



Coeur d'Alene

CITY COUNCIL MEETING

March 18, 2008

MEMBERS OF THE CITY COUNCIL:

Sandi Bloem, Mayor

Councilmen Edinger, Goodlander, McEvers, Bruning, Hassell, Kennedy

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
March 4, 2008**

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 Hall March 4, 2008 at 6:00 p.m., there being present upon roll call the following members:

Loren Ron Edinger, Mayor Pro Tem

A. J. Al Hassell, III) Members of Council Present
John Bruning)
Loren Ron Edinger)
Woody McEvers)
Mike Kennedy)

Deanna Goodlander) Members of Council Absent

CALL TO ORDER: The meeting was called to order by Mayor Pro Tem Edinger.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Councilman McEvers.

PRESENTATION - STUDENT ATHLETE RECOGNITION: School Superintendent Harry Amend introduced the three coaches from the two teams who had 100% participation in the random drug testing program at the two high schools. This evening the groups recognized were the Coeur d'Alene High School Boy's JV team and the CHS Varsity Cheerleaders. Members of the CHS JV Basketball team are Ryan Reinhardt, Chris Reed, Casey Spencer, Connor White, Steven Casley, Brady Smith, Jordan Eborall, Curtis Reno, Brian Klatt and Kody Stevens. Members of the CHS Varsity Cheerleading squad are Larrissa Trevino, Jessica Lancaster, Mikayla Tetreault, Courtney Kriss, Peyton Romano, Angie Duke, Mariah Caldero, Kelsey Kaufman, Kaylee Kosareff, Jessy Carlson, Ilysa Carl-Butterfield, Brittney Price, Chanel Wheeler and London Gray.

Steve Walsh, presented a power point overview of the Idaho Character Council Organization.

PUBLIC COMMENTS: Mayor Pro Tem Edinger called for public comments with none being received.

CONSENT CALENDAR: Motion by Kennedy, seconded by Bruning to approve the Consent Calendar as presented.

1. Approval of minutes for February 19, 21, 2008.
2. Setting the General Services Committee and Public Works Committee

- meetings for Monday, March 10th at 12:00 noon and 4:00 p.m. respectively
3. RESOLUTION 08-011: A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO AUTHORIZING THE BELOW MENTIONED CONTRACTS AND OTHER ACTIONS OF THE CITY OF COEUR D'ALENE INCLUDING AWARD OF BID AND APPROVAL OF A CONTRACT WITH INTERSTATE CONCRETE & ASPHALT, INC. FOR THE 2008 STREET OVERLAY PROJECT AND APPROVAL OF AMENDMENT NO. 5 TO THE AGREEMENT WITH J-U-B ENGINEERING, INC. FOR PROFESSIONAL ENGINEERING SERVICES ASSOCIATED WITH COLLECTION SYSTEM DEVELOPMENT AND REHABILITATION.
 4. SS-17-07 - Final Plat Approval for The Lofts at 609 Sherman.
 5. S-1-07 - Final Plat Approval for Shefoot Subdivision.
 6. Approval of cemetery lot repurchase from Ruthanne Warren
 7. Approval of a film production permit for IMPRO.

ROLL CALL: Kennedy, Aye; McEvers, Aye; Bruning, Aye; Edinger, Aye; Hassell, Aye. Motion carried.

COUNCIL ANNOUNCEMENTS:

COUNCILMAN MCEVERS: Councilman McEvers thanked Doug Eastwood and his staff for the great job they did in moving the dais to the new Council location.

COUNCILMAN EDINGER: Councilman Edinger extended his congratulations to the CHS Boys Viking Basketball team for their 2nd place finish in the State Championship.

APPOINTMENTS TO PERSONNEL APPEALS BOARD AND PED/BIKE COMMITTEE: Motion by McEvers, seconded by Bruning to re-appoint Kelly Ostrom and appoint Dixie Reid to the Personnel Appeals Board. Motion carried. Motion by McEvers and seconded by Kennedy to re-appoint Mac Cavasar and appoint Kirsten Pomerantz to the Ped/Bike Committee. Motion carried.

ADMINISTRATOR'S REPORT: Deputy City Administrator Jon Ingalls announced that the City will host a Town Hall meeting March 8th from 8:30 a.m. to 10:00 a.m. in the Library Community Room with Senator John Goedde, Representatives George Saylor and Marge Chadderdon available to talk with residents. He noted that this town hall meeting will be televised on CDA TV. Mr. Ingalls then announced the current employment opportunities with the City.

PUBLIC HEARING - AMENDING CERTAIN FIRE DEPARTMENT FEES: Deputy Fire Chief Glenn Lauper presented the proposed fee amendments for the Fire Department. The fee amendments are a result of a comprehensive study of cost analysis and examples of recent construction projects based on the 2006 International Fire Code as adopted by the City.

The proposed fees are as follows:

Fire Code Plan Review:

Commercial and Multi-Family

15% of the Bldg Permit Fee if less than \$1,000,000 valuation

10% of the Bldg Permit Fee if more than \$1,000,000 and less than \$35,000,000 valuation

5% of the Bldg Permit Fee if more than \$35,000,000 valuation

Changed from 15% of BPF with a \$500 max

Fire System Plan Review:

Fire Sprinkler/Underground/Standpipe Systems – new/alterations

Plan Review \$4.00 per sprinkler head – \$50 minimum (or which ever is greater)
(Includes the plan review and inspections)

Changed from \$100 flat fee

Fire Alarm System – new/alterations

Plan Review \$4.00 per device - \$50 minimum (or which ever is greater)(Includes the plan review and one inspection)

Each Additional Inspection \$50 per hour, minimum one hour charge

Changed from \$100 flat fee

Commercial Hood:

Plan Review \$50 minimum or 5% of value of the Hood Suppression Unit, whichever is greater. (plan review and one final inspection)

Changed from \$100 flat fee

Inspections:

Failure to Cancel a Scheduled Inspection
(Double Inspection Fee)

\$100

Inspections Required by Outside Agency

\$50 per hour

Failure to Obtain Permit

Double Permit Fee

New Fee

Flammable Liquid Storage Tanks:

Permit for Installation

\$150 (includes plan review and one inspection)

Permit for Removal/Abandonment/Disposal

\$50/hr

Changed from \$50

PUBLIC COMMENTS: Mayor Pro Tem Edinger called for public comments with none being received.

RESOLUTION 08-012

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO ESTABLISHING AND AMENDING VARIOUS FIRE DEPARTMENT FEES

Motion by Kennedy, seconded by McEvers to adopt Resolution 08-012.

ROLL CALL: Kennedy, Aye; Hassell, Aye; Bruning, Aye; Edinger, Aye; McEvers, Aye. Motion carried.

ADJOURNMENT: Motion by Kennedy, seconded by McEvers to recess this meeting to March 17, 2008 at 12:00 noon in the City Hall Council Chambers for a Design Review Procedure Workshop. Motion carried.

The meeting recessed at 6:26 p.m.

Loren Ron Edinger, Mayor Pro Tem

ATTEST:

Susan K. Weathers, CMC
City Clerk

RESOLUTION NO. 08-013

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO AUTHORIZING THE BELOW MENTIONED CONTRACTS AND OTHER ACTIONS OF THE CITY OF COEUR D'ALENE INCLUDING APPROVAL OF A LEASE AMENDMENT WITH COMMERCIAL PROPERTY MANAGEMENT/JIM KOON FOR 816 SHERMAN AVENUE AND APPROVAL OF AGREEMENT WAIVING OPPOSITION TO ANNEXATION WITH JON POLIMENI FOR 3195 SPRINGVIEW DRIVE

WHEREAS, it has been recommended that the City of Coeur d'Alene enter into the contract(s), agreement(s) or other actions listed below pursuant to the terms and conditions set forth in the contract(s), agreement(s) and other action(s) documents attached hereto as Exhibits "1 through 2" and by reference made a part hereof as summarized as follows:

- 1) Approval of a Lease Amendment with Commercial Property Management/Jim Koon for 816 Sherman Avenue;
- 2) Approval of Agreement Waiving Opposition to Annexation with Jon Polimeni for 3195 Springview Drive;

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 agreements or other actions; NOW, THEREFORE,

BE IT RESOLVED, by the Mayor and City Council of the City of Coeur d'Alene that the City enter into agreements or other actions for the subject matter, as set forth in substantially the form attached hereto as Exhibits "1 through 2" and incorporated herein by reference with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreements or other actions so long as the substantive provisions of the agreements or other actions remain intact.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and they are hereby authorized to execute such agreements or other actions on behalf of the City.

DATED this 18th day of March, 2008.

Sandi Bloem, Mayor

ATTEST

Susan K. Weathers, City Clerk

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

ROLL CALL:

COUNCIL MEMBER BRUNING Voted _____

COUNCIL MEMBER GOODLANDER Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER HASSELL Voted _____

COUNCIL MEMBER KENNEDY Voted _____

COUNCIL MEMBER EDINGER Voted _____

_____ was absent. Motion _____.

**GENERAL SERVICES MEETING
STAFF REPORT**

DATE: March 10, 2008
FROM: Michael C. Gridley, City Attorney
SUBJECT: 816 Sherman Lease Amendment

DECISION POINT:

Whether the City should amend the lease agreement for 816 Sherman to extend the term for 18 months.

HISTORY:

The current lease agreement expires on April 30, 2008 for the building occupied by the Legal and Wastewater departments. These departments moved into this building in 2002 when the University of Idaho moved into Harbor Center.

FINANCIAL ANALYSIS:

The current rent is \$4,301.46 per month. This will increase to \$4,473.52 per month for the 18 month extension (see attached Rental History).

PERFORMANCE ANALYSIS:

The current space serves the needs of the Legal and Wastewater departments and is close to City Hall. There is no other comparable space near City Hall.

DECISION POINT/RECOMMENDATION:

The Legal and Wastewater departments recommend that Council approve the 18 month extension of the 816 Sherman lease agreement.

816 Sherman Lease Schedule

	<u>Began</u>	<u>Ended</u>			<u>Month Lease Amount</u>	<u>Legal / Waste Water Portion</u>	<u>Term Amount</u>
Original 18 month Lease: <i>with option to renew an additional (2) 18 month periods</i>	04/17/02	10/31/03			\$3,776.70	\$1,888.35	\$67,980.60
				<u>Amount of</u>			
			<u>% of Increase</u>	<u>Increase</u>			
1st additional 18 month renewal	11/01/03	04/30/05	6.85%	\$258.30	\$4,035.00	\$2,017.50	\$72,630.00
2nd additional 18 month renewal	05/01/05	10/31/06	3.00%	\$121.00	\$4,156.00	\$2,078.00	\$74,808.00
3rd 18 month renewal	11/01/06	04/30/08	3.50%	\$145.46	\$4,301.46	\$2,150.73	\$77,426.28
4th 18 month renewal	05/01/08	10/31/09	4.00%	\$172.06	\$4,473.52	\$2,236.76	\$80,523.36
Total Lease Paid							\$373,368.24



Commercial Property Management
P.O. Box 3349
Hayden, Idaho 83835
(208) 665-1203 or (208) 640-9470
Fax (208) 665-1224

February 26, 2008

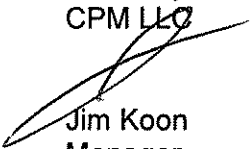
Mike Gridley
City Attorney
City of Coeur d'Alene
816 Sherman Avenue
Coeur D Alene, ID 83816

Dear Mike:

This letter will serve as an amendment to your lease for your space at 816 Sherman Avenue, Suites 3, 4, 5 & 6, Coeur d'Alene, Idaho 83814. Your lease will be extended for 18 months starting May 1, 2008 and ending October 31, 2009. All terms and conditions of the original lease agreement to remain the same, except rent to increase to \$4,473.51 per month.

Please sign the acknowledgement below, and return to our office. Please contact me at 208/640-9470, if you have any questions.

Sincerely,
CPM LLC


Jim Koon
Manager
(208) 665-1203 or (208) 640-9470

City of Coeur d'Alene (Mayor)

By: _____

Date: _____

Attest by City Clerk, _____

By: _____

Date: _____

**CITY COUNCIL COMMITTEE
STAFF REPORT**

DATE: March 18, 2008
FROM: Legal Department
SUBJECT: Council approval of agreement waiving opposition to annexation

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DECISION POINT:

Staff requests Council acceptance of an agreement waiving opposition to annexation by Jon Polimeni, owner of the property described as 3195 Springview Drive - Lot 5, Block 3, Springview Terrace First Addition, in exchange for water service outside City limits in accordance with City policy.

BACKGROUND:

Staff received a request for water service from the owners of property at 3195 Springview Drive. Legal Department staff and Water Department staff reviewed the request in light of the City's policy regarding water service to properties outside City limits. The property is allowed service under the policy as quoted below. Standard practice is to require the owners to properly execute an agreement waiving opposition to annexation in exchange for water service. A copy of the agreement is included in the packet.

POLICY REVIEW:

The request is consistent with Section 8 of the main extension policies as adopted by the City on February 3, 1981. That policy section states, "No new water service shall be provided to property outside the City Limits except for that property having prior approval in the form of a subdivision (approved prior to February 3, 1981), consumers order, property abutting or adjoining mains installed under refundable water extension contracts, or other written agreements."

DECISION POINT/RECOMMENDATION:

Staff requests Council acceptance of an agreement waiving opposition to annexation by Jon Polimeni, owner of the property described as 3195 Springview Drive in exchange for water service outside City limits in accordance with City policy.

AGREEMENT WAIVING OPPOSITION TO ANNEXATION

THIS AGREEMENT, made and dated this 18th day of March, 2008, by and between the **City of Coeur d'Alene**, Kootenai County, Idaho, a municipal corporation organized and existing under the laws of the State of Idaho, hereinafter referred to as the "City," and **Jon Polimeni**, an unmarried person, whose mailing address is 2015 E. Front, Coeur d' Alene, Idaho 83814 hereinafter referred to as the "Owner,"

WITNESSETH: That in consideration of the City permitting connection for water service to the property described as follows, to wit:

*3195 Springview Drive
Lot 5, Block 3, Springview Terrace First Addition, according to
the plat recorded in Book E of Plats, Page 96, records of
Kootenai County, Idaho*

the Owner does hereby agree on behalf of himself, his heirs, assigns, and successors in interest, as follows:

1. That at such time as the City of Coeur d'Alene deems it advisable to annex the hereinbefore described property to the City of Coeur d'Alene, the Owner of said property agree and covenant that he will not oppose annexation of said property to the City of Coeur d'Alene and will cooperate to the fullest extent with the City in the annexation of such property.
2. That all costs and fees for connecting to and providing water service including but not limited to plumbing costs, connection fees (i.e., capitalization fees), hookup fees, excavation cost and fees shall be borne by the Owner and no cost whatsoever shall accrue to the City of Coeur d'Alene for the provision of such water service.
3. That the connection to the City's water service shall be done to City specifications.

