



CITY COUNCIL MEETING AGENDA

October 01, 2025 at 5:30 PM

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

Call to Order

Roll Call

Pledge of Allegiance

Announcements and Reports

Public Comments

Consent Calendar - action item

1. Approval of Minutes from Council's September 17, 2025, Meeting - **action item**
2. Payables Report / Approval of Bills for Payment - **action item**
3. Review and Accept Monthly Financial Report on Cash and Investment Transactions, August 2025 - **action item**
4. Proposed Resolution: Disposition of Semi-Permanent and Temporary Records - **action item**

Old/Unfinished Business

5. Proposed Amendments to Sandpoint City Code 3-2-9 Open Container Law - **action item**

New Business - none

Executive Session

6. Vote to Convene in Executive Session pursuant to Idaho Code § 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure as provided in Chapter 1 of Title 74, Idaho Code, and Idaho Code § 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated - **action item**
7. Executive Session will be held pursuant to Idaho Code §§ 74-206(1)(b), (d), and (f), as noted above.

Reconvene and Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email 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.



CITY COUNCIL MEETING MINUTES

September 17, 2025 at 5:30 PM

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

Call to Order

Mayor Grimm called the meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, September 17, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Mayor Jeremy Grimm
 Councilor Deb Ruehle, Council President
 Councilor Joel Aispuro
 Councilor Kyle Schreiber
 Councilor Pam Duquette
 Councilor Rick Howarth

ABSENT

Councilor Justin Dick

As required by the City's adopted Code of Ethics and Civility, as the presiding officer, Mayor Grimm identified law enforcement personnel serving as sergeant-at-arms for the meeting: Police Chief Corey Coon.

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

Mayor Grimm provided instructions for those who wished to speak during public comment time. With a number of members of the public, including downtown business owners, in attendance who wished to address the Mayor and Council regarding proposed changes to downtown parking, the Mayor provided a brief update on the meeting that had been held the week prior with downtown businesses on this topic and relayed that the City had not made any decisions regarding paid parking on downtown streets. Further, based on feedback received at the meeting, he had no intention of pursuing paid parking on First Avenue, Second Avenue, or Cedar Street, where the City would pivot to other methods, such as enforcement, to manage parking on the downtown streets. Over the course of the next few months, the City will be exploring options for technology to assist in parking management at the City's parking lots.

The Mayor also announced a new motorcyclist event, Sandpoint Showdown, permitted through the City to take place downtown on Saturday, September 27th.

Council members provided reports from recent meetings of the citizen advisory boards on which they serve as Council liaison, and Councilor Howarth announced an event, with performances and a tour the coming weekend, September 19-21, hosted by the Sandpoint Music Conservatory in celebration of the building at 110 Main Street, where they are located and which is turning 115 years old, historically serving as the Sandpoint City Hall, Fire Station and Library, among other uses.

At the Mayor's invitation, department directors provided reports on the projects and activities in their respective departments.

Public Comments

Mayor Grimm recited the rules and procedure for public comment during the meeting and offered an opportunity for members of the public to speak on items included on the Consent Calendar and Old and New Business topics on the agenda or other general matters relevant to the business of the City of Sandpoint. Both City of Sandpoint residents and non-residents spoke during the general public comments portion of the meeting, with comment sign-up sheets reflecting the following topics: citizen advisory boards, downtown parking, and the annual CHAFE 150 Gran Fondo bicycle ride.

Consent Calendar

Mayor Grimm recited for the record the amount of bills for payment approval. Councilor Duquette removed item #4, the proposed resolution to declare and direct disposal of personal property in the City's possession that is no longer needed. With that amendment, the Consent Calendar was unanimously approved by a vote of the Council members present.

Motion made by Councilor Schreiber, Seconded by Councilor Howarth.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Howarth

1. The minutes from Council's September 3, 2025, meeting were approved as presented.
2. The bills presented were approved for payment in the amount of \$396,669.72 for regular payables.
3. **Resolution 25-035** Engaging Magnuson-McHugh-Dougherty, CPA, for Fiscal Year 2025 Audit - approved
4. removed (*see New Business below*)

Old/Unfinished Business

5. **Ordinance 1432** Amendments to Title 9, Chapter 1 Definitions, and Chapter 5 Off-Street Parking and Loading Facilities

The Mayor announced that, first under Old Business, staff had returned with an ordinance for codification of the City Code Title 9 amendments approved by Council on August 20, 2025, following the public hearing on August 6th.

City Planner Bill Dean fielded questions from the Council members and, along with Community Planning and Development Director Jason Welker, concurred with Councilor Ruehle that the specific reference to City Code 9-5-14 in section 9-5-16 should have been removed with these amendments as a housekeeping measure to clean up an old reference and was simply missed during the process. City legal counsel in attendance, Zachary Jones, agreed that this was a simple correction that could be made, and he would work with the City Clerk to ensure the ordinance summary was appropriately updated prior to publication.

Deputy City Clerk Hayley Keys then read the title of the Ordinance as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, AMENDING SANDPOINT CITY CODE TITLE 9, CHAPTER 1, DEFINITIONS, AND CHAPTER 5, OFF-STREET PARKING AND LOADING FACILITIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Motion that the Ordinance pass its first reading by title only, and the Summary is approved.

Motion made by Councilor Howarth, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Duquette, Councilor Howarth

Voting Nay: Councilor Schreiber

The Mayor announced that the Ordinance had passed its first reading by title only, and the Summary was approved.

Motion that the rules requiring three separate readings, once in the Ordinance's entirety, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

Motion made by Councilor Howarth, Seconded by Councilor Duquette.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Howarth

The Mayor announced that the motion passed, and the Ordinance was considered read, passed and adopted under suspension of the rules and would become effective following publication of the Summary in the newspaper.

6. Follow-up Discussion: Citizen Advisory Boards (Commissions and Committees)

Mayor Grimm summarized the contents of the memo he had provided in the meeting packet, which was in follow-up to his discussion with Council at the prior meeting, relaying that each board agenda should include a roundtable discussion, at which time board members can bring ideas to the board, potentially for City staff and/or City Council consideration, requesting from each board a key list of their suggestions for focused priority projects, which the Mayor and Council could consider for direction in support of city initiatives, and the memo also addressed the topic of subcommittees.

Mayor Grimm, along with City Clerk Melissa Ward, fielded questions from Councilor Duquette on the appropriate process for board members to share their personal contact information and communicate outside of their meetings and that the setting of the board's meeting agenda is coordinated between the board chair and staff liaison.

Councilor Ruehle remarked that the boards may have gotten a bit complicated, so far as the topic of subcommittees. She suggests evaluating, for instance, the Ped-Bike Committee's objectives to ensure they are not taking on too much so they can focus and streamline their work, and the time they dedicate is useful and productive. Perhaps subcommittee work can move to a less formal process, where a couple or group of board members simply gets together to work on a project and then brings it back up to the level of the full committee without the need to schedule meeting space at City Hall or impact staff time. Following a conversation with City Planner Bill Dean, she suggests better clarity surrounding code, standards, and policies, where a board doesn't get caught up in attempting to create these standards. She will meet with Mr. Dean to review the portion of City Code that speaks to Ped-Bike duties and responsibilities and report back to Council with some possible proposed amendments for consideration.

Councilor Howarth was supportive of board work being more directed, so long as board members have a process for proposing projects for consideration, as the City does want to take advantage of the immense knowledge and passion of our board members. He's in favor of allowing subcommittees to meet with appropriate education on the legal rules and requirements.

Mayor Grimm confirmed for Councilor Aispuro that he had not met collectively with all of the board chairs but believed he had met individually with each.

Councilor Schreiber is of the opinion that subcommittee work actually streamlines the full board meetings and contributes to progress. He was interested in the specific process for City Council to take items to the boards for their work. An example would be the Urban Area Transportation Plan standards, which he would like to see Council assign to the Ped-Bike Committee, with the Mayor suggesting a path where such a request for direction is agendaized for Council consideration.

Mayor Grimm confirmed that individual board members do have the opportunity to bring their ideas to the board during their roundtable session, where an idea could then be placed on the next board meeting agenda for a more robust discussion and potential action. Board members also have access to their board's Council liaison if they have any concerns or wish to make suggestions. He will ask the boards to provide a list of their top priorities by the end of this year. Mayor and Council can do the same after the new year and seating of the new Council following

the election, review all ideas, and determine some defined work for the boards in the coming year, with tasks and projects well-aligned to the work the City has funded and intends to accomplish.

New Business *(created with removal of item from Consent Calendar)*

4. **Resolution 25-036** Surplus Personal Property Declaration and Disposition

Mayor Grimm, Mr. Jones, and Police Chief Coon fielded questions from Councilor Duquette, followed by a motion to approve the resolution for surplus personal property declaration and disposition.

Motion made by Councilor Ruehle, Seconded by Councilor Howarth.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Howarth

Voting Nay: Councilor Duquette

Executive Session

- 7. Motion to Convene in Executive Session pursuant to Idaho Code § 74-206(1)(b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure as provided in Chapter 1 of Title 74, Idaho Code.

Motion made by Councilor Schreiber, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Howarth

The Mayor asked everyone not participating in the session to exit the room and announced that the meeting recording would end.

