



2018-2019 STRATEGIC PLANNING CITY COUNCIL WORKSHOP

Location: Community Room, Coeur d'Alene Library
May 9, 2018 12:00 Noon.

AGENDA

- 1. WELCOME/OVERVIEW – Presented by:** Troy Tymesen, City Administrator
- 2. YEAR IN REVIEW: SHARING OF ACCOMPLISHMENTS**
 - Administration
 - Building Services
 - Finance
 - Fire
 - Human Resources
 - Legal
 - Library
 - Municipal Services
 - Parks/Recreation
 - Planning
 - Police
 - Streets/Engineering
 - Wastewater
 - Water
- 3. VISION 20/30 OVERVIEW – Presented by:** Hilary Anderson, Community Planning Director
- 4. STRATEGIC OVERVIEW DISCUSSION–**
- 5. FINANCIAL OUTLOOK – Presented by:** Troy Tymesen, City Administrator
- 6. ADJOURNMENT** (Action Item)

NOTE: The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact the City Clerk at (208) 769-2231 at least 72 hours in advance of the meeting date and time.

COEUR D'ALENE CITY COUNCIL



STRATEGIC PLANNING WORKSHOP May 9, 2018

Department Highlights & Goals

ADMINISTRATION

Accomplishments:

- Transition of parking ticket appeals to the Downtown Association
- Support provided to the Arts Commission
- Support provide to the Parking Garage Project
- Community engagement through 2030/Atlas Waterfront site meetings

Goals:

- Continue to supply administrative support to the Council Goals
- Continue encouraging and seeking methods for community transparency
- Engage with community leaders regarding economic development opportunities (job creation/retention)
- Review reorganization opportunities for Departments and Committees, Commissions, and Boards as vacancies arise
- Support Department Heads in secession planning.
- Provide support and direction to the City Financial Planning

BUILDING

Accomplishments:

- Commercial revisions are now accepted electronically.



- Working with Building Community to create proactive approach through preconstruction meetings and hosting of annual Building Forum.
- Provided support to the North Idaho College and North Idaho Code Enforcers programs.

- Processed a large volume of permits with the same number of staff persons as 2009.

Goals:

- Continue to provide inspections within 24 hour notice.
- Maintain level of customer service with the addition of a permit coordinator position.
- Shorten review times for small residential project and commercial tenant improvements through monitoring and prioritizing permit applications.
- Implement quality assurance program to ensure third party special inspection agencies have required knowledge and certifications to perform work.
- Purchase two new vehicles.
- Update inspector laptops.

FINANCE

Accomplishments:

- Accounted for the City's finances in accordance with Generally Accepted Accounting Principles (GAAP), as set forth by the Governmental Accounting Standards Board (GASB).
- Prepared a yearly Annual Finance Report in conformity with GAAP.
- Prepared a comprehensive budget that encompasses all funds of the City.
- Monitored all department grants for compliance with federal and state regulations and reporting requirements.
- Developed a system of sound internal controls in all City departments.
- Continued to receive a clean audit opinion with no continuing or new audit concerns.

Goals:

- Improve the Annual Budget process and budget report to meet the requirements of GFOA Distinguished Budget Presentation Award Program.
- Expand the Annual Financial Report to a Comprehensive Annual Financial Report (to make it more user friendly) with the goal of meeting the requirements of the GFOA Certificate of Excellence in Financial Reporting Award Program.
- Develop a Citywide equipment replacement program and determine annual funding requirements.
- Conduct a physical fixed asset inventory.
- Continue the process of cross-training of all essential department functions.

FIRE

Accomplishments:

- In 2017 responded to over 9,000 calls for service, nearly 1,000 calls more than 2016. Emergency medical calls were up by 600 incidents while fire responses were up by nearly 400.



- Captain Jeff Sells and his dog Odie were dispatched to Florida as part of the Washington State Urban Search and Rescue Task Force for Hurricane Irma.



- Opened Fire Station #4 in the Northwest part of our City. Last year Station 4 responded to over 1,000 calls for service, greatly reducing response times in that area.



- Dedicated and placed five new apparatus into service. A new fire engine was placed at Fire Stations #2, 3 & 4 while the ladder truck was placed at Station #1
- Had six cadets graduate from the Fire Department's Cadet Academy which is open to area High School seniors.

- Members of CDA Firefighters Local 710 raised nearly \$35,000 for local charities and 3,000 pounds of food for area food banks.



- Our crews were twice recognized for the County crew of the month for their exceptional service.



- Established a carbon monoxide detector giveaway program after the tragic loss of a community member to carbon monoxide poisoning.

Goals:

- A priority of the Fire Department and Vision 2030 is Fire/Police Station locations. The goal includes finding the appropriate location for a future Fire Station on the Seltice Way corridor.
- Reorganization of a number of large operational issues such as certification of all officers for wildland fires, makeover of tactical operations, and creation of practical testing/task books.
- Completion of a Vision 2030 goals to implement, in coordination with all area responders, the Automatic Vehicle Location (AVL) system that through central dispatch, automatically dispatches the closest apparatus, regardless of jurisdiction.

HUMAN RESOURCES

Accomplishments:

- Updated job descriptions and leveling with October 2017 adopted classification and compensation study.
- 2 FTE's continuing to provide the best possible service to all departments/3 represented employee groups and 400 total employees.