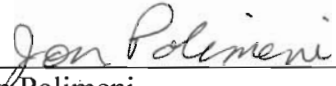
It is further agreed that the foregoing covenants are covenants running with the land and shall be binding on the heirs, devisees and assigns of the undersigned Owner.

IN WITNESS WHEREOF, the Mayor and City Clerk of the City of Coeur d'Alene have executed this agreement on behalf of said City, and the Owner has signed the same, the day and year first above written.

CITY OF COEUR D'ALENE,
KOOTENAI COUNTY, IDAHO:

Sandi Bloem, Mayor

OWNER:



Jon Polimeni

ATTEST:

Susan K. Weathers, City Clerk

STATE OF IDAHO)
) ss.
County of Kootenai)

On this 18th day of March, 2008, before me, a Notary Public, personally appeared **Sandi Bloem and Susan K. Weathers**, 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 WHEREOF, I have hereunto set my hand and affixed my Notarial Seal the day and year in this certificate first above written.

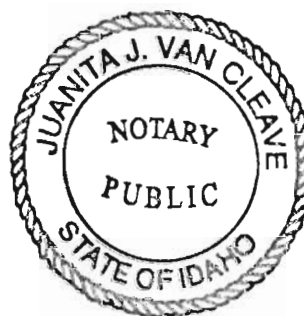
Notary Public for Idaho
Residing at Coeur d'Alene
My Commission expires:

STATE OF IDAHO)
) ss.
County of Kootenai)

On this 7th day of March, 2008, before me, a Notary Public, personally appeared **Jon Polimeni**, an unmarried person, known to me to be the person subscribed herein who executed the foregoing instrument and acknowledged that he voluntarily 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.

Juanita J. Van Cleave
Notary Public for Idaho
Residing at Coeur d'Alene
My Commission expires: 11/27/08



DATE: March 12, 2008
TO: MAYOR AND CITY COUNCIL
FROM: PLANNING DEPARTMENT
RE: SETTING OF PUBLIC HEARING DATE: MAY 6, 2008

Mayor Bloem,

The Planning Department has forwarded the following item to the City Council for scheduling of a public hearing. In keeping with state law and Council policy, the Council will set the date of the public hearing upon receipt of recommendation.

<u>ITEM NO.</u>	<u>REQUEST</u>	<u>COMMISSION ACTION</u>	<u>COMMENT</u>
A-1-08 ZC-1-08 PUD-1-08 S-1-08	Requested appeal Applicant: Pennsylvania Highlands, LLC Location: 415 Lilac Lane & 2310 Pennsylvania Avenue	Recommended denial	Quasi-Judicial

In order to satisfy the mandatory 15-day notice requirement, the earliest regular Council meeting at which this item may be heard is **May 6, 2008**

JS:ss

DATE: MARCH 12, 2008
TO: MAYOR AND CITY COUNCIL
FROM: PLANNING DEPARTMENT
RE: SETTING OF PUBLIC HEARING DATE: APRIL 15, 2008

Mayor Bloem,

The Planning Department has forwarded the following item to the City Council for scheduling of a public hearing. In keeping with state law and Council policy, the Council will set the date of the public hearing upon receipt of recommendation.

<u>ITEM NO.</u>	<u>REQUEST</u>	<u>COMMISSION ACTION</u>	<u>COMMENT</u>
0-3-08	Request: Off -street parking for court houses Applicant: City of Coeur d'Alene	Recommended Approval	Quasi-Judicial

In order to satisfy the mandatory 15-day notice requirement, the next recommended hearing date will be **April 15, 2008.**

JS:ss

ANNOUNCEMENTS

OTHER COMMITTEE MINUTES
(Requiring Council Action)

**GENERAL SERVICES COMMITTEE
MINUTES**

Monday, March 10, 2008

COMMITTEE MEMBERS PRESENT

Ron Edinger, acting Chairperson
John Bruning

COMMITTEE MEMBERS ABSENT

Deanna Goodlander

STAFF PRESENT

Jim Markley, Water Superintendent
Troy Tymesen, Finance Director
Jon Ingalls, Deputy City Administrator
Wendy Gabriel, City Administrator

CITIZENS PRESENT

Lucy Dukes, Coeur d' Alene Press

**Item 1. Lease Amendment / 816 Sherman Avenue Offices.
(Consent Resolution No. 08-013)**

Troy Tymesen, Finance Director, reported that the current lease expires on April 30, 2008 for the building occupied by the Legal and Wastewater Departments. The space serves these department well and keeps them close to City Hall. The current rent is \$4,301.46 per month This will increase to \$4,473.52 per month for the 18 month extension.

MOTION: RECOMMEND Council adopt Resolution No. 08-013 approving the 18 month extension of the lease agreement with Commercial Property Management/Jim Koon for 816 Sherman Avenue.

**Item 2. Presentation / Water Rates Study Results.
(Information Only)**

Jim Markley, Water Superintendent, announced he would be making a brief presentation of the draft rate and fee study for the Committee's information. The City Council will hold a public hearing on March 18th for the study and it will also be presented at that time. Mr. Markley reported the last financial analysis of the water system was made in 1999. These type of studies are typically undertaken approximately every 10 years. Red Oak was selected and began their work in January 2007. One of the first tasks of the rate study was forming a technical advisory committee. That committee went over goals for the rate structure and assigned values to them. Mr. Markley went on to explain the basic concepts used in creating the new rates, the water rates 3 basic elements as well as the options for time line implementation that will be proposed at the public hearing. Mr. Markley noted that staff met with the NIBCA to give them a preview of the changes to fees. He stated that although no one ever likes to see fees raised, they seemed satisfied with the need to do so.

Councilman Edinger asked how the new rates compare with other cities. Mr. Markley stated that capitalization fees are lower than Post Falls, Hayden and North Kootenai. In regard to residential rates, he is sure we are lower but does not have actual figures. Councilman Edinger asked Mr. Markley to have those figures for the public hearing.

Councilman Edinger asked Mr. Tymesen what his recommendation will be regarding the implementation time-line. In response Mr. Tymesen replied April or May for residential fees and several months for capitalization fees.

INFORMATION ONLY

Item 3. Equipment Acquisition / Parking Equipment.
(Agenda Item)

Troy Tymesen, Finance Director, is asking the council to approve the expenditure of \$27, 100.58 to purchase new parking entrance control equipment for the 3rd Street parking lot from the Parking fund, a non property tax supported enterprise fund. Mr. Tymesen noted the Parking Fund generates revenue based on the fees collected for the parking service provided. Mr. Tymesen reported the City Parking Fund owns the equipment at the public lots and partners with Diamond Parking Services, LLC, the contracted manager of the lots, for equipment maintenance and management. All parking maintenance expenses at the 3rd Street lot, including the two ticket dispensers, electronic detection loops, and gate arms have been in use for 18 years and are very unreliable and in constant need of repair.

Councilman Edinger asked if the expenditure includes installation at which Mr. Tymesen replied “yes”.

Councilman Edinger asked if the lot needed resurfacing and/or re-stripped would the City or Diamond Parking be financially responsible at which Mr. Tymesen replied “the City”.

Lastly, Troy stated that the City’s Parking Commission has reviewed the proposal and unanimously supports the equipment purchase.

MOTION: RECOMMEND Council approve the expenditure of \$27,100.58 to purchase new parking entrance control equipment for the 3rd Street parking lot from the Parking Fund, a non property tax supported fund.

The meeting adjourned at 12:30 p.m.

Respectfully submitted,

Juanita Van Cleave
Recording Secretary

Finance Department
Staff Report

Date: March 10, 2008

From: Troy Tymesen, Finance Director

Subject: Purchase Parking lot entrance control equipment

Decision Point:

To approve the expenditure of \$27,100.58 to purchase new parking entrance control equipment for the 3rd Street parking lot from the Parking Fund, a non property tax supported enterprise fund.

History:

The City Parking Fund owns the equipment at the public lots and partners with Diamond Parking Services, LLC, the contracted manager of the lots, for equipment maintenance and management. All parking maintenance expenses above \$100.00 are paid by the City's Parking Fund. The entrance equipment at the 3rd Street lot, including the two ticket dispensers, electronic detection loops, and gate arms have been in use for 18 years and are very unreliable and in constant need of repair.

Financial Analysis:

Two quotes have been obtained for new equipment. The lowest quote is \$27,100.58. The Parking Fund would pay for this expenditure from its fund balance. The current Parking Fund balance is \$590,000.00. Last year the Parking Fund received an additional \$63,185.80 above the base contract because of parking receipts.

Performance Analysis:

The City's Parking Commission has reviewed the proposal and unanimously supports the equipment purchase.

Quality of Life Analysis:

The Parking Fund generates revenue based on the fees collected for the parking service provided. The ability to move autos and vehicles towing boats into the lot efficiently is a critical step to delivering customer service and making the parking experience an enjoyable one. The current condition of the equipment does not allow for this efficiency. If the parking lot were to be transformed in any way this new equipment could easily be relocated.

Decision Point/Recommendation:

To approve the expenditure of \$27,100.58 to purchase new parking entrance control equipment for the 3rd Street parking lot from the Parking Fund, a non property tax supported enterprise fund.

March 10, 2008
PUBLIC WORKS COMMITTEE
MINUTES

COMMITTEE MEMBERS PRESENT

Council Member Mike Kennedy
Council Member Woody McEvers
Council Member Al Hassell

STAFF PRESENT

Warren Wilson, Chief Deputy City Attorney
Jim Markley, Water Superintendent
John Stamos, Senior Planner
Gordon Dobler, Engineering Svcs Dir.
Troy Tymesen, Finance Director
Wendy Gabriel, City Administrator
Jon Ingalls, Deputy City Administrator
Amy Ferguson, Committee Liaison
Don Keil, Asst. WW Superintendent

Item 1 Water Rate Study Presentation
For Information Only

Jim Markley, Water Department Superintendent, and Troy Tymesen, Finance Director, presented a briefing on the water rate study. Mr. Markley stated that the document would be posted to the city's website and there will be a formal presentation and public hearing at the Council Meeting on March 18th.

Mr. Markley explained that the last comprehensive rate study was done in 1999 and the current study was performed by Red Oak Consultants. The first part of the process entailed forming a Technical Advisory Committee made up of members of the public, who formulated goals and worked on how to protect fixed and low income customers, promote conservation, make sure there was equity between rate classes, and generate adequate revenues. They also wanted to accurately capture and charge for the extra costs of irrigation.

The current water rate structure has five rate classes. The new study proposed three rate classes and two block rates. Mr. Markley stated that they met with the North Idaho Building Contractors Association last week and they appear to be satisfied with the proposed rate increases. Mr. Markley explained that the base rate is the amount that you pay regardless of whether you use water or not, and it is currently \$6.10. The commodity rate is how much you pay for every 1,000 gallons of water that you use, and it is currently .62 cents. The capitalization fee to buy-in to the system for a ¾ inch meter, and it is currently \$1,050. The proposed increases are that the base rate would increase to \$6.23 per month. The commodity rate would increase to .65 cents per 1,000 gallons of water use up to 30,000 gallons, and .75 cents per 1,000 gallons of water use over 30,000 gallons. The capitalization fee would increase to \$1,840.00.

Mr. Markley noted that in comparison to other localities, the City of Coeur d'Alene's rates compare favorably.

Mr. Tymesen explained that the cap fee calculation is based on the need to build the city out, divided by the number of units that could potentially be in that buildout. Mr. Markley explained

that conservation would be encouraged through the increase to the irrigation rate, and the Water Department is also working with Kootenai Environmental Alliance to build a conservation ethic. They are also working with the Parks Department in putting in smart irrigation controllers. They are also working with the hospital on a backup well which they would use for some of their irrigation needs.

Mr. Tymesen explained that implementation of the new rate system would require that the city bill for water monthly. He further explained that roughly 87 percent of the city water customers will not be using more than 30,000 gallons per month. Mr. Markley confirmed that the block rate only applies to residential users. He further confirmed that they will be ready to switch to a monthly reading by May.

Councilman Kennedy asked about the implications for implementation. Mr. Markley stated that the impact will be fairly minor and they would like to implement the new rates as soon as they can do the monthly reading. As far as the capitalization fees are concerned, the council might want to take into consideration that some builders have made plans for development with the expectation that they will be paying capitalization fees as they are now. To mitigate the impact on builders, council might want to consider implementing the new fees in six months or one year.

MOTION: NO MOTION. For information only.

Item 2 RCA-6-08 (Prairie Avenue)

John Stamsos, Senior Planner, presented a request to consider annexation of a +/- 9.12 acre parcel adjacent to Prairie Avenue and Sunshine Meadows subdivision and east of Courcelles Parkway. Mr. Stamsos stated that this was originally the first request to consideration annexation following the new process. At the time that it was first presented, there were some sewer issues and, as a result, the applicant withdrew his request. The applicant subsequently worked with city staff to arrive at a resolution.

Mr. Stamsos explained that the proposed annexation is within the Area of City Impact boundary and contiguous to city property. He further reviewed his staff report, which consisted of general information about the site, a performance analysis and how the parcel fits in with the 2007 Comprehensive Plan. Mr. Dobler, Engineering Services Director, explained that the original concern was that the proposed sewerage of the project did not comply with the Sewer Master Plan. This concern has been resolved in that the developer will install a temporary connection with a permanent dry line. When the property is developed it will bring sewer from the south and connect into the dry line, in compliance with the Sewer Master Plan. The developers would have to acquire an easement through one of the homes that connects into the sewer. Don Keil, Assistant Wastewater Superintendent, stated that the proposal is acceptable since it complies with the Sewer Master Plan and the developer will be providing the dry sewer line in a street so that it is accessible and replaceable.

Mr. Kevin Jeff, of Meckel Engineers, representing the developer, stated that they are going to extend a collector line up to the lift station in Coeur d'Alene Place, which should ease some concerns and be a win-win for the developer and the city.

MOTION: Motion by Councilman McEvers, seconded by Councilman Kennedy, to recommend that Council allow the applicant to proceed forward with a formal application for annexation. Motion carried.

The meeting adjourned at 4:33 p.m.

Respectfully submitted,

Amy C. Ferguson
Public Works Committee Liaison

**PUBLIC WORKS COMMITTEE
STAFF REPORT**

FROM: JOHN J. STAMSOS, SENIOR PLANNER
DATE: MARCH 10, 2008
SUBJECT: RCA-6-08 – REQUEST TO CONSIDER ANNEXATION
LOCATION: +/- 9.12 ACRE PARCEL ADJACENT TO PRAIRIE AVENUE AND SUNSHINE MEADOWS SUBDIVISION +/- 600 FEET EAST OF COURCELLES PARKWAY

DECISION POINT:

Eric Olsen of Meckel Engineering and Surveying is requesting approval of a Request to Consider Annexation of a +/- 9.12 acre parcel adjacent to Prairie Avenue and Sunshine Meadows subdivision +/- 600 feet east of Courcelles Parkway.

GENERAL SITE INFORMATION:

A. The site



B. Physical constraints:

There are no topographic or other physical site problems.

