

WELCOME
To a Regular Meeting of the
Coeur d'Alene City Council
Held in the Library Community Room at 6:00 P.M.
AGENDA

VISION STATEMENT

Our vision of Coeur d'Alene is of a beautiful, safe city that promotes a high quality of life and sound economy through excellence in government.

The purpose of the Agenda is to assist the Council and interested citizens in the conduct of the public meeting. Careful review of the Agenda is encouraged. Testimony from the public will be solicited for any item or issue listed under the category of Public Hearings. Any individual who wishes to address the Council on any other subject should plan to speak when **Item E - Public Comments** is identified by the Mayor. The Mayor will not normally allow audience participation at any other time.

January 21, 2025

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: Terese Fandel: Community of the Holy Spirit

C. PLEDGE OF ALLEGIANCE

D. AMENDMENTS TO THE AGENDA: Any items added less than forty-eight (48) hours prior to the meeting are added by Council motion at this time. [Action Item.](#)

E. PUBLIC COMMENTS: (Each speaker will be allowed a maximum of 3 minutes to address the City Council on matters that relate to City government business. Please be advised that the City Council can only take official action this evening for those items listed on the agenda.)

F. ANNOUNCEMENTS:

1. City Council
2. Mayor – Appointment of Dixie Reid to the Personnel Appeals Board

*****ALL ITEMS BELOW ARE CONSIDERED TO BE ACTION ITEMS**

G. CONSENT CALENDAR: Being considered routine by the City Council, these items will be enacted by one motion unless requested by a Councilmember that one or more items be removed for later discussion.

1. Approval of Council Minutes for the January 7, 2025 Council Meeting.
2. Approval of the January 13, 2025 General Services/Public Works Committee Minutes.
3. Setting of the January 27, 2025 General Services/Public Works Committee Meeting.

4. Setting of public hearing for **February 18, 2025**
 - a. V-24-04, Vacation of a portion of Spruce Avenue right-of-way adjoining the easterly boundary of Lot 11, Block 1 and Lot 8, Block 2, Spring Addition plat
5. Approval of a Cemetery Lot transfer from Anna Halpern to Darrel and Pam Borek; Section G, Block 56, Lot 1, Forest Cemetery (\$40.00)
As Recommended by the City Clerk
6. Approval of Bills as Submitted.
7. Approval of Financial Report.
8. Approval of **Resolution No. 25-001-**
 - a. Agreement with Kyle A. Beierle and Karen E. Beierle for Water Service Outside the City Limits – property located at 3276 E. Barn Court
 - b. Acceptance of a Utility Easement for Water line from Kyle A. Beierle and Karen E. Beierle, property located at 3276 E. Barn Court
As Recommended by the Water Director
 - c. Approval of a ratify the purchase of the Office 365 and Exchange Online software updates from SHI in the amount of \$176,845.00
Pursuant to Purchasing Policy adopted by Resolution No. 17-061

H. OTHER BUSINESS:

1. **Council Bill No. 25-1002** – Amending Childcare Regulations found in Municipal Code Chapter 5.68, specifically sections 5.68.020, 5.68.030(C), (D), (F), (G) and (H), 5.68.050(B)(2), and 5.68.110 (H), and adding section 5.68.030(I), to provide for the removal of the TB Test, creation of a Parent/Volunteer permit, and provide for consistency with the state regarding background checks.

Staff Report by: Kelley Setters, Deputy City Clerk

2. **Resolution No. 25-002** – Accepting the low bid of, and approving a Contract with, Selland Construction, Inc., for the Compost Maintenance Project, with the Base Bid amount of \$314,000, and bid Alternative #1 for \$6,000, totaling \$320,000.00.

Staff Report by: Mike Becker, Capital Project Manager

3. **Resolution No. 25-003** – Approving amendments to the CDBG grant funding agreements with St. Vincent de Paul and Safe Passage, increasing grant funding to be used for radon mitigation.

Staff Report by: Sherrie Badertscher, Community Development Specialist

I. ADJOURNMENT

This meeting is aired live on CDA TV Spectrum Cable Channel 1301, TDS Channel 5, and on Facebook live through the City's Facebook page.



Coeur d'Alene CITY COUNCIL MEETING

January 21, 2025

MEMBERS OF THE CITY COUNCIL:

**Woody McEvers, Mayor
Council Members English, Evans, Gabriel, Gookin, Miller, Wood**

ANNOUNCEMENTS

CONSENT CALENDAR

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

January 7, 2025

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 on January 7, 2025, at 6:00 p.m., there being present the following members:

Woody McEvers, Mayor

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

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

INVOCATION: David Bruyette with Mountain Lakes Bible Church provided the invocation.

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

Fire G.O. Bond Update: Fire Chief Tom Greif explained that last July Council approved staff to seek a municipal advisory firm in anticipation of a May 2025 General Obligation (G.O.) Bond election. In December Council approved the agreement with Zions Public Finance as the Municipal Advisory Firm. Mr. Greif noted that they have had some initial meetings to discuss timelines and critical tools. One of the tools they discussed is a community survey to determine if there are educational areas they need to cover while discussing the bond. He noted that the City ran its first Public Safety General Obligation Bond for \$7 Million in 2005, which was approved by a 74% margin and its second one in 2015 for \$6 Million with an 85% margin. Priorities for this bond include fleet replacement based on age and use, expansion/remodel of Stations 1, 2, and 3 and command vehicle replacements. The estimated cost for those items is \$16,336,161, noting that since 2015 costs have over doubled including a pumper engine increasing from \$585,000 to \$1,200,000; a Ladder truck from \$1,400,000 to \$2,200,000, and command vehicles from \$62,500 to \$100,000. If the bond is passed in May and trucks are ordered in July, they would not be delivered until July 2028, as they have a 3-year build time. He noted that the survey will be a crucial tool in shaping the bond strategy as it will assess the public awareness and perception of the needs, and help measure the support for the bond and tolerance for property tax impacts. Additionally, they hope to identify areas in which additional clarification and information is needed. He introduced Michael Keith, Vice President Zions Public Finance, noting he was available for questions.

DISCUSSION: Councilmember Miller asked how much experience Zions Public Finance has, with Mr. Keith noting that they have 20 years in public finance, and have worked with cities, School Districts, as well as water/sewer district as they are a unique part of banking. He noted that they are now using the Portman Square Group to expand their capabilities for communication. He noted that the survey contains two pieces, to gather information and to provide information to the community. Councilmember Gookin asked for information regarding how they determined the number of contacts they will make and will the funding be appropriate for this size of project. Mr. Keith noted that they researched community data and, where there is opportunity for support and outreach, the funding will be used to craft the messages and determine how they will deploy the survey such as via text messaging, QR Codes, newspapers, and community partners, with the deployment piece being an additional expense. Councilmember Gookin clarified that the \$3,500.00 will cover the cost to send out the surveys, with Mr. Keith noting that it will be a multi-prong approach, knowing that they have multi-generational audience and will work closely with community partners to aid in getting the message out for that price. Councilmember English asked if this bond measure will require a super majority vote for approval with Mr. Keith confirmed it would be a super majority vote, noting that this is done about every 10 years. He clarified that they will bring a request back to Council in March to seek an election resolution that will contain information on tax impact and a specific dollar amount. Councilmember Wood noted that the G.O. bond has been critical and asked how detailed will the survey be. Mr. Keith said they try to do about 14 questions and would frame the questions with “would you support...” items such as taking on additional tax burden for the remodel of station if it cost you \$17.00 more a year per \$100,000 valuation, etc. Councilmember Evans asked if the survey would launch January 13 and how long would it take to complete the process. Mr. Keith explained that they would run the survey for three weeks. Councilmember Gabriel noted that one of the biggest numbers would include the Station 2 remodel. He recalled that when the station was opened, it was placed on the smallest parcel for the least amount of money to house two people. With the last bond, the station was remodeled; however, there is only so much you can do with the smallest, cheapest station, and he would like to the community to consider a rebuild rather than remodel.

MOTION: Motion by Gookin, seconded by Miller to approve the Fire Department and Municipal Advisory Firm partners to launch a community-based survey and utilize the city’s Debt Service Fund for up to \$3,500.00. **Motion carried.**

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

PUBLIC COMMENTS:

Duane Halliday, Greenacres WA, noted that he is the Vice President and General Manager of Lamar Outdoor Advertising, born and raised in Coeur d’Alene. He wanted to provide some background on Lamar, noting that they operate in and hire people that work within the CDA community. They branch from Spokane, Northern Idaho and up to the Cascades, noting that they operate 12 faces here, and have wanted to upgrade in Coeur d’Alene. There is a commercial need for billboard advertising, as there are not enough billboards to fill the demand. He would like the Council to consider this on the agenda, noting that the businesses are calling for this service.

Neal Schreibeis, Kootenai County, explained that Lamar does nonprofit and other things for the community, such as amber alerts, and looks forward to working with the Kootenai County Emergency Management Program in the future. He noted that the relocation request height should not be an issue because part of the Code states that if the building blocks the sign or the vice versus, they can go up to 12' above the building. Additionally, with the "V" shape sign, it would block the glare to the residential areas as it is focused toward the commercial area.

Susan Knutson, Coeur d'Alene, noted that World Braille Day is held annually on January 4 and she felt that the community could be more aware by offering braille services and signs. She encouraged leaders to adopt accessibility practices and raise awareness, and to consider the addition of braille to public signs in public buildings and public art, noting that it should be formatted correctly, positioned at a comfortable height, and that the dots be large enough to read. She noted that making the community more accessible will encourage travelers with disabilities. Councilmember Miller thanked her for the information and asked if there a priority list from her group or the most common locations needed for braille signage. Ms. Knutson noted she would check with the Idaho Commission for the Blind.

ANNOUNCEMENTS:

Councilmember Gookin read a citizen letter from a Mrs. Thompson expressing concern with illegal Fireworks. She felt that more police patrols and higher fines could help curb the illegal use. Councilmember Wood noted that she also received comments from citizens regarding fireworks and requested the City explore a designated area for families to light off legal fireworks on News Year and the 4th of July. Councilmember Miller suggested we add it to an agenda item for a later date.

Councilmember Wood also noted that she received comments regarding the turkeys moving into suburban areas where they don't have natural predators and would like the City to look at options of what can be done in a safe and humane way, and requested it be placed on the agenda at a later date. Councilmember English noted that rabbits are also a community problem.

Councilmember Miller attended a meeting with Senator Toews regarding housing and he was willing to listen, with three jurisdictions being present. Some potential solutions were discussed and good ideas to bring forward this legislative session.

Councilmember Gabriel noted that the annual fire department night with Santa collected over 7,500 lbs. of food, \$3,000 dollars, and over 300 hours of volunteer time. Mayor McEvers road along with Santa and felt it was very moving to see people celebrate and be excited in every neighborhood.

CONSENT CALENDAR:

1. Approval of Council Minutes for the December 17, 2024, Council Meeting.
2. Setting of the General Services/Public Works Committee Meeting at Noon on January 13, 2025.
3. Setting of public hearings for February 4, 2025:

- a. (QUASI JUDICIAL) BR-1-24 - Lamar Advertising of Spokane is requesting relocation and digitization of a two-sided 300 square foot v-build billboard; current location is 1621 Northwest Boulevard to be removed and relocated to 3119 N. 2nd Street, while addressed off of 2nd Street, the billboard would be adjacent to Government Way.
4. Approval of Bills as Submitted.
5. SS-24-06 – Approval of Final Plat – Laura Lane Estates

MOTION: Motion by Evans, seconded by Wood to approve the Consent Calendar as presented.

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

COUNCIL BILL NO. 25-1000

AN ORDINANCE PROVIDING FOR THE REPEAL OF SECTIONS 15.50.400(C)(3) AND 15.50.400(C)(4); PROVIDING FOR THE REPEAL OF OTHER CONFLICTING SECTIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THE ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

MOTION: Motion by Gookin, seconded by Wood to table this item until the second meeting in February.

DISCUSSION: Councilmember Gookin stated that he didn't think it was fair to change the process after an application for relocation had been received and the City should work through the process as it exists. Councilmember Wood agreed with that approach and that Council make an informed decision after the process. Councilmember Miller asked our City Attorney to provide guidance. City Attorney Randy Adams stated that the motion to table was allowable; however, it was his understanding that the Council wanted staff to bring forward options. As the application currently stands, it does not meet the code requirements to allow for relocation. One of the options brought forward would give the applicant a method to meet the code through the variance process. Councilmember Miller pointed out that one option would remove the ability to relocate billboards and the other option would provide for a variance request from any requirement under the Sign Code. She felt that it would just prolong the inevitable with ongoing discussion for something that doesn't look like it's working. English didn't believe there is an urgent timeline, but likes the option that gives an opportunity for a variance and he would like to move forward tonight. Councilmember Gookin expressed concern with potential legal action under the estoppel against the government. Mr. Adams noted that he doesn't believe that estoppel applies here as the applicant has no right under the existing law as they don't meet current code based on distance from residential area and height of billboard, so there is no vested right to move the billboard. Changing the ordinance will not affect their rights. Councilmember Wood would like to move forward with the opportunity hear the variance request and questioned the height regulations. Mr. Adams clarified that all sections of the Code must be interpreted so that they have meaning. Section 4(e) is the overriding statute. Councilmember Miller expressed concern that if this item is tabled, Council would not be able to have discussion on the proposed ordinances and reiterated that billboards can still be digitized even if they can't be relocated.

Councilmember Gookin reiterated that he believes Council should go through the process in order to determine what needs to be fixed and should keep the process moving forward. Councilmember Wood requested clarification on what authority Council has at the hearing on the relocation application if the Code is not amended. Mr. Adams clarified that Council does not have the authority to violate its own ordinances, which means that they would need to follow the current Code, which does not allow for a variance. The application does not meet the current Code for the proximity to a residential zone, in addition to the height restriction.

MOTION WITHDRAWN. Councilmember Gookin withdraws his motion to table. Councilmember Wood withdraws her second of that motion.

