

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

September 19, 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, September 19, 2017 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

Members of the Council Absent: Kiki Miller

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

INVOCATION: Pastor Chris Lauri, Anthem Friends Church, provided the invocation.

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

AMENDMENTS TO AGENDA: Agenda Item (1) under Other Business, "Council consideration for tree removal, through the public nuisance abatement process, of five dead trees within the right-of-way abutting 2772 Seltice Way," was removed from the agenda.

PRESENTATION: TURKEYS AND MORE EVENT

Evelyn Adams, Committee Chair, and Nicole Berns, Food Bank Manager, invited the community to the "Turkeys and More" event being held at the Kroc Center on September 29 at 7:00 p.m. Ms. Adams said that they have been working to raise money to help the Food Bank to help people in our community have a nice Thanksgiving dinner. She noted that over 1,000 people every week go to the Food Bank. The "Turkeys and More" event will be a showcase of talent to raise money for turkeys. Ms. Adams said that 1,600 turkeys will cost about \$25,000 and so far they have raised almost \$23,000. She commented that people in our community have been very generous and this is a "City with a Heart." Tickets can be ordered by calling the Kroc Center or going online to the Kroc Center web site, and clicking on the Calendar.

Councilmember Evans thanked Ms. Adams, Ms. Berns, and the committee members for their work on this project. Ms. Berns said that the Community Action Partnership is really just a vehicle in which to funnel this generous community's gifts to the people who need it. She feels very blessed to be able to do that and commented that this is the most generous community she has had the privilege of living in.

Councilmember English asked if the turkeys were going to be distributed to Coeur d'Alene residents only, or include county residents. Ms. Berns said that they serve people at the Food Bank who are from all over the county. The turkeys will be provided to registered Food Bank clients. She commented that they partner with other food banks to make sure that they help as many people as they possibly can.

Mayor Widmyer thanked the committee members, including Peter Luttrupp.

PRESENTATION: “HERO AWARD” PRESENTATION TO HAILEY BONDS

Bobby Gonder, Fire Inspector, Coeur d'Alene Fire Department, presented a “Hero Award” to Hailey Bonds. On August 22nd, 2017, the Coeur d'Alene Fire Department responded to a Delta structure fire at 3401 N. 4th Street, unit #A. FD Units arrived on scene of an oven fire with flames showing from the oven. The 911 caller, HAILEY BONDS, without regard to her personal safety, entered the apartment unit to aid and assist with any victims. Through her Valiant effort, she located the resident of Unit #A and assisted her to safety, called 911 and ensured no one re-enter the apartment.

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

1. Approval of Council Minutes for the September 5, 2017 Council Meeting.
2. Approval of General Services Committee and Public Works Committee Minutes of September 11, 2017
3. Approval of Bills as submitted and reviewed for accuracy by Finance Department
4. Approval of the Financial Report
5. Setting of Public Works and General Services Committee meetings for September 25, 2017 at 12:00 noon and 4:00 p.m. respectively
6. Setting of a public hearing for October 17, 2017 – O-5-17- modification to the Wireless Communications Ordinance: Municipal Code Sections 17.08.800-17.08.830
7. Approval of Beer/Wine License for Badass Backyard Brewing, LLC, 317 E. Coeur d'Alene Ave., Suite C
8. **Resolution 17-062:** 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 FINAL PLAT OF COEUR D'ALENE PLACE 28TH ADDITION (S-3-12) AND AGREEMENT FOR MAINTENANCE/WARRANTY OF SUBDIVISION WORK, ACCEPTANCE OF SECURITY, AND APPROVAL OF AGREEMENT TO PERFORM SUBDIVISION WORK AND BOND; APPROVAL OF BENEFIT PLAN CHANGES AND RENEWALS; APPROVAL OF AGREEMENT WITH THE LAKE CITY EMPLOYEES ASSOCIATION; APPROVAL OF AN EXTENSION TO THE AGREEMENT WITH THE POLICE OFFICERS ASSOCIATION AND APPROVAL OF EXTENSIONS TO THE MEMORANDA OF UNDERSTANDING WITH POLICE CAPTAINS AND DAVID HAGAR; APPROVAL OF AMENDMENTS TO PERSONNEL RULE XXV: APPOINTED OFFICERS AND DEPARTMENT HEADS, TO PROVIDE FOR THE OBSERVATION OF THE DECEMBER 24 HOLIDAY INSTEAD OF THE EMPLOYEE'S BIRTHDAY, AND

