

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

September 17, 2019

A. CALL TO ORDER/ROLL CALL

B. INVOCATION: Pastor Chris Lauri with Anthem 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. 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.)

F. PRESENTATIONS:

1. Fire Department Life Saving Award to Sarah Harwood, Tyler Harwood and Jerome Nelson

Presented by: Deputy Fire Chief Tom Greif

2. Proclamation of Constitution Week – September 17 – 23, 2019

Accepted by: Laura Tenneson, Community Member and Christie Wood, Human Rights Task Force President

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

G. ANNOUNCEMENTS

1. City Council
2. Mayor
 - a. Appointment of Ann Smart to the Library Board.

H. 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 September 3, 2019 Council Meeting.
2. Approval of Bills as Submitted.
3. Approval of Financial Report.
4. Setting of General Services and Public Works Committees meetings for Monday, September 23, 2019 at 12:00 noon and 4:00 p.m. respectively.
5. **Resolution No. 19-042** - Approval of benefit plan changes and renewal rates effective October 1, 2019, including changes and renewals to Regence BlueShield of Idaho, Blue Cross Dental, Dental Blue Connect (Willamette), Peak1 (Flexible Spending Account), Aflac, and a newly offered dental plan with Northwest Dental Benefits, LLC.

As Recommended by the Human Resources Director

I. OTHER BUSINESS:

1. **Resolution No. 19-043** – Declaring that an emergency exists, and that the public interest and necessity demand the immediate expenditure of public money to repair the hot water loop system at the Wastewater Treatment Plant in order to safeguard life, health, and property, and authorizing the expenditure of public funds without compliance with formal bidding procedures.

Staff Report by: Mike Becker, Wastewater Capital Program Manager

J. PUBLIC HEARINGS:

1. (Legislative) Amendments to Annual Appropriations for Fiscal Year 2018-2019
 - a. **Council Bill No. 19-1015**- Approving Fiscal Year 2018-2019 Annual Appropriations Amendment

2. (Legislative) A-4-19 A proposed 0.84-acre annexation from County Ag. Suburban to R-3 zoning district by applicant T.J. Ross; Location: 1905 E. Nettleton Gulch

Staff Report by: Tami Stroud, Associate Planner

J. ADJOURN:



Coeur d'Alene

CITY COUNCIL MEETING

September 17, 2019

MEMBERS OF THE CITY COUNCIL:

Steve Widmyer, Mayor

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

PRESENTATIONS

PROCLAMATION

WHEREAS, September 17, 2019 marks the two hundred and thirty-second anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, the United States of America was conceived based on principals of inclusion and tolerance; and

WHEREAS, in the 18th & 19th centuries, the metaphors of a “crucible” or “smelting pot” were used to describe the fusion of different nationalities, ethnicities and cultures and were used together with concepts of the United States as an ideal republic and a new promised land, ultimately leading the United States being referred to as a “melting pot” of different cultures, origins and ethnicities to form a more perfect union, and thus a society of inclusion rather than exclusion; and

WHEREAS, the City of Coeur d’Alene, for over thirty-eight years, has cooperated and at times participated in the efforts of the Kootenai County Task Force on Human Relations to support equality and human rights for all individuals as guaranteed by the United States Constitution; and

WHEREAS, the City of Coeur d’Alene has been recognized and honored by several prominent national organizations for its strong support for human rights; and

WHEREAS, the City of Coeur d’Alene depends upon and values citizens, residents and visitors, and has adopted an anti-discrimination ordinance to guarantee the rights as embodied in the “Equal Protection Clause” of the United States Constitution to all those living in or visiting Coeur d’Alene;

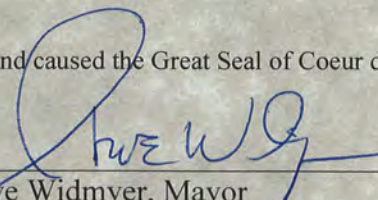
NOW, THEREFORE, I, STEVE WIDMYER, Mayor of the City of Coeur d’Alene, Idaho, do hereby proclaim the week of September 17 through 23, 2019 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals the Framers of the Constitution had in 1787, by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

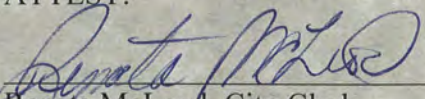
IN WITNESS WHEREOF, I have hereunto set my hand and caused the Great Seal of Coeur d’Alene to be affixed this 29th day of August, 2019.





Steve Widmyer, Mayor

ATTEST:



Renata McLeod, City Clerk

ANNOUNCEMENTS

Memo to Council

DATE: September 4, 2019

RE: Appointments to Boards/Commissions/Committees

The following reappointment is presented for your consideration for the September 17th Council Meeting:

ANN SMART

LIBRARY BOARD

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

Sincerely,

Amy Ferguson
Executive Assistant

cc: Renata McLeod, Municipal Services Director
Bette Ammon, Library Director

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

SEPTEMBER 3, 2019

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

Steve Widmyer, Mayor

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

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

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

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

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

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

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

PUBLIC COMMENTS:

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

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

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

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

RESOLUTION NO. 19-038

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

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

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

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

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

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

COUNCIL BILL NO. 19-1013

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

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

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

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

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

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

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

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

RESOLUTION NO. 19-039

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

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

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

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

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

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

MUSEUM OF NORTH IDAHO RELOCATION PROJECT

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

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

RESOLUTION NO. 19-040

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

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

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

RESOLUTION NO. 19-041

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

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

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

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

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

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

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

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

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

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

COUNCIL BILL NO. 19-1014

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

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

Section 1

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

Section 2

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

GENERAL FUND EXPENDITURES:

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

SPECIAL REVENUE FUND

EXPENDITURES:

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

ENTERPRISE FUND EXPENDITURES:

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

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

Section 3

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

Section 4

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

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

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

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

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

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

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

The meeting adjourned at 7:45 p.m.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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SEP 09 2019

CITY CLERK

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

FUND	BALANCE 7/31/2019	RECEIPTS	DISBURSE- MENTS	BALANCE 8/31/2019
<u>General-Designated</u>	\$1,684,182	\$8,111	\$13,623	\$1,678,670
<u>General-Undesignated</u>	15,642,197	4,250,318	5,932,712	13,959,803
<u>Special Revenue:</u>				
Library	513,497	22,153	148,870	386,780
CDBG	17,791	772	25,413	(6,850)
Cemetery	100,320	36,242	37,549	99,013
Parks Capital Improvements	2,151,047	21,286	37,580	2,134,753
Impact Fees	3,597,463	50,898		3,648,361
Annexation Fees	78,061	114,193		192,254
Cemetery P/C	1,427,080	11,490	8,370	1,430,200
Jewett House	35,705	5,270	4,598	36,377
Reforestation	25,096	46		25,142
Street Trees	196,332	6,061	6,650	195,743
Community Canopy	3,042	6		3,048
Public Art Fund	51,298	94		51,392
Public Art Fund - ignite	532,985	978	41,005	492,958
Public Art Fund - Maintenance	98,300	180	36	98,444
<u>Debt Service:</u>				
2015 G.O. Bonds	69,728	8,753		78,481
<u>Capital Projects:</u>				
Street Projects	1,513,503	2,778	244,089	1,272,192
Atlas Waterfront Project	-			-
<u>Enterprise:</u>				
Street Lights	4,552	48,625	50,430	2,747
Water	2,848,516	862,255	873,374	2,837,397
Water Capitalization Fees	7,480,336	107,964	2,918	7,585,382
Wastewater	9,437,485	1,042,584	1,661,860	8,818,209
Wastewater - Equip Reserve	1,288,852	27,500		1,316,352
Wastewater - Capital Reserve	500,000			500,000
WWTP Capitalization Fees	2,669,000	98,574	142,882	2,624,692
WW Property Mgmt	60,668			60,668
Sanitation	1,606,389	385,353	318,335	1,673,407
Public Parking	148,599	112,856	24,240	237,215
Drainage	1,127,874	90,771	14,928	1,203,717
Wastewater Debt Service	1,060,778	1,166,603	1,164,656	1,062,725
<u>Fiduciary Funds:</u>				
Kootenai County Solid Waste Billing	219,681	266,105	219,761	266,025
LID Advance Payments	-			-
Police Retirement	967,821	14,605	14,605	967,821
Sales Tax	1,709	1,469	1,709	1,469
BID	261,311	26,488	30,000	257,799
Homeless Trust Fund	368	291	368	291
GRAND TOTAL	<u>\$57,421,566</u>	<u>\$8,791,672</u>	<u>\$11,020,561</u>	<u>\$55,192,677</u>

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



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

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 ELEVEN MONTHS ENDED
 August 31, 2019

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SEP 09 2019

CITY CLERK

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 8/31/2019	PERCENT EXPENDED
Mayor/Council	Personnel Services	\$253,438	\$220,903	87%
	Services/Supplies	11,400	6,598	58%
Administration	Personnel Services	299,969	183,028	61%
	Services/Supplies	20,200	2,994	15%
Finance	Personnel Services	683,971	593,344	87%
	Services/Supplies	498,800	485,352	97%
Municipal Services	Personnel Services	1,236,651	1,137,703	92%
	Services/Supplies	628,479	571,791	91%
	Capital Outlay	16,000	16,650	104%
Human Resources	Personnel Services	312,985	270,461	86%
	Services/Supplies	74,125	50,080	68%
Legal	Personnel Services	1,178,684	1,074,484	91%
	Services/Supplies	53,253	59,347	111%
Planning	Personnel Services	594,382	537,882	90%
	Services/Supplies	133,600	70,082	52%
	Capital Outlay			
Building Maintenance	Personnel Services	378,357	304,403	80%
	Services/Supplies	157,475	121,035	77%
	Capital Outlay	17,000	10,410	61%
Police	Personnel Services	13,247,773	11,659,787	88%
	Services/Supplies	1,309,691	1,268,027	97%
	Capital Outlay		64,448	
Fire	Personnel Services	9,439,387	8,384,776	89%
	Services/Supplies	607,909	468,691	77%
	Capital Outlay		43,418	
General Government	Services/Supplies	86,850	174,727	201%
	Capital Outlay		29,521	
Police Grants	Personnel Services	115,292	53,543	46%
	Capital Outlay		93,001	
CdA Drug Task Force	Services/Supplies	40,000	1,200	3%
	Capital Outlay	60,000		
Streets	Personnel Services	2,990,394	2,765,744	92%
	Services/Supplies	1,694,650	736,563	43%
	Capital Outlay	241,500	784,367	325%
Parks	Personnel Services	1,553,223	1,320,516	85%
	Services/Supplies	583,350	511,359	88%
	Capital Outlay	165,000	124,963	76%

