



## BOARD MEETING MINUTES

WEDNESDAY FEBRUARY 19, 2020 4:00 P.M.

### COEUR D'ALENE PUBLIC LIBRARY COMMUNITY ROOM

#### 1. CALL TO ORDER

Chairman Hoskins called the **ignite cda** board meeting to order at 4:00 p.m.

**ignite cda** board members present: Hoskins, Armon, Chapkis, Jordan, Widmyer, Garcia, Mandel, English

**ignite cda** staff present: Berns

**ignite cda** legal counsel present: Quade

#### 2. PLEDGE OF ALLEGIANCE

#### 3. PUBLIC COMMENT

Attorney Meghan O'Dowd, representing the Capones, submitted a letter to the board concerning the proposed Midtown Ventures project and the Capones easement issue.

#### 4. APPROVAL OF MINUTES

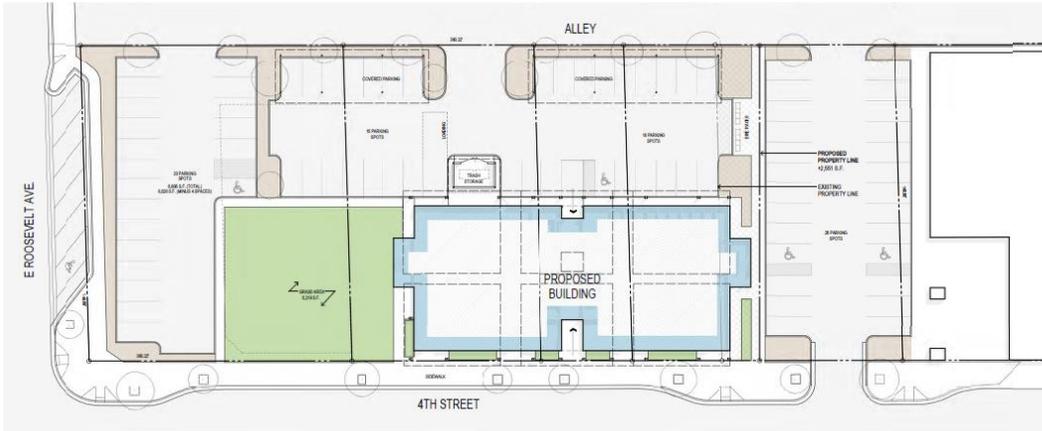
- January 15, 2020 Board Meeting Minutes

**Motion by Commissioner Widmyer, seconded by Commissioner Chapkis, to approve the January 15, 2020 board meeting minutes.  
Motion carried.**

#### 5. PRESENTATION: MIDTOWN VENTURES LLC: PROJECT REVISION

Mr. Beutler and Eric Hedlund (Hedlund Design) shared a Midtown project redesign concept proposal with the board. The genesis of the proposed redesign concept for board consideration stems from addressing building height concerns expressed by Midtown stakeholders and project economic pro-forma issues.

Following are key slides from their presentation:



Revised Project Site Plan



Revised Project Concept View Looking North on 4<sup>th</sup> Street



Revised Project Concept Street Level View from 4<sup>th</sup> Street

The metrics below capture the impact of the current redesign concept proposal as compared to prior developer project submissions.

Buildings:

- Original: 2 three level buildings
- Past Revision: 1 four level building reaching the maximum allowed height in Midtown of 45' (will need a slight variance from the city on height)
- Current Revision: 1 three level building requiring no height variance.

Public space element:

- Original: = 4,300 sq.ft. located in center of project area
- Past Revision = 4,400 sq.ft. located in southern corner of project area
- Current Revision: 5,200 sq.ft. located in south central area of project area

Commercial space:

- Original = 6,000 sq.ft. (\$9,000/month rent)
- Past Revision = 4,676 sq.ft. (\$9,210/month rent)
- Current Revision: 5,579 sq.ft. (\$11,158/month rent)

Original Proposal Apartment Count: 32

- 1 Bedroom: 8 (rents: \$900-\$1050/month)
- 2 Bedroom: 24 (rents: \$1000-\$1050/month)

Revision 1 (June 2019) Apartment Count: 36

- 1 Bedroom: 28 (rents: \$900-\$1050/month)
- 2 Bedroom: 8 (rents: \$1200-\$1250/ month)

