



BOARD MEETING MINUTES

WEDNESDAY MAY 20, 2009 5:30 P.M.

COEUR D'ALENE PUBLIC LIBRARY COMMUNITY ROOM

1. CALL TO ORDER

Chairman Denny Davis called the LCDC Board meeting to order at 5:30 p.m.

LCDC Board members present: Goodlander, Davis, Elder, Hassell, Jordan, Colwell, Patzer, Nipp, Hoskins.

2. PLEDGE TO ALLEGIANCE

3. PUBLIC COMMENT

Guests Present: Tom Hasslinger, Danielle Quade, Dennis Spencer, Craig Firkins, Chris Hollibaugh, Dell Hatch, Arlin Berge.

No public comment was provided.

4. APPROVAL OF MINUTES

- April 9, 2009 Strategic Planning Session Minutes,
- April 15, 2009 Board Meeting Minutes

Motion by Goodlander, seconded by Elder to approve the April 9, 2009 Strategic Planning Session Minutes, and the April 15, 2009 Board Meeting Minutes. Motion carried.

5. RESOLUTION 09-04: MIDTOWN PROJECT – MOUNTAIN WEST BANK 2009 REVENUE ALLOCATION NOTE

LCDC Executive Director Tony Berns, introduced LCDC bond counsel for this debt obligation Danielle Quade (with Hawley Troxell law firm) to the Board, and provided an overview to the Board re. this resolution. Tony shared that Mt. West Bank submitted the financing proposal selected by the Board at the March, 2009 Board meeting.

Chairman Davis opened up the meeting for public comment re. this proposed debt obligation with Mountain West Bank. There was no public comment, and Chairman Davis closed the public comment period re. the proposed debt obligation with Mountain West Bank.

Board members discussed the proposed debt obligation and its relationship with the Midtown project, and thanked Danielle Quade for her efforts on this initiative.

Motion by Elder, seconded by Patzer to approve Resolution 09-04 as presented, authorizing the LCDC to enter into an \$850,000 Revenue Allocation Note with Mountain West Bank.

Roll Call:

Nipp	Recused	Goodlander	Yes	Hassell	Abstained
Colwell	Yes	Patzer	Yes	Jordan	Yes
Elder	Yes	Davis	Yes	Hoskins	Yes

Abstained: Commissioner Hassell abstained from voting on this resolution.

Recusal: - Commissioner Nipp recused himself from Board discussion re. this agenda item, and also recused himself from voting on the resolution, citing a potential conflict of interest because he is a member of Mountain West Bank’s Board of Directors.

Motion carried.

Safco Construction Team Introduction

Following the Midtown financing resolution discussion, Chairman Davis invited Safco team member Craig Firkins to visit with the Board. Hayden-based Safco Construction is the general contractor for the Midtown 4th street reconstruction/placemaking project.

Craig provided some background on the Safco organization and shared how excited the company is to work on the Midtown project. Safco thinks it will be a great project, and a project needing quite a bit of communication effort from all sides. That is the primary reason they have hired a “project liaison” for the project: Dennis Spencer. Safco has budgeted \$19,200 for Dennis’ services, and asked if LCDC would consider matching that dollar commitment since the LCDC had stated they were considering hiring a project liaison of their own. Craig felt that since Safco has engaged the talents of Dennis Spencer, there really is no need to have two project liaisons on the site, so once again Safco hopes that LCDC sees the logic of potentially engaging Dennis Spencer as their representative on the project.

- Commissioner Elder commended Craig and his team for the fine job they did of communicating with the Midtown stakeholders during the May 12th information session held at the American Legion building in Midtown. Jim

feels that Safco made a very wise choice in hiring a project liaison for the project.

- Commissioner Hassell shared that he views the Midtown project as a show case project for the community.
- Chairman Davis also commended Safco for hiring a project liaison; a very wise move. Denny concurred with Craig's assertion that a person in Dennis' role is going to be critical to the project's overall success.

Chairman Davis invited Dennis Spencer, Safco's Midtown project liaison, to join the Board meeting. Dennis shared with the Board a brief overview of his background related to construction management and retail operations in Hawaii, North Carolina and now Coeur d'Alene. Dennis shared that he has lived through these types of reconstruction projects and knows what issues to expect to arise. Dennis thinks very highly of Safco leadership which was the main reason he has agreed to this project liaison (independent consultant) role in Midtown.

