

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

SEPTEMBER 3, 2019

The Mayor and Council of the City of Coeur d'Alene met in a regular session of said Council at the Coeur d'Alene City Library Community Room, September 3, 2019 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

Woody McEvers)	Members of Council Present
Amy Evans)	
Loren Ron Edinger)	
Dan Gookin)	
Dan English)	
Kiki Miller)	Member of Council Absent

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

INVOCATION: Pastor Mark McWhorter with the Church of the Nazarene provided the invocation.

PLEDGE OF ALLEGIANCE: Councilmember McEvers led the Pledge of Allegiance.

CENTENNIAL TRAIL – ECONOMIC STUDY - Tabitha Kraack, Executive Director of the Centennial Trail Foundation, thanked the Council for their support over the years. She noted that last year they had an economic study completed by Steve Peterson with the University of Idaho, and noted that the study included online surveys of trail users that resulted in the finding that 417,000 people use the Centennial Trail annually. Additionally, they have determined that trail events bring into the community approximately \$3 Million annually, three of which are fundraisers for the Foundation that generate \$1.1 Million into the community. Ms. Kraack noted that the Ironman event separately provides an impact of \$4 Million into the community. She commented that the benefits of the trail include an increase in nearby property values, a boost in local spending, makes the community a more attractive place to live, influences business location and relocation decisions, reduces medical costs by encouraging exercise, provides alternative transportation, and increases tax revenue. Mayor Widmyer thanked Ms. Kraack and the Board for promoting the trail and noted it is an asset to the community.

PROCLAMATION – SUICIDE PREVENTION AWARENESS DAY SEPTEMBER 14, 2019 - Mayor Widmyer proclaimed September 14, 2019 as Suicide Prevention Awareness Day. Lora Whalen, Director of Panhandle Health District and the Chairperson for the Suicide Prevention Action Network accepted the proclamation. She noted that a group of agencies and those that have had suicide affect them personally meet monthly to talk about community resources. She noted that they host an annual Suicide Prevention walk and this year it will be

held at the Riverstone Park on September 14, 2019 at 8:30 a.m. She encouraged people to visit the website at www.spannorthidaho.com to register for the free event. Ms. Whalen noted that in 2018, 42 lives were lost to suicide in Kootenai County. In the past 7 months, the community has lost 25 lives to suicide, and she encouraged people to learn what they can do, and simply asking the question is a good place to start.

PUBLIC COMMENTS:

George Saylor, Coeur d'Alene, noted that he is representative of the Tubbs Hills Foundation and wanted to speak in support of Resolutions 19-040 and 19-041. He noted that the Foundation began discussion with the City in 2017 regarding property at the base of Tubbs Hill. The original concern was that the property would be used for private development and the Foundation wanted it to be natural and used for education purposes. After they met with the ignite cda Board, they were told there was no need to rush and that they were willing to look at other options. They believe the Museum proposal meets their goals of keeping the property public and for educational purposes and have been able to give input on the design plans.

CONSENT CALENDAR: Motion by McEvers, seconded by Evans, to approve the Consent Calendar.

1. Approval of Council Minutes for the August 20, 2019 Council Meeting.
2. Approval of Minutes for the August 26, 2019 General Services Meeting.
3. Approval of Bills as Submitted.
4. Setting of General Services and Public Works Committees meetings for Monday, September 9, 2019 at 12:00 noon and 4:00 p.m. respectively.
5. Approval of an Outdoor Eating Permit for the Crown & Thistle, at 107 N. 4th Street
6. **Resolution No. 19-037-** A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING REVISIONS TO THE CITY'S SIDEWALK POLICIES AND GUIDELINES.

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

RESOLUTION NO. 19-038

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING A MEMORANDUM OF AGREEMENT FOR USE OF CITY PROPERTY WITH THE NORTH IDAHO CENTENNIAL TRAIL FOUNDATION FOR THE TRANSCONTINENTAL RAILROAD MEMORIAL AND RELATED IMPROVEMENTS AT RIVERSTONE PARK.

STAFF REPORT: Parks and Recreation Director Bill Greenwood noted that they have been working with the Centennial Trail Foundation to do some fundraising toward the landscape within the greenbelt area at Beebe Boulevard into Riverstone Park that is currently a weeded area. Jon Mueller, Landscape Architect with Architects West, presented a plan demonstrating potential planting areas and explained the limitations on funding for the other trail improvements. The idea of the Transcontinental Railroad theme came forward and will be used

as the theme for the future design, such as the plaza area and history exhibits. Mr. Greenwood noted that the Memorandum of Understanding is to allow the Foundation to move forward with fundraising for the project.

