



CITY COUNCIL MEETING AGENDA

August 19, 2026 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

1. Mayor's Proclamation: Monarch Butterflies
2. Report: Cash and Investment Transactions Financial Report – July 2026 (for information only)

Public Comment

Consent Calendar - action item

3. Approval of Minutes from Council's August 5, 2026, Regular Council Meeting - **action item**
4. Payables Report / Approval of Bills for Payment - **action item**
5. Confirmation of Mayor's Appointment to Sandpoint Arts, Culture and Historic Preservation Commission: Bill Aitken - **action item**
6. Confirmation of Mayor's Appointment to Sandpoint Arts, Culture and Historic Preservation Commission: Carrie Logan - **action item**
7. Confirmation of Mayor's Appointment to Sandpoint Pedestrian and Bicycle Advisory Committee: Molly O'Reilly - **action item**

Public Hearing

8. Public Hearing: FY2027 Budget and Intent to Use Forgone Levying Authority
9. Proposed Ordinance: FY 2027 Annual Appropriation – **action item**
10. Proposed Resolution: Certifying the Amount of Forgone Levying to be included in the FY 2027 Budget – **action item**

Old/Unfinished Business

11. Deliberation/Decision: Skyway Estates PS26-0001 - **action item**
12. Proposed Resolution: Local Option Tax (LOT) - **action item**
13. Proposed Resolution: Second amendment Professional Services Agreement with Keller Associates for the Wastewater Treatment Plant Replacement Preliminary Engineering Report (No. A24-3257-1) - **action item**

New Business

14. Proposed Resolution: Bonner County 2026 Emergency Management All-Hazard Mitigation Plan - **action item**
https://www.bonnercountyid.gov/media/Emergency%20Management/bonner_county_approved_ahmp_2026.pdf

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.



AGENDA REPORT

City Council Meeting

TODAY'S DATE: August 11, 2026

MEETING DATE: August 19, 2026

TO: Mayor & City Council

FROM: Sarah Lynds, Finance Director

SUBJECT: Report: Cash and Investment Transactions Financial Report – July 2026 (for information only)

DESCRIPTION/BACKGROUND:

Monthly Cash and Investment Transaction Financial Report – July 2026

STAFF RECOMMENDATION and ACTION:

No Council action is requested, this Financial Report is for informational purposes only.

ATTACHMENTS:

Cash and Investment Transactions Financial Report – July 2026

LINK TO ELECTRONIC FINANCIAL TRANSPARENCY:

<https://sandpoint-id.cleargov.com/>

City of Sandpoint
Financial Report on Cash and Investment Transactions
July 31, 2026

FUND	BALANCE 6/30/26	DEBIT	CREDIT	BALANCE 7/31/26
General Fund Undesignated	12,430,271	5,323,601	4,712,733	13,041,139
General Fund Designated - Reserves	9,027,700	-	-	9,027,700
General Fund Designated - Other	1,609,932	296,417	26,991	1,879,358
Special Revenue:				
Fiber	203,361	630	-	203,991
Impact Fees	2,923,657	11,701	5,294	2,930,064
Recreation	561,475	99,232	44,786	615,921
Park Capital Improvement	1,990,451	49,887	25,196	2,015,141
Enterprise:				
Sanitation	556,408	92,139	16,300	632,246
Water	3,164,803	472,678	424,070	3,213,411
Water - Reserve Capital	14,243,658	107,348	-	14,351,005
Water - Reserve Watershed Protection	732,936	2,272	-	735,208
Water - Restricted	104,944	325	-	105,270
Wastewater	4,065,317	600,849	312,819	4,353,346
Wastewater - Reserve I&I Collection	1,986,894	6,159	-	1,993,053
Wastewater - Reserve Capital	18,264,400	81,938	-	18,346,338
Water and Wastewater Debt Service	1,049,663	3,254	-	1,052,917
Fiduciary:				
LID Guarantee	40,887	127	-	41,014
LID Combined	218,429	677	-	219,107
Payroll Benefit Clearing	606,349	575,075	563,165	618,260
GRAND TOTAL	73,781,534	7,724,309	6,131,355	75,374,489

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
July 31, 2026

Description	City's Balance
Wells Fargo Bank	
Checking Account	3,693,166
Idaho State Investment Pool	
State Investment Pool Account	71,680,824
Cash on Hand	
Petty Cash	500
Total	<u><u>75,374,489</u></u>

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



CITY COUNCIL MEETING MINUTES

August 05, 2026 at 5:30 PM

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

Call to Order

Mayor Jeremy Grimm called the regular meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, August 5, 2026, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

Mayor Jeremy Grimm
 Councilor Deb Ruehle, Council President
 Councilor Joel Aispuro
 Councilor Kyle Schreiber
 Councilor Pam Duquette
 Councilor Joe Tate
 Councilor Joshua Torrez

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 made some initial brief remarks and provided instructions for members of the public who wished to speak during opportunities for public comment/testimony during the meeting.

Councilors provided reports from the City's citizen advisory boards on which they serve as Council liaison and Department Directors provided brief updates on projects and activities in their respective departments and fielded questions from Council members.

1. Report: FY 2026 3rd Quarter Financial and Capital Report (for information only)
2. Report: Cash and Investment Transactions Financial Report – June 2026 (for information only)

Public Comment

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 not relevant to the business of the City of Sandpoint.

Consent Calendar

Mayor Grimm noted for the record the amount of bills for payment approval, and the Consent Calendar was approved by a unanimous vote of Council.

Motion made by Councilor Aispuro Seconded by Councilor Schreiber.

Voting Yea: Councilor Tate, Councilor Schreiber, Councilor Ruehle, Councilor Duquette, Councilor Torrez, Councilor Aispuro

3. The minutes from Council's July 15, 2026, regular meeting were approved as presented.
4. The bills presented were approved for payment in the amount of \$2,452,549.56 (\$1,283,718.88 for regular payables and \$1,168,830.68 for payroll).
5. Final written approval for Ridley Village Court PPUD25-0001 and PS25-0003 - approved

Old/Unfinished Business

6. Downtown Street Parking Management Options and Parking Program Implementation Update

Community Planning and Development Director Jason Welker provided a presentation with information about the Downtown Parking Management Plan and provided three options the Council could consider. He then fielded questions from the Councilors.

Councilor Aispuro moved to direct staff to implement Option 3 for a six-month trial period, providing two hours of free downtown on-street parking without check-in, with optional paid extensions through the kiosk, mobile application, or text-to-pay system. Staff would return to Council with an evaluation of utilization, turnover, occupancy, paid extensions, citations, enforcement labor, customer feedback, and operational performance, with continued communication with the Downtown Business Association and other downtown businesses. The motion was seconded by Council President Ruehle.

Motion made by Councilor Aispuro, Seconded by Councilor Ruehle.

Voting Yea: Councilor Aispuro, Councilor Ruehle

Voting Nay: Councilor Duquette, Councilor Tate, Councilor Schreiber, Councilor Torrez

Motion failed.

Legal Counsel requested a brief three-minute meeting break. Mayor Grimm recessed the meeting at 7:56 p.m., reconvening at 7:59 p.m.

Councilor Schreiber moved to direct staff to remove the downtown on-street parking kiosks, maintain the two-hour parking limit with additional time available by text or mobile app, continue paid parking at the City lot, City Beach, and Bridge Street lot, establish a free 2027 annual parking pass for City residents and a hardship pass for Bonner County residents, and reinstate the Parking Committee pursuant to Sandpoint City Code Title 2, Chapter 8. The motion was seconded by Councilor Ruehle. Following some final discussion, the motion passed by a majority vote of Council, as follows:

Motion made by Councilor Schreiber, Seconded by Councilor Ruehle.

Voting Yea: Councilor Schreiber, Councilor Tate, Councilor Duquette, Councilor Aispuro, Councilor Torrez

Voting Nay: Councilor Ruehle

Following conclusion of this item, Mayor Grimm recessed the meeting for a brief break at 8:02 p.m., reconvening at 8:11 p.m.

7. **Ordinance 1441** Amending Title 6 Parking Regulations to Implement the City's Parking Management Program

Council members deliberated and discussed the proposed ordinance. Staff and Legal confirmed the amendments align the City Code with the Parking Management Plan and the Council's parking direction.

Mayor Grimm then asked the City Clerk to 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 SECTIONS 6-1-4-1 PROHIBITED PARKING, 6-1-4-2 COMPLIANCE WITH PARKING REGULATIONS AND 6-2 PUBLIC PARKING REGULATIONS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

Councilor Aispuro made a motion that the Ordinance pass its first reading by title only and that the Summary is approved, seconded by Councilor Duquette

Motion made by Councilor Aispuro, Seconded by Councilor Duquette.

Voting Yea: Councilor Aispuro, Councilor Torrez, Councilor Schreiber, Councilor Ruehle, Councilor Duquette, Councilor Tate

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 Duquette, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Duquette, Councilor Torrez, Councilor Aispuro, Councilor Tate, Councilor Schreiber

Mayor Grimm announced that the motion had passed, and the Ordinance was considered read, passed and adopted under suspension of the rules, effective upon publication of the Summary in the newspaper.

8. Council Discussion: Local Option Tax (LOT) Survey Analysis and Discussion

Council discussed the survey results and proposed ballot language for a 1% local option tax. Discussion focused on the tax term, revenue allocation, and eligible transportation projects.

Public Works Director Holly Ellis gave a brief overview of the City's road maintenance needs and backlog. Councilors generally supported a 10-year term and discussed allocating 60%–70% of revenues to streets and 30%–40% to sidewalks, pathways, trails, and other transportation improvements.

Staff will return with revised ballot language for Council consideration on August 19, 2026. Discussion only; no Council action taken.

9. Budget: Council Review/Requests

Mayor Grimm introduced this item, and each council member conveyed their priorities for the budget and potential requests for adjustments to specific line items as provided in the approved preliminary budget, followed by much discussion. The Mayor and city staff fielded questions from Council members during this discussion.

Council reviewed several budget priorities, including removal of the \$25,000 Sandpoint Urban Renewal Agency (SURA) economic development allocation. Council directed staff to clarify that watershed capital funds may be used for watershed protection and fire mitigation, but not recreation.

Council supported further review of funding options to prioritize a multimodal path along Main Street. Staff will evaluate available funding and related capital plans.

Council discussed urban forestry funding and requested additional information on current funding, planned work, and future staffing or contracting needs.

Councilor Ruehle requested an updated organizational chart and that the draft strategic plan return to Council for review and comment.

No motions were made as Councilors reached consensus.

Adjourn

With no further business on the agenda, the meeting was adjourned at 9:11 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 _____, 2026.

Jeremy Grimm, Mayor

Attest: Meri Jane Bohn, City Clerk



CITY OF SANDPOINT INVOICE REGISTER
PAYABLE DATES OF: 08/06/2026 THROUGH 08/19/2026

Page: 1/20

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invoice Amount
Vendor: AARON DUNCOMBE				
SH1-26000546	TRASH CAN WRAPS (2) & INSTALL - YOUTH ART COMMUNITY DEVELOPMENT ADMINISTRATION	TECH SVS - PARK/REC & ART/GRAPHIC DESIGN	720.00	\$1,040.00
	COMMUNITY DEVELOPMENT ADMINISTRATION	TECH SVS - PARK/REC & ART/GRAPHIC DESIGN	320.00	
Total For: AARON DUNCOMBE				\$1,040.00
Vendor: ACCURATE TESTING LABS LLC				
156853	WTP: COLIFORM TESTING (5) (2026080086) WATER TREATMENT	TECH SERVICES - LABORATORY	200.00	\$200.00
156288	WWTP: COPPER TESTING (1) (2026070403) WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	55.00	\$55.00
Total For: ACCURATE TESTING LABS LLC				\$255.00
Vendor: ALPINE MOTORS COMPANY INC				
165934	SPD: RADIATOR WORK/WATER PUMP '15 EXPLORER - CRO POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	2,194.05	\$2,194.05
166401	SPD: OIL CHG, RADIATOR, REAR BKS & CNTRL ARM - '17 EXPLORER CRO POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	2,026.13	\$2,026.13
Total For: ALPINE MOTORS COMPANY INC				\$4,220.18
Vendor: AMERICAN FIRST AID SERVICE				
CW-2107	SPD: FIRST AID KIT REFILL POLICE DEPARTMENT	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	177.50	\$177.50
Total For: AMERICAN FIRST AID SERVICE				\$177.50
Vendor: ARROW CONSTRUCTION HOLDINGS, LLC				
S42342	ST: ROAD WEED EATER ATTACHMENT 8" 5/8 WHEEL STREET MAINTENANCE DIVISION	TOOLS	284.92	\$284.92
S42044	ST: WIRE WEED EATER CABLE & STRIPING PAINT (6) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	71.23	\$128.11
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	56.88	
Total For: ARROW CONSTRUCTION HOLDINGS, LLC				\$413.03
Vendor: ASAP SERVICES INC				
133676086	MONTHLY CUSTODIAL SERV CITY HALL, COMMUNITY HALL & JER - JUL'26			\$4,950.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
	GOVERNMENT BUILDING & GROUNDS DIVISION	SERVICES - CUSTODIAL	2,240.00		
	GOVERNMENT BUILDING & GROUNDS DIVISION	SERVICES - CUSTODIAL	1,080.00		
	GOVERNMENT BUILDING & GROUNDS DIVISION	SERVICES - CUSTODIAL	1,310.00		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	SERVICES - CUSTODIAL	325.00		
Total For: ASAP SERVICES INC					\$4,955.00
Vendor: AT&T MOBILITY II, LLC					
287339153398X	WIRELESS PHONE/DATA CHGS - PARKS JUL'26				\$167.64
	RECREATION	TELEPHONE - WIRELESS	23.74		
	CITY BEACH CONCESSIONS	TELEPHONE - WIRELESS	33.74		
	INFORMATION TECHNOLOGY DIVISION	TELEPHONE - WIRELESS	110.16		
287339154011X	WIRELESS PHONE/DATA - FIRE JUL'26				\$127.94
	INFORMATION TECHNOLOGY DIVISION	TELEPHONE - WIRELESS	127.94		
287339152904X	WIRELESS PHONE/DATA - CITY HALL JUL'26				\$67.80
	INFORMATION TECHNOLOGY DIVISION	TELEPHONE - WIRELESS	67.80		
287354932666X	MONTHLY VEHICLE GPS TRACKING JUL'26				\$698.35
	WASTEWATER TREATMENT	SOFTWARE/SAAS - IMAGERY/TRACKING	59.96		
	WASTEWATER COLLECTIONS	SOFTWARE/SAAS - IMAGERY/TRACKING	58.22		
	WATER DISTRIBUTION	SOFTWARE/SAAS - IMAGERY/TRACKING	104.93		
	INFORMATION TECHNOLOGY DIVISION	SOFTWARE/SAAS - IMAGERY/TRACKING	400.29		
	WATER TREATMENT	SOFTWARE/SAAS - IMAGERY/TRACKING	74.95		
Total For: AT&T MOBILITY II, LLC					\$1,061.73
Vendor: AVIDEX INDUSTRIES LLC					
170922	COUNCIL CHAMBER AV SERVICE & TROUBLESHOOTING				\$2,450.00
	INFORMATION TECHNOLOGY DIVISION	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	150.00		
	INFORMATION TECHNOLOGY DIVISION	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	200.00		
	INFORMATION TECHNOLOGY DIVISION	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	900.00		
	INFORMATION TECHNOLOGY DIVISION	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	1,200.00		
Total For: AVIDEX INDUSTRIES LLC					\$2,450.00
Vendor: AVISTA UTILITIES					
4707730000	07.3 MONTHLY UTILITIES 06.16.26 - 07.18.26 (FY'26)				\$42,217.04
	GOVERNMENT BUILDING & GROUNDS DIVISION	ELECTRICITY	1,974.30		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	816.53		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	50.66		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	23.52		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	135.91		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 4.
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	897.90		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	39.07		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	2,046.50		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	20.44		
	GOVERNMENT BUILDING & GROUNDS DIVISION	ELECTRICITY	92.58		
	STREET MAINTENANCE DIVISION	ELECTRICITY	10,617.01		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	917.83		
	WATER TREATMENT	ELECTRICITY	11,213.22		
	WASTEWATER COLLECTIONS	ELECTRICITY	1,080.42		
	WASTEWATER TREATMENT	ELECTRICITY	9,441.26		
	RECREATION	ELECTRICITY	29.38		
	STREET MAINTENANCE DIVISION	ELECTRICITY	648.36		
	WATER DISTRIBUTION	ELECTRICITY	232.36		
	GOVERNMENT BUILDING & GROUNDS DIVISION	ELECTRICITY	50.14		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	ELECTRICITY	1,889.65		
Total For: AVISTA UTILITIES				\$42,217.04	
Vendor: B&E ELECTRIC INC					
CS4461	WTP: RAW WATER INTAKE GENERATOR - FINAL WATER CAPITAL PROJECTS	CAPITAL EQUIPMENT & MACHINERY	89,929.00		\$89,929.00
Total For: B&E ELECTRIC INC				\$89,929.00	
Vendor: BENNETT LEEN					
REIM080426	WD: BOOT REIMBURSEMENT B. LEEN (FY26) WATER DISTRIBUTION	UNIFORM & CLOTHING	125.00		\$125.00
REIMB 060826	REIMB DOPL DRINKING WATER OPERATOR CLASS II - 6/8/26 WATER DISTRIBUTION	LICENSES/DUES & SUBSCR (JOB RELATED)	25.00		\$25.00
Total For: BENNETT LEEN				\$150.00	
Vendor: BILLING DOCUMENT SPECIALISTS					
107031	UTILITY BILLING JULY'26 REG & LATE NOTICES UTILITY BILLING UTILITY BILLING	TECH SERVICES - UTILITY BILLING POSTAGE	567.29 1,675.93		\$2,243.22
Total For: BILLING DOCUMENT SPECIALISTS				\$2,243.22	
Vendor: BONNER COUNTY DAILY BEE					
0000052918-072	BCDB#8072 NOPH DATA CENTERS PZC CITY CLERK'S OFFICE	ADVERTISING	50.04		\$50.04
0000052528	BCDB#8051 RFQ - 26-3257-3 WWTP RECONSTRUCTION PROJ				\$

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 4.
	WASTEWATER CAPITAL PROJECTS	ADVERTISING	84.88	
Total For: BONNER COUNTY DAILY BEE				\$134.92
Vendor: BROWN'S NORTHSIDE				
S176962	WWTP: HYDRALIC TIE ROD - 2018 WESTERN DUMP TRUCK			\$379.68
	WASTEWATER TREATMENT	VEHICLE & MACH SUPPLIES/PARTS	379.68	
S176997	SHOP: TIE DOWNS (2) 12-10 AWG SHRINK TUBES (2)			\$69.46
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	23.15	
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	23.15	
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	23.16	
Total For: BROWN'S NORTHSIDE				\$449.14
Vendor: CC VENDOR - WELLS FARGO				
080903/5514031	HOME DEPOT: WOOD FILLER, BRUSH & SANDING SPONGE			\$20.43
	POLICE DEPARTMENT	FACILITY SUPPLIES	20.43	
113-5973667-37	AMZN: DISP.BOWLS - FILE FLDRS - PKING TAPE GUN - ERASER			\$39.06
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	39.06	
112-6173022-04	AMZN: CASES OF HAND SANITIZERS FOR PATROL (8)			\$215.60
	POLICE DEPARTMENT	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	215.60	
112-9201784-86	AMZN: CR123A HELMET LIGHT BATTERIES (12)			\$25.98
	FIRE DEPARTMENT - SANDPOINT	OPERATIONAL SUPPLIES/EQUIPMENT	25.98	
113-5730630-22	AMZN: TRAIL CAMERAS (2) BIKE LOCK (20 & MICRO SD CARDS (2)			\$164.26
	WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	164.26	
113-9389157-56	AMZN: CANNED COMPRESSED AIR (4PK)			\$24.30
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	24.30	
7711	PRO TRAINING ASSOC: EXCEL WORKSHOP FOR WTP - T. WINGET			\$120.00
	WATER TREATMENT	TRAINING AND TRAVEL	120.00	
18106210603	HOME DEPOT: 1/2 IN. X 1/4 IN. MDF BASE MOULDING & 29OZ PAINT			\$93.96
	POLICE DEPARTMENT	FACILITY SUPPLIES	93.96	
264464	95 EXPRESS: CAR WASH CARD '26 JEEP COMPASS (5 WASHES)			\$52.00
	CENTRAL SERVICES DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	52.00	
217592	HARBOR FREIGHT: ST: AIR BLOW GUN ATTACHMENTS			\$11.98
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	11.98	
014423/8513664	HOME DEPOT: OFFICE PROJECT SUPPLIES			\$80.63
	POLICE DEPARTMENT	FACILITY SUPPLIES	80.63	
E8844 - T0122	IRWA: WWTP: '26 IRWA CONF REGISTRATION - T0122 - B. GREGORY			\$285.00
	WASTEWATER TREATMENT	TRAINING AND TRAVEL	285.00	
111-8317301-94	AMZN: FLOWER FERTILIZER - DOWNTOWN ROW			\$
	PARK MAINTENANCE & CAPITAL	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	59.49	12

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 4.
119787	COURTRESERVE SUBSCRIPTION 7/27/2026 - 8/27/2026				\$199.00
	JAMES E. RUSSELL SPORTS CENTER FACILITY	SOFTWARE/SAAS - RECTRAC/REC1/TEAMSIDELIN	199.00		
00248713213394	HARBOR FREIGHT: ST: BIT SET, TAPE ME MEASURE DRIVER & HAMMER				\$109.95
	STREET MAINTENANCE DIVISION	TOOLS	109.95		
000535404	WWTP: PNCWA WEF MEMBERSHIP S. CHIN				\$227.00
	WASTEWATER TREATMENT	LICENSES/DUES & SUBSCR (JOB RELATED)	227.00		
5318084	DR POWER: ST: PRO XL LAWN EDGER				\$429.99
	STREET MAINTENANCE DIVISION	TOOLS	429.99		
E8836	IRWA: WD: '26 IRWA CONF REGISTRATION - T0123 - C. LOGAN				\$285.00
	WATER DISTRIBUTION	TRAINING AND TRAVEL	285.00		
E8837	IRWA: WD/SC/WWTP: '26 IRWA CONF REG - T0120/T0121/T0119				\$855.00
	WATER DISTRIBUTION	TRAINING AND TRAVEL	142.50		
	WASTEWATER COLLECTIONS	TRAINING AND TRAVEL	427.50		
	WASTEWATER TREATMENT	TRAINING AND TRAVEL	285.00		
97039	STAPLES: WD/WWC: MARKERS PENS (8)				\$44.72
	WATER DISTRIBUTION	OFFICE SUPPLIES/EQUIPMENT	22.36		
	WASTEWATER COLLECTIONS	OFFICE SUPPLIES/EQUIPMENT	22.36		
R16110 - T0122	CDA: WWTP: '26 IRWA CONF HOTEL STAY - T0122 - B. GREGORY				\$254.58
	WASTEWATER TREATMENT	TRAINING AND TRAVEL	254.58		
R1610D T0120	CDA: WWC: '26 IRWA CONF HOTEL STAY - T0120 - C. BOWMAN				\$254.58
	WASTEWATER COLLECTIONS	TRAINING AND TRAVEL	254.58		
R1610B T0119	CDA: WWC: '26 IRWA CONF HOTEL STAY - T0119 - R. EDWARDS				\$254.58
	WASTEWATER COLLECTIONS	TRAINING AND TRAVEL	254.58		
R1610A T0121	CDA: WD/WWC: '26 IRWA CONF HOTEL STAY - T0121 - Q. DUCKEN				\$254.58
	WATER DISTRIBUTION	TRAINING AND TRAVEL	127.29		
	WASTEWATER COLLECTIONS	TRAINING AND TRAVEL	127.29		
R16108 T0123	CDA: WD: '26 IRWA CONF HOTEL STAY - T0123 - C. LOGAN				\$254.58
	WATER DISTRIBUTION	TRAINING AND TRAVEL	254.58		
PS986497722	BRIMAR INDUSTRIES: PARKS: NO MTRZD VHCLS SIGNS (12)				\$336.48
	PARK MAINTENANCE & CAPITAL	SIGNAGE SUPPLIES/EQUIPMENT	336.48		
112-1617610-86	AMZN: ST: LIGHT SWITCH FOR RAM				\$16.54
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	16.54		
113-8549473-58	AMZN: MARKERS, PAPER PLT, COMM HOOKS & GLOVES				\$47.87
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	47.87		
I0085190	SPECIALTY AUTO GLASS: WTP: WINDSHIELD REPLACEMENT '23 RAM 1500				\$464.48
	WATER TREATMENT	SERVICES - AUTOMOTIVE - R&M	464.48		
1089046	AMZN: TONGS, NAPKINS, SOAP, PLASTIC TBL CLOTH				\$ 13

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv Item # 4.
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	30.02	
00321680509222	HARBOR FREIGHT: HOSE, LASER THERM & HOT STAPLER			\$64.97
	PARK MAINTENANCE & CAPITAL	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	11.99	
	GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	22.99	
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	29.99	
071823/4025084	HOME DEPOT: FAUCET & RISER - SNACK SHACK SINK			\$30.84
	CITY BEACH CONCESSIONS	FACILITY SUPPLIES	30.84	
092774/4013063	WTP: SIGN INSTALL ITEMS REBAR, CABLE, CONCRETE MIXER			\$563.14
	WATER TREATMENT	FACILITY SUPPLIES	563.14	
18100260216	WTP: ORBIT GREASE CAP & RAINBIRD SOLENOID (3)			\$43.69
	WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	43.69	
AAAADH4BTMV	FAADRONEZONE: SPD: FAA DRONE LICENSE			\$5.00
	POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	5.00	
113-4177203-21	AMZN: OFFICE SUPPLIES			\$62.85
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	62.85	
112-4890798-01	AMZN: ST: GRADER WIRE ADAPTER - RETURN			\$(9.99)
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	(9.99)	
S261 981 60457	IDAHO DMV: ST: NEW DUMP TRUCK REGISTRATION			\$23.57
	STREET MAINTENANCE DIVISION	LICENSES/DUES & SUBSCR (JOB RELATED)	23.57	
0037029	APA: AICP ONE PATH CERT EXAM REGISTRATION - J. WELKER			\$305.00
	PLANNING DIVISION	LICENSES/DUES & SUBSCR (JOB RELATED)	305.00	
112-4207994-43	AMZN: ST: 14AWG SAE EXTENSION CABLE (20 FT) - GRADER			\$28.87
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	28.87	
P39147	METROQUIP: ST: DURA PATCHER NOZZLE HEATER BLANKET			\$255.22
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	255.22	
085418/9512028	WTP: 8K BTU 115V AC UNIT			\$429.00
	WATER TREATMENT	FACILITY SUPPLIES	429.00	
113-4194738-37	AMZN: COPY PAPER (5000 COUNT)			\$48.99
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	48.99	
113-4674367-28	AMZN: WTP: AC MINI CONDENSATES PUMPS (3) & AA BATTERIES (24 PACK)			\$483.77
	WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	483.77	
1Z4M8Z0T42200	UPS: SHIPPING DNA EVIDENCE			\$24.57
	POLICE DEPARTMENT	POSTAGE	24.57	
00051945	SAFEWAY: FOOD & UTENSILS - JULY COFFEE BREAK			\$53.79
	CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	53.79	
851220	BADGEANDWALLET.COM: UNIFORM BARS (4)			\$27.45
	POLICE DEPARTMENT	UNIFORM & CLOTHING	27.45	

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 4.
78987138	DOPL: WTP: OPERATOR CLASS I LICENSES - J. LANDER WATER TREATMENT	LICENSES/DUES & SUBSCR (JOB RELATED)	95.00		\$95.00
112-2092939-53	AMZN: CITY BEACH: CAMERAS (4) & MEMORY CARDS (2) PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	799.94		\$799.94
112-8827267-11	AMZN: IPAD HOLDER FOR 1141 FIRE DEPARTMENT - SANDPOINT	VEHICLE & MACH SUPPLIES/PARTS	24.98		\$24.98
112-1319754-04	AMZN: CHIEF COLLAR BRASS POLICE DEPARTMENT	UNIFORM & CLOTHING	21.86		\$21.86
112-2757593-34	AMZN: CHIEF COLLAR BRASS POLICE DEPARTMENT	UNIFORM & CLOTHING	14.87		\$14.87
033914	YOKES: COFFEE BREAK - YOGURT- CRM.CHZ - DONUTS - OJ - NAPKINS CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	57.53		\$57.53
113-4194738-33	AMZN: PILOT PENS & REFILLS CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	43.51		\$43.51
113-2054396-42	AMZN: PLAUDS (4) VOICE RECORDERS/TRANSCRIBERS POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	604.20		\$604.20
113-6592350-59	AMZN: REC: SLOWPITCH SOFTBALLS COED (12) RECREATION	OPERATIONAL SUPPLIES/EQUIPMENT	88.25		\$88.25
168378112-001	SITEONE: INFIELD SOIL MIX FOR TRAVERS PARK PARK MAINTENANCE & CAPITAL	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	126.72		\$126.72
Total For: CC VENDOR - WELLS FARGO					\$9,829.23
Vendor: CHECKR INC					
2562492	BACKGROUND SVCS - 1 PW-UTILITIES PUBLIC WORKS ADMINISTRATION	BACKGROUND CHECK SERVICES	29.99		\$29.99
Total For: CHECKR INC					\$29.99
Vendor: CLAY BOWMAN					
REIM073026	WWC: BOOT REIMBURSMENT C. BOWMAN (FY26) WASTEWATER COLLECTIONS	UNIFORM & CLOTHING	125.00		\$125.00
Total For: CLAY BOWMAN					\$125.00
Vendor: CLEARWATER SPRINGS					
941022	WWTP: 4/1 GAL STEAMED DIST 7/21/26 TICKET 941022 WASTEWATER TREATMENT	LABORATORY SUPPLIES	35.00		\$35.00
Total For: CLEARWATER SPRINGS					\$35.00
Vendor: COEUR D'ALENE UMPIRES ASSC INC					
CUA-2618	CDA UMPIRES - 2026 COED SFTBALL - JULY 16 - JULY 131H RECREATION	TECH SVS - PARK/REC & ART/GRAPHIC DESIGN	880.00		\$880.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
Total For: COEUR D'ALENE UMPIRES ASSC INC				\$880.00	
Vendor: COLEMAN OIL					
CP-0428993	FIRE: JULY 2026 FUEL CHARGES (FY26)				\$1,251.80
	FIRE DEPARTMENT - SANDPOINT	FUEL - GASOLINE/DIESEL	372.08		
	FIRE DEPARTMENT - SANDPOINT	FUEL - GASOLINE/DIESEL	67.64		
	FIRE DEPARTMENT - SANDPOINT	FUEL - GASOLINE/DIESEL	703.95		
	FIRE DEPARTMENT - SANDPOINT	FUEL - GASOLINE/DIESEL	108.13		
CP-0428952	PARKS/PW/CS: JULY'26 FUEL CHARGES (FY26)				\$10,033.41
	STREET MAINTENANCE DIVISION	FUEL - GASOLINE/DIESEL	3,024.73		
	WATER DISTRIBUTION	FUEL - GASOLINE/DIESEL	3,386.35		
	WASTEWATER COLLECTIONS	FUEL - GASOLINE/DIESEL	643.96		
	CENTRAL SERVICES DEPARTMENT	FUEL - GASOLINE/DIESEL	47.87		
	PUBLIC WORKS ADMINISTRATION	FUEL - GASOLINE/DIESEL	47.13		
	WATER TREATMENT	FUEL - GASOLINE/DIESEL	564.36		
	WASTEWATER TREATMENT	FUEL - GASOLINE/DIESEL	538.21		
	PARK MAINTENANCE & CAPITAL	FUEL - GASOLINE/DIESEL	704.15		
	PARK MAINTENANCE & CAPITAL	FUEL - GASOLINE/DIESEL	234.72		
	PARK MAINTENANCE & CAPITAL	FUEL - GASOLINE/DIESEL	234.72		
	PARK MAINTENANCE & CAPITAL	FUEL - GASOLINE/DIESEL	607.21		
CP-0428984	POLICE: FUEL CHARGES JULY 2026				\$5,228.88
	POLICE DEPARTMENT	FUEL - GASOLINE/DIESEL	220.60		
	POLICE DEPARTMENT	FUEL - GASOLINE/DIESEL	537.09		
	POLICE DEPARTMENT	FUEL - GASOLINE/DIESEL	4,471.19		
Total For: COLEMAN OIL				\$16,514.09	
Vendor: CONSOLIDATED SUPPLY CO.					
S012962108.001	WWC: 0.5" THICK INFRA-RISER (8) & 1" THICK INFRA-RISER (8)				\$925.81
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	925.81		
S013033987.001	CH: 1/2 X 100' FLEXIBLE SWING PIPE - IRRIGATION REPAIRS				\$41.61
	GOVERNMENT BUILDING & GROUNDS DIVISION	IRRIGATION SUPPLIES	41.61		
S013035337.001	WD: BRASS NIPPLES (25) COUPLERS (11) INSERTS (12)				\$926.11
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	926.11		
S013035356.001	WD: 1" CURB STOP BALL				\$141.47
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	141.47		
S013042921.001	WWC: EASE-ON 1 GAL PIPE LUBE				\$27.62
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	27.62		
S013043551.001	WWC: 6" MECHANICAL SEWER PIPE GRIPPER				\$

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 4.
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	31.13		
S013043682.001	WD: BRASS NIPPLES (20) COUPLING (5) BUSHING (5) STIFFENER (5) & RISER (1)				\$642.97
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	642.97		
S013043682.002	WD: 36" VALVE BOX, 26" VALVE BOX & WATER PICK LID				\$228.83
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	228.83		
S013043682.003	WD: 6" CI VALVE BOX RISER - RETURN				\$(97.03)
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	(97.03)		
S013033014.001	PARKS: SPEARS 835-020SR 2" (3) SPRINKLERS - TRAVERS				\$109.95
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	109.95		
S012950982.002	WD: C-13X4" STYLE "C" SS REPAIR CLAMPS (15)				\$778.20
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	778.20		
S013032651.001	PARKS: PVC FITTINGS (9) PIPE CEMENT (2) & CLIP - TRAVERS				\$87.29
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	87.29		
S013033014.002	PARKS: 2" X 3" S80 PVC NIPPLES (4) - TRAVERS				\$27.36
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	27.36		
Total For: CONSOLIDATED SUPPLY CO.					\$3,871.32
Vendor: CONSOR NORTH AMERICA INC					
W243452ID.09-1	TO9: TIMBERLINE HELICOPTER FFA 06/01/26 - 06/30/26				\$3,285.00
	WATER DISTRIBUTION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	3,285.00		
W243452ID.08-1	TO8: NORTHWIND SUB FFA 06/01/26 - 06/30/26				\$3,285.00
	WATER DISTRIBUTION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	3,285.00		
W243452ID.10-1	TO10: IHD BUILDING FFA 06/01/26 - 06/30/26				\$3,285.00
	WATER DISTRIBUTION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	3,285.00		
Total For: CONSOR NORTH AMERICA INC					\$9,855.00
Vendor: CO-OP GAS & SUPPLY CO.					
49361	WWC: WASP & HORNET KILLER (4)				\$19.96
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	19.96		
74012	WWC: YELLOW JACKET TRAP & CUP HOOK				\$30.97
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	30.97		
40157	SHOP: SPRAY PAINT & ST: NUTS & BOLTS FOR RAM 1500				\$24.62
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	5.72		
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	5.73		
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	5.73		
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	7.44		
73856	WTP: COMBO PADLOCKS (2)				\$39.98
	WATER TREATMENT	FACILITY SUPPLIES	39.98		
Total For: CO-OP GAS & SUPPLY CO.					\$11,000.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
Vendor: CULLIGAN LLC					
695182 07/31/26	WWTP: MNTHLY H2O & COOLER - JULY DEL AUG'26 RNTL WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	30.85		\$30.85
Total For: CULLIGAN LLC					\$30.85
Vendor: DANIEL TORGERSON					
1912	REFUND CANCELLED JAN 2025 CPR CLASS UNCLASSIFIED	CUSTOMER CREDITS	120.00		\$120.00
Total For: DANIEL TORGERSON					\$120.00
Vendor: EMSCONNECT					
16055	EMS & FIRE TRAINING SUBSCRIPTIONS (10) AUG'26 FIRE DEPARTMENT - SANDPOINT	TRAINING AND TRAVEL	75.00		\$75.00
Total For: EMSCONNECT					\$75.00
Vendor: ENVIRO-CLEAN EQUIPMENT					
10P2936	WD: 1/2 VALVE BALL - 8 SAE 7250 PSI - VAC TRUCK WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	121.21		\$121.21
10P2919	WD: BALL VALVE 1 IN W/COATED BALL & RELIEF VALVE PISTON - VAC TRUCK WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	475.55		\$475.55
10P2951	WD: BALL VALVE 1 IN W/COATED BALL - VAC TRUCK - RETURN WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	(236.10)		\$(236.10)
Total For: ENVIRO-CLEAN EQUIPMENT					\$360.66
Vendor: FATBEAM LLC					
73795	FIBER MNTHLY INTERNET SVC - JER AUG'26 JAMES E. RUSSELL SPORTS CENTER FACILITY	INTERNET - FIBER/T1	395.00		\$395.00
73604	FIBER MNTHLY INTERNET SVC - CITY HALL AUG'26 INFORMATION TECHNOLOGY DIVISION	INTERNET - FIBER/T1	643.75		\$643.75
Total For: FATBEAM LLC					\$1,038.75
Vendor: FEHR & PEERS					
194468	TO2: BOYER AVE EVALUATION 02/28/2026 TO 03/27/2026 PUBLIC WORKS ADMINISTRATION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	1,500.00		\$1,500.00
194195	TO2: BOYER AVE EVALUATION 01/31/2026 TO 02/27/2026 PUBLIC WORKS ADMINISTRATION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	4,500.00		\$4,500.00
Total For: FEHR & PEERS					\$6,000.00
Vendor: GRAINGER INC					
9027673814	WWTP: MERV8 AIR FILTER (12) WASTEWATER TREATMENT	FACILITY SUPPLIES	66.36		\$66.36

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
Total For: GRAINGER INC				\$66.36	
Vendor: GRIPTION TIRES INC					
78578	PARKS: REAR TIRE FOR KUBOTA MOWER - MEMORIAL PARK MAINTENANCE & CAPITAL	SERVICES - EQUIPMENT - R&M	58.45	\$58.45	
Total For: GRIPTION TIRES INC				\$58.45	
Vendor: GUARDIAN ALLIANCE TECHNOLOGIES INC					
35907	BACKGROUND CHECK FOR NEW HIRES - JULY'26 POLICE DEPARTMENT	BACKGROUND CHECK SERVICES	102.00	\$102.00	
Total For: GUARDIAN ALLIANCE TECHNOLOGIES INC				\$102.00	
Vendor: HMH ENGINEERING					
M24005-21	CEDAR STREET RECONSTRUCTION SERVICES THRU 06/14/26 STREET CAPITAL & PROJECTS STREET CAPITAL & PROJECTS WATER CAPITAL PROJECTS WASTEWATER CAPITAL PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE CAPITAL IMPROVEMENTS OTHER THAN BUILDING CAPITAL IMPROVEMENTS OTHER THAN BUILDING CAPITAL IMPROVEMENTS OTHER THAN BUILDING	3,662.95 924.46 2,180.32 1,953.57	\$8,721.30	
Total For: HMH ENGINEERING				\$8,721.30	
Vendor: HORIZON DISTRIBUTORS INC					
2S265753	PARKS: IRRIGATION SPPLS - TRAVERS & CITY BEACH PARK MAINTENANCE & CAPITAL PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES IRRIGATION SUPPLIES	977.88 977.88	\$1,955.76	
Total For: HORIZON DISTRIBUTORS INC				\$1,955.76	
Vendor: INLAND FOREST MANAGEMENT INC					
000496	FOREST MANAGEMENT 03/04/2026 THRU 07/10/2026 WATER CAPITAL PROJECTS	TECH SERVICES - TIMBER SALES & LAND MGMT	7,030.00	\$7,030.00	
Total For: INLAND FOREST MANAGEMENT INC				\$7,030.00	
Vendor: JAMES, SILAS					
REIM080626	WD: BOOT REIMBURSMENT S. JAMES (FY26) WATER DISTRIBUTION	UNIFORM & CLOTHING	125.00	\$125.00	
Total For: JAMES, SILAS				\$125.00	
Vendor: JOE HIGGINS					
REIM080326	WWC: BOOT REIMBURSMENT J. HIGGINS (FY26) WASTEWATER COLLECTIONS	UNIFORM & CLOTHING	125.00	\$125.00	
Total For: JOE HIGGINS				\$125.00	
Vendor: Kaniksu Land Trust					
0000245524	PCO0726-0005 REFUND - REFERRED TO IDOPL			\$740.00	

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv Item # 4.
	UNCLASSIFIED	ACCOUNTS PAYABLE	633.69	
	UNCLASSIFIED	ACCOUNTS PAYABLE	146.24	
Total For: Kaniksu Land Trust				\$779.93
Vendor: KELLER ASSOCIATES INC				
0000256894	WWTP: S. BOYER LIFT STATION 05/31/26 - 06/30/26 WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	54,516.55	\$54,516.55
Total For: KELLER ASSOCIATES INC				\$54,516.55
Vendor: KG & T SEPTIC INC				
65194	4TH OF JULY 26 PORTABLE TOILET RENTAL (WINDBAG & BEACH) PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	1,563.00	\$1,563.00
64096	KG&T PORTABLE TOILET RENTAL 5/25/26-6/21/26 PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00	\$5,402.24
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	581.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	326.00	
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	267.00	
	WATER TREATMENT	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	132.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	941.22	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	489.93	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	237.09	
65190	KG&T PORTABLE TOILET RENTAL 06/22/26-07/19/26 PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00	\$5,983.00
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	581.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00	
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	326.00	

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00		
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	267.00		
	WATER TREATMENT	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	132.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	1,255.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	653.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	291.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	316.00		
Total For: KG & T SEPTIC INC					\$12,948.24
Vendor: LAKE CITY LAW GROUP PLLC					
47301	LEGAL SERVICE - SYRINGA LITIGATION JUL'26 WATER DISTRIBUTION	OTHER PROF SERVICE - LEGAL - LIT/OTHER	6,996.00		\$6,996.00
47300	LEGAL SVCS : GENERAL COUNSEL JUL'26 LEGAL	OTHER PROF SERVICE - LEGAL - CIVIL	15,482.50		\$15,482.50
Total For: LAKE CITY LAW GROUP PLLC					\$22,478.50
Vendor: Legacy Heating and Cooling					
38593190	WTP: SEASONAL HVAC AIR FILTER CHANGE WATER TREATMENT	SERVICES - BUILDING - R&M	250.00		\$250.00
38591528	REPAIR COOLING UNIT - NISSHA MEDICAL BLDG (804) GENERAL GOVERNMENT PROJECTS	SERVICES - BUILDING - R&M	335.00		\$335.00
Total For: Legacy Heating and Cooling					\$585.00
Vendor: LES SCHWAB TIRE CENTER					
10800988628	WWTP: TIRE DISPOSAL (18) WASTEWATER TREATMENT	SERVICES - AUTOMOTIVE - R&M	80.82		\$80.82
Total For: LES SCHWAB TIRE CENTER					\$80.82
Vendor: LEXIPOL LLC					
INVLEX1127449	LAW POLICY UPDATES - 9/01/2026 - 8/31/2027 POLICE DEPARTMENT	TECH SERVICES - POLICY	4,439.89		\$4,439.89
Total For: LEXIPOL LLC					\$4,439.89
Vendor: LINDSAY TUTTLE ON BEHALF OF MINOR JACE TUTTLE					
A26-5300-3	YOUTH BIG BELLY PUBLIC ART CONTEST AWARD - 2026 COMMUNITY DEVELOPMENT ADMINISTRATION	TECH SVS - PARK/REC & ART/GRAPHIC DESIGN	150.00		\$150.00
Total For: LINDSAY TUTTLE ON BEHALF OF MINOR JACE TUTTLE					\$150.00
Vendor: MAINTENANCE SOLUTIONS INC					
061930102	WWTP: AUTOMOTIVE PAINT & AIR FRESHNERS/DISPENSER WASTEWATER TREATMENT	VEHICLE & MACH SUPPLIES/PARTS	363.16		\$6

