

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

**VISION STATEMENT**

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

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

**June 21, 2022**

**A. CALL TO ORDER/ROLL CALL**

**B. INVOCATION:** Pastor Mitchell Martin, Grace Bible Church.

**C. PLEDGE OF ALLEGIANCE**

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

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

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

**F. ANNOUNCEMENTS:**

1. City Council
2. Mayor

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

1. Approval of Council Minutes for the June 2, and June 7, 2022, Council Meetings.
2. Setting of the General Service/Public Works Committee Meeting for June 27, 2022.
3. Approval of Bills as Submitted.
4. Approval of Financial Report.

5. Approval of Final Plat: SS-22-06c, Hanley Lofts Condominiums.  
**As Recommended by the City Engineer**
6. Setting of Public Hearing for July 5, 2022:
  - a. Legislative O-2-22: The City is Proposing a New Chapter Titled Development Agreements within Title 17 (Zoning) of the Municipal Code to Provide for the Creation, Form, Recording, Modification, Enforcement, and Termination of Development Agreements. This Chapter is Pursuant to Section 67-6511A, Idaho Code, and is Intended to Authorize Development Agreements to the Fullest Extent of the Law. Applicant: City of Coeur d'Alene.
7. Setting of Public Hearing for July 19, 2022:
  - a. Legislative A-2- 22 A Proposed +/- 5.9-Acre Annexation from County Ag to R-5; Applicant: Aspen Homes & Development, LLC; Located at 1808 N. 15<sup>th</sup> Street.

#### **H. OTHER BUSINESS:**

1. **Resolution No. 22-027** – First Amendment to the Host Venue Agreement with the World Triathlon Corporation and North Idaho Sports Commission for Ironman Branded Triathlon Events, Changing the 2023 Event to a Full 140.6 Mile Race.

**Staff Report by: Troy Tymesen, City Administrator**  
**Presentation by: Tim Brosious, Regional Director, Ironman**  
**and Britt Bachtel- Browning**

2. **Resolution No. 22-028** - Approval of a Lease of City-Controlled Parking Spaces to the Chamber of Commerce on the 4th of July to Generate Revenue to Help Pay for the Cost of the Community Fireworks Display.

**Staff Report by: Stephanie Padilla, City Accountant**

#### **I. PUBLIC HEARINGS:**

*Please sign up to testify at <https://www.cdavid.org/signinpublic/Signinformlist>*

1. (Legislative) Community Development Block Grant (CDBG) Annual Action Plan for Plan Year 2022.

**Staff Report by: Chelsea Nesbit**

**J. EXECUTIVE SESSION:** Idaho Code 74-206 (c) to Acquire an Interest in Real Property Which is not Owned by a Public Agency.

#### **K. ADJOURNMENT**

# Coeur d'Alene CITY COUNCIL MEETING

*June 21, 2022*

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**MEMBERS OF THE CITY COUNCIL:**

**Jim Hammond, Mayor**

**Council Members McEvers, English, Evans, Gookin, Miller, Wood**

## CONSENT CALENDAR

MINUTES OF A CONTINUED MEETING OF THE  
COEUR D'ALENE, IDAHO,  
CITY COUNCIL HELD IN THE LIBRARY COMMUNITY ROOM  
JUNE 2, 2022, AT 9:00 A.M.

The City Council of the City of Coeur d'Alene met in continued session of said Council in the Library Community Room held at 9:00 a.m. on June 2, 2022, there being present upon roll call a quorum.

James Hammond, Mayor

Dan Gookin	) Members of Council Present
Woody McEvers	)
Amy Evans	)
Christie Wood	)
Kiki Miller	)
Dan English	) Arrived at 9:20 a.m.

**STAFF PRESENT:** Troy Tymesen, City Administrator; Randy Adams, City Attorney; Renata McLeod, Municipal Services Director/City Clerk; Vonnie Jensen, Comptroller; Ted Lantzy, Building Official; Thomas Greif, Fire Chief; Melissa Tosi, Human Resource Director; Michael Priest, Library Director; Bill Greenwood, Parks & Recreation Director; Hilary Anderson, Community Planning Director; Lee White, Police Chief; Todd Feusier, Streets & Engineering Director; Mike Anderson, Wastewater Superintendent; Terry Pickel, Water Superintendent; Sherrie Badertscher, Executive Assistant; Stephanie Padilla, Accountant.

**CALL TO ORDER:** Mayor Hammond called the meeting to order. Councilmember English arrived at 9:20 a.m.

**OVERVIEW:** Mayor Hammond stated the City of Coeur d'Alene has been running smoothly with wastewater and clean water flowing, and the City was a safe place to be. He said staff and Council have done a great job with keeping the City running smoothly and efficiently.

City Administrator Troy Tymesen stated the City had experienced growth during the pandemic with revenues higher than anticipated, and expenses lower which is what other cities hope for. He noted federal American Rescue Plan Act (ARPA) dollars had been included in the upcoming budget and a proposed funding document was provided to the Council. He said the City didn't have any tax estimates for the upcoming year at this time and intended this time for Council to discuss their priorities for the upcoming fiscal year.

**UPDATES FROM DEPARTMENTS:**

**LEGAL:** City Attorney Randy Adams stated the Legal Department (Department) would not be replacing the Chief Civil Deputy City Attorney position and would be requesting to add a fourth Legal Assistant instead. He said they were also requesting to purchase new case management software for the Department. He explained that there had been 9,600 criminal court appearances so

far, which averaged nine (9) cases per attorney, per day. Justification for the software includes: the current software is an 18-year-old program that was created in-house using three (3) different programming languages, two of which are obsolete, and one of the developers had retired; IT current software lacks many capabilities that the commercial case management software possesses and it would eventually fail to the point it wouldn't be fixable. The new case management software would allow his four prosecutors to keep track of all the cases and the myriad of court appearances they make every week. The selected software, after an extensive review, is "Prosecutor by Karpel." The prosecutor's office was able to test the software over a 30-day period and reviewed four (4) other case management software options, including the software utilized by the Kootenai County Prosecutor's Office, and found Karpel software as more economical and better suited the City's needs. Karpel will provide significant training, updates twice a year, and 24-7 support. The program will allow the prosecutors, staff, law enforcement, and victims to use any device, anywhere for many of their tasks, saving time and simplifying the daily workload of the prosecutors and police officers. He noted that it provided law enforcement officers a single platform to transfer or deliver to the prosecutors incident reports, supplements, criminal histories, and photograph evidence. The portal allows those law enforcement officers to receive service of electronic subpoenas, to verify proof of service, to track the progress of their cases, and to see proposed court dates prior to service of subpoenas, and to know when and where to appear for criminal proceedings. In addition, the software would enable the Department to create a dashboard through which Administration and Council could see outcome-related reports on the activity of the prosecutors, which can be updated daily. The software would also allow the creation of a secure portal just for victims of crimes through which they could communicate with the prosecutors, receive updated information and restitution information, accept subpoenas, request and receive appointment dates and times, and track the status of their case.

**DISCUSSION:** Councilmember McEvers asked what the turnaround time was after purchase, with Mr. Adams stating they could be up and running February or March of next year. He said they would receive significant training with the software, and that it was intuitive and user friendly. Councilmember Gookin asked what Kootenai County used and if the new software was compatible with their system, with Mr. Adams responding the County used different software, yet there would be no issues with compatibility. Mr. Adams stated the software purchase was \$71,000, and the first-year maintenance fee was \$8,000. Councilmember Wood stated the issue for law enforcement was getting up-to-date information on cases and what would be done to ensure up-to-date information was available, with Mr. Adams responding updates in the new system were very easy to manage and he had spoken with the Police Department about the software. Councilmember Miller asked if the software could be accessed out of the office, with Mr. Adams responding it could.

**MUNICIPAL SERVICES:** Municipal Services Director Renata McLeod stated there was ransomware, malware, etc., and the City was not exempt from the threats. She said there had been numerous ransomware hits throughout the United States, and trends were showing they would continue to be a threat. She said there were steps that could be taken to secure the City's network, and one would be two-factor authentication and it was coming soon. There were three (3) areas of IT which needed to be addressed: Infrastructure, Resources, and Security. She stated the requested infrastructure updates (\$547,855 sought from ARPA funding) would be good for approximately 10 years before another upgrade was required. She said her Department needed additional resources which consisted of additional IT staffing. She stated her Department's major need was adding an

additional IT Technician (\$48,000) to assist with all the City IT needs. She noted the security updates (\$272,000) included Microsoft Soft E3 licensing, and two-factor authentication in which they would need to purchase fobs for staff.

**DISCUSSION:** Councilmember Gookin asked if any network upgrades had been completed in the past 17 years, with Ms. McLeod stating just the minimum as the need had arisen. Councilmember Gookin stated he felt that IT should be a stand-a-lone department, with Councilmember Wood concurring. Councilmember Wood wondered if the proposed upgrades were the best fixes, and would like an outside consultant to do an assessment, noting that the College may be of assistance. Councilmember Gookin stated he would like another opinion before accepting and moving forward with the proposed changes. Councilmember Miller stated there were other entities currently looking to assess IT needs, and did the City's insurance provider ICRMP provide any assessment services, with Ms. McLeod responding they did not. Councilmember Miller asked about the cameras, and were the funds to add new ones, with Ms. McLeod responding the funding would allow for the replacing of 25 existing cameras per year as part of a 5-year maintenance schedule. Chief White stated the cameras were very important for law enforcement purposes, and he felt the two-factor authentication was a necessary next step. Councilmember McEvers asked if the security project was using ARPA funding, with Ms. McLeod responding the infrastructure request was requesting the use of ARPA funds and the software will have an annual cost; however, if the Council wanted to use ARPA the first year, they could but it was not included in the original ARPA requests. Mayor Hammond asked what would be gained by having IT as a stand-a-lone department. Councilmember Gookin stated the focus by Municipal Services should not be on IT, but on the other services provided by the Department. Ms. McLeod stated Municipal Services was a general department and often gained duties that affect all City departments.

**FIRE:** Fire Chief Thomas Greif stated the challenges were looking forward and planning for future growth, back ordering of equipment/apparatus, and remaining proactive moving forward. He said his Department was requesting to add two (2) FTE Firefighter-Paramedics (\$230,000). He noted as growth occurs in Kootenai County, resources would need to be added and that they were currently studying call volumes. He noted that they would be adding an additional ambulance to the EMS system, which would take approximately five-years to be fully funded by Kootenai County.

**DISCUSSION:** Councilmember Wood asked why it would take five-years to pay for the additional ambulance, with Chief Greif responding there were nine (9) ambulances in Kootenai County at this time, and they didn't all pay for themselves and were subsidized by other ambulances. He said this was due to the rural areas of coverage and the system which was unique and the Cities of Coeur d'Alene and Post Falls subsidized the service in the rural areas. Councilmember English asked how the City of Hayden fit in with the system, with Chief Greif responding there were six (6) core ambulances, 2-Post Falls, 2-CDA, 2-Hayden. He said the system worked but it was a challenge to add resources.

Chief Greif said they would be working on their Strategic Plan (\$18,350) and it was a 3–5-year road map for the organization. Councilmember Wood said she would like to see a Citywide Strategic Plan which would include the entire City. Councilmember Miller asked how many open positions there were in the Fire Department, with Chief Greif responding they were fully staffed. Chief Greif stated they were fully staffed and they would continue training (\$47,000) with the paramedic school,

technical training, fitness program, and certifying two (2) blue-card instructors. He noted it took two-years for a paramedic to complete training. He stated his Department's largest request was to replace the Self-Contained Breathing Apparatus (SCBAs) (\$986,610), the units had a 10–12-year lifespan, and the current units would be non-compliant within two (2) years. He said they were looking at using FEMA funds for part of the cost (\$312,120), and the remaining \$674,490 would come from ARPA funding. Councilmember English asked how many SCBAs would be purchased, with Chief Greif responding 70 which would be enough for all sworn Department members.

**STREETS:** Streets & Engineering Superintendent Todd Feusier stated they were requesting two (2) positions; Heavy Equipment Operator, and an Electrician Apprentice in the upcoming budget. They would also be requesting to remodel the Streets & Engineering Building and would add office space and a new HVAC system. He stated upgrades were needed on the City streets as they were reaching their end of life. He said when the road base was failing an overlay could not be applied. His budget request for new asphalt for FY 23 was \$225,000, and they were requesting \$1,500,000, for chip and overlay project needs. He said they plan to do more of the roadwork in-house, noting that chipsealing took a lot of manpower and he didn't feel it was a best practice for the Department. He said he would like to move forward with asphalt removal and new applications. Water Superintendent Terry Pickel stated water service line replacements (galvanized pipe replacements) would have to be completed in the next couple years and they would coordinate with the Streets & Engineering Department on the project which has an October 2024 plan due date.

**DISCUSSION:** Councilmember Evans asked if they would receive other department summaries, with Mr. Tymesen stating they would receive them with the proposed budget.

**PARKS:** Parks Director Bill Greenwood stated his Department's challenge was hiring seasonal workers and they would be changing the hiring model in regard to the use of seasonal workers. He said they were working at efficiencies in the daily maintenance duties. He mentioned they would like to purchase replacement equipment in the upcoming budget using ARPA funding. He noted they had increased the salaries for seasonal workers, but he still wasn't sure whether they would be able hire at that level. He would like to hire less positions, but at a higher pay. He said his Department was requesting three (3) positions; two (2) Maintenance Workers, and one (1) Administrative Assistant.

**LIBRARY:** Library Director Michael Priest stated they were seeking a conversion of a part-time (20 hours per week) Circulation Clerk to a full-time benefitted position. He said the library has not added any further staffing since October 2018, and the population of Coeur d'Alene was estimated to be around 50,000 at that time and was now estimated at 56,000. He noted Library usage had increased rapidly after the pandemic, the impact of the growth was beginning to affect the Library and he felt that adding 0.5 FTE would provide adequate staffing to service the growing population both now and into the future. He said educational programming was a core service of the Library and was increasing in importance. An additional 20 staff hours per week would allow the Library to present more educational programs for children, adults, and in the increasingly popular multigenerational category both onsite and within the community.