STAFF REPORT: Municipal Services Director Renata McLeod noted that she will be providing the staff report for both Council Bill 25-1000 and Council Bill 25-1001 together pursuant to Council Action December 17, 2024. Council requested two alternative Ordinances. The first proposed Ordinance would repeal Sections §15.50.400(C)(3) and §15.50.400(C)(4), which would remove the recently added ability for Billboards to relocate from their current locations to alternative locations within a Commercially zoned area under certain standards. The Code would allow existing billboard signs to be upgraded to digital versions of the existing sign, identical in size, height, and location. She noted that, if this proposed Ordinance is adopted, the current request to relocate a billboard sign received by Lamar Advertising of Spokane would move forward to a public hearing under the Code in which they applied under. However, under case and statutory law, the City Council would be required to deny the application as the Council cannot approve an application that does not comply with the Code that was in effect at the time the application was submitted. In the alternative, Lamar could withdraw its application to avoid the unnecessary public hearing. If this proposed Ordinance is approved, it would not be necessary to consider the second proposed Ordinance.

The second proposed Ordinance adds a new section to § 15.50.400(C) that would allow an applicant to seek a variance from any restrictions or standards within the §§ 15.50.400(C)(3) and (4). The proposed language reads as follows: “An applicant for the relocation of a billboard may request a variance from any of the restrictions or standards of Section §15.50.400(C). The City Council will consider the request for a variance in conjunction with the application for relocation. A variance may only be granted upon a showing of undue hardship due to site characteristics and if approval of the variance would not be contrary to the public interest or the purposes of this Section.” If this Ordinance is approved, the applicant would submit a request for a variance to staff and that variance request would be presented to Council at the same time as the public hearing for the request for the relocation of the billboard. The City Council would hear the evidence presented and determine if the applicant has demonstrated that there was an undue hardship due to site characteristics and that approval of the variance would not be contrary to the public interest or the purposes of the sign code. Council must make findings of fact to support those findings of law. If the variance is granted, the public hearing for relocation would continue. If the variance is not granted, the Council would deny the request as it would not meet the Code requirements. Council could then still hold the public hearing on the application for relocation, but would be bound to deny it. Ms. McLeod noted that Council may modify the proposed Ordinance as it sees fit.

DISCUSSION: Councilmember Gabriel asked if the Council would have the responsibility to determine the undue hardship. Mr. Adams noted that the standard of what determines a hardship comes from Council. The language in the Ordinance comes from 7 other sections of the City Code, but the Council could determine the standards it will use to grant a variance under this section of the Code. Councilmember Miller if both the undue hardship and public interest would need to be met for a variance to be granted, with Mr. Adams confirming that both need to be met. Mayor McEvers asked if the variance code was approved would it be the same each time, with Mr. Adams stating “no” as the applicant would need to convince Council there is an undue hardship and not contrary to public interest in each case.

MOTION: Motion by Miller, seconded by Evans, to dispense with the rule and read Council **Bill No. 25-1000** once by title only.

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

DISCUSSION: Councilmember Gookin noted that he will be opposing this as the Country is in a deregulatory mode, and feels we have added a bunch of regulations and it could not be processed or understood and created stumbling blocks. He additionally feels that repealing the code would be anti-business and we should talk to the business owners to determine if it is anti-business or not. He noted that it is rare and expensive to move a billboard and there are only 12 in the City. Further, there will be a public hearing and people are given a chance to be heard at a hearing and there is a process in place. He would encourage Council to vote no on this Ordinance.

MOTION: Motion by Miller, seconded by Evans, to adopt **Council Bill No. 24-1000**.

DISCUSSION: Councilmember Wood felt that this is a bigger issue than moving a billboard and the local companies have started this process over a year ago and have asked the city to work with them and haven't had the opportunity to go through a process and it is not fair to change the rules before they had a chance to be heard and will not support this. The Council will have the opportunity under the public hearing to say what they want to say. Councilmember Evans said this isn't about whether we like or don't like Lamar, rather we need to get this right and we don't have it right. She understands that Lamar would have the opportunity to move forward if they met the Code requirements we set out, and they were not met, which is why we are in the predicament. She noted that she supports the repeal to give time to put more work into this, as it impacts the landscape of our community and the community deserves to have it done right. Councilmember Wood noted that the Council did have this discuss this last year and the community had a chance to weigh in on the issue, and the Council majority voted “yes.” Councilmember Miller noted that she respects others positions, and had concerns with digital billboard but approved it as businesses should have a chance to grow, which demonstrates business friendliness. She believes people deserve the right to be more educated, and she will stand by her position as she feels that is best for the community. Councilmember English noted that he likes the option to have a variance and would not support this motion, as the variance option would give Council the opportunity to make judgement calls. Councilmember Gabriel struggles with the thought that we are not business friendly because of one incident. He hopes that the Council has the ability to fix it the correct way,

but doesn't look forward to this debate every time a variance comes up, but is leaning toward Council having the ability to have the final word.

ROLL CALL: Miller Aye; Gabriel No; Gookin No; English No; Wood No; Evans Aye.
Motion failed.

COUNCIL BILL NO. 25-1001

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF SECTION 15.50.400(C) TO ALLOW FOR A REQUEST FOR A VARIANCE FROM ANY OF THE RESTRICTIONS AND STANDARDS OF THE SECTION; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THE ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

MOTION: Motion by Gookin, seconded by Wood, to dispense with the rule and read **Council Bill No. 25-1001** once by title only.

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

MOTION: Motion by Gookin, seconded by Wood, to adopt **Council Bill No. 25-1001**.

DISCUSSION: Councilmember Miller stated that she appreciates that they can bring out different viewpoints, yet still stands by her position. She noted when this item comes back around it will be interesting to see the community response.

ROLL CALL: Gabriel Aye; Gookin Aye; English Aye; Wood Aye; Evans No; Miller No.
Motion carried

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

The meeting adjourned at 7:29 p.m.

ATTEST:

Woody McEvers, Mayor

Renata McLeod, City Clerk

January 13, 2025
GENERAL SERVICES/PUBLIC WORKS COMMITTEE
MINUTES
12:00 p.m., Library Community Room

COMMITTEE MEMBERS

Council Member Amy Evans, Chairperson
Council Member Christie Wood
Council Member Dan English

STAFF

Juanita Knight, Senior Legal Assistant
Randy Adams, City Attorney
Renata McLeod, Municipal Services Director
Kelley Setters, Deputy City Clerk
Mike Becker, Capital Program Manager, Wastewater

Item 1. Proposed amendments to Municipal Code Chapter 5.68, entitled "Childcare Facilities."
(Agenda)

Kelley Setters, Deputy City Clerk, requests the Council adopt the Childcare Commission's recommendations for amendments to Municipal Code Chapter 5.68, Sections 5.68.020, 5.68.030, 5.68.050, and 5.68.110, entitled "Childcare Facilities." Ms. Setters reported in her staff report that during the Childcare Commission meeting on November 25, 2024, the Commission proposed (*Amendment 1*) eliminating the requirement for a tuberculosis (TB) test for all childcare provider licenses as the cost for the test is estimated at \$45 - \$60 per provider due to struggles in the childcare system. This change is for the purpose of streamlining the licensing process. Notably, no other cities in our region or in Idaho mandate a TB test for childcare licenses. Commission Chair Iris Siegler consulted with Cathrine Hahn, the State Epidemiologist and infectious disease specialist for Idaho, regarding this recommendation and she thinks the requirement is unnecessary as the numbers of TB in Idaho are very low. (*Amendment 2*) the Commission decided against requiring a parent/volunteer license for individuals who visit a facility for less than 12 hours per month, aligning with current state regulations. This adjustment acknowledges that parents or volunteers who occasionally assist in classrooms face an unreasonable burden of undergoing two background checks and a TB test. (*Amendment 3*) a housekeeping change to Section 5.68.110(H) permits one employee who is neither a resident nor a family member for home-based providers, a provision previously adopted in Municipal Code Title 17 on March 3, 2020. (*Amendment 4*) amendment to Section 5.68.030(D) and (H), would allow individuals aged 16 and 17 to obtain a provider license, as long as they are continuously supervised by a licensed provider and are not left alone with children. (*Amendment 5*) that the City Code currently requires a City ISP background check every year annually at the time of renewal. The Commission recommends eliminating the ISP check at renewal and instead to require a search of the Idaho Courts database each year. Additionally, both the City ISP back-ground check and the State enhanced clearance background check will be conducted every five (5) years.

Councilmember Wood expressed concern about eliminating the licensing requirements for parents or volunteers. She suggested that conducting an initial background, even if it's limited to the Idaho Court database, would be a more responsible approach.

Councilmember Evans asked Ms. Setters to elaborate on her statement regarding the childcare system's struggles. Ms. Setters explained that the system is facing financial challenges and difficulties in retaining providers. Providers often pay significant upfront costs just to start their jobs, but many do not stay long enough to recoup those investments. When new providers are hired, additional funds are required, creating a cycle of financial strain.

Councilmember Evans also inquired whether the Childcare Commission has reached out to the School District to understand how they manage licensing requirements for a parents or volunteers. Ms. Setters said she was unsure but would follow-up on this. Councilmember Evans expressed agreement that some form of background check should be required for parents or volunteers.

Councilmember Evans further asked about the elimination of the ISP back-ground check at renewals, questioning whether staff had identified any significant concerns through the annual checks. Ms. Setters noted that very few issues had been detected. She added that she performs yearly checks on all licenses using the Idaho Court database and the National Sexual Offender Registry.

MOTION: by Wood, seconded by English, to recommend that Council approve the proposed amendments to Municipal Code Chapter 5.68, titled "Childcare Facilities," as presented, including the requested modification to Amendment 2 requiring parent volunteers or other volunteers to undergo an initial Idaho Court database background search. Motion Carried.

Item 2. Compost Maintenance Project – Bid Award.
(Agenda)

Mike Becker, Capital Program Manager, Wastewater, requests the Council accept the low bid of, and award a contract to, Selland Construction, Inc., for the City of Coeur d'Alene (City) Compost Maintenance Project for the Base Bid amount of \$314,000 and Add Alternative #1 for an additional \$6,000, totaling \$320,000.00. Mr. Becker reported in his staff report that the Compost Facility has been experiencing an increase in compost production. Currently, in Building #1, crews frequently halt loader operations to exit the equipment and manually assemble or disassemble aeration pipes within the compost piles before resuming work. Additionally, the aerated pipe previously used is no longer available and has been replaced with non-pressurized material, which is prone to collapsing and breaking. Like Building #2, this project aims to replace the aerated pipe system with a more efficient aeration system integrated into a sloped concrete floor, utilizing the existing blower system. This project is designed to improve compost production by allowing loaders to operate continuously without interruption, reducing the labor required for aeration pipe maintenance, and eliminating the need for ongoing pipe replacements. Mr. Becker further explained that on May 2, 2024, the City received three bids for this project, all of which exceeded the 2023/2024 budget. Following a thorough review, the Wastewater Department concluded that rejecting all bids and rebidding the project would be the most beneficial course of action for the City. Based on staff's recommendation, the City Council approved the bid rejections on May 21, 2024. Starting on November 24, 2024, the City initiated Public Works Construction Re-Bids for the project. Following a review of all the bids, the lowest responsive bidder is Selland Construction, Inc. The Wastewater Department has also verified that its bid proposal is complete and responsive. Add Alt #1 is for grinding the existing asphalt floor inside Building #1 and reusing the millings for road construction inside the

compost facility. Presently, the Department has the budget authority for both this project and Add Alt #1. Although this will be the first time the Wastewater Department will be working with Selland Construction, the company has successfully completed the City's Kathleen Avenue Project to the satisfaction of the Streets & Engineering Department. It is currently in Active-Good Standing Status with the Idaho Secretary of State and holds the appropriate Idaho Public Works License.

MOTION: by English, seconded by Wood, to recommend that Council approve the bid of and a contract with Selland construction, Inc. for the compost Maintenance Project the Base Bid amount of \$314,000 and Add Alternative #1 for an additional \$6,000, totaling \$320,000.00. Motion Carried.

Recording of the meeting can be found at:

<https://www.youtube.com/live/Fv4uzSbZdx0?si=vrHhL-9r371gSw0A>

The meeting adjourned at 12:25 p.m.

Respectfully submitted,
Juanita Knight
Senior Legal Assistant
Recording Secretary

CITY COUNCIL MEETING

STAFF REPORT

DATE: January 21, 2025
FROM: Dennis J. Grant, Engineering Project Manager
SUBJECT: **V-24-04, Vacation of a portion of Spruce Avenue right-of-way adjoining the easterly boundary of Lot 11, Block 1 and Lot 8, Block 2, Spring Addition plat.**

DECISION POINT

The applicant, Drew Dittman on behalf of the Lakeshore Estates, LLC, is requesting the vacation of a portion of Spruce Avenue right-of-way that adjoins the easterly boundary of Lot 11, Block 1 and Lot 8, Block 2 of the Spring Addition plat.

HISTORY

The requested right-of-way was originally dedicated to the City of Coeur d'Alene in the Spring Addition plat in 1980.

FINANCIAL ANALYSIS

The vacation of the requested right-of-way would not have any financial impact on the City and would add approximately 5,080 square feet to the County tax roll. Although a minor amount, it would be a benefit to the municipality as tax revenue and to the land owner whose lot adjoins the strip of usable property.