- Utilization of the City's Employee Assistance Program (EAP) benefit.
- Successful on-line implementation of HRconnection for open enrollment.
- Affordable Care Act (ACA) compliance.
- 2017 HR Statistics related to recruitments and supporting other departments' hiring needs:
 - Accepted approximately 1,500 applications.
 - Facilitated 52 total recruitments.
 - Hired 31 benefited employees.
 - Hired 112 seasonal employees.
 - Retired 17 employees averaging 23 years of service with the City.
 - In the last 5 years, FTE's have increased by 21%

Goals:

- Technology:
 - Need software to automate the hiring and selection process from accepting applications to hire.
 - Transition outdated HR database and implement/integrate a Personnel Action Form (PAF) process within the current Springbrook platform.
- Additional on-site training opportunities
- Hire 1 additional FTE in HR

LEGAL

Accomplishments:

- Combined Civil Office and Prosecuting Attorney's office in City Hall after being in separate locations for many years.



- Held 410 impaired drivers accountable and required those drivers to seek some form of substance abuse counseling and/or treatment which enhances public safety.
- Ensured that 455 individuals charged with petit theft have been held accountable, thereby protecting our local businesses, obtaining orders for restitution when such orders are requested and are appropriate by the victim.
- Referred a minimum of 951 victims of domestic violence to community-based victim advocates for safety planning, counseling, education, and shelter or safe housing.
- Staff participates in outreach on behalf of the City of Coeur d'Alene by participating in programs and committees such as DUI Treatment Court, Domestic Violence Court and Domestic Violence Diversion Team, Spokane/Rathdrum Aquifer Adjudication, Idaho Leadership for Lawyers Class, Criminal Justice Committee and Idaho Council for Domestic Violence and Victim Assistance.
- The Prosecuting Attorney's Office often litigates/defends the police department against allegations of constitutional violations. They also provide training, case law updates, feedback, direction and legal analysis to the police department. The Prosecuting Attorneys are available to the police department 24/7, 365 and frequently respond to officer questions after hours and assist in securing after hour warrants. In 2017, the prosecutors and staff processed 607 public record requests totaling 10,945 pages for the police department.
- In addition to the day-to-day work load, the prosecutor's office has worked with various outside agencies to create a smooth transition into the paperless court system known as iCourt, the statewide electronic court filing system that went online in District 1 on April 9, 2018.
- The Civil Office has supported all City departments with advice on bidding, contracts, employee and a multitude of legal issues. All ordinances and legal documents are prepared and/or reviewed by our office. Our office has been involved in the Atlas Waterfront property acquisition and the environmental evaluation with DEQ on the former BNSF right-of-way.



Goals:

- Continue to supply legal support to the Atlas Waterfront project.

- Continue to supply prosecution services that support drug and alcohol treatment in sentencing and to continue to refer domestic violence victims to community-based advocates.

LIBRARY

Accomplishments:

- Hotspots: 25 hotspots always checked out and always on hold. Inspired ICN partners to offer hotspots as well.
- Computer access: The library's 51 public computers were used over 70,000 times in the past year by library patrons who apply for jobs, write resumes, do homework, set up email accounts, keep in touch with families, file their taxes, apply for benefits, and more.
- Outreach: Every child ready to read and learn – part-time outreach librarian. Since November, our part-time outreach staff members has presented over 50 programs to nearly 1,600 kids and parents, including daycares, schools, assisted living, Let's Move, St. Vincent de Paul, Harding Center, Opening Books/Opening Doors.
- Materials: Coeur d'Alene residents love and use their library. Nearly 310,000 downloads last year of ebooks, music, newspaper and magazine articles, testing, auto repair, foreign language learning and more. 418,000 items (books, audio books, DVDs, magazine, etc.) checked out.



Goals:

- Hotspots: Continue program and pick up costs formerly paid for by a grant.
- Ongoing Access: Upgrades required per City IT to protect against latest threats and serve the underserved public.
- More Outreach: Increase part-time position to full time. Reach twice as many children, parents, and daycare providers.
- More Materials: Increase materials budget to keep our great library current and our citizens' content.

MUNICIPAL SERVICES

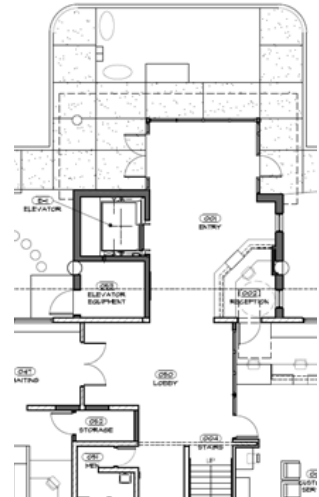
Accomplishments/Security

Enhancements:

- Parking Garage I.T. Fiber/Security Planning – I.T. staff spent many hours working to provide a detailed outline of technologic needs for the Downtown Parking Garage currently under construction.



- City Hall Remodel: The remodel of the 1978 City Hall facility has included a new ADA accessible elevator and a single secured entryway. All non-public areas are secured to employee only entrance. I.T. successfully moved each computer in City Hall, twice!!



- I.T. Upgrades: I.T. will have upgraded 65 computers by the end of June, as well as the upgrade of servers to 2012 R2.



- I.T. Upgrades: Virtual Desktop Implementation was completed at the Wastewater Treatment Plant for the SCADA Systems.



- I.T. Upgrades: Migrated Wastewater Security Cameras to Exacqvision server and assisted with installing several new cameras at Wastewater campus.



- I.T. Upgrades: I.T. continues to be vigilant regarding system security and exploits. They specifically implemented rapid patching and bios updates to mitigate Spectre and Meltdown exploits. <https://www.us-cert.gov/ncas/alerts/TA18-004A>.