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv Item # 4.
	WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	320.16	
Total For: MAINTENANCE SOLUTIONS INC				\$683.32
Vendor: NAPA AUTO PARTS				
291519	TRAVERS: Z HOSE END (2) HOSE (9) - MOWER DECK REPAIR PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	103.09	\$103.09
292556	BEACH: NEW TRUCK BATTERY - RANGER PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	126.57	\$126.57
293109	ST: PERFORMANCE TOOL FUNNEL (1) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	5.04	\$5.04
292046	ST: FLOOR DRY (1) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	11.11	\$11.11
292228	ST: GLASS WELD URETHANE (1) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	25.99	\$25.99
292457	ST: AIR HOSE COUPLERS (2) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	8.10	\$8.10
292458	WWC: OIL FILTER RAM 1500 WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	10.33	\$10.33
292491	WWC: CABIN AIR FILTER (1) WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	13.98	\$13.98
293631	PARKS: BATTERY & CORE FOR KUBOTA TRACTOR - LATER EXCHANGED PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	126.57	\$126.57
293646	PARKS: BATTERY FOR KUBOTA TRACTOR - EXCHANGE PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	(7.78)	\$(7.78)
Total For: NAPA AUTO PARTS				\$423.00
Vendor: NORTH 40 OUTFITTERS				
178588	PARKS: TIMMER LINE (2) - CITY BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	102.98	\$102.98
052252/B	PARKS: TRIMMER LINE & 2 STROKE MIX (6) - TRAVERS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	105.53	\$105.53
052530/B	PARKS: PUMP & FITTING - FLOWER BASKETS WATERING UTV PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	74.98	\$74.98
052681/B	PARKS: TRIMMER BLADE & INSTALL KIT - CITY BEACH PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	50.98	\$50.98
052792/B	PARKS: OSCILLATOR SPRINKLER - MEMORIAL PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	34.99	\$34.99
178587	WD: WATERPROOF NEPTUNE BIB (1) WATER DISTRIBUTION	UNIFORM & CLOTHING	109.99	\$109.99

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
178603	WD: FRACTIONAL READ TAPE MEASURE (2) WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	21.98		\$21.98
178579	WD: STEERING WHEEL COVER WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	22.99		\$22.99
178586-1	WTP: SIGN REPAIR NUMBERS & CLAMP WATER TREATMENT	FACILITY SUPPLIES	27.96		\$27.96
178586	WTP: LONG SHANK PADLOCK (2) WATER TREATMENT	FACILITY SUPPLIES	49.98		\$49.98
052860/B	PARKS: STEERING KNOB & OIL MIX - TRAVERS MOWERS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	22.98		\$22.98
178534	SHOP: ARMORALL & DEGREASING WIPES WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	11.32		\$33.97
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	11.32		
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	11.33		
178526	WTP: SCREWS FOR SIGN REPAIR WATER TREATMENT	FACILITY SUPPLIES	62.02		\$62.02
178576	ST: HONDA 10W30 ENGINE OIL (2) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	17.98		\$17.98
052873/B	SHOP: CLEANING BRUSHES (4) STREET MAINTENANCE DIVISION	TOOLS	9.92		\$29.76
	WATER DISTRIBUTION	TOOLS	9.92		
	WASTEWATER COLLECTIONS	TOOLS	9.92		
052857/B	WD: HOE (1) SHOVEL (1) WATER DISTRIBUTION	TOOLS	25.98		\$25.98
Total For: NORTH 40 OUTFITTERS					\$795.05

Vendor: NORTH IDAHO LOCK & KEY

63021	JER: RESTROOMS - NEW LOCKS INSTALL JAMES E. RUSSELL SPORTS CENTER FACILITY	SERVICES - BUILDING - R&M	315.00		\$315.00
63027	JER: ALARM PROGRAMMING JAMES E. RUSSELL SPORTS CENTER FACILITY	SERVICES - BUILDING - R&M	135.00		\$135.00
63117	PARKS: NEW KEYS CUT (10) - MEMORIAL PARK MAINTENANCE & CAPITAL	SERVICES - BUILDING - R&M	50.00		\$50.00
Total For: NORTH IDAHO LOCK & KEY					\$500.00

Vendor: NORTHERN LIGHTS

3521203 07.29.2	BALDY MNT RADIO SITE 1 ELECTRIC 3521203 07.09.26 GENERAL GOVERNMENT PROJECTS	ELECTRICITY	92.57		\$92.57
94200 07.29.202	WTP: 856 SCHWEITZER MOUNTAIN RD 94200 07-29-26 (FY26)				\$4

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
	WATER TREATMENT	ELECTRICITY	401.10		
94201 07.29.202	WTP: 300 WOODLAND DR ELECTRIC 94201 07-29-26 (FY26)				\$215.12
	WATER TREATMENT	ELECTRICITY	215.12		
94202 07.29.202	WTP: 295 WOOLDNAD DR ELECTRIC 07-29-26 (FY26)				\$89.95
	WATER TREATMENT	ELECTRICITY	89.95		
3521201 07.29.2	WWC: BOYER AVE JAIL LFT STN N ELECTRIC 07-29-26 (FY26)				\$61.73
	WASTEWATER COLLECTIONS	ELECTRICITY	61.73		
3521202 07.29.2	WWC: 1033 AIRPARK LN ELECTRIC 07-29-26 (FY26)				\$50.43
	WASTEWATER COLLECTIONS	ELECTRICITY	50.43		
50278925	ST: SPRING HAVEN LIGHTS (BOYER & JENNY) 07-29-26 (FY26)				\$48.16
	STREET MAINTENANCE DIVISION	ELECTRICITY	48.16		
50430350 07.29.	WC: ELECTRICITY 3200 GREAT NORTHERN RD 50430350 07-29-26 (FY26)				\$46.22
	WASTEWATER COLLECTIONS	ELECTRICITY	46.22		
50242287 07.29.	ST: GRANDVIEW ST LIGHTS 50242287 07-29-26 (FY26)				\$23.77
	STREET MAINTENANCE DIVISION	ELECTRICITY	23.77		
Total For: NORTHERN LIGHTS					\$1,029.05
Vendor: OXARC INC					
0032623953	WWTP: S02 (1) CYLINDERS				\$1,617.55
	WASTEWATER TREATMENT	CHEMICAL SUPPLIES	1,617.55		
0062321061	WWTP: CI (14) SMALL (1) & GASES (6) H. PRESSURE (2) L. PRESSURE (1) CYL REN				\$167.27
	WASTEWATER TREATMENT	CHEMICAL SUPPLIES	167.27		
0062322812	WTP: CI (9) SMALL (3) & H. PRESSURE (1) CYL RENTALS				\$177.06
	WATER TREATMENT	CHEMICAL SUPPLIES	177.06		
0032620162	WD: PPE GLASSES (11) & PAINT PEN (2)				\$183.14
	WATER DISTRIBUTION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	176.30		
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	6.84		
0032630433	SHOP: PPE EYEWEAR (36) EAR PLUGS (2000)				\$365.88
	WATER DISTRIBUTION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	121.96		
	WASTEWATER COLLECTIONS	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	121.96		
	STREET MAINTENANCE DIVISION	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	121.96		
Total For: OXARC INC					\$2,510.90
Vendor: PANHANDLE HEALTH DISTRICT					
712 7/28/26	OSHA REQUIRED/RECOMMENDED VAC FOR STAFF AROUND RAW SEWAGE 7/23/2				\$136.00
	CENTRAL SERVICES DEPARTMENT	OTHER PROF SERVICE - MEDICAL	136.00		
Total For: PANHANDLE HEALTH DISTRICT					\$136.00
Vendor: PAPE MACHINERY INC					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
17070925	ST: FUEL FILTERS (2) & OIL FILTER (1) STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	139.58		
Total For: PAPE MACHINERY INC					\$139.58
Vendor: PASSWORD ANSWER SERVICE INC					
000041-075-521	ANSWERING SERVICES AGREEMENT AUG'26 (FY26) PUBLIC WORKS ADMINISTRATION	TELEPHONE - LANDLINE & OTHER	184.75		
Total For: PASSWORD ANSWER SERVICE INC					\$184.75
Vendor: REX EDWARDS					
REIMB073026	WWC: BOOT REIMBURSEMENT R. EDWARDS (FY26) WASTEWATER COLLECTIONS	UNIFORM & CLOTHING	125.00		
Total For: REX EDWARDS					\$125.00
Vendor: SAFESAVE PAYMENT SERVICES					
294577729	CREDIT CARD PROCESSING FEES - COURT RESERVE - JER JULY'26 JAMES E. RUSSELL SPORTS CENTER FACILITY	CREDIT CARD SERVICE	496.45		
Total For: SAFESAVE PAYMENT SERVICES					\$496.45
Vendor: SANDPOINT BUILDING SUPPLY					
2539452	PARKS: LEDGE, WALL CAP & CORNER STONE - DOWNTOWN REPAIRS PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	1,695.70		
Total For: SANDPOINT BUILDING SUPPLY					\$1,695.70
Vendor: SANDPOINT SUPER DRUG					
39396/1	WWC: HAND SANITIZER (3) WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	12.87		
Total For: SANDPOINT SUPER DRUG					\$12.87
Vendor: SANDPOINT URBAN RENEWAL AGENCY					
08132026	JULY'26 TAX RECEIPTS COLLECTED UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NORTH	1,986.18		
Total For: SANDPOINT URBAN RENEWAL AGENCY					\$1,986.18
Vendor: SELKIRK PRESS INC					
24054	SPD: FOUND PROPERTY BIKE FORMS (250) POLICE DEPARTMENT	PRINTING AND BINDING	93.00		
24068	BUSINESS CARDS - C. HUGHES (100CT) CENTRAL SERVICES DEPARTMENT	PRINTING AND BINDING	29.00		
Total For: SELKIRK PRESS INC					\$122.00
Vendor: SELKIRK SPORT, LLC					
SI-2172295	JER: B&B PADDLES (2) OMNI (1) & SHIPPING - RESALE				\$2

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv Item # 4.
SI-2150330	JAMES E. RUSSELL SPORTS CENTER FACILITY	RETAIL/METER SUPPLIES/EQUIPMENT	299.81	
	JER: PRO PICKLEBALL NETS (2)			\$3,576.72
	JAMES E. RUSSELL SPORTS CENTER FACILITY	FACILITY SUPPLIES	3,576.72	
Total For: SELKIRK SPORT, LLC				\$3,876.53
Vendor: SOUTH FORK HARDWARE (PARKS)				
434688	BEACH: SUNNYSIDE ACETONE (1 PINT)			\$10.99
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	10.99	
434260	PARKS: IRRIGATION SUPPLIES & PVC COUPLING - TRAVERS			\$7.57
	PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	7.57	
434158	PARKS: NUTS & BOLTS - BASKETBALL COURT MAINTENANCE			\$6.30
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	6.30	
434125	SPRTS CMLPX TRAVERS: UTILITY KNIFE & KNEELING PAD			\$20.48
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	20.48	
431775	PARKS: SOD KNIFE & WALLBOARD SAW - SPRTS CMLPX			\$35.98
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	35.98	
434614	PARKS: BULBS, IRRIGATION SPPLS, BTTRS - MEMORIAL			\$146.93
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	108.94	
	PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	37.99	
434266	BEACH: 1 X 1/2 SXT PVC BUSHING			\$1.59
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	1.59	
434475	BEACH: SPRAYER HEAD TOOL (2) & ROTO SCR ADJ TOOL (2)			\$37.96
	PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	37.96	
435333	BEACH: SUPER GLUE 6 PACK			\$4.79
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	4.79	
Total For: SOUTH FORK HARDWARE (PARKS)				\$272.59
Vendor: SOUTH FORK HARDWARE (PUB WKS)				
435590	WWTP: CABLE TIES, CLAMPS, TAPE, BALL VALVES & ADAPTERS/NIPPLES			\$113.86
	WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	113.86	
434679	ST: 8" PRUNER AND 24" PRUNING TOOL			\$79.98
	STREET MAINTENANCE DIVISION	TOOLS	79.98	
Total For: SOUTH FORK HARDWARE (PUB WKS)				\$193.84
Vendor: SPOKANE TESTING SOLUTIONS				
21641	20 ANNUAL QUERIES CDL/DRUG TESTING (2026)			\$200.00
	CENTRAL SERVICES DEPARTMENT	OTHER PROF SERVICE - HUMAN RESOURCES	200.00	
Total For: SPOKANE TESTING SOLUTIONS				\$200.00
Vendor: SUSAN DANKOVICH				

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 4.
SEPTCONTRAC	CONTRA DANCE REPLACEMENT CALLER - SEPT 11TH '26 DANCE RECREATION	TECH SVS - PARK/REC & ART/GRAPHIC DESIGN	75.00		
Total For: SUSAN DANKOVICH					\$75.00
Vendor: TITAN TRUCK EQUIPMENT, INC.					
1398688	ST: CAB RACK & TOOL BOX - '26 RAM 1500 1C6RRFCG7TN351950 STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	1,412.71		
Total For: TITAN TRUCK EQUIPMENT, INC.					\$1,412.71
Vendor: TORK ELECTRIC INC					
9406	WWTP: BLOWER MOTOR REPAIR WASTEWATER TREATMENT	TECH SERVICES - ELECTRICAL	1,032.86		
Total For: TORK ELECTRIC INC					\$1,032.86
Vendor: TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC					
5922531-202607	SPD: TRANSUNION - BACKGROUND CHECK SERVICES JULY'26 POLICE DEPARTMENT	BACKGROUND CHECK SERVICES	135.00		
Total For: TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC					\$135.00
Vendor: USA BLUE BOOK					
INV01125652	WWTP: 5 MIL NITRILE GLOVES (100) WASTEWATER TREATMENT	LABORATORY SUPPLIES	25.95		
INV01125261	WWTP: PH STORAGE SOLUTION, BUFFER PILLOWS, PAPER TOWELS & GLOVES WASTEWATER TREATMENT	LABORATORY SUPPLIES	297.56		
Total For: USA BLUE BOOK					\$323.51
Vendor: WASTE MANAGEMENT OF IDAHO INC					
62500-95006 AU	REFUSE AND WASTE CHRGS AUG - 2026 - FY26 SANITATION/GARBAGE COLLECTION	TECH SERVICES - GARBAGE REMOVAL	54,308.55		
Total For: WASTE MANAGEMENT OF IDAHO INC					\$54,308.55
Vendor: WELCH COMER & ASSOCIATES INC					
44050030-008	DOWNTOWN REV. ENG SERVICES 06/21/2026 THRU 07/18/2026 STREET CAPITAL & PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	13,390.66		
Total For: WELCH COMER & ASSOCIATES INC					\$13,390.66
Vendor: WILLIAMS, STACEY L					
REIMB071126	REIMBURSEMENT - FLOWER BASKETS 50' HOSE PARK MAINTENANCE & CAPITAL	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	53.48		
Total For: WILLIAMS, STACEY L					\$53.48
Vendor: WOOD'S CRUSHING & HAULING INC					
60213	WD: 3/4 GRAVEL (73.94 TONS) - JULY HAULS				

Invoice Number Invoice Description
Department/Division

GL Account Description

Line Item Amount

Page: 20/20

Inv Item # 4. t

WATER DISTRIBUTION

OPERATIONAL SUPPLIES/EQUIPMENT

942.74

Total For: WOOD'S CRUSHING & HAULING INC

\$942.74

Payables Grand Total: \$399,796.30

OUT OF CYCLE EFT PAID

VENDOR NAME	CHECK #	REASON OUT OF CYCLE	LINE ITEM AMOUNT	CHECK AMOUNT
Idaho State Tax Commission	EFT # 1502	Quarterly Sales Tax Payment	\$1,775.40	\$1,775.40

OUT OF CYCLE CHECK TOTAL \$1,775.40

Grand Total: \$401,571.70

Councilor Signature: _____ Date: _____

Councilor Name: **DEB RUEHLE** _____



MEMO

To: Sandpoint City Council
FROM: Mayor Jeremy Grimm
DATE: August 19, 2026
SUBJECT: City Commission, Advisory Committee and Board Appointment

I have appointed Bill Aitken to the Arts, Culture and Historic Preservation Commission for a 3-year term, set to expire on July 31, 2029. Bill has been a Sandpoint resident for many years and brings a diverse background in fields related to arts, culture and historic preservation. Bill is also a Board Member of the Bonner County Historical Society and could serve as a representative to the Commission.

I sincerely appreciate Bill's willingness to step forward and volunteer in this capacity to serve our community, and I thank you in advance for your consideration of the confirmation of his appointment.



Citizen Advisory Board Application - Arts, Culture and Historic Preservation Commission

Complete and submit this application to be considered for a seat on the Sandpoint Arts, Culture and Historic Preservation Commission.

Thank you for your interest in serving on the Sandpoint Arts, Culture and Historic Preservation Commission, a City of Sandpoint volunteer citizen advisory board. We appreciate your desire to serve our city in this capacity and look forward to reviewing your application. For more information, including qualifications for serving on this Commission, please visit Chapter 10 of Title 2, Sandpoint City Code here: https://library.municode.com/id/sandpoint/codes/code_of_ordinances?nodeId=TIT2BOCO_CH10ARCUHIPRCO.

Applicant Information

First Name: *

Bill

Last Name: *

Aitken

Phone Number: *

Ex. 208-555-5555. Please include area code.

Email Address: *

Home Address: *

Street Address

Address Line 2

City

Sandpoint

Postal / Zip Code

83864

State / Province / Region

ID

Country

USA

Mailing Address: *

Street Address

Address Line 2

City

Sandpoint

Postal / Zip Code

83864

State / Province / Region

ID

Country

USA

Employment and Volunteer History

Please upload a copy of your resume or any additional information relevant to your application.

Upload your Resume or Curriculum Vitae *

BILL AITKEN CV v2.pdf

175.19KB

Please relay any add'l information regarding your experience or background and the reason(s) you wish to serve in this capacity: *

I have been a Board Member of the Bonner County Historical Society for the past 7 years. The Board recently requested that I serve as the BCHS representative on the commission.

I previously served on the Sandpoint Historic Commission from approximately 2012-2018. I was a Sandpoint City Council Member from Dec 2013-Jan 2020.

Other Volunteer Service

Advisory Board - Litehouse YMCA - 15 years

Sandpoint Girls Lacrosse - 10 years

Project Manager/Operations Director

Project Manager with over 20 years' experience in the implementation, and execution of lighting systems for commercial buildings, retail architecture. In that time I have taken a hands on leadership approach, assisting in the completion of over 200 Lighting design projects and 325 energy retrofit/lighting updates nationally. Bringing the projects safely to their completion, on time and within budget, as well as honoring the design intent and purpose.

Invisible Circus is a Portland, OR based design house that provides lighting consultation and installation services for the architectural and entertainment industries. On over 200 projects, providing elegant solutions to unique challenges while maintaining practical hands on approach to responsible system design and execution. Our experience and background in lighting allow us to offer a wide variety of services from designing traditional illumination systems; unique fixture and application design, field aiming and maintenance, system evaluation and energy retrofit programs.

PROFESSIONAL PROFILE

Commercial • Retail • Residential • Landscape • Event •

- On-Site construction supervision, testing, and adjustment of installed luminaires and systems
- Lighting design and consultation
- Research site conditions and factors that could affect the cost of the project.
- Selection of design professionals and negotiation of fees.
- Coordination with Architect, General Contractor, and Sub-Contractors
- Performance of procurement, bid solicitation, and purchasing.
- Monitoring of construction for quality control, scheduling, cost reductions, and aid in value engineering.
- Interact with state, federal, and local authorities, inspectors, and utilities
- Skilled in the conceptualization, communication, and execution of lighting designs
- Design, application, and specification of lighting fixtures, controls, and dimming systems
- Sustainability recommendations

EDUCATION

- 1987-1992 BA in Sociology, California State University, Long Beach
- 1993-1994 Studied - Historic Preservation – Belmont College, OH
- 1997-1999 BA in Liberal Arts – History Concentration – Vermont College @ Norwich University

PROFESSIONAL WORK HISTORY

INVISIBLE CIRCUS LLC., PORTLAND, OR

Project Manager/Director of Operations: 2006 to Present

Direct oversight and development of all operational programs and processes. Perform take offs and prepare project bids. Onsite management and participation in lighting design implementation and execution.

AITKEN CONSTRUCTION, SANDPOINT, ID

Principal/Owner: 2004 to Present

Small Design/Construction firm, specializing in historical remodels and small tenant improvement projects.

PROJECTS OF NOTE: ARCHITECTURAL LIGHTING

Nordstrom Full line Stores: Over 80 US Locations

Managed and implemented lighting strategy and layout for over eighty, 80,00-240,000 Square Foot Retail locations throughout the United States. Services included onsite management, aiming, budgeting, staff training for a fully realized multi-tiered lighting strategy.

Nordstrom: Various Locations - Energy Retrofit Program

Managed staffing and day to day operations of energy retrofit for over 5 million square feet of retail space achieving a net energy reduction of over 25 million kilowatt-hours per year for over 100 retail locations within the fleet.

Signify/Philips Lighting

Supervised and implemented rapid deployment strategy for addressing multiple warranty issues on large retail projects across North America



MEMO

To: Sandpoint City Council
FROM: Mayor Jeremy Grimm
DATE: August 19, 2026
SUBJECT: City Commission, Advisory Committee and Board Appointment

I have appointed Carrie Logan to the Arts, Culture and Historic Preservation Commission for a 3-year term, set to expire on July 31, 2029. Carrie has been a Sandpoint resident for many years and has a diverse background in areas relating to this Commission. Carrie comes to the Commission as a former Planning and Zoning Commission member, City Councilor and Mayor of the City of Sandpoint.

I sincerely appreciate Carrie's willingness to step forward and volunteer in this capacity to serve our community, and I thank you in advance for your consideration of the confirmation of her appointment.



Citizen Advisory Board Application - Arts, Culture and Historic Preservation Commission

Complete and submit this application to be considered for a seat on the Sandpoint Arts, Culture and Historic Preservation Commission.

Thank you for your interest in serving on the Sandpoint Arts, Culture and Historic Preservation Commission, a City of Sandpoint volunteer citizen advisory board. We appreciate your desire to serve our city in this capacity and look forward to reviewing your application. For more information, including qualifications for serving on this Commission, please visit Chapter 10 of Title 2, Sandpoint City Code here: https://library.municode.com/id/sandpoint/codes/code_of_ordinances?nodeId=TIT2BOCO_CH10ARCUHIPRCO.

Applicant Information

First Name: *	Carrie	
Last Name: *	Logan	
Phone Number: *	Ex. 208-555-5555. Please include area code.	
Email Address: *		
Home Address: *	Street Address	
	Address Line 2	
	City	State / Province / Region
	Sandpoint	ID
	Postal / Zip Code	Country
	83864	United States

Mailing Address: *

Street Address

Address Line 2

City

Sandpoint

Postal / Zip Code

83864

State / Province / Region

ID

Country

United States

Employment and Volunteer History

Please upload a copy of your resume or any additional information relevant to your application.

Upload your Resume or Curriculum Vitae *

Application for ACHP.docx

13.55KB

Please relay any add'l information regarding your experience or background and the reason(s) you wish to serve in this capacity: *

Covered above

My name is Carrie Logan and I am seeking appointment to the Arts, Culture and Historic Preservation Commission. As a former P&Z member, City Councilor, Mayor and council liason to former Historic Preservation Commission I am uniquely qualified to serve on the commission. I hope to assist with the efforts of the commission as they educate, enact projects and assist with code development aimed at retaining our historic character. I feel the Commission serves a vital role in helping Sandpoint remain a real town.



MEMO

To: Sandpoint City Council
FROM: Mayor Jeremy Grimm
DATE: August 19, 2026
SUBJECT: City Commission, Advisory Committee and Board Appointment

I have appointed Molly O'Reilly to the Pedestrian and Bicycle Advisory Committee for a 3-year term, set to expire on July 31, 2029. Molly has been a Sandpoint resident for many years and brings a knowledgeable and extensive history regarding the Pedestrian and Bicycle Advisory Committee. Molly has also served on the Pedestrian and Bicycle Advisory Committee in the past.

I sincerely appreciate Molly's willingness to step forward and volunteer in this capacity to serve our community, and I thank you in advance for your consideration of the confirmation of her appointment.



Citizen Advisory Board Application -

Pedestrian and Bicycle Advisory

Committee

Complete and submit this application to be considered for a seat on the Sandpoint Pedestrian and Bicycle Advisory Committee.

Thank you for your interest in serving on the Sandpoint Pedestrian and Bicycle Advisory Committee, a City of Sandpoint volunteer citizen advisory board. We appreciate your desire to serve our city in this capacity and look forward to reviewing your application. For more information, including qualifications for serving on the Ped-Bike Committee, please visit [Chapter 6 of Title 2, Sandpoint City Code](#).

Applicant Information

First Name: *	Molly		
Last Name: *	O'Reilly		
Phone Number: *	208 Ex. 208-555-5555. Please include area code.		
Email Address: *			
Home Address: *	Street Address		
	Address Line 2		
	City	State / Province / Region	
	Sandpoint	ID	
	Postal / Zip Code	Country	
	83864	US	

Mailing Address: *

Street Address

Address Line 2

City

Sandpoint

Postal / Zip Code

83864

State / Province / Region

ID

Country

US

Employment and Volunteer History

Please upload a copy of your resume or any additional information relevant to your application.

Upload your Resume or Curriculum Vitae *

MollyResumeFeb2024.docx

25.23KB

Please relay any add'l information regarding your experience or background and the reason(s) you wish to serve in this capacity: *

I was a founding member of the Sandpoint Pedestrian Advisory Committee and have served on the successor committee since. In 2001 I decided to work as a volunteer for walkability and continue with that interest.

I'm an active participant to the SPBAC and bring both institutional knowledge of Sandpoint's bike/ped issues and broader pedestrian knowledge from my research, contacts and service on the boards of America Walks and the Idaho Pedestrian and Bicycle Alliance.

It's important to me that the SPBAC be a player in updating the MTMP and making recommendations to Council that help them accomplish their goals for the city.

There is a lot of value in new committee members and if the committee were at full membership strength, I might not have applied for another term. But, we are short one member so I'm not depriving a new person of involvement.

This is a good moment to say that it is a strong committee with active members. Very impressive.

Thank you,
Molly

Molly O'Reilly

Passionate and effective champion for active transportation

Idaho Walk Bike Alliance, 2009-present

Founding member, current president

- IWBA advocacy restored federal Transportation Alternative Program funding
Persuaded the State of Idaho to fund \$24 Million in grants to Idaho communities so youngsters can walk safely
- Delivered active transportation advocacy to Idaho

America Walks (2009-present)

Board Member and officer 2009-2018

Marketing and Fund Development Committee (Ongoing)

- Helped initiate the Walking College
- Introduced free webinars to educate walking advocates nationwide
- Supervised fundraising for and hiring of first paid Executive Director

Sandpoint (Idaho) Pedestrian and Bicycle Advisory Committee, 2004-2019

Founding Member

- Inventoried existing sidewalk network
- Helped City Council develop and enact ordinances for building and repairing sidewalk
- Worked to integrate walking and bicycling into codes, plans, and city psyche

Sensible Transportation Options for People 1990-1995

Board Member and President

- Built a strong, collaborative constituency to stop the Western Bypass Freeway
- Inspired Thousand Friends of Oregon to produce an excellent study showing that light rail, TOD's and active transportation were more effective than the proposed freeway for providing mobility to the affected are.

Portland Metro Area Transportation Policy Alternatives Committee (1989-1995)

Citizen Member

- Removed Western Bypass Freeway from Regional Transportation Plan
- Added "walking and bicycling" to many regional transportation policies

Professional Experience

Spent 25 years in sales and management for everything from a controversial urban gathering space to copiers and houseplants

Education

MBA

Pepperdine University, Los Angeles CA

BA

Reed College, Portland OR

NOTICE OF PUBLIC HEARING
PROPOSED BUDGET FOR FISCAL YEAR 2026-2027
AND USE OF FORGONE LEVYING AUTHORITY
CITY OF SANDPOINT, IDAHO

Item # 8.

Pursuant to Idaho Code Section 50-1002, a public hearing will be held during the City Council meeting scheduled for Wednesday, August 19, 2026, at 5:30 p.m. in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho, to take public testimony regarding the City's proposed budget for fiscal year starting October 1, 2026, and ending September 30, 2027 and intent to use forgone levying authority. All interested persons are invited to appear and show cause, if any, why such budget should or should not be adopted and/or why the City's forgone levying authority should or should not be used. The proposed budget, in detail, can be found by visiting the City website at www.sandpointidaho.gov or City Hall during regular office hours, 7:30 a.m.–5:30 p.m., Mon–Thu.

Proposed Expenditures	2024/2025 Actual	2025/2026 Budget	2026/2027 Proposed
General Fund			
General Government	3,927,799	5,978,815	6,174,786
Public Safety	5,037,420	5,485,153	5,994,475
Streets	1,947,196	9,280,843	13,946,719
Culture & Recreation	991,553	1,072,576	1,111,898
Total General Fund	11,903,968	21,817,387	27,227,878
Special Revenue Funds			
Fiber Optic Network Fund	17,118	96,000	102,500
Capital Project Fund (Impact Fees)	633,353	1,650,000	2,016,000
Recreation Fund	432,142	481,096	529,029
Parks Capital Improvement Fund	2,777,495	1,837,787	3,583,987
Total Special Revenue Funds	3,860,108	4,064,883	6,231,516
Proprietary Funds			
Sanitation Fund	815,162	849,320	892,214
Water Fund	5,326,928	11,232,468	15,900,376
Wastewater Fund	6,580,919	11,130,000	11,300,000
Bond Payment Fund	826,750	826,750	826,750
Bond Construction Fund	-	-	30,000,000
Total Proprietary Funds	13,549,759	24,038,538	58,919,340
Debt Service Funds - LID's	6,915	6,857	6,857
Total Expenditures - All Funds	29,320,750	49,927,665	92,385,591
Proposed Revenues	2024/2025 Actual	2025/2026 Budget	2026/2027 Proposed
Property Tax Levy			
General Fund	4,770,085	5,051,285	5,387,872
Forgone Levying Authority-Capital vehicles		53,902	57,427
Recreation Fund	224,749	238,018	253,879
Property Tax Levy Total	4,994,834	5,343,205	5,699,178
Revenue Sources Other than Property Tax			
General Fund	7,919,534	11,731,355	16,269,308
Fiber Optic Network Fund	66,785	96,000	102,500
Capital Improvement Fund (Impact Fees)	604,488	490,000	436,000
Recreation Fund	181,197	238,400	272,566
Parks Capital Improvement Fund	1,050,959	1,837,787	2,367,250
Sanitation Fund	898,773	845,000	880,000
Water Fund	7,434,460	5,680,000	5,760,000
Wastewater Fund	8,584,511	6,575,000	7,420,000
Bond Payment Fund	44,885	-	-
Bond Construction Fund	-	-	30,000,000
Debt Service Funds - LID's	13,080	1,370	1,370
Intergovernmental Transfers	3,459,311	3,466,948	3,727,332
Beginning Cash	-	13,622,600	19,450,087
Other Revenue Sources Total	30,257,983	44,584,460	86,413
Total Revenues - All Funds	35,252,817	49,927,665	85,591

43

For questions or requests for special accommodations, please call (208) 263-3310 at least 48 hours prior to the meeting.



AGENDA REPORT

City Council Meeting

TODAY'S DATE: August 7, 2026

MEETING DATE: August 19, 2026

TO: City of Sandpoint Council

FROM: Sarah Lynds, Finance Director

SUBJECT: Proposed Ordinance: FY 2027 Annual Appropriation – **action item**

DESCRIPTION/BACKGROUND: The City of Sandpoint Staff presented the proposed FY 2027 budget in the amount of \$92,385,591, which was considered by City Council at two workshops held on June 17 and July 1, 2026. Per Idaho Code 50-1002 included in the budget documents are actual revenues and expenditures from the prior two fiscal years, budgeted revenues and expenditures for the current fiscal year, and the proposed revenues and expenditures for the upcoming fiscal year.

The proposed FY 2027 budget anticipated levying \$5,699,178 in property taxes in accordance with State law, which includes the statutory allowed 3% inflationary increase and an additional 1% forgone levying recovery as well as 90% of the new construction.

On August 3, 2026 the City received the final new construction and taxable valuation information from Bonner County, resulting in a decrease in the anticipated Property Tax levy amount of \$80,686 as compared to the proposed budget presented during the budget workshops. The FY 2027 final property taxes to be levied are \$5,618,492, which is \$258,052 more than the prior year's levy amount of \$5,360,440. The final budget also includes levying \$56,628 of the total \$294,574 available forgone property tax from prior years for the purchase of public safety and streets vehicles. According to the Bonner County Assessor's office, the assessed taxable valuation within the City of Sandpoint increased by 1.55% over the prior to a total of \$2,084,977,171.

This all resulted in a projected increase in the City's levy rate from \$2.60 to \$2.69 per \$1,000 in taxable valuation. The current year budget does not reflect property tax relief due to actual FY 2025 resort city occupancy/lodging tax revenues collected being less than amount budgeted.

During the August 4th SURA (Sandpoint Urban Renewal Agency) meeting the SURA Board approved all but the \$25,000 line item in the City's budget (01-1800-4310-4111). This has been removed from the FY 2027 City of Sandpoint budget. During the August 5th, 2026, Council meeting additional discussions surrounding the FY 2027 budget were held and the Council did not make any motions to remove or move any proposed budgeted items.

The Notice of Public Hearing for the FY 2027 Budget Annual Appropriation and Use of Forgone Levying Authority was published in accordance with Idaho Code 50-1002 and 63-803(3) in the Bonner County Daily Bee on August 2nd and 9th and the public hearing is scheduled for August 19, 2026.

STAFF RECOMMENDATION: Conduct the public hearing for the FY 2027 City of Sandpoint Annual Appropriation Ordinance, and upon consideration of testimony presented:

1. Approve the Annual Appropriation Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary.
2. Approve the Resolution for the Use of Forgone Levy Authority.
3. Authorize the execution of the L-2 property tax certification in the aggregate amount of \$5,618,492.

ACTION: Conduct the public hearing for the FY 2027 City of Sandpoint Annual Appropriation Ordinance, and upon consideration of testimony presented:

1. Approve the Annual Appropriation Ordinance under suspension of the rules requiring three complete and separate readings and that it be read by title and published by summary; or consider the Ordinance on first reading and that it be read by title; or take other action deemed appropriate.
2. Approve the Resolution for the Use of Forgone Levy Authority; or take other action as deemed appropriate.
3. Authorize the execution of the L-2 property tax certification in the aggregate amount of \$5,618,492; or take such other action deemed appropriate.

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

ATTACHMENTS:

1. Bonner County Daily Bee Notice of Public Hearing
2. Ordinance – FY 2027 Annual Appropriations
3. Resolution – Use of Forgone to be used in the FY 2027 Budget
4. 2026 L-2 Worksheet to be submitted to Bonner County by September 10, 2026 – per Idaho Code 63-803(3)

LINK TO BUDGET BOOK:

<https://city-sandpoint-id-cleardoc.cleargov.com/22707>

CITY OF SANDPOINT ORDINANCE NO. _____

ANNUAL APPROPRIATION ORDINANCE

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TERMED THE ANNUAL APPROPRIATION ORDINANCE, PURSUANT TO IDAHO CODE § 50-1003, APPROPRIATING \$92,359,091 TO DEFRAY THE NECESSARY EXPENSES AND LIABILITIES OF THE CITY OF SANDPOINT, IDAHO, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2026, LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY AND SPECIFYING THE OBJECTS AND PURPOSE FOR WHICH SAID APPROPRIATION IS MADE; PROVIDING FOR SEVERABILITY, PUBLICATION AND AN EFFECTIVE DATE.

NOW THEREFORE, be it ordained by the Mayor and City Council of the City of Sandpoint, Bonner County, Idaho, that:

Ordinance Section 1: The sum of \$92,359,091 be and is hereby appropriated to defray the necessary expenses and liabilities of the City of Sandpoint, Bonner County, Idaho, for the fiscal year beginning October 1, 2026.

Ordinance Section 2: The objects and purposes for which such appropriations are made are as follows:

	2026/2027 Adopted
GENERAL FUND	
General Government	\$6,149,786
Public Safety	\$5,994,475
Streets	\$13,946,719
Culture & Recreation	\$1,111,898
Total General Fund	<u>\$27,202,878</u>
SPECIAL REVENUE FUNDS	
Fiber Optic Network Fund	\$102,500
Capital Project Fund (Impact Fees)	\$2,016,000
Recreation Fund	\$529,029
Parks Capital Improvement Fund	\$3,583,987
Total Special Revenue Funds	<u>\$6,231,516</u>
PROPRIETARY FUNDS	
Sanitation Fund	\$892,214
Water Fund	\$15,898,876
Wastewater Fund	\$11,300,000
Bond Payment Fund	\$826,750
Bond Construction Fund	\$30,000,000
Total Proprietary Funds	<u>\$58,917,840</u>

CITY OF SANDPOINT ORDINANCE NO. _____

Debt Service Fund - LID's

\$6,857

Total Expenditures - All Funds

\$92,359,091

Ordinance Section 3: A general tax levy on all taxable property within the City of Sandpoint be levied in an amount allowed by law for the general purposes for said city, for the fiscal year beginning October 1, 2026.

Ordinance Section 4: The provisions of this ordinance are hereby declared to be severable, and if any provision of this ordinance or the application of such provision to any person or circumstance is declared invalid for any reason, such declaration shall not affect the validity of the remaining portions of this ordinance.

Ordinance Section 5: This ordinance shall be in full force and effect upon its passage, approval and publication, according to law.

Passed and adopted as an ordinance of the City of Sandpoint, Idaho, at a regular session of the Sandpoint City Council on August 19, 2026.

Jeremy Grimm, Mayor

ATTEST:

Meri Jane Bohn, City Clerk

No: 26-
Date: August 19, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: CERTIFYING THE AMOUNT OF FORGONE INCREASE TO BE INCLUDED IN THE FISCAL YEAR 2027 BUDGET

WHEREAS: Under Idaho Code, taxing districts may choose to levy taxes less than the maximum amount allowed by law, which amount not levied is referred to as the forgone amount;

WHEREAS: Pursuant to Idaho Code § 63-802, in any subsequent year, following the district's notice of intent to recover and use forgone monies and a duly-noticed public hearing, a taxing district may recover the forgone increase with a resolution that states the amount of forgone increase to be budgeted and the specific purpose for which the forgone amount will be used; and

WHEREAS: During their April 15, 2026, meeting, Sandpoint City Council scheduled the annual budget public hearing for August 19, 2026. In addition, at the July 15, 2026, meeting, Sandpoint City Council declared their intent to use forgone levying authority.

NOW THEREFORE, BE IT RESOLVED THAT: Following a duly noticed public hearing held August 19, 2026, Sandpoint City Council hereby certifies \$56,628 as the amount of forgone increase to be included in the FY 2027 budget, for the purpose of funding public safety and street vehicles.

BE IT FURTHER RESOLOVED THAT: Upon approval of this resolution, the City Clerk shall provide a copy to the Bonner County Clerk Pursuant to Idaho Code § 63-802(e), as well as to the Board of County Commissioners.

Jeremy Grimm, Mayor

ATTEST:

Meri Jane Bohn, City Clerk

2026 L-2 Worksheet

District Name: City of Sandpoint

District Type: C Item # 10.

Allowable Base Budget Calculation:

Highest of the Last 3 years Non-Exempt P-Tax Budget + P-Tax Replacements (from the 'Maximum Budget & Forgone Amounts Worksheet' and highlighted in the table above)	(1)	\$	5,444,144
Selected Base Budget Growth Entered on the Dashboard = 3% (cannot exceed 3% of line 1)	(2)	\$	163,324

New Construction, Annexation, & Expiring Urban Renewal Allowable Budget Increases Calculation:

2025 Value of District's Operating Property from Each Applicable County:		Value	
Bonner	(3a)	\$	18,246,193
	(3b)		
	(3c)		
	(3d)		
Total 2025 Operating Property Value (total of lines 3a thru 3d):	(3)	\$	18,246,193
2026 District's Net Taxable Value & Estimated Sub-roll from Each Applicable County:		Value	
Bonner	(4a)	\$	2,084,977,171
	(4b)		
	(4c)		
	(4d)		
Total 2026 Net Taxable Value & Estimated Sub-roll (total of lines 4a thru 4d):	(4)	\$	2,084,977,171
Preliminary Levy Rate for New Construction:			
2026 New Construction Preliminary Levy Rate ((line 1 + line 2) / (line 3 + line 4)) = (\$5,607,468 / \$2,103,223,364)	(5)		0.002666131
2026 Value of District's New Construction Roll from Each Applicable County:		Value	
Bonner	(6a)	\$	20,754,782
	(6b)	\$	-
	(6c)	\$	-
	(6d)	\$	-
Total New Construction Roll (NOT including expiring Urban Renewal) (total of lines 6a thru 6d)	(6)	\$	20,754,782
Allowable Budget Increase for New Construction Roll (multiply line 5 by line 6)	(7)	\$	55,335
2026 Value of District's Annexed Property Subject to the 8% Cap:			
2026 Full Taxable Value of Annexation Assessed by County	(8)	\$	-
90% of Annexation Value in line 8	(9)	\$	-
Estimated Value of 2025 Annexed Operating Property (line 8 divided by line 4, then multiplied by line 3)	(10)	\$	-
2026 annexation preliminary levy rate ((line 1 + line 2)/(line 3 + line 4 + line 10))	(11)		0.002666131
Allowable Budget Increase for Annexations Subject to 8% Cap (multiply line 9 by line 11)	(12)	\$	-
8% Cap on Allowable Non-Exempt Budget Increases (Except Expiring Urban Renewal):			
Total of Budget Increases Listed Above (line 2 + line 7 + line 12)	(13)	\$	218,659
Max 8% Cap on Budget Increases Listed Above (line 1 * 8%)	(14)	\$	435,532
8% Cap Adjustment for Non-Exempt Budget (line 14 minus line 13 or zero, whichever is smaller)	(15)		

2026 L-2 Worksheet

Item # 10.

2026 Expiring Urban Renewal:				
Expiring Urban Renewal Increment Value to be Reduced to 80%	(16)	\$ -		
Expiring Urban Renewal Increment Value to be Reduced to 90%	(17)	\$ -		
Total Expiring Urban Renewal Increment Value after Reductions (line 16 * 80%) + (line 17 * 90%)	(18)	\$ -		
Allowable Budget Increase for Expiring Urban Renewal (line 18 multiplied by line 5)			(19)	\$ -
	(20)	\$ -		
	(21)	\$ -		
			(22)	\$ -
Total Non-Exempt Property Tax Budget After Increases Calculated Above (line 1 + line 2 + line 7 + line 12 + line 15 + line 19 + line 22)			(23)	\$ 5,662,803
Previously Forgone Increases & Previous Solar Farm Tax:				
Total accrued forgone balance (from the 'Maximum Budget and Forgone Amount Worksheet')		\$ 294,574		
Forgone amount to be recovered in this year's budget for Maintenance & Operations (up to 1% of line 23)	(24)	\$ 56,628		
Forgone amount to be recovered in this year's budget for Capital Projects (up to 3% of line 23)	(25)	\$ -		
Solar Farm Tax received in the highest budget of the last 3 years (added back in after all growth calculations)	(26)	\$ -		
Maximum Non-Exempt Property Tax Budget After All Allowable Increases and Before Subtractions (line 23 + lines 24 thru 26)			(27)	\$ 5,719,431
Property Tax Replacements:				
Yearly amount of the agricultural equipment replacement money	(28)	\$ 2,408		
Yearly amount of the 2013 personal property replacement money	(29)	\$ 88,958		
Yearly amount of the 2022 personal property replacement money	(30)	\$ 9,573		
Estimated tax for the current tax year from rate-regulated electric & gas companies	(31)	\$ -		
Recovered Homeowner's Exemption property tax	(32)			
Recaptured QIE	(33)			
Total Property Tax Replacements (Add lines 28 thru 33)			(34)	\$ 100,939
Other Subtractions from Levying Authority:				
Other reductions reported in column 4 of the Recovered/Recaptured Property Tax list	(35)			
Solar Farm Tax received in the current year (7/1/25 - 6/30/26)	(36)			
Total additional revenues to be subtracted from levying authority (Add lines 35 & 36)			(37)	\$ -
Fire District Annexation (Cities Only):				
If annexed by a fire district, the amount spent on fire services in the prior year is to be subtracted here			(38)	\$ -
For School Districts Only:				
			(39)	
			(40)	
Maximum Allowable Non-Exempt Property Tax That Can Be Levied (Including Forgone Amount):				
Maximum non-exempt property tax budget including forgone amount (lines 27 - 34 - 37 - 38)			(41)	\$ 5,618,492

Item # 10.

Fund Name	Total Approved Budget*	Cash Forward Balance	Other revenue NOT shown in Column 5	Property Tax Replacements and Other Subtractions (Line 34 + Line 37 of 'L-2 Worksheet'")	Balance to be levied Col. 2 minus (Cols. 3+4+5)
1	2	3	4	5	6
General Fund	\$27,202,878	\$3,091,721	\$18,644,558	\$100,939	\$5,365,660
Recreation Fund	\$529,029	\$3,631	\$272,566		\$252,832
NON-LEVIED FUNDS (must net zero)					
Column Subtotal:	\$27,731,907	\$3,095,352	\$18,917,124	\$100,939	\$5,618,492
Maximum Allowable Non-Exempt Property Tax Amount to be Levied:					\$5,618,492

All Exempt Funds	\$64,627,184	\$16,436,921	\$48,190,263		
Column Subtotal:	\$64,627,184	\$16,436,921	\$48,190,263		
Column Total:	\$92,359,091	\$19,532,273	\$67,107,387	\$100,939	\$5,618,492
Expected Totals (for balancing purposes, values from 'L-2 Worksheet')				\$100,939	

\$56,628

Initials: SL

To the best of my knowledge, this district has established and adopted this budget in accordance with all provisions of Idaho Law.

