

WELCOME
To a Regular Meeting of the
Coeur d'Alene City Council
Held in the Library Community Room

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 F - Public Comments** is identified by the Mayor. The Mayor and Council will not normally allow audience participation at any other time.

6:00 P.M.

AUGUST 2, 2016

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: Pastor Jim Williams, with Emmanuel Baptist 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.

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

1. Approval of Council Minutes for the July 13 and July 19, 2016 Council Meetings.
2. Approval of Bills as Submitted.
3. Approval of General Service Committee Minutes for the July 25, 2016.
4. Setting of General Services and Public Works Committees meetings for August 8, 2016 at 12:00 noon and 4:00 p.m. respectively.
5. Approval of a Beer and Wine License for Grille at Ipanema, 2374 N. Old Mill Loop (transfer) from Grille at Ipanema 601 E. Front Avenue, St. 201

As Recommended by the City Clerk

6. Resolution No. 16-035

- a. Approval of Agreements with Sid Fredrickson, Pat Cardwell, Mike Calderwood, Jay Heintz, Ed Wagner, Kathy Lewis, and Tom Howard through the separation incentive program.

As Recommended by the General Services Committee

F. 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.)

G. ANNOUNCEMENTS

1. **City Council**
2. **Mayor – Appointments**
 - a. Personnel Appeals Board- Dixie Reid, Kelly Ostrum, Sharmon Schmitt
 - b. Civil Service Commission – Sharmon Schmitt
 - c. Parks and Recreation Commission – Mike McDowell and Jim Lien
 - d. Pedestrian Bicycle Committee – John Bruning

H. GENERAL SERVICES

1. **Resolution No. 16-036** - Amendment No. 2 to the Contract with the Police Association for the Inclusion of the Lateral Officer Recruitment Program

Staff Report by Police Chief Lee White

I. OTHER BUSINESS

1. **Resolution No. 16-037** - Setting Preliminary Budget for Fiscal Year 2016-2017 and scheduling a public hearing for September 6, 2016.

Staff Report by Troy Tymesen, Finance Director

J. EXECUTIVE SESSION: Idaho Code 74-206 Section (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code.

K. ADJOURN:

This meeting is aired live on CDA TV Cable Channel 19



Coeur d'Alene

CITY COUNCIL MEETING

August 2, 2016

MEMBERS OF THE CITY COUNCIL:

Steve Widmyer, Mayor

Council Members Edinger, English, Evans, Gookin, McEvers, Miller

CONSENT CALENDAR

MINUTES OF A CONTINUED MEETING OF THE CITY
COUNCIL OF THE CITY OF COEUR D'ALENE, IDAHO,
HELD IN THE OLD COUNCIL CHAMBERS, CITY HALL
July 13, 2016

The Mayor and Council of the City of Coeur d'Alene met in a continued session of said Council at the Coeur d'Alene City Library Community Room July 13, 2016 at 8:00 a.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

Members of Executive Team Present: Jim Hammond, City Administrator; Sam Taylor, Deputy City Administrator; Troy Tymesen, Finance Director; Kenny Gabriel, Fire Chief; Gordon Dobler, Engineering Services Director; Mike Gridley, City Attorney; Bette Ammon, Library Director; Renata McLeod, Municipal Services Director/City Clerk; Lee White, Police Chief; Bill Greenwood, Parks & Recreation Director; Kyle Marine, Assistant Water Superintendent; Sid Fredrickson, Wastewater Superintendent; Melissa Tosi, Human Resources Director; Hilary Anderson, Community Planning Director; Tim Martin, Street Superintendent; Ed Wagner, Building Services Director.

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

PUBLIC HEARING: Approval of the First Amendment to the Second Amended and Restated Midtown-Northwest Boulevard Downtown Urban Renewal Plan now referred to as the Lake District Urban Renewal Project Plan of the Urban Renewal Agency of the City of Coeur d'Alene, doing business as Ignite CDA.

STAFF REPORT: Jim Hammond, City Administrator said that under the direction of the mayor and council, staff has been working with Ignite CDA to remove properties within both of the city's URDs in order to direct some of the tax revenue generated within the two districts to the affected taxing districts. This will enable the use by the City of some of the enhanced revenue prior to closure of the districts. Staff has worked with Ignite CDA, the County Assessor and the State Tax Commission to ensure that all necessary tasks have been completed in order to proceed with the de-annexation.

Mr. Hammond said that this is the final step for the deannexation of the property in the two urban renewal districts and upon approval, the ordinances will be published in the newspaper and then overnighted to the Tax Commission. The Tax Commission's approval will complete the process for deannexation.

Councilmember Gookin commented that he is concerned that this public hearing is being held at 8:00 a.m. and would hope in the future that meetings will be held in a venue and time that would be more accommodating. Councilmember Edinger commented that he also doesn't care for the early meetings.

Mayor Widmyer opened the meeting for public testimony. There was none.

Mr. Gridley said that since there are two deannexation ordinances presented to council, each motion should be made and voted on separately.

ORDINANCE NO. 3542
COUNCIL BILL NO. 16-1014

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COEUR D'ALENE, IDAHO, APPROVING THE FIRST AMENDMENT TO THE SECOND AMENDED AND RESTATED MIDTOWN-NORTHWEST BOULEVARD DOWNTOWN URBAN RENEWAL PLAN (NOW REFERRED TO AS THE LAKE DISTRICT URBAN RENEWAL PROJECT PLAN), WHICH FIRST AMENDMENT SEEKS TO DEANNEX CERTAIN PARCELS FROM THE EXISTING LAKE DISTRICT PROJECT AREA; WHICH FIRST AMENDMENT AMENDS A PLAN THAT INCLUDES REVENUE ALLOCATION FINANCING PROVISIONS; AUTHORIZING THE CITY CLERK TO TRANSMIT A COPY OF THIS ORDINANCE AND OTHER REQUIRED INFORMATION TO COUNTY AND STATE OFFICIALS; APPROVING THE SUMMARY OF THE ORDINANCE; AND PROVIDING AN EFFECTIVE DATE.

Motion by Gookin seconded by English, to pass the first reading of Council Bill No. 16-1014.

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

Motion by Edinger, seconded by McEvers, to suspend the rules and to adopt Council Bill 16-1014 by its having had one reading by title only.

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

PUBLIC HEARING: Approval of the First Amendment to the River District Redevelopment Plan of the Coeur d'Alene Urban Renewal Agency, doing business as Ignite CDA.

The mayor opened the meeting for public testimony. There was none.

**ORDINANCE NO. 3543
COUNCIL BILL NO. 16-1015**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COEUR D'ALENE, IDAHO, APPROVING THE FIRST AMENDMENT TO THE RIVER DISTRICT REDEVELOPMENT PLAN WHICH FIRST AMENDMENT SEEKS TO DEANNEX CERTAIN PARCELS FROM THE EXISTING RIVER DISTRICT PROJECT AREA; WHICH FIRST AMENDMENT AMENDS A PLAN THAT INCLUDES REVENUE ALLOCATION FINANCING PROVISIONS; AUTHORIZING THE CITY CLERK TO TRANSMIT A COPY OF THIS ORDINANCE AND OTHER REQUIRED INFORMATION TO COUNTY AND STATE OFFICIALS; APPROVING THE SUMMARY OF THE ORDINANCE; AND PROVIDING AN EFFECTIVE DATE.

Motion by Gookin seconded by McEvers, to pass the first reading of Council Bill No. 16-1015.

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

Motion by McEvers, seconded by Edinger, to suspend the rules and to adopt Council Bill 16-1015 by its having had one reading by title only.

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

Mr. Hammond explained that today's meeting time and location were selected because it is mainly a workshop with council.

WORKSHOP: 2016-17 Fiscal Year Budget

Mr. Tymesen said that the preliminary budget figure is \$95,720,474, and the current income figures are at less than \$86,000,000. Staff has worked on the preliminary budget for about six weeks and has gone through every department and every line item. He noted that the city is a service business and people are its biggest asset and a large portion of the expenses. He anticipates that the city will be picking up 7.5% of the increase in medical insurance premiums pursuant to contract. The quote right now from the current medical insurance vendor is an increase of 22%. The insurance committee is looking at other vendors. A 2% cost of living increase has also been calculated into the budget. Additionally the budget includes nine additional firefighters, additional positions in the police department, and increases in police and fire for overtime and constant manning. The ICRMP premium dollars in the self-insurance fund have been moved into the Finance Department budget. Mr. Tymesen confirmed that the self-insurance fund is funded by property taxes, and that the 2% cost of living increases and merit increases are taken from the General Fund.

Mr. Tymesen reviewed each individual department budget, noting significant increases and reductions.

In regard to the Mayor/Council budget, Councilmember Gookin asked about the AIC Conference increases. Ms. McLeod responded that they have had quite a large number of participants for the AIC Conferences and if the entire group that was scheduled to go went to the conference, they would have been over budget. The budget for this year is based on past interest.

Mr. Tymesen explained that the Administration budget includes the new Deputy City Administrator, and a slight increase in official representation and travel and training.

The Finance budget includes an increase in health insurance, merit increases, the 2% cost of living adjustment, and an increase in office supplies and postage. The ICRMP premium from self insurance was moved to the Finance budget to increase the downtown parking enforcement contract. They are not doing the actuarial study. Mayor Widmyer asked about the interfund transfers of \$20,000 this year and \$20,000 next year. Mr. Tymesen said that the goal is to get it done this year. If that happens, they could move the \$20,000 from next year's plan.

The Municipal Services budget includes health insurance, health reimbursement accounts, merit increases, cost of living adjustment, an increase in the phones line item, and completion of the Springbrook software upgrade pursuant to the agreement that was signed two years ago. Mr. Tymesen noted that Springbrook has been acquired by another company and it has not been an ideal situation. There are also increases in other services and supplies. There is also a new lease agreement for Fire Station 4 dark fiber that will be coming to council as soon as the legal department finishes working on the agreement. The cost will be \$525/mo, or \$6300 a year. They will also be trying to replace some aging phones that were installed in 2007, which are starting to fail.

Mayor Widmyer asked what things are covered by the citywide automation line item. Mr. Johnson said that citywide automation is the computer workshop upgrade plan. That pot of money keeps the 600 work stations, 100 servers and 50 switches updated. They try to have a rolling upgrade plan that keeps the equipment updated so that it is newer than 5 years old.

Councilmember English asked about the Springbrook software. Mr. Johnson explained that it is the software package for utility billing and other departments.

Mr. Tymesen explained that the budget for the Human Resource Department includes a slight increase in part-time, advertising, the Employee Assistance Program, and the classification/compensation study scheduled for next year. Ms. Tosi explained that every few years they recommend doing a new classification/compensation study. The classification piece of the study is the job descriptions, and they will start fresh with new classifications on all of the positions in the city. The job descriptions are what the city uses when they advertise for openings. The classification study also handles internal equity making sure that all of the positions are correct, and it also includes all of the new positions that have been added. The compensation part of the study looks at external competitiveness, and looks at other cities and areas that would be competitive with the city. Ms. Tosi noted that the city's external competitiveness is pretty good. Having the study done before going into next year's negotiations would provide fresh wage information that would be current. They had previously discussed doing a comparison of contracts with other cities in Idaho, so they will also be going through

their contracts and comparing police, fire, and lake city employee association contracts with other comparables for benefits, wages, specialty pay, etc. It is an important study and good timing.

Mayor Widmyer asked when the study would commence. Ms. Tosi said that the whole process will take about six months. She would ideally like it to start as soon as possible.

Councilmember Gookin asked if the report would be made available to the public. Ms. Tosi explained that the way that the company calculates things is protected since it is a private company, but all of the information that comes out of the study including wages, etc., is public record. Mayor Widmyer explained that the company has all of the data and they don't want the data released because then no one will buy their report. If you want all of the information to be provided, the price of the study would be almost double. The company doesn't want to release their data because they sell it to other cities.

Councilmember Gookin asked about the increase to Cityfit in the Human Resources budget. Ms. Tosi explained that Cityfit incorporates a lot of the health and wellness programs for the city. It is an internal volunteer committee. The expenses are based on what they are able to provide employees in regard to flu shots, screenings, etc., and depends on participation.

Councilmember English asked if the vendor for the classification and compensation study is selected via a Request for Proposals. Ms. Tosi explained that the city used BDPA out of Boise for the last study that they did, and she also uses them as a consultant. If they were to go out for Requests for Proposals, it would be a lot more work. The actual study is about \$35,000, plus an additional \$4,900 for contract comparisons. Ms. Tosi said that the study update that was done in 2012 was just benchmark comparisons of a few positions and wasn't a citywide study.