- 8. The executive session was held pursuant to Idaho Code §§ 74-206(1)(b) and (d), as noted above.

Reconvene and Adjourn

Following conclusion of the executive session, the meeting was reconvened and immediately adjourned at 9:32 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their meeting held _____, 2025.

Jeremy Grimm, Mayor

Attest: Melissa Ward, City Clerk



CITY OF SANDPOINT INVOICE REGISTER
PAYABLE DATES OF: 09/18/2025 THROUGH 10/01/2025

Item # 2.

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invoice Amount
Vendor: ACCESS UNLIMITED AND SECURITY, INC.				
2740	JER CAMERA LICENSING - 08/08/2025 - 08/07/2026 JAMES E. RUSSELL SPORTS CENTER FACILITY	SOFTWARE/SASS - VIDEO SURV/REC/CONF	1,432.00	\$1,432.00
			Total For: ACCESS UNLIMITED AND SECURITY, INC.	\$1,432.00
Vendor: ALL FILTERS LLC				
250910331	AIR FILTERS FOR CITY HALL AND JER GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	81.98	\$865.81
	GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	281.94	
	JAMES E. RUSSELL SPORTS CENTER FACILITY	FACILITY SUPPLIES	125.97	
	JAMES E. RUSSELL SPORTS CENTER FACILITY	FACILITY SUPPLIES	375.92	
			Total For: ALL FILTERS LLC	\$865.81
Vendor: ALL SEASONS GARDEN CENTER				
172094	TREES FOR FIRST AVE AND CEDAR ROW STREET MAINTENANCE DIVISION	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	2,646.00	\$2,646.00
			Total For: ALL SEASONS GARDEN CENTER	\$2,646.00
Vendor: AMAZON.COM SALES, INC				
1MVY-TG3X-M4	RETURNED CRO CLOTHES - WRONG SIZE POLICE DEPARTMENT	UNIFORM & CLOTHING	(79.77)	\$(79.77)
1N1R-DNTC-T33	REFUND CLOTHES FOR CRO - WRONG SIZE POLICE DEPARTMENT	UNIFORM & CLOTHING	(28.49)	\$(28.49)
1N1R-DNTC-T33	REFUND CRO CLOTHES POLICE DEPARTMENT	UNIFORM & CLOTHING	(26.59)	\$(26.59)
			Total For: AMAZON.COM SALES, INC	\$(134.85)
Vendor: AMERICAN FIRST AID SERVICE				
CW-1614	SHOP: MED SUPPLY RESTOCK STREET MAINTENANCE DIVISION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	52.06	\$156.19
	WASTEWATER COLLECTIONS	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	52.06	
	WATER DISTRIBUTION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	52.07	
			Total For: AMERICAN FIRST AID SERVICE	\$156.19
Vendor: ARROW CONSTRUCTION HOLDINGS, LLC				

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2. t
6773	600 SQ YD WOVEN GEOTEXT - JER PICNIC PAD - TRAVERS PARK MAINTENANCE & CAPITAL	FACILITY SUPPLIES	360.00	\$360.00
6726	SC: PRIMER & RAPID SET CEMENT WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	208.42	\$208.42
6813	SC: RAPID SET CEMENT WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	148.32	\$148.32
Total For: ARROW CONSTRUCTION HOLDINGS, LLC				\$716.74

Vendor: AT&T MOBILITY II, LLC

DZX082025	PD IOT CHIP SRVCS - 8.05.25-09.04.25 POLICE DEPARTMENT	TELEPHONE - WIRELESS	398.14	\$676.22
	POLICE DEPARTMENT	TELEPHONE - WIRELESS	73.60	
	POLICE DEPARTMENT	TELEPHONE - WIRELESS	36.80	
	POLICE DEPARTMENT	TELEPHONE - WIRELESS	36.80	
	FIRE DEPARTMENT - SANDPOINT	TELEPHONE - WIRELESS	52.79	
	MAYOR'S OFFICE	TELEPHONE - WIRELESS	36.80	
	BUILDING DIVISION	TELEPHONE - WIRELESS	36.80	
	PARK MAINTENANCE & CAPITAL	TELEPHONE - WIRELESS	4.49	
DYB082025	CITY IOT CHIP SRVCS - 8.05.25-09.04.25 WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	102.80	
	WATER DISTRIBUTION	TELEPHONE - WIRELESS	43.29	
	CENTRAL SERVICES DEPARTMENT	TELEPHONE - WIRELESS	43.29	
	PARK MAINTENANCE & CAPITAL	TELEPHONE - WIRELESS	45.43	
Total For: AT&T MOBILITY II, LLC				\$911.03

Vendor: AUTO HAUS INC

12166	SHOP: MINI BLADE AUTO FUSE WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	3.83	\$11.49
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	3.83	
	WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	3.83	
12165	SHOP: ATM FUSE CIRCUIT WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	3.33	\$9.98
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	3.33	
	WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	3.32	
12307	WD: ENGINE OIL FILTER WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	14.99	\$14.99
12205	SHOP: PIPE WRENCH WATER DISTRIBUTION	TOOLS	16.65	\$4 7

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
	WASTEWATER COLLECTIONS	TOOLS	16.65		
	STREET MAINTENANCE DIVISION	TOOLS	16.65		
12129	ST: SWEEPER AIR FILTER				\$37.89
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	37.89		
Total For: AUTO HAUS INC					\$124.30

Vendor: B&E ELECTRIC INC

CS4360	UNIVERSITY LIFT STATION SOFT STARTER REPLACEMENT				\$2,380.82
	WASTEWATER TREATMENT	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	2,380.82		
CS4361	SCADA WATER AND WASTEWATER UPGRADES				\$46,040.94
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	25,826.59		
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	2,110.94		
	WASTEWATER CAPITAL PROJECTS	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	6,828.00		
	WATER TREATMENT	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	931.09		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	5,798.52		
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	2,855.98		
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,689.82		
CS4328	SCADA WATER AND WASTEWATER UPGRADES				\$41,694.55
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	3,665.48		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	7,535.40		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,905.67		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	23,078.00		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,082.50		
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	4,427.50		
Total For: B&E ELECTRIC INC					\$90,116.31

Vendor: BLUEBEAM INC

2513377	BLUEBEAM LICENSE AEOC SUBSCRIP 10.15.25-10.14.26				\$330.00
	INFORMATION TECHNOLOGY DIVISION	SOFTWARE/SAAS - PDF/BLUEBEAM/AUTOCAD	330.00		
Total For: BLUEBEAM INC					\$330.00

Vendor: BNSF RAILWAY COMPANY

25009166	601450 PIPELINE XING 4 STORM H2O DRAIN				\$100.00
	WATER TREATMENT	RENTAL OF LAND AND BUILDING	100.00		
Total For: BNSF RAILWAY COMPANY					\$100.00

Vendor: BONNER COUNTY DAILY BEE

0000040903-091	BCB#7306 DEVELOPMENT IMPACT FEE REGULATIONS - CODE AMENDMENT				\$71.60
	PLANNING DIVISION	ADVERTISING	71.60		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.	t
0000039118	BCB#7163 NOPH CITY CODE AMENDMENTS 8-19-25 PLANNING DIVISION	ADVERTISING	183.02		\$183.02
0000038818	BCB#7141 NOPH AREA OF IMPACT PROPOSED CHANGES PLANNING DIVISION	ADVERTISING	170.36		\$170.36
0000038819	BCB#7142 GN COMMERCE SUBDIVISION PLAT PLANNING DIVISION	ADVERTISING	212.86		\$212.86
0000040073	BCB#7235 DEVL IMPACT FEE CODE AMMENDMENTS PLANNING DIVISION	ADVERTISING	128.16		\$128.16
0000040868-090	BCB#7301 DEC OF HUBER TECH - SOLE SVC PROVIDER WWTP WASTEWATER TREATMENT	ADVERTISING	31.56		\$31.56
Total For: BONNER COUNTY DAILY BEE					\$797.56

Vendor: BONNER COUNTY SOLID WASTE

0059730	2 YDS WOOD - CENTENNIAL BRIDGE PARK MAINTENANCE & CAPITAL	DISPOSAL (GARBAGE) SERVICES	40.00		\$40.00
Total For: BONNER COUNTY SOLID WASTE					\$40.00

Vendor: BOUNDARY TRACTOR YAMAHA

BTC-43511	ZERO TURN RIDING LAWN MOWER PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	5,799.00		\$5,799.00
Total For: BOUNDARY TRACTOR YAMAHA					\$5,799.00

Vendor: BROWN'S NORTHSIDE

W51860	WD: A/C UNIT REPAIR - DUMP TRUCK WATER DISTRIBUTION	SERVICES - AUTOMOTIVE - R&M	407.90		\$407.90
S170448	(3) THREADED STUD TERMINALS 1132 FIRE DEPARTMENT - SANDPOINT	VEHICLE & MACH SUPPLIES/PARTS	638.12		\$638.12
Total For: BROWN'S NORTHSIDE					\$1,046.02

Vendor: BSN SPORTS

931051776	PARTS FOR THE FOOTBALL SCOREBOARD AT MEMORIAL PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	799.99		\$2,477.82
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	499.99		
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	799.99		
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	49.99		
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	139.99		
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	14.99		
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	172.88		