Goals:

- I.T. – Software Updates for Windows Office (Office 2019)
- I.T. – Security associated software
- I.T. – Active recovery backup site at the County w/associated costs
- I.T. – Security camera system repair
- I.T. – GIS Aerial Photos increased cost – better quality, less partners
- I.T. – 5 Year Plan Development
- General Government – Continue enhancing programming for on-line permitting
- General Government – Software for public records request management
- General Government – Joint request with utilities for GIS connection of Easements, Deeds, and Grants
- General Government – Support for a Permit Coordinator position in Building

Future Goals:

- Continue automation of business licenses.
- Finalize I.T. Five Year Plan – including capital outlay plan.
- Conduct succession planning for upcoming retirements within the next three years.

PARKS & RECREATION

Accomplishments:

- K-27 Memorial – Panhandle Parks Foundation
- Swinging Bench – Dana Rasure & Roy Breedlove



- Memorial Park – Ignite



- Skate Park – Ignite



- ESPN/Pickelball Tournament in August
- Seagrave's Park Master Plan
- Idaho Workers Memorial
- Seltice Way Improvements – Trails/Landscaping/Art
- Sunset Field 2 - Field Lights (Avista)

Goals:

- Irrigation Tech Worker 1
- Seltice Lead Worker
- Seltice Worker 1
- Create 2 new Softball Fields

- Create 2 new Soccer Fields
- Creation of Cemetery Niche Garden
- Explore opportunities for a Pickleball Complex
- Explore Pump Track options (a course for a new bike user group)

PLANNING

Accomplishments:

- Processed 110 development applications in 2017 and 43 to date in 2018 (not including short subdivisions. Reviewed 1,342 building permits over the past 16 months.
- The department is fully staffed again with the hiring of a new Planning Technician in April, 2018.
- *Code Amendments* (Wireless Communications Code, Short Term (Vacation) Rental Ordinance), Zoning Code Update, Design Review Procedures
- Developer Forum (organized and hosted December 2017)
- East Sherman Master Plan – Final Phase
 - The 3rd Annual PARK(ing) it On Sherman event in September 2017 had over 1,200 attendees, 23 volunteers, 16 businesses, \$1,950 raised in sponsorships and \$2,995 raised in in-kind sponsorships.
 - The City and CDA 2030 were selected to receive Technical Assistance from Community Builders valued at more than \$90,000
 - A team of 8 attended the Community Builders Leadership Institute in Kalispell, MT
- *Comprehensive Plan Update – Initiated*
 - CDA 2030 has committed up to \$20,000 to partner with the City on community surveying/engagement, document production including visuals, alignment of the Comprehensive Plan Update and CDA 2030 vision and implementation plan, and vision validation.
 - National Association of Realtors and Coeur d'Alene Association of Realtors grant funding in the amount of \$3,000 for marketing the community vision and update process to the community.

Goals:

- *East Sherman Master Plan*
 - Master Plan completion and adoption (on schedule for 2018)
 - New zoning overlay district for East Sherman to align with the Master Plan
 - Begin implementation efforts, including evaluating the feasibility of a new urban renewal district and other funding strategies, including possible use of some CDBG funds, preliminary design work (could include surveying work), potential stormwater demonstration project in partnership with DEQ, University of Idaho, Coeur d'Alene Tribe, CDA 2030, Streets & Engineering, Parks & Recreation, and Urban Forestry.
- *Atlas Waterfront -*
 - Complete the annexation process (including a conceptual map of uses, road network and public space).
 - Assist ignite CDA with the next steps for the project to help facilitate the

- creation of a new urban renewal district and expansion of existing districts.
- Establish a Planned Unit Development for the project to specify desired land uses, densities, intensities, total residential units, and design characteristics, to establish key parameters for the project while still allowing flexibility.
- Continued community engagement and outreach as needed.
- *Health Corridor Initiative*
 - As the largest employer in Northern Idaho, Kootenai Health reached out to CDA 2030 in 2017 to request assistance. The CDA 2030 Implementation Plan identified several action items related to the “establishment of a Coeur d’Alene medical corridor from U.S. Highway 95 to Northwest Boulevard along Ironwood Drive to support needed expansion of medical services and associated medical businesses.” CDA 2030 was asked to facilitate and work with the Urban Land Institute on a Technical Advisory Panel (TAP) evaluating the health corridor and surrounding properties and make recommendations. The TAP was held on October 12-13, 2017 and a report was presented to participants in February, 2018.
- *Comprehensive Plan Update*
 - Staff will continue over the next two years to ensure an innovative Comprehensive Plan Update to guide the next 20 years of development in Coeur d’Alene.
- *Urban & Infill Housing Ordinance*
 - Utilize community feedback on preferred housing product types from the East Sherman design studio and Community Builders team to develop a visual preference survey of possible urban and infill housing prototypes.
 - Draft code anticipated in early 2019.
- *CDA 2030 Partnership*
 - Continue to partner strategically with CDA 2030 on community engagement and project implementation on the following efforts: Comprehensive Plan Update (2 year effort); East Sherman Master Plan; Health Corridor Initiative; Performing Arts Center Study; Atlas Waterfront, as needed.
 - Utilize CDA 2030’s grant writing skills, graphic design, marketing, and volunteer base to further priority action items in the Implementation Plan.

Staffing:

- Continue with the last phase of the Planning Department reorganization to reclassify the two Planner I’s to the Planner II position.