Mr. Tymesen commented that the Legal Department budget reflects the decrease in staff. He also noted that on July 19th the council will review the City Hall remodel presentation and the goal would be for the rent/utilities costs to go away. He also explained that the increase in health insurance in the budget was probably the result of a retiree.

Councilmember Gookin asked about the cell phone budget in the Planning Department. Ms. Anderson explained that it was for her cell phone. Mr. Tymesen mentioned that the city has a citywide cell phone plan. Councilmember Miller asked about what is included in the professional services line item. Ms. Anderson said that they contract with Engineering for annexations, and there are also some funds included for East Sherman and other projects. Mr. Tymesen also noted that that line item also gets used the most for creative projects brought forward by the council.

The Building Maintenance budget shows a slight increase in part-time costs as the city continues to add square footage to buildings and preventative maintenance. It also includes an upgrade to the control system at the PD so that it can be controlled from a laptop. Mr. Tymesen explained that the technology needs to be upgraded and in the big picture their goal is to potentially pay for it with cash out of the fund balance, but it is a large increase.

Mr. Gould explained that the INET 7 system was installed in 1999 and controls the air conditioning as well as the security of the police station. That serviceability on the system has been reduced greatly and no longer offers support. The hardware is also no longer supported. Mr. Gould said that they need to upgrade to the ALC system, which is used throughout the city. The security system will be pulled from the HVAC system so it will be a standalone system. Mr. Gould noted that the upgrade is something that is really needed and it will give them longevity in support and hardware. The manufacturer offers upgrades, etc., and the software is also web based and Mr. Gould would be able to look at every building on his laptop and make changes and adjustments on his computer. The old INET 7 system is not web based.

Mr. Tymesen explained that the Police Department budget includes grant funded officers, another 2 officers, an IT Analyst position, a half-time code enforcement person, and increases in overtime and operating supplies, software maintenance, and services and supplies. General Obligation Bond funds are also a one time source of money.

Mayor Widmyer asked for a description of the IT Analyst position. Chief White said that currently they have a patrol sergeant who acting as the supervisor of the IT department and not able to function as a regular sergeant in uniform. They would be bringing in a civilian for the IT Analyst position.

Councilmember McEvers asked why overtime is always increasing. Chief White said that over the past 8 week or so they have used overtime on about 70% of their shifts just to cover basic staffing needs. Staffing was already at a bare minimum, and during the summer calls for service tend to go up, and there are a lot more special events in the summer, vacations, etc. He also noted that they haven't filled all of the positions that were allocated, and that once they get their staffing level to where it should be they expect those overtime hours to reduce. They make adjustments where they can and Chief White noted that the July 4th staffing level was 14 less officers. Councilmember Miller asked Chief White if they have taken a real hard look at events, and using other vendors for flaggers, etc, rather than using officers. Chief White said that they have been working with the Street Department and they have been a great help.

Councilmember Miller asked about the drug task force line item. Chief White responded that it North Idaho Violent Crimes Task Force and they are used whenever they have a violent felony that has occurred. The primary focus is violent crimes and major drug houses.

Mayor Widmyer asked Chief White to talk about the process of recruiting and hiring new officers. Chief White said that out of the 70 people that tested for the last entry level recruitment, they were only able to use two. He noted that a number of people have entered the training program and were let go. They are trying to focus on lateral officers.

Councilmember Gookin asked how the event fees increase was coming along. Ms. McLeod said that they have had some meetings with the Downtown Association and they were amenable with a 20% increase in the fees. She noted that most events turn in their applications a year in advance, so the increased revenue would be delayed. In addition, it would not cover all of the costs for events like the 4th of July parade and the fireworks as it wasn't council's intent to break even.

Councilmember Gookin asked about the Police Department's volunteer coordinator position. Chief White said that the volunteers are the people that you see working part-time in the City Park area. Councilmember Gookin also noted that the SWAT equipment line item has increased, and asked if the county normally pays for that equipment. Chief White said that the costs for the equipment are split with the county. Some of the increase is for locking containers for the vehicles and facilities, and some is for an increase in training, leadership school, and a new sniper rifle.

Councilmember Evans left the meeting at 8:46 a.m.

Councilmember Gookin asked about software maintenance fees. Chief White said that software and maintenance fees are expensive. He described the different software programs that are used and noted that they have probably around 30 different computer software programs that they have to pay ongoing maintenance and update fees for.

Councilmember Gookin asked about the trailer that was included in the Police Department budget. Chief White confirmed that it was not the command center trailer, but is a trailer that they use for special events and for transporting equipment.

Councilmember Edinger asked about sick leave. Chief White said that a number of officers have had health issues, injuries, etc, and they make up with overtime when it is absolutely necessary. Councilmember Edinger also asked about the reason for the problems hiring new police officers. Chief White said that police departments across the nation are having difficulty finding qualified applicants.

Councilmember English asked what percentage of officers are former military veterans. Chief White said that in years past law enforcement had better success with hiring veterans than they currently have. They are trying to do some different things with their recruitment program and Chief White noted that larger military bases have an exit program and sometimes during those exit programs they offer job fairs. The department is going to try to do some more recruiting in that aspect.

Mr. Tymesen commented that the COPS grant of \$190,000 will be used to fund three officers for three years. Chief White explained that the officers will be funded by the grant for three years, and the city will have to keep the officers for a total of four years. Mr. Tymesen mentioned that, thanks to attrition, that has never been a problem.

Mr. Tymesen explained that the Fire Department budget shows an increase in constant manning and overtime, and that the Fire Department did a good job of attempting to keep other expenses in line. They continue to spend from the General Obligation bond and build the new fire station.

Mayor Widmyer commented that while the constant manning line item has jumped up, it looks like it may have been miscalculated previously because what is proposed in the 2016/17 budget is not much different than previous years. Chief Gabriel said that they do everything they can to minimize that cost and will continue to do their best. He explained that constant manning is a minimum staffing level, and if they drop below that 14 minimum staffing level for any reason,

they hire back to get to 14. If they go over, the line item is supplemented with funds from other line items.

Councilmember McEvers asked if, when the fire boat goes online, that will affect constant manning. Chief Gabriel said that Station 4 will make a huge difference so it will make it easier.

Councilmember Gookin asked when the new fire trucks will arrive. Chief Gabriel said they should be here in September and October, and will be in service when they open Fire Station 4.

Mr. Tymesen said the Street Department budget shows a slight increase in part-time costs. Councilmember Gookin asked about the drop in the leaf pickup line item from \$60,000 to \$5,000. Mr. Martin explained that for several years he has been challenged by Finance to find a sustainable way to process leaves. Last year they used the upper end of Cherry Hill park, and this year the airport will partner with them and take their leaves for their undeveloped acreage. The Street Department will till the leaves into the ground, and will be able to use some of the soil over the years in park development. Mr. Martin commented that the \$5,000 figure is probably not accurate and may be a little bit more to cover the cost of rental equipment to till the leaves into the ground.

Councilmember Miller asked about the part-time costs increase. Mr. Martin said that some of that is because the Street Department has morphed over the years to where they aren't really just street maintenance anymore. They have signs, paint, arrows, etc. and most of the part-time help is used to get things mounted. It takes two crews and four people all summer to get to all of the crosswalks, signs, etc. They have found that it is better to bring in part-time help to do most of that. They are also partnering with the Engineering Department to take on some of Engineering's overlay support and save citizens some tax dollars so the overlay funds will go much farther.

Mr. Tymesen discussed the change in personnel in the Engineering Department. Mr. Dobler said that the project manager is retiring and there is a chance to create efficiencies, so instead of refilling the position, they will contract out for management of the projects that are currently underway, at least for the next one or two years and then they will determine if they need to refill the position at that time. The savings is being put into the overlay line item.

Councilmember McEvers asked for an update on the overlay and chip seal. Mr. Dobler said that the first chip seal is in August. They have a joint contract with the City of Hayden and the City of Dalton Gardens. Mr. Dobler thinks that it will be a big boon to the overlay and they are always looking for a way to stretch that dollar. He also noted that the Streets Department does a lot of the prep work rather than paying a contractor. The chip seal will supplement some of their low volume roads. He noted that the overlay budget should be \$850,000 to \$900,000 with the streets they have. They haven't had an increase in overlay funding in about six years. Mr. Dobler noted that the roads are wearing out and the focus has been on arterials and collectors. Some of the older subdivisions are falling behind.

Mr. Tymesen said that the Parks & Recreation Department budget shows a slight increase in capital expenditures. He noted that the Parks & Recreation Departments have been combined through reorganization.

Mayor Widmyer asked Mr. Greenwood to talk about his experience this year in finding part-time help. Mr. Greenwood said that his experience has not been good and they probably did not get fully staffed until about 3 weeks ago. They have about 23 part-time workers. He noted that an employee was let go last week and another one will be let go this week. They are now hiring high school level workers because of the lack of applicants. Bill noted that during the recession they were able to find good quality people.

Councilmember Miller asked about the \$60,000 for equipment. Mr. Greenwood explained that it is for a new turf sweeper. The department has a turf sweeper that is 25 years old and they need to replace it.

Mayor Widmyer said that as he looks at capital improvements and at McEuen and the use that it gets, and commented that things will wear out. He asked if other cities have building maintenance or capital reserve funds that they create rather than a general fund. Mr. Tymesen said that they don't see it very often with government entities. Mr. Greenwood said that the surfacing material for the playground at McEuen will need to be replaced in about eight years, and it is a big ticket item. Mr. Tymesen explained that the capital replacement schedule helps them to keep looking into the future. He also noted that the Parks Department has been creative in that they took some part-time workers and moved them to full-time in an effort to get work done.

In regard to the Building Department, Councilmember Gookin asked about adding another person to help with the office. Mr. Wagner explained that there was no funding for it. He commented that they need another inspector and another staff person, but have no plans right now. He noted that the work load changes and they would not want to hire an inspector and have to lay them off. The department is strained right now and they have been receiving help from the Municipal Services department.

Mr. Tymesen reviewed the other miscellaneous funds, including the Street Light fund. He noted that the Street Light fund received a transfer to make it break even. Councilmember Gookin asked why the Street Light fund isn't self-sustaining and, if it is not, why doesn't the City raise the Street Light fees. Mr. Gridley said there is a question on whether the Street Light fee is an appropriate fee for service. He noted that there has been no court ruling that says it is not legal, so the council could increase it if they wanted to. The view is that it is either paid for as a fee for service or it is shifted to a general tax that everyone pays.

Councilmember Gookin also noted that the Cemetery fund is not breaking even. Mr. Tymesen noted that niches take up less space and have become more popular and there are less casket burials. That is good news for the longevity of the Cemetery fund. They have done their best to eliminate transfers from the General Fund, which has occurred in previous years. If the Cemetery Fund goes over, they transfer money from the Perpetual Care fund. Mr. Greenwood said they are proposing to install another niche wall this year, which would cost about \$30,000

for a \$120,000 return. Councilmember Edinger suggested that they don't "screw around" with the cemetery. Mr. Tymesen said that rates are being reviewed for a potential fee increase.

Councilmember Miller asked if the costs for the fence on Government Way came out of the Cemetery Fund. Mr. Greenwood confirmed that they did. He also discussed ideas and potential locations for additional niche walls.

Mayor Widmyer asked about recent legislations regarding unused cemetery plots and asked if there were any such lots in the city. Mr. Greenwood said not that he knows, but there are some that are delinquent in their payments, etc. He noted that there is a process to go through and if the City were to take those lots back, if someone were to show up later, it would not be a done deal. They would have to give them something in return or pay them for the value of the lot.

Mayor Widmyer asked Ms. Ammon how the Lake City library program was going. Ms. Ammon said that it is growing and steady. They are open 4 days a week, with increased hours this summer. There are three programs going on, and more and more people are getting used to returning books at that location. They are open two mornings, two afternoons, and one evening each week.

Mr. Tymesen thanked Vonnie for her assistance. He reviewed income and forecasts and noted that the stock market has not been ideal the last 12 months. The county will be supplying their best estimate of the new growth revenue on July 25th. Mr. Tymesen said that in order to balance the budget they are proposing a 3% property tax increase. He reviewed the past history of property tax increases. The proposed budget includes the \$500,000 revenue for the deannexation and the new growth money. They are also proposing that money that was going to the police retirement fund go to the General Fund. He discussed revenue changes.

