that could be included would allow for closing the structure, potential bridging, and lower level independence. He noted that the estimate of construction costs is estimated to be \$5,925,000, which equals \$40.19 square feet and \$14,428.19 per car parking space (minus the permit and site preparation costs).

**DISCUSSION:** Councilmember Edinger asked how the project would be funded. Mr. Berns noted that ignite has the funding for the project. Councilmember Gookin expressed concern about future expansion. Mr. Stauffer noted additional levels could be added onto the structure if additional footings are added to the project, which would be additional \$220,000. He did note that, historically, very few projects add the future levels, as it tends to be less attractive and difficult to squeeze in the future construction. He clarified that the addition of a roof is estimated to be \$1,000,000. Councilmember Gookin expressed concern about including retail space, as he sees it as competition with existing businesses, and he would be concerned with the City managing a rental. Councilmember English expressed support for the retail space, believes there are ways that the City would not have to manage the rental of the space, and that it complemented the design. Mayor Widmyer noted that in talking to planners they believe a small retail site would be a positive space and would create activity in the area. Councilmember McEvers felt that the expenditure of \$220,000 (for additional support for future levels) today would provide options for the future. Mr. Stauffer noted that a future parking need might be better served at another location rather than adding to the parking garage in the future. Councilmember McEvers noted that the Hospital and the Kroc Center recently added on a deck. Councilmember Gookin noted that within Riverstone they wanted to add a deck but could not because they did not have large enough footings. Mr. Stauffer clarified that the \$220,000 is not included in the current cost estimate, and can be added in later in the project design. Councilmember Miller asked for clarification of the design process and the timeline. Mr. Stauffer noted that ignite will move forward with an RFQ for a design firm, with the facility

constructed one year out. Mr. Taylor clarified that the final design will be presented to the Council. Mayor Widmyer asked if the additional footings could be an add-alternate to the bid. Mr. Stauffer confirmed that additional footings could be an add-alternate. Councilmember Evans felt the retail would be a great addition to that block, likes the wider sidewalks, and bike spaces. Councilmember McEvers likes the potential retail space and would like it to be flexible and not committed to retail. Councilmember Miller would not be in favor of the retail space for just commercial gain, but maybe an information center or police substation, bus stop, or general public use space. Mr. Stauffer noted that the infrastructure for security would be there, but the cameras and software are not included in the cost estimate. Mayor Widmyer summarized that the majority of the Council are in favor of the space, but not committed to a specific use.

**MOTION:** Motion by Evans, seconded by McEvers to approve the preliminary design of the joint ignite/City parking garage located at Coeur d'Alene Avenue between 3rd and 4th Streets, so that ignite may proceed with a Request for Qualifications for final design.

**Motion carried.**

**CONSENT CALENDAR:** Motion by McEvers, second by Evans to approve the consent calendar.

- a. Approval of Council Minutes for the February 7, 2017 Council Meeting.
- b. Approval of Bills as Submitted.
- c. Approval of the General Services & Public Works Committee Meeting Minutes held on February 13, 2017.
- d. Setting of General Services and Public Works Committees meetings for February 27, 2017 at 12:00 noon and 4:00 p.m. respectively.
- e. Setting of a Public Hearing on March 7, 2017 for V-17-1, Vacation of alley right-of-way within a portion of Block 4 of the Kootenai Addition
- f. **Resolution No. 17-010-** 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 A PERSONNEL RULE AMENDMENT – ADDITION OF COMMUNITY DEVELOPMENT SPECIALIST TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN; AND APPROVAL OF AN ELECTRICAL SERVICE AGREEMENT WITH AVISTA CORPORATION FOR THE AWTF TERTIARY TREATMENT PHASE 2 PROJECT.

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

#### **PUBLIC COMMENTS:**

Sledding Hill: Marilyn Welch, Coeur d'Alene, noted that she lives on Boyd Avenue where the sledding hill is located. This year the City plowed the cross streets which caused kids to get hurt because they were hitting pavement. She requested the City manage the sledding hill between November and January with no plowing of the cross streets then plow it out in February. She also requested the City plow the alley behind her house, as she cannot put her garbage cans out front due to the sledding hill.