Total For: BSN SPORTS

\$2,479

Vendor: CALLIE WELCH

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
06-02430.06	UB refund for account: 06-02430.06 UNCLASSIFIED	UTILITY BILLING OVERPAYMENTS	118.20		
Total For: CALLIE WELCH					\$118.20
Vendor: CANON FINANCIAL SERVICES INC					
41815805	UPSTAIRS/DOWNSTAIRS COPIERS - AUG'25 USE / SEPT'25 LEASE CENTRAL SERVICES DEPARTMENT	COPIER LEASE	355.00		\$512.66
	CENTRAL SERVICES DEPARTMENT	PHOTOCOPIES	157.66		
Total For: CANON FINANCIAL SERVICES INC					\$512.66
Vendor: CC VENDOR - WELLS FARGO					
113-0478433-23	RED 3 RING BINDER CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	6.77		\$6.77
113-3477057-58	NOTEPADS, CLERK HEADPHONES, WDSC ONCALL PHONE CASE CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	20.81		\$44.93
	CITY CLERK'S OFFICE	OFFICE SUPPLIES/EQUIPMENT	9.88		
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	7.12		
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	7.12		
113-3624593-24	HANGING DRAWER FOLDERS CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	40.58		\$40.58
35004001925091	COFFEE BRK SEPT'25 - BAGELS, CRM CHSE, YOGURTS, CREAMER, FRUIT, JUICE CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	83.66		\$83.66
113-8382626-29	TRAVEL BACKPACK, PLATES, DISINFECTANT WIPES, NAPKINS CITY CLERK'S OFFICE	OFFICE SUPPLIES/EQUIPMENT	26.99		\$55.19
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	28.20		
04-171282	COFFEE BRK SEPT'25 - DONUTS, YOGURT CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	32.37		\$32.37
113-4921743-93	DESK CHAIR - WELKER OFFICE COMMUNITY DEVELOPMENT ADMINISTRATION	OFFICE SUPPLIES/EQUIPMENT	129.98		\$129.98
KAWWZR - T008	FLIGHT FOR SENATE HOUSING COMMITTEE MTG - J GRIMM T0085 MAYOR'S OFFICE	TRAINING AND TRAVEL	397.97		\$397.97
113-1607369-05	BLDG DEPT PLASTIC ENVELOPES FOR PERMITS - 2PKS BUILDING DIVISION	OFFICE SUPPLIES/EQUIPMENT	53.98		\$53.98
113-0007088-44	DEWALT TOOLS, CABLE MATTERS & TOOL, MECHANICS TOOLS, CRIMP TOOL KIT, INFORMATION TECHNOLOGY DIVISION	IT SUPPLIES/EQUIPMENT	470.46		\$470.46
113-2785790-77	T POWER 24V ADAPTER INFORMATION TECHNOLOGY DIVISION	IT SUPPLIES/EQUIPMENT	19.99		\$19.99
79504	FIRE BOAT FUEL				\$2

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
501	FIRE DEPARTMENT - SANDPOINT BLAZE FIRE CAMP T. TOUSSAINT FIRE DEPARTMENT - SANDPOINT	FUEL - GASOLINE/DIESEL	229.20		\$150.00
WN31589392	WORK BENCH CABINET FIRE DEPARTMENT - SANDPOINT	TRAINING AND TRAVEL	150.00		\$554.09
WG98539262A	12X12 POP UP CANOPY TENT FIRE DEPARTMENT - SANDPOINT	FACILITY SUPPLIES	554.09		\$148.00
90780	GLASS REMOVAL TOOL - 1161 FIRE DEPARTMENT - SANDPOINT	OPERATIONAL SUPPLIES/EQUIPMENT	148.00		\$179.99
WG98539262B	PORTABLE FOLDABLE BENCH FIRE DEPARTMENT - SANDPOINT	TOOLS	179.99		\$60.47
112-2648755-34	SAFETY CUTTER, TOOL TOTE BAG, CABLE CUTTER FOR 1161 FIRE DEPARTMENT - SANDPOINT	OPERATIONAL SUPPLIES/EQUIPMENT	60.47		\$51.71
390796	RACHET TIES/ROPE/CANVAS BAG FIRE DEPARTMENT - SANDPOINT	TOOLS	51.71		\$67.80
I-0000437947	BLUEBEAM INC. - R.MCKINELY 9.11.25-2.9.26 INFORMATION TECHNOLOGY DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	67.80		\$137.50
18100265595472	LIGHTING FOR TRAVERS SHOP PARK MAINTENANCE & CAPITAL	SOFTWARE/SAAS - PDF/BLUEBEAM/AUTOCAD	137.50		\$142.33
111-9451076-24	JUMPER CABLES, CORDLESS PRESSURE WASHER PARK MAINTENANCE & CAPITAL	FACILITY SUPPLIES	142.33		\$157.97
01567	PORTABLE POWER INVERTER - CRO POLICE DEPARTMENT	TOOLS	157.97		\$18.22
EXPEDIA 73231	HOTEL ROOMS - TRNG- CHAMBERLAIN/AERNI/FLANIGAN/FISHER POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	18.22		\$306.70
1747591	GPS SERVICE SEPTEMBER '25 - PATROL VEHICLES POLICE DEPARTMENT	TRAINING AND TRAVEL	306.70		\$223.20
INUS375660	AXON - 40 TASER CARTRIDGES POLICE DEPARTMENT	TECH SERVICES - PUBLIC SAFETY MISC	223.20		\$1,784.00
112-3985469-27	AMAZON- 2 GUN SLINGS POLICE DEPARTMENT	LESS LETHAL SUPPLIES/EQUIPMENT	1,784.00		\$126.93
20254720	TRNG - MCI- CHAMBERLAIN/AERNI/FLANIGAN/FISHER POLICE DEPARTMENT	FIREARMS & AMMUNITION	126.93		\$976.00
12509031829A0	UPS - SHIPPING LAB TO ISP POLICE DEPARTMENT	TRAINING AND TRAVEL	976.00		\$28.66
113-8683720-60	SHOP: WALL MOUNT EYEWASH STATION WATER DISTRIBUTION WASTEWATER COLLECTIONS	POSTAGE	28.66		\$283.67
		SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	94.55		
		SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	94.56		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.	t
	STREET MAINTENANCE DIVISION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	94.56			
73096426	DOPL WSTWTR COL/WTR DIST/WTR TRTMNT LICENSE RENEWALS	RENEWALS				\$90.00
	WASTEWATER TREATMENT	LICENSES/DUES & SUBSCR (JOB RELATED)	90.00			
73156890	DOPL BACKFLOW TESTER LICENSE RENEWAL					\$65.00
	WASTEWATER TREATMENT	LICENSES/DUES & SUBSCR (JOB RELATED)	65.00			
5043	TONER/STAPLES/3HOLE PUNCH/TAPE					\$118.93
	WASTEWATER TREATMENT	OFFICE SUPPLIES/EQUIPMENT	118.93			
Total For: CC VENDOR - WELLS FARGO						\$7,236.25
Vendor: CENTER FOR INTERNET SECURITY INC						
INV-250911-007	CYBERSECURITY SUPPORT & EMPLOYEE TRAINING - MS-ISAC SERVICES 9/9/25-9					\$1,995.00
	INFORMATION TECHNOLOGY DIVISION	SOFTWARE/SAAS - OTHER/MISCELLANEOUS	1,995.00			
Total For: CENTER FOR INTERNET SECURITY INC						\$1,995.00
Vendor: CENTURY WEST ENGINEERING CORP						
250568	PINE ST MILL AND OVERLAY DESIGN THRU 7/25/25					\$8,982.50
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	8,982.50			
Total For: CENTURY WEST ENGINEERING CORP						\$8,982.50
Vendor: CHAMPION CONCRETE PUMPING INC						
418100	TELEBELT TRUCK DELIVERY FOR AGGREGATE					\$1,749.74
	WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,343.75			
	WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	106.95			
	WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	200.00			
	WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	99.04			
Total For: CHAMPION CONCRETE PUMPING INC						\$1,749.74
Vendor: CLAY BOWMAN						
T0074 PERDIEM	FALL IRWA CONFERENCE PERDIEM					\$117.00
	WASTEWATER COLLECTIONS	TRAINING AND TRAVEL	117.00			
Total For: CLAY BOWMAN						\$117.00
Vendor: CLIENTFIRST TECHNOLOGY CONSULTING						
18638	GIS SUPPORT SRVCS - FY25 - JUNE THRU AUGUST					\$292.50
	INFORMATION TECHNOLOGY DIVISION	TECH SERVICES - GIS SERVICES	292.50			
Total For: CLIENTFIRST TECHNOLOGY CONSULTING						\$292.50
Vendor: CODY LOGAN						
T0075 PERDIEM	FALL IRWA CONFERENCE PERIDEM					\$117.00
	WATER DISTRIBUTION	TRAINING AND TRAVEL	117.00			
Total For: CODY LOGAN						\$117.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
Vendor: CONSOLIDATED SUPPLY CO.					
S012583729.001	WD: BALL VALVES/COUPLING PARTS/COMPRESSION PLUGS WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	954.74		\$954.74
S012590936.001	WD: BRASS COUPLING PARTS WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	127.36		\$127.36
S012575401.001	WD: COUPLING PARTS FOR 514 EUCLID LINE WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	680.16		\$680.16
S012584944.001	WD: LINE REPAIR PARTS 510 S 1ST AVE WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	85.07		\$85.07
S012595150.001	WD: LINE REPAIR PARTS 94 RED CLOVER WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	297.86		\$297.86
S102596045.001	SHOP: WATER FOUNTAIN CHLORINE SHOCKER WATER DISTRIBUTION	FACILITY SUPPLIES	18.12		\$54.36
	WASTEWATER COLLECTIONS	FACILITY SUPPLIES	18.12		
	STREET MAINTENANCE DIVISION	FACILITY SUPPLIES	18.12		
S012602690.001	PVC SEWER SPIGOT PLUG - SPRTS CMLPX PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	17.85		\$17.85
S012602690.002	RETURN - 6" PVC SEWER SPIGOT PLUG PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	(17.85)		\$(17.85)
S012602690.003	DRAIN PIPE CAP - SPRTS CMLPX SKATEPARK PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	14.24		\$14.24
Total For: CONSOLIDATED SUPPLY CO.					\$2,213.79
Vendor: CO-OP GAS & SUPPLY CO.					
34626	ST: PROPANE STREET MAINTENANCE DIVISION	ROADWAY/PATH SUPPLIES/EQUIPMENT	11.55		\$11.55
40794	SEED LAWN MIX PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	3.03		\$3.03
34735	BOLTS - BEACH TABLES PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	38.34		\$38.34
Total For: CO-OP GAS & SUPPLY CO.					\$52.92
Vendor: EDNETICS INC					
INV-137835	VOIP STD/ANALOG USER CHARGES MNTHLY SEPT'25 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - VOIP	2,533.24		\$3,015.88
	INFORMATION TECHNOLOGY DIVISION	TELEPHONE - VOIP	452.64		
	INFORMATION TECHNOLOGY DIVISION	TELEPHONE - VOIP	30.00		
Total For: EDNETICS INC					\$3,015.88

