



## BOARD MEETING MINUTES

WEDNESDAY SEPTEMBER 20, 2023 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: Metts, Evans, Garcia, Chapkis, Armon, Mandel, English, Hoskins

**ignite cda** board members attending remotely: n/a

**ignite cda** staff present: Berns **ignite cda** legal counsel present: Quade

#### 2. PLEDGE OF ALLEGIANCE

#### 3. PUBLIC COMMENT

No public comment provided.

#### 4. APPROVAL OF CONSENT CALENDAR

- Approval of August 16, 2023 Board Meeting Minutes
- Approval of Payables as Submitted
- Approval of District Monthly Financial Statements

**Motion by Commissioner Chapkis, seconded by Commissioner Garcia, to approve the Consent Calendar. Motion carried.**

#### 5. EXECUTIVE DIRECTOR'S REPORT

Atlas Project RFP Review Committee: Award Recommendation for Area 5A

Ex. Director Berns and Commissioners Mandel & Metts discussed the Atlas Project RFP Review Committee's award recommendation with the board. The Committee recommended that Area 5A be held. Details of the committee award recommendation can be found in the attached minutes from the September 15, 2023 Atlas Project RFP Review Committee meeting.

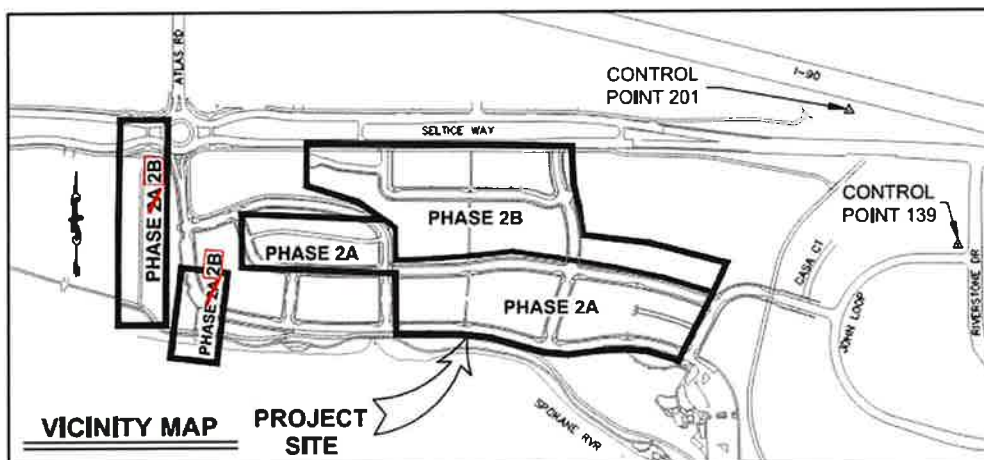
Board discussion ensued re. the attributes of the two proposals and the committee's recommendation.

**Motion by Commissioner Garcia, seconded by Commissioner English, approving the Atlas Project RFP Review Committee's recommendation to hold Atlas Project Area 5A. Motion carried.**

Atlas Project: Update

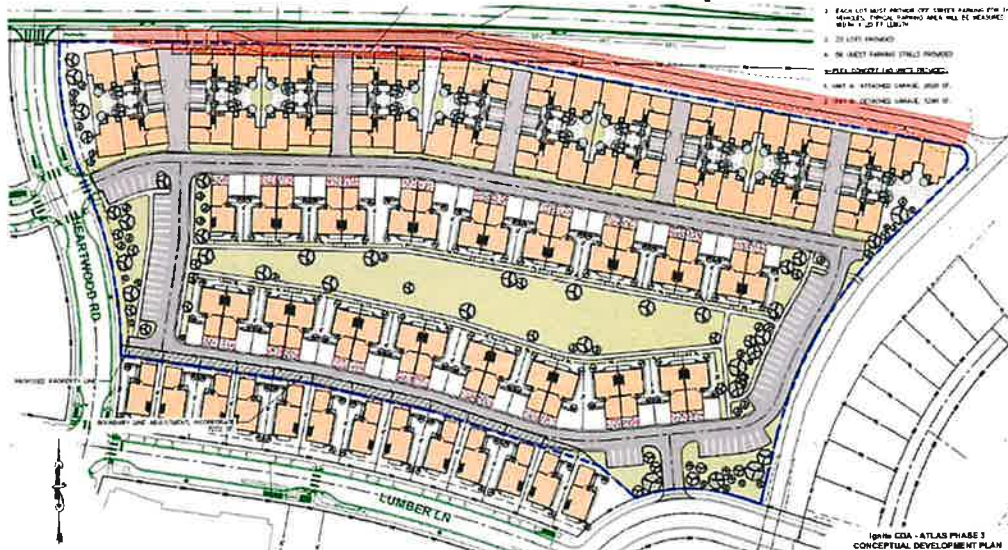
Phil Boyd (Welch-Comer Engineers) shared an Atlas Project update with the board. Following are key slides from his presentation:

