

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

August 4, 2015

The Mayor and Council of the City of Coeur d'Alene met in a regular session of said Council at the Coeur d'Alene City Library Community Room August 4, 2015 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

Amy Evans)	Members of Council Present
Dan Gookin)	
Kiki Miller)	
Steve Adams)	
Woody McEvers)	
Loren Ron Edinger)	

CALL TO ORDER: The meeting was called to order by Mayor Widmyer.

INVOCATION: An invocation was provided by Pastor Jim Williams with the Emmanuel Baptist Church.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Councilmember Adams.

RECYCLE PROGRAM UPDATE: Tami Yager, Waste Management Public Sector Services Manager, provided a presentation regarding the single stream recycle center. She explained that they have provided curbside recycling in Coeur d'Alene since 1993. Originally, recycling was conducted by individuals sorting materials into separate bins. Currently, single stream items are all placed in one bin and sorted at the facility. A dramatic increase in participation occurred with the single stream system, wherein 75% of the customers participate versus 28% participation with the old system. Ms. Yager explained that the materials go to the recovery facility located in Spokane, where they are separated into recyclable materials. She reviewed the items that can go into the cart to include paper, plastic bottles, steel, tin, and aluminum. Success depends on customers placing allowable items in the cart; and the processing abilities of the recovery facility and the capability of the equipment; as well as the end-market demand and volume to create value. She invited Council to visit their "smart facility" in Spokane. She reiterated that recycling makes sense as it creates jobs, conserves natural resources, saves energy, conserves water and reduces pollution and greenhouse gas emissions.

Councilmember Gookin asked for clarity regarding what can be placed in the bin. Mr. Range, Area Recycling Manager for Waste Management, explained that a pizza box would not be acceptable due to the grease which contaminates recyclables. Additionally, bottle cap lids are too small and they end up in the residue after processing; however, labels outside of containers

can stay on. He clarified that anything that contained food should be rinsed out. Councilmember Gookin asked for clarification regarding the recent newspaper article that stated that bundles of paper could not be used due to contamination. Mr. Range stated that the ‘smart center’ has not sold Inland Empire Paper any paper yet; rather, they sell domestically to ten different mills in the northwest. Ms. Yager explained that Inland Empire Paper prefers to purchase elsewhere because if cardboard gets mixed in with newspapers they have to do extra processes. Councilmember Gookin asked if there were other options than single stream. Ms. Yager explained that the City had dual stream type recycling before; however, separating items into separate bins causes more work for citizens, which causes less participation. Councilmember Gookin asked why glass is not included in our recycling program. Ms. Yager said that there are costs added to include glass as it is hard on trucks and equipment. She noted that if the Council wants to explore that option they are willing to discuss it further. Mr. Roberge, Waste Management District Manager, explained that he has been talking with staff member Bill Greenwood regarding recycling in the park and is willing to work with the City to make it work. Additionally, they had recycling at Art on the Green and with the Kiwanis in the park, which was very successful. Councilmember Edinger commended Waste Management for their support to the community and the Recreation Department.

MEGHAN GREGG RECOGNITION: Parks and Recreation Director Steve Anthony explained that on July 15, 2015 during a co-ed softball game a player had a heart attack. Former emergency room Nurse Meghan Gregg and off-duty Kootenai Fire Division Chief Heath Sheppard (who was unable to attend tonight), were also playing and conducted life saving actions. He presented Meghan Gregg with a plaque in recognition of her aid. Deputy Fire Chief Tom Grief thanked Ms. Gregg for her actions and explained that 400,000 people a year have sudden cardiac arrest in public and have a survivability rate of less than 9%. She and Mr. Sheppard’s action of providing aid until Fire personnel arrived on scene saved this gentleman’s life. Family members of the citizen expressed their thanks and explained that he was only 56 years old and ended up having 6 bypasses and the actions at the field saved his life.