DISCUSSION: Councilmember McEvers asked for clarification regarding the alternatives noted. Mr. Mueller clarified that the alternative would be a flexible trail alignment to keep the plaza separate from bike activity. Councilmember Gookin asked if the plan will come back to the City Council. Mr. Greenwood confirmed that it would, but this plan will be used to seek funding sources. Councilmember Evans thanked the Foundation and Parks Department for their work on this project.

MOTION: Motion by Evans, seconded by Gookin to approve **Resolution No. 19-038;** approving a Memorandum of Agreement with the Centennial Trail Foundation for the Transcontinental Railroad Memorial and related improvements at Riverstone Park.

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

COUNCIL BILL NO. 19-1013

AN ORDINANCE AMENDING SECTIONS 5.68.040, 5.68.050, 5.68.060, 5.68.100, 5.68.110, AND 5.68.130 OF THE MUNICIPAL CODE OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO; AMENDING THE TITLE OF SECTION 5.68.100; ADDING A NEW SECTION, 5.68.103, TO THE COEUR D'ALENE MUNICIPAL CODE; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE PUBLICATION OF A SUMMARY; AND PROVIDING FOR AN EFFECTIVE DATE.

STAFF REPORT: Deputy City Clerk Kelley Setters noted that the changes proposed will provide required changes in background checks requirements, and clarity regarding appeals. She introduced Sam Tuskan, Program Coordinator with Panhandle Health District and a member of the Childcare Commission. Ms. Tuskan noted that the enhanced background check is now required under federal code. She explained the 8-point check system and noted that the City does a 5-point check. She clarified that applicants will have to do a background check every five-years going forward in partnership with the Idaho State Department of Health and Welfare. Ms. Tuskan explained that the City has a higher level of disqualifying crime than the state level requirements, so the Commission wanted to keep that level of check, in addition to the state background check. The other amendments clearly identify the denial information and add an additional appeal option where in-home providers could appeal if they have minors who are charged with marijuana-related crimes. Additionally, language was added regarding denial based on mental or physical injury to a child charges that occur in-between background check periods. The final amendment is to align the ratio table to the state minimum requirements. She noted that there are some cost impacts as the enhanced background checks will cost more; however, they will only be every five-years rather than doing an annual background check. The Commission looked at other areas they could help with costs such as continuing to provide more free professional development training and working with the Fire Department to provide infant

CPR with maybe only having to pay for the card costs of \$5.00 to \$10.00. United Way is looking at options for scholarships for the background checks. The Health District Resources Center and Idaho Stars offers scholarships for trainings that have a cost associated with them

DISCUSSION: Councilmember McEvers asked for clarity regarding the various agencies involved with the Childcare Commission. Ms. Tuskan noted that she is a member of the City's Childcare Commission and an employee of Panhandle Health District. Her role at the state is a resource to help the providers and the Commission understand the state code. She clarified that if a city licenses daycare, they have to implement the advanced background check pursuant to federal code requirements. Councilmember McEvers noted that it seems like it moved into a huge bureaucracy and costs keep going up. Ms. Tuskan noted that nationwide childcare is expensive and they are looking for ways to make it affordable. She also noted that the City of Coeur d'Alene is used as a model as it has some of the best standards. Councilmember Gookin asked if the Commission has had some discussion regarding alcohol versus marijuana. Ms. Tuskan noted that they only discussed marijuana. Councilmember Gookin said that he believes alcohol can be a more egregious issue and should be considered.

MOTION: Motion by Edinger, seconded by English, to dispense with the rule and read **Council Bill No. 19-1013** once by title only.

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

MOTION: Motion by Gookin, seconded by Edinger, to adopt **Council Bill 19-1013**.

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

RESOLUTION NO. 19-039

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING A CONTRACT WITH CLEARWATER SUMMIT GROUP, INC., FOR LANDSCAPE IMPROVEMENTS ALONG THE BLM CORRIDOR FROM RIVER AVENUE TO HUBBARD AVENUE.