Street Lights: Bob McAdams, Coeur d'Alene, explained that he is the President of the Downtown Garden District, and over the past six months they have been having discussions and expressing concerns about Avista street light replacements. Avista plans to use 4,000 Kelvin LED lights and their District would rather that the warm 3,000 Kelvin LED lights be used. Community Planning Director Hilary Anderson explained that she and other staff members met with Avista, and they are willing to do a demonstration project and seek feedback from the community. They are working on the logistics and timing of the demonstration project, which will take place after the snow has melted. They plan to use three different types of lights – 3,000K LED lights, 4,000K LED lights, and the existing high-pressure sodium lights within a specific area so people can see the difference and provide feedback. Councilmember Gookin asked if there were any policies regarding the issue of light spilling into someone's window. Ms. Anderson noted that the city has some code regarding lights within business parks but can add more. She clarified that Avista has requested they be notified of any light spillage complaints as they can offer some mitigation.

Susan Snedaker, Coeur d'Alene, explained that she has worked on residential and ambient lighting previously and feels it is a big issue. The City of Hailey has adopted a dark sky ordinance. She noted that due to ambient light stars cannot be seen. She stated that she is willing to work on a subcommittee regarding lighting. Another element to consider is that older person's eyes are light sensitive.

ADA Access: Mike Fuller, Coeur d'Alene, noted that he is a member of the Pedestrian Bicycle Committee and is excited that the bike storage would be included in the parking garage. He is requesting that the City promote snow removal on sidewalks as a serious ADA issue. He noted that the Downtown Association ran out of deicer, and that they agreed to buy a pallet next year.

Denise Jesska, Coeur d'Alene, noted that she serves on the Pedestrian Bicycle Committee as an ADA advocate to the committee. She has been in her downtown home over the past 18 years. She still has to travel in the street to get downtown, as there is no accessible route. During the summer, the sidewalks are not accessible to her until she gets close to Sherman Avenue. This winter has been exceptional to everyone; however, it is ten times worse for someone in a wheelchair or with a cane. She requested citizens and businesses be better with snow plowing and removal of snow from the sidewalks. She provided pictures of ADA parking stalls piled over with snow and noted that very few stores are keeping the snow clear. Snow berms are high around the intersections with lights and pedestrian buttons. The Mayor encouraged everyone to do better next year.

## **COUNCIL ANNOUNCEMENTS:**

Councilmember McEvers noted that Jim Sheppard passed away today. He was a citizen noted for his involvement with the VFW and noted that Mr. Sheppard will be missed. Councilmember McEvers expressed condolences to the family.

Councilmember Miller noted that the CDA 2030 Board held its annual retreat and will be bringing forward some plans prior to the City's annual budget meeting. Hilary Anderson gave a detailed report regarding the Vacation Rental Ordinance, pocket housing, historic

neighborhoods, and east Sherman to the North Idaho Building Contractors Association and the Board of Realtors. She expressed appreciation for Ms. Anderson's efforts and the importance of engaging those groups.

**COUNCIL BILL NO. 17-1004  
ORDINANCE 3560**

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING MUNICIPAL CODE SECTIONS 16.15.160(B), 17.03.030(B), 17.05.090, 17.05.100, 17.05.150, 17.05.160, 17.05.170, 17.05.180, 17.05.230, 17.05.240, 17.05.250, 17.05.260, 17.05.270, 17.05.290, 17.05.310, 17.05.320, 17.05.340, 17.05.350, 17.05.390, 17.05.400, 17.05.500, 17.05.560, 17.05.580, 17.05.820(B), 17.05.835(B), and 17.44.030 TO REMOVE REFERENCES TO POCKET RESIDENTIAL DEVELOPMENT; REPEALING SECTION IX OF MUNICIPAL CODE CHAPTER 17.07 ENTITLED POCKET RESIDENTIAL DEVELOPMENT; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY; AND PROVIDING FOR AN EFFECTIVE DATE.