**DISCUSSION:** Councilmember English asked what the wage was for new hires, with Mr. Priest stating they started their employees at \$14.70 hour. Councilmember Miller stated the recent rental report showed wages of \$23.75-\$28.00 an hour were needed to qualify for rental housing.



**WATER:** Superintendent Terry Pickel stated the EPA was requiring all galvanized water lines be replaced (nationwide) from the water main to the house foundation. He said his Department was requesting two (2) additional positions which would assist with the major water line replacement project. He said they would be updating the Water Rate Study and reviewing their comprehensive plan project list. He noted residential water use had tripled in the past 10 years due to green space.

**WASTEWATER:** Superintendent Mike Anderson stated his Department's challenge continued to be chemical cost increases and they impacted the Department substantially. He said they would continue to look at other options. He said they would be updating their Rate Study and expected to bring it forward at the end of the year, or early 2023. He said sewer replacement projects would be starting in FY 23, and would remove some of the bottleneck areas by removing the 12" service. He said it would be a two-phase project. He said they continue to work on the Solids Handling Improvements project, and would be also be replacing the Trickling Filter Feed Pumps.

**BUILDING SERVICES:** Mr. Tymesen stated the Building Services Division was requesting to purchase fleet vehicles in the upcoming fiscal year.

### **COUNCIL PRIORITIES:**

Councilmember Gookin stated his priorities were downtown development (preserving Sherman Avenue), maintaining transportation infrastructure, hiring freeze (outside of public safety), transportation options to get workers downtown, and more diverse political viewpoints on City committees.

Councilmember Wood stated her priorities were long-term Strategic and Facilities Planning, and funding for a consultant for help developing the plans. She noted in regard to hiring/keeping quality employees, a small way to help with the housing crisis and hiring needs would be to move toward long-term healthcare for employees until they reach age 65. She would also like to focus on City street improvements.

Councilmember Miller stated her priorities were housing, a communications position, and funding for performing arts through the Arts Commission. She would like the Regional Growth Housing Partnership Group to move to a stand-alone group. She said the housing market would be remaining strong and wages would not catch up to housing costs. She noted a way of addressing the housing shortage would be smaller density and restrictive deeds for local worker housing (healthcare workers, etc.). She said the concessions would be made by the private market. She stated there were \$50 million in ARPA dollars directed at housing, yet it was focused on low-income housing by non-profits, and does not address middle income workers. She said preference in use of the Idaho Housing Trust Fund dollars would be given to local projects with a monetary match. She noted Habitat for Humanity was working on a project in their land-lease program. She said a few other ideas were a Tiny Home Village, yet the Coeur Housing Plan would need to be completed. Her other priorities were Short-term rentals and the continued area growth in which she said continued to be a challenge.

Councilmember McEvers stated his priorities were the City streets, and a communications position. He said relationships with the City's neighbors (Highway District, Hospital Board, CDA Tribe, etc.) should also be a priority.

Councilmember Evans stated her priorities were recruiting quality employees, maintaining staffing, and enhancing partnerships with the City's neighbors (CDA Tribe, nearby cities). She would like to work together and share resources.

Councilmember English stated cautionary measures should be looked at and it would be prudent to balance property rights with the competing housing needs. He noted projects were currently costing much more to complete than anticipated.

Mayor Hammond stated street infrastructure was harder to manage as it was not fee based. A long-term plan was needed to ensure streets were maintained well. Substance was needed when meeting with community partners to garner trust, and they would need to budget for those meetings. He said Public Safety was integral to the City budget as there was a higher possibility of needed public safety services due to the proximity to I-90 and US-95 and short distance to two (2) major cities. He said a Public Information Officer (PIO) position was important in order for the City to disseminate information to the public. There were many considerations to be made before hiring a PIO. He said a recession may be coming, but it is not likely to affect housing costs as North Idaho would continue to be a desirable community. He stated it was their responsibility to preserve the core values of the community.

Mr. Tymesen stated staff would work to incorporate the council priorities into the budget and would bring the information back to Council in the form of another Budget Workshop.

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

The meeting adjourned at: 11:43 p.m.

ATTEST:

\_\_\_\_\_  
James Hammond, Mayor

\_\_\_\_\_  
Sherrie L. Badertscher  
Executive Assistant

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

June 7, 2022

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 June 7, 2022, at 6:00 p.m., there being present the following members:

James Hammond, Mayor

Dan Gookin	)	Members of Council Present
Dan English	)	
Woody McEvers	)	
Amy Evans	)	
Christie Wood	)	
Kiki Miller	)	

**CALL TO ORDER:** Mayor Hammond called the meeting to order.

**INVOCATION:** William Muck of The Crossroads Community Church led the invocation.

**PLEDGE OF ALLEGIANCE:** Councilmember English led the pledge of allegiance.

**AMENDMENTS TO THE AGENDA:**

**MOTION:** by Gookin, seconded by Wood, to pull item I-1- Resolution 22-025- Establishing Policies for Public Comments and Motions. **Motion carried.**

**DISCUSSION:** Mayor Hammond stated he was in support of removing the item from the agenda and would like to keep the current practice. Councilmember Miller asked if there would still be a policy, with Mayor Hammond responding they would continue the sign-up sheet, allow three minutes to make comments, and would ask for commenter's full name, but no address. Councilmember English said he thought there needed to be rules or structure in relation to public comments, and would like to have a discussion to draft appropriate guidelines. Councilmember Gookin stated the public had a right to speak at meetings, and the Mayor had ability to run the meetings. Councilmember Miller stated the issue had come to light due to the different ways the public was making comments. She would like a courteous set of guidelines in regard to public comment and to ensure those who wished to speak at meetings would have the opportunity to do so.

**PUBLIC SAFETY ANNOUNCEMENT:** Police Chief Lee White stated the Parks Department had received many questions regarding why certain groups were allowed to have their events. He said the Police Department respects the Constitutional Rights of citizens to peacefully assemble

and the right to bear arms. He said over the past several weeks there had been a lot of information and disinformation surrounding the events taking place downtown on June 11, 2022. He said neither the Department nor their law enforcement partners have any verifiable information that groups are coming to the area to engage in riotous conduct. While there have been some videos and posts that may be concerning to some individuals, none of the information they have seen thus far rises to the level of criminal conduct. It is their understanding that the majority of attendees were planning for a peaceful gathering. He said they strongly encourage the public to call 911 if they witness a criminal act, or to report concerning activity to the officers who will be patrolling the area as criminal activity would be strictly enforced. Chief White encouraged everyone to remain respectful of one another and have a safe weekend.

Councilmember Wood stated she appreciated the work of the Police Department and their efforts to keep the City safe.

**PROCLAMATION** - Mayor Hammond proclaimed June 16, 2022, as Kiwanis Club 100<sup>th</sup> Anniversary with Angela Erickson of the Kiwanis Club accepting the proclamation. Ms. Erickson thanked the Mayor and Council for the proclamation and noted on June 16 the Kiwanis Club would celebrate 100 years of great work in the community.

**ANNUAL AUDIT REPORT FOR YEAR ENDING SEPTEMBER 30, 2021** - Toni Hackwith, Anderson Brothers, CPAs gave an overview of the annual audit conducted for fiscal year 2021-2022. Ms. Hackwith stated the audit was required by Idaho State Statutes and the primary purpose was to assure financial statements show a fair representation of the City's financial position as of a date certain. She gave an overview of the General Fund revenues, expenditures, and fund balances for the years 2017-2021 to demonstrate trends. She explained why the General Fund reserve balance was important and mentioned the Government Finance Officers Association recommended a minimum of no less than 60-days of regular General Fund operating revenues remain unassigned in the General Fund. She stated the Water Fund showed a revenue increase of 19% over the prior year, with operating expenses increasing by 2%. She said the Wastewater Fund showed a 13% increase in revenues and a 2% increase in operating expenses over the prior year.

**DISCUSSION:** Councilmember Gookin asked in regard to the reference of 2.3% inflation rate for the pension plan, with Ms. Hackwith responding PERSI set the inflation rate on pensions and questions should be addressed to them. Councilmember Gookin asked for clarification of the Urban Renewal District's (URD) not having a deposit policy for custodial credit risk, with Ms. Hackwith responding the URD didn't carry an insurance policy for funds over a bank's insured limit. Councilmember Gookin asked if it applied to the State pool, with City Administrator Troy Tymesen responding the City did have a policy, clarifying that the URD did not. Councilmember Gookin asked for confirmation that the 2017 Series Bond would be paid-off before the URD closed later this year, with Mr. Tymesen responding in the affirmative. Councilmember Wood thanked Ms. Hackwith for her and City staff's work on the audit, and asked that staff bring the discussion of the Unassigned Fund Balance of General Fund Operating Revenues to the next budget meeting.

#### **PUBLIC COMMENTS:**

Deborah Rose, on behalf of Mike Hangler, Coeur d'Alene, stated he was in favor of continuing invocations and would encourage inclusivity in doing so.

Deborah Rose, Coeur d'Alene, stated she was opposed to having a singular pastor in charge of scheduling invocations.

Heather Seman, Coeur d'Alene, stated she was in favor of continuing meeting invocations.

Mathew Sherman, Post Falls, stated he was in favor of continuing meeting invocations.

TJ Farrell, Athol, stated he was in favor of continuing meeting invocations led by Christian based groups.

Mike Grabenstein, Coeur d'Alene, stated he was in favor of continuing meeting invocations or recognizing a moment of silence to reflect.

Bill Muck, Coeur d'Alene, stated he was in favor of continuing meeting invocations led by Christian based groups.

Summer Bushnell, Post Falls, stated she works on elections and had issues with City code enforcement as to where easements ended for sign placement. She said she used County mapping and was hoping for resolution as she would be encountering the issue twice a year.

Roby Emerson, Coeur d'Alene, stated he was in favor of continuing meeting invocations.

Dave Walker, Coeur d'Alene, stated he was opposed to continuing meeting invocations.

John Pulsipher, Coeur d'Alene, stated he was in favor of continuing meeting invocations and hoped when giving public comments people would stand on their integrity. He was opposed to the dock proposal by the Harbor Center.

Justin O'Connell, Coeur d'Alene, shared his thoughts on many worldwide issues.

Mike Gridley, Coeur d'Alene, stated he was opposed to continuing meeting invocations in the interest of meeting efficiency.

Dr. Arthur Valadez, Coeur d'Alene, stated he was in favor of continuing meeting invocations, and the friendly separation between state and church.

Jeremy Morris, Hayden, stated he was asking for transparency from the Council.

Cecil Kellie, Coeur d'Alene, stated he was in favor of continuing meeting invocations and including all faith groups.

Tim Saint, City, Coeur d'Alene, stated he was in favor of continuing meeting invocations.

Randy Neal, Coeur d'Alene, stated he wished to thank Council for removing restrictions on public comments including the address requirement. He said he hoped the Police Department would not discriminate against either group on June 11, yet if there was any lewd behavior, he hoped it would be addressed.

Ben Cooper, Coeur d'Alene, stated events were cancelled due to Covid-19 and currently the monkey pox was much more dangerous. He requested the June 11, CDA Pride event be cancelled.

Linda Wolovich, Coeur d'Alene, stated she was in favor of continuing meeting invocations. She also asked how public comments could be more effective.

### **ANNOUNCEMENTS:**

Councilmember Miller noted the Historical Society had partnered with the Coeur d'Alene Library to showcase the traveling Idaho Constitution July 13, through August 26 at the Nielsen room at the Library. She mentioned the Library was rolling out a library-of-things program which would allow patrons to check out non-book items such as small tools, metal detector, sewing machine, and many other items.

Mayor Hammond requested the appointments of Mike Wood to the Pedestrian and Bicycle Advisory Committee, and Jef Lemmon to the Design Review Commission.

**MOTION:** Motion by McEvers, seconded by Miller, to appoint Mike Wood to the Pedestrian and Bicycle Advisory Committee, and Jef Lemmon to the Design Review Commission. **Motion carried.**

**DISCUSSION:** Councilmember Wood clarified Mr. Wood was not any relation to her.

### **CONSENT CALENDAR:**

1. Approval of Council Minutes for the May 17, 2022, Council Meeting.
2. Approval of General Services/Public Works Committee Minutes for the May 23, 2022, Meeting.
3. Setting of the General Service/Public Works Committee Meeting for June 13, 2022.
4. Approval of Bills as Submitted.
5. Setting of a Public Hearing for June 21, 2022:
  - a. Community Development Block Grant (CDBG) Upcoming Annual Action Plan for 2022.
6. Approval of Nine (9) Firework Stand Permits for the 2022 Season.
7. Approval of the Outdoor Seating Permit for 2605 N. 4<sup>th</sup> Street, St. 105, Stylus Wine and Vinyl Bar; Owner Robert and Krista French.
8. Approval of a Cemetery Lot Repurchase: Robin Mikkelson, Section RIV, Block H, lot 539, Forest Cemetery Annex (Riverview).
9. **Resolution No. 22-024** - A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE FOLLOWING: CHANGE ORDER NO. 1 IN THE AMOUNT OF \$248,325.87, AND AMENDMENT TO THE CONTRACT WITH LARIVIERE, INC., FOR A NEW 18" WATER TRANSMISSION MAIN ALONG

THE CENTENNIAL TRAIL; AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH JEFF CROWE D/B/A BUNKHOUSE MEDIA REGARDING THE SCOPE OF SERVICES AND COMPENSATION; LEASE AGREEMENT WITH PAUL MASON FOR A MOBILE FOOD CONCESSION AT ATLAS MILL PARK; AND ACCEPTANCE OF A DONATION TO THE POLICE DEPARTMENT IN THE AMOUNT OF \$1,000.00 FROM ROBERT BLANSFIELD TO ASSIST WITH THE RECENTLY APPROVED DRONE PURCHASE.

