

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

September 5, 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 5, 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)
Woody McEvers)

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

INVOCATION: Pastor Mike Slothower with River of Life Friends Church provided the invocation.

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

PROCLAMATION DECLARING SEPTEMBER 2017 AS "LIBRARY CELEBRATION MONTH"- Mayor Widmyer proclaimed September, 2017 as "Library Celebration Month" as it has been 10 years since the construction and grand opening of the Library at its current location. Library Director Bette Ammon accepted the proclamation and noted that the Library will be hosting a community celebration on September 10, 2017 that will include games and entertainment throughout the day.

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

1. Approval of Council Minutes for the August 15, 2017 Council Meeting.
2. Approval of Bills as submitted and reviewed for accuracy by Finance Department
3. Setting of Public Works and General Services Committee meetings for September 11, 2017 at 12:00 noon and 4:00 p.m. respectively
4. 20' Utility Easement located within Orchard Lands 1st Addition
5. Recommended by the City Engineer
6. **Resolution No. 17-059** - A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING APPROVAL OF FINAL PLAT, AGREEMENT TO PERFORM SUBDIVISION WORK WITH ASPEN HOMES AND DEVELOPMENT, LLC, AND SECURITY FOR THE ALPINE POINT SUBDIVISION, S-2-17.

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

PUBLIC COMMENTS

Chet Gaede, Coeur d'Alene, expressed excitement over the next few weeks of Council decisions regarding the Atlas Mill site acquisition. He noted that during the September 19, 2017 Council meeting the Council will be hearing the annexation request for the property and has the opportunity to establish conditions of annexation on the property that are much more binding than any Comprehensive Plan or ignite cda concept. He encouraged council to keep the little details in mind, such as conditions that will keep the shoreline in the city ownership for the public forever. Mr. Gaede encouraged the Council to go forward with the acquisition of the property and keep the shoreline in city ownership.

Sherri Robinson, Coeur d'Alene, expressed her wish for the city to purchase the Atlas Mill site and for the city to maintain ownership of the waterfront strip of land from the Railroad right-of-way to the water. She is excited to see what this "once in a lifetime opportunity" looks like for the community.

COUNCIL COMMENTS

Councilmember Evans noted that there are three Maquette's on display in the Library for the Fort Grounds roundabout art piece. The community is encouraged to vote on these pieces through September 15, 2017. On October 11, 2017, the City will host the Mayor's Arts Awards that will honor our local artists. Additionally, there will be eight new "ArtCurrents" pieces within the downtown area and five pieces in Riverstone installed the first week of October. On Saturday, September 9, at 11:00 a.m. at Fire Station 4, there will be a dedication of the "Twin Towers" art piece relocation.

Mayor Widmyer called for the approval of the appointment of Dan English to the Ignite CDA Board.

MOTION: Motion by Gookin, seconded by Edinger to approve the appointment of Dan English to the Ignite CDA Board. **Motion carried.**

RESOLUTION NO. 17-060

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING THE PURCHASE OF AN UPDATED SECURITY SYSTEM FROM ACCESS UNLIMITED & SECURITY, INC., FOR THE POLICE DEPARTMENT BUILDING.

STAFF REPORT: Police Captain Childers explained that the police building security system was installed during the original building construction in 1999. The system has served the department's needs for the past 18 years; however, it is obsolete and outdated. He noted frequent system failures, both software and hardware, leaving the building unsecure and jeopardizing the

safety of personnel. The system is no longer supported, which can make repairs costly and difficult. The remodel of City Hall includes a new Brivo security system provided by Access Unlimited & Security, Inc. This system will be controlled, monitored, and maintained by the City's IT Department. Access Unlimited & Security, Inc., has agreed to provide the needed system components to the Police Department at the same price as the bid for the City Hall remodel. Therefore, this purchase would not be required to comply with the procedures set out in the state purchasing statutes, pursuant to Idaho Code §67-2803. Pursuant to the City's purchasing policy, this purchase has been reviewed and approved by the Finance and Legal Departments. The estimated purchase price for an updated and installed system is approximately \$56,000. This system was originally requested in the upcoming FY 2017/2018 budget; however, the request was not included in the final budget as the Police Department has adequate funds in the current budget to cover this expense.

