



## URBAN RENEWAL BOARD MEETING AGENDA

February 03, 2026 at 7:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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### Call to Order

### Roll Call

### Meeting Minutes Approval

1. Approval of the Minutes from the Board's December 2, 2025, Meeting - **action item**

### Reports/Announcements

2. Monthly Financial Report
3. Downtown Revitalization Phase 3 Project Update

### Old/Unfinished Business

4. Downtown Revitalization Phase 3 Citizen Advisory Committee - **action item**

### New Business

5. Request from Timberline Helicopters for Public Improvements - **action item**
6. Approve Allocation of \$3,500 in Downtown Arts Funds to 2026 Silver Box Project - **action item**
7. Approve Allocation of \$20,000 in Downtown Arts Funds to Second Avenue and Cedar Street Art Project - **action item**

### Adjourn

### Public Participation Options and Information

Before the meeting, comment in writing: Email [cityclerk@sandpointidaho.gov](mailto:cityclerk@sandpointidaho.gov) or deliver to City Hall.  
Attend in person: See above for meeting location. Seating available on first-come, first-served basis.  
Attend remotely: Register at <https://www.sandpointidaho.gov/meetings>.  
After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.  
For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



## URBAN RENEWAL BOARD MEETING MINUTES

December 02, 2025 at 7:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

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### Call to Order

Board Chairman Eric Paull called the regular monthly meeting of the Sandpoint Urban Renewal Agency Board of Commissioners to order at 7:30 a.m. on Tuesday, December 2, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### Roll Call

#### PRESENT

Commissioner Eric Paull, Chair  
 Commissioner Tom Bokowy, Vice Chair  
 Commissioner Kendon Perry  
 Commissioner Marilyn Sabella  
 Commissioner Ned Brandenberger  
 Commissioner Jason Welker

In addition to the Commissioners, Project Manager Erik Bush, Mayor Jeremy Grimm, and Deputy City Clerk Hayley Keys, serving as clerk to the Board, were also in attendance.

### Meeting Minutes Approval

1. The minutes from the Board's September 2, 2025, meeting were approved as presented.

Motion made by Commissioner Sabella, Seconded by Commissioner Perry.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### Reports/Announcements

2. October Financial Report

There were no questions or discussion regarding the October monthly financial report. Information only; no Board action.

3. November Financial Report

There were no questions or discussion regarding the November monthly financial report. Information only; no Board action.

4. Downtown Revitalization Phase 3 Project Update

Following an introduction by Chairman Paull, Mr. Bush provided an update on Phase 3 of the Downtown Revitalization Project and, along with Mayor Grimm, fielded questions from the Commissioners. Information only; no Board action.

### Old/Unfinished Business - none

## New Business

### 5. Downtown Revitalization Phase 3 Citizen Advisory Committee

Following a brief explanation from Mr. Bush on the Downtown Revitalization Phase 3 Advisory Committee, a motion was made to table selecting a member of SURA to serve on this committee until after the new year, when Board members are reappointed.

Motion made by Commissioner Brandenberger, Seconded by Commissioner Sabella.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### 6. Panhandle Special Needs, Inc. (PSNI) Meeting

Board members reviewed a letter from PSNI, requesting a meeting with the SURA Board regarding sidewalk funding on North Boyer Avenue. Following a brief discussion, the Board collectively determined that no action was needed at this time. Chairman Paull announced that he would correspond with PSNI. Information only; no Board action.

### 7. City of Sandpoint invoice #1995, seeking SURA reimbursement for FY2025 Great Northern Road Project billing in the amount of \$19,502.90, was approved as presented.

Motion made by Commissioner Sabella, Seconded by Commissioner Welker.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### 8. City of Sandpoint invoice #1993, seeking SURA reimbursement for FY2025 administration services in the amount of \$2,203.03, was approved as presented.

Motion made by Commissioner Sabella, Seconded by Commissioner Welker.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### 9. City of Sandpoint invoice #1980, seeking SURA reimbursement for FY2025 Downtown Art billing in the amount of \$4,521.16, was approved as presented.

Motion made by Commissioner Sabella, Seconded by Commissioner Welker.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### 10. City of Sandpoint invoice #1994, seeking SURA reimbursement for FY2025 Downtown Revitalization Phase 3 billing in the amount of \$11,064.82, was approved as presented.