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.	t
Vendor: FIRST COMMUNICATIONS LLC					
128015514	LONG DISTANCE PHONE CHGS - JUNE'25 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - LANDLINE & OTHER	52.71		\$52.71
128103513	LONG DISTANCE PHONE CHGS - JULY'25 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - LANDLINE & OTHER	52.60		\$52.60
128208513	LONG DISTANCE PHONE CHGS - AUG'25 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - LANDLINE & OTHER	52.63		\$52.63
128303515	LONG DISTANCE PHONE CHGS - SEPT'25 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - LANDLINE & OTHER	52.66		\$52.66
Total For: FIRST COMMUNICATIONS LLC					\$210.60
Vendor: FOX PEST CONTROL					
0000186140	SURETY BOND RELEASE UNCLASSIFIED	ACCOUNTS PAYABLE	1,000.00		\$1,000.00
Total For: FOX PEST CONTROL					\$1,000.00
Vendor: GALLS LLC					
031158989	BP VEST - PATROL POLICE DEPARTMENT	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	1,071.90		\$1,071.90
031361166	BULLET PROOF VEST - AERNI POLICE DEPARTMENT	UNIFORM & CLOTHING	408.95		\$408.95
Total For: GALLS LLC					\$1,480.85
Vendor: GENERAL FIRE APPARATUS INC					
21376	RUNNING LIGHTS FOR LADDER 1141 FIRE DEPARTMENT - SANDPOINT	VEHICLE & MACH SUPPLIES/PARTS	58.28		\$58.28
Total For: GENERAL FIRE APPARATUS INC					\$58.28
Vendor: GINNO CONSTRUCTION CO					
2310-25	TRAVERS PARK RENOVATIONS SVCS JULY '25 (RETAINAGE) JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	36,325.00		\$153,746.92
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	49.85		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	56.38		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	73,712.74		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	9,089.54		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	34,513.41		
2310-26	TRAVERS PARK RENO SVCS - FINAL JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	1,661.61		\$1,661.61
Total For: GINNO CONSTRUCTION CO					\$155,4

Vendor: GLAHE & ASSOCIATES INC

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
15973	LAND SURVEYING N BOYER CULVERT SERVICES THROUGH 8/30 STREET CAPITAL & PROJECTS	TECH SVS - SRVY//INSPECT/ASSESS/MONITOR	6,200.00		
Total For: GLAHE & ASSOCIATES INC					\$6,200.00
Vendor: GRAINGER INC					
9620050345	WWTP: BATTERIES/TP/PAPER TOWELS WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	357.01		
Total For: GRAINGER INC					\$357.01
Vendor: GRANT SIMMONS					
PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	120.00		
Total For: GRANT SIMMONS					\$120.00
Vendor: HEIDI BARMORE					
T0084 PER DIE	IDAHO POST ACADEMY PER DIEM FY 2026 POLICE DEPARTMENT	TRAINING AND TRAVEL	3,284.00		
Total For: HEIDI BARMORE					\$3,284.00
Vendor: HMH ENGINEERING					
GS025-16-01	CITY ENGINEER SERVICES AUG '25 PUBLIC WORKS ADMINISTRATION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	781.20		
Total For: HMH ENGINEERING					\$781.20
Vendor: HORIZON DISTRIBUTORS INC					
7F033193	12) 12504 HUNTER VINYL ROTOR - ALL PRKS IRRIGATION - LATER RETURNED PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	459.84		
7F033268	-12) 12504 HUNTER VINYL ROTOR - RETURNED CREDIT MEMO PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	(459.84)		
2S244689	IRRIGATION SPPLS - HICKORY PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	413.80		
Total For: HORIZON DISTRIBUTORS INC					\$413.80
Vendor: ICRMP					
02170-2026-1	1ST HALF FY2026 PREMIUM CENTRAL SERVICES DEPARTMENT	INSURANCE - ICRMP	167,292.00		
Total For: ICRMP					\$167,292.00
Vendor: IDAHO DEPT OF ENVIRON QUALITY					
2026Q10002	WTP: 1ST QTR DRINK WTR ASSESSMENTS FY'26 WATER TREATMENT	TECH SERVICES - REGULATORY AGENCIES	3,760.50		
Total For: IDAHO DEPT OF ENVIRON QUALITY					\$3,760.50

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
Vendor: INSIGHT DISTRIBUTING INC					
0535658-IN	TP FOR JJ SQUARE PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	117.87		\$117.87
0535667-IN	TP AND PAPER TOWELS FOR BYWAY PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	206.15		\$206.15
0535661-IN	TP FOR CITY HALL GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	117.87		\$117.87
0537315-IN	TP/TRASH LINERS/HAND SOAP - BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	390.86		\$390.86
0537316-IN	TP/TRASH LINERS/HAND SOAP PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	283.07		\$390.86
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	107.79		
0537317-IN	TP/PAPER TOWELS/HAND SOAP - CITY HALL/BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	307.24		\$475.18
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	58.49		
	GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	109.45		
Total For: INSIGHT DISTRIBUTING INC					\$1,698.79
Vendor: IVAN RIMAR					
PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	120.00		\$120.00
Total For: IVAN RIMAR					\$120.00
Vendor: JED THOMAS PETTERSON					
67892	TRAVERS' PARK PAVILION STRUCTURE PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	38,500.00		\$38,500.00
Total For: JED THOMAS PETTERSON					\$38,500.00
Vendor: JONATHAN GRIMM					
PER DIEM T008	PER DIEM/MILEAGE - SENATE HOUSING COMMITTEE MEETING - MAYOR MAYOR'S OFFICE	TRAINING AND TRAVEL	86.00		\$189.98
	MAYOR'S OFFICE	TRAINING AND TRAVEL	103.98		
Total For: JONATHAN GRIMM					\$189.98
Vendor: J-U-B ENGINEERS INC					
0188183	LITTLE SANDCREEK CULVERT DESIGN SVCS 8/3/25-8/30-25 STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	2,657.30		\$24,780.93
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	241.00		
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	5,618.83		
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	6,196.80		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.	t
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	3,252.40		
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	6,814.60		
Total For: J-U-B ENGINEERS INC					\$24,780.93
Vendor: KEYS, HAYLEY					
T0077 PER DIE	ASSOC. OF ID CITIES PER DIEM H. KEYS T0077				\$173.50
	CENTRAL SERVICES DEPARTMENT	TRAINING AND TRAVEL	98.50		
	CITY CLERK'S OFFICE	TRAINING AND TRAVEL	75.00		
Total For: KEYS, HAYLEY					\$173.50
Vendor: KG & T SEPTIC INC					
56297	PORTABLE TOILET MONTHLY RENTAL 7/21-8/17				\$4,988.00
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	293.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	831.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	302.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	269.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	293.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	269.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	1,767.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	302.00		
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	540.00		
	WATER TREATMENT	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	122.00		
Total For: KG & T SEPTIC INC					\$4,988.00
Vendor: LAKE CITY LAW GROUP PLLC					
42610	LEGAL SERVICES - FY25 AUG'25				\$10,841.69
	LEGAL	OTHER PROF SERVICE - LEGAL - CIVIL	10,841.69		
Total For: LAKE CITY LAW GROUP PLLC					\$10,841.69
Vendor: LAKE PRE-MIX CONCRETE INC					
12253	CONCRETE - TRAVERS				\$1,205.00
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	1,205.00		
Total For: LAKE PRE-MIX CONCRETE INC					\$1,205.00
Vendor: LES SCHWAB TIRE CENTER					
1080092468	ST: BACKHOE FLAT REPAIR - RIGHT FRONT/REAR				\$275.96
	STREET MAINTENANCE DIVISION	SERVICES - AUTOMOTIVE - R&M	275.96		
10800922733	ST: SERVICE VEHICLE TIRES				\$1,322.80
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	1,322.80		
10800923784	ST: SUPERVISOR VEHICLE TIRES				\$7

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	797.32		
Total For: LES SCHWAB TIRE CENTER					\$2,396.08
Vendor: LOCALITY MEDIA, INC					
5954	MOBILE RESPONDER - PLATFORM SOFTWARE 10/01/25-9/30/26 FY26 INFORMATION TECHNOLOGY DIVISION	PUBLIC SAFETY-MOTOROLA/ERS-CAD/WATCHGUAR	5,620.00		\$5,620.00
Total For: LOCALITY MEDIA, INC					\$5,620.00
Vendor: MOSE CLEMENTS DUNKEL					
PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	30.00		\$30.00
Total For: MOSE CLEMENTS DUNKEL					\$30.00
Vendor: MR CONCRETE LLC					
INV-0052	TRAVERS PARK PAVILLION CONCRETE PAD PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	13,005.00		\$13,005.00
Total For: MR CONCRETE LLC					\$13,005.00
Vendor: NAPA AUTO PARTS					
246174	ST: DODGE RAM AIR FILTER STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	13.98		\$13.98
Total For: NAPA AUTO PARTS					\$13.98
Vendor: NEWMAN SIGNS INC					
TRFINV063002	ST: TRAFFIC CONTROL SIGNS STREET MAINTENANCE DIVISION	SIGNAGE SUPPLIES/EQUIPMENT	673.34		\$673.34
Total For: NEWMAN SIGNS INC					\$673.34
Vendor: NINJAONE, LLC					
INV88336199	NINJA DATA PROTECTION STORAGE OVRAGE 9/1/25-4/30/26 INFORMATION TECHNOLOGY DIVISION	SOFTWARE/SASS - RMM/REMOTE SOFTWARE	422.40		\$422.40
Total For: NINJAONE, LLC					\$422.40
Vendor: NORTH 40 OUTFITTERS					
049757/B	ANTIFREEZE TO WINTERIZE - MEMORIAL BEACH AND LAKEVIEW PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	250.00		\$525.00
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	250.00		
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	25.00		
049755/B	WTP: ALL PURPOSE CLEANER/CLEAR CEMENT WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	29.96		\$29.96
049868/B	BACKPACK BLOWER - MEMORIAL PARK MAINTENANCE & CAPITAL	TOOLS	599.99		\$5

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.	t
Total For: NORTH 40 OUTFITTERS				\$1,154.95	
Vendor: NORTH IDAHO LOCK & KEY					
62467	FOUNTAIN DTS MENS RESTROOM PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	1,055.00		\$1,055.00
62391	HARDWARE REPAIR - JEFF JONES TS MENS RESTROOM PARK MAINTENANCE & CAPITAL	SERVICES - BUILDING - R&M	135.00		\$135.00
Total For: NORTH IDAHO LOCK & KEY				\$1,190.00	
Vendor: NORTHERN LIGHTS					
09122025	MONTHLY UTILITIES AUGUST '25				\$926.74
	WATER TREATMENT	ELECTRICITY	328.14		
	WATER TREATMENT	ELECTRICITY	181.56		
	WATER TREATMENT	ELECTRICITY	90.86		
	WASTEWATER COLLECTIONS	ELECTRICITY	61.19		
	WASTEWATER COLLECTIONS	ELECTRICITY	50.80		
	STREET MAINTENANCE DIVISION	ELECTRICITY	24.32		
	STREET MAINTENANCE DIVISION	ELECTRICITY	48.16		
	WASTEWATER COLLECTIONS	ELECTRICITY	45.85		
	GENERAL GOVERNMENT PROJECTS	ELECTRICITY	95.86		
Total For: NORTHERN LIGHTS				\$926.74	
Vendor: NORTHWEST AUTOBODY & TOWING					
20000566	REPAIRS TO 2020 DODGE DURANGO (VIN ...6938) FOLLOWING 7/22/25 COLLISION POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	1,500.00		\$1,500.00
Total For: NORTHWEST AUTOBODY & TOWING				\$1,500.00	
Vendor: NW RESTAURANT VENTURES					
1078	MEETING ROOM RENTAL - PAID PARKING MEETING COMMUNITY DEVELOPMENT ADMINISTRATION	MEETINGS (NOT RELATED TO TRAINING)	195.00		\$195.00
Total For: NW RESTAURANT VENTURES				\$195.00	
Vendor: OWEN EQUIPMENT COMPANY					
00131466	ST: WIRELESS SONETICS HEADSET STREET MAINTENANCE DIVISION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	1,126.08		\$1,126.08
00131454	WD/SC: (2) WIRELESS HEADSET WATER DISTRIBUTION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	1,111.45		\$2,222.90
	WASTEWATER COLLECTIONS	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	1,111.45		
Total For: OWEN EQUIPMENT COMPANY				\$3,359.48	
Vendor: PAPE MACHINERY INC					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
16365497	WD: SAW REPAIR PARTS WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	44.47		\$44.47
16387105	WD: SAW REPAIR PARTS WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	1.98		\$1.98
363415S	WD/SC: COMPACTOR, RAMMER MTX60H WATER DISTRIBUTION WASTEWATER COLLECTIONS	TOOLS TOOLS	1,674.50 1,674.50		\$3,349.00
Total For: PAPE MACHINERY INC					\$3,395.45
Vendor: PEAK SAND & GRAVEL INC					
110330	20.81 TON 3/4" BASE - SPRTS CMLPX PICNIC PAD PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	286.14		\$286.14
110284	24.11 TON 3/4" BASE - SPRTS CMLPX TRAV PICNIC PAD PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	424.01		\$424.01
Total For: PEAK SAND & GRAVEL INC					\$710.15
Vendor: PITNEY BOWES GLOBAL FINANCIAL SERVI					
3321250172	POSTAGE METER LEASE OCT 1 - DEC 31, 2025 CENTRAL SERVICES DEPARTMENT	POSTAGE LEASE	165.00		\$165.00
Total For: PITNEY BOWES GLOBAL FINANCIAL SERVI					\$165.00
Vendor: QUENTIN DUCKEN					
T0076 PERDIEM	FALL IRWA CONFERENCE PERDIEM WATER DISTRIBUTION	TRAINING AND TRAVEL	117.00		\$117.00
Total For: QUENTIN DUCKEN					\$117.00
Vendor: RAY TURF FARMS INC					
5817	SOD FOR TRAVERS BASEBALL BATTING CAGES PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	228.69		\$228.69
Total For: RAY TURF FARMS INC					\$228.69
Vendor: RECTRAC LLC					
VS018228	RECREATION & PARKS MGM SOFTWARE RECREATION PARK MAINTENANCE & CAPITAL PARK MAINTENANCE & CAPITAL PARK MAINTENANCE & CAPITAL CITY BEACH RV PARK JAMES E. RUSSELL SPORTS CENTER FACILITY	SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN	20.46 80.28 30.48 9.13 30.00 79.65		\$250.00
Total For: RECTRAC LLC					\$2