## Phase 2B

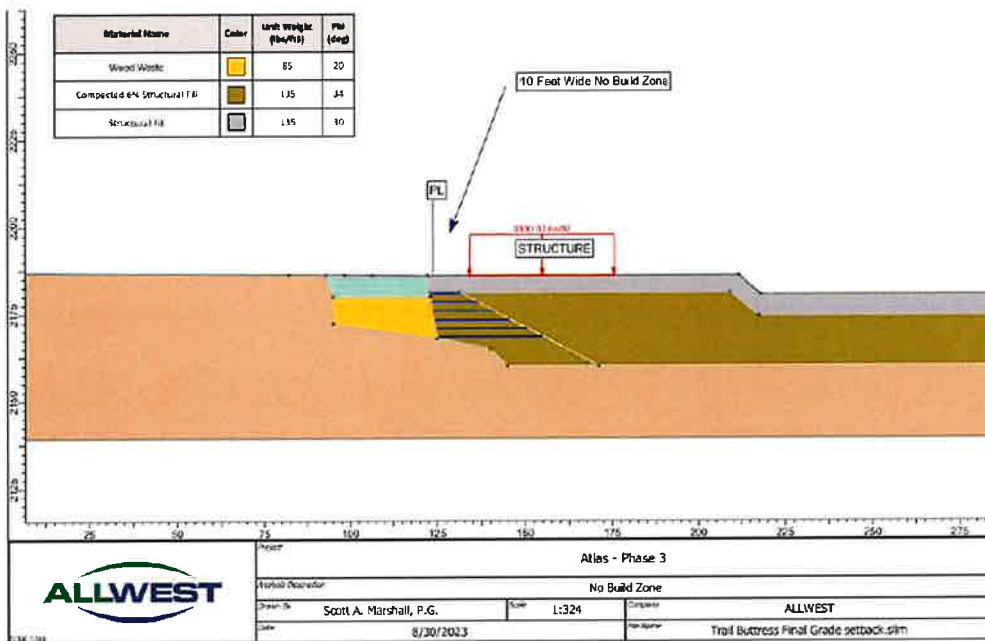


Delayed in Early 2023 to allow Developer Proposed Changes and Phase 3 Changes  
Restart in October 2023 – Complete June 2024

## Phase 3 Concept



# Phase 3 Concept



The first slide provides an update as to the scheduling of Phase 2B. The next three slides discuss the issue of how to stabilize the northern boundary of the Mt. Hink site. Two options for analysis were presented with one added by the board:

- Option 1: construct a retaining wall.
- Option 2: construct a geogrid buttress as outlined in the Allwest slide.
- Option 3: construct a graded slope (which would potentially decrease the number of buildable lots on the north side of the site).

Welch-Comer will analyze the three options and bring back a summary of the project impacts for the board's review in the fall.

Welch-Comer Contract Amendment #23A

Phil Boyd discussed the proposed Welch-Comer contract amendment #23A.