**MOTION:** Motion by McEvers, seconded by Evans, to approve the Consent Calendar as presented, including **Resolution No. 22-024**.

**DISCUSSION:** Councilmember Gookin clarified item 9- Lease Agreement with Paul Mason for a Mobile Food Concession at Atlas Mill Park would be for \$5,000 each year.

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

#### **RESOLUTION NO. 22-026**

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ACCEPTING THE PROPOSALS OF AND APPROVING LEASE AGREEMENTS WITH KING MORTON, LLC, d/b/a HAYDEN LAKE PADDLE BOARD & JET SKI, FOR DOCK "A" AND KJ WATERSPORTS LLC FOR HARBOR CENTER DOCK "B" NEAR HARBOR CENTER

**STAFF REPORT:** Parks & Recreation Director Bill Greenwood requested Council approve the selection of vendors KJ Watersports, and Hayden Paddleboard & Jet Ski from the RFP selection committee, to build the docks and operate a water-based recreation facility for the public at the City owned property along the Spokane River near the Harbor Center. Mr. Greenwood said they advertised an RFP for the docks, received three (3) proposals, and the two (2) brought forward had scored the highest. Mr. Greenwood explained that the Third Street Boat Launch was one of the busiest boat launches in Idaho, and was extremely crowded with members of the public and water sport rental companies. The Parks and Recreation Department planned to reduce overcrowding on the Third Street Boat Launch by entering into an agreement with commercial businesses to build a pair of commercial docks and operate two (2) separate water-based recreation businesses on the Spokane River. Per the agreement, the businesses that were selected will each build a dock with 26 slips in the dock system at their cost. The highest scored business, KJ Watersports, would receive first choice on dock location and had agreed to a lease amount of \$30,000 per year paid to the City for use of the property. The second highest scored business, Hayden Paddleboard & Jet Ski, would receive the second dock space and had agreed to a lease amount to the City of \$20,000 per year. He said after the initial five-year period, the City would receive a minimum payment of \$30,000 per year for the dock for the next five-year period. The renewal of the leases were optional every five years.

**DISCUSSION:** Councilmember Wood stated the Parks and Recreation Commission were in favor of the dock proposals and easing congestion on the Third Street Boat Launch. The

Commission saw value in the commercial docks proposal and the revenue generated would assist with parks maintenance. She said everyone had a right to be on the water and hoped Council would seize the opportunity to give the public another option to get on the lake. Councilmember Miller stated she appreciated the efforts made developing the RFP. She asked if annual launch fees were collected from the commercial users, with Mr. Greenwood responding the launch fees were now self-service. She said her issue remained the congestion at Third Street Boat Launch as she felt more commercial users would take the place of those moved to the new docks. She asked if it was possible to eliminate the commercial traffic at the Third Street Boat Launch, with City Attorney Randy Adams responding the docks were for the public and the City could restrict commercial activity on public property. Councilmember Gookin asked what the year-over-year differences were in launch fees, with Mr. Greenwood responding the fees collected had gone down substantially. Councilmember Gookin said he felt this proposal would add additional traffic to the river. Councilmember English stated he was in support of the dock proposal and thought it was a great option for the community.

**MOTION:** Motion by Wood, seconded by English, to approve **Resolution No. 22-026**, approving Lease Agreements with King Morton, LLC, and KJ Watersports LLC, for the Construction and Operation of Commercial Docks located near the Harbor Center.

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

Mayor Hammond called for a five-minute recess at 7:53p.m. The meeting resumed at 7:58 p.m.

## **COUNCIL DISCUSSION REGARDING INVOCATIONS**

**STAFF REPORT:** City Attorney Randy Adams explained this item was brought forward to discuss whether or not Council wants to continue the practice of invocations before Council meetings and if so, what guidelines should apply. He explained that invocations before daily sessions of Congress had been the custom since 1789 with the very first Congress under the new Constitution. In 2014, the U.S. Supreme Court issued its opinion in *Town of Greece v. Galloway*, upholding the Constitutionality of invocations and prayers before public meetings in the face of a challenge that they violate the First Amendment. The Supreme Court also provided general guidelines for the delivery of invocations or prayers. The Court also held that it would not dictate the content of those prayers. He said governments must maintain a policy of nondiscrimination with regard to prayers or invocations, but they need not search beyond their borders for someone to deliver them. Further, unless the prayers demonstrate a *pattern over time* of denigration of other religions, proselytization, or the impermissible government purpose of establishing a religion, challenges based on the content of prayers “will not likely establish a constitutional violation.” He said the City’s current process for inviting person to give a prayer or invocation before City Council meetings is nondiscriminatory, and the guidelines developed by staff which prohibit the denigration of other religions and proselytization is consistent with Supreme Court precedent.

**DISCUSSION:** Councilmember Wood asked if a lottery system could be used to fill invocations, with Mr. Adams responding the City could do so. Councilmember Gookin asked Mayor Hammond to allow Pastor Paul Van Noy to address the Council. Pastor Van Noy said he had been



serving the City for many years and loved the City. He stated he had not turned people away and there were many denominations in the Kootenai County Ministerial Association. He wished to address the topic of invoking a spirit and said it could be a dangerous act and did not feel taking a moment of silence was a good option. He provided a letter to the Council and noted Council may be open to liability if they managed the invocation scheduling and requested the Kootenai County Ministerial Association manage the meeting invocation scheduling and offered to serve as the City's Chaplain without compensation. Councilmember Gookin asked Pastor Van Noy if he preferred Christian invocations, with Pastor Van Noy responding he did and that the ministerial association would take on the potential discrimination on behalf of the City, as they could discriminate. Councilmember Gookin stated the largest religious group in Kootenai County were Mormon, with Catholic the second largest, and noted the City could not be discriminatory. Councilmember Wood asked City Attorney Adams to respond to Pastor Van Noy's comments regarding returning the scheduling to the Kootenai County Ministerial Association and the issue of discriminating against non-Christian religious groups. Mr. Adams responded the City would not be insulated from discrimination claims if scheduling was returned to the ministerial association or other group that discriminated for any reason. Councilmember English stated Council dealt with many topics in which they were not experts, but felt he could make a decision on the invocation item. He said he was in support of continuing the practice of invocations as they held value for the community. Councilmember Miller said she liked the lottery idea. She noted her education and understanding were that God hears prayers from wherever, whenever, and however they were prayed.

**MOTION:** Motion by Miller, seconded by Wood, to recommended that at the beginning of each meeting the Mayor invite the citizens of Coeur d'Alene, along with Council and staff, to join in a moment of silence as we ask for wisdom and guidance in the discussion and decisions that are before us.

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

**DISCUSSION CONTINUED:** Councilmember Miller noted it was a difficult topic and she wanted the opportunity to reflect. Councilmember Evans stated she believed there was no place in the community for any type of discrimination. Councilmember Gookin stated he was in opposition of the motion, as he wished to keep the invocations. Councilmember Wood stated she felt the motion was trying to honor everyone, yet she would like to see all requests honored for those who wished to give the invocation.

**MOTION:** Motion by Gookin, seconded by Wood, to continue the custom of invocations before Council meetings by incorporating a lottery system and allowing all established churches within Kootenai County the opportunity to give an invocation.

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

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

The meeting adjourned at 8:42 p.m.

ATTEST:

\_\_\_\_\_  
James Hammond, Mayor

\_\_\_\_\_  
Sherrie L. Badertscher  
Executive Assistant

DRAFT


JUN 9 2022

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

**CITY CLERK**

FUND	BALANCE 4/30/2022	RECEIPTS	DISBURSE- MENTS	BALANCE 5/31/2022
<u>General-Designated</u>	\$7,457,325	\$7,951	\$74,663	\$7,390,613
<u>General-Undesignated</u>	11,649,270	4,663,000	7,106,781	9,205,489
<u>Special Revenue:</u>				
Library	317,764	16,234	137,359	196,639
CDBG	(57,241)	30,514	33,577	(60,304)
Cemetery	247,125	22,487	58,762	210,850
Parks Capital Improvements	659,223	14,480	23,490	650,213
Impact Fees	6,311,351	36,006		6,347,357
Annexation Fees	356,337	183		356,520
American Recovery Plan	4,124,925			4,124,925
Cemetery P/C	1,140,727	4,449	11,424	1,133,752
Jewett House	143,881	2,899	1,421	145,359
Reforestation	24,031	12		24,043
Street Trees	193,308	4,599	23,238	174,669
Community Canopy	2,720	1		2,721
Public Art Fund	64,157	20,033		84,190
Public Art Fund - ignite	553,627	284	4,969	548,942
Public Art Fund - Maintenance	133,722	68	37	133,753
<u>Debt Service:</u>				
2015 G.O. Bonds	613,244	7,364		620,608
<u>Capital Projects:</u>				
Street Projects	431,352	222	249,936	181,638
<u>Enterprise:</u>				
Street Lights	136,085	55,499	66,240	125,344
Water	1,465,786	365,536	472,383	1,358,939
Water Capitalization Fees	6,541,883	125,192		6,667,075
Wastewater	11,979,577	3,392,546	769,450	14,602,673
Wastewater - Equip Reserve	1,409,198	27,500		1,436,698
Wastewater - Capital Reserve	3,500,000			3,500,000
WWTP Capitalization Fees	5,745,046	94,360		5,839,406
WW Property Mgmt	55,403			55,403
Sanitation	1,733,416	502,489	477,639	1,758,266
Public Parking	638,327	43,176	16,953	664,550
Drainage	1,566,176	87,775	129,160	1,524,791
Wastewater Debt Service	2,920,558	1,501	2,277,218	644,841
<u>Fiduciary Funds:</u>				
Kootenai County Solid Waste Billing	230,596	245,122	230,596	245,122
Police Retirement	485,708	31,200	44,109	472,799
Sales Tax	4,359	2,353	4,388	2,324
BID	317,736	3,905		321,641
Homeless Trust Fund	678	682	678	682
<b>GRAND TOTAL</b>	<b>\$73,097,380</b>	<b>\$9,809,622</b>	<b>\$12,214,471</b>	<b>\$70,692,531</b>

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

  
 Vonnie Jensen, Comptroller, City of Coeur d'Alene, Idaho

CITY OF COEUR D'ALENE  
BUDGET STATUS REPORT  
EIGHT MONTHS ENDED  
May 31, 2022

**RECEIVED**

JUN 9 2022

**CITY CLERK**

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 5/31/2022	PERCENT EXPENDED
Mayor/Council	Personnel Services	\$260,153	\$162,329	62%
	Services/Supplies	9,692	3,800	39%
Administration	Personnel Services	220,154	146,332	66%
	Services/Supplies	2,920	397	14%
Finance	Personnel Services	719,191	461,034	64%
	Services/Supplies	579,455	562,404	97%
Municipal Services	Personnel Services	1,289,332	851,060	66%
	Services/Supplies	931,896	439,959	47%
	Capital Outlay			
Human Resources	Personnel Services	356,011	230,401	65%
	Services/Supplies	78,871	53,121	67%
Legal	Personnel Services	1,256,687	873,213	69%
	Services/Supplies	56,853	27,140	48%
Planning	Personnel Services	657,218	431,516	66%
	Services/Supplies	57,300	44,494	78%
	Capital Outlay			
Building Maintenance	Personnel Services	368,824	202,503	55%
	Services/Supplies	239,075	175,268	73%
	Capital Outlay	95,000	75,200	79%
Police	Personnel Services	15,896,728	9,738,523	61%
	Services/Supplies	1,768,232	1,123,221	64%
	Capital Outlay	329,840	230,062	70%
Fire	Personnel Services	10,829,600	7,424,420	69%
	Services/Supplies	692,976	450,922	65%
	Capital Outlay	25,000	78,044	312%
General Government	Services/Supplies	47,180	51,685	110%
	Capital Outlay			
Police Grants	Personnel Services	77,961	48,011	62%
	Services/Supplies		30,848	
	Capital Outlay			
CdA Drug Task Force	Services/Supplies	35,000	3,050	9%
	Capital Outlay			
Streets	Personnel Services	3,220,429	2,141,684	67%
	Services/Supplies	1,860,134	700,538	38%
	Capital Outlay	90,000	115,552	128%
Parks	Personnel Services	1,919,367	1,042,571	54%
	Services/Supplies	698,100	348,596	50%
	Capital Outlay			

CITY OF COEUR D'ALENE  
BUDGET STATUS REPORT  
EIGHT MONTHS ENDED  
May 31, 2022

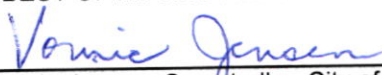
FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 5/31/2022	PERCENT EXPENDED
Recreation	Personnel Services	574,567	370,550	64%
	Services/Supplies	180,850	92,509	51%
	Capital Outlay			
Building Inspection	Personnel Services	964,436	634,051	66%
	Services/Supplies	39,928	12,847	32%
	Capital Outlay			
Total General Fund		<u>46,428,960</u>	<u>29,377,855</u>	<u>63%</u>
Library	Personnel Services	1,388,065	899,712	65%
	Services/Supplies	228,000	130,880	57%
	Capital Outlay	180,000	76,889	43%
CDBG	Personnel Services	72,250	47,461	66%
	Services/Supplies	478,122	213,354	45%
Cemetery	Personnel Services	209,640	127,981	61%
	Services/Supplies	117,400	69,559	59%
	Capital Outlay	87,000	81,709	94%
Impact Fees	Services/Supplies	769,000	(216,435)	-28%
Annexation Fees	Services/Supplies	175,000	175,000	100%
Parks Capital Improvements	Capital Outlay	465,460	123,552	27%
Cemetery Perpetual Care	Services/Supplies	166,500	109,820	66%
Jewett House	Services/Supplies	26,353	7,048	27%
Reforestation	Services/Supplies	6,500		
Street Trees	Services/Supplies	112,000	35,781	32%
Community Canopy	Services/Supplies	1,500	180	12%
Public Art Fund	Services/Supplies	461,300	111,428	24%
		<u>4,944,090</u>	<u>1,993,918</u>	<u>40%</u>
Debt Service Fund		<u>878,408</u>	<u>34,228</u>	<u>4%</u>