STAFF REPORT: Parks and Recreation Director Bill Greenwood explained that North Idaho College (NIC) has worked with the City of Coeur d'Alene and the Bureau of Land Management (BLM) to cooperatively plan for the future of the BLM corridor. The City Council approved an agreement with North Idaho College on February 6, 2018, allowing the college to use the BLM parcel as long as the use is consistent with the City's lease with BLM. In that agreement, NIC provided the funding for the construction of a public trail, landscape improvements, and the demolition of the Blue Building. The available funding from NIC for the landscape enhancement is \$182,000. The City will provide staff time to help with the management of the project. By awarding the base bid and add alternate #2 to the low bidder, Clearwater Summit, the City can use the remaining approximately \$15,000 from NIC to complete add alternate #1 in-

house, purchasing asphalt and base rock for the bike trail and performing the labor with City staff.

DISCUSSION: Councilmember Gookin said that the original agreement with NIC was for \$228,000, and questioned what the rest of the money was spent on. Mr. Greenwood noted that other funds were used for the demolition of the blue building architectural work. Councilmember McEvers asked why there were no design drawings or pictures related to the project. Mr. Greenwood explained that they only had a plan view drawing and it is a very basic landscaping project. Councilmember McEvers asked if there were any parking enhancements included. Mr. Greenwood clarified that this was only a greenbelt enhancement project and that NIC may add some educational components later. He also noted that NIC will maintain the landscaping and the City will do snow removal on the trail. Mayor Widmyer commented that it would be nice if they could add some flowers or some color to the landscaping.

MOTION: Motion by McEvers, seconded by Edinger to approve **Resolution No. 19-039;** Approval of an Agreement with the Clearwater Summit Group, Inc., for landscape improvements along the BLM Corridor from River Avenue to Hubbard Avenue.

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

MUSEUM OF NORTH IDAHO RELOCATION PROJECT

STAFF REPORT: City Attorney Mike Gridley explained that the ignite cda board has approved the transfer of approximately one acre of real property on Young Avenue adjacent to Tubbs Hill currently owned by ignite to the City for the intended use of allowing the Museum of North Idaho (MNI) to relocate the White house to that property and the adjacent property owned by the City. If the City accepts the transfer from ignite, then the City will be asked to approve a Lease Agreement leasing the property to MNI for its relocation project. The transfer and consolidation of the ignite and City properties is being done to facilitate the relocation by MNI of the White house from 8th and Sherman and the eventual relocation of the MNI from City Park to the property. He noted that there is no direct financial cost to the City. The Lease Agreement with the MNI provides that the MNI will pay one hundred dollars per year to lease the property from the City. The initial lease term is 25 years and is renewable for an additional 25 years. The Lease Agreement requires the MNI to have an endowment fund of at least \$215,000 to ensure ongoing maintenance of the White house and that a Certificate of Occupancy must be obtained by December 31, 2020. Maintenance of the museum building and grounds are the responsibility of the MNI.

DISCUSSION: Councilmember Gookin asked how the proposed lease amount of \$100.00 was determined. Mr. Gridley said there has to be some consideration and other civic uses, and that public entity leases are a nominal fee. Councilmember Gookin asked if they could charge the Museum a \$10.00 lease, rather than \$100.00. Mr. Gridley noted that the Council could make the recommendation.

RESOLUTION NO. 19-040

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE ACCEPTANCE OF THE DECLARATION OF DEED RESTRICTIONS AND COVENANTS; ACCEPTING THE SPECIAL WARRANTY DEED; AND APPROVING AN AGREEMENT OF PROPERTY TRANSFER FROM IGNITE CDA FOR THE YOUNG AVENUE LOTS.

MOTION: Motion by McEvers, seconded by English approve **Resolution No. 19-040;** Accepting the Declaration of Deed Restrictions and Covenants; Accepting the Special Warranty Deed; and Approving an Agreement of Property Transfer from ignite cda for the Young Avenue lots.

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

RESOLUTION NO. 19-041

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A LAND LEASE AGREEMENT OF CITY-OWNED LAND SOUTH OF CITY HALL NEAR THE INTERSECTION OF 8TH STREET AND YOUNG AVENUE WITH THE MUSEUM OF NORTH IDAHO, INC.

MOTION: Motion by Gookin, seconded by Edinger approve **Resolution No. 19-041;** approving a Land Lease Agreement with the Museum of North Idaho, Inc. for City-owned property south of City Hall near the intersection of 8th Street and Young Avenue with an updated lease amount of \$10.00/year.

