

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 G - 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.

January 16, 2018

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: Pastor David Bond with Compel 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 January 2, 2018 Council Meeting.
2. Approval of Public Works Committee Minutes from the January 8, 2018
3. Approval of Bills as submitted and reviewed for accuracy by Finance Department
4. Approval of the Financial Report
5. Setting of Public Works and General Services Committee meetings for January 22, 2018 at 12:00 noon and 4:00 p.m. respectively
6. Setting of a Public Hearing for February 6, 2018 - V-18-1, Vacation of a portion of Lee Court right-of-way adjoining the southerly boundary of the adjusted Lot 4, Block 2, Moen Subdivision
7. **Resolution No. 18-002**
 - a. Approval of Sole Source Purchase of Portable Radios for the Police Department
 - b. Declaration of Surplus Used Equipment and Vehicles
 - c. Reduction of Bond for Garden Grove Subdivision Improvements

As Recommended by the Public Works 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**

H. PUBLIC WORKS:

1. **Resolution No. 18-003** – Approval of a Consultant Services Agreement with FCS Group, Inc. for a Water Rate Study

Staff Report by: Terry Pickel, Water Superintendent

I. OTHER BUSINESS:

1. Authorization of grant submittal for Sherman Avenue/Lakeside Avenue traffic signal LHSIP Grant

Staff Report by: Chris Bosley, City Engineer

J. PUBLIC HEARINGS

1. (Legislative) Fees for short term rentals as follows: Short-Term (Vacation) Rental Permits 1st year: \$285.00 and Short-Term (Vacation) Rental Permits Renewals: \$96.00

Staff Report by: Sean Holm, Planner

- a. **Resolution No. 18-004** – Approval of fees for Short Term Rentals as follows; Short-Term (Vacation) Rental Permits 1st year: \$285.00 and Short-Term (Vacation) Rental Permits Renewals: \$96.00.
2. (Legislative) The 2018-2022 Consolidated Plan goals, proposed activities, estimated funding the City expects to receive, and the expected beneficiaries of the Community Development Block Grant (CDBG).

K. ADJOURNMENT:

This meeting is aired live on CDA TV Cable Channel 19 (Charter Cable)



Coeur d'Alene

CITY COUNCIL MEETING

January 16, 2018

MEMBERS OF THE CITY COUNCIL:

Steve Widmyer, Mayor

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

CONSENT CALENDAR

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

January 2, 2018

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, January 2, 2018 at 6:00 p.m., there being present upon roll call the following members:

Steve Widmyer, Mayor

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

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

INVOCATION: Pastor Paul Van Noy with Candlelight gave the invocation.

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

CONSENT CALENDAR: Motion by McEvers, seconded by Evans, to approve the consent calendar.

1. Approval of Council Minutes for the December 19, 2017 Council Meeting.
2. Approval of Bills as submitted and reviewed for accuracy by Finance Department
3. Setting of Public Works and General Services Committee meetings for January 8, 2017 at 12:00 noon and 4:00 p.m. respectively
4. Setting of Public Hearings for January 16, 2018 for the 2018-2022 Consolidated Plan goals, proposed activities, estimated funding the City expects to receive, and the expected beneficiaries of the Community Development Block Grant (CDBG).

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

COUNCIL ANNOUNCEMENTS:

Councilmember Miller encouraged the community to check the city web site for updates regarding the Atlas Waterfront Project at <http://www.cdavid.org/atlaswaterfront> .

Councilmember McEvers thanked the Council for their support of the skate park funding in his absence at the last Council meeting. He noted the history of skateboarding in the community beginning in 1979 when the Parks and Recreation Commission recommended a prohibition of

skateboards within the park due to liability. The City later created an ad hoc committee to help plan for a skate park. In 1995, funding in the amount of \$15,000 was dedicated for the construction of a skate park. He thanked all the supporters over the years.

AUTHORIZATION OF GRANT AWARDS WITH TRINITY GROUP HOMES, INC. IN THE AMOUNT OF \$21,333.00; SAFE PASSAGE IN THE AMOUNT OF \$25,028; CHILDREN'S VILLAGE, INC. IN THE AMOUNT OF \$24,252.80; COMMONWEALTH AGENCY, INC. IN THE AMOUNT OF \$17,856.20.

STAFF REPORT: CDBG Grant Administrator Michelle Cushing explained that on October 13, 2017, the City advertised the request for proposals for projects benefiting low-to-moderate income people or neighborhoods, and/or promoting job creation/economic development. Additionally, the notice was posted on the City webpage, City Facebook, CDA TV, shared via flyers and emails to 139 stakeholders, which includes many service organizations and interested parties. On October 30, 2017 and November 8, 2017, training and technical assistance workshops were provided, both of which were held in the Coeur d'Alene Library with ten community members attending the first and one attending the second. This year's grant opportunities were open to only Plan Year 2017. Five applications were received. The committee members met on December 4, 2017 to review and rate the applications. The Volunteer Ad Hoc Grant Review Committee included the following participants: a Coeur d'Alene City Council member, a Kootenai Health representative, a Coeur Group Representative, and a Department of Labor Data Specialist. The committee did not recommend a grant allocation to Matt's Place Foundation for the requested funding of housing operational costs for Matt's Place House based on its low scoring application, longer timeline for grant completion than suggested by HUD, uncertain operating costs, and cost benefit vs. administrative burden. She noted that \$90,880 was budgeted in the 2017 CDBG Action Plan for the Community Opportunity Grants. The proposed awards to Trinity Group Homes, Inc., Safe Passage, Children's Village, and Commonwealth Agency, Inc. equal \$46,361.00 toward building rehabilitation projects and \$42,109.00 for public service projects. The public service maximum for the 2017 fund year is \$42,475.50. These funding suggestions keep Coeur d'Alene in compliance with the CDBG established 15% public service maximum, with a remaining public service budget of \$366.50. All funding suggestions total \$88,470.00, leaving \$2,410.00 remaining. The Ad Hoc Committee suggested moving these remaining funds into the 2017 Emergency Minor Home Repair Program (EMRAP) budget, increasing its \$50,000 budget to \$52,410.00.

DISCUSSION: Councilmember English noted that he is pleased to see the variations in the grant applications and projects that came forward and that funding will go to multiple non-profits. Mayor Widmyer noted that the Commonwealth Agency was a new agency and requested additional information. Ms. Cushing noted that they have been around for a year or two and have a sound financial plan. Their Board consists of several people in real estate. The services that they will provide are related to seniors, including slip and fall training, a food bank freezer, and wages toward staffing for the program. Councilmember Miller asked when the next grant cycle would begin. Ms. Cushing noted that this year's cycle was a bit delayed due to the funding release notice from HUD being delayed. Municipal Services Director Renata McLeod

noted that they hope to release the notice of available funding shortly after the action plan for the year is approved, which would be closer to May.

MOTION: Motion by English, seconded by Edinger to authorize grant awards with Trinity Group Homes, Inc. in the amount of \$21,333.00; Safe Passage in the amount of \$25,028; Children's Village, Inc. in the amount of \$24,252.80; Commonwealth Agency, Inc. in the amount of \$17,856.20. **Motion carried.**

RESOLUTION NO. 18-001

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A JURISDICTIONAL TRANSFER AGREEMENT WITH THE IDAHO DEPARTMENT OF TRANSPORTATION FOR THAT PORTION OF COEUR D'ALENE LAKE DRIVE WITH THE CITY LIMITS.

STAFF REPORT: Streets and Engineering Director Tim Martin explained that since 2012, the Idaho Department of Transportation (ITD) has been looking into transferring Coeur d'Alene Lake Drive to the local stakeholders. In 2014, the City was approached by Idaho Department Transportation and a local engineering firm retained by ITD. At that time, there was discussion of the City acquiring jurisdiction. In October of 2017, Council approved staff to work with ITD on the agreement. In discussion with the ITD, it was suggested the City had no interest in owning the Rutledge Hill Bridge, and if the bridge were to be dismantled, they would need to fund and build an intersection onto Coeur d'Alene Lake Drive. Subject to the Idaho Department of Transportation Board approval, ITD plans to provide funding to the City for on-going maintenance for the next 30 years. The funding value for the Coeur d'Alene Lake Drive, Sherman Avenue to City Limits at Silver Beach is \$840,000 and includes the Sherman Avenue signal upgrades. ITD will continue to hold jurisdiction over the Potlatch Hill Bridge and slide area until funds become available to remove the bridge and reconstruct. Mr. Martin provided some estimated maintenance costs, and noted that the winter snow removal is difficult to estimate, but did not feel it would extend the plow times.

DISCUSSION: Councilmember McEvers asked if the \$840,000 would be paid annually. Mr. Martin clarified that it is a one-time pay out. Councilmember English asked if the state is transferring ownership of the dirt and the right-of-way. Mr. Martin confirmed that they were transferring all of their land ownership that is within the city limits. Mayor Widmyer asked if the abutting strips of land along the roadway that front the water are also included. Mr. Martin confirmed that they are part of the transfer. Councilmember Edinger asked what was the status of Eastside Highway District's negotiations. Mr. Martin said that his understanding was that they are ready to sign their agreement with ITD, as ITD will maintain the slide area at Redman Hill. Councilmember Gookin asked if the funding can be set aside solely for the use of roadway maintenance. City Administrator Troy Tymesen suggested that the motion include a request for staff to set up a dedicated account for those dollars.

MOTION: Motion by Gookin, seconded by Evans to approve **Resolution No. 18-001**, approving a Jurisdictional Transfer Agreement with the Idaho Department of Transportation for

Coeur d'Alene Lake Drive inside the city limits and to direct staff to provide a dedicated fund within the Fund Balance for the \$840,000.00 payment from ITD.

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

OATH OF OFFICE: City Clerk Renata McLeod gave the Oath of Office to Steve Widmyer for Mayor and Councilmembers Amy Evans, Kiki Miller, and Woody McEvers who were all re-elected November 7, 2017.

The City Clerk conducted a Roll Call of the New Council.

ELECTION OF COUNCIL PRESIDENT: **Motion** by Evans, seconded by Miller to nominate Woody McEvers as Council President. **Motion carried.**

COMMITTEE ASSIGNMENTS: Mayor Widmyer noted that he is proud of the job the Council has done over the past 4 years and looks forward to the next few years. He appointed Councilmember Gookin to the General Services Committee and Councilmember Miller to the Public Works Committee with all other committee assignments remaining the same.

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

The meeting adjourned at 6:36 p.m.

ATTEST:

Steve Widmyer, Mayor

Renata McLeod, CMC, City Clerk

**PUBLIC WORKS COMMITTEE
MINUTES
January 8, 2018
4:00 p.m., Library Community Room**

COMMITTEE MEMBERS PRESENT

Councilmember Woody McEvers
Councilmember Dan English
Councilmember Kiki Miller

STAFF PRESENT

Lee White, Police Chief
Amy Ferguson, Executive Asst.
Terry Pickel, Water Superintendent
Tim Martin, Streets & Eng. Director
Randy Adams, Deputy City Attorney
Troy Tymesen, City Administrator
Dennis Grant, Engineering Proj. Mgr.
Chris Bosley, City Engineer
Mike Willis, Asst. Water Superintendent
Sam Taylor, Deputy City Administrator

**Item 1 Sole Source Purchase of Portable Radios
Consent Calendar**

Lee White, Police Chief, presented a request for council approval of Motorola Solutions as the sole source provider for the Police Department radios, and authorization of a sole source purchase of 15 Motorola portable radios from Motorola Solutions.

Chief White stated in his staff report that Motorola Solutions provides the radio equipment compatible with the County's radio trunking system. In addition, PD personnel have been trained in the maintenance, programming and encryption of Motorola radios, and employees of Kootenai County can assist with technological issues. Changing to a different radio vendor would incur additional costs. There are also no other local companies that sell specialized law enforcement Motorola communications equipment. Having access to a company only 25 minutes away allows the PD to have technical expertise immediately and keeps personnel safe and working in the field.

Chief White also stated in his staff report that the police department uses several different Motorola models of portable radio. The radios are old, suffer from transmission strength issues and cannot be encrypted.

Chief White noted that as of next year Motorola will no longer make the current model of radio that the PD has, and a year later they will no longer support it. The total cost of the radios is roughly \$73,000. The purchase is not listed as a line item in the PD budget, however, through vacancy savings and savings in other areas, Chief White anticipates that they will be able to absorb the cost of the radios in their current budget. He also noted that the Legal Department has approved the sole source paperwork.

Councilmember Miller noted that technology always seems to be changing and asked how long this investment would last. Chief White said that he is not sure, but he has used the current radios for the majority of his career. He commented that they do last a long time and they are able to do updates on the radios to keep them going. The new radios will be issued to patrolmen and the older radios will be issued to volunteers, code enforcement, etc.

Councilmember English asked how much of the radio inventory would be replaced by the purchase of the 15 radios. Chief White said that they have 102 radios in addition to the 15 being purchased that will need to be replaced over the next five years. He noted that car radios are actually cheaper and some vehicles don't have car radios because the officer has access to the hand held radios all the time. To the extent he can, he would like to have a radio in every vehicle as well.

MOTION: Motion by English, seconded by Miller, to recommend council approval of Motorola Solutions as the sole source provider for the Police Department radios, and authorization of a sole source purchase of 15 Motorola portable radios from Motorola Solutions. Motion carried.

**Item 2 Water Rate Study – Consultant Services Agreement with FCS Group, Inc.
Agenda**

Terry Pickel, Water Superintendent, presented a request for authorization to enter into a Consultant Services Agreement with FCS Group, Inc. for a Water Rate Study.

Mr. Pickel stated in his staff report that per the Water Department standard practices, staff routinely schedules a rate study every 5 years as is recommended by industry standard. The last rate study was completed in 2012 along with the Comprehensive Plan Update. The rate study element was performed by FCS Group during the plan update. The recommended incremental rate and capitalization fee increases were initiated in fiscal year 2013 and will conclude the end of December 2018. Staff proposes to have the proposed rate study completed near the end of fiscal year 2018 and presented to Council for approval and implementation prior to Jan 1, 2019. Funding for the proposed rate study is included in the current fiscal year budget. The line item is budgeted at \$60,000. The only submission received during the Request for Proposals was from FCS Group, Inc. Their initial budget proposal was for \$73,080.00 but through negotiations and minor revisions of the scope of services, the proposed budget was reduced to \$60,435. This will sufficiently provide the necessary services to effectively review operation and management necessities and ensure a thorough review of capitalization fees and the related structure to ensure the city is in compliance with recent regulatory clarifications. Staff will see significant budget savings on other projects which will effectively cover the cost with no budget amendment required.

Mr. Pickel also noted in his staff report that FCS Group performed the last water rate analysis in 2012. Consequently their staff is very familiar with the City's rate and capitalization structures, which will prove beneficial as FCS staff will be able to plug current financial information into an existing database format to provide updated revenue forecasts.

Councilmember Miller asked if the public would be involved. Mr. Pickel said that they are planning on putting together some public meetings with FCS assistance. He noted that one of the things that were cut from the scope of services was trips to Coeur d'Alene. He will work with FCS to see if they can get a program put together that they can manage and have FCS participate via teleconference or some other means. Mr. Pickel also noted that FCS will look into whether their CAP fee structure is in line with current court rulings.

Councilmember McEvers asked several questions regarding the proposed contract language. Mr. Pickel explained that FCS will have to rebuild the database that they originally created with current user rates and they will need to make some assumptions re: growth, etc. They will be looking at costs of providing service outside of the city limits, commercial vs. residential rates, and block rates. Mr. Pickel noted that the rate has to be justifiable and affordable to the customer.

Councilmember McEvers asked if the study would be looking at the possibility of all of the people paying for the watering of the parks. Mr. Pickel said that they would have to investigate it and review Idaho code.

Councilmember McEvers said that there are a couple of streets between Government Way and the highway where water mains have been replaced, etc., and the road is “lumpy.” He asked at what point does the impact on a street by Water and Sewer (digging and patching) contribute to the overlay of the street, and whether the study would be looking at that. Mr. Pickel said that he doesn’t think that issue would be encompassed in the study, and that it is something that they would have to discuss with Streets and the City. He noted that they are utilizing the Street Department to do repairs so he thinks that they are getting a better product now than we did years ago.

MOTION: Motion by Miller, seconded by English, to recommend council authorize the Mayor to enter into a Consultant Agreement with FCS Group, Inc. to conduct a rate study. Motion carried.

**Item 3 Declare Surplus Used Equipment and Vehicles
Consent Calendar**

Tim Martin, Street & Engineering Director, presented a request for council declaration of various pieces of used equipment and vehicles be deemed surplus and authorization for staff to proceed to auction.