BASIC LEGAL THRESHOLDS:

A. Area of City Impact:

The subject property is within the Cœur d'Alene Area of City Impact boundary.

B. Contiguity with City Boundary:

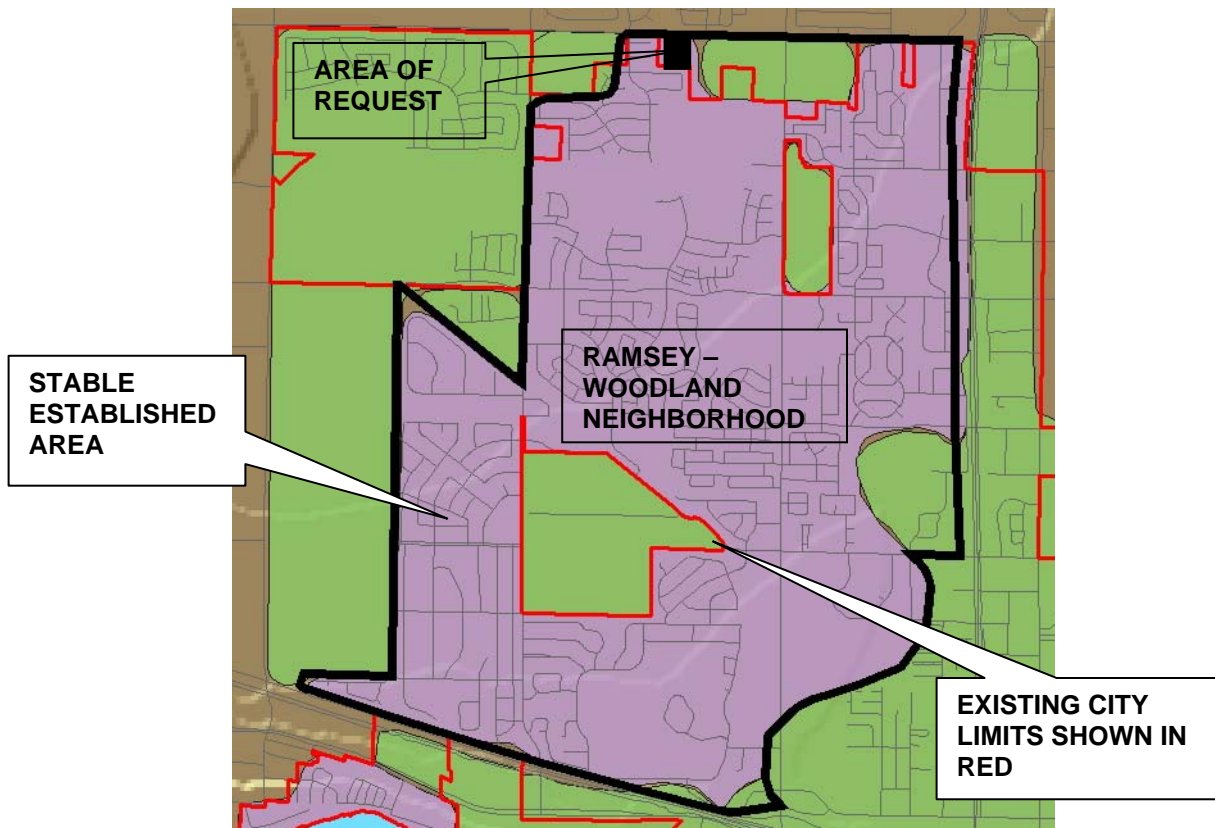
The subject property is adjacent to existing city boundary on the west and south sides of the subject property.

C. Orderly Growth:

This request would appear to be a logical extension of the city to the north filling in a portion of unincorporated land between current city boundary and the ACI boundary at Prairie Avenue. It is within the City's sewer master plan service area and the Hayden Lake Irrigation District water boundary.

BASIC PLANNING CONSIDERATIONS:

- A. 2007 Comprehensive Plan designation - Stable Established – Ramsey-Woodland Neighborhood



The subject property has a land use designation of Stable Established and is within the Spokane River District and Shorelines Special Area, as follows:

1. **Stable Established Areas:**

These areas are where the character of neighborhoods has largely been established and, in general, should be maintained. The street network, the number of building lots and general land use are not expected to change greatly within the planning period.

2. **Ramsey-Woodland Neighborhood:**

Characteristics of the neighborhoods have, for the most part, been established and should be maintained. Development in this area will continue to grow in a stable manner. Lower density zoning districts will intermingle with the existing Coeur d'Alene Place Planned Unit Development (PUD) providing a variety of housing types. The northern boundary is the edge of the community, offering opportunities for infill.

The characteristics of Ramsey - Woodland neighborhoods will be:

- That overall density may approach three to four residential units per acre (3-4:1), however, pockets of higher density housing and multi-family units are appropriate in compatible areas.
- Pedestrian and bicycle trails.
- Parks just a 5-minute walk away.
- Neighborhood service nodes where appropriate.
- Multi-family and single-family housing units.

3. **Significant policies:**

➤ Objective 1.12 - Community Design:

Support the enhancement of existing urbanized areas and discourage sprawl.

➤ Objective 1.13 - Open Space:

Encourage all participants to make open space a priority with every development and annexation.

➤ Objective 1.14 - Efficiency:

Promote the efficient use of existing infrastructure, thereby reducing impacts to undeveloped areas.

➤ Objective 3.02 - Managed Growth:

Coordinate planning efforts with our neighboring cities and Kootenai County, emphasizing connectivity and open spaces.

➤ Objective 3.16 - Capital Improvements:

Ensure infrastructure and essential services are available prior to approval for properties seeking development.

➤ Objective 4.02 - City Services:

Provide quality services to all of our residents (potable water, sewer and stormwater systems, street maintenance, fire and police protection, street lights, recreation,

recycling, and trash collection).

B. PUBLIC FACILITIES AND SERVICES:

- Sewer:** The applicant has proposed to install both a temporary connection to the south through the Sunshine Meadows development that will connect to existing sanitary sewer and a permanent “dry” connection to the east that would connect to the sanitary main as detailed in the City’s Sewer Master Plan. Upon the extension and installation of the main as detailed in the Northwest Quadrant Master Plan, the proposed area would be required to abandon the “temporary” southerly connection and make the connection to the east. Also, the applicant will be required to install the sanitary connection from the Coeur d’Alene Place development to Sunshine Meadows (+/-600’), and remove the temporary sanitary sewer lift station that serves the Sunshine development.
- Water:** Water is to be supplied by Hayden Lake Irrigation District.
- Streets:** The adjoining roadway to the north is under the jurisdiction of the Post Falls Highway District and all access is controlled by that agency. Authorization for access must be obtained in writing and submitted with any request for annexation. Any conditions or restrictions that the PFHD would place on the applicant would be required to be addressed and adhered to.
- Parks:** No comments.
- Fire:** The Coeur d’Alene Fire Department has a response time objective of four (4) minutes or less to respond to a fire or medical emergency. (NFPA 1710) The location of this proposal will not allow the fire department to meet this response objective. We will address other issues such as water supply, hydrants and access prior to any site development.
- Police:** As with any new property annexations, any type of building, whether single family, multi-family or commercial, police service will be utilized. As the city continues to grow, so will the need for additional police service and personnel.

ACTION ALTERNATIVES:

The Public Works Committee must make a recommendation to be forwarded to the City Council to either consider annexing the subject property to the City of Coeur d’Alene, with or without conditions, or not consider annexing the subject property to the City of Coeur d’Alene.

OTHER BUSINESS

RESOLUTION NO. 08-014

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO ESTABLISHING POLICIES FOR PROCESSING REQUESTS TO CONSIDER ANNEXATION.

WHEREAS, the need for citywide policies regarding Processing Requests to Consider Annexation has been deemed necessary by the City Council; and

WHEREAS, the Planning Department proposed policies regarding processing requests to consider annexation that were adopted by the City Council on December 18, 2007 by Resolution 07-078; and

WHEREAS, The City Council has now heard several requests to consider annexation and have determined that in order to better meet the underlying goals for processing requests to consider annexation that the policy should be amended to remove one step from the process and allow for input by the applicant and the public; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof that the request to consider annexation policy should be revised; THEREFORE,

BE IT RESOLVED, by the Mayor and City Council of the City of Coeur d'Alene that the policy attached hereto as Exhibit "A" be and is hereby adopted.

DATED this 18th day of March, 2008

Sandi Bloem, Mayor

ATTEST:

Susan K. Weathers, City Clerk

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

ROLL CALL:

COUNCIL MEMBER KENNEDY Voted _____

COUNCIL MEMBER HASSELL Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER GOODLANDER Voted _____

COUNCIL MEMBER REID Voted _____

COUNCIL MEMBER EDINGER Voted _____

_____ was absent. Motion _____.

POLICY

PROCESSING REQUESTS TO CONSIDER ANNEXATION

Goal:

It is the intention of this policy to minimize the amount of applicant and staff time expended and the monetary expense to the applicant in processing an annexation request that may be premature by presenting the application to the City Council for approval to proceed prior to preparation and processing of a formal annexation proposal.

Policy:

1. Approval to Proceed. A party seeking annexation will first submit a request to consider annexation application along with all required information to the Planning Department for processing. Once a complete application has been submitted, the application will be placed on a City Council agenda for review within 30 days after the completed application is received. Staff will prepare a staff report analyzing the impacts of the proposed annexation on the City, the availability of public utilities to the property in question and the timeliness/reasonableness of the request, which shall be presented to the City Council at the time the request is heard. The applicant will be given time to present their request and time will be allotted for public comment. The amount of time allowed for the applicant's presentation and public comment will be determined by the City Council. The City Council may deny, approve or conditionally approve the request.

2. Effect of Denial. If the request is denied, a formal request for annexation will not be processed and the applicant must wait one year before resubmitting the same application.

3. Effect of Approval or Approval with Conditions. If the City Council grants permission to proceed, the applicant may submit a formal request for annexation. The applicant must demonstrate compliance with any condition placed on the approval at the time the formal request for annexation is submitted. The approval to proceed does not in any way guarantee that the property will be annexed or in any way bind the City. Rather, it is simply authorization to proceed through the annexation process. The approval to proceed is valid for one year from the time the City Council renders its decision.

4. Processing Request for Annexation. Once a completed request for annexation has been received, the request will be processed as required by City Code and submitted to the Planning and Zoning Commission for a recommendation on the appropriate zoning for the property in question. Thereafter, the application will be submitted to the City Council for a final determination of whether the property should be annexed. Final annexation will be contingent on the successful completion of an annexation agreement.

TO: Wendy Gabriel
City Administrator

FROM: Wayne Longo
City of Coeur d'Alene Police Chief

SUBJECT: Request to financially partner on the purchase of a multi use Police and Fire Structure to be located in City Park

DATE: March 12, 2008

Decision Point: To acquire a fabricated cement building to be located in City Park and to be used as a public safety building.

History: The Coeur d'Alene Police Department currently utilizes reserve police officers, as well as volunteer staff, to patrol the downtown area, Tubbs Hill and City Park. The Department also utilizes a Kawasaki Mule utility vehicle during the summer months to patrol the many walking and bicycle trails throughout the City. During summer months the City of Coeur d'Alene plays host to several large events, which draw visitors from across the country. These events include the Car d'Alene, Ironman, Art on the Green and the July 4th festivities. Because of these special events and the draw to the City Park and downtown area, we feel it is necessary to have a facility, centrally located, that can be utilized by law enforcement and fire personnel.

The proposed structure is similar in design to the restroom facilities currently at Cherry Hill Park. The entire exterior of the structure is made out of concrete. It is therefore moveable as well as resistant to fire and graffiti. The proposed size of the structure is 26' x 10'. Site preparation will be provided by City crews. The estimated time for completion is 60 to 90 days.

Financial Analysis: The committee has requested quotes from two organizations as well as reviewed the companies providing bids to the State of Idaho for similar structures. The low quote was, \$49,800.00 presented by CXT. The City has not allocated the dollars to purchase the structure; however, it does consider this a structure that will provide public benefit in a very high traffic area. It would also be beneficial to have the structure operational prior to summer. The funding proposal for this project is for LCDC to purchase the structure at this time and for the City to pay one half of the purchase price back in February of 2009.

Performance Analysis: Police, Fire and Parks personnel strongly endorse the need for a presence within the City Park during our peak summer activity. This structure would provide the visibility needed at Independence Point and enable police and fire to respond to emergencies in a more expedient fashion. This facility could also be used more extensively as a Lost Child booth. Police and Fire currently erect a tent structure during the 4th of July activities for a lost child booth. With the continued increase in events, a lost child booth could be activated on a more regular basis in a permanent structure.

Quality of Life Analysis: The goal of this proposal is to provide a location within the Coeur d'Alene City Park that is a semi permanent structure, easily accessible by police and fire, and allows for a continued safety presence visible by our citizens. This building would be utilized extensively during the peak times of our summer season by police and fire personnel. On a daily basis police and fire volunteers would occupy the building and provide safety information to the general public.

Decision Point: To acquire a fabricated cement building to be located in City Park and to be used as a public safety building.

PUBLIC HEARINGS

COUNCIL BILL NO. 08-1003
ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING MUNICIPAL CODE SECTIONS 2.98.010, 2.98.020, 2.98.030, 2.98.040 TO MODIFY THE MAKE UP OF THE DESIGN REVIEW COMMISSION, MAKE HOUSEKEEPING CHANGES AND PROVIDE FOR STANDING ALTERNATES; ADOPTING A NEW SECTION 2.98.050 TO ESTABLISH A QUORUM REQUIREMENT AND TO ESTABLISH RULES GOVERNING SCHEDULING AND CONDUCT OF DESIGN REVIEW COMMISSION MEETINGS; AMENDING SECTIONS 17.07.935, 17.07.940 AND 17.07.945 TO ESTABLISH RULES GOVERNING THE REVIEW OF A PROJECTS COMPLIANCE WITH DESIGN STANDARDS AND GUIDELINES BY THE PLANNING DIRECTOR AND DESIGN REVIEW COMMISSION; AMENDING SECTIONS 17.09.305, 17.09.310, 17.09.315, 17.09.320, 17.09.325, 17.09.330, AND 17.09.335 TO ESTABLISH PROCEDURES FOR DESIGN COMMISSION REVIEW OF PROJECTS FALLING WITHIN THE COMMISSION'S AUTHORITY INCLUDING PROVISIONS FOR PUBLIC NOTICE AND COMMENT, APPLICATION AND SUBMITTAL REQUIREMENTS, BURDEN OF PROOF, ISSUANCE OF A DECISION BY THE COMMISSION AND APPEALS TO THE CITY COUNCIL; ADOPTING A NEW SECTION 17.09.340 TO REQUIRE ADHERENCE TO APPROVED PLANS; REPEALING SECTIONS 17.09.905, 17.09.910, 17.09.920, 17.09.930, 17.09.940 AND 17.09.950; AND REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; PROVIDE FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

WHEREAS, after public hearing on the hereinafter provided amendments, and after recommendation by the Planning and Zoning Commission, it is deemed by the Mayor and City Council to be in the best interests of the City of Coeur d'Alene that said amendments be adopted; NOW, THEREFORE,

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

SECTION 1. *That Coeur d'Alene Municipal Code Chapter 2.98 is amended to read:*

CHAPTER 2.98
DESIGN REVIEW COMMISSION COMMITTEE

SECTION 2. *That Coeur d'Alene Municipal Code Section 2.98.010 is amended to read:*

2.98.010: ESTABLISHED:

There is established a Design Review Commission.