DISCUSSION: Councilmember McEvers asked who would be responsible for maintenance and/or parking lot maintenance. Museum Board President Julie Gibbs noted that the Museum would be responsible for maintenance of landscaping and parking lot snow removal. Councilmember McEvers asked what the Museum's plan would be if they did not raise all of the needed \$8 Million dollars. Ms. Gibbs explained that the White house itself would be smaller than the current Museum and that they have discussed contingencies, such as they could just build one wing as an exhibit hall. Their first goal is to restore the White house after it is moved, and as they continue to fundraise. Mr. Gridley noted that there is a contingency in the lease that requires the certificate of occupancy be achieved by the end of 2020. The Mayor noted that Deanna Goodlander requested that the land at the base of Tubbs Hill remain in public hands and this will achieve that goal.

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

LEGISLATIVE PUBLIC HEARING FOR THE ANNUAL APPROPRIATIONS FOR FISCAL YEAR 2019-2020

STAFF REPORT: Comptroller Vonnie Jensen presented the annual budget for fiscal year 2019-2020 and noted that \$36,000 was reallocated to health insurance rather than a code enforcement vehicle as the position was deleted in anticipation of first year costs. All other costs remain the same from the July resolution. She reiterated the cuts that were removed prior to the July presentation including the removal of four full time employees (FTEs). Significant revenue includes new growth, 3% tax, highway user, sales and liquor taxes, and property tax collection from prior years. The City recently had an indirect allocation study completed which said the amount that should be transferred from the utility funds should be increased by \$216,000. The total amount of the levy is \$23,784,271. Ms. Jensen clarified the 3% property tax sought is not 3% from each person's taxes; rather, it is 3% above what the City asked last year and totals \$655,361 spread over the entire budget. The City fund balance is estimated to be \$6,216,047 for 09/30/2020, which would be 14.88% of revenues, which is within GFOA standards. She noted that the increased personnel cost needed totals approximately \$1.4 Million, and new growth and the 3% property tax still leaves a deficit of \$377,000. She noted that items being paid out of the General Fund total approximately \$1 Million. The budget includes the increase of 2.74 FTEs. She noted that the level rate including the 3% property tax increase would be \$4.64, which is less than last year's rate. She reviewed the parking fund expenses planned for the year.

DISCUSSION: Mayor Widmyer asked about the levy rate drop from \$4.94 to \$4.64, and if it means a person would pay more taxes if their assessed value is more than a 7.1% increase. Ms. Jensen noted that the breakeven point is if their valuation increases more than 4.7%, their taxes would be increased. Councilmember English noted that the final tax bill will include other taxing districts and that this is a decision for the City-only portion of the tax bill. Councilmember McEvers noted that he always likes to look at what one gets for what they pay in city taxes, such as a Police and Fire Department, Streets Department, and several parks, which all help to justify the 3% increase. Councilmember Gookin noted that he had suggestions for cuts including \$105,000 from the General Fund that funds the street lighting fund, which should be a utility that would be a fee for service, with raised rates that would result in a property tax reduction. Mayor Widmyer clarified that the City would need to hold a public hearing to raise that rate. Councilmember English said that would be like saving a few dollars out of one pocket and paying more out of the other. Councilmember Gookin suggested cutting out the increase made to Citylink in the amount of \$35,000, and removing the \$25,000 toward roof repairs at the Street Department building and reducing the rate that is given to CDA2030 by \$25,000, and eliminating the funding of a Street Department position that is not currently filled.

Councilmember Edinger asked Street Superintendent Tim Martin to speak on the proposed cuts. Mr. Martin noted that it is his understanding that building maintenance has made the request for the roof repair as they have on-going issues and the roof is starting to rot. Mr. Martin also noted that the Deputy position is not filled and has not been funded this year. Mr. Tymesen noted that Citylink made a prior presentation to the Council and made the request for funding. He noted that setting the budget does not mean the funds have to be spent, and noted that the City will be meeting with the City of Post Falls to discuss Citylink funding. Councilmember Gookin also suggested the removal of two pick-up trucks for the Parks Department. Mr. Greenwood noted