CITY OF COEUR D'ALENE
 BUDGET STATUS REPORT
 ELEVEN MONTHS ENDED
 August 31, 2019

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 8/31/2019	PERCENT EXPENDED
Recreation	Personnel Services	550,643	481,570	87%
	Services/Supplies	191,780	125,419	65%
	Capital Outlay	20,000	17,950	90%
Building Inspection	Personnel Services	886,775	768,289	87%
	Services/Supplies	39,410	20,719	53%
	Capital Outlay	33,935	32,797	97%
Total General Fund		<u>40,406,331</u>	<u>35,647,940</u>	<u>88%</u>
Library	Personnel Services	1,322,388	1,206,038	91%
	Services/Supplies	222,000	207,363	93%
	Capital Outlay	180,000	140,351	78%
CDBG	Services/Supplies	408,854	175,163	43%
Cemetery	Personnel Services	202,455	152,378	75%
	Services/Supplies	102,500	88,629	86%
	Capital Outlay	85,000	55,466	
Impact Fees	Services/Supplies	521,500	70,974	14%
Annexation Fees	Services/Supplies	286,000	286,000	100%
Parks Capital Improvements	Capital Outlay	131,500	251,750	191%
Cemetery Perpetual Care	Services/Supplies	207,000	167,380	81%
Jewett House	Services/Supplies	30,955	22,241	72%
Reforestation	Services/Supplies	8,000	6,248	78%
Street Trees	Services/Supplies	100,000	75,146	75%
Community Canopy	Services/Supplies	2,000	959	48%
Public Art Fund	Services/Supplies	348,500	219,541	63%
		<u>4,158,652</u>	<u>3,125,629</u>	<u>75%</u>
Debt Service Fund		<u>876,931</u>	<u>876,928</u>	<u>100%</u>

CITY OF COEUR D'ALENE
BUDGET STATUS REPORT
ELEVEN MONTHS ENDED
August 31, 2019

FUND OR DEPARTMENT	TYPE OF EXPENDITURE	TOTAL BUDGETED	SPENT THRU 8/31/2019	PERCENT EXPENDED
Seltice Way	Capital Outlay		36,689	
Seltice Way Sidewalks	Capital Outlay	72,000	3,500	5%
Traffic Calming	Capital Outlay	40,000		
Govt Way - Hanley to Prairie	Capital Outlay		195,536	
US 95 Upgrade	Capital Outlay			
Kathleen Avenue Widening	Capital Outlay	195,000		
Margaret Avenue	Capital Outlay			
4th and Dalton	Capital Outlay	50,000		
US 95 Upgrade	Capital Outlay	195,000		
15th Street	Capital Outlay	25,000	2,548	10%
Industrial Park Loop & Atlas	Capital Outlay		198,173	
Downtown Signal Imprvmnts	Capital Outlay	154,000	50,000	
Atlas Waterfront Project	Capital Outlay		34,131	
		731,000	520,577	71%
Street Lights	Services/Supplies	650,050	535,260	82%
Water	Personnel Services	2,073,534	1,874,570	90%
	Services/Supplies	4,580,300	1,629,839	36%
	Capital Outlay	5,543,500	1,840,080	33%
Water Capitalization Fees	Services/Supplies	1,700,000		
Wastewater	Personnel Services	2,793,403	2,448,632	88%
	Services/Supplies	6,562,993	2,234,386	34%
	Capital Outlay	8,224,700	4,122,166	50%
	Debt Service	2,178,563	2,176,041	100%
WW Capitalization	Services/Supplies	1,000,000		
Sanitation	Services/Supplies	4,154,083	3,548,288	85%
Public Parking	Services/Supplies	289,880	694,680	240%
	Capital Outlay			
Drainage	Personnel Services	115,166	103,889	90%
	Services/Supplies	764,458	315,463	41%
	Capital Outlay	920,000	518,475	56%
Total Enterprise Funds		41,550,630	22,041,769	53%
Kootenai County Solid Waste		2,600,000	2,248,754	86%
Police Retirement		180,760	164,010	91%
Business Improvement District		176,000	31,000	18%
Homeless Trust Fund		5,200	4,434	85%
Total Fiduciary Funds		2,961,960	2,448,198	83%
TOTALS:		\$90,685,504	\$64,661,041	71%

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



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

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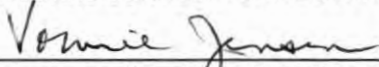
SEP 09 2019

CITY CLERK

City of Coeur d Alene
Cash and Investments
8/31/2019

Description	City's Balance
U.S. Bank	
Checking Account	1,584,161
Checking Account	29,573
Investment Account - Police Retirement	952,322
Investment Account - Cemetery Perpetual Care Fund	1,427,080
Wells Fargo Bank	
Federal Home Loan Bank Bond	1,002,120
First Interstate Bank	
Certificate of Deposit	209,701
Idaho Central Credit Union	
Certificate of Deposit	261,010
Idaho State Investment Pool	
State Investment Pool Account	49,473,726
Spokane Teacher's Credit Union	
Certificate of Deposit	250,858
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>55,192,677</u>

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



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

RESOLUTION NO. 19-042

A RESOLUTION OF THE CITY OF COEUR D'ALENE, KOOTENAI COUNTY, IDAHO, APPROVING BENEFIT PLAN CHANGES AND RENEWAL RATES EFFECTIVE OCTOBER 1, 2019. THESE CHANGES AND RENEWALS INCLUDE REGENCE BLUESHIELD OF IDAHO, BLUE CROSS DENTAL, DENTAL BLUE CONNECT (WILLAMETTE), PEAK1 (FLEXIBLE SPENDING ACCOUNT), AFLAC, AND A NEWLY OFFERED DENTAL PLAN WITH NORTHWEST DENTAL BENEFITS, LLC. OTHER CITY BENEFITS SUCH AS UNITED HERITAGE LIFE & LONG-TERM DISABILITY, GALLAGHER BENEFITS HRA/VEBA SERVICE GROUP, AND RELIANT BEHAVIORAL HEALTH HAVE NO CHANGES.

WHEREAS, the Human Resources Director of the City of Coeur d'Alene has recommended that the City of Coeur d'Alene approve the employee Benefit Plan Changes and Renewals; and

WHEREAS, it is deemed to be in the best interests of the City of Coeur d'Alene and the citizens thereof to approve such Benefit Plan Changes and Renewals.

NOW, THEREFORE,

BE IT RESOLVED by the Mayor and City Council of the City of Coeur d'Alene that the City approve the employee Benefit Plan Changes and Renewals with the provision that the Mayor, City Administrator, and City Attorney are hereby authorized to modify any necessary documents as long as the substantive provisions of any agreements for the benefit plans remain intact.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to sign such agreements as may be necessary to enact Benefit Plan Changes and Renewal on behalf of the City.

DATED this 17th day of September, 2019.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER EVANS Voted _____

COUNCIL MEMBER MCEVERS Voted _____

COUNCIL MEMBER MILLER Voted _____

COUNCIL MEMBER EDINGER Voted _____

COUNCIL MEMBER GOOKIN Voted _____

COUNCIL MEMBER ENGLISH Voted _____

_____ was absent. Motion _____.

To: General Services

From: Melissa Tosi; Human Resources Director

Re: Benefit Plan Changes and Renewals

Date: September 9, 2019

Decision Point: The City Council is requested to approve the following benefit plan changes and renewal rates effective October 1, 2019. These changes and renewals include Regence BlueShield of Idaho, Blue Cross Dental, Dental Blue Connect (Willamette), Peak1 (Flexible Spending Account), Aflac, and a newly offered dental plan with Northwest Dental Benefits, LLC. The other City benefits such as United Heritage Life & Long-Term Disability, Gallagher Benefits HRA/VEBA Service Group, and Reliant Behavioral Health have no changes.

History: The Medical Review Committee's goal is to minimize rate increases and strategically address employee cost-sharing for medical benefits. The Committee, per contract, consists of representatives from the Lake City Employee's Association, Fire Union, Police Association, Non-represented, and Exempt employees. Along with our broker, the Murray Group, the Committee meets regularly throughout the year to understand market trends, review alternate plans, and consider changes.

Financial Analysis: The following changes are effective October 1, 2019, through September 30, 2020. The costs have been anticipated in the 2019-2020 approved financial plan.

- **Regence BlueShield of Idaho:** 1.5% cumulative increase on the medical plans and no benefit changes.
- **Blue Cross Dental:** 3% increase and no benefit changes.
- **Dental Blue Connect (Willamette):** 8.6% increase in premiums and no benefit changes.
- **Peak1 (Flexible Spending Account):** Annual renewal fee is increasing from \$250 to \$275.
- **Northwest Dental Benefits, LLC:** A new plan that consists of Avondale Dental Group's network with 3 main offices located in Hayden (Avondale Dental), Coeur d'Alene (Element Dental), and Post Falls (Legacy Dental). Additionally, Dance Dentistry for Kid is also included in the network.
- **Aflac:** In the past, the City has allowed employees to run *individual* Aflac supplemental plans through payroll deduction. Effective 10/1/19, the City will offer 3 separate voluntary group plans (accident insurance, hospital indemnity insurance, and critical illness insurance). The advantages for employees under a group plan are lower premium rates and an increased benefit. All Aflac plans are 100% paid by the employee.

Performance Analysis: The City continues to offer employees a generous benefit package with enough options to meet individual needs. Once the new plan document contracts and rates are updated, they will be forwarded to the City for signatures.

Recommendation: The City Council is requested to approve the above-described benefit plan changes and renewal rates.

OTHER BUSINESS

CITY COUNCIL STAFF REPORT

DATE: September 17, 2019
FROM: Mike Becker, Wastewater Capital Program Manager
SUBJECT: Emergency Repairs of Wastewater Treatment Plant Hot Water Loop System

=====++++=====

DECISION POINT:

The Wastewater Utility (WW) requests that Council declare an emergency under Idaho Code § 67-2808(1)(a), and find that the public interest and necessity require immediate expenditure of public funds, and authorize WW to immediately order materials and hire a contractor for the emergency work to repair of the Wastewater Treatment Plant's Hot Water Loop System without compliance with formal bid procedures.

HISTORY:

The Wastewater Treatment Plant's Hot Water Loop (HWL) System is a closed loop 2-pipe system that recirculates 140 -160 deg F water from a series of gas boilers to heat exchangers located in the Plant Digesters, the Collections Maintenance Shop, and the Wastewater Administration Building. The water in this loop is heated with gas produced with the digesters and supplemented by natural gas in colder temperatures. Completed in 2010, the HWL system is responsible for continuously maintaining sludge temperatures that optimize treatment efficiencies during the Plant's sludge digestion process. It also provides hot water to the Collection Shop and Administration Building heat exchangers. This is the only heat source for these buildings.

Last summer, WW Staff became aware of a significant increase in water demand within the HWL system and discovered several leaks in the steel pipes to and from the Collection Shop and Administration Building. No leaks in the pipes to and from the digesters were found. HDR Engineering was hired to complete a Corrosion Investigation and their findings determined the corrosion damage was likely the result of a number of factors and recommended replacing all the underground HWL system with a corrosion resistant material. After this report, additional leaks were detected in the underground portion of the HWL system suggesting that corrosion is likely occurring in other locations. Based on this information, it was determined that the existing HWL system is unsalvageable.