PERFORMANCE ANALYSIS

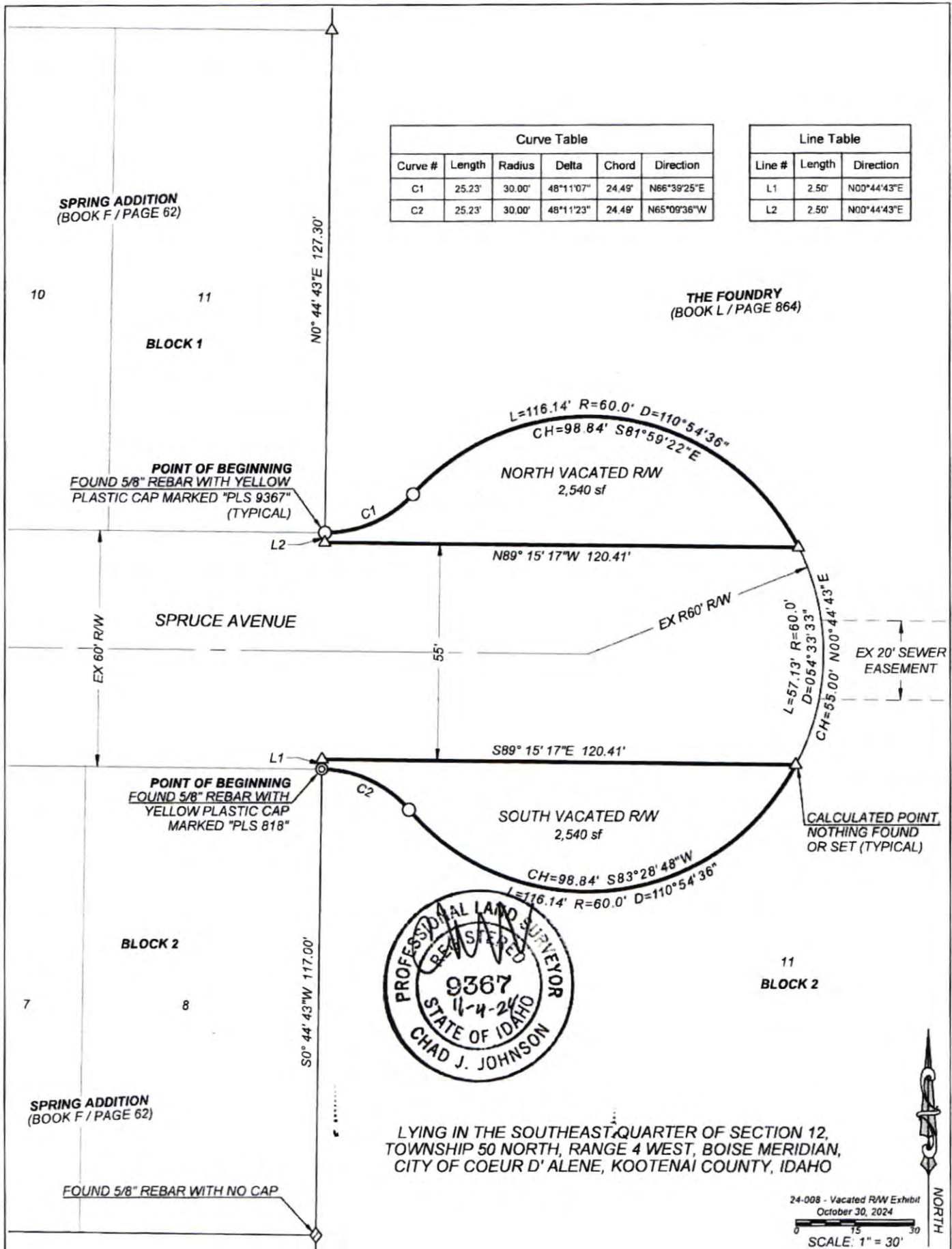
The purpose of this request is to vacate a portion of public right-of-way on Spruce Avenue that was used for a turnaround that no longer exists. All utilities are existing and in place, and there is no foreseeable use for the additional right-of-way. The Development Review Team was informed about this vacation.

RECOMMENDATION

Staff recommends to the Council to proceed with the vacation process as outlined in Idaho Code Section 50-1306 and recommends the setting of a public hearing for the item on February 18, 2025.

Curve Table					
Curve #	Length	Radius	Delta	Chord	Direction
C1	25.23'	30.00'	48°11'07"	24.49'	N66°39'25"E
C2	25.23'	30.00'	48°11'23"	24.49'	N65°09'36"W

Line Table		
Line #	Length	Direction
L1	2.50'	N00°44'43"E
L2	2.50'	N00°44'43"E



SPRING ADDITION
(BOOK F / PAGE 62)

10

11

BLOCK 1

N0° 44' 43"E 127.30'

THE FOUNDRY
(BOOK L / PAGE 864)

POINT OF BEGINNING
FOUND 5/8" REBAR WITH YELLOW
PLASTIC CAP MARKED "PLS 9367"
(TYPICAL)

L2

L=116.14' R=60.0' D=110°54'36"
CH=98.84' S81°59'22"E

NORTH VACATED RW
2,540 sf

N89° 15' 17"W 120.41'

SPRUCE AVENUE

EX 60' RW

EX R60' RW

EX 20' SEWER
EASEMENT

L1

POINT OF BEGINNING
FOUND 5/8" REBAR WITH
YELLOW PLASTIC CAP
MARKED "PLS 818"

C2

S89° 15' 17"E 120.41'

SOUTH VACATED RW
2,540 sf

L=116.14' R=60.0' D=110°54'36"
CH=98.84' S83°28'48"W

CALCULATED POINT
NOTHING FOUND
OR SET (TYPICAL)

BLOCK 2

7

8

S0° 44' 43"W 117.00'

11

BLOCK 2



SPRING ADDITION
(BOOK F / PAGE 62)

FOUND 5/8" REBAR WITH NO CAP

LYING IN THE SOUTHEAST QUARTER OF SECTION 12,
TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN,
CITY OF COEUR D' ALENE, KOOTENAI COUNTY, IDAHO

24-008 - Vacated RW Exhibit
October 30, 2024

SCALE: 1" = 30'



NORTH



PROJECT SITE

VICINITY MAP

SOUTHEAST QUARTER SECTION 12, TOWNSHIP 50 NORTH, RANGE 4 WEST, B.M.

24-008 - RW VAC VIC MAP
 NOVEMBER 20, 2024
 0 100 200 400
 SCALE: 1" = 400'





CEMETERY LOT TRANSFER / SALE / REPURCHASE ROUTING FORM

REQUEST RECEIVED BY:

Municipal Services Department Name Kelley Setters Employee 1.8.25 Date

REQUESTED BY:

Darrel Borek & Pam Borek Name
PO Box 1166 Post Falls ID 83877 Address _____ Phone

Request is for: Repurchase of Lot(s) Transfer of Lots(s) from Anna Halpern to Darrel and Pam Borek

Section: G Block: 56 Niche(s): _____, _____, _____, _____, _____, _____, _____, _____
 Lots(s): 1, _____, _____, _____, _____, _____, _____, _____

Lot(s) are located in: Forest Cemetery Forest Cemetery Annex. (Riverview)
 Copy must be attached: Deed Certificate of Sale
 Requester is: owner executor other **Note: If "executor" or "other", affidavits of authorization must be attached.*

Title Transfer Fee: \$ 40 Receipt No: 03089568

ACCOUNTING DEPARTMENT completes the following: Attach original contract.
 Accountant Signature Kate G Date: 1/8/25

CEMETERY SUPERVISOR completes the following:
 The above-referenced Lot(s) is/are certified to be vacant: Yes No
 The owner(s) of record of the Lot(s) in the Cemetery Book of Deeds is listed as: Arnold Halpern
 The purchase price of the Lot(s) when sold to the owner of record was \$ _____ per lot.
 Supervisor's Signature M Brandt Date: 1/8/2025

LEGAL/RECORDS completes the following:
 Certificate of Conveyance/Transfer received: Yes No
 Requester is authorized to execute certificate: Yes No
 I certify that all requirements for the transfer/sale/repurchase of cemetery lot(s) have been met and recommend that the transaction be completed.
 City Clerk's Signature _____ Date: _____
 Council approved transfer/sale/repurchase of above-referenced Lots(s) in regular session on. Date: _____

CEMETERY SUPERVISOR completes the following:
 Change of ownership noted in Book of Deeds: Yes No
 Cemetery copy filed original and supporting documents returned to City Clerk: Yes No
 Cemetery Supervisor's Signature _____ Date: _____

**CERTIFICATE OF TRANSFER
CEMETERY LOT**

For good and sufficient consideration, receipt of which is hereby acknowledged,
Anna Halpern (the "Transferor") does hereby

transfer and convey to Darrel and Pam Borek (the
"Transferee") the following lot(s) in the Forest Cemetery:

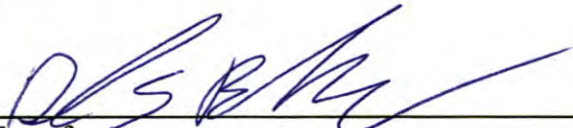
Section(s) G, Block(s) 56,

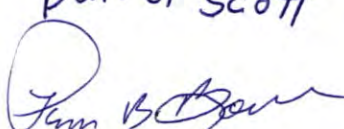
Niche(s) _____, Lot(s) 1

according to the plat thereof, now on file and of record in the office of the Kootenai County Recorder, state of Idaho.

This Certificate vests in the Transferee, and his or her heirs or assigns, a right in fee simple to said lot(s) for the sole purpose of interment, under the ordinances and regulations adopted by the City Council as authorized by Idaho Code § 50-320.

DATED this 8th day of January, 2025

By 
Transferor Rep. Anna M Halpern

Darrel Scott Borek

Pam B. Borek

STATE OF IDAHO)
) ss.
 County of Kootenai)

On this 8th day of January, 2025, before me, a Notary Public, personally appeared Darrell S. Borek and Pam B. Borek, known to me to be the person(s) who executed the foregoing instrument and acknowledged to me that he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.



Alison Palmer
 Notary Public for Idaho
 Residing at Post Falls
 My Commission expires: 8/14/2029



**City of Coeur d'Alene
Cash and Investments
12/31/2024**

Description	City's Balance
U.S. Bank	
Checking Account	1,122,418
Checking Account	81,087
Checking Account	136,440
Investment Account - Police Retirement	353,540
Investment Account - Cemetery Perpetual Care Fund	1,233,268
Idaho State Investment Pool	
State Investment Pool Account	42,507,931
Spokane Teacher's Credit Union	
Certificate of Deposit	7,541,368
Numerica Credit Union	
Certificate of Deposit	10,273,904
Money Market	16,379,028
Cash on Hand	
Treasurer's Change Fund	1,350
Total	79,630,334

**I hereby swear under oath that the amounts reported above, on the cash basis are true
and correct to the best of my knowledge.**

Katharine Ebner

Katharine Ebner, Finance Director, City of Coeur d'Alene, Idaho



CITY OF COEUR D'ALENE
Treasurer's Report of Cash and Investment Transactions

FUND NAME	UNAUDITED 11/30/24 BALANCE	RECEIPTS	DISBURSEMENTS	BALANCE 12/31/2024	BALANCE 12/31/2023
General-Designated*	\$6,957,227	\$65,974	\$558,482	\$6,464,719	7,442,129
General-Undesignated	7,243,825	9,165,922	10,507,926	5,901,821	2,350,772
<u>Special Revenue:</u>					
Library	(271,743)	33,998	180,548	(418,293)	(348,757)
CDBG	(17,627)	22,000	45,180	(40,807)	(5,156)
Cemetery	108,494	21,902	24,856	105,541	165,754
Parks Capital Improvements	1,175,614	12,794	16,585	1,171,824	1,195,643
Impact Fees	7,321,873	136,228	478,000	6,980,101	6,374,356
Annexation Fees	589,492	2,512	580,000	12,003	562,691
American Recovery Plan	1,857,213	-	-	1,857,213	5,726,814
Cemetery P/C	1,239,621	33,006	16,980	1,255,647	1,144,778
Jewett House	110,421	1,470	1,705	110,186	89,425
Street Trees / Reforestation	179,840	4,044	1,806	182,077	174,837
Public Art Fund	64,072	57,523	50,297	71,298	53,446
Public Art Fund - ignite	485,200	2,067	57,250	430,018	449,408
Public Art Fund - Maintenance	135,008	47,358	28	182,338	129,969
<u>Debt Service:</u>					
2015 G.O. Bonds	155,993	10,962	-	166,955	142,035
<u>Capital Projects:</u>					
Street Projects	6,413,017	27,322	52,835	6,387,504	1,083,884
Riverstone Mill Site Project	-	-	-	-	-
<u>Enterprise:</u>					
Street Lights	66,127	71,797	70,821	67,104	124,276
Water	5,431,442	583,448	1,691,269	4,323,622	3,976,548
Water Capitalization Fees	6,278,501	78,234	3,432	6,353,304	5,741,268
Wastewater	19,774,812	1,522,321	1,107,645	20,189,488	21,740,465
Wastewater-Equip Reserve	-	-	-	-	242,659
Wastewater-Capital Reserve	6,696,000	-	-	6,696,000	5,500,000
WWTP Capitalization Fees	5,864,480	311,600	-	6,176,080	3,494,213
WW Property Mgmt	72,766	-	-	72,766	59,973
Sanitation	770,155	497,423	580,754	686,824	1,047,073
Public Parking	1,808,739	22,443	528,148	1,303,034	924,505
Drainage	1,127,015	104,098	84,613	1,146,500	1,114,816
Wastewater Debt Service	683,105	2,910	-	686,016	685,014
<u>Fiduciary Funds:</u>					
Kootenai County Solid Waste Billing	249,251	277,952	249,251	277,951	262,943
KCEMSS Impact Fees	1,985	5,940	1,985	5,940	1,320
Police Retirement	440,732	13,957	23,686	431,003	412,338
Sales Tax	1,716	1,840	1,716	1,840	2,230
BID	384,879	7,027	-	391,906	408,914
Homeless Trust Fund	313	814	313	813	581
GRAND TOTAL	\$83,399,558	\$13,146,886	\$16,916,109	\$79,630,334	72,471,165

*Designated fund balance will be recalculated as the City's audit progresses.

I hereby swear under oath that the amounts reported above, on the cash basis are true and correct to the best of my knowledge.