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

1. Approval of Council Minutes for July 14, 2015 and July 21, 2015.
2. Approval of Bills as Submitted.
3. Setting of Public Hearings for September 1, 2015
 - a. V-15-3 – Vacation of a portion of excess E. Sherman Avenue right-of-way adjoining the northerly boundary of Lots 1 and 2, Block A of the Boughton and Kelso Addition Plat.
 - b. V-15-5 – Vacation of a portion of excess Government Way right-of-way adjoining the westerly boundary of Lot 1, Block 1 of the Government Way Commercial Park Plat.
4. Setting of General Services and Public Works Committees meetings for August 10, 2015 at 12:00 noon and 4:00 p.m. respectively.
5. Approval of Final Plat for S-7-14; Mill River 5th Addition.
6. Approval of Cemetery Lot transfer from Gary and Natalie Baily to Douglas Baily; Lot 23, Block 03, Section N of Forest Cemetery.

7. Approval of Cemetery Lot transfer from Mary Jo Mitton to Anne Solomon; Lots 30, 40, and 50, Section A of Riverview Section of Forest Cemetery.
8. Approval of Beer and Wine License for Avanico 3 Inc.; 1211 E. Sherman Avenue (transfer)
9. **Resolution No. 15-036** - 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 APPROVING A LEASE AGREEMENT WITH FATBEAM, LLC FOR DARK FIBER BETWEEN CITY HALL AND THE POLICE DEPARTMENT; APPROVING A MUTUAL ASSISTANCE COMPACT WITH THE CITY OF POST FALLS; APPROVING A MEMORANDUM OF AGREEMENT WITH RYEIG, LLP, MILL RIVER 5TH ADDITION, SETTING FORTH THE PLANNED UNIT DEVELOPMENT PUD-4-04M2.

DISCUSSION: Councilmember Miller stated that the vacation for a portion of East Sherman Avenue right-of-way includes an area with trees and she asked that staff address the tree issue at the public hearing. She requested the following clarifications to the Minutes to the Budget workshop held July 14, 2015: During the discussion regarding the City issuing electrical permits, she asked if permit fees would be the same as what the State currently charges, and it was stated that they will stay the same. Additionally, it was clarified that the Permit Coordinator position is tied to the Electrical Inspector position. It should also be clarified that the Library Reference position will not be working full time at the high school annex, but rather be a shared duty position within the Library. Councilmember Gookin reminded the Council that item C of Resolution No. 15-036 was discussed a long time ago and Council requested that the CC&R's be adopted and he verified that they have been adopted.

ROLL CALL: Gookin Aye; Evans Aye; Adams Aye; Miller Aye; McEvers Aye. **Motion Carried.**

COUNCIL COMMENTS:

Mayor Widmyer announced that it was Councilmember Evan's birthday this evening. Happy Birthday wishes were given by all present.

Councilmember Gookin expressed concern with various issues within the downtown including height restrictions and parking. He is specifically concerned with parking spaces required versus trading parking spaces through "fees in lieu of" and thought the Council should discuss the policy in the near future. Additionally, he felt handicap parking spaces should be reviewed in the downtown area, even though it would be expensive to fix. City Attorney Mike Gridley stated that the "fee in lieu of" money is dedicated toward development of other parking areas in the downtown area. Finance Director Troy Tymesen clarified the fee is \$10,000 per car parking space. City Administrator Jim Hammond noted that the Planning Commission and Design Review Commission will be meeting soon to discuss these issues.

RESOLUTION NO. 15-037

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO ESTABLISHING A NOTICE OF TIME AND PLACE OF PUBLIC HEARING OF THE PROPOSED BUDGET FOR FISCAL YEAR 2015-2016, AND INCLUDING PROPOSED EXPENDITURES BY FUND AND/OR DEPARTMENT, AND STATEMENT OF THE ESTIMATED REVENUE FROM PROPERTY TAXES AND THE TOTAL AMOUNT FROM SOURCES OTHER THAN PROPERTY TAXES OF THE CITY FOR THE ENSUING FISCAL YEAR AND LISTING EXPENDITURES AND REVENUES DURING EACH OF THE TWO (2) PREVIOUS FISCAL YEARS, AND PROVIDING FOR PUBLICATION OF THE SAME.