Printed Name	Signature of District Representative	Title	Date
Sarah Lynds - Finance Director 1123 Lake Street Sandpoint, ID 83864		slynds@sandpointidaho.gov	
Contact Name and Mailing Address		Email Address	
208-263-3557		N/A	
Phone Number (###) ###-#### EXT ###		Fax Number (###) ###-####	

NOTICE OF PUBLIC HEARING

NOTICE IS GIVEN that the Sandpoint City Council will hold a public hearing on *Item # 11.* during their meeting on Wednesday, July 15th, 2026, which begins at 5:30 p.m. in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

The purpose of the hearing is to receive public comment on City Application No. PS26-0001 request for approval of a preliminary plat to subdivide two parcel's(RPS00000108151A & RPS00000108290A) Consisting of ±4.6acres to create twenty-six lots, along with associated public infrastructure. The legal description of the parcel's is 10-57N-2W S2 LOT 15, LESS S 104FT OF W 258FT & LESS N 116FT OF W 110FT & 10-57N-2W S 104FT OF W 258FT OF LOT 15, Boise Meridian, Bonner County, Idaho.

Seating in Council chambers is available on a first-come, first-served basis. The overflow areas outside chambers will accommodate additional attendance, with live meeting video and audio provided. For public hearings/public comment periods, those who may not be able to be seated within chambers will be allowed entrance to the room and given the opportunity to speak from the podium.

Copies of the complete files for this matter are available for review online at www.sandpointidaho.gov/CurrentProjects or at the Sandpoint City Clerk's office at City Hall (address above), 208-263-3310. Any written testimony to be considered at this meeting must be delivered to City Hall or by email to cityclerk@sandpointidaho.gov before 5:00 p.m. on July 8, 2026. To request special accommodation to view the application files or participate in the above-noticed meeting, send a message to the email address above or 208-263-3310 at least two business days prior to the meeting. Legal#8011 AD#51740
July 1, 2026



DOBLER ENGINEERING

**SKYWAY ESTATES
SUBDIVISION NARRATIVE
Parcel # RPS00000108290A & RPS00000108151A**

Introduction

On behalf of the property owner, Dobler Engineering is requesting approval of a major subdivision located on the east side of Boyer Rd, approximately 500' south of the intersection with Alexander Way. The project consists of subdividing two existing parcels into 26 lots. The smaller parcel is approximately 0.38 acres and currently contains one single family residence and garage. The larger parcel is approximately 4.137 acres and is undeveloped with only an existing barn. We are proposing a 26-lot subdivision conforming to the RS site performance criteria with lots varying in size from about 5348 sf to about 6470 sf. A variance for right of way width of forty' is being requested for the first 200' of roadway, to allow the existing residence to remain.

Evaluation

Provision has been made for a water supply system that is adequate in terms of quantity and quality for the type of subdivision proposed.

Water

The City of Sandpoint will serve the proposed subdivision. There is an existing 8" main in Boyer Rd. We will construct an 8" main which will extend through the property for future extension.

Sanitary sewer

Adequate provisions have been made for a public sewage system and that the existing Municipal system can accommodate the proposed sewer flows.

The city will provide sewer service. There is an existing 12" main in Boyer Rd, which will be extended through the property to the east. Initial evaluation of the sewer indicates that easterly portion of the site will need to be raised 2'-3' to maintain minimum cover over the sewer line.

Storm sewer

Adequate provisions have been made for a public storm sewage system and that the existing Municipal system can accommodate the proposed flows.

The city will provide storm sewer service. There is an existing 12" main in Boyer Rd, which will be extended through the property to the east. Initial evaluation of the storm



sewer indicates that minimum cover over the pipe can be maintained if the eastern portion of the property is raised to accommodate the sanitary sewer.

Streets

Proposed streets are consistent with the transportation element of the Comprehensive Plan. The proposed internal streets will be extended through the subdivision to provide connectivity.

The internal street will be constructed to City standards for local residential streets with parking on both sides (32' width / 50' RW). The first 200' of roadway will utilize a 32' width and 40' RW to allow the existing residence to remain and create a usable lot. Utility easements (10') for private utilities will be granted outside of the right of way on both sides of the street and on Boyer Ave. An additional 10' of right of way will be granted on Boyer Ave.

Site hazards.

All areas of the proposed subdivision which may involve soil or topographical conditions presenting hazards have been identified and there is no known soil, topographical, or other hazards present on the site that would preclude the proposed use.

Conformance to the current zoning and future land use designation in the Comp Plan

The area proposed for subdivision is currently zoned for the proposed use and the use conforms to future land use plan of the Comp Plan. The proposed land use and density conform to the requirements of the RS zone regarding lot size, minimum frontage, and overall density.

Cost of Development

The developer has made adequate plans to ensure that the community will bear no more than its fair share of costs to provide services by paying fees, furnishing land, or providing other mitigation measures for off-site impacts to streets, parks, and other public facilities within the community. It is the expectation that, in most cases, off site mitigation will be dealt with through the obligation to pay development impact fees. In addition, the full cost of the proposed improvements will be borne by the development.

Summary

The proposed project meets the density requirements of the underlying zoning and can be adequately served by the available infrastructure. The proposed development is consistent with the Comprehensive Plan and the surrounding land uses. Approval of the requested modification will allow the creation of a neighborhood compatible with the surrounding developments.

Instrument # 1051349
Bonner County, Sandpoint, Idaho
08/27/2025 03:48:54 PM No. of Pages: 4
Recorded for: NEXTITLE NORTH IDAHO
Michael W. Rosedale Fee: \$15.00
Ex-Officio Recorder Deputy njanes
Index to: WARRANTY DEED

Warranty
Deed Bonner
County
PTC 882390
NXNI-0562823

NORTH IDAHO
TITLE
File No.: NXNI-0562823

WARRANTY DEED

Title No. 882390

FOR VALUE RECEIVED

Joanne E. Ames, a single woman

GRANTOR(s) does(do) hereby GRANT, BARGAIN, SELL and CONVEY unto:

Polar Built, LLC, an Idaho limited liability company

GRANTEE(s), whose current address is: **14363 Pristine Circle, Rathdrum, ID 83858**

the following described real property in Bonner County, State of Idaho more particularly described as follows, to wit:

See attached Exhibit "A"

TO HAVE AND TO HOLD the said premises, with their appurtenances unto said Grantee(s), and Grantee(s) heirs and assigns forever. And Grantor(s) does(do) hereby covenant to and with said Grantee(s) that Grantor(s) is/are the owner(s) in fee simple of said premises, that said premises are free from all encumbrances, EXCEPT those to which this conveyance is expressly made subject and those made, suffered or done by the Grantee(s), and subject to reservations, restrictions, dedications, easements, rights of way and agreements, if any, of record, and general taxes and assessments, (including irrigation and utility assessments, if any) for the current year which are not yet due and payable and the Grantor(s) will warrant and defend the same from all lawful claims whatsoever.

EXHIBIT A

Parcel 1:

A portion of Lot 15 of a subdivision of Section 10, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, according to the plat thereof, recorded in Book 1 of Plats, Page 128, records of Bonner County, Idaho, described as follows:

Beginning at the intersection of the East right of way line of North Boyer County Road and the South line of said Lot 15;

thence North 104 feet;

thence East 258 feet;

thence South 104 feet, to the South line of said Lot 15;

thence West to the Point of Beginning.

Parcel 2:

The South half of Lot 15 of a subdivision of Section 10, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, according to the plat thereof, recorded in Book 1 of: Plats, Page 128, records of Bonner County, Idaho.

Less the following described tract:

Beginning at the intersection of the East right of way line of the North Boyer County Road and the South line of said Lot 15,

thence North 104 feet;

thence East 258 feet,

thence South 104 feet, to the South line of said Lot 15; thence West to the Point of Beginning.

Also less Boyer Avenue

Also less the following described tract:

The North 116 feet of the West 110 feet of the South half of Lot 15, a subdivision of Section 10, Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, according to Book 1 of Plats, Page 128, records of Bonner County; Except Boyer Avenue.

²⁶
Dated: August 12, 2025

Joanne E. Ames
Joanne E. Ames

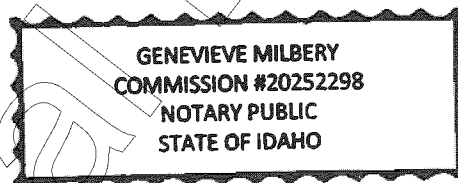
STATE OF IDAHO)

COUNTY OF)

On this 26th day of August, in the year of 2025, before me the undersigned Notary Public in and for said State, personally appeared Joanne E. Ames known or identified to me, to be the person whose name is subscribed to the within instrument, and acknowledged to me that he/she executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.

Genevieve Milbery
Notary Public for Idaho
My commission expires:



GENEVIEVE MILBERY
Residing in: Sandpoint, ID
Commission Expires: 06/26/2031

**SUBDIVISION APPLICATION**

File #: _____

Please read and complete the application carefully. Failure to provide all required information could result in a delay in processing your application.

Applicant Information:

Applicant's Name: **Gordon Dobler**
Address: **PO BOX 3181, Hayden, ID 83815**
Phone: (H) _____ (W) **208 755-9732**
E-mail: **gordon@doblerengineering.com**
Holder of Legal Title: **Polar Built LLC**
Address: **14363 Pristine Circle, Rathdrum, ID 83858**
Phone: (H) _____ (W) _____
E-mail: **polarcomatt@gmail.com**

Representative Information:

Business Name: **Dober Engineering**
Surveyor: **Trueline surveying**
Address: **3881 N Schreiber Wy**
Phone: (H) _____ (W) _____
E-mail: _____

Project Information:

Proposed Development Name: **Skyway Estates**
Legal Description of Site: Lot(s) _____ Block # _____ Addition _____
(or) **PIN RPS00000108290A and RPS00000108151A**
Section **10** Township **57N** Range **2W**
Total Size of Parcel: **4.137ac and 0.380ac**
Number of Lots/Units: Existing: **2** Proposed: **26 lots**
Smallest Lot Size: **5348 sf** Largest Lot Size: **6470 sf**

Current Zoning:

Residential	Commercial	Industrial
☐ Rural Residential RR2	☐ Mixed-use Residential (MUR)	☐ Industrial General (IG)
☐ Rural Residential RR1	☐ Commercial A (CA)	☐ Industrial Business Park (IBP)
☒ Residential Single-Family (RS)	☐ Commercial B (CB)	☐ Industrial General w / IBP uses allowed
☐ Residential Multi-Family (RM)	☐ Commercial C (CC)	☐ Industrial Technology Park (ITP)

Current Comprehensive Plan Designation:Future Land Use Categories

- | | | |
|--|---|--|
| ☐ Low Density Clustered Residential | ☒ Low Density Residential | ☐ Medium Density Residential |
| ☐ High Density Residential | ☐ Neighborhood Mixed Use | ☐ Mixed Use Corridor |
| ☐ Downtown | ☐ Public/Quasi Public | ☐ Light Industrial/Commercial |
| ☐ Parks and Open Space | | |

Airport Safety Zones

- | | |
|---|--|
| ☐ Inner Critical Zone | ☐ Lateral Safety Zone |
| ☐ Runway Protection Zone | ☐ N/A |

What land uses border the site? Describe lot sizes, structures and uses:North: **SFR - 0.147ac to 0.53ac**South: **SFR - 3.0ac to 5.0ac**East: **SFR - 5.0ac**West: **SFR - 2.48ac , Undeveloped 2.31ac****What Zones border the project site?**North: **RS** South: **RS** East: **RS** West: **RS****Utility Information:**

Power will be provided by:



Avista Utilities



Northern Lights Inc

Water will be supplied by:



Existing public or community system



Individual well



Proposed public or community system

Sewage disposal will be provided by:



Existing community system



Individual system



Proposed community system

Site Information - provide detailed descriptions on the following:

1. Topography (lay of land), including estimated maximum slope, rock outcroppings, benches, etc.: **Flat, generally slopes down to the east < 5%**

2. Water courses (springs, streams, rivers, etc.): **NONE**

3. Existing structures (size & use): **Existing SF residence and shop on smaller parcel. Existing shop on larger parcel**

4. Land cover (timber, pasture, etc.):

**Pasture on smaller parcel, timber on
larger parcel**

Item # 11.

5. Other pertinent information:

Note: The Planning and Zoning Director may request additional information in specific circumstances in order to assist the Planning and Zoning Commission in reviewing this request.

The date of the Planning and Zoning Commission hearing will be established by the Planning and Zoning Department upon the acceptance of a **complete** application. An application will be considered complete when all of the requested information has been submitted.

I am the owner or owner's representative of the property described in this application. I further attest that all information submitted with this application is true and accurate to the best of my knowledge.



Signature of Applicant

2/16/2026

Date

Recording requested by:

City of Sandpoint
1123 Lake St
Sandpoint, ID 83864

When recorded return to:

City of Sandpoint, Attn: City Clerk
1123 Lake St
Sandpoint, ID 83864

FAIR DISCLOSURE STATEMENT
DISCLOSURES BY OWNER/BUYER
OF REAL PROPERTY IN CITY OF SANDPOINT, IDAHO

This is a notification, disclosure (Fair Disclosure Statement), and acknowledgement by _____, of _____, regarding real property located in the vicinity of the Sandpoint Airport (ICAO: KSZT) in the City of Sandpoint, Idaho.

The undersigned hereby acknowledge the following:

1. The subject property is addressed at _____, Sandpoint, ID and more particularly identified and described in Attachment "A" (Subject Property).

2. Proximity to the Airport:

The Subject Property is located within the Sandpoint Inner Critical Zone/Lateral Safety Zone, as defined in Chapter 12, Title 9, Airport Overlay Zone District, Sandpoint City Code.

3. Airspace

The Subject Property lies under the Airport's FAR Part 77 Airspace, and is subject to Federal law and Chapter 12, Title 9 of the Sandpoint City Code.

4. Future Improvements and Aircraft Operations

The Airport may wish to expand its facilities and operations in the future. Expansion plans include, but are not limited to, those shown on the approved Sandpoint Airport Master Plan. These improvements may result in increased aircraft operations, operations by larger aircraft, and increased nighttime operations which could increase the noise levels within the vicinity of the Airport.

5. Disclosure of Airport Impacts

Due to the proximity of the parcel to the Airport; owners and/or buyers of the Subject Property should expect frequent overflight and varying degrees of noise and other impacts from these overflying aircraft, which some persons may find intrusive. Further, owners and/or buyers of the Subject Property should expect varying degrees of vibration, fumes, dust, fuel, fuel particles, or other effects that may be caused by the operation of aircraft landing at, taking off from, or operating on or at public airport facilities.

CERTIFICATION

This undersigned owners and/or buyers of said Subject Property certify that they have read the above Fair Disclosure Statement, and acknowledge the existence of limitations placed upon the property under Federal law and the Sandpoint City Code described herein, the noise and other exposure due to the operation of said Airport, and consent to the same.

Dated: _____

[OWNER]

VERIFICATION

STATE OF IDAHO)
 : ss.
County of BONNER)

The undersigned, _____, being sworn, having read the foregoing, say that the facts set forth herein are accurate and complete to the best of their knowledge and belief.

DATED this _____ day of _____, 2020.

[OWNER]

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2020.

Notary Public, State of Idaho
Residing at:
Commission expires:



DOBLER ENGINEERING

Item # 11.

May 15th, 2026

City of Sandpoint
1123 W Lake Street
Sandpoint, ID 83864

RE: Revised Trip Distribution and Generation Letter for Skyway Estates
2708 N Boyer Rd

Gentlemen:

The purpose of this letter is to provide an estimate of the traffic generation for the subject project. The property is located on the east side of Boyer Rd, about 275' south of Plaza Lane. The proposed project will access Boyer Rd directly through a single internal street.

The proposed use is single family residential development, and the existing use is single family, with one residence on the property. We anticipate creating no more than 26 single family lots on the property, including a lot for the existing residence. Therefore, the additional traffic load would be generated by 25 new single-family residences.

The ITE Trip Generation Manual, 10th edition, estimates the average weekday trip ends for single family detached housing (210) to be 9.44 trips per dwelling unit, the average pm peak hour trips to be 0.99 trips per dwelling unit, and the average am peak hour trips to be 0.76 trips per dwelling unit. Based on 25 new single-family residences, the trips generated by the development would be as follows.

Total Average Weekday Trips:	246
Total Average PM Peak Hour Trips:	26
Total Average AM Peak Hour Trips	19

Because the sole access to the subdivision will be from Boyer Rd, 100% of the traffic will flow through the Boyer Rd intersection. Trip distribution for the PM peak hour is estimated to be 60% northbound and 40% southbound on Boyer Rd. This is based on proximity and ease of access to the most common trip attractors such as grocery stores, restaurants, post office, etc.

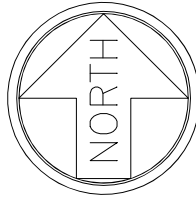
Please contact me if you have any questions or concerns regarding this issue.

Respectfully submitted,

Gordon Dobler, P.E.
Dobler Engineering

1857 N LAKEWOOD DR, SUITE 201 ♦ COEUR D'ALENE, ID 83814 ♦ 208 755-9732

SKYWAY ESTATES RRELIMINARY PLAT
A PORTION OF LOT 15 OF A SUBDIVISION OF SECTION 10 LOCATED IN THE NW1/4
OF THE SE1/4 OF SECTION 10, TOWNSHIP 57 NORTH, RANGE 2 WEST, B.M.,
CITY OF SANDPOINT, BONNER COUNTY, IDAHO



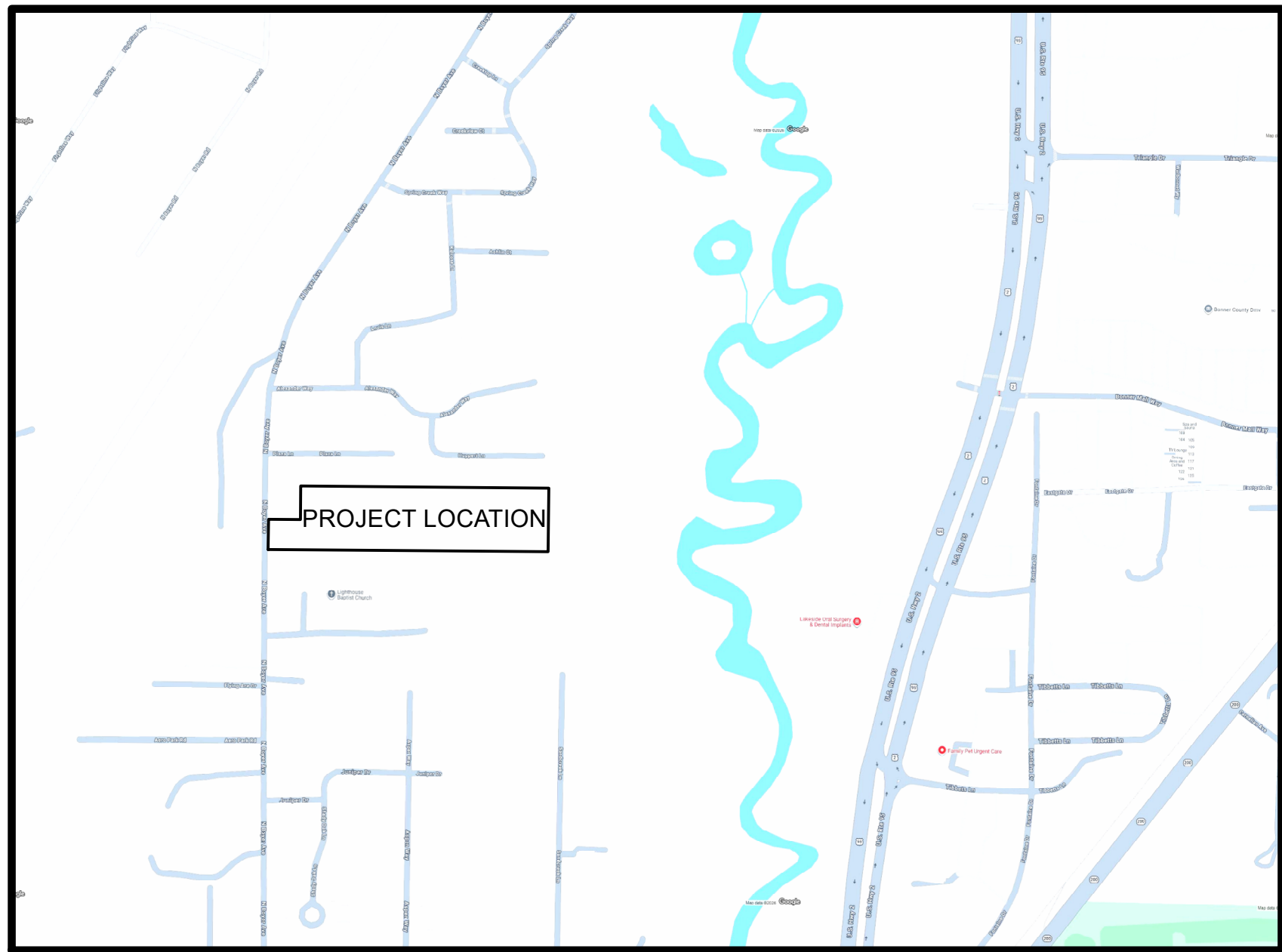
NOTES:

- 1) ELEVATION DATUM IS NAVD88
- 2) BENCHMARK IS A CHISLED SQUARE AT TBC EAST SIDE OF BOYER ROAD AT PROJECT FRONTAGE. SEE PLAN VIEW
- 3) NO WETLANDS ARE PRESENT ON SITE.
- 4) FEMA - SITE IS NOT LOCATED IN A FLOOD HAZARD ZONE.
- 5) LOTS ARE FOR USES CONSISTENT WITH ZONING.
- 6) ALL STREETS SHOWN HEREON ARE PROPOSED FOR PUBLIC DEDICATION AND AN ADDITIONAL 10' DEDICATION ALONG BOYER ROAD.

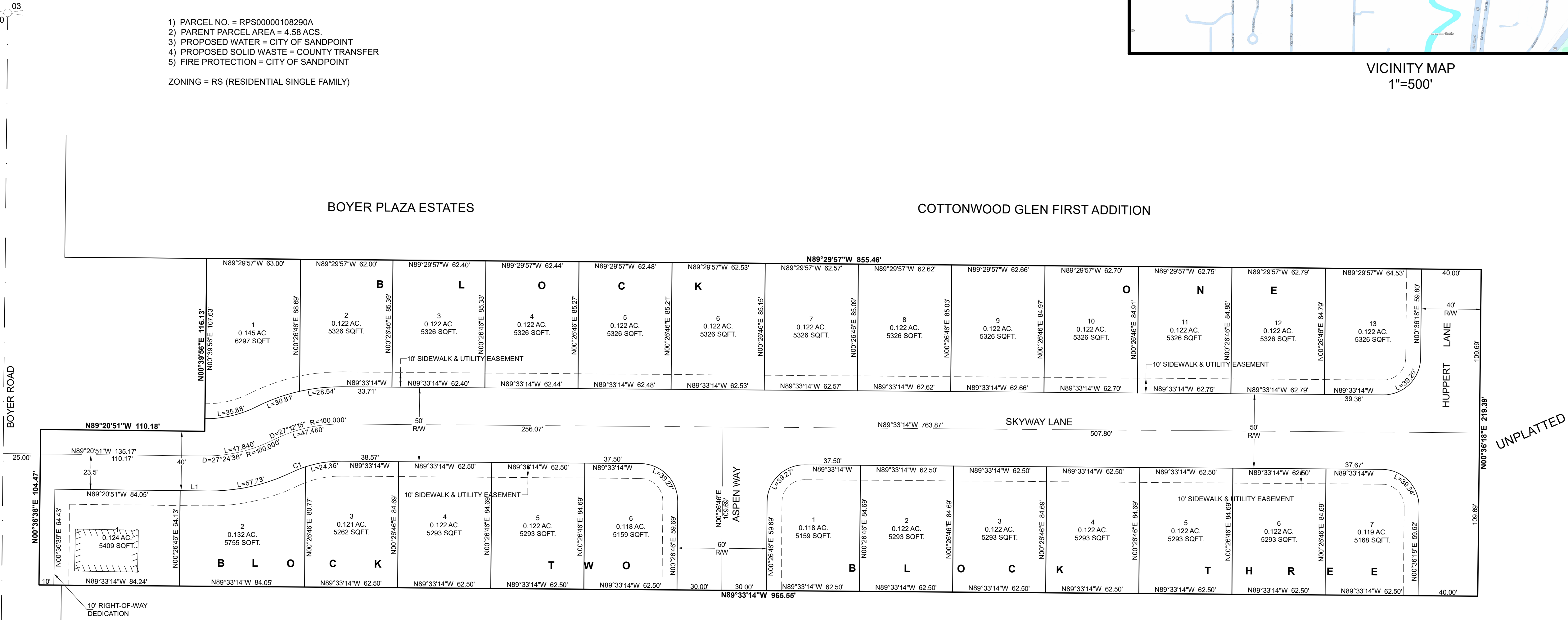
PLAT STATISTICS:

- 1) PARCEL NO. = RPS00000108290A
- 2) PARENT PARCEL AREA = 4.58 ACS.
- 3) PROPOSED WATER = CITY OF SANDPOINT
- 4) PROPOSED SOLID WASTE = COUNTY TRANSFER
- 5) FIRE PROTECTION = CITY OF SANDPOINT

ZONING = RS (RESIDENTIAL SINGLE FAMILY)



VICINITY MAP
1"=500'



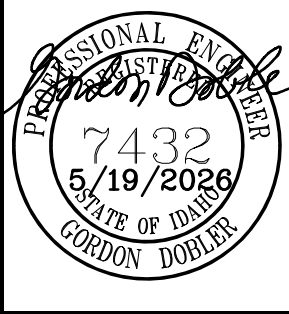
UNPLATTED

UNPLATTED

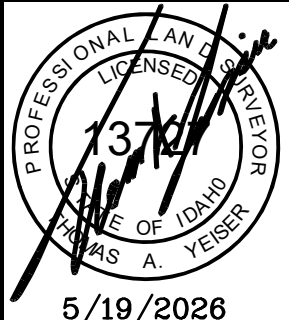
CURVE#	LENGTH	RADIUS	DELTA ANGLE	CHORD	LC BRG
C1	10.01	75.00	7°38'43"	10.00	N68°00'48"E

LINE TABLE		
LINE#	BEARING	LENGTH
L1	N89°20'51"W	19.05

REVISION BLOCK		DATE	INITIALS	DESCRIPTION
NO	1	5/19/2026	TY	Item # 11.
YES	2			
YES	3			
YES	4			
YES	5			
YES	6			
YES	7			
YES	8			
YES	9			
YES	10			
YES	11			
YES	12			
YES	13			
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YES	96			
YES	97			
YES	98			
YES	99			
YES	100			



PRELIMINARY PLAT
SKYWAY ESTATES



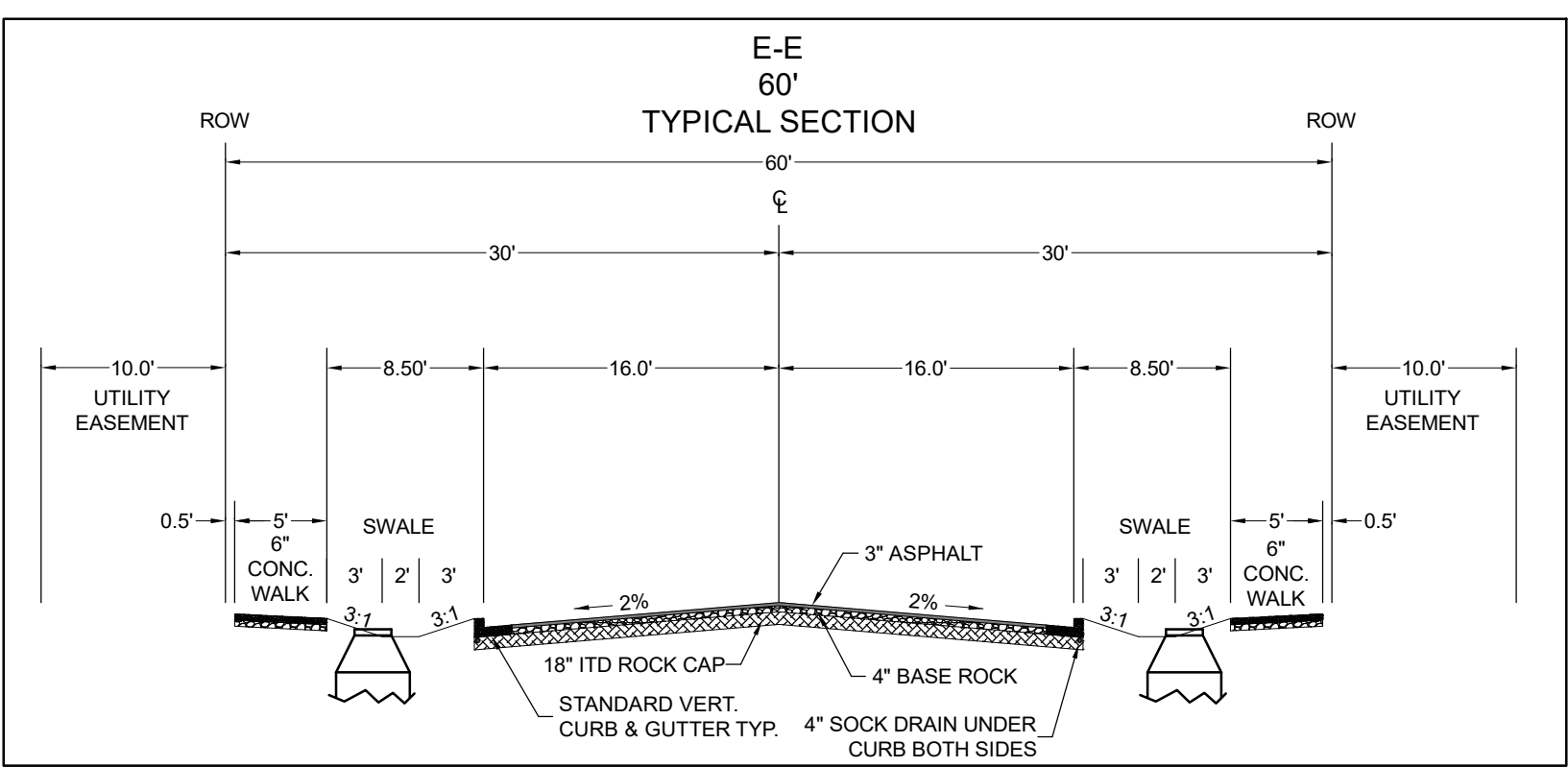
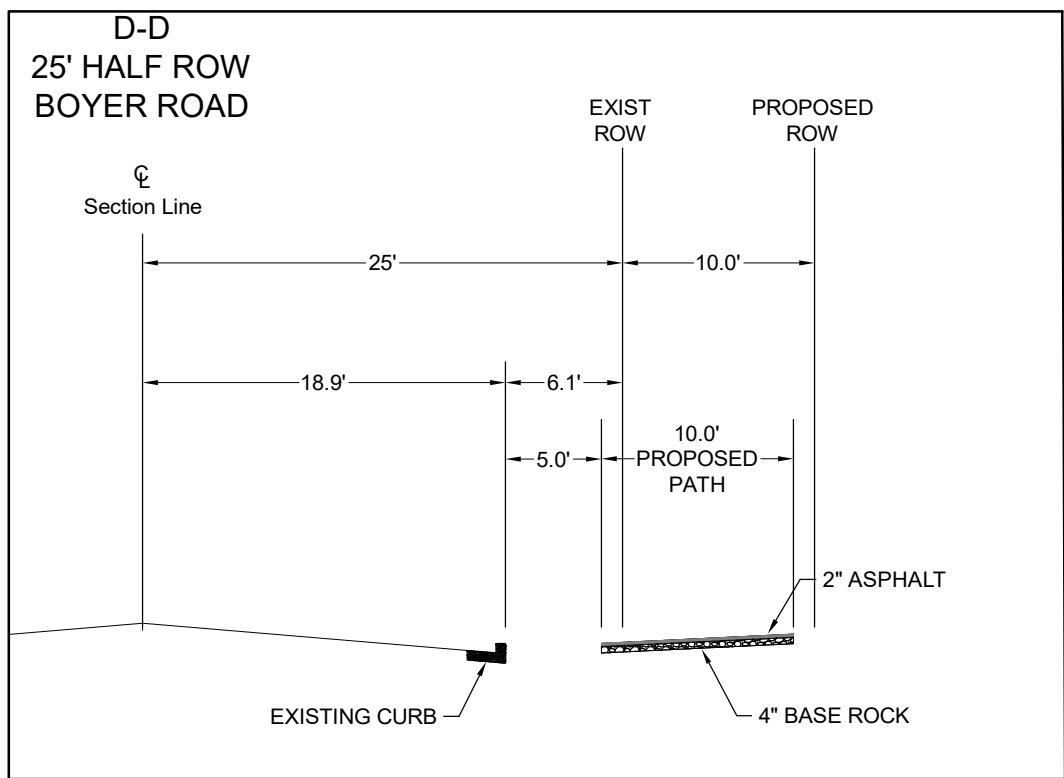
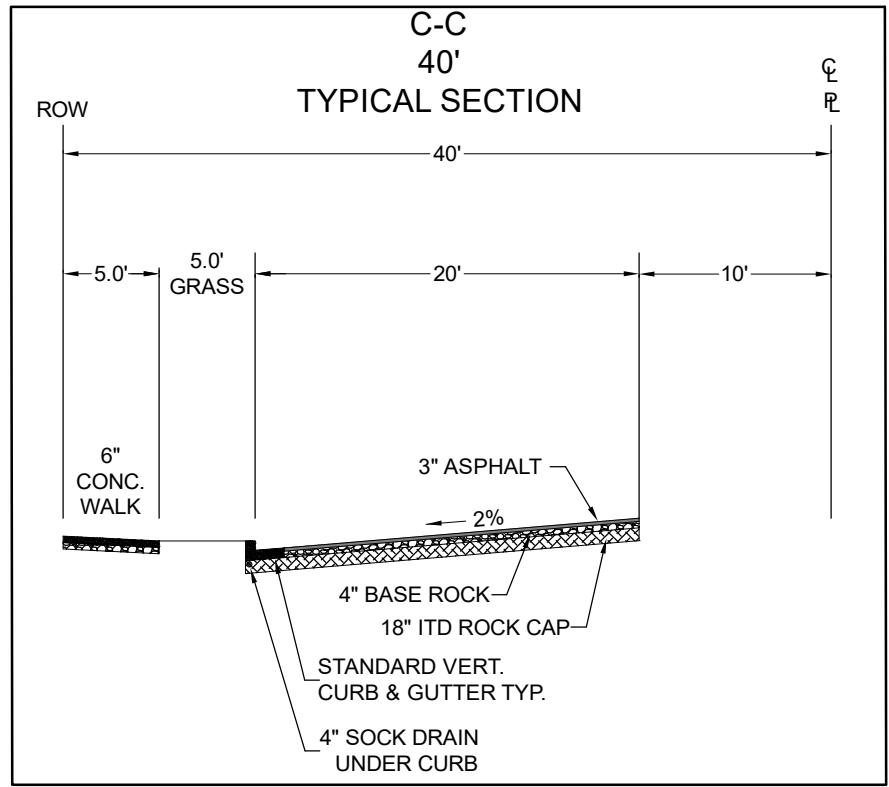
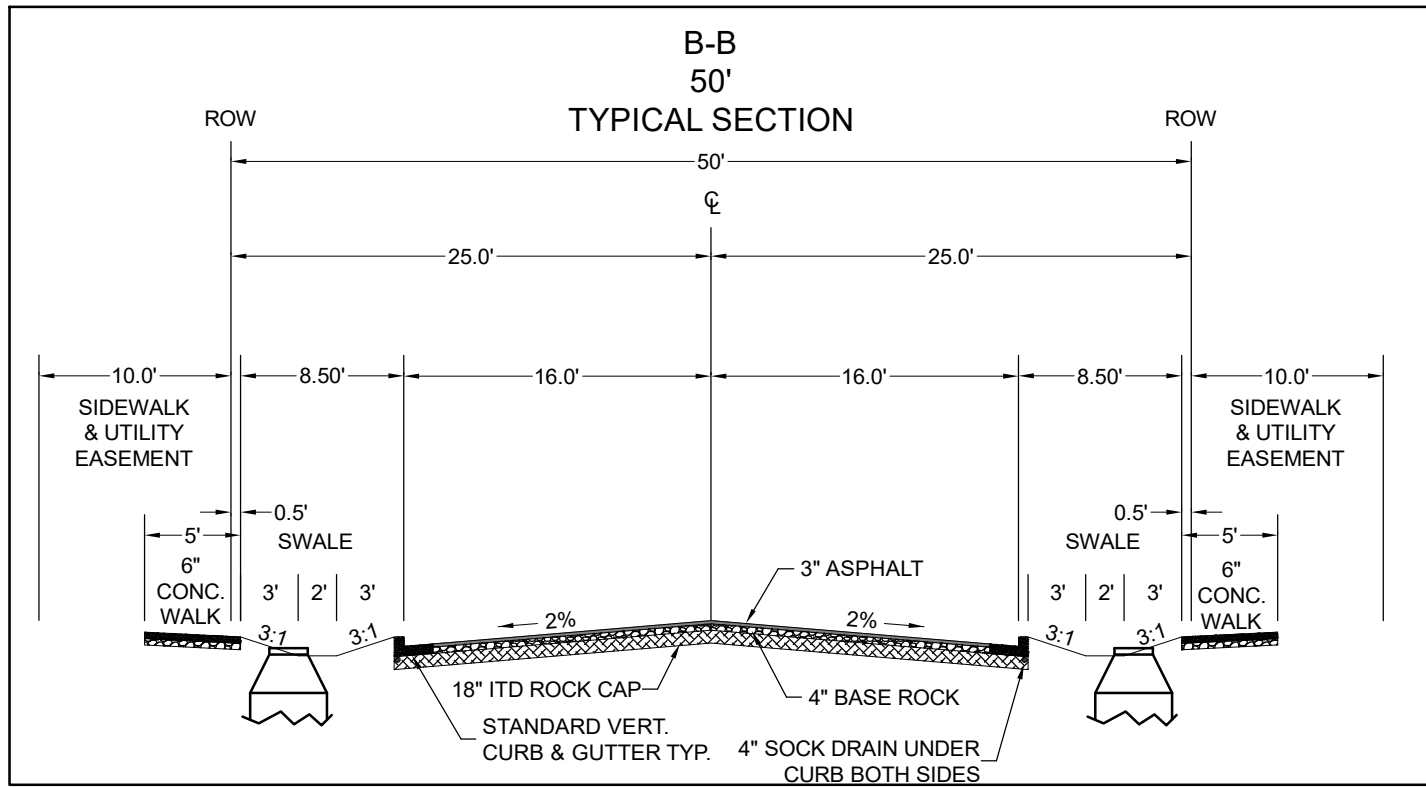
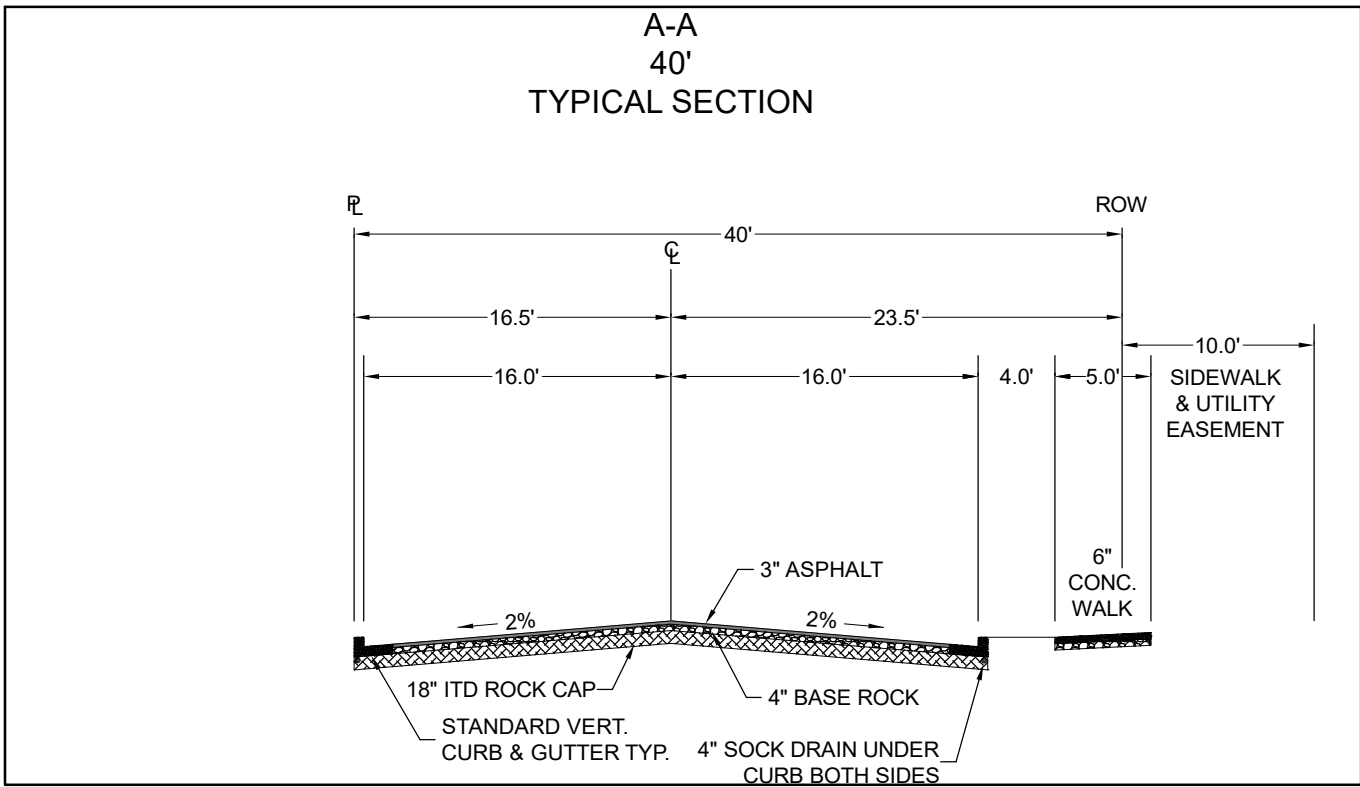
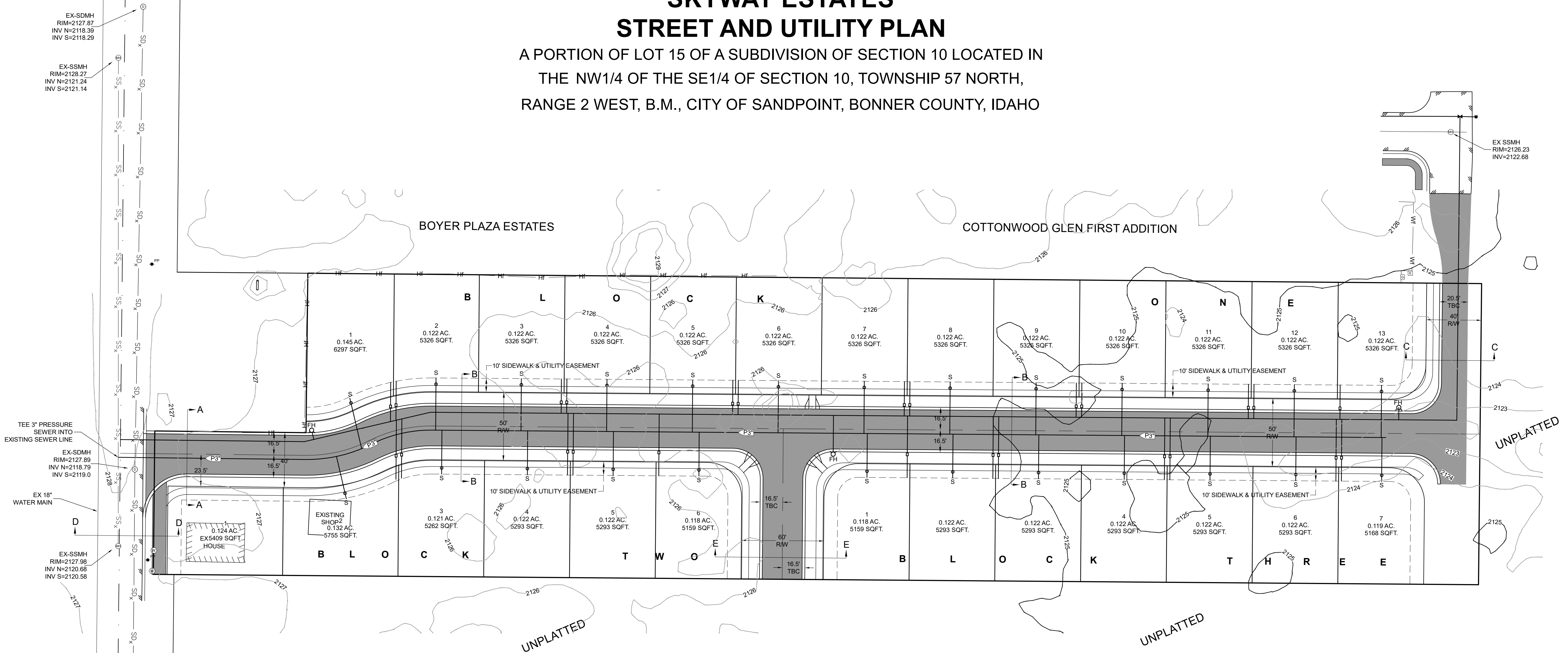
DESIGNED BY: GD
DRAFTED BY: TY
CHECKED BY: GD
DATE: 5/19/2026
JOB No.: 2541

SHEET

1

SKYWAY ESTATES STREET AND UTILITY PLAN

A PORTION OF LOT 15 OF A SUBDIVISION OF SECTION 10 LOCATED IN
THE NW1/4 OF THE SE1/4 OF SECTION 10, TOWNSHIP 57 NORTH,
RANGE 2 WEST, B.M., CITY OF SANDPOINT, BONNER COUNTY, IDAHO



LEGEND

- TRANSFORMER
- POWER POLE
- GAS STUB
- SEWER MANHOLE
- STORM MANHOLE
- CATCH BASIN
- WATER METER
- WATER VALVE
- HYDRANT
- SEWER PIPE
- HOGWIRE FENCE
- WOOD FENCE
- STORM PIPE
- PROPOSED 3" PRESSURE SEWER

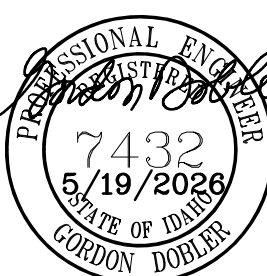
NOTES:
1) ELEVATION DATUM IS NAVD88
2) BENCHMARK IS A CHISLED SQUARE AT TBC EAST SIDE OF BOYER ROAD AT PROJECT FRONTAGE, SEE PLAN VIEW



STREET AND UTILITY PLAN

SCALE 1" = 40'

REVISION BLOCK		NO.	DESCRIPTION	DATE	BY
1	5/19/2026	TY	5/19/2026	TY	5/19/2026
2	5/19/2026	TY	5/19/2026	TY	5/19/2026
3	5/19/2026	TY	5/19/2026	TY	5/19/2026
4	5/19/2026	TY	5/19/2026	TY	5/19/2026
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6	5/19/2026	TY	5/19/2026	TY	5/19/2026
7	5/19/2026	TY	5/19/2026	TY	5/19/2026
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71	5/19/2026	TY	5/19/2026	TY	5/19/2026
72	5/19/2026	TY	5/19/2026	TY	5/19/2026
73	5/19/2026	TY	5/19/2026	TY	5/19/2026
74	5/19/2026	TY	5/19/2026	TY	5/19/2026
75	5/19/2026	TY	5/19/2026	TY	5/19/2026
76	5/19/2026	TY	5/19/2026	TY	5/19/2026
77	5/19/2026	TY	5/19/2026	TY	5/19/2026
78	5/19/2026	TY	5/19/2026	TY	5/19/2026
79	5/19/2026	TY	5/19/2026	TY	5/19/2026
80	5/19/2026	TY	5/19/2026	TY	5/19/2026
81	5/19/2026	TY	5/19/2026	TY	5/19/2026
82	5/19/2026	TY	5/19/2026	TY	5/19/2026
83	5/19/2026	TY	5/19/2026	TY	5/19/2026
84	5/19/2026	TY	5/19/2026	TY	5/19/2026
85	5/19/2026	TY	5/19/2026	TY	5/19/2026
86	5/19/2026	TY	5/19/2026	TY	5/19/2026
87	5/19/2026	TY	5/19/2026	TY	5/19/2026
88	5/19/2026	TY	5/19/2026	TY	5/19/2026
89	5/19/2026	TY	5/19/2026	TY	5/19/2026
90	5/19/2026	TY	5/19/2026	TY	5/19/2026
91	5/19/2026	TY	5/19/2026	TY	5/19/2026
92	5/19/2026	TY	5/19/2026	TY	5/19/2026
93	5/19/2026	TY	5/19/2026	TY	5/19/2026
94	5/19/2026	TY	5/19/2026	TY	5/19/2026
95	5/19/2026	TY	5/19/2026	TY	5/19/2026
96	5/19/2026	TY	5/19/2026	TY	5/19/2026
97	5/19/2026	TY	5/19/2026	TY	5/19/2026
98	5/19/2026	TY	5/19/2026	TY	5/19/2026
99	5/19/2026	TY	5/19/2026	TY	5/19/2026
100	5/19/2026	TY	5/19/2026	TY	5/19/2026



STREET AND UTILITY PLAN

SKYWAY ESTATES

DESIGNED BY: GD
DRAFTED BY: TY
CHECKED BY: GD
DATE: 5/19/2026
JOB No.: 2541

SHEET



Staff Report

To: City of Sandpoint – Mayor/Council
Prepared by: Erik Brubaker, Associate Planner
Report: July 8, 2026
Meeting: July 15, 2026
Item: PS26-0001: Skyway Estates Subdivision Preliminary Plat - Public Hearing

Summary

Polar Built, LLC has applied for approval to subdivide an approximately ±4.5-acre site into 26 lots. Preliminary plats along with preliminary public infrastructure plans set forth the basic information for the Planning & Zoning Commission and the City Council to determine if the proposed subdivision complies with applicable requirements.

Staff Report is organized as follows:

- Project Information
- Application Summary and Project Notice
- Maps and Project Plans
- Agency Comments
- Public Comments
- Staff Analysis
- Commission Findings and Reasoning
- Action
- Attachments

Following public testimony and subsequent deliberations, the Council may take one of the following actions in accordance with Sandpoint City Code §9-9-9 (A):

- 1: Approve, approve with conditions, or deny by determining whether or not the findings in the review standards table can be made:
- 2: Continue the agenda item with direction to return with additional information in order to conclude review.

Project Information

<i>Applicant:</i>	Polar Built, LLC, c/o representative Gordon Dobler, PE – Dobler Engineering
<i>Requested Action:</i>	Review the proposal, take public testimony and make a recommendation to the City Council
<i>Proposal:</i>	Subdivide 4.5 acres site into 26 single-family residential lots ranging from ~5160sf to ~6297sf along with associated right-of-way and public easement dedications
<i>Location:</i>	Parcels RPS00000108151A & RPS00000108290A are located at 2708 N. Boyer Avenue. Project is in Section 10-57N-2W S2 & within the City of Sandpoint.
<i>Size:</i>	Total is ±4.52 acres
<i>Existing Zoning</i>	Zoning: Single-family Residential (RS)
<i>Comp Plan - Future Land Use Map</i>	Low Density Residential - Characterized by Large Lots of 5000 – 7000 sf & a grid, modified grid, or curvilinear street pattern
<i>Surrounding Land Use and Zoning:</i>	<u>North:</u> Single family dwellings in residential development; Residential Single Family (RS) Zoning District <u>South:</u> Church and rural parcel single family dwelling; RS Zoning District <u>East:</u> Rural parcel single family dwelling; RS Zoning District <u>West:</u> Undeveloped land zoned Industrial Technical Park(ITP) and Industrial Uses; ITP Zoning District
<i>Existing Site Conditions</i>	The site is generally flat and developed with a single family dwelling and associated accessory and agricultural structures. The applicant states that no wetlands are present on site. The headwaters of a small seasonal drainage slopes east discharging into Sand Creek.
<i>Property Description</i>	The property has a single family home of rural character with forest land towards the east half and pasture lands toward the west half.

Application Summary and Project Notice

On behalf of the property owner, Dobler Engineering is requesting approval of a preliminary subdivision and associated infrastructure located on the east side of Boyer Rd, approximately 500' south of the intersection with Alexander Way. The project consists of subdividing two existing parcels into 26 lots. The smaller parcel is approximately 0.38 acres and currently contains one single family residence and garage. The larger parcel is approximately 4.137 acres and is undeveloped with only an existing barn. The applicant is proposing a 26-lot subdivision conforming to the RS site performance criteria with lots varying in size from about 5160sf to 6297sf. As the street is a local drive they are requesting dedication of a 50 foot wide, east/west right-of-way(R-O-W) along with public access and utility easements of 10 feet on either side. They are also providing for R-O-W dedications for future north south connections to adjoining properties.

Per Sandpoint City Code §9-9-5, notice has been provided to property owners within 300 feet of the parcel boundaries on which the proposal is being considered. Notice has been provided to affected political subdivisions and agencies. Notice has also been posted at the site 7 days in advance of the hearing, and a summary has been provided in the official newspaper of general circulation 15 days prior to the hearing date.

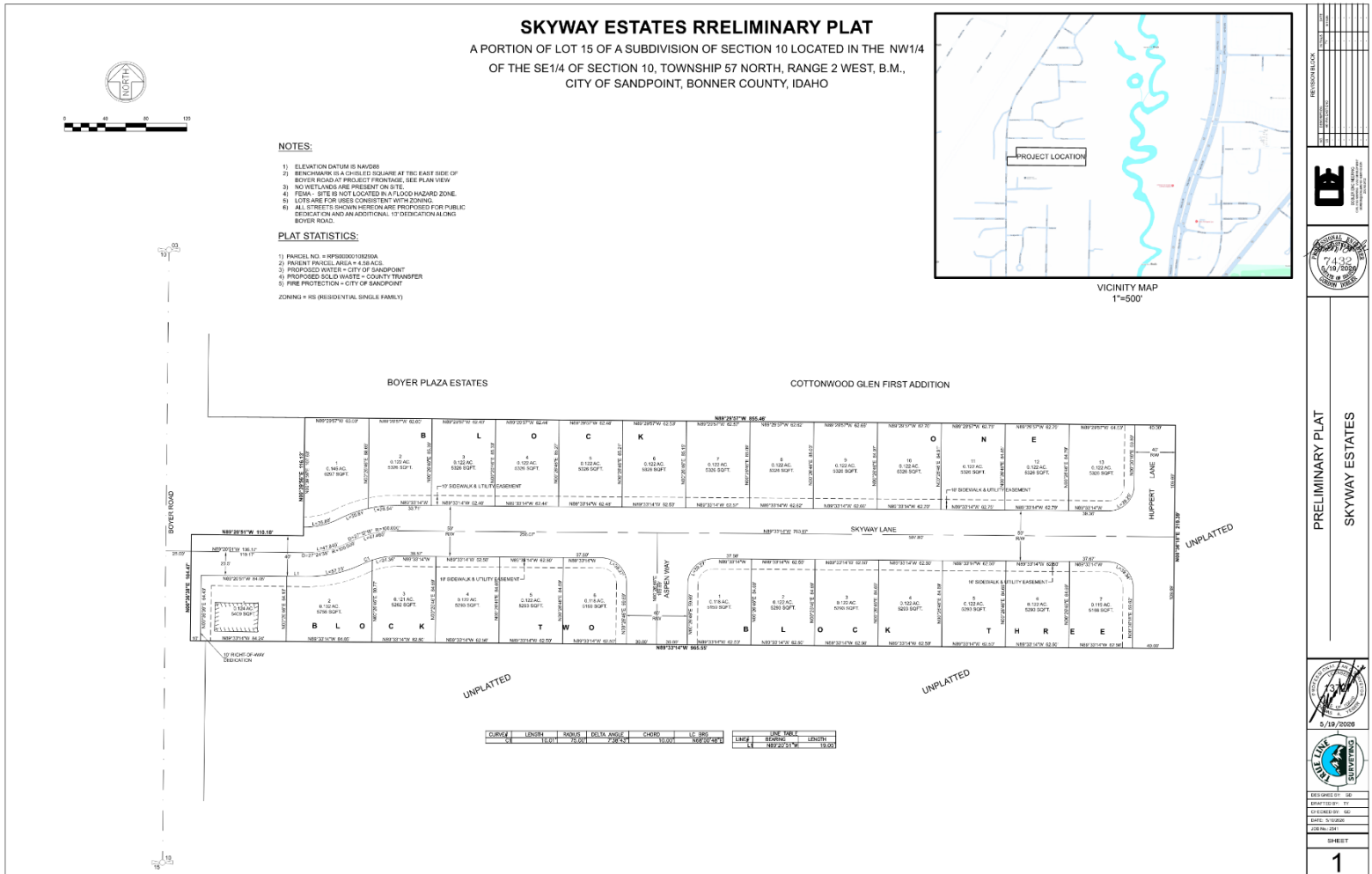
11/4/2025	Pre-application Conference
3/18/2026	Application Submittal
3/27/2026	Application Completeness
3/30/2026	Application Notice to Neighbors and Agencies
5/30/2026	Hearing Notice Published in Bonner County Bee
6/2/2026	Hearing Notice to Neighbors within 300'
6/8/2026	Sign Posted on Premises
6/16/2026	Planning and Zoning Commission Hearing

Maps and Project Plans

Map 1 - Site Location and Context



Map 2 - Preliminary Plat

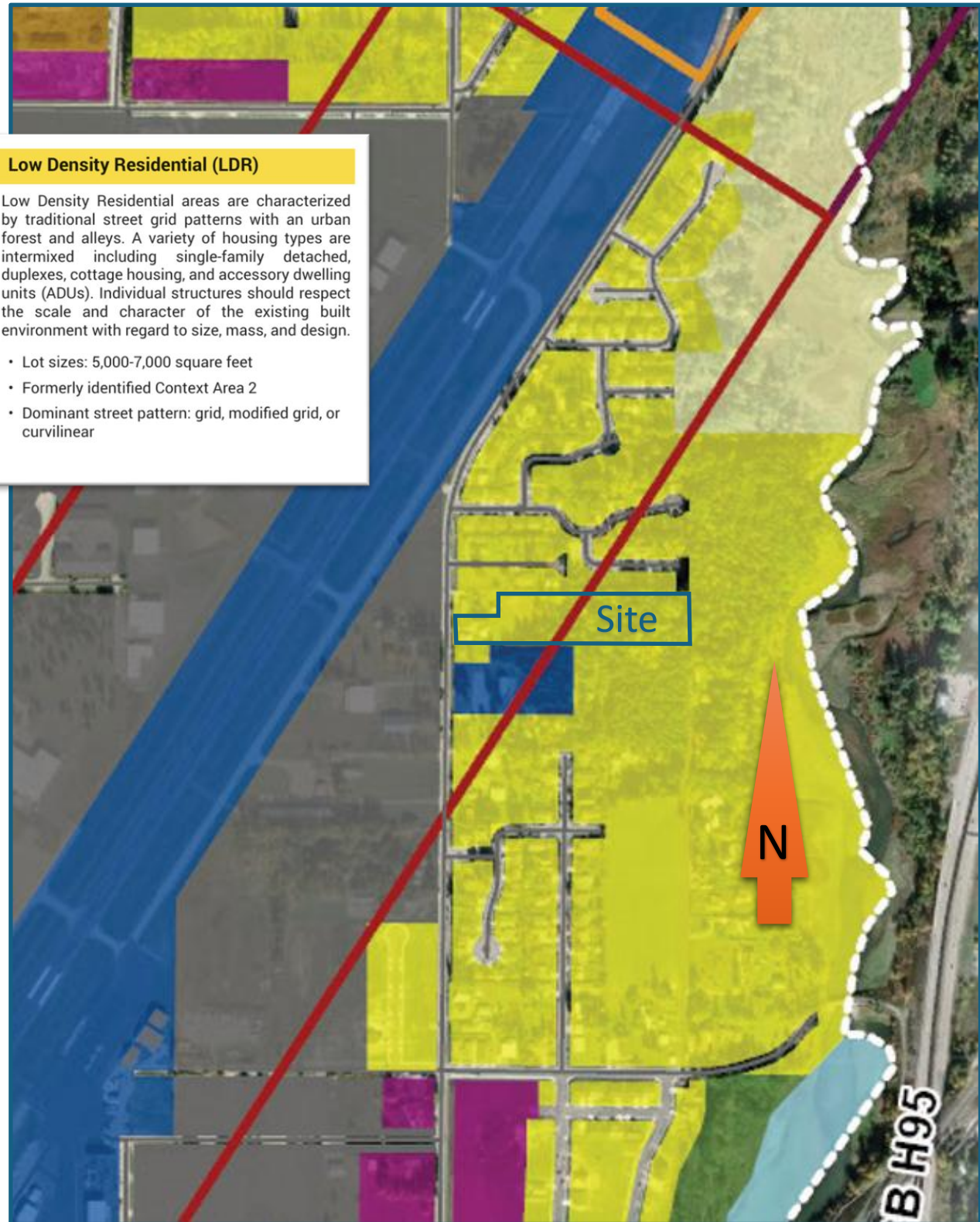


Large Format Version Attached

Map 4 - Existing Zoning



Map 5 - Future Land Use Map



Agency Comments

Per Idaho Code and Sandpoint City Code, all applicable jurisdictions and agencies have been notified of the proposal, including, but not limited to:

- Lake Pend Oreille School District
- Independent Highway District
- Avista Utilities
- Northern Lights
- Bonner County / Sandpoint Airport
- Bonner County EMS
- Cities of Dover and Ponderay
- Panhandle Health District
- Idaho Department of Lands
- Idaho Department of Environmental Quality
- Idaho Transportation Department
- Selkirks-Pend Oreille Transit Authority
- Various Utility/Service Providers
- Army Corps of Engineers

At the time of this report draft, the city has received no agency responses.

Public Comments

At the time of this report draft, the city has received no public comments.

Staff Analysis

A. Comprehensive Plan

1. Future Land Use Designation

The comprehensive plan future land use map envisions the site as low density residential.

Low Density Residential

Low Density Residential areas are characterized by traditional street grid patterns with an urban forest and alleys. A variety of housing types are intermixed including single-family detached, duplexes, cottage housing, and accessory dwelling units (ADUs). Lot sizes: 5,000-7,000 square feet. Dominant street pattern: grid, modified grid, or curvilinear.

Staff Analysis

As designed the proposal is consistent with the Future Land Use Designation. Lot sizes are all within the expected range and future street connections lend to a street pattern transition from curvilinear to a modified grid. Due to site width and existing adjacent development pattern alleys were not proposed.

Goal 2: Residential Neighborhoods

The diversity, quality, comfort, and connectivity of Sandpoint's residential neighborhoods is expanded.

The following policies apply:

Policy A: Cul-de-sacs and other dead-end streets are discouraged, with a preference instead for traditional grid street patterns. Where cul-de-sacs are allowed, they must provide for continuous, non-motorized connections between streets.

Staff Analysis

The property as configured provides opportunity for transition to a more traditional grid pattern. The proposed street sections, future connections and block lengths further this goal.

Objective C: Create neighborhood streetscapes that are safe, walkable, and bikeable.

Staff Analysis

Project will provide sidewalks and street trees. The public improvements will connect to and expand the pathway along the east side of N. Boyer Ave.

Objective D: Support a variety of lot sizes and housing types while maintaining an overall desired neighborhood density and scale.

Staff Analysis

Some variety in housing sizes is supported by the existing lot layout with some variation in lot size, several corner lots can add side vehicular access, each single family home would allow development of Accessory Dwelling units (ADUs).

Comp Plan Ch. 20 – Public Airport Facilities

Approximately the western half of the proposed subdivision falls within the Airport Lateral Safety Zone.

Staff Analysis

New construction will be required to be compliant with FAA regulations.

Goal 3. Compatibility of Land Uses.

A. Compatible land uses around the airport are planned while keeping in mind property owner's rights and concerns.

Staff Analysis

As the development proposed is not adjacent to the airport, no conflict exists with this policy.

B. Require aviation easements and/or fair disclosure statements for new or substantial redevelopment of lots, buildings, structures, and activities near the Airport.

Staff Analysis

A notarized fair disclosure statement recorded and referenced on the final plat would satisfy this policy, and has been included as a condition of approval.

(Planning Condition 5)

B. Zoning (City Code, Title 9)

Zoning code regulates uses, setbacks, lot sizes, required frontages along streets, and may also contain certain design standards for resulting development.

1. Residential Single-family (RS) Zone

The Single-Family Zone is intended to preserve land for housing and to provide housing opportunities for individual households. The RS zone requires a minimum lot area of 5000sf and minimum frontage of 50'. All proposed residential lots conform to these standards. Building setbacks will be checked and enforced at the building permit stage of development as will design standards regulating the location and orientation of windows, entrances, and garages.

2. Airport Overlay Zones

Title 9, Chapter 12 "Airport Overlay Zone District" provides for height restrictions in accordance with FAA standards as well as specific Airport *safety zones* to protect against aviation hazards and help ensure the future viability of the airport.

Staff Analysis

Dimensional standards of the lots proposed are in accordance with the underlying zoning district. The west half of the project falls within the Lateral Airport Safety Zone, and as noted above, all appropriate regulations on future land uses will be enforced in conjunction with a specific future land use. Sandpoint City Code §9-12-5 (E) requires that a Fair disclosure statement must be provided in order to notify applicant or prospective buyers that resulting subject properties may fall within the height restricted area in accordance with FAA standards and that residents may be "*exposed to potentially impactive levels of aircraft overflight, including but not limited to noise, vibration, fumes, dust, fuel or fuel particles, and other effects that may be caused by normal aircraft operations in and around airports.*" A plat note to this effect is required for lots within the lateral safety zone. The preliminary plat conditions implement this requirement.

D. Subdivision Standards (City Code, Title 10)

Subdivision code section 10-1-6 regulates the required public improvements to serve a development, including the overall layout of blocks, streets, pathways, the provision of utilities, design standards and general procedures. The following table provides a snapshot of conformance to certain standards typically evaluated at the preliminary plat stage:

50' Minimum Right Of Way Width - Local Streets	Yes
Transportation Plan Conformance	Yes
Right of Way Adjoining Undeveloped Property	Yes
16' Alley width	NA
Block Length	Yes
Street Arrangement:	Yes

Double Frontage Lots	Yes
Public Utility Easement:	Yes
Property Corners	Yes
Curb Corners	Yes
5% Street Grade maximum	Yes
Parks, playgrounds & schools considered	Yes
Traffic Analysis	Yes
Private Streets	N/A
Interconnection	Yes (3)
Street Intersections	Yes

1. Street Arrangement / Interconnection

Per Title 10 of Sandpoint City Code, *“The arrangement of streets in new subdivisions or other development shall make provision for the direct continuation of the principal existing streets in adjoining subdivisions (or their proper projection where adjoining property is not subdivided) insofar as they may be necessary for public requirements...”* Additionally, *“Public and private streets, wherever possible, shall provide interconnection with other streets.”*

Staff Analysis

This project provides physical connection to Huppert Ln. to the north and future R-O-W connections to the south and east. Note that the alignment of the central stub street to the south between blocks 2 & 3 continues the existing alignment of Aspen Ln. providing for potential extension of the emerging grid planned during the platting of Sand Creek Place.

Commission Findings and Reasoning

Subdivision Review Standards (to be completed by PZ Commission)

Code Section	Standard	Findings of fact
§10-1-5 Water and Sewer Connections	Subdivisions and new development shall be connected with the sewer and water mains of the city pursuant to title 7, chapters 6 and 7 of this code at the developer's expense.	
§10-1-6: Specific Requirements A. Streets	1. Minimum Right-of-Way Width: The minimum right of way width for any residential street shall be sixty feet (60'), except for purely local drives or areas with difficult topography. A decrease to fifty feet (50') for local, residential streets may be allowed within a PUD. Through streets and every street more than six hundred feet (600') long may be required to be at least sixty six feet (66') wide. Streets which are collectors or arterials must be dedicated and built to higher standards. 2. Transportation Plan Conformance: All streets and other public spaces and easements shall conform to the transportation plan as adopted by the city council, both as to location and as to width or size. 3. Right-of-Way Adjoining Undeveloped Property: When a right of way adjoining undeveloped or noncompliant property is platted or developed, at least a half street plus ten feet (10') must be dedicated and constructed. This will not reduce the right of way dedication requirement when the adjoining undeveloped or noncompliant property is developed. 4. Alley Width: The minimum width of any alley, wherever provided, shall be sixteen feet (16'). Where alleys are not provided, easements may be required along lot lines of or across lots where necessary for the extension of water mains, sewers and similar purposes. 5. Block Length: Block lengths shall be between three hundred feet and six hundred feet (300'—600'). The city engineer may approve a longer block if topography limits side street development. Blocks over eight hundred feet (800') in length may be required to have one crosswalk not less than ten feet (10') in width, situated near the center of the block. 6. Street Arrangement: The arrangement of streets in new subdivisions or other development shall make provision for the direct continuation of the principal existing streets in adjoining subdivisions (or their proper projection where adjoining property is not subdivided) insofar as they may be necessary for public requirements. In general, such streets shall be a width at least as great as the existing streets or meeting the findings of the transportation plan. The street and alley arrangement must also be such as to provide opportunity for access and use by adjoining property owners. Wherever a street is stub ended so that it will not at that end open into another street, an adequate turnaround, either circular, hammerhead, or Y-shaped, shall be provided. 7. Double Frontage Lots: Double frontage lots are those created by either public or private streets, but not by driveways or alleys. Double frontage lots shall be prohibited except where unusual topography, a more integrated street plan, or other conditions make it undesirable to meet this prohibition. Subdivisions providing a platted common space of twenty-five feet (25') or	

	more between any street right-of-way and any single row of lots shall not be considered to have platted double frontage lots. Common space provided must be landscaped. 8. Public Utility Easement: No public utility easement shall be less than twenty feet (20') wide; for water and sewer a thirty foot (30') easement shall be provided. 9. Property Corners: At all corners the property corner shall be rounded to match the curb or cut off. 10. Curb Corners: For residential streets, all curb corners shall have radii of not less than twelve feet (12') and at important corners, as determined by the city engineer, may be up to twenty feet (20'). For arterial and collector streets, the city engineer may specify radii based on functional classification. 11. Street Grade: Grades of streets shall be the lowest feasible and no grade shall be in excess of five percent (5%) on through traffic streets nor in excess of ten percent (10%) for short distances on any other street. 12. Paving/Surfacing: Whenever existing streets or alleys are paved or surfaced, such paving or surfacing shall be of a type and strength suitable for the volume and character of traffic to be expected. All street construction shall conform to the requirements of the public works department. 13. Conformance with Engineering Standards: All improvements shall conform to the best engineering standards. Due consideration shall be given throughout to the appearance of the subdivision or other development and the various features thereof within its own boundaries and also in its environment in the city. 14. Compliance with Regulations: All roads within a proposed subdivision or other development shall be approved by the city engineer and upon completion of construction shall be certified by a licensed professional engineer that they are in compliance with these regulations. 15. Design Standards: Streets, including private roadways, shall be designed, signed and constructed in accordance with the current edition of the "Idaho Standards For Public Works Construction", as may be modified by resolution of the city council; development standards of the City of Sandpoint; "Manual On Uniform Traffic Control Devices" and the standards included herein. All streets shall be built with an urban section (curb and gutter) unless specifically granted a variance by the city council. 16. Street Intersections: Street intersections shall meet the following requirements: a. Streets shall intersect as closely to ninety (90) degree angles as possible. b. No more than two (2) streets shall intersect at one point. c. Distance between street intersections shall be no less than one hundred fifty feet (150') for local streets and two hundred fifty feet (250') for collectors. d. Intersections of local streets with arterials shall be minimized and discouraged. e. Intersection curb radius shall not exceed twelve feet (12') for local streets, twenty feet (20') for collectors. Arterial radii shall be as determined by the engineer. f. Intersections shall be designed for a minimum sight distance of one hundred fifty feet (150'). Intersections with arterials shall have a minimum sight distance of three hundred feet (300').	
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	17. Right-of-Way Landscaping: The contractor shall place a minimum of four inches (4") of topsoil within the landscape area. The finished surface of the topsoil shall provide adequate drainage from the top of the sidewalk to the top of the curb. Topsoil shall be fertile, natural loam surface soil, free of clay, weeds, roots or stones larger than one inch in any dimension. Right-of-way landscaping shall be placed in accordance with requirements adopted by the city. 18. Traffic Analysis: Development contributing three hundred (300) or more vehicle trips per day to the city street system shall require a traffic impact analysis. An Idaho licensed professional engineer shall submit to the city a traffic impact analysis report meeting the requirements of the current computerized model adopted by the city. The developer shall be responsible to maintain the level of service of the affected existing street system. The report shall also take into consideration other forms of transportation including bicycle and pedestrian travel. 19. Private Streets: It shall be the general policy of the city not to allow private or gated streets unless required for the safety and welfare of owners, residents or the general public. Private streets are allowed at the sole discretion of the city council, except that no arterial or major street, or collector or secondary street may be private. Private streets shall be constructed to all other applicable street standards including paving, and shall be maintained by an owners' association. All streets shall be built with an urban section (curb and gutter) unless specifically granted a variance by the city council. 20. Interconnection: Public and private streets, wherever possible, shall provide interconnection with other streets.	
§10-1-6: Specific Requirements B. Parks	Parks, Playgrounds, School Sites: In subdividing property, due consideration shall be given to the provision of suitable sites for parks, playgrounds and schools.	
§10-1-6: Specific Requirements C. Street Trees	Street Trees: Street trees shall be planted (at least one every twenty-five feet (25')) in accordance with a city approved plan. All proposed trees shall be from the city's currently approved tree list.	
§10-1-6: Specific Requirements D. Dedication	Dedication: The subdivider shall furnish to the city an effective dedication of all streets and other spaces to be dedicated, and of all easements provided by the subdivision plan or plans.	
§10-1-6: Specific Requirements E. Signs	Fire hydrants, sidewalks, curbs, public safety signs and storm drainage shall be provided as required to adequately service the site. Underground utilities, including telephone and electrical systems, are required within the limits of all planned unit developments. Appurtenances to these systems which can be effectively screened may be excepted from this requirement if the Commission finds that such exemption will not violate the intent or character of the proposed planned unit development. All utilities should be placed behind the curb line.	
§10-1-6: Specific Requirements F. Driveways	When planned unit development districts may include neighborhood commercial and recreational uses, commercial buildings and establishments shall be planned as groups having common parking areas and common ingress and egress points in order to reduce the number of potential accident locations at	

	intersections. Planning screens or fences may be required to be provided on the perimeter of the commercial areas abutting residential areas. The plan of the project shall provide for the integrated and harmonious design of buildings, and for adequate and properly arranged facilities for internal traffic circulation for all modes, landscaping, and such other features and facilities as may be necessary to make the project attractive and efficient from the standpoint of the adjoining and surrounding noncommercial areas. All areas designed for future expansion or not intended for immediate improvement or development shall be landscaped or otherwise maintained in a neat orderly manner.	
§10-1-6: Specific Requirements G-K. Construction	Construction Standards: Contractors installing water, sanitary sewer, storm sewer and streets or any other public improvements shall be subject to the following requirements: 1. Preconstruction Conference: Prior to any construction start a preconstruction conference shall be held. The public works department, the project engineer, the owner and the contractor shall be represented. 2. Infrastructure: All water, sanitary sewer, storm drainage, and street systems or any other construction of infrastructure within the public right-of-way or easement, shall be constructed, inspected and tested in accordance with the current edition of the "Idaho Standards For Public Works Construction", the water and sewer rules and regulations of the City of Sandpoint and the development standards of the City of Sandpoint. Construction Inspection, Testing and Quality Control: A professional engineer, or his designated representative, shall provide construction inspection and testing as required. Inspection and testing shall be in accordance with the current edition of the "Idaho Standards For Public Works Construction." Record Drawings and Project Acceptance: Upon project completion and before final acceptance, a professional engineer shall certify to the city that the construction of the public utilities and roadways meets the requirements of the approved construction documents. The engineer shall submit one set of record drawings (hard copy and DWG digital format) and one set of all test results as required to the public works department. The city will not accept the project until record drawings and test results have been approved by the city engineer. The two-year maintenance guarantee period will begin on the date of final acceptance by the city. Two-Year Guarantee Inspection: The project engineer, or his designated representative, shall conduct a two-year guarantee inspection, to be attended by a representative from the public works department. The inspection shall take place not less than ninety (90) days prior to the expiration date of the maintenance bond. The maintenance bond will be released when all deficiencies have been corrected to the satisfaction of the city engineer. The city engineer, the project engineer, or his designated representative, shall notify the principal as listed in the	

	maintenance bond of any work found to be not in accordance with the approved construction documents. The principal shall restore the work to meet the requirements of the approved construction documents prior to the release of the maintenance bond. The city expressly reserves the right to draw on the maintenance bond for repairs not completed by the owner, developer, or contractor within thirty (30) calendar days of being advised that repairs are required. Maintenance Bond for New Infrastructure: As a condition precedent to the filing of a final plat, the property owner, developer, or contractor shall provide the city with a maintenance bond as described in subsection 10-1-3.C of this chapter.	
§10-1-7: General Requirements A-W.	All development within the city shall meet the following requirements unless waived in writing: A. Conformance with City Standards: All streets and alleys are to be constructed to city standards and must be paved. B. Surface Water: All surface water shall be drained into approved storm water facilities or storm sewers. A storm water management plan and construction period erosion control plan, meeting the requirements of the storm water management ordinance, is required. C. Utilities: All utilities shall be provided underground unless waived by the city engineer due to compliance impracticalities. Existing, adjacent utilities shall be placed underground at the request of the city engineer. D. Water and Sewer Hookup: One water and one sewer hookup shall be paid per equivalent dwelling unit at the time of issuance of the building permit (see title 7, chapters 6 and 7 of this code.) E. Topographic Map: A topographic map shall be submitted showing the contour of all lots contained within the proposed development. F. Restrictive Covenants Submission: A complete and comprehensive set of restrictive covenants shall be submitted when deemed necessary by the city attorney, planning department or city council prior to final plat approval by city council. G. Streetlights: All streetlights shall be installed. H. Fire Hydrants: All fire hydrants shall be installed. I. Survey Monuments: Street survey monuments meeting the requirements of the city engineer and the city's GIS system shall be installed where required by the city. J. Sidewalks: All sidewalks shall meet the standards adopted by the city. K. Restrictive Covenant Items: The restrictive covenants governing this property shall include, but not be limited to, items such as setback requirements, fences, sight restrictions, outbuildings, parking requirements,	

	maintenance of storm water facilities, open space, parking and private streets, noise regulations, etc. L. Fencing: Fencing may be required around portions of the exterior boundaries of a subdivision. M. Preliminary Plat Approval Expiration: Projects with preliminary plat approval which are not submitted for final plat approval within two (2) years shall have approval expire unless an extension has been granted in writing by the planning department. No extension shall be longer than one year. N. Final Plat Approval Expiration: Projects with final plat approval which are not constructed within three (3) years shall have approval expire unless an extension has been granted in writing by the planning department. No extension shall be longer than one year. O. Fees: Fees for filing subdivision or other development review and approval shall be established by resolution adopted by the city council. P. Construction Standards: 1. Any existing right-of-way on which a parcel abuts shall be improved from the centerline of the right-of-way plus ten feet (10') to the standards set forth in title 7 of this code, and shall include: a. Continuation of a sidewalk shall be required along the entire frontage of the parcel. b. In the case of the continuation of an existing street, the city may require the entire roadbed be paved to the property line. c. The continuation of curbs and gutters shall be required for the parcel's frontage. 2. Where the entire existing street is unconstructed or unpaved and it would be inequitable to require the owner to construct or pave it, the owner shall pay the city for future construction of improvements or may be allowed to accept an LID for street improvement at some future date in lieu of constructing the street. 3. Water mains, sewer mains and storm sewers shall be installed along the entire frontage of the parcel unless specifically exempted by the city engineer. 4. Water system construction shall be as per the main extension policies and procedures as adopted by resolution. Installation shall conform to the water master plan as adopted by the city council. 5. Sewer system construction shall be as per title 7 of this code, sewer line extension policies, and such policies as may be adopted by resolution. Installation shall conform to the sewer master plan as adopted by the city council. Q. Site Layout: 1. Lot size and frontage shall conform to the zone in which the parcel is located except for lots created as for common wall	
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	townhouse or townhouse duplex construction, as provided below. 2. The new lot lines shall not be closer to buildings on adjoining lots than permitted by the zoning ordinance for required yard size; however, where duplex or multi-family dwellings up to six (6) units are allowed by the underlying zone, or are approved as part of the planned unit development process, except for townhouse lots may be created to allow for townhouse construction as follows: a. Townhouse duplex lots which are designed for common wall construction on a common interior lot line shall contain at least one-half (½) of the required lot size for a duplex and shall have at least one-half (½) of the required road frontage. b. Townhouse lots of three (3) to six (6) units shall each contain a minimum of three thousand five hundred (3,500) square feet and twenty-five feet (25') of road frontage. c. Adjustments to the above area and frontage requirements for townhouse units may be approved as part of the planned unit development process. 3. Curb cuts shall be approved by the city engineer. 4. Utility easements may be required where necessary. 5. Control of storm runoff shall be approved by the city engineer. R. Parcels or Unbuildable Lots: No unbuildable lots shall be platted except for parking, open space or other amenities. Platted areas that are not buildable shall be noted as such and designated as "parcels" on the plat. Open space parcels or tracts shall be clearly designated as such on the plat. S. Flagpole Lots: A single flag lot may be permitted at the sole discretion of the commission and council, in which the "flagpole" projection is serving as a driveway as provided herein, providing connection to and frontage on a public or a private street. Once established, a flag lot may not be further subdivided, but a lot line adjustment of a flag lot is not considered a further subdivision. The "flagpole" portion of the lot shall not be considered in determining minimum lot area. The "flagpole" shall be of adequate width to accommodate a driveway as required by this title, fire and other applicable codes, but no less than twenty-six feet (26') wide. T. Mitigation: No subdivision, or other development requiring a permit or special approval, shall be approved which affects the ability of political subdivisions of the state, including school districts, to deliver services without compromising quality of service delivery to current residents or imposing substantial additional costs upon current residents, unless the developer provides for the mitigation of the effects of development. Such mitigation, subject to a takings analysis, may include, but is not limited to, the following: 1. Provision of on site or off site street or intersection improvements.	
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	2. Provision of other off site improvements, including pedestrian and bicycle paths. 3. Dedications and/or public improvements on property frontages. 4. Dedication or provision of parks or green space. 5. Provision of public service facilities. 6. Construction of flood control canals or devices. 7. Provisions for ongoing maintenance. U. Contiguous Parcels: When the owner of contiguous parcels proposes to subdivide any portion of the contiguous parcels, an area development plan shall be submitted and approved. The commission and council shall evaluate the following basic site criteria and make appropriate findings of fact: 1. Streets, whether public or private, provide an interconnected system and shall be adequate to accommodate anticipated vehicular and pedestrian traffic. 2. Nonvehicular circulation routes provide safe pedestrian and bicycle ways and provide an interconnected system to streets, parks and green space, public lands, or other destinations. 3. Water main lines and sewer main lines are designed in the most effective layout feasible. 4. Other utilities including power, telephone, cable, and gas are designed in the most effective layout feasible. 5. Park land is most appropriately located on the contiguous parcels. 6. Grading and drainage are appropriate to the contiguous parcels. 7. Development avoids easements and hazardous or sensitive natural resource areas. The council may require that any or all contiguous parcels be included in the subdivision. V. Grading: Grading shall be designed to blend with natural land forms and to minimize the necessity of padding or terracing of building sites, excavation for foundations, and minimize the necessity of cuts and fills for streets and driveways. A grading permit shall be obtained prior to any excavating, filling, grading or other earthwork. W. Pathways: The developer of any subdivision, or any part thereof, shall provide public pathways for all trails and paths identified in the pathway master plan that are located on the property to be subdivided or on city property adjacent to the property to be subdivided, and sidewalks required by this chapter.	
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Action

Following public testimony and subsequent deliberations, the Council may take one of the following actions on the request for Preliminary Plat approval in accordance with Sandpoint City Code §10-1-8:

Option 1: Make a recommendation to City Council to approve, approve with conditions, or deny by determining whether or not the findings in the review standards table can be made:

- a. The Plat is consistent with the intent and purpose of Title 10 Chapter 1;
- b. The proposed development advances the general welfare of the community and is consistent with the goals and objectives of the Comprehensive Plan.

Option 2: Continue the agenda item with direction to return with additional information in order to conclude review.

Attachments

1. Draft Conditions of Approval
2. Subdivision and Improvements - Revised Application Materials
3. Sample Fair Disclosure Statement



PSPR26-0001 – Skyway Estates - Preliminary Subdivision

Conditions of Approval

Preliminary Plat Conditions of Approval

Community Planning and Development:

1. No Building Permits shall be issued prior to final plat approval for the lot subject to the Building Permit Application.
2. Prior to Final Plat recording, Developer shall provide documentation that new street names have been reserved and approved by Bonner County.
3. Prior to any Final Plat approval, fire hydrants shall be installed pursuant to the preliminary improvement plans. Hydrants shall be included in the Public Infrastructure Permit.
4. Prior to any Final Plat approval, Developer shall extend a fire access street connection to Huppert Ln. at the northeast corner of the project, subject to and approved Public Infrastructure Permit.
5. A signed and notarized Fair Disclosure Statement shall be recorded for effected lots pertaining to the Lateral Safety Zone in accordance with Sandpoint City Code §9-12-5 (E).

Public Works Department:

1. The Developer is required to construct the following public improvements in accordance with the applicable standards adopted by the City: sanitary sewer and water system extensions, fire hydrants, stormwater management, streets, street trees, signage, curbs and gutters, drainage appurtenances, sidewalks, and all other improvements listed in these conditions and in accordance with final infrastructure plans approved for construction. Final street, stormwater, and utility layout and design details are subject to detailed engineering plan review and approval. All public infrastructure is subject to a Public Infrastructure Permit (PIP) for which applicable fees must be paid and final plans reviewed and "Approved for Construction" by the appropriate Public Works official prior to Final Plat recording.
2. An approved final stormwater plan and report is required prior to Final Plat approval. The Developer shall install and adequately maintain all stormwater and erosion control measures in accordance with an approved final Stormwater Plan & Public Infrastructure Permit issued by the City.
3. Prior to any ground disturbance the Developer shall prepare and obtain and maintain compliance with the Idaho Department of Environmental Quality's Construction General Permit (CGP) throughout development. Prior to any land disturbing activities, a copy of the issued CGP shall be provided to the Public Works Department. Note: Failure to comply with the terms of the CGP may result in orders to stop work by the City or DEQ.
4. Prior to any Final Plat approval, Developer shall install streetlights along Skyway Lane in accordance with Appendix F of the Urban Area Transportation Plan (2007). Street lights shall be included in the Public Improvement Plan (PIP) and approved in accordance with applicable Public Works Standards.
5. Prior to any Final Plat approval, all pedestrian and utility easements proposed on the preliminary plat shall be shown on the Final Plat.
6. Prior to any Final Plat approval, developer shall include a final street tree and frontage planting plan in a Public Infrastructure Permit. Street trees are subject to the Official Approved Street Tree list. Developer shall plant street trees fronting applicable construction in accordance with the Public Infrastructure Permit to the satisfaction of the City Forester.
7. Prior to the issuance of a Public Infrastructure Permit the Developer shall submit financial security sufficient to cover 150% of the City's approved estimated cost of construction, testing, inspection, and restoration for all required frontage improvements and utility connections to existing water and sewer mains, together with any associated surface restoration.

All required financial security shall be provided prior to issuance of the Public Infrastructure Permit and may be in the form of a performance bond, irrevocable letter of credit, cash deposit, or other security device acceptable to the City. The City reserves the right to perform work for the required infrastructure improvements and retain the security in the event the Developer fails to perform the work in accordance with the mutually agreed upon construction schedule. In no event shall the financial security be released until all secured improvements have been completed and approved by the City and the Final Plat has been approved by the City.

8. Inspection reports and testing records, conducted at the frequency and method(s) specified in the Idaho Standards for Public Works Construction (latest edition) for all required infrastructure improvements shall be provided to the City within ninety days of completion of construction. A letter signed by a professional engineer, licensed in Idaho, shall be provided by the Developer to the City stating that the substantially completed work was constructed in accordance with all conditions and subsequent permits, including but not limited to the approved plans and standards. In no event shall the City accept the required infrastructure improvements and/or approve any Final Plat, until such documentation has been provided and deemed acceptable by the City Engineer. The City reserves the right to retain the performance bond for Required Infrastructure Improvements and/or withhold other permits until the City has accepted the same.
9. Pursuant to 10-1-3 all required infrastructure improvements shall be built to City standards and permits, adhering to all City policies and procedures and standards adopted by the City, including but not limited to Idaho Standards for Public Works Construction (ISPWC) (latest edition). The final construction plans contained in the Public Infrastructure Permit shall be submitted to the City for approval prior to commencement of any construction; shall detail construction of all infrastructure improvements; and, that all such work will be constructed in a workmanlike manner. The Developer will properly warrant all public improvements properly from defects by providing a warranty bond in an amount approved by the City and representing twenty percent (20%) of the estimated cost of all Public Improvements for a period of two years from the date of written acceptance by the City and prior to any Final Plat approval. Should the Developer fail to make any required repairs within thirty days' written notice, the City may exercise the warranty bond. This period may be extended by the City if inclement winter weather prevents repair within the thirty-day period.
10. Prior to any Final Plat approval all required infrastructure improvements shall be inspected and tested by qualified professionals in accordance with Idaho Standards for Public Works Construction (latest edition) with all costs of testing and inspection to be borne by the Developer.