MOTION: Motion by Edinger, seconded by English to approve **Resolution No. 17-060**, authorizing the purchase of an updated Police Department security system from Access Unlimited & Security, Inc.

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

ONE-DAY ALCOHOL SALES AND CONSUMPTION ON SHERMAN AVENUE RIGHT-OF-WAY FOR THE CITY SPONSORED "PARK(ING) IT ON SHERMAN" EVENT.

STAFF REPORT: Planner Sean Holm explained that the Planning Department is requesting approval by the City Council to allow the sale and consumption of alcohol within a fenced off area of the right-of-way (ROW) for one day, in conjunction with the "PARK(ing) It On Sherman" event, which will take place on Friday, September 15 from 4:00-9:00 p.m. He noted the history of the event with the difference between this year's event and the two previous years being that private properties were available in 2015 and 2016 to host the beer garden. This year's event location does not provide a large enough area on private property to hold the beer garden and since Relic will be providing the beer garden, the ideal location is outside next to their establishment in close proximity to the food trucks. This year's event will also be much smaller in size than the 2016 event, which will help confine attendees to a smaller area, and the event will be attended by the Police Department's Community Action Team. This year's event will have secure fencing along the entire event perimeter with two designated gates that will be staffed with volunteers ensuring that no alcohol leaves the event. He provided several examples of consumption allowed within the city right-of-way to include the Farmers Market, and the pub cycle, Jewett House and Live after Five. The family-friendly event will end at 9:00 p.m. Mr. Holms noted the applicable Municipal Code sections that allow the Council to provide authorization outside of an eating facility.

DISCUSSION: Councilmember McEvers asked about the status of the sponsorship fundraising. Mr. Holm noted that numerous businesses around town have contributed toward the event; for a current total of \$2,000, which will cover the expenses. Councilmember Gookin asked who the permit would be issued to. Mr. Holm clarified that the permit will increase the restaurant's

outdoor seating permit area. Councilmember Miller asked how much expansion would this give the restaurant owner. Mr. Holms noted that it would be approximately 25,000 square feet. Councilmember Miller asked if Relic would be sharing any of the profits from the sales at the event. Mr. Holm noted that they have not finalized discussions with Relic, but they may make a donation. Councilmember Miller expressed concern about the city being fair to all event and promoters and to not give preference to this one event.

MOTION: Motion by Evans, seconded by English, to issue a permit to Relic Smokehouse & Pub for the sale of alcohol in a designated portion of the Sherman Avenue right-of-way in conjunction with the City-sponsored “PARK(ing) It On Sherman” Event on September 15, 2017, subject to the stated Police Department and Planning Staff conditions.

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

INTENT TO CONVEY LAND VIA A LAND TRADE INVOLVING IGNITE CDA-OWNED PROPERTY LOCATED ON YOUNG AVENUE, SOUTH OF CITY HALL, FOR CITY-OWNED PROPERTY ADJACENT TO TILFORD LANE IN RIVERSTONE, AND TO SET A PUBLIC HEARING ON OCTOBER 3, 2017.

STAFF REPORT: Trails Coordinator Monte McCully explained the land exchange proposal would involve trading the City’s 60 foot right-of-way, located just south of Tilford Lane to ignite cda, so that ignite could combine the City’s 60 feet of right-of-way with their currently owned 60 feet of right-of-way south of Tilford Lane to create 17 developable residential parcels. This proposed trade would require the widening of Tilford Lane and relocation of the Prairie Trail to the southern edge of the ignite’s property. Included in the realignment is the possibility of improvements that could be made to the Riverstone Park parking area, as well as additional public space that could be created to the west of the Tilford Lane project that would blend with the proposed public improvements for the Atlas mill site area. In return for the trade, the City would be deeded the ignite cda-owned property located on Young Avenue south of City Hall that was appraised recently at \$960,000. Preliminary net revenue estimates (i.e., residential lot sales minus development costs) prepared by Welch-Comer for the proposed Tilford Lane trade initiative show a net revenue value of approximately \$1.0 million, making the proposed trade a fairly close net value.