BE IT RESOLVED, by the Mayor and City Council of the City of Coeur d'Alene that the following be and the same is hereby adopted as an Estimate of Expenditures and Anticipated Revenue of the City of Coeur d'Alene for the fiscal year beginning October 1, 2015:

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	ACTUAL	ACTUAL	BUDGET	PROPOSED
GENERAL FUND EXPENDITURES:				
Mayor and Council	212,564	231,469	\$ 237,027	\$ 247,345
Administration	355,570	293,956	294,883	305,263
Finance Department	665,024	706,659	735,744	798,079
Municipal Services	1,389,954	1,404,951	1,572,290	1,587,774
Human Resources	277,807	188,041	246,929	264,861
Legal Department	1,435,417	1,497,194	1,515,048	1,200,180
Planning Department	487,582	371,593	549,988	558,908
Building Maintenance	389,617	416,293	480,102	497,773
Police Department	9,799,043	10,331,666	11,216,460	13,272,575
Drug Task Force	76,085	114,452	25,710	29,710
ADA Sidewalks	212,635	245,279	265,657	
Byrne Grant - Police Dept	291,124	107,459		
COPS Grant - Police Dept	79,046		169,690	
Fire Department	7,838,051	8,017,461	8,265,708	13,567,735
General Government	942,467	816,806	49,150	49,250
Engineering Services	1,374,698	2,037,857	1,287,825	1,306,016
Streets/Garage	2,317,317	2,828,787	2,666,577	2,898,101
Parks Department	1,766,407	1,789,570	1,992,380	1,973,062
Recreation Department	699,757	696,380	796,341	723,984
Building Inspection	743,973	810,201	877,057	1,070,719
TOTAL GENERAL FUND EXPENDITURES:	\$ 31,354,138	\$ 32,906,074	\$ 33,244,566	\$ 40,351,335

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	ACTUAL	ACTUAL	BUDGET	PROPOSED
SPECIAL REVENUE FUND EXPENDITURES:				
Library Fund	\$ 1,232,907	\$ 1,287,479	\$ 1,387,111	\$ 1,509,151
Community Development Block Grant	81,579	130,824	359,966	529,424
Impact Fee Fund	1,109,884	386,665	194,956	1,842,000
Parks Capital Improvements	1,528,058	222,784	244,000	524,000
Annexation Fee Fund	70,000	14,000	68,500	
Insurance / Risk Management	243,107	389,045	570,000	372,000
Cemetery Fund	241,446	261,509	284,190	304,272
Cemetery Perpetual Care Fund	97,267	97,102	97,500	127,500
Jewett House	36,742	31,205	67,089	29,355
Reforestation/Street Trees/Community Canopy	65,016	116,775	68,500	103,500
Arts Commission	5,580	5,810	6,750	7,300
Public Art Funds	185,066	226,678	210,600	324,000
TOTAL SPECIAL FUNDS:	\$ 4,896,652	\$ 3,169,876	\$ 3,559,162	\$ 5,672,502

ENTERPRISE FUND EXPENDITURES:				
Street Lighting Fund	524,154	627,501	\$ 535,600	\$ 584,150
Water Fund	6,904,414	5,803,925	8,325,955	8,345,682
Wastewater Fund	12,445,162	8,518,679	14,709,771	16,265,161
Water Cap Fee Fund	255,142	783,477	700,000	850,000
WWTP Cap Fees Fund	445,948	549,458	1,913,000	2,500,000
Sanitation Fund	3,405,679	3,540,135	3,560,334	3,737,479
City Parking Fund	556,108	562,447	220,839	167,896
Drainage	867,755	630,234	1,179,109	1,257,307
TOTAL ENTERPRISE EXPENDITURES:	\$ 25,404,362	\$ 21,015,856	\$ 31,144,608	\$ 33,707,675
FIDUCIARY FUNDS:	2,540,048	2,504,846	\$ 2,575,420	\$ 2,661,900
STREET CAPITAL PROJECTS FUNDS:	418,057	1,586,777	3,257,500	2,842,000
DEBT SERVICE FUNDS:	1,302,955	1,254,006	1,249,016	796,247
GRAND TOTAL OF ALL EXPENDITURES:	\$ 65,916,212	\$ 62,437,435	\$ 75,030,272	\$ 86,031,659

ESTIMATED REVENUES:	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	ACTUAL	ACTUAL	BUDGET	PROPOSED
Property Taxes:				
General Levy	\$ 16,441,980	\$ 16,890,992	\$ 17,290,076	\$ 17,747,290
Library Levy	1,218,117	1,207,557	1,273,511	1,472,116
Policeman's Retirement Fund Levy	155,752	154,349	152,000	152,000
Comprehensive Liability Plan Levy	15	7	489,513	339,513
Fireman's Retirement Fund Levy	250,000	250,000	250,000	250,000
2006 and 2008 G.O. Bond Levy	1,169,484	1,161,372	1,144,140	875,900
TOTAL REVENUE FROM PROPERTY TAXES:	\$ 19,235,348	\$ 19,664,277	\$ 20,599,240	\$ 20,836,819