CITY OF SANDPOINT**WRITTEN DECISION – Planning and Zoning Commission****PS26-0001 – Skyway Estates**

Owner: Polar Built LLC
polarcomatt@gmail.com

Applicant/Representative: Gordon Dobler
gordon@doblerengineering.com

Location: 2708 N. Boyer Ave., Sandpoint, Idaho

Zone: Residential Single Family - RS

Planning and Zoning Commission Meeting Date: June 16, 2026

Meeting Type: Regular Planning and Zoning Commission Meeting – Public Hearing, Deliberation, and Recommendation to City Council

Date of this Written Decision: July 7, 2026

Summary of Decision

On June 16, 2026, the Sandpoint Planning and Zoning Commission (Commission) held a duly noticed public meeting to consider an application to subdivide ±4.5 acres into 26 lots along with dedication of right of way and associated infrastructure. The Commission considered the staff report, applicant presentation, public hearing, and responses to questions. The discussion and deliberation centered on whether or not the project was compliant with code and reasoning behind recommended conditions.

Following staff presentation there were questions from commissioners regarding the preliminary plat, preliminary improvement plans, and conditions. In a question regarding the 40' right of way width requirements staff noted that the required dedication adjacent to undeveloped properties is half of the standard requirement plus 10 feet. This situation occurs at the northwest corner of the property and at the eastern boundary of the property. There was also a question regarding the applicability of a condition for disclosure of the airport Lateral Safety Zone. Staff recommended a correction, that the condition should be applied to any lots on the entire west half of the project located within the Lateral Safety Zone. There was also a question regarding the width of the physical street to the north connecting to Huppert Ln. This is required by the fire official to be 20 feet wide with no parking on either side to satisfy Fire Code.

The applicant provided a brief presentation and explained the nature of the proposed development. He answered a commissioner question on stormwater, explaining that the stormwater plan is being revised at the request of the city engineer. He noted that they will

discharge east and west and that runoff would first be treated in swales in accordance with City Stormwater requirements.

A motion to approve the preliminary subdivision with a modification of the staff recommended conditions was made and seconded. The motion included striking planning condition #5 and modifying planning condition #6 to apply to all lots within the Lateral Safety Zone. The motion was approved unanimously, with two commissioners absent.

Findings: The staff report contained reference to the subdivision standards of Sandpoint City Code:

1. Sandpoint City Code §10-1-5 through §10-1-7 – Relevant code sections for Subdivision and Platting requirements include Water and Sewer Connections, Specific Requirements, and General Requirements. In recommending approval of the application with conditions, the Commission finds that all requirements will be satisfied, as further stated in the staff report.
2. Sandpoint City Code §9-4-1-3 – Development Standards for Residential Single Family Zoning District. By recommending approval of the preliminary plat with conditions the Planning and Zoning Commission finds that the proposed subdivision is consistent with the zoning district standards, as further stated in the staff report.
3. 2024 Comprehensive Plan – With this recommendation of approval of the proposed application with conditions the Planning and Zoning Commission finds that the proposed development furthers the relevant goals and objectives of the Comprehensive Plan, as further stated in the staff report.

Effective Date of the Recommendation for approval: The Planning and Zoning Commission hereby recommends the Preliminary Plat of Skyway Estates – PS26-0001 for approval, effective July 7, 2026.

Recommended for Approval with conditions by:


Mose Dunkel (Jul 8, 2026 11:20:44 PDT)

Mose Dunkle, Chair
City of Sandpoint Planning and Zoning Commission

Attest:



Mandy Brown, Administrative Assistant



AGENDA REPORT

City Council Meeting

TODAY'S DATE: July 9, 2026

MEETING DATE: July 15, 2026

TO: Sandpoint City Council

FROM: Mayor Jeremy Grimm

SUBJECT: Community Survey Results and Discussion of Local Option Tax Ballot Direction
Consideration of a 1% Local Option Sales Tax Ballot Measure

PURPOSE:

The purpose of this report is to present the results of the City's community survey regarding a potential Local Option Sales Tax (LOT), summarize the major themes that emerged from public feedback, discuss relevant policy considerations, and provide a recommendation for Council's consideration regarding a potential November ballot measure.

DESCRIPTION/BACKGROUND:

Earlier this year, the City Council discussed whether Sandpoint should again consider asking voters to authorize a Local Option Sales Tax (LOT) dedicated to community infrastructure improvements. During those discussions, several Councilmembers expressed a desire to better understand community priorities before determining whether a ballot measure should be pursued.

Rather than relying solely on testimony provided during City Council meetings, I was directed to conduct broader community outreach to capture feedback from a larger cross-section of residents and stakeholders. In response to that direction, the City developed and distributed an online community survey that remained open for more than one month.

The survey was designed not simply to ask whether respondents supported or opposed a Local Option Tax, but to better understand why they held those views and which public investments they believed should receive priority if additional funding were available. Participants were asked to evaluate transportation infrastructure, parks and recreation, public safety, housing initiatives, community connectivity, tax duration, accountability measures, and several alternative project concepts. Numerous opportunities were also provided for open-ended comments.

While the survey was not intended to be a statistically valid scientific poll, it generated substantial public participation and provides valuable insight into the priorities, concerns, and expectations of engaged community members. The complete survey results are attached as Exhibit A and incorporated into this report by reference.

SUMMARY:

Several clear themes emerged from the survey.

First, respondents consistently identified maintenance of existing public infrastructure as the City's highest priority. Streets, sidewalks, pavement condition, and pedestrian connectivity ranked significantly above most other categories.

Second, respondents expressed considerably more concern regarding **how** Local Option Tax revenues would be spent than whether the tax itself should exist. Questions involving accountability, project specificity, annual reporting, and preventing funds from being diverted consistently ranked among the most important considerations.

Third, while respondents expressed varying opinions regarding the preferred duration of a Local Option Tax, the survey indicates that voters place substantially greater value on clearly identified projects and fiscal accountability than on the length of the authorization itself.

Finally, Idaho law presents an important timing consideration. Sandpoint currently qualifies as a resort city eligible to seek voter approval of a Local Option Tax because the City's population remains below 10,000 according to the most recent federal census. Based on current growth trends, however, Sandpoint may exceed that population threshold following the 2030 Census, potentially eliminating the City's ability to establish a new Local Option Tax in the future. A voter-approved LOT adopted prior to that time, however, may remain in effect for the duration approved by the electorate. Accordingly, any discussion regarding the appropriate sunset period should consider not only public preference but also the possibility that this may represent one of Sandpoint's final opportunities to establish a Local Option Tax under current state law.

The survey had 255 responses on the opening question. The average openness to voting for a 1% LOT, if restricted to clearly defined public improvement projects, was **5.3 out of 10**. That indicates neither broad consensus nor automatic rejection. It suggests that the measure's success will depend heavily on project clarity, accountability, and ballot language.

Several findings are particularly important:

- **176 respondents** favored prioritizing ongoing maintenance and repairs, compared with only **35** who favored limiting repairs to major failures.
- Respondents rated the condition of streets and sidewalks poorly: **2.7 out of 10** for streets, **2.7** for sidewalks/pathways, **2.6** for sidewalk connectivity, and **2.9** for bicycle connectivity.
- The top transportation concern was potholes and pavement condition, selected **157 times**, followed by condition of streets at **112**, bicycle/pedestrian safety at **82**, and traffic congestion at **81**.
- On ballot framing, the most persuasive language was "general maintenance and rehabilitation of the street and sidewalk system," selected by **68 respondents**, followed by "expansive street repaving effort across a large swath of degraded roadways," selected by **45**.
- The leading concern was not business impact or the tax rate itself. The top ranked concerns were funds being redirected, government accountability, and unclear project priorities.
- On duration, the largest group, **93 respondents**, said duration mattered less than clear project priorities and accountability. Another **68** said they **would not** support a LOT measure. Among fixed durations, **5 years** received **34**, **10 years** received **25**, **20 years** received **10**, and **15 years** received **6**.

Based on the survey, it appears that the ballot measure should be limited, specific, and accountability driven.

Timing Consideration

Idaho Code allows a qualifying resort city to seek voter approval for a local option non-property tax if the city has a population of **10,000 or fewer at the most recent census**. Sandpoint currently qualifies, but this eligibility may not exist after the 2030 Census if the City's population exceeds 10,000.

That timing issue should inform the term. A short-term measure may be more politically comfortable, but if Sandpoint exceeds 10,000 in 2030, the City may lose the ability to establish a new LOT after that point. However, a LOT adopted before then may remain in place for the term authorized by the voters.

For that reason, a **10-year term** may be the strongest policy balance. It is long enough to preserve the funding tool beyond the likely 2030 eligibility threshold, but short enough to remain a defined, sunset-based capital program. A 15- or 20-year term is not well supported by the survey.

Survey Findings

The opening question asked how open respondents were to a 1% local option sales tax if the money were restricted to clearly defined public improvement projects. The average score was **5.3 out of 10**, with **255 responses**. This is a mixed but viable baseline. It does not support an expansive measure. It seems to support a carefully drafted measure.

The strongest evidence in the survey relates to basic infrastructure. Respondents rated existing systems poorly:

Infrastructure Category	Average Rating
Overall condition of streets and roadways	2.7
Overall condition of sidewalks and pathways	2.7
Sidewalk network connectivity	2.6
Bicycle network connectivity	2.9

The maintenance philosophy question was especially clear:

Preferred Approach	Responses
Prioritize ongoing maintenance and repairs	176
Limit repairs to major failures	35
Unsure	24

This is one of the strongest findings in the survey. It indicates that the public understands the cost of deferred maintenance and prefers preserving existing infrastructure before it fails.

The transportation-priority question reinforced the same theme:

Transportation Concern	Responses
Potholes and pavement condition	157
Condition of streets	112
Bicycle and pedestrian safety	82
Traffic congestion	81
Sidewalk gaps	64

Transportation Concern	Responses
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Snow removal	64
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Flooding/drainage	35
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This seems to strongly support a ballot measure focused on pavement, street rehabilitation, sidewalks, pedestrian safety, and related drainage.

Ballot Framing

Respondents were asked which street/sidewalk ballot language would be most persuasive. The strongest response was not a highly technical reconstruction phrase. It was broader but still infrastructure-specific:

Ballot Language Concept	Responses
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General maintenance and rehabilitation of street and sidewalk system	68
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None would persuade me	65
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Expansive street repaving effort across degraded roadways	45
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Safe bicycle routes connecting neighborhoods, parks, schools, downtown	24
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Specific sidewalk corridors and pedestrian crossings	14
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Specific street right-of-way reconstruction	9
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Downtown pedestrian, bicycle, and access improvements	6
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This suggests the ballot should not be overly narrow to one or two named projects, but it also should not be vague. The best approach may be to identify project categories and require an adopted public project list, annual accounting, and clear restrictions.

Additional Uses Beyond Streets

The survey shows some support for trails, pathways, passive recreation, and waterfront access, but less support for broad parks or housing programs.

When asked to rank additional investment areas, the highest-ranked option was trails, pathways, and passive recreation in existing and new park spaces. Public safety ranked second. Public access and recreation improvements between First Avenue and Sand Creek ranked third. Sustainability, workforce housing, and major park capital improvements ranked lower.

The affordable housing concept performed especially poorly. A proposed use of LOT revenue for staffing and developer subsidies for an affordable housing program scored only **1.5 out of 10** in persuasiveness, with **228 responses**. Based on this result, workforce housing probably should not be included in the LOT ballot language.

For park-focused options, “none of these” received **87 responses**, while downtown waterfront/Sand Creek improvements received **61**, City Beach improvements received **47**, and Travers/Centennial/Great Northern sports field upgrades received **21**. This argues for caution. Waterfront and public access improvements may be included, but only as a limited secondary category and not as the central purpose of the tax.

Duration Analysis

The survey asked what duration respondents would be most comfortable supporting:

Duration Option	Responses
Duration matters less than clear project priorities/accountability	93
Would not support a LOT	68
5 years	34
10 years	25
20 years	10
15 years	6

The data does not point to overwhelming support for any fixed duration. The strongest message is that **clarity and accountability matter more than term length**.

A 5-year measure may appear more attractive politically, but it may fail to preserve Sandpoint's LOT opportunity beyond the 2030 Census. A 10-year term better fits the statutory timing issue while remaining within a reasonable voter-authorized sunset. A 15- or 20-year measure is harder to justify because the survey shows little direct support for those terms.

Accountability and Trust

The survey repeatedly shows that public trust is the central obstacle. The top concern was that funds may be redirected. Government accountability ranked second. Unclear project priorities ranked third.

Open-ended comments repeatedly asked:

- "Where is the plan?"
- "How will you show transparency?"
- "Can you guarantee funds will not be redirected?"
- "Will the public have access to a report?"
- "How will streets be scored and prioritized?"
- "How much will be raised per year?"
- "What projects will be done?"

These comments support strong ballot and ordinance safeguards. The measure should include:

1. A dedicated LOT fund.
2. Annual public reporting.
3. A published project list.
4. Clear eligible and ineligible uses.
5. A prohibition on general government operations.

6. A prohibition on unrelated staffing.
7. Annual Council review in a public meeting.
8. A defined sunset date.

Discussion Ballot Direction

The survey supports a measure centered on:

- street pavement maintenance;
- street rehabilitation and reconstruction;
- pothole repair and pavement preservation;
- sidewalk repair and gap completion;
- ADA and pedestrian crossing improvements;
- bicycle/pathway connectivity were tied to transportation safety;
- drainage and stormwater improvements related to streets;
- limited public waterfront, trail, and access improvements.

The survey does not appear to support including workforce housing subsidies, general sustainability programs, broad parks programming, or general government operations.

Potential Ballot Language for Attorney Review

Shall the City of Sandpoint adopt a one percent (1%) local option non-property sales tax for a period of ten (10) years, beginning January 1, 2027, and ending December 31, 2036, with all revenues restricted to public infrastructure and access improvements within the City of Sandpoint, including street pavement maintenance, street rehabilitation and reconstruction, pothole repair, stormwater and drainage improvements related to streets, sidewalk repair and construction, ADA and pedestrian crossing improvements, bicycle and pathway connectivity, and limited public waterfront, trail, and open-space access improvements; provided that revenues shall not be used for general government operations, unrelated staffing, or purposes not identified in the voter-approved ordinance, and that the City shall publish an annual accounting of revenues collected, projects funded, expenditures made, and project status?

Timing on a Decision

If the City Council determines that they are favorable to placing the LOT measure on the November 2026 ballot, you will need to approve the specific language in August.

ATTACHMENTS:

Sandpoint 2026 Community Survey Priorities for a local option sales tax

No: 26-
Date: August 19, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

**TITLE: NOVEMBER 3, 2026, ELECTION BALLOT QUESTION - CITY OF SANDPOINT
LOCAL OPTION SALES TAX**

- WHEREAS: Idaho Code § 50-1046 authorizes qualifying resort cities to adopt a local option non-property sales tax upon approval by at least sixty percent (60%) of the qualified electors voting on the question;
- WHEREAS: According to the most recent decennial census, the population of the City of Sandpoint does not exceed ten thousand (10,000);
- WHEREAS: The City of Sandpoint currently qualifies as a resort city authorized to seek voter approval of a Local Option Sales Tax under Idaho law;
- WHEREAS: City Council seeks a decision by Sandpoint voters as to whether the City should adopt an ordinance implementing a new local sales tax;
- WHEREAS: The Sandpoint Multimodal Transportation Master Plan identified a substantial backlog of streets in poor or very poor condition and recommended increasing the City's annual investment in pavement preservation, rehabilitation, and reconstruction;
- WHEREAS: The Multimodal Transportation Master Plan also identified needs related to existing sidewalks, pedestrian facilities, bicycle facilities, pathways, and completion of the City's nonmotorized transportation network;
- WHEREAS: The City has increased its annual investment in street pavement, sidewalk, and pathway projects, but existing revenues are insufficient to address identified transportation infrastructure needs within a reasonable period;
- WHEREAS: The City conducted a community survey to identify public priorities regarding a potential Local Option Sales Tax and the use of any resulting revenues;
- WHEREAS: The survey found that the highest public priority is the maintenance, rehabilitation, and preservation of existing streets, sidewalks, and related transportation infrastructure within a reasonable period;
- WHEREAS: Survey respondents consistently identified pavement condition, pothole repair, sidewalks, pedestrian safety, and infrastructure maintenance as the City's highest capital priorities;
- WHEREAS: The survey also demonstrated meaningful support for targeted waterfront, park, trail, pathway, and open-space improvements, particularly where such projects expand public access and strengthen connections to the City's pedestrian, bicycle, and transportation network;
- WHEREAS: The survey further found that public support depends primarily upon clearly identified projects, dedicated use of revenues, annual public reporting, and strong fiscal accountability;
- WHEREAS: The City has significant ongoing needs for street rehabilitation, pavement preservation, sidewalk improvements, pedestrian accessibility, bicycle connectivity, and related stormwater infrastructure;

WHEREAS: The City Council finds that a Local Option Sales Tax would provide an opportunity to fund needed infrastructure improvements while allowing visitors and non-residents who benefit from City services to share in those costs; and

WHEREAS: The City Council further finds that a 10-year authorization provides a reasonable balance between completing meaningful infrastructure improvements and providing a defined sunset for the tax.

NOW, THEREFORE, BE IT RESOLVED THAT: A Local Option Non-Property Sales Tax election shall be held in conjunction with the **November 3, 2026, General Election** pursuant to Idaho Code § 50-1046.

BE IT FURTHER RESOLVED THAT: The following question shall be placed on the ballot and submitted to the qualified electors of the City of Sandpoint.

**LOCAL OPTION NON-PROPERTY 1% CITY SALES TAX
CITY OF SANDPOINT, STATE OF IDAHO
NOVEMBER 3, 2026**

INSTRUCTIONS TO VOTERS:

To vote on the following question, fill in the square according to the way you want to vote on the question. If you, by mistake or accident, mark, tear, or deface, or otherwise mutilate this ballot, return it to the election judges and obtain another ballot.

QUESTION: Shall the City of Sandpoint, Bonner County, Idaho, adopt an ordinance providing for a 1% local option sales tax to be implemented and effective from January 1, 2027, through December 31, 2036.

This tax will be applicable to all sales, except occupancy sales subject to taxation under Chapter 36 of Title 63, Idaho Code. Per Idaho Code, any excess revenue received will be placed in a designated property tax relief fund. The City will use revenues from the tax to cover the actual cost of collecting and administering the tax.

After administrative costs, revenues from this proposed tax, the amount of which is unknown, will be allocated to the following:

- a) 90%: Maintaining, repairing, reconstructing, and improving the City's streets, including related drainage and safety improvements, and;
- b) 10%: Maintaining, repairing, improving, and constructing sidewalks, pedestrian crossings, bicycle facilities, pathways, trail, and improvements that connect to the City's transportation network.

On the issue of a 1% local option sales tax:

IN FAVOR.....

☐

AGAINST.....

☐

This Resolution was approved by unanimous vote of the Sandpoint City Council during a duly-noticed public meeting held _____, 2026.

Jeremy Grimm, Mayor

ATTEST:

Meri Jane Bohn, City Clerk

How open are you to voting for a 1% local option sales tax if the money were restricted to clearly defined public improvement projects in Sandpoint?



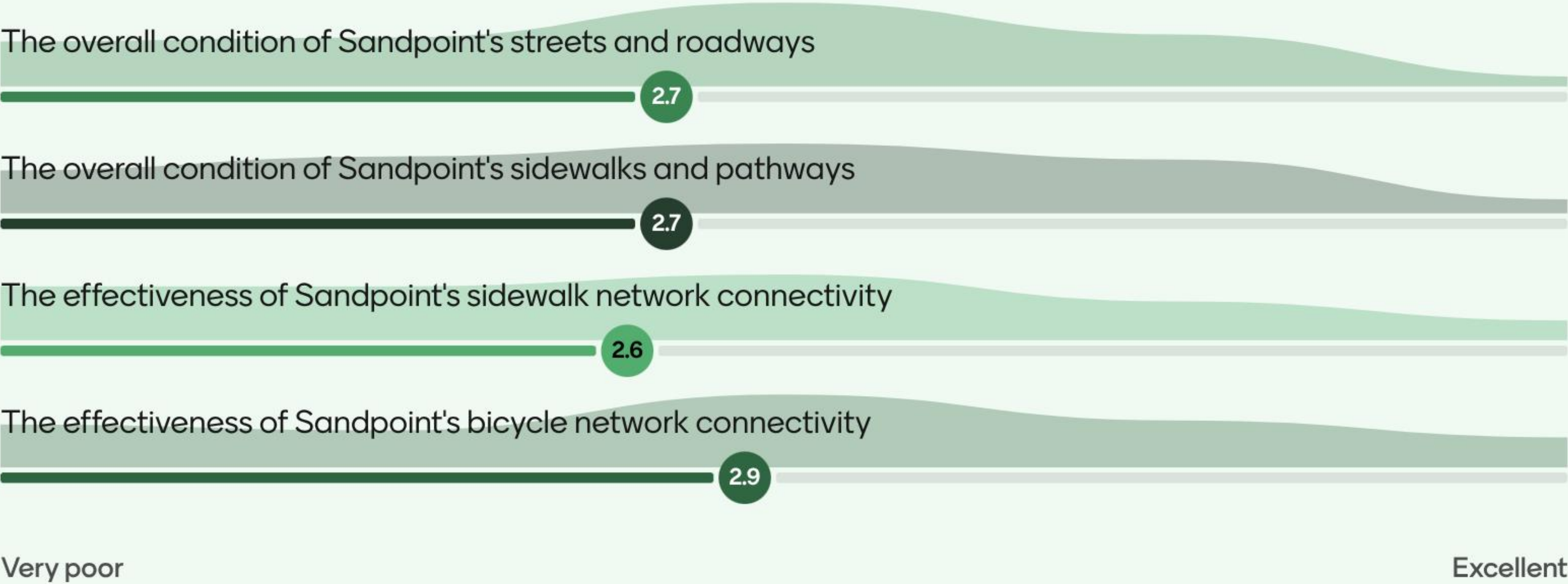
0 = Not open at all

10 = Very open

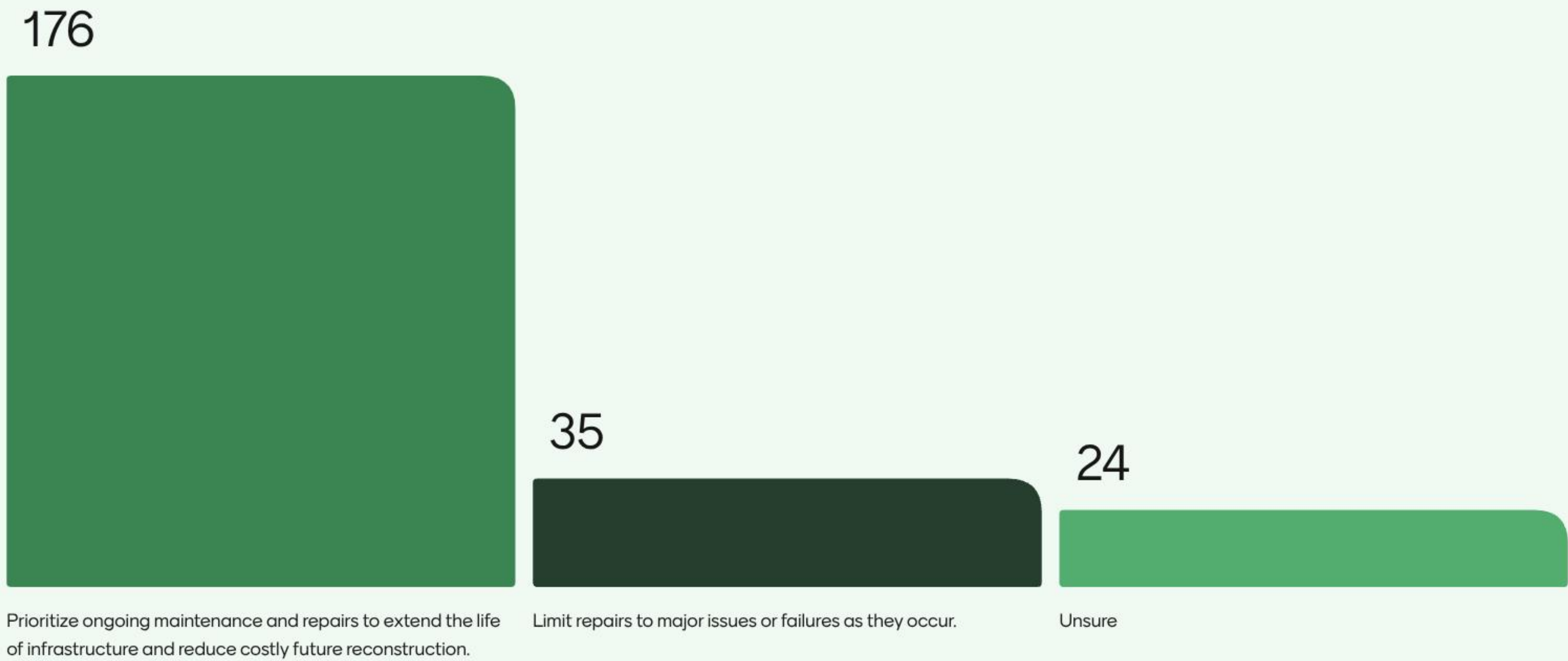
Which one factor would matter most in deciding whether you would vote for a local option tax?



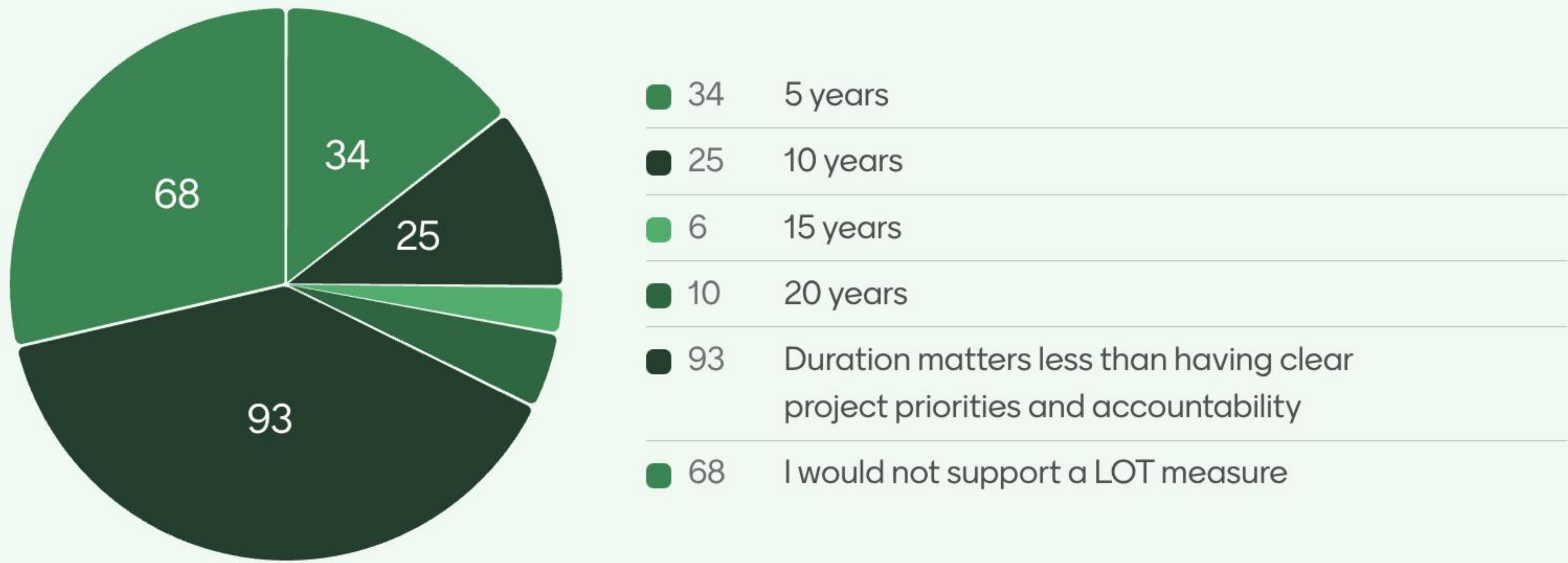
Rate the following



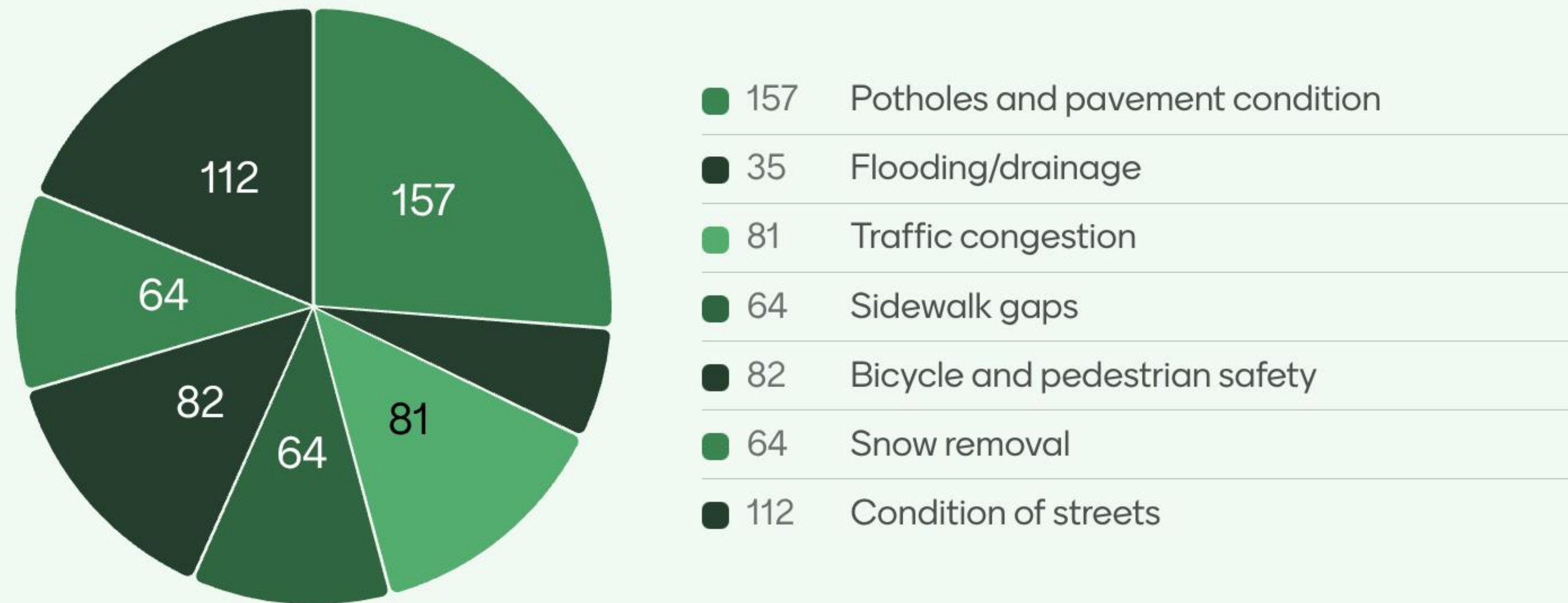
Which approach do you believe is best for maintaining Sandpoint's streets and infrastructure?



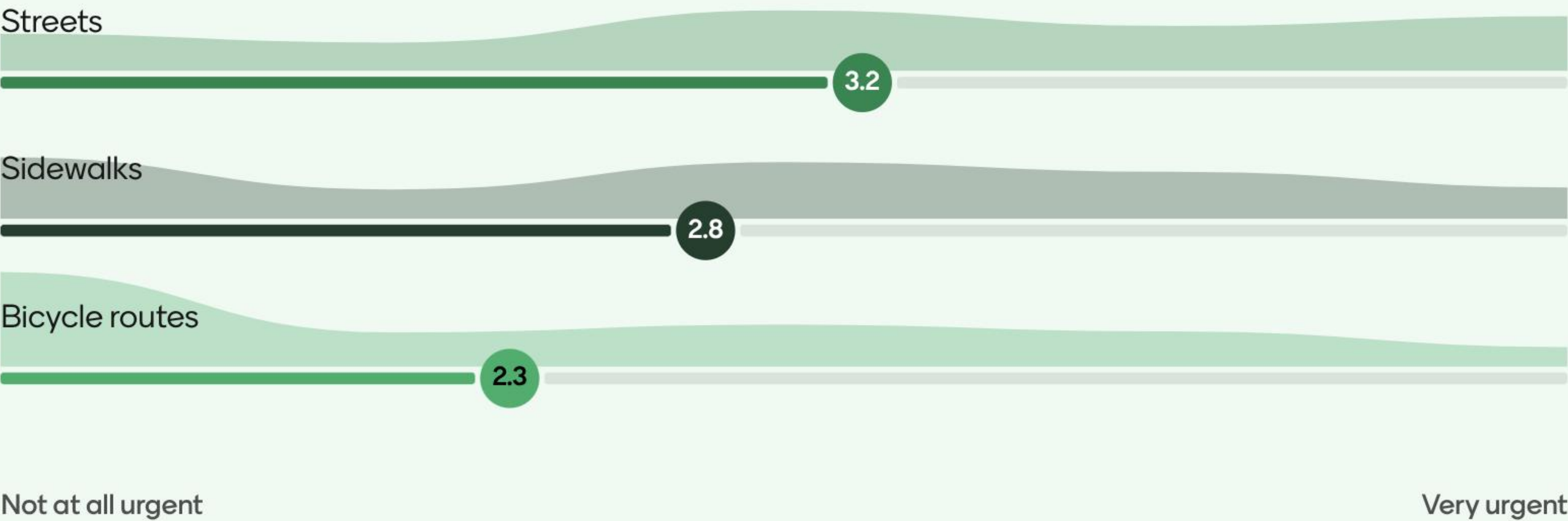
If a LOT measure were proposed, what duration would you be most comfortable supporting?



What transportation problems matter most to you? (select up to 3)



In your opinion, how urgent is it to invest in the following?



Which type of street/sidewalk ballot language would be most persuasive to you?



If the City were to consider additional uses for the LOT, rank the following areas you would like to see additional investment.



How persuasive is this potential use of a portion of LOT revenue?

"A portion of LOT revenue will be used to fund staffing and provide developer subsidies for an affordable housing program."

1.5

0 = Not persuasive at all

10 = Very persuasive

If the City were to use LOT funding to improve public access to Sandpoint's waterfront, please rank the following options by priority.

1. Humbird Mill Park (Pend Oreille Bay Trailhead) water access: swimming dock, non-motorized boat launch, new parking lot, restrooms, ADA access, etc.



2. Development of vacant or underused properties on First Ave for public recreation access to Sand Creek (Next to Cedar Street Bridge, Farmin's Landing)



3. Improvements to park amenities at City Beach: non-motorized boat launch, new playground, marina expansion, new perimeter pathway, etc



How persuasive is this potential use of a portion of LOT revenue?

"Downtown public access to Sand Creek": Park development on vacant lot next to Cedar St Bridge, boardwalk extension, swimming, non-motorized moorage.

3.6

0 = Not persuasive at all

10 = Very persuasive

1

223 / 223

113

If the City were to use LOT funding for trail, passive parks, or open space improvements, please rank the following potential investments.

- Continuation of Dover to Sandpoint multi-use path north of Larch Street to North Boyer Avenue with linear park through old railroad right of way

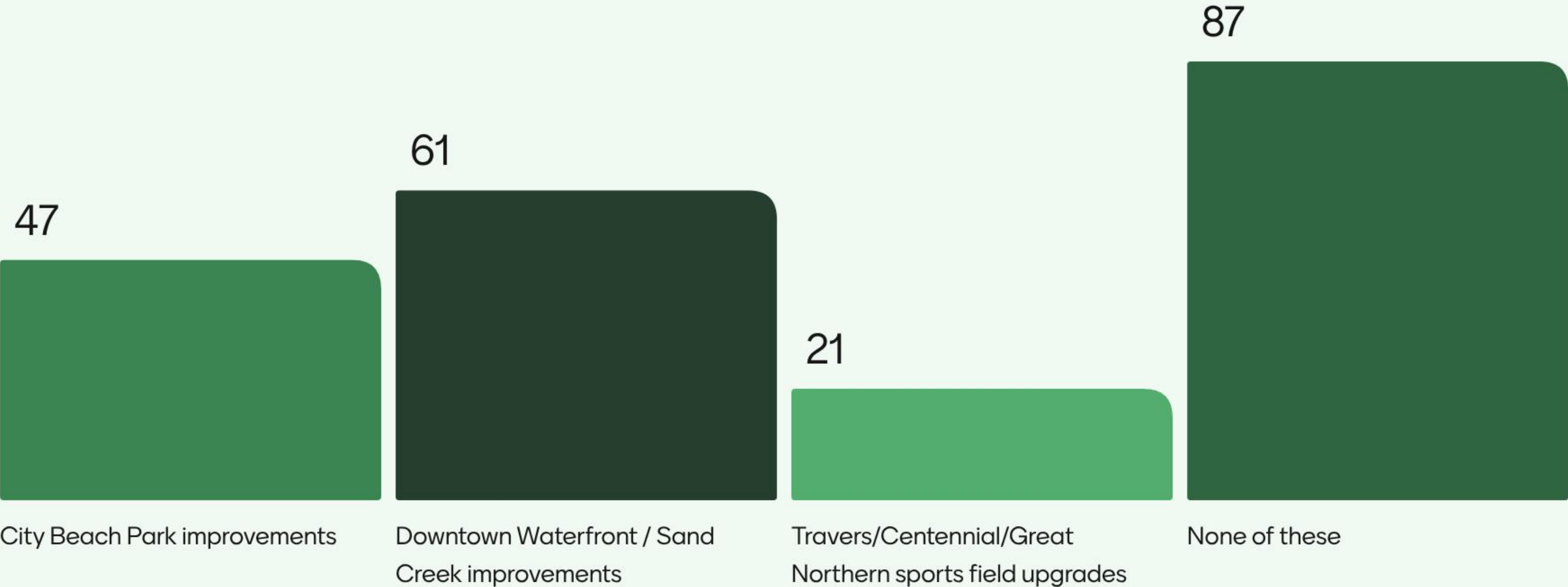

- Improvements to Lakeview Park: new playground, picnic areas, shelter upgrades


- Trail and passive park improvements on 32-acre Baldfoot disc golf course property (west of rail tracks on Baldy Mountain Rd)


- Design and development of an off-leash dog park



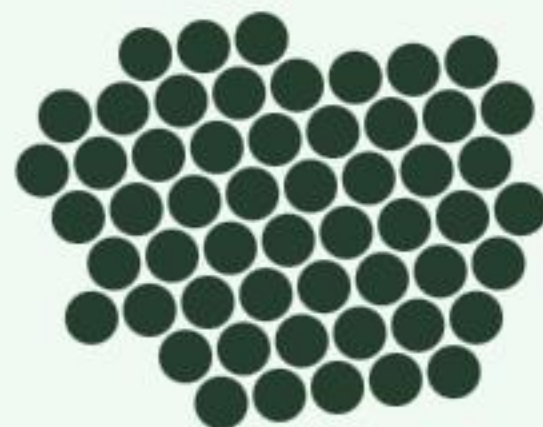
If voters were asked to support a LOT for one major park-focused project area, which would be most compelling?



Which of the following uses of a 1% local sales tax would you most likely vote "YES" for on the November ballot?



33 A measure focused only on specific street and sidewalk projects



55 A measure focused on a combination of streets, sidewalks, and waterfront/parks/open space projects



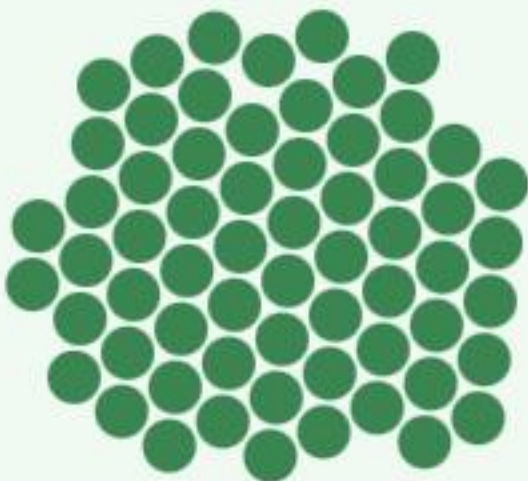
22 A measure focused on a combination of streets, sidewalks, and funding a workforce housing program



26 A measure focused on a combination of streets, sidewalks, and public safety investments (equipment/facilities)

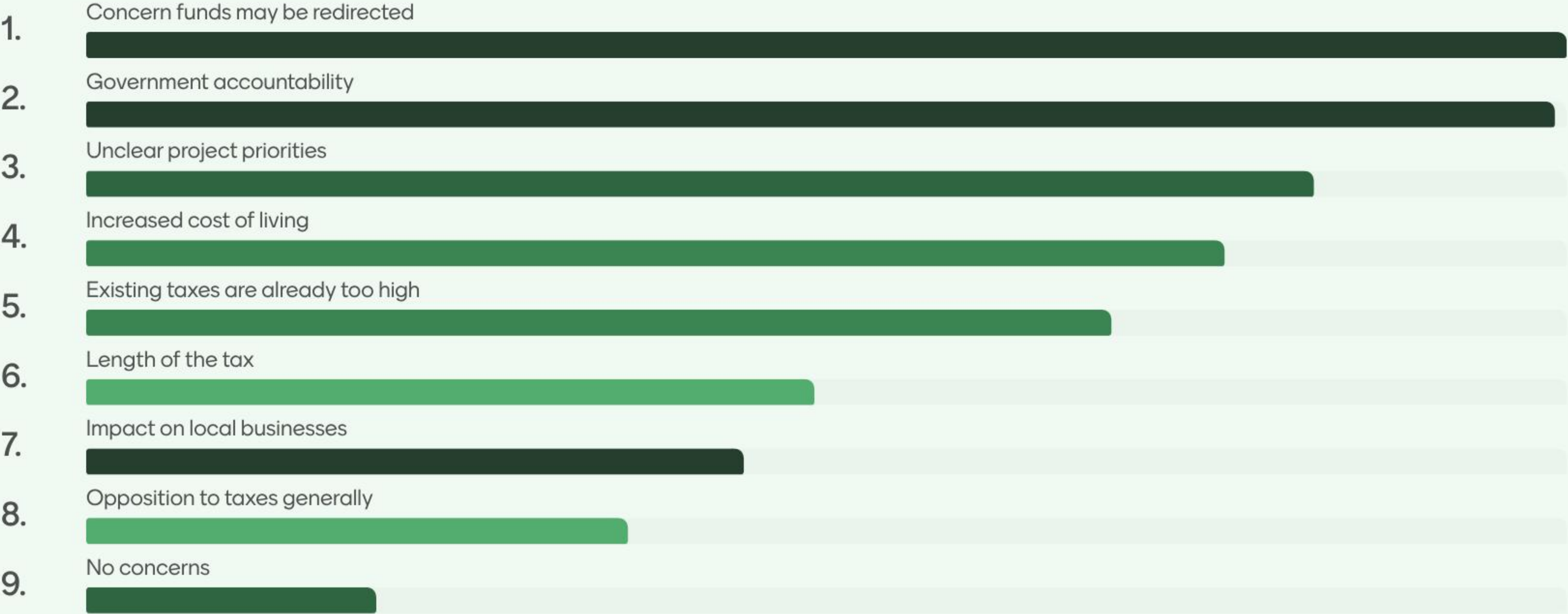


16 A measure focused on a combination of streets, sidewalks, and sustainability efforts (recycling/composting, urban forestry)



63 None of these.

What concerns would you have about a local option sales tax? (Rank in order from greatest to least. If it's not a concern, do not select it.)



What specific improvement within the City would make you most likely to support a LOT? (if any)

Reinstatement of the potable water station that sits in front of the fairgrounds even if it gets set up as a pay station.

Clear detailed plans for use of funds, limited time frame to ensure accountability. If goals are met I would vote to extend the time frame.

Improve streets only. Leave the parks alone, you already messed up Travers. Trust has been eroded.

Street improvements

None

Spend the money they have more responsibly and get funds from new developers for improving infrastructure

None

Specific project priorities with street, sidewalk, drainage, and parks projects identified.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Streets and sidewalks
Water access for
boaters

Streets Sidewalks - don't need
em every where, but you do
need dedicated corridors SAFE
PASSAGE ACROSS 5TH AND
WEST ON THE DOVER
HIGHWAY

Clear goals to complete
sidewalks on all east/west
corridors and key north/south
corridors to create safe
connections for our community

Do something with
underutilized property
downtown and along
sandcreek

Adding another tax on top of
charging city of sandpoint
residents for parking passes
and boat launch fees is asking
too much. we ALREADY pay
city taxes. The parking fees for
locals is garbage.

removal of any fees for
locals to parking and
city beach.

removal of parking fees
for local residents

removal of parking fees
for local residents.

What specific improvement within the City would make you most likely to support a LOT? (if any)

removal of parking fees

Improved roads & sidewalks

Road & sidewalk improvements

Stop chasing grants that require matching funds for beautification projects. Focus on services that affect daily lives. Then perhaps you might not need a LOT.