Mayor Widmyer said that there will come a time with the cyclical economy when numbers will be down. In looking forward, the City has to be aware that the economy is cyclical and what measures it will take during those times. Mr. Tymesen commented that the first thing they would look at is capital expenditures. Then they would go back to employee groups for concessions, then merit increases, then the health insurance premium. After that is reorganization and not filling positions, etc. He noted that there are about 20 people considering retirement in the next fiscal year.

Mr. Tymesen reviewed what was removed from the initial proposal that came from the departments, which resulted in an almost \$2,000,000 reduction. He thanked the voters for the General Obligation bond which allows for major capital purchases.

Mr. Tymesen reviewed the fund balance, which will be \$6.8 million at the end of this year. He noted that the City has done a good job of maintaining the fund balance. He noted that right now the general fund, plus the library, is about a 19% general fund balance. He reviewed the levy rate history and an overview of the property tax rates.

Councilmember Gookin asked what is the minimum amount for a fund balance recommended by GASBI (Government Accounting Standards Board). Mr. Tymesen said that anything above 10

percent is conservative. Councilmember Gookin said that the county has a policy where they set a maximum for the fund balance which provides them with guidance on where the fund balance is and when they can access it. He noted that the council might want to do something like that for the City. Mr. Tymesen said that his belief is that when you are a good steward of the dollars, you should never hit that maximum amount because then you are bringing in more money than you need. He noted that having the cash has allowed them to take advantage of situations as they arise and also gives the City the edge when they need to borrow.

Mayor Widmyer asked if there was a recommended fund balance for other departments, including water and wastewater. Mr. Tymesen said that the question is whether they have 3 or 4 months cash flow on hand. He noted that the Water Department is coming forward to borrow some money to do some million dollar acquisitions and improvements. Mr. Marine said that they have CAP fees set aside for it, so either way they have the money to cover the new water tank. They have several capitalization projects over the next 10 to 15 years so they would like to borrow the money to make it a little easier. They will be working on the details and coming forward to council.

Mr. Fredrickson said that as part of the bond ordinance that they have to adopt in order to sell revenue bonds, they have to set their rates to generate a minimum of 125% of their net.

Mr. Tymesen said that they will be coming to council to set the high water mark, which is proposing what the maximum budget will be and filling in the details as they go forward. They will be looking at ways to lower the 3% increase that they proposed.

Councilmember Gookin said that last year there was some good news from the States for roads, sales taxes, etc. Mr. Tymesen said that they have captured most of that in their preliminary look at the revenue. Councilmember Gookin noted that a lot of citizens are on a fixed income and that the Social Security CPI is set at two-tenths of a percent, and it is something that council needs to consider.

Councilmember McEvers said that it is discouraging that the City can't seem to make ends meet without raising taxes. Mr. Tymesen said that the City has one of the highest foregone taxes than anyone in the state, and they continue to look at reorganization. He believes the City is providing a great value. He noted that his challenge is the fact that we have such a diverse city that the ongoing expenses just don't go away. Benefits are expensive. Equipment acquisition is as strong as it has been. EMS services are second to none in the State of Idaho. Councilmember McEvers commended the team on the work that they do. He noted that the 3% increase is hard but he does see what he is getting for the money.

Councilmember English said that the 3% increase appears to be a reasonable request.

Councilmember Miller asked Mr. Tymesen if he took a look going a little bit more to the general fund rather than going for a full 3%, knowing that in a short period of time the City might have a different picture when the urban renewal district sunsets. Mr. Tymesen said that when the district sunsets, new growth revenue will substantially increase and council can choose whether they will take the revenue at that time.

Councilmember Edinger commented that he has always been hesitant about using fund balance monies. He confirmed that the 3% tax increase is not set in stone. He also asked about when the City would start to receive the deannexation money and some of it go back to the taxpayers. Mr. Hammond said that the moneys goes to each of the taxing districts and would take place in the new budget year. The City would receive \$500,000 from the deannexation, which is included in the budget. Almost \$400,000 would go directly back to the taxpayers. He also confirmed that the \$500,000 is ongoing. Councilmember Gookin asked about the “math” on the \$400,000 that goes back to the taxpayers, and how it weighs in on the levy. Mr. Hammond said that there is really no cash going back to the taxpayers, but it is a reduction in the levy. If council took a 3% increase, in the end because of the reduction in levy rates for everybody, it would reduce the increase by a small amount.

Councilmember English said that there is a cost for new growth and it is fair that everyone share that cost. Mr. Hammond asked council to remember that the budget is a challenge and that unexpected things will come up that need to be done.

Councilmember Edinger said that in years when things were hard, they gave employees certain benefits because they couldn't increase salaries etc. He thinks that council should look at the 3% increase and let the department heads and Mr. Tymesen play with it and hopefully come back with a reduction. He said that he thinks the City in the long run has done a good job on the fund balance and tax increases.

Mr. Taylor said that he thinks it is important to point out that 3% doesn't translate to 3% in that it is actually 3% of the city's portion of the level rate and is not a direct 3% impact on citizens. He noted that the City could do a better job working on social media and the city's website to explain that. Councilmember Gookin disagreed that it would make a difference. He said that the big picture is are we being fiscally accountable and have the discipline to stay in budget. If they look at 3% as a ceiling, they will always hit it.

Mr. Tymesen said that council will be presented with the high water mark at the first council meeting in August. When he receives the new figures from the county on Monday, the 25th, he will get those numbers to the council.

WORKSHOP: Updated Impact Fee Development Plan

Troy Tymesen, Finance Director, said that in 1993 the City authorized an impact fee report. In 1996, the City approved the implementation of impact fees, as specific legislation was approved. These fees are assessed to insure that growth pays for itself. There are four public facilities covered in the legislation: parks, police, fire and circulation (roads). The last update was completed in 2004 by Hofman Planning and Engineering. The Planning Commission acts as the Development Impact Fee Advisory Committee. A public hearing will be necessary to approve any changes. Updates to the study are done to accurately account for demographic and development projections. The significant changes in this report as compared to the current impact fees include the level of service for parks moving from 4 acres of park land to 6 acres per 1,000 population and a new category called waterfront properties.

Mr. Tymesen said that the Impact Fee Development Plan is the document that says what the city will look like in the future. Council is being asked to add any input and give staff direction, and then let staff continue to work through the process.

Mr. Dobler explained that the circulation impact fees break down into citywide and quadrants. Citywide are elements that generally benefit the whole city. Quadrant elements are specific to quadrants. He noted that the last update combined quadrants 3 and 4. The draft updates construction costs and added some new intersections that were identified in the KMPO regional model, and make a solid shift from an interpretation of citywide. A new category, traffic calming, was also added to the citywide category, since a funding source for traffic calming has been elusive.

Mayor Widmyer commented that the City of Hayden said they were going to drastically lower their impact fees. Mr. Dobler said that he doesn't think that the proposed increases for the City of Coeur d'Alene are significant in the circulation element, and are justified by construction costs. They have been able to supplement their road programs with significant federal dollars, which will pretty much go away. He noted that the City is still below their neighbor rates, percentage-wise. Mayor Widmyer said that they will have to do a great job of communicating to the lay person exactly what they are doing since a lot of people are talking about what Hayden has done.

Councilmember Edinger asked if NIBCA was going to be notified about the proposed increase and if there were going to be public meetings. Mr. Hammond said that they would have to have public meetings and a public hearing. The building contractors are aware that the City is working on the update.

Mr. Greenwood said that they are asking to raise the standard up 1 acre of park land per 1,000 population, for a total of 5 acres of park land per 1,000 population. He noted that undeveloped land doesn't count in that figure and that impact fees are used to develop parks. The national standard is 5 acres of park land per 1,000 population. Mr. Greenwood said it would give them the ability to develop the existing land that they have.

Councilmember Gookin said that it seems strange to him that they aren't counting Tubbs Hill or Canfield as park acreage. Mr. Greenwood said that impact fees are used to build new parks, and Tubbs Hill is existing. He noted that the City has about 40 acres of parks now, including open space like Tubbs Hill. Mayor Widmyer asked what is the standard average for 50,000 people. Mr. Greenwood said that with the City's existing population they are 26.6 acres deficit if council approves 5 acres per 1,000 population. He indicated that they could add in a new category of open space, which would include Fernan, Canfield, and Tubbs Hill so that they have a list of what is in the inventory. Mayor Widmyer noted that they want to develop more parks and the public wants more waterfront parks.

Councilmember Gookin said that in the inventory of police facilities, it seems like they forgot a couple of facilities, including the substation on Sherman, and 4th & Foster. Chief White said that he has been trying to get ahold of the people at Hofman to speak about it since 2014. The underlying assumptions that they used in calculating the space are wrong so he can't trust the

numbers. He is waiting to get the answers to his questions. Mr. Tymesen confirmed that impact fees cannot be used for leased space.

Councilmember Edinger asked why the City of Hayden is reducing their impact fees. Mayor Widmyer responded that they want to promote more development, but noted that their numbers are significantly higher than the City of Coeur d'Alene, and the City of Hayden pulled their numbers back more in line with what the City of Coeur d'Alene's are. Mr. Hammond said that part of the reason the City of Hayden is reducing their fees is that they are using a different formula than the one they were using, as the old formula was found to be inappropriate.

MOTION: Motion by Miller, seconded by English to approve staff to proceed with the updated Impact Fee Report with 5 acres of park land per 1,000 population.

DISCUSSION: Councilmember Gookin asked if the 5 acres of park land per 1,000 population included undeveloped acres. Councilmember Miller confirmed that water front and open space was not included in her motion. Mr. Greenwood confirmed that if the current rate of 4 acres of park land per 1,000 population remained, it would not show that they had a need. Councilmember Gookin said that he thinks that open space should be counted.

ROLL CALL: Edinger, Aye; Gookin, No; Miller, Aye; English, Aye; McEvers, No. **Motion carried** with Councilmembers Gookin and McEvers voting No.

ADJOURN: Motion by Edinger, that there being no other business this meeting be adjourned. **Motion carried.**

The meeting adjourned at 10:53 p.m.

Steve Widmyer, Mayor

ATTEST:

Amy C. Ferguson, Deputy City Clerk

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

July 19, 2016

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 July 19, 2016 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

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

INVOCATION: Pastor J. John Padula with the Altar Church gave the invocation.

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

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

1. Approval of Council Minutes for the July 5, 2016 Council Meeting.
2. Approval of Bills as Submitted.
3. Setting of General Services and Public Works Committees meetings for July 25, 2016 at 12:00 noon and 4:00 p.m. respectively.
4. Setting of a Public Hearings:
 - a. August 16, 2016 for V-16-4 – Vacation of the Davis Avenue Condominiums Plat (Book K of Plats, Page 165).
 - b. August 16, 2016 for a public hearing regarding fees in the Finance (related to public parking lots) and Fire Departments (related to tent inspection fees)
 - c. September 6, 2016 for A-3-16 - Lake City Engineering; 2650 & 2750 W. Prairie Avenue for annexation and zoning from County Ag. to City R-8

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

PUBLIC COMMENTS:

Amber Loomis, Coeur d'Alene, spoke regarding Phippeny Park development. She noted that some of her neighbors like the idea of a gazebo and edible landscaping and possibly a short

break wall to keep young kids within the park. She would like to continue to be informed and be of assistance in this project. She asked who to contact regarding the oxygen levels in the lake. Councilmember Miller noted that CDA 2030 supports an annual symposium regarding the lake with the Tribe, University of Idaho and Kootenai Environmental Alliance and they would be a good resource.

MAYOR AND COUNCIL COMMENTS:

Councilmember Miller noted that the Idaho Commission for Libraries Annual Summit will be held in Coeur d'Alene this Thursday and she will co-present with Bette Ammon regarding the Lake City High School Public Library project.

Mayor Widmyer noted that he attended an annual pastoral group luncheon wherein Pastor Tim Remington attended and noted that he is doing well.

(QUASI-JUDICIAL HEARING) V-16-2: A-2-16: ANNEXATION OF A PORTION OF CITY OWNED LAND ON BLACKWELL ISLAND AND ZONING FROM COUNTY RR TO CITY C-17

STAFF REPORT: Planner Mike Behary explained that the applicant, the City of Coeur d'Alene, has requested annexation of approximately 1.83 acres located immediately southwest of the Blackwell Island RV Park, at 800 S. Marina Drive, with zoning at C-17 (Commercial at 17 units/acre. He reviewed the property history, location, area zoning, and area land uses. He noted that the findings required for the annexation include: that this proposal is or is not in conformance with the Comprehensive Plan policies; that the public facilities and utilities are or are not available and adequate for the proposed use; that the physical characteristics of the site make or do not make it suitable for the request at this time; and that the proposal would or would not adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, and/or existing land uses. Mr. Behary noted several applicable Comprehensive Plan policies and characteristics of the site. He reviewed the allowable uses within a C-17 zone and noted that there are no proposed conditions as the Annexation Agreement will cover any concerns.