CITY OF COEUR D'ALENE  
BUDGET STATUS REPORT  
EIGHT MONTHS ENDED  
May 31, 2022

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 5/31/2022	PERCENT EXPENDED
LaCrosse Ave / NW Blvd	Capital Outlay		4,757	
Seltice Way Sidewalks	Capital Outlay			
Traffic Calming	Capital Outlay	40,000	10,693	
Kathleen Avenue Widening	Capital Outlay	755,000	430,635	57%
US 95 Upgrade	Capital Outlay			
15th Street	Capital Outlay		2,275	
LHTAC Pedestrian Safety	Capital Outlay	605,000		
Downtown Signal Imprvmnts	Capital Outlay			
Atlas Waterfront Project	Capital Outlay			
NW Blvd Traffic Signals	Capital Outlay			
		<u>1,400,000</u>	<u>448,359</u>	<u>32%</u>
Street Lights	Services/Supplies	658,900	410,430	62%
Water	Personnel Services	2,497,479	1,467,659	59%
	Services/Supplies	5,095,931	1,033,239	20%
	Capital Outlay	4,713,500	1,855,729	39%
Water Capitalization Fees	Services/Supplies	2,650,000		
Wastewater	Personnel Services	3,034,430	1,832,499	60%
	Services/Supplies	7,949,068	1,916,539	24%
	Capital Outlay	9,735,000	1,071,569	11%
	Debt Service	4,194,992	1,346,470	32%
WW Capitalization	Services/Supplies	3,840,853		
WW Property Management	Services/Supplies		26,098	
Sanitation	Services/Supplies	4,562,297	2,708,475	59%
Public Parking	Services/Supplies	1,718,619	549,930	32%
	Capital Outlay			
Drainage	Personnel Services	229,876	151,689	66%
	Services/Supplies	1,001,862	261,747	26%
	Capital Outlay	890,000	176,818	20%
Total Enterprise Funds		<u>52,772,807</u>	<u>14,808,891</u>	<u>28%</u>
Kootenai County Solid Waste		2,900,000	1,723,278	59%
Police Retirement		192,235	127,302	66%
Business Improvement District		176,000		
Homeless Trust Fund		8,000	5,500	69%
Total Fiduciary Funds		<u>3,276,235</u>	<u>1,856,080</u>	<u>57%</u>
TOTALS:		<u>\$109,700,500</u>	<u>\$48,519,332</u>	<u>44%</u>

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS, ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

  
Vonnice Jensen, Comptroller, City of Coeur d'Alene, Idaho

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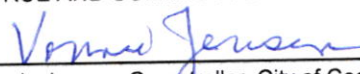
JUN 9 2022

City of Coeur d'Alene  
Cash and Investments  
5/31/2022

CITY CLERK

Description	City's Balance
<b>U.S. Bank</b>	
Checking Account	5,196,893
Checking Account	72,772
Checking Account	81,905
Investment Account - Police Retirement	471,573
Investment Account - Cemetery Perpetual Care Fund	1,130,140
<b>Idaho Central Credit Union</b>	
Certificate of Deposit	279,746
<b>Idaho State Investment Pool</b>	
State Investment Pool Account	62,199,423
<b>Spokane Teacher's Credit Union</b>	
Certificate of Deposit	258,729
<b>Numerica Credit Union</b>	
Certificate of Deposit	1,000,000
<b>Cash on Hand</b>	
Treasurer's Change Fund	1,350
<b>Total</b>	<u><u>70,692,531</u></u>

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE  
ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

  
\_\_\_\_\_  
Vonnie Jensen, Comptroller, City of Coeur d'Alene, Idaho

# **CITY COUNCIL STAFF REPORT**

**DATE:** June 21, 2022  
**FROM:** Dennis J. Grant, Engineering Project Manager  
**SUBJECT:** **SS-22-06c, Hanley Lofts Condominiums, Final Plat Approval**

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## **DECISION POINT**

Staff is requesting the following:

1. City Council approval of the final plat document, a one (1) lot, thirty-six (36) unit residential condominium subdivision.

## **HISTORY**

Applicant: Kevin Schniedmiller  
Hanley Lofts, LLC  
N. 1421 Meadowwood Lane Ste. 200  
Liberty Lake, WA 99019

Location: 6480 N. Atlas Road

## **FINANCIAL ANALYSIS**

There are no financial issues with this development.

## **PERFORMANCE ANALYSIS**

This is a re-plat of Lot 1, Block 5 of the Coeur d' Alene Place 28th Addition located in Coeur d'Alene, into a one (1) lot, six (36) unit condominium plat. All infrastructure improvements were addressed during the construction of the residential units on the subject property, and the property is now fully developed and ready for final plat approval.

## **DECISION POINT RECOMMENDATION**

City Council approval of the final plat document



**OWNER'S CERTIFICATE**  
THIS IS A CERTIFICATE OF THE CITY OF COEUR D'ALENE, IDAHO, THAT THE CITY OF COEUR D'ALENE, IDAHO, HAS REVIEWED THE INSTRUMENT OF THE CITY OF COEUR D'ALENE, IDAHO, AND HAS CAUSED THE SAME TO BE PLATTED AS SHOWN TO BE KNOWN AS "HANLEY LOFTS CONDOMINIUMS", BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

ALL OF LOT 1, BLOCK 5, OF COEUR D' ALENE PLACE TWENTY-EIGHT ADDITION, RECORDED IN BOOK L OF PLATS, PAGES 190 THRU 190B, LOCATED IN THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN, IN THE CITY OF COEUR D' ALENE, KOOTENAI COUNTY, IDAHO.

TOGETHER WITH A PORTION OF TRACT D OF SAID COEUR D' ALENE PLACE TWENTY-EIGHT ADDITION, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID TRACT D; THENCE N88°35'45"W ALONG THE SOUTHERLY LINE OF SAID TRACT D A DISTANCE OF 84.47 FEET TO THE SOUTHWEST CORNER OF SAID TRACT D; THENCE N01°24'15"E ALONG THE WEST LINE OF SAID TRACT D A DISTANCE OF 22.90 FEET; THENCE S88°35'45"E A DISTANCE OF 84.47 FEET TO THE EAST LINE OF SAID TRACT D; THENCE S01°25'25"W ALONG SAID EAST LINE A DISTANCE OF 22.90 FEET TO THE POINT OF BEGINNING. CONTAINING 2.45 ACRES MORE OR LESS

WATER AND SANITARY SEWER SERVICES ARE PROVIDED BY THE CITY OF COEUR D' ALENE.

THIS PLAT IS SUBJECT TO THE DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR HANLEY LOFTS IN COEUR D' ALENE, IDAHO, RECORDED UNDER INSTRUMENT \_\_\_\_\_

IN WITNESS WHEREOF, THE AFORESAID OWNERS HAVE CAUSED THEIR CORPORATE NAMES TO BE HEREUNTO SUBSCRIBED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

BY: \_\_\_\_\_  
HANLEY LOFTS, LLC  
ACKNOWLEDGMENT

STATE OF WASHINGTON) )  
COUNTY OF SPOKANE )

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, \_\_\_\_\_, A NOTARY PUBLIC IN AND FOR THE STATE OF WASHINGTON, PERSONALLY APPEARED FOR HANLEY LOFTS, LLC, THE LIMITED LIABILITY COMPANY THAT EXECUTED THIS INSTRUMENT OR THE PERSONS WHO EXECUTED THE INSTRUMENT ON BEHALF OF SAID CORPORATION AND ACKNOWLEDGED TO ME THAT SAID CORPORATION EXECUTED THE SAME.

\_\_\_\_\_  
NOTARY PUBLIC FOR THE  
COMMISSION EXPIRES \_\_\_\_\_  
STATE OF WASHINGTON

**PANHANDLE HEALTH DISTRICT 1**  
SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON A REVIEW BY A QUALIFIED LICENSED PROFESSIONAL ENGINEER (QIPE) REPRESENTING THE CITY OF COEUR D' ALENE AND THE QIPE APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. WATER AND SEWER LINES HAVE BEEN COMPLETED AND RECORDED AS SHOWN. SANITARY RESTRICTIONS HAVE BEEN IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
PANHANDLE HEALTH DISTRICT 1

**HANLEY LOFTS CONDOMINIUMS**  
LOCATED IN THE SOUTHWEST QUARTER OF THE  
SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 51  
NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF  
COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

**CITY COUNCIL CERTIFICATE**

THIS PLAT HAS BEEN APPROVED AND ACCEPTED BY THE CITY COUNCIL OF COEUR D'ALENE, IDAHO.  
ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
COEUR D'ALENE CITY CLERK

**CITY ENGINEER'S CERTIFICATE**

THIS PLAT HAS BEEN EXAMINED AND APPROVED, THIS DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
COEUR D' ALENE CITY ENGINEER

**KOOTENAI COUNTY TREASURER**

I HEREBY CERTIFY THAT THE REQUIRED TAXES ON THE HEREIN DESCRIBED LAND HAVE BEEN PAID THROUGH \_\_\_\_\_ THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
KOOTENAI COUNTY TREASURER

**SURVEYOR'S CERTIFICATE**

I, MICHAEL E. MOORE PLS. #9717, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THE SURVEY REPRESENTED ON THIS PLAT WAS PERFORMED BY ME OR UNDER MY SUPERVISION IN ACCORDANCE WITH THE LAWS OF THE STATE OF IDAHO. INTERIOR MONUMENTS WILL BE SET 1 YEAR SUBSEQUENT TO THE RECORDING OF THIS PLAT IN ACCORDANCE WITH IDAHO CODES 50-1331 AND 50-1333.

**PRELIMINARY**

MICHAEL E. MOORE PLS. #9717 \_\_\_\_\_ DATE \_\_\_\_\_

**COUNTY SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THAT I HAVE EXAMINED THIS PLAT AND APPROVE THE SAME FOR RECORDING THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
KOOTENAI COUNTY SURVEYOR

**KOOTENAI COUNTY RECORDER**

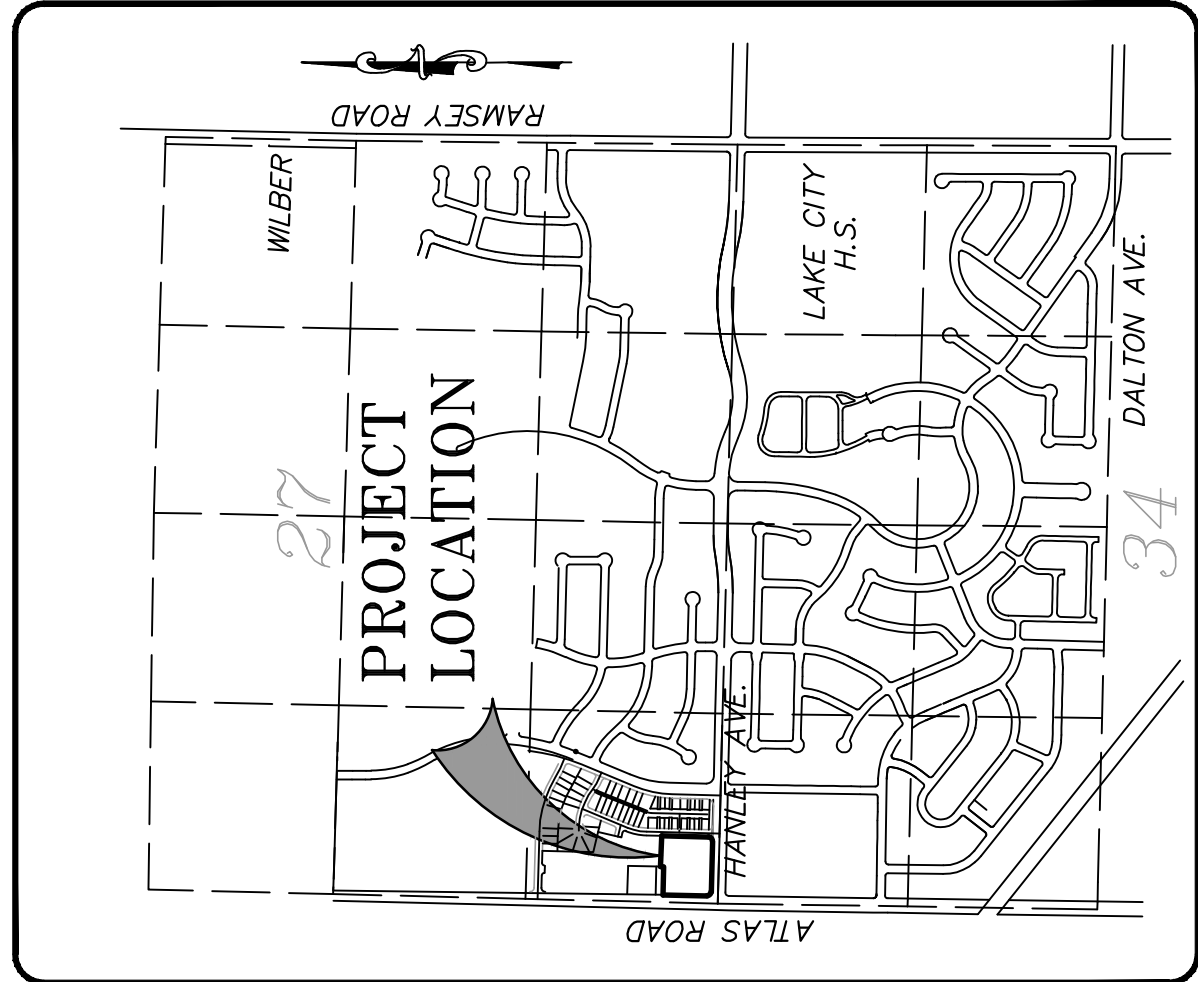
STATE OF IDAHO )  
COUNTY OF KOOTENAI )