With the colder temperatures rapidly approaching, WW began to immediately look into options to address the problem, including:

- Installation of a temporary and/or permanent conventional heating system (heat pumps/furnace) in the Collection Shop and Administration Building
- CIPP rehabilitation of the existing steel HWL System with and without corrosion protection
- Installation of corrosion protection, removal of Dritherm, reinsulation/sealing of existing underground HWL system, and repairing additional leaks

CITY COUNCIL STAFF REPORT

- Modification of the SCB2 Boiler and, if applicable, isolation and running of the existing underground HWL system (interim)
- Removal and replacement of the existing underground HWL system

WW determined that abandoning the existing underground HWL system in-place and laying two (2) new insulated Polypropylene pipes adjacent to the existing system is the most timely, economical, and permanent solution. This option will function similarly to the existing system and will not require modifications to the remaining HWL system. The Polypropylene option is a seamless pipe that offers inert material properties, is corrosion resistant, and can handle the high temperatures and pressures. It is a specialized pipe that is readily available in Southeast, but will take several weeks to deliver to the plant. The material required to insulate the new pipe is 4 weeks out.

Big Sky Idaho Corporation, a local contractor already under contract with the WW (for the Fernan Pump Station Retrofit) is readily available for the construction, equipment, and labor required. WW will provide the project management and construction oversight.

FINANCIAL ANALYSIS:

This is an unforeseen and unique circumstance for which WW did not plan or budget. WW has funds available for this project under the Capital Replacement Fund Account. Preliminary Project Estimates for the abandonment and replacement of the existing underground HWL system ranges \$225,000 to \$250,000.

PERFORMANCE ANALYSIS:

To following the procurement requirements of Idaho Code §67-2805 and City Resolution No. 17-061 for Public Works Construction Procurements over \$200,000 would take up to 60 days to complete the formal bidding process, placing actual construction in November to December. The Collection Shop, Administration Building, and the lab will require heat before then. According to Idaho Code § 67-2808, immediate expenditure of public money to do this emergency work is justified to safeguard public's interest, health, and property.

As required by City Resolution No. 17-061 Policy Paragraph E, WW has informed the Legal and Finance Departments. Legal concurs that the circumstances described by WW constitutes an emergency under the statute.

RECOMMENDATION:

Council should declare an emergency and find that the public interest and necessity requires that the City depart from the standard procurement requirements, and Council should authorize WW to immediately order materials and hire a contractor for the emergency work to repair of the Wastewater Treatment Plant's Hot Water Loop System.



City of
Coeur d'Alene
IDAHO

**City of Coeur d'Alene
Emergency Repairs to the
Wastewater Treatment Plant
Hot Water Loop (HWL) System**



Project Location



Discovered HWL System Leak

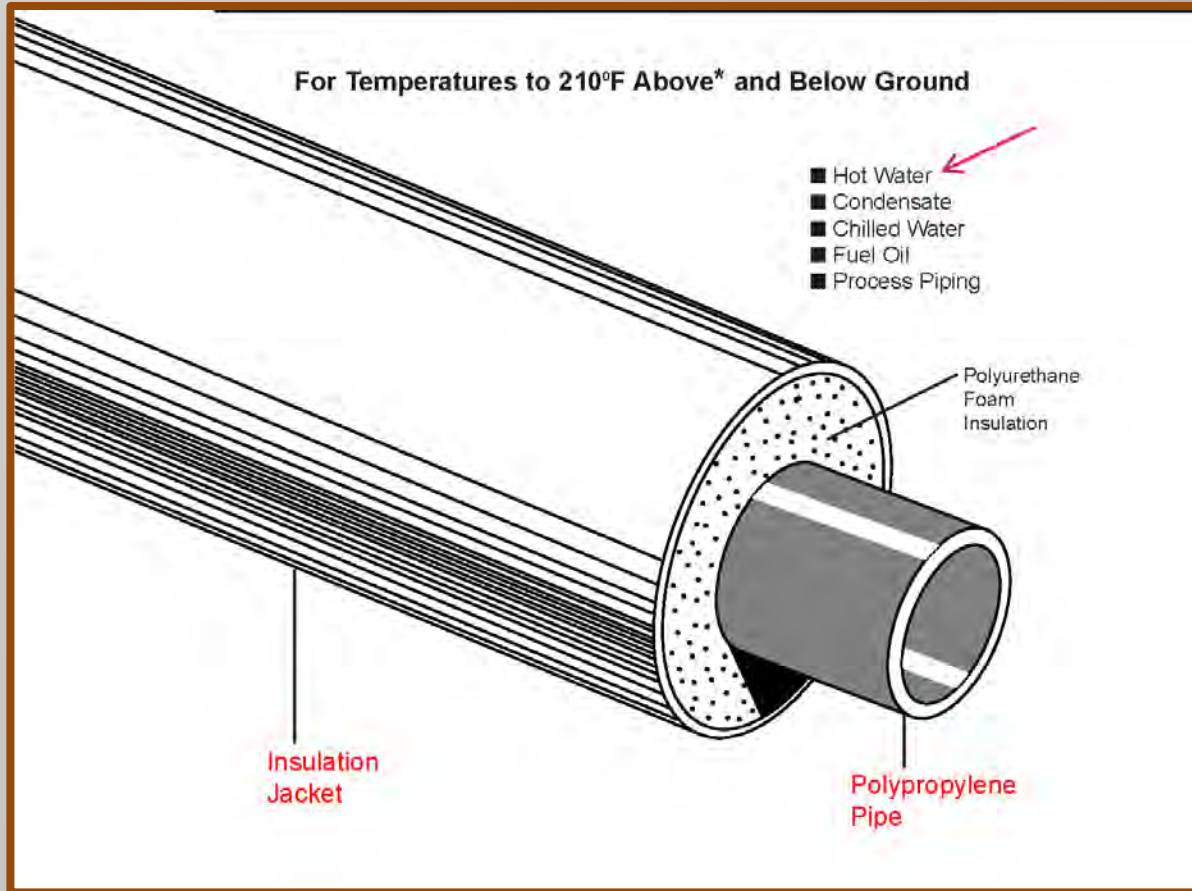


HWL System

- Evidence of Corrosion



Proposed HWL Solution



Recommendations

- **Council should declare an emergency and find that the public interest and necessity requires that the City depart from the standard procurement requirements, and Council should authorize WW to immediately order materials and hire a contractor for the emergency work to repair of the Wastewater Treatment Plant's Hot Water Loop System.**



QUESTIONS/COMMENTS





Memo

Date: Wednesday, July 31, 2019

Project: CdA WWTP Pipe Corrosion

To: Mike Anderson, Casey Fisher

From: Glenn Edgemon and Andrew Staples

Subject: Corrosion Investigation

Background

City of Coeur d' Alene staff reached out to HDR on Friday the 19th of July to request help in evaluating corrosion damage on a pair of their wastewater treatment plant hot water pipes. HDR personnel visited the site on Monday July 22nd to visually inspect the corroded pipes.

Based on discussion with City staff, the failed pipes are 6-inch or 8-inch bare steel pipes that transmit water from a boiler. Thus, the pipes normally operate at an elevated temperature. The pipes were surrounded by Dritherm insulating material. No additional coatings, cathodic protection, or other corrosion protection measures were observed on the pipes. The pipes are approximately 600'-feet in length. Approximately 40-feet of the pipes were exposed around the points of failure for visual assessment.

The pipes were originally installed in 2011. In 2014 and 2015, portions of the pipes were excavated to facilitate repairs to deteriorated flexible fittings. The flexible fittings were replaced with sections of new bare steel pipe. Leaks were recently discovered in the original pipes just north of the sections of new pipe installed in 2014/2015. Significant corrosion damage to the exteriors of the pipes was observed around the areas of leakage. The sections of pipe that now appear heavily corroded did not appear to be heavily corroded in 2014 or 2015 when exposed for repairs to the flexible fittings. The insides of the pipes look to be in relatively good condition with no signs of significant internal corrosion.

Findings

1. "Under insulation corrosion" is likely to have played a role in the observed failure. This mode of corrosion is a common mode of failure in insulated steel/iron pipes. In summary, insulating materials trap water against the pipe wall. Water and oxygen necessary for corrosion are refreshed every time it rains or floods. Sometimes fire retardant chemicals in the insulation accelerate the rate of corrosion. Oxygen concentration cells can develop in places, further accelerating localized attack.
2. The installation of new mill-scaled steel pipe sections in 2014 likely resulted in the formation of a galvanic corrosion cell between the old existing pipes and the new mill scaled pipes. The contact between the old pipe and the new pipe likely accelerated the corrosion of the old pipe near the connection point with the new replacement pipe. This "new pipe-old pipe" type of galvanic cell is also a common mode of failure in bare steel pipes.



3. Drainage structures in the area, and the nearby operation of wastewater facilities may introduce bacteria associated with microbiologically induced corrosion (MIC) to the pipe surfaces. The waste products associated with MIC bacteria are corrosive to steel pipe and result in localized areas of accelerated corrosion.

Discussion

The observed corrosion damage is likely the result of multiple factors including elevated operating temperature, presence of moisture/corrosive soils, under insulation corrosion, galvanic corrosion, and possibly MIC. A team of HDR corrosion and condition assessment experts reviewed the historical information and result of the recent on-site condition assessment. A variety of additional measures and approaches to corrosion mitigation and control were discussed, including:

- Need for further tests/inspection of pipe and surrounding soil,
- Applicable options for corrosion control given observations and age of pipe,
- Value of assessing condition of remaining pipe to determine if it still has sufficient remaining useful life to warrant installation of corrosion control measures, and
- Cost of corrosion protection vs. cost of pipe replacement/rehabilitation.

Recommendations

Assessment

Consideration should be given to assessing the condition of the balance of these pipes before committing significant funds to installing corrosion protection systems. A condition assessment is typically conducted to determine if a pipe has sufficient remaining useful life to warrant the cost of corrosion protection. In some cases it may make more economic sense to:

- a. replace the pipe with a more corrosion resistant material, or
- b. run the existing pipe to failure, then replace and provide corrosion protection at the time of replacement when the trench is open and installation costs are reduced.

Based on internal camera inspections of the hot water pipes, internal corrosion does not appear to be a widespread problem. The observed failures are likely the result of external corrosion. Thus, a condition assessment on these pipes would focus on locating and characterizing the worst areas of external corrosion. Such an investigation could be performed through the use of close interval potential (CIP) surveys or limited potholing for examination at select locations.

CIP surveys are performed at grade along the pipe right of way and require no excavation of the pipe. From a technical basis, a CIP survey is recommended over potholing because external corrosion is rarely uniform along the length of a pipe. Some areas of the pipe are usually corroding at higher rates than others due to inhomogeneities in soil corrosivity, backfill, pipe material, damage during installation, and other factors. A CIP survey identifies areas of active corrosion on the entire pipeline. An estimation of costs for a CIP survey is estimated at \$30K. Potholing would be a more economical alternative than a CIP survey, but would only determine if active corrosion was occurring at the location that was exposed.