SECTION 3. *That Coeur d'Alene Municipal Code Section 2.98.020 is amended to read:*

2.98.020: MEMBERSHIP; TERMS; VACANCIES; COMPENSATION:

A. The ~~D~~design ~~R~~review ~~C~~ommission of the city shall consist of ~~seven~~ ~~eight~~ (78) members. The members shall be appointed by the mayor and confirmed by the city council. The ~~C~~ommission membership shall be made up of:

1. Two (2) members of the ~~P~~lanning ~~C~~ommission;
2. ~~One (1) person who resides within any of the districts under the purview of the design review commission resident and/or merchant and/or professional businessperson located in the DC zoning district;~~
3. ~~One (1) resident of Coeur d'Alene member of the Downtown Merchants and Professional Association;~~
4. ~~One (1) registered~~ ~~Two (2) licensed~~ architects ~~or licensed~~ in the State of Idaho ~~landscape architects;~~
5. ~~One (1) person licensed in building or site design (i.e. landscape architecture) citizen;~~
6. ~~One (1) person employed in the real estate or development industry member shall be a high school student, who attends school within the boundary of School District 271, between the ages of fourteen (14) and eighteen (18) years old and shall serve in an advisory capacity only and may not vote.~~

In addition, there shall be at least two "standing alternates," possessing any of the attributes above, who are available in the event that one of the regular members is absent or is recused from the review process due to a conflict of interest.

The term of office for each ~~voting~~ member shall be for four (4) years or until his successor is appointed and qualified; ~~except for the high school student whose term shall be one year; provided, however, that the voting members of the design review commission theretofore appointed shall continue to serve as members for the term for which they were originally appointed.~~ The terms shall be staggered so that no more than three (3) terms shall expire on May 1, every two (2) years.

B. Vacancies occurring otherwise than through the expiration of terms shall be filled by the mayor and confirmed by the city council and members may, in like manner, be removed. ~~Any member who does not attend at least a majority of the regularly called meetings of the commission over any consecutive three (3) month period may be replaced by appointment of the mayor and confirmation by the city council.~~

C. Members of the ~~C~~ommission shall be selected without respect to political affiliations and shall serve without compensation.

SECTION 4. *That Coeur d'Alene Municipal Code Section 2.98.030 is amended to read:*

2.98.030: DUTIES AND AUTHORITY OF COMMISSION:

It shall be the duty of the Design Review Commission:

- A. To protect property rights and values; and
- B. To enhance the built environment, make reports, hold public hearings and perform all other duties as may be prescribed by the Idaho Code and this code.
- C. Commission ~~Board~~ members shall comply with all city policies, procedures, and regulations.
- D. To review development proposals as required by the Municipal Code; and
- E. To provide recommendations to the City Council on issues that the City Council may refer to the commission.

SECTION 5. *That Coeur d'Alene Municipal Code Section 2.98.040 is amended to read:*

2.98.040: COOPERATION WITH CITY PLANNING COMMISSION:

The Design Review Commission is granted full authority to cooperate with and/or to join with the City Planning Commission in setting up or establishing such coordinating commission or overall commission as the two (2) commissions may determine.

SECTION 6. *That a new Section 2.98.050, entitled Quorums and Meetings, is added to the Coeur d'Alene Municipal Code as follows:*

2.98.050: QUORUM AND MEETINGS:

A. Quorum Requirement:

The Commission may hold meetings with only four (4) members present but a quorum of five (5) members is required to render any decisions.

B. Meeting Schedule:

The Commission shall have a standing meeting twice a month, but meetings may be cancelled if there is no subject matter to discuss.

C. Conduct of Meetings:

For any given project in any given meeting, the Commission shall strive to maintain meetings that are expeditious and orderly, with an objective of conducting its review of any individual project within 90 minutes, including both presentation by the applicant and public comment. The Chair of the Commission is empowered to keep the meeting progressing expeditiously, including cutting off debate, determining appropriate comments by either the applicant or the public, and ensuring that all direction from the Commission is arrived at collectively, rather than from individual members.

SECTION 7. *That Coeur d'Alene Municipal Code Section 17.07.935 is amended to read:*

17.07.935: DESIGN STANDARDS:

The Ceity Ceouncil shall adopt by resolution a list of mandatory design standards that must be met by all developments subject to the requirements of this article. Compliance with these design standards will be determined by the Pplanning Ddirector or the Design Review Commission as provided by M.C. Section 17.09.315. ~~based on his or her review of the proposed development.~~ If the project is reviewed by the Planning Director, aAn appeal may be taken to the Ddesign Rreview Ceommission by an aggrieved party by following the appeal procedures specified in section 17.07.945 of this article.

SECTION 8. *That Coeur d'Alene Municipal Code Section 17.07.940 is amended to read:*

17.07.940: DESIGN GUIDELINES:

A. Establishment Of Design Guidelines:

The Ceity Ceouncil shall adopt by resolution a list of design guidelines that are applicable to all developments subject to the requirements of this article. Each design guideline must be met by the proposed development. However, the design guidelines are intended to provide some flexibility in application provided that the basic intent of the guideline is met ~~to the satisfaction of the design review commission.~~ Compliance with these design guidelines will be determined by the Planning Director or the Design Review Commission as provided by M.C. Section 17.09.315. If the project is reviewed by the Planning Director, an appeal may be taken to the Design Review Commission by an aggrieved party by following the appeal procedures specified in section 17.07.945 of this article.

B. Design Departures ~~Review By Design Review Committee:~~

An applicant may request a design departure from any of the design guidelines adopted pursuant to this Section. The Planning Director will review all requests for design departures on projects not subject to Design Review Commission review under M.C. Section 17.09.315. In order for the Planning Director ~~design review committee~~ to approve a design deviation, the developer must establish, to the satisfaction of the committee, that the basic intent of the guideline for which the deviation is sought can be met through the proposed alternative. ~~departure, he or she must find that:~~

1. The requested departure meets the intent statements relating to applicable development standards and design guidelines.
2. The departure will not have a detrimental effect on nearby properties or the city as a whole.
3. The project's building(s) exhibits a high degree of craftsmanship, building detail, architectural design, or quality of materials that are not typically found in standard construction. In order to meet this standard, an applicant must demonstrate to the Planning Director that the project's design offers a significant improvement over what otherwise could have been built under minimum standards and guidelines.

4. The proposed departure is part of an overall, thoughtful and comprehensive approach to the design of the project as a whole.
5. The project must be consistent with the comprehensive plan and any applicable plan.

SECTION 9. *That Coeur d'Alene Municipal Code Section 17.07.945 is amended to read:*

17.07.945: APPEAL OF DECISION OF PLANNING DIRECTOR:

- A. **Timing Of Appeal:** An appeal may be taken to the Design Review Commission by an aggrieved party from a determination of the Planning Director made pursuant to subsection 17.07.920C, ~~or~~ section 17.07.935, or section 17.0.940 of this article. Such appeal must be filed in writing with the planning director within ten (10) days following the mailing date of the official written notice of the decision. The appeal shall state specifically the objections to the decision or abuse of discretion or otherwise state how the decision is not supported by the evidence in the record. The appeal shall be accompanied by such information as may be required to facilitate review, and by the appeal fee set by resolution of the city council.
- B. **Setting Of Hearing:** The design review commission shall hear the appeal within forty (40) days after filing. At least ten (10) days prior to the hearing date, written notice shall be given to the appellant and to any known adverse parties, or their representatives, of the time and place of the hearing on the appeal.
- C. **Design Review Commission Action:** The Design Review Commission shall hold a public hearing to consider the appeal. The commission shall consider the purpose and intent, as well as the language, of the pertinent provisions, and may affirm, modify or reverse the determination of the planning director. Notice of the decision of the commission shall be given to the appellant in writing within forty (40) days of the hearing.

SECTION 10. *That the title of Title 17, Chapter 9, Part IV. of the Coeur d'Alene Municipal Code is amended as follows:*

IV. DESIGN REVIEW PROCEDURES

SECTION 11. *That Coeur d'Alene Municipal Code Section 17.09.305 is amended to read:*

17.09.305: TITLE AND PURPOSE:

The provisions of this article shall be known as the DESIGN REVIEW PROCEDURES. The purpose of this article is to prescribe the procedure for Design Review Commission review of all projects, including requests for design departures, falling within their authority. The purpose of these provisions is to prescribe the procedure for the modification of specific provisions of chapter 17.08, article IV, "Downtown Design Regulations", of this title.

SECTION 12. *That Coeur d'Alene Municipal Code Section 17.09.310 is amended to read:*

17.09.310: PUBLIC NOTICE AND COMMENT ON PROPOSED PROJECTS APPLICATION AND SUBMITTALS:

A. Public Notice:

When the Design Review Commission is scheduled to consider a project requiring Commission review, other than awning replacements, public notice of the first meeting to consider the project will be given as required by M.C. 17.09.120(B). Notice of all subsequent meetings regarding the project will be posted on the site as required by M.C. 17.09.120(B). Additionally, notices and notices of decisions regarding the project, including appeals, will be mailed to all persons requesting, in writing, notice of future meetings regarding the project.

B. Public Comments on Proposed Projects:

Meetings of the Commission shall include a period of time for public comment on proposed projects, but this shall be no more than 30 minutes total. Any public comment on a proposed project, shall be on the subject of design -- that is, how to make a project better comport with the design guidelines. No comment shall be taken on matters such as basic zoning standards, FAR, building height, density, or use, as these matters are not open to Commission modification.

~~Application for design review shall be made on a form prescribed by the planning director, and shall be notarized. The application shall be accompanied by information including:~~

- ~~A. A set of design drawings that shall include a site plan and/or building elevations. The planning director or design review commission may require additional submittals such as floor plans sections and models as deemed necessary to demonstrate the characteristics of the design being considered;~~
- ~~B. A narrative depicting the design characteristics of the use and how the design meets the applicable design guidelines and Coeur d'Alene comprehensive plan;~~
- ~~C. Other such information as may be required by the planning director; and~~
- ~~D. By the fee referenced in the fee schedule.~~

SECTION 13. *That Coeur d'Alene Municipal Code Section 17.09.315 is amended to read:*

17.09.315: DEVELOPMENT PROJECTS REQUIRING COMMISSION REVIEW: PROCEDURE FOR CONSIDERATION:

A. Projects Subject to Design Review Commission Review:

Design Review Commission review is required as follows:

	District	New Construction	Street Façade Alterations*	Exterior Expansion
<i>Areas where Design Guidelines and Standards exist with trigger points for DRC review.</i>	DC District Downtown Core	All exterior projects south of midblock Lakeside / CdA	All	All
	Infill Overlay <ul style="list-style-type: none"> • DO-E • DO-N • MO 	Any project lot over 2 stories &/or 4 units	no	no

*Painting, window replacement or other minor repairs are not required to go through design review where the Planning Director, or his or her designee, determines that the repair does not constitute a substantial change to the façade or that the replacement windows are substantially similar to those being replaced. Awning replacements are subject to Design Review Commission Review but only one meeting with the Commission is required. The applicant for an awning replacement must submit the items referenced in Section 17.09.320(D) in order to be placed on the next available agenda.

B. Planning Director’s Determination of Commission Review:

The Planning Director, or his or her designee, is authorized to require Commission review of other projects subject to design review requirements in the DC District or the DO-E, DO-N and MO overlay districts, where the location, size, layout or design of the project creates unusual sensitivity or context issues.

~~A. Public Hearing: A public hearing before the design review commission shall be set for between twenty one (21) and sixty (60) days after formal acceptance, to be held on each application for alternative design review.~~

~~B. Notice: Notice of the hearing shall be as prescribed in subsection [17.09.120B](#) of this chapter. Notices also may be posted within the area of potential influence, if required by the planning director.~~

~~C. Design Review Commission Action: The design review commission shall determine whether the proposal conforms to the design review criteria and may grant or deny the application for the proposed design approval or require such changes or impose such reasonable conditions of approval as are in their judgment necessary to ensure conformity of the criteria. They shall make specific written findings to support their decisions. A copy of the design review commission decision shall be mailed to the applicant, property owners and residents within three hundred feet (300') of the external boundaries of the property described in the~~

application and notice of the decision by the design review commission shall be published in the official newspaper within seven (7) days of the decision. The determination of the design review commission shall be made within forty (40) days after the hearing. It shall become final ten (10) days after the date of written notice of the decision has been published in the official newspaper unless appealed to the city council pursuant to subsection [17.09.125B](#) of this chapter.

SECTION 14. *That Coeur d'Alene Municipal Code Section 17.09.320 is amended to read:*

17.09.320: APPLICATION AND SUBMITTAL DESIGN REVIEW CRITERIA:

A. Purpose of Application Submittals:

Development applicants shall seek to engage with the City review processes as soon as possible, before numerous substantive design decisions are made and fixed. Therefore, initial meetings with the City shall not include definitive designs, but rather broader descriptions of the development program and objectives, the constraints and opportunities presented by the site, and an analysis of the neighborhood setting that surrounds the site. The City intends to work in a collaborative fashion so that the outcome can meet both the goals of the City and the applicant, as well as address concerns of people who live and own property and businesses in close proximity to the development.

In order for this process to work effectively, the applicant must be willing to consider options, not merely to details, but to basic form, orientation, massing, relationships to existing sites and structures, surrounding street and sidewalks, and how the building is seen from a distance. Accordingly, renderings, models, finished elevations and other illustrations that imply a final design will not be accepted at initial meetings. As the review proceeds and the applicant receives direction from the Commission, more detail will be requested.

B. Materials to be Submitted for Pre-Application Meeting with Planning Staff:

A pre-application meeting with the planning staff is required before the first meeting with the Design Review Commission. In order to schedule a pre-application meeting, the applicant must submit:

1. A site map, showing property lines, rights-of-way, easements, topography; and
2. A context map, showing building footprints and parcels within 300 feet; and
3. A summary of the development plan including the areas for each use, number of floors, etc; and
4. General parking information including the number of stalls, access point(s), and indicating if the parking will be surface or structured parking.