Mr. Martin stated in his staff report that the equipment/vehicles have been deemed to be of little or no value to departments. There is no cost to the taxpayers. The Auction house takes a percentage of the bid auction item. There is a very minimal cost to the department to shuttle items to Post Falls.

The items requested to be surplused are a 1966 1 ton pickup utilized by the Water Department with an odometer reading of 67,000, although the department is pretty sure that the odometer has turned over a couple of times over the years. The other vehicle is a 1987 bucket truck, with a 35 foot bucket reach, that is being surplused out of the Street Department. The boom is overdue for a complete overhaul. This fiscal year they purchased a 2007 bucket truck with less than 30,000 miles with a reach of over 55 feet so they won’t have to rent a bucket to reach the higher poles.

Councilmember Miller asked if these items always go to the same auction house. Mr. Martin said that for the most part they do, because it is convenient. The auction house is located in Post Falls. He noted that the Street mechanic keeps a pretty good eye on auction fees.

MOTION: Motion by English, seconded by Miller, to recommend council declare various pieces of used equipment and vehicles be deemed surplus and authorize staff to proceed to auction. Motion carried.

**Item 4 V-18-1, Vacation of a portion of Lee Court right-of-way adjoining the southerly
boundary of the adjusted Lot 4, Block 2, Moen Subdivision in the City of Coeur d’Alene
Consent Calendar**

Dennis Grant, Engineering Project Manager, presented a request on behalf of applicant, GVD Partners, LP, for the vacation of a portion of Lee Court right-of-way that adjoins the southerly boundary of their property on Lee Court (1619 W. Appleway Avenue).

Mr. Grant stated in his staff report that the requested right-of-way was relinquished to the City of Coeur d'Alene through an agreement with the Idaho Transportation Department effective on December 30, 2004. The vacation of the requested right-of-way would not have any financial impact on the City and would add approximately 0.396 (17,263 square feet) to the County tax roll. The purpose of the request is to realign the excess right-of-way to match the existing public improvements. All utilities are existing and in place, and there is no foreseeable use for this additional right-of-way.

Councilmember Miller wondered if the City was not passing up on any activity in regard to paths or trails. Mr. Grant said because of the growth going on in that area the developers are trying to maximize their land and the City has no use for it and they can't sell or auction it, so they have to give it to the adjoining property owner per code. The advantage to the City is they would receive the future taxes on the property.

Councilmember McEvers asked if there was a plan to realign the street at all. Mr. Grant said that there wasn't.

MOTION: Motion by Miller, seconded by English, to recommend council authorize staff to proceed with the vacation process as outlined in Idaho Code Section 50-1306, and to set a public hearing on February 6, 2018.

Item 5 Reduction of Bond for Garden Grove Subdivision Improvements Consent Calendar

Chris Bosley, City Engineer, presented a request on behalf of Pepper Smock for a reduction of the installation security (bond), held by the City of Coeur d'Alene, for completed and inspected work for the Garden Grove subdivision and PUD.

Mr. Bosley stated in his staff report that the City Council approved the annexation of the subject property on February 2, 2016. Following the approval of the Garden Grove PUD and subdivision, construction began. When all health and safety improvements were completed, the applicant posted an improvement installation security for the remaining improvements onsite, which allowed for the recordation of the final plat to allow for the sale of lots. Since then, a majority of the improvements have been completed. Only a portion of the open space improvements and two turf block remain, and due to this snow time of year, installation must wait until more favorable weather prevails. Per City Code requirements outlined in Section 16.45.030, Mr. Smock has requested approval of a partial release of the bond. He has submitted a map highlighting the remaining areas to be improved and an updated installation security estimate prepared by Verdis engineer Merle Van Houten. Staff has reviewed and agrees with the estimate. The initial installation security amount of \$379,359.18 is requested to be reduced to \$152,742.08, which represents 40% of the original security which satisfies the requirements of City Code 16.45.030.

Mr. Bosley said that the Planning Department has reviewed the request and visited the site. Councilmember Miller asked how often does a request for reduction in a bond happen. Mr. Taylor said that it is fairly rare to receive a request largely because they put the bonds in place typically over the wintertime. This is done as a measure of accountability so that when spring comes around the developer is aware that they need to start getting the work done again, or else the City can complete the work.

Councilmember Miller asked how the reduction of the bond would come into play if there was a problem with a legal entanglement with another piece of property. Mr. Bosley said that this request is just for the open space improvements.

Councilmember McEvers asked about creating a precedent, and wondered if it would create the idea that you can start something, bond for it, and then start it and get some of your money back to finish it. Mr. Bosley said that typically they don't run into the situation where the developer runs out of time for a subdivision to be completed. Mr. Tymesen said that the City requires a bond for the public improvements that they were not able to get done. In 18 years, the City has never called upon a bond or used a developers cash to finish the work that the developer committed to do. He noted that the application is a quality developer and received an excellent recommendation from staff.

Councilmember English said that it only seems fair that they should take a look at it and reduce the bond.

MOTION: Motion by Miller, seconded by English, to recommend council approval of an installation security bond reduction held by the City of Coeur d'Alene, for completed and inspected work for the Garden Grove subdivision and PUD. Motion

The meeting adjourned at 4:41 p.m.

Respectfully submitted,

Amy C. Ferguson
Public Works Committee Liaison

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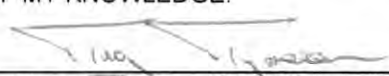
JAN 08 2018

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

CITY CLERK

| FUND | BALANCE 11/30/2017 | RECEIPTS | DISBURSE- MENTS | BALANCE 12/31/2017 |
|-------------------------------------|-----------------------|--------------------|--------------------|-----------------------|
| <u>General-Designated</u> | \$991,558 | \$50,214 | \$97,791 | \$943,981 |
| <u>General-Undesignated</u> | 6,179,386 | 3,318,351 | 4,242,225 | 5,255,512 |
| <u>Special Revenue:</u> | | | | |
| Library | (71,318) | 127,406 | 125,848 | (69,760) |
| CDBG | (374) | 10,953 | 10,650 | (71) |
| Cemetery | 8,370 | 31,379 | 23,106 | 16,643 |
| Parks Capital Improvements | 456,963 | 70,714 | 2,765 | 524,912 |
| Impact Fees | 2,273,528 | 128,406 | | 2,401,934 |
| Annexation Fees | 115,320 | 105 | | 115,425 |
| Insurance | - | | | - |
| Cemetery P/C | 1,578,495 | 6,375 | 3,060 | 1,581,810 |
| Jewett House | 23,667 | 1,811 | 905 | 24,573 |
| Reforestation | 26,802 | 24 | | 26,826 |
| Street Trees | 220,131 | 4,701 | 21,650 | 203,182 |
| Community Canopy | 3,276 | 43 | 272 | 3,047 |
| CdA Arts Commission | - | | | - |
| Public Art Fund | 68,890 | 63 | | 68,953 |
| Public Art Fund - ignite | 618,828 | 567 | | 619,395 |
| Public Art Fund - Maintenance | 82,025 | 75 | 26 | 82,074 |
| <u>Debt Service:</u> | | | | |
| 2015 G.O. Bonds | 545,689 | 69,742 | | 615,431 |
| LID Guarantee | (0) | | | (0) |
| LID 149 - 4th Street | | | | |
| <u>Capital Projects:</u> | | | | |
| Street Projects | 206,870 | 171,950 | 50,855 | 327,965 |
| <u>Enterprise:</u> | | | | |
| Street Lights | 86,218 | 45,392 | 85,188 | 46,422 |
| Water | 3,277,735 | 364,186 | 465,968 | 3,175,953 |
| Water Capitalization Fees | 4,755,663 | 762,174 | | 5,517,837 |
| Wastewater | 6,170,952 | 767,730 | 1,647,263 | 5,291,419 |
| Wastewater-Reserved | 928,681 | 27,500 | | 956,181 |
| WWTP Capitalization Fees | 7,394,115 | 230,011 | 596,206 | 7,027,920 |
| WW Property Mgmt | 60,668 | | | 60,668 |
| Sanitation | 1,210,653 | 350,559 | 322,870 | 1,238,342 |
| Public Parking | (462,132) | 15,549 | 174,829 | (621,412) |
| Drainage | 885,635 | 84,470 | 179,343 | 790,762 |
| Wastewater Debt Service | 1,028,753 | 942 | | 1,029,695 |
| <u>Fiduciary Funds:</u> | | | | |
| Kootenai County Solid Waste Billing | 224,133 | 221,141 | 226,746 | 218,528 |
| LID Advance Payments | 209 | | | 209 |
| Police Retirement | 1,214,576 | 14,194 | 14,249 | 1,214,521 |
| Sales Tax | 1,453 | 1,565 | 1,453 | 1,565 |
| BID | 194,340 | 4,818 | | 199,158 |
| Homeless Trust Fund | 402 | 496 | 402 | 496 |
| GRAND TOTAL | \$40,300,159 | \$6,883,606 | \$8,293,670 | \$38,890,095 |

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


 Troy Tymesen, Finance Director, City of Coeur d'Alene, Idaho

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
THREE MONTH ENDED
December 31, 2017

RECEIVED

JAN 08 2018

CITY CLERK

| FUND OR DEPARTMENT | TYPE OF EXPENDITURE | TOTAL BUDGETED | SPENT THRU 12/31/2017 | PERCENT EXPENDED |
|-----------------------|---------------------|----------------|-----------------------|------------------|
| Mayor/Council | Personnel Services | \$233,336 | \$51,220 | 22% |
| | Services/Supplies | 11,400 | 1,298 | 11% |
| Administration | Personnel Services | 357,463 | 83,218 | 23% |
| | Services/Supplies | 22,950 | 1,170 | 5% |
| Finance | Personnel Services | 744,010 | 180,678 | 24% |
| | Services/Supplies | 461,215 | 205,687 | 45% |
| Municipal Services | Personnel Services | 1,283,631 | 343,217 | 27% |
| | Services/Supplies | 494,919 | 199,855 | 40% |
| | Capital Outlay | 10,000 | 9,385 | 94% |
| Human Resources | Personnel Services | 255,486 | 55,102 | 22% |
| | Services/Supplies | 56,225 | 11,222 | 20% |
| Legal | Personnel Services | 1,132,172 | 284,158 | 25% |
| | Services/Supplies | 65,253 | 16,099 | 25% |
| Planning | Personnel Services | 582,544 | 129,591 | 22% |
| | Services/Supplies | 135,100 | 14,348 | 11% |
| | Capital Outlay | | | |
| Building Maintenance | Personnel Services | 362,828 | 83,124 | 23% |
| | Services/Supplies | 152,475 | 33,464 | 22% |
| | Capital Outlay | | | |
| Police | Personnel Services | 12,405,906 | 3,292,152 | 27% |
| | Services/Supplies | 1,143,778 | 192,756 | 17% |
| | Capital Outlay | 34,840 | | |
| Fire | Personnel Services | 9,101,092 | 2,504,343 | 28% |
| | Services/Supplies | 607,909 | 106,094 | 17% |
| | Capital Outlay | | 184,112 | |
| General Government | Services/Supplies | 105,900 | 105,287 | 99% |
| | Capital Outlay | | 410,381 | |
| Byrne Grant (Federal) | Services/Supplies | | 19,952 | |
| | Capital Outlay | | | |
| COPS Grant | Personnel Services | 121,939 | | |
| | Services/Supplies | | | |
| CdA Drug Task Force | Services/Supplies | 30,710 | | |
| | Capital Outlay | | | |
| Streets | Personnel Services | 2,694,412 | 636,596 | 24% |
| | Services/Supplies | 1,459,540 | 158,646 | 11% |
| | Capital Outlay | 287,000 | 61,698 | 21% |


CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
THREE MONTH ENDED
December 31, 2017

| FUND OR DEPARTMENT | TYPE OF EXPENDITURE | TOTAL BUDGETED | SPENT THRU 12/31/2017 | PERCENT EXPENDED |
|----------------------------|------------------------|-------------------|--------------------------|---------------------|
| Engineering Services | Personnel Services | 242,736 | 61,791 | 25% |
| | Services/Supplies | 98,350 | 39,761 | 40% |
| | Capital Outlay | | | |
| Parks | Personnel Services | 1,483,915 | 318,548 | 21% |
| | Services/Supplies | 558,450 | 70,872 | 13% |
| | Capital Outlay | 60,000 | | |
| Recreation | Personnel Services | 559,345 | 113,695 | 20% |
| | Services/Supplies | 190,330 | 17,592 | 9% |
| | Capital Outlay | 6,400 | | |
| Building Inspection | Personnel Services | 836,397 | 212,328 | 25% |
| | Services/Supplies | 40,196 | 4,785 | 12% |
| | Capital Outlay | | | |
| Total General Fund | | <u>38,430,152</u> | <u>10,214,225</u> | <u>27%</u> |
| Library | Personnel Services | 1,250,412 | 302,163 | 24% |
| | Services/Supplies | 208,000 | 48,434 | 23% |
| | Capital Outlay | 160,000 | 20,264 | 13% |
| CDBG | Services/Supplies | 384,049 | 91,270 | 24% |
| Cemetery | Personnel Services | 193,807 | 42,574 | 22% |
| | Services/Supplies | 100,500 | 21,037 | 21% |
| | Capital Outlay | | | |
| Impact Fees | Services/Supplies | 745,000 | 423,000 | 57% |
| Annexation Fees | Services/Supplies | 398,240 | 398,240 | 100% |
| Parks Capital Improvements | Capital Outlay | 146,500 | 1,891 | 1% |
| Cemetery Perpetual Care | Services/Supplies | 157,000 | 26,053 | 17% |
| Jewett House | Services/Supplies | 25,855 | 1,802 | 7% |
| Reforestation | Services/Supplies | 5,000 | | |
| Street Trees | Services/Supplies | 100,000 | 25,676 | 26% |
| Community Canopy | Services/Supplies | 2,000 | 359 | 18% |
| Public Art Fund | Services/Supplies | 443,500 | 45,962 | 10% |
| | | <u>4,319,863</u> | <u>1,448,725</u> | <u>34%</u> |
| Debt Service Fund | | <u>882,181</u> | | |

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
THREE MONTH ENDED
December 31, 2017

| FUND OR DEPARTMENT | TYPE OF EXPENDITURE | TOTAL BUDGETED | SPENT THRU 12/31/2017 | PERCENT EXPENDED |
|-------------------------------|---------------------|----------------|-----------------------|------------------|
| Seltice Way | Capital Outlay | | 124,730 | |
| Seltice Way Sidewalks | Capital Outlay | 332,000 | | |
| Traffic Calming | Capital Outlay | 45,000 | 24,275 | 54% |
| Govt Way - Hanley to Prairie | Capital Outlay | | 217 | |
| Levee Certification | Capital Outlay | | | |
| Fastlane Project | Capital Outlay | | | |
| Medina Avenue | Capital Outlay | 160,000 | 6,617 | 4% |
| Kathleen Avenue Widening | Capital Outlay | 195,000 | | |
| Margaret Avenue | Capital Outlay | | | |
| 4th and Dalton | Capital Outlay | 25,000 | | |
| US 95 Upgrade | Capital Outlay | 195,000 | | |
| 15th Street | Capital Outlay | 60,000 | | |
| Ironwood | Capital Outlay | 225,000 | | |
| | | 1,237,000 | 155,839 | 13% |
| Street Lights | Services/Supplies | 639,720 | 122,522 | 19% |
| Water | Personnel Services | 1,975,543 | 541,861 | 27% |
| | Services/Supplies | 4,421,891 | 301,329 | 7% |
| | Capital Outlay | 3,630,000 | 162,983 | 4% |
| Water Capitalization Fees | Services/Supplies | 866,000 | | |
| Wastewater | Personnel Services | 2,684,202 | 637,799 | 24% |
| | Services/Supplies | 7,042,103 | 504,645 | 7% |
| | Capital Outlay | 10,881,000 | 1,986,432 | 18% |
| | Debt Service | 2,177,063 | | |
| WW Capitalization | Services/Supplies | 2,200,000 | | |
| Sanitation | Services/Supplies | 3,500,806 | 660,954 | 19% |
| Public Parking | Services/Supplies | 271,846 | 117,518 | 43% |
| | Capital Outlay | 83,000 | 257,428 | 310% |
| Drainage | Personnel Services | 111,160 | 28,653 | 26% |
| | Services/Supplies | 794,658 | 66,656 | 8% |
| | Capital Outlay | 362,000 | 172,379 | 48% |
| Total Enterprise Funds | | 41,640,992 | 5,561,159 | 13% |
| Kootenai County Solid Waste | | 2,600,000 | 456,304 | 18% |
| Police Retirement | | 176,554 | 43,561 | 25% |
| Business Improvement District | | 176,000 | 30,000 | 17% |
| Homeless Trust Fund | | 5,200 | 741 | 14% |
| Total Fiduciary Funds | | 2,957,754 | 530,606 | 18% |
| TOTALS: | | \$89,467,942 | \$17,910,554 | 20% |

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


Troy Tymesen, Finance Director, City of Coeur d'Alene, Idaho

RECEIVED

JAN 08 2018

CITY CLERK

**City of Coeur d Alene
Cash and Investments
12/31/2017**

| Description | City's Balance |
|---|---------------------------|
| U.S. Bank | |
| Checking Account | 2,411,096 |
| Checking Account | 21,827 |
| Investment Account - Police Retirement | 1,196,963 |
| Investment Account - Cemetery Perpetual Care Fund | 1,578,495 |
| Wells Fargo Bank | |
| Federal Home Loan Bank Bond | 995,362 |
| Community 1st Bank | |
| Certificate of Deposit | 1,004,753 |
| Certificate of Deposit | 205,603 |
| Idaho Central Credit Union | |
| Certificate of Deposit | 251,345 |
| Idaho State Investment Pool | |
| State Investment Pool Account | 30,969,317 |
| Spokane Teacher's Credit Union | |
| Certificate of Deposit | 253,209 |
| Cash on Hand | |
| Finance Department Petty Cash | 500 |
| Treasurer's Change Fund | 1,350 |
| Police Change Fund | 75 |
| Library Change fund | 180 |
| Cemetery Change Fund | 20 |
| Total | <u>38,890,095</u> |

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



Troy Tymesen, Finance Director, City of Coeur d'Alene, Idaho

PUBLIC WORKS COMMITTEE

STAFF REPORT

DATE: January 8, 2018
FROM: Dennis J. Grant, Engineering Project Manager
SUBJECT: **V-18-1, Vacation of a portion of Lee Court right-of-way adjoining the southerly boundary of the adjusted Lot 4, Block 2, Moen Subdivision in the City of Coeur d'Alene.**

DECISION POINT

The applicant, GVD Partners, LP, is requesting the vacation of a portion of Lee Court right-of-way that adjoins the southerly boundary of their property on Lee Court (1619 W. Appleway Avenue).