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
	ACTUAL	ACTUAL	BUDGET	PROPOSED
ESTIMATED OTHER REVENUES:				
Interfund Transfers	\$ 3,520,319	\$ 3,278,399	\$ 5,145,966	\$ 7,992,523
Beginning Balance	31,521,071	30,517,419	20,879,658	20,365,668
Other Revenue:				
General Fund	14,152,388	14,340,232	13,903,257	19,680,299
Library Fund	38,712	39,320	38,600	37,035
Community Development Block Grant	81,621	130,782	359,966	529,424
Parks Capital Improvement Fund	184,381	253,978	142,500	133,500
Insurance/Risk Management	2,717	331		
Cemetery	171,703	133,140	173,592	181,627
Annexation Fee Fund	14,256	116,542		
Impact Fee Fund	1,232,779	1,292,842	1,302,500	904,000
Cemetery Perpetual Care Fund	626	25,786	43,000	5,200
Jewett House	74,749	25,878	13,000	18,000
Reforestation	9,744	32,601	5,000	5,000
Street Trees	77,874	87,109	56,000	83,060
Community Canopy	1,283	1,123	1,500	1,500
Arts Commission	6,494	5,531	7,700	7,300

Public Art Funds	114,414	122,256	113,000	113,000
Street Lighting Fund	498,802	505,779	504,075	510,075
Water Fund	4,640,575	4,633,704	4,389,300	4,577,900
Wastewater Fund	6,641,122	7,281,821	6,999,200	9,324,000
Water Capitalization Fees	1,053,444	1,133,554	903,200	853,200
WWTP Capitalization Fees	1,895,311	2,591,976	2,002,500	1,302,500
Sanitation Fund	3,252,029	3,681,654	3,560,334	3,937,479
City Parking Fund	141,911	185,000	220,839	250,000
Drainage	770,044	1,014,657	1,015,320	1,019,682
Fiduciary Funds	2,291,236	39,986	2,344,420	2,439,600
Capital Projects Fund	225,152	1,272,787	2,940,044	1,315,000
Debt Service Fund	79,765	76,251	8,500	6,760
SUMMARY:	FY 2012-13	FY 2013-14	FY 2013-14	FY 2014-15
	ACTUAL	ACTUAL	BUDGET	PROPOSED
PROPERTY TAXES	\$ 19,235,348	\$ 19,664,277	\$ 20,599,240	\$ 20,836,819
OTHER THAN PROPERTY TAXES	72,694,522	72,820,438	67,072,971	75,593,332
TOTAL ESTIMATED REVENUES	\$ 91,929,870	\$ 92,484,715	\$ 87,672,211	\$ 96,430,151

STAFF REPORT: Mr. Tymesen explained that this request is to set the public hearing for September 1 and set the high water mark (\$86,031,659) in expenditures for the 2015-2016 Fiscal Year Financial Plan (Annual Appropriation). He explained that the purpose of the Resolution is to establish a ceiling for expenditures and to disclose the potential property tax revenue necessary to balance the budget at this time. The revenue includes 1.75% in property tax revenue, new growth, with no foregone property taxes. He reviewed the amount of taxes the City has taken over the past 6 years; to include 1.5% in 2010 and 1.75% proposed this year. All other years were 0%. He explained that the Fund Balance is at \$6,100,000 which is 14.5% of General Fund expenses. New construction dollars are estimated at \$827,349 (as provided by the County today). Personnel expenses have been modified since the last meeting, as this budget proposed 23 FTE, and it is recommended that the hiring of police be staggered throughout the year and fire staff be hired in the latter part of the fiscal year. The City-wide valuation provided by the County is \$3.2 Billion, with a levy rate of \$6.32/\$1,000 of valuation; which is lower than the \$6.46/1,000 valuation from last year. Cash flow includes new growth, highway/sales/liquor taxes, Firefighter Retirement Fund, Legal Department reorganization and 1.75% in property tax. Expenses include G.O. Bond items, Fire Station No. 4, health insurance, COLA, Merit increases, and new positions. Mr. Tymesen provided examples of property taxes based on home valuations. He clarified that the changes to the budget presented were suggested to provide a comfortable cash flow.