Motion made by Commissioner Sabella, Seconded by Commissioner Welker.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### 11. Commissioner Welker nominated Chairman Paull to remain as Board Chair. Commissioner Brandenberger seconded the nomination, and Chairman Paull accepted. The Commission voted unanimously to elect Chairman Paull to continue as Board Chair, as follows:

Motion made by Commissioner Welker, Seconded by Commissioner Brandenberger.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

### 12. Commissioner Brandenberger nominated Commissioner Perry as Board Vice Chair. Commissioner Sabella seconded the nomination, and Commissioner Perry accepted. The Commission voted unanimously to elect Commissioner Perry as Board Vice Chair, as follows:

Motion made by Commissioner Brandenberger, Seconded by Commissioner Sabella.

Voting Yea: Commissioner Paull, Commissioner Perry, Commissioner Sabella, Commissioner Brandenberger, Commissioner Bokowy, Commissioner Welker

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 8:30 a.m.

I presided over this meeting and can confirm that these minutes, prepared by the clerk, were approved by the Board during their meeting held on \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Eric Paull, Chair

\_\_\_\_\_  
Attest: Hayley Keys, Deputy City Clerk

Sandpoint Urban Renewal Agency (SURA)  
Sandpoint, Idaho

To: **SURA Board of Commissioners**

From: **Eric Paull, Board Chair**

Re: **Monthly Financial Report**

Reflected below is the Financial Report prepared for the regular monthly meeting of the SURA Board of Commissioners.

Downtown General Account: \$2,255,814.88
Revenue Allocation Fund a/c: \$95,458.17
Northern: \$6,162,397.72
Downtown Loan Balance: \$615,836.07 (Series 2018)
Next Payment Due: March 15, 2026
Increment Received: Increment received in December 2025; Northern \$59,840.39 and Downtown \$48,172.52. Increment received in January 2026; Northern \$477,433.86 and Downtown \$777,604.17.
Art Funds: Downtown \$242,628.85 Northern \$133,052.76
Silver Box Project: Advanced to Date \$18,315.22 remaining balance: \$3,684.68
<b>Please note:</b> All account balances herein stated are as of January 27, 2026.

This report, provided in the meeting packet, will be reviewed during the meeting, with an opportunity for discussion and questions at that time.

**From:** [Erik Bush](#)  
**To:** [Hayley Keys](#); [Mandy Brown](#); [Kami Omodt](#); [Melissa Ward](#)  
**Cc:** [Holly Ellis](#)  
**Subject:** Committee/Commission  
**Date:** Friday, August 29, 2025 11:14:17 AM  
**Attachments:** [image001.png](#)

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All,

As a part of the Downtown Revitalization Phase 3 project that will soon be in the design phase we intend to form an advisory group to provide and disseminate information about the project. We're hoping to have a member from each citizen advisory commission/committee.

To select a member of each group, **we need an agenda action item at each of their next upcoming September meetings** in which the respective commission/committee will recommend and vote on a member to be a part of the advisory group. Once the members are selected by action-item vote, Mayor Grimm will ultimately appoint these individuals to the DT PH 3 advisory group.

Below is the schedule of each meeting in September based on our website, please let me know if these dates are incorrect.

I plan to attend each meeting and can give a few minute explanation on the intention of the advisory group, and then members can vote on their representative to be a member of the group.

ACHP: September 9

Parks and Rec: September 10

Ped/Bike: September 11

Sustainability: September 23

Urban Forestry: TBD this meeting will be rescheduled

Please let me know if you have any questions.

Erik

Erik R. Bush

Landscape Architect

Project Manager, City Forester

City of Sandpoint | 1123 Lake Street, Sandpoint, ID 83864

O: (208)-946-2062 | [ebush@sandpointidaho.gov](mailto:ebush@sandpointidaho.gov)



208.263.5987 | 1926 INDUSTRIAL DRIVE, SANDPOINT, ID 83864  
WWW.TIMBERLINEHELICOPTERS.COM

Date: January 26, 2026

Sandpoint Urban Renewal Agency (SURA)  
ATTN: Eric Paull Chair of SURA and its Board of Directors  
1123 Lake Street, Sandpoint, ID 83864

Subject: Project Evaluation Criteria Responses & Request for SURA Participation

Timberline Helicopters, Inc. has begun constructing a 50,000-square-foot, state-of-the-art aviation facility on approximately 10 acres near the Sandpoint Airport, representing a \$14 million private investment. The project includes a large hangar capable of accommodating multiple types of airframes, consolidation of four THI business units, and an expansion of THI's FAA-certified repair station, which now services 20+ external clients and continues to grow. Construction began after the groundbreaking on May 22, 2025, and is expected to be completed within two years.

This memorandum provides detailed responses to each of the Project Evaluation Criteria outlined in SURA's bylaws. It supports THI's request for \$396,000 in SURA partnership funding for the construction and infrastructure components associated with THI's new facility in the Northern Urban Renewal Area.