Corrosion Protection

If the existing pipes are to be repaired by installing new sections of pipe to replace the corroded pipe (much like the previous repair in 2014), there are two primary options for corrosion control that could be applied to extend the life of the pipe:

1. The best option for controlled monitoring and corrosion protection for the entire length of both pipes would be to cathodically protect the entire pipeline. A properly designed cathodic protection (CP) system, if maintained and operated properly, can prevent external corrosion on the pipes for many years. Efforts should be made to design a galvanic anode type CP system (to minimize operations and maintenance costs), but depending on soil characteristics, an impressed current CP system may be required. HDR's costs to design a CP system are estimated to be \$5K-\$10K. Installation of a CP system by a CP contractor is estimated to be approximately \$20K.
2. If the application of CP to these pipes is cost prohibitive, a quick and inexpensive corrosion mitigation measure that will help prevent the recurrence of this particular type of corrosion failure would be to electrically isolate the new sections of repair pipe from the existing old pipe using electrical isolation joints, encase the new pipe sections in wax tape, and install a one cubic yard drainage sump utilizing pea gravel wrapped in geotextile fabric below and adjacent to the pipeline at the low point of the area exposed. The electrical isolation kits installed at the joints between new and old pipe will eliminate the galvanic couple between new and old pipe (i.e., the galvanic couple that was likely largely responsible for the recent failure). The wax tape encasement will protect the new pipe from corrosion in the area around the utilidor. However, the following constraints and limitations apply to this approach:
 - a. The pipe installed in 2014 should be electrically isolated at both ends – i.e., from the pipe encased in the concrete utilidor wall, and from the old existing pipe in the ground.
 - b. “New pipe” as used herein includes both the new pipe repair sections installed in 2014 and the new pipe repair sections that are about to be installed. All this “new pipe” should be encased in wax tape. It is not necessary to electrically isolate the new pipe that is about to be installed from the newer mill scaled pipe installed in 2014.
 - c. The wax tape must extend all the way up to and include the insulating joint to be installed on the pipe at the utilidor wall so that all new pipe sections and insulating joint are completely encased in wax tape.
 - d. This approach eliminates only the galvanic cell between new pipe and old pipe that was formerly causing accelerated corrosion of the old pipe near this interface. This approach provides no additional corrosion protection to the remaining old pipe, neither at the interface with the new pipe, nor far away from it. The old pipe will continue to corrode in the soil and could fail elsewhere along the line.



3. A NACE Certified Corrosion Specialist, NACE Certified CP Specialist (NACE CP-4), or a PE with at least 5 years of pipeline CP experience should be involved in the design and field checkout of Option 1, and in the field QC check of the installation of Option 2.

We understand time is of the essence since an open trench is present on the site. We are ready and willing to offer any assistance the City requires to quickly resolve the questions regarding the condition of their pipelines.

Please contact us with any questions regarding this initial assessment or recommendations.

RESOLUTION NO. 19-043

A RESOLUTION OF THE CITY OF COEUR D'ALENE, IDAHO, DECLARING THAT AN EMERGENCY EXISTS, AND THAT THE PUBLIC INTEREST AND NECESSITY DEMAND THE IMMEDIATE EXPENDITURE OF PUBLIC MONEY TO REPAIR THE HOT WATER LOOP SYSTEM AT THE WASTEWATER TREATMENT PLANT IN ORDER TO SAFEGUARD LIFE, HEALTH, AND PROPERTY, AND AUTHORIZING THE EXPENDITURE OF PUBLIC FUNDS WITHOUT COMPLIANCE WITH FORMAL BIDDING PROCEDURES.

WHEREAS, Idaho Code § 67-2808(1)(a) authorizes the City Council to declare emergencies and expend public funds without compliance with formal bidding procedures where an emergency exists and it is necessary to do work immediately for the purpose of safeguarding life, health, and/or property; and

WHEREAS, the damage to the Hot Water Loop (HWL) system at the Wastewater Treatment Plant was sudden and unforeseeable, and did not allow for the Wastewater Utility to plan or budget for these repairs. The Wastewater Utility has funds available for this project under the Capital Replacement Fund Account. Preliminary Project Estimates for the replacement of the existing underground Hot Water Loop system ranges \$225,000 to \$250,000; and

WHEREAS, the HWL system is necessary for the purpose of continuously maintaining sludge temperatures that optimize treatment efficiencies during the Plant's sludge digestion process, and also provides hot water to the Collection Shop and Administration Building heat exchangers, which is the only heat source for these buildings; and

WHEREAS, due to the damage discovered upon investigation, the HWL system is not salvageable; and

WHEREAS, the Wastewater Utility, in the exercise of due diligence investigated various options for repairing and/or replacing the system, and determined that abandoning the existing underground HWL system in-place and laying two (2) new insulated Polypropylene pipes adjacent to the existing system is the most timely, economical, and permanent solution; and

WHEREAS, the Wastewater Utility further determined that there is no other reasonably available method which would allow the City to replace the HWL system to adequately address the emergency.

NOW, THEREFORE,

BE IT RESOLVED by the City Council of the City of Coeur d'Alene, Idaho, that an emergency exists, and that the public interest and necessity require the Wastewater Utility to do

emergency work to replace the HWL System at the Wastewater Treatment Plant without compliance with the state bidding process.

BE IT FURTHER RESOLVED that the sum required to replace the HWL system may be expended from the Capital Replacement Fund without compliance with formal bidding procedures, up to and including the sum of \$250,000.00.

BE IT FURTHER RESOLVED that the Mayor and City Clerk be and they are hereby authorized to sign such agreements as may be necessary to complete the replacement of the HWL system pursuant to this Resolution.

DATED this 17th day of September, 2019.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

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

ROLL CALL:

COUNCIL MEMBER MILLER VOTED _____

COUNCIL MEMBER EDINGER VOTED _____

COUNCIL MEMBER GOOKIN VOTED _____

COUNCIL MEMBER MCEVERS VOTED _____

COUNCIL MEMBER ENGLISH VOTED _____

COUNCIL MEMBER EVAN VOTED _____

_____ was absent. Motion _____.

PUBLIC HEARINGS



STAFF REPORT

Date: September 17, 2019

From: Vonnie Jensen, Comptroller

Subject: Amendment to the 2018-2019 Fiscal Year Appropriations (Budget)

Decision Point:

To approve Council Bill No. 19-1015 to amend the Fiscal Year 2018-19 Budget by a total of \$4,911,807.

History:

The City Council annually amends the original appropriations ordinance for unanticipated expenditures.

Financial Analysis:

Idaho code allows the City Council at any time during the current fiscal year to amend the appropriations ordinance to reflect the receipt of revenues and/or the expenditure of funds that were unanticipated when the ordinance was adopted. The City each year adopts an amendment or amendments to the appropriation's ordinance.

Performance Analysis:

The budget amendment shows increases in expenditures due to carryovers of projects, state and federal grants received, purchase of the East Sherman property, purchase of the 3rd Street property, Memorial Park Grandstand reconstruction and miscellaneous additional items. Additional revenues of \$1,176,521 are projected to be received in the General Fund to cover the increased expenses for the fiscal year, \$168,051 is coming from designated fund balance and \$375,524 is projected to come from Undesignated General Fund fund balance.

Decision Point:

To approve Council Bill No.19-1015 to amend the Fiscal Year 2018-19 Budget by a total of \$4,911,807.

A stack of gold coins is shown on the right side of the slide, with a blue background. The coins are stacked high, and the top one is slightly offset. The background is a blurred blue with some light spots.

2018-2019 Budget Amendment

General Fund Additional Expenses	
Police & Fire Department Grants	\$164,171
Separation Payouts – Accrued Vacation & Sick Leave	\$79,000
Project Carryovers	\$168,051
Purchase of East Sherman Property	\$300,000
Transfers Out – Atlas Waterfront & Street Light Fund	\$119,445
Police Department – Call Out Availability Pay	\$78,000
Fire Dept – Compressor & Storm Repair	\$46,100
Streets – Loader Rental, Chemicals & Cardlock	\$114,321
Legal Claims	\$32,188
Loaders – Purchased through Lease	\$607,400

Police & Fire Department Grants	\$164,171
Separation Payouts – Accrued Vacation & Sick Leave	\$79,000
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Legal Claims	\$32,188
Loaders – Purchased through Lease	\$607,400

Other Funds - Additional Expenses

Grants – Library and E Sherman Lighting	\$25,500
Street Lighting – Relight Phase 2 – LEDs	\$37,900
Atlas Waterfront Project	\$34,131
Street Projects	\$879,500
Sanitation Fund – Recycling & Collection	\$85,000
Parking Fund – 3 rd Street Property	\$275,000
Parking Fund – Garage & Shared Lot Carryover	\$193,100
Parks Capital – Trail Realignment	\$191,000
Parks Capital – Carryovers	\$204,000
Parks Capital – Memorial Park Grandstand	\$1,278,000

Fiscal Year	Unassigned Fund Balance	Budgeted Revenues	16.7% of Budgeted Revenues	Over (Under) 16.7%	% of FB to Budgeted Revenues
2020	\$6,216,047	\$41,779,359	\$6,977,153	(\$761,106)	14.88%
2019	\$8,816,620	\$39,823,081	\$6,650,454	\$2,166,166	22.13%
2018	\$9,799,963	\$38,399,442	\$6,412,707	\$3,387,256	25.52%
2017	\$8,328,872	\$36,895,068	\$6,161,476	\$2,167,396	22.57%
2016	\$8,788,602	\$40,032,393	\$6,685,410	\$2,103,192	21.95%
2015	\$7,663,870	\$32,817,274	\$5,480,485	\$2,183,385	23.35%
2014	\$6,142,590	\$31,564,647	\$5,271,296	\$871,294	19.46%
2013	\$5,589,570	\$30,240,904	\$5,050,231	\$539,339	18.48%
2012	\$4,852,673	\$29,561,374	\$4,936,749	(\$84,076)	16.42%
2011	\$4,815,782	\$29,162,631	\$4,870,159	(\$54,377)	16.51%

A stack of silver coins is shown on a blue background. The coins are stacked vertically, with the top coin slightly offset. The word "Questions?" is written in a dark blue, sans-serif font over the stack of coins.

Questions?

ORDINANCE NO. 3642
COUNCIL BILL NO. 19-1015

AN ORDINANCE AMENDING ORDINANCE 3618, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, APPROPRIATING THE SUM OF ~~\$90,685,504~~ \$95,597,311, WHICH SUM INCLUDES ADDITIONAL MONIES RECEIVED BY THE CITY OF COEUR D'ALENE IN THE SUM OF \$4,911,807; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDE FOR THE PUBLICATION OF A SUMMARY OF THIS ORDINANCE AND PROVIDING AN EFFECTIVE DATE HEREOF.

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

Section 1

That Section 1 of Ordinance 3618, Ordinance of the City of Coeur d'Alene, be and the same is hereby amended to read as follows:

That the sum of ~~\$90,685,504~~ \$95,597,311 be and the same is hereby appropriated to defray the necessary expenses and liabilities of the City of Coeur d'Alene, Kootenai County, Idaho, for the fiscal year beginning October 1, 2018.