Mayor Widmyer called for public comments with none being received. Public testimony was closed.

DISCUSSION: Councilmember English asked if the water line on the property was connected to the City's water service. Mr. Behary confirmed that it is a city water line and that it is connected to the City's system. Councilmember Gookin expressed concern that there is no sewer available to the property. Mr. Behary explained that the RV site has a pump station that takes the waste into the public system over the US 95 bridge line. Councilmember Gookin asked if the City will pay any fees. Mr. Behary confirmed that the City does pay fees. Finance Director Troy Tymesen explained that the fees for annexation go into an annexation fee fund. Councilmember Gookin asked for clarification regarding the requirement placed on third parties that they be required to extend the sewer when annexed into the City. Mr. Behary explained that when property is developed, they would have to bring the sewer to and through the property.

Councilmember English asked for confirmation that the RV park has already been annexed into the City. Mr. Behary confirmed it was annexed into the City in 1996. Community Planning Director Hilary Anderson clarified that sewer lines are installed at the time of development. City Administrator Jim Hammond noted that all of the wastewater lines on Blackwell Island are private with connection to a lift station to the public line that is located on US 95. If another property on the Island were to be annexed, they land owner would have to work out with the other property owners to connect to the lift station.

MOTION: Motion by McEvers, seconded by Edinger to approve the annexation of a portion of city-owned land on Blackwell Island and a zoning change from County RR to City C-17, to make the necessary Findings and Order.

ROLL CALL: McEvers Aye; Gookin No; Evans Aye; English Aye; Edinger Aye; Miller Aye.
Motion Carried.

HIGH FIVE COMMUNITY TRANSFORMATION GRANT 2017 OPPORTUNITY WITH CDA 2030.

STAFF REPORT: Deputy City Administrator Sam Taylor noted that the Inland Northwest Food Network, CDA 2030, Kootenai Health, Heritage Health, Panhandle Health District, Eat Smart Idaho, the Coeur d'Alene School District and other partners are pursuing grant funding to support childhood wellness and promote healthy eating in the local schools. The Letter of Intent requested from the City, which is due July 22, 2016, is the first step in applying for this grant opportunity. The grant process requires a municipality to be the lead sponsor of the grant application; however, other local partner agencies would be utilizing the funding for other initiatives that meet the goals of CDA 2030 related to healthy eating for children. Mr. Taylor clarified that this will be a private grant process and the City's participation will consist of solely writing a Letter of Intent, with no staff efforts other than through the grant partners. Mr. Taylor introduced Dr. Joe Abate, Chief Medical Officer at Heritage Health, as representing the grant partners. Mr. Abate stated that Blue Cross's mission is to reduce childhood obesity. He noted that two main prevention methods against childhood obesity are diet and exercise. The goal of the grant is to increase the appreciation of healthy food including the growing and cooking of healthy foods. In a 2012 survey for our area, it was found that 29% of 3rd Graders were overweight or obese, and 23% of High School students were overweight or obese. In that population, 23% will develop diabetes over their lifetime and other chronic illnesses. Bringing the organizations together allows them to have a much larger impact. He reiterated that the partner organizations would be doing the work outlined in the grant. If the grant application is successful, up to \$250,000 could be awarded to our community to support childhood wellness and promote nutrition and healthy eating in the local schools.

DISCUSSION: Councilmember McEvers asked if \$250,000 would be enough to be effective for this goal. Mr. Taylor stated that the City's role is write the Letter of Intent and the partners will need to determine the programs. Councilmember McEvers felt that the "Let's Move" initiative required healthy food choices of the vendors in the park and he felt like it was over-reaching. Mr. Taylor reiterated that this would be a private grant from Blue Cross and is totally separate from the "Let's Move" program. Councilmember Miller noted that one of her earlier

concerns was why the City needs to write the letter and what would that mean for potential future obligations; however, Mr. Taylor clarified that the grant is structured so that the City does not have any future role as there are partners identified to execute the grant, and so she is comfortable with the letter. Councilmember English said he would support the grant as he knows that the risk factors of diabetes are real. He noted that it is not uncommon when nonprofits go out for a grant there needs to be some governmental entity supporting the efforts and he is glad to support it. Mayor Widmyer thanked Dr. Abate for his activity in our community and his efforts to make our community healthy.

MOTION: Motion by Evans, seconded by Miller to approve the City's participation in the High Five Community Transformation Grant and authorize the Mayor to sign a Letter of Intent for the grant application. **Motion carried.**

CITY HALL REMODEL FUNDING

STAFF REPORT: Mr. Hammond explained that the City Hall remodel has been the subject of conversation for approximately 28 years. He noted that the remodel is about ADA requirements, security, and building efficiencies. The city did conduct a project with Johnson Controls for energy efficiency that included a new furnace and cooler, but did not replace the HVAC boxes, ductwork or windows. He noted that the temperatures along the windows demonstrate they are inefficient. Safety issue concerns open access throughout the building. Space efficiency needs to be cleared up as the building was built to house a Police Department, and some spaces are congested while others are very open. He noted that the City would be eliminating the cost of renting space for the Legal Criminal Division. Mr. Hammond said that this project is not about building a fancy building. He noted that his office would be divided into two offices, which is part of the space efficiencies that would be corrected with this project.

Architect Cory Trapp reviewed the space analysis conducted this year and presented examples of current conditions that do not meet ADA requirement or provide security. He noted that the building was built in 1978 and has not had a substantial remodel since that time. Mr. Trapp reviewed the goals of the remodel to include ADA, security, moving the Legal Department under one roof, customer service enhancement, maximized use of space, electrical HVAC, and IT updates. Currently, the electrical service to the building is maxed out, and no new services can be added unless a new main is added. He noted that in the building design he created a very visible entrance that will serve as the beacon to City Hall. He reviewed the complication of using flex ductwork for more than a 6' span and noted that many locations within City Hall have 30' long lines and some with several 90-degree angle kinks in the flex duct that should be straight. Mr. Trapp noted that there are three options being presented for Council consideration. He clarified that Option 1 would not include the full glass entrance to City Hall, replacement of the ceiling tile and grid; LED lighting, and would reuse the existing flex ductwork. Option 1 would provide the plumbing for the future install of the security system, but would not include the purchase or installation of the security system. Additionally, existing bathrooms would remain the same, with ADA accessible restrooms added on each floor. He clarified that Option 2 would not include the remodel of the existing bathrooms nor would it include the replacement of the windows or exterior siding. It also does not include the repainting of the building. Option 3 would include remodel of all the restrooms, replacement of the glass in the upper windows and

lower windows and siding, repainting of the exterior and replacement of the existing air conditioning unit. He reiterated that the electrical panel is at maximum capacity and there is no choice but to bring in another line. Additionally, electrical codes have changed and staff can no longer handle low voltage lines, such as the computer cables.

DISCUSSION: Councilmember McEvers asked for clarification regarding the HVAC system. Mr. Trapp explained that none of the individual units were replaced during the Johnson Controls project. Councilmember McEvers asked how difficult it will be to heat and cool the large glass entrance. Mr. Trapp explained that the glass will be solar band 100 glass that is very energy efficient. Councilmember Edinger asked what the cost would be if the project only included ADA improvements. Mr. Trapp explained that the electrical upgrade is needed to run the ADA elevator in addition to just those costs. Councilmember Evans noted that one of the concerns has been safety for staff; however, Option 1 does not include the security system and asked how much that would cost to include. Mr. Trapp estimated it to be \$48,000. Councilmember Gookin noted that the staircase between the Library and City Hall was not included in the options presented and wondered what the cost estimate would be for the stairs. Mr. Trapp noted that the area between the buildings includes stormwater management from the upper parking lot and it could be \$100,000 to \$200,000 depending on the type of stairway. Councilmember Miller noted that the installation of LED lighting and HVAC improvements will be an energy savings and wondered if a savings analysis has been completed. Mr. Trapp said that he has discussed this with a mechanical engineer would estimate that the most savings would be through the lighting change out, with an estimated savings of 10%-15% on the energy bill. Councilmember Evans asked if any differences in items from Option 1 to Option 2 could be added in the future. Mr. Trapp explained that the ceiling tile and grids should be done during the mechanical improvements, as it is easier to take it all down while doing the work. Councilmember Edinger asked Mr. Tymesen regarding funding sources and how will the City be informing the public what they are going to do. Mr. Tymesen noted that the City has an information officer that can aid in the distribution of information.

STAFF REPORT CONTINUED: Mr. Tymesen noted that the City began a space analysis about 10 years ago and the reason the City did not move forward with a remodel project was a lack of funding. In 2010, the City used a federal grant to do \$800,000 in energy upgrades (referred to as the Johnson Controls project) throughout the building. The heating system cost over \$440,000, which kept the boilers and chillers going, but did not get the whole system done. The City is currently spending approximately \$3,000 a month in rent for the Criminal Division. Mr. Tymesen noted that there were three construction options outlined in the presentation, each with a different funding level. He said that staff expects revenue from the sale of the city-owned Fruitland and Harrison Avenue properties in the amount of \$609,000 (\$525,000 Harrison Avenue property and an estimate of \$84,000 from Fruitland). The remaining amount from each option would be financed through a lease over a 20-year term (estimated to be a 2.45% interest rate). Lease payments could be made from the cost savings of no longer having to pay \$36,132 per year in rent and utilities for the Criminal Division office space (over a 20-year period, it would be a \$722,640 savings). Leasing options may include the financing of \$691,000 at \$3,645/month for Option 1, \$1,041,000 at \$5,491/month for Option 2, or \$1,341,000 at \$7,073/month for Option 3. Mr. Tymesen noted that he liked the lease option as it allows the City to retain its cash. He noted that with \$780,000 already proposed of Fund Balance within the proposed

budget, he forecasts approximately \$6.6 Million remaining in Fund Balance, which is two months' worth of cash flow. With the elimination of rent and utilities at approximately \$3,000 per month, the Council could look at payment for the same amount and use cash from the Fund Balance for the difference. He noted that \$568,000 in lease funding would net a payment of approximately \$3,000 a month. For Option 2 it would take approximately \$473,000 in cash; and for Option 3 it would take approximately \$773,000. He noted that Option 3 would leave the Fund Balance at approximately 15%.

Mr. Hammond encouraged the Council to think about the big picture after seeing all the options. City Hall has always been an integral part of the community and it is a focal point of the building community, which encourages business development. He also encouraged Council to think about the importance of the activity that occurs within a City Hall. He noted that neighbors to the west built a new City Hall spending over \$8 Million over ten years ago, and this project would be 25% of that cost and serve our citizens long into the future.

DISCUSSION CONTINUED: Councilmember Edinger asked about the concern of committing future councils through the lease. City Attorney Mike Gridley explained that the banks are comfortable with non-appropriation leases, wherein Councils would make an annual appropriation and the Supreme Court confirmed the action. Councilmember McEvers asked if Mr. Tymesen was comfortable with 15% in Fund Balance. Mr. Tymesen reiterated that Government accounting standards set a recommendation of double digit percentages. Councilmember Gookin thought it would be easier for Council to choose one of the project options, then have staff come back with funding options. Councilmember English asked if the lease funding would allow early payoff without penalty. Mr. Tymesen confirmed that the best option would be to include no prepayment penalty. Councilmember Gookin reiterated that he believes that the Council should determine the option, and then staff would come back later with funding options, as he believes there are too many options before Council tonight. Mayor Widmyer encouraged the Council to complete the action tonight. He reiterated that staff has presented a known amount of funding from the sale of city-owned property and that the Council would need to determine their comfort level with the lease and to what level, then how much they want to take from Fund Balance. The Mayor reiterated the issues are ADA, security, efficiency, and needed upgrades.