- Commissioner Goodlander congratulated Safco and Dennis Spencer on their approach to the project. Deanna feels that communication will be a key to the success of this project.
- Commissioner Jordan asked Craig why Safco feels they will need to have Dennis on the job longer than 4 hours per day, as per their current arrangement with Dennis (\$19,200/\$40 per hour = 480 hours / 120 day project period = 4 hours per day). Craig shared that Safco feels the current commitment with Dennis is the minimum amount of money required for the services Dennis will provide, and that the \$19,200 was the amount they felt they could afford to spend on this element of the project bid. Craig believes Dennis' time will most likely be a very high demand commodity during this project, and that is why they are proposing that LCDC possibly consider adding some funding for Dennis' role. Dennis will be a conduit for information both ways: i.e. from the contractor project team to the property / business owners, and from the property / business owners to the contractor project team.

Safco's Craig Firkins asked the Board for their consideration of letting Safco use the LCDC bare ground vacant lots (813-821 N. 4th Street) in Midtown for project staging purposes. Safco would very much like to use the LCDC site for material storage (e.g. sand, aggregate, etc.).

Chairman Davis invited Dell Hatch to join the Board meeting and share his thoughts re. Safco's staging request. Dell thinks that having Safco stage on the LCDC site makes a lot of sense. Dell shared that an agreement should be developed governing the use of the site by Safco including 1) control access (safety fencing, etc.) of the site, 2) hold harmless language protecting the LCDC, and 3) liability language.

Board members felt that this site use request was a logical request of the contractor and asked Executive Director Berns to work with Safco re. the details of this request, and to develop an appropriate user agreement between LCDC and Safco that will govern their use of the LCDC site.

Motion by Elder, seconded by Goodlander, approving in concept Safco’s use of the LCDC bare ground vacant lots (813-821 N. 4th Street) in Midtown for project staging purposes, contingent on the LCDC Executive Director’s successful development of a user agreement between Safco and LCDC governing Safco’s use of the LCDC site. Motion carried.

- Commissioner Patzer asked if Safco will place a construction trailer on the LCDC staging site, and use this site as a type of “front door” for access to the contractor team? Craig shared that he was not sure yet on that issue.
- Chairman Davis informed Craig that the 3rd Street property owners adjoining the alley on the west side of 4th street in the placemaking area (Roosevelt to Boise) have been very engaged in the project to date, and will be interested in how noise and dust issues will be mitigated on the staging site. Denny shared that it would be a good idea to have Dennis Spencer touch base with those property owners re. this matter.
- Commissioner Patzer asked if the staging area would be used for the entire term of the Midtown project? Craig shared that yes, Safco’s intention is to use the site for staging purposes for the entire project term.

Chairman Davis thanked Craig and Dennis for attending the Board meeting and for their project efforts to date.

6. COMMITTEE REPORTS

- Finance Committee – Rod Colwell
Lake & River District Monthly Financials
Lake & River District Payables

Finance Committee Chair Rod Colwell reviewed and discussed the April Lake and River District financial files, and the April account payables sheet, with the Board.

Motion by Hassell, seconded by Hoskins, to approve the April accounts payables and the April financial packets for the Lake & River Districts as presented. Motion carried.

813-817 N. 4th Street Mortgage Payoff

Rod shared with the Board that the Finance Committee has reviewed the status of this property in relationship with the Idaho Housing & Finance Association’s

(IHFA) Midtown workforce housing mix use project. The question for the Board is whether to retire the mortgage debt on this property during this fiscal year as budgeted, or wait to retire the debt obligation until the IHFA decides to move forward with the workforce housing project. The outstanding mortgage debt on this property is approximately \$231,000.

As the Board recalls, the rationale for retiring this mortgage debt is that this property is intended to be transferred to the IHFA as part of the IHFA workforce housing mix use project in Midtown. Retiring the debt on this property is necessary prior to transfer of the asset to IHFA. If the LCDC chose to retire the debt in FY09, LCDC would be sending a message to the IHFA that LCDC is still very committed to the IHFA workforce housing project in Midtown.

Board members discussed the pros and cons of when to retire the mortgage debt on this property and decided that retiring this debt in FY09 would be the prudent course to take, and would be sending the right message to IHFA.

Motion by Hoskins, seconded by Hassell, authorizing the early mortgage loan payoff of the 813-817 N. 4th Street property, as budgeted for fiscal year 2009. Motion carried.