Section 2

That Section 2 of Ordinance 3618; Ordinances of the City of Coeur d'Alene be and the same is hereby amended to read as follows:

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

GENERAL FUND EXPENDITURES:

Mayor and Council	\$264,838	
Administration	320,169	
Finance Department	1,182,771	
Municipal Services	1,881,130	
Human Resources	387,110	
Legal Department	1,231,937	1,264,125
Planning Department	727,982	
Building Maintenance	552,832	
Police Department	14,557,464	14,753,084
Drug Task Force	100,000	

Police Department Grants	115,292	208,293
Fire Department	10,047,296	10,150,364
General Government	86,850	535,795
Streets / Engineering	4,926,544	5,736,463
Parks Department	2,301,573	
Recreation Department	762,423	769,358
Building Inspection	960,120	979,120
TOTAL GENERAL FUND EXPENDITURES:	<u>\$40,406,331</u>	<u>42,115,007</u>
SPECIAL REVENUE FUND EXPENDITURES:		
Library Fund	\$1,724,388	1,738,388
Community Development Block Grant	408,854	
Impact Fee Fund	521,500	
Parks Capital Improvements	131,500	1,804,500
Annexation Fee Fund	286,000	
Cemetery Fund	389,955	
Cemetery Perpetual Care Fund	207,000	
Jewett House	30,955	
Reforestation/Street Trees/Community Canopy	110,000	
Public Art Funds	348,500	
TOTAL SPECIAL FUNDS:	<u>\$4,158,652</u>	<u>\$5,845,652</u>
ENTERPRISE FUND EXPENDITURES:		
Street Lighting Fund	\$650,050	699,450
Water Fund	12,197,334	
Wastewater Fund	19,759,659	
Water Cap Fee Fund	1,700,000	
WWTP Cap Fees Fund	1,000,000	
Sanitation Fund	4,154,083	4,239,083
City Parking Fund	289,880	757,980
Drainage Fund	1,799,624	
TOTAL ENTERPRISE EXPENDITURES:	<u>\$41,550,630</u>	<u>\$42,153,130</u>
FIDUCIARY FUNDS:	\$2,961,960	
STREET CAPITAL PROJECTS FUNDS:	731,000	1,644,631
DEBT SERVICE FUNDS:	876,931	
GRAND TOTAL OF ALL EXPENDITURES:	<u>\$90,685,504</u>	<u>\$95,597,311</u>

Section 3

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Section 4

This ordinance shall take effect and be in full force upon its passage, approval and publication in one (1) issue of the Coeur d'Alene Press, a newspaper of general circulation published within the City of Coeur d'Alene and the official newspaper thereof.

APPROVED by this Mayor this 17th day of September, 2019.

Steve Widmyer, Mayor

ATTEST:

Renata McLeod, City Clerk

SUMMARY OF COEUR D' ALENE ORDINANCE NO. 3642
ANNUAL APPROPRIATION AMENDMENT FOR FISCAL YEAR 2018 - 2019

AN ORDINANCE AMENDING ORDINANCE 3618, THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 APPROPRIATING THE SUM OF ~~\$90,685,504~~ \$95,597,311, WHICH SUM INCLUDES ADDITIONAL MONIES RECEIVED BY THE CITY OF COEUR D'ALENE IN THE SUM OF \$4,911,807; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING A SEVERABILITY CLAUSE. THE ORDINANCE SHALL BE EFFECTIVE UPON PUBLICATION OF THIS SUMMARY. THE FULL TEXT OF THE SUMMARIZED ORDINANCE NO. 3642 IS AVAILABLE AT COEUR D'ALENE CITY HALL, 710 E. MULLAN AVENUE, COEUR D'ALENE, IDAHO 83814 IN THE OFFICE OF THE CITY CLERK.

Renata McLeod, City Clerk

STATEMENT OF LEGAL ADVISOR

I, Randall R. Adams, am a Chief Deputy City Attorney for the City of Coeur d'Alene, Idaho. I have examined the attached summary of Coeur d'Alene Ordinance No. 3642, Annual Appropriation Amendment for Fiscal Year 2018 - 2019, and find it to be a true and complete summary of said ordinance which provides adequate notice to the public of the context thereof.

DATED this 17th day of September, 2019.

Randall R. Adams, Chief Deputy City Attorney

**CITY COUNCIL
STAFF REPORT**

FROM: TAMI STROUD, ASSOCIATE PLANNER
DATE: SEPTEMBER 17, 2019
SUBJECT: A-4-19 – ZONING IN CONJUNCTION WITH ANNEXATION OF A +/- .84 ACRE PARCEL FROM AG-SUBURBAN TO R-3 (RESIDENTIAL AT 3 UNITS /ACRE)
LOCATION: +/- 0.84 ACRE PARCEL LOCATED EAST OF 19TH STREET AND NORTH OF E. NETTLETON GULCH ROAD

APPLICANT:

ATS, Inc.
PO Box 3457
Dalton Gardens, ID 83835

OWNER:

T.J. Ross
923 E. Hanley Avenue
Hayden, ID 83815

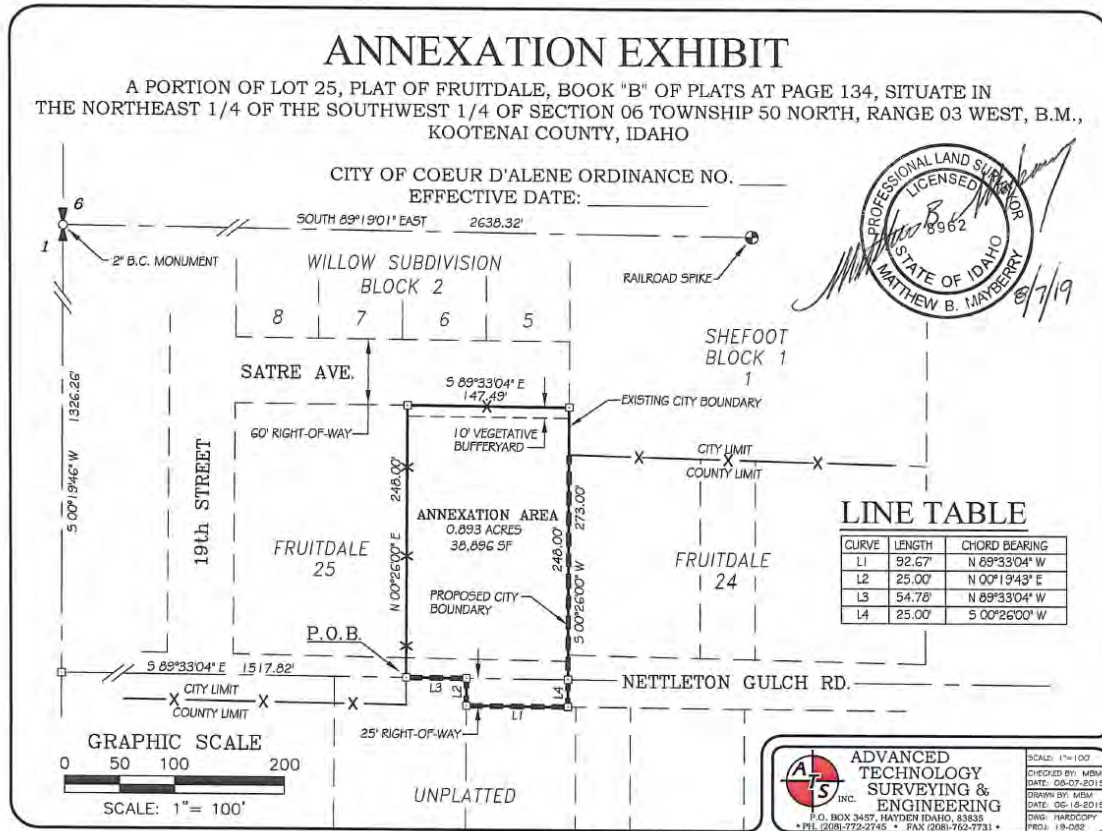
DECISION POINT:

ATS, representing the property owner T.J. Ross is requesting approval of a proposed +/- 0.84 acre annexation from AG Suburban to city R-3 zoning district (Residential at 3 units/acre).

AREA MAP:



ANNEXATION MAP:

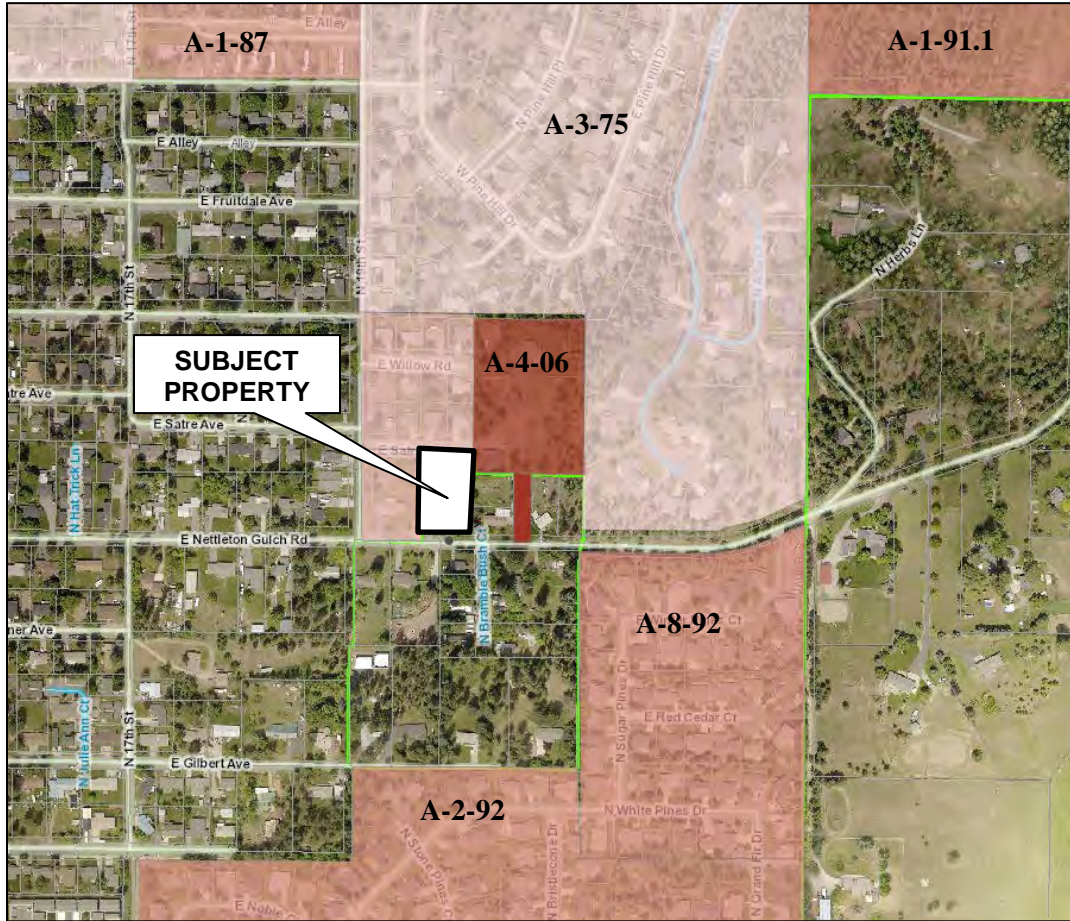


GENERAL INFORMATION:

ATS, Inc., on behalf of T.J. Ross is proposing to annex a +/- 0.84 acre parcel as noted on the annexation map above. The property is located north of Nettleton Gulch Road and east of 19th Street, and is currently zoned AG Suburban. There is an existing single-family dwelling unit as well as an accessory building on the south portion on the property, with the remainder of the property being vacant.