 Katharine Ebner, Finance Director, City of Coeur d'Alene, Idaho



CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 MONTHS ENDED
 December 31, 2024

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THROUGH 12/31/24	PERCENT EXPENDED
Mayor/Council	Personnel Services	\$279,817	\$64,233	23%
	Services/Supplies	9,150	1,115	12%
Administration	Personnel Services	249,686	61,959	25%
	Services/Supplies	2,590	35	1%
Finance	Personnel Services	870,733	206,948	24%
	Services/Supplies	904,134	453,995	50%
Municipal Services	Personnel Services	1,652,793	353,594	21%
	Services/Supplies	1,237,565	342,164	28%
	Capital Outlay	0		
Human Resources	Personnel Services	372,005	91,412	25%
	Services/Supplies	115,239	32,807	28%
Legal	Personnel Services	1,324,012	319,948	24%
	Services/Supplies	74,500	18,642	25%
Planning	Personnel Services	766,017	191,049	25%
	Services/Supplies	54,700	1,782	3%
	Capital Outlay			
Building Maintenance	Personnel Services	373,979	91,774	25%
	Services/Supplies	390,800	69,816	18%
	Capital Outlay	0		
Police	Personnel Services	18,607,937	4,829,346	26%
	Services/Supplies	2,227,376	409,069	18%
	Capital Outlay	4,954,978	633,404	13%
Fire	Personnel Services	13,414,095	3,924,788	29%
	Services/Supplies	1,076,509	165,462	15%
	Capital Outlay			
General Government	Services/Supplies	38,800	20,709	53%
	Capital Outlay			
Police Grants	Personnel Services	247,275	147,085	59%
	Services/Supplies			
	Capital Outlay			

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THROUGH 12/31/24	PERCENT EXPENDED
Streets	Personnel Services	3,622,983	915,475	25%
	Services/Supplies	2,966,230	217,234	7%
	Capital Outlay	90,000		0%
Parks	Personnel Services	2,223,086	423,218	19%
	Services/Supplies	772,045	114,782	15%
	Capital Outlay	40,000	33,276	83%
Recreation	Personnel Services	629,686	149,627	24%
	Services/Supplies	155,950	17,032	11%
	Capital Outlay			
Building Inspection	Personnel Services	1,033,101	246,528	24%
	Services/Supplies	55,205	6,012	11%
	Capital Outlay			
Total General Fund		<u>60,832,976</u>	<u>14,554,322</u>	<u>24%</u>
Library	Personnel Services	1,689,366	389,150	23%
	Services/Supplies	220,000	43,293	20%
	Capital Outlay	200,000	42,607	21%
CDBG	Personnel Services	108,274	25,823	24%
	Services/Supplies	250,786	55,133	22%
Cemetery	Personnel Services	199,298	53,688	27%
	Services/Supplies	143,800	16,496	11%
	Capital Outlay	15,000		0%
Impact Fees	Services/Supplies	1,093,000	478,000	44%
Annexation Fees	Services/Supplies	580,000	580,000	100%
Parks Capital Improvements	Capital Outlay	751,100	99,338	13%
Cemetery Perpetual Care	Services/Supplies	19,500	16,217	83%
Jewett House	Services/Supplies	31,120	4,741	15%
Street Trees	Services/Supplies	134,500	2,898	2%
Public Art Fund	Services/Supplies	244,500	143,120	59%
		<u>5,680,244</u>	<u>1,950,506</u>	<u>34%</u>
Debt Service Fund		<u>877,308</u>	<u>-</u>	<u>0%</u>

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THROUGH 12/31/24	PERCENT EXPENDED
Atlas - Kathleen to Newbrook	Capital Outlay			
Traffic Calming	Capital Outlay	40,000		0%
Public Transit Sidewalk Accessibility	Capital Outlay			
Ramsey Road Rehabilitation	Capital Outlay			
15th Street	Capital Outlay	900,000	4,389	0%
LHTAC Pedestrian Safety	Capital Outlay			
Atlas Waterfront Project	Capital Outlay			
Wilbur / Ramsey Project	Capital Outlay			
Government Way	Capital Outlay	4,926,000	483,755	10%
LaCrosse Ave. Improvements	Capital Outlay			
		<u>5,866,000</u>	<u>488,144</u>	<u>8%</u>
Street Lights	Services/Supplies	801,000	119,232	15%
Water	Personnel Services	3,012,695	693,459	23%
	Services/Supplies	5,942,033	489,102	8%
	Capital Outlay	4,233,000	985,779	23%
Water Capitalization Fees	Services/Supplies	2,260,000		0%
Wastewater	Personnel Services	3,439,843	787,853	23%
	Services/Supplies	9,442,232	706,812	7%
	Capital Outlay	11,651,000	642,979	6%
	Debt Service	5,128,241	155,685	3%
WW Capitalization	Services/Supplies	7,143,549		0%
WW Property Management	Services/Supplies			
Sanitation	Services/Supplies	5,469,062	1,051,806	19%
Public Parking	Services/Supplies	1,788,090	528,875	30%
	Capital Outlay	-		
Drainage	Personnel Services	257,526	64,425	25%
	Services/Supplies	1,322,141	105,192	8%
	Capital Outlay	495,000	349,645	71%
Total Enterprise Funds		<u>62,385,412</u>	<u>6,680,843</u>	<u>11%</u>
Kootenai County Solid Waste		3,240,000	556,106	17%
KCEMSS Impact Fees		38,000	6,347	17%
Police Retirement		149,000	37,100	25%
Business Improvement District		301,200	60,000	20%
Homeless Trust Fund		9,000	812	9%
Total Fiduciary Funds		<u>3,737,200</u>	<u>660,365</u>	<u>18%</u>
TOTALS:		<u>\$139,379,140</u>	<u>\$24,334,180</u>	<u>17%</u>

I hereby swear under oath that the amounts reported above, on the cash basis are true and correct to the best of my knowledge.

Katharine Ebner

Katharine Ebner, Finance Director, City of Coeur d'Alene, Idaho

CITY OF COEUR D'ALENE
TREASURER'S QUARTERLY FINANCIAL REPORT FOR PUBLICATION
Three Months Ended 12/31/24
(Required by Idaho Code Section 50-1011)

	Expenditures	Total	Annual Appropriation	Percent Expended
APPROPRIATED FUNDS:				
GENERAL FUND				
Personnel Services	\$12,016,985			
Services and Supplies	1,870,656			
Capital Outlay	666,680	\$ 14,554,321	\$ 60,832,975	24%
SPECIAL REVENUE FUNDS				
Library Fund:				
Personnel Services	389,150			
Services and Supplies	43,293			
Capital Outlay	42,607	475,050	2,109,366	23%
Community Development Block Grant	80,956	80,956	359,060	23%
Cemetery:				
Personnel Services	53,688			
Services and Supplies	16,496			
Capital Outlay		70,184	358,098	20%
Impact Fees: Services and Supplies	478,000	478,000	1,093,000	44%
Annexation Fees	580,000	580,000	580,000	100%
Parks Capital Imprvmnts: Capital Outlay	99,338	99,338	751,100	13%
Cemetery Perpetual Care Fund	16,217	16,217	19,500	83%
Jewett House	4,741	4,741	31,120	15%
Reforestation / Street Trees	2,898	2,898	134,500	2%
Public Art Funds	143,120	143,120	244,500	59%
DEBT SERVICE FUND		-	877,308	0%
CAPITAL PROJECTS FUND	488,144	488,144	5,866,000	8%
ENTERPRISE FUNDS				
Street Lighting:				
Services and Supplies	119,232	119,232	801,000	15%
Water:				
Personnel Services	693,459			
Services and Supplies	489,102			
Capital Outlay	985,780	2,168,340	15,447,728	14%
Wastewater:				
Personnel Services	787,853			
Services and Supplies	706,812			
Capital Outlay	642,979			
Debt Service	155,685	2,293,328	36,804,865	6%
City Public Parking				
Services and Supplies	528,875	528,875	1,788,090	30%
Sanitation:				
Services and Supplies	1,051,806	1,051,806	5,469,063	19%
Drainage Mgmt:				
Personnel Services	64,425			
Services and Supplies	105,192			
Capital Outlay	349,645	519,263	2,074,667	25%
FIDUCIARY FUNDS	660,365	660,365	3,737,200	18%
TOTALS	<u>\$24,334,180</u>	<u>\$24,334,180</u>	<u>\$139,379,140</u>	<u>17%</u>

Citizens are invited to inspect the detailed supporting records of the above financial statements.
Katie Ebner, Finance Director / Treasurer

RESOLUTION NO. 25-001

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING AN AGREEMENT WITH KYLE A. BEIERLE AND KAREN E. BEIERLE FOR WATER SERVICE OUTSIDE THE CITY LIMITS FOR PROPERTY LOCATED AT 3276 E. BARN COURT; ACCEPTING A UTILITY EASEMENT FOR WATER LINE FROM KYLE A. BEIERLE AND KAREN E. BEIERLE ACROSS PROPERTY LOCATED AT 3276 E. BARN COURT; AND RATIFYING THE PURCHASE OF OFFICE 365 AND EXCHANGE ONLINE SOFTWARE UPDATES USING THE PRICE OBTAINED BY THE STATE THROUGH THE COMPETITIVE BID PROCESS.

WHEREAS, it has been recommended that the City of Coeur d'Alene enter into the agreement and accept a utility easement, pursuant to the terms and conditions set forth in the agreement and easement attached hereto as Exhibits "A," "B," and "C," and by reference made a part hereof, summarized as follows:

- A) Agreement with Kyle A. Beierle and Karen E. Beierle for Water Service Outside the City limits for property located at 3276 E. Barn Court;
- B) Acceptance of a Utility Easement for Water Line from Kyle A. Beierle and Karen E. Beierle for property located at 3276 E. Barn Court;
- C) Ratification of the purchase of Office 365 and Exchange Online Software Updates using the price obtained by the State through the competitive bid process;

AND

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to enter into such agreement or accept the easement.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City enter into the agreement and accept a utility easement, as set forth in substantially the form attached hereto as Exhibits "A," "B," and "C," and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreement and easement, so long as the substantive provisions of the agreement and the easement remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such agreement on behalf of the City.

DATED this 21st day of January, 2025.

Woody McEvers, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER EVANS	Voted
COUNCIL MEMBER MILLER	Voted
COUNCIL MEMBER GOOKIN	Voted
COUNCIL MEMBER ENGLISH	Voted
COUNCIL MEMBER GABRIEL	Voted
COUNCIL MEMBER WOOD	Voted

_____ was absent. Motion _____.

CITY OF COEUR d'ALENE
AGREEMENT FOR WATER SERVICE
OUTSIDE THE CITY LIMITS

This Agreement is made and entered into this 6th day of Jan, 2025, by and between the CITY OF COEUR D'ALENE, state of Idaho, a municipal corporation, hereinafter called "City," and Kyle A. Beierle and Karen E. Beierle, whose mailing address is P.O. Box 3175, Hayden, Idaho 83835, hereinafter called the "Owners," for the purpose of obtaining a Residential service with a one (1) one inch (1") metered water services outside of the current City limits.

WHEREAS, the Owners certify that they are the owner in fee simple, of the following described real property:

3.990 acres at 3276 E. Barn Court, Coeur d'Alene, Kootenai County, Idaho

In the SW-1/4, of the NW-1/4, of the NW-1/4 of Section 5, Township 50 N, Range 3 West, B.M.

EX TX#S; and RAYS SUB LOT 2

hereinafter referred to as the "Property;"

and;

WHEREAS, there is attached hereto and incorporated herein as if the same were set out in full, a certified copy of the deed to the Property showing ownership of the Property to be in the Owners; and

WHEREAS, the Owners desire City water service for said real property for the purpose of domestic household use and irrigation; and

WHEREAS, the Owners' property is currently eligible for a water service under the City's Policy 17.001, Water Service Outside City Limits; and

WHEREAS, the Owners agree and fully acknowledge that the City is under no obligation to provide water service to the Owners and that, if such service is allowed, the City may place such conditions, limitations, and other restrictions as it sees fit upon the service.

NOW, THEREFORE,

For and in consideration of the City providing to the Owner City water service, hereinafter called "Utility," the Owners agree as follows:

I.

The Owners agree to petition the City to annex the Property into the corporate limits of said City as soon as the same becomes contiguous to City limits. The Owners agree to annexation of said real property by the City upon all the terms and conditions as shall be set forth by said City in an annexation agreement which the Owners shall execute.

II.

The Owners agree to use said real property for residential purposes only. Should the Owners use the real property for any purpose other than residential purposes, the City will no longer be obligated to provide said Utility and may terminate said Utility upon written notice to the Owners. Should the City or any other governmental entity determine that the use of the real property for residential purposes is not allowed under the law, then this Agreement shall become null and void.

III.

The Owners agree and fully acknowledge that the City is under no obligation to annex the Property into the corporate limits of said City or provide the service requested. The Owners further agree that the City may place such conditions/limitations and other restrictions related to the provision of water service as it sees fit upon the service. The Owners agree and fully acknowledge that any utility service granted by the City to an out-of-City user is defined as surplus capacity of the Utility system and should the City Council, at any time, determine that the surplus capacity is in jeopardy, no further out-of-City utility connections shall be allowed and existing utility connections outside the City may be discontinued.

IV.

The Owners agree and fully acknowledge that, due to the elevation of the Property, the City may be unable to provide a minimum pressure of 40 psi at the meter as provided by IDAPA § 58.01.08.552(b)(v). The Owners hereby waive the City's compliance with the minimum pressure provision noted above and further waive any claim against the City, in law or equity, pertaining thereto. In addition, the Owners acknowledge that a privet booster pump may be needed to attain a minimum pressure of 40 psi, which pump shall be the sole responsibility of the Owners.

V.

The Owners agree that this Agreement, this petition for annexation, and the Annexation Agreement, upon acceptance by the City, shall bind and become obligatory upon its heirs, successors, representatives and assigns forever. This document will be recorded and shall become an addendum to the deed of the property.

VI.

The Owners agree that they will conform to all applicable sections of the Coeur d'Alene City Code and policies pertaining to Utility service, together with any rules and regulations for the administration of such Code and policies. The Owners acknowledge that they have reviewed the

provisions of the ordinances, rules and regulations of the City and fully understand the requirements they must meet.

VII.

The Owners agree that all construction necessitated by this Agreement will be in accordance with the plans and specifications required and approved by the City Engineer, and at their sole cost and expense.

VIII.

The Owners agree to obtain all permits and easements required to connect to the existing City Utility System and submit a copy of such to the City prior to beginning construction thereof.

IX.

The Owners agree to dedicate easements and/or rights-of-way to the public for the future development of all public ways considered necessary by the City for proper traffic flow and for the maintenance and operation of all public utilities. The size and location of said easement or rights-of-way shall be determined by the City at the time this Agreement is executed and said dedication or agreement shall be recorded by the Owners in the office of the County Recorder and a certified copy of the recorded dedication or agreement filed with the City Clerk within one month after execution of the Agreement.

X.

The Owners agree to obtain from the City all standard application forms for utility service, execute said applications, and pay all fees therefore before connection to the City utility or within one year after execution of the agreement, whichever is sooner.

XI.

The Owners agree to pay the current hookup fees, asphalt patching fees, and any actual additional costs incurred for rock excavation or special construction/stabilization requirements necessary to connect to the existing Utility System in accordance with the ordinances, rules and regulations established by the City for such connections. The Owners further agree to pay, in a timely manner, all monthly water fees assessed.

IN WITNESS WHEREOF, the Mayor and City Clerk of the City of Coeur d'Alene, and the Owners of the Property have executed this Agreement the day and year first above written.

Kyle A. Beierle:

Kyle A. Beierle

Karen E. Beierle:

Karen E. Beierle

STATE OF IDAHO)
) ss.
County of Kootenai)

On this day of , 2025 before me, a Notary Public in and for said State, personally appeared Kyle A. Beierle and Karen E. Beierle, known to me to be the persons who executed the foregoing instrument and acknowledged that they voluntarily executed the same.