Future Goals:

- A new Planner I and possibly another Planning Technician position.
- A Project Coordinator/Development Liaison position to help the development community navigate the City’s process from concept to development, and work with developers and city departments and track project conditions, permit requirements and phasing to ensure compliance on the city side.
- Project tracking software, which may need to include vacation rental tracking.

POLICE

Accomplishments:

- Crime is down: 2017 saw a 17.22% reduction in Park I crime (UCR), compared to 2016.

PART 1 CRIME by Crime Type

Coeur d'Alene Police: Part 1 Crimes									
CRIME	2013	2014	2013 to 2014 % of Change	2015	2014 to 2015 % of Change	2016	2015 to 2016 % of Change	2017	2016 to 2017 % of Change
Aggravated Assault	164	152	-7%	127	-16%	98	-23%	125	28%
Arson	8	23	188%	34	39%	18	-44%	18	0%
Auto Burglary	451	415	-8%	319	-23%	304	-5%	224	-26%
Burglary - Non-Residential	92	54	-41%	62	15%	45	-28%	33	-24%
Burglary - Residential	227	284	24%	178	-36%	155	-11%	141	-9%
Rape	53	33	-38%	43	30%	43	0%	45	6%
Homicide	0	1	N/C	1	0%	1	0%	4	300%
Robbery - Commercial	6	1	-83%	4	300%	2	-50%	3	50%
Robbery - Person	14	19	36%	18	-6%	11	-39%	8	-27%
Theft	896	923	3%	789	-20%	768	-3%	681	-11%
Vehicle Theft	112	137	26%	65	-51%	14	-78%	17	21%
Part 1 Crimes Total	2014	2090	3.72%	1650	-20.27%	1620	-2.11%	1341	-17.22%

Total Part 1 Crime Reduction from 2013 – 2017 is 33.42%. Does not account for population growth.

- Part 1 crime is down 33.42% since 2013.

FBI: Uniform Crime Report (UCR): Violent Crimes

Ten Year Violent Crime Rate Statistics - Highest Populated Idaho Cities										
City	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
Boise	377	370	381	370	368	365	359	370	369	361
Coeur d'Alene	486	346	460	334	314	319	336	466	465	361
Idaho Falls	168	168	170	180	204	189	181	204	201	184
Meridian	181	170	181	186	173	171	181	181	181	181
Nampa	181	181	182	181	181	181	181	181	181	181
Pocatello	181	181	181	181	181	181	181	181	181	181
Post Falls	181	181	181	181	181	181	181	181	181	181
Shoshone	181	181	181	181	181	181	181	181	181	181
Twin Falls	181	181	181	181	181	181	181	181	181	181

Coeur d'Alene shows a 46.72% decrease in violent crime since 2007.

- Recently received grant for one victim advocate.
- Community relations are excellent.
- Morale is high and the department is well-trained.

Goals:

- Calls for service continue to increase.
- Personnel costs are unknown because of contract negotiations. Current personnel costs are 91% of budget.
- Plan for and identify funding for additional office space, work space and parking at PD Headquarters. PD is out of office and parking space – at capacity. Build-out projections indicate a need for an additional 12,000 sq. ft.
- Develop financial plan for replacement of police radios over next three years. Radios are “end of life” and must be replaced over the next 3 years. (\$500,000 over three years)
- Create a replacement schedule for police vehicles.
- Add additional police and support personnel to keep up with population growth, calls for service, and crime trends.
- Develop a vision for personnel and equipment for full City build-out.

STREETS & ENGINEERING

Accomplishments:

- *Transportation Master Plan* (Traffic calming, Complete Streets, Traffic Counts) – The department made strides in providing the City with a Transportation Master Plan.

- *Public Works Projects* (Seltice Way, Government Way, Ironwood, Medina, Parking Garage, CDA Lake Drive, 15th Street, Kathleen Avenue, Lacrosse Avenue) –Three major road projects will be complete this fiscal year: Ironwood at US 95, Seltice Way Revitalization Project, Seltice Way sidewalk project, Medina/Ironwood intersection, Government Way (Hanley to Prairie).



- *Overlay/Chip Seal* –Expanded efforts in chip seal and working in the northeast quadrant of town.



- *Used Equipment purchases* (Paver, Front line Service Trucks, Bucket Truck) – Funds were capitalized to receive double the value.



- *Drainage Utility*(Levee Maintenance, Outdoor Classroom, Updated Mapping) – A significant goal that has been achieved was getting the certification of the levee completed and signed off.

- *Street Maintenance/Fleet Operations*
 - 5 year ADA Sidewalk Compliance Program
 - Overlay and chip seal support
 - Permanent pavement markings and striping
 - Asphalt and alley maintenance
 - Sweeping
 - RRFB's
 - Signal and electrical maintenance
 - Winter maintenance
 - Leaf Pickup

Goals:

- Transportation Master Plan Completion
- Design and build of LaCrosse Avenue; Design and construction of a 2nd lane eastbound on Kathleen Avenue from US 95 to Government Way.
- Review opportunity of in-house chip seal projects
- Continue Used Equipment Funding
- Ongoing Levee Certification Goals such as improving drainage in high flood

potential zones; maintenance of aging infrastructure; reduce the number of city-owned stormwater outfalls to surface waters and complete inventory and map utilities.

WASTEWATER

Accomplishments/Collection System:

- Several upgrades to the City's pump stations to enhance reliability including replacement of several pumps and upgrading the communication system between the individual pump stations and the computer at the Treatment Plant.
- Goal repairing a 30 inch "interceptor" line that runs from 9th & Pine Streets, alongside City hall and into McEuen Park.



