

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

November 17, 2020

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 November 17, 2020 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

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

**INVOCATION:** Pastor Stuart Bryan with Trinity Church provided the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember McEvers led the Pledge of Allegiance.

**COUNCIL COMMENTS:**

Councilmember Miller noted that she recently participated in the "Top 30 Under 40" program and noted that our community's future is in good hands with those nominated for the award being committed to this community. Award recipients will be made public soon. Additionally, the Historic Preservation Commission will meet tomorrow to discuss their plan and efforts moving forward. She also attended the Veteran's Memorial event at McEuen Park and was asked to help more mature members get to the location next year.

Councilmember McEvers provided an update on the Lake City Center, noting that they had a 14-day building closure due to employees with COVID; however, they continued with the Meals on Wheels program that provides approximately 120 meals per day to people in need. He thanked the City for providing the CDBG funds to help them out. Upon reopening they will be limited to 10 people.

Councilmember Gookin noted that the KMPO (Kootenai Metropolitan Planning Organization) is proceeding with a traffic study for the health corridor. Since the vehicle registration fee recently failed, the traffic improvements are on hold until funds become available.

Mayor Widmyer requested confirmation of the appointment of Teresa Runge to the Arts Commission

**MOTION:** Motion by Evans, seconded by McEvers to appoint Teresa Runge to the Arts Commission. **Motion carried.**

**CONSENT CALENDAR:**

1. Approval of Council Minutes for the November 3, 2020 Council Meeting.
2. Approval of General Services/Public Works Committee Minutes for the November 9, 2020 Meeting.
3. Approval of Bills as Submitted.
4. Approval of Financial Report.
5. Setting of General Services/Public Works Committee meeting for Monday, November 23, 2020 at 12:00 noon.
6. Setting of public hearings for December 15, 2020
  - a. Quasi-judicial - ZC-6-20 - A proposed zone change from R-12 to R-17; at 654 Haycraft Avenue- Applicant: Glen Lanker, Artios LLC
  - b. Quasi-judicial - ZC-7-20 - A proposed zone change from R-12 to LM; at 1609 N. College Way- Applicant: Norman Anderson
7. Approval of SS-20-13 – Stuarts Corner Final Plat
8. **Resolution No. 20-063** - A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING AND APPROVING THE FOLLOWING: A CONTRACT WITH WESTERN STATES EQUIPMENT FOR THE PURCHASE OF A NEW CATERPILLAR 420 BACKHOE; A CLASSIFICATION CHANGE TO THE CITY'S CLASSIFICATION AND COMPENSATION PLAN FOR THE IT DATABASE APPLICATION DEVELOPER FROM PAYGRADE 16 TO PAYGRADE 17, AND PERSONNEL RULE AMENDMENTS TO RULE 15 – CORRECTIVE/DISCIPLINARY ACTION AND RULE 20 - EMPLOYMENT RULE; AND THE AWARD OF PERFORMING ARTS GRANTS TO THE COEUR D'ALENE SYMPHONY ORCHESTRA, COEUR D'ALENE SUMMER THEATRE, CHORALE COEUR D'ALENE, AND INLAND NORTHWEST OPERA USING LAKE DISTRICT URD FUNDS SET ASIDE FOR PUBLIC ART, AND AGREEMENTS WITH GRANT RECIPIENTS.

**DISCUSSION:** Councilmember Gookin asked for clarification regarding the pay grade change. Municipal Services Director Renata McLeod noted that the position was within her Department. She explained that it was noted within the budget documents as a paygrade 17; however, it was not correctly funded at that level. The other position was estimated to be at a paygrade 15. After the budget was approved Ameriben leveled it at a paygrade 14. She summarized that with a delay in hiring that position there will be enough funds to cover the additional costs of a paygrade 17. Councilmember Gookin expressed that he was uncomfortable with this type of funding outside of the budget. Councilmember Miller noted that General Services approved the Performing Arts Grant funded through ignite funds in the amount of \$100,000. These bridge grants will go toward organizations with the hopes of getting stage performances back soon. She provided thanks to the Arts Commission, ignite CDA, Councilpersons Evans and Gookin, as well as Mr. Tymesen for their time and effort spent on these grants.