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY, IDAHO, AT THE REQUEST OF \_\_\_\_\_ THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

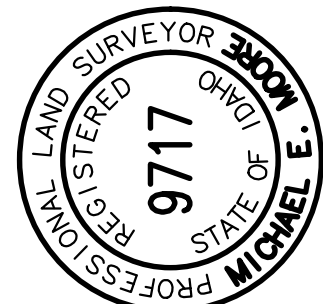
AT \_\_\_\_\_ MINUTES PAST \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M. AND DULY RECORDED IN BOOK \_\_\_\_\_, PAGE \_\_\_\_\_

FEE \_\_\_\_\_ AS INSTRUMENT NO. \_\_\_\_\_

\_\_\_\_\_  
KOOTENAI COUNTY RECORDER

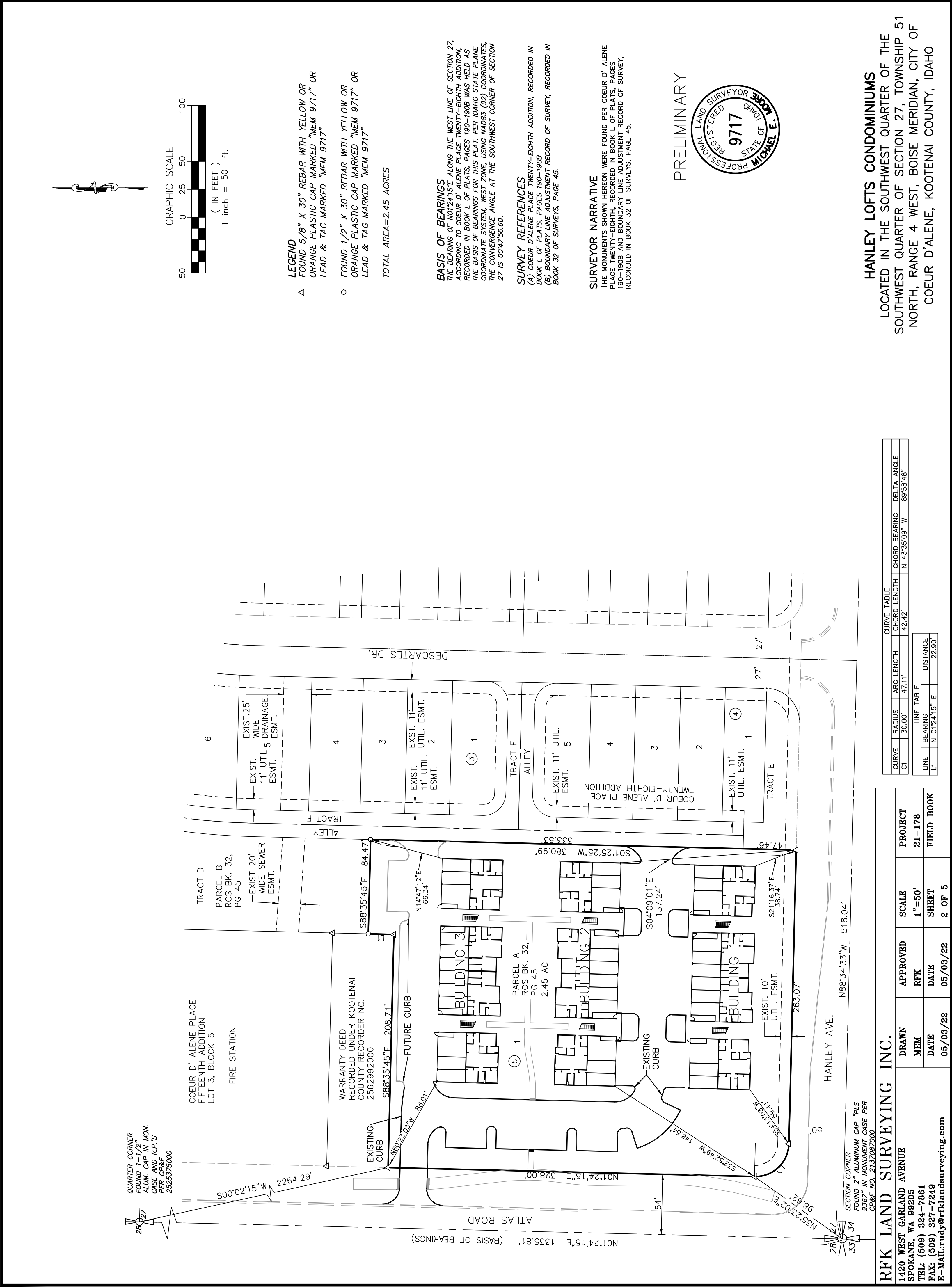


VICINITY MAP  
NOT TO SCALE



**RFK LAND SURVEYING INC.**

1420 WEST GARLAND AVENUE SPOKANE, WA 98205 TEL: (509) 324-7861 FAX: (509) 327-7249 E-MAIL: rudy@rfklandsurveying.com	DRAWN MEM DATE 05/03/22	APPROVED RFK DATE 05/03/22	SCALE N/A SHEET 1 OF 5	PROJECT 21-178 FIELD BOOK
--	----------------------------------	-------------------------------------	---------------------------------	---------------------------------



- LEGEND**
- △ FOUND 5/8" X 30" REBAR WITH YELLOW OR ORANGE PLASTIC CAP MARKED "MEM 9717" OR LEAD & TAG MARKED "MEM 9717"
  - FOUND 1/2" X 30" REBAR WITH YELLOW OR ORANGE PLASTIC CAP MARKED "MEM 9717" OR LEAD & TAG MARKED "MEM 9717"
- TOTAL AREA=2.45 ACRES

**BASIS OF BEARINGS**  
THE BEARING OF N01°24'15"E ALONG THE WEST LINE OF SECTION 27, ACCORDING TO COEUR D'ALENE PLACE TWENTY-EIGHTH ADDITION, IS BASED UPON THE BEARING OF PARCELS 32, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

**SURVEY REFERENCES**  
(A) COEUR D'ALENE PLACE TWENTY-EIGHTH ADDITION, RECORDED IN BOOK 32 OF SURVEYS, PAGE 45.  
(B) BOUNDARY LINE ADJUSTMENT RECORD OF SURVEY, RECORDED IN BOOK 32 OF SURVEYS, PAGE 45.

**SURVEYOR NARRATIVE**  
THE MONUMENTS SHOWN HEREON WERE FOUND PER COEUR D'ALENE PLACE TWENTY-EIGHTH ADDITION, RECORDED IN BOOK 32 OF SURVEYS, PAGE 45, AND BOUNDARY LINE ADJUSTMENT RECORD OF SURVEY, RECORDED IN BOOK 32 OF SURVEYS, PAGE 45.

PRELIMINARY



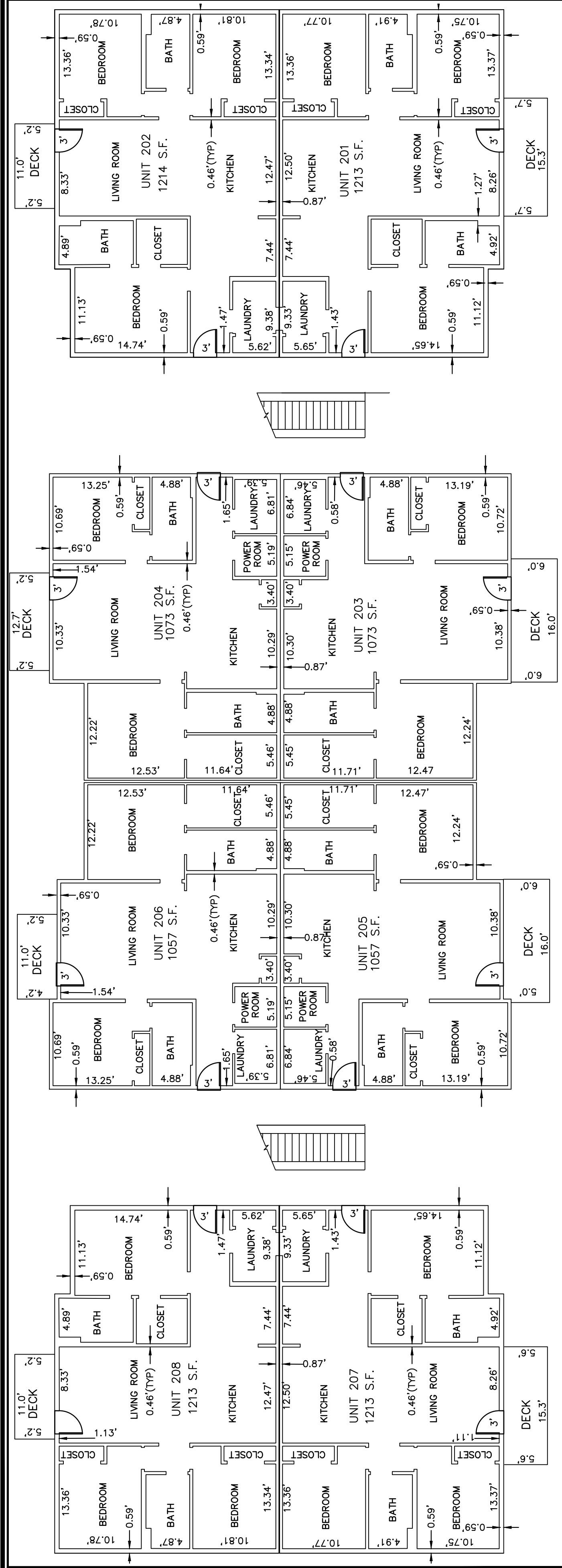
**HANLEY LOFTS CONDOMINIUMS**  
LOCATED IN THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

CURVE TABLE		CURVE TABLE	
CURVE	BEARINGS	ARC LENGTH	CHORD BEARING
C1	N 30°00' E	47.11'	N 42°42' W
C2	N 01°24'15" E	22.90'	N 85°56'46" W

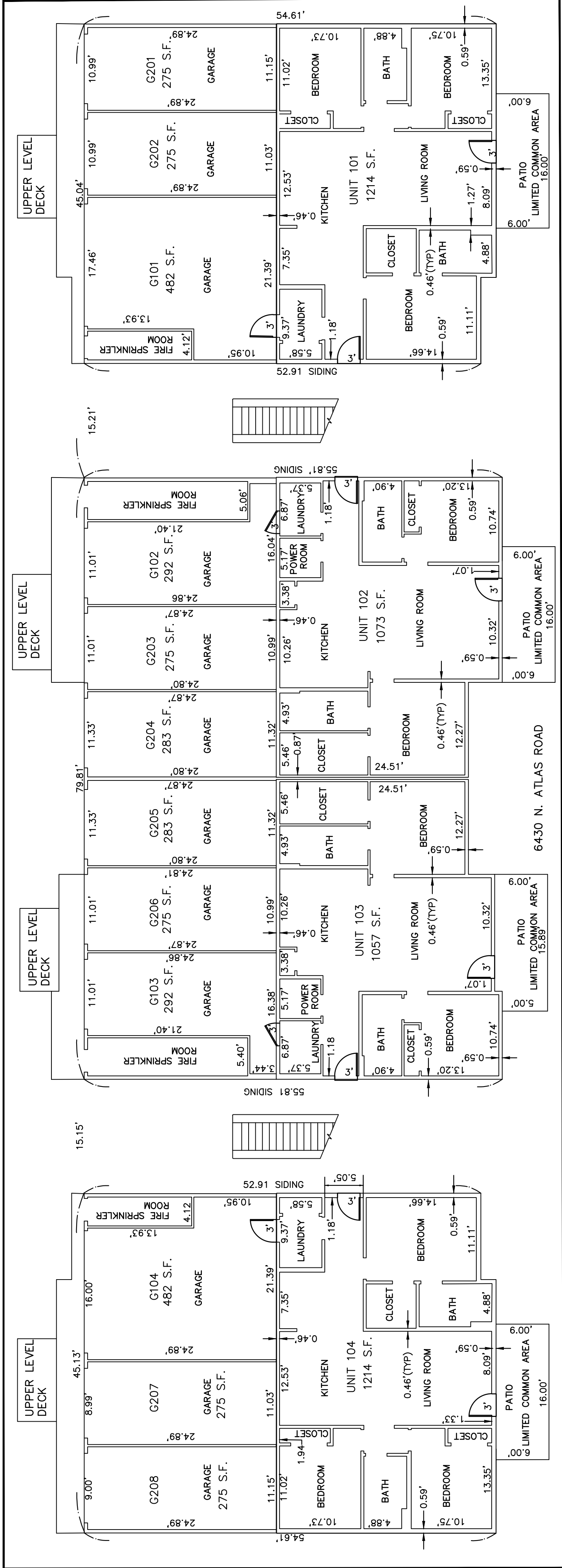
DRAWN		APPROVED		SCALE		PROJECT	
MEM	DATE	RFK	DATE	1"=50'		21-178	
DATE	05/03/22		05/03/22			SHEET	2 OF 5
						FIELD BOOK	

**RFK LAND SURVEYING INC.**

1420 WEST GARLAND AVENUE  
SPOKANE, WA 99205  
TEL: (509) 324-7861  
FAX: (509) 327-7249  
E-MAIL: rudy@rfklandsurveying.com