Following is his letter to the Agency re. the amendment:

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TO: TONY BERNS, EXECUTIVE DIRECTOR  
FROM: PHIL BOYD, P.E. AND JACK GRIFFING, E.I.T.  
PRJ. #: 41292.03  
SUBJECT: AMENDMENT #23A SUPPLEMENTAL AGREEMENT  
DATE: SEPTEMBER 13, 2023

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The purpose of this memo is to summarize Atlas Phase 2 development and construction circumstances that resulted in extending Welch Comer's construction phase services beyond the contracted end date.

Phase 2 construction has been delayed past the original August 22, 2022, end date. The current anticipated completion date is now June 2024. The Phase 2 construction was delayed for a variety of reasons including:

1. The Beutler Team negotiated a redesign of Area 8 and 5B to include an alley in area 8 and lot size changes in both areas.
2. Toll Bros. negotiated a redesign of Areas 3 & 4 to lower the sewer main line for basements in their townhome designs.
3. Phase 2 was separated into Phase 2A and 2B for construction purposes when Toll Bros. negotiated to have the infrastructure completed "pre-closing" because it was the "Tolls Bros. way" even though it was not necessary by City standards. T. LaRiviere re-directed all their resources to Phase 2A, instead of working on both Phase 2A and 2B simultaneously which eliminated the ability for Welch Comer to simultaneously observe Phase 2A and 2B work. Welch Comer also had to prepare a separate set of infrastructure record drawings for the City to approve the Phase 2A infrastructure.
4. RFP #5 paused construction for potential Toll Bros. proposed redesign of Areas #9 & 16-19, but then Toll Bros. backed out, so Phase 2B construction observation, again, was not able to occur simultaneously with Phase 2A construction.
5. Area 5A and 13 water services were re-designed to accommodate the proposed Beutler development, which stopped construction in that area.
6. RFP #9 paused Phase 2B construction while the Smock and Toll Bros. proposals were evaluated, both of whom proposed design modifications. Phase 2B construction observation was not able to occur simultaneously with Phase 2A construction.
7. The Board authorized the addition of speed tables on Atlas Road which added construction days to LaRiviere's schedule.
8. The shared use path on the west side of Atlas development has not been constructed because the Lancze Douglass easement has not been secured, thereby extending the completion timeline for that part of the Phase 2 construction work.

Welch Comer's January 2022 Amendment #23 included a \$455,000 fixed fee for Phase 2 construction phases services from November 29, 2021 to August 23, 2022. The construction delays pushed the Phase 2A completion date to June 2023. Phase 2B construction phase will run from October 2023 to June 2024. Welch Comer proposes a \$450,000 contract amendment for additional construction phase services required to support the extended Phase 2A and Phase 2B timeframes.

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Board members discussed the proposed amendment and reviewed past spending to date on the Welch-Comer Atlas project contract.

**Motion by Commissioner Armon, seconded by Commissioner Mandel, to approve the Welch-Comer contract amendment #23A as presented, in an amount not to exceed \$450,000. Motion carried.**

6. ELECTION OF **IGNITE CDA** CHAIR & VICE CHAIR

**Motion by Commissioner Armon that Commissioner Hoskins be nominated as **ignite cda** Board Chair, and that Commissioner Metts be nominated as **ignite cda** Vice-Chair, for fiscal year 2024. Commissioner Evans seconded the motion. No other nominations were proffered, and no objections to the nomination slate were voiced. Motion carried.**

7. BOARD COMMISSIONER COMMENTS:

Commissioner Chapkis shared that the City is seeking to recruit high school students to participate in some of the City's many boards and committees to bring some young, new ideas forward and to help build a bright future for our amazing city. As indicated below, interested individuals are encouraged to contact the City by September 22, 2023.



- Arts Commission
- CDA TV Committee
- Childcare Commission
- Parking Commission
- Parks & Rec Commission
- Pedestrian and Bicycle Committee
- Library Board
- Urban Forestry Committee



- Between the ages of 14 and 18
- High school student attending school within the boundaries of School District 271
- Submit an application and letter of recommendation NO LATER THAN September 22, 2023. Visit [www.cdaid.org/volunteer](http://www.cdaid.org/volunteer) for an application form.