Accomplishments/ Treatment Plant:

- Completion of major upgrades to the process used to treat the wastewater with a third stage of treatment, or tertiary treatment.
- Development a new Wastewater Facility Master Plan.



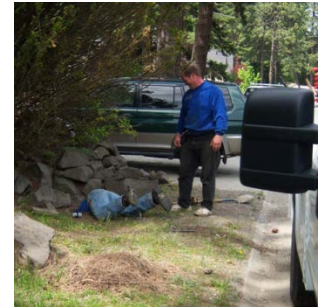
Goals:

- Completion and implementation of planning documents for the treatment plant, collection system, and composting facility.

WATER

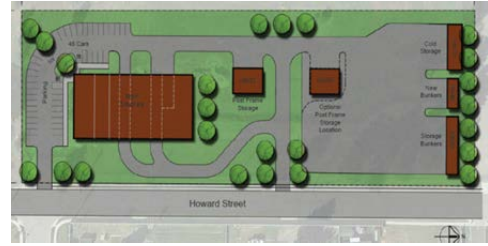
Accomplishments:

- *Best Hill Booster Station* – Staff elected to install the necessary piping, a critical element to maintain continuous operation of the tank in order to keep costs down
- *Meter Replacement Program (MCOP)* – Which is the utility's primary maintenance. The program has been designed to ensure that all meters throughout the City are changed out every ten years per AWWA guidelines.
- *Operation and Maintenance Program* – Routine and emergency maintenance happens year round regardless of weather conditions by dedicated staff.
- *Huetter Test Well* – In the summer of fiscal year 2017, the Water Department pumped a record 41 million gallons, just 3 MGD under our maximum capacity. A test well has been completed on a piece of property adjacent to Huetter Road just south of the trail. Tests have indicated a clean water supply suitable for production well construction.
- *Seltice Way Water Main Replacement* – Replaced a section of 12" water main on Seltice Way in front of CDA Honda in preparation for the road replacement project
- *Industrial Standpipe Recoating* – Completion of the recoating by, United Painting, Inc.



Goals:

- *Water Admin/Maintenance Facility* – Construction of a new Water Dept. office and maintenance facility at Howard and Neider. The Water Department needs about 4.5 acres to consolidate operations and improve customer service, as well as operational access.



- *Best Hill Booster Station* – The construction of a new booster station will help provide a consistent supply of water from a storage facility that has never functioned as intended.



- *Conservation Education* – This will become an increasingly important factor as the city continues to grow in the coming years. Staff proposes to step up education with developers in terms of water use efficiency in residential and commercial irrigation systems, the largest use of water resources in our region.



- *Huetter Well Construction* –staff will be seeking to construct a new well to ensure we can meet peak demand requirements.

- *Huetter Transmission Main* –Begin construction of a large transmission main from Seltice Way north on Huetter Road in anticipation of final construction of the Huetter Well.



- *Work with Other Departments* – Continue to support other departments such as Streets and Engineering Department's Overlay and Chip Seal projects as well as the Wastewater Department's Open Trench projects to ensure that water infrastructure will not inhibit production or cause future problems with asphalt replacement.



Overview of City-led CDA 2030 Accomplishments and Upcoming FY 2018/2019 Goals

**The City Council Adopted the 2030 Implementation Plan on June 17, 2014 (res. 14-024)*

Staff continues to work toward goals outlined in the Implementation Plan, and has lead or assisted with the following accomplishments over the current fiscal year:

- Increase in City social media use
- Support of increase small space venues (creating more opportunities)
- Support the expansion of summer reading programs
- Four Corners project planning and completion
- Open space preservation
- Eastside Trail Project
- Updates to the Urban Forestry Master Plan
- Renovation to the skate park
- Trail expansion and connections
- Seltice Way Corridor Design and Development

Highlight of Goals that will continue over Fiscal Year 2018/2019:

- Lakefront and Riverfront Public Access
- Recreation Lands Acquisition and Park Land Expansion
- Public Beach, including options for increased public access/ADA access
- East Sherman Master Plan development and implementation
- Mixed Housing Types –including affordable and low to moderate income housing (Urban & Infill Housing Code)
- Economic Incentives & Business Opportunity Zones
- Signage at entry points
- Wayfinding Signage
- Neighborhood Business Promotion
- Local Neighborhoods -- Live-Work-Play districts
- Vacant Building & Redevelopment – zoning incentives for adaptive re-use
- Comprehensive Plan Vision Integration
- Urban Stormwater Best Management Practices
- Holistic Watershed Planning
- Bike Park Facility –mountain bike/pump tracks
- Trail expansion and connections
- Complete Streets Policy Development
- Expanded Recycling Options
- Development Open Space Requirements
- Community Garden supporting codes
- Summer reading programs and Coeur d’Alene Early Reading Program (CERP)
- Fire Prevention/Public Education and Community Preparedness

Of the 80 City-led action items, 13 have been completed, 30 have been implemented and are ongoing, 22 have been initiated, 14 are in the planning stage, and one is to be determined. This packet includes more details on the action items that are in the planning stage or initiated for review and discussion.

CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

<i>No.</i>	<i>Action Statement</i>	<i>Lead Partner</i>	<i>Supporting Partners</i>	<i>Planned Implementation Date</i>	<i>Action Progress 2017-2018</i>
Community & Identity (C&I)					
C&I 1.2	Living Streets' & 'Pop-Up Parks' - Adopt “living streets” and “pop-up parks” policies that facilitate development of temporary, short-term public spaces to accommodate street fairs, events, and other community activities.	City of Coeur d’Alene, Planning Department	Kootenai County, CDA2030, Coeur d’Alene Downtown Association	2020+	Planning Stage
C&I 3.1	Mix of Housing Types - Ensure that planning for new residential development within the City of Coeur d’Alene provides a mix of different types of housing, including affordable and low-moderate income housing.	City of Coeur d’Alene, Planning Department	North Idaho Builders and Contractors Association, Coeur d’Alene Association of Realtors	2020+	Initiated
C&I 3.2	Low-Moderate Income Housing - Adopt planning guidelines that encourage development of a percentage of low-moderate income housing within the City of Coeur d’Alene.	City of Coeur d’Alene, Municipal Services	Idaho Housing and Finance Association, Habitat for Humanity of North Idaho, North Idaho Building Contractors Association, Coeur d’Alene Association of Realtors, Region 1 Homeless Coalition.	2020+	Planning Stage

Status Summary of 80 Action Items: 13 Completed; 30 Implemented/Ongoing; 22 Initiated; 14 in Planning Stage; and two TBD.

* Only includes action items in the planning stage and initiated, not items that are completed or implemented/ongoing

CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

C&I 3.4	Community Gardens - Identify sites for, and develop community gardens to enable local production of fresh, healthy, affordable food for community members.	City of Coeur d’Alene, Planning Department	University of Idaho Extension Master Gardeners, Kootenai Environmental Alliance, Kootenai County Farmers Market, Inland Northwest Food Network, Panhandle Health District, existing community gardens	2017-2019	Initiated
C&I 5.1	City Brand Development - Develop a unified Coeur d’Alene brand for marketing and outreach purposes, including use by government, business and community organizations. Develop new standards for promotion, signage, and neighborhood identity that are based on the city brand.	City of Coeur d’Alene, Administration Department	Area municipalities, Coeur d’Alene Area Economic Development Corporation, Coeur d’Alene Convention and Visitors Bureau, area chambers of commerce, community partners	2017-2019	Planning Stage
C&I 5.2	Signage at Entry Points - Implement standard welcoming signage at key entry points to Coeur d’Alene (Government Way, Sherman Avenue, 15th Street, I-90, US-95, and Seltice Way).	City of Coeur d’Alene, Planning Department	City of Coeur d’Alene Arts Commission, neighborhood groups	2017-2019	Initiated

Status Summary of 80 Action Items: 13 Completed; 30 Implemented/Ongoing; 22 Initiated; 14 in Planning Stage; and two TBD.

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CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

C&I 5.6	Local Neighborhoods - Foster development of voluntary local neighborhoods citywide, through supportive zoning where appropriate, to create “live-work-play” districts with distinct identities (e.g., Midtown, Downtown Corridor, Atlas, Riverstone, E. Sherman, Appleway, Government Way, and Silver Lake Mall area).	City of Coeur d’Alene, Planning Department	Neighborhoods groups, homeowners associations, businesses, developers, non profit organizations	2017-2019	Initiated
C&I 5.7	Neighborhood Grants - Develop and implement a city grant program for local neighborhoods to promote local activities, amenities, and identity.	City of Coeur d’Alene, Planning Department	Neighborhoods groups, homeowners associations, block watch groups	2017-2019	Initiated
C&I 6.3	City Heritage and Historical Buildings Commission - Establish a volunteer City Heritage and Historical Buildings Commission to provide a resource for information and conservation.	City of Coeur d’Alene, Planning Department	Idaho State Historical Society, Museum of North Idaho	2017-2019	Planning Stage

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CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

Environment & Recreation (E&R)					
E&R 4.1	Holistic Watershed Planning - Develop and implement a holistic approach to watershed planning that integrates stormwater treatment, urban forestry, and natural systems to reduce and treat stormwater runoff while also enhancing Coeur d’Alene’s natural beauty.	City of Coeur d’Alene, Streets & Engineering Department	Community Water Resource Center, University of Idaho - Coeur d’Alene, University of Idaho Extension, Department of Environmental Quality, Stormwater & Erosion Education Program, Kootenai Environmental Alliance, Coeur d’ Alene Tribe	2017-2019	Initiated
E&R 4.2	Urban Stormwater Best Management Practice - Integrate Innovative Stormwater Best Management Practice (BMP) Demonstration Projects into Public Works Projects, including “green” urban infrastructure. Include appropriate outreach with web sites, virtual tours, interpretive signage, presentations, etc.	City of Coeur d’Alene, Streets & Engineering Department	Community Water Resource Center, University of Idaho - Coeur d’Alene, University of Idaho Extension, Department of Environmental Quality, Stormwater & Erosion Education Program, Kootenai Environmental Alliance, Coeur d’ Alene Tribe	2015-2020+	Implemented/Ongoing <i>Opportunity with East Sherman for demonstration project</i>