Demolition of Building at 632 N. Park Drive

Rod shared with the Board that the Finance Committee has evaluated the pros and cons of maintaining the building located at 632 N. Park Dr. in light of the pending Education Corridor planning endeavors. The LCDC-owned building at 632 N. Park Dr. is in the planned right of way of the recommended River Road extension to Northwest Boulevard per the Education Corridor conceptual plan. Rod shared that the building at 632 N. Park Dr. is a fairly dilapidated structure that has required steady investment over the years of LCDC repair & maintenance funds.

The Finance Committee recommends to the Board that the 632 N. Park Dr. building be demolished and the land area used for the best temporary supporting use of the Education Corridor (temporary use in the sense that River Road cannot be extended through to Northwest Boulevard until the BNSF RR tracks are removed along Northwest Boulevard, and that land area reverts to the control of the Bureau of Land Management and ultimately to the LCDC).

- Commissioner Goodlander shared that she likes the idea of demolishing the building at 632 N. Park Dr. because of the negative feedback LCDC receives from a small vocal community group concerning these less than perfect buildings along N. Park Drive.
- Commissioner Hassell shared that removing this building in the North Idaho College (NIC) area may offer the possibility to consider temporary off-street parking use for the site.

- Commissioner Nipp shared that the 632 N. Park Dr. building is a good candidate for demolition due to its poor condition. Charlie shared that the Board needs to think through the issue of creating temporary off-street parking; there are definitely pros and cons to that use.
- Commissioner Elder shared that if temporary off-street parking is seriously considered for that site, that LCDC needs to engage NIC and Diamond Parking for their counsel in managing parking assets in the NIC / Fort Grounds area of town.
- Commissioner Jordan asked about the proposed timing of the demolition; why now? Commissioner Nipp responded that the timing of the discussion pertains primarily to the issue of planning for appropriate ingress & egress regarding the Education Corridor area.
- Commissioner Jordan shared that he has no reservations with abating the building at 632 N. Park Dr., but feels the LCDC needs to move slowly when considering possibly altering the landscape of the remaining buildings on N. Park Dr. due to the impact of change on the surrounding neighborhood. Brad also shared that proposed temporary off-street parking on the 632 N. Park Dr. site might be an issue due to current city ordinances.
- Commissioner Patzer shared that Karen Haskew, City of CDA urban forester, be contacted re. the proposed demolition at the 632 N. park Dr. site to evaluate the mature street tree situation and determine if any trees need to be removed, protected or pruned during the site operations.
- Commissioner Hoskins suggested that prior to building demolition, that the appropriate agencies / non-profits be contacted to see if they have any interest in salvage opportunities.

Motion by Goodlander, seconded by Colwell, directing Executive Director Berns to move forward with demolition of the building at 632 N. Park Dr. and the resulting necessary site remediation, and to bring back to the Board a recommendation as to the best land use option for the site area (e.g. temporary off-street parking, green space, etc.) from a management standpoint. Motion carried.

Chairman Davis directed Executive Director Berns to contact the Fort Grounds Homeowners Association and inform them of the LCDC's plans for the 632 N. Park Dr. site.

- Housing Committee – Jim Elder

Housing Committee Chair Jim Elder shared with the Board that there is no update to report regarding the status of the Midtown Idaho Housing & Financing Association (IHFA) workforce housing project. Jim also shared that Ryan Armbruster, LCDC legal counsel, is reviewing the latitude LCDC has under Idaho statutes re. potential workforce housing partnership efforts with local workforce housing entities like the North Idaho Housing Coalition (NIHC).

- Parking Committee – Jim Elder

Parking Committee Chair Jim Elder, who also serves as a member (and LCDC liaison) on the City's Parking Commission, shared that Ryan Armbruster, LCDC legal counsel, is reviewing the draft Diamond Parking Agreement pertinent to the LCDC's Midtown parking lots. Mr. Geiger has provided several possible Diamond parking management scenarios for LCDC's consideration. Jim shared that he will convene an LCDC Parking Committee meeting to discuss the Diamond proposal prior to the next LCDC Board meeting.

Jim also shared that the City's Parking Commission routinely discusses parking issues in the downtown and has recently discussed how the unregulated gravel lot at the old Kerr site (LCDC railroad leased ground at the corner of Mullan and Northwest Boulevard) impacts the City's nearby pay-for-use parking lots. The Parking Commission may approach the LCDC to consider some type of control measures to regulate parking use of the site (other than special event parking use) during the busy summer months.

- Communication Committee – Dave Patzer

Communication Committee Chair Dave Patzer shared that as the Board heard earlier in the meeting, the Midtown 4th street reconstruction / placemaking project is moving forward and is in the hands of a solid management team.