8. EXECUTIVE SESSION – Idaho Code Section 74-206

Subsection (1) (b): to consider the evaluation of the **ignite cda** Executive Director

**Motion by Commissioner Garcia, seconded by Commissioner Chapkis, to convene an Executive Session, as provided by Idaho Code Section 74-206: Subsection (1)(b): to consider the evaluation of the **ignite cda** Executive Director**

**Roll Call:**

<b>Chapkis</b>	<b>Yes</b>	<b>Garcia</b>	<b>Yes</b>	<b>Mandel</b>	<b>Yes</b>
<b>Armon</b>	<b>Yes</b>	<b>Metts</b>	<b>Yes</b>	<b>English</b>	<b>Yes</b>
<b>Evans</b>	<b>Yes</b>	<b>Hoskins</b>	<b>Yes</b>		

**Motion carried.**

The **ignite cda** board entered Executive Session at 4:47 p.m. Those present were the **ignite cda** Board of Commissioners and Counsel Quade. Deliberations were conducted regarding the evaluation of the Executive Director. No action was taken in Executive Session and the **ignite cda** board returned to regular session at 5:32 p.m.

**9. ACTION ON EXECUTIVE DIRECTOR**

**Motion by Commissioner Garcia, seconded by Commissioner Mandel, to**  
**(i) award bonus to reflect FY 2023 goals achieved;**  
**(ii) set five goals for Fiscal Year 2024 to be discussed by Chairman Hoskins with Executive Director Berns, with achievement of each goal being rewarded with a \$2,000 bonus upon successful completion and monthly updates; and**  
**(iii) increase the contribution to 401K by \$3,000.**  
**Motion passed.**

**10. ADJOURN:**

**Motion by Commissioner Mandel, seconded by Commissioner Garcia, to adjourn. Motion carried.**

The **ignite cda** board meeting adjourned at 5:34 p.m. Minutes prepared and submitted by Ex. Director Berns.



**ATLAS PROJECT**

**PROPOSAL REVIEW / SCORING COMMITTEE MEETING**

**MINUTES**

**FRIDAY SEPTEMBER 15, 2023 1:00 PM**

**1. CALL TO ORDER**

Ignite cda Commissioner Metts called the committee meeting to order at 1:00 pm.

Committee Members Present:

Matt Anderson: Heartland

Tony Berns: ignite cda

Brinnon Mandel: ignite cda

Alivia Metts: ignite cda

Phil Boyd: Welch-Comer

Hilary Patterson: City of CDA

Danielle Quade: ignite cda

Troy Tymesen: City of CDA

Committee Members Absent: Christie Wood (City of CDA), Ben Wharton (Heartland)