IN WITNESS HEREOF I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

Felicia Bruyette
Notary Public for Idaho
Residing in: Kootenai Co.
Commission Expires: 04/15/2027



CITY OF COEUR d’ALENE

By _____
 Woody McEvers, Mayor

ATTEST:

 Renata McLeod, City Clerk

STATE OF IDAHO)
) ss.
 County of Kootenai)

On this day of , 2025 before me, a Notary Public in and for said State, personally appeared Woody McEvers and Renata McLeod, known to me to be the Mayor and City Clerk, respectively, of the City of Coeur d'Alene and the persons who executed the foregoing instrument, and acknowledged to me that said City of Coeur d'Alene executed the same.

IN WITNESS HEREOF I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate for above written.

 Notary Public for Idaho
 Residing in: _____
 Commission Expires: _____

UTILITY EASEMENT FOR WATER LINE

KNOW ALL MEN BY THESE PRESENTS that Kyle A. Beierle and Karen E. Beierle, with the principle place of residence at 3276 E. Barn Ct., Coeur d'Alene, Idaho, the **GRANTORS**, for and in consideration of providing one (1) one-inch (1") water service, and other good and valuable consideration, provided and paid by the City of Coeur d'Alene, Kootenai County, State of Idaho, receipt of which is acknowledged, do hereby grant, quitclaim and convey unto the **CITY OF COEUR D'ALENE**, a municipal corporation, the **GRANTEE**, whose address is 710 Mullan Avenue, Coeur d'Alene, Idaho, its successors and assigns, a perpetual easement, together with the rights of ingress and egress, for the improvement, operation and maintenance of the water line, ten (10) feet in total width, over and through the property situated in Kootenai County with an address of 3276 E. Barn Ct., which easement is described in Exhibit "A" attached hereto and incorporated herein by reference.

The **GRANTORS** further agree to keep the easement clear of all buildings, structures, and other obstructions, not to include the storage of removable items. The **GRANTORS** agree that all underground facilities installed by or for the **GRANTEE** shall remain the property of the **GRANTEE**, removable by the **GRANTEE** at its option.

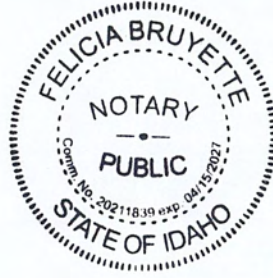
Should it be necessary for the **GRANTEE** to remove fencing, or to remove or damage any asphalt, concrete or their surfacing for the maintenance or repair of the underground facility, the **GRANTEE** shall repair and restore what was removed or damaged to their original condition at the expense of the **GRANTEE**.

GRANTEE shall **HAVE AND HOLD** such easement for public purposes so long as the same shall be used, operated and maintained as such.

IN WITNESS WHEREOF, the **GRANTORS** have caused this instrument to be executed this 6th day of January, 2025

Kyle A. Beierle
Kyle A. Beierle

Karen E. Beierle
Karen E. Beierle



STATE OF IDAHO)
) ss.
County of Kootenai)

On this 6th day of January, 2025, before me, a Notary Public, personally appeared Kyle A. Beierle and Karen A. Beierle, known to me to be the persons who executed the foregoing instrument, and acknowledged to me that they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

Felicia Bruyette
Notary Public for Idaho
Residing in: Kootenai Co.
My Commission Expires: 04/15/2027

EXHIBIT A

LEGAL DESCRIPTION OF A UTILITY EASEMENT

BEIERLE TO THE CITY OF COEUR D' ALENE

LOT 2, RAY'S SUBDIVISION

June 30, 2022

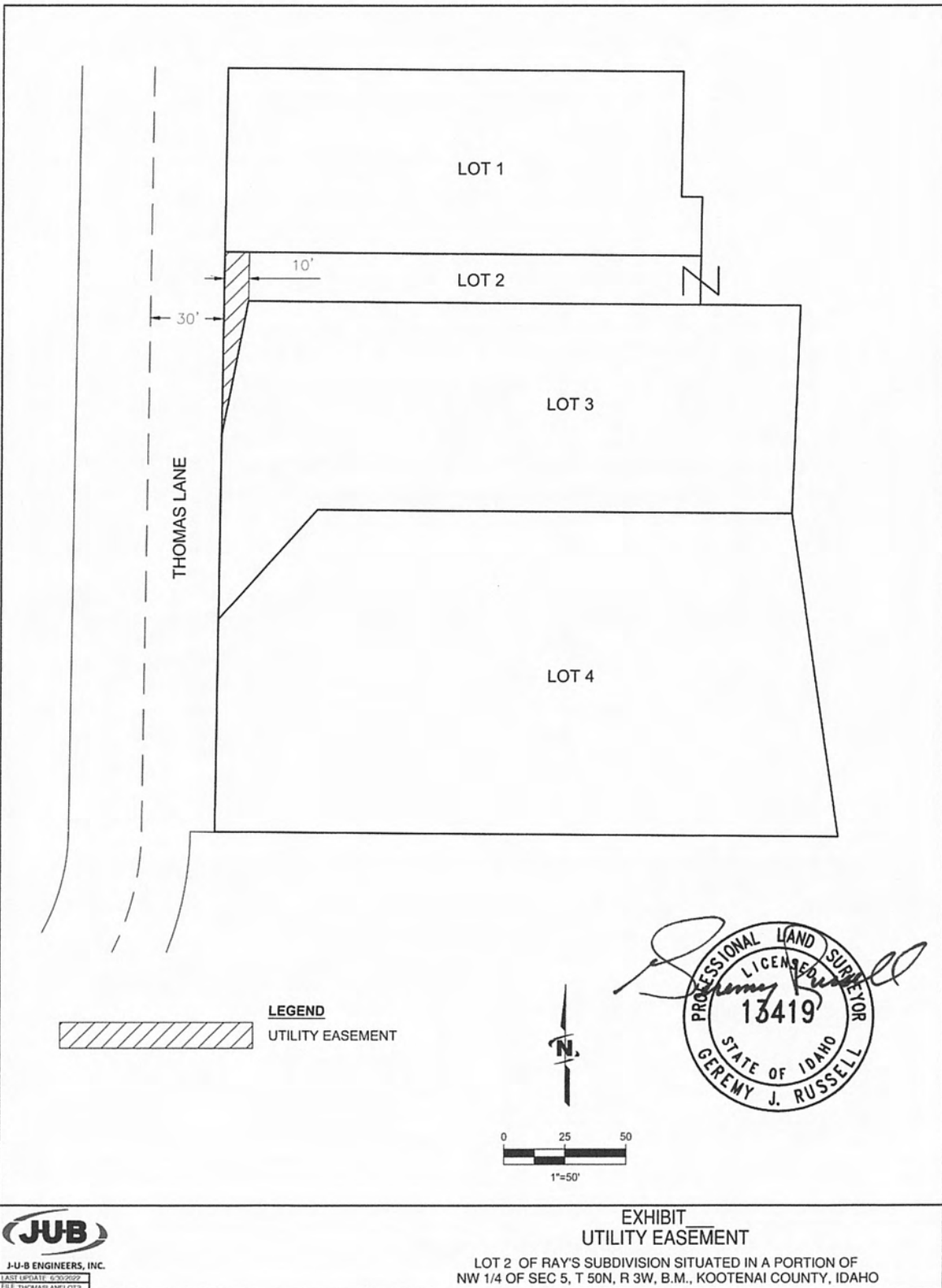
The West 10 feet of Lot 2 of Ray's Subdivision, according to the plat thereof recorded in Book G, Page 146 as Instrument Number 1361568, records of Kootenai County, Idaho, the westerly line of said 10-feet to be coincident with the easterly right-of-way line of Thomas Lane as it was dedicated on said plat.

SUBJECT TO: Existing rights-of-way and easements of record and/or appearing on said above described parcel.



Digitally signed on:
06/30/2022





Plot Date: 6/25/2022 4:32 PM, Project By: Stephanie Nelson
 File: C:\Users\stephanie.nelson\OneDrive\Documents\Projects\2022\13419\13419.DWG
 Job: 13419, Client: JUB, Date: 6/25/2022, Title: 13419.DWG



**CITY COUNCIL
STAFF REPORT**

DATE: January 21, 2025

FROM: Shawn Phelps, Database Application Developer

SUBJECT: Request to ratify the purchase of the Office 365 and Exchange Online software updates from SHI in the amount of \$176,845.00.

DECISION POINT:

Should Council authorize the ratification of the purchase of the Office 365 and Exchange Online software updates from SHI in the amount of \$176,845.00 using the state purchase contract?

HISTORY:

This is an annually budgeted item for the entire City's Microsoft office suite, which includes email, and office products like Excel, Word and PowerPoint. The proposed purchase uses (or "piggybacks" off of) State Contract pricing and terms that has been competitively bid, the purchase is not subject to statutory procurement requirements pursuant to I.C. § 67-2803(1).

FINANCIAL ANALYSIS:

This is an annually budgeted item; this year's amount is \$176,845.00 based on the number of licenses needed.

DECISION POINT/RECOMMENDATION: Council should authorize the ratification of the purchase of the Office 365 and Exchange Online software updates from SHI in the amount of \$176,845.00 using the state purchase contract.



Federal tax ID: 22-3009648
 290 Davidson Ave.
 Somerset, NJ 08873
 Phone: 888-235-3871
 Fax: 732-805-9669

Please remit payment to:
 SHI International Corp
 P.O. Box 952121
 Dallas, TX 75395-2121
 Wire information: Wells Fargo Bank
 Wire Rt# 121000248
 ACH Rt# 121000248
 Account#2000037641964
 SWIFT Code: WFBIUS6S
 For W-9 Form, www.shi.com/W9
 Send remittances to - remittance@shi.com

Invoice No. B19155943

Invoice date 12/13/2024
 Customer Acc. No. 1008330
 Sales order S60491391

Finance charge of 1.5% per month will be charged on past due accounts - 18%/yr.
 All returns require an RMA# supplied by your SHI Sales team.

Bill To

CITY OF COEUR D'ALENE
 710 E MULLAN AVE
 ATTN: A/P
 COEUR D ALENE, ID 83814
 USA

Ship To

CITY OF COEUR D'ALENE
 710 E MULLAN AVE
 ATTN: A/P
 COEUR D ALENE, ID 83814
 USA
 IT-121024-1797

Ship Date	Salesperson	Purchase Order	Ship Via	FOB	Terms
12/13/2024	Gov Pacific Northwest - MS	IT-121024-1797	ESD	FOB ORIGIN	NET 30

Item No. Mfg Part No.	Description	Qty Ordered	Qty Shipped	Unit Price	Extended Price
37069023 AAD-33204 ESD Microsoft Select	M365 E3 Unified ShrdSvr ALNG SubsVL MVL PerUsr Windows - Multiple Windows Platform All Languages ESD Software Contract number: 2018011-02 Agreement No.: 8188061 Agreement Name: State of Idaho Enrollment No.: 60694665 Enrollment Name: City of Coeur d'Alene Country of Usage: USA Maintenance From date: 12/11/2024 Maintenance To date: 12/31/2025	150	150	388.91	58,336.50

Quote: 25627504

Sales Balance	58,336.50
Freight	0.00
Recycling Fee	0.00
Sales Tax	0.00
Total	58,336.50
Currency	USD





Federal tax ID: 22-3009648
 290 Davidson Ave.
 Somerset, NJ 08873
 Phone: 888-235-3871
 Fax: 732-805-9669

Please remit payment to:
 SHI International Corp
 P.O. Box 952121
 Dallas, TX 75395-2121
 Wire information: Wells Fargo Bank
 Wire Rt# 121000248
 ACH Rt# 121000248
 Account#2000037641964
 SWIFT Code: WFBIUS6S
 For W-9 Form, www.shi.com/W9
 Send remittances to - remittance@shi.com

Invoice No. B19214155

Invoice date 12/31/2024
 Customer Acc. No. 1008330
 Sales order S58768498
 Finance charge of 1.5% per month will be charged on past due accounts - 18%/yr.
 All returns require an RMA# supplied by your SHI Sales team.

**Pay From: 001-004-4152-3104 M365 E3
 and Exchange Online P1 Renewals 1/1/25
 - 12/31/25**

Bill To

CITY OF COEUR D'ALENE
 710 E MULLAN AVE
 ATTN: A/P
 COEUR D ALENE, ID 83814
 USA

Ship To

City of Coeur d Alene
 710 E Mullan Ave
 Information Systems
 Coeur D Alene, ID 83814
 USA
 IT-121624-1802

Ship Date	Salesperson	Purchase Order	Ship Via	FOB	Terms
12/31/2024	Gov Pacific Northwest - MS	IT-121624-1802	ESD	FOB ORIGIN	NET 30

Item No. Mfg Part No.	Description	Qty Ordered	Qty Shipped	Unit Price	Extended Price
20347816 TRA-00047 ESD Microsoft Select	ExchgOnlnPlan1 ShrdSvr ALNG SubsVL MVL PerUsr Windows - Multiple Windows Platform All Languages ESD Software Contract number: 2018011-02 Agreement No.: 8188061 Agreement Name: State of Idaho Enrollment No.: 60694665 Enrollment Name: City of Coeur d'Alene Country of Usage: USA Maintenance From date: 1/1/2025 Maintenance To date: 12/31/2025	150	50	36.71	1,835.50
37069023 AAD-33204 ESD Microsoft Select	M365 E3 Unified ShrdSvr ALNG SubsVL MVL PerUsr Windows - Multiple Windows Platform All Languages ESD Software Contract number: 2018011-02 Agreement No.: 8188061 Agreement Name: State of Idaho Enrollment No.: 60694665 Enrollment Name: City of Coeur d'Alene Country of Usage: USA Maintenance From date: 1/1/2025 Maintenance To date: 12/31/2025	300	300	388.91	116,673.00



Federal tax ID: 22-3009648
 290 Davidson Ave.
 Somerset, NJ 08873
 Phone: 888-235-3871
 Fax: 732-805-9669

Please remit payment to:
 SHI International Corp
 P.O. Box 952121
 Dallas, TX 75395-2121
 Wire information: Wells Fargo Bank
 Wire Rt# 121000248
 ACH Rt# 121000248
 Account#2000037641964
 SWIFT Code: WFBIUS6S
 For W-9 Form, www.shi.com/W9
 Send remittances to - remittance@shi.com

Invoice No. B19214155

Invoice date 12/31/2024
 Customer Acc. No. 1008330
 Sales order S58768498

Finance charge of 1.5% per month will be charged on past due accounts - 18%/yr.
 All returns require an RMA# supplied by your SHI Sales team.