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E&R 5.5	Wayfinding' Signage and Routing - Implement a “wayfinding” signage and routing program including physical signs with directional arrows and Quick Response (QR) codes. Include wayfinding features for trails in Coeur d’Alene App(s) or mobile friendly websites.	City of Coeur d’Alene, Parks & Recreation Department (with support from Planning and Streets & Engineering)	North Idaho Centennial Trail Foundation, Coeur d’Alene Tribe, Community Water Resource Center	2015	Initiated
E&R 6.2	Public Beaches - Evaluate and recommend ways to increase access to public beaches, including ADA disabled access. Consider an off-leash water access area for dogs.	City of Coeur d’Alene, Parks & Recreation Department	To be determined	2015	Initiated
E&R 6.4	Bike Park Facility - Develop a bike park that will include a BMX freestyle track, jumps and cyclocross. <u>Evaluate feasibility at Cherry Hill Park with connectivity to the U.S. Forest Service mountain bike trails.</u>	City of Coeur d’Alene, Parks & Recreation Department	City of Coeur d’Alene Ped/Bike Committee, U.S. Forest Service, local BMX group	2017-2019	Completed – <i>BMX Park</i> Initiated – <i>mountain bike connectivity discussions</i>
E&R 6.6	Silver Beach Public Boaters Park - Develop a public Boaters Park in the Silver Beach area with parking, restrooms, overnight moorage, vessel pump-out, day use and picnic area, beach with swim area, and concession area.	City of Coeur d’Alene, Parks & Recreation Department	Kootenai County, Idaho Parks & Waterways, Idaho Fish and Game, Idaho Department of Lands, Army Corps of Engineers	2020+	Initiated

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CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

E&R 6.7	Water Recreation Facilities - Develop feasibility, partnerships, and funding for a year-round indoor community swimming pool, waterpark, and splashpad.	City of Coeur d’Alene, Parks & Recreation Department	To be determined	2020+	Planning
E&R 7.1	Expanded Recycling Options - Expand commercial and residential curbside recycling and facilities to include best practice options for range of recyclable materials such as glass, yard waste, food waste, and electronics.	City of Coeur d’Alene, Finance Department	Coeur d’Alene Glass Recyclers, Coeur d’Alene Garbage, Kootenai Environmental Alliance	2017-2019	Initiated
Growth & Development (G&D)					
G&D 1.1	Comprehensive Transportation Plan - Retain a transportation planning consultant to conduct a major study of the current state of transportation infrastructure in Coeur d’Alene and develop a comprehensive transportation plan for implementation by the City.	City of Coeur d’Alene, Streets & Engineering Department	Kootenai Metropolitan Planning Organization, Expanded Joint Powers Board, Idaho Transportation Department, ignite cda, Panhandle Area Council	2020+	Planning Stage
G&D 1.2	Traffic Improvements - Evaluate policy changes and specific recommendation of the traffic study, prioritize and implement the findings.	City of Coeur d’Alene, Streets & Engineering Department	Idaho Transportation Department, state and federal legislators, traffic consultant	2020+	Planning Stage

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CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

G&D 1.3	‘Complete Street’ Policy Review - Review and revise the City’s “Complete Street” Policy aimed at multifunctional streets for drivers, walkers, and bikers. Involve citizen and boards in the review process.	City of Coeur d’Alene, Streets & Engineering Department	City of Coeur d’Alene Ped/Bike Committee, North Idaho InterAgency	2017-2019	Initiated Completion anticipated in 2018
G&D 2.2	Neighborhood Business Promotion - Develop and promote a business incentive program to encourage appropriate local businesses to locate or move to specific neighborhoods, supporting local commerce and needed community services.	City of Coeur d’Alene, Planning Department	Coeur d’Alene Area Economic Development Corporation, Coeur d’Alene Chamber of Commerce, Panhandle Area Council	2018-2020+	Initiated <i>(with East Sherman project)</i>
G&D 2.3	East Sherman Avenue Master Plan - Develop and implement a master plan for redevelopment of the East Sherman Avenue neighborhood, incorporating an inviting, gateway-style east entrance to the city.	City of Coeur d’Alene, Planning Department	City of Fernan Village, CDA 2030, Coeur d’Alene Association of REALTORS, Coeur d’Alene Area Economic Development Corporation, Panhandle Area Council, businesses, neighborhood organizations	2017-2019	Initiated Completion anticipated in 2018

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CDA 2030 Action Items with City of Coeur d’Alene as Lead Partner – Spring 2018 Update (*Abbreviated List)**

G&D 3.5	Vacant Buildings Redevelopment & Repurposing - Encourage redevelopment and repurposing of vacant downtown structures via impact fee reductions, bonus densities, and zoning incentives.	City of Coeur d’Alene, Planning Department	Panhandle Area Council, ignite cda, Coeur d’Alene Downtown Association	2017-2019	Planning Stage
G&D 3.6	Outdoor Dining Areas - Review and revise ordinances on outdoor dining areas to ensure safe sidewalks are maintained and to accommodate walkers, runners, bikers, and outdoor dining.	City of Coeur d’Alene, Municipal Services Department	Coeur d’Alene Downtown Association, businesses	2017-2019	Planning Stage
G&D 3.7	Preserve View Corridors - Support zoning which would limit building heights in order to preserve major view corridors and signature vistas in and around the lakefront and river.	City of Coeur d’Alene, Planning Department	To be determined	2017-2019	Planning Stage
G&D 5.3	Affordable Housing Construction Incentives - Develop financial and other incentives for developers to encourage the construction of affordable housing.	City of Coeur d’Alene, Planning Department	U.S. Department of Housing and Urban Development, Idaho Housing and Finance Association, North Idaho Builders Association, ignite cda, Habitat for Humanity, Whitewater Creek, nonprofit organizations,	2017-2019	Initiated Completion anticipated in 2018-2019