The applicant is requesting annexation of the subject property with an R-3 zoning designation. The Planning Commission recommended approval of the annexation request with the R-3 zoning designation at their August 13, 2019 meeting. The commission's findings act as a recommendation to City Council.

ANNEXATION HISTORY MAP:



Approval of the requested R-3 zoning in conjunction with annexation would allow the following potential uses of the property.

17.05.090: GENERALLY: Residential R-3

This district is intended as a residential area that permits single family detached housing at a density of 3 dwelling units per gross acre.

This district is intended for those areas of the city that are developed at this density or are preferably developed at this density because of factors such as vehicular access, topography, flood hazard and landslide hazard.

R-3 Zoning District:

Principal permitted uses in an R-3 district shall be as follows:

- single family housing
- home occupations as defined in Sec. 17.06.705
- essential services (underground)
- civic administrative offices
- neighborhood recreation
- public recreation

Permitted uses by special use permit in an R-3 district shall be as follows:

- community assembly
- community education
- community organization
- convenience sales
- essential service (above ground)
- noncommercial kennel
- religious assembly
- bed & breakfast facility
- per. 17.08.500
- commercial film production

Accessory Uses:

- carport, garage and storage structures (attached or detached)
- private recreation facility (enclosed or unenclosed)
- outside storage when incidental to the principal use.
- temporary construction yard.
- 5 .temporary real estate office.
- accessory dwelling unit

The requested R-3 zoning is shown on the map below. This zoning district is consistent with the existing zoning of all of the surrounding subdivisions in the vicinity of the subject property.

REQUIRED FINDINGS FOR ANNEXATION:

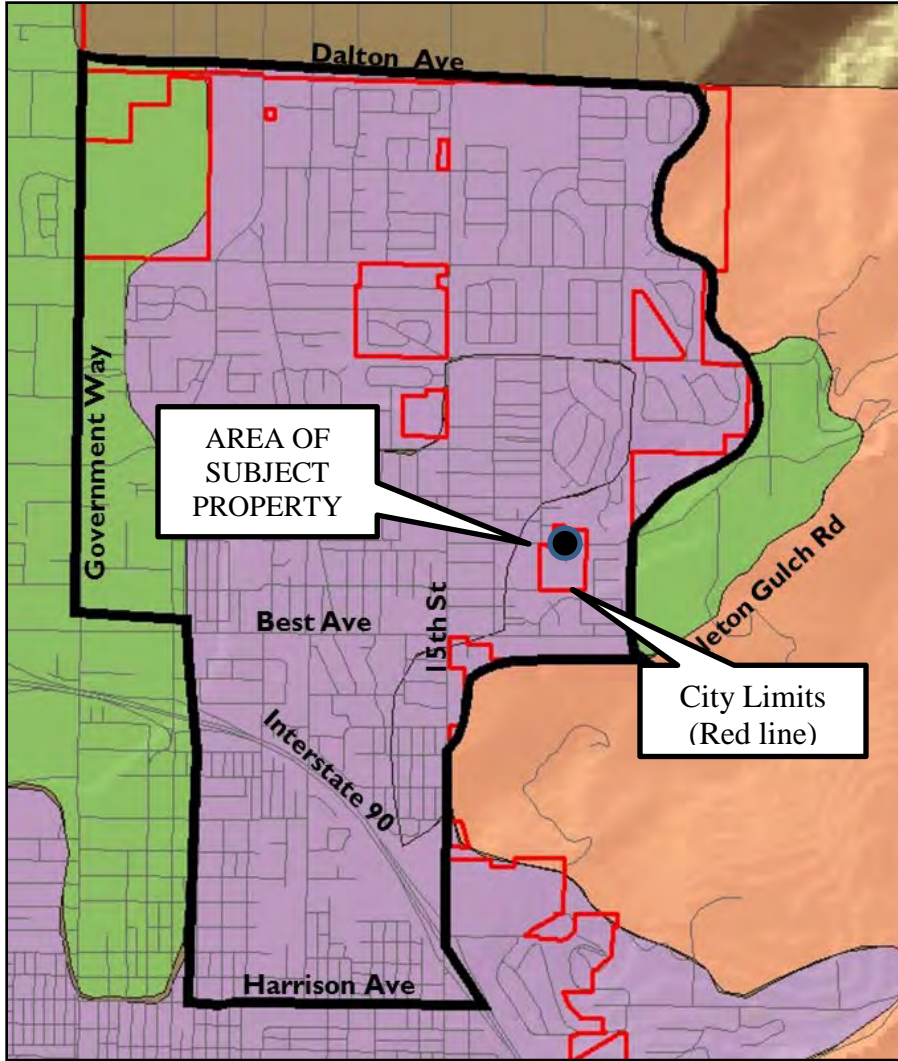
Finding #B8: That this proposal (is) (is not) in conformance with the Comprehensive Plan policies.

2007 COMPREHENSIVE PLAN- LAND USE CATEGORIES: NE PRAIRIE

- The subject property is contiguous with existing city limits
- The City Comprehensive Plan Map designates this area as: NE Prairie-

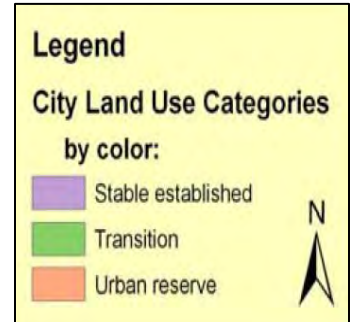
Stable Established

Comprehensive Plan Map: NE Prairie



Stable Established:

These areas are where the character of neighborhoods has largely been established and, in general, should be maintained. The street network, the number of building lots, and general land use are not expected to change greatly within the planning period.



Land Use: NE Prairie

NE Prairie Today:

This area is composed of a variety of zoning districts with a majority of residential density at three to eight units per acre (3-8:1). Lower density development becomes more prominent moving north. The NE Prairie provides a range of housing choices that includes a number of large recreation areas and small pocket parks. Canfield Mountain and Best Hill act as the backdrop for this portion of the prairie. Much of the lower lying, less inhibitive areas have been developed

NE Prairie Tomorrow:

It is typically a stable established housing area with a mix of zoning districts. The majority of this area has been developed. Special care should be given to the areas that remain such as the Nettleton Gulch area, protecting the beauty and value of the hillside and wetlands.

The characteristics of NE Prairie neighborhoods will be:

That overall density may approach three to four residential units per acre (3-4:1), however, pockets of higher density housing and multi-family units are appropriate in compatible areas. Commercial uses are concentrated in existing commercial areas along arterials with neighborhood service nodes where appropriate. Natural vegetation is encouraged and should be protected in these areas. Pedestrian connections and street trees are encouraged in both existing neighborhoods and developing areas. Clustering of smaller lots to preserve large connected open space areas as well as views and vistas are encouraged. Incentives will be provided to encourage clustering.

COMPREHENSIVE PLAN GOALS & OBJECTIVES:

- **Objective 1.02 - Water Quality:**
Protect the cleanliness and safety of the lakes, rivers, watersheds, and the aquifer.
- **Objective 1.06-Urban Forests:**
Enforce minimal tree removal, substantial tree replacement, and suppress topping trees for new and existing development.
- **Objective 1.11- Community Design:**
Employ current design standards for development that pay close attention to context, sustainability, urban design, and pedestrian access and usability throughout the city.
- **Objective 1.12 - Community Design:**
Support the enhancement of existing urbanized areas and discourage sprawl.
- **Objective 1.13 - Open Space:**
Encourage all participants to make open space a priority with every development and annexation.
- **Objective 1.14 - Efficiency:**
Promote the efficient use of existing infrastructure, thereby reducing impacts to undeveloped areas.
- **Objective 1.16 - Connectivity:**
Promote bicycle and pedestrian connectivity and access between neighborhoods, open spaces, parks, and trail systems.
- **Objective 2.02 - Economic & Workforce Development:**
Plan suitable zones and mixed use areas, and support local workforce development and housing to meet the needs of business and industry.
- **Objective 2.05 – Pedestrian & Bicycle Environment:**
Plan for multiple choices to live, work, and recreate within comfortable walking/biking distances.

- **Objective 3.04 - Neighborhoods:**
Encourage the formation of active neighborhood associations and advocate their participation in the public process..
- **Objective 3.05 - Neighborhoods:**
Protect and preserve existing neighborhoods from incompatible land uses and developments.
- **Objective 3.16 - Capital Improvements:**
Ensure infrastructure and essential services are available prior to approval for properties seeking development.
- **Objective 3.18 - Transportation:**
Provide accessible, safe and efficient traffic circulation for motorized, bicycle and pedestrian modes of transportation, requesting input from authoritative districts and neighboring communities when applicable.
- **Objective 4.02 - City Services:**
Provide quality services to all of our residents (potable water, sewer and stormwater systems, street maintenance, fire and police protection, street lights, recreation, recycling and trash collection).
- **Objective 4.06 - Public Participation:**
Strive for community involvement that is broad-based and inclusive, encouraging public participation in the decision making process.

Evaluation: *City Council must determine, based on the information before them, whether the Comprehensive Plan policies do or do not support the request. Specific ways in which the policy is or is not supported by this request should be stated in the finding.*

Finding #B9: **That public facilities and utilities (are) (are not) available and adequate for the proposed use.**

STORMWATER:

Stormwater will be addressed as the area proposed for annexation develops. All stormwater must be contained on-site. A stormwater management plan, conforming to all requirements of the City, shall be submitted and approved prior to the start of any construction.

-Submitted by Chris Bosley, City Engineer

PLANNING:

The subject property is a double frontage lot due to street frontages along E. Nettleton Gulch Road and Satre Avenue. Because frontages along two (2) opposite boundaries is not allowed per Section 16.15.180, the applicant will be required to submit a landscape plan for approval and provide the required 10' wide vegetative buffer along Satre Avenue.

TRAFFIC:

The proposed annexation itself would not adversely affect the surrounding area with regard to traffic, as no traffic is generated from an annexation alone. The Streets & Engineering Department has no objection to the annexation as proposed.

STREETS:

The subject site is currently developed. The site has frontage along the north side of Nettleton Gulch Road. Any necessary improvements to this street and frontage would be addressed during future construction. The Streets and Engineering Department has no objection to this annexation request.

-Submitted by Chris Bosley, City Engineer

WATER:

There is adequate capacity in the public water system to support domestic, irrigation and fire flow for the proposed annexation.

There is an existing 6" AC water main in E. Nettleton Gulch Road and an 8" C-900 line on E. Satre Avenue. There is a ¾" service currently serving this lot.

-Submitted by Kyle Marine, Asst. Water Superintendent

WASTEWATER:

Public sewer is available for this annexation via 8" sewer main in Satre Ave. to the north.

The Subject Property is within the City of Coeur d'Alene Area of City Impact (ACI) and in accordance with the 2013 Sewer Master Plan; the City's Wastewater Utility presently has the wastewater system capacity, willingness and intent to serve this annexation request as proposed. Any increase in R-3 density may require hydraulic modeling the sewer flows acceptable to the Wastewater Utility and upsizing of public sewer.