**MOTION:** Motion by McEvers, seconded by Evans, to approve the Consent Calendar as presented, including **Resolution No. 20-063**.

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

**GRANT AWARD RECOMMENDATION AND REQUESTED APPROVAL TO ENTER INTO CONTRACT NEGOTIATIONS WITH BOYS AND GIRLS CLUB OF KOOTENAI COUNTY FOR THE EXPANDED CHILDCARE AND ACADEMIC SUPPORT PROGRAM USING CDBG-CV FUNDS.**

**STAFF REPORT:** CDBG Specialist Chelsea Nesbit noted that CDBG-CV funds can only be used to prevent, prepare for, and respond to coronavirus, and shall prioritize the unique needs of low- and moderate-income persons. The City Council directed staff to prioritize housing and food for the use of the CDBG-CV funds. So far, funds have been allocated to St. Vincent de Paul for homeless sheltering and support services, Family Promise to shelter homeless families, Lake City Center for the expanded Meals on Wheels program, Boys & Girls Club of North Idaho for their food pantry, Safe Passage for domestic violence victim support, including sheltering and counseling, United Way of North Idaho for child care scholarships, CDAIDE for their subsistence payment program for hospitality workers, the City's utility assistance program, and CDBG staff administration. With the adjusted school schedules implemented to accommodate social distancing, childcare and academic support are a high priority need for students. The Boys & Girls Clubs of Kootenai County provides stability, academic support and peace of mind for working parents, allowing them to be more productive in the workplace knowing their children are in a safe and positive place. The program would address the 2018-2022 Consolidated Plan Goal Number 6: expanding public services for low- to moderate-income residents in Coeur d'Alene. Specifically, this program would provide expanded childcare and academic support for working families directly affected by COVID-19. It falls under the CDBG National Objective Benefit to low- and moderate- income (LMI) persons and Activity Code 05D Youth Services. With the CDBG grant, Boys & Girls Clubs of Kootenai County would be able to offset additional payroll costs associated with the increased hours and staffing needs due to the COVID-19 pandemic. Currently, due to the COVID 19 restriction, operating hours have increased as much as 30 hours per week, or 150%, and staff has stepped into the role of academic support and instruction with the partnership between the Boys & Girls Club and the school district. The Club has also expanded their wireless bandwidth capacity as they are being relied upon to assist students with their schoolwork and as schools move toward a more digital learning platform. Boys & Girls Clubs of Kootenai County works with the school through referrals and provides scholarships to youth who are homeless and in the foster care system. Projected scholarships for membership and day camp fees are expected to reach upward of \$15,000 by the end of 2020. Membership fees are \$20 per year. The City received \$199,675 in CDBG-CV funds. The City is now receiving an additional \$247,124 in CDBG-CV3 funds, bringing the total CV funds allocation to \$446,799. A total of \$59,160 has been set aside for admin expenses, leaving a total of \$387,639 for Community Opportunity Grants. The total dollar amount of approved grants so far is \$151,431. Staff is recommending funding for Boys & Girls Clubs of Kootenai County in the amount of \$50,000 for the Expanded Childcare and Academic Support Program. There is currently \$236,208 in CARES Act funds to spend on COVID-19-related

needs that meet the HUD requirements for funding, and if this grant is awarded, \$186,208 will remain.

**DISCUSSION:** Councilmember Wood thanked Ms. Nesbit for her work to spread the funds throughout the community. She noted that the grant will provide support to working parents, and the Boys & Girls Club organization has a large impact. Mayor Widmyer noted that the budget sheet doesn't add up correctly for operating expenses, but the grant portion does.