Councilmember English said he has been thinking about this a lot, and in over 20 years of experience in working with government building projects, rarely is there criticism for doing too much, but lots of times there is criticism for not doing enough and not looking ahead. He believes that the Council needs to make sure they can make the payment or use the Fund Balance and Option 3 would be his choice. Councilmember Evans explained that she falls between Option 1 and Option 2, as she does not agree with the entrance design in Option 2. Councilmember Gookin would support Option 3, plus the staircase between City Hall and the Library. Councilmember McEvers said he would support Option 3, as half of the funding is already there with rent savings and he feels this would be a long-term investment. Councilmember Miller did not support the two-story glass entry, as she was concerned with maintenance, heating, and cooling of the space. She asked what the risk for claims are if the City is not compliant with ADA. Mr. Gridley explained that if the City does not remodel the building it could continue with existing conditions, but if we had to make a reasonable accommodation

request from an employee the City would need to do the improvements. Councilmember Miller said that she wants to do this right and would want to be proactive for future financial risk, so she would support Option 3 with signage and stairs between the buildings. Councilmember Miller and Councilmember Gookin agreed that they would accept the stairs as an add alternate in the bid. Councilmember Edinger said he would support Option 1 but does not like to take money from Fund Balance and does not like the idea of putting future Councils in a position that they have to worry about the lease. Councilmember English expressed that he would also like the stairs as an add alternate to the bid. Mayor Widmyer noted that the City has been very financial responsible by identifying assets to sell and using the savings of rent as funding sources. Safety, ADA, and other upgrade issues will get more expensive in the future. Mayor Widmyer noted that he would be in support of Option 3 with an add alternate of the stairway. He expressed that the City could demonstrate to the taxpayers it is being prudent in a number of ways. Discussion ensued regarding the glass entranceway and concerns with maintenance. Mr. Trapp noted the second story area was identified as a potential space for public art. The Council agreed that they would not want the two-story glass concept included in Option 3.

MOTION: Motion by Gookin, seconded by English to approve staff to move forward with Option #3 for the City Hall remodel, with an add alternate to the bid of stairs between the Library, with a scaled back main entrance.

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

DISCUSSION CONT.: Discussion ensued regarding the funding of the project and the merits of the lease option and use of Fund Balance versus judicial confirmation. Councilmember Gookin noted that he would be more comfortable with a lease document outlining the obligation of the City and expressed concern about what recourse the bank would have. Mr. Tymesen explained bank obligation in the event of default and how a default would mark the City's credit. He explained that the goal would be to work with lenders that are comfortable with the program without collateral. He further explained that the City is putting in a large amount of cash and a banker should be comfortable. The Mayor noted that future City Councils would not want to destroy the credit of the City and would likely pay off the total owed on the lease. Mr. Tymesen confirmed that the City Council could pay it off at any given time. The Mayor noted that the currently low interest rate through use of a lease would leave cash available for opportunities in the future. Mr. Tymesen said that that bankers and bond counsel are comfortable with the lease option. He further explained that the bank cannot lien our cash, but improvement of the asset is something the City would not want to walk away from and blemish the City's credit rating.

Councilmember McEvers expressed support of the lease option. Councilmember English said he was a little on the fence regarding the mix of cash versus lease, although he believes there should be some combination of Fund Balance and the lease. Councilmember Gookin expressed concern that that the lease looks like a loan, not a secured lease, and wondered if legal could get an Attorney General's opinion. Mr. Gridley explained that is not what an Attorney General does, but noted that the case is very complicated and the Supreme Court said that in the modern world if every agreement had to go to the vote of the people government would stop. In the end, it would not matter what you call it but that it is a contractual arrangement, with the payment

limited to the appropriation for that year and whether or not it exceeds your revenues. Councilmember Gookin felt Article 8, Section 3 has kept the State fiscally sound and keeps the public informed and believes this is debt disguised as a lease. Mr. Gridley reiterated that the City's revenues exceed the amount so it would not violate Article 8, Section 3. Councilmember Miller asked for staff to clarify that the previous annexation of the Blackwell Island property is not associate to this financing. Mr. Tymesen confirmed that it was not. Councilmember Gookin clarified that he would not be able to justify a loan while there is money is available in Fund Balance. Mr. Tymesen reminded the Council that he is wanting to include this in the high water mark resolution for the upcoming fiscal year. Mayor Widmyer asked if the Council would be comfortable with funding \$1.3 Million through half from Fund Balance and half from the lease, with the lease covered by rent saving. This would still leave a Fund Balance of over \$6 Million. Councilmember McEvers said he liked Fund Balance being a little heavy but would like to keep monthly payment low. Councilmember Miller said she agreed with dropping the lease amount and would be amenable with using Fund Balance to drop the payment closer to the rent savings. Councilmember Edinger said that some funding out of Fund Balance to get the payment down would be better. Councilmember Gookin said he would not support a lease option. Councilmember English said he would be comfortable with the option of taking half from Fund Balance and using the lease option for the other half.

MOTION: Motion by English seconded by McEvers to approve staff to move forward with funded with \$650,000 out of Fund Balance and \$650,000 being funded through a lease and to move forward with the bid process.

ROLL CALL: Gookin No; Evans Aye; English Aye; Edinger No; Miller Aye; McEvers 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 8:08 p.m.

ATTEST:

Steve Widmyer, Mayor

Renata McLeod, CMC, City Clerk

July 25, 2016
GENERAL SERVICES COMMITTEE
MINUTES
12:00 p.m., Library Community Room

COMMITTEE MEMBERS

Council Member Ron Edinger, Chairperson
Council Member Kiki Miller
Council Member Amy Evans

STAFF

Juanita Knight, Senior Legal Assistant
Lee White, Police Chief
Melissa Tosi, Human Resources Director
Sam Taylor, Deputy City Administrator
Jim Hammond, City Administrator
Tim Martin, Street Superintendent
Troy Tymesen, Finance Director

Item 1. Amendment to the current contract with the Police Association for the inclusion of the Later Officer Recruitment Program.
(Resolution No. 16-036)

Chief White is requesting Council approval of Amendment No. 2 to the current contract with the Police Officer Association to include the “Lateral Officer Recruitment Program,” which will allow applicants with prior police experience to receive credit for their service in terms of starting wage and vacation accrual. Chief White explained in his staff report that the Police Department currently has several unfilled positions. It can often take up to one year to get a new officer hired, trained, and ready for service as a solo patrol officer. In addition, over the past few years we have had several new officers fail to complete the field training program. Hiring officers who already have police experience is beneficial because of the increased training, experience, and knowledge base that a seasoned officer brings to the job. However, incentivizing seasoned officers is difficult because changing jobs often means coming in at or near the bottom of the pay and benefit scale.

The Lateral Officer Recruitment Program would allow applicants to receive compensation for previous experience with another law enforcement agency as follows:

- The program is open to individuals with previous sworn experience with a city, state, or county law enforcement agency.
- Every two years of service with an agency with more than 90 sworn peace officers will equal one year of service-eligible time with Coeur d’Alene PD, with a maximum credit of 4 years of CDAPD service-eligible time.
- Every three years of service with an agency with 90 or fewer sworn officers will equal one year of service-eligible time with Coeur d’Alene PD, with a maximum credit of 4 years of CDAPD service-eligible time.
- Lateral officers will receive an hourly wage equal to 5% above starting officer wages for every year of CDAPD service-eligible time, up to the maximum of 20%.
- Lateral officers will accrue vacation time consistent with their years of service-eligible time. Applicants with less than 4 years of service-eligible time will accrue vacation at the minimum (8 hours of vacation per month).
- In an effort to be equitable to our current members who would have received this benefit, current CDAPD officers who were hired as lateral officers will have their wages and vacation time adjusted consistent with the above-listed guidelines. Under this program, only two of the nine lateral officers hired in the past five years would have their wages affected. The wage adjustment for those two officers will take affect when one new officer is hired under this program.

- This program will sunset upon adoption of the new contract with the Police Officer Association, which is scheduled to be negotiated in 2017.

Chief White added that the hourly wage increase for the two current CDAPD officers will be \$4,908.80 per year for one member and \$1,227 per year for the other. The full financial impact of this program will depend on the number of new applicants that are eligible for the program and the number of service-eligible years for each new lateral officer. However, given the fact that some new recruit-level officers do not complete the training program, the wages potentially lost on those opportunities should offset some of the cost for this program.

Council Member Miller asked if this program would significantly offset the loss of field training costs for officers who don't complete the training. Chief White said it would certainly offset some costs.

Melissa Tosi, Human Resources Director, said she compared the bench mark to what the 20% wage would be and it is very equitable on surrounding areas. She believes it is very reasonable and is in support of bringing laterals in at a higher wage. However, from an administrative standpoint, she would prefer to address the increased amount of vacation accruals in negotiations in 2017. Mrs. Tosi noted that our benefits are very good and competitive with other agencies. Historically, wages and medical are the number one concern for lateral applicants. Chief White added, that from his perspective, he is simply looking for one extra carrot to offer laterals.

Jim Hammond, City Administrator, said currently, we are suffering vacancies in the Police Department. He said we have everything to gain, but nothing to lose, by giving this a try and he asked the committee to support it.

Troy Tymesen said he agrees that this is a good proposal. However, he would recommend waiting on the vacation accrual until negotiations. Mainly, because we will be in negotiations with a number of groups.

MOTION: by Evans, seconded by Miller, to recommend that Council adopt Resolution No. 16-036 approving an amendment to the Police Association contract to include the "Lateral Officer Recruitment Program" as proposed, except for the vacation accrual, which will be discussed during the 2017 negotiations. Motion Carried.

**Item 2. Voluntary Separation Incentives.
(Resolution No. 16-035)**

Melissa Tosi is asking the City Council to approve the Voluntary Separation Incentives for the below seven (7) employees. Mrs. Tosi explained in her staff report that in May 2016, Council approved the Voluntary Separation Incentive Program (VSIP) allowing departments an opportunity to strategically plan their future resources while realizing financial savings. Mrs. Tosi noted that in the past, the use of the VSIP has been an effective tool for the City. Approved separation incentives have resulted in significant labor cost reductions. In addition to reducing labor costs, these resulting vacancies enable the City to reexamine existing organizational structures and plan for future succession development. The City received twenty-two (22) "Notice of Intent to Participate" forms. The seven (7) employee are:

1. Sid Fredrickson, Wastewater Superintendent: The vacancy will be re-filled:
 - Approximate two year savings = \$55,369
 - 1% payout per VSIP = \$31,842

- Separation date of December 30, 2016
2. Pat Cardwell, Water Utility Worker II: The vacancy will be re-filled:
 - Approximate two year savings: \$29,437
 - 1% payout per VSIP = \$14,365.73
 - Separation date of January 31, 2017
 3. Mike Calderwood, Police Lieutenant: The vacancy will be filled by promoting a Sergeant to Lieutenant, promoting a Police Officer to Sergeant and filling the Police Officer position with a new officer.
 - Approximate two year savings: \$72,925
 - 1% payout per VSIP = \$25,871
 - Separation date of February 2, 2017
 4. Jay Heintz, Police Lieutenant: The vacancy will be filled by promoting a Sergeant to Lieutenant, promoting a Police Officer to Sergeant and filling the Police Officer position with a new officer.
 - Approximate two year savings: \$72,925
 - 1% payout per VSIP = \$30,847
 - Separation date of April 16, 2017
 5. Ed Wagner, Building Services Director: The vacancy will be re-filled:
 - Approximate two year savings: \$55,224
 - 1% payout per VSIP = \$30,781.30
 - Separation date of June 30, 2017
 6. Kathy Lewis, Deputy City Clerk: The vacancy will be re-filled:
 - Approximate two year savings: \$35,767
 - 1% payout per VSIP = \$12,504.
 - Separation date of December 29, 2017
 7. Tom Howard, Utility Worker II: The vacancy will be re-filled:
 - Approximate two year savings: \$28,850
 - 1% payout per VSIP = \$16,493.98
 - Separation date of December 29, 2017

Mrs. Tosi said the VSIP creates an opportunity for the employee to separate employment by providing financial assistance as well as creating the opportunity for the City for internal promotional opportunities, restructuring and personnel savings. There will be a final group of incentives brought forward to Council in September.

MOTION: by Miller, seconded by Evans, to recommend that Council adopt Resolution No. 16-035 approving Separation Incentive agreements with the above mentioned employees. Motion Carried.

The meeting adjourned at 12:25 p.m.
Respectfully submitted,

Juanita Knight
Recording Secretary

BEER, WINE, AND/OR LIQUOR APPLICATION Expires March 1 annually

**City of Coeur d' Alene
Municipal Services
710 Mullan Avenue
Coeur d' Alene, Idaho 83814
208.769.2229 Fax 769.2237**

(Office Use Only) Amt Pd 500
 Rec No _____
 Date 7/18/16
 Date to City Council: 8/2/16
 Reg No. _____
 License No. _____
 Rv _____

Date that you would like to begin alcohol service August 6th 2016
Check the ONE box that applies:

<input type="checkbox"/>	Beer only (canned and bottled) not consumed on premise	\$ 50.00 per year
<input type="checkbox"/>	Beer and Wine (canned and bottled) not consumed on premise	\$250.00 per year
<input type="checkbox"/>	Beer only (canned and bottled only) consumed on premise	\$100.00 per year
<input type="checkbox"/>	Beer and Wine (canned and bottled only) consumed on premise	\$300.00 per year
<input type="checkbox"/>	Beer only (draft, canned, and bottled) consumed on premise	\$200.00 per year
<input checked="" type="checkbox"/>	Beer and Wine (Draft, canned, and bottled) consumed on premise	\$400.00 per year
<input type="checkbox"/>	Beer, Wine, and Liquor (number issued limited by State of Id)	\$762.50 per year
<input checked="" type="checkbox"/>	Transfer of ownership of a City license with current year paid Beer-to go only \$6.25 Beer- Can, Bottled only COP \$12.50 Beer- Draft, can, bottled COP \$25 Wine additional \$25 Consumed on premise <input checked="" type="radio"/> yes <input type="radio"/> no Transfer from _____ to _____	\$ 50

New location 2374 Old Mill Loop from Parkside

Business Name	grille from IPANEMA
Business Mailing Address	2374 N. Old Mill Loop
City, State, Zip	Coeur d' Alene, ID 83814
Business Physical Address	2374 N. Old Mill Loop
City, State, Zip	Coeur d' Alene ID 83814
Business Contact	Business Telephone: <u>208-676-1122</u> Fax: _____ Email address: <u>grille@grillefromipanema.com</u>
License Applicant	<u>Reginaldo De Souza</u>
If Corporation, partnership, LLC etc. List all members/officers	<u>Reginaldo De Souza - President</u> <u>Wendy De Souza - Secretary</u>

RESOLUTION NO. 16-035

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING AGREEMENTS WITH SID FREDRICKSON, PAT CARDWELL, MIKE CALDERWOOD, JAY HEINTZ, ED WAGNER, KATHY LEWIS, AND TOM HOWARD THROUGH THE VOLUNTARY SEPARATION INCENTIVE PROGRAM.

WHEREAS, the General Services Committee of the City of Coeur d'Alene has recommended that the City of Coeur d'Alene enter into agreements with Sid Fredrickson, Pat Cardwell, Mike Calderwood, Jay Heintz, Ed Wagner, Kathy Lewis, and Tom Howard through the Voluntary Separation Incentive Program, pursuant to terms and conditions set forth in said agreements, which are attached hereto as Exhibit "A" and by reference made a part hereof; and

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

NOW, THEREFORE,

BE IT RESOLVED, by the Mayor and City Council of the City of Coeur d'Alene that the City enter into agreements with Sid Fredrickson, Pat Cardwell, Mike Calderwood, Jay Heintz, Ed Wagner, Kathy Lewis, and Tom Howard through the Voluntary Separation Incentive Program, in substantially the forms 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 agreements to the extent the substantive provisions of the agreements remain intact.

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

DATED this 2nd day of August, 2016.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER EDINGER Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

_____ was absent. Motion _____.

To: General Services
From: Melissa Tosi; Human Resources Director
Re: Voluntary Separation Incentives
Date: July 21, 2016

Decision Point: The City Council is requested to approve the Voluntary Separation Incentives for the below seven (7) employees.

History: In May 2016, Council approved the Voluntary Separation Incentive Program (VSIP) allowing departments an opportunity to strategically plan their future resources while realizing financial savings. The VSIP criteria approved is as follows:

- Employee must voluntarily separate by December 31, 2017;
- After final approval, the separation date is irrevocable;
- Employee must be employed with the City of Coeur d'Alene in a position that includes benefits;
- A minimum of \$20,000 in total savings in the first two (2) years of separation;
- Employee would not be eligible for the Retirement Consultation Benefit in the Personnel Rules;
- 1% per year of service payout based on employees base annual wage;
- 75% of the employees eligible total leave payout (vacation, sick and comp-time) will be contributed to the employees HRA/VEBA plan (tax-free plan);
- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

In the past, the use of the VSIP has been an effective tool for the city. Approved separation incentives have resulted in significant labor cost reductions. In addition to reducing labor costs, these resulting vacancies enable the city to reexamine existing organizational structures and plan for future succession development.

Financial Analysis: The City received twenty-two (22) "Notice of Intent to Participate" forms. The following seven (7) employees are being brought for your consideration:

1. Sid Fredrickson, Wastewater Superintendent: The vacancy will be re-filled:
 - Approximate two year savings = \$55,369
 - 1% payout per VSIP = \$31,842
 - Separation date of December 30, 2016
2. Pat Cardwell, Water Utility Worker II: The vacancy will be re-filled:
 - Approximate two year savings: \$29,437
 - 1% payout per VSIP = \$14,365.73
 - Separation date of January 31, 2017

3. Mike Calderwood, Police Lieutenant: The vacancy will be filled by promoting a Sergeant to Lieutenant, promoting a Police Officer to Sergeant and filling the Police Officer position with a new officer.
 - Approximate two year savings: \$72,925
 - 1% payout per VSIP = \$25,871
 - Separation date of February 2, 2017

4. Jay Heintz, Police Lieutenant: The vacancy will be filled by promoting a Sergeant to Lieutenant, promoting a Police Officer to Sergeant and filling the Police Officer position with a new officer.
 - Approximate two year savings: \$72,925
 - 1% payout per VSIP = \$30,847
 - Separation date of April 16, 2017

5. Ed Wagner, Building Services Director: The vacancy will be re-filled:
 - Approximate two year savings: \$55,224
 - 1% payout per VSIP = \$30,781.30
 - Separation date of June 30, 2017

6. Kathy Lewis, Deputy City Clerk: The vacancy will be re-filled:
 - Approximate two year savings: \$35,767
 - 1% payout per VSIP = \$12,504.
 - Separation date of December 29, 2017

7. Tom Howard, Utility Worker II: The vacancy will be re-filled:
 - Approximate two year savings: \$28,850
 - 1% payout per VSIP = \$16,493.98
 - Separation date of December 29, 2017

Performance Analysis: The VSIP creates an opportunity for the employee to separate employment by providing financial assistance as well as creating the opportunity for the City for internal promotional opportunities, restructuring and personnel savings. There will be a final group of incentives brought forward to Council in September.

Recommendation: The City Council is requested to approve the above mentioned separation incentives.



Date: June 27, 2016
 To: Sid Fredrickson; Wastewater Superintendent
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

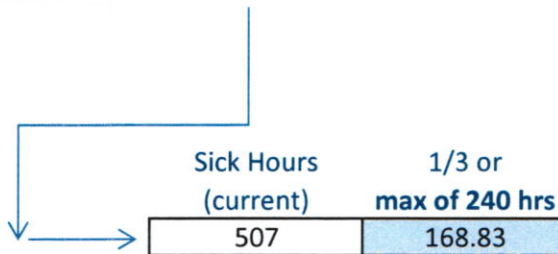
- Separation Date: **December 30, 2017**
- 1% per year of service payout based on employees base annual wage:

Monthly Salary	Annual Salary	1% of Annual Salary	Years of Service	1% x yrs of service
\$ 8,845.00	\$ 106,140.00	\$ 1,061.40	30	\$ 31,842.00

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan:

Vacation Hours	Sick Hours	Total Hours	Hourly Wage	Total Leave Payout
348.5	168.83	517.33	\$ 51.03	\$ 26,399.35

75% to VEBA \$ 19,799.51
25% Taxable \$ 6,599.84



- Employee (plus covered dependents) agree to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.

H. Silfald
 Employee Signature

6/30/16
 Date



Date: June 27, 2016
 To: Pat Cardwell; Utility Worker II
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

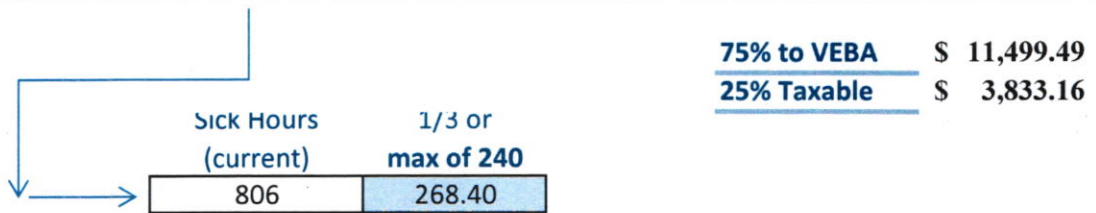
Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

- Separation Date: **January 31, 2017**
- 1% per year of service payout based on employees base annual wage:

Base Hourly Wage	Base Annual Wage	1% of Annual Base Wage	Years of Service	1% x yrs of service
\$ 25.58	\$ 53,206.40	\$ 532.06	27	\$ 14,365.73

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan: (illustrative only, leave hours based on July 1st leave totals)

Vacation Hours	Sick Hours	Comp-time Hours	Total Hours	Hourly Wage	Total Leave Payout
345.5	240.00	13.90	599.40	\$ 25.58	\$ 15,332.65



- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.

Pat Cardwell
 Employee Signature

7-7-16
 Date



Date: July 6, 2016
 To: Mike Calderwood; Police Lieutenant
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

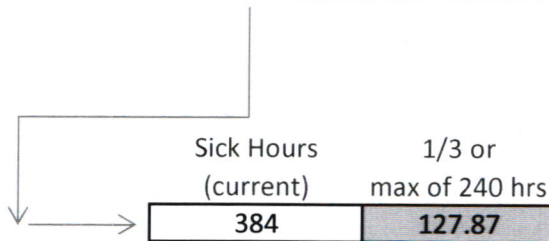
- Separation Date: **February 2, 2017**
- 1% per year of service payout based on employees base annual wage:

Base Hourly Wage	Base Annual Wage	1% of Annual Base Wage	Years of Service	1% x yrs of service
\$ 47.84	\$ 99,507.20	\$ 995.07	26	\$ 25,871.87

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan: (illustrative only, leave hours based on June 16th leave totals)

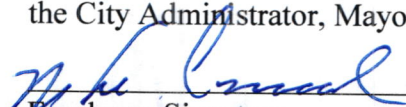
Vacation Hours	Sick Hours	Comp-Time Hours	Total Hours	Hourly Wage	Total Leave Payout
419.79	127.87	78.37	626.03	\$ 50.09	\$ 31,357.84

75% to VEBA \$ 23,518.38
 25% Taxable \$ 7,839.46



- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.


 Employee Signature


 Date



Date: July 6, 2016
 To: Jay Heintz; Police Lieutenant
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

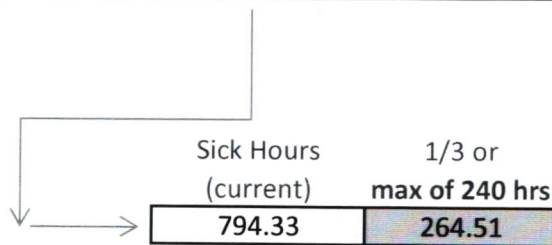
- Separation Date: **April 16, 2017**
- 1% per year of service payout based on employees base annual wage:

Base Hourly Wage	Base Annual Wage	1% of Annual Base Wage	Years of Service	1% x yrs of service
\$ 47.84	\$ 99,507.20	\$ 995.07	30	\$ 29,852.16

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan: (illustrative only, leave hours based on June 16th leave totals)

Vacation Hours	Sick Hours	Comp-Time Hours	Total Hours	Hourly Wage	Total Leave Payout
259.58	240.00	0.00	499.58	\$ 48.21	\$ 24,084.75

75% to VEBA \$ 18,063.56
 25% Taxable \$ 6,021.19



- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.

Jay C Heintz
 Employee Signature

07-06-2016
 Date



Date: June 27, 2016
 To: Ed Wagner; Building Services Director
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

- Separation Date: **June 30, 2017**
- 1% per year of service payout based on employees base annual wage:

Monthly Salary	Annual Salary	1% of Annual Salary	Years of Service	1% x yrs of service
\$ 8,845.00	\$ 106,140.00	\$ 1,061.40	29	\$ 30,780.60

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan:

Vacation Hours	Sick Hours	Total Hours	Hourly Wage	Total Leave Payout
482	190.81	672.81	\$ 51.03	\$ 34,333.49

75% to VEBA \$ 25,750.12
25% Taxable \$ 8,583.37

Sick Hours (current)	1/3 or max of 240 hrs
573	190.81

- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.

Edward J Wagner
 Employee Signature

7-21-16
 Date



Date: June 27, 2016
 To: Kathy Lewis; Deputy City Clerk
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

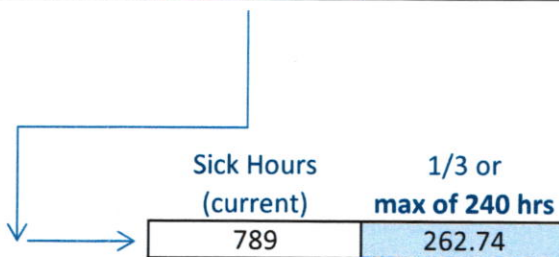
- Separation Date: **December 29, 2017**
- 1% per year of service payout based on employees base annual wage:

Base Hourly Wage	Base Annual Wage	1% of Annual Base Wage	Years of Service	1% x yrs of service
\$ 31.64	\$ 65,811.20	\$ 658.11	19	\$ 12,504.13

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan: (illustrative only, leave hours based on July 1st leave totals)

Vacation Hours	Sick Hours	Total Hours	Hourly Wage	Total Leave Payout
341.51	240.00	581.51	\$ 33.08	\$ 19,236.35

75% to VEBA \$ 14,427.26
25% Taxable \$ 4,809.09



- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.

Kathy Lewis
 Employee Signature

6/30/2016
 Date



Date: June 27, 2016
 To: Thomas Howard; Utility Worker II
 From: Melissa Tosi; Human Resources Director
 Re: Separation Incentive

Your interest to participate in the current separation incentive has been accepted as you meet the required criteria. The following terms are agreed upon by the employee and the City of Coeur d'Alene. Please review the information below that pertains to your separation incentive.

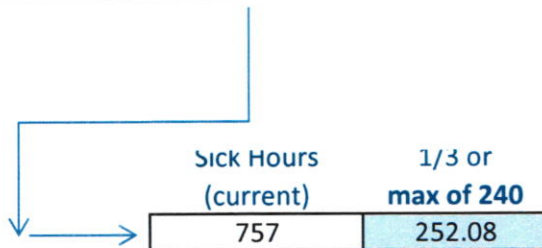
- Separation Date: **December 29, 2017**
- 1% per year of service payout based on employees base annual wage:

Base Hourly Wage	Base Annual Wage	1% of Annual Base Wage	Years of Service	1% x yrs of service
\$ 25.58	\$ 53,206.40	\$ 532.06	31	\$ 16,493.98

- 75% of employees eligible total leave payout will be contributed to HRA/VEBA plan: (illustrative only, leave hours based on June 16th leave totals)

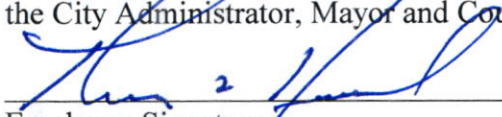
Vacation Hours	Sick Hours	Comp-time Hours	Total Hours	Hourly Wage	Total Leave Payout
94	240.00	9.50	343.50	\$ 25.58	\$ 8,786.73

75% to VEBA \$ 6,590.05
25% Taxable \$ 2,196.68



- Employee agrees to opt out of medical insurance coverage with the City of Coeur d'Alene.

By signing below, I agree to and accept the conditions of the Voluntary Separation Incentive Program (VSIP). I understand that participating in the VSIP program is voluntary and subject to the approval of the City Administrator, Mayor and Council.


 Employee Signature

7/22/16
 Date

ANNOUNCEMENTS

Memo to Council

DATE: July 25, 2016

RE: Appointments to Boards/Commissions/Committees

The following reappointments are presented for your consideration for the August 2nd Council Meeting:

DIXIE REID Personnel Appeals Board

KELLY OSTRUM Personnel Appeals Board

SHARMON SCHMITT Personnel Appeals Board

SHARMON SCHMITT Civil Service Commission

Copies of the data sheets have been placed by your mailboxes.

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
 Melissa Tosi, HR Director

Memo to Council

DATE: July 27, 2016

RE: Appointments to Boards/Commissions/Committees

The following reappointment is presented for your consideration for the August 2nd Council Meeting:

MIKE MCDOWELL Parks & Recreation Commission

A copy of the data sheet has been placed by your mailboxes.

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Bill Greenwood, Parks & Rec Liaison

Memo to Council

DATE: July 27, 2016

RE: Appointments to Boards/Commissions/Committees

The following reappointment is presented for your consideration for the August 2nd Council Meeting:

JIM LIEN Parks & Recreation Commission

A copy of the data sheet has been placed by your mailboxes.

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Bill Greenwood, Parks & Rec Liaison

Memo to Council

DATE: July 27, 2016

RE: Appointments to Boards/Commissions/Committees

The following reappointment is presented for your consideration for the August 2nd Council Meeting:

JOHN BRUNING

Pedestrian & Bicycle Advisory Committee

A copy of the data sheet has been placed by your mailboxes.

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Monte McCully, Ped/Bike Liaison

GENERAL SERVICES COMMITTEE

CITY COUNCIL
STAFF REPORT

DATE: July 15, 2016

FROM: Lee White, Chief of Police

SUBJECT: Amendment to the current contract with the Police Association for the inclusion of the Lateral Officer Recruitment Program

Decision Point: The police department requests Council approval of an amendment to the current contract with the Police Officer Association to include the “Lateral Officer Recruitment Program,” which will allow applicants with prior police experience to receive credit for their service in terms of starting wage and vacation accrual.

History: The Police Department currently has several unfilled positions. It can often take up to one year to get a new officer hired, trained, and ready for service as a solo patrol officer. In addition, over the past few years we have had several new officers fail to complete the field training program. Hiring officers who already have police experience is beneficial because of the increased training, experience, and knowledge base that a seasoned officer brings to the job. However, incentivizing seasoned officers is difficult because changing jobs often means coming in at or near the bottom of the pay and benefit scale.

The Lateral Officer Recruitment Program would allow applicants to receive compensation for previous experience with another law enforcement agency as follows:

- The program is open to individuals with previous sworn experience with a city, state, or county law enforcement agency.
- Every two years of service with an agency with more than 90 sworn peace officers will equal one year of service-eligible time with Coeur d’Alene PD, with a maximum credit of 4 years of CDAPD service-eligible time.
- Every three years of service with an agency with 90 or fewer sworn officers will equal one year of service-eligible time with Coeur d’Alene PD, with a maximum credit of 4 years of CDAPD service-eligible time.
- Lateral officers will receive an hourly wage equal to 5% above starting officer wages for every year of CDAPD service-eligible time, up to the maximum of 20%.
- Lateral officers will accrue vacation time consistent with their years of service-eligible time. Applicants with less than 4 years of service-eligible time will accrue vacation at the minimum (8 hours of vacation per month).
- In an effort to be equitable to our current members who would have received this benefit, current CDAPD officers who were hired as lateral officers will have their wages and vacation time adjusted consistent with the above-listed guidelines. Under this program, only two of the nine lateral officers hired in the past five years would have their wages affected. The wage adjustment for those two officers will take effect when one new officer is hired under this program.

- This program will sunset upon adoption of the new contract with the Police Officer Association, which is scheduled to be negotiated in 2017.

Financial Analysis: The hourly wage increase for the two current CDAPD officers will be \$4,908.80 per year for one member and \$1,227 per year for the other. The full financial impact of this program will depend on the number of new applicants that are eligible for the program and the number of service-eligible years for each new lateral officer. However, given the fact that some new recruit-level officers do not complete the training program, the wages potentially lost on those opportunities should offset some of the cost for this program.

Performance Analysis: Many other agencies around the country are using similar efforts to attract lateral applicants. Through this incentive program, we hope to attract qualified lateral applicants who can join our agency with a great deal of training and experience.

Decision Point: The police department requests approval of an amendment to the current contract with the Police Officer Association to include the “Lateral Officer Recruitment Program.”

Examples (for illustration only):

Officer A has six years of sworn service in a city police agency with 91 officers. Officer A qualifies for three years of service-eligible time with CDAPD. His starting wage would be 15% higher than an entry level applicant (\$3.37 per hour more). Vacation accrual would be the minimum, 8 hours per month. After one year, Officer A would accrue vacation at the rate of 12 hours per month.

Officer B has six years of sworn service in a city police agency with 50 officers. Officer B qualifies for two years of service-eligible time with CDAPD. His starting wage would be 10% higher than an entry level applicant (\$2.25 more per hour). Vacation accrual would be the minimum, 8 hours per month. After two years, Officer B would accrue vacation at the rate of 12 hours per month.

Officer D has 14 years of sworn service in a city police agency with 500 officers. Officer D would qualify for the maximum service-eligible time, or four years. Vacation accrual would be 12 hours per month.



Lateral Officer Recruitment Program

- **Every two years of service with an agency with more than 90 sworn peace officers will equal one year of service-eligible time with Coeur d'Alene PD.**
- **Every three years of service with an agency with 90 or fewer sworn officers will equal one year of service-eligible time with Coeur d'Alene PD.**
- **Maximum credit of 4 years of CDAPD service-eligible time.**



Lateral Officer Recruitment Program

- Lateral officers will receive an hourly wage equal to 5% above starting officer wages for every year of CDAPD service-eligible time, up to the maximum (20%).
- Lateral officers will accrue vacation time consistent with their years of service-eligible time.



Lateral Officer Recruitment Program

- In an effort to be equitable to our current members who would have received this benefit, current CDAPD officers who were hired as lateral officers will have their wages and vacation adjusted consistent with the above-listed guidelines.
- Only two of the nine lateral officers hired in the past five years would have their wages affected.
- This program will sunset upon adoption of the new contract with the Police Officer Association, which is scheduled to be negotiated in 2017.



Example (for illustration only)

Officer A has six years of sworn service in a city police agency with 91 officers. Officer A qualifies for three years of service-eligible time with CDAPD. His starting wage would be 15% higher than an entry level applicant (\$3.37 per hour more). Vacation accrual would be the minimum, 8 hours per month. After one year, Officer A would accrue vacation at the rate of 12 hours per month.



Example (for illustration only)

Officer B has six years of sworn service in a city police agency with 50 officers. Officer B qualifies for two years of service-eligible time with CDAPD. His starting wage would be 10% higher than an entry level applicant (\$2.25 more per hour). Vacation accrual would be the minimum, 8 hours per month. After two years, Officer B would accrue vacation at the rate of 12 hours per month.



Conclusion

- **Wage levels are in line with other agencies**
- **Discussion regarding vacation accrual?**
- **A program is needed to fill vacant officer positions, and this proposal offers a fair incentive for experienced officers**



RESOLUTION NO. 16-036

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH THE COEUR D'ALENE POLICE ASSOCIATION.

WHEREAS, pursuant to Resolution No.12-044, adopted the 6th day of November, 2012, the City of Coeur d'Alene entered into a contract with the Coeur d'Alene Police Association;

WHEREAS, the contract with the Coeur d'Alene Police Association was amended by Resolution No. 15-058, adopted the 20th day of October, 2015; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof that Amendment No. 2 to said contract, a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference, be approved and authorized;

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City hereby approves and authorizes Amendment No. 2 to the contract with the Coeur d'Alene Police Association, attached as Exhibit "A" hereto 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 2nd day of August, 2016.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER EDINGER Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

_____ was absent. Motion _____.

**POLICE ASSOCIATION
AMENDMENT No. 2**

This CONTRACT AMENDMENT is made and entered into this 2nd day of August, 2016 between the **CITY OF COEUR D'ALENE**, hereafter referred to as "City" and the **COEUR D'ALENE POLICE ASSOCIATION**, hereafter referred to as "Association", collectively referred to as the "Parties".