**STAFF REPORT:** Community Planning Director Hilary Anderson noted that the City Council adopted the Pocket Residential Development (PRD) Ordinance in 2007 and explained that the ordinance allows PRD, which is more commonly referred to as "pocket housing," within the R-8, R-12, R-17, C-17 and C-17L zoning districts. The original purpose of the ordinance was to allow more efficient land use and provide a broader range of housing type. She provided a list of concerns and complaints that have become known since its inception. Staff is requesting the repeal the ordinance rather than a Band-Aid approach to try to fix the ordinance. Some of the concerns include that it does not require the property to be within an infill or redevelopment area, there are no minimum lot sizes, it undoes required compliance with the subdivision code, there are a variety of open space types, and no interior setbacks required, which is problematic for snow and stormwater issues. If approved, staff will bring back a new ordinance focused on infill housing that addresses concerns with input from stakeholders. Staff has met with the North Idaho Building Contractors Association (NIBCA) and they would support this repeal as long as another tool is brought forward to replace it. A newly designed ordinance would seek to incentivize infill development that fits well with surrounding residential uses and that does not duplicate PUD projects or projects that could occur as a standard project under the Subdivision Code.

**DISCUSSION:** Councilmember McEvers expressed concern with regulating siding quality, and agrees that this code was intended for infill use and is not producing what was intended. He believes it does provide a product that people can afford, so he requested that staff keep an open mind to options and create affordable opportunities. Councilmember Miller noted that representatives from the Realtor Association and NIBCA would sit on Ad hoc Committee to help draft the code. Ms. Anderson confirmed that they would help to develop a usable code that is compatible with existing uses. Councilmember Gookin asked when the replacement code would be brought forward. Ms. Anderson felt it could be within six months. Councilmember English expressed concern that there is no replacement code prior to repealing this one. He noted that he appreciates the need for low-income housing and is sensitive to the need for that product in

Coeur d'Alene. Councilmember McEvers felt it would be important to have minimum and maximum-sized lots.

**MOTION:** Motion by McEvers, seconded by Gookin, to dispense with the rule and read **Council Bill No. 17-1004** once by title only.

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

**MOTION:** Motion by McEvers, seconded by Gookin, to adopt **Council Bill 17-1004**.

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

**DECLARATION OF ZERO VALUE AND INTENT TO CONVEY PROPERTY TO LAKES HIGHWAY DISTRICT, THE CITY OF HAYDEN AND THE CITY OF DALTON GARDENS PROPERTY LOCATED ALONG GOVERNMENT WAY AND SET A PUBLIC HEARING FOR MARCH 21, 2017.**

**STAFF REPORT:** City Attorney Mike Gridley explained that the City of Coeur d'Alene is the project sponsor of the next phase of the Government Way improvement project, Hanley to Prairie Avenue. As the project sponsor the City acquired property on the east side of Government Way that lies in Lakes Highway District and the cities of Hayden and Dalton Gardens. The City now needs to convey the property to the respective entities where the property lies. The properties were acquired with funding from the federal government grant. The property has no value to the City and state law allows cities to convey property to other taxing entities for no consideration. He also noted that the conveyance of the right-of-way has no impact on the City.

**MOTION:** Motion by Gookin, seconded by Evans to authorize the conveyance of City-owned real Property, located along Government Way to Lakes Highway District, the City of Hayden and the City of Dalton Gardens, declaring zero value and setting of a public hearing on March 21, 2017. **Motion carried.**

**RESOLUTION NO. 17-011**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A CONTRACT WITH BIG SKY DEVELOPMENT FOR THE 2017 OPEN TRENCH PROJECT.

