



BOARD MEETING MINUTES

WEDNESDAY FEBRUARY 19, 2014 4:00 P.M.

COEUR D'ALENE PUBLIC LIBRARY COMMUNITY ROOM

1. CALL TO ORDER

Chairman Denny Davis called the LCDC Board meeting to order at 4:00 p.m.

LCDC Board members present: Goodlander, Hassell, Jordan, Armon, Druffel, Davis, Hoskins, Patzer, Colwell. LCDC staff present: Berns. LCDC legal counsel present: Quade (Hawley-Troxell).

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Guests Present: Keith Erickson, Jeff Selle, Bill Greenwood, Frank Orzell, Wendy Gabriel, Steve Widmyer, Troy Tymesen, and others.

No public comment was provided.

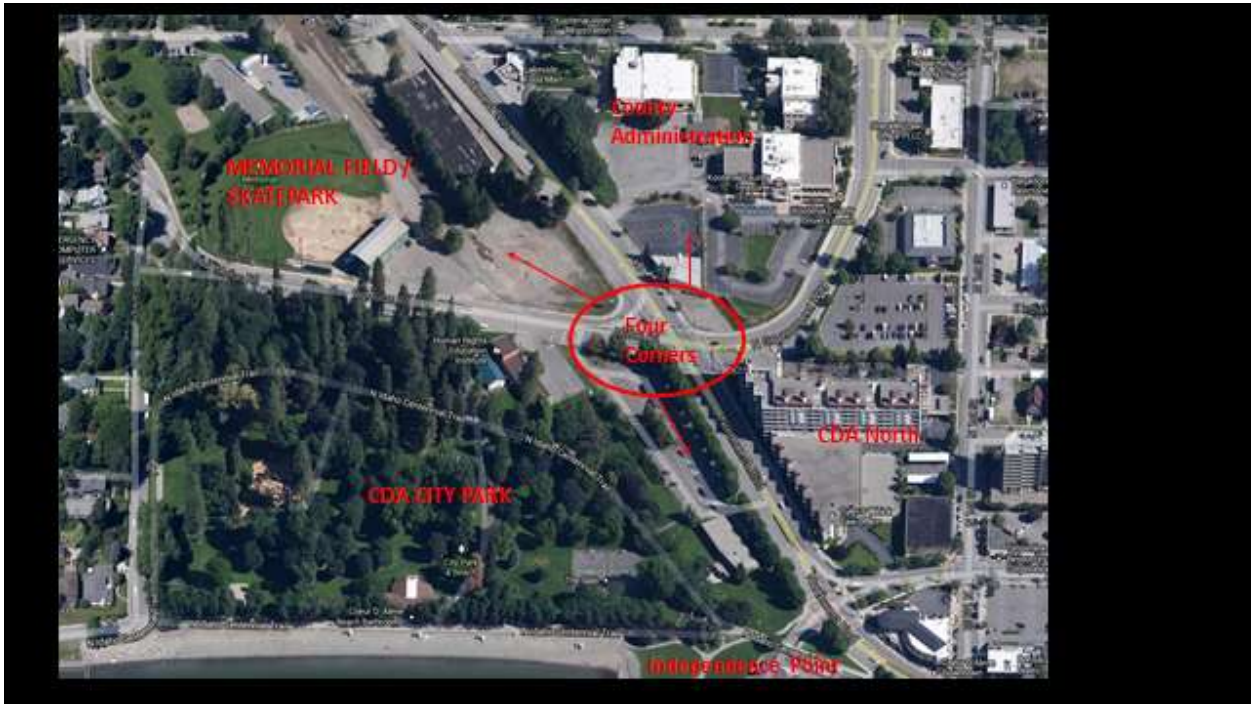
4. APPROVAL OF MINUTES

- January 15, 2014 Board Meeting Minutes

Motion by Commissioner Hassell, seconded by Commissioner Hoskins, to approve the January 15, 2014 Board meeting minutes. Motion carried.