MOTION: Motion by Evans, seconded by Miller, to authorize the City’s intent to convey land via a land trade involving ignite cda-owned property located on Young Avenue, south of City Hall, for City-owned property adjacent to Tilford Lane in Riverstone, and to set a public hearing on October 3, 2017.

DISCUSSION: Mayor Widmyer clarified that this would come forward as a public hearing on October 3, 2017 and reiterated that this discussion began about 8 months ago regarding the land at the base of Tubbs Hill, at which time the Council expressed a desire to keep that property in the public’s hand, which would be accomplished by this trade. Councilmember Evans asked at what point should the Council talk about trail width. Mayor Widmyer noted that the October 3 hearing would be a good time or during the design phase. Mr. McCully expressed a desire to

keep the 16' trail width with a three-foot buffer for maintenance. He noted that the standard trail width is 12 feet, but this trail is already 16 feet, so he would request that to remain the same. Councilmember Edinger noted that the Parks and Recreation Commission discussed this item at a meeting earlier today and they are in favor of the trade. Councilmember Gookin asked for clarification as to how the City originally acquired the property. Mr. McCully explained that the property was part of a trade involving the Centennial Trail Foundation, ignite cda, and the railroad wherein the City ended up with the 60' property for the trail. Councilmember Gookin asked if there were any current master plans for this area. Mr. McCully said there was nothing in regard to moving it, just changing the way it connects to Beebe Boulevard, which this trade would accomplish. Councilmember Gookin asked if the Council did not approve the trade, would the parcel at the base of Tubbs revert to the City in four years when the urban renewal district closes. City Administrator Jim Hammond confirmed that when the district closes any property they are holding would revert to the ownership of the City. Councilmember Gookin noted that he will oppose the motion in support of the Tubbs Hill and Centennial Trail Foundations as doing nothing allows those entities to retain the properties.

ROLL CALL: McEvers Aye; Gookin No; English Aye; Edinger Aye; Evans Aye; Miller Aye.
Motion carried.

INTENT TO CONVEY LAND VIA A LAND TRADE INVOLVING IGNITE CDA-OWNED PROPERTY LOCATED ON W. GARDEN AVENUE (TAX I.D. 5539), FOR CITY-OWNED PROPERTY LOCATED AT THE CORNER OF W. GARDEN AVENUE AND PARK DRIVE (A PORTION OF LOT 72, SHERMAN PARK), AND TO SET A PUBLIC HEARING ON OCTOBER 3, 2017.

Staff Report: Parks and Recreation Director Bill Greenwood explained that this land exchange proposal was presented to the Council previously during discussions regarding Memorial Park renovations and the shared parking lot projects. At that time, Council supported this exchange and recognized the advantage for the City to proceed with this land exchange. The City must now go through the formal proceedings to authorize the conveyance/exchange. He presented a map of the land exchange parcels. There is no financial cost to the city for this exchange. The City and ignite's real property that is the subject of this exchange is similar in size and value and is mutually beneficial to both parties.

MOTION: Motion by English, seconded by Evans, to authorize the City's intent to convey land via a land trade involving ignite cda-owned property located on W. Garden Avenue (Tax I.D. 5539), for City-owned property located at the corner of W. Garden Avenue and Park Drive (a portion of Lot 72, Sherman Park), and to set a public hearing on October 3, 2017.

DISCUSSION: Councilmember Gookin asked for clarification regarding the historical encumbrance on property and its restriction(s). Mr. Greenwood explained that in the early 1920s land was dedicated for tennis courts by Mr. Kerl. He noted that he has been in contact with the heirs of Mr. Kerl, who dedicated the land.

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

RESOLUTION NO. 17-061

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING THE CITY POLICIES FOR PROCUREMENT OF PERSONAL PROPERTY AND SERVICES, AND PROCUREMENT OF PUBLIC WORKS CONSTRUCTION.