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
Vendor: Reid Weber					
PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	90.00		
			Total For: Reid Weber		\$90.00
Vendor: REX EDWARDS					
T0073 PER DIE	FALL IRWA CONFERENCE PERDIEM WASTEWATER COLLECTIONS	TRAINING AND TRAVEL	117.00		
			Total For: REX EDWARDS		\$117.00
Vendor: RICHARD SCOTT TORPIE					
PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	120.00		
			Total For: RICHARD SCOTT TORPIE		\$120.00
Vendor: ROY HOLZHAUSER					
14292	WTP: CUSTOM PARTS FOR VALVE ACUTATOR ASSEMBLY WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	2,950.00		
			Total For: ROY HOLZHAUSER		\$2,950.00
Vendor: SAND CREEK CUSTOM WEAR					
11350	CITY LOGO - CRO UNIFORMS POLICE DEPARTMENT	UNIFORM & CLOTHING	82.00		
			Total For: SAND CREEK CUSTOM WEAR		\$82.00
Vendor: SANDPOINT BUILDING SUPPLY					
2512498	PICNIC SHELTER PAD SUPPLIES - JER PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	278.94		
			Total For: SANDPOINT BUILDING SUPPLY		\$278.94
Vendor: SANDPOINT SUPER DRUG					
33742/1	SC: HAND SANITIZER/ROOM FRESHENER SPRAY WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	26.14		
31785/1	BUNGEE CORD AND CABLE TIES FIRE DEPARTMENT - SANDPOINT	OPERATIONAL SUPPLIES/EQUIPMENT	41.88		
31265/1	KEY & MAGNETIC STORAGE BOX FIRE DEPARTMENT - SANDPOINT	OPERATIONAL SUPPLIES/EQUIPMENT	10.42		
			Total For: SANDPOINT SUPER DRUG		\$78.44
Vendor: SOUTH FORK HARDWARE (PARKS)					
413701	PLUNGER - TRAVERS RESTROOMS PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	17.98		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.	t
414249	WTR FOUNTAIN INSTLTN SUPPLIES- SPORTS CMLPX PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	64.12			\$64.12
414530	STORAGE TOTES- SPRTS CMLPX PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	71.96			\$71.96
413858	LITHIUM GREASE - BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	13.98			\$13.98
414209	TOOLS - BEACH PARK MAINTENANCE & CAPITAL	TOOLS	38.21			\$38.21
413898	FLOOR CLEANER FOR MEMORIAL PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	34.27			\$34.27
413577	NUTS & BOLTS - BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	15.20			\$15.20
413235	4 STORAGE TOTES - TRAVERS PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	71.96			\$71.96
414360	NTS N BLTS, SPPLS TO FX BREAKER - DTS CHRNGING STATION PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	8.82			\$8.82
413526	MICROFIBER CLOTHS/FLY SWATTER - JER JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	23.67			\$23.67
414533	VERMIN TRAPS - BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	13.97			\$13.97
414401	PRUNERS/BLACK SPRAY PAINT - ALL PARKS PARK MAINTENANCE & CAPITAL	TOOLS	82.96			\$82.96
Total For: SOUTH FORK HARDWARE (PARKS)						\$457.10
Vendor: SOUTH FORK HARDWARE (PUB WKS)						
413658	ST: WATERING CAN STREET MAINTENANCE DIVISION	ROADWAY/PATH SUPPLIES/EQUIPMENT	56.99			\$56.99
414132	SC: (2) 3" PAINT BRUSH WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	6.38			\$6.38
Total For: SOUTH FORK HARDWARE (PUB WKS)						\$63.37
Vendor: STANTEC CONSULTING SERVICES INC						
2415187	WWTP ENGR SERVICES THRU MAY 2025 WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	13,385.00			\$41,576.95
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	28,191.95			
2427576	WWTP ENGR SERVICES THRU JUNE 2025 WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	3,495.00			\$15,899.50
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	12,404.50			
2439455	WWTP ENGR SERVICES THRU AUGUST 1, 2025					\$17,000.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
2450091	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	591.25		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	16,436.50		
	WWTP ENGR SERVICES THRU AUG 29, 2025				\$7,781.24
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	7,781.24		
Total For: STANTEC CONSULTING SERVICES INC					\$82,285.44
Vendor: STEEL LLC					
33679797	WWTP: REMOVE OLD BLOWER MOTOR, INSTALL NEW WASTEWATER TREATMENT	UNIVERSAL MOTOR W BRA SERVICES - BUILDING - R&M	1,612.70		\$1,612.70
Total For: STEEL LLC					\$1,612.70
Vendor: SUN RENTAL CENTER INC					
300420	SOD CUTTER - JER PICNIC PAD - TRAVERS PARK MAINTENANCE & CAPITAL	RENTAL OF EQUIPMENT AND VEHICLES	126.00		\$126.00
300499	COMPACTOR - RIDE ON - SPORTS Cmplx PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	223.72		\$223.72
300543	EQUIPMENT FOR TRAVERS PICNIC PAD PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	289.01		\$289.01
Total For: SUN RENTAL CENTER INC					\$638.73
Vendor: USA BLUE BOOK					
INV00827086	WTP: 1/2 INCH ELBOW CONNECTOR WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	60.30		\$60.30
Total For: USA BLUE BOOK					\$60.30
Vendor: VERIZON WIRELESS					
6116488937-CR	WIRELESS PHONE/DATA CHGS - MAY-JUNE'25 WATER TREATMENT	TELEPHONE - WIRELESS	(28.38)		\$(193.91)
	WATER DISTRIBUTION	TELEPHONE - WIRELESS	(15.04)		
	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	(150.49)		
6116488937	WIRELESS PHONE/DATA CHGS - MAY-JUNE'25 WASTEWATER TREATMENT	TELEPHONE - WIRELESS	41.72		\$41.72
66119004169 C	WIRELESS PHONE/DATA CHGS - JUN-JUL'25 WATER DISTRIBUTION	TELEPHONE - WIRELESS	(0.02)		\$(0.28)
	WASTEWATER TREATMENT	TELEPHONE - WIRELESS	(0.02)		
	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	(0.24)		
66119004169	WIRELESS PHONE/DATA CHGS - JUN-JUL'25 WATER DISTRIBUTION	TELEPHONE - WIRELESS	38.70		\$101.09
	WASTEWATER TREATMENT	TELEPHONE - WIRELESS	38.70		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2. t
6121504654	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	23.69	\$101.09
	WIRELESS PHONE/DATA CHGS - JUL-AUG'25			
	WATER DISTRIBUTION	TELEPHONE - WIRELESS	38.70	
	WASTEWATER TREATMENT	TELEPHONE - WIRELESS	38.70	
	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	23.69	
Total For: VERIZON WIRELESS				\$49.71

Vendor: WAYNE K BENNER

PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	120.00	\$120.00
Total For: WAYNE K BENNER				\$120.00

Vendor: WILKOWSKI, BEN

T0083	IDAHO POST ACADEMY PER DIEM FY 2026 POLICE DEPARTMENT	TRAINING AND TRAVEL	3,284.00	\$3,284.00
Total For: WILKOWSKI, BEN				\$3,284.00

Vendor: WILLIAM CHRISTOPHER MITCHELL

PDC092525	PER DIEM COMP 07/01/25-09/30/25 CENTRAL SERVICES DEPARTMENT	COMMISSION/COMMITTEE SUPPLIES	60.00	\$60.00
Total For: WILLIAM CHRISTOPHER MITCHELL				\$60.00

Vendor: ZIPLY FIBER

6708 - 062225	6708 - PHONE CHGS - CITY HALL 6/22/25-7/21/25 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - LANDLINE & OTHER	100.15	\$100.15
6269 - 062225	6269 - PHONE CHGS - 911 TRANSFER 6/22/25-7/21/25 POLICE DEPARTMENT	TELEPHONE - LANDLINE & OTHER	13.80	\$13.80
3469 - 062525	3469 - PHONE CHGS - TURTLE ROCK 6/25/25-7/24/25 WATER TREATMENT	TELEPHONE - LANDLINE & OTHER	61.36	\$61.36
4008 - 062225	4008 - PHONE CHGS - CITY HALL 6/22/25-7/21/25 WASTEWATER COLLECTIONS	TELEPHONE - LANDLINE & OTHER	264.55	\$264.55
Total For: ZIPLY FIBER				\$439.86

Grand Total: \$684,822.38

Councilor Signature: _____ Date: _____

Councilor Name: RICK HOWARTH

City of Sandpoint
Financial Report on Cash and Investment Transactions
August 31, 2025

FUND	BALANCE 7/31/25	DEBIT	CREDIT	BALANCE 8/31/25
General Fund Undesignated	10,862,746	2,693,612	2,659,841	10,896,517
General Fund Designated - Reserves	9,102,561	-	-	9,102,561
General Fund Designated - Other	2,119,929	347,850	34,930	2,432,849
Special Revenue:				
Fiber	135,881	1,718	1,230	136,369
Impact Fees	2,040,764	84,524	24,242	2,101,045
Recreation	551,419	19,736	54,354	516,801
Park Capital Improvement	1,405,037	86,367	110,050	1,381,354
Enterprise:				
Sanitation	549,358	74,869	113,208	511,019
Water	7,421,658	671,572	419,645	7,673,586
Water - Reserve Capital	9,548,776	141,143	206	9,689,713
Water - Reserve Watershed Protection	718,739	19,720	17,099	721,360
Water - Restricted	110,208	22,931	31,575	101,564
Wastewater	8,166,741	664,493	424,235	8,406,999
Wastewater - Reserve I&I Collection	1,940,414	8,026	1,110	1,947,330
Wastewater - Reserve Capital	10,950,960	106,632	-	11,057,592
Water and Wastewater Debt Service	1,012,241	4,113	505	1,015,848
Fiduciary:				
LID Guarantee	39,425	1,212	1,068	39,570
LID Combined	215,001	140,988	146,606	209,383
Payroll Benefit Clearing	501,791	555,971	534,723	523,038
GRAND TOTAL	67,393,649	5,645,478	4,574,628	68,464,500

I HEREBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE, ON THE CASH BASIS, ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Sarah Lynds

Sarah Lynds, Finance Director
City of Sandpoint, Idaho

City of Sandpoint
Cash and Investments
August 31, 2025

Description	City's Balance
Wells Fargo Bank	
Checking Account	2,839,180
Idaho State Investment Pool	
State Investment Pool Account	65,624,619
Cash on Hand	
Petty Cash	700
Total	68,464,500

I HEARBY SWEAR UNDER OATH THAT THE AMOUNTS REPORTED ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Sarah Lynds

 Sarah Lynds, Finance Director
 City of Sandpoint, Idaho

No: 25-
Date:

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: DISPOSITION OF SEMI-PERMANENT AND TEMPORARY RECORDS

WHEREAS: Idaho Code §50-907 provides for authorization to destroy records that are not required to be retained as permanent records, are no longer required by law or for City business, and that have met the minimum retention period provided by the City's records retention schedule adopted by Resolution No. 06-90 and amended by Resolution Nos. 10-54 and 12-02;

WHEREAS: The city has extremely limited appropriate space for the storage of old records which are no longer required for or used by the city; and,

WHEREAS: The City Treasurer has compiled a list of such records for destruction;

WHEREAS: The City Clerk proposes destruction of these records, which have exceeded their minimum retention; and

WHEREAS; As required by Idaho Code §50-907, the City Attorney has reviewed the attached list and approves the destruction of the records contained therein.