5. PRESENTATION: CITY OF CDA "FOUR CORNER" MASTER PLANNING INITIATIVE

LCDC Chairman Davis welcomed City of CDA Parks Director Bill Greenwood and City of CDA Administrator Wendy Gabriel to the meeting. Mr. Greenwood shared a PowerPoint summary presentation with the Board re. the proposed "Four Corner" master planning initiative ("Four Corners"). Generally, the Four Corners area is defined as the area around the intersection of Government Way, Mullan Avenue and Northwest Boulevard, and includes places like Memorial Field, Human Rights Education Institute, the Kootenai County campus, and the Bureau of Land Management (BLM) owned former rail road corridor (area depicted below in two graphics):



Below is some initiative background provided by Mr. Greenwood:

- **The City of Coeur d'Alene has applied to the BLM to lease 29 acres of land.**
 - **The BLM requires a master plan of the area showing how the land would be used and that the uses fit within the definition of the BLM guidelines.**
 - **The BLM corridor connects to the area we have referred to as the 'Four Corners'.**
 - **The scope of the Master Plan would include the BLM land, property owned by the City, and property owned by LCDC within the 'Four Corners' area.**
 - **For connectivity purposes the Master Plan may touch on areas at either end of the corridor and/or areas adjacent to the BLM land within the corridor.**
 - **A variety of uses have been discussed at workshop meetings. The purpose of the workshops was to gather ideas from interested parties and what they would like to see in the Four Corners and BLM Corridor.**
 - **The 'Four Corners/BLM Master Plan would be a 'work in progress' and will likely take many years to implement as funding and other resources become available. There is no time frame with regard to developing the area in accord with the Master Plan per BLM.**
-

Why Is This A Great Opportunity?

- **An application to lease the 29 acres has been submitted to the BLM. Once a master plan is approved, a lease would be issued to the City. At any point in the duration of the lease a 'patent' could be issued to the City of Coeur d'Alene for permanent use of the parcel as authorized in the lease agreement.**
-

Workshop Attendees

- | | |
|---|---|
| • Kootenai County Dog Park Assoc. | • Chamber of Commerce Nat. Res. Committee |
| • North Idaho Centennial Trail Foundation | • Four Northern Counties Nat. Res. Committee |
| • Lewis & Clark State College | • Bureau of Land Management |
| • North Idaho College | • Skatepark Users |
| • University of Idaho | • N.W. Blvd. property owners adjacent to BLM land |
| • Museum of North Idaho | • Kootenai County Board of Commissioners |
| • Human Rights Education Inst. | • Avista |
| • Disability Action Center | • DEQ |
| • Workers Memorial Group | • CDA Open Space Committee |
| • Fort Grounds HOA | • CDA Ped/Bike Committee |
| • CDA North HOA | • CDA Planning Dept. |
| • Riverstone HOA | • CDA Attorney's Office |
| • Carousel Foundation | • CDA Urban Forestry Committee |
| • CDA Tribe (rep at Nat. Res. Meetings) | • CDA Parking Commission |
| • BLM | |

Mr. Greenwood shared that the City's Parks & Recreation Commission started gathering input from stakeholders re. the Four Corners planning initiative via workshop venues last June. The Parks & Recreation Commission approached the City's General Services committee for their support to move this planning initiative forward: the General Services committee approved. The Parks & Recreation Commission then approached City Council to gain their approval to move the planning initiative forward, and to approach LCDC for partnership funding; City Council approved. Mr. Greenwood and Mrs. Gabriel asked if the LCDC Board would agree to fund the entire planning consultant cost associated with the proposed planning initiative, i.e. pay for the cost of a to-be-determine consultant team, recognizing the City's in-kind contribution to date (i.e. manpower costs of city staff focused on this initiative since last June). Mrs. Gabriel shared that the City has compiled a lot of data over the years pertaining to the Four Corners area that should help facilitate the planning effort. City staff time invested to date is estimated at approximately \$25,000. The City anticipates adding another \$25,000 of staff time to the planning effort once initiated.