STAFF REPORT: Finance Director Troy Tymesen noted that in 2005, the Idaho Legislature enacted Chapter 28 of Title 67, Idaho Code, entitled "Purchasing by Political Subdivisions." This Chapter governs the purchase of personal property and services and the procurement of public works construction. In 2006, by Resolution 06-037, the City Council adopted a matrix that incorporated Chapter 28, Title 67, Idaho Code, for use by City departments. The updates proposed in these policies include those passed by the Legislature in its previous session.

DISCUSSION: Councilmember McEvers asked for clarification of the different categories. Mr. Tymesen explained that the policy is broken into clear sections regarding what staff has authority to buy based on the approved annual budget. Staff will conduct due diligence by seeking quotes, but would not come back to Council to ask permission to buy a car that was already approved by Council to buy. Councilmember McEvers asked how staff would handle the purchase of an item that was not within the current year's budget. Mr. Tymesen confirmed that staff would continue to bring forward to the Council purchases that are now within the budget. Councilmember Gookin expressed concern that Council is continuing to have accountability and oversight. Mr. Tymesen felt that this policy accomplishes accountability in a positive way, as the City will get a better value as the policy did not adopt everything the state raised the purchase level to and the policy includes that more quotes be required. Councilmember Miller asked if the bids levels changed based on state level dollar amounts. Mr. Tymesen confirmed the state level bid amounts are included in the policy.

MOTION: Motion by McEvers, seconded by Evans to approve **Resolution No. 17-061**, approving of the Procurement of Public Works Construction Policy and Procurement of Personal property and services policy.

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

COUNCIL BILL NO. 17-1031

AN ORDINANCE ENTITLED "THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2017," APPROPRIATING THE SUM OF \$89,467,942 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF COEUR D'ALENE FOR SAID YEAR; LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY WITHIN SAID CITY FOR GENERAL REVENUE PURPOSES FOR WHICH SUCH APPROPRIATION IS MADE; LEVYING SPECIAL TAXES UPON THE TAXABLE PROPERTY WITH SAID CITY FOR SPECIAL REVENUE PURPOSES WITHIN THE LIMITS OF SAID CITY OF COEUR D'ALENE, IDAHO; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE HEREOF.

BE IT ORDAINED by the Mayor and City Council of the City of Coeur d'Alene, Kootenai County, Idaho:

That the sum of \$89,467,942 be and the same is hereby appropriated to defray the necessary expenses and liabilities of the City of Coeur d'Alene, Kootenai County, Idaho, for the fiscal year beginning October 1, 2017.

That the objects and purposes for which such appropriations are made are as follows:

GENERAL FUND EXPENDITURES:

Mayor and Council	\$244,736
Administration	380,413
Finance Department	1,205,224
Municipal Services	1,788,550
Human Resources	311,711
Legal Department	1,197,425
Planning Department	717,644
Building Maintenance	515,303
Police Department	13,584,525
Drug Task Force	30,710
COPS Grant	121,939
Fire Department	9,709,001
General Government	105,900
Engineering Services	341,086
Streets/Garage	4,440,952
Parks Department	2,102,365
Recreation Department	756,075
Building Inspection	876,593
TOTAL GENERAL FUND EXPENDITURES:	\$38,430,152

SPECIAL REVENUE FUND EXPENDITURES:

Library Fund	\$1,618,412
Community Development Block Grant	384,049
Impact Fee Fund	745,000
Parks Capital Improvements	146,500
Annexation Fee Fund	398,240
Cemetery Fund	294,307
Cemetery Perpetual Care Fund	157,000
Jewett House	25,855
Reforestation/Street Trees/Community Canopy	107,000
Public Art Funds	443,500
TOTAL SPECIAL FUNDS:	\$4,319,863

ENTERPRISE FUND EXPENDITURES:

Street Lighting Fund	\$639,720
Water Fund	10,027,434
Wastewater Fund	22,784,368
Water Cap Fee Fund	866,000
WWIP Cap Fees Fund	2,200,000
Sanitation Fund	3,500,806
City Parking Fund	354,846
Drainage Fund	1,267,818
TOTAL ENTERPRISE EXPENDITURES:	\$41,640,992

FIDUCIARY FUNDS:

\$2,957,754

STREET CAPITAL PROJECTS FUNDS:

1,237,000

DEBT SERVICE FUNDS:

882,181

GRAND TOTAL OF ALL EXPENDITURES:**\$89,467,942**

That a General Levy of \$19,770,180 on all taxable property within the City of Coeur d'Alene be and the same is hereby levied for general revenue purposes for the fiscal year commencing October 1, 2017.