-Submitted by Mike Becker, Utility Project Manager

FIRE:

The Fire Department works with the Engineering, Water and Building Departments to ensure the design of any proposal meets mandated safety requirements for the city and its residents:

Fire department access to the site (Road widths, surfacing, maximum grade and turning radiuses), in addition to, fire protection (Size of water main, fire hydrant amount and placement, and any fire line(s) for buildings requiring a fire sprinkler system) will be reviewed prior to final plat recordation or during the Site Development and Building Permit, utilizing the currently adopted International Fire Code (IFC) for compliance. The CD'A FD can address all concerns at site and building permit submittals.

-Submitted by Bobby Gonder, Fire Inspector

Evaluation: *City Council must determine, based on the information before them, whether or not the public facilities and utilities are adequate for the request.*

Finding #B10: That the physical characteristics of the site (make) (do not make) it suitable for the request at this time.

PHYSICAL CHARACTERISTICS:

The +/- 0.84 acre parcel is located on the east side of 19th Street and on the north side of E. Nettleton Gulch Road. The site is a double frontage lot with exiting access along Nettleton Gulch Road. It is generally flat with several existing trees located on the site. There are existing structures including a single-family dwelling unit, and an accessory structure on the south half of the site. The physical characteristics of the site appear to be suitable for the request at this time.

PHOTOS OF SUBJECT PROPERTY:

View of the subject property looking northwest toward the existing single family and accessory structure along Nettleton Gulch Road.



View of the subject property looking south at the existing single family dwelling unit.



View of the neighboring property looking southwest along Nettleton Gulch Road.



View along Satre Ave. looking west at the rear portion of the subject property.



Looking southeast at the rear portion of the subject property (secondary frontage).



Evaluation: City Council must determine, based on the information before them, whether or not the physical characteristics of the site make it suitable for the request at this time.

Finding #B11: That the proposal (would) (would not) adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, (and) (or) existing land uses.

TRAFFIC:

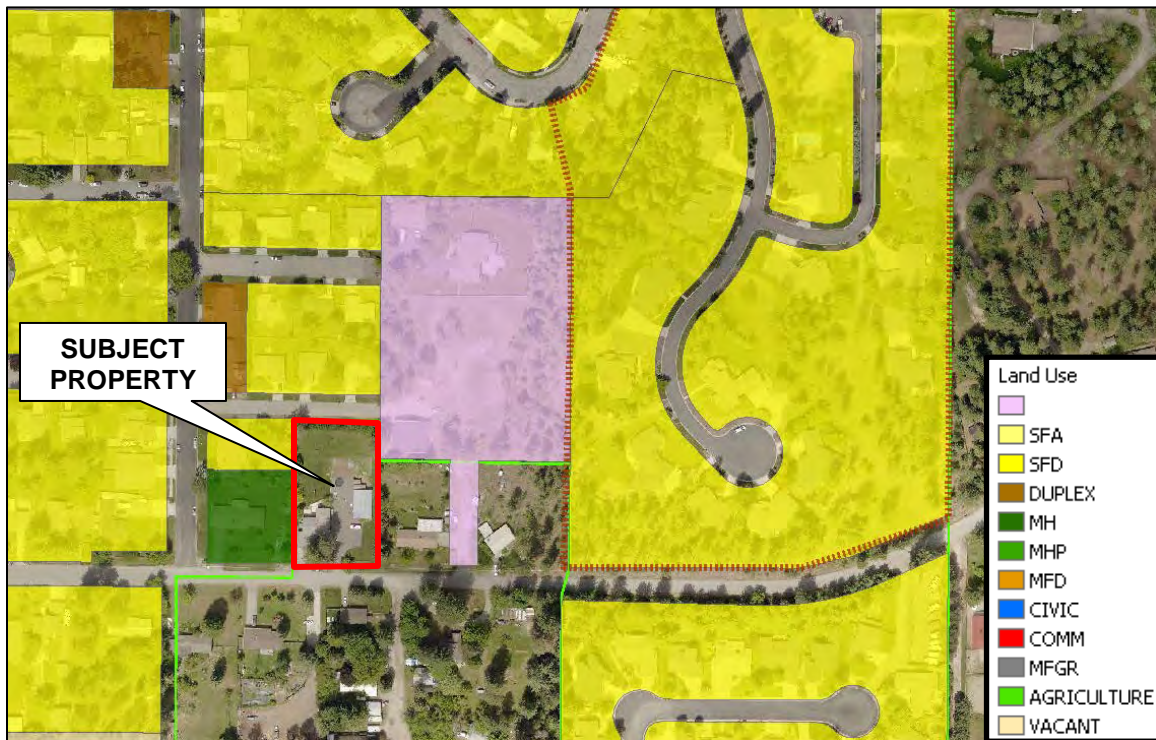
The proposed annexation itself would not adversely affect the surrounding area with regard to traffic, as no traffic is generated from an annexation alone. The Streets & Engineering Department has no objection to the annexation as proposed.

-Submitted by Chris Bosley, City Engineer

NEIGHBORHOOD CHARACTER:

The subject property is currently being used for a single family residence. There is also an accessory building on the site with a portion of the property being vacant. The subject property is in an area of single-family residences along with a few vacant parcels. The property is currently in the county with city boundaries on the west and a portion of the northeast side of the subject property. The R-3 zoning is requested in conjunction with annexation, which is consistent with the neighboring zoning.

GENERALIZED LAND USE PATTERN:



EXISTING ZONING:



Evaluation: City Council must determine, based on the information before them, whether or not the proposal would adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, (and)/(or) existing land uses.

PROPOSED ITEMS FOR AN ANNEXATION AGREEMENT:

Staff recommends the following items be addressed in the annexation agreement:

PLANNING: A 10' minimum wide vegetative buffer is required along the secondary street frontage (Satre Ave.) due to the subject property being a double frontage lot.

BUILDING:

Prior to the competition of the annexation, the applicant must address any outstanding code violations for the existing structures onsite.

WATER:

Any additional main extensions and/or fire hydrants and services will be the responsibility of the developer at their expense. Any additional service will have cap fees due at the time of building permit issuance.

WASTEWATER:

All newly created lots within the City are required to connect to the public sewer system conforming to all CDA Sewer Polices and Standards.

ORDINANCES & STANDARDS USED FOR EVALUATION:

2007 Comprehensive Plan
Transportation Plan
Municipal Code
Idaho Code
Wastewater Treatment Facility Plan
Water and Sewer Service Policies
Urban Forestry Standards
Transportation and Traffic Engineering Handbook, I.T.E.
Manual on Uniform Traffic Control Devices
2010 Coeur d'Alene Trails Master Plan

ACTION ALTERNATIVES:

City Council must consider this request and make separate findings to approve, deny or deny without prejudice. The findings worksheet is attached.

too. She does not plan on renting it out.

Heidi Fischer said that she knows the applicant and owns property in the neighborhood. She stated that she was at the meeting to talk about the public interest piece. She noted that she came here in 1980 from the Midwest and decided to live in the "Historic Heart" on 11th Street. She explained that she chose the area for a pedestrian-friendly place to live. She commented that the property she owns in the area is on 1st Street. It is a 4-plex and half of the tenants who have lived there have vehicles, and the other half have a job close by and walk to work. She would consider the neighborhood to be a "pocket neighborhood" because it is a little pocket with Harrison on the north, Government Way on the west, Third Street on the east, and Miller on the south, and that it won't be a place where people will drive through. She has no objections to the request.

Public testimony closed.

Discussion:

Commissioner Ingalls said that this is tough one and explained that they recently had another Variance request earlier this year requesting a 10-inch variance for a roof that didn't meet code. He added that it didn't matter whether a lot was impacted other the 10 inch rule, and it is a "legal" duty they have to make a finding if there is an "undue hardship." He explained that it is not a hardship for people living there with various disabilities -- the undue hardship has to do with the physical characteristics of the site. He commented that understands that the state code impacts them, as well as the city code, on what the definition of an "undue hardship" is, and he would say it is a very "high" bar and very difficult to achieve, and for that reason they see few variances approved. He said that he feels sometimes there is a great thought and dream to put something on a site but at the end of the day, unfortunately, although a 22' x 35' foot garage is desirable, it is too big and they would have to reevaluate and figure out a way to do it. He doesn't see how e commission can make a finding of "undue hardship" based on the physicalities of the site. He feels that the request doesn't grant a special privilege and he can't support the request.

Commissioner Fleming said that she concurred with Commissioner Ingalls, and added that the garage is oversized for the adjacent house and looks like it is overpowering so she can't justify it.

Commissioner Luttrupp said that he appreciates the applicant's comments and sympathizes with the circumstances, but they have to abide by what the code says so he can't support the request.

Commissioner Mandel and Rumpler concurred with denying the request.

Chairman Messina said that he concurred with the commissioners and commented that they are not saying that the applicant can't have a garage, but maybe the applicant can design a garage that might be smaller. He noted that they are bound by state requirements.

Motion by Ingalls, seconded by Luttrupp, to deny Item V-2-19. Motion approved.

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Mandel	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Rumpler	Votes	Aye

Motion to approve carried by a 5 to 0 vote.

2. Applicant: T.J. Ross
Location: 1905 E. Nettleton Gulch
Request: A proposed 0.84 acre annexation from County Agricultural Suburban

to City R-3.
LEGISLATIVE (A-4-19)

Tami Stroud, Associate Planner presented the staff report and stated that ATS, representing the property owner, T.J. Ross, is requesting approval of a proposed +/- 0.84 acre annexation from AG Suburban to city R-3 zoning district (Residential at 3 units/acre).

Ms. Stroud provided the following statements:

- ATS, Inc., on behalf of T.J. Ross, is proposing to annex a +/- 0.84 acre parcel as noted on the annexation map.
- The property is located north of Nettleton Gulch Road and east of 19th Street, and is currently zoned AG Suburban.
- There is an existing single-family dwelling unit, as well as an accessory building, on the south portion on the property, with the remainder of the property being vacant.
- She provided a copy of the annexation map.
- She noted on the map what the property is zoned in the County, which is County Agricultural Suburban.
- She noted that the City Comprehensive Plan designates the area as NE Prairie Stable Established.
- She explained the various objectives in the staff report.
- She indicated the various staff comments located in the staff report, and said that staff did not have any objection to this annexation.
- She presented various photos of the subject property.
- She presented a land use map showing the subject property.

Ms. Stroud concluded her presentation.

Commission Comments

Commissioner Fleming asked if the property comes into the City and the applicant chooses to subdivide the lot, is there any way to prevent removing the vegetation once it is planted and provide a time frame to have plants in place. She is worried all plants

Ms. Stroud said that plantings would be coordinated with the annexation agreement. She is not sure if the lot is big enough to be subdivided because it is zoned R-3, which would require larger lots.

Public testimony open.

Tiffney Espe, applicant, provided the following statements:

- She said that she represents the property owner and that the staff report is very thorough and she commented that she was happy to answer any questions.

The applicant concluded her presentation.

Commission Comments

No questions for the applicant.

Public testimony closed.

Discussion:

Commissioner Mandel said that after reviewing the staff report and site map, he feels that the zone change would be consistent and compatible with the surrounding zoning in the vicinity and it meets the requirement for city services. He noted there are some recommendations to be included in the

Annexation Agreement.

Motion by Mandel, seconded by Fleming, to approve Item A-4-19. Motion approved.