- Commissioner Davis asked what geographic area is included in the proposed study scope?
 - Mr. Greenwood shared that in addition to the intersection area near Memorial Field and the BLM right-of-way area, additional areas proposed for the study include CDA City Park, Independence Point area, and possibly portions of the dike road area along Lake CDA/Spokane River.
- Commissioner Armon asked for a cost estimate pertaining to this type of master planning effort?
 - Mr. Greenwood shared that he believes the master planning effort will be in the \$100,000 range. This estimate was derived based on past City planning endeavors.
- Commissioner Davis asked if the City has approached any planning firms re. potential costs?
 - Mr. Greenwood shared that he has not contacted any planning professionals re. possible costs related to this proposed planning initiative.
- Commissioner Jordan asked what is the overall goal of this planning effort?
 - Mr. Greenwood shared that the planning effort is designed to meet the requirements of the proposed BLM lease, as well as to evaluate the highest and best uses of the properties in the Four Corners area.
 - Commissioner Jordan shared that LCDC needs to have input into the Four Corners Request for Qualifications (RFQ) scoping document.
- Commissioner Goodlander thought the cost estimate for this planning effort was in the \$70-\$80,000 range, when did the estimate jump to \$100,000?
 - Mr. Greenwood indicated that he was not sure where the \$70-80,000 estimate originated. The final scope of the project will determine the price range of the planning effort.

- Mrs. Gabriel reminded everyone that costs for these types of planning efforts are not determined through a bid process, but by a negotiation process initiated once a planning consultant team is chosen through a (RFQ) process.
- Commissioner Armon commented that the geographic area as outlined is very large, and that the scope of the planning effort needs to be refined. Additionally, there are several other adjoining community stakeholders in this geographic area that need to be at the table for both input and funding purposes.
- Commissioner Patzer shared that an effort needs to be made during this planning process to take a holistic approach re. connectivity in the community; that is why the initial proposed study area is so large. Additionally, the hope is that the BLM property will one day be owned by the City of CDA thru the land “patent” process.
- Commissioner Druffel asked for an explanation of the land patent process.
 - Mr. Greenwood shared that a successful land patent process would place the land area currently controlled by the BLM in City of CDA ownership based on property use restrictions.
- Commissioner Goodlander asked when planning first started on the Four Corners area?
 - Mrs. Gabriel shared that planning for this area began around 2002.
- Commissioner Armon asked, for clarification purposes, if the City is asking LCDC to pay 100% of the planning consultant cost for the Four Corners project?
 - Mrs. Gabriel shared that yes, the City is seeking 100% LCDC funding for the planning consultant cost since the City has invested quite a bit of City staff time on pre-design, which should help keep the ultimate negotiated planning cost down.
- Commissioner Davis asked if the City needs some form of partnership funding commitment from the LCDC in order to proceed with the planning process.
 - Mrs. Gabriel said yes, the City cannot proceed without some understanding of LCDC financial support.

Motion by Commissioner Goodlander, seconded by Commissioner Jordan, authorizing LCDC partnership funding for the City of CDA Four Corner master planning initiative, at a partnership funding level not to exceed 75% of the actual planning consultant negotiated cost for the master planning effort, with the LCDC having input into the scope of the RFQ process. Motion carried.

- Commissioner Davis asked for board member volunteers to work with the City on finalizing the Four Corners RFQ scoping document. Commissioners Patzer, Goodlander and Hassell volunteered.

6. ELIGIBILITY ANALYSIS / REPORT DISCUSSION RE. ATLAS MILL SITE AREA

LCDC Ex. Director Berns led the Board in a discussion re. the old Atlas mill site area's ("Atlas Site") potential eligibility as an urban renewal project area (Atlas Site depicted below).