HISTORY

The requested right-of-way was relinquished to the City of Coeur d'Alene through an agreement with the Idaho Transportation Department effective on December 30, 2004.

FINANCIAL ANALYSIS

The vacation of the requested right-of-way would not have any financial impact on the City and would add approximately 0.396 Acres (17,263 Square Feet) to the County tax roll. Although a minor amount, it would be a benefit to the municipality as tax revenue, and, to the land owner whose lot adjoins the strip of usable property.

PERFORMANCE ANALYSIS

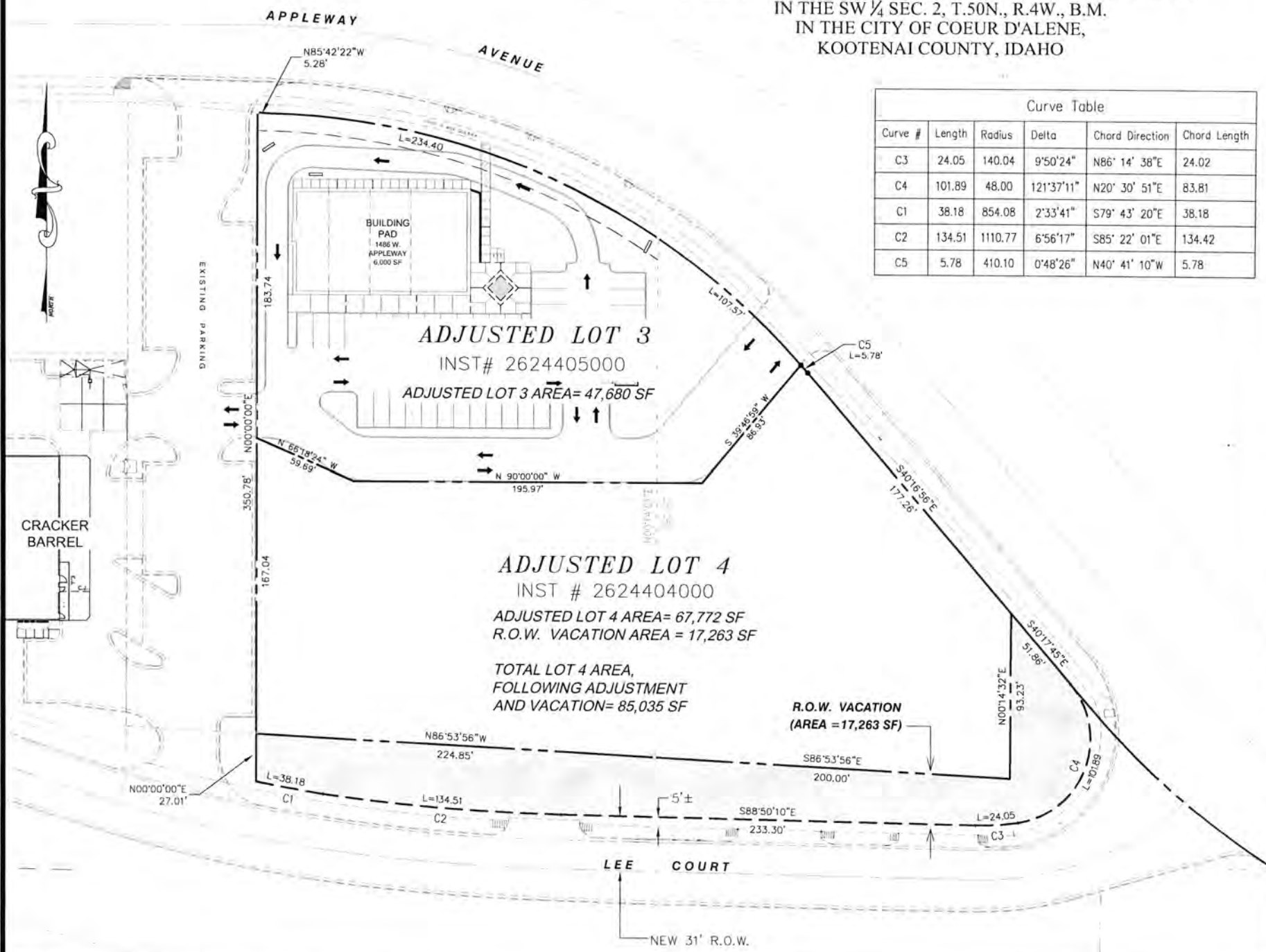
The purpose of this request is to realign the excess right-of-way to match the existing public improvements. All utilities are existing and in place, and there is no foreseeable use for this additional right-of-way. Therefore, the vacation of this portion of right-of-way adjoining this parcel would not impact the City and would be a benefit to the property owner.

RECOMMENDATION

Staff recommends to the Public Works Committee to proceed with the vacation process as outlined in Idaho Code Section 50-1306, and, to recommend to the City Council the setting of a public hearing for the item on February 6, 2018.

WINCO FOODS

RIGHT-OF-WAY VACATION
 FRONTING ADJUSTED LOT 4, BLOCK 2, MOEN SUBDIVISION
 IN THE SW ¼ SEC. 2, T.50N., R.4W., B.M.
 IN THE CITY OF COEUR D'ALENE,
 KOOTENAI COUNTY, IDAHO



| Curve Table | | | | | |
|-------------|--------|---------|------------|-----------------|--------------|
| Curve # | Length | Radius | Delta | Chord Direction | Chord Length |
| C3 | 24.05 | 140.04 | 9°50'24" | N86° 14' 38"E | 24.02 |
| C4 | 101.89 | 48.00 | 121°37'11" | N20° 30' 51"E | 83.81 |
| C1 | 38.18 | 854.08 | 2°33'41" | S79° 43' 20"E | 38.18 |
| C2 | 134.51 | 1110.77 | 6°56'17" | S85° 22' 01"E | 134.42 |
| C5 | 5.78 | 410.10 | 0°48'26" | N40° 41' 10"W | 5.78 |

EXHIBIT OF RIGHT-OF-WAY VACATION
 LEE COURT FRONTING BLOCK TWO,
 MOEN SUBDIVISION

SCALE: NTS
 DATE: 12/15/17
 FILE: M72H

FRAME & S METANA, PA
 Consulting Engineers

603 North 4th Street, Coeur d'Alene, Idaho, 83814
 Ph. (208)664-2121/Fax: (208)765-5502/Email: smetana@roadrunner.com

ES

SHEET
 1 OF 1

RESOLUTION NO. 18-002

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING THE BELOW MENTIONED ACTIONS OF THE CITY OF COEUR D'ALENE INCLUDING: APPROVAL OF SOLE SOURCE PURCHASE OF PORTABLE RADIOS FOR THE POLICE DEPARTMENT; DECLARATION OF SURPLUS USED VEHICLES FOR THE STREET DEPARTMENT; AND APPROVAL OF A REDUCTION OF BOND FOR GARDEN GROVE SUBDIVISION IMPROVEMENTS.

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 "C" and by reference made a part hereof as summarized as follows:

- A) Approval of Sole Source Purchase of portable radios for the Police Department;
- B) Declaration of surplus used vehicles for the Street Department;
- C) Approval of a reduction of bond for Garden Grove subdivision improvements;

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 "C" 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 16th day of January, 2018.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER ENGLISH Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER EDINGER Voted _____

_____ was absent. Motion _____.



Coeur d'Alene Police

Protect and Serve with Excellence

Chief Lee White

3818 SCHREIBER WAY
COEUR D'ALENE, ID 83815
208-769-2320 – FAX 208-769-2307
www.cdapolicy.org

To: Purchasing
From: Bill Tilson
Date: December 14, 2017
Ref: Sole Source Radios

The Coeur d'Alene Police Department utilizes the Kootenai County Communications Center for radio communications. The trunking system we utilize is administered by Kootenai County employees. All equipment in use is optimized for Motorola currently.

We would request a sole source of using Motorola products for several reasons including:

- Motorola Solutions provides the radio equipment compatible with the County's radio trunking system. Using these radios ensures law enforcement and support staff can properly respond to and function in a life-threatening situation or any situation which is detrimental
- Computer support. We have personnel who have been trained in the maintenance, programming, and encryption of Motorola radios. Other radio vendors are not compatible with these programs / equipment currently in use by the Department.
- External support. Currently employees of Kootenai County assigned to communications can assist us with technological issues that are greater than what we can handle currently but only with Motorola products. They do not have the same familiarity with other radios and cannot guarantee all features in use will work on other manufacturer radios.
- Prevent additional costs. Changing to a different radio vendor will also incur additional costs including new digital encryption tools (usually in the thousands of dollars to replace), OTAP (Over the Air Programming) servers, programming software and hardware including cables and connectors, and other equipment to Kootenai County's system to maintain connectivity. Additional gateways may also be needed to connect to the system if another manufacture was chosen. The gateways would need to be authorized by the 9-1-1 Advisory Board along with any other hardware that needs to be attached to the system.

Additionally, there are no other local companies that sell specialized law enforcement Motorola communications equipment. Having access to a company only 25 minutes away allows us to have technical expertise immediately and keeps our personnel safe and working in the field conducting their various duties.

For these paramount considerations, we request Motorola Solutions as the sole source provider for the Department's radios.

**CITY COUNCIL
STAFF REPORT**

DATE: December 14, 2017

FROM: Lee White, Chief of Police

SUBJECT: Purchase of 15 portable radios

Decision Point: The Police Department requests authorization to make a sole source purchase of 15 Motorola portable radios from Motorola Solutions.

History: The police department uses several different Motorola models of portable radio: The XTS 1500 and XTS 2500 and the APX 1000, 4000, and APX 6000. Four APX 1000 and eleven XTS 1500 radios currently used by our agency need to be replaced.

In the mid 2000's emergency services were required to move to a P25 compliance standard set forth by the Federal Government. The Coeur d'Alene Police Department purchased the XTS series radios in 2008. The XTS 1500 radios are old, suffer from transmission strength issues, and cannot be encrypted so they do not get all of our channels. The APX 1000 radios suffer from strength and encryption issues in addition to not being user friendly.

The request for a sole source purchase under Idaho Code § 67-2808 is based on the following: The Coeur d'Alene Police Department utilizes the Kootenai County Communications Center for radio communications. The trunking system we utilize is administered by Kootenai County employees. All equipment in use is optimized for Motorola radios. Department personnel have used Motorola equipment for years, have confidence in their products, and personnel have been trained in the maintenance, programming, and encryption of Motorola radios. Changing to a different radio system would mean additional expense in training our personnel to maintain the same level of support. Currently employees of Kootenai County assigned to communications can assist us with technological issues that are greater than what we can handle, but they can do so only with Motorola products. They do not have the same familiarity with other radios and cannot guarantee all features will work with other manufacturer radios. Finally, changing to a different radio manufacturer will also result in additional costs, including new digital encryption tools (usually in the thousands of dollars to replace), OTAP (Over the Air Programming) servers, programming software, and hardware including cables, connectors, and other equipment to maintain connectivity with Kootenai County's system. Additional gateways may also be needed to connect to the system if another manufacture were to be chosen. The gateways would need to be authorized by the 9-1-1 Advisory Board along with any other hardware that needs to be attached to the system. These considerations are paramount in the Department's decision to purchase replacement radios. Motorola Solutions sets the price for all Motorola radios and licenses local agents to complete sales. These Motorola radios are not available from any other vendor. Legal has verified that these reasons justify a sole source purchase from Motorola Solutions.

Financial Analysis: The cost for one APX 6000 is approximately \$4870; replacing all fifteen radios will cost \$73,028. The cost of the new radios includes factory programming, encryption capabilities, and accessories such as batteries, chargers, and microphones that are needed to place the radios into service. The police department will be attempting to find funds in our current budget.

Over the next few years, we will need to replace the remaining 102 portable radios and we will attempt to find funding through grant opportunities or our regular budgeting process.



Quote Number: QU0000424099

Effective: 08 DEC 2017

Effective To: 06 FEB 2018

Bill-To:

COEUR D'ALENE POLICE DEPT
3818 SCHREIBER WAY
COEUR D'ALENE, ID 83815
United States

Attention:

Name: Steve Moran
Phone: (509)484-1400

Sales Contact:

Name: Steven Fontaine
Email: sfontaine@daywireless.com
Phone: 5094841400

Contract Number: NASPO ValuePoint
Freight terms: FOB Destination
Payment terms: Net 30 Due

| Item | Quantity | Nomenclature | Description | Your price | Extended Price |
|------|----------|--------------|--|------------|----------------|
| 1 | 15 | H98UCF9PW6BN | APX6000 700/800 MODEL 2.5 PORTABLE | \$2,208.98 | \$33,134.70 |
| 1a | 15 | Q806BM | ADD: ASTRO DIGITAL CAI OPERATION | \$375.95 | \$5,639.25 |
| 1b | 15 | HA00022AB | ADD: 3 YEAR SERVICE FROM THE START COMPREHENSIVE | \$234.00 | \$3,510.00 |
| 1c | 15 | QA05573AA | ALT: LI-ION IMPRES 2 5100MAH DELTA-T (PMNN4494) | \$98.55 | \$1,478.25 |
| 1d | 15 | H869BZ | ENH: MULTIKEY | \$240.90 | \$3,613.50 |
| 1e | 15 | Q629AK | ENH: AES ENCRYPTION | \$346.75 | \$5,201.25 |
| 1f | 15 | G996AU | ADD: PROGRAMMING OVER P25 (OTAP) | \$73.00 | \$1,095.00 |
| 1g | 15 | H38BT | ADD: SMARTZONE OPERATION | \$876.00 | \$13,140.00 |
| 1h | 15 | Q361AR | ADD: P25 9600 BAUD TRUNKING | \$219.00 | \$3,285.00 |
| 2 | 15 | NNTN8860A | CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA | \$109.50 | \$1,642.50 |
| 3 | 15 | PMMN4062A | IMPRES RSM, NOISE CANC. EMERGENCY BUTTON 3.5MM JACK IP54 | \$85.92 | \$1,288.80 |

Total Quote in USD

\$73,028.25

PO Issued to Motorola Solutions Inc. must:

- >Be a valid Purchase Order (PO)/Contract/Notice to Proceed on Company Letterhead. Note: Purchase Requisitions cannot be accepted
- >Have a PO Number/Contract Number & Date
- >Identify "Motorola Solutions Inc." as the Vendor
- >Have Payment Terms or Contract Number
- >Be issued in the Legal Entity's Name
- >Include a Bill-To Address with a Contact Name and Phone Number
- >Include a Ship-To Address with a Contact Name and Phone Number
- >Include an Ultimate Address (only if different than the Ship-To)
- >Be Greater than or Equal to the Value of the Order
- >Be in a Non-Editable Format
- >Identify Tax Exemption Status (where applicable)
- >Include a Signature (as Required)

PUBLIC WORKS STAFF REPORT

DATE: January 8th, 2018
FROM: Tim Martin, Street & Engineering Director
SUBJECT: **DECLARE SURPLUS USED EQUIPMENT AND VEHICLES**

DECISION POINT:

The purpose of this report is for consent to declare various pieces of used assets and items to be deemed surplus and authorization to auction.