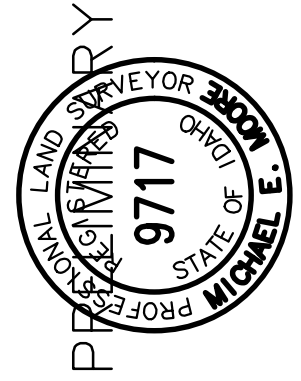
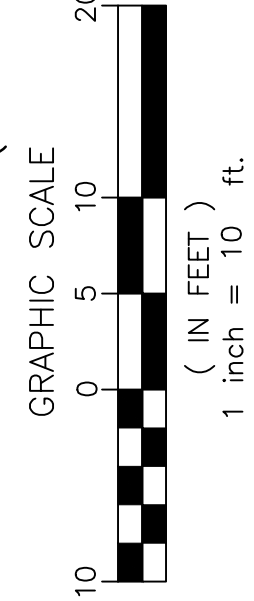
BUILDING 1 UPPER FLOOR  
FINISH FLOOR ELEVATION=2281.71' (NAVD 88)



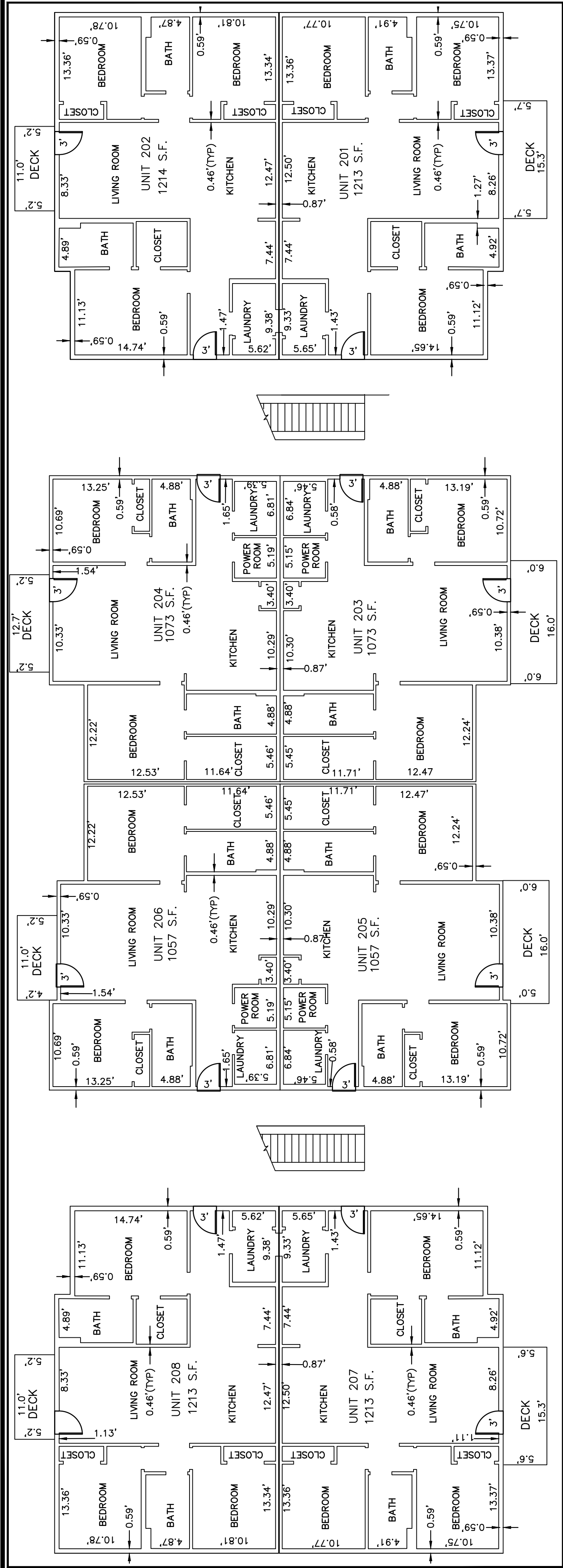
BUILDING 1 MAIN FLOOR  
FINISH FLOOR ELEVATION=2271.56' (NAVD 88)

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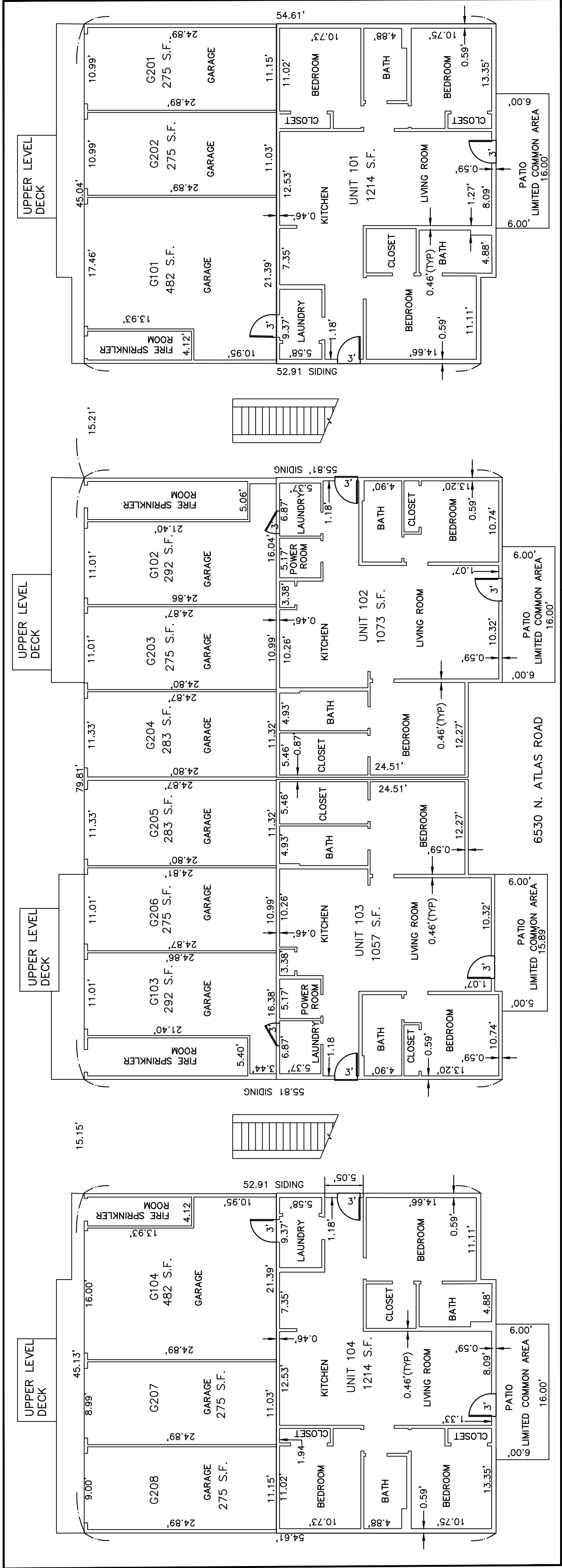
DRAWN	APPROVED	SCALE	PROJECT
MEM	RFK	1"=10'	21-178
DATE	DATE	SHEET	FIELD BOOK
05/03/22	05/03/22	3 OF 5	



**HANLEY LOFTS CONDOMINIUMS**  
LOCATED IN THE SOUTHWEST QUARTER OF THE  
SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 51  
NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF  
COEUR D'ALENE, KOOTENAI COUNTY, IDAHO



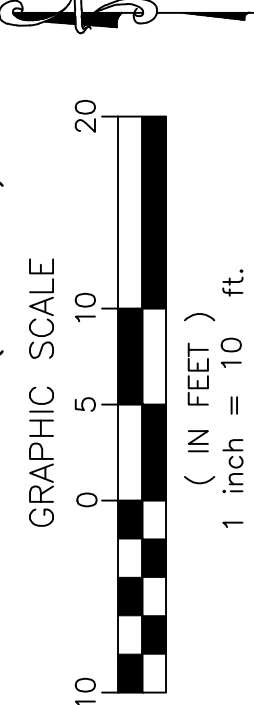
BUILDING 3 UPPER FLOOR (UNDER CONSTRUCTION AT THE TIME OF THIS PLAT)  
FINISH FLOOR ELEVATION=2281.71' (NAVD 88)



BUILDING 3 MAIN FLOOR (UNDER CONSTRUCTION AT THE TIME OF THIS PLAT)  
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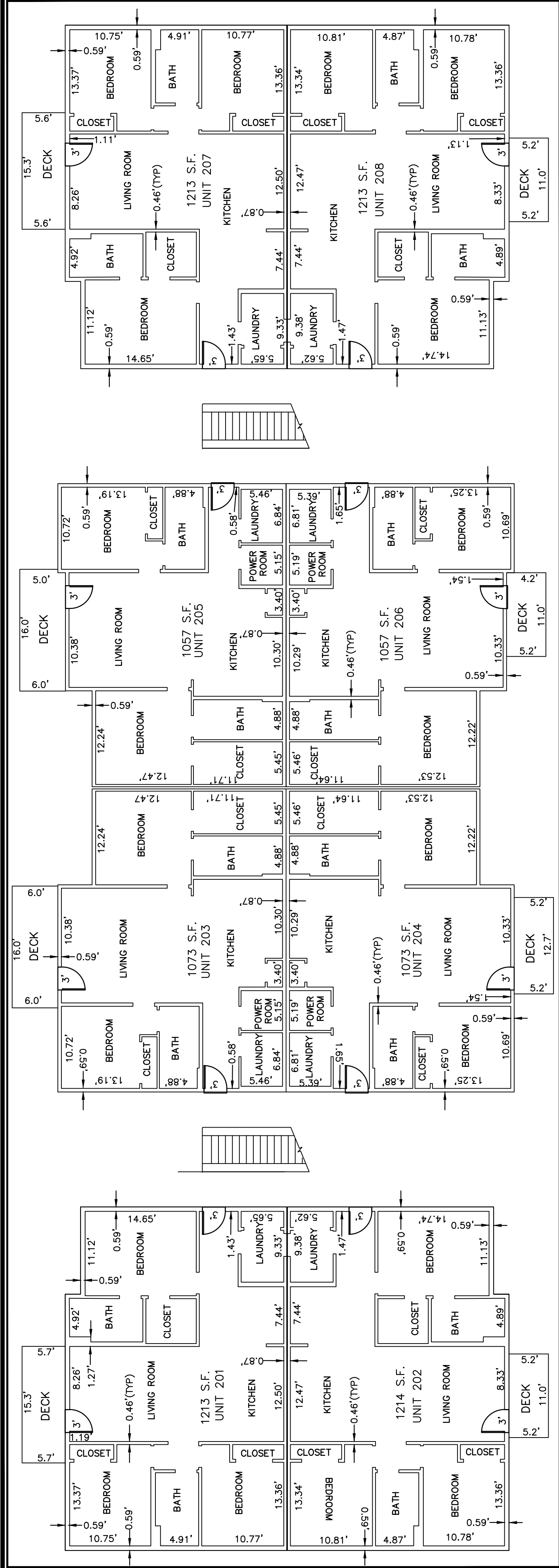
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DRAWN	APPROVED	SCALE	PROJECT
MEM	RFK	1"=10'	21-178
DATE	DATE	SHEET	FIELD BOOK
05/03/22	05/03/22	5 OF 5	

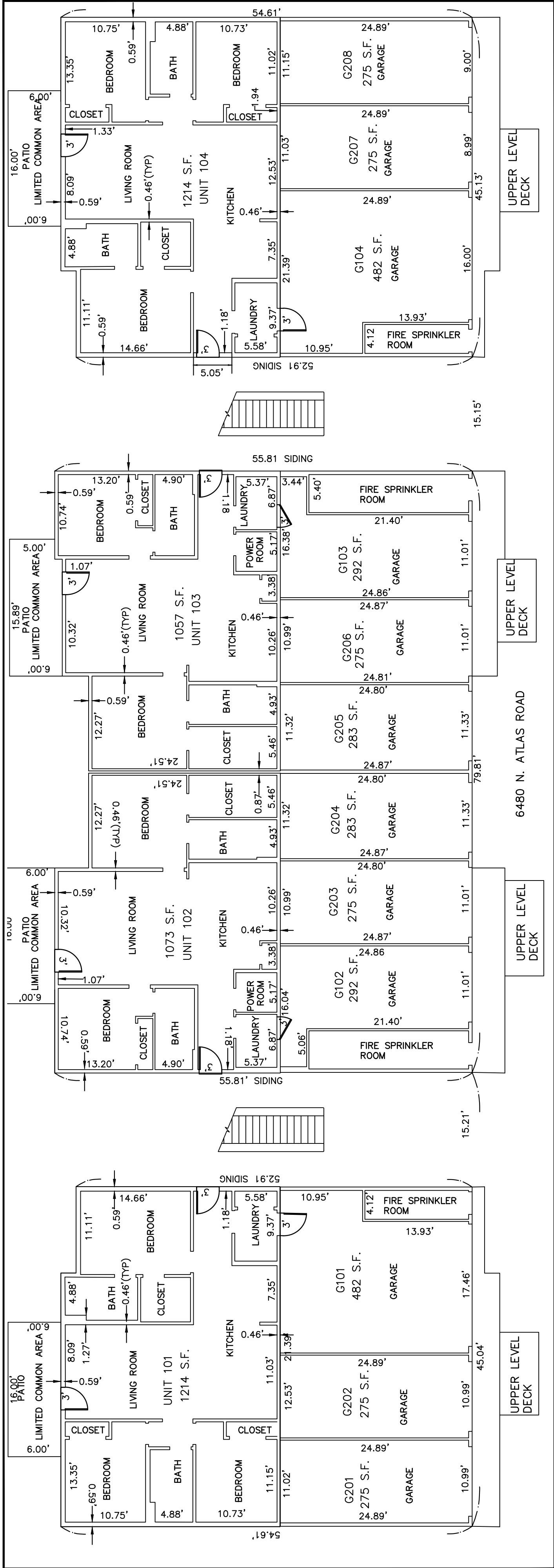


HANLEY LOFTS CONDOMINIUMS  
LOCATED IN THE SOUTHWEST QUARTER OF THE  
SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 51  
NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF  
COEUR D'ALENE, KOOTENAI COUNTY, IDAHO





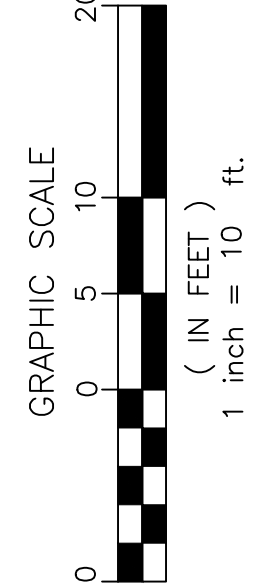
BUILDING 2 UPPER FLOOR (UNDER CONSTRUCTION AT THE TIME OF THIS PLAT)  
FINISH FLOOR ELEVATION=2281.71' (NAVD 88)



BUILDING 2 MAIN FLOOR (UNDER CONSTRUCTION AT THE TIME OF THIS PLAT)  
FINISH FLOOR ELEVATION=2271.56' (NAVD 88)

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DRAWN	APPROVED	SCALE	PROJECT
MEM	RFK	1"=10'	21-178
DATE	DATE	SHEET	FIELD BOOK
05/03/22	05/03/22	4 OF 5	



HANLEY LOFTS CONDOMINIUMS  
LOCATED IN THE SOUTHWEST QUARTER OF THE  
SOUTHWEST QUARTER OF SECTION 27, TOWNSHIP 51  
NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF  
COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

DATE: JUNE 15, 2022  
TO: MAYOR AND CITY COUNCIL  
FROM: PLANNING DEPARTMENT  
RE: SETTING OF PUBLIC HEARING DATE: JULY 5, 2022

Mayor Hammond,

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>
O-2-22 Applicant:	City of Coeur d'Alene LEGISLATIVE	<i>Recommended approval</i>
Request:	The City is proposing a new chapter titled Development Agreements within Title 17 (Zoning) of the Municipal Code to provide for the creation, form, recording, modification, enforcement, and termination of development agreements. This Chapter is pursuant to section 67-6511A, Idaho Code, and is intended to authorize development agreements to the fullest extent of the law.	