That a Special Levy upon all taxable property within the limits of the City of Coeur d'Alene in the amount of \$2,461,938 is hereby levied for special revenue purposes for the fiscal year commencing October 1, 2017.

STAFF REPORT: Mr. Tymesen thanked the department heads and administration for assisting in a solid financial plan. He noted that highlights include a zero percent increase in property tax and the taking of no foregone taxes. The budget includes the new growth taxes of \$375,549 and is presented as a balanced budget. The City has over \$5 Million in foregone taxes and is one of the top three cities with the highest balances within Idaho. He clarified that this is not a bank account but gives the City taxing authority. The total tax levy amount is \$22,232,118 for this

year. Mr. Tymesen explained that the circuit breaker system allows a reduction for low-income residents and the city is reimbursed directly. The budget includes small changes made at the Council workshop, leaving a General Fund of \$38,430,152. He noted that the \$8.78 Million Dollars in unassigned Fund Balance equals 22.8% in cash, and clarified that the City Hall remodel and the \$1 Million in Atlas Mill site acquisition would come out of that balance. He noted that the City is still in good shape with the cash balance and has never had to borrow money to fund on-going operations at the year-end, which strengthens our position if the City does future bonds. The financial plan includes 7.27 additional full-time equivalent employees. He reviewed employee expenses including merit and cost of living increases, as well as health insurance. Councilmember Edinger congratulated Mr. Tymesen and his staff for the hard work they did in putting the balanced budget together with no tax increase. Mr. Tymesen noted that the highway user tax is up, sales tax is solid, liquor tax revenue is up, and so was the inter-fund transfer amount. There were not a lot of capital expenses included in the budget, and any significant changes from this point forward would come before the Council. The valuation for the City of Coeur d'Alene is currently \$4 Billion. He provided an example of what the property tax looks like for a home valued at \$200,000, which would be a \$58.98 savings if the valuation stayed the same. The levy rate will go down based on the City taking no property tax increase. He also noted that a median cost of a home is \$240,000, which would pay the City \$814.90 for the whole year for all services including public safety, parks, and road maintenance.

PUBLIC COMMENTS:

Susan Snedaker, Coeur d'Alene, noted that this is the 17th year she has reviewed the City's preliminary financial plan. She thanked Mr. Tymesen for answering her questions in the past. She has several specific questions for the Council and staff related to CDBG block grant amounts over the years, the line item for rents and royalty revenues, the East Sherman sub-station rent, and the summer concert series. Additionally, she questioned the Downtown Association annual allocation, and felt that the downtown needs to be better maintained. Ms. Snedaker noted that code enforcement strengthens the fabric of the City and should be funded accordingly. She looks forward to purchase of the Atlas Mill site but wondered what financial provisions have been made for future parkland maintenance. She noted that this is the last year she will be reviewing the budget and encouraged citizens to take it on in the future. She thanked the Council for not increasing property taxes.

DISCUSSION: Councilmember English noted that the CDBG funds come from a federal grant, it varies year-to-year, and that the money is intended to serve low-to-moderate-income needs within the city limits.

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

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

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

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

RECESS: Motion by McEvers, seconded by Miller to recess to September 13, 2017 at 1:30 p.m. to the Library Community Room, located at 702 E. Front Avenue, for a Workshop regarding the acquisition of property known as the Atlas Mill site. **Motion carried.**

The meeting adjourned at 7:32 p.m.

ATTEST:

Steve Widmyer, Mayor

Renata McLeod, CMC, City Clerk