C. Materials to be Submitted for Initial Meeting with Design Review Commission:

1. An ownership list prepared by a title insurance company, listing the owners of property within a 300' radius of the external boundaries of the subject property. The list shall use the last known name and address of such owners as shown on the latest adopted tax roll of the county; and
2. A map showing all residences within the subject property and within a 300' radius of the external boundaries of the subject property; and
3. Photographs of nearby buildings that are visible from the site, with a key map; and
4. Views of the site, with a key map; and
5. A generalized massing, bulk and orientation study of the proposal; and
6. An elevation along the block, showing massing of the proposal; and
7. A list of any "design departures" being requested; and
8. All revisions to the materials submitted for the pre-application meeting.
9. The fee referenced in the fee schedule.

D. Materials to be Submitted for Second Meeting with Design Review Commission:

1. A site plan with major landscaped areas, parking, access, sidewalks and amenities; and
2. Elevations of the conceptual design for all sides of the proposal; and
3. Perspective sketches (but not finished renderings); and
4. A conceptual model is strongly suggested (this can be a computer model).
5. The fee referenced in the fee schedule.

E. Materials to be Submitted for Final Meeting with Design Review Commission:

1. Refined site plan and elevations; and
2. Large scale drawings of entry, street level façade, site amenities; and
3. Samples of materials and colors; and
4. Finished perspective rendering(s).

5. The fee referenced in the fee schedule.

An alternate design review standard may be approved only if the proposal conforms to all of the following criteria, to the satisfaction of the design review commission:

- A. The resulting development is consistent with the applicable design guidelines;
- B. On balance, the proposal will be consistent with the purpose of the standard for which a modification is requested; and
- C. The granting of such design will not be contrary to the goals and policies of the comprehensive plan.

SECTION 15. *That Coeur d'Alene Municipal Code Section 17.09.325 is amended to read:*

17.09.325: COMPLIANCE WITH STANDARDS AND GUIDELINES APPEALS TO THE CITY COUNCIL:

The applicant has the obligation to prove that the project complies with the adopted design standards and guidelines, which serve as the basis for the design review. The Design Review Commission may not substitute the adopted standards and guidelines with other criteria of its own choosing. Nor may it merely express individual, personal opinions about the project and its merits. Nevertheless, it may apply its collective judgment to determine how well a project comports with the standards and guidelines and may impose conditions to ensure better or more effective compliance. It also must be recognized that there will be site-specific conditions that need to be addressed by the Commission as it deliberates. The Commission is authorized to give direction to an applicant to rectify aspects of the design to bring it more into compliance. The Commission is authorized to approve, approve with conditions or deny a design following the final meeting with the applicant.

~~An appeal by an affected person may be taken to the city council in accordance with subsection [17.09.125B](#) of this chapter. In considering the appeal, the city council shall determine whether the proposed use conforms to the applicable criteria, and may grant or deny alternate design standards or require such changes in the proposed design or impose such reasonable conditions of approval as are in its judgment necessary to ensure conformity to the criteria in section [17.09.320](#) of this chapter.~~

SECTION 16. *That Coeur d'Alene Municipal Code Section 17.09.330 is amended to read:*

17.09.330: FINAL DECISION BY THE COMMISSION ADHERENCE TO APPROVED PLANS:

- A. Record of Decision:

The Design Review Commission shall issue a final written decision on the application within thirty (30) days after the final required meeting with the applicant. The record of decision shall include:

1. A brief description of standards and guidelines that have been met.
2. A description of standards and guidelines not met and any conditions.
3. Any “design departures” being sought and the resolution.
4. Public comments germane to design and how they have been addressed.
5. The final decision, with any conditions listed.
6. Time limit for an appeal.

B. Distribution of Decision:

The record of decision will be mailed to the applicant, authorized representatives, and any other persons who have requested that they receive notice of future meetings regarding the project as allowed by M.C. Section 17.09.907(A). Once the final decision has been issued and the appeal period is exhausted, the decisions shall be recorded as a part of the deed of record and title, so that subsequent owners are made aware of the conditions of approval.

~~An alternate design approval shall be subject to the plans and other conditions upon the basis of which it was granted. Unless a different termination date is prescribed, the design approval shall terminate one year from the effective date of its granting unless substantial development or actual commencement of authorized activities has occurred. However, such period of time may be extended by the design review commission for one year, without public notice, upon written request filed at any time before the approval has expired and upon a showing of unusual hardship not caused by the owner or applicant.~~

SECTION 17. *That Coeur d'Alene Municipal Code Section 17.09.335 is amended to read:*

17.09.335: APPEALS OF A DECISION OF THE DESIGN REVIEW COMMISSION REVOCATION:

A. Appellate Body:

Final decisions of the Design Review Commission may be appealed to the City Council if an appeal is requested within 10 days after the notice of decision has been issued. The appeal shall be in the form of a letter written to the Mayor and City Council and shall be filed with the Planning Director or his or her designee. The appeal shall be accompanied by the appeal fee established by resolution of the City Council and state the file number of the item. Upon receipt of an appeal, the Planning Director shall notify the City Clerk to set a public hearing before the City Council.

B. Appeal of the Record:

The City Council's review of the decision of the Design Review Commission shall be based on the record developed by the Commission. No new evidence or materials shall be allowed by any party in the appeals proceedings. The appeal hearing is not a *de novo* hearing.

C. Limited to Parties of Record:

Only the applicant, staff, appellants and their representatives, and the appeals body may participate in the appeals hearing. Although the hearing is open to the public, no general public testimony will be taken. Any participant in the appeal may provide argument, based on the established record, concerning the decision of the Design Review Commission.

D. Burden of Proof:

The appellant must establish by a preponderance of evidence that an error was made in the decision or that design standards were ignored or incorrectly applied. Merely objecting to the development, its height, intensity, parking or traffic impacts are not grounds for appeal because they are not design review criteria. Basic zoning standards and allowances embodied within the code shall be presumed to be correct because they were adopted through prior legislative action and are not subject to the appeal.

E. City Council Action:

The City Council may affirm or overrule the Design Review Commission decision or refer the project back to the Commission for further action or clarification. The City Council also may defer action upon the consent of the applicant. The City Council shall issue a decision affirming or overruling the Commission within fifteen (15) days of the hearing. If the project has been referred back to the Commission, the Commission shall hold a public hearing to consider the referral and shall render a report to the City Council within forty (40) days of such referral. The City Council shall then reconvene the public hearing to consider the report and render a decision as prescribed in this section.

~~In the event of a violation of any of the provisions of the zoning ordinance, or in the event of a failure to comply with any prescribed condition of approval, the design review commission may, after notice and hearing, revoke any design approval. The determination of the design review commission shall become final ten (10) days after the date of written notice of the decision has been published in the official newspaper, unless appealed to the city council pursuant to subsection [17.09.125B](#) of this chapter.~~

SECTION 18. *That a new Section 17.09.340, entitled Adherence to Approved Plans, is added to the Coeur d'Alene Municipal Code as follows:*

17.09.340: ADHERENCE TO APPROVED PLANS:

A. Compliance with Approved Plan:

Once approved, the project must be developed in accordance with the approved plans and all conditions of approval. If the development applicant wishes to modify the design in a substantial manner or submits an application for permit approval that does not incorporate all of the substantive elements of the approved design, the development applicant must submit the revised plan for design review and approval as outlined by this Article.

B. Determination of Compliance:

The Planning Director, or his or her designee, is authorized to determine if a submitted plan complies with the approved design and conditions or to refer that determination to the Design Review Commission. If the submitted plan does not comply with the approved design and conditions, the Planning Director, or his or her designee, shall determine at which point, in the design review process outlined in this Article, the development applicant must begin at to seek approval of the amended plan. This determination will be based on which step in the process best addresses the extent of the proposed changes.

C. Lapse of Approval:

Unless a different termination date is prescribed, the design approval shall terminate one year from the effective date of its granting unless substantial development or actual commencement of authorized activities has occurred. However, such period of time may be extended by the Design Review Commission for one year, without public notice, upon written request filed at any time before the approval has expired and upon a showing of unusual hardship not caused by the owner or applicant.

SECTION 19. *That the title of Title 17, Chapter 9, Part X of the Coeur d'Alene Municipal Code is repealed.*

SECTION 20. *That Coeur d'Alene Municipal Code Section 17.09.905 is repealed.*

SECTION 21. *That Coeur d'Alene Municipal Code Section 17.09.910 is repealed.*

SECTION 22. *That Coeur d'Alene Municipal Code Section 17.09.920 is repealed.*

SECTION 23. *That Coeur d'Alene Municipal Code Section 17.09.930 is repealed.*

SECTION 24. *That Coeur d'Alene Municipal Code Section 17.09.940 is repealed.*

SECTION 25. *That Coeur d'Alene Municipal Code Section 17.09.950 is repealed.*

SECTION 26. All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 27. Neither the adoption of this ordinance nor the repeal of any ordinance shall, in any manner, affect the prosecution for violation of such ordinance committed prior to the effective date of this ordinance or be construed as a waiver of any license or penalty due under any such ordinance or in any manner affect the validity of any action heretofore taken by the City of Coeur d'Alene City Council or the validity of any such action to be taken upon matters pending before the City Council on the effective date of this ordinance.

SECTION 28. 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, and if such person or circumstance to which the ordinance or part thereof is held inapplicable had been specifically exempt therefrom.

SECTION 29. After its passage and adoption, a summary of this Ordinance, under 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 shall be in full force and effect.

APPROVED, ADOPTED and SIGNED this 18th day of March, 2008.

Sandi Bloem, Mayor

ATTEST:

Susan K. Weathers, City Clerk

SUMMARY OF COEUR D'ALENE ORDINANCE NO. _____
O-1-08 Expanding the Role of the Design Review Commission

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AMENDING MUNICIPAL CODE SECTIONS 2.98.010, 2.98.020, 2.98.030, 2.98.040 TO MODIFY THE MAKE UP OF THE DESIGN REVIEW COMMISSION, MAKE HOUSEKEEPING CHANGES AND PROVIDE FOR STANDING ALTERNATES; ADOPTING A NEW SECTION 2.98.050 TO ESTABLISH A QUORUM REQUIREMENT AND TO ESTABLISH RULES GOVERNING SCHEDULING AND CONDUCT OF DESIGN REVIEW COMMISSION MEETINGS; AMENDING SECTIONS 17.07.935, 17.07.940 AND 17.07.945 TO ESTABLISH RULES GOVERNING THE REVIEW OF A PROJECTS COMPLIANCE WITH DESIGN STANDARDS AND GUIDELINES BY THE PLANNING DIRECTOR AND DESIGN REVIEW COMMISSION; AMENDING SECTIONS 17.09.305, 17.09.310, 17.09.315, 17.09.320, 17.09.325, 17.09.330, AND 17.09.335 TO ESTABLISH PROCEDURES FOR DESIGN COMMISSION REVIEW OF PROJECTS FALLING WITHIN THE COMMISSION'S AUTHORITY INCLUDING PROVISIONS FOR PUBLIC NOTICE AND COMMENT, APPLICATION AND SUBMITTAL REQUIREMENTS, BURDEN OF PROOF, ISSUANCE OF A DECISION BY THE COMMISSION AND APPEALS TO THE CITY COUNCIL; ADOPTING A NEW SECTION 17.09.340 TO REQUIRE ADHERENCE TO APPROVED PLANS; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith AND PROVIDING A SEVERABILITY CLAUSE. THE ORDINANCE SHALL BE EFFECTIVE UPON PUBLICATION OF THIS SUMMARY. 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.

Susan K. Weathers, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Warren J. Wilson, am a Deputy City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. _____, O-1-08 - Expanding the Role of the Design Review Commission, 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 18th day of March, 2008.

Warren J. Wilson, Chief Deputy City Attorney

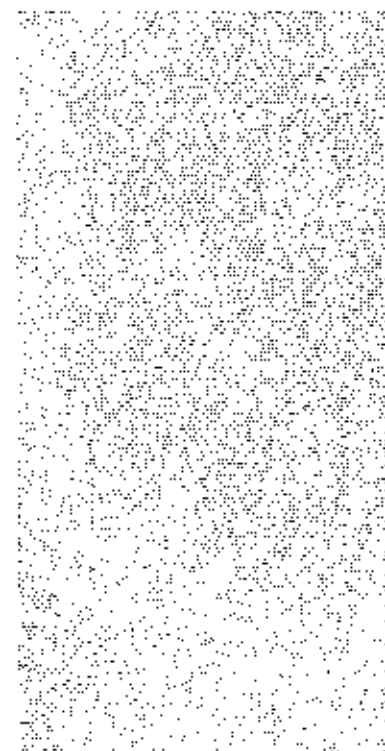
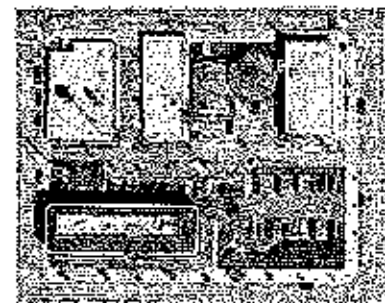
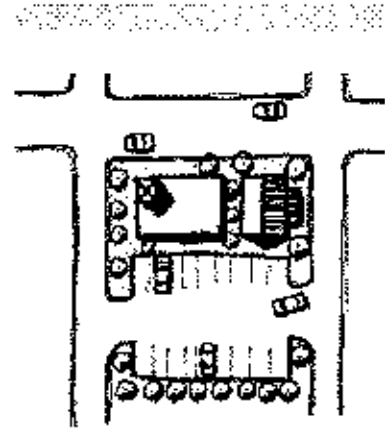
0-2-08

DESIGN STANDARDS & GUIDELINES

LOCATION OF PARKING

In order to diminish the visual impact of parking areas and to enhance the pedestrian experience:

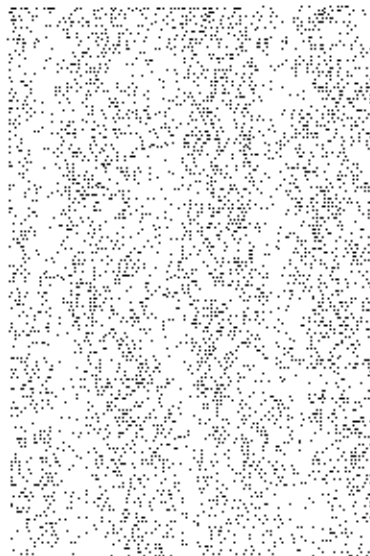
1. Surface parking lots shall be located behind buildings to the greatest extent possible. If necessary, parking lots may be located to the side of the building. Surface parking lots should never be located between the public street and the building or at intersection corners.
2. Sharing surface parking lots, between surrounding businesses or day and night uses is encouraged.





SCREENING OF PARKING LOTS

SCREENING OF PARKING LOTS



In order to reduce the visual impact of surface parking lots:

1. Parking lots that abut a public street shall be screened with a continuous screen that is at least 2 feet in height and no more than 3 feet in height. The screen may be one or a combination of the following treatments:
 - a. Landscape plantings consisting of evergreen shrubs and groundcover materials.
 - b. Low walls made of concrete, masonry, or other similar material.
 - c. Continuous raised planters planted with evergreen shrubs.
 - d. Use of Railings:
In the event that there is insufficient space to allow the use of evergreen plant material or low walls to screen parking areas, a railing with articulation of detail may be used.