Bill To

CITY OF COEUR D'ALENE
 710 E MULLAN AVE
 ATTN: A/P
 COEUR D ALENE, ID 83814
 USA

Ship To

City of Coeur d Alene
 710 E Mullan Ave
 Information Systems
 Coeur D Alene, ID 83814
 USA
 IT-121624-1802

44572227 NYG-00001 ESD Microsoft Select	Teams AC with Dial Out US/CA Sub Add-on Windows - Multiple Windows Platform All Languages ESD Software Contract number: 2018011-02 Agreement No.: 8188061 Agreement Name: State of Idaho Enrollment No.: 60694665 Enrollment Name: City of Coeur d'Alene Country of Usage: USA Maintenance From date: 1/1/2025 Maintenance To date: 12/31/2025	450	450	0.00	0.00
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Quote: 24066476

Sales Balance	118,508.50
Freight	0.00
Recycling Fee	0.00
Sales Tax	0.00
Total	118,508.50
Currency	USD

OTHER BUSINESS

**CITY COUNCIL
STAFF REPORT**

DATE: JANUARY 21, 2025

**FROM: KELLEY SETTERS, DEPUTY CITY CLERK
 (CHILDCARE COMMISSION LIAISON)**

**SUBJECT: AMENDMENTS TO MUNICIPAL CODE CHAPTER 5.68, SECTIONS
 5.68.110, 5.68.020, 5.68.030, AND 5.68.050**

DECISION POINT: Should Council adopt the Childcare Commission’s recommendations for amendments to Municipal Code Chapter 5.68, Sections 5.68.020, 5.68.030, 5.68.050, and 5.68.110, entitled “Childcare Facilities”?

HISTORY: During the Childcare Commission meeting on November 25, 2024, the Commission proposed eliminating the requirement for a tuberculosis (TB) test for all childcare provider licenses. This change is for the purpose of streamlining the licensing process. Notably, no other cities in our region or in Idaho mandate a TB test for childcare licenses. Commission Chair Iris Siegler consulted with Cathrine Hahn, the State Epidemiologist and infectious disease specialist for Idaho, regarding this recommendation and she thinks the requirement is unnecessary as the numbers of TB in Idaho are very low.

Additionally, the Commission decided against requiring a parent/volunteer license for individuals who visit a facility for less than 12 hours per month, aligning with current state regulations. This adjustment acknowledges that parents or volunteers who occasionally assist in classrooms face an unreasonable burden of undergoing two background checks, education requirements and a TB test.

At the General Services/Public Works Committee meeting held on January 13th, it was recommended that a volunteer/parent who provides assistance less than 12 hours in any one month is not required to be licensed by the City. However, a search of the Idaho Court database each year would be performed by the City.

The proposed amendments include a modification to Section 5.68.030(D) and (H), which would allow individuals aged 16 and 17 to obtain a provider license, as long as they are continuously supervised by a licensed provider and are not left alone with children. Furthermore, a housekeeping change to Section 5.68.110(H) permits one employee who is neither a resident nor a family member for home-based providers, a provision previously adopted in Municipal Code Title 17 on March 3, 2020.

Currently, the City Code requires an annual NCIC background check, conducted by the City, at the time of renewal. The Commission recommends eliminating this background check at renewal, an establish a search of the Idaho Courts database each year, to be conducted by the City. Additionally, both the City NCIC background check and the State enhanced clearance background check (CPS) will be conducted every five (5) years.

FINANCIAL ANALYSIS: There will be some codification costs associated with this Code amendment.

PERFORMANCE ANALYSIS: The Childcare Commission believes these amendments will facilitate a more efficient licensing process while continuing to ensure the safety and well-being of children.

DECISION POINT/RECOMMENDATION: Council should approve the adoption of the proposed amendments to Municipal Code Chapter 5.68, Sections 5.68.020, 5.68.030(D) and (H), 5.68.050(B)(2), and 5.68.110(H).



The City of Coeur d'Alene Childcare Commission recommended Code Changes

Amendments to Municipal Code entitled
"Childcare Facilities" Chapter 5.68, Sections
5.68.020; 5.68.030; 5.68.050 and 5.68.110



Childcare Provider Licensing Requirements

- TB Test
- Safe Sleep Certificate
- Infant/Child First Aid and CPR Certificate
- State Background Check (Child Protective Services)
- City Background Check (National Crime Information Center)



Amendment 1

- Elimination of the required tuberculosis test for all provider licenses “estimated cost of \$45.00 to \$60.00”
- Not required by the State
- Infectious disease specialist for the state – not a high risk in Idaho



Amendment 2

- **Modification to not require a license for Parent/Volunteer for a person who visits a childcare facility less than 12 hours a month**
- **Must be with a licensed provider at all times**
- **Consistent with the current state code**
- **City to perform an annual Idaho Court database search**



- **The Coeur d'Alene School District uses the Raptor screening for parents/volunteers on site less than 10 hours a week who are supervised at all times.**
- **Raptor is a software system database that uses information from a visitor's driver's license or ID card to check the sex offender database.**



Amendment 3

- **Planning Home Occupation Code was adopted by the Council in March of 2020**
- **Housekeeping to section 5.68.110 which allows one (1) employee who is not a resident or family member for the home providers.**



Amendment 4

- **Amendment to 5.68.030 (D) to allow sixteen (16) and seventeen (17) years olds to obtain a provider license, provided they are under the continuous supervision of a licensed provider and are not left alone with the children.**



Amendment 5

- Eliminating a full background check at renewal and instead requiring Idaho Courts database search each year. In addition, every five years, both the ISP “CPS” and the city background check “NCIC” are required.
- Consistent with the State.



Financial Analysis

There will be some codification costs to the city with this code amendment.

Childcare providers would save the cost of the annual background check “\$62.00” and the cost of the TB test.



Action Requested

The Council should approve the proposed changes to the Municipal Code Chapter 5.68, Sections 5.68.020; 5.68.030; 5.68.050 and 5.68.110



Questions?



ORDINANCE NO. _____
COUNCIL BILL NO. 25-1002

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF SECTIONS 5.68.020, 5.68.030, 5.68.110, AND 5.68.050 OF THE COEUR D'ALENE MUNICIPAL CODE; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THE ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE THEREOF.

WHEREAS, it is deemed by the Mayor and City Council to be in the best interests of the City of Coeur d'Alene that said amendment be adopted;

NOW, THEREFORE,

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

SECTION 1. *That section 5.68.020 of the Coeur d'Alene Municipal Code be amended as follows:*

PARENT/LEGAL GUARDIAN VOLUNTEER: ~~Person~~ A parent or legal guardian on premises providing assistance in the classroom or volunteering to provide a service to the children more than twelve (12) hours one (1) month or on a regular daily basis during any hours of operation. Such person should be continually under the supervision of a licensee and does not count in the staff/child ratio.

VOLUNTEER: ~~An individual who is a guest, student, special instructor or assistant, etc.,. All parents, legal guardians, or other volunteers who provide service at a childcare facility for fewer than twelve (12) hours in any one (1) month and on less than a daily bases, during any hours of operation, or at a childcare facility on a regular basis for a prearranged event, or to visit a child and who is~~ A volunteer must be continually under the supervision of a licensee and does not count in the staff/child ratio.

SECTION 2. *That section 5.68.030 of the Coeur d'Alene Municipal Code be amended as follows:*

C. Operator License: This license is required for any proprietor, lessee, manager, director, owner, entity, or person in charge of any childcare facility or business providing for the temporary care of children. The operator must have a criminal history background check completed, with results returned and meet city and state eligibility requirements. A temporary permit is not available. Within three hundred ~~sixty-fivesixty-five~~ (365) days, licensees shall attend and complete a four (4) hour (clock hours) introduction to childcare workshop which addresses the following areas: child development, health and safety, child guidance, and business practices. ~~The applicant must submit evidence of completion of test showing applicant is free of tuberculosis.~~ Applicant must submit evidence of current child/infant CPR and first aid cards valid through licensing period. The applicant must submit proof of completion of a safe sleep class. New applicants must submit at least five (5) references of reputable citizens from such community wherein the applicant has

resided for the longest period within the last ten (10) years, and include the written recommendation of at least two (2) citizens of Coeur d'Alene regarding the applicant's moral character. For license renewal, an applicant must submit proof of ten (10) hours of approved continuing education in child development areas relating to childcare, with no more than five (5) hours completed in online courses. An applicant applying for renewal who was previously not required to complete a safe sleep class must complete the class for license renewal.

D. Provider License: This license is required for any person working or volunteering at a childcare facility who provides care for children at any point in time. A person may be issued a temporary permit while criminal history results are pending, but must be supervised at all times by a licensed provider, until the provider license is issued. The temporary license must be surrendered upon receipt of the permanent license. To obtain a license, the applicant must submit evidence of current infant/child CPR training, and infant/child first aid training valid through current licensing period. New hires must complete the criminal history background check and any additional state background check requirements within three (3) days of hire, and complete training within ninety (90) days of hire. ~~A new applicant must submit evidence that applicant is free from tuberculosis.~~ The applicant must submit proof of completion of a safe sleep class. For license renewal, an applicant must provide proof of ten (10) hours of approved continuing education, with no more than five (5) hours being completed in online courses. An applicant applying for renewal who was previously not required to complete a safe sleep class must complete the class for license renewal. A licensee must be at least sixteen (16) years old and if the licensee is under eighteen (18) years old, the licensee may not be alone with the children.

F. Athletic Childcare Provider: This license is issued to any person providing direct care of children that may be unsupervised in an athletic facility. This requires a criminal history background check meeting the same criteria as all childcare providers; ~~and a tuberculosis test~~. The minimum age for a provider is eighteen (18).

G. Athletic Childcare Owner/Operator: This license is issued to the person primarily in charge of the day to day operation of the childcare portion of the athletic facility. This license requires evidence of criminal history background check, and any additional state background requirements, infant/child CPR training, and infant/child first aid training, ~~and a tuberculosis test~~. The minimum age is eighteen (18).

H. ~~Parent/Legal Guardian Volunteer~~ : ~~This license is required for all parents or other volunteers who~~ A parent or legal guardian on the premises providing assistance in the classroom or volunteering to provide a service to the children more than twelve (12) hours in any one (1) month or on a daily basis during any hours of operation. in any type of childcare facility on a regular basis. ~~This license requires a criminal history background check and tuberculosis test,~~ criminal history background check, any additional state background requirements, and, at renewal, a search of the Idaho Courts database performed by the City and a tuberculosis test. In order to assure that an emergency responder is present, the parent/volunteer may not be left unsupervised.

I. Volunteers: All parents, legal guardians, or other volunteers who provide assistance in the classroom or volunteer to provide a service to the children in any type of childcare facility for fewer than twelve (12) hours in any one (1) month, are not required to be licensed. However, a

search of the Idaho Courts database will be performed by the City. No Parent/Volunteer or Volunteer shall be allowed to work in any type of childcare facility if they would be disqualified from licensure pursuant to Municipal Code § 5.68.060.

SECTION 3. *That section 5.68.110 of the Coeur d'Alene Municipal Code be amended as follows:*

H. Home providers in residential zones shall be allowed one (1) employee who is not a resident or family member~~may not have an employee unless a special use permit has been obtained;~~

SECTION 4. *That section 5.68.050 of the Coeur d'Alene Municipal Code be amended as follows:*

2. For any license renewal, ~~a the City background check shall be performed~~ a search of the Idaho Courts database.; ~~provided, In addition,~~ every five years, ~~both a City and~~ a State background check shall be performed. Grounds for denial of a license renewal shall be the same as the grounds for denial of ~~aan~~ initial license.

SECTION 5. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 6. The provisions of this ordinance are severable and if any provision, clause, sentence, subsection, word or part thereof is held illegal, invalid, or unconstitutional or inapplicable to any person or circumstance, such illegality, invalidity or unconstitutionality or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, subsections, words or parts of this ordinance or their application to other persons or circumstances. It is hereby declared to be the legislative intent that this ordinance would have been adopted if such illegal, invalid or unconstitutional provision, clause sentence, subsection, word, or part had not been included therein.

SECTION 7. After its passage and adoption, a summary of this Ordinance, pursuant to the provisions of the Idaho Code, shall be published once in the official newspaper of the City of Coeur d'Alene, and upon such publication this Ordinance shall be in full force and effect.

Passed under suspension of rules upon which a roll call vote was duly taken and duly enacted an Ordinance of the City of Coeur d'Alene at a regular session of the City Council on January 21, 2025.

APPROVED, ADOPTED and SIGNED this 21st day of January, 2025.

Woody McEvers, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D'ALENE ORDINANCE NO. _____
Amending Sections 5.68.020, 5.68.030, 5.68.110, and 5.68.050
of the Coeur d'Alene Municipal Code

AN ORDINANCE PROVIDING FOR THE AMENDMENT OF SECTIONS 5.68.020, 5.68.030, 5.68.110, and 5.68.050 OF THE COEUR D'ALENE MUNICIPAL CODE; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THE ORDINANCE; AND PROVIDING FOR AN EFFECTIVE DATE THEREOF. THE FULL TEXT OF THE SUMMARIZED ORDINANCE NO. _____ IS AVAILABLE AT COEUR D'ALENE CITY HALL, 710 E. MULLAN AVENUE, COEUR D'ALENE, IDAHO 83814 IN THE OFFICE OF THE CITY CLERK.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. _____, Amending sections 5.68.020, 5.68.030, 5.68.110, and 5.68.050 of the Coeur d'Alene Municipal Code, and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this 21st day of January, 2024.

Randall R. Adams, City Attorney

**CITY COUNCIL
STAFF REPORT**

DATE: January 21, 2025
FROM: Mike Becker, Capital Programs Manager, Wastewater Dept.
SUBJECT: Compost Maintenance Project –Bid Award

DECISION POINT: Should the City Council accept the low bid of, and award a contract to, Selland Construction, Inc., for the City of Coeur d’Alene (City) Compost Maintenance Project. with the Base Bid amount of \$314,000, and bid Alternative #1 for \$6,000, totaling \$320,000.00?