**STAFF REPORT:** Councilmember McEvers explained that the Public Works Committee wanted to bring this item forward as an opportunity to share new technology. Wastewater Utility Project Manager Mike Becker presented a request for Council approval of a contract with Big Sky Development for the Wastewater Utility's 2017 Open Trench Project. This project includes replacing approximately 2,500 LF of existing sewer pipe via open trench excavation at three different locations with an Additive Alternative Project located at a possible fourth location. The

City Street Department will repave the streets upon project completion. The apparent low and responsive Base Bid was submitted by Big Sky Development for the price of \$323,564.35. The Wastewater Utility has the available funds for this project. Big Sky Development has successfully completed previous open trench projects. The construction start date for Schedules A, B and C is April 1st, with substantial completion on June 1st. Construction will begin in the spring to minimize the overall impact to the community during the summer tourist months. Schedule D is an Additive Alternate project with construction starting in October, and substantial completion by November 20th. Mr. Becker reiterated that the goal is to replace older pipe with new pipe with a longer life span. He said that there is enough money in the budget to do the Additive Alternate Schedule D at this time, but they have discovered some new technology that the utility would like to utilize on a pilot project this summer regarding the issue of manhole lifting. This pilot project would take some of the money ordinarily used for rehabilitation to adjust the manholes to finish surface with a various types of circle patches including asphalt, asphalt concrete mix, and colored concrete. The hope of the pilot project would be to determine a method that allows fewer cracks for water to penetrate, which causes the lifting of asphalt and manhole covers.

**MOTION:** Motion by English, seconded by Edinger to approve **Resolution No. 17-011**, approving an agreement with Big Sky Development for the 2017 Open Trench Project.

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

#### **RESOLUTION NO. 17-012**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH J-U-B, ENGINEERS, INC., FOR THE NORTHEAST WATER SYSTEM IMPROVEMENT DESIGN AND CONSTRUCTION SERVICES, PHASE II.

**STAFF REPORT:** Water Superintendent Terry Pickel presented a request for Council approval of a consultant contract with JUB Engineers, Inc. for engineering and consultant services for Phase II of the design, construction and implementation of new Water System Improvements. He explained that the water department is asking for less money for this project than originally estimated. He noted that the original scope of the project was to design and construct a new storage facility in the northeast quadrant of the city. With the update to a new dynamic water model that more closely reflects the actual operation of the system, it was determined that a new storage facility would not resolve the current issues with pressure fluctuations. Instead, relatively minor modifications to the system would better serve the immediate needs. The consultant discovered problems with the current pump level operation, problems with existing pressure reducing valves that did not adequately control flow and pressures, and reaffirmed a known flaw with the Best Hill Tank. The proposal for Phase II includes: design and construction management of a new booster pump station for Best Hill Tank; completion of the analysis for pump operation set points to minimize loss of reservoir levels during peak demands; completion of the analysis to determine modifications of existing pressure reducing valves (PRVs) to pressure sustaining valves (PSVs) which will maintain pressure in the

northeast quadrant; and expansion of the High Zone south to Appleway Avenue, from Government Way to Ramsey Road, including activation of a static PRV on Lee Court, and pursue future tank sites for future needs. Mr. Pickel is in hopes that most of the improvements will be operational by summer, with the exception of the booster station. They will observe the operations and if all works out they can close out the project or, if not, they will plan for future Phase III projects, which could include a booster pump at Honeysuckle Well, and a new General Zone source. The modifications are expected to be under \$1.3 million dollars rather than the original estimate of \$3.5 Million for a tank. They will continue to look for property for a new tank for future needs. He noted that they need more power for the Best Hill tank and are in discussions with Avista.

**DISCUSSION:** Councilmember McEvers asked how many wells it takes to manage water usage in the summer. Mr. Pickel explained that it takes all 10 wells, with 27 million gallons of use a day to keep up with summer demand. In contrast, it takes two wells in the winter to keep up with demand. Councilmember Gookin noted that within the 2012 water study the rates were based on the need for a new tank, and asked if the City can now lower rates. Mr. Pickel clarified that they are starting an update to the rate study; however, he noted that that in 2012 they estimated developer participation of 50% in projects and they are lagging behind that in cap fees due to a lack of development.