PO Bay Trail and Sand Creek access downtown

Improvements to access the PO Bay Trail

To many city employees, work 4 days a week. Streets in terrible condition, landscaping is weed infested. City is just dirty! Everyday seeing the city maintenance employees driving doing nothing

employees accountable for the pay. Less bureaucracy and consultants. Paid full time, work full time.

What specific improvement within the City would make you most likely to support a LOT? (if any)

seeing my money used for improvements and not consultants and lazy employees.

Nothing. No new taxes. Made due with what you have. Prioritize infrastructure.

None

None. Learn to live within your means! You will be getting enough extra money from the ill thought of plan of Parking Fees to fund all the improvements needed. People are taxed enough already.

I would not support a LOT

NONE

Repair sidewalks and streets. Fix potholes.

Paving all the city residential streets

What specific improvement within the City would make you most likely to support a LOT? (if any)

Replace and repair streets and sidewalks in poor condition

This is a very manipulative survey. Sandpoint has been a poor steward of tax dollars since Mr. Grimm came to town, 25 years ago. He is not trustworthy on any level. Council either...

I'm hoping it gets shot down.

Repairs and improvements to streets, sidewalks, and sewer and rainwater systems.

Fix the potholes!

Creating affordable housing for our workforce and local residence, wishing to remain living here. Better pedestrian and bicycle paths as well as public access to our lake and recreation.

Silent train crossings on Boyer and Division, and a train overpass on Great Northern Road. Both are quality of life measures.

Speed limit enforcement in town. I'm talking about tickets and suspended licenses, no warnings.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Street improvements
pretty much everywhere
except downtown.

More sidewalks and
repairs on the old ones.

repave boyer

I said, repave boyer!

sidewalks on some streets
are terrible as well as the
streets themselves. we
could definitely use park
improvements

Improve all the roads
and don't waste our
money

Improve all the roads
and don't waste our
money

None.

What specific improvement within the City would make you most likely to support a LOT? (if any)

None

Greater access to truly affordable housing

Commercial recycling program

Trees in parks

Pedestrian and bicycle safety

None. The last LOT (2015-2020) was enough to convince me the City provides zero transparency on collection & use of sales tax, Funds were mismanaged. No accountability.

Last LOT (2015-2020) was poorly administered. Required monthly submittal on paper coupons, copies of state sales tax returns required, threatening letters for the slightest error.

Improve water treatment plant so property owners do not carry the cost. Streets, sidewalks, water & sewer infrastructure.

What specific improvement within the City would make you most likely to support a LOT? (if any)

streets, fire, police are of utmost importance.
Maintaining/repairing current streets should be prioritized before expanding any other sidewalks, bike lanes, projects, etc.

not charging for parking in Sandpoint! Can't support an establishment that has repeatedly used monies and resources unwisely.

None, the city can't be trusted to use the funds correctly

None, city wont improve anything would just make any conditions worse. Hence making it worse in the long run and costing citizens more money

Affordable workforce housing.

Affordable workforce housing.

Side walks. Cedar Street from N.Boyer to Lincoln. Better fields and restrooms at Travers Park.

Our sidewalks are horrible, I watch people fall in front of our house on 6th Ave

What specific improvement within the City would make you most likely to support a LOT? (if any)

More baseball fields for Little League.

More rec spaces for the families.

Streets, sidewalks, bicycle safety and connectivity, more SPOT funding, lessen traffic downtown.

A good, safe, large off leash dog park with adequate room for both a small and large dog area, area for owners to sit. Workforce affordable housing and management of short term rentals in the city

Large fenced dog park with areas for small and large dogs, affordable workforce housing and a plan to manage short term rentals in the city. 2 car requirement for each new unit built in the city.

I would vote for it if it made parkng at the City Beach free for Bonner County residents.

Free parking in town and free boat launches.

More river access at Euclid, Boyer and St. Clair, similar to third Strret pier.

What specific improvement within the City would make you most likely to support a LOT? (if any)

A strategy that reduces property taxes.

Need more unpaid parking spots.

Is Sewer treatment plant upgrade. Then roads, not sure which ones. I bike most places. Don't drive much.

Maintaining the weeds growing out of all the streets and sidewalks and vacant lots. . Makes our town look like trash. Repaving the forgotten side streets like Ella.

Consistent, simple, visual language updating public on accountability. Funds raised, funds used and specifics! Project costs, city staffing funds redirects, etc... where is my money going. Pie chart!

Publicity stunt! Where is the pomp and circumstance on the pine street pavement? Seriously, get out there with a bike parade and celebrate! Make a big deal about this and you'll gain traction.

Be specific straightforward often. How much did pine street repave cost? Pick another street that needs help & tell me how much patches cost, replacement costs. Project total LOT to projects able to d

Any failing storm and sewage drains.

What specific improvement within the City would make you most likely to support a LOT? (if any)

I would like to see development on the north side of city with the existing park land near little sand creek and a bike path along sand creek ultimately connecting downtown to Schweitzer.

More focus on developing the north side of the city.

Extended bike trail north along Sand Creek

Stop spending funds to make Sandpoint "beautiful" (aka the revitalization project) and spend taxpayer funds maintaining the streets.

Public beach access and improvements. Publicly available waterfront-city owned/publicly held.

Hate the charges for county residents to use city beach or to simply park downtown. Stop punishing LOCAL residents if you want us to frequent downtown businesses. Ponderay is free...

I like the idea of a tax that tourists pay - they crowd (and fund, I get that) our town. But please think of locals as well. I WANT to support businesses in Sandpoint

Improved and consistent sidewalks.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Free parking for county residents for up to 4 hours

Improvement to streets, sustainability, and affordable housing, NOT tourism like beaches and parking lots

Roads

Roads and continuity of sidewalks

Fixing & maintenance of streets and sidewalks.

Fixing streets and sidewalks.

No LOT is needed. Find more efficient ways to spend existing funds. Don't waste money on useless parking enforcement or solar garbage cans.

First, improvements to the sidewalks, second, parking downtown especially for tourists, thirdly, street maintenance.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Cannot support any LOT initiative. Cost of living is too high, there isn't any extra money in our household. Suggest that you look for grants or external funds to support roads & sidewalks.

Too much money & resources were spent on Travers Park. Public input was ignored.

Jason Welker cannot be trusted

My family has been here over 50 years. What used to be affordable to most is no longer. Start taxing "NONE full time" home investors that don't live here full time to fund improvements.

None

What has not been mentioned are the ridiculous bump-outs on streets and the ridiculous parallel parking downtown. Very dangerous for backing out! Why change a good thing? Who designed this insanity?

We already have a lot. DO NOT INSTITUTE PARKING PASSES. This is not feasible, it is ridiculous

Change parking fees to no fees, get rid of the diagonal parallel parking!

What specific improvement within the City would make you most likely to support a LOT? (if any)

No lot, no parking fees, no diagonal parking!	None	Do not support	No lot
No lot	Stop spending money on studies and put that money to the streets.	No charge for parking from Labor day to memorial day.	Stop making the homeowner pay for sidewalks.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Make the transportation system safe and attractive for all ages, abilities and neighborhoods. Quiet and slow. "Getting there" quickly the last priority. Discourage through highway traffic.

My 'yes' vote will be contingent on specific priorities and project criteria and examples. The size LOT anticipated will not fully fund sidewalks, pathways, street maintenance and traffic calming.

Do a better job with the money you have. Stop paying people with no experience 100k plus a year. Stop hiring out of state people for city jobs. And most importantly START LISTENING TO THE RESIDENTS

Stop taxing your residents. Life is expensive enough. You're not listening to the needs of your greater community. Instead you continue to cater to developers, tourists and the multi home owners.

NONE. This is not the solution we need.

I cannot support a LOT. The previous statements are meant to bias respondents and manipulate responses. If there was an overriding community need which would support LOT it would be readily apparent

The City Administration has repeatedly demonstrated that they have their own agenda which they pursue w/o regard to public need or desires. Parks and Rec has spent more \$ on needless projects

I cannot support any LOT. Cost of living is too high, taxes are too high, and now parking fees! It's too much! We will not go downtown due to parking fees, "free" hassle of signing in at kiosk. No!

What specific improvement within the City would make you most likely to support a LOT? (if any)

My wife and I would support improvements to our local streets, sidewalks and alleyways. You need to state exactly what the money will be used for and what the duration of the tax would be.

With all the taxes that we already pay, I don't want to pay more.

Streets only. No downtown renewal. No trails. No sidewalks. Our roads are horrible and are costing us residents real money in premature vehicle/tire damage. Nothing but streets. I'm tired of talk.

I live downtown and bike in the summer. I bike in other places in the country. There are no improvements needed to bike infrastructure. Our sidewalks are fine. Fix the streets for vehicles.

Stop the cutting and plugging of streets. Fix the City policy with lateral sewer lines that drives this. Look at Ontario in front of Memorial for evidence of this problem. Brand new street with a rut.

A clear and easy way for kids to get from the library to City beach and back

a clear, safe way for kids to get from the library to City Beach and back.

I believe the city is over staffed already & afraid this \$ would not be used on the projects. Increased housing in Sandpoint should supply plenty of \$ to fix all of this. Be fiscally responsible.

What specific improvement within the City would make you most likely to support a LOT? (if any)

The city should use the LOT to compensate from the funds they want from paid parking and eliminate paid parking. The sidewalks are perfectly adequate and, importantly, safe. Bikes are vehicles

More parking at city beach

Bringing back community time at JER

There is really nothing. Please stop trying to increase the cost of living. If the roads are drivable, they are fine. The sidewalks are adequate and safe

None

I would not support any.

None

None

What specific improvement within the City would make you most likely to support a LOT? (if any)

I remember the War Memorial Field Fund and it lack of transparency. The amount of money collected verses the amount of money it cost to reconstruct was not available to the public and I was shut down

Infrastructure, infrastructure, infrastructure. Pet playgrounds and bicycle lanes are secondary. Stop the crazy feel good projects.

Boyer Ave is a pure pothole! Fix it. Stop the band aid approach and do it right. Stop putting the salt on the roads in the winter, that will fix a lot of the problems with the roads.

Roads, bridges and infrastructure. Quit pandering to big money.

I cannot support LOT. We cannot afford it and local businesses will not survive. First charge for downtown parking now increase taxes - we will be forced to avoid downtown altogether!

We cannot support any LOT. I'm sure the City Administration has already made the decision and will not listen to residents- just like Travers. Waste of time!

There is no limit in the number of times someone can complete this survey. I heard that people of submitting multiple surveys. Results will be useless!

All residents and businesses should have recycling

What specific improvement within the City would make you most likely to support a LOT? (if any)

Used the funds to bring back free parking, be a unique small town with free parking

The funds funds from non resident go to supporting downtown, like free parking

Free parking

Using the tax on non resident to provide free parking , so they shop downtown

Free parking

Not on parks. Spend too much on "modernizing"/"upgrading" equipment that functions. Would like to see practical/simple improvements that focus on maintenance, not high end upgrades. Sidewalk connectio

There needs to be an extremely clear plan for the use of the funds. Honestly I am still disappointed in how the city used the funds from the last LOT., specifically in regards to the artificial turf

Street and sidewalk design plans along with areas of priority. I will not vote for anything that looks like 6th Avenue.

What specific improvement within the City would make you most likely to support a LOT? (if any)

City Beach greatly needs improvement. However I would first like to see the Airst Ave/Sandcreek are improved to have the City demonstrate the design plans.

It would help if the City of Sandpoint showed that it actually listened to the public and included feedback into the plan.

The city runs everything through way too many meetings. At the first meeting we are told its a draft we can change it later. Then we are told we already decided that, you missed the meeting.

Specific residential street improvements

Sandcreek waterfront zipline

Indoor waterpark where frisbee golf area is located

Outdoor gym equipment at city beach, and restore free parking

Outdoor gym equipment at city beach and free parking

What specific improvement within the City would make you most likely to support a LOT? (if any)

Outdoor gym equipment and restore free parking

You need to fund and staff our fire and police and EMS services, to keep up with our population and first. 3 full time on duty firefighters and cops for the full city of Sandpoint is crazy.

Fully staff our fire and police station first then work on city beach and streets

Again fully stuff and fund the police and fire dept

Seeing the fire dept and police dept be fully staffed to support the population Sandpoint has

Street and bicycle improvements should be priority 1.

Instead of seeing a city emp. driving around to make sure no cars are parked in the wrong direction or a dog off leash, or a cop sitting idle waiting to ticket us for not using our turn signal.

None at this time. People are having a hard time affording their groceries and gas.

What specific improvement within the City would make you most likely to support a LOT? (if any)

None	None	None	Sidewalks, better streets and extension of Dover Bike Path north of Larch
Sidewalks, better streets and extension of Dover Bike Path north of Larch	Street repair/replacement according to pavement management plan.	City divided into 5 zones; sidewalk improvement in each zone annually either replacement or addition to make sure pedestrians can safely walk the town.	Open space for families to get down to the water on N. 1st Ave by the Cedar Street Bridge. This is such an eyesore, and it could be something beautiful and enjoyable for locals and visitors.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Roads and sidewalks. We should also make every road in downtown have a stop sign. It's confusing for folks who don't drive downtown very much to know when to keep going. The stop sign issue is real.

A park on N. 1st Ave next to the Cedar Street Bridge. In the vacant lot.

Street and sidewalks maintenance and improvement.

Increased workforce housing.

Actual single-stream recycling of all recyclable materials.

Nothing having to do with selling Sandpoint City Beach and All Local Beaches To Any Hotels or Outside Developers

The city council is NOT listening to the public, we voiced LOUDLY we did NOT want to pay for parking, especially at City Beach and now they are in contract with a 3rd party from CA! Oversight is needed

Listen to the public, stop nickel and diming everyone who steps foot in Sandpoint. Our economy depends on tourism, we also need to support locals. Free parking is easy, 90 condos was stupid.

What specific improvement within the City would make you most likely to support a LOT? (if any)

WHO ok'd 90 condos without additional parking and then demanded WE pay for parking????!!!

How about whomever approved the 90 condos pays for everyone's parking? Sounds fair.

Still going with whomever approved the ridiculous 90 condos and 4 parking spot buildings should now cover all our parking costs.

Remove the abandoned hotel & lakeshore condos through public domain

Remove lakeshore condos and abandoned hotel or at very least public shoreline access. Repair residential roads. Repair hazardous sidewalks

Sidewalk connectivity (too many sidewalks to nowhere) & general street maintenance.

Addressing sidewalk gaps.

Finish the division ave construction to baldy mountain rd to save our youth and protect everyone that walks along that street. Division Ave needs to be a priority.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Division Ave
reconstruction

More bike paths

More sidewalks and
safer sidewalks to get to
town

City beach
improvements

Fix roads. Fix sidewalks.
Expand sidewalk and multi
use path network

Fix roads. Fix sidewalks.
Expand sidewalk and multi
use path network

Build more sidewalks! Repair
existing sidewalks. Increase
number of public swimming
access points. Build additional
non-motorized watercraft
launches.

Could these dollars be
used for school
remodels?

What specific improvement within the City would make you most likely to support a LOT? (if any)

Schools. Or Travers sports complex improvements

More and improved public parks for family enjoyment

Streets and sidewalks, parks and recreation, housing affordability.

Schools, playgrounds, public spaces

clear expectations of where the money goes.

Railroad overpass, underpass on Boyer & Baldy. Street repair and sidewalk repair/installation.

protection/wise use of current city owned lands- no more sell outs for crappy condos or developments. More green space and intelligent forward thinking about the well being of the current community

anything to keep kids safe and healthy

What specific improvement within the City would make you most likely to support a LOT? (if any)

crosswalks repainted and added where there are none- signs to get off your bike when crossing.

funds for ongoing maintenance of areas along sidewalks with trees & plants eg along 2nd between pine & church, these areas are full of weeds, + there are sidewalks that have weeds growing everywhere

ongoing maintenance of green areas - like weeding public spaces along the roads and trimming the dead trees or branches along the exit from the N end of the long bridge to town

Dedicated bike paths off the streets. Like Whitefish MT trail network. Or Calgary AB. Not a paint only bike lane that gets snow plowed up on it for six months.

Add sidewalks because not all streets have a continuous path.

Non motorized boat launches for canoe and kayak to avoid congestion from boat ramps and swimmers.

Fix the roads. Fund the sewage treatment plant. Make developers pay more towards ALL infrastructure. Don't waste money on bike trails, dog parks, affordable housing just to get people to vote yes

Sewage treatment plant. Fix the roads, but don't get too fancy wasting money on creative traffic disruptions.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Fire Jason Welker, and anyone who supports allowing new construction without sufficient parking, or paying impact fees.

Upkeep of streets and sidewalks

I don't live in the City, so can't vote on a City of Sandpoint LOT.

New playgrounds, better roads and dog park

A bike/pedestrian lane from syringa PSW trail system parking lot to traverse park. Super dangerous day and night walking or biking this route. Fixing all potholes on major streets.

Having continuous sidewalks from western city limits pine street to baldy mountain road to city beach

In my opinion the tax should be 100% focused on the street infrastructure only! The responsibility of the city is to maintain/improve the streets. Grant money used for other projects.

None. I do not support a LOT. I do not support a biased survey fishing for projects. If there was a real urgent project it would be apparent. Use tax revenues to pay for streets

What specific improvement within the City would make you most likely to support a LOT? (if any)

This survey is ridiculous. There is no control over how many times a person can submit responses. It doesn't matter any way because I'm sure the City has already decided and will disregard survey input.

Maintenance of basic infrastructure.

Better connectivity of protected bike lanes.

The city already over taxes its people. You make us pay for parking and then instantly go after more money. I wish I could run my business the way the government does.

Nothing. Manage the money you already have and stop stealing from the citizens.

Nothing. Stop stealing from the citizens.

Nothing. Stop stealing from the citizens.

Nothing. Stop stealing from the citizens.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Jeson Welker's
Resignation

I will never support any tax.
Taxation is theft and we are
being robbed daily by every
level of government.

Bike and walking trails

Public lake access

This would a specific
guaranteed purpose that
can't be repurposed and
not to fund ongoing salary
increases.

Fixing the streets and
cleaning up the weeds
along the sidewalks. The
City looks terrible this year.

street repairs and
maintenance

Ensuring our roads and
sidewalks are up to par to
support the increase of growth.
I would like to see improvement
with the placement of traffic
lights, especially on the corner
of Fifth Ave & Larch St

What specific improvement within the City would make you most likely to support a LOT? (if any)

Additional Waterfront
access to Lake
Ponderay City Beach is
a zoo

Pedestrian safety

Pedestrian safety.
Community not tourist
focused

None

If it got rid of pair
parking

If it paid to bring
lifeguards back to city
beach

None

The side streets are in bad
shape and it causes
damage to cars. Fixing
streets should be the
priority.

What specific improvement within the City would make you most likely to support a LOT? (if any)

Start with firing Welker, he is inept, fails at writing grants, and isn't prioritizing the citizens of Sandpoint, just the developers... remove him and restructure your organization manning...we already pa

Improve the quality of city employees, starting with Grimm Welker and the whole council

We already pay taxes for these items where is the money going and why are your priorities so askew

None

None.

New city council members and a new mayor would be a big improvement. Get rid of the LOT of em.

Replacing mayor and city council with dogs.

None, current council members need to be recalled over Travers park debacle and paid parking downtown.

What specific improvement within the City would make you most likely to support a LOT? (if any)

None

Getting rid of current Mayor and most of the city council members.

Recalling Grimm and Welker.

Street improvements.

Street improvements.

Much needed repairs to specific roads

Residential street and sidewalk repairs NOT downtown tourist areas. Areas like South Marian street and areas near Chestnut and Jefferson.

Fix oldest streets not in the downtown core

What specific improvement within the City would make you most likely to support a LOT? (if any)

No new taxes!

None. How about the city becomes fiscally responsible.

None

Maintain streets sidealks before doing new projects.

Improve safety for the children of Sandpoint so can bike/walk throughout town without constant near misses with traffic. Maybe establish park ride with Spot at each end of Division to reduce traffic

Remove paid parking 100% and stop progress on hotel encumbering city beach area.

I will not support it

I will not support it

What specific improvement within the City would make you most likely to support a LOT? (if any)

None

Rebuild /repair of
streets/sidewalks
Empathize residents need
NOT tourist/summer
residents recreation

STOP MESSING WITH
DOWNTOWN
STREETS/SIDEWALKS with out
of town/state Engineering and
develpers for austetics instead
of fonctionality for locals

Use lot to pay for lot and
street improvements and
return to free parking

Free parking

Free parking

I would love to have
more bike paths in
Sandpoint

City Beach renovation that
would include Festival
moving to lakefront
enviornment

What questions do you have for the City about the local option sales tax or its potential uses?

Where is the plan?

Can we bring back the lifeguards at City Beach?

Why are we not charging developers taxes or requiring them to improve infrastructure as part of their development

Why not list projects/priorities and allocate specific percentages to streets, sidewalks, and parks?

Would Baldy be brought up to modern standard and punched thru to 5th with the LOT? GN also?

None.

Put a tax on non-locals, tax hotels, tax Airbnbs, and tax heavily on second or third homes or for people who live out of state.

Main concern is accountability and redirecting of funds

What questions do you have for the City about the local option sales tax or its potential uses?

- No questions.
- I answered the previous question 2 times and my answers disappeared and my only option to proceed was to hit the SKIP button...
- none
- none
- None
- No. Especially if there are no new taxes.
- I would not support any LOT because improvements should be made with existing taxes.
- No questions. Counting on clear communication from the city on where the funds will go? What projects will be done. Thank you

What questions do you have for the City about the local option sales tax or its potential uses?

How will residents be kept up to date on plans and progress

Gonna need money to replace the turf back to natural next. Microplastic heaven. Stupid then, stupid now.

Why would I trust you based on the waste I've observed over the years? You should all be ashamed.

None

Can you GUARANTEE that none of this money will be used for businesses? People are tired of all the emphasis on business and nonresidents - fix and improve infrastructure for FULL-TIME residents.

how will you show transparency of use of funds.

none, i think it's a good idea and we've done it before

We've already spoken. Your last LOT was rejected by the voters. It feels like harassment to constantly be voting against a local sales tax. Tighten your budget & stop spending so much!

What questions do you have for the City about the local option sales tax or its potential uses?

No questions. My personal input is I am very glad that particular areas of maintenance and improvement will be targeted.

Local sales taxes should be utilized more often to generate revenue for necessities
INSTEAD OF INCREASING
PROPERTY TAXES OF LOCAL
FAMILIES!!! Have everyone contribute if they use Sandpoint services!

None, city doesn't deserve any of our tax money until it can start proving it can use it efficiently and effectively

Are you considering that many people living in Sandpoint already have difficulty making ends meet? A local option tax will only add to that difficulty.

How long do you collect before you start to make improvements

Just stop with more taxes and fees. The budget is already huge. The overhead at the city is high. More time is spent creating presentation and doing studies that people in the community don't want.

Use it towards any road, bridge repairs.

How do you plan on allocating the tax to infrastructure versus parks?? In my opinion Sandpoint has enough fun/park things to do! Focus on our important stuff!

What questions do you have for the City about the local option sales tax or its potential uses?

Why not make it 2%? Get it done faster.

None

I understand why the acronym L.O.S.T. wasn't used....(Local Option Sales Tax). Sorry - just had to point that out. I hope it passes - I live in county but not in Sandpoint city limits.

What is the tax rate? How can we be certain the LOT proceeds will be used as promised once that decision is made?

How would streets and sidewalks in need be identified? How would the priority of improvements be determined?

None

We cannot afford any more taxation

No tax increase

What questions do you have for the City about the local option sales tax or its potential uses?

No tax increase	I have answered this numerous times	None	None
None	None, eliminate them	How much money is going to be wasted on studies? Or paying staff?	People can barely afford groceries and you want to tax us more . Get a clue

What questions do you have for the City about the local option sales tax or its potential uses?

The city is doing a horrible job with the funds they have. We've known about the water plant for ever and no money was set aside to take on the project

You do not have my vote.

If there was a genuine need for LOT it would be apparent.

How will you be transparent and accountable with these funds? How will you choose what streets will be repaved? Are you going to score streets on use and condition to decide?

What is the public engagement process for deciding the use of funds?

none- good luck

Why do you think the sidewalks need so much money? Why do you think the current bike paths are inadequate?

How much is anticipated being raised per year? I remember there being a formula to calculate/guess how much per year. Transparency is key, which we are finding out is not what governments are good at

What questions do you have for the City about the local option sales tax or its potential uses?

Are their programs to support families and residents? summer camps? Not just tennis. How tpromote affordable housing? More efforts on short term rentals funding city infrastructure or accountability?

What is the plan? I won't vote to give you money without a plan.

Page two of this survey has an error resulting in a bald-faced lie. Please correct and start over with the survey. The LOT taxes will in fact be paid by residents and non-residents alike.

If out of towners are going to pay, improve city beach and supply free parking

Between income tax, sales tax and property taxes, it would seem that we should have enough monies.

None

None

0

What questions do you have for the City about the local option sales tax or its potential uses?

Is there only 5, 10, & 20 year options?

Are there other options besides or in addition to a LOT? Are state or federal grants potentially available? Any other resources or possibility of generating them?

I don't really trust anyone in our government to wisely spend any additional money, they approved 90 condos and now want us to cover their error.

I just hope an LOT passes this time...it's our last shot! Please ensure the language has tight sideboards that would prevent a future city administrator from running roughshod with reallocation.

I thought that the division ave construction was already approved. I don't see phase three extending to baldy mountain road. Why did this happen?

Are you going to pitch this well enough to get it across the finish line? Voters need to know the ramifications of losing the lot opportunity going forward.

Will the public have easy access to a report that details how much money has been collected, how much was spent, the exact items and services purchased, and the completion date for each project?

None

What questions do you have for the City about the local option sales tax or its potential uses?

- None
- Can we use for school remodels?
- I believe it is import for the average person to understand the impacts of 1%. For most, this means a less than 100 dollars are year.
- where is the money going
- like to see the actual plan
- See what happens
- none
- Could we have a pedestrian only downtown area? Only delivery vehicles and humans.

What questions do you have for the City about the local option sales tax or its potential uses?

We need full transparency, will periodic public input based on changing priorities.

Have a detailed plan and prioritization with costs. You should present this before people vote and have accountabilities. Bonus to construction who get done ahead of schedule and on price.

I am really confused by this survey. I thought we were just talking about a LOT to keep up basic maintenance of streets. Then we veered off into housing and waterfront improvement and parks.

What is it for?

Where is the Plan?

None

None

Not a question, but BE TRANSPARENT well in advance so that local voters will entertain the idea of voting in favor of a new LOT

What questions do you have for the City about the local option sales tax or its potential uses?

- Would it be used responsibly and effectively
- Bad idea after the new pay to park
- The city government is already irresponsible with our tax money, so we sure don't need adding any more taxes.
- Why do you feel the sidewalks are unsafe? Have there been accidents? Complaints? Bikes are vehicles, we don't need to spend extra money making their own lanes
- None
- None
- Why are we paying extra for what should be baseline amenities, clean water, safe streets, competent police, etc...
- Affordable housing for the work force

What questions do you have for the City about the local option sales tax or its potential uses?

None, the corruption within the city council makes residents not trust any future plans. They all need to go.

Fix the old residential streets

Exactly when does it end and exactly how much will be spent that doesn't directly go to the project ie...what is the city using for running it

Already asked and answered

Asked and answered

Redundant

The FCC I job hv v to k c f k on

No new taxes!

What questions do you have for the City about the local option sales tax or its potential uses?

None

LOT tax before anymore levies/supplements/ increased taxes to homeowners! Make everyone including tourists/visitors pay for improvements and maintenance. Our property taxes are enough already!!!

Comment: my children are grown. I will support short-term, well thought out plans for improvement - including 1-3 percent short term LOT, but will not support passing costs to the next generation

Is it possible to create a sales tax that does not include necessities such food?

I would also support a parking structure at the city lot across from Joel's (best food ever!) and no cost parking for people who work downtown.

Can there be a way to exenpt tax on groceries at least for local s

Use it to keep free parking downtown

City budget needs to be adjusted to provide annual capital to repave and improve streets

What questions do you have for the City about the local option sales tax or its potential uses?

No tax, people are not here to fund your pet projects. Get donations from all the rich people and leave the working class alone.

Why is this being combined with street repairs, if they're so important? Should focus on streets. Nobody needs recycling.

Quit making more tax for the people

I don't support another tax

Would you continue to ignore the people you serve for the intrest of developers.

None. Run the LOT.

How can we trust that the people's best interest is reflected rather than developers?

None

What questions do you have for the City about the local option sales tax or its potential uses?

Can you not find the money elsewhere? There has to be wasted money elsewhere that could be redirected.

Don't!

Have a clear agenda and responsible local government.

It will give locals one more reason to no longer shop downtown Sandpoint (along with paid parking

How much would it be and for how long? Why does it have to be 5 years minimum? If the total amount they needed was funded earlier would they stop it?

How will accountability be handled and demonstrated?

Can you identify the specific needs to the taxpayers which warrant us granting you this additional tax money?

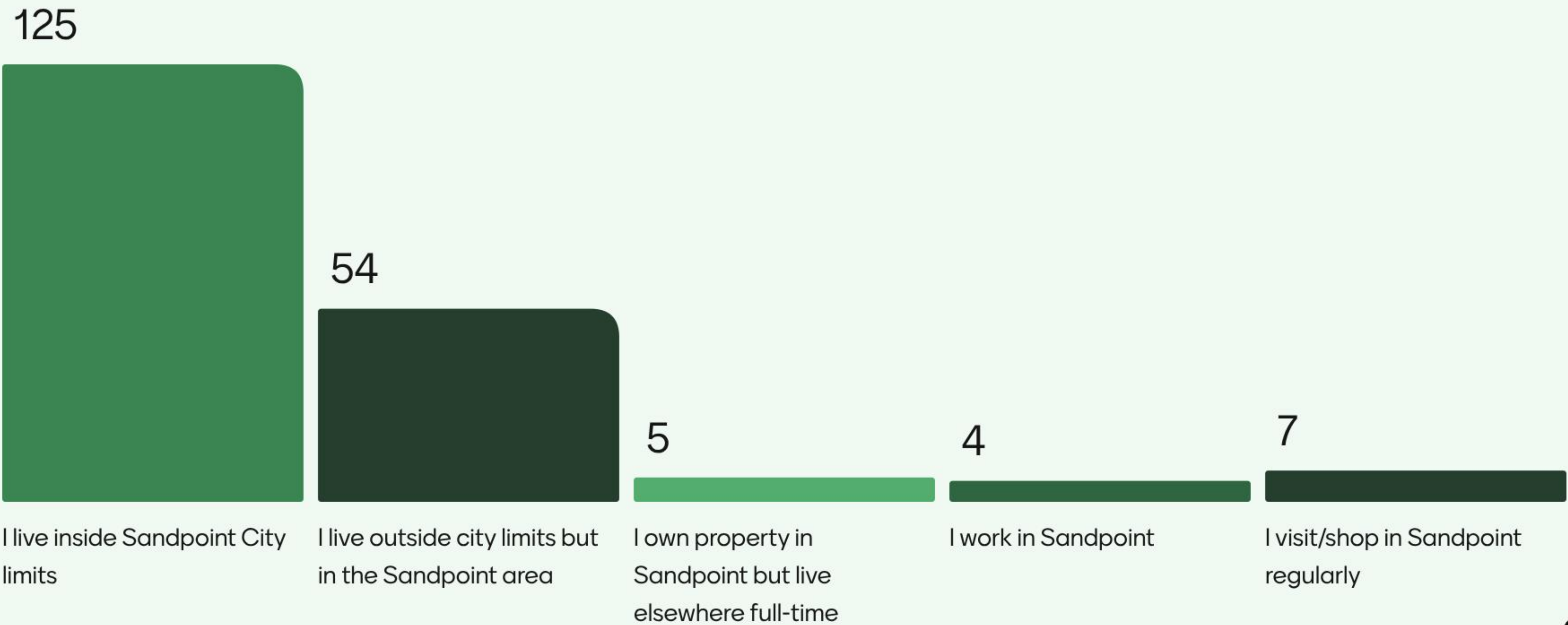
None

What questions do you have for the City about the local option sales tax or its potential uses?

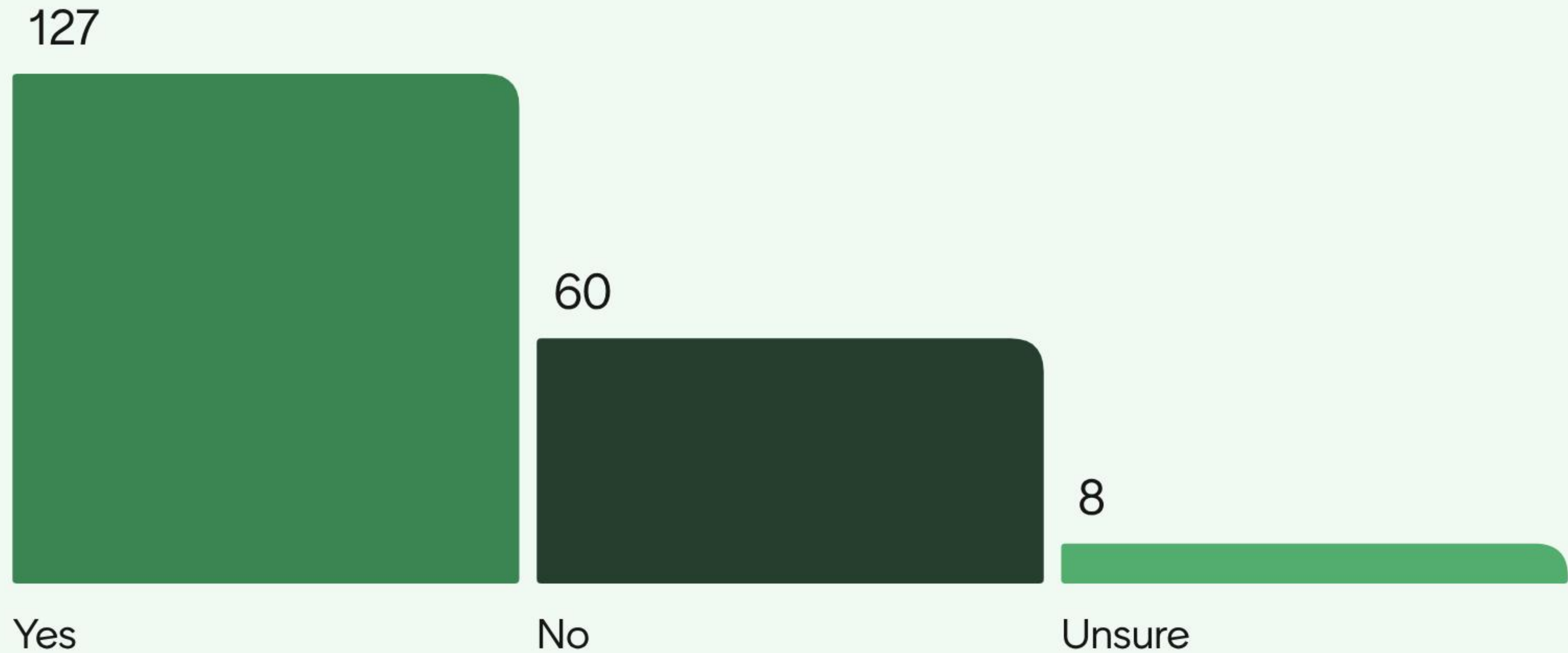
I like the idea of a short duration so we can see if the city actually spends the money wisely and follows through then i would be in support of an additional with new projects.

I would support improvements and additions more than maintenance. Seems maintenance should be taken care of with existing funds that should be growing based on population growth.

Which best describes you?



Are you registered to vote at an address inside Sandpoint city limits?





AGENDA REPORT

City Council Meeting

TODAY'S DATE: August 11, 2026

MEETING DATE: August 18, 2026

TO: Mayor and City Council

FROM: Holly Ellis, Public Works Director

SUBJECT: Approve the second amendment Professional Services Agreement with Keller Associates for the Wastewater Treatment Plant Replacement Preliminary Engineering Report (No. A24-3257-1)

DESCRIPTION/BACKGROUND:

The City of Sandpoint is continuing development of the Preliminary Engineering Report (PER) for replacement of the Wastewater Treatment Plant (WWTP). The PER identifies the recommended treatment approach, project phasing, design criteria, and estimated project costs and is an important document for DEQ review and future funding.

The current WWTP improvement project is estimated at approximately \$130 million. Given the cost of the project and the potential impact to wastewater rates, the City continues to look for opportunities to reduce project costs while meeting regulatory requirements and providing adequate treatment capacity. The City has also invested significantly in reducing inflow and infiltration (I/I) in the collection system; however, wet-weather flows remain a significant factor in sizing the future treatment plant.

Through ongoing coordination with DEQ, the City has an opportunity to further evaluate auxiliary treatment for peak wet-weather flows. Rather than sizing all secondary treatment facilities to accommodate intermittent I/I-related peak flows, auxiliary treatment could provide another way to appropriately manage those flows. If this approach is determined to be feasible and acceptable to DEQ, it could significantly reduce the size and cost of the WWTP improvements.

The proposed amendment would authorize Keller Associates to revise portions of the PER and complete the additional analysis and DEQ coordination needed to evaluate this approach. The work would include evaluation of I/I and wet-weather flows, auxiliary treatment alternatives, potential permitting requirements, and updates to treatment alternatives, facility sizing, cost estimates, and recommendations.

There is risk in revising the PER before DEQ issues a new discharge permit or formally approves an auxiliary treatment approach. The final permit requirements could differ from the assumptions used in the PER and result in additional revisions. However, waiting for the permit also carries risk. It could delay the project or result in the City advancing a significantly more expensive treatment approach before determining whether a lower-cost alternative is feasible.

The potential benefit of completing this evaluation now outweighs that risk. It allows the City to continue working with DEQ while the PER is still being developed and before major design decisions are made.

The overall objective remains the same: provide a reliable wastewater treatment facility that meets regulatory requirements while minimizing costs to ratepayers. Revising the PER now gives the City an opportunity to determine whether the project can be delivered at a significantly lower overall cost.

STAFF RECOMMENDATION:

Staff recommends approval of amendment 2 contract A24-3257-1 – Keller Associates in the total amount of \$736,936.25 for the Wastewater Treatment Plant Replacement Preliminary Engineering Report and authorize the Mayor to sign the amendment.

ACTION:

Move to approve approval of amendment 2 contract A24-3257-1 – Keller Associates in the total amount of \$736,936.25 for the Wastewater Treatment Plant Replacement Preliminary Engineering Report and authorize the Mayor to sign the amendment.

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

ATTACHMENTS:

Proposed A24-3257-1 Keller Associates Professional Services Agreement Amendment 2
A24-3257-1 Keller Associates Professional Services Agreement with Amendment 1

No: 26-
Date: August 19, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: APPROVING THE SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT WITH KELLER ASSOCIATES FOR THE WASTEWATER TREATMENT PLANT REPLACEMENT PRELIMINARY ENGINEERING REPORT (CITY AGREEMENT A24-3257-1)

WHEREAS: The City of Sandpoint is developing a Preliminary Engineering Report ("PER") for replacement of the Wastewater Treatment Plant ("WWTP");

WHEREAS: The current WWTP replacement project is estimated at approximately \$130 million, and the City continues to evaluate options to reduce project costs while meeting regulatory requirements and providing adequate treatment capacity;

WHEREAS: Wet-weather flows resulting from inflow and infiltration ("I/I") remain a significant factor in sizing the future WWTP;

WHEREAS: The City is coordinating with the Idaho Department of Environmental Quality ("DEQ") to evaluate auxiliary treatment as a potential method for managing peak wet-weather flows;

WHEREAS: If approved by DEQ and determined to be feasible, auxiliary treatment could reduce the size and cost of the WWTP replacement project;

WHEREAS: The proposed Second Amendment with Keller Associates provides for additional engineering analysis, revisions to the PER, evaluation of I/I and wet-weather flows, evaluation of auxiliary treatment alternatives, DEQ coordination, and updates to treatment alternatives, facility sizing, cost estimates, and recommendations;

WHEREAS: Completing this evaluation while the PER is being developed will allow the City to evaluate potential cost-saving alternatives before major design decisions are finalized; and

WHEREAS: City staff recommends approval of the Second Amendment to Professional Services Agreement No. A24-3257-1 with Keller Associates in the amount of \$736,936.25.

NOW, THEREFORE, BE IT RESOLVED THAT: The Second Amendment to Professional Services Agreement with Keller Associates for engineering services related to the Wastewater Treatment Plant Replacement Preliminary Engineering Report (City Agreement A24-3257-1), in an amount not to exceed \$736,936.25, is hereby approved.

BE IT FURTHER RESOLVED THAT: The Mayor or his designee is hereby authorized, on behalf of the City, to execute this agreement.

Jeremy Grimm, Mayor

ATTEST:

Meri Jane Bohn, City Clerk

Agreement No A24-3257-7

AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of August 08, 2024 ("Effective Date") between

City of Sandpoint ("Owner") and
Keller Associates, Inc. ("Engineer").

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows:
Wastewater Treatment Plant Replacement Project – Preliminary Engineering Report ("Project"). Additional details for the Engineering services are detailed in Exhibit A.

Other terms used in this Agreement are defined in Article 7.

Engineer's services under this Agreement are generally identified as follows: Develop
a Preliminary Engineering Report (PER) and evaluate the feasibility for
replacement of the Wastewater Treatment Plant.

Owner and Engineer further agree as follows:

ARTICLE 1 – SERVICES OF ENGINEER

1.01 Scope

- A. Engineer shall provide, or cause to be provided, the services set forth herein and in Exhibit A.

ARTICLE 2 – OWNER'S RESPONSIBILITIES

2.01 General

- A. Owner shall have the responsibilities set forth herein.
- B. Owner shall pay Engineer as set forth in Article 4 and Exhibit A.
- C. Owner shall be responsible for all requirements and instructions that it furnishes to Engineer pursuant to this Agreement, and for the accuracy and completeness of all programs, reports, data, and other information furnished by Owner to Engineer pursuant to this Agreement. Engineer may use and rely upon such requirements, programs, instructions, reports, data, and information in performing or furnishing services under this Agreement, subject to any express limitations or reservations applicable to the furnished items.
- D. Owner shall give prompt written notice to Engineer whenever Owner observes or otherwise becomes aware of:
 - 1. any development that affects the scope or time of performance of Engineer's services;
 - 2. the presence at the Site of any Constituent of Concern; or

Agreement No A24-3257-7

3. any relevant, material defect or nonconformance in: (a) Engineer's services, (b) the Work, (c) the performance of any Constructor, or (d) Owner's performance of its responsibilities under this Agreement.

ARTICLE 3 – SCHEDULE FOR RENDERING SERVICES

3.01 *Commencement*

- A. Engineer is authorized to begin rendering services as of the Effective Date.

3.02 *Time for Completion*

- A. Engineer shall complete its obligations within a reasonable time. Specific periods of time for rendering services, or specific dates by which services are to be completed, are provided in Exhibit A, and are hereby agreed to be reasonable.
- B. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's services is impaired, or Engineer's services are delayed or suspended, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- C. If Owner authorizes changes in the scope, extent, or character of the Project or Engineer's services, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.
- D. Owner shall make decisions and carry out its other responsibilities in a timely manner so as not to delay the Engineer's performance of its services.
- E. If Engineer fails, through its own fault, to complete the performance required in this Agreement within the time set forth, as duly adjusted, then Owner shall be entitled, as its sole remedy, to the recovery of direct damages, if any, resulting from such failure.

ARTICLE 4 – INVOICES AND PAYMENTS

4.01 *Invoices*

- A. *Preparation and Submittal of Invoices:* Engineer shall prepare invoices in accordance with the terms of Exhibit A. Engineer shall submit its invoices to Owner on a monthly basis and no later than 30 days of services rendered for previous month. Invoices are due and payable within 30 days of receipt of a correct invoice.

4.02 *Payments*

- A. *Application to Interest and Principal:* Payment will be credited first to any interest owed to Engineer and then to principal.
- B. *Failure to Pay:* If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's correct invoice, then:

Agreement No A24-3257-7

1. amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day; and
 2. Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Owner has paid in full all amounts due for services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- C. *Disputed Invoices:* If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion subject to the terms of Paragraph 4.01.
- D. *Sales or Use Taxes:* If after the Effective Date any governmental entity takes a legislative action that imposes additional sales or use taxes on Engineer's services or compensation under this Agreement, then Engineer may invoice such additional sales or use taxes for reimbursement by Owner. Owner shall reimburse Engineer for the cost of such invoiced additional sales or use taxes; such reimbursement shall be in addition to the compensation to which Engineer is entitled under the terms of Exhibit A.

ARTICLE 5 – OPINIONS OF COST

5.01 *Opinions of Probable Construction Cost*

- A. Engineer's opinions (if any) of probable Construction Cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by Engineer. If Owner requires greater assurance as to probable Construction Cost, then Owner agrees to obtain an independent cost estimate.