ROLL CALL:

Commissioner Fleming	Voted	Aye
Commissioner Ingalls	Voted	Aye
Commissioner Mandel	Voted	Aye
Commissioner Luttrupp	Voted	Aye
Commissioner Rumpler	Votes	Aye

Motion to approve carried by a 5 to 0 vote.

ADJOURNMENT:

Motion by Luttrupp, seconded by Fleming. Motion approved.

The meeting was adjourned at 6:30 p.m.

Prepared by Shana Stuhlmiller, Public Hearing Assistant

City Council Meeting



September 17, 2019

A-4-19: Annexation Comprehensive Decision Points

The applicant is requesting:

1. Annexation of +/- 0.84 acres
2. R-3 zoning designation

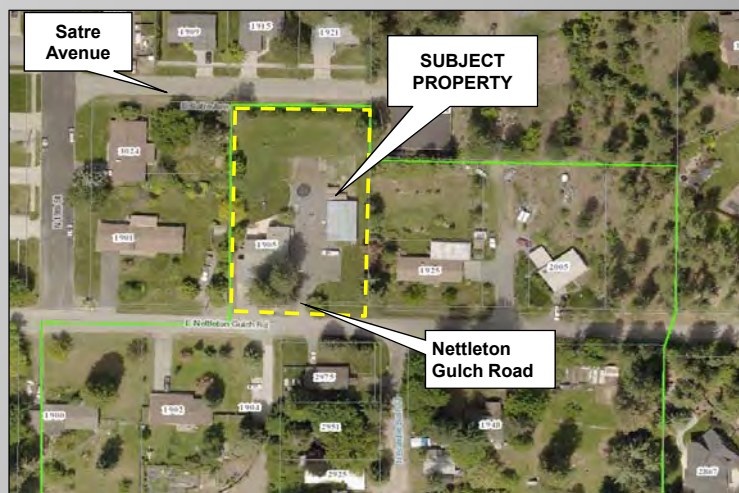


A-4-19: Annexation

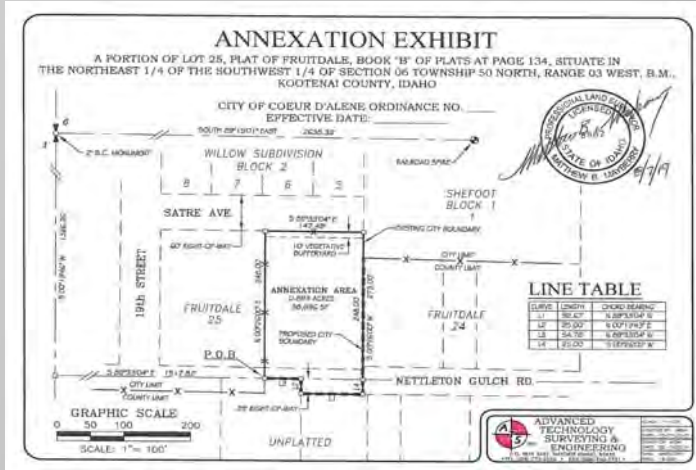
On August 13, 2019 the Planning Commission recommended approval of the annexation request with the R-3 zoning designation. The commission's findings act as a recommendation to City Council.



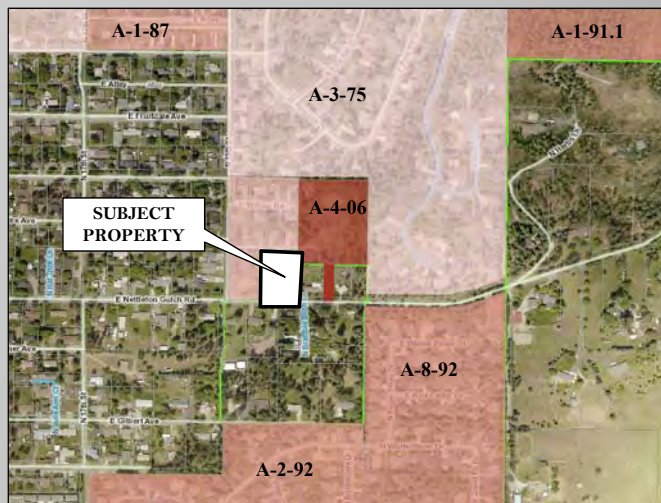
A-4-19: Annexation Vicinity Map



A-4-19: Annexation Map



A-4-19: Annexation History Map



A-4-19: Annexation Photo of Subject Property

Site Photo - 1

*View of the
subject property
looking north at
the single family*



A-4-19: Annexation Photo of Subject Property

Site Photo - 2

*View along
Satre Avenue
which is the
secondary
frontage along
the subject
property*



A-4-19: Annexation Photo of Subject Property

Site Photo - 3

*View looking at
the subject from
the secondary
street side along
Satre Avenue*



A-4-19: Annexation Requested R-3 Zoning District

17.05.090: GENERALLY: Residential R-3

This district is intended as a residential area that permits single family detached housing at a density of 3 dwelling units per gross acre.

This district is intended for those areas of the city that are developed at this density or are preferably developed at this density because of factors such as vehicular access, topography, flood hazard and landslide hazard.

A-4-19: Annexation Annexation Findings

Finding #B8: That this proposal (is) (is not) in conformance with the Comprehensive Plan policies.

Finding #B9: That public facilities and utilities (are) (are not) available and adequate for the proposed use.

Finding #B10: That the physical characteristics of the site (make) (do not make) it suitable for the request at this time.

Finding #B11: That the proposal (would) (would not) adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, (and) (or) existing land uses.



A-4-19: Annexation Required Findings

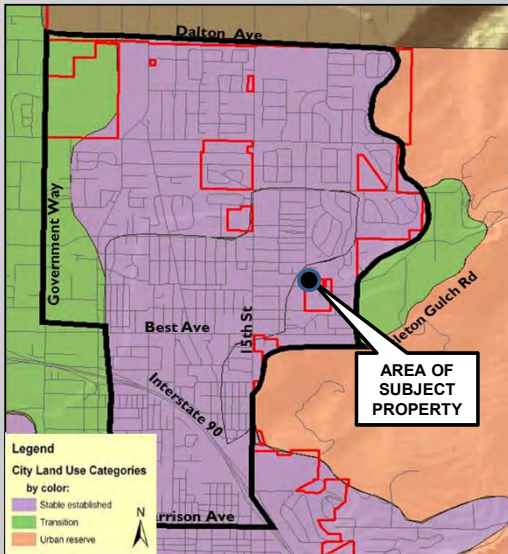
Finding #B8: That this proposal (is) (is not) in conformance with the Comprehensive Plan policies.

2007 COMPREHENSIVE PLAN- LAND USE CATEGORIES:

- The subject property is contiguous with existing city limits
- The City Comprehensive Plan Map designates this area as:

NE Prairie

A-4-19: Annexation Finding #B8: continued



Stable Established:

These areas are where the character of neighborhoods has largely been established and, in general, should be maintained. The street network, the number of building lots, and general land use are not expected to change greatly within the planning period.



A-4-19: Annexation Finding #B8: continued

NE Prairie Today:

This area is composed of a variety of zoning districts with a majority of residential density at three to eight units per acre (3-8:1). Lower density development becomes more prominent moving north. The NE Prairie provides a range of housing choices that includes a number of large recreation areas and small pocket parks. Canfield Mountain and Best Hill act as the backdrop for this portion of the prairie. Much of the lower lying, less inhibitive areas have been developed



A-4-19: Annexation Finding #B8: continued

NE Prairie Tomorrow:

It is typically a stable established housing area with a mix of zoning districts. The majority of this area has been developed. Special care should be given to the areas that remain such as the Nettleton Gulch area, protecting the beauty and value of the hillside and wetlands.



A-4-19: Annexation Finding #B8: Comp Plan Goals & Objectives

Objectives:

- | | |
|---|---|
| 1.02— Water Quality | 2.05 – Pedestrian & Bicycle Environment |
| 1.06— Urban Forests | |
| 1.11 – Community Design | 3.04 – Neighborhoods |
| 1.12 – Community Design | 3.05 – Neighborhoods |
| 1.13— Open Space | 3.16 – Capital Improvements |
| 1.14 – Efficiency | 3.18 – Transportation |
| 1.16— Connectivity | 4.02 – City Services |
| 2.02 – Economic & Workforce Development | 4.06 – Public Participation |



A-4-19: Annexation Required Findings

Finding #B9: That public facilities and utilities (are) (are not) available and adequate for the proposed use.

Staff comments from Streets & Engineering, Water, Wastewater, Planning and Fire are located in your staff report on pages 7 & 8.

A-4-19: Annexation Required Findings

Finding #B10: That the physical characteristics of the site (make) (do not make) it suitable for the request at this time.



A-4-19: Annexation Required Findings

Finding #B11: That the proposal (would) (would not) adversely affect the surrounding neighborhood with regard to traffic, neighborhood character, (and) (or) existing land uses.



A-4-19: Annexation Department Comments

Finding #B11: (continued)

TRAFFIC:

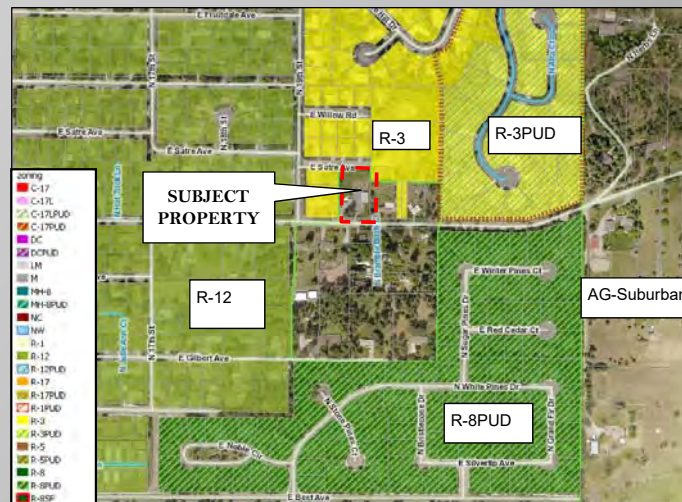
The proposed annexation itself would not adversely affect the surrounding area with regard to traffic, as no traffic is generated from an annexation alone. The Streets & Engineering Department has no objection to the annexation as proposed.

-Submitted by Chris Bosley, City Engineer

A-4-19: Annexation Generalized Existing Land Uses



A-4-19: Annexation Existing Zoning



A-4-19: Annexation Proposed Items for Annexation Agreement

PLANNING: A 10' minimum wide vegetative buffer is required along the secondary street frontage (Satre Ave.) due to the requirement for a double frontage lot.

BUILDING:

Prior to the competition of the annexation, the applicant must address any outstanding code violations for the existing structures onsite.

A-4-19: Annexation Proposed Items for Annexation Agreement

WATER:

Any additional main extensions and/or fire hydrants and services will be the responsibility of the developer at their expense. Any additional service will have cap fees due at the time of building permit issuance.

WASTEWATER:

All newly created lots within the City are required to connect to the public sewer system conforming to all CDA Sewer Polices and Standards.

A-4-19: Annexation Action Alternatives

The City Council must consider this request and make appropriate findings:

- To approve**
- Deny**
- Deny without prejudice**