2. Walls and raised planters shall not exceed a maximum height of 3 feet, unless all of the following are provided:
 - a. Screen treatment does not create a safety hazard.
 - b. Portion of treatment that is above 3 feet in height is a minimum 75% transparent (i.e. see-through metal railing, trellis, or other similar treatment).
 - c. Portion of wall/landscape treatment that is above 3 feet in height provides added visual interest, detail, and character suitable to the character of the development.

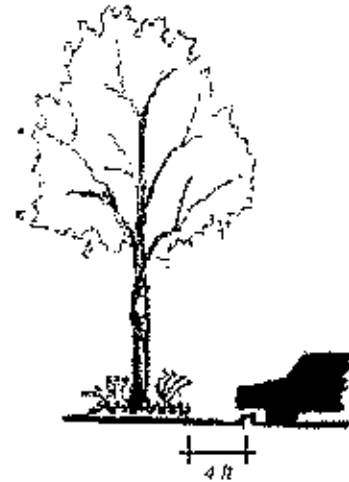
3. Chain link fencing shall not be permitted to be used to screen or enclose parking along a public sidewalk.

PARKING LOT LANDSCAPE

In order to reduce the visual mass of surface parking lots:

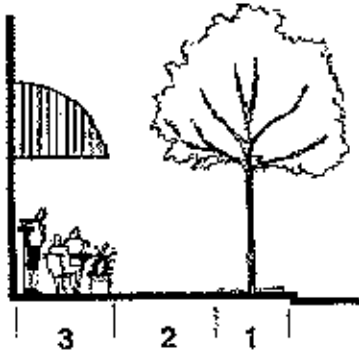
1. Parking lot landscape should reinforce the pedestrian and vehicular circulation, especially parking lot entrances, ends of driving aisles, and pedestrian walkways leading through parking lots.
2. Where the parking lot is located to the side of the building and partially abuts the public street, one shade tree for every six spaces shall be provided. (In those rare instances in which lots are in front of buildings this same guideline shall apply.)
3. Where the parking lot is located behind the building and is not visible from the public street, one shade tree for every eight spaces shall be provided.
4. A minimum 4-foot setback shall be provided for all trees and shrubs where vehicle overhang extends into landscape areas.

FIGURE 14-1 PARKING LOT



SIDEWALK USES

STREET LANDSCAPE



In order to produce a streetscape that is safe, convenient, comfortable and appealing for people on foot:

1. Amenity Zone:

Signs, street furniture, lighting, landscaping, etc., are allowed in the amenity zone. Street trees shall be spaced 20 feet to 40 feet apart, in tree grates or 4 or 5 foot wide planted area.

2. Clear Walkway Area:

Sidewalk area shall maintain a clear 7-foot dimension for pedestrian travel. Signs, street furniture, planters and other amenities shall not encroach upon the clear walkway area.

3. Storefront Area:

Sidewalk area outside the pedestrian travel area may be used for outdoor dining and/or display.



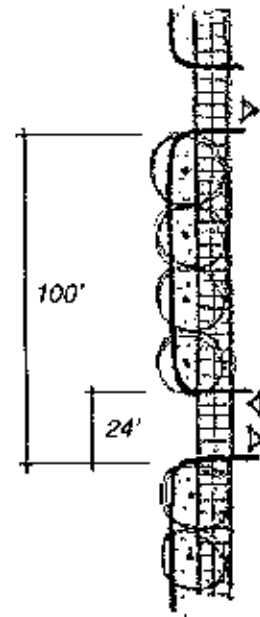
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WIDTH AND SPACING OF CURB CUTS

In order to maintain continuous uninterrupted sidewalks within the Downtown District:

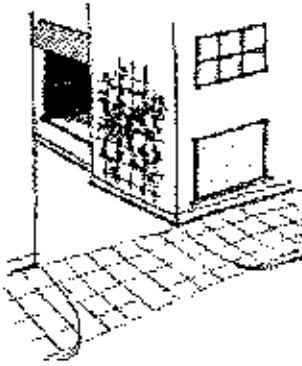
- 1. Curb cuts for non-residential uses shall not exceed 24 feet for combined entry/exits for every 100 feet of street frontage.
- 2. The sidewalk pattern and material shall carry across the driveway.
- 3. Adjacent developments shall share driveways, to the greatest extent possible.
- 4. No curb cuts are allowed along Pedestrian-Oriented Streets.

FIGURE 10-15: CURB CUTS



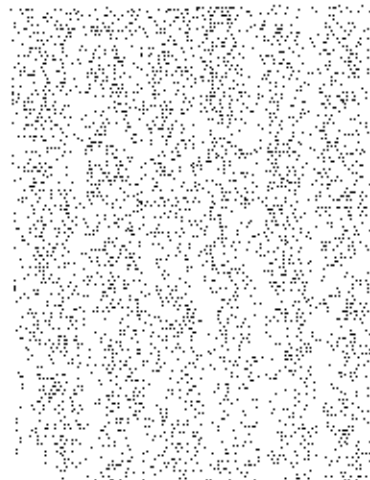
SCREENING OF TRASH/SERVICE AREAS

FIGURE 10-10 SCREENING OF TRASH/SERVICE AREAS



In order to reduce the visual impacts of trash and service areas:

1. Trash and service areas shall be placed away from the public right-of-way.
2. Trash and service areas shall be screened from view on all sides with solid evergreen plant material or architectural treatment similar to the design of the adjacent building.
3. Loading and service areas shall not face any residential areas, unless no other location is possible.

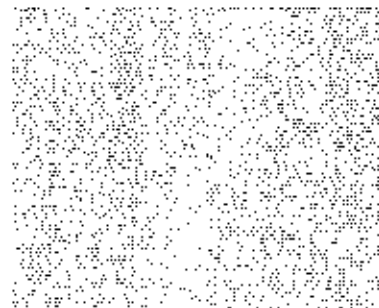
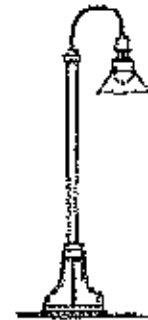


LIGHTING INTENSITY

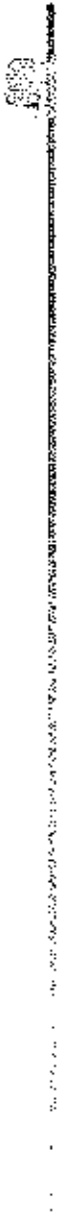
In order to conserve energy, prevent glare and reduce atmospheric light pollution while providing sufficient site lighting for safety and security:

1. All fixtures must be shielded to prevent light trespassing outside the property boundaries.
2. All fixtures used for site lighting shall incorporate shields to minimize up-light spill and glare from the light source.
3. Flashing lights are prohibited with the following exception:
 - a. Low-wattage holiday and special occasion accent lights.
4. Lighting directed upwards above the horizontal plane (up-lighting) is prohibited, with the exception of Government Flags.

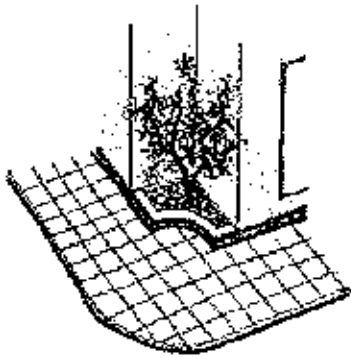
09/23/05 DRAFT



GATEWAYS



INTEGRATED PLANTING



In order to mark key intersections within and around the edges of the Downtown District:

1. At designated Gateways, there shall be a special feature provided at the corner of a site next to the street(s) and composed of at least two of the following elements:
 - a. seasonal planting
 - b. flowering specimen tree
 - c. artwork
 - d. water feature
 - e. public space
 - f. unique lighting

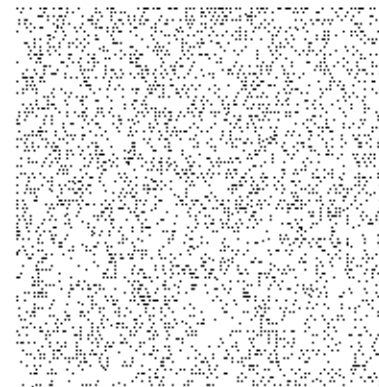
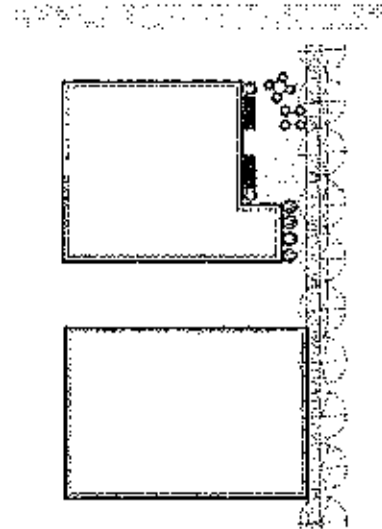


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MAXIMUM SETBACK

In order to promote a lively, pedestrian friendly sidewalk environment along Pedestrian-Oriented Streets within the downtown:

1. Buildings shall be set up to the back of the sidewalk, unless providing usable public space, forecourts, or vegetative screening of parking structures. Buildings may be set back from the sidewalk a maximum of 20 feet for public space or entries, or a maximum of 10 feet for vegetative screening.
2. Setting façades close to the street may be accomplished through base structures that extend out to the sidewalk, not necessarily the full height of the building.



ORIENTATION TO THE STREET

ORIENTATION TO THE STREET



To reinforce pedestrian activity and enhance the liveliness of downtown streets through building design, the following guidelines must be met:

1. Buildings shall be oriented to the adjacent street, rather than to a parking lot or structure.
2. The façade nearest the sidewalk should incorporate windows, entrances, canopies and other features (see the following building design guidelines).
3. Primary building entries should face the street. If the doorway does not face the street, a clearly marked and well-maintained path shall connect the entry to the sidewalk.

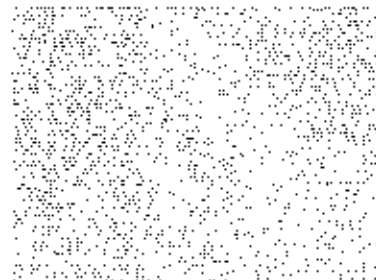
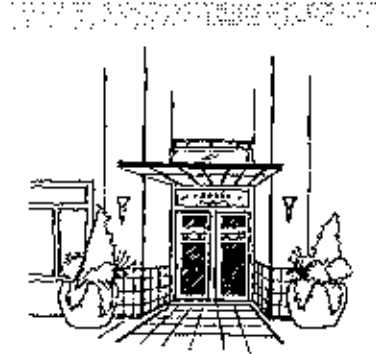


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ENTRANCES

In order to ensure that building entrances are welcoming to pedestrians, easily identifiable and accessible from streets and sidewalks, the following guidelines must be met:

1. The principal entry to the building shall be marked by two or more of the following elements:
 - a) recess
 - b) forecourt
 - c) projecting canopy
 - d) portico with distinctive roof form
 - e) taller bay
 - f) clerestory and/or side windows
 - g) other feature, as approved, that meets the intent.
2. Some form of weather protection (wind, sun, rain) shall be provided at the entrance to buildings. This can be combined with the method used to achieve visual prominence.



MASSING

09/23/05 DRAFT Coeur d'Alene Downtown Development Regulations and Design Standards

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To reduce the bulk of taller buildings and maintain pedestrian scale by providing a sense of "base," "middle," and "top", the following guidelines must be met:

1. Top:

The "top" of the building shall emphasize a distinct profile or outline with elements such as projecting parapets, cornices, upper level setbacks, or pitched rooflines.
2. Middle:

The "middle" of the building must be made distinct by change in material or color, windows, balconies, step backs, or signage.
3. Base:

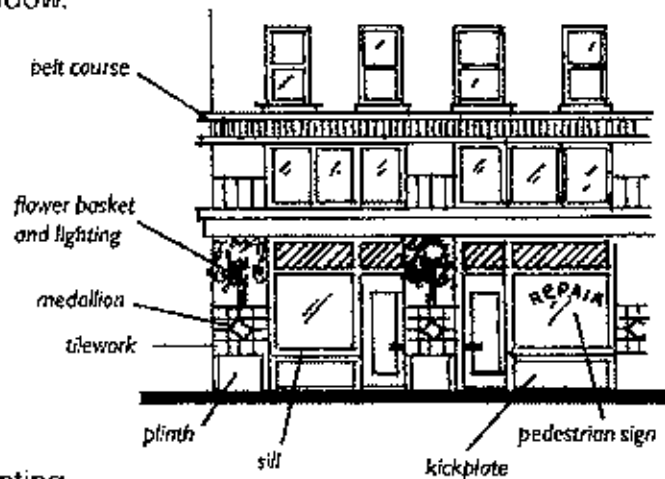
Buildings shall have a distinct "base" at the ground level, using articulation and materials such as stone, masonry, or decorative concrete. Distinction may also be defined by the following:

a) windows	d) bays
b) details	e) overhangs
c) canopies	f) masonry strips & cornice lines

GROUND LEVEL DETAILS

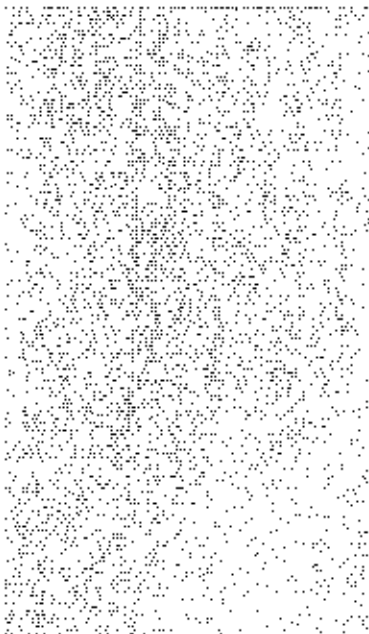
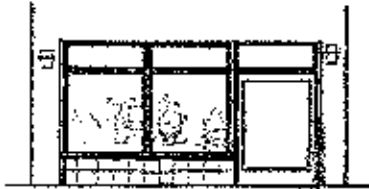
To reinforce the character of the streetscape by encouraging the greatest amount of visual interest along the ground level of buildings facing downtown streets.

1. The ground-floor, street-facing façades of commercial and mixed-use buildings shall incorporate at least five of the following elements:
 - a) Kickplates for storefront window.
 - b) Projecting sills.
 - c) Pedestrian scale signs.
 - d) Canopies or Awnings.
 - e) Plinth.
 - f) Pilasters.
 - g) Ornamental tile work.
 - h) Medallions.
 - i) Belt courses.
 - j) Cornice.
 - k) Containers for seasonal planting.
 - l) Lighting or hanging baskets supported by ornamental brackets.
 - m) Pedestrian-scale signs or signs painted on windows.
 - n) An element not listed here, as approved, that meets the intent.