In order to satisfy the mandatory 15-day notice requirement, the next recommended hearing date will be **July 5, 2022.**

DATE: JUNE 15, 2022  
TO: MAYOR AND CITY COUNCIL  
FROM: PLANNING DEPARTMENT  
RE: SETTING OF PUBLIC HEARING DATE: JULY 19, 2022

Mayor Hammond,

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>
A-2- 22	Applicant: Aspen Homes & Development, LLC LEGISLATIVE Location: 1808 N. 15th Request: A proposed +/- 5.9 acre annexation from County Ag to R-5	<i>Recommended approval</i>

In order to satisfy the mandatory 15-day notice requirement, the next recommended hearing date will be **July 19 2022.**

OTHER BUSINESS



## **CITY COUNCIL STAFF REPORT**

**DATE:** JUNE 21, 2022

**FROM:** TROY TYMESEN, CITY ADMINISTRATOR

**SUBJECT:** AMENDMENT TO IRONMAN CONTRACT FOR RACE YEAR 2023

---

**DECISION POINT:** Should Council approve an amendment to the Host Venue Agreement between the World Triathlon Corporation (IRONMAN), the North Idaho Sports Commission, and the City, changing the 2023 triathlon event from a 70.3-mile race to a 140.6-mile race?

**HISTORY:** The relationship between IRONMAN and the City began in 2003. The IRONMAN events have drawn participants and spectators to our community from all over the world. The participants and spectators have brought a financial benefit to the businesses and citizens of the City. The most recent Agreement was entered into in 2019. That Agreement was for three years and involved a full triathlon (140.6 miles) in 2021, and a half triathlon (70.3 miles) in both 2022 and 2023. Coeur d'Alene is considered one of the most desirable locations for the IRONMAN events. As a result, the World Triathlon Corporation believes that a full triathlon in 2023, in place of the half triathlon, would be very successful and welcomed by participants and spectators alike. The proposed amendment to the Host Venue Agreement is supported by the Downtown Association and the Chamber of Commerce.

**FINANCIAL ANALYSIS:** The financial sponsorship fee for the IRONMAN events is the responsibility of the North Idaho Sports Commission, but that fee will remain the same under this amendment. It is estimated that the cost to the City for the 2023 IRONMAN, based on past IRONMAN events, will be approximately \$36,275 for the 140.6-mile race.

**PERFORMANCE ANALYSIS:** The amendment to the Agreement consists of changing the 2023 70.3-mile race to a full 140.6-mile race. The course will remain the same, but will simply be run twice. The duration of the event will be correspondingly greater. No other substantive changes are proposed for the Agreement.

**DECISION POINT/RECOMMENDATION:** Council should approve an amendment to the Host Venue Agreement between the World Triathlon Corporation, the North Idaho Sports Commission, and the City, changing the 2023 triathlon event from a 70.3-mile race to a full 140.6-mile race.

RESOLUTION NO. 22-027

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING THE FIRST AMENDMENT TO THE HOST VENUE AGREEMENT WITH THE WORLD TRIATHLON CORPORATION AND THE NORTH IDAHO SPORTS COMMISSION FOR IRONMAN®-BRANDED TRIATHLON EVENTS, CHANGING THE 2023 EVENT TO A FULL 140.6 MILE RACE.

WHEREAS, pursuant to Resolution No.19-054 adopted the 15<sup>th</sup> day of October, 2019, the City of Coeur d'Alene entered into a Host Venue Agreement with the World Triathlon Corporation and the North Idaho Sports Commission for Ironman®-Branded Triathlon Events in 2021, 2022, and 2023; and

WHEREAS, the World Triathlon Corporation requests an Amendment to the Host Venue Agreement for 2023 as set forth in the First Amendment to Host Venue Agreement, a copy of which is attached hereto as Exhibit "1" and incorporated herein by reference; and

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

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City hereby approves the First Amendment to the Host Venue Agreement with the World Triathlon Corporation pursuant to the agreement attached hereto as Exhibit "1" and by this reference incorporated herein.

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

DATED this 21<sup>st</sup> day of June, 2022.

\_\_\_\_\_  
James Hammond, Mayor

ATTEST:

\_\_\_\_\_  
Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER EVANS Voted

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER WOOD Voted

was absent. Motion .



**FIRST AMENDMENT**  
*to*  
**HOST VENUE AGREEMENT**

This FIRST AMENDMENT TO HOST VENUE AGREEMENT (this “First Amendment”) is effective as of June 9, 2022 (the “Amendment Date”) by and between **WORLD TRIATHLON CORPORATION**, a Florida corporation (“WTC”), and the **CITY OF COEUR D’ALENE**, a body corporate and political subdivision of the state of Idaho (the “City”), and the NORTH IDAHO SPORTS COMMISSION (the “NISC” and, together with the City, the “Host”). WTC, the City, and the NISC are sometimes referred to herein individually as a “Party” and collectively as the “Parties.”

**RECITALS**

- A. This First Amendment amends that certain HOST VENUE AGREEMENT, effective as of October 31, 2019, between WTC and Host (the “Agreement”). Capitalized terms used but not defined herein shall have the meanings ascribed to such terms in the Agreement.
- B. The Parties desire to amend the Agreement in order to change the Event in the 2023 Race Year from a 70.3 Event to a 140.6 Event.

The Parties agree as follows:

**AMENDMENTS TO THE AGREEMENT**

1. **Section 2(a)** of the Agreement is hereby deleted in its entirety and replaced with the following:

- (a) With respect to the 2021 Race Year and the 2023 Race Year, Host authorizes WTC to prepare and conduct, subject to the terms of this Agreement, a 140.6 Event. With respect to the 2022 Race Year, Host authorizes WTC to prepare and conduct, subject to the terms of this Agreement, a 70.3 Event.

2. **Section 2(c)** of the Agreement is hereby deleted in its entirety and replaced with the following:

- (c) The Parties anticipate that each Race will be in accordance with the following schedule, provided, however, that prior to January 30 of each Race Year, WTC shall confirm with Host the actual dates of that year’s Races (and any subsequent change to such dates will be by mutual agreement of the Parties):

IRONMAN <u>70.3</u> Coeur d’Alene	
Race Year	70.3 Race Date
2022	Sunday, June 26 <sup>th</sup>

IRONMAN Coeur d’Alene	
Race Year	140.6 Race Date
2021	Sunday, June 27 <sup>th</sup>
2023	Sunday, June 25 <sup>th</sup>



### **OTHER PROVISIONS**

3. **No Other Changes.** Except as expressly provided in this First Amendment, the Agreement is not otherwise amended, modified, or affected by this First Amendment, and all other terms of the Agreement remain unchanged and in full force and effect.
4. **Miscellaneous.** The Agreement, as amended by this First Amendment, constitutes the entire agreement and understanding of the Parties with respect to its subject matter and supersedes all prior or contemporaneous agreements, arrangements, and understandings, written or oral, between or among the Parties, except as may be specifically provided herein. No modifications, amendments, cancellations, renewals, or extensions of or to this First Amendment or the Agreement will be binding upon the Parties unless modified, amended, cancelled, renewed, or extended in a writing and signed by both Parties. This First Amendment will be binding upon, and enure to the benefit of, the Parties and their respective successors and assigns. Subject to the immediately preceding sentence, no third party will have any rights or remedies under the Agreement or this First Amendment. This First Amendment may be executed in counterparts, each of which will be deemed an original binding document and all of which will constitute one and the same instrument. An electronic (e.g., PDF) or facsimile copy of the executed this First Amendment or counterpart hereof will be deemed, and will have the same legal force and effect as, an original document.

*[ Signature Page Directly Follows This Page ]*



This First Amendment has been executed and delivered by each Party's duly authorized representative as of the Amendment Date.

**WTC:**

**WORLD TRIATHLON CORPORATION**

By: \_\_\_\_\_  
Name: ANDREW MESSICK  
Title: PRESIDENT & CEO

**CITY:**

**CITY OF COEUR d' ALENE**

By: \_\_\_\_\_  
Name:  
Title:

**NISC:**

**NORTH IDAHO SPORTS COMMISSION**

By: \_\_\_\_\_  
Name:  
Title:

| ATTEST:

\_\_\_\_\_  
Renata McLeod, City Clerk

## **CITY COUNCIL STAFF REPORT**

**DATE: JUNE 21, 2022**

**FROM: STEPHANIE PADILLA, CITY ACCOUNTANT**

**SUBJECT: LEASING OF THE CITY OWNED PARKING LOTS TO THE COEUR  
D'ALENE CHAMBER OF COMMERCE ON THE 4<sup>TH</sup> OF JULY**

---

**DECISION POINT:** Should Council approve of a lease of selected City-owned parking lots to the Chamber of Commerce (Chamber) on the 4<sup>th</sup> of July to generate revenue that will be used exclusively to defray the cost of the community fireworks display?

**HISTORY:** In the past, the City has leased individual City-owned parking lots to the Chamber on the 4<sup>th</sup> of July. This year's proposal from the Chamber, previously recommended by the Parking Commission, would allow the Chamber to lease selected City-owned parking lots from the City for \$9.00 per space. This is the same charge as last year.

This lease will generate revenue for the City's parking fund. The Chamber is proposing to charge \$20.00 per car for parking on the 4<sup>th</sup> of July in order to generate income to assist with the cost of the fireworks display. The estimated cost of the fireworks display is \$30,000.00. The Chamber has taken on more responsibility for the traffic control expense on that day and will be paying for over 20 traffic flaggers. This will be the eighth year of this partnership. On the 4<sup>th</sup> of July, 12:01 a.m. to 11:59 p.m., the lease would include the parking lots at Independence Point, the Museum, Memorial Field, McEuen Park, City Hall, the Library, and the 4<sup>th</sup> Street Parking Garage. The City would reserve space at Independence Point for the police command trailer and at the Lower City Hall lot for personnel staging for the Police Department.

**FINANCIAL ANALYSIS:** The Parking Fund, which receives no property taxes, is the recipient of parking lot fees and, with this proposal, there would be no negative impact to the revenue anticipated from use of the City-owned parking lots. 40% of the net income from the Parking Fund goes to the Parks Capital Improvement Fund, which is used to develop parks. The Chamber anticipates that the Independence Day event parking gross income should be in excess of \$10,000.00, which would be used to defray the cost of the community fireworks display.

**PERFORMANCE ANALYSIS:** The revenue generated by the Chamber through this partnership would go to a dedicated fund for the community fireworks display. The Chamber does not have a direct method to collect funds for this annual celebration.

**DECISION POINT:** Council should approve the lease of selected City-owned parking lots to the Chamber of Commerce on the 4<sup>th</sup> of July to generate revenue that will be used exclusively to defray the cost of the community fireworks display.

RESOLUTION NO. 22-028

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A LEASE AGREEMENT WITH THE COEUR D'ALENE CHAMBER OF COMMERCE FOR CERTAIN CITY PARKING LOTS FOR THE 2022 FOURTH OF JULY HOLIDAY.

WHEREAS, the City Administrator of the City of Coeur d'Alene has recommended that the City of Coeur d'Alene enter into a lease agreement with the Coeur d'Alene Chamber of Commerce for use of City parking lots for the 2022 Fourth of July Holiday, a copy of which lease agreement is attached hereto as Exhibit "A" and incorporated herein by reference; and

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

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City enter into a lease agreement with the Coeur d'Alene Chamber of Commerce, a copy of which lease agreement is attached hereto as Exhibit "A" and by this reference incorporated herein.

BE IT FURTHER RESOLVED that the City enter into a lease agreement with the Coeur d'Alene Chamber of Commerce in substantially the form attached hereto as Exhibit "A" and incorporated herein by reference with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said lease agreement to the extent the substantive provisions of the agreement remain intact.

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

DATED this 21<sup>st</sup> day of June, 2022.