Public Attendees: none

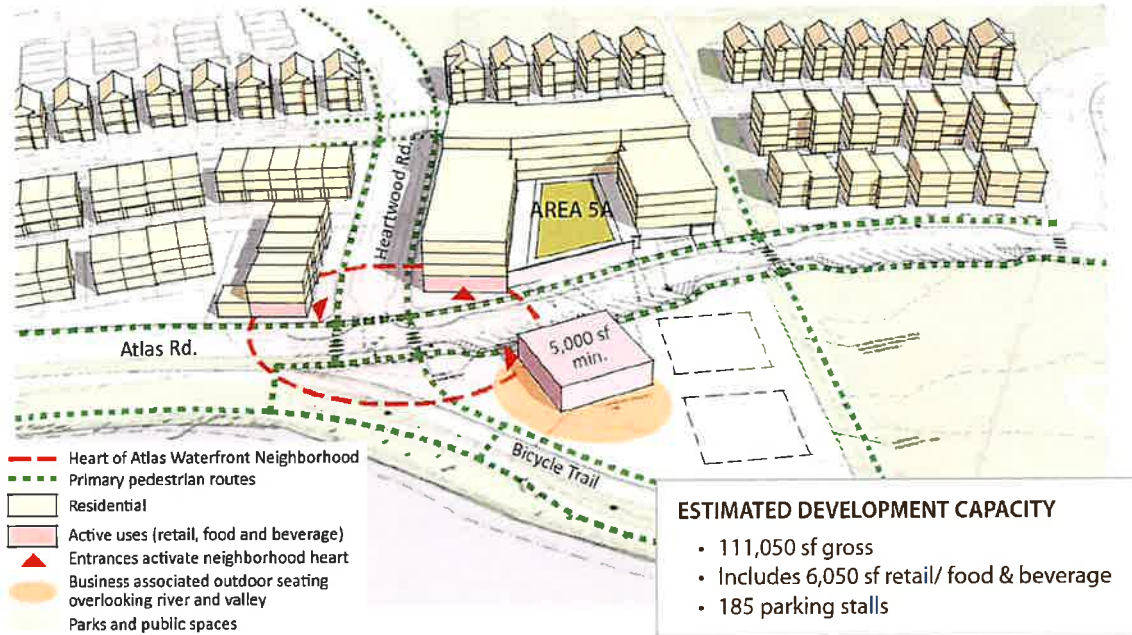


Graphic depicting location of RFP Area 5A on the Atlas project site.

**2. AWARD RECOMMENDATION TO IGNITE CDA BOARD REGARDING PROPOSALS FOR ATLAS PROJECT AREA 5A**

Following is a description of the preferred vision for Area 5A as contained in the Request for Proposals document:

### Key Aspects of Preferred Vision



Area 5A is located at what is envisioned to be the most vibrant, high-visibility, high-traffic location in the Atlas Waterfront neighborhood. As such, ignite intends to prioritize high-density, mixed-use proposals from developers. To provide guidance, the project architect created illustrative massing for a mixed-use residential project with retail on the ground floor, as depicted above. Parking is on two levels, buried into the hillside and lined by active uses that open onto Atlas Road. Type I construction is required for Levels 1 and P1. A conventional PT slab can cap the Type I construction and provide a deck for Type V construction (residential) above. This scenario as shown provides enough parking to meet zoning requirements. This illustrative concept is designed to a 45' maximum height. Note that a height increase from 45' per the current PUD to 60' is possible provided the development concept creates clear and demonstrable public benefit.



Following is a summary of the two proposals submitted for Area 5A:

**deChase-Miksis Development Team**

- Purchase Price: \$250,000 with escalation up to \$1 million.
- Product Type: 63 market rate apartments in two separate buildings (mix of one bedroom and two-bedroom units).
- Retail/Commercial space: square footage value was not contained in proposal. Contacted development team and was told retail/commercial space would be somewhere between 1,500-3,000 SF and would be located on the ground floor of the southern building. No anchor tenant identified.
- Parking: surface and tuck under parking.
- Conceptual design and narrative follows:

# DEVELOPMENT CONCEPT



## Project Design Concept Description

The proposed project examines acquiring the Atlas Mill 5a site and developing it for market-rate apartments geared towards an active lifestyle driven by the site's context. The proposal envisions three stories of housing stacked above tuck-under parking and commercial space. Two staggered volumes front the north and south side of the site on Lumber Ln. and Atlas Rd. respectively. A standalone two-story amenity volume activates the west side, connecting the two volumes and greets residents as they enter the site. Ground level commercial space fronts the southwest corner of the site activating the streetscape and creating a node of activity.

The project features 63 units with a mix of one bed and two bed units. The ratio of units will be approximately 59% one-bedroom and 41% two-bedroom units ranging from 570 square feet to 800 square feet. An amenity building will provide bike storage and shop space catering towards the active lifestyle of the residents. Commercial space wraps the south elevation at grade, helping to activate the street scape and bridge the future development of Area 13.