GROUND FLOOR WINDOWS

FIGURE 10-10-1: TRANSPARENT WINDOW



To provide visual connection between activities inside and outside the building:

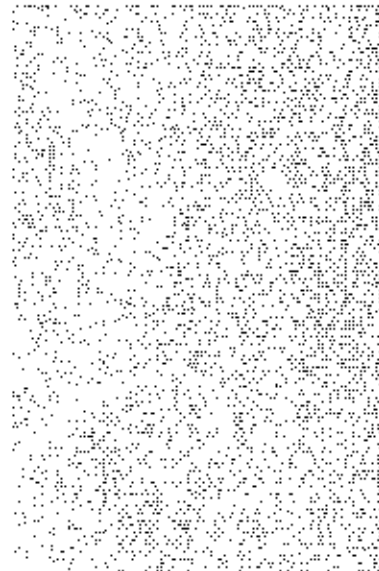
1. The ground level façades of buildings that are oriented to particular streets shall have transparent windows between an average of 2 feet and 10 feet above grade, according to the following:
 - a. Pedestrian-Oriented Streets:
minimum of 60% transparency
 - b. Vehicular -Oriented Streets:
minimum of 40% transparency
 - c. Along Other Streets:
minimum of 20% transparency
2. To qualify as transparent, windows shall not be mirrored glass or darkly tinted glass.
3. Where transparency is not provided, the façade should comply with the guidelines under section 'Treating Blank Walls.'

WEATHER PROTECTION

To provide pedestrians with cover from rainfall and snow thereby making the experience of walking during inclement weather more pleasant.

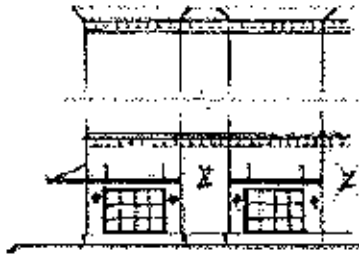
1. The minimum depth of any canopy or awning shall be 5 feet unless limited by the building code. The vertical dimension between the underside of a canopy or awning and the sidewalk shall be at least 8 feet and no more than 12 feet.
2. Canopies may be constructed of any permanent, durable material, but glass and steel are strongly suggested. Internal illumination of awnings shall not be allowed unless the awning material is opaque. However, pedestrian-scale lighting and other down-lighting is allowed beneath awnings.

STANDARD AWNING DETAIL



TREATMENT OF BLANK WALLS

09/23/05 DRAFT



To ensure that buildings do not display blank, unattractive walls to the abutting street(s) or nearby residential neighborhoods, the following guidelines must be met:

1. Walls within public view shall have windows, reveals or other architectural detail.
2. Uninterrupted expanses of blank wall, façade or foundation longer than 30 feet shall be broken up by using two or more of the following:

a. Vegetation:

Vegetation, such as trees, shrubs, groundcover and/or vines, adjacent to the wall surface;

b. Artwork:

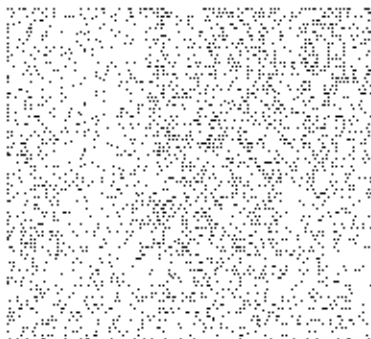
Artwork, such as bas-relief sculpture, mural or trellis/vine panels;

c. Seating:

Seating area with special paving and seasonal planting.

d. Architectural details:

Architectural detailing, reveals, contrasting materials or other special interest.



SCREENING PARKING STRUCTURES

To reduce the visual impact of structured parking located above grade:

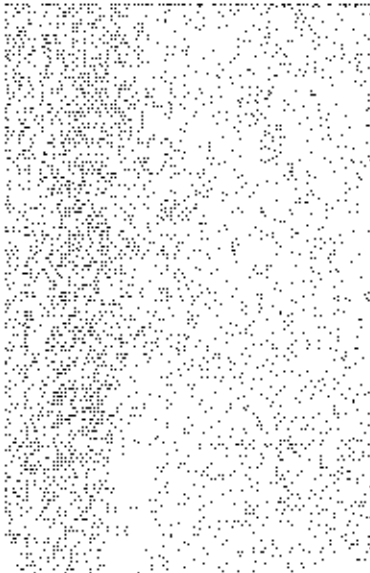
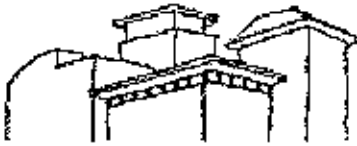
1. At ground level, free-standing parking structures shall comply with guidelines addressed under 'Weather Protection' and 'Ground Level Details.'
2. Street-facing façades of parking levels within the building as well as ground levels of free-standing parking structures should be screened or treated architecturally. Treatment should allow the levels to appear more like a typical floor, rather than open slabs with visible cars and ceiling lights. Architectural treatment shall require two or more of the following:
 - a) Square openings, rather than horizontal
 - b) Planting designed to grow on the façade
 - c) Louvers
 - d) Expanded metal panels
 - e) Decorative metal grills
 - f) Spandrel (opaque) glass
 - g) Other devices, as approved, that meet the intent.

09/23/05 DRAFT



ROOF EDGE

WORKING DRAFT - SUBJECT TO CHANGE



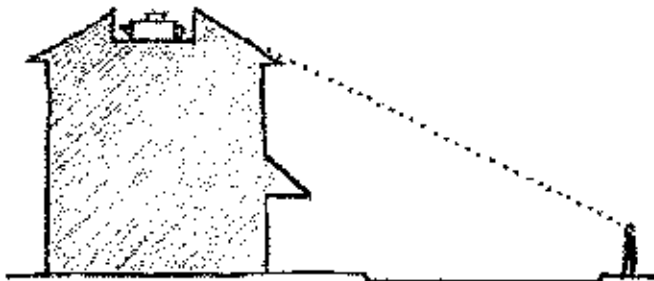
In order to ensure that rooflines present a distinct profile and appearance for the building and expresses the neighborhood character, the following guidelines must be met:

1. Buildings with pitched roofs shall have a minimum slope of 4:12 and maximum slope of 12:12.
2. Buildings with flat roofs shall have projecting cornices to create a prominent edge when viewed against the sky.

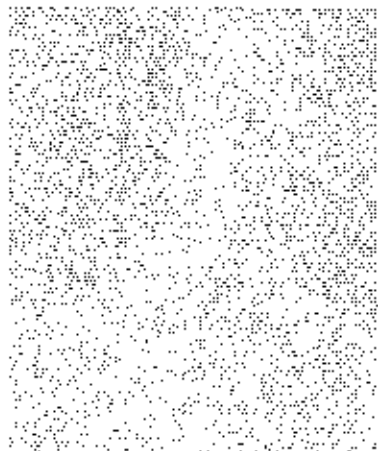
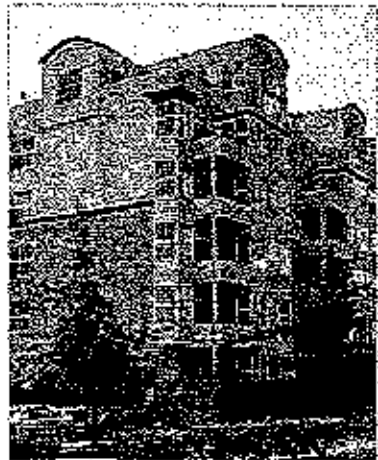
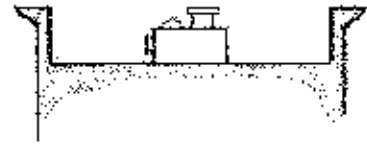
SCREENING OF ROOFTOP MECHANICAL EQUIPMENT

In order to screen rooftop mechanical and communications equipment from the ground level of nearby streets and residential areas, the following requirements must be met:

1. Mechanical equipment must be screened by extended parapet walls or other roof forms that are integrated with the architecture of the building. Painting rooftop equipment or erecting fences are not acceptable methods of screening rooftop equipment.
2. Any rooftop mounted voice/data transmission equipment shall be integrated with the design of the roofs, rather than being simply attached to the roof-deck.



ROOFTOP MECHANICAL EQUIPMENT



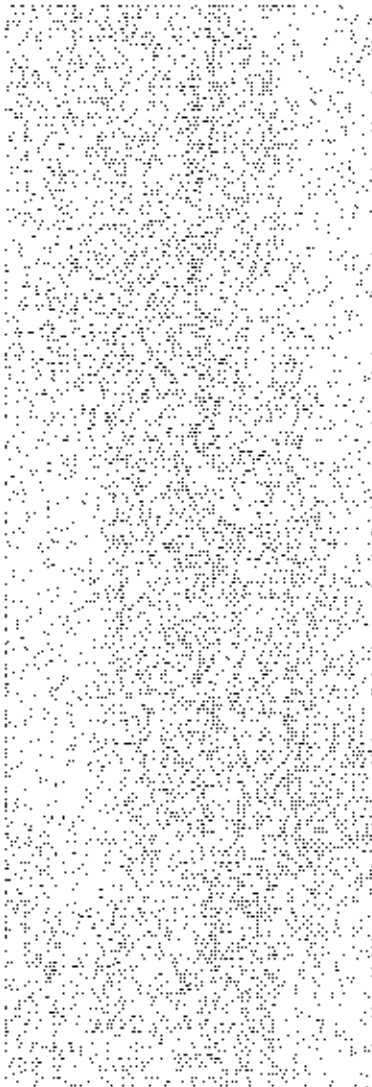
UNIQUE HISTORIC FEATURES

09/23/05 DRAFT



In order to retain the unique character of the neighborhood and businesses, the following guidelines must be met:

1. Retaining Major Elements in Renovation or Redevelopment
2. Relating New Construction to Context



INTEGRATION OF SIGNS WITH ARCHITECTURE

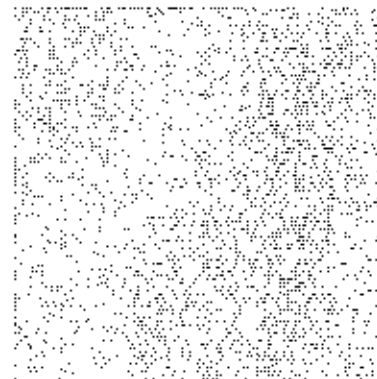
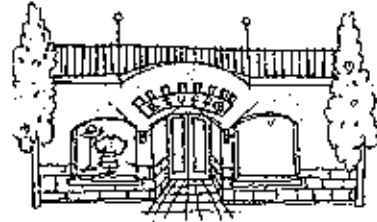
In order to ensure that signage is part of the overall design of a project, the following guidelines must be met:

1. Sign Plan:

The design of buildings and sites shall identify locations and sizes for future signs. As tenants install signs, such signs shall be in conformance with an overall sign plan that allows for advertising which fits with the architectural character, proportions, and details of the development. The sign plan shall indicate location, size, and general design.

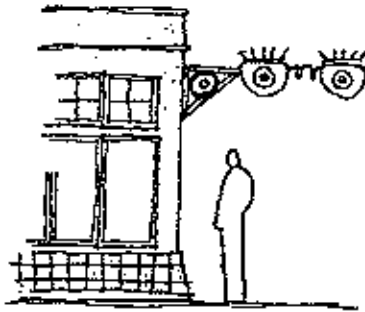
2. Signs shall not project above the roof, parapet, or exterior wall.

RENDERING OF ARCHITECTURAL SIGNAGE



CREATIVITY/INDIVIDUALITY OF SIGNS

09/23/05 DRAFT Coeur d'Alene Downtown Development Regulations and Design Standards



In order to encourage interesting, creative and unique approaches to the design of signs, the following guidelines must be met:

1. Signs should be highly graphic in form, expressive and individualized.
2. Projecting signs supported by ornamental brackets and oriented to pedestrians are strongly encouraged.





2003 Downtown Design Regulations Recommended Candidates for Deletion

The following regulations are generally found to be rather rigid and therefore unnecessary for the downtown urban design standards. However, a few particular pieces have been retained and incorporated into this draft.

17.08.450 Scale (Modulation)

17.08.455 Building Material, Color and Detail

Applicant: City of Coeur d'Alene
Request: Expanded role of Design Review Commission for projects
In Downtown Core and the East, North, and Midtown Infill Overlay
Districts.
LEGISLATIVE (O-1-08)

Planning Director Yadon presented the staff report and answered questions from the Commission.

The Commission did not have any questions for staff.

Public testimony open:

Susie Snedaker complimented staff and the Design Review Commission on the time and work to the Design Review Regulations and feels the document was "well done". She noted that after reviewing the document, she had concerns with the section outlining the public notice process and public input. She explained that if a property is in escrow for ninety days and a future buyer is not aware that this property is in this process, she questioned how they would be notified of the request. She also noted that the wording for the appeals process needed to be more clearly defined.

Planning Director Yadon explained that an agenda will be posted to the city's website listing the name of the applicant and the address of the property to be reviewed with a notice published in the paper. He added that notices are sent to people living within the 300' radius, and that a copy of the public hearing notice is required to be posted on the property. He commented that a notice could be sent to everyone living in the City and feels that there will always be somebody complaining that they did not receive a notice.

Commissioner Bowlby concurs with previous testimony from Ms. Snedaker regarding the appeals process and feels the language used on how people submit for an appeal is not clear. She commented that she agrees with staff regarding the public notice process and feels the process is sufficient.

Motion by Rasor, seconded by Luttropp, to approve Item 0-1-08. Motion approved.

Applicant: City of Coeur d'Alene
Request: Proposed amendments to the existing Downtown Design Regulations
LEGISLATIVE (O-2-08)

Planning Director Yadon presented the staff report and answered questions from the Commission.

Commissioner Bowlby commented that she is concerned how the width of the sidewalk is reduced in the summer on Sherman Avenue from businesses that place their chairs and tables out on the sidewalk.

Planning Director Yadon commented that guidelines for placement of outside furniture are not part of our zoning jurisdiction. He explained that City Council has been working on this issue for awhile with local businesses that use outside furniture. He commented that some of the proposed regulations will not be for existing business, but will be for new projects.

Motion by Rasor, seconded by Messina, to approve Item 0-2-08. Motion approved.



February 15, 2008

Dave Yadon
Planning Director
City Of Coeur d'Alene
710 East Mullan Avenue
Coeur d'Alene, ID 83814

**RE: Design Review Committee Process and Revisions
O-1-08 • O-2-08**

Dave:

Over the last few years the City Officials along with Lake City Development Corporation have spent countless hours and several thousand dollars in making our downtown a better place. I remember back several years ago when I made my first presentation to the LCDC Board on changing the Zoning or providing an Overlay to alleviate the standards that were the same in downtown as they are on the Prairie. City staff and LCDC were open to listen, and as a result implemented several Overlay areas as well as implemented Downtown Core guidelines. Currently and in the future, I believe these revisions will make downtown Coeur d'Alene more inviting for future development and provide better development standards.