HISTORY:

The description of the auction items has historically gone through the Public Works committee prior to Council for consent.

PERFORMANCE ANALYSIS

This equipment/ vehicles have been deemed of little or no value to departments. We looked to provide or offer in-house before we sent items to surplus.

FINANCIAL ANALYSIS

There is no cost to the taxpayers. The Auction house takes a percentage of the bid auction item. There is a very minimal cost to the department for us to shuttle items to Post Falls.

DECISION POINT:

The purpose of this report is to ask for Council Consent to declare this equipment surplus.

List of items

Here is a brief description of each item,

- The water vehicle 1966 ford 1 ton VIN # F60BR713809. Odometer reads 67754 (pretty sure it has turned over a time or two.
- The bucket truck is a 1987 GMC 7000 with 36,209 miles. The boom is overdue for the regularly required complete overhaul that bucket trucks are subject to, there is a noisy piston in the engine, on outrigger cylinder is leaking and many hoses are weather checked.





STAFF REPORT

DATE: JANUARY 16, 2018
FROM: CHRIS BOSLEY, CITY ENGINEER; SEAN HOLM, SENIOR PLANNER;
AND RANDY ADAMS, DEPUTY CITY ATTORNEY
SUBJECT: REQUEST TO REDUCE IMPROVEMENT INSTALLATION SECURITY FOR
THE GARDEN GROVE PUD PURSUANT TO MUNICIPAL CODE §
16.45.030

DECISION POINT:

Harmony Homes LLC is requesting a reduction of the improvement installation security (provided in the form of an irrevocable letter of credit) in favor of the City of Coeur d'Alene, for the completion of required improvements for the Garden Grove subdivision and PUD.

HISTORY:

On December 12, 2016, the applicant determined the cost of the uncompleted required improvements for the Garden Grove subdivision and PUD to be \$252,906.12 and, thus, the initial improvement installation security was set at \$379,359.18, or 150% of the cost. An irrevocable letter of credit was issued in favor of the City in that amount. A list of the then-uncompleted required improvements is attached hereto as Exhibit A. On February 7, 2017, the City Council approved the Final Plat, and accepted the installed public improvements, the maintenance/warranty agreement, and the maintenance/warranty security. Since then, a majority of the required improvements have been completed. Due to the weather, installation of the final improvements must wait for more favorable weather. This is the reason for the request.

FINANCIAL ANALYSIS:

There is no financial impact to the City of Coeur d'Alene.

PERFORMANCE ANALYSIS:

Pursuant to Municipal Code § 16.45.030, Harmony Homes has requested approval of a partial release of the improvement installation security. A map, highlighting the remaining areas to be improved and an updated installation security estimate prepared by Verdis engineer Merle Van Houten, is attached. The estimated cost of the remaining improvements is \$101,828.05, resulting in a security requirement of \$152,742.08 (150% of the cost). Staff has reviewed and agrees with this estimate. A list of the remaining required improvements is attached hereto as Exhibit A-1.

16.45.030: REDUCTION OF INSTALLATION SECURITY:

A. A developer may request one reduction or partial release of the improvement installation security by submitting a written request to the city engineer along with a detailed estimate of the value of the work remaining to be completed. Upon receipt of the request, the city engineer will inspect the improvements completed and verify the value and percentage of work remaining. If the city engineer determines that the work has been satisfactorily completed and that the submitted estimates are correct, he or she will recommend that the city council reduce or partially release the improvement installation security subject to the following conditions:

1. No reduction will be made when more than fifty percent (50%) of the work remains to be completed.
2. No reduction will result in reducing the security to less than ten percent (10%) of the amount of the original security.
3. Reduction of security will be construed as formal acceptance of only those improvements completed at the time of reduction.
4. Reduction of security does not apply to warranty or monument security. (Ord. 3485, 2014)

The request is for a reduction of the initial installation security amount of \$379,359.18 to \$152,742.08, an amount which is 40% of the original security. This reduction is allowed by Code.

DECISION POINT/RECOMMENDATION:

Staff recommends approval of the installation security reduction for Harmony Homes LLC.

December 7, 2017

Mr. Sean Holm
Senior Planner
City of Coeur d'Alene
710 E. Mullan Ave.
Coeur d'Alene, ID 83814

RE: Garden Grove – Remaining Improvements

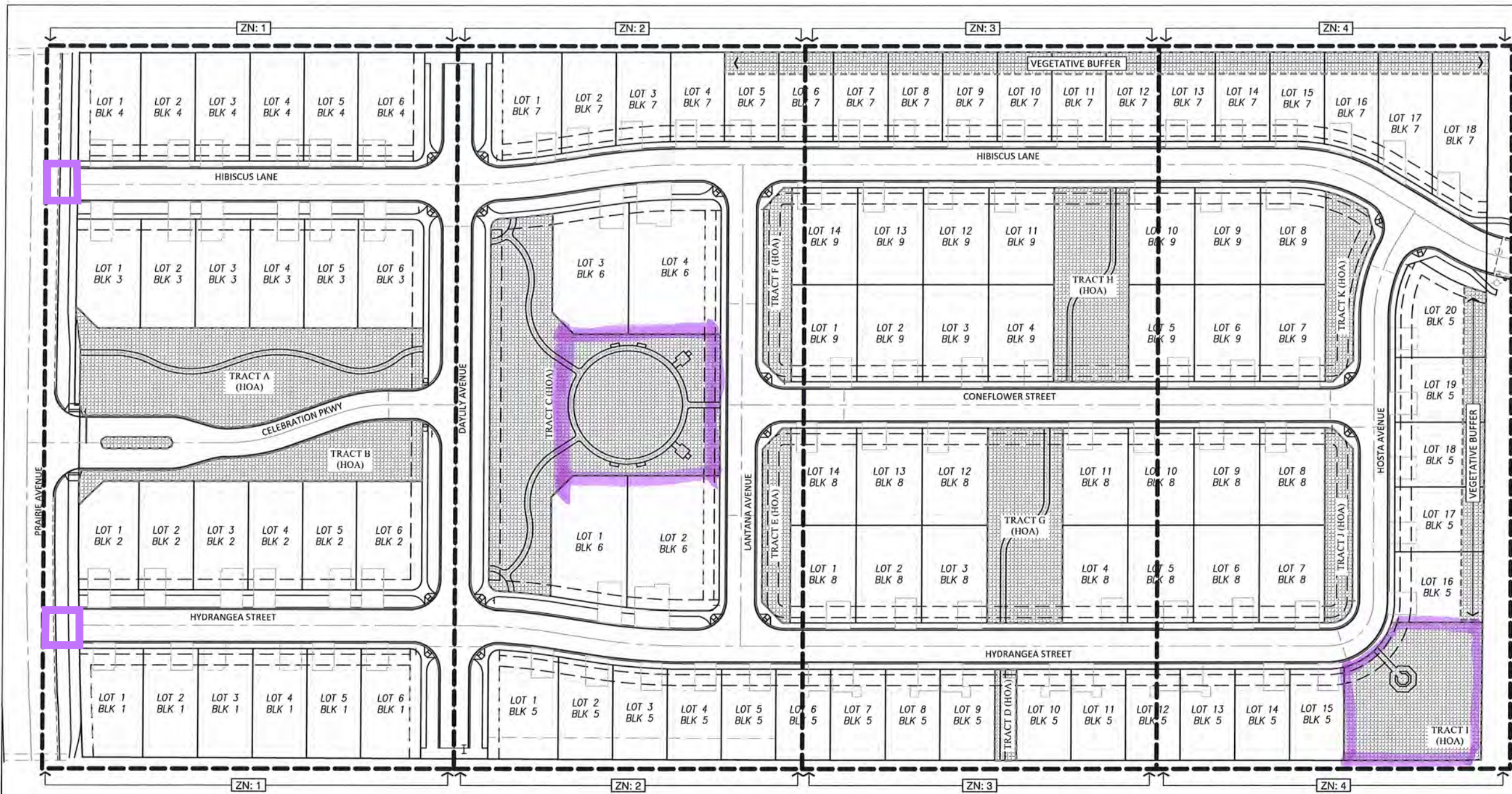
Mr. Holm:

The itemized list of improvements for the Garden Grove PUD provided to you today will be completed in the spring of 2018. We greatly appreciate the patience and understanding shown by the City and nearby residents as we take the necessary measures to construct a lasting high quality development.

Sincerely,

A handwritten signature in black ink that reads "Donald Smock". The signature is written in a cursive, slightly slanted style.

Donald Smock
Harmony Homes, LLC
Managing Member



SYMBOL LEGEND

MAJOR LANDSCAPING FEATURES

- ZN: 1** LANDSCAPE ZONE 1 - SEE SHEETS PUD 9-10
- ZN: 2** LANDSCAPE ZONE 2 - SEE SHEETS PUD 11-13
- ZN: 3** LANDSCAPE ZONE 3 - SEE SHEET PUD 14
- ZN: 4** LANDSCAPE ZONE 4 - SEE SHEETS PUD 15-16

ADDITIONAL LANDSCAPE FEATURES/PLANS
 1. SEE SHEET PUD 19 FOR LANDSCAPE NOTES/DETAILS



verdis
 planning | design | engineering | construction
 Physical Address: 602 E. Front Avenue, Ste. 205
 Coeur d'Alene, ID 83814
 Phone: P: (208) 667-1214
 Mailing Address: PO Box 580
 Coeur d'Alene, ID 83816
 Web: www.verdisnw.com

GARDEN GROVE PUD
LANDSCAPE FEATURES/ZONES
OVERVIEW

DATE: 01-05-17
 JOB: 15-249
 DRAWN: SPK
 CHECKED: SPK
 REVISIONS:

| NO: | DESCRIPTION: |
|-----|--------------|
| △ | |
| △ | |
| △ | |
| △ | |

PROJECT:
 GARDEN GROVE
 CLIENT:
 HARMONY HOMES, LLC
 ADDRESS:
 PRAIRIE AVE
 DRAWING FILE:
 PUD.dwg

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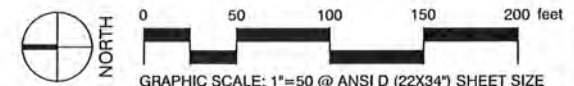


EXHIBIT A

Garden Grove PUD
Performance Bond
12/12/2016

| DESCRIPTION | UNIT | QUANTITY | COST PER UNIT | TOTAL ITEM COST |
|--|------|----------|---------------|----------------------|
| Concrete Sidewalks, 4" Thickness, Outside ROW | SY | 870 | \$ 34.24 | \$ 29,788.80 |
| Survey Property Pins | LS | 1 | \$ 5,500.00 | \$ 5,500.00 |
| LANDSCAPING | | | | |
| Fine Grading | SF | 108,796 | \$ 0.20 | \$ 21,759.20 |
| 6" Mow Curb | LF | 1,718 | \$ 3.95 | \$ 6,786.10 |
| Turf Block | SF | 412 | \$ 12.00 | \$ 4,944.00 |
| Benches | EA | 4 | \$ 1,200.00 | \$ 4,800.00 |
| Shade Trellis - Main Park | EA | 2 | \$ 4,000.00 | \$ 8,000.00 |
| BBQ Grills - Main Park | EA | 2 | \$ 500.00 | \$ 1,000.00 |
| Picnic Tables - Main Park | EA | 2 | \$ 500.00 | \$ 1,000.00 |
| Volleyball Net Post Sleeves - Main Park | EA | 2 | \$ 250.00 | \$ 500.00 |
| Special Paving Under Trellis - Main Park | SF | 260 | \$ 12.00 | \$ 3,120.00 |
| Gazebo - Community Garden | EA | 1 | \$ 5,000.00 | \$ 5,000.00 |
| Garden Boxes - Community Garden | EA | 16 | \$ 300.00 | \$ 4,800.00 |
| Pea Gravel - Around Garden Boxes | TON | 25 | \$ 50.00 | \$ 1,250.00 |
| Hydroseed - Lawn | SF | 99,728 | \$ 0.08 | \$ 7,978.24 |
| 1.5" Cal. Deciduous Shade Trees | EA | 19 | \$ 250.00 | \$ 4,750.00 |
| 1.5" Cal. Flowering Accent Trees | EA | 16 | \$ 250.00 | \$ 4,000.00 |
| Shrubs & Groundcovers, 1 gal | EA | 606 | \$ 16.00 | \$ 9,696.00 |
| Bark Mulch (2" depth) | CY | 60 | \$ 40.00 | \$ 2,400.00 |
| Shrub Fertilizer (granular/time released plant tabs) | LS | 1 | \$ 400.00 | \$ 400.00 |
| Automatic System to include all HOA areas | LS | 1 | \$ 52,371.00 | \$ 52,371.00 |
| ROW Irrigation | SF | 32,019 | \$ 0.60 | \$ 19,211.40 |
| ROW Swale Seed | SF | 32,019 | \$ 0.08 | \$ 2,657.58 |
| Fine Grading | SF | 32,019 | \$ 0.20 | \$ 6,403.80 |
| 12'-15' Buffer Trees - Deciduous @ 2.5" Caliper Min. | EA | 43 | \$ 400.00 | \$ 17,200.00 |
| 2" Cal. Street Trees | EA | 89 | \$ 310.00 | \$ 27,590.00 |
| COST OF REMAINING IMPROVEMENTS | | | | \$ 252,906.12 |
| PERFORMANCE BOND VALUE (150% OF REMAINING IMPROVEMENTS) | | | | \$ 379,359.18 |

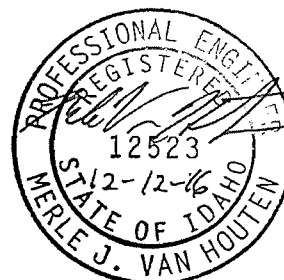


EXHIBIT A-1

| Garden Grove PUD Performance Bond 12/13/2017 | | | | |
|--|------|----------|---------------|----------------------|
| DESCRIPTION | UNIT | QUANTITY | COST PER UNIT | TOTAL ITEM COST |
| Concrete Sidewalks, 4" Thickness, Outside ROW | SY | 320 | \$ 34.24 | \$ 10,956.80 |
| Survey Property Pins | LS | 1 | \$ 5,500.00 | \$ 5,500.00 |
| Place/Shape Topsoil @ 3" Depth Over Turf/Shrub Areas | CY | 327 | \$ 9.37 | \$ 3,063.99 |
| LANDSCAPING | | | | |
| Fine Grading | SF | 34,237 | \$ 0.20 | \$ 6,847.40 |
| 6" Mow Curb | LF | 422 | \$ 3.95 | \$ 1,666.90 |
| Turf Block | SF | 412 | \$ 12.00 | \$ 4,944.00 |
| Benches | EA | 4 | \$ 1,200.00 | \$ 4,800.00 |
| Shade Trellis - Main Park | EA | 2 | \$ 3,850.00 | \$ 7,700.00 |
| BBQ Grills - Main Park | EA | 2 | \$ 648.00 | \$ 1,296.00 |
| Picnic Tables - Main Park | EA | 2 | \$ 1,375.00 | \$ 2,750.00 |
| Volleyball Net Post Sleeves - Main Park | EA | 2 | \$ 250.00 | \$ 500.00 |
| Special Paving Under Trellis - Main Park | SF | 200 | \$ 12.00 | \$ 2,400.00 |
| Gazebo - Community Garden | EA | 1 | \$ 7,440.00 | \$ 7,440.00 |
| Garden Boxes - Community Garden | EA | 16 | \$ 300.00 | \$ 4,800.00 |
| Pea Gravel - Around Garden Boxes | TON | 25 | \$ 50.00 | \$ 1,250.00 |
| Hydroseed - Lawn | SF | 34,237 | \$ 0.08 | \$ 2,738.96 |
| 1.5" Cal. Deciduous Shade Trees | EA | 18 | \$ 250.00 | \$ 4,500.00 |
| 1.5" Cal. Flowering Accent Trees | EA | 0 | \$ 250.00 | \$ - |
| Shrubs & Groundcovers, 1 gal | EA | 123 | \$ 16.00 | \$ 1,968.00 |
| Bark Mulch (2" depth) | CY | 9 | \$ 40.00 | \$ 360.00 |
| Shrub Fertilizer (granular/time released plant tabs) | LS | 1 | \$ 400.00 | \$ 400.00 |
| Automatic System to include all HOA areas | LS | 1 | \$ 25,946.00 | \$ 25,946.00 |
| ROW Irrigation | SF | 0 | \$ 0.60 | \$ - |
| ROW Swale Seed | SF | 0 | \$ 0.08 | \$ - |
| Fine Grading | SF | 0 | \$ 0.20 | \$ - |
| 12'-15' Buffer Trees - Deciduous @ 2.5" Caliper Min. | EA | 0 | \$ 400.00 | \$ - |
| 2" Cal. Street Trees | EA | 0 | \$ 310.00 | \$ - |
| COST OF REMAINING IMPROVEMENTS | | | | \$ 101,828.05 |
| PERFORMANCE BOND VALUE (150% OF REMAINING IMPROVEMENTS) | | | | \$ 152,742.08 |

ANNOUNCEMENTS

PUBLIC WORKS COMMITTEE

**PUBLIC WORKS COMMITTEE
STAFF REPORT**

DATE: January 8, 2018
FROM: Terry Pickel, Water Superintendent
SUBJECT: Water Rate Study – Consultant Services Agreement with FCS Group, Inc.