Ex. Director Berns shared that Idaho's urban renewal statutes call for an eligibility report/analysis to be performed to determine if areas proposed for urban renewal qualify for urban renewal. As for the Atlas Site, the analysis would determine if the area meets the urban renewal inclusion standards most likely based on the following Idaho statute deteriorating/deteriorated criteria:

"Deteriorated area" shall mean an area in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provision for ventilation, light, air, sanitation, or open spaces, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime, and is detrimental to the public health, safety, morals or welfare.

"Deteriorating area" shall mean an area which by reason of the presence of a substantial number of deteriorated or deteriorating structures, predominance of

defective or inadequate street layout, faulty lot layout in relation to size, adequacy, accessibility or usefulness, insanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, substantially impairs or arrests the sound growth of a municipality, retards the provision of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use.

Ex. Director Berns shared that the Atlas Site was evaluated for potential urban renewal inclusion back in 2003 when the LCDC River District was formed. Although the Atlas Site did qualify for urban renewal consideration at that time (see graphic below), the Atlas Site was excluded from the River District boundary based on feedback received from then Kootenai County Commissioners.

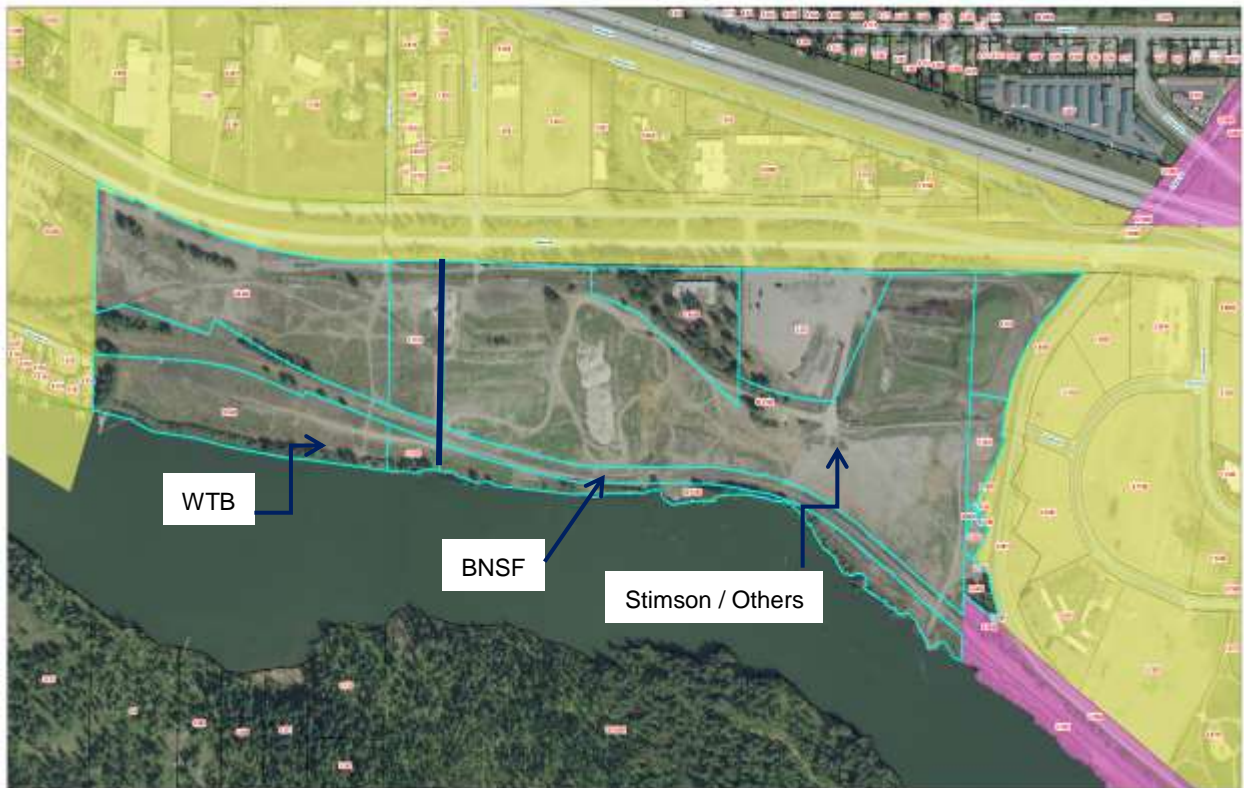


River District Eligibility Report: 2003 (Atlas Site Depicted by Blue Boundary)