Dave shared that one outstanding project element still needs to be resolved involving the design and installation of an electrical conduit infrastructure system within the placemaking area of the project (from Roosevelt Avenue to Boise Avenue). Executive Director Berns and Dell Hatch commented that discussion regarding this project related electrical component is fluid at this time, and that the latest plans by the City's engineering department call for the electrical subcontractor for the project to perform a design/build analysis to determine the cost of installing this desired infrastructure project component.

Tony and Dell shared that once the design/build analysis is complete and a cost determined, the LCDC will have the final decision as to whether or not this project add-on element receives funding.

7. EXECUTIVE DIRECTOR'S REPORT

LCDC Executive Director Tony Berns discussed operational issues, and updated the Board on LCDC initiatives.

Library Community Room area mics

Tony shared with the Board that Jeff Crowe, of Bunkhouse Media who broadcasts the public meetings for the City of CDA, did a great job of acquiring the necessary equipment for enhancing the audio broadcasting quality from the Library's community room. At the April LCDC Board meeting, the LCDC Board agreed to fund up to \$2,800 for the purchase of the necessary audio equipment. Jeff was able to secure the necessary audio equipment at a cost of \$1,878. Full installation of the new audio equipment is expected to occur by the end of May.

Sorenson update

Tony shared that School District 271 plans to open contractor bids for the Sorenson ADA improvement project on May 28th, with construction planned to begin June 8th.

8. PUBLIC COMMENT

No public comment was provided.

9. EXECUTIVE SESSION – Idaho Code Section 67-2345(1)

Subsection C: acquiring an interest in real property not owned by a public agency.

Motion by Hassell, seconded by Goodlander, to enter into Executive Session, as provided by Idaho Code 67-2345(1) Subsection C: to discuss acquisition of an interest in real property which is not owned by a public agency.

Roll Call:

Nipp	Yes	Goodlander	Yes	Hassell	Yes
Colwell	Yes	Patzer	Yes	Jordan	Yes
Elder	Yes	Davis	Yes	Hoskins	Yes

Motion carried.

The LCDC Board entered into Executive Session at 6:54 p.m. Those present were the LCDC Board of Commissioners and LCDC Executive Director Tony Berns. Matters discussed were those of property acquisition.

No action was taken and the LCDC Board returned to regular session at 7:14 p.m.

10. RESOLUTION 09-05: 823 N. 4th STREET LAND ACQUISITION

The LCDC Board reviewed Resolution 09-05 pertaining to an LCDC acquisition of the land asset located at 823 N. 4th Street (legal description: lot 7, Block 6, Russell’s Addition to CDA, S13,T50N,R4W of the Boise Meridian, Kootenai County, Idaho), Coeur d’Alene, Idaho, in partnership with the Idaho Housing & Finance Association’s (IHFA) acquisition of the building at that same location.

Motion by Hassell, seconded by Jordan to approve Resolution 09-05, authorizing the LCDC to purchase the real property land asset located at 823 N. 4th Street (legal description: lot 7, Block 6, Russell’s Addition to CDA, S13,T50N,R4W of the Boise Meridian, Kootenai County, Idaho), Coeur d’Alene, Idaho, from the Idaho Housing & Finance Association (IHFA), subject to the IHFA’s successful acquisition of the building & land assets located at 823 N. 4th Street, and further subject to the terms and conditions of a purchase agreement to be subsequently approved by IHFA and the LCDC.

Roll Call:

Nipp	Yes	Goodlander	Yes	Hassell	Yes
Colwell	Yes	Patzer	Yes	Jordan	Yes
Elder	Yes	Davis	Yes	Hoskins	Yes

Motion Carried.

The Board also discussed the timeframe of LCDC Board meetings and decided to change the starting time of future LCDC Board meetings from 5:30 p.m. to 4:00 p.m. on the third Wednesday of each month, location of meeting to remain at the Library’s Community room, with meetings continued to be broadcast live on channel 19.

Motion by Nipp, seconded by Elder, to change the starting time of future LCDC Board meetings from 5:30 p.m. to 4:00 p.m. on the third Wednesday of each month, location of meeting to remain at the Library’s Community room, with meetings continued to be broadcast live on channel 19. Motion carried.

11. ADJOURN

Motion by Elder, seconded by Hassell to adjourn. Motion carried.

The LCDC meeting adjourned at 7:22 p.m.
Minutes prepared and submitted by Tony Berns.