5.02 *Designing to Construction Cost Limit*

- A. If a Construction Cost limit is established between Owner and Engineer, such Construction Cost limit and a statement of Engineer's rights and responsibilities with respect thereto will be specifically set forth in Exhibit F to this Agreement.

5.03 *Opinions of Total Project Costs*

- A. The services, if any, of Engineer with respect to Total Project Costs shall be limited to assisting the Owner in tabulating the various categories that comprise Total Project Costs. Engineer assumes no responsibility for the accuracy of any opinions of Total Project Costs.

ARTICLE 6 – GENERAL CONSIDERATIONS**6.01 Standards of Performance**

- A. *Standard of Care:* The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.
- B. *Technical Accuracy:* Owner shall not be responsible for discovering deficiencies in the technical accuracy of Engineer's services. Engineer shall correct deficiencies in technical accuracy without additional compensation, unless such corrective action is directly attributable to deficiencies in Owner-furnished information.
- C. *Engineers:* Engineer may retain such Engineers as Engineer deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objections by Owner.
- D. *Reliance on Others:* Subject to the standard of care set forth in Paragraph 6.01.A, Engineer and its Engineers may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- E. *Compliance with Laws and Regulations, and Policies and Procedures:*
 - 1. Engineer and Owner shall comply with applicable Laws and Regulations.
 - 2. Engineer shall comply with any and all policies, procedures, and instructions of Owner that are applicable to Engineer's performance of services under this Agreement and that Owner provides to Engineer in writing, subject to the standard of care set forth in Paragraph 6.01.A, and to the extent compliance is not inconsistent with professional practice requirements.
 - 3. This Agreement is based on Laws and Regulations and Owner-provided written policies and procedures as of the Effective Date. The following may be the basis for modifications to Owner's responsibilities or to Engineer's scope of services, times of performance, or compensation:
 - a. changes after the Effective Date to Laws and Regulations;
 - b. the receipt by Engineer after the Effective Date of Owner-provided written policies and procedures;
 - c. changes after the Effective Date to Owner-provided written policies or procedures.
- F. Engineer shall not be required to sign any document, no matter by whom requested, that would result in the Engineer having to certify, guarantee, or warrant the existence of conditions whose existence the Engineer cannot ascertain. Owner agrees not to make

Agreement No A24-3257-7

resolution of any dispute with the Engineer or payment of any amount due to the Engineer in any way contingent upon the Engineer signing any such document.

- G. The general conditions for any construction contract documents prepared hereunder are to be EJCDC® C-700 "Standard General Conditions of the Construction Contract" (2013 2018 Edition), prepared by the Engineers Joint Contract Documents Committee., unless expressly indicated otherwise in Exhibit J or elsewhere in this Agreement.
- H. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a Constructor to comply with Laws and Regulations applicable to that Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.
- I. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's, failure to furnish and perform the Work in accordance with the Construction Contract Documents.
- J. Engineer shall not be responsible for any decision made regarding the Construction Contract Documents, or any application, interpretation, clarification, or modification of the Construction Contract Documents, other than those made by Engineer or its Engineers.
- K. Engineer is not required to provide and does not have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements.
- L. Engineer's services do not include providing legal advice or representation.
- M. Engineer's services do not include (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission, or (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances.
- N. While at the Site, Engineer, its Engineers, and their employees and representatives shall comply with the applicable requirements of Contractor's and Owner's safety programs of which Engineer has been informed in writing.

6.02 *Design Without Construction Phase Services*

- A. Engineer shall be responsible only for those Construction Phase services expressly required of Engineer in Exhibit A, Paragraph A1.05. With the exception of such expressly required services, Engineer shall have no design, Shop Drawing review, or other obligations during construction, and Owner assumes all responsibility for the application and interpretation of the Construction Contract Documents, review and response to Contractor claims, Construction Contract administration, processing of Change Orders and submittals, revisions to the Construction Contract Documents during construction, construction observation and review, review of Contractor's payment applications, and all

Agreement No A24-3257-7

other necessary Construction Phase administrative, engineering, and professional services. Owner waives all claims against the Engineer that may be connected in any way to Construction Phase administrative, engineering, or professional services except for those services that are expressly required of Engineer in Exhibit A.

6.03 *Use of Documents*

- A. All Documents are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Engineer) whether or not the Project is completed.
- B. If Engineer is required to prepare or furnish Drawings or Specifications under this Agreement, Engineer shall deliver to Owner at least one original printed record version of such Drawings and Specifications, signed and sealed according to applicable Laws and Regulations.
- C. Owner may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Project. Engineer grants Owner a limited license to use the Documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations: (1) Owner acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer; (2) any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and Engineers; (3) Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and Engineers from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the Documents without written verification, completion, or adaptation by Engineer; and (4) such limited license to Owner shall not create any rights in third parties.
- D. If Engineer at Owner's request verifies the suitability of the Documents, completes them, or adapts them for extensions of the Project or for any other purpose, then Owner shall compensate Engineer at rates or in an amount to be agreed upon by Owner and Engineer.

6.04 *Electronic Transmittals*

- A. Owner and Engineer may transmit, and shall accept, Project-related correspondence, Documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- B. If this Agreement does not establish protocols for electronic or digital transmittals, then Owner and Engineer shall jointly develop such protocols.
- C. When transmitting items in electronic media or digital format, the transmitting party makes no representations as to long term compatibility, usability, or readability of the items resulting from the recipient's use of software application packages, operating systems, or computer hardware differing from those used in the drafting or transmittal of

Agreement No A24-3257-7

the items, or from those established in applicable transmittal protocols.

6.05 Insurance

- A. Engineer shall procure and maintain insurance as set forth in Exhibit G. Engineer shall cause Owner to be listed as an additional insured on any applicable general liability insurance policy carried by Engineer.
- B. NOT USED
- C. NOT USED
- D. Engineer shall deliver to Owner certificates of insurance evidencing the coverages indicated in Exhibit G. Such certificates shall be furnished prior to commencement of Engineer's services and at renewals thereafter during the life of the Agreement.
- E. All policies of property insurance relating to the Project, including but not limited to any builder's risk policy, shall allow for waiver of subrogation rights and contain provisions to the effect that in the event of payment of any loss or damage the insurers will have no rights of recovery against any insured thereunder or against Engineer or its Engineers. Owner and Engineer waive all rights against each other, Contractor, the Engineers, and the respective officers, directors, members, partners, employees, agents, Engineers, and subcontractors of each and any of them, for all losses and damages caused by, arising out of, or resulting from any of the perils or causes of loss covered by any builder's risk policy and any other property insurance relating to the Project. Owner and Engineer shall take appropriate measures in other Project-related contracts to secure waivers of rights consistent with those set forth in this paragraph.
- F. All policies of insurance shall contain a provision or endorsement that the coverage afforded will not be canceled or reduced in limits by endorsement, and that renewal will not be refused, until at least 10 days prior written notice has been given to the primary insured. Upon receipt of such notice, the receiving party shall promptly forward a copy of the notice to the other party to this Agreement.
- G. At any time, Owner may request that Engineer or its Engineers, at Owner's sole expense, provide additional insurance coverage, increased limits, or revised deductibles that are more protective than those specified in Exhibit G. If so requested by Owner, and if commercially available, Engineer shall obtain and shall require its Engineers to obtain such additional insurance coverage, different limits, or revised deductibles for such periods of time as requested by Owner, and Exhibit G will be supplemented to incorporate these requirements.

6.06 Suspension and Termination

A. Suspension:

- 1. *By Owner:* Owner may suspend the Project for up to 90 days upon seven days written notice to Engineer.
- 2. *By Engineer:* Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement if Owner has failed to pay Engineer for invoiced services and expenses, as set forth in Paragraph 4.02.B, or in response to the presence of

Agreement No A24-3257-7

Constituents of Concern at the Site, as set forth in Paragraph 6.10.D.

B. *Termination:* The obligation to provide further services under this Agreement may be terminated:

1. For cause,

a. by either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

b. by Engineer:

1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or

2) upon seven days written notice if the Engineer's services for the Project are delayed or suspended for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 6.10.D.

3) Engineer shall have no liability to Owner on account of such termination.

c. Notwithstanding the foregoing, this Agreement will not terminate under Paragraph 6.06.B.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt thereof; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of notice from Owner.

C. *Effective Date of Termination:* The terminating party under Paragraph 6.06.B may set the effective date of termination at a time up to 30 days later than otherwise provided to allow Engineer to demobilize personnel and equipment from the Site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

D. *Payments Upon Termination:*

1. In the event of any termination under Paragraph 6.06, Engineer will be entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all Reimbursable Expenses incurred through the effective date of termination. Upon making such payment, Owner shall have the limited right to the use of Documents, at Owner's sole risk, subject to the provisions of Paragraph 6.03.

2. In the event of termination by Owner for convenience or by Engineer for cause, Engineer

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Agreement No A24-3257-7

shall be entitled, in addition to invoicing for those items identified in Paragraph 6.06.D.1, to invoice Owner and receive payment of a reasonable amount for services and expenses directly attributable to termination, both before and after the effective date of termination, such as reassignment of personnel, costs of terminating contracts with Engineer's Engineers, and other related close-out costs, using methods and rates for Additional Services as set forth in Exhibit A.

6.07 *Controlling Law*

- A. This Agreement is to be governed by the State of Idaho. The jurisdiction/venue for any action arising out of performance of this Agreement, or interpretation of its terms and conditions, shall be in the District Court in the First Judicial District of the State of Idaho, Bonner County.

6.08 *Successors, Assigns, and Beneficiaries*

- A. Engineer and the successors, executors, administrators, and legal representatives of are hereby bound to the Owner to this Agreement and to its successors, executors, administrators and legal representatives (and said assigns) in respect of all covenants, agreements, and obligations of this Agreement.
- B. Engineer may not assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the Owner, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the Engineer from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise in this Agreement:
 - 1. Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them.
 - 2. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and not for the benefit of any other party.
 - 3. NOT USED.

6.09 *Dispute Resolution*

- A. Owner and Engineer agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to invoking the procedures of Exhibit H or other provisions of this Agreement, or exercising their rights at law.
- B. If the parties fail to resolve a dispute through negotiation under Paragraph 6.09.A, then either or both may invoke the procedures of Exhibit H. If Exhibit H is not included, or if no dispute resolution method is specified in Exhibit H, then the parties may exercise their rights at law.

Agreement No A24-3257-7

6.10 Environmental Condition of Site

- A. Owner represents to Engineer that as of the Effective Date to the best of Owner's knowledge no Constituents of Concern, other than those disclosed in writing to Engineer, exist at or adjacent to the Site.
- B. If Engineer encounters or learns of an undisclosed Constituent of Concern at the Site, then Engineer shall notify (1) Owner and (2) appropriate governmental officials if Engineer reasonably concludes that doing so is required by applicable Laws or Regulations.
- C. It is acknowledged by both parties that Engineer's scope of services does not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an undisclosed Constituent of Concern, then Owner shall promptly determine whether to retain a qualified expert to evaluate such condition or take any necessary corrective action.
- D. If investigative or remedial action, or other professional services, are necessary with respect to undisclosed Constituents of Concern, or if investigative or remedial action beyond that reasonably contemplated is needed to address a disclosed or known Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until such portion of the Project is no longer affected.
- E. If the presence at the Site of undisclosed Constituents of Concern adversely affects the performance of Engineer's services under this Agreement, then the Engineer shall have the option of (1) accepting an equitable adjustment in its compensation or in the time of completion, or both; or (2) terminating this Agreement for cause on seven days notice.
- F. Owner acknowledges that Engineer is performing professional services for Owner and that Engineer is not and shall not be required to become an "owner," "arranger," "operator," "generator," or "transporter" of hazardous substances, as defined in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), as amended, which are or may be encountered at or near the Site in connection with Engineer's activities under this Agreement.

6.11 Indemnification

- A. *Indemnification by Engineer:* Engineer shall indemnify and hold the Owner, its officials, officers, employees, agents and assigns, harmless from and/or against any and all claims, damages, and liabilities (including reasonable attorney's fees) that may be suffered or incurred or that arise as a result of and which are caused by Engineer's wrongful acts or omissions in the performance of its duties under this Agreement. This indemnification does not apply when such claims, damages, and liabilities are the result of negligent acts, errors, omissions or fault on the part of the Owner, its officials, officers, employees, agents or assigns. Nothing contained in this indemnification provision shall waive, in any manner, the limits of liability provided to the Owner specified in Idaho Code §6-901 through 6-929, known as the Idaho Tort Claims Act.
- A. *Environmental Indemnification:* To the fullest extent permitted by Laws and Regulations, Owner shall indemnify and hold harmless Engineer and its officers, directors, members,

Agreement No A24-3257-7

partners, agents, employees, and Engineers from all claims, costs, losses, damages, actions, and judgments (including reasonable Engineers' and attorneys fees and expenses) caused by, arising out of, relating to, or resulting from a Constituent of Concern at, on, or under the Site, provided that (1) any such claim, cost, loss, damages, action, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, and (2) nothing in this paragraph shall obligate Owner to indemnify any individual or entity from and against the consequences of that individual's or entity's own negligence or willful misconduct.

- B. NOT USED
- C. NOT USED
- D. NOT USED

6.12 *Records Retention*

- A. Engineer shall maintain on file in legible form, for a period of five years following completion or termination of its services, all Documents, records (including cost records), and design calculations related to Engineer's services or pertinent to Engineer's performance under this Agreement. Upon Owner's request, Engineer shall provide a copy of any such item to Owner at cost.

6.13 *Miscellaneous Provisions*

- A. *Notices:* Any notice required under this Agreement will be in writing, addressed to the appropriate party at its address on the signature page and given personally, by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.
- B. *Survival:* All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- C. *Severability:* Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Engineer, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.
- D. *Waiver:* A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- E. *Accrual of Claims:* To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory

Agreement No A24-3257-7

periods of limitation shall commence, no later than the date of Substantial Completion.

ARTICLE 7 – DEFINITIONS

7.01 *Defined Terms*

- A. Wherever used in this Agreement (including the Exhibits hereto) terms (including the singular and plural forms) printed with initial capital letters have the meanings indicated in the text above, in the exhibits, or in the following definitions:
1. *Addenda*—Written or graphic instruments issued prior to the opening of bids which clarify, correct, or change the bidding requirements or the proposed Construction Contract Documents.
 2. *Additional Services*—The services to be performed for or furnished to Owner by Engineer in accordance with Exhibit A of this Agreement.
 3. *Agreement*—This written contract for professional services between Owner and Engineer, including all exhibits identified in Paragraph 8.01 and any duly executed amendments.
 4. *Application for Payment*—The form acceptable to Engineer which is to be used by Contractor during the course of the Work in requesting progress or final payments and which is to be accompanied by such supporting documentation as is required by the Construction Contract.
 5. *Basic Services*—The services to be performed for or furnished to Owner by Engineer in accordance with Exhibit A of this Agreement.
 6. *Change Order*—A document which is signed by Contractor and Owner and authorizes an addition, deletion, or revision in the Work or an adjustment in the Construction Contract Price or the Construction Contract Times, or other revision to the Construction Contract, issued on or after the effective date of the Construction Contract.
 7. *Change Proposal*—A written request by Contractor, duly submitted in compliance with the procedural requirements set forth in the Construction Contract, seeking an adjustment in Construction Contract Price or Construction Contract Times, or both; contesting an initial decision by Engineer concerning the requirements of the Construction Contract Documents or the acceptability of Work under the Construction Contract Documents; challenging a set-off against payments due; or seeking other relief with respect to the terms of the Construction Contract.
 8. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to

Agreement No A24-3257-7

- (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5501 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.
9. *Construction Contract*—The entire and integrated written contract between the Owner and Contractor concerning the Work.
 10. *Construction Contract Documents*—Those items designated as "Contract Documents" in the Construction Contract, and which together comprise the Construction Contract.
 11. *Construction Contract Price*—The money that Owner has agreed to pay Contractor for completion of the Work in accordance with the Construction Contract Documents.
 12. *Construction Contract Times*—The number of days or the dates by which Contractor shall: (a) achieve milestones, if any, in the Construction Contract; (b) achieve Substantial Completion; and (c) complete the Work.
 13. *Construction Cost*—The cost to Owner of the construction of those portions of the entire Project designed or specified by or for Engineer under this Agreement, including construction labor, services, materials, equipment, insurance, and bonding costs, and allowances for contingencies. Construction Cost does not include costs of services of Engineer or other design professionals and Engineers; cost of land or rights-of-way, or compensation for damages to property; Owner's costs for legal, accounting, insurance counseling, or auditing services; interest or financing charges incurred in connection with the Project; or the cost of other services to be provided by others to Owner. Construction Cost is one of the items comprising Total Project Costs.
 14. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and Engineers), performing or supporting construction activities relating to the Project, including but not limited to Contractors, Subcontractors, Suppliers, Owner's work forces, utility companies, other contractors, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
 15. *Engineers*—Individuals or entities having a contract with Engineer to furnish services with respect to this Project as Engineer's independent professional associates and Engineers; subcontractors; or vendors.
 16. *Contractor*—The entity or individual with which Owner enters into a Construction Contract.

Agreement No A24-3257-7

17. *Documents*—Data, reports, Drawings, Specifications, Record Drawings, building information models, civil integrated management models, and other deliverables, whether in printed or electronic format, provided or furnished in appropriate phases by Engineer to Owner pursuant to this Agreement.
18. *Drawings*—That part of the Construction Contract Documents that graphically shows the scope, extent, and character of the Work to be performed by Contractor.
19. *Effective Date*—The date indicated in this Agreement on which it becomes effective, but if no such date is indicated, the date on which this Agreement is signed and delivered by the last of the parties to sign and deliver.
20. *Engineer*—The individual or entity named as such in this Agreement.
21. *Field Order*—A written order issued by Engineer which requires minor changes in the Work but does not change the Construction Contract Price or the Construction Contract Times.
22. *Laws and Regulations; Laws or Regulations*—Any and all applicable laws, statutes, rules, regulations, ordinances, codes, and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.
23. *Owner*—The individual or entity named as such in this Agreement and for which Engineer's services are to be performed. Unless indicated otherwise, this is the same individual or entity that will enter into any Construction Contracts concerning the Project.
24. *Project*—The total undertaking to be accomplished for Owner by engineers, contractors, and others, including planning, study, design, construction, testing, commissioning, and start-up, and of which the services to be performed or furnished by Engineer under this Agreement are a part.
25. *Record Drawings*—Drawings depicting the completed Project, or a specific portion of the completed Project, prepared by Engineer as an Additional Service and based on Contractor's record copy of all Drawings, Specifications, Addenda, Change Orders, Work Change Directives, Field Orders, and written interpretations and clarifications, as delivered to Engineer and annotated by Contractor to show changes made during construction.
26. *Reimbursable Expenses*—The expenses incurred directly by Engineer in connection with the performing or furnishing of Basic Services and Additional Services for the Project.
27. *Resident Project Representative*—The authorized representative of Engineer assigned to assist Engineer at the Site during the Construction Phase. As used herein, the term Resident Project Representative or "RPR" includes any assistants or field staff of Resident Project Representative. The duties and responsibilities of the Resident Project Representative, if any, are as set forth in Exhibit D.

Agreement No A24-3257-7

28. *Samples*—Physical examples of materials, equipment, or workmanship that are representative of some portion of the Work and that establish the standards by which such portion of the Work will be judged.
29. *Shop Drawings*—All drawings, diagrams, illustrations, schedules, and other data or information that are specifically prepared or assembled by or for Contractor and submitted by Contractor to illustrate some portion of the Work. Shop Drawings, whether approved or not, are not Drawings and are not Construction Contract Documents.
30. *Site*—Lands or areas to be indicated in the Construction Contract Documents as being furnished by Owner upon which the Work is to be performed, including rights-of-way and easements, and such other lands furnished by Owner which are designated for the use of Contractor.
31. *Specifications*—The part of the Construction Contract Documents that consists of written requirements for materials, equipment, systems, standards, and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable to the Work.
32. *Subcontractor*—An individual or entity having a direct contract with Contractor or with any other Subcontractor for the performance of a part of the Work.
33. *Substantial Completion*—The time at which the Work (or a specified part thereof) has progressed to the point where, in the opinion of Engineer, the Work (or a specified part thereof) is sufficiently complete, in accordance with the Construction Contract Documents, so that the Work (or a specified part thereof) can be utilized for the purposes for which it is intended. The terms “substantially complete” and “substantially completed” as applied to all or part of the Work refer to Substantial Completion thereof.
34. *Supplier*—A manufacturer, fabricator, supplier, distributor, materialman, or vendor having a direct contract with Contractor or with any Subcontractor to furnish materials or equipment to be incorporated in the Work by Contractor or a Subcontractor.
35. *Total Project Costs*—The total cost of planning, studying, designing, constructing, testing, commissioning, and start-up of the Project, including Construction Cost and all other Project labor, services, materials, equipment, insurance, and bonding costs, allowances for contingencies, and the total costs of services of Engineer or other design professionals and Engineers, together with such other Project-related costs that Owner furnishes for inclusion, including but not limited to cost of land, rights-of-way, compensation for damages to properties, Owner’s costs for legal, accounting, insurance counseling, and auditing services, interest and financing charges incurred in connection with the Project, and the cost of other services to be provided by others to Owner.
36. *Work*—The entire construction or the various separately identifiable parts thereof required to be provided under the Construction Contract Documents. Work includes and is the result of performing or providing all labor, services, and documentation

Agreement No A24-3257-7

necessary to produce such construction; furnishing, installing, and incorporating all materials and equipment into such construction; and may include related services such as testing, start-up, and commissioning, all as required by the Construction Contract Documents.

37. *Work Change Directive*—A written directive to Contractor issued on or after the effective date of the Construction Contract, signed by Owner and recommended by Engineer, ordering an addition, deletion, or revision in the Work.

B. *Day:*

1. The word “day” means a calendar day of 24 hours measured from midnight to the next midnight.

ARTICLE 8 – EXHIBITS AND SPECIAL PROVISIONS

8.01 *Exhibits Included:*

- A. Exhibit A, Engineer’s Services.
- B. Exhibit B, Owner’s Responsibilities. NOT USED
- C. Exhibit C, Payments to Engineer for Services and Reimbursable Expenses.
- D. Exhibit D, Duties, Responsibilities and Limitations of Authority of Resident Project Representative. NOT USED
- E. Exhibit E, Notice of Acceptability of Work. NOT USED
- F. Exhibit F, Construction Cost Limit. NOT USED
- G. Exhibit G, Insurance.
- H. Exhibit H, Dispute Resolution. NOT USED
- I. Exhibit I, Limitations of Liability. NOT USED
- J. Exhibit J, Special Provisions. NOT USED
- K. Exhibit K, Amendment to Owner-Engineer Agreement.

8.02 *Total Agreement*

- A. This Agreement, (together with the exhibits included above, as applicable) constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a written instrument duly executed by both parties. Amendments should be based whenever possible on the format of Exhibit K to this Agreement.

8.03 *Designated Representatives*

- A. With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and responsibilities of Owner under this Agreement. Such an individual shall have authority to transmit instructions, receive information, and render decisions relative to this Agreement on behalf of the respective party whom the individual represents.

8.04 *Engineer's Certifications*

- A. Engineer certifies that it has not engaged in corrupt, fraudulent, or coercive practices in competing for or in executing the Agreement. For the purposes of this Paragraph 8.04:
 - 1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the selection process or in the Agreement execution;
 - 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the selection process or the execution of the Agreement to the detriment of Owner, or (b) to deprive Owner of the benefits of free and open competition;
 - 3. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the selection process or affect the execution of the Agreement.

Agreement No A24-3257-7

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: City of Sandpoint

By: [Signature]
Print name: Beremy Grimm
Title: Mayor
Date Signed: 10/30/24

Engineer:

DocuSigned by:
[Signature]
By: [Signature]
Print name: Larry Rupp
Title: President/CEO
Date Signed: 7/30/2024

Engineer License or Firm's Certificate No. (if required):

State of: Idaho

Address for Owner's receipt of notices:

1123 Lake Street
Sandpoint, ID 83864

Address for Engineer's receipt of notices:

601 E. Sherman Avenue
Suite 1
Coeur d'Alene, ID 83814

Designated Representative (Paragraph 8.03.A):

[Signature] Ellis
Title: Construction Manager
Phone Number: 208-946-2087
E-Mail Address: He11is@sandpointidaho.gov

Designated Representative (Paragraph 8.03.A):

Kyle Meschko
Title: Project Manager
Phone Number: 208-946-3312
E-Mail Address: kmeschko@kellerassociates.com

Agreement No A24-3257-7

This is **EXHIBIT A**, consisting of 1 page, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated August 08, 2024

PROJECT DESCRIPTION

The City of Sandpoint ("Owner") has contracted with Keller Associates, Inc. ("Engineer") to provide Preliminary Engineering Services (PER) for the Wastewater Treatment Plant (WWTP) Improvements. The Engineer's scope of work is to develop a PER in accordance with IDAPA. The PER will be developed based on the previously developed 2019 WWTP Facility Plan by J-U-B Engineers Inc.

This phase of the project is funded through the Owner's wastewater fund. As the project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of work. The Engineer's services are limited to those services outlined in the following scope of work.

SCOPE OF WORK

TASK 1: PROJECT MANAGEMENT

Engineer Responsibilities:

- 1.1. Project Management. Provide project administration services including contract administration, project accounting, monthly progress reports, scheduling, internal project administration, and development of a project management plan. Below are the anticipated project management plan items.
 - a. Schedule – Engineer to manage the project schedule and provide monthly updates to the Owner.
 - b. Task Log and Decision Matrix – Engineer to manage an action item task log that is shared with the Owner. This task log will include a decision matrix to document all decisions throughout the duration of the project.
 - c. Risk Plan – Engineer to develop a simple risk management plan that incorporates identified potential risk items, prevention measures, and status. This will be reviewed monthly and provided at each project meeting.
 - d. Quality Control Plan – Engineer to develop a simple quality control plan that identifies project-specific elements and responsible parties for review and associated schedule.
 - e. Communication Plan – Engineer to develop a simple communication plan on key communication elements throughout the project, list participants, frequency and type of meeting/communication.
 - f. Monthly Progress Reports – Provide a monthly progress report with each pay request in accordance with Owner standards.
 - g. Council Meeting – Engineer to attend three council meetings which are anticipated to include contract award, mid-project update, and final PER.

1.2 Project Team Coordination Meetings –

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Agreement No A24-3257-7

- a. Project Management monthly coordination meeting to including discussing items 1.1.a, b, and c above with Owner's project manager.
 - b. Project Team Meetings - Bi-weekly coordination meetings between Engineer and Owner project manager and operations staff to discuss items 1.1.b and other coordination items.
- 1.2. Kickoff Meeting – Prepare for and attend a project kickoff meeting with the Owner. The purpose of this meeting will be to establish communication channels, review the overall project schedule including major milestones and meetings, review objectives of the preliminary design, and review process for deliverables including process for Owner review and approval. This meeting is anticipated to be in person and last approximately 90 minutes and include a site visit.
- 1.3. Request for Information – Prepare initial request for information for data to be used in the pre-design process.

Owner Responsibilities:

- Provide meeting space for project meetings. Provide advertising where required.
- Owner responsible for involving Community Advisory Committee (CAG) as needed.

Assumptions:

- Project management budget assumes a preliminary engineering schedule of up to 9 months.
- Should Owner request additional meetings or require an extended schedule, project management budget will be increased accordingly.
- Unless otherwise noted, meetings/workshops may be held in person or via on-line meeting tools. This assumption applies to this task as well as subsequent tasks.
- Project Team Coordination Meetings are assumed to be less than 1 hour each and can be conducted via Microsoft teams and will involve up to two Engineer team members.
- Project is being funded by the Owner
- Engineer to utilize Bluebeam Project as a shared file platform for the project.

Deliverables:

- Monthly progress reports.
- Project management plan (draft and final) – including QC, communication, and risk elements.
- Monthly schedule, action decision log monthly and risk plans
- Action item list and historic register of resolved action items.
- Decision Log.
- Request for information.
- Project meeting agendas and notes.

TASK 2: PRELIMINARY ENGINEERING REPORT (PER)*Engineer Responsibilities:*

- 2.1. Purpose and Scope. Document the need for the project based on compliance agreement, permit, hydraulic and treatment capacity, and maintenance deficiencies noted in the Facility Plan.

Agreement No A24-3257-7

- 2.2. Compliance Agreement - Engineer to facilitate a meeting with IDEQ and Owner to discuss compliance agreement, permitting, and overall improvement schedule. Engineer to assist Owner with coordination in developing a revised compliance schedule that is feasible based on funding, selected improvements, and market conditions.
- 2.3. Estimated Project Cost. Establish the project budget needed to complete the recommended improvements. This budget will be used to establish the need for additional funding. .
- 2.4. Site Visits. Engineer will conduct up to two site visits (up to four people for two days each). The site visits will be used to assess the condition of the facilities and better understand the treatment process as well as the Owner's goals of improving the treatment process, ensuring maintenance accessibility, and protecting the community's resources.
- 2.5. Condition Assessment. Engineer to build off the WWFP condition assessment and provide updates to facilities as observed from the site visit. Document anticipated feasibility of retaining and rehabilitating key existing facilities and denote if facilities need complete replacement in the preliminary engineering report. This will also include documentation of interviews/discussions with existing operations staff.
- 2.6. Sample Collection and Analysis. Coordinate sampling and characterization of the wastewater stream and solids for use in defining the design criteria.
- 2.7. WWTP Improvements. Using the previously completed Facility Plan (JUB 2019) and the goals listed in the Request for Qualifications No. 24-3257-1 as a starting point, the Engineer will further evaluate options for meeting the project goals. Engineer will follow these steps to complete the PER:
 - a. Review of regulatory requirements, growth needs, and replacement needs.
 - b. Define the design criteria for the project. Establish the design criteria for the headworks, pumping, equalization, treatment expansion/improvements, UV disinfection, solids handling, aeration, and effluent piping improvements. This section will also discuss IDAPA 58.01.16 equipment requirements, including cold weather operation and odor control, and document the required redundancy in accordance with EPA reliability standards. Engineer to update design flows based on flow data from the last three years. It is anticipated that with Owner-completed I/I collection improvements, the peak flows may be lower than previously planned.
 - c. Alternatives Screening. Develop list of alternatives and criteria to discuss with Owner. Working with Owner, complete a comparison of alternatives and select the best apparent alternatives (up to three (3) unless noted below) to complete preliminary evaluations to select the recommended improvement. It is anticipated that decision criteria will be presented to the Owner in a Workshop Meeting for review and weighting input. Engineer to document and recommend preferred alternatives. It is anticipated that alternatives screening will be completed for the following items:
 - 1) Odor control and/or treatment (UV, and up to two other alternatives)
 - 2) Options for Peak Flow treatment and/or equalization.
 - 3) Secondary Treatment Process Selection (Ballasted Sedimentation and up to two other alternatives).
 - 4) Options for reducing Phosphorus in the plant effluent.

Agreement No A24-3257-7

d. Selected Improvements. After selecting the recommended alternatives from the Alternatives Screening, refine Improvements that were identified in the Facility Plan to fit with the selected options. These options could include:

- 1) Headworks. Screening (fine), grit removal, screening washing, and grit washing.
- 2) Intermediate Pumping. New intermediate pump station to process all influent flows.
- 3) Secondary Treatment. Develop a concept design for that includes the selected option from the screening evaluation in 2.7c3.
- 4) Disinfection - UV improvements to replace existing chlorination disinfection facility.
- 5) Solids Thickening - Engineer to discuss potential solutions to address corrosion issues on electrical gear and provisions for appropriate ventilation/corrosion protection.
- 6) Anaerobic Digestion – Engineer to evaluate new mixing for the primary digesters, new boilers, replacement of gas piping, replacement of hot water piping and replacement of all sludge piping.
- 7) Dewatering – Replace feed pumps, polymer system, belt filter presses and solid conveyance. Engineer to evaluate two solid dewatering alternatives. Document current solids handling and permitting.
- 8) Chemical Feed System. Engineer to develop a pump skid and chemical storage in an outdoor rated enclosure to aid in phosphorus removal.
- 9) Administration/Lab Building –Develop a conceptual layout of a new administration and lab building that incorporates the Owner's current and future needs.
- 10) Odor Control. Engineer to identify through field visit, Owner staff consultation, and testing of odor sources at the treatment plant. Engineer to evaluate two odor control improvements alternatives to reduce odors from the headworks and primary clarification. If equalization is selected odor control provisions will be documented.
- 11) Electrical. Engineer to review existing and proposed future electrical loading and develop concept service expansion if necessary. The review will include the backup power plan to provide redundancy for the selected processes.
- 12) Phasing Plan. The project may be broken up into smaller projects and phased to fit within the Owner's budget and funding constraints. The projects might include some of the following as examples: 1) headworks improvements, 2) treatment improvements, 3) UV disinfection. A phasing plan that outlines an approach for breaking the project into smaller projects will be provided in the PER.
 - Improvement Phasing Plan. Develop a concept site layout with proposed improvements for up to three phases for the concept layout.
 - Demolition Plan. Develop concept site layout with proposed facility demolition.
 - Buildout Layout. Develop a conceptual buildout condition of the WWTP. The layout will include locations for the future process basins as well as space and concept-level yard piping for treating future permit requirements.

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Agreement No A24-3257-7

- e. Develop design and construction schedules (see section 2.14)
 - f. Prepare an Engineer's Opinion of Probable Construction Cost including inflationary adjustments
 - g. Public Involvement: Other than formal presentations to Owner Staff as outlined herein, no public involvement will be included in this project.
- 2.8. Ancillary Components. The proposed project improvements also have an impact on other items at the treatment plant. These include flow meters at flood stage pumps, potable and non-potable improvements and expansion, HVAC, SCADA, and site security. This section of the report will outline the ancillary improvements needed based on the selected alternatives.
- 2.9. Hydraulics and Treatment Capacity. Based on the selected alternatives, the hydraulic and treatment process models developed during the Facility Plan will be updated to match the proposed project. Both models will look at startup and 20-year flow/load conditions. Mass balance and hydraulic profile sheets will be provided for the PER.

Agreement No A24-3257-7

Drawings. In addition to the hydraulic profile sheets, a process flow schematic, electrical one-line, and process and instrumentation diagrams will be provided. The drawings will include an overall site plan, yard piping plan, and conceptual schematic plan drawings for major unit processes. Conceptual site plan will depict estimated finished floor elevation for facilities. Below is a list of anticipated drawings that will be prepared for the project:

SHEET INDEX		
GENERAL		
G-001	COVER SHEET	
G-002	SHEET INDEX	
G-003	PIPING SCHEDULE	
G-004	ABBREVIATIONS	
G-005	ABBREVIATIONS CONTINUED	
G-006	DESIGN CRITERIA	
G-007	DESIGN CRITERIA	
G-008	PROCESS SCHEMATIC	
G-009	HYDRAULIC PROFILE	
G-010	HYDRAULIC PROFILE	
G-011	MASS BALANCE	
INSTRUMENTATION (EI)		
EI-001	P&ID NOTES & SYMBOLS	
EI-002	P&ID SYMBOLS LEGEND	
EI-003	P&ID SYMBOLS LEGEND	
EI-004	HEADWORKS P&ID	
EI-005	PRIMARY TREATMENT P&ID	
EI-006	EQUALIZATION BASIN P&ID	
EI-007	ONSITE LIFT STATION P&ID	
EI-008	SECONDARY TREATMENT P&ID	
EI-009	SECONDARY CLARIFIERS P&ID	
EI-010	RAS/WAS PUMPING P&ID	
EI-011	BLOWERS P&ID	
EI-012	UV DISINFECTION P&ID	
EI-013	PRIMARY SLUDGE PUMPING P&ID	
EI-014	SLUDGE THICKENING P&ID	
EI-015	ANAEROBIC DIGESTION P&ID	
EI-012	DEWATERING P&ID	
EI-013	CHEMICAL PUMPING P&ID	
EI-014	ODOR CONTROL P&ID	
CIVIL		
C-110	OVERALL DEMOLITION SITE PLAN	
C-121	SITE PLAN	
C-150	PHASING PLAN	
C-300	OVERALL YARD PIPING PLAN	
STRUCTURE A - HEADWORKS		
M-101-A	HEADWORKS SYSTEM MECHANICAL PLAN	
STRUCTURE B - PRIMARY TREATMENT		
M-101-B	PRIMARY TREATMENT MECHANICAL PLAN	
STRUCTURE C - EQUALIZATION BASIN		
M-101-C	EQUALIZATION BASIN MECHANICAL PLAN	
STRUCTURE D - ONSITE LIFT STATION		
M-101-D	ONSITE LIFT STATION MECHANICAL PLAN	
STRUCTURE E - SECONDARY TREATMENT		
M-101-E	SECONDARY TREATMENT BASINS MECHANICAL PLAN	
M-102-E	SECONDARY TREATMENT BUILDING MECHANICAL PLAN	
STRUCTURE F - SECONDARY CLARIFIERS		
M-101-F	SECONDARY CLARIFIERS MECHANICAL PLAN	
STRUCTURE G - RAS/WAS PUMPING		
M-101-G	RAS/WAS PUMPING MECHANICAL PLAN	
STRUCTURE H - BLOWER BUILDING		
M-101-H	BLOWER BUILDING MECHANICAL PLAN	
STRUCTURE I - UV BUILDING		
M-101-I	UV MECHANICAL PLAN	
STRUCTURE J - PRIMARY SLUDGE PUMPING		
M-101-J	PRIMARY SLUDGE PUMPING MECHANICAL PLAN	
STRUCTURE K - SLUDGE THICKENING BUILDING		
M-101-K	SOLIDS HANDLING BUILDING MECHANICAL PLAN	
STRUCTURE L - ANAEROBIC DIGESTER		
M-101-L	ANAEROBIC MECHANICAL PLAN	
STRUCTURE M - DEWATERING BUILDING		
M-101-M	DEWATERING BUILDING MECHANICAL PLAN	
STRUCTURE N - ADMINISTRATION/LAB BUILDING		
M-101-N	ADMINISTRATION/LAB BUILDING FLOOR PLAN	
STRUCTURE O - CHEMICAL STORAGE AND PUMPING		
M-101-O	CHEMICAL SYSTEM MECHANICAL PLAN	
STRUCTURE P - ODOR CONTROL SYSTEM		
M-101-P	ODOR CONTROL MECHANICAL PLAN	

- 2.10. **Pathway** – Engineer to evaluate the feasibility of a 12-foot pathway between the WWTP and the lake. Engineer to develop costs and anticipated improvements necessary to construct a future pathway.

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Agreement No A24-3257-7

- 2.11. Operation and Maintenance. The estimated impact of the proposed project improvements on the existing operation and maintenance requirements will be documented, including operator classification, sampling and monitoring requirements, and anticipated additional operational and maintenance costs and activities.
- 2.12. Code Provisions. A section of the PER will outline the applicable codes and standards that apply and will be utilized during the project design.
- 2.13. Implementation. The PER will include a section on the specific plan and actions to implement the project, phasing, design, delivery method, and procurement. It will also include a discussion of construction phasing for each smaller project to limit disruption to the WWTP operations.
- a. Project Schedule. Develop a project implementation schedule that details the anticipated phasing and key milestones for development of the design, construction, and startup of facilities. The schedule should also include the revised compliance schedule information.
- b. Delivery Method. Engineer to provide a summary of project delivery methods including phased (design-bid-build), design-build, design-build-operate, and CM/GC that incorporates the known phasing, funding, and overall anticipated schedule.
- 2.14. Environmental Review. An environmental review section will summarize and document the environmental impacts of the project. This document will build off the efforts in the WWFP. Outreach to agencies and solicitations is not included in this task.
- 2.15. Workshop Meetings. Meet with Owner up to three times to review concepts and alternatives and select preferred alternatives for preliminary design.
- 2.16. Quality Control Reviews. Engineer will provide internal quality assurance and quality control in accordance with the standard of care defined in this agreement.
- 2.17. Draft PER. Prepare draft PER following the Idaho DEQ guidelines. Submit to Owner for review.
- 2.18. Final PER. Incorporate Owner input and submit to IDEQ for review. Address agency comments into final PER.

Owner Responsibilities:

- Provide input on design criteria and preferred alternatives.
- Review the PER and provide comments within 10 working days.
- Provide most current topographic survey of facilities.
- Complete odor control testing as required.

Assumptions:

- Predesign services are limited to the WWTP facility and the above tasks.
- Facility will be designed for loadings and capacities of existing facilities documented in the Facility Plan.
- Engineer to update design flows and growth based on the recent collection study by Stantec.
- Surveying is anticipated to only provide spot checks of key elevations. Efforts beyond this may require additional services.
- A finding of no significant impact (FONSI) is the assumed outcome of the environmental review.
- Meetings may be a combination of in person and or remotely.
- Anaerobic digestion will still be maintained

Agreement No A24-3257-7

- Site tour is limited to visual observations and is not intended to be a comprehensive inspection. Engineer will not enter confined spaces. Site tour includes process/mechanical, structural, and electrical engineers.
- Engineer shall be entitled to rely on the accuracy and completeness of the information provided by Owner, Owner's Engineers and Contractors, information from public records, and information ordinarily or customarily furnished by others, including, but not limited to specialty Contractors, manufacturers, suppliers, and publishers of technical standards. This assumption applies to this task and subsequent tasks.
- Selection of alternatives and design criteria will not be changed once established. Changing alternatives or criteria may result in rework which can be completed as an additional service.
- Scope excludes environmental work. If required, environmental permitting and field work (i.e., wetland delineations/investigations, biological assessments, and cultural resource surveys) will be provided as an additional service.
- Cost estimating will be AACE Class 4.
- Engineer's opinions of probable cost represent Engineer's judgment as an experienced and qualified design professional. Since Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Owner's and other contractor's methods of determining prices, or over competitive bidding or market conditions, the Engineer does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable cost prepared by the Engineer.
- Selected improvements not listed under alternative screening are based on recommendations in the 2019 Facility Planning Study by J-U-B Engineers, Inc.
- Workshop meetings include up to 2 attendees from Engineer in-person and up to 3 virtual attendees.

Deliverables:

- Agenda and minutes for Workshop Meeting.
- Environmental Review Document.
- Draft and Final PER.
- Quality control form.

TASK 3: FUNDING SUPPORT*Engineer Responsibilities:*3.1. IDEQ LOI

- a. Engineer to lead the preparation of the IDEQ Letter of Interest for project funding.

3.2. Miscellaneous funding support.

- a. Engineer to develop a one page funding plan to outline potential options and due dates.
- b. Engineer to assist Owner and Owner's funding applying for up to three other funding sources which could include Community Development Block Grant, U.S. Army Corps of Engineers, and USDA-RD.
- c. Attend two funding meetings and workshops with funding agencies.
- d. Provide review and comment on funding applications prepared by the Owner. Provide technical information and graphics from design drawings for funding applications.

3.3. Bond/Judicial Confirmation support.

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- a. Engineer to facilitate a presentation educating key Owner staff on passing a municipal bond and judicial confirmation. It is anticipated this presentation will include a bond attorney as hired by the Owner.

Owner Responsibilities:

- Owner will assist in preparing funding applications, coordinating with funding agencies, and securing authority for the Owner to secure debt.
- Owner to review, sign, and submit IDEQ LOI and other funding applications.
- Provide wastewater rate structure to Engineer and anticipated rate increase schedule.

Assumptions:

- This scope assumes assisting the Owner to apply for funding.
- Services include participation in two funding meetings/workshops.
- Engineer cannot guarantee successful funding applications.

Deliverables:

- Draft Letter of Interest
- Final Letter of Interest

TASK 4: GEOTECHNICAL FEASIBILITY*Engineer Responsibilities:***4.1. Geotechnical Feasibility Investigation**

- a. Engineer to utilize the services of a sub-consultant to perform a geotechnical feasibility investigation. Perform geotechnical work and develop a high-level summary of geological conditions at the site documenting general review of onsite soils, groundwater level at time of drilling, and foundations/earthwork required for large concrete structures. It is assumed one to four bore holes will be completed.

Owner Responsibilities:

- Owner will assist with utility locates.

Assumptions:

- The geotechnical feasibility services are intended to provide a high-level summary of the existing soil conditions on the site. Further geotechnical investigations are required once a site is finalized.
- Conduct initial laboratory testing to give understanding of soil engineering parameters within the site.
- Provide a project feasibility deliverable outlining our findings and opinions on potential subgrade reactions and requirements for constructability.
- Buoyancy calculations to be provided at future design phase when sizing, elevations and locations of facilities are finalized.

Deliverables:

- Draft Geotechnical Feasibility Investigation
- Final Geotechnical Feasibility Investigation

Agreement No A24-3257-7

TASK 5: TOPOGRAPHICAL SURVEY*Engineer Responsibilities:***5.1. Topographical Survey**

- a. Provide topographic survey for the Wastewater Treatment (WWTP) fenced site and approximately 50-feet outside the existing fencing. It is anticipated that the scope of this survey will be approximately 6 acres +/-. Topographic survey will include existing visible structures, marked utilities, and observed features, such as existing pavement, concrete structures, curbing, landscaping, and sidewalks. Engineer will use collected survey information to prepare a Base map for the site in AutoCAD. Survey will NAD83 (2011) Horizontal Datum and NAVD for Vertical Datum.