PERSONNEL RULE XXVI: FLSA EXEMPT EMPLOYEES, TO CLARIFY POSITIONS COVERED AND HOLIDAYS OBSERVED; APPROVAL OF AGREEMENTS AND GRANT DEED FOR PUBLIC RIGHT-OF-WAY FROM IRONWOOD PROFESSIONAL PLAZA CONDOMINIUM ASSOCIATION, INC., IN CONNECTION WITH THE NEW MEDINA STREET INTERSECTION; APPROVAL OF AGREEMENT FOR PERMANENT TEMPORARY EASEMENTS FOR MULTI-USE PATH AT SELTICE WAY AND NORTHWEST BLVD, AND W. SELTICE WAY APPROACH WITH GLACIER NW BLVD-SELTICE, LLC; AND REJECTION OF BIDS FOR THE BEST HILL BOOSTER STATION.

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

PUBLIC COMMENTS

Catherine McClintick, Regent of the Lt. George Farragut Chapter of the National Society Daughters of the American Revolution (DAR), said that the DAR is a women's service organization supporting veterans through historic education and patriotism. She presented a Pet Emergency Directive, whose purpose is to notify first responders in emergencies. They consulted with the CDA Fire Department in regard to this form, adopted their suggestions, and will be distributing the form throughout the community. She hopes that the City will make the form available on their website, as well as sharing it with other communities.

COUNCIL COMMENTS: There were none.

ACCEPT THE PROPOSAL OF FCS GROUP FOR THE 2018 WATER RATE STUDY AND AUTHORIZE STAFF TO NEGOTIATE A SERVICE CONTRACT.

STAFF REPORT: Terry Pickel, Water Superintendent, requested City Council approval to enter into negotiations with FCS Group for a service contract to perform the 2018 Water Rate Study. He noted that it is a recommended industry practice to conduct water rate analysis on a routine basis, and staff typically plans to have a fairly comprehensive review completed every five years. The last study was completed in 2012 along with a Comprehensive Water Plan Update. The results of the 2012 study recommended user rate increases to adequately fund operations and maintenance along with capitalization fee increases to fund future projects. Those increases were phased in over a 5 year period to lessen the impact on the consumers and developers. The last incremental increase is set for January 1st, 2018. A Request For Proposals (RFP) was published in late July for the 2018 Water Rate Study. Nine firms requested information. Upon the deadline, staff received one submittal from FCS Group out of Redmond, Washington. The fiscal year 2018 budget line item is \$60,000.00. Staff feels very comfortable recommending FCS Group as the selected consultant. FCS Group performed the previous rate study and water comprehensive plan update and did an excellent job.

Mr. Pickel noted that FCS is nationally known and they feel very comfortable moving forward with them. They will look at O&M and capitalization fees for the public water

system. Mr. Pickel commented that on August 3 they pumped 41 mgd (million gallons per day), and 44 mgd is their maximum. They are looking for another test well and are also looking at installing a booster station at the Best Hill tank.

Councilmember Gookin said that he reviewed the last study and came to the conclusion that this is necessary. Mr. Pickel noted that they do not have sufficient CAP fees for some of the projects coming up.

Councilmember English said that it is important that they are raising enough funds, but they have to be equally concerned that they are not overcharging, so it is good to have a professional look at it. Mr. Pickel said that conservation will also be a part of the study as irrigation is their biggest consumption. They are also looking at the Spokane River Forum coming up in November to promote irrigation design standards throughout the region to encourage conservation.

Councilmember McEvers asked if the study projected out to buildout. Mr. Pickel confirmed that it did and that they look at buildout to try to determine estimated growth and water rights. They will use a combination of conservation to “best guess” to get to build out on what they will actually need.

MOTION by Gookin, seconded by McEvers, to (1) Accept the proposal of FCS Group for the 2018 Water Rate Study and (2) authorize staff to negotiate a service contract.

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

COUNCIL BILL NO. 17-1032

AN ORDINANCE AMENDING ORDINANCE 3546, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016 APPROPRIATING THE SUM OF ~~\$95,216,976~~ \$101,041,526, WHICH SUM INCLUDES ADDITIONAL MONIES RECEIVED BY THE CITY OF COEUR D’ALENE IN THE SUM OF \$5,824,550; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDE FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE HEREOF.