HISTORY: The Compost Facility has been experiencing an increase in compost production. Currently, in Building #1, crews frequently halt loader operations to exit the equipment and manually assemble or disassemble aeration pipes within the compost piles before resuming work. Additionally, the aerated pipe previously used is no longer available and has been replaced with non-pressurized material, which is prone to collapsing and breaking.

Like Building #2, this project aims to replace the aerated pipe system with a more efficient aeration system integrated into a sloped concrete floor, utilizing the existing blower system. This project is designed to improve compost production by allowing loaders to operate continuously without interruption, reducing the labor required for aeration pipe maintenance, and eliminating the need for ongoing pipe replacements.

FINANCIAL ANALYSIS: On May 2, 2024, the City received three bids for this project, all of which exceeded the 2023/2024 budget. Following a thorough review, the Wastewater Department concluded that rejecting all bids and rebidding the project would be the most beneficial course of action for the City. Based on staff’s recommendation, the City Council approved the bid rejections on May 21, 2024 (RES. 24-041).

For Reference Only	Base Bid	Add Alt #1	5/2/24 Bid
TML Construction, Inc. Hayden, Idaho	\$365,500	\$54,000	\$419,500
Dardan Enterprises Post Falls, Idaho	\$334,400	\$60,683	\$395,083
Apollo, Inc Kennewick, Washington	\$312,699	\$46,799	\$359,498
Engineer’s Estimate:	\$175,000 to \$190,000		

Starting on November 24, 2024, and in accordance with the City’s Procurement Policies and Idaho Code § 67-2805, the City initiated Public Works Construction Re-Bids for this project. On December 18, 2024, the City received the following bids:

RE-BID Bidder	Base Re-Bid	Add Alt #1	12/18/24 Re-Bid
Selland Construction, Inc. Wenatchee, WA.	\$314,000	\$6,000	\$320,000
Dardan Enterprises, Inc. Post Falls, ID	\$334,742	\$11,158	\$345,900
Cameron Reilly Concrete, LLC. Spokane Valley, WA.	\$336,474	\$4,100	\$340,574
Sonray Enterprises, LLC. Sandpoint, ID	\$369,000	\$3,600	\$372,600
ExCav8, LLC. Bonners Ferry, ID	\$406,980	\$4,900	\$411,880
Legacy Contractors Deary, ID	\$444,360	\$8,000	\$452,360
Revised Engineer’s Estimate:	\$390,000		

Following a review of all the bids, the lowest responsive bidder is Selland Construction, Inc. The Wastewater Department has also verified that its bid proposal is complete and responsive. Add Alt #1 is for grinding the existing asphalt floor inside Building #1 and reusing the millings for road construction inside the compost facility. Presently, the Department has the budget authority for both this project and Add Alt #1. (031-022-4353-7310)

PERFORMANCE ANALYSIS: The first 21 days of composting requires the compost piles to aerate within a climate-controlled (dry) environment. As this project involves replacing the existing aeration system with an equivalent one, it is classified as a maintenance project. In accordance with IDAPA § 58.01.16, this does not require approval from the Idaho Department of Environmental Quality for construction. Since the project is located entirely inside Building #1, the construction window will be limited to the drier and warmer summer months (mid-June to mid-September), when compost piles can be located outside of the building.

Although this will be the first time the Wastewater Department will be working with Selland Construction, the company has successfully completed the City’s Kathleen Avenue Project to the satisfaction of the Streets & Engineering Department. It is currently in Active-Good Standing Status with the Idaho Secretary of State and holds the appropriate Idaho Public Works License.

DECISION POINT/RECOMMENDATION: The City Council should accept the low bid of, and award a contract to, Selland Construction, Inc., for the City of Coeur d’Alene (City) Compost Maintenance Project, with the Base Bid amount of \$314,000, and bid Alternative #1 for \$6,000, totaling \$320,000.00.



**CITY OF COEUR D'ALENE
WASTEWATER DEPARTMENT
COMPOST MAINTENANCE PROJECT
BID AWARD**



COMPOST BUILDING #1



PIPE AERATION SYSTEM



TYPICAL DAMAGE TO PIPES



COMPOST BUILDING #2



TRENCH AERATION SYSTEM



TRENCH IN-FLOOR VENTS



RE-BID BREAKDOWN

RE-BID Bidder	Base Re-Bid	Add Alt #1	12/18/24 Re-Bid
Selland Construction, Inc. Wenatchee, WA.	\$314,000	\$6,000	\$320,000
Dardan Enterprises, Inc. Post Falls, ID	\$334,742	\$11,158	\$345,900
Cameron Reilly Concrete, LLC. Spokane Valley, WA.	\$336,474	\$4,100	\$340,574
Sonray Enterprises, LLC. Sandpoint, ID	\$369,000	\$3,600	\$372,600
ExCav8, LLC. Bonners Ferry, ID	\$406,980	\$4,900	\$411,880
Legacy Contractors Deary, ID	\$444,360	\$8,000	\$452,360
Revised Engineer's Estimate:	\$390,000		



STAFF'S RECOMMENDATION:

The City Council should accept the low bid of and award a contract to Selland Construction, Inc., for the City of Coeur d'Alene (City) Compost Maintenance Project for the Base Bid amount of \$314,000 and Add Alternative #1 for an additional \$6,000 totaling to \$320,000.00



QUESTIONS FOR STAFF?



RESOLUTION NO. 25-002

A RESOLUTION OF THE CITY OF COEUR D’ALENE, KOOTENAI COUNTY, IDAHO, ACCEPTING THE BID OF, AND AWARDING A CONTRACT FOR THE COMPOST MAINTENANCE PROJECT TO, SELLAND CONSTRUCTION, INC., IN AN AMOUNT NOT TO EXCEED \$320,000.00.

WHEREAS, the City heretofore duly advertised invitation for bids for the 2024 Compost Facility Maintenance Project in Coeur d’Alene, Idaho, and said bids were opened as provided in said advertisement in the office of the City Clerk on Wednesday the 18th day of December, 2024, and the lowest responsive bid received was that of Selland Construction, Inc., in the amount of Three Hundred Twenty Thousand and no/100’s dollars (\$320,000.00), which included bid Alternative #1, and it is in the best interests of the City of Coeur d’Alene and the citizens thereof that said bid be accepted and a contract awarded to the low bidder.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d’Alene that the bid of Selland Construction, Inc., in an amount not to exceed \$320,000.00, including bid Alternative #1 for the 2024 Compost Facility Maintenance Project be and the same is hereby accepted.

BE IT FURTHER RESOLVED that the City enter into a contract with Selland Construction, Inc., in substantially the form attached hereto as Exhibit “A” and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said contract provided that the substantive provisions of the contract remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such contact on behalf of the City.

DATED this 21st day of January, 2025.

Woody McEvers, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER WOOD Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GABRIEL Voted

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER ENGLISH Voted

_____ was absent. Motion _____.

**CITY OF COEUR D’ALENE WASTEWATER UTILITY
2024 Compost Facility Maintenance Project**

CONTRACT

THIS CONTRACT is made and entered into this 21st day of January, 2025, between the CITY OF COEUR D’ALENE, Kootenai County, Idaho, a municipal corporation duly organized and existing under and by virtue of the laws of the state of Idaho, hereinafter referred to as “CITY”, and SELLAND CONSTRUCTION, INC., a corporation duly organized and existing under and by virtue of the laws of the state of Washington, with its address as PO Box 119, Wenatchee, WA 98807, hereinafter referred to as the “CONTRACTOR.”

WITNESSETH:

WHEREAS the CONTRACTOR has been awarded the Contract for the 2024 Compost Facility Maintenance Project in Coeur d’Alene, according to contract documents, plans and specifications on file in the office of the City Clerk of the CITY, which contract documents, plans and specifications are entitled:

City of Coeur d’Alene – 2024 Compost Facility Maintenance Project

NOW, THEREFORE,

IT IS AGREED that, for and in consideration of the covenants and agreements to be made and performed by the CITY, as hereinafter set forth, the CONTRACTOR shall perform the work as set forth in the said contract documents, plans and specifications described above, in said CITY, furnishing all labor and materials therefor according to said contract documents, plans and specifications and under the penalties expressed in the performance bond bearing even date herewith, and which bond with said contract documents, plans and specifications are hereby declared and accepted as parts of this contract. All material shall be of the high standard required by the said contract documents, plans and specifications and approved by the Wastewater Superintendent or designee, and all labor performed shall be of first-class workmanship.

The CONTRACTOR shall employ appropriate means to prevent accidents and defend the CITY from all claims for injury to person or property resulting from the CONTRACTOR’s actions or omissions in performance of this Contract, and to that end shall maintain insurance of the type and in the amount specified in the Contract Documents, including the Standard General Conditions and Supplementary General Conditions applicable to this Project. Certificates of Insurance, providing at least thirty (30) days’ written notice to the CITY prior to cancellation of the policy, shall be filed in the office of the City Clerk.

The CONTRACTOR agrees to maintain Worker’s Compensation coverage on all employees, including employees of subcontractors, during the term of this Contract as required by Idaho Code §§ 72-101 through 72-806. Should the CONTRACTOR fail to maintain such insurance during the entire term hereof, the CONTRACTOR shall indemnify the CITY against any loss resulting to the CITY from such failure, either by way of compensation or additional

premium liability. The CONTRACTOR shall furnish to the CITY, prior to commencement of the work, such evidence as the CITY may require guaranteeing contributions which will come due under the Idaho Worker's Compensation Law including, at the option of the CITY, a surety bond in an amount sufficient to make such payments.

The CONTRACTOR shall furnish the CITY certificates of all insurance coverages required herein, which certificates must be approved by the City Attorney.

The CITY shall pay to the CONTRACTOR, for the work, services and materials herein provided to be done and furnished by it, a sum not to exceed Three Hundred Twenty Thousand and no/100s Dollars, (\$320,000.00), as provided in the Bid Schedule. Partial payment shall be made by the end of each calendar month on a duly certified estimate of the work completed in the previous calendar month less five percent (5%) provided that the estimate is submitted to the CITY by the first Tuesday of the month. Final payment shall be made within thirty (30) days after completion of all work and acceptance by the City Council, provided that the CONTRACTOR has obtained from the Idaho State Tax Commission and submitted to the CITY a release of liability for taxes (Form EFO00234).

The Work shall be substantially complete within the calendar days listed below (for the Contract Award, as applicable) after the date when the Contract Times commence to run, as provided in Paragraph 2.03 of the Standard General Conditions, and completed and ready for final payment in accordance with Paragraph 14.07 of the Standard General Conditions within thirty (30) calendar days after the date of substantial completion.

CONTRACT TIME	CONTRACT AWARD	CALENDAR TIME (DAYS)
Substantial Completion	Bid Schedule	90 calendar days
Final Completion	any	30 calendar days

The CITY and the CONTRACTOR recognize that time is of the essence and failure of the CONTRACTOR to complete the work within the time allowed shall result in damages being sustained by the CITY. Such damages are and will continue to be impractical and extremely difficult to determine. Therefore, in the event the CONTRACTOR shall fail to complete the work within the above time limit, the CONTRACTOR shall pay to the CITY or have withheld from moneys due, liquidated damages at the rate of Five Hundred and no/100 dollars **\$500.00** per calendar day, which sums shall not be construed as a penalty.

IT IS AGREED that the CONTRACTOR, as required by Idaho law, must employ ninety-five percent (95%) bona fide Idaho residents as employees on any job under this Contract except where under this Contract fifty (50) or fewer persons are employed by the CONTRACTOR, in which case the CONTRACTOR may employ no more than ten percent (10%) nonresidents; PROVIDED, however, in all cases the CONTRACTOR must give preference to the employment of bona fide Idaho residents in the performance of said work pursuant to Idaho Code § 44-1002.

Pursuant to Idaho Code § 67-2359, the CONTRACTOR certifies that it is not currently owned or operated by the government of the People's Republic of China and will not for the duration of the contract be owned or operated by the government of People's Republic of China.

Pursuant to Idaho Code § 67-2346, the CONSULTANT certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of goods or services from Israel or territories under its control.

NO PUBLIC FUNDS FOR ABORTION ACT: Pursuant to Idaho Code § 18-8703, Consultant certifies that it is not, and will not for the duration of this Agreement become, an abortion provider or an affiliate of an abortion provider, as those terms are defined in the "No Public Funds for Abortion Act," Idaho Code §§ 18-8701 et seq.

Pursuant to Idaho Code § 67-2347A, the CONTRACTOR certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of any individual or company because the individual or company engages in or supports the exploration, production, utilization, transportation, sale, or manufacture of fossil fuel-based energy, timber, minerals, hydroelectric power, nuclear energy, or agriculture; or engages in or supports the manufacture, distribution, sale, or use of firearms, as defined in section 18-3302(2)(d), Idaho Code.

The CONTRACTOR further agrees that, in consideration of securing the business of constructing the works to be constructed under this Contract, recognizing the business in which it is engaged is of a transitory character and that in the pursuit thereof, its property used therein may be outside the state of Idaho when taxes, excises or license fees to which it is liable become payable:

1. To pay promptly when due all taxes (other than on real property), excises and license fees due to the State of Idaho, its subdivisions, and municipal and quasi-municipal corporations therein, accrued or accruing during the term of this Contract, whether or not the same shall be payable at the end of such term; and
2. If the taxes, excises and license fees are not payable at the end of said term, but liability for said payment thereof exists, even though the same are or become liens upon its property, to secure the same to the satisfaction of the respective officers charged with the collection thereof; and
3. In the event of its default in the payment or securing of such taxes, excises and license fees, to consent that the department, officer, board or taxing unit entering into this Contract may withhold from any payment due it thereunder the estimated amount of such accrued and accruing taxes, excises and license fees for the benefit of all taxing units to which said CONTRACTOR is liable.

For the faithful performance of this Contract in accordance with the contract documents, plans and specifications and payment for all labor and materials, the CONTRACTOR shall execute a good and sufficient performance bond and a payment bond, each in the amount of one

hundred percent (100%) of the total amount of the bid as herein before stated, said bonds to be executed by a surety company authorized to do business in the state of Idaho.

The term "CONTRACT DOCUMENTS" are defined in "Standard General Conditions of the Construction Contract" ISPWC Division 100.

THIS CONTRACT, with all of its forms, specifications and stipulations, shall be binding upon the parties hereto, their successors and assigns.