**MOTION:** Motion by English, seconded by Wood, to approve Grant Award Recommendation and Requested Approval to Enter into Contract Negotiations with Boys and Girls Club of Kootenai County for the Expanded Childcare and Academic Support Program using CDBG-CV Funds. **Motion carried.**

### **COVID SMALL BUSINESS RELIEF GRANT UPDATE**

**STAFF REPORT:** Accountant Stephanie Padilla said that on August 18, 2020, Council authorized staff to develop and implement a Municipal Small Business Grant totaling \$340,000. The Municipal Small Business Grant funds were used from the \$1,766,300 of CARES Act funds. Local governments were allowed to utilize their allocation of the CARES ACT fund to create a Municipal Small Business Grant Program to aid businesses affected by COVID -19 within the City limits. Several other cities in Idaho developed a Municipal Small Business Grant program as well. To date, approximately \$160,000 of the \$340,000 has been awarded to various businesses in the City limits of Coeur d'Alene. Applications for the Municipal Small Business Grant Program have to be submitted by December 1, 2020, and funds are required to be disbursed by December 30, 2020. Ms. Padilla noted that she has reached out to many groups and committees promoting the program. To date there have been thirty-eight (38) Small Business Relief Grant Applications processed. Of the thirty-eight, twenty-eight (28) businesses have been notified and already started taking advantage of the Small Business Relief Grant. There were five businesses that did not qualify as the business location is not within the City limits or the business didn't qualify for grant funding. The other five applications are back for review of qualifying COVID-19 mitigating expenses. She noted that all applications are due by December 1, 2020, and that she will bring forward a recommendation for any remaining funds at that Council meeting. At this time, she projects that they will be able to allocate \$200,000 and will continue to receive requests until the next Council meeting.

**DISCUSSION:** Mayor Widmyer asked if there is any discussion about extending the deadline. Ms. Padilla noted that she has not heard any discussion to extend and that the state has asked that all allocations are allotted by December 11. Councilmember English asked about businesses located outside of the City limits and if they could qualify if they serve Coeur d'Alene. Ms. Padilla noted that those businesses outside the City limits would not qualify; however, they may be eligible for some CDBG funding. Councilmember Miller asked if there are certain businesses that would not qualify. Ms. Padilla explained that some businesses do not qualify, and the grant review committee has continued to prioritize youth services. Specifically, the committee has not funded virtual training, or tablets such as I-pads. Additionally, if a business was created/opened after January 1, 2020 it would not qualify. She noted that the businesses that have received

grants wanted her to expressed appreciation to the Mayor and Council as they appreciate every dollar that was made available.

**QUASI-JUDICIAL PUBLIC HEARING – A-1-20 - A PROPOSED 7.69-ACRE ANNEXATION FROM COUNTY AGRICULTURAL TO CITY R-8; AT 7278 ATLAS ROAD - APPLICANT: HARMONY HOMES, LLC.**

**STAFF REPORT:** Associate Planner Tami Stroud explained that the applicant Harmony Homes, LLC, is requesting annexation of +/- 7.69 acres zoned from County Agricultural to City R-8 (Residential 8 units/acre) zoning on the property located at located 7278 Atlas Road which is between Sunshine Meadows and Coeur d’Alene Place to the south. Ms. Stroud noted that the property is within a small pocket of County land surrounded by the City limits. She noted that R-8 zoning permits a mix of housing types at a density not greater than eight (8) units per gross acre. The property currently contains a single-family dwelling and a few out buildings. Ms. Stroud noted that there are four findings required for the annexation as follows: that the request is or is not in conformance with the Comprehensive Plan policies; that public facilities and utilities are or are not available and adequate for the proposed use (she noted that stormwater will be addressed as the annexation develops and the applicant will be required to submit a landscape plan for approval to prevent double access); that the physical characteristics of the site do or do not make it an acceptable 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. She presented the surrounding zoning, land uses, and applicable Comprehensive Plan objectives and provided staff input regarding the finding categories including traffic.