that the Council had previously authorized new employees and now there is a need for a vehicle to maintain parks. Over the years they have been using handed-down vehicles and they are breaking down and they hope to find vehicles at a lower cost than brand new. Mr. Tymesen explained that 85% of the General Fund expenses are for personnel expenses and that items like the roof repair show good stewardship of a major asset and the City needs to keep buildings from leaking and this will be paid out of the Fund Balance, not property taxes. Councilmember McEvers said that he does agree that KMPO and 2030 could use a little less and would like to look at the rate structure for the street lights. Mr. Tymesen noted that Council workshops were held during the summer and Citylink had presentations to Council and the bus system is an outstanding citizen asset. The City just entered into an agreement with 2030 to assist with the Comprehensive Plan and he agreed that the street light fund does not cash flow. They are putting in more LED lights to cost save which may help going forward. Mayor Widmyer noted that if the budget is approved with removing the street lights, then the City is backed into corner with needing a fee increase before the public hearing. Councilmember Gookin said that he felt that the City should have more meetings regarding the budget before the public hearing date. Councilmember English said that he did not agree with the idea of not doing maintenance on the roof, as deferred maintenance will cost more over time.

Mayor Widmyer opened public comments, and with none being heard, the public comment period was closed.

COUNCIL BILL NO. 19-1014

AN ORDINANCE ENTITLED “THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019,” APPROPRIATING THE SUM OF \$97,303,279 TO DEFRAY THE EXPENSES AND LIABILITIES OF THE CITY OF COEUR D’ALENE FOR SAID YEAR; LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY WITHIN SAID CITY FOR GENERAL REVENUE PURPOSES FOR WHICH SUCH APPROPRIATION IS MADE; LEVYING SPECIAL TAXES UPON THE TAXABLE PROPERTY WITH SAID CITY FOR SPECIAL REVENUE PURPOSES WITHIN THE LIMITS OF SAID CITY OF COEUR D’ALENE, IDAHO; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE HEREOF.

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

Section 1

That the sum of \$97,303,279 be and the same is hereby appropriated to defray the necessary expenses and liabilities of the City of Coeur d’Alene, Kootenai County, Idaho, for the fiscal year beginning October 1, 2019.

Section 2

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

GENERAL FUND EXPENDITURES:

Mayor and Council	\$265,825
Administration	216,721
Finance Department	1,197,516
Municipal Services	1,820,374
Human Resources	400,519
Legal Department	1,291,857
Planning Department	973,288
Building Maintenance	675,981
Police Department	15,974,160
Fire Department	10,575,497
General Government	125,750
Streets / Engineering	5,039,108
Parks Department	2,497,538
Recreation Department	761,988
Building Inspection	963,810
TOTAL GENERAL FUND EXPENDITURES:	<u>\$42,779,932</u>

SPECIAL REVENUE FUND

EXPENDITURES:

Library Fund	\$1,785,766
Community Development Block Grant	597,467
Impact Fee Fund	360,000
Parks Capital Improvements	564,500
Annexation Fee Fund	99,000
Cemetery Fund	369,627
Cemetery Perpetual Care Fund	191,500
Jewett House	28,853
Reforestation/Street Trees/Community Canopy	111,000
Public Art Funds	369,300
TOTAL SPECIAL FUNDS:	<u>\$4,477,013</u>

ENTERPRISE FUND EXPENDITURES:

Street Lighting Fund	\$706,000
Water Fund	14,621,311
Wastewater Fund	16,672,037
Water Cap Fee Fund	3,900,000
WWTP Cap Fees Fund	1,250,000
Sanitation Fund	3,959,644
City Parking Fund	1,375,011
Drainage Fund	1,821,546
TOTAL ENTERPRISE EXPENDITURES:	<u>\$44,305,549</u>

FIDUCIARY FUNDS:	\$3,250,041
STREET CAPITAL PROJECTS FUNDS:	1,611,812
DEBT SERVICE FUNDS:	878,932
GRAND TOTAL OF ALL EXPENDITURES:	<u><u>\$97,303,279</u></u>

Section 3

That a General Levy of \$21,160,045 on all taxable property within the City of Coeur d'Alene be and the same is hereby levied for general revenue purposes for the fiscal year commencing October 1, 2019.

Section 4

That a Special Levy upon all taxable property within the limits of the City of Coeur d'Alene in the amount of \$2,622,548 is hereby levied for special revenue purposes for the fiscal year commencing October 1, 2019.

MOTION: Motion by Edinger, seconded by English, to dispense with the rule and read **Council Bill No. 19-1014** once by title only.

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

MOTION: Motion by McEvers, seconded by Edinger, to adopt **Council Bill 19-1014.**

DISCUSSION: Councilmember Gookin said that there has been discussion lately around affordable housing and many moving pieces, which is the cost of government, and he tries his hardest to keep the cost of government down and will oppose the motion.

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

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

The meeting adjourned at 7:45 p.m.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk