

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

August 1, 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, August 1, 2017 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

Loren Ron Edinger                        ) Councilmembers Absent  
Woody McEvers                            )

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

**INVOCATION:** Pastor Jim Williams with Emmanuel Baptist Church provided the invocation.

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

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

1. Approval of Council Minutes for the July 12, 2017 and July 18, 2017 Council Meetings.
2. Approval of the General Services Committee Minutes from the meeting held July 24, 2017.
3. Approval of Bills as submitted and reviewed for accuracy by Finance Department
4. Setting of Public Works and General Services Committee meetings for August 7, 2017 at 12:00 noon and 4:00 p.m. respectively
5. Approval of SS-17-8 – Impact Tracts Final Plat
6. Approval of SS-1-17, Melrose: Final Plat
7. **Resolution No. 17-052 - 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 THE APPROVAL OF THE PURCHASE OF POLICE VEHICLES, THE APPROVAL OF A LEASE RENEWAL FOR THE COMMERCIAL DOCK WITH BROOKS SEAPLANE.**

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

Mayor Widmyer requested the reappointment of Tina Johnson to the Arts Commission.

**MOTION:** Motion by Gookin, seconded by Miller to approve the reappointment of Tina Johnson to the Arts Commission. **Motion carried.**

### **RESOLUTION NO. 17-053**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING CHANGE ORDERS #1, #2, and #3 TO THE CONTRACT WITH BIG SKY DEVELOPMENT, INC., FOR THE 2017 OPEN TRENCH PROJECT.

**STAFF REPORT:** Wastewater Utility Project Manager Mike Becker noted that historically they have had the contractor who was awarded the Open Trench Project conduct the preparation and repaving of street demolition as part of the project scope. After advertising for bids, Wastewater was approached to work with the Streets Department to complete this work and subsequently these line items were removed from the bid via Addendum #1. However, due to a planned early spring construction, asphalt, staff and equipment availability, an unseasonably wet spring, and the harsh winter's impact to the City Streets, the Street Department's effort and focus was reprioritized to repairing the City streets. Since Big Sky Development was willing to honor the lowest Base Course and Asphalt quote they received from their subcontractors, this scope of work as historically included was returned to the project via change orders 1 and 2. Change order 3 is for the City Work Change Directives 1-6 for 3 new pedestrian ramps and associated surface restoration work and for extending the traffic control during the Water Department's work on Hastings Avenue. It is staff's recommendation that the City Council approve Change Orders 1-3 for an increased cost of \$134,132.41 to the City's Agreement with Big Sky Development for a total construction contract amount of \$457,696.76.

**DISCUSSION:** Councilmember Gookin noted that it was odd to ask the Council to approve a change order that has already occurred. Mr. Becker noted that the utility was prepared to pay the Street Department for the work, it was already budgeted, and timeliness was a concern.

**MOTION:** Motion by Evans, seconded by Miller to approve **Resolution No. 17-053**, approval of change orders 1-3 for the 2017 Open Trench Sewer Project with Big Sky Development.

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

**MANHOLE UTILITY ADJUSTMENT – PILOT TEST PRESENTATION** - Wastewater Utility Project Manager Mike Becker explained that the department has budgeted for a pilot project to deal with some of the manhole cover roadway conditions. He explained that the deterioration is often caused by sunlight, temperature, chemicals, and load limits. He also noted that displacement happens when an asphalt patch and the material is displacing around the manhole causing problems. In 2015 the Wastewater Department changed their standards for new installations; however, there are existing manholes under old standards that need improvements. They currently do diamond cuts; however, they have noticed that round cuts done over ten years ago are in better condition with less damage. Mr. Becker estimated that the new process would cost approximately \$1,000 to \$2,500 per round cut. The City of Lewiston and Pasco have begun

the round cut process. There are other communities and utilities looking forward to the results of the City of Coeur d'Alene pilot test. Additionally, recommendations will be presented to the City Council after the pilot test is complete.

**LEGISLATIVE PUBLIC HEARING: COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) IN REVIEW OF ITS PLAN YEAR 2016 AND THE ANNUAL ACTION PLAN FOR PLAN YEAR 2017.**

**STAFF REPORT:** Municipal Services Director Renata McLeod explained that as part of the federal requirements, the City is required to submit a year-end report on the expenditures of the CDBG funds throughout the year. That report is called the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER for Plan Year 2016 has been posted to the City website and public comments have been sought. To date there have been no comments received. Highlights from Plan Year 2016 include a community grant to St. Vincent de Paul to acquire the HELP Center building, assistance to 13 households through the Emergency Minor Home Repair Program (with an additional 11 after the plan year ended.) Additionally the city began annual funding to the Lake City Center for the Meals on Wheels Program. Ms. McLeod noted that, additionally, the Annual Action plan is a required document that sets forth how the City plans to spend the allocation for each year. The current plan year is 2017 and federal allocations were delayed, so while the plan year begins in April, funds were not available until the end of June. This year's allocation amount is \$301,850.00, which is \$4,671.00 less than last year. The draft Action Plan was also posted to the webpage and a community forum was held. There were approximately eight people in attendance and no public comments were received. The proposed budget included the following: General Administration \$60,370.00; Boys and Girls Club \$83,000.00; Community Grants \$90,880.00; Lake City Center \$3,000.00; EMRAP \$50,000.00; and ADA Sidewalks \$14,600.00. The general administration of the grant is capped at 20% of the funds; and staff has proposed the full allotment this year due to the hiring of a staff member that includes out-of-state travel for training, and the reprinting of several brochures, etc. Ms. McLeod recommended Council accept public comments then approve the Consolidated Annual Performance and Evaluation Report (CAPER) in review of its Plan Year 2016 and the Annual Action plan for Plan Year 2017.

Mayor Widmyer called for public comments, with none being received. Public testimony was closed.

**DISCUSSION:** Councilmember Gookin asked for clarification regarding the funding for the Boys and Girls Club. Ms. McLeod noted that the funds cannot be used for new construction, so as incentive to have the building constructed in Coeur d'Alene funds, were allocated for engineering and architect fees that are allowable through the program. Councilmember English noted that he is supportive of any funding toward affordable housing and the community grants. Councilmember Miller expressed a desire for more outreach and advertising of the availability of funding. Ms. McLeod noted that the next item to come forward would be the notice of availability, which is expected sometime in September.

**MOTION:** Motion by Gookin, seconded by Evans to approve the Community Development Block Grant Consolidated Annual Performance and Evaluation Report (CAPER) in review of its Plan Year 2016 and the Annual Action Plan for Plan Year 2017. **Motion carried.**

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

The meeting adjourned at 6:39 p.m.

ATTEST:

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Steve Widmyer, Mayor

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Renata McLeod, CMC, City Clerk