DECISION POINT: Staff is requesting authorization to enter into a Consultant Services Agreement with FCS Group, Inc. for a Water Rate Study.

HISTORY: Per the Water Department standard practices, staff routinely schedules a rate study every 5 years as is recommended industry practice. The last rate study was completed in 2012 along with the Comprehensive Plan Update. The rate study element was performed by FCS Group during the plan update. The recommended incremental rate and capitalization fee increases were initiated in fiscal year 2013 and will conclude the end of December 2018. Staff proposes to have the proposed rate study completed near the end of fiscal year 2018 and presented to Council for approval and implementation prior to Jan 1, 2019.

FINANCIAL ANALYSIS: Funding for the proposed rate study is included in the current fiscal year budget. The line item is budgeted at \$60,000.00. The only submission received during the Request for Proposals was from FCS Group, Inc. Their initial budget proposal was for \$73,080.00. Through negotiations and minor revisions of the scope of services, the proposed budget was reduced to \$60,435.00. This will sufficiently provide the necessary services to effectively review operation and management necessities and ensure a thorough review of capitalization fees and the related structure to ensure the city is in compliance with recent regulatory clarifications. The proposed budget line item overage is less than 1% and staff will see significant budget savings on other projects which will effectively cover the cost with no budget amendment required.

PERFORMANCE ANALYSIS: As previously mentioned, FCS Group performed the last water rate analysis in 2012. Consequently their staff is very familiar with our rate and capitalization structures. This will prove beneficial as FCS staff will be able to plug current financial information into an existing database format to provide updated revenue forecasts. Several large projects in the previous plan were heavily dependent on developer participation, which did not occur. In this analysis, adequate funding sources will be determined based on the anticipated benefits of infrastructure improvements.

DECISION POINT/RECOMMENDATION: Staff is requesting City Council authorization for the Mayor to enter into a Consultant Services Agreement with FCS Group, Inc. to conduct a Water Rate Study.

RESOLUTION NO. 18-003

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH FCS GROUP, INC., FOR A WATER RATE STUDY.

WHEREAS, the Public Works Committee of the City of Coeur d'Alene has recommended that the City of Coeur d'Alene enter into a Professional Services Agreement with FCS Group, Inc., pursuant to terms and conditions set forth in an agreement, a copy of which is attached hereto as Exhibit "1" and by reference made a part hereof; and

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

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City enter into a Professional Services Agreement with FCS, Group, Inc., in substantially the form attached hereto as Exhibit "1" and incorporated herein by reference, with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify said agreement to the extent the substantive provisions of the agreement remain intact.

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

DATED this 16th day of January, 2018.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER EDINGER Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

_____ was absent. Motion _____.

AGREEMENT

for

PROFESSIONAL SERVICES

between

CITY OF COEUR D'ALENE

and

FCS GROUP, INC.

for

CITY OF COEUR D'ALENE WATER RATE STUDY

THIS AGREEMENT, made and entered into this 16th day of January, 2018 between the **CITY OF COEUR D'ALENE**, Kootenai County, Idaho, a municipal corporation organized and existing under the laws of the state of Idaho, hereinafter referred to as the "City," and **FCS GROUP, INC.**, a Washington corporation, with its principal place of business at 7525 166th Avenue NE, Suite D-15, Redmond, WA 98052, hereinafter referred to as the "Consultant."

W I T N E S S E T H:

WHEREAS, The City needs to revise and renew its existing Water rate study, and

WHEREAS, Consultant is available and is willing to provide personnel and services to accomplish the work according to the City's schedule.

NOW THEREFORE, the City and the Consultant agree as follows:

Section 1. Definitions. In this agreement:

- A. The term "City" means the City of Coeur d'Alene, 710 Mullan Avenue, Coeur d'Alene, Idaho 83814.
- B. The term "Consultant" means FCS GROUP, Inc., 7525 166th Avenue NE, Suite D-15, Redmond, WA 98052.
- C. The term "Mayor" means the mayor of the City of Coeur d'Alene or Mayor's authorized representative.

D. The term "Fixed Fee" shall mean compensation based on the cost breakdown as shown in Attachment "A."

Section 2. Employment of Consultant. The City hereby agrees to engage the Consultant and the Consultant hereby agrees to perform the services hereinafter set forth.

Section 3. Scope of Services. The Consultant shall perform the services described in Attachment "A," entitled Water Rate and Capitalization Fee Study Scope of Services and Budget, subject to and consistent with the terms of Attachment "A," attached hereto and incorporated herein by reference.

Section 4. Personnel.

A. The Consultant represents that it has or will secure at its own expense all personnel required to perform its services under this agreement. Such personnel shall not be employees of or have any contractual relationship with the City.

B. All of the services required hereunder will be performed by the Consultant or under his direct supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services.

C. The Consultant agrees to maintain Workmen's Compensation coverage on all employees, including employees of subcontractors, during the term of this agreement as required by Idaho Code Section 72-101 through 72-806. Should the Consultant fail to maintain such insurance during the entire term hereof, the Consultant shall indemnify the City against any loss resulting to the City from such failure, either by way of compensation or additional premium liability. The Consultant shall furnish to the City, prior to commencement of the work, such evidence as the City may require guaranteeing contributions which will come due under the Employment Security Law including, at the option of the City, a surety bond in an amount sufficient to make such payments.

Section 5. Time of Performance. The services of the Consultant shall commence upon written "Notice To Proceed" following execution of this agreement and shall be completed on or about January 17, 2018.

Section 6. Compensation.

A. Subject to the provisions of this Agreement, the City shall pay the Consultant the total sum of Sixty Thousand, Four Hundred Thirty Five Dollars and No / 100 (\$60,435.00).

B. Total compensation for all services and expenses for the term of this Agreement shall not exceed the amount provided in Attachment "A" without amendment of this Agreement. The amount of compensation shall be subject to renegotiation only if the scope of the services are significantly expanded or modified beyond the tasks identified herein.

C. Consultant is not obligated to continue performance hereunder or otherwise to incur costs in excess of the total estimated fee cited above as Consultant's compensation for all or part of the Project, unless and until the City has notified Consultant in writing that such total estimated fee has been increased and specifying the estimated fee then allocated for the Services to be covered by the Consultant's Compensation.

D. Except as otherwise provided in this agreement, the City shall not provide any additional compensation, payment, use of facilities, service or other thing of value to the Consultant in connection with performance of agreement duties.

Section 7. Method and Time of Payment. Consultant invoices will be submitted once every month and will be based upon services completed at the time of the billing. Invoices shall reflect the total work performed during the invoice period and shall show the costs incurred as well as a percentage of the total fixed fee. The invoicing of the fixed fee shall correspond to the Consultant's estimate of the work completed. The Consultant shall maintain records documenting all labor and material charges for this project. The Consultant will notify the City when 75% of the total cost is attained and will determine how the remainder of the work will be completed for the remaining cost authorization. Documentation of major expenditures shall be submitted with the monthly invoices. Payment will be made on the 4th Tuesday of the month for invoices that are received and reviewed as being acceptable by the second Tuesday of that month.

Section 8. Termination of Agreement for Cause. If, through any cause within Consultant's reasonable control, the Consultant shall fail to fulfill in a timely and proper manner his obligations under this agreement, or if the Consultant shall violate any of the covenants, agreements, or stipulations of this agreement, the City shall thereupon, after providing Consultant reasonable time to remedy the deficiency, have the right to terminate this agreement by giving written notice to the Consultant of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In that event, all finished or unfinished hard copy documents, data, studies, surveys, and reports or other material prepared by the Consultant under this agreement shall at the option of the City become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and materials. Equitable compensation shall not exceed the amount reasonably billed for work actually done and expenses reasonably incurred.

Section 9. Termination for Convenience of City. The City may terminate this agreement at any time by giving ten (10) days written notice to the Consultant of such termination and specifying the effective date of such termination. In that event, all finished or unfinished hard copy documents, data, studies, surveys, and reports or other material prepared by the Consultant under this agreement shall at the option of the City become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and materials. Equitable compensation shall not exceed the amount reasonably billed for work actually done and expenses reasonably incurred.

Section 10. Modifications. The City may, from time to time, require modifications in the general scope of initial basic services of the Consultant to be performed under this agreement. The type and extent of such services cannot be determined at this time; however, the Consultant agrees to do such work as ordered in writing by the City, and the City agrees to compensate the Consultant for such work accomplished by written amendment to this agreement.

Section 11. Equal Employment Opportunity.

A. The Consultant will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such actions shall include, but not be limited to the following: employment, upgrading, demotions, or transfers; recruitment or recruitment advertising; layoffs or terminations; rates of pay or other forms of compensation; selection for training, including apprenticeship; and participation in recreational and educational activities. The Consultant agrees to post in conspicuous places available for employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause. The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. The Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this agreement so that such provisions will be binding upon each subconsultant, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

B. The Consultant shall keep such records and submit such reports concerning the racial and ethnic origin of applicants for employment and employees as the City may require.

C. The Consultant will make efforts to award subconsultant agreements to Minority and Women-owned business (MBE/WBE). Consultant will document efforts to negotiate contracts with MBE/WBE firms.

Section 12. Interest of Members of City and Others. No officer, member, or employee of the City and no member of its governing body, and no other public official of the governing body shall participate in any decision relating to this agreement which affects his personal interest or the interest of any corporation, partnership, or association in which he is, directly or indirectly, interested or has any personal or pecuniary interest, direct or indirect, in this agreement or the proceeds thereof.

Section 13. Assignability.

A. The Consultant shall not assign any interest in this agreement and shall not transfer any interest in the same (whether by assignment or novation) without the prior written consent of the City thereto. Provided, however, that claims for money due or to

become due to the Consultant from the City under this agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the City.

B. The Consultant shall not delegate duties or otherwise subcontract work or services under this agreement without the prior written approval by the City.

Section 14. Interest of Consultant. The Consultant covenants that he/she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this agreement. The Consultant further covenants that in the performance of this agreement, no person having any such interest shall be employed.

Section 15. Findings Confidential. Any reports, information, data, etc., given to or prepared or assembled by the Consultant under this agreement which the City requests to be kept confidential shall not be made available to any individual or organization by the Consultant without the prior written approval of the City.

Section 16. Publication, Reproduction and Use of Materials. No material produced, in whole or in part, under this agreement shall be subject to copyright in the United States or in any other country. The City shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, electronic files, or other materials prepared under this agreement. Consultant shall provide copies of such work products to the City upon request.

City may make and retain copies of Documents for information and reference in connection with use on the Project by the City. Such Documents are not intended or represented to be suitable for reuse by City or others on extensions of the Project or on any other project. Any such reuse or modification without written verification or adaptation by the Consultant, as appropriate for the specific purpose intended, will be at the City's sole risk and without liability or legal exposure to the Consultant and Consultant's subconsultants. The City shall indemnify and hold harmless the Consultant and Consultant's subconsultants from all claims, damages, losses, and expenses, including attorneys' fees arising out of or resulting therefrom.

Section 17. Audits and Inspection. Consultant shall provide access for the City and any duly authorized representatives to any books, documents, papers, and records of the Consultant that are directly pertinent to this specific agreement for the purpose of making audit, examination, excerpts, and transcriptions. Consultant shall retain all records pertinent to the project for three years after final payment and all other pending matters are closed.

Section 18. Jurisdiction; Choice of Law. Any civil action arising from this agreement shall be brought in the District Court for the First Judicial District of the State of Idaho at Coeur d'Alene, Kootenai County, Idaho. The law of the state of Idaho shall govern the rights and obligations of the parties.

Section 19. Non-Waiver. The failure of the City at any time to enforce a provision of this agreement shall in no way constitute a waiver of the provisions, nor in any way affect the

validity of this agreement or any part thereof, or the right of the City thereafter to enforce each and every protection hereof.

Section 20. Permits, Laws and Taxes. The Consultant shall acquire and maintain in good standing all permits, licenses and other documents necessary to its performance under this agreement. All actions taken by the Consultant under this agreement shall comply with all applicable statutes, ordinances, rules, and regulations. The Consultant shall pay all taxes pertaining to its performance under this agreement.

Section 21. Relationship of the Parties. The Consultant shall perform its obligations hereunder as an independent contractor of the City. The City may administer this agreement and monitor the Consultant's compliance with this agreement but shall not supervise or otherwise direct the Consultant except to provide recommendations and to provide approvals pursuant to this agreement.

Section 22. Integration. This instrument and all appendices and amendments hereto embody the entire agreement of the parties. There are no promises, terms, conditions, or obligations other than those contained herein; and this agreement shall supersede all previous communications, representations or agreements, either oral or written, between the parties.

Section 23. City Held Harmless.

A. The Consultant shall save, hold harmless, indemnify, and defend the City, its officers, agents and employees from and against any and all damages or liability arising out of the Consultant's wrongful acts or negligence, including costs and expenses, for or on account of any and all legal actions or claims of any character resulting from injuries or damages sustained by any person or persons or property arising from Consultant's performance of this agreement and not arising from Consultant's professional services. To this end, Consultant shall maintain general liability insurance of at least Five Hundred Thousand Dollars (\$500,000.00).

B. The Consultant shall save, hold harmless and indemnify the City, its officers, agents, and employees from and against damages or liability arising out of the Consultant's negligent acts, errors, or omissions, including costs and expenses for or on account of any and all legal actions or claims of any character resulting from injuries or damages sustained by persons or property to the extent arising from Consultant's negligent performance of this agreement, including but not limited to Consultant's professional services. To this end, Consultant shall maintain Errors and Omissions insurance of at least Two Million Dollars (\$2,000,000.00).

Section 24. Notification. Any notice under this agreement may be served upon the Consultant or the City by mail at the address provided in Section 1 hereof.

Section 25. Special Conditions. Standard of Performance and Insurance.

A. Consultant shall maintain general liability insurance naming the City, its entities, and

its representatives as additional insureds in the amount of at least \$500,000.00 for property damage or personal injury, death or loss as a result of any one occurrence or accident regardless of the number of persons injured or the number of claimants, it being the intention that the minimum limits shall be those provided for under Chapter 9, Title 6, Section 24 of the Idaho Code.

B. In performance of professional services, the Consultant will use that degree of care and skill ordinarily exercised under similar circumstances by members of the Consultant's profession. Should the Consultant or any of the Consultants' employees be found to have been negligent in the performance of professional services from which the City sustains damage, the Consultant has obtained Errors and Omission Insurance in at least the amount of two million dollars (\$2,000,000.00). The Consultant shall maintain, and furnish proof thereof, coverage for a period of two years following the completion of the project.

C. The Consultant shall obtain and maintain auto liability insurance in the amount of \$500,000.00 for the duration of the project.

D. Prior to work under this agreement, the Consultant shall furnish to the City certificates of the insurance coverages required herein, which certificates must be approved by the City Attorney. Insurance provider shall provide Consultant thirty (30) days notice prior to cancellation of the policy for any reason, in which case the Consultant shall promptly notify the City.

IN WITNESS WHEREOF, this agreement executed the day and year first written above.

CITY OF COEUR D'ALENE

FCS GROUP, INC.