Whereas, the City and the Association have openly bargained and approved the Lateral Officer Recruitment Program;

Now therefore, the Parties agree to amend the contract between the City and the Association commencing October 1, 2012 (Resolution 12-044) as amended on October 20, 2015 (Resolution No. 15-058) as follows:

ARTICLE V – WAGES

~~**SECTION 2.** A newly hired officer who qualifies as a lateral shall receive a wage of 5% above the minimum wage range of an entry level police officer. They will then proceed through the wage increase schedule as any other employee until maximum wage is reached. For example, their wage would increase by 5% on their first anniversary date, second anniversary, and so on according to the schedule.~~

A newly hired officer who qualifies as a lateral hire shall receive compensation for previous experience with another law enforcement agency as follows:

1. The program is open to individuals with previous sworn law enforcement experience with a state, county, or municipal law enforcement agency.
2. Every two years of an individual's service with an agency with more than 90 sworn peace officers will equal one year of service-eligible time with Coeur d'Alene PD.
3. Every three years of service with an agency with 90 or fewer sworn officers will equal one year of service-eligible time with Coeur d'Alene PD.
4. The maximum amount of CDAPD service-eligible time will be four (4) years.
5. Lateral officers will receive an hourly wage equal to 5% above starting officer wages for every year of CDAPD service-eligible time, up to the maximum of 20%.
6. Lateral officers will proceed through the wage increase schedule as any other employee until maximum wage is reached.
7. In an effort to be equitable to our current members who would have qualified for this benefit, current CDAPD officers who were hired as lateral officers will have their wages adjusted consistent with the above-listed guidelines.

8. This program will sunset at the end of the current contract with the Police Officer Association.

NO FURTHER MODIFICATION:

Except for the contract amendments contained herein, the parties agree that the current contract between the parties, and previous contract amendments, remain in full force and effect and that this amendment to the contract between the parties does not amend or alter any other right or obligation of either party under the contract.

Dated this 2nd day of August, 2016.

CITY OF COEUR D'ALENE:

COEUR D'ALENE POLICE ASSOCIATION:

Steve Widmyer, Mayor

Nic Lowry, President

ATTEST:

Renata McLeod, City Clerk

Brandon McCormick, Secretary

OTHER BUSINESS



Finance Department Staff Report

Date: August 2, 2016
From: Troy Tymesen, Finance Director
Subject: 2016-2017 Fiscal year Financial Plan (Annual Appropriation)

Decision Point: To approve Resolution No. 16-037 which sets the public hearing date and the high dollar amount (\$95,720,474) in expenditures for the 2016-2017 Fiscal Year Financial Plan (Annual Appropriation).

History: Each year Idaho code requires that the City Council approve an appropriations ordinance. The purpose of the ordinance is to establish a ceiling for expenditures and disclose the potential property tax revenue necessary to balance the budget at this time. The financial plan or budget is the guide and detailed report for establishing these numbers.

Financial analysis: The financial plan is an estimate of revenues and expenditures (including interest and principal payments on debt) for the upcoming year. The expenditures are classified by department as well as by fund or service and the revenues are classified by source. Included in the budget as per Idaho Code 50-1002 are actual revenues and expenditures from the prior two fiscal years, budgeted revenues and expenditures for the current fiscal year, and proposed revenues and expenditures for the upcoming fiscal year. The revenue includes a 3.0% increase in property tax revenue, new growth from property taxes and annexations but no foregone property taxes.

Decision Point: To approve Resolution No. 16-037 which sets the public hearing date and the high dollar amount for the 2016-2017 Fiscal year Financial Plan (Annual Appropriation).

RESOLUTION NO. 16-037

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO ESTABLISHING A NOTICE OF TIME AND PLACE OF PUBLIC HEARING FOR THE PROPOSED BUDGET FOR FISCAL YEAR 2016-2017, AND INCLUDING PROPOSED EXPENDITURES BY FUND AND/OR DEPARTMENT, AND STATEMENT OF THE ESTIMATED REVENUE FROM PROPERTY TAXES AND THE TOTAL AMOUNT FROM SOURCES OTHER THAN PROPERTY TAXES OF THE CITY FOR THE ENSUING FISCAL YEAR, AND LISTING EXPENDITURES AND REVENUES DURING EACH OF THE TWO (2) PREVIOUS FISCAL YEARS, AND PROVIDING FOR PUBLICATION OF THE SAME.

WHEREAS, it is necessary, pursuant to Idaho Code 50-1002, for the City Council of the City of Coeur d'Alene, prior to passing the Annual Appropriation Ordinance, to list expenditures and revenues during each of the two (2) previous fiscal years, prepare a Budget, tentatively approve the same, enter such Budget at length in the journal of the proceedings, and hold a public hearing;

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the following be and the same is hereby adopted as an Estimate of Expenditures and Anticipated Revenue of the City of Coeur d'Alene for the fiscal year beginning October 1, 2016:

	FY 2013-14 ACTUAL	FY 2014-15 ACTUAL	FY 2015-16 BUDGET	FY 2016-17 PROPOSED
GENERAL FUND EXPENDITURES:				
Mayor and Council	231,469	233,787	\$ 247,345	\$ 242,705
Administration	293,956	282,453	305,263	379,120
Finance Department	706,659	730,651	798,079	1,185,287
Municipal Services	1,404,951	1,532,812	1,587,774	1,670,299
Human Resources	188,041	234,104	264,861	326,657
Legal Department	1,497,194	1,403,645	1,200,180	1,207,341
Planning Department	371,593	501,520	558,908	584,648
Building Maintenance	416,293	461,699	497,773	605,786
Police Department	10,331,666	11,297,102	13,272,575	13,140,468
Drug Task Force	114,452	52,324	29,710	30,710
ADA Sidewalks	245,279	249,852		
Byrne Grant - Police Dept	107,459	17,486		
COPS Grant - Police Dept				190,189
Fire Department	8,017,461	7,796,424	13,567,735	9,682,938
General Government	816,806	1,125,020	49,250	94,725
Engineering Services	2,037,857	1,529,433	1,306,016	1,312,561
Streets/Garage	2,828,787	2,880,709	2,898,101	3,094,113
Parks Department	1,789,570	1,906,337	1,973,062	2,019,987
Recreation Department	696,380	774,441	723,984	721,239
Building Inspection	810,201	838,992	937,133	952,967
TOTAL GENERAL FUND EXPENDITURES:	\$32,906,074	\$ 33,848,791	\$40,217,749	\$ 37,441,740

	FY 2013-14 ACTUAL	FY 2014-15 ACTUAL	FY 2015-16 BUDGET	FY 2016-17 PROPOSED
SPECIAL REVENUE FUND EXPENDITURES:				
Library Fund	\$ 1,287,479	\$ 1,368,538	\$ 1,509,151	\$ 1,568,148
Community Development Block Grant	130,824	243,103	529,424	606,873
Impact Fee Fund	386,665	177,385	1,842,000	904,063
Parks Capital Improvements	222,784	426,524	524,000	146,500
Annexation Fee Fund	14,000	117,000		193,000
Insurance / Risk Management	389,045	351,581	372,000	
Cemetery Fund	261,509	300,001	304,272	316,735
Cemetery Perpetual Care Fund	97,102	96,935	127,500	157,500
Jewett House	31,205	66,270	29,355	25,855
Reforestation/Street Trees/Community Canopy	116,775	58,790	103,500	103,500
Arts Commission	5,810	6,312	7,300	
Public Art Funds	226,678	117,130	324,000	231,300
TOTAL SPECIAL FUNDS:	\$ 3,169,876	\$ 3,329,569	\$ 5,672,502	\$ 4,253,474
ENTERPRISE FUND EXPENDITURES:				
Street Lighting Fund	627,501	626,324	\$ 584,150	\$ 622,000
Water Fund	5,803,925	6,128,014	8,310,421	9,553,005
Wastewater Fund	8,518,679	9,406,602	16,265,161	24,489,066
Water Cap Fee Fund	783,477	483,467	850,000	1,950,000
WWTP Cap Fees Fund	549,458	1,807,972	2,500,000	2,500,000
Sanitation Fund	3,540,135	3,724,820	3,737,479	3,359,286
City Parking Fund	562,447	738,997	167,896	374,546
Drainage	630,234	663,314	1,257,307	1,147,511
TOTAL ENTERPRISE EXPENDITURES:	\$21,015,856	\$ 23,579,510	\$33,672,414	\$ 43,995,414
FIDUCIARY FUNDS:	2,504,846	2,623,969	\$ 2,661,900	\$ 2,888,400
STREET CAPITAL PROJECTS FUNDS:	1,586,777	2,725,428	2,842,000	6,204,039
DEBT SERVICE FUNDS:	1,254,006	2,917,555	882,660	937,407
GRAND TOTAL OF ALL EXPENDITURES:	\$62,437,435	\$ 69,024,822	\$85,949,225	\$ 95,720,474

	FY 2013-14 ACTUAL	FY 2014-15 ACTUAL	FY 2015-16 BUDGET	FY 2016-17 PROPOSED
ESTIMATED REVENUES:				
Property Taxes:				
General Levy	\$16,890,992	\$ 17,197,814	\$17,408,461	\$ 19,268,566
Library Levy	1,207,557	1,318,394	1,472,116	1,533,398
Policeman's Retirement Fund Levy	154,349	157,569	152,000	
Comprehensive Liability Plan Levy	7	345,152	339,513	
Fireman's Retirement Fund Levy	250,000	250,000	250,000	250,000
2006 and 2008 G.O. Bond Levy	1,161,372	1,185,928	875,900	875,900
TOTAL REVENUE FROM PROPERTY TAXES:	\$19,664,277	\$ 20,454,857	\$20,497,990	\$ 21,927,864

	FY 2013-14 ACTUAL	FY 2014-15 ACTUAL	FY 2015-16 BUDGET	FY 2016-17 PROPOSED
ESTIMATED OTHER REVENUES:				
Interfund Transfers	\$ 3,278,399	\$ 2,681,674	\$ 7,992,523	\$ 7,824,969
Beginning Balance	30,517,419	38,624,211	20,465,053	22,096,505
Other Revenue:				
General Fund	14,340,232	21,815,158	19,750,896	15,007,408
Library Fund	39,320	42,003	37,035	34,750
Community Development Block Grant	130,782	243,103	529,424	606,873
Parks Capital Improvement Fund	253,978	176,234	133,500	138,500
Insurance/Risk Management	331	14		
Cemetery	133,140	153,158	181,627	181,735
Annexation Fee Fund	116,542	31,014		
Impact Fee Fund	1,292,842	685,775	904,000	756,000
Cemetery Perpetual Care Fund	25,786	42,742	5,200	50,000
Jewett House	25,878	9,033	18,000	21,000
Reforestation	32,601	94,573	5,000	5,000
Street Trees	87,109	83,958	83,060	84,250
Community Canopy	1,123	1,723	1,500	1,500
Arts Commission	5,531	7,096	7,300	
Public Art Funds	122,256	131,597	113,000	100,000
Street Lighting Fund	505,779	514,970	510,075	520,075
Water Fund	4,633,704	6,685,421	4,577,900	4,814,000
Wastewater Fund	7,281,821	8,314,105	9,324,000	18,540,500
Water Capitalization Fees	1,133,554	869,845	853,200	1,005,000
WWTP Capitalization Fees	2,591,976	1,809,901	1,302,500	1,508,000
Sanitation Fund	3,681,654	3,858,014	3,937,479	3,812,228
City Parking Fund	185,000	289,250	250,000	390,000
Drainage	1,014,657	1,022,407	1,019,682	1,024,644
Fiduciary Funds	39,986	57,638	2,439,600	2,640,350
Capital Projects Fund	1,272,787	2,388,530	1,315,000	5,114,976
Debt Service Fund	76,251	1,786,079	6,760	12,300
SUMMARY:				
	FY 2013-14 ACTUAL	FY 2014-15 ACTUAL	FY 2015-16 BUDGET	FY 2016-17 PROPOSED
PROPERTY TAXES	\$19,664,277	\$ 20,454,857	\$20,497,990	\$ 21,927,864
OTHER THAN PROPERTY TAXES	72,820,438	92,419,226	75,763,314	86,290,563
TOTAL ESTIMATED REVENUES	<u>\$92,484,715</u>	<u>\$112,874,083</u>	<u>\$ 96,261,304</u>	<u>\$108,218,427</u>

BE IT FURTHER RESOLVED that the same be spread upon the Minutes of this meeting and published in two (2) issues of the Coeur d'Alene Press, seven (7) days apart, to be published on August 8, 2016 and August 15, 2016.

BE IT FURTHER RESOLVED that a Public Hearing on the Budget be held on the 6th day of September, 2016, at the hour of 6:00 o'clock p.m. on said day, at which time any interested person may appear and show cause, if any he has, why the proposed Budget should or should not be adopted.

DATED this 2nd day of August, 2016.

Steve Widmyer, Mayor

ATTEST:

Renata M. McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER EDINGER Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

_____ was absent. Motion _____.