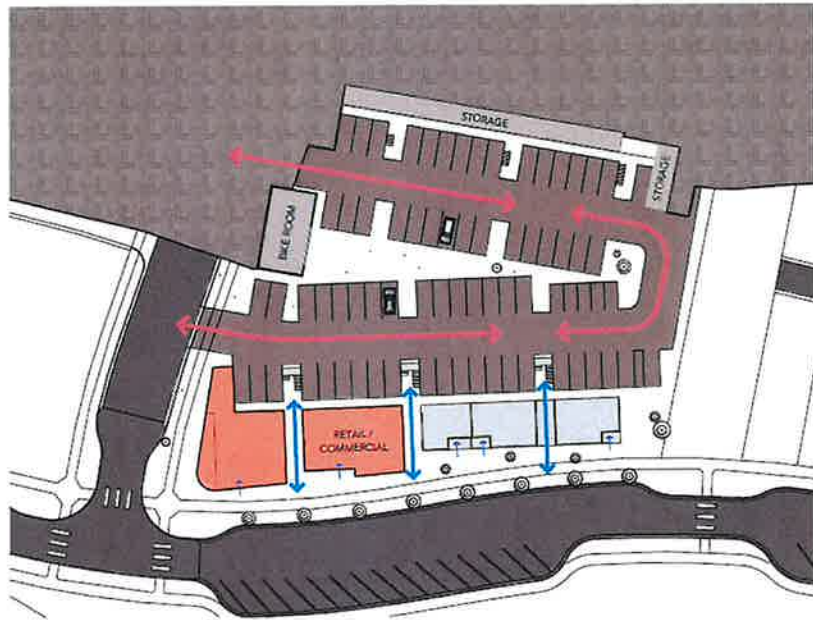
Construction of the north three-story over one story of tuck-under parking building will be of Type VA construction, while the south three-story building will be of Type VB construction. A combination of surface parking and parking tucked beneath the building screens and reduces the visual impact of parking on site. A total of 73 parking spaces are provided on site and approximately 14 on-street for 87 total. This project would target a 15%

reduction allowed for providing bike accommodations on site. A parking ratio just under 1.5 stalls per unit is provided, which the development team feels is an adequate target for this demographic.

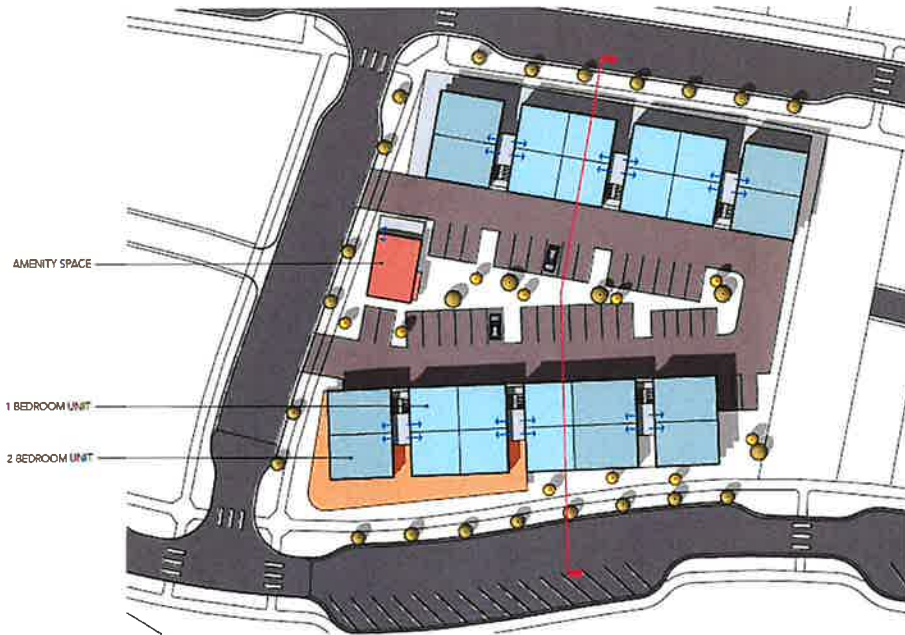
Per the City's zoning code, (2) bicycle parking spaces will be provided for the first (10) parking stalls, with an additional bike space per each additional (10) stalls, for a total of 9 bicycle parking spaces in addition to the bike amenity. These will be distributed around the building within close proximity to building entrances, encouraging alternate means of transportation.

With the proposed four stories of the north building, including the level of tuck-under parking, a conditional height increase of up to 60' is being requested. Additional public benefit of the height will allow for added density, increasing the value of the site and providing much needed housing in an underserved market. As an added benefit, the proposed density will support better street activation on Atlas Road and help commercial uses on site and the adjacent Areas thrive.