**MOTION:** Motion by McEvers, seconded by Edinger to approve **Resolution No. 17-012**, approving a Contract with JUB Engineering, Inc. for engineering and consultant services for Phase II of the new water system improvements.

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

**RECESS:** The Mayor called for a 7-minute recess at 8:18 p.m. The meeting resumed at 8:25 p.m.

**(LEGISLATIVE HEARING) A-1-17 - A PROPOSED ANNEXATION FROM COUNTY AGRICULTURE SUBURBAN TO CITY R-3 (RESIDENTIAL AT 3 UNITS/ACRE) ZONING AT N. OF THOMAS LANE, REQUESTED BY: ASPEN HOMES, LLC.**

**STAFF REPORT:** Planner Mike Behary noted that the applicant, Aspen Homes and Development LLC, has requested the annexation of approximately 10 acres of land located immediately north of the intersection of Thomas Lane and Thomas Hill Drive with the requested zoning of R-3 (Residential at 3 units/acre). He reviewed the property history, location, area zoning, and area land uses. He noted that the property owner has used the property as part of their residential yard for years. He noted that the Findings required for the annexation include the following: that this proposal is or is not in conformance with the Comprehensive Plan policies; that the public facilities and utilities are or are not available and adequate for the proposed use; that the physical characteristics of the site make or do not make it suitable for the request at this time; and that the proposal would or would not adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, and/or existing land uses. Mr. Behary noted several applicable Comprehensive Plan policies and characteristics of the site. He

noted items to be included in the Annexation Agreement include the extension of public sanitary sewer infrastructure and installation of sewer laterals to each newly created lot will be required prior to final plat approval, all water rights associated with the parcel to be annexed shall be transferred to the City at the owner's expense, and that Thomas Lane frontage of the proposed development shall be improved to City Standards.

**APPLICANT:** The Clerk swore in the applicant. Todd Stam, Coeur d'Alene, expressed that the subdivision will be compatible with the surrounding R-3 neighborhoods.

**DISCUSSION:** Councilmember Gookin asked if the developer would be building less than the allowed density. Mr. Stam confirmed that they would be building at a lower density with 28 lots. He reiterated that they initially requested a PUD and that was denied, so they are doing a straight subdivision, with no open space requirement. He noted that the neighbors wanted larger lot sizes over open space.

**PUBLIC TESTIMONY:** Mayor Widmyer called for public comments. The Clerk swore in those providing testimony.

Nils Rosdahl, Coeur d'Alene, said that he wanted to see the new plan with the larger lot sizes and questioned how many lots were being proposed. Mr. Behary noted that there is a new plan on file, and that the lot sizes are the standard R-3 dimensions. He clarified that there are now 28 lots versus 30.

Erik Lewerenz, Coeur d'Alene, said his only concern is additional cars flowing through 15<sup>th</sup> and Thomas as he believes cars will begin cutting through 22<sup>nd</sup> Street to get to Kathleen. He believes that left turns are difficult at the intersection already and he would like the option of adding a light at 15<sup>th</sup> Street and Thomas Lane.

Public testimony was closed.

**DISCUSSION:** Councilmember Gookin asked for clarification about the PUD going back to the Planning Commission in March. Mr. Behary explained that there were two applications one for annexation and zoning, and another for the PUD and subdivision. The developer is moving forward with a 28-lot subdivision and no PUD, which is the item that will come back to the Planning Commission in March.

**MOTION:** Motion by McEvers, seconded by Gookin to approve A-1-17 - A proposed annexation from County Agriculture Suburban to City R-3 (Residential at 3 units/acre) zoning at N. of Thomas Lane, requested by: Aspen Homes, LLC., to direct staff to negotiate an annexation agreement, and to develop the necessary Findings and Order, and for staff to review and consider the need for a traffic signal at 15<sup>th</sup> Street and Thomas Lane.