Revision 2 (December 2019) Apartment Count: 27

- 1 Bedroom: 24 (rents: \$1,150/ month)
- 2 Bedroom: 3 (rents: \$1,450/ month)

Current Revision (February 2020) Apartment Count: 24

- 1 Bedroom: 16 (782-787 sq.ft.; rents: \$1,250/ month)
- Studios: 8 (530-534 sq.ft.; rents: \$900/ month)

Parking:

- Original: 52 spaces: can park all of the apartments on site. Commercial space parking plan is to use available public parking and on street parking.
- Past Revision: 58 spaces: can park all of the apartments on site. Commercial space parking plan is to use available public parking and on street parking.
- Current Revision: 33 spaces: can park all of the apartments on site. Commercial space parking plan is to use available public parking and on street parking.

New Item: Lot line Adjustment

- Past Revision: Developer will request a 2,500 sq. ft. lot line adjustment from **ignite cda** on the northside of the project area to accommodate the additional onsite parking requirement for the redesigned project concept. This proposed adjustment, if approved by the Agency, will impact the Agency's 4<sup>th</sup> Street parking lot: the 4<sup>th</sup> street parking lot stall count will decrease by 2 stalls; from 26 stalls down to 24 stalls.
- Current Revision: Developer will still request a 2,500 sq. ft. lot line adjustment from **ignite cda** on the northside of the project area. This proposed adjustment, if approved by the Agency, will not impact the Agency's 4<sup>th</sup> Street parking lot: the 4<sup>th</sup> street parking lot stall count will remain at 26 stalls.

Alley:

- Will be paved (this was not in the original proposal) – no change

Board discussion ensued regarding the proposed project redesign.

**Motion by Commissioner Armon, seconded by Commissioner English, to accept the Midtown Ventures LLC Midtown Project design modification as presented, reducing the project's building footprint from four levels to three levels, and moving the public green space from the corner of 4<sup>th</sup> Street and Roosevelt Avenue northward thus retaining a surface parking area footprint on the corner of 4<sup>th</sup> and Roosevelt, directing the Ex. Director to continue with the process of the Agreement to Negotiate Exclusively (ANE) towards effectuating a Disposition & Development Agreement (DDA). Motion carried.**

## 6. REPORTS

- Finance – Commissioner Armon

District Monthly Financials

Agency Payables

Commissioner Armon reviewed and discussed the January District financial statements, and the January / February Agency account payables with the board.

Commissioner Armon invited Renata McLeod (City of CDA Clerk) and Jeff Crowe (Bunkhouse Media) to visit with the board re. a funding request on the pending Agency payables list re. HD technology upgrades for the Library's Community Room to facilitate broadcasts. Following is the City's funding request of the Agency:

*The City of Coeur d'Alene is currently pursuing an opportunity to upgrade its PEG channel (CdA-TV) to broadcast in High Definition (HD). This opportunity is through TDS who is wishes to carry CdA-TV as part of its local digital TV channel line-up. The City sees this as an excellent opportunity to increase the dissemination of information to the local community. Our hope is to work with Spectrum to upgrade that broadcast to HD as well; however, currently they are not offering that service to local channels. With the upgrade to HD there are several pieces of equipment that will be needed, which will cost up to \$20,000. As the current studio equipment exceeds its useful life, the replacement equipment is all moving toward HD, so it makes sense to make the move now and capitalize on the offer to broadcasting to more viewers. The benefits of HD will include the ability for budget type documents (such as spreadsheets and financial graphs) to be more legible on the TV's for home viewers.*

*The City has regularly partnered with ignite for system upgrades such as the laser projector in 2016 (in the amount of \$1,642) and the two years' worth of capital contributions (in the amount of \$3,332). Additionally, ignite pays \$1,200 production fee annually. The City continues to pay for the studio contract with Bunkhouse Media in the amount of \$102,665, funds \$3,966 in supplies, as well as contributes \$1,666.00 annually toward a capital fund account to match that of our partners. Other CdA-TV partners include the City of Hayden, and North Idaho College, who have also contributed toward the capital account in the amount of \$1,666.00 annually for the past two years. However, these other partners do not receive content creation production or live streaming services that ignite does. Additionally, the City has also made investments into programming capabilities that have benefited all the partners; such as, the switcher update of \$30,055 (2016), the \$17,600 investment in new cameras (2017); and the \$3,000 investment in software that allowed live streaming capabilities (2017/18).*