NOW, THEREFORE, BE IT RESOLVED THAT: Pursuant to Idaho Code §50-907, the records on the list prepared by the City Treasurer, a copy of which is attached hereto as if fully incorporated herein and made a part hereof, shall be destroyed.

Jeremy Grimm, Mayor

ATTEST:

Melissa Ward, City Clerk

Semi-Permanent Records Over Ten Years Old

<u>Item #</u>	<u>Record Description</u>	<u>Year of Record</u>
1	Year-end General Ledgers: Records documenting the summary of accounts reflecting the financial position of the city, showing debit, credit and balance amounts per account, budget, fund and department, and totals for notes receivable, interest income, amounts due from other funds, federal grants received, bank loans received, cash in escrow, deferred loans received, cash, encumbrances, revenue, accounts receivable, accounts payable, etc.	Prior to Oct 1, 2015
2	Grant Records: for non-significant grants related to the purchase and/or disposal of real property, records documenting the application, evaluation, awarding, administration, reporting and status of grants applied for, received, awarded or administered by the city. Records include: applications and proposals, summaries, objectives, activities, budgets, exhibits, award notices, progress reports, contracts, financial reports, and related correspondence and documentation	Prior to Oct 1, 2015
3	Leave Balance Reports: Year-end reports documenting individual city employee accrual and use of sick, vacation, compensatory, personal business, family and medical leave, and other leave time. Information usually includes: employee name and social security number, leave beginning balance, leave time accrued, leave time used, ending balance, and related data.	Prior to Oct 1, 2015

Semi - Permanent Records Over Five Years Old

<u>Item #</u>	<u>Record Description</u>	<u>Year of Record</u>
1	Misc Accounts Payable: Records (other than grants) documenting payment of city bills, including reports, invoices, statements, vouchers, purchase orders, payment authorizations, receipt records, canceled checks or warrants, etc.	Prior to Oct 1, 2020
2	Misc Accounts Receivable: Records (other than grants) documenting billing and collection of monies owed to the city by vendors, citizens, organizations, governments, etc. that have been paid.	Prior to Oct 1, 2020
3	Bank Transaction Records: Records (other than grants) documenting the status and transaction activity of city bank accounts, including account statements, deposit and withdrawal slips, checks, checkbook stubs and check registers, etc.	Prior to Oct 1, 2020
4	Deduction Authorization Records: Records documenting employee application and authorization for voluntary payroll deductions, direct bank deposits, and related actions. Payroll deductions are directly deposited or remitted to the authorized financial institution, insurance company, or other agency or vendor. For separated or terminated employees or if superseded.	Prior to Oct 1 2020
5	Deduction Registers: Registers or records documenting voluntary and/or required deductions from the gross pay of city employees. Types of deductions include: federal income and social security taxes, state income tax, workers' compensation, union dues, insurance, deferred compensation, credit union, parking permit, garnishments, levies, charitable contributions, and others.	Prior to Oct 1 2020
6	Employee Time Records: Records (other than grant related) documenting hours worked, leave hours accrued, and leave hours taken by city employees. Information usually includes: employee name and social security number, hours worked, type and number of leave hours taken, total hours, dates and related data.	Prior to Oct 1 2020

- 7 **Employee Travel Records:** Records documenting requests, authorizations, reimbursements, and other actions related to employee travel, including expense reports and receipts, vouchers and related documents. Prior to Oct 1 2020
- 8 **Federal & State Tax Records:** Records, in addition to those itemized in this section, used to report the collection, distribution, deposit, and transmittal of federal and state income taxes as well as social security tax. Examples include: the federal miscellaneous income statement (1099), request for taxpayer identification number and certificate (W-9), employers' quarterly federal tax return (941, 941E), tax deposit coupon (8109), and similar federal and state completed forms Prior to Oct 1 2020
- 9 **Financial Reports:** Reports (other than fiscal year-end reports and the quarterly published treasurer's report) documenting the financial condition and operation of the city, issued on a monthly, quarterly, annual or other basis, including quarterly published treasurer's report and year-end financial reports. Reports include information on revenues and expenditures in relation to the final budget. Prior to Oct 1 2020
- 10 **Resolved Garnishment Records:** Records documenting requests and court orders to withhold wages from employee earnings for garnishments, tax levies, support payments, and other reasons. Usually includes original writs of garnishment, orders to withhold, federal or state tax levies, recapitulations of amounts withheld, and related records. Prior to Oct 1 2020
- 11 **General Ledgers:** Monthly records documenting the summary of accounts reflecting the financial position of the city, showing debit, credit and balance amounts per account, budget, fund and department, and totals for notes receivable, interest income, amounts due from other funds, federal grants received, bank loans received, cash in escrow, deferred loans received, cash, encumbrances, revenue, accounts receivable, accounts payable, etc. Prior to Oct 1 2020

- | | | |
|----|---|---------------------|
| 12 | Grant Records: for non- significant grants that are not related to the purchase and/or disposal of real property, documenting the application, evaluation, awarding, administration, reporting and status of grants applied for, received, awarded or administered by the city. Records include: applications and proposals, summaries, objectives, activities, budgets, exhibits, award notices, progress reports, contracts, financial reports, and related correspondence and documentation | Prior to Oct 1 2020 |
| 13 | Interdepartmental Billings: These are accounting documents that request the transfer of funds between departments for services rendered or materials purchased. | Prior to Oct 1 2020 |
| 14 | Investment Records: Reports, statements, summaries, correspondence and other records documenting and tracking investments made by the city, including the Local Government Investment Pool. | Prior to Oct 1 2020 |
| 15 | Leave Balance Reports: Reports (excluding year-end reports) documenting individual city employee accrual and use of sick, vacation, compensatory, personal business, family and medical leave, and other leave time. Information usually includes: employee name and social security number, leave beginning balance, leave time accrued, leave time used, ending balance, and related data. | Prior to Oct 1 2020 |
| 16 | Payroll Registers: Year-end registers or records serving the same function of documenting the earnings, voluntary and required deductions, and withholdings of city employees. Information usually includes employee name and social security number, hours worked, rate, overtime, vacation value, various allowance, gross pay, federal and state withholding, voluntary deductions, net pay, and related data for those employees no longer employed. | Prior to Oct 1 2020 |
| 17 | PERSI Records: Records relating to PERSI, including Employer Remittance Forms, invoices, correspondence, financial adjustments, etc. | Prior to Oct 1 2020 |
| 18 | Professional Membership Records: Records documenting city-paid individual memberships and activities in professional organizations (i.e. Idaho City Clerks, Treasurers & Finance Officers | Prior to Oct 1 2020 |

- Association, Association of Public Treasurers, etc.).
- 19 **Purchase Orders & Requisitions:** Requests and purchase orders for goods or services purchased by the city. Information includes: department, delivery location, date, quantity, description, unit and total price, and authorizing signatures. Prior to Oct 1 2020
- 20 **Receipts:** Copies of receipts, showing the date, from whom received, amount, purpose, etc. Prior to Oct 1 2020
- 21 **Subsidiary Ledgers, Journals & Registers:** Records documenting details of transactions such as those related to receipts and expenditures on a daily, monthly, quarterly or similar basis. Includes journals, ledgers, registers, daybooks and other account books that provide backup documentation for the general ledger. Prior to Oct 1 2020
- 22 **Utility Account Change Records:** Records documenting routine information changes to customer accounts, including name and address for closed accounts. Prior to Oct 1 2020
- 23 **Utility Application/Disconnect Records:** Applications completed by customers requesting or disconnecting water, sewer, street lights or other city-provided services. Prior to Oct 1 2020
- 24 **Utility Bill Remittance Stubs:** Bill stubs received with payments for water, sewer, street lights and other city-provided services that document receipt and posting of customer payments. \ Prior to Oct 1 2020
- 25 **Utility Billing Adjustment Records:** Records documenting adjustments to customer water, sewer, street lights or other city-provided service billings for debits, credits, refunds, returned checks, and related reasons. Prior to Oct 1 2020
- 26 **Utility Billing Register:** Records documenting transactions on the water, sewer, street lights or other city-provided service account of each customer. Useful for reference to assure accurate customer billings. Prior to Oct 1 2020
- 27 **Utility Customer Security Deposit Records:** Records documenting customer payment of a security deposit to receive water, sewer, street lights or other services. Prior to Oct 1 2020

- 28 **Utility Meter Books:** Document the readings of customer water by city employees for billing purposes. Prior to Oct 1 2020