Steve Widmyer, Mayor

Angie Sanchez Virnoche, Principal

ATTEST:

ATTEST:

Renata McLeod, City Clerk

Name / Title

ATTACHMENT A

CITY OF COEUR d' ALENE

WATER RATE AND CAPITALIZATION FEE STUDY

SCOPE OF SERVICES

The following scope of services identifies the individual tasks to be completed as part of the Water Rate and Capitalization Fee Study. As illustrated in the work plan, we follow a structured method to arrive at conclusions, which will enable us to perform the work in an orderly, efficient and results-oriented manner.

TASK 1 | KICK-OFF MEETING

A project kickoff meeting will be scheduled before the commencement of the project with the consultant and City project team. This meeting will establish the goals and objectives of the overall project and focus the efforts of the project team. The items covered at the meeting include review of the scope of work, identify project objectives, expectations and deliverables, outline the project schedule and key milestone review points and discuss appropriate lines of communication.

Attendees should include a representative from departments that can address issues related to finance, engineering, customer service and administration.

The kick-off meeting task includes:

- Onsite meeting with the consultant team and City staff. A remote session is optional to reduce budget.

TASK 2 | DATA COLLECTION AND VALIDATION

FCS GROUP will provide a data needs list encompassing historical and projected financial, operational, billing, capital and planning information. Validation of the customer statistics data with demands and revenue generation is critical to the rate study. This approach offers consistency throughout the study process by using one validated data set to develop revenue, cost distributions, allocation factors and alternative rate structure designs.

The data collection and validation task includes:

- Data request identifying data needs to complete the study
- Detailed customer statistics validation and reconciliation with actual revenue levels. Forecast of customers and demand.

TASK 3 | MODEL ARCHITECTURE PLANNING

The financial planning model forms the framework and foundation of the rate study. This task is intended to conceptualize the architecture of the model and will be completed as part of the kick-off meeting. We will work with the City to identify the expectations and objectives to be achieved by the model toolset. The model developed will promote transparency, functionality, flexibility, and usability such that it can inform how proposed changes may impact rates and the financial

requirements of the water system and improve decision making through quantifying the impact of changes in key activities and/or assumptions. We will discuss how the City will use the model, what answers need to be generated by the tool and what user interface will be most effective.

The model architecture task will provide:

- Modeling toolset for future internal use by the City

TASK 4 | REVENUE REQUIREMENT ANALYSIS

Establishes a sustainable, multi-year financial management plan that meets the projected total financial needs of the water utility through generation of sufficient, sustainable revenue.

This analysis establishes near- and long-term revenue needs to ensure that rates and other utility fees can fully recover the costs of service. Costs include annual obligations for maintenance, operations, and administration; new and existing debt service obligations, capital costs; and prevailing fiscal management policies. Emphasis will be placed on development of a capital funding strategy to accomplish known and estimated capital improvement programs. In addition, the revenue requirement will evaluate the impact of a dedicated rate funded component for system rehabilitation and replacement of aging infrastructure.

The revenue requirement analysis includes:

- A multi-year financial plan that identifies annual operating, capital and fiscal policy requirements of the water system
- Annual capital funding plan to meet future capital improvement needs
- An annual rate strategy that meets the water system financial obligations
- Fiscal policy evaluation and recommendations
- Up to 3 sensitivity analysis that evaluates impacts to the revenue requirement and rate strategy based on changes to key assumptions (e.g. growth, capital needs and timing, enhanced programs or initiatives, funding sources, etc.)

TASK 5 | COST OF SERVICE ANALYSIS (COSA)

Establishes a defensible basis for assigning “cost shares” and establishing “equity” for system customers based on industry standard methodologies that are tailored to the City’s unique water system and customer characteristics.

The cost of service analysis includes:

- Review of customer classifications to evaluate (residential, multi-family, commercial, multi-use, irrigation, etc.)
- Calculate cost to provide water service to key customer classifications.
- Identify any warranted cost shifts between customer classifications to improve equity
- Identify the unit cost for each cost category (e.g. base, peak, fire, strength, customer, etc.)
- Evaluate infrastructure assets and operating costs to determine cost differentials for customers in different booster zones
- Calculate a cost based differential for customers served outside of the city limits. This analysis requires a utility basis methodology different from the cash basis methodology used for existing

rate setting.

TASK 6 | RATE DESIGN

Rate design determines how the target level of revenue will be collected from each customer class through the system of fixed and variable rates charged to customers. Rate design must balance the objectives of resource conservation efforts, revenue stability and low-income affordability. Each developed rate design alternative should generate sufficient revenue to meet the revenue requirement forecast and begin to address any material inequities identified in the COSA findings. In addition, rate designs will be consistent with the City's fiscal policies, billing system capabilities, and goals.

To align the rate structures with the priorities and goals of the City a rate structure prioritization exercise may be considered. The exercise will identify the priority ranking of key rate setting priorities (e.g. conservation, affordability, revenue stability, etc.). The results will inform what rate design improvements may be warranted to better align the existing rate structures to overall system objectives.

The rate design task includes:

- Rate structure prioritization exercise (optional)
- Evaluation of existing rate structure for conformance with best practices and industry standards
- Bill frequency analysis for the residential class that evaluates how effective the current tiered rate structure is achieving objectives or if a stronger pricing signal and/or revision of rate blocks is warranted.
- Develop up to 3 rate structure alternatives – possible considerations include:
 - Changes to meter size equivalency factors
 - Alternative fixed and variable rate weightings (more in fixed charge, etc.)
 - Irrigation conservation rate structure
 - Revision of residential rate blocks (size or differential)
 - Others identified by staff.

TASK 7 | CAPITALIZATION FEE UPDATE

Capitalization fees are one time fees for new or redevelopment used to recover a proportional share of the value of facilities required to provide service. In the 2015 Idaho Supreme Court Case: NIBCA v the City of Hayden the court referenced a methodology and calculation used in Loomis v. City of Hailey for calculation of capitalization fees. The court held that the Cap Fee must be based on the cost of replacing the pipe and equipment that is in the ground today (i.e. the value of the existing system). The value of the system should represent that portion of the system capacity that the new user will utilize at that point in time – in essence, future capital projects are not allowed in the capitalization fee calculation until they are constructed and placed in to service.

Since the Court's ruling, the methodology presented in **Exhibit 1** has been used by municipalities in Idaho to update their connection/capitalization fees.

Exhibit 1: Capitalization Fee Calculation

| |
|---|
| Gross Present Day Replacement Value of System |
| <i>Less: Bond Principal</i> |
| <i>Less: Unfunded Depreciation</i> |
| = Net Present Day Replacement Value |
| ÷ Number of Users Current System Can Support |
| = Total Capitalization Fee per equivalent unit |

The capitalization fee update includes:

- Calculation of gross present day replacement value of system
- Identify allowable deductions for bond principal and unfunded depreciation
- Calculate net present day replacement value
- Working with City staff and consulting engineer determine the number of users the current system can support
- Updated capitalization fee per equivalent unit

TASK 8 | PRESENTATION & COMMUNICATION

A rate study will not be successful without effective public engagement. As experts, educators, and influencers in utility rate standards, FCS GROUP consultants are well-positioned to lead the public involvement process necessary for successful adoption of rate outcomes.

The City has outlined two (2) presentations to the City Council. The first presentation will present preliminary findings and the proposed rate and fee structure. The second presentation will be to the Council and public to present study results.

The presentation & communication task includes:

- Two (2) presentations to the City Council
- Each meeting includes preparation, travel and meeting time
- Development of presentation material(s)

We are more than happy to provide additional presentations to the Council, public or stakeholder groups, at the City's request.

TASK 9 | DOCUMENTATION

The City will be provided a written document that outlines the study findings as a baseline for future reference and comparison. We note that the rate study is a “living plan” that should be routinely used to compare the planned strategy to actual outcomes and be recalibrated regularly for significant or unexpected changes.

The documentation task includes:

- 10 bound copies of written report
- Electronic copy of report with full technical exhibits

Attachment A

City of Coeur d'Alene

Water Rate and Capitalization Fee Study

| Task | Principal Sanchez | PM Tarasov | Analyst Various | Admin. Support | Total Estimated Hours | Labor Budget |
|--|-------------------|------------|-----------------|----------------|-----------------------|-----------------|
| <i>Hourly Billing Rates</i> | \$255 | \$185 | \$145 | \$85 | | |
| Water Rate Study | | | | | | |
| Task 1: Kick-off Meeting* | 4 | 4 | | 2 | 10 | \$1,930 |
| Task 2: Data Collection | | | 4 | 2 | 6 | 750 |
| - Customer Statistics Validation | | 4 | 24 | | 28 | 4,220 |
| Task 3: Model Architecture | | - | 8 | | 8 | 1,160 |
| Task 4: Revenue Requirement | 8 | 8 | 28 | | 44 | 7,580 |
| Task 5: Cost of Service | 8 | 16 | 32 | | 56 | 9,640 |
| Task 6: Rate Design (3 alternatives) | 4 | 8 | 28 | | 40 | 6,560 |
| - Rate Structure Prioritization | - | - | | | - | 0 |
| Total Rate Study Technical Analysis | 24 | 40 | 124 | 4 | 192 | \$31,840 |
| Task 7: Capitalization Fee Technical Analysis | 10 | | 32 | | 42 | \$7,190 |
| Total All Technical Analysis | 34 | 40 | 156 | 4 | 234 | \$39,030 |
| Process Tasks | | | | | | |
| Project Team Review Meetings | | | | | | |
| - Revenue Req & COSA (1 onsite; 2 remote @ 2 hours) | 12 | 12 | | | 24 | \$5,280 |
| - Rate Design/Capitalization Fee (2 remote) | 4 | 4 | | | 8 | 1,760 |
| - Finalize Technical Analysis All (2 remote) | 4 | 4 | | | 8 | 1,760 |
| Task 8: Presentations and Communication (2 Council meetings) | 20 | | 12 | | 32 | 6,840 |
| Task 9: Documentation (Executive level report) | 3 | | 20 | 4 | 27 | 4,005 |
| Total Process Tasks | 43 | 20 | 32 | 4 | 99 | \$19,645 |
| Mileage (3 onsite meetings- hotel/air/car) | | | | | | \$1,760 |
| TOTAL ALL (labor and expenses) | 77 | 60 | 188 | 8 | 333 | \$60,435 |

* kick-off meeting is assumed to be either remote or scheduled when in town on other business

OTHER BUSINESS

**CITY COUNCIL
STAFF REPORT**

DATE: January 10, 2018
FROM: Chris Bosley – City Engineer
SUBJECT: Sherman Ave/Lakeside Ave Traffic Signal LHSIP Grant

DECISION POINT:

Staff is requesting approval to submit an application for a Local Highway Safety Improvement Program (LHSIP) application to upgrade traffic signals on Sherman Ave and Lakeside Ave in downtown Coeur d’Alene.

HISTORY:

The existing traffic signals in downtown Coeur d’Alene are outdated and in need of upgrades, with some signals being over 25 years old. A Federal grant opportunity has become available, administered by the Local Highway Technical Assistance Council (LHTAC) to provide safety improvements. Signal upgrades on Sherman Ave and Lakeside Ave are good candidates for this grant, which would improve traffic efficiency, pedestrian safety, and ADA compliance in our downtown.

FINANCIAL ANALYSIS:

The City’s estimated match requirement for the LHSIP grant is \$84,190. Though not currently budgeted for, if awarded the grant, the funding would need to be included in the FY 2020 budget. The resulting project would provide approximately \$1,147,000 in signal upgrades to downtown Coeur d’Alene.

PERFORMANCE ANALYSIS:

Approval of this agreement will allow staff to submit the funding application, which is due January 18th. If awarded, the funding will provide much needed traffic signal upgrades in the downtown area, improving pedestrian safety, ADA accessibility, and traffic efficiency.

DECISION POINT/RECOMMENDATION:

Staff recommends that Council approve the request to submit the Local Highway Safety Improvement Program (LHSIP) application.

Sherman Ave & Lakeside Ave Traffic Signal Upgrades, Coeur d'Alene

Local Highway Safety Improvement Program (LHSIP) Application

Project Description:

The City of Coeur d'Alene is requesting funds through the Local Highway Safety Improvement Program (LHSIP) to install traffic signal crash reduction countermeasures along both the Sherman Avenue corridor and Lakeside Avenue corridor in downtown Coeur d'Alene, Idaho. By installing traffic signal hardware countermeasures, it is believed that the quantity and severity of injury accidents can be drastically reduced. Sherman Avenue between Lakeside Ave and 8th Street acts as the main downtown corridor and is a destination for both locals and tourists for shopping, dining, entertainment and community events.

Locations:

The mentioned safety improvements are proposed at the following intersections located along Sherman Avenue and Lakeside Avenue in Downtown Coeur d'Alene. Refer to Figure 1 - Project Location Map.

1. Sherman Avenue & Lakeside Avenue
2. Sherman Avenue & 1st St
3. Sherman Avenue & 2nd St
4. Sherman Avenue & 3rd St
5. Sherman Avenue & 4th St
6. Sherman Avenue & 5th St
7. Sherman Avenue & 7th St
8. Sherman Avenue & 8th St
9. Lakeside Avenue & 3rd St
10. Lakeside Avenue & 4th St
11. Lakeside Avenue & 7th St

Crash Data Trends:

The five-year crash data (2011-2016) indicates that there have been a total of 91 crashes along Sherman Avenue between Lakeside Ave and 8th St and Lakeside Ave between 3rd St and 7th St. Of the 91 crashes, there have been 2 Type A Injury Accidents, 10 Type B Injury Accidents and 19 Type C Injury Accidents.

| Intersection | Fatal Crash | A Injury Crash | B Injury Crash | C Injury Crash | PDO Crash |
|----------------------------|-------------|----------------|----------------|----------------|-----------|
| Sherman & Lakeside | 0 | 0 | 1 | 1 | 8 |
| Sherman & 1st | 0 | 0 | 1 | 1 | 2 |
| Sherman & 2 nd | 0 | 1 | 0 | 3 | 2 |
| Sherman & 3 rd | 0 | 0 | 1 | 2 | 7 |
| Sherman & 4 th | 0 | 0 | 0 | 2 | 11 |
| Sherman & 5 th | 0 | 0 | 2 | 0 | 4 |
| Sherman & 6 th | 0 | 1 | 2 | 2 | 3 |
| Sherman & 7 th | 0 | 0 | 0 | 2 | 5 |
| Sherman & 8 th | 0 | 0 | 0 | 3 | 0 |
| Lakeside & 3 rd | 0 | 0 | 0 | 1 | 2 |
| Lakeside & 4 th | 0 | 0 | 0 | 1 | 15 |
| Lakeside & 7 th | 0 | 0 | 3 | 1 | 1 |
| Total | 0 | 2 | 10 | 19 | 60 |

Of the 91 recorded crashes, 11 of those involved either pedestrians or bicyclists (12.1% of all crashes), all of which were classified as injury crashes. Furthermore, in 2016, 20% of all the crashes that occurred along these two corridors during that year involved either pedestrians or bicyclists. Since Sherman Avenue is considered a major pedestrian corridor in downtown Coeur d'Alene, improving pedestrian and bicyclist safety is critical. According to the Crash Reduction Factors, replacing sub-standard WALK/DON'T WALK heads with new LED pedestrian countdown heads can reduce the amount of pedestrian related crashes by up to 25%. Additionally, the intersections are in need of upgrading outdated signal equipment such as replacing 8" signal heads with standard 12" heads with retro-reflective backplates, upgrading pedestrian push buttons to APS Stations, and installing 4-Section Flashing Yellow signal heads to the left turn lanes to allow for protective/permissive phasing.