**DISCUSSION:** Councilmember Evans asked for clarity regarding the addition of the traffic signal at 15<sup>th</sup> and Thomas Lane, as she was concerned it would hold up the annexation. City Administrator Jim Hammond noted that a traffic signal could cost up to \$250,000. Mr. McEvers confirmed he did not intend to tie the annexation to the traffic signal. He would like staff to

review the option and potential future need. Councilmember Edinger questioned if the light would be too close to the existing light on 15<sup>th</sup> at Shaddock. Mr. Taylor clarified that the engineers will look at need and placement.

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

## **CONSENT CALENDAR DISCUSSION**

**STAFF REPORT:** Municipal Services Director Renata McLeod explained that on November 15, 2016 the City Council had requested information regarding the Consent Calendar be brought forward for Council discussion. She clarified that there is no Idaho Code regulating the use a Consent Calendar, so Council has broad discretion regarding what and how they would like to use this tool. Historically some form of consent calendar has been used since the 1970's. She provided some examples of items historically placed on the Consent Calendar and reminded the Council that any member of the Council can pull an item from the Consent Calendar for separate discussion without a motion. She also noted that the Public Works and General Services sub-committees were utilized as an opportunity to vet items prior to a Council meeting and to present items that meet code requirements, but need council approval.

**DISCUSSION:** The Mayor felt that it was important for one councilmember to have the ability to pull an item from the Consent Calendar. Councilmember Edinger felt that the status quo is working and agreed that one Councilmember could take an item off the Consent Calendar agenda. The Mayor clarified there is no written policy on the issue and it would be up to Council if they would like to direct staff to prepare a policy. Councilmember McEvers noted that the only limitation is that if staff is not present to aid in the discussion it may be a problem. Councilmember Gookin noted that he would generally inform staff that the item is going to be pulled so staff can be present. He also noted that he would like it in written policy and would recommend that if a Councilmember wanted to pull more than one item it would require a motion. Councilmember English said that he does not think we need to over regulate this item, as the current system is working and there is mutual respect between the Councilmembers. Councilmember Evans agrees that the system has worked well and leans toward Councilmember Edinger's years of experience. Mayor Widmyer clarified that Council should inform staff in advance of pulling an item from the Consent Calendar so they can be present. Councilmember Miller noted that as a newer Councilmember it was hard to understand what would be automatic and what was available to be pulled from the Consent Calendar. She would support one Councilmember begin able to pull an item and to inform staff in advance. She wondered if it was possible to annually review the list that is going on the Consent Calendar so that Council can agree that the items are routine. Councilmember Gookin felt that there are some things that go on the Consent Calendar after sub-committee such as an award of a Contract that is not routine and should be automatically placed on the main agenda rather than sent through a sub-committee. He expressed concern with holding sub-committees meetings with only two Councilmembers present, as that does not mean that half the Council has reviewed the items. He is concerned with efficiencies versus transparency with meetings held at noon and 4:00 p.m. Mr. Taylor clarified that it is an administrative decision as to which items go to subcommittees, and noted that questions are asked that give staff the ability to clarify and provide information that is

more thorough. Councilmember Gookin noted that he spoke to past mayor Jim Fromm, who created the sub-committees to lessen the amount of time spent in Council meetings on items that were going to happen anyway and were routine. Councilmember Gookin noted that there is no code that creates these subcommittees and their roles and he would like to have staff create that code. Councilmember Miller felt that the sub-committees get to vet things out and it is important to continue that process. She would like more clarity provided to newly seated Councilmembers. Councilmember English expressed support for the continued use of the subcommittees as it also provides an additional method of getting information to the public prior to the Council meetings. Mayor Widmyer summarized that one councilmember can pull an item off the consent without a formal motion, that an annual review of consent items will occur, and otherwise status quo would continue. Councilmember Evans reiterated that it is difficult to navigate the committees for newly elected Councilmembers, so it would be helpful to have in-depth training on how the subcommittees work when they are elected.

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

The meeting adjourned at 9:07 p.m.

ATTEST:

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Steve Widmyer, Mayor

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Renata McLeod, CMC, City Clerk