Temporary Records Over Three Years Old

<u>Item #</u>	<u>Record Description</u>	<u>Year of Record</u>
1	Bankruptcy Notices: Records documenting notification to the city that certain individuals have filed for bankruptcy, and used to determine if the individual owes money to the city and to file notice or claim with the court.	Prior to Oct 1, 2022
2	Budget Records: Records used in preparing and adopting the city budget, including revenue projections, instructions, department requests, worksheets, council-approved tentative budget.	Prior to Oct 1, 2022
3	Gift & Contribution Records: Records documenting gifts and contributions to the city, where terms of the gift/contribution have been completed, including donor and acknowledgment letters, acquisition lists itemizing purchases made with contributed money, checks, receipts and related records	Prior to Oct 1, 2022
4	Payroll Administrative Reports: Reports, statistical studies, and other records designed and used for budget preparation, projections, workload and personnel management, and research and general reference. Often consists of recapitulation reports organizing wages, deductions, and other data into categories such as quarter-to-date, year-to-date, fiscal year-to-date, department, division, section, employee/employer contributions, and others.	Prior to Oct 1, 2022
5	Payroll Registers: Month-end registers or records serving the same function of documenting the earnings, voluntary and required deductions, and withholdings of city employees. Information usually includes employee name and social security number, hours worked, rate, overtime, vacation value, various allowance, gross pay, federal and state withholding,	Prior to Oct 1, 2022

voluntary deductions, net pay, and related data for those employees no longer employed.

- 6 **Postage Records:** Document transactions with the U.S. Postal Service and private carriers, including: postage meter records, receipts for registered and certified mail, insured mail, special delivery receipt and forms, loss reports, etc. Prior to Oct 1, 2022



AGENDA REPORT

City Council Meeting

TODAY'S DATE: September 24th, 2025

MEETING DATE: October 1st, 2025

TO: Mayor Grimm, members of the Sandpoint City Council

FROM: Jason Welker, Planning and Community Development Director and Corey Coon, Chief of Police

SUBJECT: Amendments to Sandpoint City Code § 3-2-9 (Open Container Law)

INTRODUCITON:

The purpose of this staff report is to present proposed amendments to Sandpoint City Code § 3-2-9 (“Open Container Law”), which regulates the possession and consumption of alcoholic beverages in public spaces. These amendments expand the locations where alcoholic beverages may be consumed during permitted special events, clarify permitting and service requirements, and add language specifying restrictions around service area boundaries and ADA access.

DESCRIPTION/BACKGROUND:

Under the current code, alcohol consumption is generally prohibited on sidewalks, rights-of-way, and in public parks except in specifically designated facilities, including in Farmin Park and at War Memorial Field. The intent of this ordinance has been to balance public safety and community standards with opportunities for controlled, permitted alcohol service at public events.

Over the past year, several event organizers have requested expanded options for hosting special events at other parks and facilities. Staff has worked with the Parks & Recreation Department, Police Department, and City Attorney to evaluate these requests and develop appropriate code amendments.

SUMMARY OF CHANGES:

The proposed amendments remove strikethrough language and add underlined language as shown in the attached draft. Key changes include:

- **New Facilities Added** – Three additional City parks/facilities will be eligible for alcohol service during permitted special events:
 - “within the buildings at 607 and 611 S. Ella Avenue in Lakeview Park (these are currently the Lions Club and BCHS facilities leased from the City)
 - “in the James E. Russel Sports Center at Travers Park,” and
 - “at single-day events during the month of June, in an area not to exceed one (1) acre in the northwest corner of the interior lawn at City Beach Park (see Figure 1 below)”
 - Figure 1: City Beach Alcohol Service Area for Special Events



- **Expanded Service Definition** – Clarifies that beverages may be purchased, sold, or served (including complimentary service) by a vendor operating under a valid city-issued catering permit, explicitly allowing hosted or sponsored service.
- **Clearer Permitting Process** – Consolidates language to state that events must be approved through the City's standard event permitting process, rather than by individual staff or council approval on an ad hoc basis.
- **Designated Service Area Requirements** – Strengthens requirements that alcohol service areas must be shown on event site plans, be enclosed by City-approved barriers, and maintain unobstructed sidewalks and ADA access unless otherwise approved as part of a closure.
- **Seasonal Limitations** – Adds a requirement that certain locations (e.g., City Beach lawn) may host alcohol service only during the month of June.

CONSISTENCY WITH THE COMPREHENSIVE PLAN AND PARKS AND RECREATION MASTER PLAN

These amendments support the 2024 Comprehensive Plan by advancing the goals of:

- **Goal 2 – Recreation:** Enhance special events programming and improve access to facilities that foster community gathering and economic vitality
- **Goal 3 – Regional Economy:** Continue investing in parks and recreation facilities and programming as important quality-of-life considerations for residents and as a driver of tourism and seasonal events
- **Downtown Vitality & Vibrant Culture:** Encourage partnerships with local organizations to host events in public spaces and activate underutilized areas, fostering a lively community atmosphere

Furthermore, these amendments are consistent with the **Sandpoint Parks & Recreation Master Plan (2020)**, which calls for:

- **Implementation of Site-Specific Master Plans** – The Master Plan directs the City to implement adopted plans for War Memorial Field, City Beach, and Travers/Centennial/Great Northern Sports Complex, including activation of these spaces for community gatherings and events

- **Objective 2.2 – Enhance Special Event Programming** – The Plan explicitly recommends expanding and enhancing special event programming, including exploring new event opportunities that respond to seasonal and community themes
- **Key Issues & Recommendations** – Community input during the master planning process emphasized improving City Beach and the downtown waterfront to make them active, year-round destinations, and identified “enhance special events” as a recurring theme.

Together, these amendments help realize the Master Plan vision by enabling a broader set of park spaces to host alcohol-permitted community events in a safe, controlled manner — aligning with the goal of activating public spaces, supporting tourism, and strengthening Sandpoint’s sense of community.

STAFF RECOMMENDATION:

These amendments support the City’s goal of encouraging community events while maintaining public order and compliance with state alcohol laws. By expanding available locations, the City offers equitable opportunities for different event organizers. The clarified permitting process provides transparency and consistency for staff and applicants alike. Staff recommends approving the amendments, which will be brought to a subsequent council meeting as an ordinance for adoption.

ACTION:

Council may consider the following actions regarding the proposed amendments to Sandpoint City Code § 3-2-9 (Open Container Law):

1. **Adopt the Ordinance as Presented:** Approve the amendments as drafted, expanding the eligible parks/facilities and clarifying permitting requirements and service area controls.
2. **Adopt with Modifications:** Approve the amendments with specific changes as directed by Council (e.g., remove or add facilities, adjust seasonal restrictions, or revise service area requirements).
3. **Remand for Further Staff Work:** Direct staff to make additional revisions to the draft ordinance and bring it back for consideration at a future meeting.
4. **Take No Action:** Retain the current code language with no changes.

WILL THERE BE ANY FINANCIAL IMPACT? N HAS THIS ITEM BEEN BUDGETED? N

ATTACHMENTS:

Draft amendment to Sandpoint City Code § 3-2-9 (Open Container Law)

3-2-9: Open Container Law:

- A. No person in a motor vehicle, while the vehicle is on a public highway or the right-of-way of a public highway in the city, may drink or possess any open beverage containing alcoholic liquor, beer, or wine, unless such person is a passenger in the passenger area of a limousine, or in the living quarters of a recreational vehicle. Violation of this section is a misdemeanor for the individual in actual physical control of the vehicle pursuant to section 18-8004, Idaho Code, and an infraction for other individuals violating this section.
- B. It shall be unlawful for any person to drink or consume beer, wine or any other intoxicating beverage or to have in their possession any open bottle, can or other container containing such beer, wine or other intoxicating beverage while on a sidewalk, boardwalk, or anywhere within the public street right-of-way or in any public park within the city, except as follows:
1. Consumption of alcoholic beverages is allowed in Farmin Park, and at War Memorial Field, within the buildings located at 607 and 611 S. Ella Avenue in Lakeview Park, in the James E. Russel Sports Center at Travers Park, and, at single-day events during the month of June, in an area not to exceed one (1) acre in the northwest corner of the interior lawn at City Beach Park (see "Figure 1" below) when purchased-sold or served (including complimentary service) on site from by an authorized vendor with a valid alcohol beverage catering permit operating under a valid city-issued alcohol beverage catering permit for an event issued by the city for events approved by through the City's event permitting process by the parks and recreation director or city council, as applicable.

Figure 1: City Beach Alcohol Service Area for Special Events



2. Those Persons consuming alcoholic beverages must remain in specific areas of the park designated for alcoholic beverage consumption within the city-approved designated alcohol service area shown on the event site plan, which shall be enclosed by permanent or temporary barriers or other controls approved by the City. In all cases, they must remain within the inner boundary of the park's fence or curb and not inhibit the use of the sidewalk by other persons. If an event includes a City-approved street closure or temporary venue expansion, the designated area may include the closed

street or expanded area as shown on the approved site plan. Sidewalks shall remain open and unobstructed and ADA access maintained unless expressly included in an approved closure.

(Ord. 1295, 2-5-2014; Ord. 1297, 3-19-2014)