GENERAL FUND EXPENDITURES:

Mayor and Council	\$242,705	
Administration	379,120	
Finance Department	1,165,287	\$1,175,287
Municipal Services	1,660,299	1,675,424
Human Resources	326,657	
Legal Department	1,207,341	
Planning Department	584,648	
Building Maintenance	521,186	
Police Department	13,060,469	13,511,985
Drug Task Force	30,710	

Byrne Grants		90,443
COPS Grant	190,189	
Fire Department	9,677,937	12,583,532
General Government	94,725	1,694,725
Engineering Services	1,292,561	1,395,407
Streets/Garage	3,024,113	3,139,013
Parks Department	2,003,987	
Recreation Department	713,239	
Building Inspection	907,093	
TOTAL GENERAL FUND EXPENDITURES:	<u>\$37,082,266</u>	<u>\$42,372,691</u>
SPECIAL REVENUE FUND EXPENDITURES:		
Library Fund	\$1,568,148	
Community Development Block Grant	606,873	
Impact Fee Fund	760,039	\$960,639
Parks Capital Improvements	146,500	264,500
Annexation Fees Fund	193,000	
Cemetery Fund	316,735	319,960
Cemetery Perpetual Care Fund	157,500	
Jewett House	25,855	
Reforestation/Street Trees/Community Canopy	103,500	
Public Art Funds	231,300	
TOTAL SPECIAL FUNDS:	<u>\$4,109,450</u>	<u>\$4,431,275</u>
ENTERPRISE FUND EXPENDITURES:		
Street Lighting Fund	\$622,000	
Water Fund	9,553,006	
Wastewater Fund	24,489,066	
Water Cap Fee Fund	1,950,000	
WWTP Cap Fees Fund	2,500,000	
Sanitation Fund	3,359,286	
City Parking Fund	374,546	\$586,846
Drainage Fund	1,147,510	
TOTAL ENTERPRISE EXPENDITURES:	<u>\$43,995,414</u>	<u>\$44,207,714</u>
FIDUCIARY FUNDS:	\$2,888,400	
STREET CAPITAL PROJECTS FUNDS:	6,204,039	
DEBT SERVICE FUNDS:	937,407	
GRAND TOTAL OF ALL EXPENDITURES:	<u>\$95,216,976</u>	<u>\$101,041,526</u>

STAFF REPORT: Troy Tymesen, Finance Director presented a request for council approval of an amendment to the Fiscal Year 2016-17 Appropriation Ordinance. He stated that the City Council annually amends the original appropriations ordinance for unanticipated expenditures. Idaho Code allows the City Council at any time during the current fiscal year to amend the appropriations ordinance to reflect the receipt of revenues and/or the expenditure of funds that were unanticipated when the ordinance was adopted. The budget amendment shows increases in expenditures due to carryovers of projects, capital purchases from the GO Bond Sale, state and

federal grants received and the remodel to City Hall. Additional revenues of \$1,386,667 are projected to be received in the General Fund to cover the increased expenses for the fiscal year. \$52,189,245 is coming from the GO Bond funds, and \$1,714,513 is projected to come from General Fund balance.

Mr. Tymesen said that they do not spend a lot of time on the front-end looking for grant money because they are never sure if they will get it. This year they will have to have an additional audit for the grants because the City has received over \$500,000 in grant monies. He commented that there is no debt, and no surprises. The capital projects for this year have been significant. The Fastlane project is coming forward quickly, which shows what having cash available means to acquire those grants and dovetail with those major projects.

Mr. Tymesen said that based on the City Hall remodel, the fund balance will move down, which was anticipated. It will still be in the healthy range of about 17 to 18% forecasting through the end of this month. The economy is still good and consumer confidence is still up. Mr. Tymesen said that he is very optimistic that council will be pleased with the fund balance, and even with the remodel they will be on solid financial footing going forward.

Councilmember McEvers mentioned a comment that Mr. Tymesen had made regarding the fact that some larger cities can have a smaller percentage of fund balance. Mr. Tymesen explained that larger cities can have a smaller percentage of fund balance, because of their larger budget. He would propose closer to 12 percent as a minimum, and below 12% they would start to feel pinched about the 1st of December while they are waiting for the next property tax check.

Mayor Widmyer opened for public testimony. There was none.

Public testimony was closed.

MOTION: Motion by McEvers, seconded by Evans, to dispense with the rule and read Council Bill No. 17-1032 once by title only.

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

MOTION: Motion by McEvers, seconded by Edinger, to adopt Council Bill 17-1032.

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

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

The meeting adjourned at 6:32 p.m.

ATTEST:

Steve Widmyer, Mayor

Amy C. Ferguson
Deputy City Clerk