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			developers		
G&D 5.4	‘Self-Starter’ Housing Program - Develop a “self-starter” program to help enable low-moderate income individuals in securing safe, affordable housing by providing labor and/or community service.	City of Coeur d’Alene, Municipal Services Department Habitat for Humanity	Panhandle Area Council, U.S. Department of Housing and Urban Development, Community Action Partnership, Idaho Housing and Finance Association, North Idaho Housing Coalition, nonprofit organizations, developers, area municipalities	2020+	Planning Stage
G&D 6.1	Comprehensive Plan Vision Integration - Revise and update the City’s comprehensive plan to reflect the CDA 2030 Vision, integrating specific action items in the 2030 Implementation Plan that are relevant to City planning. Publicize the Plan’s commitment to the CDA 2030 Vision.	City of Coeur d’Alene, Planning Department	CDA 2030, City of Coeur d’ Alene Planning Commission	2017-2020	Initiated Comprehensive Plan update is underway
G&D 6.4	Lakefront and Riverfront Public Access - Require public access to the lake and river fronts for all new developments.	City of Coeur d’Alene, Planning Department	Kootenai Environmental Alliance, Kootenai County developers, City of Coeur d’ Alene Natural Open Space Committee, Friends of Spokane River	2017-2019	Initiated

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G&D 6.5	Open Space Requirements for New Development - Review current requirements for open space in new developments and subdivisions (i.e., 4 acres for parks and open space/1,000 population) and re-affirm the City's commitment to a specific requirement to help meet the needs of a growing Coeur d'Alene population.	City of Coeur d’Alene, Planning Department	City of Coeur d’Alene Natural Open Space Committee, developers	2017-2019	Initiated
Health & Safety (H&S)					
H&S 4.3	ADA Lake Access - Develop and identify with signage, appropriate American Disability Act (ADA) access points for disabled access along the lake and river fronts.	City of Coeur d’Alene, Parks & Recreation Department	To be determined	2015-2019	Initiated
H&S 4.4	Universal Design Incentive Program - Create incentive program for adoption of universal design for existing buildings, including acknowledgement of businesses completing American Disability Act (ADA) requirements.	City of Coeur d’Alene, Planning Department	North Idaho Builders and Contractors Association, Disability Action Center, Ramp up Idaho, Northwest ADA Center	2017-2019	Planning Stage

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H&S 6.3	Special Needs Housing In New Developments - Encourage and incentivize developers to incorporate a percentage of special needs housing (e.g. Universal Design for elderly) in all new residential developments.	City of Coeur d’Alene, Planning Department	Disability Action Center	2017-2019	Planning Stage
H&S 6.4	Special Housing Needs Provision - Provide City incentives for projects that provide housing for people with special needs, such as moving these projects ahead of other residential projects in the plan review and permitting process.	City of Coeur d’Alene, Planning Department	Disability Action Center	2017-2019	Planning Stage
Jobs & Economy (J&E)					
J&E 4.2	Economic Incentives - Develop economic incentives to attract new businesses or encourage business startup and development activities.	City of Coeur d’Alene, Planning Department	Coeur d’Alene Chamber of Commerce, Coeur d’Alene Area Economic Development Corporation, Panhandle Area Council, Inland Northwest Partners, developers , other economic development organizations	2017-2019	Planning Stage

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J&E 4.3	Business Opportunity Zones - Identify and publicize areas zoned for business; develop business opportunity areas and zones that support industry sector/cluster strategies.	City of Coeur d’Alene, Planning Department	Coeur d’Alene Chamber of Commerce	2017-2019	Initiated
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COUNCILMEMBER STRATEGIC GOALS FOR DISCUSSION

Continue to grow and develop partnerships and relationships with other organizations in the community and surrounding areas – specifically CDA School District 271 and Coeur d’Alene Tribe	Evans
Complete the East Sherman Master Plan and implement some of the “quick changes” ex: paint on the roads to show bike lanes and adjusted parking.	Evans
Work to expand trail system with focus on mountain biking and trail riding for local families to enjoy as well as attracting events and others to our area to enjoy our natural resources.	Evans
Identify more opportunities to strengthen employees’ work experience – golf tournaments, bowling, basketball tournaments, etc. . . . Fun ways for employees and their families to come together and feel appreciated for their great work!	Evans
Become a strong partner of the CDA School District – strengthen communication and put our heads together to brainstorm development and needs within the district.	Evans
Hire a part-time consultant to assist the Arts Commission with their operations.	Evans
Rework Infill Housing Ordinance	McEvers
Create a pathway to workforce housing as the costs of housing and rentals keep rising.	McEvers
Review street maintenance and street construction standards in regard to patching, overlay, equipment and staffing.	McEvers
Review and apprise the structure and value of our committees and their goals.	McEvers
Ponder yearly meetings with our city and county neighbors’ leadership – i.e. Kootenai County Commissioners, Hayden, Post Falls, District 271 Board, NIC Board, and Tribal Council – possible workshops that can find some common goals or partnerships.	McEvers
Regular review and update of City website. Establish policy regarding web content with information verified for accuracy. Retain a communications person.	Miller
Encourage more Executive Team communication between departments. Look for better collaborations and communication, including more about committees, affiliates, in the reporting.	Miller
Create a proactive plan to study traffic patterns as garage and joint parking lot come online. Review lights, one-way, stop lights and fix traffic flow issues and confusion south of Harrison (3 rd /4 th between Lakeside and Front including parking; 4-way stop discussion at 2 nd and Lakeside; exits and wait times to parking lots as they become known, and more.)	Miller
Prioritize the quality development of the Atlas Waterfront project as a primary objective. Review Planning Department priority list.	Miller

Revisit pocket housing and infill regulation flexibility soon so affordable housing opportunities aren't lost.	Miller
Establish a better Parks master plan which includes new and suggested projects, like a water dog park, launches, etc. and review uses and policy for all new facilities.	Miller
Plan for medical corridor involvement to provide jobs and healthcare expansion.	Miller