Owner Responsibilities:

- Owner will provide Engineer the existing drawings, and mark buried utilities as well as access to site.

Assumptions:

- Survey Control. The horizontal datum used for survey control will be a modified project specific datum based on the NAD83 coordinate system (or indicate if a state, county, or city specific system has been requested to be used). The vertical datum will be NAVD88 (or NGVD29 if project dictates [this is not common] or indicate if a state, county, or city specific system has been requested to be used).
- Includes travel to and from the project site.
- Interior building mapping will be completed at a later phase.
- Engineer is entitled to rely on the accuracy of the information provided by the Owner.

Deliverables:

- None.

SCHEDULE

Engineer anticipates the following project schedule. The number of days associated with each of the tasks are approximate and assume timely delivery of requested information. Actual schedule may vary:

Task	Schedule	Comments
Task 2.6b and c – Design Criteria and Alternative Screening	75 days	Includes one week to complete First Workshop Meeting and receive comments from Owner.
Task 2.6d – Refine Selected Improvements	60 days	Period starts after receiving owner comments from first workshop meeting. Includes one week to complete Second Workshop Meeting and receive comments from Owner.
Task 2 – Draft Preliminary Engineering Report	75 days	Period starts after receiving comments from Owner on Second Workshop

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		Meeting.
Task 2 – Final Preliminary Engineering Report	45 days	Period starts after receiving comments from Owner on Draft PER.
Task 3.1 – Letter of Interest to DEQ	January 5, 2025	Draft LOI will be provided to the City.

COMPENSATION

As compensation for services to be performed by Engineer, the Owner will pay Engineer as described in the following table. The total authorized budget amount will not be exceeded without written authorization from the Owner. For time and materials tasks, compensation will be according to the Engineer’s standard billing rates updated biannually in January and July. Lump sum amounts include costs for direct labor, indirect labor, overhead, reimbursable expenses, equipment, travel, per diem, and fixed fees.

Task	Type	Amount
Task 1 - Project Management	LS	\$45,145
Task 2 – Preliminary Engineering Report	LS	\$316,825
Task 3 – Funding Support	LS	\$14,360
Task 4 – Geotechnical Feasibility	LS	\$28,320
Task 5 – Topographical Survey	LS	\$28,270
TOTAL COST		\$432,920

LS = Lump Sum; T&M = Time and Materials

The below rates will require updating through an amendment to the Agreement if they change at any time during the term of this Agreement.

KELLER ASSOCIATES, Inc.
2024 TITLE CODE BILLING RATES
July 1, 2024

Project Engineer - I	\$110 - \$135
Project Engineer - II	\$135 - \$175
Project Engineer - III	\$175 - \$240
Project Manager - I / II	\$145 - \$180
Project Manager - III	\$180 - \$250

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Structural - I	\$110	-	\$135
Structural - II	\$135	-	\$175
Structural - III	\$175	-	\$240
Chief Engineer/Structural Engineer	\$310		
CAD - I	\$85	-	\$110
CAD - II	\$110	-	\$130
CAD - III	\$135	-	\$165
CAD Manager	\$195		
Electrical/Controls - I	\$110	-	\$135
Electrical/Controls - II	\$135	-	\$175
Electrical/Controls - III	\$175	-	\$240
Principal	\$250	-	\$320
Survey - I	\$100	-	\$125
Survey - II	\$125	-	\$150
Survey - III	\$155	-	\$185
Field Representative	\$110	-	\$150
Engineering Student	\$80		
Administration - I	\$80	-	\$90
Administration - II	\$90	-	\$125

Other Billing Terms

- Mileage: Billed at Federal Rate (currently \$0.67 per mile)
- Per Diem: \$60.00 per day
- Reimbursable Expenses at Cost x 1.05
- Subconsultant Expenses at Cost x 1.10
- After Hrs. & Weekend Field Work at Cost x 1.25
- Seepage Testing Equipment: \$800/month (1 month minimum charge)
- Flow Meter Equipment: \$1,500/month/meter (1 month minimum charge)
- 3D Survey Scanner Equipment: \$1,000/day
- Remote Bathymetric Survey Equipment: \$750/day
- Phodar Drone \$750/day
- UTV: \$150/day
- Specialty Software - Project specific
- The Title Code Billing Rates are effective July 1, 2024 and will be adjusted semi-annually in January and July of subsequent years

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This is **EXHIBIT G**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated August 08, 2024.

Insurance

Paragraph 6.05 of the Agreement is supplemented to include the following agreement of the parties:

G6.05 Insurance

- A. Insurance Requirements. Engineer will maintain, at its own expense, insurance at all times during the performance of the Services with insurers. All policies will be maintained while Engineer is working on the Project. Engineer will maintain at its own expense, the following insurance:
 - i. Workers' Compensation Insurance (to the extent required by applicable state law) in the statutory amount, including all states coverage, voluntary compensation endorsement and USL&H and Employer's Liability Insurance (collectively, Workers' Compensation Related Policies) with a minimum limit of \$500,000 per accident, \$500,000 for each employee for bodily injury by disease. Except when not available by state law, Engineer's Workers' Compensation Related Policies will waive subrogation against Owner.
 - ii. Commercial Automobile Liability Insurance ("Auto") including coverage for on-site and off-site operations, and owned, non-owned or hired vehicles, with limits of not less than \$1,000,000 combined single limits per accident. This policy will include Owner as additional insured on a primary basis. This policy will waive Engineer's rights of subrogation against Owner. The policy will contain a Severability of Interest clause.
 - iii. Commercial General Liability Insurance ("CGL") on an occurrence basis with limits of not less than \$1,000,000 per occurrence, \$2,000,000 General Aggregate and \$2,000,000 Products/Completed Operations Aggregate. The General Aggregate will apply on a "per project" basis. The policy will be applicable to all premises and operations and will include coverage for bodily injury, broad form property damage (including completed operations), personal and advertising injury (including coverage for contractual and employee acts), XCU, independent contractors, blanket contractual liability, products and completed operations by Engineer or any of its employees, agents or sub-consultant. This policy will include Owner as additional insured on a primary and non-contributory basis. The policy will contain a Severability of Interest clause. This policy will waive Engineer's rights of subrogation against Owner.
 - iv. Umbrella/Excess Liability Insurance ("Excess") – In the event Engineer performs any field or site work, an umbrella/excess liability policy with limits of not less than \$1,000,000 per occurrence, \$1,000,000 General Aggregate and \$1,000,000 Products/Completed Operations Aggregate will apply. The General Aggregate will apply on a "per project" basis. This policy will be in excess of and follow the form of the CGL, Auto and Workers' Compensation Related Policies. This policy will include Owner as additional insured, and this coverage will apply on a primary and non-contributory basis and include a Severability of Interest clause. This policy will waive Engineer's rights of subrogation against Owner.

Modified from Exhibit G – Insurance.

- v. Professional Liability Insurance ("PLI") covering professional negligence in the performance of its Services, with the PLI policy providing limits of not less than \$1,000,000 per claim and in the aggregate. The PLI policy will be on a claims-made basis and continuously maintained in full force and effect for the term of this Agreement (or an Extended Reporting Period purchased). The retroactive date of the policy will be prior to the date the Services commence.
- vi. Property Insurance covering loss or damage to all tools and equipment owned, leased or used by Engineer in the performance of its Services.

Modified from Exhibit G – Insurance.

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This is **EXHIBIT K**, consisting of [2] pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated [August 08, 2024].

AMENDMENT TO OWNER-ENGINEER AGREEMENT

Amendment No. _____

The Effective Date of this Amendment is: _____.

Background Data

Effective Date of Owner-Engineer Agreement:

Owner:

Engineer:

Project:

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- _____ Additional Services to be performed by Engineer
- _____ Modifications to services of Engineer
- _____ Modifications to responsibilities of Owner
- _____ Modifications of payment to Engineer
- _____ Modifications to time(s) for rendering services
- _____ Modifications to other terms and conditions of the Agreement

Description of Modifications:

Here describe the modifications, in as much specificity and detail as needed. Use an attachment if necessary.

Agreement Summary:

Original agreement amount:	\$ _____
Net change for prior amendments:	\$ _____
This amendment amount:	\$ _____
Adjusted Agreement amount:	\$ _____

Change in time for services (days or date, as applicable): _____

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

By:

Print

name:

By:

Print

name:

Title:

Title:

Date Signed:

Date Signed:



KELLASS-01

CERTIFICATE OF LIABILITY INSURANCE

DATE: Item # 13.

8/13/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Hartwell Corporation PO Box 400 Caldwell, ID 83606	CONTACT NAME: PHONE (A/C, No, Ext): (208) 459-1678 FAX (A/C, No): (208) 454-1114 E-MAIL ADDRESS: thc@thehartwellcorp.com														
INSURED Keller Associates, Inc. 100 E Bower Street, Suite 110 Meridian, ID 83642	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : RLI Insurance Company</td><td>13056</td></tr><tr><td>INSURER B : Contractors Bonding and Insurance Company</td><td>37206</td></tr><tr><td>INSURER C : Hartford Insurance Company</td><td></td></tr><tr><td>INSURER D : XL Specialty Insurance Co.</td><td>37885</td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : RLI Insurance Company	13056	INSURER B : Contractors Bonding and Insurance Company	37206	INSURER C : Hartford Insurance Company		INSURER D : XL Specialty Insurance Co.	37885	INSURER E :		INSURER F :	
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INSURER D : XL Specialty Insurance Co.	37885														
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ PPB304 ☒ PPB313 GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☒ LOC OTHER:	X		PSB0010440	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY	X		PSA0003377	12/1/2023	12/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000			CKB0200201	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 Products/C-O \$ 5,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	34WEGBB8T8B	12/1/2023	12/1/2024	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liabili			DPR5020222	12/1/2023	12/1/2024	Each Claim 5,000,000
D	Retro date 12/1/1993			DPR5020222	12/1/2023	12/1/2024	Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Sandpoint
1123 Lake Street
Sandpoint, ID 83864

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

RLIPack[®] FOR PROFESSIONALS BLANKET ADDITIONAL INSURED ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM - SECTION II – LIABILITY

1. **C. WHO IS AN INSURED** is amended to include as an additional insured any person or organization that you agree in a contract or agreement requiring insurance to include as an additional insured on this policy, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by you or those acting on your behalf:

- a. In the performance of your ongoing operations;
- b. In connection with premises owned by or rented to you; or
- c. In connection with "your work" and included within the "product-completed operations hazard".

2. The insurance provided to the additional insured by this endorsement is limited as follows:

- a. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this policy.
- b. This insurance does not apply to the rendering of or failure to render any "professional services".
- c. This endorsement does not increase any of the limits of insurance stated in **D. Liability And Medical Expenses Limits of Insurance**.

3. The following is added to **SECTION III H.2. Other Insurance – COMMON POLICY CONDITIONS (BUT APPLICABLE ONLY TO SECTION II – LIABILITY)**

However, if you specifically agree in a contract or agreement that the insurance provided to an

additional insured under this policy must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with that other insurance, provided that:

- a. The "bodily injury" or "property damage" for which coverage is sought occurs after you have entered into that contract or agreement; or
- b. The "personal and advertising injury" for which coverage is sought arises out of an offense committed after you have entered into that contract or agreement.

4. The following is added to **SECTION III K. 2. Transfer of Rights of Recovery Against Others to Us – COMMON POLICY CONDITIONS (BUT APPLICABLE ONLY TO SECTION II – LIABILITY)**

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal and advertising injury" arising out of "your work" performed by you, or on your behalf, under a contract or agreement with that person or organization. We waive these rights only where you have agreed to do so as part of a contract or agreement with such person or organization entered into by you before the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" offense is committed.

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

RLIPack® BUSINESS AUTO ENHANCEMENT

SCHEDULE OF COVERAGES ADDRESSED BY THIS ENDORSEMENT

- A. Broad Form Named Insured**
- B. Employees As Insureds**
- C. Blanket Additional Insured**
- D. Blanket Waiver Of Subrogation**
- E. Employee Hired Autos**
- F. Fellow Employee Coverage**
- G. Auto Loan Lease Gap Coverage**
- H. Glass Repair – Waiver Of Deductible**
- I. Personal Effects Coverage**
- J. Hired Auto Physical Damage Coverage**
- K. Hired Auto Physical Damage – Loss Of Use**
- L. Hired Car – Worldwide Coverage**
- M. Temporary Transportation Expenses**
- N. Amended Bodily Injury Definition – Mental Anguish**
- O. Airbag Coverage**
- P. Amended Insured Contract Definition – Railroad Easement**
- Q. Coverage Extensions – Audio, Visual And Data Electronic Equipment Not Designed Solely For The Production Of Sound**
- R. Notice Of And Knowledge Of Occurrence**
- S. Unintentional Errors Or Omissions**
- T. Towing Coverage**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

A. Broad Form Named Insured

The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

Any business entity newly acquired or formed by you during the policy period, provided you own fifty percent (50%) or more of the business entity and the business entity is not separately insured for Business Auto Coverage. Coverage is extended up to a maximum of one hundred eighty (180) days following the acquisition or formation of the business entity.

This provision does not apply to any person or organization for which coverage is excluded by endorsement.

B. Employees As Insureds

The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

Any “employee” of yours is an “insured” while using a covered “auto” you don’t own, hire or borrow in your business or your personal affairs.

C. Blanket Additional Insured

The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

Any person or organization that you are required to include as an additional insured on this coverage form in a contract or agreement that is executed by you before the “bodily injury” or “property damage” occurs is an “insured” for liability coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an “insured” under the Who Is An Insured provision contained in **SECTION II – COVERED AUTOS LIABILITY COVERAGE**.

The insurance provided to the additional insured will be on a primary and non-contributory basis to the additional insured’s own business auto coverage if you are required to do so in a contract or agreement that is executed by you before the “bodily injury” or “property damage” occurs.

D. Blanket Waiver Of Subrogation

The following is added to the **SECTION IV – BUSINESS AUTO CONDITIONS, A. Loss Conditions, 5. Transfer Of Rights Of Recovery Against Others To Us**:

We waive any right of recovery we may have against any person or organization to the extent required of you by a contract executed prior to any “accident” or “loss”, provided that the “accident” or “loss” arises out

of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

E. Employee Hired Autos

1. The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

An “employee” of yours is an “insured” while operating an “auto” hired or rented under a contract or agreement in that “employee’s” name, with your permission, while performing duties related to the conduct of your business.

2. Changes In General Conditions:

Paragraph **5.b.** of the **Other Insurance** Condition in the **BUSINESS AUTO CONDITIONS** is deleted and replaced with the following:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered “autos” you own:

(1) Any covered “auto” you lease, hire, rent or borrow; and

(2) Any covered “auto” hired or rented by your “employee” under a contract in that individual “employee’s” name, with your permission, while performing duties related to the conduct of your business. However, any “auto” that is leased, hired, rented or borrowed with a driver is not a covered “auto”.

F. Fellow Employee Coverage

SECTION II – COVERED AUTOS LIABILITY COVERAGE, **Exclusion B.5.** does not apply if you have workers compensation insurance in-force covering all of your employees.

G. Auto Loan Lease Gap Coverage

SECTION III – PHYSICAL DAMAGE COVERAGE, C. Limit Of Insurance, is amended by the addition of the following:

In the event of a total “loss” to a covered “auto” shown in the Schedule of Declarations, we will pay any unpaid amount due on the lease or loan for a covered “auto”, less:

1. The amount paid under the **PHYSICAL DAMAGE COVERAGE** section of the policy; and

2. Any:

a. Overdue lease/loan payments at the time of the “loss”;

- b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage.
- c. Security deposits not returned by the lessor;
- d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
- e. Carry-over balances from previous loans or leases.

H. Glass Repair – Waiver Of Deductible

SECTION III – PHYSICAL DAMAGE COVERAGE, D. Deductible is amended by adding the following:

No deductible for a covered “auto” will apply to glass damage if the glass is repaired rather than replaced.

I. Personal Effects Coverage

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE, A. Coverage, 4. Coverage Extensions:**

c. Personal Effects Coverage

In the event of a total theft loss of your covered “auto” we will pay up to \$400 for “loss” to wearing apparel and other personal effects which are:

- (1) Owned by an “insured”; and
- (2) In or on your covered “auto”;

No deductible applies to Personal Effects Coverage.

J. Hired Auto Physical Damage Coverage

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE, A. Coverage, 4. Coverage Extensions:**

d. Hired Auto Physical Damage Coverage

If hired “autos” are covered “autos” for Liability Coverage and this policy also provides Physical Damage Coverage for an owned “auto”, then the Physical Damage Coverage is extended to “autos” that you hire, rent or borrow subject to the following:

- (1) The most we will pay for “loss” in any one “accident” to a hired, rented or borrowed “auto” is the lesser of:
 - (a) \$60,000
 - (b) The actual cash value of the damaged or stolen property as of the time of the “loss”; or
 - (c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.

- (2) An adjustment for depreciation and condition will be made in the event of a total “loss”.
- (3) If a repair or replacement results in better than like kind or quality, we will not pay for the betterment.
- (4) A deductible equal to the highest Physical Damage deductible applicable to any owned auto will apply.
- (5) This Coverage Extension will not apply to:
 - (a) Any “auto” that is hired, rented or borrowed with a driver; or
 - (b) Any “auto” that is hired, rented or borrowed from your “employee”.

K. Hired Auto Physical Damage – Loss Of Use

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE, A. Coverage, 4. Coverage Extensions:**

- e. We will pay sums which you legally must pay to the lessor of a covered “auto” which you have leased without a driver for thirty (30) days or less for the lessor’s loss of use of the covered “auto”, provided:
 - (1) This insurance provides comprehensive, specified causes of loss or collision covered on the covered “auto”;
 - (2) The loss of use results from the covered “auto” being damaged in an “accident” while you are leasing it.

We will pay up to a maximum limit of \$1,500 for this covered extension.

L. Hired Car – Worldwide Coverage

The following is added to **SECTION II – COVERED AUTOS LIABILITY COVERAGE, A.2. Coverage Extensions:**

f. Hired Car – Worldwide Coverage

- (1) We will pay all sums an “insured” legally must pay as damages because of “bodily injury” or “property damage” to which this insurance applies, caused by an “accident” which occurs outside of the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada resulting from the maintenance, or use of any covered “auto” of the private passenger type you lease, hire, rent or borrow without a driver for thirty (30) days or less.
- (2) With respect to any claim made or “suit” instituted outside the United States of America, the territories and possessions of the United States of America, Puerto Rico, and Canada:

- (a) You shall undertake the investigation, settlement and defense of such claims and "suits" and keep us advised of all proceedings and actions.
- (b) You will not make any settlement without our consent.
- (c) We will reimburse you:
 - (i) For the amount of damages because of liability imposed upon you by law on account of "bodily injury" or "property damage" to which this insurance applies, and
 - (ii) For all reasonable expenses incurred with our consent in connection with the investigation, settlement or defense of such claims or "suits". Reimbursement for expenses will be part of the Limit of Insurance for liability coverage shown in the Business Auto Coverage Declarations, and not in addition to such limits.
- (3) The limit of Insurance for Liability Coverage shown in the Business Auto Coverage Declarations is the most we will reimburse you for the sum of all damages imposed on you, as set forth in paragraph 2.c. above, and all expenses incurred by you arising out of any single "accident" or "loss".
- (4) You must maintain the greater of the following primary auto liability insurance limits:
 - (a) Compulsory admitted insurance with limits required to be in force to satisfy the legal requirements of the jurisdiction where the accident occurs; or
 - (b) Insurance limits required by law and issued by a government entity or by an insurer licensed or permitted by law to do business in the jurisdiction where the "accident" occurs; or
 - (c) Auto liability insurance limits of at least \$300,000 combined single limit or \$100,000 per person/\$300,000 per accident Bodily Injury, \$100,000 Property Damage.

If you fail to comply with the above, this insurance is not invalidated. However, in the event of a "loss", we will pay only to the extent that we would have been liable had you so complied.
- (5) The insurance provided by this coverage extension is excess over any other collectible insurance available to you whether on a primary, excess contingent or any other basis.

M. Temporary Transportation Expenses

SECTION III – PHYSICAL DAMAGE COVERAGE, A.4. Coverage Extensions, subparagraph **a. Transportation Expenses** is deleted and replaced by the following:

a. Transportation Expenses

- (1) We will pay up to a maximum of \$1,500 for temporary transportation expense incurred by you because of Physical Damage to a covered "auto".
- (2) We will pay only for those covered "autos" for which you carry Comprehensive, Collision or Specified Case of Loss Coverage.
- (3) We will pay only for those expenses incurred by you during the period of time that begins twenty-four (24) hours after the covered "loss" and ends at the time when the covered "auto" can be reasonably repaired or replaced.
- (4) This coverage does not apply while there are spare or reserve "autos" available to you for your operations.

N. Amended Bodily Injury Definition – Mental Anguish

The following is added to **SECTION V – DEFINITIONS, Definition C.**:

"Bodily injury" also includes mental anguish, but only when the mental anguish arises from other bodily injury, sickness or disease.

O. Airbag Coverage

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE B. Exclusions 3.a.**:

However, this exclusion will not apply to accidental discharge of an airbag due to mechanical or electrical breakdown.

P. Amended Insured Contract Definition – Railroad Easement

SECTION V – DEFINITIONS paragraph H. "Insured contact" is modified as follows:

- 1. Paragraph H.3. is replaced by the following:
 - 3. Any easement or license agreement.
- 2. Paragraph H.6.a. is deleted.

Q. Coverage Extensions – Audio, Visual And Data Electronic Equipment Not Designed Solely For The Production Of Sound

SECTION III – PHYSICAL DAMAGE COVERAGE B. Exclusions, exception paragraph a. to exclusion 4.c. and 4.d. is deleted and replaced with the following:

- a. Equipment and accessories used with such equipment, except for tapes, records, discs or other electronic media device, provided such equipment is permanently installed in the covered "auto" at the time of the "loss" or is removable from the housing unit which is permanently installed in the covered "auto" at the time of the "loss", and such equipment is designed to be solely operated by use of the power from the "autos" electrical system, in or upon the covered "autos"; or

R. Notice Of And Knowledge Of Occurrence

SECTION IV – BUSINESS AUTO CONDITIONS, A.2. Duties In The Event Of Accident, Claim Suit Or Loss, subparagraph a. is deleted and replaced with the following:

- a. In the event of "accident", claim, "suit" or "loss", you must give us or our authorized representative prompt notice of the "accident" or "loss" including:
 - (1) How, when and where the "accident" or "loss" occurred;
 - (2) The "insured's" name and address; and
 - (3) To the extent possible, the names and addresses of any injured person and witnesses.

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

- (1) You, if you are an individual;

- (2) A partner if you are a partnership; or
- (3) An executive officer or insurance manager, if you are a corporation.

S. Unintentional Errors Or Omissions

SECTION IV – BUSINESS AUTO CONDITIONS, B. General Conditions; 2. Concealment Misrepresentation Or Fraud is amended by adding the following:

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or nonrenewal.

T. Towing Coverage

SECTION III – PHYSICAL DAMAGE COVERAGE, A.2. Towing, is deleted and replaced by the following:

- 2. We will pay up to \$750 for towing and labor costs incurred each time a covered "auto" is disabled due to a covered cause of loss. However:
 - a. All labor must be performed at the place of disablement; and
 - b. If the covered auto is a private passenger type no deductible applies; and
 - c. If the covered auto is not of the private passenger type our obligation to pay will be reduced by a \$250 deductible per disablement.

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

This is **EXHIBIT K**, consisting of [5] pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated [8/08/2024].

AMENDMENT TO OWNER-ENGINEER AGREEMENT Amendment No. 1

The Effective Date of this Amendment is: **2/4/2026**.

Background Data:

Effective Date of Agreement:	8/08/2024
Owner:	City of Sandpoint
Engineer:	Keller Associates, Inc.
Agreement Number:	A24-3257-7
Project:	Wastewater Treatment Plant Reconstruction Preliminary Engineering Report (PER)

Nature of Amendment:

☐_XX_ Modification to Schedule of Services

☐_XX_ Additional Services to be performed by Engineer

☐_XX_ Modifications of payment to Engineer

Description of Modifications

Modifications to the original Agreement is as follows:

Delete Article 3, paragraph 3.01 A in its entirety and replace with the following:

Engineer shall complete its obligations no later than **August 1, 2026**. Specific periods of time for rendering services, or specific dates by which services are to be completed, are provided in Exhibit A, and are hereby agreed to be reasonable.

Add the following scope to Exhibit A, Scope of Work:

TASK 6 – IDAHO DEQ SUPPORT:

Engineer shall provide technical support to the Owner related to wastewater treatment plant permit provisions. This task is anticipated to include preparation of a concise (2-3 page) technical memorandum evaluating the applicability of the 85 percent removal requirements under 40 CFR Part 133, including consideration of cost effectiveness of collection system improvements relative to treatment performance. Services may also include coordination with IDEQ staff and attendance at meetings, as requested by the Owner.

TASK 7 – REVENUE BOND SUPPORT:

Engineer to provide the Owner support related to the revenue bond, which may include information related to the Wastewater Treatment Plant Preliminary Engineering Report developed by the Engineer. These services also may include bond language review, attending meetings, and public outreach support.

TASK 8 – FUNDING APPLICATION SUPPORT:

The City seeks engineering services to support the preparation and submission of funding applications for the USDA Rural Development (RD) and Idaho Department of Environmental Quality (DEQ) State Revolving Fund (SRF) programs for the City's Wastewater Treatment Plant reconstruction project. Engineer will:

- Check project scope, alternatives, and cost estimates suitable for USDA RD and DEQ SRF funding.
- Check consistency with prior planning documents, facility plans, and regulatory requirements.
- Grant Application Technical Documentation
- Prepare and/or update required engineering narratives, technical exhibits, and supporting documentation for:
 - USDA RD funding application
 - DEQ SRF loan and/or grant application

TASK 9 – ENVIRONMENTAL DOCUMENTATION:

This scope outlines the tasks necessary to prepare an Environmental Information Document (EID) in accordance with the Idaho Department of Environmental Quality (IDEQ) requirements to support the previously completed Wastewater Treatment Facility Plan for the City of Sandpoint. The EID will evaluate potential environmental impacts associated with the recommended improvements and help satisfy funding agency requirements, including the Clean Water State Revolving Fund (SRF).

9.1 Project Management. Provide general project administration services including contract administration, project accounting, monthly progress reports, scheduling, and internal project administration. Two meetings with up to two staff in attendance which may include public hearing or document review.

Owner Responsibilities

- Provide meeting space for project meetings. Provide advertising where required.
- Develop public meeting agendas and/or presentations as needed.

Assumptions

- Project management budget assumes a planning schedule of up to 3 months not including agency review time.
- Should Owner request additional meetings or require an extended schedule, project management budget will be increased accordingly.

Deliverables

- Invoicing and monthly progress reports.
- Project meeting notes.

9.2 Environmental Information Document. Complete the EID for the wastewater improvements identified in the Facility Planning Study and in the draft Preliminary Engineering Report. This scope of service assumes that a "categorical exclusion" (CatEx) or "finding of no significant impact" (FONSI) will be granted for the EID by IDEQ. The environmental review must include the following items:

- Description of purpose and need for proposed actions
- Description of the proposed alternatives, including the proposed actions
- Description of the affected environments
- Discussion of the environmental impacts of the proposed actions
- The means to mitigate adverse environmental impacts
- Description of public participation process
- List of referenced documents
- List of agencies consulted
- Mailing list of interested parties
- Incorporate public comments/responses, public hearing and advertisements (per Task 9)

Owner Responsibilities

- Owner Review. Provide consolidated set of comments to draft documents.

Assumptions

- The scope for the EID does not include archeological, wetland, biological assessment, or other environmental field investigations which may be required. These additional services can be completed on a time and materials basis as required by agencies and authorized by the Owner.
- The scope does not include presentation materials.
- The scope does not include permitting, design, legal, or construction services.
- The scope relies upon the 2019 Wastewater Facility Plan information and it is assumed that the minor design changes in the Preliminary Engineering Report will not change the environmental assessment as the improvements are located on the existing site and intended to function similarly with improved treatment and operations.

Deliverables

- Draft EID Report – electronic PDF copy
- Final EID Report – electronic PDF copy

9.3 Public Comments/Public Hearing/Final Documents. Provide Owner support in the development of the public notice, 30 day comment period and collection of comments and development of responses. Engineer may provide support to Owner to aid in public

Exhibit K – Amendment to Owner-Engineer Agreement.

EJCDC® E-500, Agreement Between Owner and Engineer for Professional Services.

meeting to share the purpose, need, improvements and potential environmental impacts. Engineer to document and incorporate Owner and public comments and responses into EID.

Agency Review. Update and incorporate one round of Agency comments. This includes one virtual review meeting with IDEQ and up to four hours of supporting time to aid in their determination of the CatEX/FONSI.

Assumptions

- It is unknown the number of comments and effort to respond to the comments. In result this proposed budget is what is typically experienced for EID public comments. Additional budget may be necessary to address all comments.
- This task may also be used to provide additional agency information.

Add the following scope to Exhibit A, Schedule:

Task	Schedule
Task 6 – Idaho DEQ Support	TM due within 15 working days following receipt of requested information; Other efforts to support anticipated through July 2026
Task 7 – Revenue Bond Support	Engineers efforts will be as needed through July 2026
Task 8 – Funding Application Support	Engineer will provide SRF application materials before the March 31, 2026 due date; Engineer will provide USDARD application materials within 75 days.
Task 9 – Environmental Documentation	90 days; Engineer intends to provide a draft EID document for Owner review within 3 months of receiving the requested information from the Owner. The schedule assumes that requested information is provided by the Owner within the timeframes indicated in the scope of work, and that Owner reviews are generally completed within one week.

Add the following scope to Exhibit A, Compensation:

Task	Type	Amount
Task 6 – Idaho DEQ Support	T&M	\$20,000
Task 7 – Revenue Bond Support	T&M	\$15,000
Task 8 – Funding Application Support	T&M	\$7,000
Task 9.1 – Project Management	T&M	\$4,870
Task 9.2 – Environmental Information Document	T&M	\$15,230
Task 9.3 – Public Hearing/Public Comments	T&M	\$6,400
TOTAL COST		\$68,500

Agreement Summary:

Original agreement amount:	\$ 432,920.00
Net change for prior amendments:	\$ -
This amendment amount:	\$ 68,500.00
Adjusted Agreement amount:	\$ 501,420.00

Note – the budgets reflect current best estimates of the level of effort that may be required. Actual costs may vary. While individual T&M tasks budgets may be exceeded, the total T&M budget will not be exceeded without authorization from the Owner.

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

By: 
Holly Ellis (Jan 29, 2026 16:20:19 PST)

By: 
James Bledsoe (Jan 29, 2026 12:12:02 MST)

Print
name: HOLLY ELLIS

Print
name: James Bledsoe

Title: PUBLIC WORKS DIRECTOR

Title: Vice Presidenbt

Date Signed: 01/29/2026

Date Signed: 01/29/2026

A24-3257-7 KELLER ASSOCIATES WWTP PER AGREEMENT - AMENDMENT 1

Final Audit Report

2026-01-30

Created:	2026-01-29
By:	Heather Faircloth (hfaircloth@sandpointidaho.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAI9UX6drWtDTeaGg93JHyLAE-qF_f_RSI

"A24-3257-7 KELLER ASSOCIATES WWTP PER AGREEMENT - AMENDMENT 1" History

-  Document created by Heather Faircloth (hfaircloth@sandpointidaho.gov)
2026-01-29 - 7:01:33 PM GMT
-  Document emailed to jbledsoe@kellerassociates.com for signature
2026-01-29 - 7:01:38 PM GMT
-  Email viewed by jbledsoe@kellerassociates.com
2026-01-29 - 7:03:16 PM GMT
-  Signer jbledsoe@kellerassociates.com entered name at signing as James Bledsoe
2026-01-29 - 7:12:00 PM GMT
-  Document e-signed by James Bledsoe (jbledsoe@kellerassociates.com)
Signature Date: 2026-01-29 - 7:12:02 PM GMT - Time Source: server
-  Document emailed to Holly Ellis (hellis@sandpointidaho.gov) for signature
2026-01-29 - 7:12:04 PM GMT
-  Email viewed by Holly Ellis (hellis@sandpointidaho.gov)
2026-01-30 - 0:19:47 AM GMT
-  Document e-signed by Holly Ellis (hellis@sandpointidaho.gov)
Signature Date: 2026-01-30 - 0:20:19 AM GMT - Time Source: server
-  Agreement completed.
2026-01-30 - 0:20:19 AM GMT

This is **EXHIBIT K**, consisting of [5] pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated [8/08/2024].

AMENDMENT TO OWNER-ENGINEER AGREEMENT

Amendment No. 2

The Effective Date of this Amendment is: 8/19/2026.

Background Data:

Effective Date of Agreement:	8/08/2024
Owner:	City of Sandpoint
Engineer:	Keller Associates, Inc.
Agreement Number:	A24-3257-7
Project:	Wastewater Treatment Plant Reconstruction Preliminary Engineering Report (PER)

Nature of Amendment:

- ☐_XX_ Modification to Schedule of Services
- ☐_XX_ Additional Services to be performed by Engineer
- ☐_XX_ Modifications of payment to Engineer

Description of Modifications:

1. Revise the PER to reflect updated project phasing and project elements, with Phase 1 focused on the highest-priority needs and risks. The revised PER will also document ongoing coordination with IDEQ regarding potential permitting changes, including alternative compliance approaches for wet-weather conditions and the potential use of an auxiliary wet-weather treatment train.
2. Reevaluate conventional activated sludge (CAS) and membrane bioreactor (MBR) treatment alternatives based on the potential permitting changes and updated project requirements.
3. Evaluate solids handling alternatives, which were not included in the original scope, to further define and select the recommended long-term solids handling improvements.

Modifications to the original Agreement are as follows:

Delete Article 3, paragraph 3.01 A in its entirety and replace with the following:

Refer to the updated schedule provisions in this amendment.

Update the following scope to Exhibit A, Scope of Work: TASK 1 – PROJECT MANAGEMENT:

Add an additional 4 months of project management budget from execution of this amendment. Also attend two additional City Council meetings.

Add the following scope to Exhibit A, Scope of Work:

TASK 2 – PRELIMINARY ENGINEERING REPORT (PER):

2.7.C.1 Reevaluate CAS and MBR treatment provisions. Refine the previously developed CAS and MBR treatment alternative provisions based on anticipated permit provisions, updated design criteria, and current information on these treatment technologies. Provide updated opinion of probable life cycle cost comparison and summarize benefits and drawbacks of each alternative including capital cost, operations and maintenance costs, energy use, staffing and operator requirements, process complexity, reliability and redundancy, site requirements, constructability, expandability, and compatibility with phased implementation. This subtask includes one review meeting with the Owner to assist in developing consensus on the preferred treatment approach.

2.19 Refine the Preliminary Engineering Report. Refine and update the Preliminary Engineering Report to incorporate the updated project phasing, project impacts for potential permitting changes outlined below (Task 2.C), funding secured, and priority of improvements. Update will include corresponding report, drawings, and cost estimates.

a.) Risk Assessment. Develop a risk matrix for each treatment process that scores the likelihood of failure and the severity of failure based on infrastructure conditions, operational challenges, regulatory drives, redundancy, and remaining useful life. The intent of this task is to help document that Phase 1 includes the higher risk processes and improvements addressing the more urgent system needs while maintaining consistency with the overall long-term improvement program. The assessment will support a recommended prioritization of Phase 1 improvements based on risk, regulatory need, condition, capacity, constructability, and available funding. This task will include one meeting with the client to review findings and develop consensus for the Phase 1 improvements to be carried forward in the updated PER.

b.) Solids Handling Alternative Analysis. Evaluate up to three solids handling alternatives that may include new digesters, sludge dryers, and hauling solids for the wastewater treatment plant. Provide a recommended solids handling alternative and document the basis for the recommendation. Once selected, provide additional concept-level drawing sheets to illustrate the preferred alternative for the solids handling improvements and update other applicable drawings that may be impacted by the solids handling alternatives analysis.

c.) Alternative Project Refinement Based on IDEQ Permitting Provisions. Develop proposed permitting provisions for wet weather events and auxiliary wet-weather treatment train and coordinate with IDEQ regarding the technical and regulatory basis for those provisions. Based on the proposed provisions and feedback received through IDEQ coordination, establish permitting assumptions for use in refining the PER.

Evaluate how the proposed permitting provisions may affect project scope, design criteria, treatment approach, treatment capacity, loading assumptions, project phasing, and the regulatory framework, as applicable. The narrative shall identify the permitting

assumptions used as the basis for the recommended project, the status of IDEQ coordination, and any provisions that remain subject to future IDEQ acceptance or approval. The narrative shall also describe material project changes that may be required if the proposed permitting provisions are not ultimately approved.

Drawing updates associated with the selected project approach will be completed under the applicable PER drawing tasks. Detailed drawings specific to the permitting analysis will not be prepared under this subtask.

d.) Update Preliminary Drawings

- Revise preliminary-level layout and process drawings to reflect updated assumptions, phased project implementation, proposed permitting provisions, and selected treatment improvements. This subtask assumes CAS treatment drawings are updated and refined. If MBR is the selected treatment alternative Task 10 will be utilized in addition to incorporate new MBR drawings.
- Annotate drawings to identify Phase 1 and Phase 2 improvements, including expandability and future provisions. It is anticipated that the majority of the existing plan sheets will be updated to delineate the phasing and improvements.

e.) Update Opinion of Costs

- Prepare updated cost estimates reflecting revised project scope, permitting assumptions, and phased implementation.
- Develop separate cost summaries for Phase 1 (targeting \$60M) and Phase 2 (anticipated additional \$70±M), including appropriate contingencies and escalation assumptions.
- Where potential IDEQ permitting provisions materially affect project scope or cost, identify the anticipated cost implications of the applicable permitting scenarios.

f.) Update PER document

- Integrate revisions into an updated Preliminary Engineering Report, including narrative, tables, figures, drawings, and opinion of probable costs.
- Refine project descriptions to identify which facilities, process units, and improvements are included in each phase and how phased implementation supports regulatory compliance, constructability, and funding strategies.
- Update implementation schedules and phasing narratives to convey sequencing and long-term system considerations.
- Identify major facilities proposed to remain in service through Phase 1 and summarize known condition, remaining useful-life considerations, and significant rehabilitation or reliability improvements needed to support continued operation.
- Describe major construction sequencing constraints, bypass considerations, site access, and other measures anticipated to maintain continuous wastewater treatment during construction.
- Update the overall project implementation schedule.

Deliverables

- Updated Draft PER – including the report and drawings.
- Finalized PER following Agency Comments

TASK 10: MBR DRAWINGS

10.1 MBR Drawings. If MBR treatment is selected this task will be utilized to incorporate new drawings associated with the MBR treatment improvements. This task is in addition to the Task 2: Preliminary Engineering Report and is intended to be utilized on drawing development. If the MBR treatment is not selected this task will not be utilized unless directed so by the Owner.

Deliverables

- Updated Draft PER drawings.

Add the following scope to Exhibit A, Schedule:

Task	Schedule
Task 2 – Preliminary Engineering Report	Consultant anticipates completing the above services within 120 days upon execution of this amendment. If MBR treatment technology is selected the schedule is to be increased by an additional 30 days.

Revise the following scope to Exhibit A, Compensation:

Task	Billing Basis	Original Agreement	Prior Amendments	This Amendment	Total
Task 1: Project Management	LS	\$45,145.00	\$0	\$17,400.00	\$62,545.00
Task 2: Preliminary Engineering Report	LS	\$316,825.00	\$0	\$180,880.00	\$497,705.00
Task 3: Funding Support	LS	\$14,360.00	\$0	\$0	\$14,360.00
Task 4: Geotechnical Feasibility	LS	\$28,320.00	\$0	\$0	\$28,320.00
Task 5: Topographical Survey	LS	\$28,270.00	\$0	\$0	\$28,270.00
Task 6: Idaho DEQ Support	T&M	\$0	\$20,000.00	\$20,000.00	\$40,000.00

Task 7: Revenue Bond Support	T&M	\$0	\$15,000.00	-\$4,975	\$10,025.00
Task 8: Funding Application Support	T&M	\$0	\$7,000.00	\$0	\$7,000.00
Task 9: Environmental Documentation	T&M	\$0	\$26,500.00	-\$10,333.75	\$16,166.25
Task 10: MBR Drawings	LS	\$0	\$0	\$32,545.00	\$32,545.00
Total		\$432,920.00	\$68,500.00	\$235,516.25	\$736,936.25

Agreement Summary:

Original agreement amount:	\$ 432,920.00
Net change for prior amendments:	\$ 68,500.00
This amendment amount:	<u>\$ 235,516.25</u>
Adjusted Agreement amount:	\$ 736,936.25

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: CITY OF SANDPOINT

ENGINEER: KELLER ASSOCIATES, INC.

By: _____

By: _____

Print name: Jeremy Grimm

Print name: James Bledsoe, PE

Title: Mayor

Title: Vice President/Principal

Date Signed: _____

Date Signed: _____



BONNER COUNTY EMERGENCY MANAGEMENT

Item # 14.

521 South Division Ave, Suite 102
Sandpoint, ID 83864

Phone: 208-255-5681
em@bonnercountyid.gov

August 5, 2026

Dear Mayors and Members of the City Council:

I am pleased to announce that, after a challenging year of planning, coordination, and grant-related requirements, the **Bonner County 2026 All-Hazard Multi-Jurisdictional Hazard Mitigation Plan** has been approved.

On behalf of Bonner County Emergency Management, I would like to sincerely thank you for your participation throughout the planning process. Your commitment, local knowledge, and valuable input were instrumental in developing a comprehensive mitigation plan that meets the requirements established by the Federal Emergency Management Agency (FEMA) and serves the needs of all participating jurisdictions throughout Bonner County.

The next step in the approval process is for each participating city to formally adopt the Plan by resolution. Enclosed is a sample resolution for your consideration. Once your City Council has adopted the resolution, please return a signed copy to Bonner County Emergency Management at your earliest convenience.

Upon receipt of all participating jurisdictions' adoption resolutions, Bonner County Emergency Management will forward the resolutions to the Idaho Office of Emergency Management. The Idaho Office of Emergency Management will then submit the complete adoption package to FEMA for final documentation. Once all participating jurisdictions have adopted the Plan and FEMA has completed the process, Bonner County will receive an official Certificate of Approval.

Once Bonner County receives the Certificate of Approval, the participating cities will be eligible to apply for FEMA Hazard Mitigation Assistance funding for eligible mitigation projects identified in the Bonner County 2026 All-Hazard Multi-Jurisdictional Hazard Mitigation Plan.

Your timely adoption of the Plan is important to ensure that all participating jurisdictions remain eligible to apply for FEMA Hazard Mitigation Assistance grant programs and continue our collective efforts to reduce risk and strengthen community resilience throughout Bonner County.

Thank you again for your partnership and continued commitment to emergency preparedness and hazard mitigation. If you have any questions or need assistance with the adoption process, please do not hesitate to contact Bonner County Emergency Management.

Sincerely,

Bob Howard

Director
Bonner County Emergency Management

Enclosures:

Sample Resolution for Plan Adoption

[Bonner County 2026 All-Hazard Multi-Jurisdictional Hazard Mitigation Plan \(link\)](#)

No: 26-
Date: _____, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: ADOPTING THE BONNER COUNTY MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN

WHEREAS: The City of SANDPOINT recognizes that natural and human-caused hazards pose a threat to the lives, property, economy, and environment of the community;

WHEREAS: The Disaster Mitigation Act of 2000 (Public Law 106-390) encourages local governments to develop and maintain hazard mitigation plans to reduce future losses and improve community resilience;

WHEREAS: The City of SANDPOINT actively participated with Bonner County and participating jurisdictions in the development and update of the Bonner County Multi-Jurisdictional All-Hazards Mitigation Plan;

WHEREAS: The Plan identifies hazards affecting the community, assesses vulnerabilities, establishes mitigation goals and objectives, and recommends mitigation actions designed to reduce the impacts of future disasters; and

WHEREAS: Adoption of the Plan demonstrates the City's commitment to reducing risks from natural hazards and supports continued eligibility to apply for FEMA Hazard Mitigation Assistance grant programs, subject to applicable federal and state requirements.

NOW, THEREFORE, BE IT RESOLVED THAT: By the City Council of the City of SANDPOINT, Idaho, as follows:

1. The City Council hereby adopts the Bonner County Multi-Jurisdictional All-Hazards Mitigation Plan, including the jurisdiction-specific annex for the City of SANDPOINT, as the City's official hazard mitigation plan.
2. The City shall use the adopted Plan as a guide for identifying and implementing hazard mitigation activities that reduce the impacts of future disasters whenever practical and financially feasible.
3. The City designates the Mayor, or his/her designee, as the official responsible for coordinating implementation, maintenance, and future updates of the Plan on behalf of the City.
4. The City agrees to participate with Bonner County and other participating jurisdictions in future reviews and updates of the Plan as required to maintain the Plan's effectiveness and FEMA approval.
5. This Resolution shall take effect immediately upon its passage and approval.

PASSED by the City Council of the City of SANDPOINT, Idaho, this _____ day of _____, 20____.

Jeremy Grimm, Mayor

ATTEST:

Meri Jane Bohn, City Clerk