Proposed Countermeasures:

As mentioned above, traffic signal hardware countermeasures are needed in order to improve safety and intersection efficiency. In summary, the proposed countermeasures include:

1. Replace WALK/DON'T WALK Pedestrian Signal Heads with LED Pedestrian Countdown Heads
2. Install APS Push Buttons
3. Replace Existing Traffic Signal Heads
4. Install 4-Section Flashing Yellow Signal Heads on Sherman Ave (Protective/Permissive Phasing)
5. Install Upgraded Vehicle Detection (Video Detection System)
6. Replace Traffic Signal Controller
7. Replace Traffic Signal Cabinet and Controller

Project Cost:

Total Estimated Project Cost: \$1,147,000.00

City of Coeur d'Alene Match: \$84,190.00

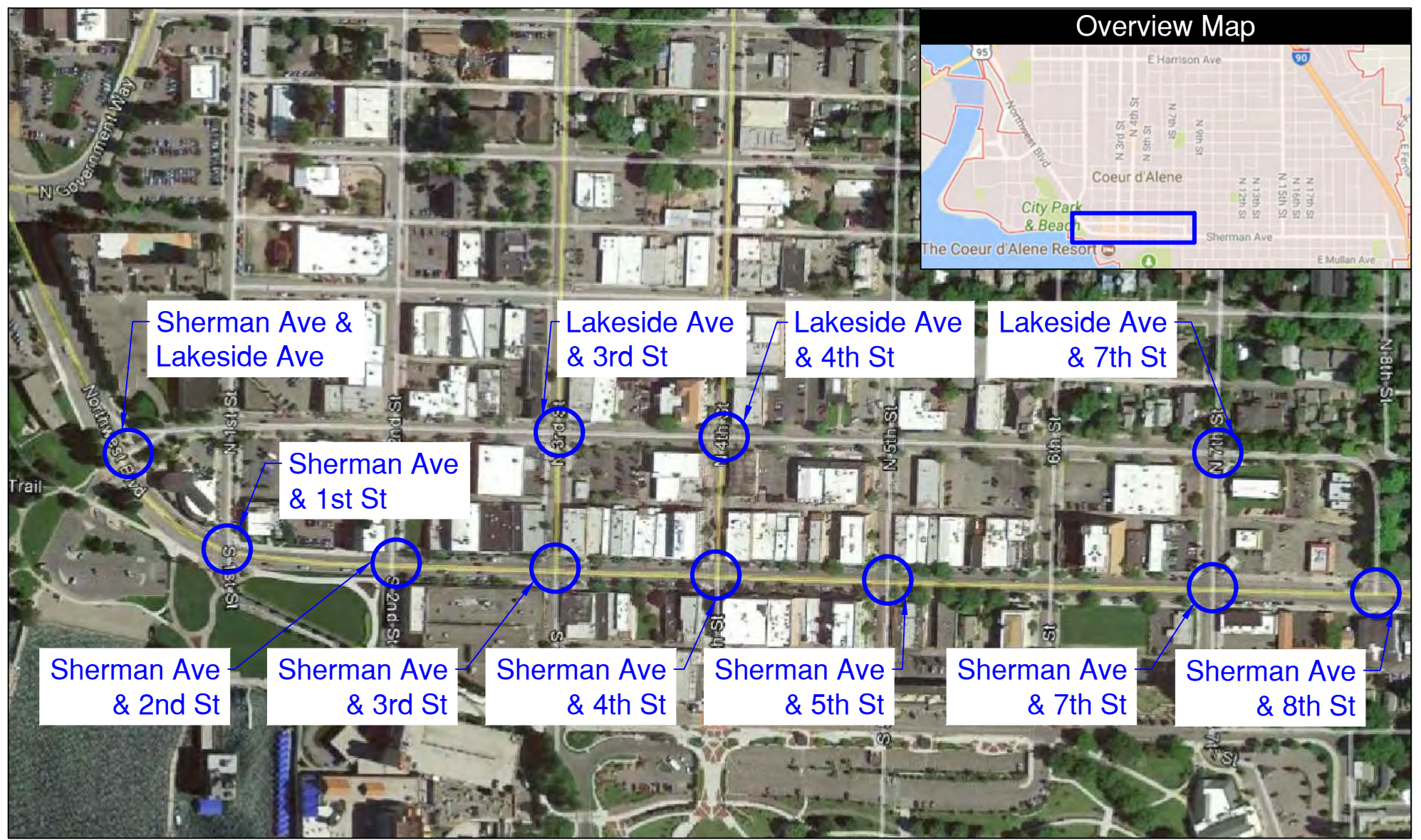
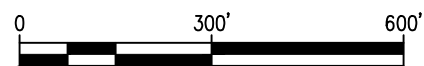


FIGURE 1
PROJECT LOCATION MAP
 Sherman Ave & Lakeside Ave, Coeur D'Alene
 Local Highway Safety Improvement Program (LHSIP)



Scale: 1" = 300'

FY 2020 Local Highway Safety Improvement Program Application

Please respond to the following questions:

| | |
|-----------------------------|-----------------------|
| Local Highway Jurisdiction: | City of Coeur d'Alene |
| Contact Person: | Chris Bosley |
| Mailing Address: | 710 E. Mullan Ave |
| Phone: | (208)769-2216 |
| E-Mail Address: | cbosley@cdaid.org |

- 1 Is this safety project for a single site or a systemic solution?
Systemic
- 2 How many fatalities have occurred at this site/s in the past 5 years?
0 *Fatal Crashes
- 3 How many serious (A) injury crashes have occurred at this site/s in the past 5 years?
2 *Serious Injury Crashes
- 4 How many evident injury (B) crashes have occurred at this site/s in the past 5 years?
10 Evident Injury Crashes
- 5 How many crashes with possible injury (C) have occurred at this site/s in the past 5 years?
19 Possible Injury Crashes
- 6 How many crashes involved property damage only (PDO) in the past 5 years?
60 Property Damage Only Crashes

** To be eligible, a project must have at least one Fatal or Type A Injury Accident.*

Select Countermeasures:

| 7 | Countermeasure 1 (from Toolbox) | Crash Reduction Factor 1 (percentage) | Service Life 1 (years) | *Project Cost 1 (dollars + match) |
|---|---|---|---|--|
| | Add Signal | 28.00% | 20 | \$ 818,000 |
| 8 | Select Countermeasure 2 Install Larger Signal Lenses (12) | 24.00% | 20 | Project Cost 2 \$ 239,000 |
| 9 | Select Countermeasure 3 Replace Existing Walk/Don't W | 25.00% | 20 | Project Cost 3 \$ 90,000 |

Result: 8.0 to 1 Benefit-Cost Ratio

Estimated LHJ Cost: \$ 84,190 (7.34% Match)

** Project cost should include environmental, LHTAC, CE&I and State administrative cost. Estimated cost may be adjusted upon receipt and review of application by LHTAC staff.*

Additional Questions:

Does your jurisdiction have a Title VI plan that complies with 28 CFR 35.105 regarding Americans with Disabilities Act (ADA) and complying with 23 CFR 200, Civil Rights Title VI Program? Yes No

Who is your point of contact for your plan?

Please Include with this Application:

- A one page project description
- A Vicinity Map with Project Area clearly marked
- An ITD 1150 Form (financial estimate)
- An ITD 1983 Form (right-of-way)
- An ITD 2435 Form (Federal-aid project request)

3.3 ITD 1150 (Rev. 6-17) Project Cost Summary Sheet

Round Estimate to Nearest \$1,000

| | | | | |
|--|-----------------|-----------------------|-------------------|----------------------|
| Key Number | Project Number | Date | | |
| Location | | District | | |
| Segment Code | Begin Mile Post | End Mile Post | Length in Miles | |
| | | | Previous ITD 1150 | Initial or Revise To |
| 1a. Preliminary Engineering (PE) | | | | |
| 1b. Preliminary Engineering by Consultant (PEC) | | | | |
| 2. Right-of-Way: Number of Parcels | | Number of Relocations | | |
| 3. Utility Adjustments: | Work | Materials | By State | By Others |
| 4. Earthwork | | | | |
| 5. Drainage and Minor Structures | | | | |
| 6. Pavement and Base | | | | |
| 7. Railroad Crossing: | | | | |
| Grade/Separation Structure | | | | |
| At-Grade Signals | | | Yes | No |
| 8. Bridges/Grade Separation Structures: | | | | |
| New Structure Length/Width _____ | | | | |
| Location _____ | | | | |
| Repair/Widening/Rehabilitation Length/Width _____ | | | | |
| Location _____ | | | | |
| 9. Traffic Items (Delineators, Signing, Channelization, Lighting, and Signals) | | | | |
| 10. Construction Traffic Control (Sign, Pavement Markings, Flagging, and Traffic Separation) | | | | |
| 11. Detours | | | | |
| 12. Landscaping | | | | |
| 13. Mitigation Measures | | | | |
| 14. Other Items (Roadside Development, Guardrail, Fencing, Sidewalks, Curb and Gutter, C.S.S. Items) | | | | |
| 15. Cost of Constructions (Items 3 through 14) | | | | |
| 16. Mobilization 10 % of Item 15 | | | | |
| 17. Construction Engineer and Contingencies 15 % of Items 15 and 16 | | | | |
| 18. Total Construction Cost (15 + 16 + 17) | | | | |
| 19. Total Project Cost (1 + 2 + 18) | | | | |
| 20. Project Cost Per Mile | | | N/A | N/A |
| Prepared By: | | | | |

Local Public Agency's Certificate Of Completion Of Right-Of-Way Activities

Idaho Transportation Department



| | | |
|---------------------|----------------|--------------|
| Key Number | Project Number | Project Name |
| Local Public Agency | | |

Complete the applicable section below and the Certification section.

Right-of-Way is Not Required

- All work will be done within the existing right-of-way
- No utilities are involved in this project
- Utilities are impacted and agreements are in place. Number of Utilities _____

Right-of-Way is Required

Number of ownerships acquired _____ Total amount paid
\$ _____

Number of parcels in condemnation or pending final settlement _____

Number of Relocations _____

- No utilities are involved in this project
- Utilities are impacted and agreements are in place. Number of Utilities _____

Certification

I hereby certify that all acquisitions and relocations, if any, were performed in accordance with our assurances to comply with state and federal laws and regulations related to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and amendments thereto.

It is further certified that in all cases where the real property rights were obtained through donation, that the property owner(s) was fully informed of the right to receive just compensation and the owner has released our agency from its obligation to appraise the property in the event that the estimated value may exceed \$5,000.00.

| | | | |
|---|--------------|---|------|
| Agency Contact's Name (Printed) | Phone Number | E-Mail Address | |
| Attester's Signature (Clerk or Secretary) | Date | Chairman, President, or Mayor's Signature | Date |

3.2 ITD 2435 Local Federal-Aid Project Request

Instructions

1. Under Character of Proposed Work, mark appropriate boxes when work includes Bridge Approaches in addition to a Bridge.
2. Attach a Vicinity Map showing the extent of the project limits.
3. Attach an ITD 1150, Project Cost Summary Sheet.
4. Signature of an appropriate local official is the only kind recognized.

Note: In Applying for a Federal-Aid Project, You are Agreeing to Follow all of the Federal Requirements Which Can Add Substantial Time and Costs to the Development of the Project.

| | | | | | |
|---|--------------------|-------------------|---|-----------------|-----------------|
| Sponsor (City, County, Highway District, State/Federal Agency) | | | | Date | |
| Project Title (Name of Street or Road) | | F.A. Route Number | Project Length | | Bridge Length |
| Project Limits (Local Landmarks at Each End of the Project) | | | | | |
| Character of Proposed Work (Mark Appropriate Items) | | | | | |
| Excavation | Bicycle Facilities | Utilities | | Sidewalk | |
| Drainage | Traffic Control | Landscaping | | Seal Coat | |
| Base | Bridge(s) | Guardrail | | | |
| Bit. Surface | Curb & Gutter | Lighting | | | |
| Estimated Costs (Attach ITD 1150, Project Cost Summary Sheet) | | | | | |
| Preliminary Engineering (ITD 1150, Line 1) | \$ | | | | |
| Right-of-Way (ITD 1150, Line 2) | \$ | | | | |
| Construction (ITD 1150, Line 18) | \$ | | | | |
| Preliminary Engineering By: Sponsor Forces Consultant | | | | | |
| Checklist (Provide Names, Locations, and Type of Facilities) | | | | | |
| Railroad Crossing | | | | | |
| Within 2 miles of an Airport | | | | | |
| Parks (City, County, State or Federal) | | | | | |
| Environmentally Sensitive Areas | | | | | |
| Federal Lands (Indian, BLM, etc.) | | | | | |
| Historical Sites | | | | | |
| Schools | | | | | |
| Other | | | | | |
| Additional Right-of-Way Required: <input type="checkbox"/> None <input type="checkbox"/> Minor (1-3 Parcels) <input type="checkbox"/> Extensive (4 or More Parcels) | | | | | |
| Will any Person or Business be Displaced: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Possibly | | | | | |
| Standards | Existing | Proposed | Standards | Existing | Proposed |
| Number of Lanes | | | Roadway Width (Shoulder to Shoulder) | ft | ft |
| Pavement Type | | | Right-of-Way Width | ft | ft |
| Sponsor's Signature | | | Title | | |

Additional Information to be Furnished by the District

| | | | |
|---------------------------|--------------|----|---------|
| Functional Classification | Terrain Type | 20 | ADT/DHV |
|---------------------------|--------------|----|---------|

PUBLIC HEARINGS

MEMORANDUM

DATE: JANUARY 9, 2018
FROM: RENATA MCLEOD, MUNICIPAL SERVICES DIRECTOR/CITY CLERK
RE: FEE INCREASES

DECISION POINT: To approve fee as proposed within the Planning Department for short term rentals.

HISTORY: The City is required to hold a public hearing for proposed new fees. On December 5, 2017 the City Council adopted the Short-Term (Vacation) Rental Ordinance. As part of the staff report and presentation, Senior Planner Sean Holm informed the Council that the estimated fees would be approximately \$285 for the first year permits and that renewals would be \$96. It is requested that the Council approve the fees so that permits can begin to be issued in mid-January 2018 after the fee schedule is adopted. These fees are based on the fully loaded hourly rate (including insurance costs) for staff in each of the departments that would be involved in reviewing and issuing the permits and code enforcement. Departments who would be involved in the permitting and code enforcement include: Planning; Municipal Services (Deputy City Clerk, GIS, and IT), and Police Department/Code Enforcement. The permit prices would cover staff time and the cost of printing trifolds for short-term rentals. The City would not generate any revenue from the permit fee.

New Fees to be listed as follows:

Planning:

Short-Term (Vacation) Rental Permits 1st year: \$285

Short-Term (Vacation) Rental Permits Renewals: \$96

FINANCIAL: The fees will cover city costs, no revenue is projected.

DECISION POINT/RECOMMENDATION: To approve fee as proposed within the Planning Department for short term rentals.

RESOLUTION NO. 18-004

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, ESTABLISHING FEES FOR SHORT-TERM RENTALS.

WHEREAS, the City of Coeur d'Alene is authorized by law to establish reasonable fees for services provided by the City or administrative costs incurred by the City; and

WHEREAS, the City Council has determined that new City Fees are necessary and authorized by the Municipal Code and state law; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof that the following new fees shall be established;

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council that the following new fees are adopted as indicated.

PLANNING DEPARTMENT:

Short-Term (Vacation) Rental Permits 1st year: \$285

Short-Term (Vacation) Rental Permits Renewals: \$96

BE IT FURTHER RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the fees, as set forth above, are hereby adopted, effective immediately.

DATED this 16th day of January, 2018.

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 MILLER Voted _____

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER ENGLISH Voted _____

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER EDINGER Voted _____

_____ was absent. Motion _____.

**CITY COUNCIL
MEMORANDUM**

DATE: JANUARY 10, 2018

FROM: MICHELLE CUSHING, CDBG GRANT ADMINISTRATOR
RENATA MCLEOD, MUNICIPAL SERVICES DIRECTOR

RE: APPROVAL OF THE 2018-2022 DRAFT 5-YEAR CONSOLIDATED PLAN
AND APPROVAL OF THE 2018 ANNUAL ACTION PLAN

DECISION POINT:

- Approval of the 2018-2022 Draft 5-Year Consolidated Plan
- Approval of the 2018 Annual Action Plan

HISTORY: The City of Coeur d’Alene receives an annual direct allocation of HUD Community development Block Grant (CDBG) funds. Every 5 years the City is required to complete a revised Consolidated Plan based on an updated Housing Needs Assessment and Housing Barriers Analysis, as well as in accordance with the adopted citizen participation plan. Both the 5-Year Consolidated Plan and the Annual Action Plan are intended to be outlines regarding how the City intends to spend the CDBG funds and fulfill its program reporting requirements. Two Citizen Participation Workshops were held as part of the Consolidated Planning Process, one on November 2, 2017 and the other on November 30, 2017. A 30-Day Public Comment period was held between December 15, 2017 and January 2018. Today’s Public Hearing, 30-Day Public Comment Period, and Citizen Participation Workshops were advertised to the public in the following ways: Coeur d’Alene Press notices, Public Education and Government Channel Ads, City Facebook and website updates, shared community flyers, and ongoing email communications to 139 community stakeholders.