I have reviewed the proposed change to the Design Review Committees process and requested changes to the Code. I also retained Sclater Partners Architecture to review the documents as they have extensive knowledge and background in the Design Review Committee process. Please find attached our comments based on the information we reviewed. We believe that our recommended changes are in line with the intent and spirit of City Councils direction. We look forward to bringing more exciting projects to Coeur d'Alene .

Best Regards,

A handwritten signature in cursive script, appearing to read 'Dennis', is written over a light background.

Dennis Cunningham
Active West Developers

Cc: Tony Berns – Director, Lake City Development Corporation
Sandi Bloem – Mayor, Coeur d'Alene Idaho
Jim Elder - Lake City Development Corporation Board Member

Coeur d'Alene Draft Planning Guidelines Review

Sclater Partners Architects

5 February, 2008

1. Design Review Process Outline

Proposed Meeting agenda and suggested time frame:

90 minutes total Public meeting time

Typical break down from our experience shows:

- Project description by planner: 10 minutes
- Design presentation: 20 minutes total
- Public comment: 30 minutes
- Committee deliberation 15 minutes
- Committee chairman findings: 15 minutes

Action: Design presentation time is limited, in order present a more comprehensive, thoughtful description of the proposal, a minimum of 30 minutes should be allowed for project presentation

The initial pre-application can be combined with submittals for the first design review meeting. Usually the project planner assigned to the project can review the materials and qualify the applicant's material without a meeting

Action: reduce number of project meetings required

17.09.320 Application and Submittal

Final design review requires a number of "finished" products far in advanced of project cost analysis and systems involvement. Pg 6

Action: delete requirements to provide

- 2. Large Scale drawings of entry, street level façade, site amenities**
- 3. Samples of materials and colors**
- 4. Finished perspective renderings**

The project team can propose many of the items to the panel during the final review; however the design team is not held strictly to those terms.

C. Lapse of approval:

Design approval is good for one year with on further year maximum granted.

Action: allow design review board the ability to grant a longer period if warranted

2. Downtown Guidelines Amendments dec 13, 2007

Page 18. Width and spacing of curb cuts: allow up to 30' (vs. 24') max curb cut for large truck access.

Page 21. Gateways: add statement "other feature, as approved, that meets the intent"

Page 25. Massing: this is a very limiting, prescriptive, guideline! The intent should be to encourage renovations and new construction to "fit" into the context of significant surrounding area or structures. This standard needs verbage to allow for creativity. Was this pulled from the Wallace, Idaho guidelines?

Page 26. Ground Level Details: Similar to Massing, the direction is toward traditional design as evidenced by the addition of "ornamental brackets for hanging baskets. Limit the use of words that convey imagery with a particular type of architecture. Why is the minimum limit 5 and not 3?

Page 28. Weather Protection: Canopies must be located between 8 and 12 ' above the sidewalk. A prescriptive dimension does not take into account a sloping site where it is sometimes not possible to meet this exactly, especially when retail signage (blade signs) are suspended below the canopy. The intent is to provide functional weather protection, allow for the applicant to propose solutions specific to the site.

Page 31. Roof Edge: add statement "other feature, as approved, that meets the intent"

Page 32. Rooftop Mechanical Equipment: add statement "other feature, as approved, that meets the intent"

Page 33. Unique Historic Features: 2. Relating New Construction to Context.

Typically the intent is not to have new construction copy dated historic structures that degrade the quality of structures that have stood the test of time well. Rather, new structures are encouraged to re-interpret, re-define and strengthen the contextual historic character with contemporary design that builds upon the proportions, materials, and texture that the landmark embodies.

Page 34. Signs with Architecture: This does not take into account the addition of theater downtown, like the Fifth Avenue in Seattle, the Paramount, for example...allow for exceptions where it makes sense and write flexibility into the code.

Add statement "or as approved, that meets the intent"

**PUBLIC WORKS COMMITTEE
STAFF REPORT**

DATE: March 10, 2008
FROM: Jim Markley, Water Department Superintendent.
SUBJECT: Water rate study briefing.

=====

DECISION POINT:

No action required. Staff will be making a brief presentation of the draft rate and fee study for the Committee's information. The City will be holding a public hearing on March 18th for the study and it will also be presented at that time.

HISTORY:

The last financial analysis of the water system was made in 1999. These types of studies are typically undertaken approximately every 10 years.

The purpose of this analysis was twofold:

1. Review the City's rates and fees and make necessary adjustments to ensure that they are sustainable.
2. Build a water conservation feature into the rates.

The Consultant took our financial information including anticipated revenues and expenditures and measured them against our long term financial needs. They also reviewed our Capitalization fund balance and needs. By analyzing this data they have come up with recommendations of appropriate fees to allow the water fund to continue to be self supporting.

We met with the NIBCA last week and presented the capitalization portion of the report. They seemed satisfied with the need for the changes.

FINANCIAL ANALYSIS:

Recommendations of specific adjustments to the rates and fees together with phasing options will be made during the presentation.

QUALITY OF LIFE ANALYSIS:

The water department operates completely by fees and rates. Having an updated financial study will help ensure that we are able to continue to operate solely on our revenues and to meet the needs of our customers.

DECISION POINT/RECOMMENDATION:

No action required. For information only.

INFORMATION SECTION

Including

Correspondence

Board, Commission, Committee Minutes

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

FUND	BALANCE 1/31/08	RECEIPTS	DISBURSE- MENTS	BALANCE 2/29/08
General-Designated	\$594,065	\$8,521	\$4,433	\$598,153
General-Undesignated	6,054,839	3,803,123	4,850,596	5,007,366
<u>Special Revenue:</u>				
Library	281,320	26,867	93,415	214,772
Cemetery	36,398	12,939	17,286	32,051
Parks Capital Improvements	474,776	6,897	22,481	459,192
Impact Fees	3,403,024	70,514	45,270	3,428,268
Annexation Fees	153,623	152,831		306,454
Insurance	2,115,244	10,053	4,471	2,120,826
<u>Debt Service:</u>				
2000, 2002 & 2006 G.O. Bonds	1,758,119	25,663	1,074,860	708,922
LID Guarantee	270,028	1,021		271,049
LID 124 Northshire/Queen Anne/Indian Meadows	19,165			19,165
LID 127 Fairway / Howard Francis	25,570			25,570
LID 129 Septic Tank Abatement	241,309	2,531		243,840
LID 130 Lakeside / Ramsey / Industrial Park	162,347			162,347
LID 133 E Sherman/Gravel Sts/Forest Prk Paving	33,030			33,030
LID 143 Lunceford / Neider	15,541			15,541
LID 145 Government Way	-	2,469		2,469
LID 146 Northwest Boulevard	208,980	36,382		245,362
LID 148 Fruitland Lane Sewer Cap Fees	367	1,988		2,355
<u>Capital Projects:</u>				
Street Projects	432,469	2,071	26	434,514
2006 GO Bond Capital Projects	368,081	6,554	173,032	201,603
<u>Enterprise:</u>				
Street Lights	173,814	38,869	31,377	181,306
Water	543,236	185,692	282,369	446,559
Water Capitalization Fees	1,803,687	44,944		1,848,631
Wastewater	13,044,565	487,447	378,022	13,153,990
Wastewater-Reserved	1,882,093	27,500		1,909,593
WWTP Capitalization Fees	4,010,743	114,515	78,064	4,047,194
WW Property Mgmt	60,668			60,668
Sanitation	111,364	242,143	230,774	122,733
Public Parking	590,649	13,651	13,814	590,486
Stormwater Mgmt	507,928	107,079	53,196	561,811
Water Debt Service	97			97
Wastewater Debt Service	39			39
<u>Trust and Agency:</u>				
Kootenai County Solid Waste Billing	197,214	173,579	197,213	173,580
LID Advance Payments	419			419
Police Retirement	1,406,850	22,280	29,054	1,400,076
Cemetery P/C	2,113,642	22,356	4,775	2,131,223
Sales Tax	1,409	1,062	1,409	1,062
Fort Sherman Playground	4,950	19		4,969
Jewett House	24,433	93	1,893	22,633
KCATT	3,310	12		3,322
Reforestation	5,309	120		5,429
Street Trees	201,772	9,663		211,435
Community Canopy	1,260	4	142	1,122
CdA Arts Commission	862	3	30	835
Public Art Fund	69,542	862		70,404
Public Art Fund - LCDC	109,303	414		109,717
Public Art Fund - Maintenance	104,957	397	28	105,326
KMPO - Kootenai Metro Planning Org	68,508	259	35,715	33,052
BID	116,542	4,374	25,000	95,916
Homeless Trust Fund	309	339	309	339
GRAND TOTAL	\$43,807,770	\$5,668,100	\$7,649,054	\$41,826,816

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 FIVE MONTHS ENDED
 29-Feb-2008

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 2/29/2008	PERCENT EXPENDED
Mayor/Council	Personnel Services	\$177,165	\$69,040	39%
	Services/Supplies	16,420	4,786	29%
Administration	Personnel Services	471,791	192,436	41%
	Services/Supplies	315,561	10,682	3%
Finance	Personnel Services	597,890	246,964	41%
	Services/Supplies	173,480	102,650	59%
Municipal Services	Personnel Services	744,968	282,642	38%
	Services/Supplies	492,140	277,000	56%
	Capital Outlay	14,000	13,143	94%
Human Resources	Personnel Services	196,632	82,854	42%
	Services/Supplies	48,000	11,828	25%
Legal	Personnel Services	1,122,598	454,843	41%
	Services/Supplies	88,921	38,147	43%
	Capital Outlay			
Planning	Personnel Services	471,106	187,036	40%
	Services/Supplies	75,300	8,312	11%
Building Maintenance	Personnel Services	296,516	84,269	28%
	Services/Supplies	213,120	76,652	36%
	Capital Outlay	18,000	9,510	53%
Police	Personnel Services	7,682,206	3,294,015	43%
	Services/Supplies	846,147	229,098	27%
	Capital Outlay	147,612	5,776	4%
Fire	Personnel Services	5,479,301	2,381,257	43%
	Services/Supplies	400,633	206,852	52%
	Capital Outlay			
General Government	Personnel Services	38,400	3,128	8%
	Services/Supplies	305,913	767,516	251%
Byrne Grant (Federal)	Services/Supplies	45,730		
COPS Grant	Services/Supplies	58,061	29,680	51%
CdA Drug Task Force	Services/Supplies	24,340	113,092	465%
	Capital Outlay			
US Streets	Personnel Services	1,745,130	710,862	41%
	Services/Supplies	484,625	212,493	44%
	Capital Outlay	122,000	48,835	40%
Engineering Services	Personnel Services	594,849	181,168	30%
	Services/Supplies	715,232	78,880	11%
	Capital Outlay			

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
FIVE MONTHS ENDED
29-Feb-2008

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 2/29/2008	PERCENT EXPENDED
Parks	Personnel Services	1,137,525	367,718	32%
	Services/Supplies	373,291	62,620	17%
	Capital Outlay	132,500	35,973	27%
Recreation	Personnel Services	549,983	204,768	37%
	Services/Supplies	151,127	19,003	13%
	Capital Outlay	99,000	31,993	32%
Building Inspection	Personnel Services	783,216	320,924	41%
	Services/Supplies	51,105	20,348	40%
Total General Fund		<u>27,501,534</u>	<u>11,478,793</u>	<u>42%</u>
Library	Personnel Services	831,377	341,328	41%
	Services/Supplies	167,650	62,649	37%
	Capital Outlay	75,000	25,682	34%
Cemetery	Personnel Services	167,483	61,112	36%
	Services/Supplies	111,255	30,770	28%
	Capital Outlay	15,000	11,028	74%
Impact Fees	Services/Supplies	585,000		
Annexation Fees	Services/Supplies	230,000	230,000	100%
Parks Capital Improvements	Capital Outlay	487,500	76,633	16%
Insurance	Services/Supplies	310,500	42,377	14%
Total Special Revenue		<u>2,980,765</u>	<u>881,579</u>	<u>30%</u>
Debt Service Fund		<u>2,372,479</u>	<u>1,194,101</u>	<u>50%</u>
Ramsey Road	Capital Outlay			
Govt Way	Capital Outlay			
Ped Ramps	Capital Outlay			
Atlas Road	Capital Outlay			
4th St - Anton to Timber	Capital Outlay		396	
Ironwood	Capital Outlay			
15th Street - Best to Dalton	Capital Outlay	250,000		
Seltice Way	Capital Outlay			
Atlas Signals	Capital Outlay			
Front Street	Capital Outlay			
GO Bond - Refunding & Misc	Capital Outlay			
Library Building	Capital Outlay		237,624	
Fire Dept GO Bond Expenditure	Capital Outlay	2,940,015	751,887	
Total Capital Projects Funds		<u>3,190,015</u>	<u>989,907</u>	<u>31%</u>

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 FIVE MONTHS ENDED
 29-Feb-2008

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 2/29/2008	PERCENT EXPENDED
Street Lights	Services/Supplies	560,203	157,972	28%
Water	Personnel Services	1,379,833	513,476	37%
	Services/Supplies	2,925,071	514,832	18%
	Capital Outlay	1,660,000	542,530	33%
	Debt Service	320,000	8,200	3%
Water Capitalization Fees	Services/Supplies	960,000		
Wastewater	Personnel Services	1,887,548	716,488	38%
	Services/Supplies	3,740,921	491,452	13%
	Capital Outlay	5,874,114	702,769	12%
	Debt Service	1,498,881	65,096	4%
WW Capitalization	Services/Supplies	2,482,683		
Sanitation	Services/Supplies	3,025,984	1,218,150	40%
Public Parking	Services/Supplies	167,132	102,939	62%
	Capital Outlay			
Stormwater Mgmt	Personnel Services	377,365	122,999	33%
	Services/Supplies	634,804	99,091	16%
	Capital Outlay	492,000	14,600	3%
Total Enterprise Funds		<u>27,986,539</u>	<u>5,270,594</u>	<u>19%</u>
Kootenai County Solid Waste		2,000,000	733,640	37%
Police Retirement		249,170	98,795	40%
Cemetery Perpetual Care		101,500	42,371	42%
Jewett House		15,338	6,294	41%
Reforestation		54,000	742	1%
Community Canopy			142	
CdA Arts Commission		5,700	1,274	22%
Public Art Fund		25,000	9,700	39%
Public Art Fund - LCDC		61,000	443	1%
Public Art Fund - Maintenance		4,000	304	8%
Fort Sherman Playground		2,000	15	1%
KMPO			68,600	
Business Improvement District		126,000	85,000	67%
Homeless Trust Fund		4,000	1,255	31%
Total Trust & Agency		<u>2,647,708</u>	<u>1,048,575</u>	<u>40%</u>
TOTALS:		<u><u>\$66,679,040</u></u>	<u><u>\$20,863,549</u></u>	<u><u>31%</u></u>