**DISCUSSION:** Councilmember Gookin asked how many residential units can be placed on the parcel with an R-8 zone. Ms. Stroud noted that it would allow for 8 units per each of the 7 acres, which would be approximately 61 units. Councilmember Gookin asked if the School District provided input. Ms. Stroud confirmed they did not provide input. Councilmember Wood noted that the staff report does not include any communication with the Police Department and wondered if they should be involved at this level of the development to possibly calculate calls for service. Mayor Widmyer suggested that they be involved when there are large parcels. Ms. Stroud noted that a long time ago they did include some Police Department input and she would look into adding it. Councilmember Miller noted that in the past there have been a couple of the higher density apartments that included police input. Councilmember Gookin expressed concern that when considering annexation with workforce housing, there may be an automatic response that there will be more calls for service and it could be perceived as negative or discriminatory. Chief White noted that Community Planning Director Hilary Anderson does talk with him about larger developments regarding the impact it would have on public safety. He also noted that there may be some of the challenge if there were several small parcel annexations group closely together causing an effect of a large parcel.

Mayor Widmyer opened public comments.

**APPLICANT:** Merle Van Houten noted the development limit would be 62 units, but they are proposing less at 5.46 units per acre. He noted that the 7.69 acres are surrounded by single

family developments. He noted several PUD's in the area and several R-8 subdivisions in the area. Mr. Van Houten noted that the Comprehensive Plan defines the area as a stable established area.

**DISCUSSION:** Councilmember Gookin asked if the developer's intention was to do a PUD. Mr. Van Houten confirmed that they would move forward with a PUD, with 42 single family residents. The requested deviations within the PUD would be for setbacks and right-of-way. Councilmember Gookin noted that in the future he hopes for feedback from their partners at the School District.

**MOTION:** Motion by Gookin, seconded by Wood to approve A-1-20 - A proposed 7.69-acre annexation from County Agricultural to City R-8; at 7278 Atlas Road - Applicant: Harmony Homes, LLC., to direct staff to negotiate an annexation agreement, and to develop the necessary Findings and Order.

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

**LEGISLATIVE PUBLIC HEARING- V-20-03 – VACATION OF A PORTION OF ATLAS ROAD RIGHT-OF-WAY ADJOINING THE WESTERLY BOUNDARY OF TAX #25317**

**STAFF REPORT:** Engineering Project Manager Dennis Grant noted that the applicant, Rex Anderson, Fusion Architecture, PLC on behalf of Andy Singh, ASG Holdings, LLC, is requesting the vacation of right-of-way that adjoins the east side of Atlas Road, North of Seltice Way and South of I-90. It is unknown when the requested right-of-way was originally dedicated to the City of Coeur d'Alene. The purpose of the request is to vacate a 10' foot strip of Atlas Road right-of-way along the east side of Atlas Road, north of Seltice Way to make it more useful for traffic circulation for a planned new gas station. All utilities are existing and in place, and there is no foreseeable use for the additional right-of-way. Therefore, the vacation of the portion of right-of-way adjoining the parcel would not impact the City and would be a benefit to the property owner. Mr. Grant noted that he sent out 34 mailings with zero responses received.

**DISCUSSION:** Councilmember Miller asked for clarity on how it affects the trail. Mr. Grant noted that the aerial photo is dated and the actual trail is a different placement on Seltice Way, so it would not affect the trail along Atlas.

Mayor Widmyer opened public comments and, with none being heard, public testimony was closed.

**COUNCIL BILL NO. 20-1022**

**AN ORDINANCE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, VACATING A PORTION OF ATLAS ROAD RIGHT-OF-WAY GENERALLY DESCRIBED AS A PARCEL OF LAND ADJOINING THE WESTERLY BOUNDARY OF TAX NO. 25317 EX TAX NO. 9956 IN THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO;**

REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

**MOTION:** Motion by McEvers, seconded by Gookin, to dispense with the rule and read Council Bill No. 20-1022 once by title only.

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

**MOTION:** Motion by McEvers, seconded by Miller, to adopt **Council Bill No. 20-1022.**

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

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

The meeting adjourned at 7:09 p.m.

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Steve Widmyer, Mayor

ATTEST:

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Renata McLeod, CMC  
City Clerk