MOTION: Motion by McEvers, seconded by Edinger, to approve Resolution No. 15-037 Setting Preliminary Budget for Fiscal Year 2015-2016 and scheduling a public hearing for September 1, 2015.

DISCUSSION: Councilmember Edinger asked for clarity on how extreme the staggered hiring of new police would be. Mr. Tymesen explained that he will work with the Police Chief but he needs to save \$100,000. Councilmember Miller asked if there was a proposed elimination of one or two utility workers. Mr. Tymesen stated that both positions will be removed by the September 1 public hearing. Councilmember Adams asked Mr. Tymesen to explain the importance of the fund balance being 14% of expenses. Mr. Tymesen explained that the cash that an organization has on hand is strength as it demonstrates that the Council has been great stewards of the city dollars. In the recent bond transaction the City was 40 basis points better than what was anticipated, which equaled 8/10 of 1%. Additionally, risk goes up with less cash in the General Fund. During the recession the City did not go into debt or have any layoffs and did not have to borrow. He further explained that there is no contingency fund in an \$80,000,000 budget so the contingency is that the City doesn't run 100% personnel during the entire year. As positions become vacant the City has savings which is the contingency. Councilmember Gookin asked if the Council would have time to make more cuts. Mr. Tymesen clarified that this is not the final budget. Councilmember McEvers felt it was great to be able to hire staff this fiscal year as the City has been lean for so long and thanked staff for their efforts in creating this budget. Councilmember Evans thanked Troy for his work on the budget and asked for clarification regarding the Division Chief position. Mr. Tymesen stated that the position was tied to a need for an emergency medical services chief, as 75% of calls are medical. Mayor Widmyer echoed that there was a lot of work done to prepare this budget and he is proud of this budget as it includes the number one goal of providing more public safety. He reminded staff and Council that this is only partially funding nine firefighters and six police officers as funding will be needed next year too.

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

PUBLIC COMMENTS:

Barb Crumpacker, Coeur d'Alene, expressed concern regarding parking on East Lakeshore, specifically between 11th and 12th Street in front of the city-owned portion of the beach. She noted that it is marked "no parking" and asked the Council to allow parking as it is a heavily used beach. Councilmember Evans stated that she serves on the Parking Commission and this topic was discussed today. She explained that the five to six spots in front of the beach have been marked "no parking" so emergency vehicles could access the beach. Recent new signage was installed; however, this area was no parking previously. Mr. Tymesen stated that the fire boat is moored at the 11st Street dock, so it is even more important to have safety access. Ms. Crumpacker explained that the paddle board and kayak companies are parked in the spot daily.

Gregg Johnson, Coeur d'Alene, said he represents the Mid-town property owners and he is concerned about the lack of updates regarding the proposed Ignite midtown project on 4th Street.

He clarified that the group continues to meet weekly at Kelly's Bar and Grill on the 4th Monday of every month at 6:30 p.m.

Ben Mellow, Coeur d'Alene, thanked Waste Management for their presentation. He referenced the recent "My Turn" article he wrote in the Press regarding the Inland Empire Paper Company. He expressed concern with the recycling and lack thereof in the Coeur d'Alene Parks. He clarified that he had an email from the Manager at Inland Empire Paper that states that the bails of paper were unusable. Mr. Mellow explained that he is passionate about recycling. Councilmember Gookin explained that he was told by staff that they will pull the clear recycle bags from the bins so they can see that non-recyclables are included in the bag. Mr. Mellow thought that the Sandpoint festival is a good example and that he would like to work with the Vision 2030 group. Additionally, he feels that glass recycling is a big item.

Steve Roberge, Dalton Gardens, confirmed that Waste Management would work with Kootenai Environmental Alliance to increase recycling and offered them a tour of the facility. He clarified that he spoke with every manager at Inland Empire Paper and there were no bails of paper from Waste Management that were marked as garbage. He reiterated that they will work with the Parks Department.

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

The meeting adjourned at 7:08 p.m.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk