

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 1, 2017

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: Pastor Jim Williams, 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 Councilmember that one or more items be removed for later discussion.

1. Approval of Council Minutes for the July 12, 2017 and July 18, 2017 Council Meetings.
2. Approval of the General Services Committee Minutes from the meetings held July 24, 2017.
3. Approval of Bills as submitted and reviewed for accuracy by Finance Department
4. Setting of Public Works and General Services Committee meetings for August 7, 2017 at 12:00 noon and 4:00 p.m. respectively
5. Approval of SS-17-8 – Impact Tracts Final Plat
6. Approval of SS-1-17, Melrose: Final Plat

As Recommended by the City Engineer

7. Resolution No. 17-052

- a. Approval of the Purchase of One Patrol Vehicle and Three Unmarked Vehicles for the Police Department.
- b. Approval of a Lease Agreement renewal with Brooks Seaplane.

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**
 - a. Reappointment of Tina Johnson to the Arts Commission**

H. GENERAL SERVICES

- 1. Resolution No. 17-053** - Approval of Change Orders 1-3 for the 2017 Open Trench Sewer Project with Big Sky Development.

Staff Report by: Mike Becker, Wastewater Utility Project Manager

- 2. Manhole Utility Adjustment – Pilot Test (Presentation).**

Presentation by: Mike Becker, Wastewater Utility Project Manager

I. PUBLIC HEARINGS:

- 1. (Legislative) Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) in review of its Plan Year 2016 and the Annual Action plan for Plan Year 2017.**

Staff Report by: Renata McLeod, Municipal Services Director

J. ADJOURNMENT

This meeting is aired live on CDA TV Cable Channel 19

Coeur d'Alene

CITY COUNCIL MEETING

August 1, 2017

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
COEUR D'ALENE CITY COUNCIL
HELD IN THE LIBRARY COMMUNITY ROOM
ON JULY 12, 2017 AT 8:30 A.M.

The City Council of the City of Coeur d'Alene met in continued session in the Library Community Room held at 8:30 a.m. on July 12, 2017, there being present upon roll call a quorum.

Steve Widmyer, Mayor

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

STAFF PRESENT: Jim Hammond, City Administrator; Sam Taylor, Deputy City Administrator; Troy Tymesen, Finance Director; Kenny Gabriel, Fire Chief; Mike Gridley, City Attorney; Bette Ammon, Library Director; Renata McLeod, Municipal Services Director; Lee White, Police Chief; Bill Greenwood, Parks & Recreation Director; Terry Pickel, Water Superintendent; Melissa Tosi, Human Resources Director; Hilary Anderson, Community Planning Director; Tim Martin, Streets & Engineering Director; Kyle Marine, Asst. Water Superintendent, Tom Greif, Division Fire Chief; Ted Lantzy, Interim Building Official/Senior Building Inspector/Plans Examiner; Jim Remitz, Capital Program Manager; Steve Childers Investigations Captain, Bill McLeod, Investigation Lieutenant; Kim Harrington, Assistant Project Manager; Erik Paul, Firefighter/FF Local 710 President; Vonnice Jensen, Deputy Finance Director; Lee Brainard, Lieutenant; Mike Willis, Assistant Wastewater Superintendent.

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

WORKSHOP REGARDING THE 2017-2018 FISCAL YEAR BUDGET:

Mr. Tymesen said that the proposed budget contains no increase in property taxes, and a recommendation to take new growth. He noted that if council chooses not to take any of the 3% increase that is eligible for property taxes, the levy rate will go down. The General Fund and Library budgeted proposed are \$38.6 million. In a service organization, such as the City, the people are its biggest asset and also its biggest expense. Mr. Tymesen commented that 84% of the General Fund and Library budget are personnel costs, and an area that needs to be watched closely based in come. He also commented that medical insurance will have a zero percent increase in premiums this year. The cost of living increase forecast in the Financial Plan is almost \$550,000 and merit increases based on contracts are about \$358,000. The City will have about \$377,000 in new growth property taxes. The expenses for just the cost of living increase and merit increases are over \$900,000. Mr. Tymesen noted that new growth creates added income in our building departments and other areas, and the City also had some annexations. They are looking at taking over \$400,000 from annexation fees to go towards funding the

budget. The challenge is that it is typically one-time money, so it will be a problem going forward. Mr. Tymesen noted that the General Fund is proposed to come in at about \$38.4 million, which is about a \$1.4 million increase. Sales, gas, and liquor taxes are doing well. The Kootenai County Emergency Management System (KCEMSS) is a \$1.64 million contract. The numbers will continue to move.

Mr. Tymesen explained that the City does not get sales tax back from the sales tax that is generated in the City limits – it is based on the City's valuation.

Councilmember Gookin asked about interest income. Mr. Tymesen said that it was probably interest earnings from a couple of Treasury Bills that matured. Councilmember Gookin also asked about the highway tax numbers, and Mr. Tymesen confirmed that those numbers are forecasted. Councilmember Gookin asked if reimbursement for sales tax is annually or quarterly. Mr. Tymesen said that it was quarterly, and that typically they come in a little conservative. Ms. Jensen commented that they are right at 50% of what they budgeted, but they haven't received the third quarter yet.

Mayor Widmyer commented about the higher use tax and noted that the 2018 numbers came from the Association of Idaho Cities, and wondered if they have mis-forecasted those numbers a bit, or could we expect to go backward from 2016 to 2018. Mr. Tymesen said that if they get too aggressive on revenues and spend 100%, that is when they run into challenges, so he is using as many sources as he can to figure out what the revenue might be. Mayor Widmyer said that, historically, the Association of Idaho Cities recognizes the need for cities to be conservative on their revenue numbers, so that is a better route to go.

Councilmember McEvers asked about rents and royalties revenue and where it comes from. Mr. Tymesen said that the old library (HELP Center) was the sources of the rental income, and noted that they are in the process of liquidating a house at Fruitland and Neider that had a little bit of income.

Councilmember Gookin said there is nothing listed in revenue for property taxes in the current year. Mr. Tymesen said that is one of the Finance Department areas for cushion and noted that with the reduction in foreclosures they don't see quite as many banks coming forward to cover back taxes. Most people are current with their taxes and LIDs. Ms. Jensen said they are budgeting what they are going to ask for, but probably won't get all of it because some people are delinquent. Mr. Tymesen commented that not everybody will pay their property taxes this current year.

Mayor Widmyer asked about the transfer in for GIS support. Ms. McLeod said they are working with the Water Department on their staffing and shoring up GIS programming. Mr. Hammond said that the GIS person currently staffed from the Water Fund would be moved to the General Fund, and the three utilities would transfer funds into the General Fund to pay for that person.

Mr. Tymesen began a review of each department's budget and noted any major increases, decreases, or changes.

Councilmember English said that it has been his experience that an elected official's salary is sensitive in that cities are unique from any other taxing district in that they can only give raises every other year, which coincides with when somebody is up for election. He noted that every once in awhile the market demands raises to elected officials and he thinks they should do a regular increase for elected officials. He commented that he looked at the cities of Post Falls, Rathdrum, and Hayden. Coeur d'Alene councilmembers are not at \$750.00 a month, with generous benefits. He proposed raising the council salaries \$100 a month, which would bring councilmember salaries to just a "hair" above the City of Post Falls. He also recommended raising the mayor's salary \$250.00 a month, and noted that the impact of those raises would be around \$10,000. Councilmember English commented that he thinks it is the reasonable thing to do.

Councilmember Gookin asked when was the last time that the council's salary was increased. Ms. McLeod responded that it was August 7, 2007. Ms. Tosi said that in the recent BDPA study, the mayor comparison wasn't very helpful, but the average councilmember salary was right around \$1,000 a month from 11 comparable cities.

Councilmember Miller asked if council had ever discussed being included in the standard 2% COLA. Councilmember Gookin responded that council salaries have to be set by ordinance and noted that the City of Boise does it every 5 years via ordinance. Ms. McLeod commented that any salary increase can't go into effect until January 1 after the election. The deadline for approving the ordinance is no later than August 18th.

Mayor Widmyer asked if the proposal to increase mayor and council salaries had to be decided today. Mr. Tymesen said that they could budget a number and council could look at it through the ordinance. Mayor Widmyer commented that he thinks that the councilmembers should make more than Post Falls, but he is content where he is at. Councilmember Gookin said that he is also in favor of a salary increased and would be in favor of \$1,000 a month, with the ordinance increasing the salary annually over a period of time. He noted that the salary incentive has to keep pace with the rest of the economy. Councilmember Evans said that it isn't about the compensation, but they have a responsibility to set the stage for future councils and mayors.

Councilmember McEvers said that he is good with the change. Councilmember Edinger said that he thinks councilmembers should get more than Post Falls in that the councilmembers have a lot more meetings and do a lot more.

Mayor Widmyer commented that the consensus is to add the recommendation to the budget. Ms. Tosi will provide the council with the comparables, and the mayor salaries.

In regard to the Administration Department, Mr. Tymesen noted that they are moving the CDA 2030 allocation to the Planning Department and slightly increasing dues and subscriptions. He noted that they are forecasting 2% for the COLA.

In regard to the Finance Department, Mr. Tymesen noted that the part-time position was converted to a Utility Billing Specialist position, and there is a slight increase in office supplies and audit services. There is also a slight increase in ICRMP this year. Mr. Tymesen noted that it

has been a huge plus to the City. He also noted that the Downtown Parking Enforcement contract was moved to the Parking Fund.

Councilmember Evans asked if there have been any discussions regarding internal parking enforcement. Mr. Taylor said that the contracts expire in 2018 and they have the option for two, three-year extensions. He has looked at what the opportunity might be in the future to take it internally, and thinks that it needs to be studied further in regard to technology, investment, etc. and they have the option for two three year extensions. Has looked at what their opportunity ight be in the future to take it internally – think that we need to study that further, technology, investment, etc. He noted that it is not just a staff issue, but they would need someone to manage it, etc. and there are several pieces of software and technology that Diamond uses on the City's behalf that it would have to acquire. He noted that he is happy to continue studying the possibility of going internal.

Mayor Widmyer asked, as parking revenue collections are increased, is there a split between Diamond and the City? Mr. Taylor said that the main contract says that once they get to a certain amount of revenue, the City keeps 90% and Diamond keeps 10%. He noted that Diamond is very attention on hitting the minimum markers.

Mayor Widmyer asked about merit increases and if it was 8% across the board. Ms. Tosi responded that increased for salaried exempt employees such as department heads and upper management positions are anywhere from 0 to 8 percent. Exempt employees or non-department heads are 5% to 8%. Management positions have a range based on performance. Mr. Tymesen said that, for budget purposes, if someone is eligible for 5 to 8%, he budgets 8%. Employees max out in 9 years and have 7 opportunities for increases. They budget for all employees who are due for a merit increase.

In regard to the Municipal Services Department, Mr. Tymesen noted that the Admin Support position is moving from $\frac{3}{4}$ to full time. There is a slight increase in software licensing, communications, R/M of office equipment and a three year cycle on copier replacement. Mr. Tymesen said that the main copier is typically moved to the Building Department for the rest of its useful life.

Councilmember English asked about a copier purchase versus a lease. Mr. Tymesen said that they have looked at it. Ms. Ammon said that they have looked at for the library too, and have found that it is better to purchase than lease. Mr. Tymesen said that a lot of the leases have very strict copy parameters. Ms. McLeod said what they have found works is to purchase the copy machine and then have a maintenance contract that includes the toner supplies. The benefit to Municipal Services is that they get to move the copier to the Building Department, so Customer Service gets a better copier every three years. She also noted that copy machine prices have dropped about \$5,000 for the same quality of machine.

Mayor Widmyer asked about funding for the CDA TV channel. Ms. McLeod explained that under the prior franchise agreement with Time Warner, they were required to give the City \$10,000 a year for capital equipment for the studio. Two years ago Time Warner/Spectrum went with a state franchise agreement and terminated the City's franchise agreement so that they no

longer get the capital funding. She noted that Councilmember McEvers has been great at soliciting partners to get that revenue and make up that deficit, and the City of Hayden has already signed on.

Mr. Tymesen noted that the Municipal Services Department also oversees IT. There is a decrease in software licensing and a slight decrease in the city-wide automation plan.

Councilmember Miller asked if the administration fees for the CDBG grant have moved in house. Ms. McLeod said that the CDBG budget includes the administration portion and it hasn't changed. They are in the process of hiring somebody in-house to manage that function. Ms. Jensen said that the reimbursement from the CDBG funds will go into the personnel fund.

In regard to the Human Resources Department, Councilmember Gookin asked about recruitment travel expenses. Ms. Tosi explained that in the last couple of years they have been asking other departments for help with travel expenses for recruitments, so she thought that if it was in her budget, she could track it better. Councilmember Gookin asked why can't the other departments still contribute. Ms. Tosi said that it is nice to track the money that they are spending, plus there are other departments that don't have the funds to cover costs. For tracking purposes, it would make more sense to have the money in their department.

In regard to the Legal Department, Mayor Widmyer asked if the plan was to move legal over to City Hall on January 1st. Mr. Gridley said that the exact move date is unknown so they budgeted some money for leased offices.

In regard to the Planning Department, Mr. Tymesen said that there were budget changes in regard to reorganization, and increases in health insurance, COLA, Professional Services, advertising and publications. In addition the CDA 2030 line item was moved to the Planning Department. Ms. Ander said that the increase in professional services will allow them to hire a professional to help with the Comprehensive Plan update. She noted that they had a workshop yesterday with the Planning Commission and they are in favor of hiring a consultant. Mr. Tymesen said that if the consultant that the council desires is more than \$50,000, they will come to council and it is possible that it may carry over into the next fiscal year. Ms. Anderson said that the fee will depend on what they are asking the consultant to do. She also noted that there is an East Sherman grant that they are waiting to hear back on which would be a \$10,000 match.

Councilmember McEvers asked about the reorganization. Ms. Anderson explained that the reorganization creates three different levels of planners in order to reflect their job description, work load, responsibility, etc.

In regard to Building Maintenance, Mr. Tymesen noted the health insurance decrease and said that the City offers a way in which you can get more VEBA dollars if you step off the city's plan and they continue to see more people taking advantage of it. He also said that the building maintenance controls at the police department need to be upgraded so they can be accessed via laptop. He may come back this fiscal year to attempt to get that done. Mr. Tymesen said that they have looked at it for a number of years and keep running into a cash flow problem to get it done.

In regard to the Police Department, Chief White said that their number one priority for this budget season is to add one detective. The current caseloads are double the amount of any surrounding agency. He noted that he would be happy to “whittle down” vehicles to pay for that one position. Mr. Tymesen said there are savings in this current year as they are gearing up to full staffing and they might be able to get more available for capital expenses. Chief White said they have four current vacancies in the department, which will be filled as of August 7. They have some vacancy savings that could help with the capital expenses. Mayor Widmyer recommended that Chief White, Mr. Tymesen, and Ms. Jensen work together to add the detective position into the plan and work on the vehicles.

Chief White said that health insurance went up \$45,000 from one year to the next. Last year took a number of part-time positions and folded them into one full so there were some benefit costs associated with that.

Councilmember Edinger asked if the PD was still having problems recruiting officers. Chief White said that they are doing very. The biggest hurdle is the fact that they only have an academy that runs twice a year so there are a number of months where they have vacant positions waiting for the academy to start.

Councilmember Miller noted that the overtime budgeted amount is higher over the last few years and asked Chief White if they were going to be able to see any savings with the new positions and being fully staffed. Chief White said that the overtime has to do with training time. Once the new officer is out on the street and the staffing allocation goes up, they may see some reduction in overtime. He also noted that special events and summertime coverage are costly. Councilmember McEvers asked if losing the full Ironman will save money. Chief White said that it will help.

In regard to the Fire Department, Mr. Tymesen said that this was a banner year of getting things done, including the hiring of 9 new firefighters, G.O. Bond expenditures, and new station expenses. Chief Gabriel said that this year they are in maintenance mode and aren’t really asking for anything big. They are actually cutting constant staffing and overtime a little bit.

Mayor Widmyer asked for an update on the firefighters retirement system. Chief Gabriel explained that in 1981 the retirement systems for firefighters changed, and they have seen a pretty significant amount of money kick back two or three years go and they were doing actuarials every year or year and a half. They were expecting to get money back, but the fund is holding back right now. The money will be coming back, but they don’t know when. It will be a pretty substantial amount of money.

Mayor Widmyer asked if PERSI provides numbers regarding performance of the fund, and how has their performance been over the last year. Mr. Tymesen said that it was good.

In regard to the Streets and Engineering Department, Mr. Martin said they are still entertaining the thought of combing the streets and engineering budgets. They took the inspectors out of the engineering budget and put them in streets. Overlay has also been moved from engineering to

streets. What is left in engineering is the City Engineer, Senior Project Manager, and professional services. Mr. Martin noted that they have cut professional services and are managing much of that internally now. On the street side, Mr. Martin said that the biggest movement is capital. He would love to see the used equipment line be a little more healthy. He also noted that there is a lot of energy on Kathleen Avenue and in this budget council will see some money out of impact fees for the design of Kathleen and to start looking at purchasing right-of-way. Mr. Martin said that he and Mr. Bosley are working with KCATT for a congestion mitigation grant. They are looking at maybe three years out for 15th Street. Mr. Martin said that he thinks the budget now is a little more transparent and that all of their projects right now are under budget.

Councilmember Gookin asked why leaf pickup isn't put in the stormwater utility. Mr. Martin said that he thinks that it was a challenge to say that it is a drainage project. Mr. Gridley said that when they set up the drainage utility they looked at everything very conservatively. As time as gone on, it can be revisited, and Mr. Gridley said that he thinks that they could make the argument that leaf pickup is related to drains. Mr. Martin said that other entities their leaves, but the challenging is transporting them.

Councilmember Gookin explained that he voted against the purchase of the rubber-tracked excavator because it wasn't in the budget. He asked if it could be put in the budget next year under stormwater and then have streets lease it from stormwater. Mr. Martin said that the thought for purchasing the excavator this year was they have been leasing one excavator and charging the utility to clean swales. Their challenge is that they have a concrete crew that needs it three days a week. Mr. Martin said that it won't make much different if he gets the excavator in this budget or the next budget.

Councilmember Evans asked if the increase in repair/maintenance a consideration of having a heavy winter? Mr. Martin said that fuels, lubes and general costs went up, and they are also going out to bid this summer for their new fuel contract.

Discussion ensued regarding the true costs of the leaf pickup program, including costs of personnel, etc. Mr. Gridley noted that the Enterprise Fund and utility funds should be paying the General Fund for General Fund expenses.

Mr. Tymesen noted that overlay has been increased \$20,000 over last year. Mr. Martin said that the chip seal program was expanded this year and they hope to be able to continue to expand the program. Mr. Taylor said that they are working on an educational piece on chip seal.

Councilmember McEvers asked about raising the street construction standards on Coeur d'Alene streets. Mr. Martin said that those standards have changed over the years, and they look at them every year.

Mr. Martin said that once a road is built and the City accepts it, they should be putting a seal over it after the 7th year. He commented that they want to continue to put more money into streets to seal them so that they don't degrade down the road and they aren't using a lot more money to rebuild the road.

In regard to the Parks Department, Mr. Tymesen noted that the irrigation position is not funded. Mr. Greenwood commented that they had a lot of overtime this year due to snow. He also noted that event sponsors pay for overtime. There is also a big jump in Repair/Maintenance as they want to start using key cards on their shop doors.

Councilmember McEvers asked if the dollar increase in part-time parks workers has helped. Mr. Greenwood said that he is hopeful but he hasn't seen it so far. They are still down about 3 seasonal workers.

In regard to Recreation, Mr. Tymesen said there is an increase in professional services, and a slight increase in the special needs recreation contribution. Mr. Greenwood commented that professional services is payment for their referees. He also explained that the building maintenance decrease is because Mr. Gould found some efficiencies with a different contractor.

In regard to the Building Department, Mr. Tymesen said they took a building plans examiner out of the request and vehicles of \$52,000. Mr. Lantzy commented that the Building Services Director recently retired and they are also anticipating one more inspector retiring at the end of this year, so they are losing quite a bit of knowledge. He requested that some professional services dollars be added in this year, to potentially use the retiring inspector to come back and provide training for the new inspector, and potentially outsourcing some plan reviews. Mr. Taylor said that, over time, they will probably want to look at another permit technician and making software more efficient. They have also pulled the data from other jurisdictions of similar sizes and will be analyzing and comparing. He will also interview those cities to get better context for the data.

Councilmember Gookin asked how many inspectors there were two years ago. Mr. Lantzy said there were six, and there are currently six.

In regard to the Library, Mr. Tymesen said that the part-time reference person, an increase in computer maintenance, and the book line item were cut. Ms. Ammon said that there is a really big push in Coeur d'Alene and across the country for early childhood literacy, and noted that "you have to be where the kids are." The part-time position was for someone who could be working out in the community. She also noted that with the population increasing, the demand for books and online materials is increasing. They are still \$60,000 below average on what they spend on materials based on similar-sized town. She asked the council to relook at things.

Councilmember Evans asked if there are opportunities for grant funding for the part-time position. Ms. Ammon said that have tried to stay away from grant funding for personnel as they are really hard to manage.

Mayor Widmyer asked about the University of Idaho early literacy grant. Ms. Ammon said it is called "Open Books, Opening Doors – CDA Early Literacy Project" and the University of Idaho, CDA Library, district library, school district, Head Start, NIC and others are partners. There is no money to the players right now – they are just designing the program. The money will go toward books to kids and programs. Mayor Widmyer said that he thinks it goes back to the state

not properly funding those programs that are in the school. Ms. Ammon said that it is a library mission. She also noted that Idaho does not have a preschool education program and they are talking about getting to the 3-4 year olds before they get to the state-funded programs.

Councilmember Evans asked where the majority of dollars raised by the Library Foundation go? Ms. Ammon said that they come directly back to the library for the Makerspace and staff training above what is allocated. The foundation also bought them a photocopier and they do those extra things that enhance the library, such as buying a project and screen.

Councilmember Evans said that she would be in favor of seeing if there are any funds available to help with dues/subscriptions, and books. Councilmember Miller said that she fully agrees that the state should fund pre-k literacy programs. One of the things that she sees in the community is that there are multiple organizations all trying to throw books at this age category. What she sees in defense of adding the reference position is not to duplicate those services but to provide some ongoing leadership for the other organizations so that money and time can be maximized. She doesn't know whether a part-time reference clerk position would be able to provide that kind of community impetus, and also sees a lot of duplication in department services that she sees being done in the community. She would recommend looking at keeping the part-time reference clerk in the budget.

Mayor Widmyer asked if there was someone at the school district that leads the program, and that he thinks the school district should be the leader driver for that. He noted that teaching kids to read is their number one job. Ms. Ammon said that the part-time reference clerk wouldn't be teaching kids to read – they would be bringing the library message to the community. It would be great to have a person to attend the meetings, plan programs in day cars, and a model reading program. She noted that the library does do outreach in schools when they can, but they don't do enough.

In regard to the streetlight budget, Councilmember Gookin asked if the General Fund was still underwriting the budget. He asked why they don't raise the streetlight rate so that more money can stay in the General Fund.

In regard to the Water Department, Mr. Tymesen said that the water maintenance building would cost \$1.5 million and they would bring back a payment plan that works. Councilmember Gookin asked about the \$2.5 million in the fund. Troy commented that there are a lot of projects that those funds will need to be used for.

Councilmember McEvers asked about the status of the Yardley pipe replacement. Mr. Pickel said that there are about 3,000 services, at a cost of about \$2,500 a service. They are being proactive because of the overlay and are trying to get into those areas and replace the services.

Mr. Tymesen said that not one dollar of the potential 3% property tax is in the current financial plan. He will work with the police budget so that it is not greater than what they have looked it. He noted that the "crystal ball" on the income is a big part of the financial plan. He is pretty

comfortable at this point in time going forward with a high water mark that does not include any increase in property taxes, understanding that there could be some nuances.

Mayor Widmyer asked Ms. Ammon to rank in importance those things that were cut from the budget. Ms. Ammon said that the part-time reference clerk position would be post important. Mayor Widmyer commented that he thinks it is a great budget, and would suggest adding back in the reference clerk position.

Councilmember Gookin asked what is the fund balance through the end of the year. Mr. Tymesen said that it is probably 18-19% but there are a lot of moving parts through the end of the fiscal year. Councilmember Gookin said that the county has a policy regarding a fund balance over a certain percentage and amounts over that percentage can go toward capital items. Mr. Tymesen said that they are attempting to store cash based upon future large purchases, such as the mill site.

ADJOURN: Motion by Gookin, seconded by English that there being no further business, this meeting is adjourned. Motion carried.

The meeting adjourned at 11:06 p.m.

ATTEST:

Steve Widmyer, Mayor

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 18, 2017

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 18, 2017 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

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

INVOCATION: Pastor Geoffrey Winkler with New Life Church provided the invocation.

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

AMENDMENT TO AGENDA: **Motion** by McEvers, seconded by Gookin to amend the agenda to add Executive Session, Idaho Code Section 74-206 (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student. This was not included on the original agenda as this item did not come up until after the agenda was completed. **Motion carried.**

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

1. Approval of Council Minutes for the July 5, 2017 Council Meeting.
2. Approval of General Services Meeting Minutes for the meeting held on June 26, 2017.
3. Approval of Bills as submitted and reviewed for accuracy by Finance Department
4. Approval of Financial Report
5. Setting of Public Works and General Services Committee meetings for July 24, 2017 at 12:00 noon and 4:00 p.m. respectively
6. Setting of a Public Hearing on August 1, 2017, to hear public testimony regarding the Community Development Block Grant (CDBG) Consolidated Annual Performance and Evaluation Report (CAPER) in review of its Plan Year 2016 and the Annual Action plan for Plan Year 2017.
7. Approval of Grant Deed of Right-of-way for the new Medina intersection

8. **RESOLUTION NO. 17-050-** A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING THE APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH HDR ENGINEERING FOR "AS NEEDED" WASTEWATER DISCHARGE PERMITTING ASSISTANCE; AND AUTHORIZING APPROVAL OF THE REQUEST TO SURPLUS A 1999 E-ONE PUMPER TO NORTH IDAHO COLLEGE FOR USE IN THE FIREFIGHTER ACADEMY.

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

ANNOUNCEMENTS:

Councilmember English noted that he recently had the pleasure of providing the welcome at the Idaho Good Sam jamboree in June and received a nice thank you note. He noted that he will not be present at the August 1, 2017 Council meeting.

Councilmember McEvers noted that 8 years ago the CDATV Committee had an intern named Kyle Cossairt, who designed the logo for the channel. Mr. Cossairt is back in town and in the studio tonight. He welcomed him back to the area and looks forward to working with him.

Mayor Widmyer requested the appointment of Susan Weathers and Benton Wolfinger to the Personnel Appeals Board.

MOTION: Motion by Edinger, seconded by Evans to approve the appointment of Susan Weathers and Benton Wolfinger to the Personnel Appeals Board. **Motion carried.**

APPROVAL OF THE PURCHASE OF A POLICE DEPARTMENT COLD STORAGE UNIT FROM FISCHER SCIENTIFIC IN THE AMOUNT OF \$13,900.00

STAFF REPORT: Chief White explained that biological evidence is maintained in refrigerators and freezers similar to the types available at local appliance stores. They do not offer temperature monitoring or alert systems that are necessary for the storage of biological evidence and do not have storage capacity for future needs. Under the new law, kits that were previously authorized for destruction after an investigation will now need to be refrigerated for ten (10) years at a minimum and kits that were previously disposed of after five years will now need to be retained for fifty-five (55) years. Kits and extracts that were previously authorized for destruction after the completion of a criminal case will now require the freezing of the extracts for fifty-five (55) years or until the sentence of the defendant is completed. Additional cold storage space will be required to facilitate the additional retention times. With the additional time frame for retention of evidence, it is important that we reduce concerns associated with the destruction of the evidence due to temperature variations. Chief White noted the need for a system that notifies the department if the temperature falls outside of the proper temperatures. He noted that three quotes were obtained from vendors. Fisher Scientific submitted the lowest responsive bid that did not require yearly monitoring subscriptions. The price for this unit and

software for in-house monitoring is \$13,900.00. This is not a budgeted item, but the Police Department has budget capacity in the current year's budget for this expense.

DISCUSSION: Councilmember Gookin noted that he normally would not approve an item that is not within the budget; however, he feels this is an unfunded mandate by the state. Councilmember Miller asked for clarification that this purchase will hold the capacity for 10 years and that the next unit can be budgeted in advance. Chief White confirmed the 10-year capacity and noted that it was originally included in next year's budget, but he does have personnel savings this year based on needs for next year. Councilmember Gookin felt that there should be some method for staff to purchase items that were requested in the budget, but cut before it was approved if they had departmental savings. Mayor Widmyer noted that budgeting is not an exact science; however, there could also be something new that occurs during the year that would require a capital purchase. Mr. Tymesen explained that discussions occur with staff prior to bringing it forward to the Council. He noted that the Council would likely see more of these types of items coming forward, as he cut over One Million Dollars in requests from the General Fund for the upcoming year. Mayor Widmyer felt that the current process works well. Councilmember Miller noted that within this request it is important to note that a subscription was foregone and the purchase is being made with available money.

MOTION: Motion by Edinger, seconded by McEvers to approve the purchase of a Police Department cold storage unit from Fischer Scientific in the amount of \$13,900.00. **Motion carried.**

APPROVAL OF THE RESURFACING OF THE CHERRY HILL TENNIS COURTS WITH \$34,000.00 FROM THE PARKS CAPITAL IMPROVEMENT FUND.

STAFF REPORT: Parks and Recreation Director Bill Greenwood explained that the Cherry Hill Park property was purchased 1999 and in 2000 was annexed into the City of Coeur d Alene for parkland. Beginning in 2005 the park has had ongoing development to provide a variety of activities for the public including six tennis courts. These courts are being well used by the public, the tennis association, local schools, the Pickleball Association and our recreational programming. The cost to resurface all six courts and restripe with the current configuration is \$40,500.00. One of the user groups, Charter Academy, has stepped up to help us with the resurfacing by contributing \$6,500 to the project with the remaining funds coming from the Parks Capital Improvement Fund. The resurfacing of courts usually lasts about ten years. These surfaces have been in place 12 years and have developed some cracks and chips that need to be addressed this year. If funding is approved, the work would take place this September to take advantage of the dry and warm conditions.

DISCUSSION: Councilmember English asked what the timeline for resurfacing would be. Mr. Greenwood explained that it would begin in September after the August Pickleball tournament. Councilmember Gookin asked if this was originally in the budget. Mr. Greenwood noted that it was going to be in next year's budget; however, since the Parks Capital Fund has current funding available he decided to bring it forward now.

MOTION: Motion by Edinger, seconded by McEvers to approve the resurfacing of the Cherry Hill tennis courts with \$34,000.00 from the Parks Capital Improvement Fund. **Motion carried.**

RESOLUTION NO. 17-047

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING AN AMENDED ENCROACHMENT AGREEMENT WITH 418 E. LAKESIDE, LLC, FOR THE PURPOSE OF ENCROACHING ON THE PUBLIC RIGHT OF WAY BY THE CONSTRUCTION, MAINTENANCE, AND OPERATION OF AN ADA ACCESS RAMP LOCATED IN THE 5th STREET RIGHT-OF-WAY AT 418 E. LAKESIDE.

STAFF REPORT: Streets and Engineering Director Tim Martin explained that an encroachment agreement had been granted by the City to 418 East Lakeside, LLC to construct an ADA access ramp within City right-of-way. Within the agreement, the City allowed the use of up to 5 feet of the right-of-way; however, the ramp on the east side of the building was constructed larger than the agreement had indicated. The amendment would allow an additional 9" of encroachment onto the sidewalk. The new ramp does not prohibit ADA access within the right-of-way, leaving more than the minimum clearance distance between the ramp and other sidewalk obstructions. Staff recommends the slight movement forward of the abutting bench and trash receptacle.

DISCUSSION: Councilmember McEvers asked if the ramp was the only access to the building. Mr. Martin noted that it is a secondary access to the building and provides an accessible entrance. Councilmember Gookin noted that they had permission to build outside of their property; however, they went further than the plans indicated. Mr. Martin confirmed that they are reviewing the process internally, and noted some confusion on which department would regulate the encroachment into the sidewalk. However, the Building Department staff did make the contractor aware of the issue. Mr. Martin noted that there was a similar issue with the Parkside Building several years ago, as there was not enough room for stairways. Deputy City Administrator Sam Taylor noted that this is unique, as typically how the plans work is the contractor call for an inspection, then staff reviews the work upon inspection and that is when these items are caught. The contractor is at the point of seeking a certificate of occupancy, so staff tried to find a good balance as the Innovation Den will provide additional public improvements. Councilmember Gookin expressed concern that staff lacked the fortitude to red tag the encroachment and require the contractor to rip it out. Mr. Taylor noted that staff will be reviewing ways to catch these items earlier. Councilmember Evans noted that one of the hot topics this winter was downtown accessibility for people in wheel chairs and asked if moving the bench and the garbage cans will give additional access for snow removal while still providing the width needed for wheelchair access. Councilmember English noted that the ramp location makes sense in order to get the correct ramp grade. He felt that the final product is good and is a great thing to rejuvenate the area. Councilmember Edinger asked if there was a cost estimate for the removal and replacement of the ramp. Mr. Martin said he has heard a cost estimate of \$15,000 for removal and replacement. Councilmember Edinger stated that rules should be followed and does not want a bunch of exceptions to happen. Although he felt that it was a great project, they should follow the rules. Mayor Widmyer clarified that the decision for this amendment is to allow for the additional 9" encroachment of the ramp and 1.1 feet to the front of the deck. In

exchange, the developer will improve the corners by providing the ADA materials to improve the other three corners. Councilmember Evans asked what the value of the material would be. Mr. Martin noted that it is approximately \$700 per cast iron dome, and three are needed. Mayor Widmyer asked if staff would have originally recommended the additional nine inches if the contractor originally asked for it. Mr. Martin explained that staff would have looked at the right-of-way to insure pedestrian flow and ADA compliance on every corner, and then would have recommended approval with the additional nine-inch encroachment. Councilmember Miller noted that she has seen red tags enforced, and understands mistakes were made; however, the owner offered some solutions. She believes that Council would have approved the final design if it had been presented with the additional nine inches in October. Councilmember Gookin noted examples of building code violation within his neighborhood in which exceptions have been made. City Administrator Jim Hammond confirmed that many issues are corrected daily and red tags are issued. In this project there was a mistake made, but in a broader perspective this is a building that was vacant for 20 years with no collection of taxes, and he noted that five years from now what difference would nine inches make. He explained that there is not a lot of value in asking them to tear it out and recommends getting the project moving forward to become a productive part of downtown. Mr. Martin noted that on the first page of the amended encroachment permit it notes that the owner clarified knowledge of the mistake and requests the city to go forward with the amendment. Councilmember Gookin expressed concern that staff did not require a red tag and removal of the violation at the time of footings inspection and felt that if the City is serious about code enforcement all across the city, they should enforce this code. Mr. Hammond noted that the city shares in the fault as it was missed at inspection time. Therefore, there should be equal responsibility between the owner and the City.

MOTION: Councilmember Gookin made a motion that the city direct the owner to reconstruct the ramp according to original drawings and that the City pay for it. **Motion died for lack of a second.**

DISCUSSION CONTINUED: Councilmember Evans felt that since the City shares in the responsibility, and that the sidewalk can still accommodate pedestrian and ADA movement, she will make the motion to approve. Councilmember English felt that the solution was a reasonable compromise. Councilmember Miller asked if the abutting street tree would be impacted. Mr. Martin confirmed the tree would not be affected. Councilmember Gookin noted he will be opposing this motion, as a yes vote will be affirmation that code enforcement does not really matter. Councilmember McEvers felt that at this point it does not matter who is at fault; however, it does open the door to raise the bar on finding mistakes of the design professionals and for staff to inspect things better. He does agree that staff should get more serious, but he will support this amendment.

MOTION: Motion by Evans, seconded by Miller to approve **Resolution No. 17-047**, approval of an Amendment to the Encroachment Agreement with 418 East Lakeside, LLC.

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

FISCAL YEAR 2016-2017 UPDATE: Finance Director Troy Tymesen provided an update regarding the city's finances as of July 2017, the final quarter of the fiscal year. He noted that the city has \$40,019,189 cash on hand and that expenditures are as expected. While capital outlay is only at 39%, the majority of capital will be spent during the last quarter of the year due to the construction season and spending of the general obligation bond money, the City Hall remodel, and acquisition of mill site down payment. Mr. Tymesen reviewed the history of foregone taxes and projected approximately \$4,390,795 in foregone taxes. He noted that the fund balance is at \$8,788,602, which is 20.82% of the Fiscal Year 2016 amended plan. As of today, the Fund Balance is below \$6 Million, as the City is using its cash as the property tax revenue check is expected later this month. This demonstrates that the City can fund its operations with no revenue/cash flow for 80 days. There are funds dedicated for the City Hall remodel, so he does not anticipate growth this year and estimates \$6.2 Million at the end of the year.

DISCUSSION: Mayor Widmyer noted that the City is number two or three in the state of cities with the largest fund balance. Councilmember Edinger asked what the accounting guidelines are for a governmental fund balance. Mr. Tymesen noted that the recommendation is to be able to cover about 60 days' worth of expenses, which is around 11% - 13% minimum. Single digit percentages would be too small of a margin of error for enough cash to operate.

RESOLUTION 17-051

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 2017-2018, 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, and 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, 2017:

	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 PROPOSED
GENERAL FUND EXPENDITURES:				
Mayor and Council	\$ 233,787	234,867	\$ 242,705	\$ 244,736
Administration	282,453	285,922	379,120	380,413
Finance Department	730,651	778,137	1,165,286	1,205,225
Municipal Services	1,532,812	1,594,369	1,660,299	1,788,550
Human Resources	234,104	232,632	326,657	311,711
Legal Department	1,403,645	1,223,419	1,207,341	1,197,425
Planning Department	501,520	509,286	584,648	717,644
Building Maintenance	461,699	436,999	521,186	515,303
Police Department	11,297,102	12,831,492	13,060,470	13,584,524
Drug Task Force	52,324	10,008	30,710	30,710
ADA Sidewalks	249,852			
Byrne Grant - Police Dept	17,486	131,143		
COPS Grant - Police Dept		138,019	190,189	121,939
Fire Department	7,796,424	11,801,552	9,677,937	9,709,001
General Government	1,125,020	233,888	94,725	105,900
Engineering Services	1,529,433	1,421,091	1,292,561	341,086
Streets/Garage	2,630,857	3,004,280	3,024,113	4,440,952
Parks Department	1,906,337	1,939,542	2,003,987	2,102,365
Recreation Department	774,441	686,950	713,239	756,075
Building Inspection	838,992	934,178	907,093	876,593
TOTAL GENERAL FUND EXPENDITURES:	\$ 33,598,939	\$ 38,427,774	\$ 37,082,266	\$ 38,430,152

	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 PROPOSED
SPECIAL REVENUE FUND EXPENDITURES:				
Library Fund	\$ 1,368,538	\$ 1,479,052	\$ 1,568,148	\$ 1,618,412
Community Development Block Grant	243,103	527,129	606,873	384,049
Impact Fee Fund	177,385	1,964,605	760,039	745,000
Parks Capital Improvements	426,524	409,928	146,500	146,500
Annexation Fee Fund	117,000		193,000	398,240
Insurance / Risk Management	351,581	362,398		
Cemetery Fund	300,001	313,712	316,735	294,307
Cemetery Perpetual Care Fund	96,935	133,747	157,500	157,000
Jewett House	66,270	24,213	25,855	25,855
Reforestation/Street Trees/Community Canopy	58,790	101,461	103,500	107,000
Arts Commission	6,312	144		
Public Art Funds	117,130	49,987	231,300	443,500
TOTAL SPECIAL FUNDS:	\$ 3,329,569	\$ 5,366,376	\$ 4,109,450	\$ 4,319,863
ENTERPRISE FUND EXPENDITURES:				
Street Lighting Fund	626,324	633,075	\$ 622,000	\$ 639,720
Water Fund	8,014,606	7,639,090	9,553,005	10,027,434
Wastewater Fund	13,910,302	15,569,612	24,489,066	22,784,368
Water Cap Fee Fund	483,467	190,240	1,950,000	866,000
WWTP Cap Fees Fund	1,807,972	1,068,326	2,500,000	2,200,000
Sanitation Fund	3,724,820	3,663,811	3,359,286	3,500,806
City Parking Fund	738,997	547,023	374,546	354,846
Drainage	663,314	1,144,826	1,147,511	1,267,818
TOTAL ENTERPRISE EXPENDITURES:	\$ 29,969,802	\$ 30,456,003	\$ 43,995,414	\$ 41,640,992
FIDUCIARY FUNDS:	2,623,969	2,753,195	\$ 2,888,400	\$ 2,957,754
STREET CAPITAL PROJECTS FUNDS:	2,725,428	1,166,152	6,204,039	1,237,000
DEBT SERVICE FUNDS:	2,924,553	882,882	937,407	882,181
GRAND TOTAL OF ALL EXPENDITURES:	\$ 75,172,260	\$ 79,052,382	\$ 95,216,976	\$ 89,467,942
ESTIMATED REVENUES:				
	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 PROPOSED
Property Taxes:				
General Levy	\$ 17,197,814	\$ 17,677,328	\$ 19,193,490	\$ 19,520,180
Library Levy	1,318,394	1,460,931	1,533,398	1,582,257
Policeman's Retirement Fund Levy	157,569	150,972		
Comprehensive Liability Plan Levy	345,152	335,320		
Fireman's Retirement Fund Levy	250,000	250,000	250,000	250,000
2006 and 2008 G.O. Bond Levy	1,185,928	869,321	875,900	879,681
TOTAL REVENUE FROM PROPERTY TAXES:	\$ 20,454,857	\$ 20,743,872	\$ 21,852,788	\$ 22,232,118

	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 PROPOSED
ESTIMATED OTHER REVENUES:				
Interfund Transfers	\$ 2,681,674	\$ 4,305,648	\$ 7,680,945	\$ 6,593,989
Beginning Balance	38,624,211	40,843,399	21,496,918	18,366,763
Other Revenue:				
General Fund	21,704,762	16,433,686	15,347,597	16,167,273
Library Fund	42,003	34,013	34,750	36,155
Community Development Block Grant	243,103	527,129	606,873	384,049
Parks Capital Improvement Fund	176,234	175,222	138,500	134,500
Insurance/Risk Management	14	86		
Cemetery	153,158	187,318	181,735	178,127
Annexation Fee Fund	31,014	216,107		
Impact Fee Fund	685,775	797,530	756,000	785,000
Cemetery Perpetual Care Fund	42,742	32,747	50,000	30,000
Jewett House	9,033	16,972	21,000	11,000
Reforestation	8,892	11,223	5,000	3,000
Street Trees	83,958	68,255	84,250	84,250
Community Canopy	1,723	903	1,500	2,000
Arts Commission	7,096	7		
Public Art Funds	131,597	134,510	100,000	100,000
Street Lighting Fund	514,970	523,817	520,075	529,000
Water Fund	6,681,219	7,538,786	4,814,000	6,582,120
Wastewater Fund	8,314,105	9,543,575	18,540,500	18,204,730
Water Capitalization Fees	869,845	972,136	1,005,000	866,000
WWTP Capitalization Fees	1,809,901	1,902,578	1,508,000	1,010,000
Sanitation Fund	3,858,014	3,820,140	3,812,228	4,545,200
City Parking Fund	289,250	197,868	390,000	355,546
Drainage	1,022,407	1,025,501	1,024,644	1,029,482
Fiduciary Funds	2,485,566	2,643,966	2,640,350	2,740,550
Capital Projects Fund	2,388,530	203,064	5,234,000	260,000
Debt Service Fund	1,786,079	69,007	12,300	
TOTAL REVENUE OTHER THAN PROPERTY TAXES:	\$ 94,646,875	\$ 92,225,193	\$ 86,006,165	\$ 78,998,734
SUMMARY:				
	FY 2014-15 ACTUAL	FY 2015-16 ACTUAL	FY 2016-17 BUDGET	FY 2017-18 PROPOSED
PROPERTY TAXES	\$ 20,454,857	\$ 20,743,872	\$ 21,852,788	\$ 22,232,118
OTHER THAN PROPERTY TAXES	94,646,875	92,225,193	86,006,165	78,998,734
TOTAL ESTIMATED REVENUES	\$ 115,101,732	\$112,969,065	\$107,858,953	\$101,230,852

STAFF REPORT: Mr. Tymesen noted that the proposed budget numbers include an increase to staffing by 6.27 full time equivalents. Expenses are down from last year by \$5,725,406, with zero increase in health insurance, \$549,432 in cost of living increases within the General Fund and Library; \$358,789 in merit increases also within the General Fund and Library; and \$178,990 in new positions. He noted that new construction impact is expected to be \$538,311. Significant cash flow changes include \$377,539 in new growth, \$323,690 in highway users, sales tax and liquor tax, \$113,503 in franchise fees, and \$205,240 in Annexation fees. He noted that annexation fees do not repeat; they are one time money and are used for capital costs. Mr. Tymesen noted that the high water mark gives an indication to the community what the City's intention is and he is requesting a bit higher than originally planned, as the City cannot spend

more money than what it takes in. Mr. Tymesen noted that there were some modified positions, an increase to Council wages, the Police Department moved vehicles and added a Detective position, the Library added a part-time reference clerk, amendments within the annexation fee fund, the movement of the acquisition of the excavator, as well as the addition of a Public Works Inspector position. He noted that the high water mark is proposed at \$89,467,942 with zero percent property tax collection.

DISCUSSION: Mayor Widmyer asked about new growth and when new development comes on the tax roll. Mr. Tymesen explained that no adjustments are done within the year for new growth revenue that it comes in when the certificate of occupancy is issued and hits the new tax roll at the begging of the year. Councilmember McEvers asked what the total number of employees are currently. Mr. Tymesen noted that there are 396.72 full time equivalents. Councilmember Miller asked for clarification as to why there is a change in the request for the high water mark. Mr. Tymesen explained that he hoped new growth would come in higher than what the estimate was from Kootenai County; however, he anticipates it being approximately \$1,000 less. Councilmember Gookin clarified that the elected official salaries will be discussed separately at a future Council meeting.

MOTION: Motion by English, seconded by Gookin to approve **Resolution No. 17-051**, setting the Preliminary Budget for Fiscal Year 2017-2018 at \$89,467,942 and scheduling a public hearing for September 5, 2017.

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

QUASI- JUDICIAL PUBLIC HEARING: ZC-2-17, A PROPOSED ZONE CHANGE FROM R-12 TO R-17, 721 E. SPOKANE AVENUE.

STAFF REPORT: Planner Tami Stroud explained that the applicant has requested a zone change from R-12 (Residential at 12 units per acre) to R-17 (Residential at 17 units per acre). The property is a parcel located at 721 E. Spokane Avenue and is approximately one acre. She noted that the developer would like to construct multi-family housing on the site if zoning is approved. She provided maps depicting the location of the property, surrounding zoning and land uses. She provided a summary of staff comments regarding utilities being adequate. The findings needed tonight include the following: 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 do 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 use. Ms. Stroud reviewed the applicable Comprehensive Plan sections and staff input regarding the finding categories and principle uses within an R-17 zone. She also noted the currently allowed uses within an R-12 zone.

DISCUSSION: Councilmember McEvers asked for clarification regarding the number of single-family dwellings (SFD) versus duplexes that can be placed on the lot. Ms. Stroud noted that if the owner separated the lot into three separate lots, they could have three duplexes or three SFD.

She also noted that the owner could put 12 homes in with the addition of a road. Ms. Stroud clarified that a multi-family building could be 43' tall and if an R-34 density was approved the structure could be 63' feet tall, while duplex and SFD in an R-12 zone can only be 32' in height. Councilmember Miller asked if there was a density bonus available within an R-12 zone. Ms. Stroud noted that a 2-unit density bonus is available. Councilmember Gookin asked for clarification on the use of the armory building to the north of this property. Ms. Stroud clarified that it is a legal non-conforming use within the R-12 zone and is a civic use, currently as storage. If the building went away, it would revert to uses allowable within the R-12 zone.

Councilmember Gookin asked what is the process the owner goes through to get the R-34 density. Ms. Stroud explained that the owner would need to apply for a special use permit that would go before the Planning Commission. Councilmember Gookin expressed concern about the traffic on 7th Street and accidents at the intersection of 7th Street and Harrison Avenue. Councilmember McEvers questioned the compatibility as there is no R-17 zoning surrounding this lot. Ms. Stroud confirmed that there is no R-17 zoning in the area. Councilmember McEvers noted that R-17 usually transitions between zoning districts. Ms. Stroud explained the determination should be if the rezone sets out a piece of property that is consistent with compatible uses. Councilmember Evans noted that within the code it notes that R-17 is appropriate as a transition/buffer, but in this case, it is not acting as a buffer. Mayor Widmyer asked about the PUD to the north. Ms. Stroud explained that the PUD was due to some wastewater limitations years ago, and that it has been there for a long time. Chief White noted that the total numbers of traffic accidents reported within the area in 2015 were two, in 2016 six, and so far this year two accidents have occurred.

Mayor Widmyer called for public comments and the Clerk conducted the oath for each of those testifying.

APPLICANT: Brenny Ross noted he was the owner of the parcel and when he originally purchased the property, his goal was to build cottages under the pocket-housing ordinance. However, with the recent repeal of that code he can only put a SFD or duplex on the lot without going through a major subdivision. He goal was to own all cottages, which would be ground level units. His desire to build a multi-family product on that property pointed toward the R-17 zoning. He believes the R-17 zone transitions from the heavier impact of commercial to residential, which is how he views the armory building. There are containers and semi-trucks that come in to the armory every year with Ironman.

DISCUSSION: Councilmember McEvers said that he understands that Mr. Ross's plans were derailed with the repeal of pocket housing and no replacement code. However, he understands that 12 cottages could be built if Mr. Ross put in a street. Mr. Ross noted that it could be done with a major subdivision that would create public roads and increases property taxes, creates lots with individual sewer and water connects and would be at a far greater expense to him. Mr. Ross would like to get back to original plan of one lot with one ownership and 12 units.

Councilmember Gookin clarified that the cost of sewer water connection would still need to be paid under the pocket housing code, it just would not have required a public road.

Councilmember Gookin asked if Mr. Ross were contacted when the pocket housing code was going to be repealed. Mr. Ross confirmed he was contacted and knew it was coming. He had a

plan ready and had a project review scheduled the day before the repeal. Ms. Stroud clarified that on a one-acre lot the owner could have two single family dwellings or two duplexes or the owner could go through the subdivision process for more units. With a long subdivision and the installation of a road, the owner could have 12 units. Mayor Widmyer noted that the development to the east included a street to create a subdivision.

PUBLIC COMMENTS:

Dave Chamberlin noted that he lives at 7th Street and Harrison Avenue and believes that if an R-17 zone were granted the owner could build up to 42 feet and make the most money he can off the development. He noted that the map demonstrates that this is not a buffered area and felt granting the R-17 zone would start a precedent for more dense development in the area.

Shawn St. Marie noted that he lives on the 1300 block of 7th Street and recently purchased the property under the assumption that it would remain R-12, which could negatively affect his property value. The buffer zones are sufficient for this property, and he believes that it would increase traffic with uncontrolled intersections. He noted that he would be fine with a couple duplexes, but is worried about a potential R-34 zoning. He would like to maintain the original character of the neighborhood.

DISCUSSION: Councilmember Gookin asked Mr. St. Marie what traffic he sees from the armory. Mr. St. Marie noted that he doesn't see much traffic, and that it seems to be used as storage only.

REBUTTAL: Mr. Ross noted that if there is any way possible to get R-17 his goal is still to build ground floor units, not a massive apartment building. The transition is R-12 surrounding the nonconforming use on two sides of his property and he believes it creates a suitable transition. He does have pictures of the Ironman semi-truck traffic at the armory and noted that City Code Enforcement received complaints about dust mitigation of people coming in and out of the building.

Public testimony was closed.

DISCUSSION: Mayor Widmyer asked Mr. Ross since his original plan was dependent upon the pocket housing code, if he could go back and develop under that code, would he? Mr. Ross confirmed that he would. Mayor Widmyer noted that it is the Council's understanding that staff will come back with a new code. Mr. Ross explained that he needs to move forward with the project, and would go back to planning under R-17 to mirror what his original plan was. Mayor Widmyer asked staff how they plan to move forward with pocket housing. Ms. Stroud noted that it was one of the items in the Council approved work plan, so it should be fall or winter. Councilmember Gookin asked when the department decided to repeal the pocket-housing ordinance, what effort was made to contact developers. Ms. Stroud noted that they worked with developers and encouraged them to get pending projects in before the code was repealed. Councilmember English said he felt that this zoning would fit with the neighborhood, but he wants staff to keep on track with pocket housing replacement too.

MOTION: Motion by Gookin, seconded by Edinger to deny ZC-2-17: Proposed Zone Change from R-12 to R-17, 721 E. Spokane Avenue and to make the necessary Findings and Order.

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

LEGISLATIVE PUBLIC HEARING: V-17-5 - REQUEST TO VACATE A PART OF ANNIE AVENUE RIGHT-OF-WAY ADJOINING THE EASTERLY BOUNDARY OF LOT 11 & 12 OF THE BORAH THIRD ADDITION TO THE CITY OF COEUR D'ALENE PLAT

STAFF REPORT: Engineering Project Manager Dennis Grant explained that the applicant, Carolann Curtis, has requested the vacation of a part of Annie Avenue right-of-way that adjoins the easterly boundary of her property on the northeast corner of 8th Street and Annie Avenue (2202 N. 8th Street). The right-of-way was originally dedicated to the City in 1954. There is no financial impact to the City associated with this action. The property is approximately 596 square feet. Mr. Grant mailed 33 requests for comment and two were received with two being in support. He recommends approval of the request.

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

DISCUSSION: Councilmember English asked if the property will be split between two owners. Mr. Grant explained that half of the property would go to each abutting landowner; however, the abutting property is I-90 and the state does not want the other half.

COUNCIL BILL NO. 17-1029

AN ORDINANCE OF THE CITY OF COEUR D'ALENE, IDAHO, VACATING A PART OF THE ANNIE AVENUE RIGHT-OF-WAY, ACCORDING TO THE PLAT OF BORAH THIRD ADDITION, RECORDED IN BOOK D OF PLATS AT PAGE 52 IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY, IDAHO, GENERALLY DESCRIBED AS THAT PART OF THE ANNIE AVENUE RIGHT-OF-WAY NORTH OF THE CENTERLINE OF ANNIE AVENUE AND EAST OF 8TH STREET BEING SITUATED IN THE NORTHEAST QUARTER OF SECTION 12, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND AN EFFECTIVE DATE HEREOF.

MOTION: Motion by English, seconded by Miller, to dispense with the rule and read **Council Bill No. 17-1029** once by title only.

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

MOTION: Motion by Evans, seconded by Miller, to adopt **Council Bill 17-1029**.

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

EXECUTIVE SESSION: Motion by Gookin, seconded by McEvers to enter into Executive Session pursuant to Idaho Code 74-206A (f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated and (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student.

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

The City Council entered into Executive Session at 8:16 p.m. Those present were the Mayor, City Council, City Administrator, Deputy City Administrator, and City Attorney. Council returned to regular session at 8:39 p.m.

MOTION: Motion by Gookin, seconded by English to accept the City Attorney's recommendation of settlement for the Tom Anderl/The Land Company claim. **Motion Carried.**

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

The meeting adjourned at 8:40 p.m.

ATTEST:

Steve Widmyer, Mayor

Renata McLeod, CMC, City Clerk

GENERAL SERVICES COMMITTEE
MINUTES
July 24, 2017
12:00 p.m., Library Community Room

COMMITTEE MEMBERS

Councilmember Ron Edinger, Chairperson
Councilmember Kiki Miller
Councilmember Amy Evans

STAFF

Chief Lee White, PD
Monte McCully, Trail Coordinator,
Mike Becker, WW Utility Proj. Mgr.
Juanita Knight, Senior Legal Assistant
Sam Taylor, Deputy City Administrator
Jim Hammond, City Administrator
Mike Gridley, City Attorney
Tim Martin, Street Superintendent

CITIZENS

Item 1. Purchase of One Patrol Vehicle and Three Unmarked Vehicles.
(Resolution No. 17-052)

Chief White reported that the Police Department had requested several vehicles in the FY 17/18 budget process, but most of those were removed. Due to vacancy savings the department has budget capacity in this fiscal year to fund this purchase. They are looking at purchasing one vehicle for the patrol division and three for the investigative division.

MOTION: by Evans, seconded by Miller, to recommend that Council adopt Resolution No. 17-052 authorizing the Police Department to purchase one (1) patrol vehicle and three (3) unmarked vehicles. Motion Carried.

Item 2. Brooks Seaplane Agreement Renewal.
(Resolution No. 17-052)

Monte McCully said Brooks Seaplane has submitted a written request to extend their lease agreement. Mr. McCully said the current lease agreement expires in 2019 and they've asked to extend the agreement to 2022. Mr. McCully noted that they have been leasing Bay 5 on the commercial dock for over 30 years. The rental amounts, as per the lease agreements, are increased each year based on the current CPI (Consumer's Price Index). The first year of the lease is \$4,670.24 payable as follows, \$3441.23 based on a monthly rental \$491.60 payable on April 1 2018 for the period of April 1, 2018 through October 31, 2018 and \$67.48 which are the 2% fee assessed by the Department of Lands. The off season rate of \$1229.01 is payable on or before November 1, 2018, for the periods of November 1, 2018 through March 31, 2019 and the 2% Department of Lands fee of \$24.10. Annual fee increases will be based on the western CPI.

Council Member Miller questioned why they are submitting a renewal already if it doesn't expire until 2019. Mr. McCully said he'd have to consult with Mr. Greenwood as to why it is so early.

Council Member Evans asked if there has ever been another seaplane company interested in leasing the dock. Mr. McCully said he had asked Mr. Greenwood that question and Mr. Greenwood said no. If someone were to, the City may look into putting it out to bid.

Council Member Miller asked Mike Gridley, City Attorney, if he knows why this is so early. Mr. Gridley said he does not but it may have something to do the Brooks Seaplane business planning.

MOTION: by Evans, seconded by Miller, to recommend that Council adopt Resolution No. 17-052 extending the Brooks Seaplane lease agreement for Bay 5 on the commercial dock to March 31, 2022. Motion Carried.

**Item 3. Change Order for the 2017 Open Trench Sewer Project.
(Resolution No. 17-053)**

Mike Becker is requesting Council authorize Change Orders 1-3 for an increased cost of **\$134,132.41** to the City's Agreement with Big Sky Development - 2017 Open Trench Sewer Project, for a total construction contract amount of **\$457,696.76**.

Mr. Becker explained that typically, the Wastewater Utility (WW) has the contractor awarded the Open Trench Project prep and repave streets demo'd as part of the project scope. After advertising for bids, WW was approached to work with the Streets Department to complete this work and sub-sequentially these line items were removed from the bid via Addendum #1. However, due to a planned early spring construction, asphalt, staff and equipment availability, unseasonably wet spring, and the harsh winter's impact to our City Streets, the Street Department's effort and focus was reprioritized to repairing our City streets. Since BSD was willing to honor the lowest Base Course and Asphalt quote they received from their subcontractors, this scope of work was returned to the project via CO-001 and CO-002.

CO-003 is for the City Work Change Directives 1-6 for 3 new pedestrian ramps and associated surface restoration work and for extending the traffic control during the Water Department's work on Hastings Avenue.

The following is a summary of the 2017 Open Trench Sewer Project Costs:

Original Bid		\$323,564.35
CO-001: Base Rock/Roadway Prep:	\$45,003.00	
CO-002: Asphalt Pavement:	\$76,614.25	
CO-003: Work Change Directives 1-6:	\$12,515.16	
Total Change Order Amount:	\$134,132.41	
Total Adjusted Contract Amount:		\$457,696.76

In compliance with the City's Agreement and with these Change Orders, BSD still completed construction by the May 31st contract date. The Wastewater Utility planned for this project during the FY 2016/17 budget and presently has the available funds for their portion of this project. Nearly 44% (\$58,763.98) of this change order total resulted in Cost Sharing with other City Departments and will be reimbursed to the WW.

It is staff's recommendation that the City Council approve Change Orders 1-3 for an increased cost of **\$134,132.41** to the City's Agreement with Big Sky Development - **2017 Open Trench Sewer Project** , for a total construction contract amount of **\$457,696.76**.

Council Member Miller asked for clarity that this was part of the original bid before the City decided to have our Streets Department do the work. Mr. Becker said that is correct. A couple of weeks before bids were opened we pulled the road prep work from the contract to work with the Streets Department. At that time there was no way of forecasting that we would have such a destructive winter and that the Streets Department would be so busy with repairs and cleanup. Therefore, staff decided to revisit this with the contractor that was awarded the lowest bid.

Council Member Miller asked about the pedestrian ramps. Mr. Becker said that was a Change Order after-thought. During the Engineering Department transition, plans were approved by the previous City Engineer, then Wastewater approached the new City Engineer with plans that would make the streets more uniform for drainage into the existing stormwater system.

MOTION: by Miller, seconded by Evans, to recommend that Council adopt Resolution No. 17-053 approving Change Orders 1-3 for an increased cost to the City's Agreement with Big Sky Development – 2017 Open Trench Sewer Project. Motion Carried.

Item 4. Manhole Utility Adjustment – Pilot Test.
(Presentation)

Mike Becker said that Wastewater shares growing concerns with the public with regards to our utility adjustments. Last year, with working with other departments, counties and cities, staff wanted to evaluate what options they have to resolve some of the settling problems we are having with utility adjustments. Mr. Becker said it is important for the public to understand the progression of deterioration that occurs within pavement. Mr. Becker went on to show slides of various manhole deterioration within the city along various attempts to repair damage. Mr. Becker said they've determined that round cuts have less damage to the concrete and asphalt than the diamond cuts. Less damage to the manhole ring and lids and fewer settling issues. Through research they were able to find a product that was presented to Stormwater, Water, Streets and other municipalities and it has received well reviews from them all. Mr. Becker said the City of Lewiston employs this technology and they've found it withstands the abuse of road wear. The unit they are looking at is a Mr. Manhole Cutter Extractor. Mr. Becker said this system can take minutes to make the cut and then a crew comes in behind it to backfill it while the system moves onto the next manhole. Currently, it takes city staff several days to make these repairs to each manhole.

Mr. Becker said the proposal is that staff would like to conduct a Pilot Test for procurement of under \$50,000 dollars. They would get the construction done this August and September. Wastewater is prepared to select 12 manholes that need to be adjusted anyway. There would be 4 different standards that they utilize. They will work with Stormwater, Streets, and Water to see if they want to participate in this. To keep costs down the contractor has asked the City to provide traffic control and they hydrovac excavation. Wastewater will monitor the wear and tear on the utilities and the streets. Staff has invited seven communities that has expressed interest to come watch the process. Mr. Becker said they he believes Lakes Highway District has also expressed interest. Wastewater does have funds in the budget to do this project. They also want to consider whether the

City wants to do future contracts for professional services to have this done versus having city purchasing the equipment and doing it in-house. Wastewater will then follow-up with a final study report.

Council Member Miller said it seems like they've heard of this pilot test before. Mr. Becker said they had and another Council Member asked that he do a full-blown presentation on it so that the public could see it as well. Mr. Becker said the nearest contractor that has this equipment is in Montana. The Cities of Lewiston and Pasco have employed this technology using this equipment. Mr. Becker said he's reached out to some local contractors who express an interest in investing into this equipment if it's worth their while. If the City did a professional services contract with that contractor the City could enter into a 2 year contract similar to how we do our small rosters contract.

Council Member Miller asked if other municipalities have experience with using this process and how it holds up with using salt during winter months. Mr. Becker said he has and explained that this technology has been out only a couple of years. Two communities near Kalispell, MT said they love it but they cannot tell us, yet, what the salt impact is. We do know that salt reacts with concrete. However, this process has some added steps such as a sealant to protect the concrete as well as a joint sealer.

Council Member Edinger asked Tim Martin, Street Superintendent, what he thinks of this. Mr. Martin said staff spends 6-8 weeks repairing manholes every year. Currently, we don't have the technology to do anything but square cuts. Mr. Martin said this new process would be a huge labor saver and it would give the community more bang for our buck and he supports conducting the pilot test.

Jim Hammond said staff is asking for permission to pilot the program. The city has a substantial number of manholes that do not fit well with the street. Mr. Hammond said, just last week he and Sam Taylor were discussing strategies to address just this issue, so this is timely. He also noted that former Mayor Johnson called recently regarding the condition of manholes within the city. Mr. Hammond said staff would really like to have the opportunity to pilot this program to see if we can improve this process as it is not just an improvement for Wastewater but an improvement to our streets as well.

The meeting adjourned at 12:31 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Juanita Knight", is written over the printed name.

Juanita Knight
General Services Committee Liaison

CITY COUNCIL STAFF REPORT

DATE: August 1, 2017
FROM: Dennis Grant, Engineering Project Manager
SUBJECT: **SS-17-8, Impact Tracts: Final Plat Approval**

DECISION POINT

Staff is requesting the following:

1. City Council approval of the final plat document, a two (2) lot commercial subdivision.

HISTORY

- a. Applicant: Steve Syrcle, PE
Tri-State Consulting Engineers, Inc.
1859 N. Lakewood Drive, Suite 103
Coeur d'Alene, ID 83814
- b. Location: 116 E. Appleway Ave (South side of Appleway Ave between Gov't Way and 4th St)
- c. Previous Action:
 1. Preliminary plat approval, June 27, 2017

FINANCIAL ANALYSIS

There are no financial issues with this development.

PERFORMANCE ANALYSIS

This commercial development is a re-plat of an existing single lot located in Coeur d'Alene. This subdivision created 2 lots. The infrastructure has been previously installed and accepted by the appropriate departments. There were no conditions attached to the plat, therefore, the document is ready for approval and recordation.

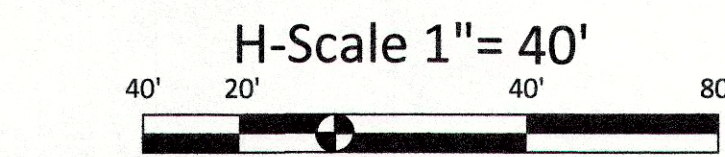
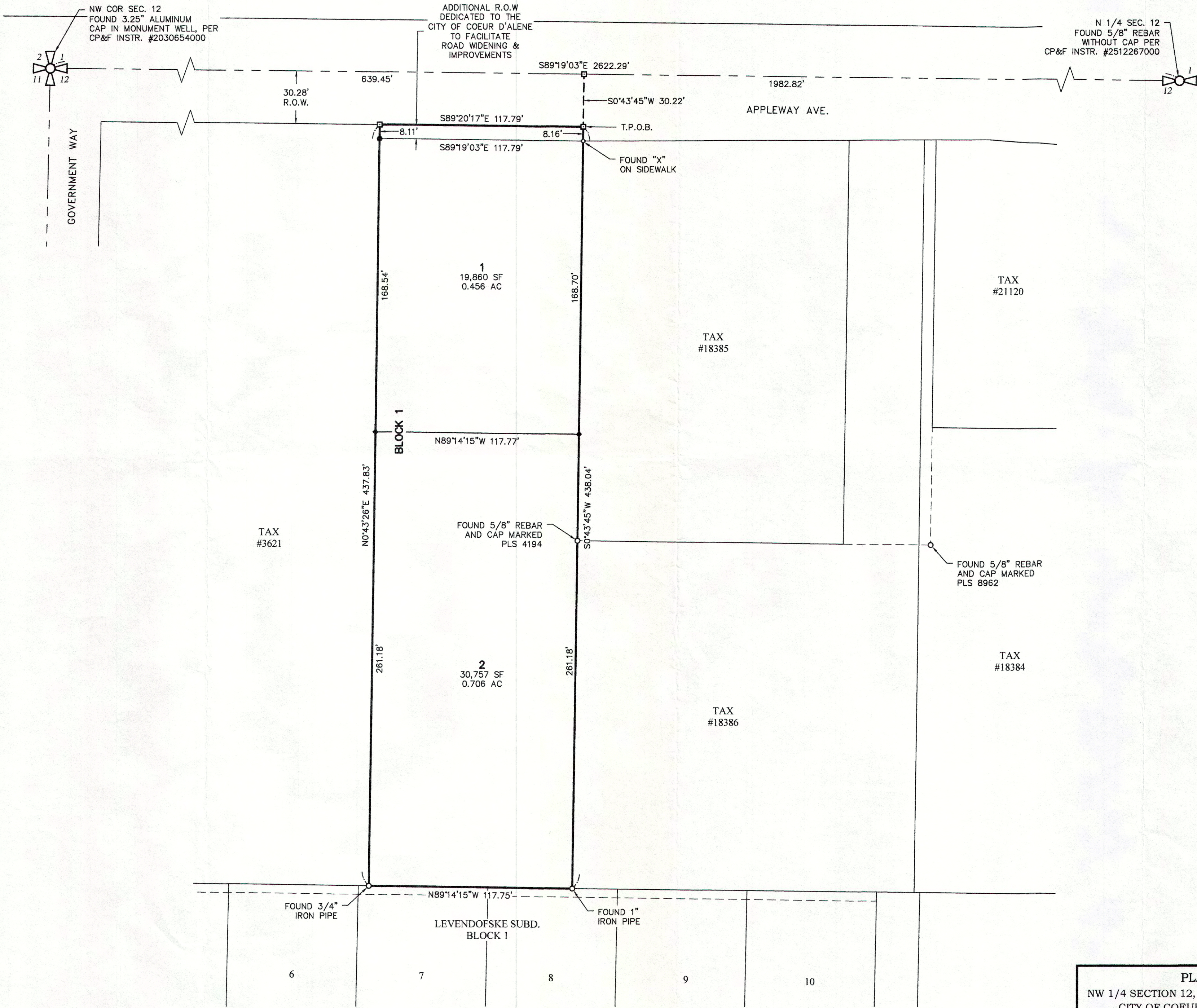
DECISION POINT RECOMMENDATION

City Council approval of the final plat document

IMPACT TRACTS

A PORTION OF THE NW 1/4 OF SECTION 12, TOWNSHIP 50 N., RANGE 4 W., BOISE MERIDIAN,
CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

BOOK PAGE
INST.#



- ### LEGEND
- FOUND MONUMENT AS NOTED
 - ◇ FOUND "X" ON SIDEWALK, OR AS NOTED
 - SET 5/8" x 24" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
 - ◆ SET 1/2" x 24" REBAR WITH YELLOW PLASTIC CAP, P.L.S. 9367
 - CALCULATED POSITION, NOTHING FOUND OR SET
 - ⊕ 1/16 SECTION CORNER AS NOTED
 - ⊙ CENTER SECTION CORNER AS NOTED
 - ⊗ E-W 1/4 SECTION CORNER AS NOTED
 - ⊗ N-S 1/4 SECTION CORNER AS NOTED
 - ⊗ SECTION CORNER AS NOTED
 - CP&F CORNER PERPETUATION & FILING RECORD (WITH INSTRUMENT NO.)
 - R.O.W. RIGHT-OF-WAY
 - T.P.O.B. TRUE POINT OF BEGINNING

- ### REFERENCES
- IN RECORDS OF KOOTENAI COUNTY, IDAHO:
- R-1 W.P.A. CITY PLANNING SURVEY PLAT NO. 21, DATED AUG. 2, 1941.
 - R-2 RECORD OF SURVEY BY JON P. MONACO, PLS 4194. RECORDED IN BOOK 23 OF SURVEYS AT PAGE 373, AS INSTRUMENT NO. 1966380.
 - R-3 RECORD OF SURVEY BY JON P. MONACO, PLS 4194. RECORDED IN BOOK 20 OF SURVEYS AT PAGE 96, AS INSTRUMENT NO. 1609523.
 - R-4 RECORD OF SURVEY BY JON P. MONACO, PLS 4194. RECORDED IN BOOK 10 OF SURVEYS AT PAGE 27, AS INSTRUMENT NO. 1218665.
 - R-5 PLAT OF LEVENDOSKE SUBD. BY LLOYD D. BROWNSON, LS 993. RECORDED IN BOOK D OF PLATS AT PAGE 126, AS INSTRUMENT NO. 349519.

BASIS OF BEARING

AS SHOWN HEREON, BASIS OF BEARING FOR THIS SURVEY IS IDAHO STATE PLANE COORDINATE SYSTEM, WEST ZONE, (1103). US SURVEY FEET. THE PROJECT COORDINATES WERE DERIVED FROM NGS OPUS SOLUTION USING A REFERENCE FRAME OF NAD83 (2011)(EPOCH: 2010.0000). BEARINGS SHOWN ARE GRID AND DISTANCES SHOWN ARE GROUND USING A COMBINED ADJUSTMENT FACTOR (CAF) OF 1.00009674. A CONVERGENCE ANGLE OF - 00°45'55" SHOULD BE USED TO CONVERT GRID BEARINGS TO GEODETIC.

NOTES

1. THERE WAS NO ATTEMPT MADE TO SHOW PHYSICAL FEATURES OF THE PROPERTY, OR TO SHOW ANY NON-RECORDED EASEMENTS, EXCEPT FOR THOSE SHOWN HEREON.



PLAT OF IMPACT TRACTS			
NW 1/4 SECTION 12, TOWNSHIP 50 NORTH, RANGE 4 WEST, B.M., CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO			
DATE SURVEYED: MAY 2017	DRAFTED BY: BAG	PLAT DATE: 06/05/2017	SHEET 1
FILE NAME: 17-066 PLAT	CHECKED BY: CJJ	PROJECT No.: 17-066	2

Johnson Surveying
P.O. Box 2544 Post Falls, ID 83877
208-660-2351
johnsonsurveyingnw.com

IMPACT TRACTS
A PORTION OF THE NW 1/4 OF SECTION 12, TOWNSHIP 50 N., RANGE 4 W., BOISE MERIDIAN,
CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

BOOK PAGE
INST.#

OWNER'S CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS: THAT BEN SINGER LIVING TRUST, HEREBY CERTIFIES THAT IT OWNS THE PROPERTY HEREINAFTER DESCRIBED AND INCLUDES SAID PROPERTY IN A PLAT TO BE KNOWN AS " IMPACT TRACTS".

SAID PARCEL OF LAND BEING TAX NO. 2060 RECORDED IN BOOK 121 OF DEEDS, PAGE 357, RECORDS OF KOOTENAI COUNTY, LYING WITHIN THE NORTHWEST QUARTER OF SECTION 12, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF SAID SECTION 12, BEING A FOUND 3.25" ALUMINUM CAP IN MONUMENT WELL PER CP&F INSTRUMENT NO. 2030654000, FROM WHICH THE NORTH QUARTER CORNER OF SECTION 12 BEARS S89°19'03"E A DISTANCE OF 2622.29 FEET, SAID POINT BEING A FOUND 5/8" REBAR WITHOUT CAP PER CP&F INSTRUMENT NO. 2512267000; THENCE, ALONG THE NORTH SECTION LINE OF SAID SECTION 12 S89°19'03"E A DISTANCE OF 639.45 FEET TO A POINT; THENCE, LEAVING SAID NORTH SECTION LINE S00°43'45"W A DISTANCE OF 30.22 FEET TO A POINT ON THE EXISTING SOUTHERLY RIGHT-OF-WAY OF APPLEWAY AVE. AND THE TRUE POINT OF BEGINNING;

THENCE, CONTINUING S00°43'45"W A DISTANCE OF 438.04 FEET TO A FOUND 1" IRON PIPE;

THENCE, N89°14'15"W A DISTANCE OF 117.75 FEET TO A FOUND 3/4" IRON PIPE;

THENCE, N00°43'26"E A DISTANCE OF 437.83 FEET TO A POINT ON THE EXISITNG SOUTHERLY RIGHT-OF-WAY OF APPLEWAY AVE.;

THENCE, ALONG THE SOUTHERLY RIGHT-OF-WAY OF APPLEWAY AVE S89°20'17"E A DISTANCE OF 117.79 FEET TO THE TRUE POINT OF BEGINNING.

COMPRISING 1.162 ACRES, MORE OR LESS, AND SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, COVENANTS, CONDITIONS, RESTRICTIONS AND AGREEMENTS OF RECORD OR APPEARING ON SAID PLAT.

THE OWNER HEREBY GRANTS AN EASEMENT OVER, UNDER AND ACROSS THE ENTIRETY OF LOT 1 BLOCK 1 FOR INGRESS, EGRESS, PARKING AND THE INSTALLATION AND MAINTENANCE OF UNDERGROUND UTILITIES FOR LOT 2 BLOCK 1.

THE OWNER HEREBY GRANTS AND EASEMENT OVER, UNDER AND ACROSS THE ENTIRETY OF LOT 2 BLOCK 1 FOR THE INSTALLATION AND MAINTENANCE OF A SANITARY SEWER SERVICE TO LOT 1 BLOCK 1.

THE OWNER HEREBY DEDICATES A VARYING WIDTH RIGHT-OF-WAY ALONG THE NORTH BOUNDARY OF LOT 1 BLOCK 1 ADJOINING APPLEWAY AVE., TO THE CITY OF COEUR D'ALENE TO FACILITATE WIDENING AND IMPROVEMENTS TO APPLEWAY AVE.

SANITARY SEWER SERVICE SHALL BE PROVIDED BY THE CITY OF COEUR D'ALENE.

WATER SERVICE SHALL BE PROVIDED BY CITY OF COEUR D'ALENE.

SIGNATURE: BEN SINGER DATE: 7/19/17

PRINT NAME: BEN SINGER

TITLE: _____

NOTARY PUBLIC

ACKNOWLEDGMENT

STATE OF IDAHO)
COUNTY OF KOOTENAI) S.S.

THIS RECORD WAS ACKNOWLEDGED BEFORE ME ON 19th DAY OF July, IN THE YEAR OF 20 17, BY RUBEN SINGER, AS THE TRUSTEE OF THE BEN SINGER LIVING TRUST.

NOTARY PUBLIC: Teresa Y Keith

TERESA Y KEITH
Notary Public
State of Idaho

COMMISSION EXPIRES: 10/09/2018

RECORDER'S CERTIFICATE

I HEREBY CERTIFY THAT THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY, IDAHO THIS _____ DAY OF _____, 20____.

AT _____ M. AND DULY RECORDED IN BOOK _____ OF PLATS AT PAGE(S) _____ AND UNDER INSTRUMENT NO. _____ AT THE REQUEST OF _____.

JIM BRANNON, KOOTENAI COUNTY RECORDER

FEE PAID

CITY COUNCIL APPROVAL

THIS PLAT IS HEREBY APPROVED AND ACCEPTED BY THE CITY COUNCIL OF COEUR D'ALENE, IDAHO, THIS _____ DAY OF _____, 20____.

CITY OF COEUR D'ALENE, ENGINEER

CITY OF COEUR D'ALENE, CLERK

TREASURER'S CERTIFICATE

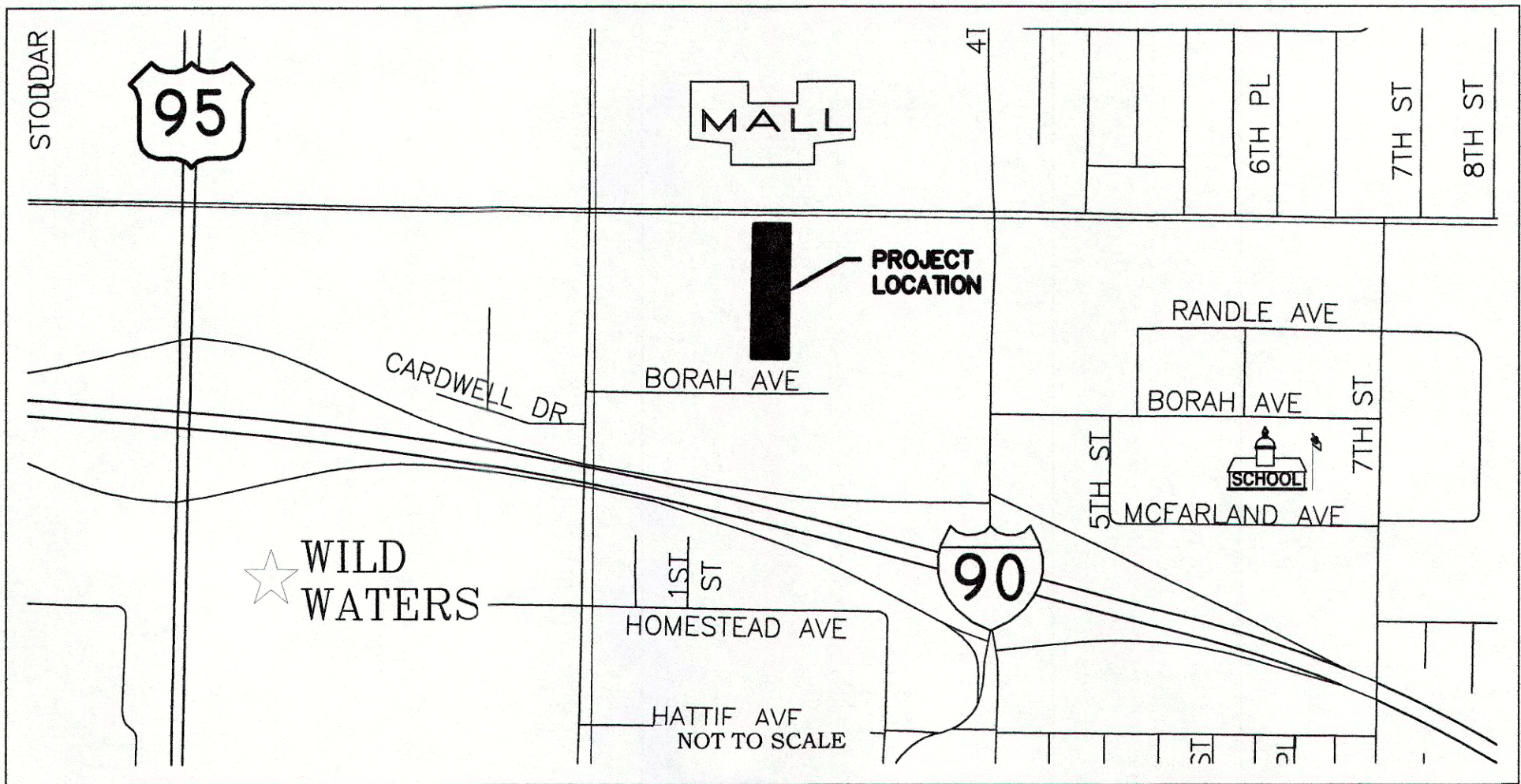
I HEREBY CERTIFY THIS 13th DAY OF July, 2017, THAT THE REQUIRED TAXES ON THE HEREIN PLATTED LAND HAVE BEEN PAID THROUGH

December 31, 2016

Theresa Thomas
KOOTENAI COUNTY TREASURER

Chief Deputy

VICINITY MAP



PANHANDLE HEALTH DISTRICT

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON A REVIEW BY THE QUALIFIED LICENSED PROFESSIONAL ENGINEER (QLE) REPRESENTING THE CITY OF COEUR D'ALENE THAT PREVIOUSLY INSTALLED SEWER AND WATER SERVICES EXIST AND ARE AVAILABLE TO ALL PARCELS WITHIN THIS DEVELOPMENT. SANITARY RESTRICTIONS MAY BE RE-IMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL.

HEALTH DISTRICT SIGNATURE: Paul Jureland DATE: 7/18/17

COUNTY SURVEYOR'S CERTIFICATE

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

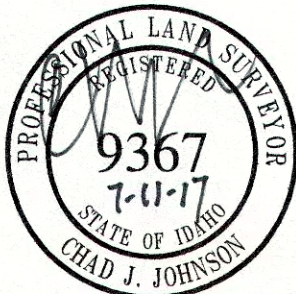
RODNEY E. JONES PLS 12463
KOOTENAI COUNTY SURVEYOR



SURVEYOR'S CERTIFICATE

I, CHAD J. JOHNSON, PLS 9367, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS IS A TRUE SURVEY OF THE PLATTED LAND MADE BY ME, OR UNDER MY DIRECT SUPERVISION, AND THAT APPLICABLE CORNER RECORDS HAVE BEEN FILED, IN COMPLIANCE WITH THE LAWS OF THE STATE OF IDAHO.

Chad J. Johnson 7-11-17
CHAD J. JOHNSON PLS-9367 DATE



PLAT OF IMPACT TRACTS			
NW 1/4 SECTION 12, TOWNSHIP 50 NORTH, RANGE 4 WEST, B.M., CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO			
DATE SURVEYED: MAY 2017	DRAFTED BY: BAG	PLAT DATE: 06/05/2017	SHEET 2
FILE NAME: 17-066 PLAT	CHECKED BY: CJJ	PROJECT No.: 17-066	2

P.O. Box 2544 Post Falls, ID 83877
208-660-2351
johnsonsurveyingnw.com

CITY COUNCIL STAFF REPORT

DATE: August 15, 2017
FROM: Dennis Grant, Engineering Project Manager
SUBJECT: **SS-1-17, Melrose: Final Plat Approval**

DECISION POINT

Staff is requesting the following:

1. City Council approval of the final plat document, a two (2) lot commercial subdivision.

HISTORY

- a. Applicant: Melrose Properties, LLC
2100 Northwest Blvd
Coeur d'Alene, ID 83814
- b. Location: 915, 917, 921 & 923 West Emma Ave. (North side of Emma Ave and west of Medina St. near the intersection of Emma Ave. and Medina St.)
- c. Previous Action:
 1. Preliminary plat approval, March 31, 2017

FINANCIAL ANALYSIS

There are no financial issues with this development.

PERFORMANCE ANALYSIS

This commercial development is a re-plat of an existing single lot located in Coeur d'Alene. This subdivision created 2 lots. The infrastructure has been previously installed and accepted by the appropriate departments. There were no conditions attached to the plat, therefore, the document is ready for approval and recordation.

DECISION POINT RECOMMENDATION

City Council approval of the final plat document

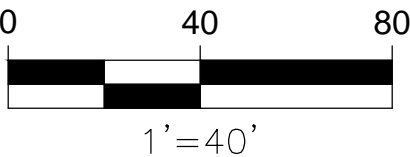
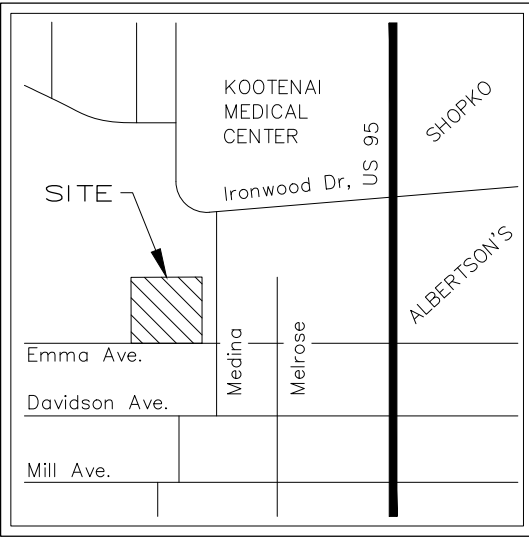
MELROSE

LOTS 7-10, AND ALL VACATED ALLEYWAY WITHIN BLOCK 4 OF KOOTENAI ADDITION AND A PORTION OF GOVERNMENT LOT 14 OF FORT SHERMAN ABANDONED MILITARY RESERVE BEING SITUATED IN THE SE1/4 OF SECTION 11, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

PLAT BOOK _____ PAGE _____

INST. NO. _____

VICINITY MAP
NOT TO SCALE



BASIS OF BEARINGS

THE BASIS OF BEARINGS FOR THIS PLAT IS S88°59'36"E PER PLAT OF INTERLAKE ADDITION, RECORDED IN BOOK 1 OF PLATS, PAGE 241, 241A-241B RECORDS OF KOOTENAI COUNTY.

LEGEND

- QUARTER CORNER, AS NOTED
- FOUND ALUMINUM CAP, AS NOTED
- FOUND 2-1/2" BRASS CAP, MARKED "BRADBURY ESTATES LS 1969"
- FOUND IRON PIPE, SIZE AS NOTED
- FOUND 5/8" REBAR WITH PLASTIC CAP, AS NOTED
- FOUND 5/8" IRON ROD, AS NOTED
- FOUND BOLT, AS NOTED
- SET 5/8" REBAR WITH PLASTIC CAP, MARKED "JUB ENGINEERS PLS 13419"
- CALCULATED POINT, NOTHING FOUND OR SET
- P.O.B. POINT OF BEGINNING
- ORD. ORDINANCE
- INST. NO. INSTRUMENT NUMBER
- BOUNDARY LINE

SURVEYOR'S CERTIFICATE

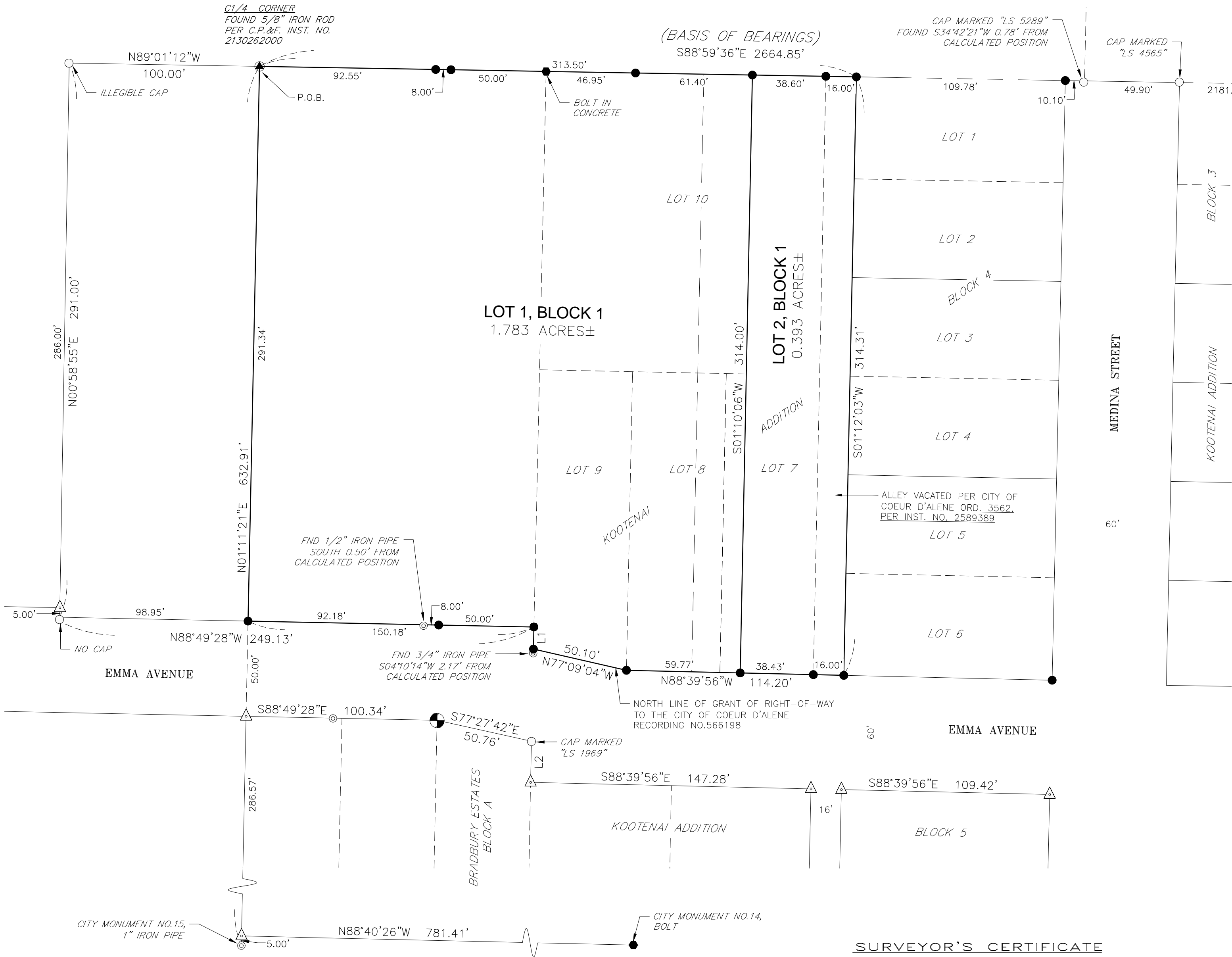
I, JEREMY J. RUSSELL, PROFESSIONAL LAND SURVEYOR NO. 13419 IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL SURVEY MADE BY ME OR UNDER MY SUPERVISION AND ALL CORNERS AND DIMENSIONS ARE CORRECTLY SHOWN AND THAT SAID PLAT IS STAKED ON THE GROUND AS INDICATED HEREON.



RECORD INFORMATION

- R1: KOOTENAI ADDITION TO THE CITY OF COEUR D'ALENE, BOOK C OF PLATS, PAGE 8, RECORDED MAY 21, 1908, RECORDS OF KOOTENAI COUNTY.
- R2: W.P.A. CITY PLAT NUMBER 26, DATED MAY 29, 1951.
- R3: RECORD OF SURVEY BY ROBERT S. NOBIS PLS 687, DATED NOVEMBER 1, 1991, IN BOOK 10 OF SURVEYS AT PAGE 142, RECORDS OF KOOTENAI COUNTY.
- R4: SHORT PLAT OF BRADBURY ESTATES, BOOK 1 OF PLATS AT PAGE 112, RECORDED JANUARY 8, 1991 RECORD OF KOOTENAI COUNTY.
- R5: PLAT OF INTERLAKE ADDITION, BOOK 1 OF PLATS AT PAGE 241, 241A-241B, RECORDED OCTOBER 16, 2000, RECORDS OF KOOTENAI COUNTY.
- R6: IRONWOOD PROFESSIONAL PLAZA CONDOMINIUM PLAT, BOOK 1 OF PLATS AT PAGE 274, RECORDED APRIL 23, 2001, RECORDS OF KOOTENAI COUNTY.
- R7: RECORD OF SURVEY BY SCOTT M. RASOR PLS 6374, DATED DECEMBER 18, 2002, IN BOOK 21 OF SURVEYS AT PAGE 459, RECORDS OF KOOTENAI COUNTY.
- R8: RECORD OF SURVEY BY GALE ROSS DAHLMAN PLS 772, DATED JULY 25, 2003, IN BOOK 22 OF SURVEYS AT PAGE 123, RECORDS OF KOOTENAI COUNTY.

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N01°15'41"E	11.59'
L2	S01°06'13"W	21.59'



MELROSE

LOTS 7-10, AND ALL VACATED ALLEYWAY WITHIN BLOCK 4 OF KOOTENAI ADDITION AND A PORTION OF GOVERNMENT LOT 14 OF FORT SHERMAN ABANDONED MILITARY RESERVE BEING SITUATED IN THE SE1/4 OF SECTION 11, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO

PLAT BOOK PAGE

INST. NO.

OWNER'S CERTIFICATE

THIS IS TO CERTIFY THAT MELROSE PROPERTIES, LLC. IS THE RECORD OWNER OF THE REAL PROPERTY DESCRIBED HEREIN AND HAVE CAUSED THE SAME TO BE PLATTED, BEING LOTS 7-10, AND ALL VACATED ALLEYWAY WITHIN BLOCK 4 OF KOOTENAI ADDITION, ACCORDING TO THE PLAT THEREOF RECORDED IN BOOK C OF PLATS, PAGE 9, RECORDS OF KOOTENAI COUNTY, IDAHO AND A PORTION OF GOVERNMENT LOT 14 OF THE FORT SHERMAN ABANDONED MILITARY RESERVE BEING SITUATED IN THE SOUTHEAST 1/4 OF SECTION 11, TOWNSHIP 50 NORTH, RANGE 4 WEST, BOISE MERIDIAN, ALSO DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTER 1/4 CORNER OF SAID SECTION 11 (FROM WHICH THE EAST 1/4 CORNER OF SAID SECTION BEARS SOUTH 88°59'36"E, 2664.85 FEET); THENCE SOUTH 88°59'36" EAST ALONG THE NORTH LINE OF SAID SOUTHEAST 1/4, A DISTANCE OF 313.50 FEET, MORE OR LESS, TO THE NORTHWEST CORNER OF LOT 1, BLOCK 4 OF SAID PLAT;

THENCE SOUTH 01°12'03" WEST ALONG THE WESTERLY BOUNDARY OF LOTS 1 THROUGH 6, BLOCK 4, INCLUSIVE, OF SAID PLAT, A DISTANCE OF 314.31 FEET, MORE OR LESS, TO THE NORTHERLY RIGHT-OF-WAY LINE OF EMMA AVENUE;

THENCE NORTH 88°39'56" WEST ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF SAID EMMA AVENUE, A DISTANCE OF 114.20 FEET;

THENCE NORTH 77°09'04" WEST CONTINUING ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF SAID EMMA AVENUE, A DISTANCE OF 50.10 FEET;

THENCE NORTH 01°15'41" EAST CONTINUING ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF SAID EMMA AVENUE, A DISTANCE OF 11.59 FEET;

THENCE NORTH 88°49'28" WEST CONTINUING ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF SAID EMMA AVENUE, A DISTANCE OF 150.18 FEET, MORE OR LESS, TO THE WEST LINE OF THAT CERTAIN PARCEL AS DESCRIBED AS PARCEL "C" IN WARRANTY DEED DATED APRIL 10, 2007, RECORDED AS INSTRUMENT NUMBER 2093286000, RECORDS OF KOOTENAI COUNTY, IDAHO;

THENCE NORTH 01°11'21" EAST ALONG SAID WEST LINE, A DISTANCE OF 291.34 FEET TO THE POINT OF BEGINNING.

CONTAINING 2.176 ACRES, MORE OR LESS, SUBJECT TO ALL EXISTING EASEMENTS AND RIGHTS-OF-WAY OF RECORD AND/OR APPEARING ON SAID TRACT.

DOMESTIC WATER SERVICES AND SANITARY SEWER SERVICES TO BE PROVIDED BY THE CITY OF COEUR D'ALENE.

MELROSE PROPERTIES, LLC.
BY: RYAN NIPP, MEMBER

ACKNOWLEDGEMENT

THE STATE OF IDAHO)
) SS.
COUNTY OF KOOTENAI)

ON THIS DAY DAY OF , 20 , BEFORE ME, A NOTARY PUBLIC IN AND FOR THE STATE, PERSONALLY APPEARED RYAN NIPP KNOWN OR IDENTIFIED TO ME TO BE A MEMBER FOR MELROSE PROPERTIES, LLC. WHOSE NAME IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME.

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND AND SEAL ON THE DAY AND YEAR WRITTEN ABOVE.

NOTARY PUBLIC IN AND FOR THE STATE OF
RESIDING AT

MY COMMISSION EXPIRES:

NOTARY PUBLIC

SURVEYOR'S CERTIFICATE

I, GEREY J. RUSSELL, PROFESSIONAL LAND SURVEYOR NO. 13419 IN THE STATE OF IDAHO, DO HEREBY CERTIFY THAT THIS PLAT IS BASED ON AN ACTUAL SURVEY MADE BY ME OR UNDER MY SUPERVISION AND ALL CORNERS AND DIMENSIONS ARE CORRECTLY SHOWN AND THAT SAID PLAT IS STAKED ON THE GROUND AS INDICATED HEREON.



CITY COUNCIL APPROVAL

THIS PLAT IS HEREBY APPROVED BY THE CITY COUNCIL OF COEUR D'ALENE, IDAHO ON THIS DAY DAY OF , 20 .

CITY OF COEUR D'ALENE, ENGINEER

CITY OF COEUR D'ALENE, CLERK

TREASURER CERTIFICATE

I HEREBY CERTIFY THAT THE TAXES DUE FOR THE PROPERTY DESCRIBED HEREIN PROPERTY HAVE BEEN FULLY PAID UP TO AND INCLUDING THE

YEAR . DATED THIS DAY DAY OF , 20 .

KOOTENAI COUNTY TREASURER

COUNTY RECORDER CERTIFICATE

I HEREBY CERTIFY THIS PLAT WAS FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF KOOTENAI COUNTY

THIS DAY OF , 20 AT O'CLOCK M., IN BOOK

OF PLATS, AT PAGE(S) , INSTRUMENT NO. AT THE REQUEST OF

FEE .

KOOTENAI COUNTY RECORDER

PANHANDLE HEALTH DISTRICT APPROVAL

SANITARY RESTRICTIONS AS REQUIRED BY IDAHO CODE, TITLE 50, CHAPTER 13 HAVE BEEN SATISFIED BASED ON THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) APPROVAL OF THE DESIGN PLANS AND SPECIFICATIONS AND THE CONDITIONS IMPOSED ON THE DEVELOPER FOR CONTINUED SATISFACTION OF THE SANITARY RESTRICTIONS. BUYER IS CAUTIONED THAT AT THE TIME OF THIS APPROVAL, NO DRINKING WATER OR SEWER/SEPTIC FACILITIES WERE CONSTRUCTED. BUILDING CONSTRUCTION CAN BE ALLOWED WITH APPROPRIATE BUILDING PERMITS IF DRINKING WATER OR SEWER FACILITIES HAVE BEEN CONSTRUCTED OR IF THE DEVELOPER IS SIMULTANEOUSLY CONSTRUCTING THOSE FACILITIES. IF THE DEVELOPER FAILS TO CONSTRUCT FACILITIES OR MEET THE OTHER CONDITIONS OF DEQ, THEN SANITARY RESTRICTIONS MAY BE REIMPOSED, IN ACCORDANCE WITH SECTION 50-1326, IDAHO CODE, BY THE ISSUANCE OF A CERTIFICATE OF DISAPPROVAL, AND NO CONSTRUCTION OF ANY BUILDING OR SHELTER REQUIRING WATER OR SEWER/SEPTIC FACILITIES SHALL BE ALLOWED.

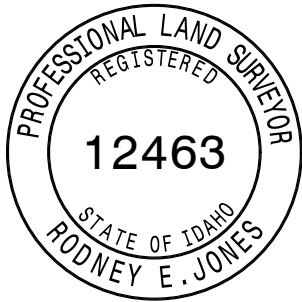
HEALTH DISTRICT SIGNATURE: DATE:


COUNTY SURVEYOR CERTIFICATE

I HEREBY CERTIFY THAT I HAVE EXAMINED THE HEREIN PLAT OF MELROSE AND CHECKED THE COMPUTATIONS THEREON AND HAVE

DETERMINED THAT THE REQUIREMENTS OF THE STATE OF IDAHO CODE PERTAINING TO PLATS AND SURVEYS HAVE BEEN MET. ON THIS DAY

DAY OF , 20 .



MELROSE			
LOTS 7-10, BLK 4 (INCLUDING VACATED ALLEY) OF KOOTENAI ADD., AND A PORTION OF GOV'T LOT 14, BEING SITUATED IN THE SE1/4 OF SEC. 11, T 50N, R 4W, B.M., CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO			
 Engineers • Surveyors • Planners	J-U-B ENGINEERS, Inc. 7825 Meadowlark Way Coeur d'Alene, Idaho 83815 Phone: 208.762.8787		
	DWG NAME: 20-16-068_V-PLAT.DWG		
DR. DFG	CH. GJR	SHEET 2 OF 2	
SCALE: NONE	DATE: July 5, 2017	PROJ. NO.: 20-16-068	

RESOLUTION NO. 17-052

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING THE BELOW MENTIONED CONTRACTS AND OTHER ACTIONS OF THE CITY OF COEUR D'ALENE INCLUDING THE APPROVAL OF THE PURCHASE OF POLICE VEHICLES, THE APPROVAL OF A LEASE RENEWAL FOR THE COMMERCIAL DOCK WITH BROOKS SEAPLANE.

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

- A) Approval of the purchase of one (1) patrol vehicle and three (3) unmarked vehicles;
- B) Approval of a Lease Agreement renewal with Brooks Seaplane for Bay 5 on the commercial dock;

AND

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

NOW, THEREFORE,

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

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

DATED this 1st day of August, 2017.

Steve Widmyer, Mayor

ATTEST

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER EDINGER Voted _____

_____ was absent. Motion _____.

CITY COUNCIL
STAFF REPORT

DATE: August 1, 2017

FROM: Lee White, Chief of Police

SUBJECT: Purchase of vehicles

Decision Point:

Authorization to purchase one (1) patrol vehicle and three (3) unmarked vehicles.

History:

The Coeur d'Alene Police Department has a long history of purchasing from our local dealerships at the State Bid price. The requested 2017 Ford Police SUV is a current model used by our Department and meets all the requirements for a patrol vehicle. Because the vehicle already comes equipped with some lights there will be minimal build time required to have the vehicle assigned to our fleet and ready for use. Additionally, some of the extra equipment that needs to be added to the vehicle to make it "street ready" will be repurposed from another vehicle that is being decommissioned.

Three unmarked vehicles in our fleet have very high mileage and are in varying states of disrepair and mechanical failure. The city shop has told us that based on the condition of these vehicles, repairing them is not in the best interest of the City, and we will surplus these vehicles.

Financial Analysis:

Lake City Ford has a 2017 Ford Explorer Police SUV that is available for patrol use. The vehicle, with state bid pricing and dealer-installed lights will cost \$36,069.00. Some additional police equipment will be needed to make this car ready for patrol use, but the department will make every effort to repurpose equipment from a surplus vehicle.

The department is currently looking at lease returns, used vehicles, and new vehicles for use in the detective division. Current bids have the price of these vehicles at approximately \$30,000 each, but we will continue to try to find the best price.

The Police Department had requested several vehicles in the FY 17/18 budget process, but most of those were removed. The department has budget capacity in this fiscal year to fund this purchase.

Decision Point:

The Police Department requests authorization to purchase one (1) patrol vehicle and three (3) unmarked vehicles.

GENERAL SERVICES STAFF REPORT

Date: July 17, 2017
From: Bill Greenwood, Parks & Recreation Director
SUBJECT: **Brooks Seaplane Agreement Renewal** *(Council Action Required)*

DECISION POINT:

Extend the Brooks Seaplane agreement.

HISTORY:

Brooks Seaplane has been leasing Bay 5 on the commercial dock for over 30 years.

FINANCIAL ANALYSIS:

The rental amounts, as per the lease agreements, are increased each year based on the current CPI (Consumer's Price Index). The first year of the lease is \$4,670.24 payable as follows, \$3441.23 based on a monthly rental \$491.60 payable on April 1 2018 for the period of April 1, 2018 through October 31, 2018 and \$67.48 which are the 2% fee assessed by the Department of Lands. The off season rate of \$1229.01 is payable on or before November 1, 2018, for the periods of November 1, 2018 through March 31, 2019 and the 2% Department of Lands fee of \$24.10. Annual fee increases will be based on the western CPI

PERFORMANCE ANALYSIS:

Brooks Seaplane currently has a 2-year lease extension of this agreement for the periods from April 1 2020 to March 31. 2022by submitting to the city a written request for an extension after April 1, 2019, and prior to September 1, 2019. Section 3 of this agreement allows them to submit a written request for a two-year extension of their lease.

DECISION POINT / RECOMMENDATION:

Extend the lease agreement with Brooks Seaplane.

LEASE AGREEMENT

THIS LEASE, entered into this 1st day of August, 2017, by and between the CITY OF COEUR D'ALENE, a municipal corporation organized and existing under the laws of the state of Idaho, whose address is 710 E. Mullan Avenue, Coeur d'Alene, Idaho 83814, hereinafter referred to as the "Lessor," and GRANT D. BROOKS d/b/a **BROOKS SEAPLANE SERVICE, INC.**, with its mailing address at P O Box 1028, Coeur d'Alene, Idaho 83816, hereinafter referred to as the "Lessee,"

W I T N E S S E T H:

That the Lessor, for and in consideration of the rents and covenants hereinafter mentioned to be paid and performed by the Lessee, does hereby lease and let unto the Lessee the following described moorage on the South side of the City Dock, to wit:

THAT SPACE DESCRIBED AS BAY 5 ON THE SOUTH SIDE OF
THE CITY DOCK.

Said bay is depicted on the attached drawings identified as Exhibit "A," and by this reference incorporated herein.

Section 1. Term: The term of this lease shall be two (2) years commencing April 1, 2018, and ending March 31, 2020. Any property left beyond March 31, 2020, will be impounded and returned to the Lessee only upon payment of reasonable impounding costs, fees, and storage. All rent is to be paid in advance as described below.

Section 2. Rental: The Lessee agrees to pay as rental for the right of such moorage space and the use of said portion of said dock for the first year of the lease, the sum of Four Thousand Six Hundred Seventy and 24/100 Dollars (\$4,670.24) payable as follows: Three Thousand Four Hundred Forty-One and 23/100 Dollars (\$3,441.23), based on a monthly rental of Four Hundred Ninety One and 60/100 Dollars (\$491.60), payable on April 1, 2018, for the period of April 1, 2018, through October 31, 2018, and Sixty Seven and 48/100 Dollars (\$ 67.48) which is the 2% fee assessed by the Department of Lands as identified in Section 4; and One Thousand Two Hundred Twenty Nine and 01/100 Dollars (\$ 1,229.01) payable on or before November 1, 2018, for the period of November 1, 2018, through March 31, 2019, based on a monthly fee of Two Hundred Forty-Five and 80/100 Dollars (\$245.80), and Twenty Four and 10/100 (\$24.10) which is the 2% fee assessed by the Department of Lands as identified in Section 4. Payments for rental for each subsequent year shall be made in advance of April 1 for the period of April 1 through October 31, and in advance of November 1 for the period of November 1 through March 31. Annual fee increases will be based on the Consumer Price Index (CPI) Western.

Section 3. Renegotiation: Lessee may request in writing a two (2) year extension of this agreement for the period from April 1, 2020, to March 31, 2022, by submitting to Lessor a written request for extension after April 1, 2019, and prior to September 1, 2019. Upon receipt of such request, the Lessor will consider whether it will grant an additional two (2) year extension and if so, the parties may mutually renegotiate terms applicable to said extension. Such request can be made, in writing, in each succeeding even year between the dates of April 1 and November 1.

If the parties are unable to negotiate terms mutually agreeable to both parties within sixty (60) days of the date of receipt of the request from Lessee for an extension of the original agreement or extension of the extended agreement, then no extension shall occur and the lease shall expire according to previously agreed upon terms.

Section 4. Additional Rental: The State of Idaho Land Board has initiated a fee or other charge against the Lessor, during the term of this lease, for maintenance, operation, placement, and use of the City Dock, the Lessee shall pay to the Lessor its proportionate share of such rental or fee which for the first year of this lease is \$93.40, or 2% of the annual fee. This fee is included in Section 2, should the State of Idaho charge any other or additional fee Lessee shall be responsible for a proportionate share.

Section 5. Utilities: The Lessee agrees to pay all electrical services and other utility costs incurred at said dock.

Section 6. Maintenance: The Lessee agrees at Lessee's sole cost within 5 five days to repair any damage done to the City Dock, including but not limited to decking, railings, pilings, walkways, and float logs, caused by the Lessee, Lessee's employees, agents, customers, or equipment and to promptly notify the City Parks Director of any such damages. Lessee is expected to not conduct any activity, or operate equipment in any manner that could potentially cause damage to the City Dock, including but not limited to decking, railings, pilings, walkways, and float logs.

Section 7. Improvements or Construction: The Lessee shall not construct anything on or about said dock without the written consent of the Director of Parks. The Lessee agrees that City has the right to reconstruct and modify, including expansion of the dock, at any time during the term of the Lease. Lessee further agrees that it shall have no claim against Lessor for any inconvenience or lost income that may result from reconstruction, modification, or expansion of the dock.

Section 8. Signs: Except as set forth in this section and in Section 10, entitled "Souvenir Sales," no signs for advertising purposes or otherwise shall be attached to the dock or affixed in the area adjacent to the dock, except a small sign designating the owner or the name of the boat and its location, which sign must be approved by the Director of Parks and be in conformance with the Municipal Sign Code.

Section 9. Alcoholic Beverages: The Lessee shall not dispense by gift, sale or otherwise, or allow anyone else on the deck or watercraft for which the space is leased, to dispense by gift or sale, or otherwise, any alcoholic beverage, including but not limited to beer and wine, within the City limits of the City of Coeur d'Alene which extends 1,000 feet from the shoreline. The Lessee shall not

permit any person to debark from the watercraft to the City dock with any opened, sealed or unsealed container of any alcoholic beverage.

Section 10. Souvenir Sales: The Lessee may sell from the dock non-food items directly related to its business, with the following conditions. The only items that may be sold are hats, t-shirts, sweatshirts, mugs, drinking cups, bumper stickers, and pennants provided such items either bear the Lessee vendor's logo or some other mark indicating a relation to the Lessee vendor's business. Provided, however, that sales and display of the items are to be confined to the interior of their respective booths, which booths and location must be approved in writing by the Parks Director prior to placement and must be removed from the premises at the close of each day. Signs advertising the items for sale must be approved by the Parks Director and be in conformance with the Municipal Sign Code. The City reserves the right to direct Lessee to immediately cease the sale of souvenir items if in the City's sole discretion the continued sale of souvenir items creates an unsafe condition upon the City's dock. In such event, Lessee shall have no claim for damages against Lessor.

Section 11. Use of Leased Premises: It is understood and agreed that the Lessee will use the leased premises and any dock extension owned by the Lessee only for the moorage of his seaplanes, to offer rides in seaplanes to the public, and to student fliers participating in his seaplane flying school, to sell gasoline to other seaplanes and, when necessary in emergencies caused by weather conditions or the condition of visiting seaplanes, to allow such seaplanes to be moored or stored on or at the part of the dock being leased by the Lessee. The Lessee shall make no sales from the dock of merchandise of any type including but not limited to watercraft, food, beverages, except the sale of gasoline to other seaplanes and souvenir sales as allowed by Section 10 entitled "Souvenir Sales." It is further understood and agreed that the general public shall at all times be invited to patronize the Lessee and shall have free access to and from the dock and the use thereof without charge by the Lessee. Lessor, or its Parks Director, shall approve the manner of the moorage of the seaplanes or of the dock extension. Due to increased water activity on the 4th of July, access to the dock will be restricted for commercial activity from 6:00 p.m. to the following morning.

Section 12. Liability: The Lessee covenants to defend, indemnify, and hold the Lessor harmless from any and all demands, loss or liability resulting at any time or times from injury to or the death of any person or persons and/or from damage to any and all property occurring from the negligence or other fault or omission of the Lessee, Lessee's agents, employees and/or patrons in and about the leased premises, on or about or during cruises, flights, other activities associated with Lessee's use, or resulting from noncompliance with any law, ordinance, or regulation respecting the condition, use, occupation, sanitation or safety of the leased premises or any part thereof. The phrase in and about the leased premises shall mean the City Dock and all other areas owned, maintained, or regulated by Lessor upon which Lessee's customers and potential customers, invitee's, employees, and agents utilize in the course of his/her cruise, flights, other activities associated with Lessee's use, or inquiry about the same on Lessee's watercraft or in the course of access to or egress from Lessee's watercraft, including specifically, but not limited to, the waters surrounding the dock, the beach, sidewalks, ramp, parking areas, and other amenities and structures whether natural or manmade in the vicinity of the City Dock upon which or by which a customer, potential customer, invitee, employee, and agent of Lessee crosses until that person has left City property. To this end, the Lessee

shall at its own expense obtain a policy or contract of insurance or comprehensive liability plan naming the Lessor as an additional insured, which policy, contract or plan shall insure against loss for personal injury or death or property damage in an amount of at least One Million Dollars (\$1,000,000). Insurance coverage shall include coverage for those claims which arise in and about the leased premises as defined above. A copy of such policy shall be filed in the office of the City Clerk together with a certificate of insurance showing such policy to be in effect at all times during the term of this lease. The certificate of insurance in a form acceptable to the City shall provide at least thirty (30) days written notice to the Lessor prior to cancellation of the policy. This policy must run for the entire period of this lease.

Section 13. Assignability: Lessee shall not assign the lease or sublet the bay, or any part thereof, during the term hereof, without first having obtained the written consent of the Lessor to do so.

Section 14. Filing of Charges and Schedules: The Lessee shall at all times during the term hereof keep on file with the City Clerk of Coeur d'Alene a current schedule of its hours of operation and charges to the public.

Section 15. Interference with Use by Other Lessees: The Lessee shall not hamper or interfere with the use of the dock or other moorage spaces leased by the Lessor to other lessees.

Section 16. Removal in Emergency: Should it appear to the Lessor that because of flooding or other danger, the property of the Lessor is endangered by the mooring of watercraft, the Lessee shall, immediately after receiving notice, remove the watercraft from the leased premises until the danger has ceased as determined by Lessor.

Section 17. Other Laws: Lessee agrees it shall comply with all local, state, and federal laws, statutes, rules and regulations, including agency rules and regulations, which may apply to Lessee's use of the leased premises.

Section 18. Underground Fuel Tanks(s): Lessee agrees to provide all inspection reports and documents to the Parks & Recreation Director with 5 business days of receipt.

Section 19. Default: In the event that the Lessee fails, neglects, or refuses to perform any covenant or condition required of Lessee herein, Lessor may terminate this lease and reenter and retake possession of the leased space, retaining any and all payments made by the Lessee as liquidated damages, or the Lessor may, at its option, enforce the specific performance of the terms hereof, or take such other recourse as may be open to it in law or in equity. In any of such events, the Lessee agrees to pay all expenses, including a reasonable attorney's fee, in any suit or action brought by the Lessor.

Lessee further agrees, in the event of default, that Lessor may impound property moored at or on the dock and store the same at Lessee's expense at a location chosen by Lessor.

Section 20. Notice: Provided, however, that before declaring such default, the Lessor shall notify the Lessee in writing of the particulars in which it deems the Lessee to be in default, and the Lessee shall have seven (7) days from the time such written notice has been placed in the United States Mail addressed to the Lessee at the last address the Lessee has left with the Lessor, with proper postage affixed, within which to remedy the default. Any notice required herein to be given to City shall be written and deemed received by City when personally delivered to the office of the City Clerk, 710 Mullan Avenue, Coeur d'Alene, Idaho 83814. Any notice required herein to be given to Lessee shall be written and deemed received by Lessee when addressed to P.O. Box 1028, Coeur d'Alene, Idaho 83816 and deposited in the United States mail with proper postage affixed thereto. In lieu of service by mail, a notice of default or of termination may be served in the manner provided for the service of process under the Idaho Rules of Civil Procedure, Rule 5(b).

Section 21. Lessor's Option to Terminate Lease: The Lessor may at any time after ten (10) day's written notice terminate this lease, retake possession of the leased space upon payment to the Lessee of the prorated, unearned portion of the lease payment. The notice of the exercise by the Lessor of its option to terminate the lease will identify any infraction in this agreement that causes termination, or the city may terminate the agreement for construction, access, or other needs or uses of said lease site.

Section 22. Time of the Essence: Time is of the essence of this Lease.

Section 23. Parking: The parties recognize that the city is involved in a process of developing a downtown public properties plan that may modify, move or eliminate some parking in the present downtown public parking lots. Lessee acknowledges and agrees that this may occur and may affect the parking areas presently used by lessee's customers. In the event of said occurrence lessees hereby release, hold harmless and waive any claim whatsoever lessee may have against the Lessor its employees, agents, elected and appointed officials in the event parking is modified.

The terms and provisions hereof shall extend to and be binding upon the heirs, executors, administrators, and assigns of the respective parties.

IN WITNESS WHEREOF, the Lessor has caused this lease to be executed by its Mayor and attested by its City Clerk, and the corporate seal hereunto affixed, and the Lessee has signed the same, the day and year first above written.

LESSOR:
CITY OF COEUR D'ALENE

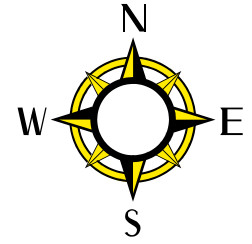
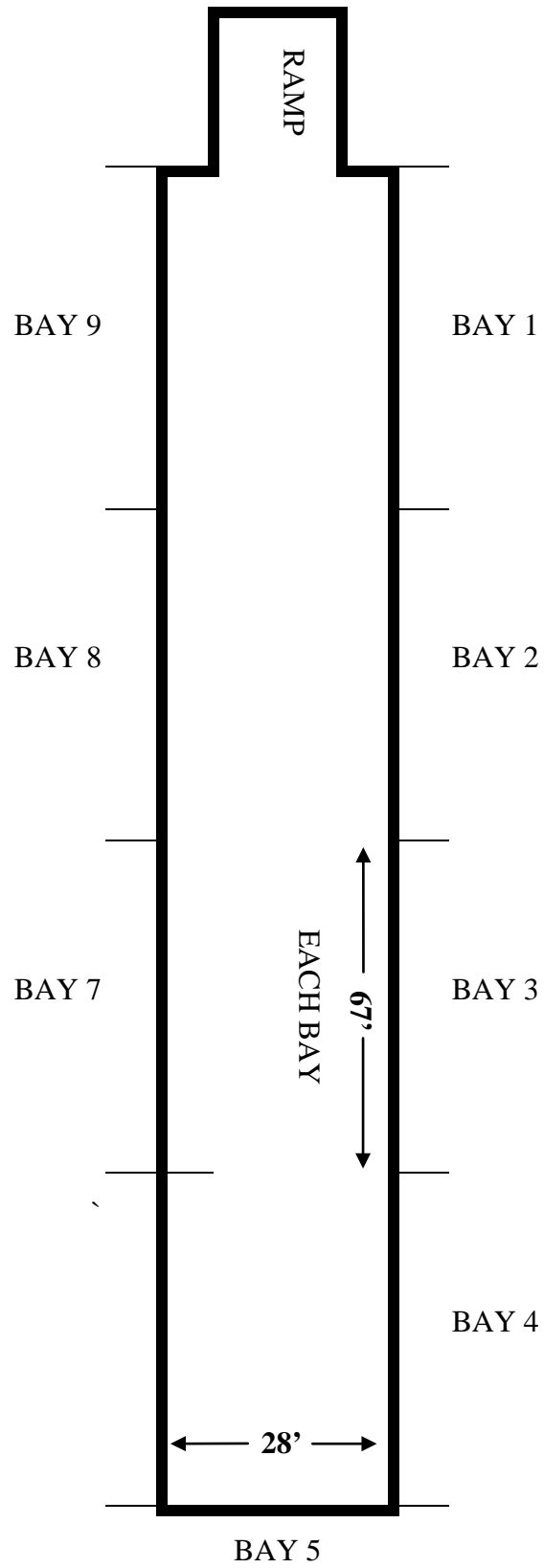
LESSEE:
GRANT D. BROOKS d/b/a
BROOKS SEAPLANE SERVICE

By: _____
Steve Widmyer, Mayor

By: _____
Grant D. Brooks, President

By: _____
Renata McLeod, City Clerk

Exhibit "A"



Brooks Seaplane

ANNOUNCEMENTS

Memo to Council

DATE: July 27, 2017

RE: Appointments to Boards/Commissions/Committees

The following reappointment is presented for your consideration for the August 1st Council Meeting:

TINA JOHNSON

Arts Commission

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

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Sam Taylor, Arts Commission Liaison

GENERAL SERVICES COMMITTEE

PUBLIC WORKS COMMITTEE STAFF REPORT

DATE: July 24, 2017
FROM: Mike Becker, Wastewater Utility Project Manager
SUBJECT: Change Order for the **2017 Open Trench Sewer Project**

=====

DECISION POINT:

The City Council is requested to approve Change Orders 1-3 for an increased cost of **\$134,132.41** to the City's Agreement with Big Sky Development - **2017 Open Trench Sewer Project** , for a total construction contract amount of **\$457,696.76**.

HISTORY:

Typically, the Wastewater Utility (WW) has the contractor awarded the Open Trench Project prep and repave streets demo'd as part of the project scope. After advertising for bids, WW was approached to work with the Streets Department to complete this work and sub-sequentially these line items were removed from the bid via Addendum #1. However, due to a planned early spring construction, asphalt, staff and equipment availability, unseasonably wet spring, and the harsh winter's impact to our City Streets, the Street Department's effort and focus was reprioritized to repairing our City streets. Since BSD was willing to honor the lowest Base Course and Asphalt quote they received from their subcontractors, this scope of work was returned to the project via CO-001 and CO-002.

CO-003 is for the City Work Change Directives 1-6 for 3 new pedestrian ramps and associated surface restoration work and for extending the traffic control during the Water Department's work on Hastings Avenue.

FINANCIAL ANALYSIS:

The following is a summary of the 2017 Open Trench Sewer Project Costs:

Original Bid		\$323,564.35
CO-001: Base Rock/Roadway Prep:	\$45,003.00	
CO-002: Asphalt Pavement:	\$76,614.25	
CO-003: Work Change Directives 1-6:	\$12,515.16	
Total Change Order Amount:	\$134,132.41	
Total Adjusted Contract Amount:		\$457,696.76

PERFORMANCE ANALYSIS:

In compliance with the City's Agreement and with these Change Orders, BSD still completed construction by the May 31st contract date. The Wastewater Utility planned for this project during the FY 2016/17 budget and presently has the available funds for

PUBLIC WORKS COMMITTEE STAFF REPORT

their portion of this project. Nearly 44% (\$58,763.98) of this change order total resulted in Cost Sharing with other City Departments and will be reimbursed to the WW.

RECOMMENDATION:

It is staff's recommendation that the City Council approve Change Orders 1-3 for an increased cost of **\$134,132.41** to the City's Agreement with Big Sky Development - **2017 Open Trench Sewer Project** , for a total construction contract amount of **\$457,696.76**.

RESOLUTION NO. 17-053

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING CHANGE ORDERS #1, #2, and #3 TO THE CONTRACT WITH BIG SKY DEVELOPMENT, INC., FOR THE 2017 OPEN TRENCH PROJECT.

WHEREAS, the city of Coeur d'Alene, pursuant to Resolution No. 17-011, entered into a contract dated the 21st day of February, 2017, with Big Sky Development, Inc., for the 2017 Open Trench Project pursuant to advertised bidding specifications; and

WHEREAS, it has been determined that modifications to the contract were necessary for the completion of the project in a timely manner; and

WHEREAS, due to the requirements of the construction schedule, the change orders were approved by the Wastewater Utility and the project has been completed pursuant to the contract and the change orders; and

WHEREAS, the Wastewater Utility has requested that the city of Coeur d'Alene approve Change Orders #1, #2, and #3 at an additional cost of One-hundred Thirty-four Thousand One-hundred Thirty-two and 41/100 Dollars (\$134,132.41), copies of which change orders are attached hereto and marked as Exhibits "1," "2," and "3," and by reference made a part hereof, thereby increasing the total contract price to Four-hundred Fifty-seven Thousand Six-hundred Ninety-six and 76/100 Dollars (\$457,696.76); and

WHEREAS, the City Council deems it to be in the best interests of the city of Coeur d'Alene and the citizens thereof to approve such change orders.

NOW, THEREFORE,

BE IT RESOLVED, that the Mayor and City Council of the city of Coeur d'Alene hereby agree to the requested Change Orders #1, #2, and #3 in and to the scope of the original specifications and contract with Big Sky Development, Inc., as set forth above, copies of which Change Orders #1, #2, and #3 are attached hereto as Exhibits "1," "2," and "3" and by reference made a part hereof.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk be and they are hereby authorized to execute any and all documents necessary to effect and ratify such change orders on behalf of the city of Coeur d'Alene.

DATED this 1st day of August, 2017.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER EDINGER Voted _____

_____ was absent. Motion _____.

CHANGE ORDER
No. 001

DATE OF ISSUANCE: April 26, 2017

EFFECTIVE DATE: April 26, 2017

Project: 2017 Open Trench Project	Owner: Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Notice To Proceed: Mar 27, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

*Furnish and install 6" of base rock on Schedule B and C. Provide traffic control through testing and acceptance of base rock.
Complete compaction testing on base course under direction of Engineer and Owner.*

Attachments (list documents supporting change):

Big Sky RFC-001

CHANGE IN CONTRACT PRICE:

Original Contract Price

\$323,564.35

CHANGE IN CONTRACT TIMES:

Original Contract Times

☐ Working days ☒ Calendar days

Substantial Completion (days or date): May 26, 2017 (60 calendar days)

Ready for final payment (days or date): June 25, 2017 (30 calendar days)

~~[Increase]~~ ~~[Decrease]~~ from previously approved ~~[Increase]~~ ~~[Decrease]~~ from previously approved Change Order No.

Substantial Completion (days or date): May 26, 2017

Ready for final payment (days or date): June 25, 2017

Contract Price prior to this Change Order:

\$323,564.35

Contract Times prior to this Change Order:

Substantial Completion (days or date): May 26, 2017

Ready for final payment (days or date): June 25, 2017

~~[Increase]~~ ~~[Decrease]~~ of this Change Order

\$45,003.00

~~[Increase]~~ ~~[Decrease]~~ of this Change Order

Substantial Completion (days or date): 10 days

Ready for final payment (days or date): 0 days

Contract Price incorporating this Change Order: Contract Times with all approved Change Orders:

\$368,567.35

Substantial Completion (days or date): June 5, 2017

Ready for final payment (days or date): July 5, 2017

RECOMMENDED:

BY: 
Engineer (Authorized Signature)

DATE: April 26, 2017

ACCEPTED:

BY: 
Owner (Authorized Signature)

DATE: 04/26/2017

ACCEPTED:

BY: 
Contractor (Authorized Signature)

DATE: 4/28/17

Approved by Funding Agency (if applicable):

Date: _____



RFC-001
ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

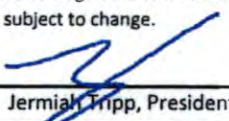
CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 4/19/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Install 6" of 3/4" base rock for Asphalt on Sch B & C	SY	3,732.00	\$ 10.25	\$ 38,253.00
Compaction Testing on base rock	EA	18.00	\$ 175.00	\$ 3,150.00
Traffic Control Base Rock	LS	1.00	\$ 3,600.00	\$ 3,600.00
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL				\$ 45,003.00

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

Forty Five Thousand Three Dollars and No Cents (in words)	\$ 45,003.00 (in figures)
---	-------------------------------------

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is **subject to change**.

Authorized Signature:  Date: 4/25/2017
Jeremiah Tripp, President

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____ Date: _____
Printed Name/Title: _____

CHANGE ORDER
No. 002

DATE OF ISSUANCE: May 8, 2017

EFFECTIVE DATE: May 8, 2017

Project: 2017 Open Trench Project	Owner: Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Notice To Proceed: Mar 27, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Contractor to furnish and install 3" of Superpave Class SP-3 1/2" aggregate hot mix asphalt in accordance with section SP-02510.

Cost includes traffic control, mobilization, and utility adjustments, in accordance with attached documents.

Note that asphalt testing will be paid for in a subsequent change order, and are to be completed on a time and materials basis.

Attachments (list documents supporting change):

CO-002 Unit Price Schedule

BSD RFC-002

CHANGE IN CONTRACT PRICE:

Original Contract Price

\$323,564.35

Original Contract Times

Substantial Completion (days or date):

Ready for final payment (days or date):

CHANGE IN CONTRACT TIMES:

☐ Working days ☒ Calendar days

May 26, 2017 (60 calendar days)

June 25, 2017 (30 calendar days)

[Increase] ~~[Decrease]~~ from previously approved Change Order No. 1

\$45,003.00

Substantial Completion (days or date):

Ready for final payment (days or date):

June 5, 2017

June 25, 2017

Contract Price prior to this Change Order:

\$368,567.35

Contract Times prior to this Change Order:

Substantial Completion (days or date):

Ready for final payment (days or date):

June 5, 2017

June 25, 2017

[Increase] ~~[Decrease]~~ of this Change Order

\$76,614.25

~~[Increase]~~ ~~[Decrease]~~ of this Change Order

Substantial Completion (days or date):

Ready for final payment (days or date):

0 days

0 days

Contract Price incorporating this Change Order: Contract Times with all approved Change Orders:

\$445,181.60

Substantial Completion (days or date):

Ready for final payment (days or date):

June 5, 2017

June 25, 2017

RECOMMENDED:

BY: 
Engineer (Authorized Signature)

DATE: May 8, 2017

ACCEPTED:

BY: 
Owner (Authorized Signature)

DATE: 05/08/2017

ACCEPTED:

BY: 
Contractor (Authorized Signature)

DATE: 5/9/17

Approved by Funding Agency (if applicable):

Date:

CO-002 Unit Price Schedule

UNIT PRICE SCHEDULE ADJUSTMENTS					
ITEM	ITEM	QUAN.		UNIT	TOTAL
NO.	DESCRIPTION	ADJ	UNIT	PRICE	PRICE
GENERAL					
1103	Traffic Control	1	LS	\$2,400.00	\$2,400.00
SCHEDULE B: ALLEY BETWEEN A AND B STREETS					
307.4.1.G.1	Type "B" Surface Restoration (Superpave HMA, Class SP-3, 1/2" Aggregate)	353	SY	\$29.00	\$10,237.00
1103	Utility adjustments	4	EA	\$350.00	\$1,400.00
2010	Additional mobilization for paving	1	LS	\$1,500.00	\$1,500.00
SCHEDULE C: HASTINGS AVENUE					
307.4.1.G.1	Type "B" Surface Restoration (Superpave HMA, Class SP-3, 1/2" Aggregate)	3,379	SY	\$17.75	\$59,977.25
1103	Utility adjustments	10	EA	\$350.00	\$3,500.00
SUBTOTAL:					\$76,614.25

CUSTOMER: City of CDA **JOB NAME:** 2017 Open Trench **DATE:** 5/8/2017
ADDRESS: _____ **JOB ADDRESS:** _____ **CONTACT:** Pete Stayton
CITY, ST, ZIP: _____ **CITY, ST, ZIP:** _____ **PHONE/FAX:** _____

Description	Unit	Qty	Unit Price	Total Amount
Install 3" Asphalt (Base Rock in previous WCD) (SCHEDULE C)	SY	3,379.00	\$ 17.75	\$ 59,977.25
Install 3" Asphalt at 3 Intersections (SCHEDULE B)	SY	353.00	\$ 29.00	\$ 10,237.00
Additional Mobe for Patches	EA	1.00	\$ 1,500.00	\$ 1,500.00
Asphalt Testing per spec (to be billed T&M upon completion)	LS	1.00	TBD	\$ -
Traffic Control for AC Install	LS	1.00	\$ 2,400.00	\$ 2,400.00
Utility Adjustments	EA	TBD	\$ 350.00	TBD
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above. (Total price is based on Asphalt Testing per spec, not per email).				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL			\$	74,114.25

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

Seventy Four Thousand One Hundred Fourteen Dollars and Twenty Five Cent:	\$ 74,114.25
(in words)	(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature: _____ Date: 5/8/2017
Jermiah Tripp, President

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____ Date: _____
Printed Name/Title: _____

CHANGE ORDER
No. 003

DATE OF ISSUANCE: May 10, 2017

EFFECTIVE DATE: May 10, 2017

Project: 2017 Open Trench Project	Owner: Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Notice To Proceed: Mar 27, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Attachments (list documents supporting change):

JUB WCD-001, WCD-002, WCD-003, WCD-004, WCD-005, WCD-006

BSC proposals: WCD-001, WCD-002, WCD-003, WCD-004, WCD-005, WCD-006

CHANGE IN CONTRACT PRICE:

Original Contract Price

\$323,564.35

CHANGE IN CONTRACT TIMES:

Original Contract Times

☐ Working days ☒ Calendar days

Substantial Completion (days or date): May 26, 2017 (60 calendar days)

Ready for final payment (days or date): June 25, 2017 (30 calendar days)

[Increase] ~~[Decrease]~~ from previously approved [Increase] ~~[Decrease]~~ from previously approved Change Order No. _____
Change Orders

\$121,617.25

Substantial Completion (days or date): 10 Days

Ready for final payment (days or date): 0 Days

Contract Price prior to this Change Order:

\$445,181.60

Contract Times prior to this Change Order:

Substantial Completion (days or date): June 5, 2017

Ready for final payment (days or date): June 25, 2017

[Increase] ~~Decrease~~ of this Change Order

\$12,515.16

[Increase]-[Decrease] of this Change Order

Substantial Completion (days or date): 0 days

Ready for final payment (days or date): 0 days

Contract Price incorporating this Change Order: Contract Times with all approved Change Orders:

\$457,696.76

Substantial Completion (days or date): June 5, 2017

Ready for final payment (days or date): June 25, 2017

RECOMMENDED:

BY: [Signature]
Engineer (Authorized Signature)

DATE: May 10/2017

ACCEPTED:

BY: [Signature]
Owner (Authorized Signature)

DATE: 5/12/17

ACCEPTED:

BY: _____
Contractor (Authorized Signature)

DATE: 5/18/17

Approved by Funding Agency (if applicable):

Date:

CO-003 Unit Price Schedule

DOCUMENT	ITEM DESCRIPTION	QUAN.	UNIT	UNIT PRICE	TOTAL PRICE
WCD-001					
	Pedestrian Ramp - Schedule A, S Side of Garden Ave.	1	EA	\$1,400.00	\$1,400.00
WCD-002					
	Pedestrian Ramps - Schedule A, N Side of Garden Ave.	2	EA	\$1,450.00	\$2,900.00
	Sidewalk removal, preparation, and installation - Schedule A, N Side of Garden Ave.	20	SY	\$90.00	\$1,800.00
WCD-003					
	Vertical Curb - Schedule A, W. side of Military Dr.	4	LF	\$47.06	\$188.24
	Vertical Curb - Schedule A, S. side of Garden Ave.	4	LF	\$47.06	\$188.24
	Remove additional asphalt - Schedule A, W. Side of Garden Ave.	48	SY	\$3.41	\$163.68
	Additional subgrade prep - Schedule A, W. Side of Garden Ave.	48	SY	\$25.00	\$1,200.00
WCD-004					
	Connect existing CB to new SDMH - Schedule C, E. Side of Hastings Ave.	1	LS	\$805.00	\$805.00
WCD-005					
	Remove concrete road base, and install new CDF road base - Schedule A	1	LS	\$870.00	\$870.00
WCD-006					
	Provide temporary traffic control from 4/24-5/8 - Schedule C	1	LS	\$3,000.00	\$3,000.00
				TOTAL:	\$12,515.16

Work Change Directive

No. 001

Date of Issuance: April 5, 2017

Effective Date: April 5, 2017

Project: 2017 Open Trench Project	Owner: City of Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Date of Contract: February 23, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Install a new pedestrian ramp on Schedule A at Sta. 10+38, 27' Right

Attachments (list documents supporting change): Unit Price Schedule & Details of work to be performed.

Purpose for Work Change Directive:

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- ☐ Nonagreement on pricing of proposed change.
- ☒ Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$ TBD (estimated increase) Contract Time (increase/decrease)
Calendar days

If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Recommended for Approval by Engineer:	Date <u>April 5, 2017</u>
Authorized for Owner by:	Date <u>04/06/2017</u>
Received for Contractor by:	Date <u>04/07/17</u>
Received by Funding Agency (if applicable):	Date:

NOTES:
N1: CONCRETE WORK TO BE NO CLOSER TO HYDRANT THAN BELOW OUTERMOST NUTS.

N2: TYPE 2 STORM DRAIN FRAME WITH HOOD BUILT INTO CURB. MAINTAIN 3" OF CONCRETE ON THE EAST SIDE – MINIMUM.

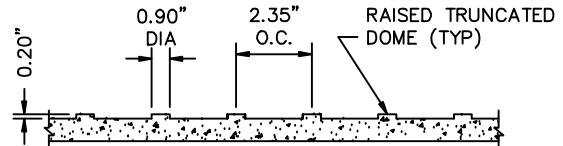
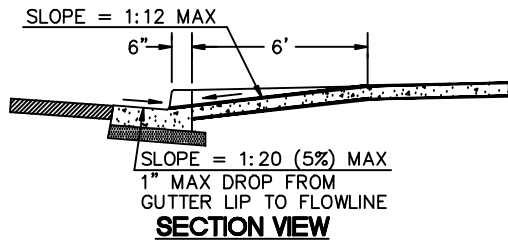
N3: CONSTRUCT ADA COMPLIANT PEDESTRIAN RAMP WITH TACTILE WARNING STRIP, CHEEKWALL, CURB AND UNOBSTRUCTED LANDINGS, IN ACCORDANCE WITH CITY STANDARD DRAWING C-14.

N4: CONSTRUCT VERTICAL CURB, JOIN TO EXISTING MATCHING ELEVATIONS AND GRADES. EXTEND NEW CURB TO NEXT JOINT IF WITHIN 36". 706.4.1.A.3

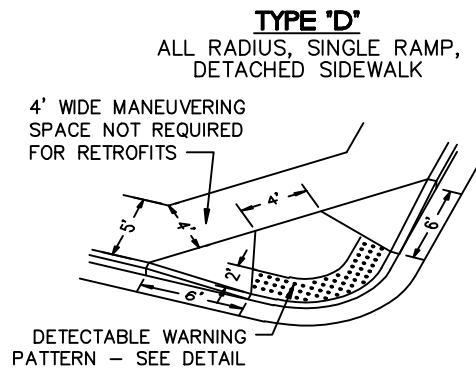
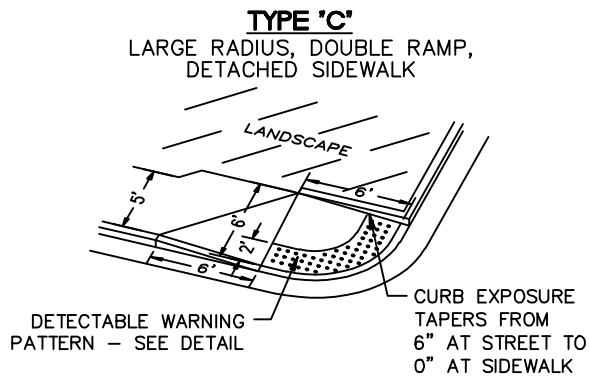
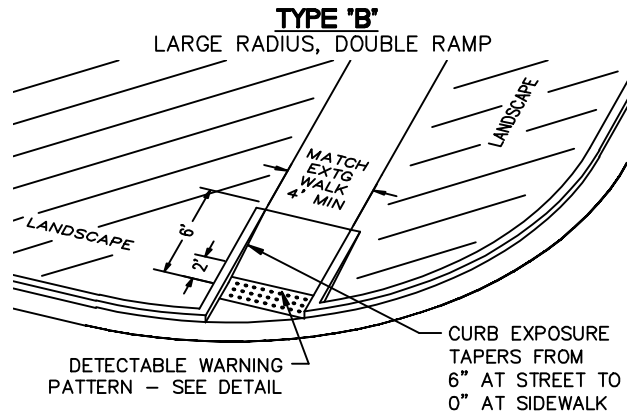
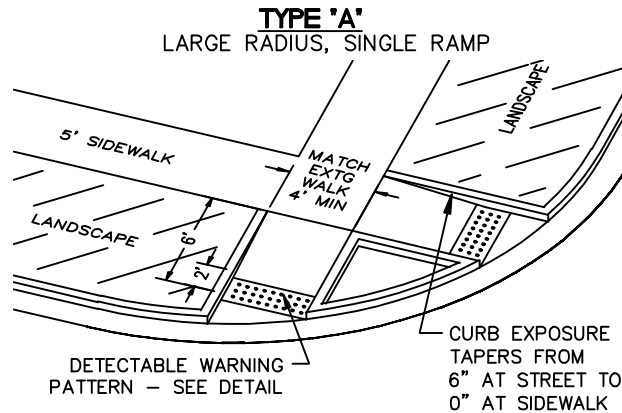
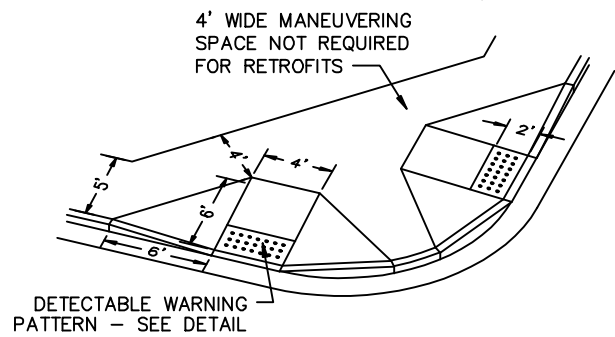
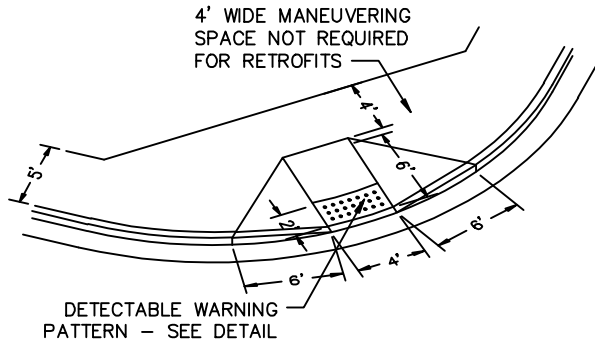
GENERAL NOTES:
THE FRAME ON THE CB MAY NEED TO BE SLID SLIGHTLY TO THE WEST TO ACHIEVE THE MINIMUM 36" RAMP WIDTH.

ADA NOTES:
*MINIMUM RAMP WIDTH: 36"
*LANDINGS TO BE FLAT AND AS WIDE AS RAMP AND AT LEAST 36" LONG.
*MAXIMUM RAMP SLOPE = 1:12 (8.33%)
*MAXIMUM RAMP CROSS SLOPE = 1:48 (2%)
*RAMP TO BE SLIP RESISTANT (BROOM FINISH CONCRETE)
*ELEVATION BREAKS TO BE LESS THAN 1/4"
MAXIMUM ROADWAY SLOPE: 5%





DETECTABLE WARNING PATTERN
"ARMOUR TILE" OR APPROVED EQUAL



NOTES:

1. RAMPS SHALL NOT CONFLICT WITH EXISTING CATCH BASINS OR DROP INLETS.
2. DIMENSIONS SHOWN ASSUME 6" CURB HEIGHT.
3. ALL RAMP SLOPES SHALL BE 1:12 MAXIMUM.

REVISION	APPROVED	DATE	CITY OF COEUR d'ALENE STANDARD DRAWING		APPROVED BY:	
			<p style="text-align: center;">PEDESTRIAN RAMP</p>		 CITY ENGINEER, PE 7432	4/1/08
						DATE:
					DWG NO.	C-14



WCD-001 PROPOSAL

ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 4/19/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Survey, grade, prep and pour ped ramp	EA	1.00	\$ 1,400.00	\$ 1,400.00
Install additional curb	LF	20.00	\$ 47.06	\$ 941.20
ADDRESSED IN FINAL QUANTITY ADJUSTMENT				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL				\$ 2,341.20

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

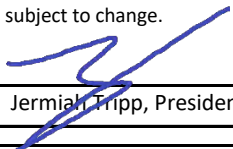
Two Thousand Three Hundred Forty One Dollars and Twenty Cents

\$ ~~2,341.20~~

(in words)

(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature: 
Jeremiah Tripp, President

Date: 4/19/2017

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____

Date: _____

Printed Name/Title: _____

Work Change Directive

No. 002

Date of Issuance: April 6, 2017

Effective Date: April 6, 2017

Project: 2017 Open Trench Project	Owner: City of Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Date of Contract: February 23, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Install two new pedestrian ramps on Schedule A, per the attached drawings
2	Install two new sidewalk panels on Schedule A, per the attached drawings

Attachments (list documents supporting change): Unit Price Schedule & Details of work to be performed.

Purpose for Work Change Directive:

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- ☐ Nonagreement on pricing of proposed change.
- ☒ Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$ TBD (estimated increase) Contract Time (increase/decrease)

Calendar days

If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Recommended for Approval by Engineer:	Date <u>April 6, 2017</u>
Authorized for Owner by:	Date <u>04/06/2017</u>
Received for Contractor by:	Date <u>04/07/17</u>
Received by Funding Agency (if applicable):	Date:

NOTES:

N1: CONSTRUCT TWO ADA COMPLIANT PEDESTRIAN RAMPS WITH TACTILE WARNING STRIP, CHEEKWALL, CURB AND UNOBSTRUCTED LANDINGS, IN CONFORMANCE WITH ADA STANDARDS AND TYPE C RAMPS ON CITY STANDARD DRAWING C-14 (ATTACHED).

N2: CONSTRUCT VERTICAL CURB MATCHING EXISTING RADIUS, AS PER ORIGINAL DESIGN, AND PAID FOR UNDER ORIGINAL CONTRACT WITH CDA WW DEPT. 706.4.1.A.3

N3: REPLACE THE TWO INDICATED SIDEWALK PANELS

N4: RETAIN AND PROTECT EXISTING SIDEWALK

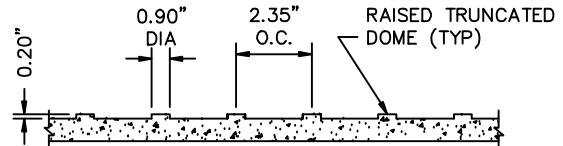
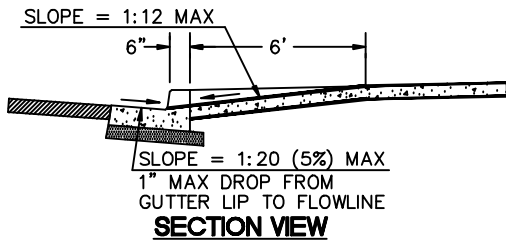
N5: COORDINATE POSSIBLE CURB REPLACEMENT WITH CITY WASTEWATER STAFF AND J-U-B ENGINEERS.

N6: INSTALL 2.5" CONDUIT UNDER RAMP FOR FUTURE IRRIGATION LINES (SHOWN AS BLUE LINES).

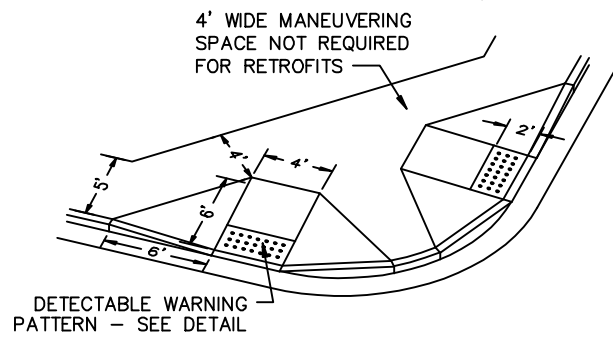
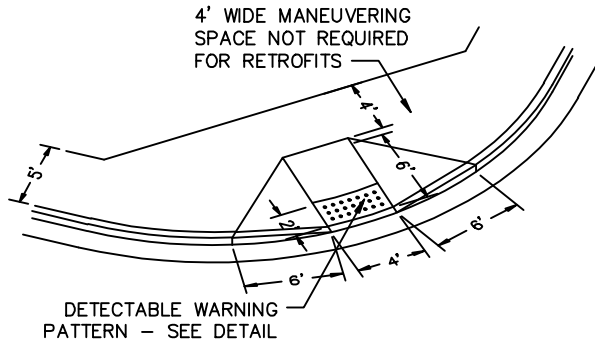
ADA NOTES:

- *LANDINGS TO BE FLAT AND AS WIDE AS RAMP AND AT LEAST 36" LONG.
- *MAXIMUM RAMP SLOPE = 1:12 (8.33%)
- *MAXIMUM RAMP CROSS SLOPE = 1:48 (2%)
- *RAMP TO BE SLIP RESISTANT (BROOM FINISH CONCRETE)
- *ELEVATION BREAKS TO BE LESS THAN 1/4"
- *MAXIMUM ROADWAY SLOPE: 5%



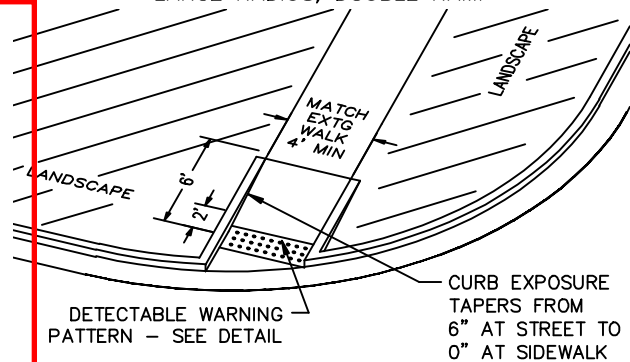
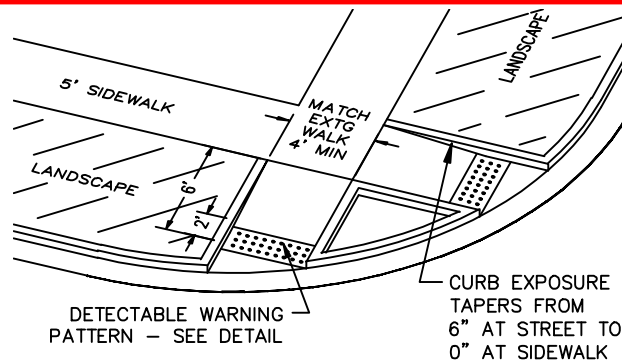


DETECTABLE WARNING PATTERN
"ARMOUR TILE" OR APPROVED EQUAL



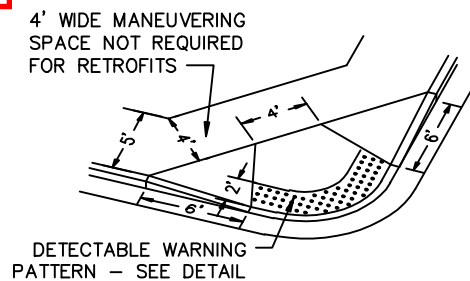
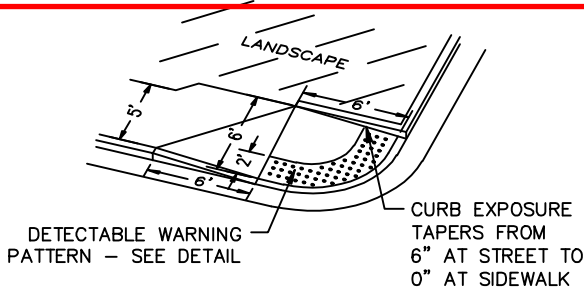
TYPE 'A'
LARGE RADIUS, SINGLE RAMP

TYPE 'B'
LARGE RADIUS, DOUBLE RAMP



TYPE 'C'
LARGE RADIUS, DOUBLE RAMP,
DETACHED SIDEWALK

TYPE 'D'
ALL RADIUS, SINGLE RAMP,
DETACHED SIDEWALK



TYPE 'E'
SMALL RADIUS, SINGLE RAMP,
SIDEWALK ONE DIRECTION

TYPE 'F'
SMALL RADIUS, SINGLE RAMP,
SIDEWALK BOTH DIRECTIONS

NOTES:

1. RAMPS SHALL NOT CONFLICT WITH EXISTING CATCH BASINS OR DROP INLETS.
2. DIMENSIONS SHOWN ASSUME 6" CURB HEIGHT.
3. ALL RAMP SLOPES SHALL BE 1:12 MAXIMUM.

REVISION	APPROVED	DATE	CITY OF COEUR d'ALENE STANDARD DRAWING		APPROVED BY:	
			PEDESTRIAN RAMP		 CITY ENGINEER, PE 7432	4/1/08
						DATE:
					DWG NO.	C-14



WCD-002 PROPOSAL

ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

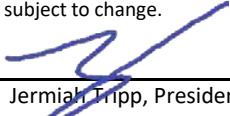
CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 4/19/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Survey, grade, prep and pour ped ramp	EA	2.00	\$ 1,450.00	\$ 2,900.00
Remove existing, prep and pour sidewalk panels	SY	20.00	\$ 90.00	\$ 1,800.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL			\$	4,700.00

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

#NAME? _____	\$ 4,700.00
(in words)	(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature:  Date: 4/19/2017
Jeremiah Tripp, President

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____ Date: _____
Printed Name/Title: _____

Work Change Directive

No. **003**

Date of Issuance: April 6, 2017

Effective Date: April 6, 2017

Project: 2017 Open Trench Project	Owner: City of Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Date of Contract: February 23, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Install approximately 8 LF of vertical curb at Sta. 10+05, 16' Right
2	Remove approximately 48 SY of additional asphalt, per attached drawings.

Attachments (list documents supporting change): Unit Price Schedule & Details of work to be performed.

Purpose for Work Change Directive:

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:


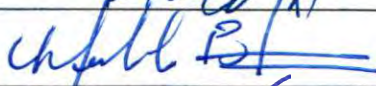
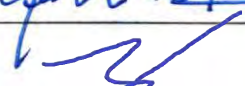
- ☐ Nonagreement on pricing of proposed change.
- ☒ Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$ TBD (estimated increase) Contract Time (increase/decrease)

Calendar days

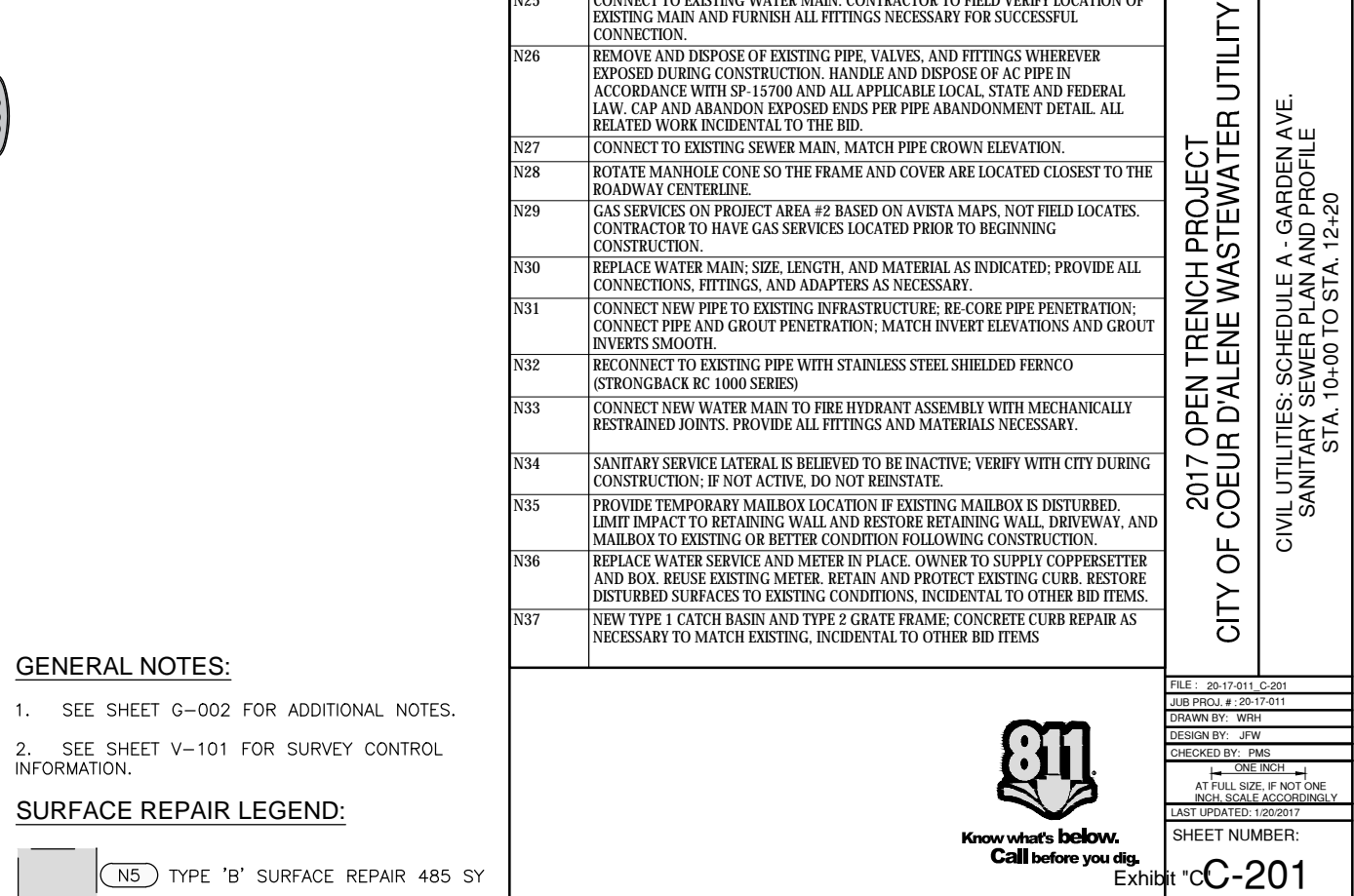
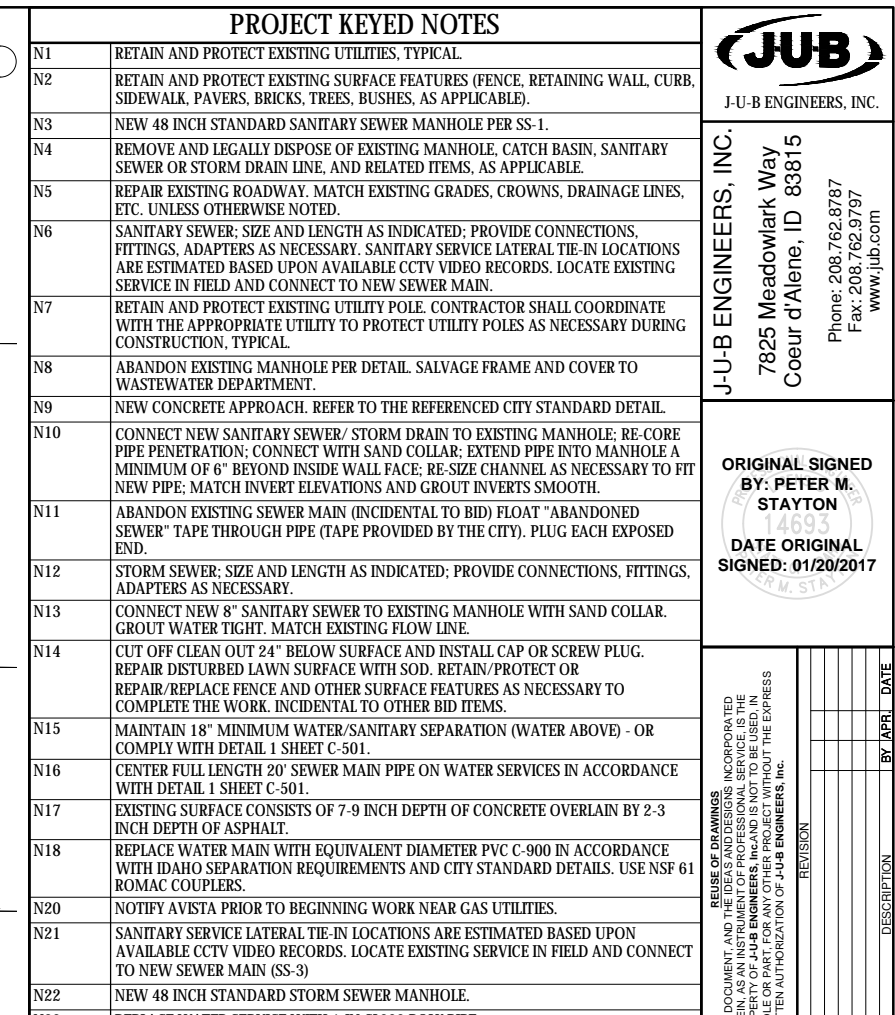
If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Recommended for Approval by Engineer: 	Date <u>April 6, 2017</u>
Authorized for Owner by: 	Date <u>04/06/2017</u>
Received for Contractor by: 	Date <u>4/7/17</u>
Received by Funding Agency (if applicable):	Date:

NOTES:

N1: CONSTRUCT VERTICAL CURB ON THE NORTH WEST CORNER OF GARDEN AND MILITARY, MATCHING EXISTING ELEVATIONS AND RADIUS (~5'). 706.4.1.A.3





Plot Date: 1/20/2017 10:07 AM Plotted By: David Grebe
Date Created: 1/20/2017 \\CDAFILES\PUBLIC\PROJECTS\JUL20-17-011-CDA-WW\CAD\SHEET\CIVIL\20-17-011_C-201.DWG



WCD-002 PROPOSAL

ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 4/19/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Install vertical curb	LF	8.00	\$ 47.06	\$ 376.48
Remove additional asphalt	SY	48.00	\$ 3.41	\$ 163.68
Additional subgrade prep	SY	48.00	\$ 25.00	\$ 1,200.00
				\$ -
				\$ -
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL			\$	1,740.16

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

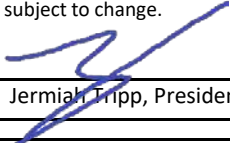
One Thousand Seven Hundred Forty Dollars and Sixteen Cents

\$ 1,740.16

(in words)

(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature: 
Jeremiah Tripp, President

Date: 4/19/2017

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____

Date: _____

Printed Name/Title: _____

Work Change Directive

No. **004**

Date of Issuance: April 17, 2017

Effective Date: April 17, 2017

Project: 2017 Open Trench Project	Owner: City of Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Date of Contract: February 23, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Connect existing storm drain catch basin to SDMH #3 (Schedule C), Sta. 19+33, 48'R

Attachments (list documents supporting change): Unit Price Schedule & Details of work to be performed.

Purpose for Work Change Directive:

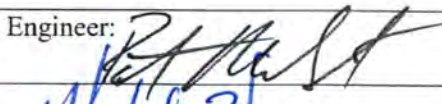

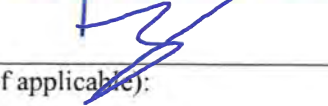
Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- ☐ Nonagreement on pricing of proposed change.
- ☒ Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

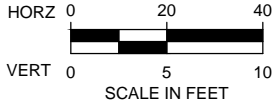
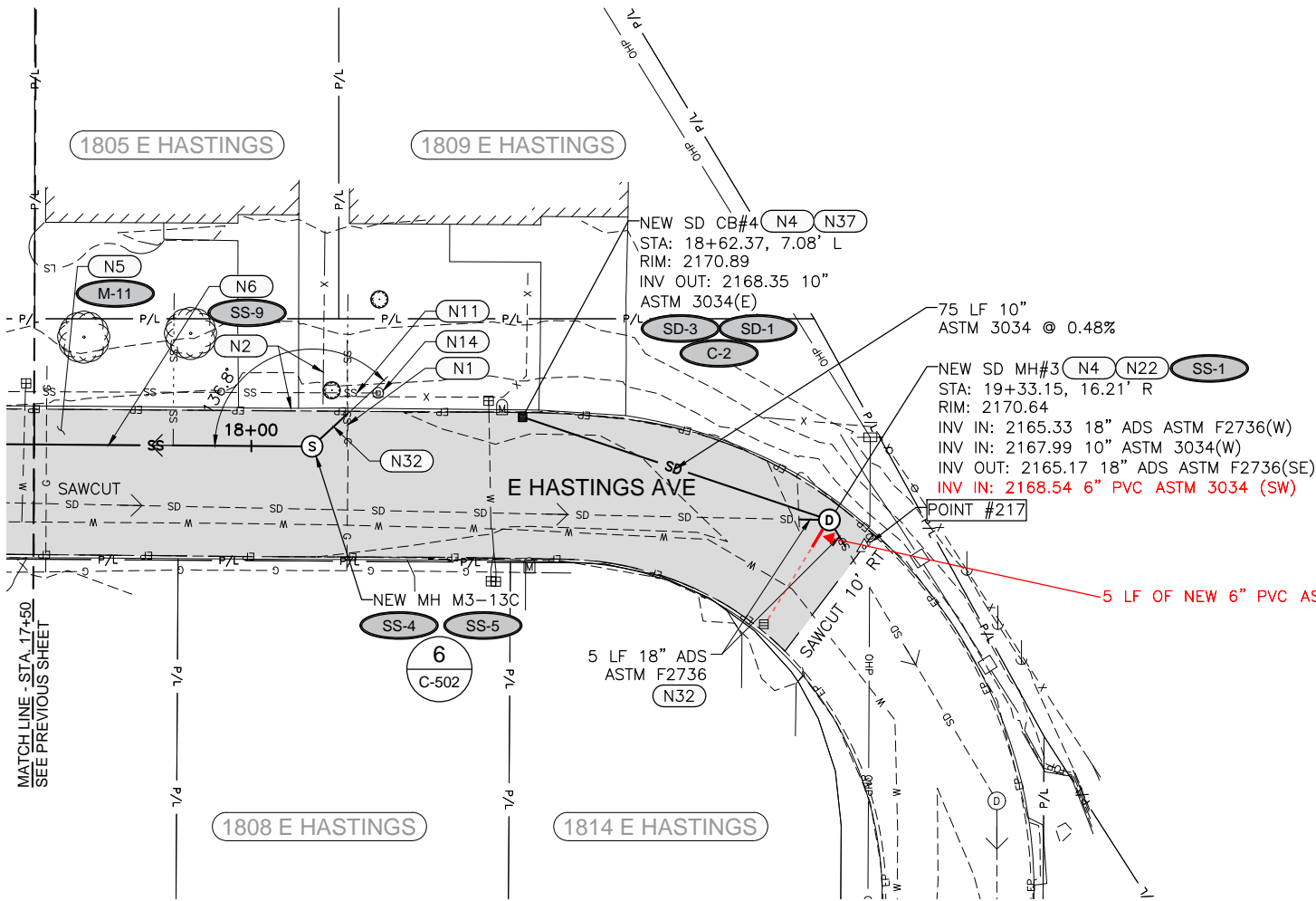
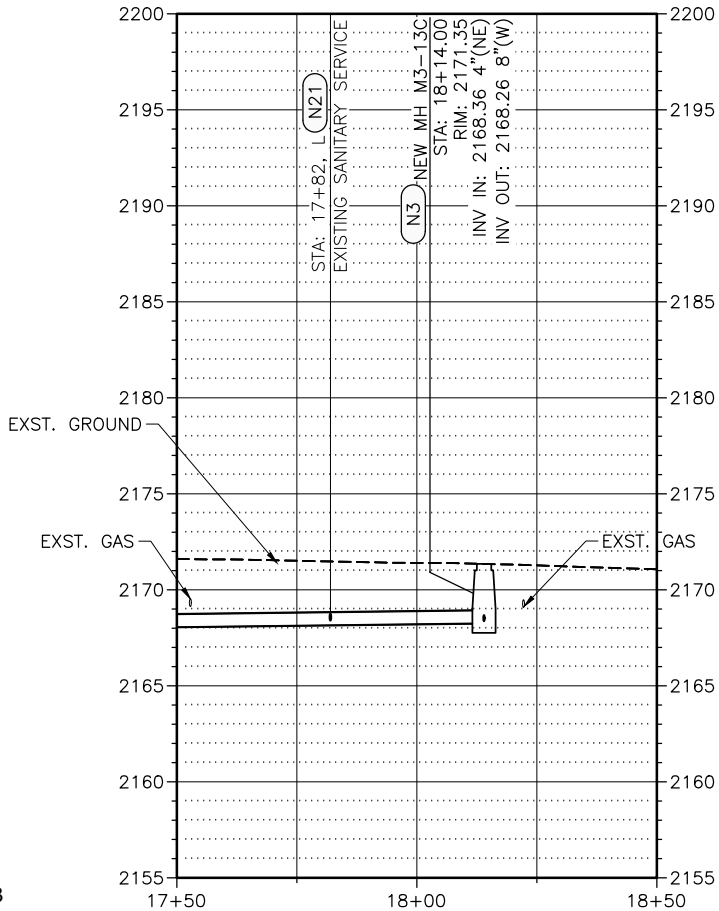
Contract Price \$ TBD (estimated increase) Contract Time (increase/decrease)
Calendar days

If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Recommended for Approval by Engineer:	Date
	04/17/2017
Authorized for Owner by:	Date
	04/17/2017
Received for Contractor by:	Date
	4/18/17
Received by Funding Agency (if applicable):	Date:

Plot Date: 2/22/2017 8:27 AM Plotted By: William Holder
Date Created: 2/22/2017 \\CD\FILES\PUBLIC\PROJECTS\JUB\20-17-011-CD\W\CAD\SHEET\CIVIL\20-17-011_C-205X.DWG

Resolution No. 17-053




PROJECT KEYED NOTES	
N1	RETAIN AND PROTECT EXISTING UTILITIES, TYPICAL.
N2	RETAIN AND PROTECT EXISTING SURFACE FEATURES (FENCE, RETAINING WALL, CURB, SIDEWALK, PAVERS, BRICKS, TREES, BUSHES, AS APPLICABLE).
N3	NEW 48 INCH STANDARD SANITARY SEWER MANHOLE PER SS-1.
N4	REMOVE AND LEGALLY DISPOSE OF EXISTING MANHOLE, CATCH BASIN, SANITARY SEWER OR STORM DRAIN LINE, AND RELATED ITEMS, AS APPLICABLE.
N5	REPAIR EXISTING ROADWAY. MATCH EXISTING GRADES, CROWNS, DRAINAGE LINES, ETC. UNLESS OTHERWISE NOTED. ASPHALT SURFACE REPAIR AND BASE COURSE TO BE COMPLETED BY OWNER FOR SCHEDULES A, B AND C. CONTRACTOR TO PREPARE SUBGRADE TO BE READY FOR TYPE B SURFACE REPAIR.
N6	SANITARY SEWER; SIZE AND LENGTH AS INDICATED; PROVIDE CONNECTIONS, FITTINGS, ADAPTERS AS NECESSARY. SANITARY SERVICE LATERAL TIE-IN LOCATIONS ARE ESTIMATED BASED UPON AVAILABLE CCTV VIDEO RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CONNECT TO NEW SEWER MAIN.
N7	RETAIN AND PROTECT EXISTING UTILITY POLE. CONTRACTOR SHALL COORDINATE WITH THE APPROPRIATE UTILITY TO PROTECT UTILITY POLES AS NECESSARY DURING CONSTRUCTION, TYPICAL.
N8	ABANDON EXISTING MANHOLE PER DETAIL. SALVAGE FRAME AND COVER TO WASTEWATER DEPARTMENT.
N9	NEW CONCRETE APPROACH. REFER TO THE REFERENCED CITY STANDARD DETAIL.
N10	CONNECT NEW SANITARY SEWER/ STORM DRAIN TO EXISTING MANHOLE; RE-CORE PIPE PENETRATION; CONNECT WITH SAND COLLAR; EXTEND PIPE INTO MANHOLE A MINIMUM OF 6" BEYOND INSIDE WALL FACE; RE-SIZE CHANNEL AS NECESSARY TO FIT NEW PIPE; MATCH INVERT ELEVATIONS AND GROUT INVERTS SMOOTH.
N11	ABANDON EXISTING SEWER MAIN (INCIDENTAL TO BID) FLOAT "ABANDONED SEWER" TAPE THROUGH PIPE (TAPE PROVIDED BY THE CITY). PLUG EACH EXPOSED END.
N12	STORM SEWER; SIZE AND LENGTH AS INDICATED; PROVIDE CONNECTIONS, FITTINGS, ADAPTERS AS NECESSARY.
N13	CONNECT NEW 8" SANITARY SEWER TO EXISTING MANHOLE WITH SAND COLLAR. GROUT WATER TIGHT. MATCH EXISTING FLOW LINE.
N14	CUT OFF CLEAN OUT 24" BELOW SURFACE AND INSTALL CAP OR SCREW PLUG. REPAIR DISTURBED LAWN SURFACE WITH SOD. RETAIN/PROTECT OR REPAIR/REPLACE FENCE AND OTHER SURFACE FEATURES AS NECESSARY TO COMPLETE THE WORK. INCIDENTAL TO OTHER BID ITEMS.
N15	MAINTAIN 18" MINIMUM WATER/SANITARY SEPARATION (WATER ABOVE) - OR COMPLY WITH DETAIL 1 SHEET C-501.
N16	CENTER FULL LENGTH 20' SEWER MAIN PIPE ON WATER SERVICES IN ACCORDANCE WITH DETAIL 1 SHEET C-501.
N17	EXISTING SURFACE CONSISTS OF 7-9 INCH DEPTH OF CONCRETE OVERLAIN BY 2-3 INCH DEPTH OF ASPHALT.
N18	REPLACE WATER MAIN WITH EQUIVALENT DIAMETER PVC C-900 IN ACCORDANCE WITH IDAHO SEPARATION REQUIREMENTS AND CITY STANDARD DETAILS. USE NSF 61 ROMAC COUPLERS.
N20	NOTIFY AVISTA PRIOR TO BEGINNING WORK NEAR GAS UTILITIES.
N21	SANITARY SERVICE LATERAL TIE-IN LOCATIONS ARE ESTIMATED BASED UPON AVAILABLE CCTV VIDEO RECORDS. LOCATE EXISTING SERVICE IN FIELD AND CONNECT TO NEW SEWER MAIN (SS-3)
N22	NEW 48 INCH STANDARD STORM SEWER MANHOLE.
N23	REPLACE WATER SERVICE WITH 1-IN CL200 POLY PIPE.
N24	PROVIDE RELINER INTERNAL DROP PER DETAIL.
N25	CONNECT TO EXISTING WATER MAIN. CONTRACTOR TO FIELD VERIFY LOCATION OF EXISTING MAIN AND FURNISH ALL FITTINGS NECESSARY FOR SUCCESSFUL CONNECTION.
N26	REMOVE AND DISPOSE OF EXISTING PIPE, VALVES, AND FITTINGS WHEREVER EXPOSED DURING CONSTRUCTION. HANDLE AND DISPOSE OF AC PIPE IN ACCORDANCE WITH SP-15700 AND ALL APPLICABLE LOCAL, STATE AND FEDERAL LAW. CAP AND ABANDON EXPOSED ENDS PER PIPE ABANDONMENT DETAIL. ALL RELATED WORK INCIDENTAL TO THE BID.
N27	CONNECT TO EXISTING SEWER MAIN, MATCH PIPE CROWN ELEVATION.
N28	ROTATE MANHOLE CONE SO THE FRAME AND COVER ARE LOCATED CLOSEST TO THE ROADWAY CENTERLINE.
N29	GAS SERVICES ON PROJECT AREA #2 BASED ON AVISTA MAPS, NOT FIELD LOCATES. CONTRACTOR TO HAVE GAS SERVICES LOCATED PRIOR TO BEGINNING CONSTRUCTION.
N30	REPLACE WATER MAIN; SIZE, LENGTH, AND MATERIAL AS INDICATED; PROVIDE ALL CONNECTIONS, FITTINGS, AND ADAPTERS AS NECESSARY.
N31	CONNECT NEW PIPE TO EXISTING INFRASTRUCTURE; RE-CORE PIPE PENETRATION; CONNECT PIPE AND GROUT PENETRATION; MATCH INVERT ELEVATIONS AND GROUT INVERTS SMOOTH.
N32	RECONNECT TO EXISTING PIPE WITH STAINLESS STEEL SHIELDED FERNCO (STRONGBACK RC 1000 SERIES)
N33	CONNECT NEW WATER MAIN TO FIRE HYDRANT ASSEMBLY WITH MECHANICALLY RESTRAINED JOINTS. PROVIDE ALL FITTINGS AND MATERIALS NECESSARY.
N34	SANITARY SERVICE LATERAL IS BELIEVED TO BE INACTIVE; VERIFY WITH CITY DURING CONSTRUCTION; IF NOT ACTIVE, DO NOT REINSTATE.
N35	PROVIDE TEMPORARY MAILBOX LOCATION IF EXISTING MAILBOX IS DISTURBED. LIMIT IMPACT TO RETAINING WALL AND RESTORE RETAINING WALL, DRIVEWAY, AND MAILBOX TO EXISTING OR BETTER CONDITION FOLLOWING CONSTRUCTION.
N36	REPLACE WATER SERVICE AND METER IN PLACE. OWNER TO SUPPLY COPPERSETTER AND BOX. REUSE EXISTING METER. RETAIN AND PROTECT EXISTING CURB. RESTORE DISTURBED SURFACES TO EXISTING CONDITIONS, INCIDENTAL TO OTHER BID ITEMS.
N37	NEW TYPE 1 CATCH BASIN AND TYPE 2 GRATE FRAME; CONCRETE CURB REPAIR AS NECESSARY TO MATCH EXISTING, INCIDENTAL TO OTHER BID ITEMS

GENERAL NOTES:

- SEE SHEET G-002 FOR ADDITIONAL NOTES.
- SEE SHEET V-101 FOR SURVEY CONTROL INFORMATION.

SURFACE REPAIR LEGEND:

 (N5) TYPE 'B' ASPHALT SURFACE REPAIR 705 SY TO BE COMPLETED BY THE CITY



J-U-B ENGINEERS, INC.

J-U-B ENGINEERS, INC.

7825 Meadowlark Way
Coeur d'Alene, ID 83815

Phone: 208.762.8787
Fax: 208.762.9797
www.jub.com

ORIGINAL SIGNED
BY: PETER M. STAYTON

DATE ORIGINAL
SIGNED: 02/02/2017

THIS DOCUMENT, AND THE IDEAS AND DESIGNS INCORPORATED HEREIN, AS AN INSTRUMENT OF PROFESSIONAL SERVICE, IS THE PROPERTY OF JUB ENGINEERS, INC. AND IS NOT TO BE USED, IN WHOLE OR IN PART, FOR ANY OTHER PROJECT WITHOUT THE EXPRESS WRITTEN AUTHORIZATION OF JUB ENGINEERS, INC.

REVISION	DATE	BY	DATE
2	ADDENDUM NO. 1	WRH	02/02/2017
1	BID SET	WRH	02/02/2017

2017 OPEN TRENCH PROJECT
CITY OF COEUR D'ALENE WASTEWATER UTILITY

CIVIL UTILITIES: SCHEDULE C - HASTINGS AVE.
PLAN AND PROFILE
STA. 17+50 TO STA. 18+50

FILE : 20-17-011_C-205X
JUB PROJ #: 20-17-011
DRAWN BY: WRH
DESIGN BY: JFW
CHECKED BY: PMS
ONE INCH
AT FULL SIZE, IF NOT ONE
INCH, SCALE ACCORDINGLY
LAST UPDATED: 2/2/2017

SHEET NUMBER:
C-208



WCD-004 PROPOSAL

ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 4/19/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Core SDMH #3	LS	1.00	\$ 250.00	\$ 250.00
Install 10" Storm drain pipe	LF	20.00	\$ 27.75	\$ 555.00
				\$ -
				\$ -
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL				\$ 805.00

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

Eight Hundred Five Dollars and No Cents

(in words)

\$

805.00

(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature: _____

Jermiah Tripp, President

Date: _____

4/19/2017

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____

Date: _____

Printed Name/Title: _____

Work Change Directive

No. 005

Date of Issuance: April 19, 2017

Effective Date: April 19, 2017

Project: 2017 Open Trench Project	Owner: City of Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Date of Contract: February 23, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Remove marked concrete road base pieces and loose CDF. Place and screed 1-sack CDF flush with the concrete road base. Work to be coordinated with CDA Streets department with CDF being placed no sooner than 16 hours before paving occurs on Schedule A. CDF to contain 2% Calcium and less water to expedite curing.

Attachments (list documents supporting change): Details of work to be performed.

Purpose for Work Change Directive:

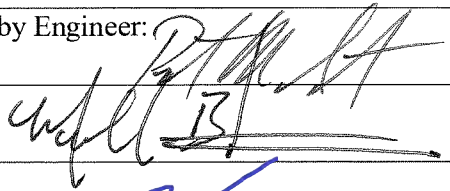
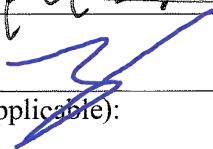
Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- ☐ Nonagreement on pricing of proposed change.
- ☒ Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$ TBD (estimated increase) Contract Time (increase/decrease)
Calendar days

If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Recommended for Approval by Engineer:	Date <u>4/19/17</u>
Authorized for Owner by: 	Date <u>04/20/17</u>
Received for Contractor by: 	Date <u>04/25/17</u>
Received by Funding Agency (if applicable):	Date:







WCD-005 PROPOSAL

ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

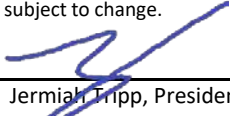
CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 5/8/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Remove marked concrete road base pieces and loose CDR replace with 1-sack CDF				\$ 870.00
Excavator to Remove Concrete	HR	2.00	\$ 95.00	\$ 190.00
Dump Truck for haul-off	HR	1.00	\$ 110.00	\$ 110.00
Install CDF as directed	CY	6.00	\$ 95.00	\$ 570.00
				\$ -
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL			\$	870.00

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

Eight Hundred Seventy Dollars and No Cents	\$ 870.00
(in words)	(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature:  Date: 5/8/2017
Jeremiah Tripp, President

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____ Date: _____
Printed Name/Title: _____

Work Change Directive

No. 006

Date of Issuance: April 19, 2017

Effective Date: April 19, 2017

Project: 2017 Open Trench Project	Owner: City of Coeur d'Alene Wastewater Utility	Owner's Contract No.:
Contract: 2017 Open Trench Project		Date of Contract: February 23, 2017
Contractor: Big Sky Development, Inc.		Engineer's Project No.: 20-17-011

Contractor is directed to proceed promptly with the following change(s):

Item No.	Description
1	Big Sky Development (BSD) to leave in place all temporary traffic control on Schedule C from Monday April 24 th until such time as the City instructs BSD to remove the traffic control, or if/when BSD resumes control of the project site for final surface repair. The purpose of the change is to maintain temporary traffic control while the City Water Department completes water service replacement work.

Attachments (list documents supporting change): None.

Purpose for Work Change Directive:

Authorization for Work described herein to proceed on the basis of Cost of the Work due to:

- ☐ Nonagreement on pricing of proposed change.
- ☒ Necessity to expedite Work described herein prior to agreeing to changes on Contract Price and Contract Time.

Estimated change in Contract Price and Contract Times:

Contract Price \$ TBD (estimated increase) Contract Time (increase/decrease)

Calendar days

If the change involves an increase, the estimated amount is not to be exceeded without further authorization

Recommended for Approval by Engineer:	Date <u>4/19/17</u>
Authorized for Owner by:	Date <u>04/20/17</u>
Received for Contractor by:	Date <u>4/25/17</u>
Received by Funding Agency (if applicable):	Date:



WCD-006 PROPOSAL

ID PW: 002207-U
ID LIC: RCE-15163
WA LIC: BIGSKSD915MN

10063 N. Navion Drive
Hayden, ID 83835
P: 208/772-9646
F: 208/762-6376

CUSTOMER: City of Coeur d'Alene JOB NAME: 2017 Open Trench DATE: 5/8/2017
ADDRESS: _____ JOB ADDRESS: _____ CONTACT: Pete Stayton
CITY, ST, ZIP: _____ CITY, ST, ZIP: _____ PHONE/FAX: _____

Description	Unit	Qty	Unit Price	Total Amount
Traffic Control on Schedule C during time in between work completion and paving (4/24 - 5/17 approx)	WK	2 4.00	\$ 1,500.00	\$ 3,000 6,000.00
4/24 - 5/8 ACTUAL				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Days requested to complete this work:				
INCLUDES:				
All labor, material, and equipment necessary to complete the work described above.				
EXCLUDES:				
Anything not explicitly listed as included.				
TOTAL BID PROPOSAL				\$ 3,000 6,000.00

WE PROPOSE to furnish labor, materials and equipment to complete the work detailed above, for the sum of:

Six Thousand Dollars and No Cents

\$ 6,000.00

(in words)

(in figures)

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices subject to changes necessitated by physical condition or acts of god. Any alteration or deviation from the above specifications involving extra costs will be executed upon written orders, and will become an extra charge over and above the estimate. The quote provided can only be guaranteed for 15 days. Should this proposal not be accepted within 15 days the price is subject to change.

Authorized Signature: _____
Jermiah Tripp, President

Date: 5/8/2017

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Cancellation policy: 10% charge after any costs incurred.

Signature: _____

Date: _____

Printed Name/Title: _____



City of
Coeur d'Alene
IDAHO

PILOT TEST PROPOSAL FOR ADJUSTING MANHOLES & OTHER UTILITIES IN CITY STREETS

CDA WASTEWATER UTILITY





Harrison Ave.



PROGRESSION OF PAVEMENT DETERIORATION

15th St. (6 Yrs.)



Hastings Ave. (1 Mo.)



PROGRESSION OF PAVEMENT DETERIORATION

10th St. (Really Old)



4th St. (16 yrs.)



WHAT CAUSES DETERIORATION

NORMAL DETERIORATION FACTORS

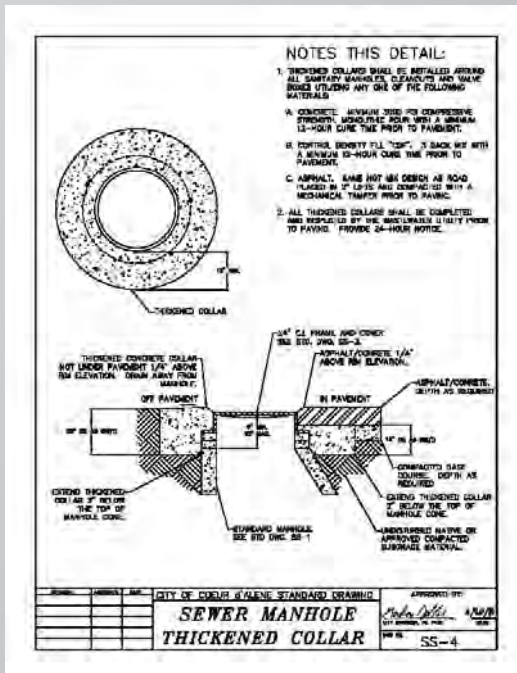
- WATER, SUNLIGHT, TEMPERATURE, CHEMICALS, LOAD LIMITS

PREMATURE DETERIORATION FACTORS

- INSUFFICIENT COMPACTED BASE BELOW ASPHALT
- OVER/UNDER COMPACTION OF ASPHALT
- IMPROPER TEMPERATURES OF ASPHALT
- POOR DRAINAGE



CDA CITY STANDARDS



- **UPDATED 2015**
- **APPLICABLE TO NEW AND EXISTING UTILITY ADJUSTMENTS**
- **IN PAVEMENT OR OFF PAVEMENT**
- **Resolve compaction related issues**



SOMETIMES UTILITY ADJUSTMENTS HAPPEN

Sherman Alley



CDA Ave.



DIAMOND CUT VS. ROUND CUT

City of Lewiston



Garden Ave.



DIAMOND CUTS



- PAVEMENT DETERIORATION
- CRACK PROMULGATION AT CORNERS
- DAMAGED RINGS AND LIDS
- SETTLING ISSUES



ROUND CUTS



- LESS DETERIORATION
- LESS CRACK PROMULGATION
- LESS DAMAG TO RINGS AND LIDS
- UNNOTICEABLE SETTLING ISSUES



ROUND CUT PROCESS



- STREET MOBILE UNIT
- CUT AND REMOVE IN MINUTES
- ADJUSTABLE DIAMETERS (28"-72")
- MINIMAL TRAFFIC CONTROL
- CUTS AS DEEP AS 14"
- \$1000-\$2500 PER MANHOLE



<https://www.youtube.com/watch?v=Lo2StX0WXrU>



ROUND CUT EXAMPLES



City of Lewiston Manhole



ROUND CUT EXAMPLES



City of Lewiston
Water Valves (Single)

City of Lewiston
Water Valves (Cluster)



PILOT TEST PROPOSAL

- **CONTRACTOR PROCUREMENT (<\$50K)**
- **AUG – SEP CONSTRUCTION (2016/2017)**
- **12 MANHOLES IN HIGH VOLUME ARTERIAL STREETS AND ALTERNATE CITY STANDARDS (4 EACH)**
- **WORK WITH WATER, STORM AND STREETS DEPT. IDENTIFYING OTHER POSSIBLE UTILITY ADJUSTMENTS**
- **CONSIDER PROVIDING TRAFFIC CONTROL, HYDRO-EXCAVATION, ETC. TO KEEP COSTS DOWN**
- **MONITOR WEAR TO UTILITIES AND ASPHALT STREETS**
- **INVITATION TO OTHER COMMUNITIES AND HWY. DISTRICTS**



PILOT TEST PROPOSAL (CONT.)

- **BUDGET REMAINING IN 2016/2017 SEWER REPLACEMENT / REHABILITATION ACCOUNT**
- **FUTURE CONTRACT PROFESSIONAL SERVICES VS. PURCHASE OF EQUIPMENT**
- **FOLLOW-UP REPORT**



COMMENTS & QUESTIONS?



PUBLIC HEARINGS

**CITY COUNCIL
M E M O R A N D U M**

DATE: JULY 27, 2017

FROM: RENATA MCLEOD, MUNICIPAL SERVICES DIRECTOR

RE: APPROVAL OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
CAPER AND ACTION PLAN

DECISION POINT:

- To approve the Consolidated Annual Performance and Evaluation Report (CAPER) in review of its Plan Year 2016 and the Annual Action plan for Plan Year 2017.

HISTORY: As part of the federal requirements, the City is required to submit a year-end report on the expenditures of the CDBG funds throughout the year. That report is called the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER for Plan Year 2016 has been posted to the City website (<http://www.cdavid.org/78/departments/municipal/community-development-block-grant>) and public comments have been sought. To date there have been no comments received. Highlights from Plan Year 2016 include a community grant to St. Vincent de Paul to acquire the HELP Center building, assistance to 13 household through the Emergency Minor Home Repair Program (with an additional 11 after the plan year ended); additionally the city began annual funding to the Lake City Center for the Meals on Wheels Program.

Additionally, the Annual Action plan is a required document that sets forth how the City plans to spend the allocation for each year. The current plan year is 2017 and federal allocations were delayed, so while the plan year begins in April, funds were not available until the end of June. This year's allocation amount is \$301,850.00 which is \$4,671.00 less than last year. The draft Action Plan was posted to the webpage (at the same location as the CAPER,) and a community forum was held. There were approximately 8 people in attendance and no public comments were received. The proposed budget included the following:

General Admin	60,370.00
Boys and Girls Club	83,000.00
Community Grants	90,880.00
Lake City Center	3,000.00
EMRAP	50,000.00
Sidewalks	14,600.00
	\$301,850.00

The general administration of the grant is capped at 20% of the funds; staff has proposed the full allotment this year, due to the hiring of a staff member which will include out of state travel for training, and the reprinting of several brochures, etc. The Boys and Girls Club allocation is a carryover a substantial amendment from Plan Year 2014, in which a recipient of a community grant was unable to accept the grant freeing up funding. At that time there wasn't enough funding to fund the entire request of \$120,000. In Plan Year 2015 the priority of the St. Vincent de Paul request was given precedent over the Boys and Girls Club funding. Therefore, staff is proposing the granting of \$83,000 from this plan year. Community Grants are able to be funded with whatever funds are remaining after our normally funded items of Meals on Wheels program, emergency minor home repairs and sidewalks. Therefore, staff proposes \$90,880.00 for community grants that will be opened up for competitive proposals.

RECOMMENDATION POINT:

To approve the Consolidated Annual Performance and Evaluation Report (CAPER) in review of its Plan Year 2016 and the Annual Action plan for Plan Year 2017.