**Below are our responses critical, to SURA Project Evaluation Criteria.**

### **1. Economic Stimulus**

The THI project injects \$14 million of private capital directly into Sandpoint, stimulating economic activity through construction jobs, subcontracting, materials procurement, engineering, and local supply-chain engagement. Long-term, increased repair-station capacity and consolidated operations support ongoing business activity with 16+ external clients, generating sustained economic stimulus within the Northern district.

### **2. Tax Generation**

The project transforms underutilized airport-adjacent land into a modern industrial aviation facility, raising property values and generating incremental tax revenue within the Northern Urban Renewal Area. Under Idaho's revenue allocation (tax increment financing) system, this incremental value contributes to district improvements consistent with SURA's statutory purpose.

### **3. Employment**

Construction supports numerous trades and contractors through Idagon Construction. Once operational, the facility increases THI's employment capacity across aviation maintenance, logistics, fabrication, and fleet support. THI's rapid business growth—expanding to over 20+ external maintenance clients—shows rising demand for skilled labor and long-term workforce stability.

### **4. Urban Housing**

Although not a housing project, THI directly supports the city's housing stability through creation and retention of high-wage jobs in Sandpoint. Local employment reduces commuting pressure and supports household purchasing power, indirectly contributing to a healthier residential market consistent with broader SURA objectives.

### **5. Elimination of Deteriorated Conditions**

The Northern URA's mission includes improving industrial corridors and preventing deterioration. The THI project upgrades a large airport-area parcel into productive use and complements SURA's long-term work in the district, including improvements to Great Northern Road, Baldy Mountain Road, and airport-area utilities.

### **6. Special or Unique Opportunity**

This project positions Sandpoint as a competitive aerospace hub. THI is internationally active—with operations in Australia, South America, Canada, and planned expansion into Europe—and is recognized for UH-60 Black Hawk operations and maintenance. Consolidating these capabilities in Sandpoint creates a unique regional economic asset and differentiates the Northern district within Idaho's industrial landscape.

### **7. Impact Assessment (Environmental, Design, and Site Impacts)**

The project reduces vehicle movements between scattered facilities by consolidating operations. The hangar's airport-adjacent location is compatible with Sandpoint's zoning and long-range planning processes overseen by the City's Planning & Community Development Department. All construction and operations comply with applicable building codes, environmental regulations, and city permit procedures.

### **8. Financial Assistance**

THI requests \$396,000 from SURA to offset necessary infrastructure components—including utility extensions, site access, and interfaces with public roads—that directly support district mobility and functionality. This request is matched by THI's \$14 million private investment, representing a strong public-to-private leverage ratio consistent with SURA's mission to catalyze private development through targeted support.



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**9. Project Feasibility**

Feasibility is demonstrated through:

- Project already under construction after a formal groundbreaking on May 22, 2025;
- A reputable regional contractor—Idagon Construction—managing the build;
- Proven demand for THI's expanded repair station services;
- A clear two-year timeline for completion.

These factors collectively confirm the project is financially and operationally sound.

**10. Developer Ability to Perform**

THI's leadership has grown the company from a small operation into a globally engaged aviation enterprise with a diverse fleet and international operations on multiple continents. This history demonstrates THI's financial capacity, regulatory compliance, and operational expertise necessary to execute large-scale aviation infrastructure projects

**11. Timely Completion**

Construction is underway, with a one-year completion target consistent with industry norms. The unified facility design allows phased commissioning, ensuring that THI can begin operations promptly and that the economic benefits materialize rapidly for the district and community.

**12. Payment of Taxes**

THI affirms that all property taxes and special assessments associated with the project parcel(s) are paid and current. Supporting documentation can be provided in the full application packet as required by SURA and Bonner County.

**13. Justification for SURA Funding**

SURA's mission is to leverage public/private partnerships that create demonstrable public benefit. The THI project advances this mission by:

- Delivering substantial private investment into the Northern URA;
- Creating high-skill employment;
- Increasing tax increment;
- Strengthening Sandpoint's industrial and aviation infrastructure;
- Positioning the region as a specialized aerospace maintenance hub.

A \$396,000 SURA contribution will support infrastructure elements that directly enable these outcomes while providing a high return on public investment.

**Conclusion**

The THI expansion represents a transformative economic opportunity for Sandpoint. It aligns with every major SURA evaluation criterion and advances the strategic goals of the Northern Urban Renewal Area. We respectfully request SURA's favorable consideration for \$396,000 in partnership funding.

If further details, exhibits, or supporting documents are needed, we will provide them promptly.

V/R,

**Tyson Davis**  
President | Accountable Executive  
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[tdavis@timberlinehelicopters.com](mailto:tdavis@timberlinehelicopters.com)