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James Hammond, Mayor

ATTEST:

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Renata McLeod, City Clerk



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

ROLL CALL:

COUNCIL MEMBER GOOKIN Voted

COUNCIL MEMBER MILLER Voted

COUNCIL MEMBER ENGLISH Voted

COUNCIL MEMBER WOOD Voted

COUNCIL MEMBER MCEVERS Voted

COUNCIL MEMBER EVANS Voted

was absent. Motion .



June 21, 2022

Linda Coppess, President/CEO  
Coeur d'Alene Chamber of Commerce  
105 N. 1<sup>st</sup> Street, Ste. 100  
Coeur d'Alene, ID 83814

RE: 4<sup>th</sup> of July Parking Lot Lease Agreement

Dear Ms. Coppess:

Pursuant to City Council Resolution No. 22-028, approved on June 21, 2022, this letter will serve as the Lease Agreement between the City of Coeur d'Alene (lessor) and the Coeur d'Alene Chamber of Commerce (lessee) for the following listed City parking lots for July 3, 2022, from 8:00 a.m. to 6:00 p.m.:

- Memorial Field Paved lot
- Independence Point lot
- Museum lot

And for July 4, 2022, from 12:01 a.m. to 11:59 p.m.:

- City Hall Paved lot
- Independence Point lot
- Museum lot
- Memorial Field Paved lot
- 5<sup>th</sup> Avenue Garage
- Coeur d'Alene Public Library
- McEuen Park Parking Facility

The rental amount for the lease shall be \$9.00 per space, payable to the City of Coeur d'Alene Parking Fund. Payment shall be made on or before July 31, 2022.

The lessee agrees that it will charge no more than \$20.00 per space for all parking spaces during the term of the lease.

The City shall be allowed space at the Independence Point lot for the Police Department command trailer and space at the City Hall Paved lot for Police Department staging purposes on both July 3 and July 4, 2022.

Please sign this Lease Agreement and return it to the City Clerk. Thank you for your attention to this matter.

APPROVED:

ATTEST:

By \_\_\_\_\_  
James Hammond, Mayor

By \_\_\_\_\_  
Renata McLeod, City Clerk

Coeur d'Alene Chamber of Commerce

By \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

## PUBLIC HEARINGS

**CITY COUNCIL  
STAFF REPORT**

**DATE:** JUNE 21, 2022

**FROM:** CHELSEA NESBIT, COMMUNITY DEVELOPMENT SPECIALIST

**SUBJECT:** APPROVAL OF THE SUBMITTAL OF THE CDBG 2022 ANNUAL ACTION PLAN TO HUD

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**DECISION POINT:** Hold a public hearing and approve submittal of the CDBG 2022 Annual Action Plan to HUD.

**HISTORY:** The City of Coeur d'Alene receives an annual direct allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). Every year the City is required to complete an Annual Action Plan (AAP), inviting the public to attend a public forum, prior to drafting the plan, to identify needs and then allowing the public four weeks to share comments on the posted draft plan. The 2022 Annual Action Plan forum was held on June 7, 2022 in person and Via Zoom, followed by an online survey. Four weeks of public comment were held between May 20, 2022 and June 21, 2022, culminating in an opportunity for the public to comment at the June 21, 2022 Public Hearing. The draft 2022 AAP was advertised to the public in the following ways: Coeur d'Alene Press notice, City social media, website updates, the City's June newsletter, CDA TV, and emails to 189 community stakeholders. The draft 2022 AAP outlines how the City intends to spend its CDBG funds and fulfill its program reporting requirements.

**PERFORMANCE ANALYSIS:** Authorizing this item will allow staff to include public comments and any changes from City Council, and submit the 2022 Annual Action Plan to HUD for official review. Pending acceptance of this Plan by HUD, staff will move forward in implementing the agreed upon goals and funding suggestions and the funding agreement. The City's 2022 CDBG Plan Year begins July 1.

**FINANCIAL ANALYSIS:** The Plan Year 2022 allocation is \$349,112. The following is a breakdown of the proposed funding for projects based on greatest community needs identified in the 2022 Annual Action Plan public forum and 2022 Annual Action Plan Survey. As requested previously, the proposed breakdown of funding includes an increase in the funding for the Lake City Center's Meals on Wheels program.

**DECISION POINT / RECOMMENDATION:** The City Council should approve submittal of the 2022 Annual Action Plan to HUD for official review.

**Attachment:** Breakdown of proposed 2022 AAP Budget

**2022 Annual Action Plan Draft** is available for review via this link and on the City's website.

<b>Proposed 2022 Funding</b>	<b>Projects/Funding Categories</b>
<b>\$5,000 (1.4%)</b>	<b>Sidewalk Accessibility/Repairs</b>
<b>\$10,000 (2.9%)</b>	<b>Lake City Center Annual Meals on Wheels grant</b>
<b>\$69,822 (20%)</b>	<b>Emergency Minor Home Repair and Accessibility Program (EMRAP)</b>
<b>\$194,467 (55.7%)</b>	<b>Community Opportunity Grants</b> (Includes Public Service Activities capped at 15% annual allocation)
<b>\$69,822 (20%)</b>	<b>Administration</b> (Employee wages and benefits, administration of EMRAP program, travel and training expenses, advertising, supplies, support of Fair Housing Activities—Subject to 20% cap of annual allocation budget)
<b>\$349,112</b>	<b>Estimated Grant Total</b>

# City of Coeur d'Alene CDBG 2022 Annual Action Plan



**PRESENTATION TO THE  
MAYOR AND CITY COUNCIL  
AND  
PUBLIC HEARING**



**JUNE 21, 2022**



## OVERVIEW



- ✦ Background
- ✦ Citizen Participation Process
- ✦ 2022 Community Needs Identified by Community
- ✦ 2022 Annual Action Plan Budget
- ✦ Opportunity for Public Comment (*Public Hearing*)
- ✦ Decision Point

## Brief History



- The City's Community Development Block Grant (CDBG) is a grant from the Housing and Urban Development Agency (HUD) to support low-to-moderate income Coeur d'Alene residents through specific allowable activities
- The City first became eligible to receive CDBG funds in 2007
- Today's presentation is for approval of the City's 2022 Draft Annual Action Plan

## CDBG Key Terms



- LMI: Low-to-Moderate Income: HUD designation of a households whose total earnings are based on 30%, 50%, and 80% of the yearly area median income.

**HUD's 2022 Median Income determination for Kootenai County:\$82,200 (based on a family of 4).**



## Selecting Activities Each Year



- Activities must meet a National Objective:
  - Benefit to low-and-moderate income (LMI) persons
  - Aid in the prevention of slum and blight
  - Meet an urgent need
- Activities must meet Annual Action Plan and Consolidated Plan Goals and be a HUD approved activity
- When choosing activities to fund, staff must consider capacity of staffing, size of community and amount of allocation, local politics, and capacity of sub-recipient organizations

## CDBG Eligible Activities



CDBG funds may be used for activities which include,  
but are not limited to:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements

## CDBG Eligible Activities Continued...

- Public services, within certain limits (maximum 15% of annual allocation)
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to profit-motivated businesses to carry out economic development and job creation/retention activities

## Eligible Public Service Activities

- |                                 |                            |
|---------------------------------|----------------------------|
| ❖ Mental health services        | ❖ Employment services      |
| ❖ Fair housing counseling       | ❖ Crime prevention         |
| ❖ Education programs            | ❖ Public safety            |
| ❖ Energy conservation           | ❖ Childcare                |
| ❖ Services for senior citizens  | ❖ Health services          |
| ❖ Services for homeless persons | ❖ Substance abuse services |

**Capped at 15% = \$52,367**  
Meals on Wheels Annual Grant = \$10,000  
**\$42,367 Available for Public Service Activities**

## Consolidated Planning Goals for 2018-2022



- **Goal 1:** Increase the supply of for-sale housing at prices affordable to the City's low and moderate income workers.
- **Goal 2:** Increase the supply of rental housing affordable to the City's extremely low-income renters and residents with special needs, including persons who are homeless.
- **Goal 3:** Improve the City's sidewalks to make them more accessible to persons with disabilities.
- **Goal 4:** Continue with neighborhood revitalization efforts to improve the condition of housing in low income areas.
- **Goal 5:** Expand higher-paying employment opportunities for the residents of Coeur d'Alene through economic development.
- **Goal 6:** Offer Public Service Program assistance to service organizations supporting low and moderate income residents of Coeur d'Alene.

## 2022 Annual Action Plan Citizen Participation



- **Comprised of: Public Forum, Community Survey, 30-Day Public Comment Period, Public Hearing:**
  - Advertised: Coeur d'Alene Press notices, Public Education and Government Channel Ads, City Facebook and website updates, shared community flyers, and ongoing email communications to 189 community stakeholders
- **Citizen Participation Results:**
  - Public Survey Results, Forum attendees, and Consultations with Stakeholders revealed strong support for continuing past projects with increased focus on community needs identified for 2022

## Public Comments on 2022 Annual Action Plan



- Affordable Housing: for-rent and for-sale for workforce, students, disabled individuals and seniors
- Mental Health Services
- Affordable Quality Childcare Services
- Support for Childcare facilities and staffing
- Increase EMRAP program to 20% of grant
- ADA sidewalk improvements for those with disabilities & connections to CityLink
- Blight clean-up efforts

## Public Comments on 2022 Annual Action Plan



### NIC Staff Comments:

- *Veteran student housing*
- *On campus food pantry – food desert in the Education Corridor*
- *Workforce scholarships for non-degree vocational programs*
- *Student enrollment down due to housing shortage/affordability*

## Public Comments on 2022 Annual Action Plan



### Survey Quote:

*"I am seeing that the administrative expenses for this funding is 20% which I find excessive. Is there a reason it is set this high?"*

## Public Comments on 2022 Annual Action Plan



### Administrative Costs Overview:

- Subject to 20% cap of annual allocation budget.
- Administrative costs cover employee wages and benefits, administration of EMRAP program, travel and training expenses, consultant assistance with preparing required plans, advertising, supplies, and support of Fair Housing Activities
- Unspent Administrative funds go back into the general fund to be reallocated to projects.

## Public Comments on 2022 Annual Action Plan



### Survey Quote:

*"The LMI cohort is often misunderstood, causes are oversimplified and solutions are difficult. The committee review and award process intended to guild elected officials must include "qualified" persons who have "material and real-world experience." Agendas harden the process. Let's get beyond platitudes and solve real life problems with business maturity. Perceived professionals are not. Quality, not quantity, should be a guiding factor. Although satisfying to the process, disbursing funds among many often does not have material effect. Make an impact. The perception of "fairness" has inhibited the process."*

## Public Comments on 2022 Annual Action Plan



### Survey Quote:

*"Supportive mental health is an absolute community need, more now than ever with recently shuttered facilities. For example, NAMI, Heritage Health, St. Vincent de Paul and affinity organizations require support."*

## 2022 Priority Level-High Needs Identified at Public Forum

Needs Confirmed	New Needs Identified
Affordable For Sale and Rental Housing LMI Household Water/Sewer Improvements: connection to City Sewer	Lack of affordable rentals and for sale housing has increased, and still needs attention.
Sidewalk Improvement	Sidewalk improvements for ADA accessibility still a high need
Senior Support <ul style="list-style-type: none"> <li>Meals on Wheels</li> <li>Public Service Projects</li> </ul>	Housing needs and food support for workforce, students, seniors, veterans and disabled persons has increased
Mental Health Support needs have increased dramatically due to COVID-19	Mental Health Support needs have increased dramatically due to COVID-19
EMRAP—Home Repair	EMRAP increased need to keep LMI persons in their current housing
Affordable Quality Childcare and Early Childhood Education	Affordable childcare and support for childcare facilities has increased due to COVID and economy

## Draft 2021 AAP Budget

*Based on estimated funding of \$349,112*

2022 Estimated Funding	Project
\$5,000 (1.4%)	Sidewalk Accessibility/Repairs
\$10,000 (2.9%)	Lake City Center Annual Meals on Wheels grant
\$69,822 (20%)	Emergency Minor Home Repair and Accessibility Program (EMRAP)
\$194,467 (55.7%)	Community Opportunity Grants (Includes Public Service Activities capped at 15% annual allocation)
\$69,822 (20%)	Administration (Employee wages and benefits, administration of EMRAP program, travel and training expenses, advertising, supplies, support of Fair Housing Activities—Subject to 20% cap of annual allocation budget)
<b>\$349,112</b>	<b>2022 Grant Total</b>

## Comparison to 2021 AAP Budget

Project	2021 Funding	Proposed 2022 Funding
<b>Sidewalk Accessibility/Repairs</b>	\$5,000	<b>\$5,000</b>
<b>Lake City Center Meals on Wheels Annual Grant</b>	\$10,000	<b>\$10,000</b>
<b>Emergency Minor Home Repair and Accessibility Program (EMRAP)</b>	\$50,000	<b>\$69,822</b>
<b>Community Opportunity Grants</b> (Includes Public Service Activities capped at 15% annual allocation)	\$196,500	<b>\$194,467</b>
<b>Administration</b> (Employee wages and benefits, administration of EMRAP program, travel and training expenses, advertising, supplies, support of Fair Housing Activities—Subject to 20% cap of annual allocation budget)	\$72,098	<b>\$69,822</b>
<b>2022 Grant Total</b>	\$360,490	<b>\$349,112</b>

## CDBG Sidewalk Project in the Queue for 2022

- CDBG funds are optimized by having the work done by City crews
- Possible sidewalk projects are being identified and considered
- Staff capacity, scheduling and access to materials will determine projects in 2022 and 2023



## Tonight's Actions

- Questions about the 2022 AAP
- **Public Hearing inviting Public Comments**
- City Council Decision Point:
  - Approval of the submittal of the 2022 AAP Budget to HUD for official review

Questions?



# Public Hearing



## Decision Point / Recommendation:

The City Council should approve submittal of the 2022 Annual Action Plan to HUD for official review.