# DEVELOPMENT CONCEPT



Ground Floor Site Plan



2nd & 3rd Floor Site Plan

## Toll Brothers

- Purchase Price: \$1,600,000 with no escalation.
- Product Type: 16 townhomes located in four separate buildings.
- Retail/Commercial space: square footage value was not contained in proposal. Contacted development team and was told that retail/commercial space would be approximately 1,500 SF and would be located in a separate stand-alone building. No anchor tenant identified.
- Parking: Surface parking for retail/commercial; alley loaded garage parking for townhomes.
- Conceptual designs and narrative follows:

**Toll Brothers**  
AMERICA'S LUXURY HOME BUILDER™

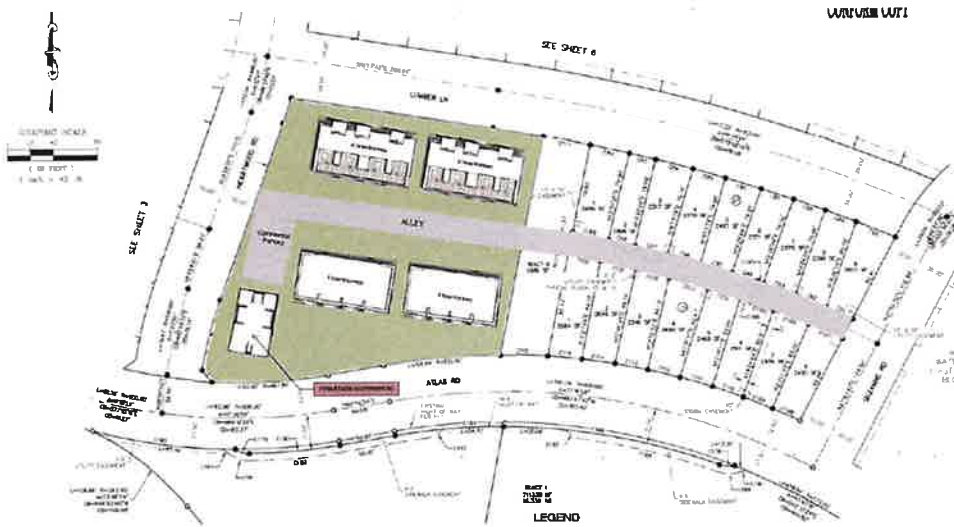
## Design Narrative

Toll Brothers would like to extend its success with *Toll Brothers at Atlas Waterfront* into Area 5A. To this end, Toll proposes to develop four townhome buildings of 4 units each and a corner commercial building that will mirror its café building across Heartwood.

Building elevations shall comprise simple massing of traditional and contemporary architectural features in color palettes of both dark and warm wood-tones. Substantial windows, south-facing decks, and roof decks will provide homeowners expansive views of the Spokane River and opportunities for outdoor connectivity. Properly scaled façades will create an open and friendly street frontage. Toll's intent is to fashion a cohesive sense of place with an architectural character that is compatible with and Areas 3 & 4.

**Toll Brothers**  
AMERICA'S LUXURY HOME BUILDER™

## Area 5A Site Plan 16 Townhome Units+ Retail



## Committee Discussion

Committee members discussed both qualitative and quantitative elements of the two submitted proposals. As stated in the RFP: “*Area 5A is located at what is envisioned to be the most vibrant, high-visibility, high-traffic location in the Atlas Waterfront neighborhood. As such, ignite intends to prioritize high-density, mixed-use proposals from developers.*” Based on the committee’s review of the two Area 5A proposals, neither submission met ignite’s desired density and vision for this critical parcel.

**Motion by Tymesen, seconded by Mandel, recommending to the ignite cda board that Atlas Project Area 5A be held because neither submission met ignite’s desired density and vision for this critical project parcel. Motion carried.**

3. ADJOURN: Motion by Tymesen to adjourn. Meeting adjourned at 1:35 p.m. Minutes prepared by Ex. Director Berns.