ATTACHMENT: 2018-2022 Consolidated Plan Goals and 2018 Annual Action Plan

FINANCIAL: The Plan Year 2018 allocation is estimated to be \$243,000, which cannot be verified until the Federal government finalizes their budget. HUD has requested that cities utilize a percentage system to avoid a huge submittal of future substantial amendments (if dollar estimates are off by 20% substantial amendments are required). The following is a breakdown of the proposed budget on a percentage basis with estimated dollar amounts for your information.

| 2018 Annual Action Plan Funding amount (Percentage to stay the same no matter what the final allocation) | Line Item |
|---|--|
| 6% (\$14,600.00) | Sidewalk Accessibility/Repairs |
| 20.5% (\$50,000.00) | Emergency Minor Home Repairs and Accessibility Program (EMRAP) |

| | |
|----------------------|---|
| 53.5% (\$129,800.00) | Community Opportunity Grants (Includes Public Service Activities capped at 15% annual allocation) |
| 20% (\$48,600.00) | Administration (Employee wages and benefits, advertising supplies and fees, brochures, training, travel-- Subject to 20% cap of annual allocation budget) |
| \$243,000 | |

PERFORMANCE ANALYSIS: Authorizing these two Plans will allow staff to submit the Draft 5-Year Consolidated Plan and 2018 Annual Action Plan to HUD for official review. Pending acceptance of these Plans by HUD, staff will move forward in implementing the agreed upon goals and funding suggestions.

DECISION POINT:

- Approval of the 2018-2022 Draft 5-Year Consolidated Plan
- Approval of the 2018 Annual Action Plan

Suggested Goals for 2018-2022's Draft Consolidated Plan: based on BBC Research and Consulting's 2015 Housing Needs Assessment and Housing Barriers Analysis, past successes, and continued citizen input.

| | | |
|---|-------------------------|---|
| 1 | Goal Name | 1-Increase For Sale Affordable Housing |
| | Goal Description | Make the purchase of For-Sale Affordable Housing available for Low- to Moderate-Income persons through partnerships in area. CDBG funds were also used in prior years to support infrastructure improvements to the water and sewer lines, asphalt, and utilities. |
| 2 | Goal Name | 2-Increase Affordable Rental Housing |
| | Goal Description | Increase the supply of rental housing affordable to the City's extremely low-income renters and residents with special needs, including persons who are homeless. |
| 3 | Goal Name | 3-Sidewalk Accessibility |
| | Goal Description | Improve the City's sidewalks within LMI Census Tract areas to make them more accessible to persons with disabilities and to invest in the neighborhood infrastructure. |
| 4 | Goal Name | 4-Neighborhood Revitalization |
| | Goal Description | Continue with neighborhood revitalization efforts through the Emergency Minor Home Repair and Accessibility Program (EMRAP), including code enforcement activities, to improve the condition of housing and commercial properties in low and moderate-income areas. |
| 5 | Goal Name | 5-Economic Development |
| | Goal Description | Expand higher-paying employment opportunities for the residents of Coeur d'Alene through economic development. |
| 6 | Goal Name | 6-Public Service |
| | Goal Description | Offer Public Service Program assistance to service organizations supporting low and moderate-income residents of Coeur d'Alene. |

Suggested Funding Items for the 2018 Annual Action Plan: based on BBC Research and Consulting’s 2015 Housing Needs Assessment and Housing Barriers Analysis, past successes, and continued citizen input.

| | | |
|---|--|---|
| 1 | Project Name | Increase Affordable Rental Housing |
| | Goals Supported | 2-Increase Affordable Rental Housing |
| | Needs Addressed | Property Acquisition for Benefit of LMI Persons |
| | Funding | *Funding Available through Community Opportunity Grant |
| | Description | The project will provide funding through the Community Opportunity Grant to acquire property for residential rental units that will be offered to Low- to Moderate-Income individuals. |
| | Planned Activities | None planned at this time. |
| 2 | Project Name | Emergency Minor Home Repair & Accessibility Improvements Program (EMRAP) |
| | Goals Supported | 4-Neighborhood Revitalization |
| | Needs Addressed | Water/Sewer Improvements Sidewalk Repairs/Accessibility Housing Rehabilitation |
| | Funding | CDBG: \$50,000 |
| | Description | Minor home repair grants for \$5,000 or less serving Coeur d'Alene LMI homeowners who need emergency minor home repairs or accessibility modifications to maintain/create a sustainable living environment. |
| | Estimate the number and type of families that will benefit from the proposed activities | A minimum of 10 households will benefit from this program each year. The families will be Coeur d'Alene residents who are LMI and in need of assistance to maintain the livability of their home. |
| | Planned Activities | The program provides for up to \$5,000 in grant funds for emergency repair, accessibility improvements, and other minor repairs that relate to the correction of hazardous building conditions that threaten the health and safety of the homeowner or the soundness of their home. Eligible work includes, but is not limited to: repairing of electrical, plumbing, sewer, water, or heating system; repair leaking roof; installation of ramps, grab bars, and lever hardware; and the creation of accessible pathways, including sidewalk repair/replacement. |
| 3 | Project Name | Sidewalk Accessibility |
| | Goals Supported | 3-Sidewalk Accessibility |

| | | |
|----------|---------------------------|---|
| | Needs Addressed | ADA modifications to public facilities Sidewalk Repairs/Accessibility |
| | Funding | CDBG: \$14,600 |
| | Description | Sidewalk repair/replacement within LMI Census Block areas. |
| | Planned Activities | Sidewalk repair/replacement within LMI Census tract areas. No new projects have been put under contract; however, there is discussion between the City's planning department and CDBG staff regarding ADA compliant sidewalk needs in LMI census tract areas abutting East Sherman as well as in cooperation with the City's safe-routes-to-school initiative. |
| 4 | Project Name | Community Opportunity Grants |
| | Goals Supported | 1-Increase For Sale Affordable Housing 2-Increase Affordable Rental Housing 5-Economic Development 6-Public Service |
| | Needs Addressed | Property Acquisition for Benefit of LMI Persons Emergency Shelter/Transitional Housing Water/Sewer Improvements Public Services Substance abuse/mental health Job Training Crime Reduction/Awareness Down payment Assistance LMI Business |
| | Funding | CDBG: \$129,800 |
| | Description | This is a generalized allocation reserved for community projects, which could include public service funds, economic development funds, rental housing funds, and affordable housing funds. A competitive and/or informal process may be used to determine if an applicant's project would be awarded. Appropriate projects may be located anywhere providing the beneficiaries are LMI residents of Coeur d'Alene. |
| | Planned Activities | No specific projects have been identified to date for 2018, except the \$3,000 annual non-competitive grant to the Lake City Center's Meals-on-Wheels program. However, the City anticipates receiving plenty of applications for responsible and effective grant projects when RFP's are opened. Because the allocation of funds is relatively minimal, the City plans on funding only projects requesting at least \$20,000 and the grant applications would need to clearly outline how these funds would be used and leveraged. |

| | | |
|---|---------------------------|--|
| 5 | Project Name | General Administration |
| | Funding | CDBG: \$48,600 |
| | Description | CDBG Grant Administrator employee wages, training and travel costs, advertisements, brochures, and supplies. Subject to 20% cap of annual allocation budget. |
| | Planned Activities | Payroll for CDBG Grant Administrator, Public Housing Surveys, supplies, advertisements, training, travel, brochures. |



**The City of Coeur d'Alene's
Draft 5-Year Consolidated Plan for
Program Years 2018-2022
and 2018 Annual Action Plan
Budget**

**Presented to the City of Coeur d'Alene's
Mayor and City council: January 16, 2018**



Agenda

- **Brief History of Coeur d'Alene CDBG involvement**
- **Consolidated Planning Process**
- **Citizen Participation Results**
- **2018-2022 Suggested Funding Goals**
- **2018 Annual Action Plan Budget**



Coeur d'Alene's CDBG History

- **It is a grant from the Housing and Urban Development Agency to support low-to-moderate income residents through specific allowable activities.**
- **The City first became eligible to receive funds in 2007 and has had two successful 5-Year Plans to date (\$2,990,964)**
- **Today's presentation is for public input then approval of the City's third 5-Year Consolidated Plan for Program Years 2018-2022, as well as approval of the 2018 Annual Action Plan Budget**



2018-2022 Goals

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



Selecting Activities Each Year

- Activities must meet a National Objective (*1. Benefit to low-and-moderate income (LMI) persons, or 2. Aid in the prevention of slum and blight, or 3. Meet an urgent need*) and be a HUD approved activity
- Activities must meet Annual Action Plan and Consolidated Plan Goals
- When choosing activities to fund, staff must consider capacity of staffing, size of community and amount of allocation, local politics, and capacity of sub-recipient organizations



2013-2017 Goal Successes

- All projects and activities for Plan Years 2013-2017 progressed as anticipated. Two goals that did not receive funding were increase of for sale affordable housing and economic development. Staff continue to look for partners to meet those goals.



2013-2017 Highlights

- **81 Homes rehabilitated through the Emergency Minor Home Repair Program (EMRAP)**
 - Heating Systems
 - Roofs
 - ADA Bathroom updates
 - Electrical/plumbing
- **ADA Compliant Sidewalks improved within Low-Income Census Tracts (Harrison Avenue)**

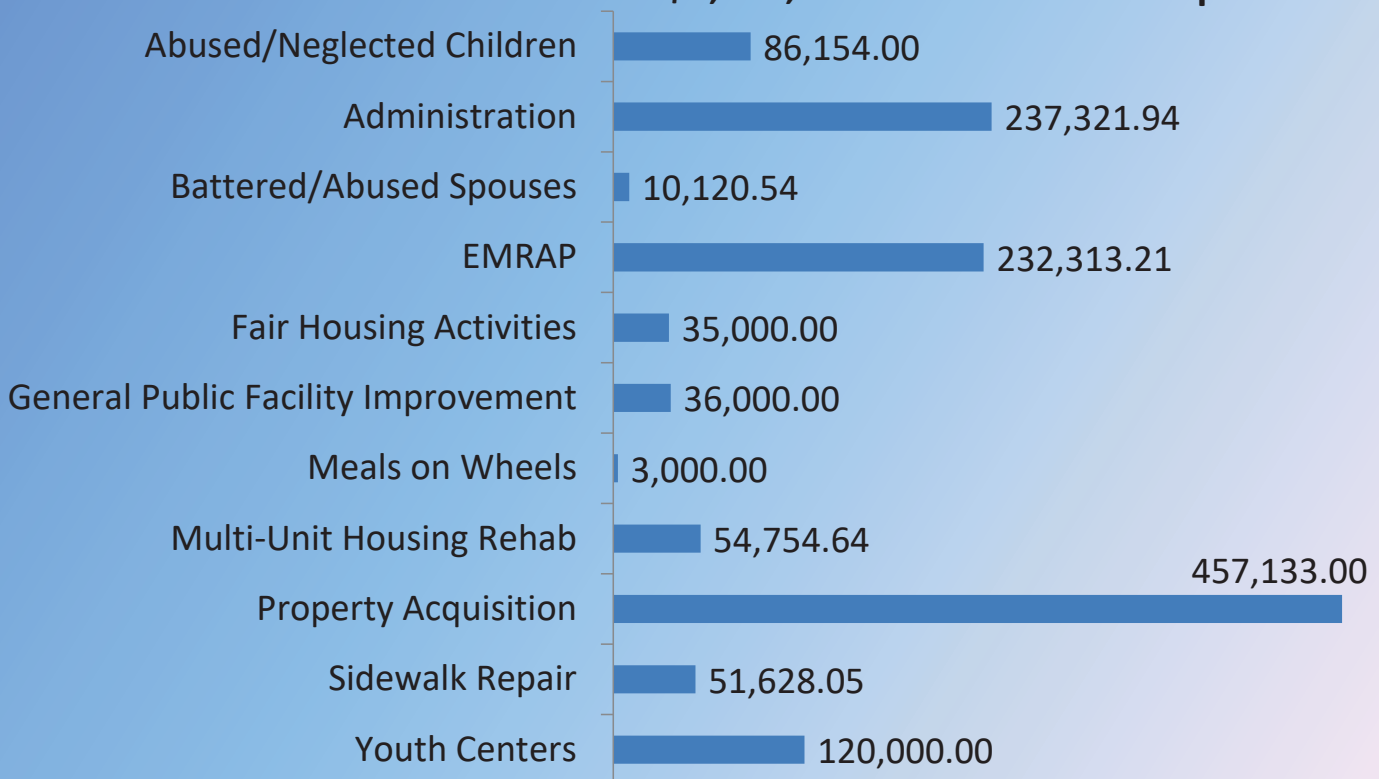


2013-2017 Highlights

- **5 Years of Community Opportunity Grant Awards which included the following projects:**
 - Rehabilitation of several multi-unit rental units owned by Trinity Group Homes and available to LMI (\$54,754.64)
 - St. Vincent de Paul Community Kitchen Rehabilitation (\$36,000)
 - Acquisition of St. Vincent de Paul's H.E.L.P. Center (\$350,000)
 - Children's Village – personnel and operating costs (\$86,154)
 - Program support for Safe Passage (\$10,120.54)
 - Engineering and Architectural cost supporting the new Boys and Girls Club facility (\$120,000)
 - Annual Non-competitive Grant Allocation of \$3,000.00 to the Lake City Center's Meals-on-Wheels program for at-risk seniors



2013-2017 5 Year Grant Allocation=\$1,496,245. How has it been spent so far?



What's involved in a Consolidated Planning Process?

- **Citizen Participation and Public Outreach Efforts**
 - 2 Public Meetings and 1 Public Hearing
 - Stakeholder Meetings and Interviews
 - Draft 5-Year Plan Posted and 30-Day Comment Period
- **Area Analysis to Guide Goal Development: BBC Research and Consulting's 2015 Housing Needs Assessment and Housing Barriers Analysis**
 - Demographic and Socioeconomic Analysis
 - Housing Market Analysis
 - Analysis of Special Needs Populations
 - Fair Housing Analysis
- **Five Year Strategic Consolidated Plan**



BBC's Housing Findings:

- **Fund Activities to improve housing affordability.**
 - Rental housing for those earning less than \$20,000 a year
 - Home Ownership for residents earning less than \$50,000 a year
- **Fund activities to improve housing accessibility (ADA)**
- **Activities to reduce barriers to housing choice**
 - Continue Fair Housing Education



2017 Citizen Participation

- **Advertising for Consolidated Planning Process and 2018 Annual Action Plan Budget**
 - Coeur d'Alene Press notices, Public Education and Government Channel Ads, City Facebook and website updates, shared community flyers, and ongoing email communications to 139 community stakeholders
- **Public Comments, Workshop Attendees, and Consultations with Stakeholders Shared the following:**
 - Strong support of continuing all Plan Year 2013-2017 Goals with increased focus on Economic Development



2018-2022 Goals

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



2018 Annual Action Plan Goals

Based on HUD's 2018 Projected Funding of \$243,000

| 2018 Annual Action Plan Funding amount (Percentage to stay the same no matter what the final allocation) | Line Item |
|--|---|
| 6% (\$14,600.00) | Sidewalk Accessibility/Repairs |
| 20.5% (\$50,000.00) | Emergency Minor Home Repairs and Accessibility Program (EMRAP) |
| 53.5% (\$129,800.00) | Community Opportunity Grants (Includes Public Service Activities, capped at 15% annual allocation) |
| 20% (\$48,600.00) | Administration (Employee wages and benefits, advertising supplies and fees, brochures, training, travel, capped at 20% annual allocation) |
| \$243,000 | |



Action

- Take public comment
- Approve the City's third 5-Year Consolidated Plan for Program Years 2018-2022 and 2018 Annual Action Plan Budget for submittal to HUD



CDBG Key Term

- **LMI: Low-to-Moderate Income: HUD designation of a households whose total earnings are based on 30%, 50%, and 80% of the yearly area median income.**
 - **HUD's 2017 Median Income determination for Kootenai County:\$59,200.**
 - **Example: For a household size of 2, 30% would be household income of up to \$16,240, 50% would be household income of up to \$23,700, and 80% would be household income of up to 37,900.**



Brief excerpts from Public Input on Draft 5-Year Consolidated Plan Goals

Full comments available for review at www.cdavid.org/conplan (located at end of document)

“Relocate some transitional housing from East Sherman closer to resources to assist with corridor revitalization”

“Develop a program to help enable low-moderate income individuals in securing safe, affordable housing”

“Career ‘soft’ skills/basic workforce skills”

“Child Care Facilities”

“Microenterprise grants/loans for start-ups to encourage innovation in small business”

“ADA Access to Water”

“Education programs for LMI persons”

“North Idaho Asset Building/Financial Literacy”

“Transportation is always important to LMI individuals, walking transportation must fit in that plan, especially for vulnerable individuals”

“Access to support and resources for mental health and substance abuse”

Some activities suggested near East Sherman by the City of Coeur d’Alene’s Planning Department include:

- parking facilities
- construction of new housing with 51% for LMI
- building facades
- rehabilitation of commercial structures
- cleaning up slum/blighted properties