- 1=** substantial number of deteriorating or deteriorated structures
- 4=** insanitary or unsafe conditions
- 4S=** problems with sanitary sewer systems
- 10 =** any combination of two or more deteriorated or deteriorated factors

Recent overtures to LCDC by Washington Trust Bank (WTB) representatives (the bank owns the westerly 30 +/- acres of the Atlas Site) and Stimson Lumber Co. representatives (the lumber company owns 41 +/- acres of the Atlas Site) have rekindled the effort to consider this area for urban renewal treatment. Both aforementioned entities are interested in LCDC's potential partnership to help address

the infrastructure needs (e.g. sewer, water, roads, dry utilities, signalized intersection) associated with the Atlas Site. Below is a current depiction of the Atlas Site showing current ownership entities:



Ex. Director Berns proposed that the Board update/refresh the 2003 Atlas Site eligibility study. Should the Board be willing to update/refresh the 2003 study, the next step would be for LCDC to engage a consultant to update the Atlas Site eligibility analysis to determine if the Atlas Site still qualifies for urban renewal consideration. This determination is needed should the LCDC Board and the CDA City Council choose to pursue further urban renewal consideration for the Atlas Site.

The completed eligibility report will determine whether part or all of the Atlas Site still meets the criteria and qualifies for an urban renewal project. Following is a summary of the process steps from eligibility analysis to CDA City Council consideration:

- Perform / refresh Atlas Site eligibility analysis.
- LCDC Board decides whether or not to accept completed eligibility report.
- If accepted, LCDC forwards eligibility report to CDA City Council & to Kootenai County Commissioners (since portions of the Atlas Site are located in the county).
- LCDC/City receive consent from Kootenai County Commissioners re. Atlas Site's eligibility.

- CDA City Council then decides if the Atlas Site should receive urban renewal consideration, and if so, asks LCDC to prepare an urban renewal plan for said area.

Ex. Director Berns stated that the Atlas Site currently offers very little value to the community due to lack of infrastructure (water, sewer, adequate roads, etc.), and that with economic energy being generated in the area, it makes sense now to discuss the infrastructure needs to support economic momentum in the area.

- Commissioner Patzer commented, that from a land use planning perspective, the Atlas Site is a perfect candidate site for potential inclusion in an urban renewal district. This could be an area that would require minimal time to bring up to speed from an economic development standpoint.
- Commissioner Hoskins shared that he is very pleased that there are developers very interested to invest capital in the Atlas Site.
- Commissioner Armon asked for a cost estimate for this type of eligibility report?
 - Ex. Director Berns shared that in 2003, LCDC paid \$2,900 for the River District eligibility report. A general cost estimate for such a report in 2014 is between \$3,000 and \$5,000.

Motion by Commissioner Goodlander, seconded by Commissioner Hoskins, directing LCDC Ex. Director Berns to pursue engagement of a consultant to update the 2003 eligibility report pertaining to the Atlas mill site area. Motion carried.

- Commissioner Davis shared that there has been recent public interest / conversation re. the potential use of the urban renewal tool in the East Sherman Avenue area. Commissioner Davis shared that successful urban renewal areas/districts have key “economic engine” projects at the outset that generate sufficient tax increment revenues to help facilitate economic development in other portions of the district. The East Sherman Avenue area has no known economic engine projects on the horizon, which makes the use of the urban renewal tool in that area extremely challenging vs. the recently discussed Atlas Site where private sector investment is waiting on the sidelines. Additionally, it is unknown what type of “placemaking” effort East Sherman Avenue stakeholders desire.
- Commissioner Scott Hoskins concurred with Commissioner Davis in that there does not currently appear to be any viable private sector partners to move forward with urban renewal enhancements on East Sherman vs. the tangible partnership opportunities that are on the horizon in the Atlas Site area.
- Commissioner Jordan shared that before any movement could be made on East Sherman, there must be more consensus building among current and potential

stakeholders within that area as to how to proceed and what outcomes are desired – i.e. what type of “place” do the East Sherman Avenue stakeholders desire?