IN WITNESS WHEREOF, the Mayor and City Clerk of the CITY OF COEUR D'ALENE have executed this Contract on behalf of said CITY, the City Clerk has affixed the seal of said city hereto, and the CONTRACTOR has caused the same to be signed by its President, and its seal to be affixed hereto, the day and year first above written.

CITY OF COEUR D'ALENE

**CONTRACTOR
SELLAND CONSTRUCTION, INC.**

By _____
Woody McEvers, Mayor

By _____

(printed name)

(title)

ATTEST:

ATTEST:

Renata McLeod, City Clerk

Corporate Secretary

**CITY COUNCIL
STAFF REPORT**

DATE: JANUARY 21, 2025

FROM: SHERRIE BADERTSCHER, COMMUNITY DEVELOPMENT SPECIALIST,
AND HILARY PATTERSON, COMMUNITY PLANNING DIRECTOR

SUBJECT: CDBG: AMENDMENT TO GRANT AGREEMENTS WITH ST. VINCENT DE
PAUL AND SAFE PASSAGE, INCREASING FUNDING TO MITIGATE
RADON

DECISION POINT: Should Council approve amendments to the grant funding agreements with St. Vincent de Paul and Safe Passage, increasing grant funding to be used for radon mitigation?

HISTORY: Each year, the City manages an annual Community Opportunity Grant which utilizes funds received from the U.S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) program. Proposals are accepted for projects benefiting low-to-moderate income Coeur d'Alene residents and neighborhoods.

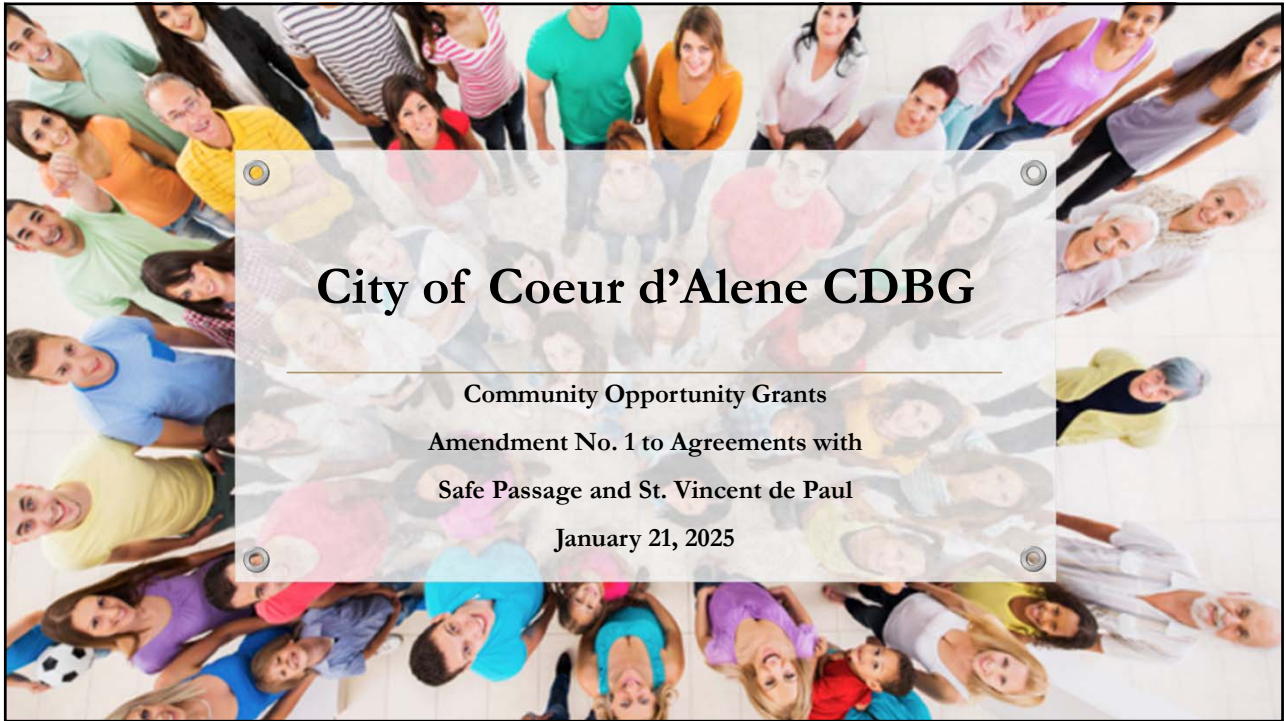
In April 2024, HUD published a Radon Policy Notice which states radon must be addressed in the environmental review process and falls under HUD's contamination regulations at 24 CFR §§ 50.3(i) & 58.5(i)(2). The Policy requires radon mitigation when radon levels are at a level of 4.0 pCi/L or greater.

In August 2024, Council allocated \$76,848.00 from CDBG Plan Year 2023 and \$21,728.00 from the 2024 Plan Year to Safe Passage for the rehabilitation of their "Safe House." Additionally, St. Vincent de Paul received \$125,000.00 from the 2023 Plan Year to replace the roof on the H.E.L.P. Center. During the environmental review process, certified radon testing revealed levels exceeding 4.0 pCi/L at both locations, requiring the installation of radon mitigation systems. Safe Passage solicited three bids which range from \$1,950.00 to \$2,530.00, and St. Vincent de Paul solicited bids ranging from \$4,400.00 to \$13,750.00. The City's procurement policy states the lowest bid shall be selected and staff is requesting spending authority of up to \$2,500 for Safe Passage, and \$5,000.00 for St. Vincent de Paul. The additional spending authority would cover any increase to the Davis-Bacon and Related Acts (DBRA) wage determination, or increases in supply costs since the time bids were received.

PERFORMANCE ANALYSIS: Authorizing the amendments will allow staff to execute the amended funding agreements which will increase funding to Safe Passage (\$2,500) and St. Vincent de Paul (\$5,000) to cover the additional cost of installing radon mitigation systems.

FINANCIAL ANALYSIS: The City's CDBG Plan Year 2022 allocation has \$23,201.00 of Community Opportunity Grant funding remaining which was not utilized by a prior awardee. Staff recommends increasing grant funding to Safe Passage in the amount of \$2,500, and St. Vincent de Paul in the amount of \$5,000.00 which will enable them to hire contractors to install the required radon mitigation systems.

DECISION POINT/RECOMMENDATION: Council should approve amendments to the grant funding agreements with St. Vincent de Paul, increasing funding by \$5,000.00, and Safe Passage, increasing funding by \$2,500.00, from Plan Year 2022's allocation to cover the cost of radon mitigation systems.



History

Each year the City Manages an Annual Community Opportunity Grant (COG).

Funding is Received from the U.S. Department of Housing and Urban Development (HUD)

Community Development Block Grant (CDBG) Program.

Tonight's Request:

Request Approval of Amendment No. 1 to Grant Funding Agreements with St. Vincent de Paul and Safe Passage, Increasing Funding to Mitigate Radon.

What is Radon?

Radon comes from the breakdown of uranium in soils and rocks. Radon enters homes through small cracks in floors or walls, construction joints, or gaps in foundations around pipes, wires, or pumps.

In April 2024, HUD published a Radon Policy Notice which states radon must be addressed in the environmental review process. The new policy also requires radon mitigation when levels are at 4.0 pCi/L or greater in residential structures or buildings when occupied 4 hours or more a day.

Testing Results:

St. Vincent de Paul's H.E.L.P. Center and Safe Passage's Safe Shelter were both tested during the Environmental Review process for their Plan Year 2023 grant award projects. Both locations tested above 4.0 pCi/L and require the installation of radon mitigation systems.

Recommendation:

Authorize Staff to Execute Amendment No. 1 to the Funding Agreements, increasing funding to cover the costs of installing radon mitigation systems at St. Vincent de Paul's H.E.L.P. Center and Safe Passage's Safe Shelter.

Safe Passage in the amount of \$2,500 to come from Plan Year 2022 remaining CDBG funds.

St. Vincent de Paul in the amount of \$5,000 to come from Plan Year 2022 remaining CDBG funds.





QUESTIONS?

RESOLUTION NO. 25-003

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING AN AMENDMENT NO. 1 TO THE CDBG GRANT FUNDING AGREEMENTS WITH ST. VINCENT DE PAUL AND SAFE PASSAGE, ALLOCATING FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00) TO ST. VINCENT DE PAUL OF NORTH IDAHO AND TWO THOUSAND FIVE HUNDRED AND NO/100 DOLLARS TO SAFE PASSAGE FROM THE CDBG PLAN YEAR 2022 ALLOCATION TO COVER THE COSTS OF RADON MITIGATION SYSTEMS.

WHEREAS, pursuant to Resolution No.24-066 adopted the 20th day of August, 2024, the City of Coeur d'Alene entered into Plan Year Grant Awards and CDBG agreements with St. Vincent De Paul and Safe Passage for Public Facility Improvements; and

WHEREAS, in April 2024, HUD published a Radon Policy Notice which provides that radon must be addressed in the environmental review process and which falls under HUD's contamination regulations found at 24 CFR §§ 50.3(i) and 58.5(i)(2); and

WHEREAS, the Policy requires radon mitigation when radon levels are at a level of 4.0 pCi/L or greater; and

WHEREAS, during the environmental review process, certified radon testing revealed levels exceeding 4.0 pCi/L at the St. Vincent De Paul and Safe Passage facilities, requiring the installation of radon mitigation systems; and

WHEREAS, the CDBG Community Development Specialist for the City of Coeur d'Alene has recommended that the City approve an Amendment No. 1 to the Agreements with St. Vincent De Paul, increasing funding by \$5,000.00, and Safe Passage, increasing funding by \$2,500.00, to cover the cost of radon mitigation systems, copies of which are attached hereto as Exhibits "1" and "2," and incorporated herein by reference; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof that such amendments be authorized.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City hereby authorizes an Amendment No. 1 to the agreements with St. Vincent De Paul and Safe Passage for Public Facility Improvements pursuant to the agreements attached hereto as Exhibits "1" and "2," and by this reference incorporated herein.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to execute such amendments on behalf of the City.

DATED this 21st day of January, 2025.

Woody McEvers, Mayor

ATTEST:

Renata McLeod, City Clerk

Motion by _____, Seconded by _____, to adopt the foregoing resolution.

ROLL CALL:

COUNCIL MEMBER MILLER	Voted
COUNCIL MEMBER ENGLISH	Voted
COUNCIL MEMBER GABRIEL	Voted
COUNCIL MEMBER EVANS	Voted
COUNCIL MEMBER GOOKIN	Voted
COUNCIL MEMBER WOOD	Voted

_____ was absent. Motion _____.

**AMENDMENT NO. 1 TO THE
AGREEMENT FOR CDBG GRANT FUNDS FOR
ST. VINCENT DE PAUL OF NORTH IDAHO**

WHEREAS, the City of Coeur d’Alene (hereinafter the “City”) and St. Vincent de Paul North Idaho (hereinafter the “Subrecipient”), an Idaho non-profit corporation, entered into an Agreement for Community Development Block Grant (CDBG) Funds from Grant No. B-23-MC-16-0007 (Plan Year 2023) concerning a Community Opportunity Grant on August 20, 2024, for the purpose of rendering a public facility improvement grant award related to funds received under Title I of the Housing and Community Development Act of 1974, as amended, from the U.S. Department of Housing and Urban Development (HUD) for housing and community development needs (hereinafter the “Agreement”); and

WHEREAS, the City and Subrecipient desire to amend the Agreement to include additional grant funds from Grant No. B-22-MC-16-0007 (Plan Year 2022 funds) in the amount of up to \$5,000.00 to be used for the installation of a radon mitigation system at the H.E.L.P. Center.

NOW, THEREFORE, the parties mutually agree to amend the Agreement to provide additional grant funds from Grant No. B-22-MC-16-0007 (Plan Year 2022 funds) in the amount of up to \$5,000.00 to be used for the installation of a radon mitigation system at the H.E.L.P. Center.

IN WITNESS WHEREOF, the Mayor and City Clerk of the City of Coeur d’Alene have executed this Amendment No. 1 to the Agreement on behalf of the CITY, the City Clerk has affixed the seal of the City hereto, and the Subrecipient has caused the same to be signed and its seal to be affixed hereto, and the undersigned have caused this Agreement to be executed this 22nd day of January, 2025.

CITY of Coeur d’Alene

ST. VINCENT de PAUL NORTH IDAHO

Dated: _____

Dated: _____

By: _____
Woody McEvers, Mayor
City of Coeur d’Alene, Idaho

By: _____
Scott Ferguson, Ed.D., Executive Director
St. Vincent de Paul North Idaho

ATTEST:

By: _____
Renata McLeod
Its: City Clerk

**AMENDMENT NO. 1 TO THE
AGREEMENT FOR CDBG GRANT FUNDS FOR
SAFE PASSAGE**

WHEREAS, the City of Coeur d’Alene (hereinafter the “City”) and Safe Passage (hereinafter the “Subrecipient”), an Idaho non-profit corporation, entered into an Agreement for Community Development Block Grant (CDBG) Funds from Grant No. B-23-MC-16-0007 (Plan Year 2023) concerning a Community Opportunity Grant on August 20, 2024, for the purpose of rendering a public facility improvement grant award related to funds received under Title I of the Housing and Community Development Act of 1974, as amended, from the U.S. Department of Housing and Urban Development (HUD) for housing and community development needs (hereinafter the “Agreement”); and

WHEREAS, the City and the Subrecipient desire to amend the Agreement to include additional grant funds from Grant No. B-22-MC-16-0007 (Plan Year 2022 funds) in the amount of up to \$2,500 to be used for the installation of a radon mitigation system.

NOW, THEREFORE, the parties mutually agree to amend the Agreement to provide additional grant funds from Grant No. B-22-MC-16-0007 (Plan Year 2022 funds) in the amount of up to \$2,500 to be used for the installation of a radon mitigation system.

IN WITNESS WHEREOF, the Mayor and City Clerk of the City of Coeur d’Alene have executed this Amendment No. 1 to the Agreement on behalf of the CITY, the City Clerk has affixed the seal of the City hereto, and the Subrecipient has caused the same to be signed and its seal to be affixed hereto, and the undersigned have caused this Agreement to be executed this 22nd day of January, 2025.

CITY of Coeur d’Alene

SAFE PASSAGE

Dated: _____

Dated: _____

By: _____
Woody McEvers, Mayor
City of Coeur d’Alene, Idaho

By: _____
Amanda Krier, Executive Director
Safe Passage

ATTEST:

By: _____
Renata McLeod
Its: City Clerk