*The City has and will continue to take on the lion's share of the funding for the studio and production. However, even with all the contributions toward capital funding, the budget is short the estimate total needed for the HD upgrade.*

*The City is seeking gap funding for the HD upgrade and asks ignite, as one of our main partners, to fund 1/3 of the costs of that upgrade, which would be approximately \$6,666.00. Our mission is to complete the upgrade within the next couple of months, so that the studio is ready when TDS completes it installation of fiber throughout the City. We would be happy to address any issues you or your board may have.*

**Motion by Commissioner Widmyer, seconded by Commissioner Chapkis, approving the City's funding request of the Agency for HD technology improvement funding in an amount not to exceed \$6,666.**

**Motion by Commissioner Chapkis, seconded by Commissioner Garcia, to approve the District financial statements and the January / February Agency accounts payables. Motion carried.**

- Parking – Commissioner Jordan

Commissioner Jordan shared a parking revenue review with the board.

## 7. EXECUTIVE DIRECTOR'S REPORT

Atlas Waterfront Project: Update – Phil Boyd

Phil Boyd (Welch-Comer Engineers) shared an Atlas Waterfront project update with the board. Following are select slides from his presentation:

- Completed
  - Mass Grading
  - Sewer, Storm and Waters Lines
  - Water Lines
- Upcoming Work
  - Buildings
  - Irrigation System
  - Riverstone to Atlas Connecting Trails
  - Landscaping retaining walls
  - Water Access Steps



Project Area: View Looking West



Project Area: View Looking East



Project Area: Shoreline Stabilization Work

Mr. Boyd shared that the waterfront project is progressing on schedule and below budget. Mr. Boyd has also arranged for a tour of the project area for the Agency board on February 20.

Initiative Updates:

Memorial Grandstand Renovation – Ex. Director Berns shared that progress continues on the renovation project. Estimated time of project completion is late spring 2020.

Health Corridor District Traffic Study - Ex. Director Berns shared that a second meeting has been scheduled with representatives from **ignite cda**, City of CDA, Kootenai Health, KMPO, and ITD to discuss a draft Request for Proposals for a traffic study focusing on a geographic area that includes the Health Corridor district.

8. BOARD COMMISSIONER COMMENTS:

Commissioner Widmyer shared that Ex. Director Berns did a fine job of presenting the Agency’s 2019 Annual Report to City Council on Tuesday night.

9. PUBLIC COMMENT:

Gregg Johnson – Midtown Ventures redesign looks good, and he hopes the proposed green space will remain green space in the long-term.

Art Oliver – Midtown Ventures - commented on the roof design of the proposed building. He suggested maybe a more traditional roof design might be considered. He likes the overall revised concept design. He thanked the board for their continued support of Midtown.

10. EXECUTIVE SESSION: 74-206 (d) to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.

**Motion by Commissioner Garcia, seconded by Commissioner Mandel, to convene an Executive Session, as provided by Idaho Code Section 74-206(d):**

**To consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.**

**Roll Call:**

<b>Mandel</b>	<b>Yes</b>	<b>Widmyer</b>	<b>Yes</b>	<b>Garcia</b>	<b>Yes</b>
<b>Metts</b>	<b>Absent</b>	<b>Jordan</b>	<b>Yes</b>	<b>Hoskins</b>	<b>Yes</b>
<b>Armon</b>	<b>Yes</b>	<b>English</b>	<b>Yes</b>	<b>Chapkis</b>	<b>Yes</b>

**Motion carried.**

The **ignite cda** board entered Executive Session at 5:09 p.m. Those present were the **ignite cda** Board of Commissioners, Counsel Quade, Ex. Director Berns, and Phil Boyd (Welch-Comer Engineers). No action was taken in

Executive Session and the **ignite cda** board returned to regular session at 5:46 p.m.

11. ADJOURN:

**Motion by Commissioner Widmyer, seconded by Commissioner Chapkis, to adjourn. Motion carried.**

The **ignite cda** board meeting adjourned at 5:47 p.m. Minutes prepared and submitted by Ex. Director Berns.