- Commissioner Davis asked Ex. Director Berns to place an East Sherman Avenue agenda item on the February 27th LCDC/City Council workshop agenda.

7. COMMITTEE REPORTS

❖ **Finance Committee – Commissioner Rod Colwell**

Lake & River District Monthly Financials

Lake & River District Payables

LCDC Finance Committee Chair Rod Colwell reviewed and discussed the January Lake and River District financial statements, and the January/February account payables sheet, with the Board.

Motion by Commissioner Hoskins, seconded by Commissioner Druffel, to approve the January financial statements and the January/February accounts payables for the Lake & River Districts as presented. Motion carried.

❖ **Housing Committee – Commissioner Deanna Goodlander**

Housing Committee Chair Deanna Goodlander shared that Douglas Peterson (The Housing Company), Ex. Director Berns and herself met recently with Mayor Widmyer to discuss the redesigned Midtown mix-use housing initiative. The Mayor is supportive of the project and offered to help engage Midtown stakeholders on the redesigned concept. Mr. Peterson plans to travel to CDA in early March to visit with stakeholders.

❖ **Parking Committee – Commissioner Brad Jordan**

Parking Committee Chair Brad Jordan shared that current plans call for the McEuen Park parking structure to be fully open by mid-May. Enhanced communication efforts are also being considered to increase the public’s awareness of the lightly used free public surface parking lot located just to the south of city hall. Use of these numerous free parking spaces could help alleviate parking issues currently being encountered at both the City’s public library and also in the neighborhood surrounding the library and city hall.

❖ **Communication Committee – Commissioner Dave Patzer**

Communication Committee Chair Dave Patzer shared that the February LCDC newsletter was distributed on February 18th. Topics covered in the February issue of the newsletter include:

- “Four Corners” master planning initiative,
- Urban Land Institute (ULI) Healthy Places program in CDA on February 27th,
- Downtown CDA sidewalk initiative, and
- An interview with Phil Boyd, Welch-Comer Engineers.

Commissioner Patzer also shared that LCDC website updates are still occurring (e.g. downloading of recent LCDC Board meeting videos from the City’s site), and that it may be time to contemplate re-engaging the McEuen Park webcam as construction activity picks back up this spring.

8. EXECUTIVE DIRECTOR’S REPORT

Ex. Director Berns shared that the LCDC Board will be having a workshop with the CDA City Council on February 27th at noon in the Community Room of the CDA Public Library. The workshop is open to the public and will be televised on Channel 19.

Ex. Director Berns also shared that another Urban Land Institute (ULI) program will be held in CDA on February 27th at the Kroc Community Center beginning at 9:00 a.m. This ULI program will focus on “building healthy spaces” and will feature a national ULI speaker on this topic. Additionally, a local panel has been engaged to discuss examples of existing healthy building in the CDA area, as well as healthy building opportunities for the future.

9. BOARD COMMISSIONER COMMENTS:

Commissioner Patzer shared that he is happy to see all eight of his fellow LCDC Commissioners at the meeting. Often, schedules do not allow for all commissioners to attend board meetings; it is always nice to see a full board contingent when possible.

10. PUBLIC COMMENT:

No public comment was provided.

11. ADJOURN:

Motion by Commissioner Patzer, seconded by Commissioner Colwell, to adjourn. Motion carried.

The LCDC Board meeting adjourned at 5:36 p.m. Minutes prepared and submitted by Ex. Director Berns.