



CITY COUNCIL MEETING AGENDA

December 04, 2024 at 5:30 PM

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

Call to Order

Roll Call

Pledge of Allegiance

Announcements and Reports

Public Comments

Consent Calendar - action item

- 1.** Approval of the Minutes from Council's November 20, 2024, Special Meeting - **action item**
- 2.** Approval of the Minutes from Council's November 20, 2024, Regular Meeting - **action item**
- 3.** Payables Report / Bills for Payment Approval - **action item**
- 4.** Confirmation of Citizen Advisory Board Appointments: Eric Paull, Urban Renewal Board 12/31/2027, Elle Susnis, Arts, Culture & Historic Preservation Commission 12/31/2027, Wayne Benner and Reid Weber, Planning and Zoning Commission 12/31/2027 - **action item**
- 5.** Proposed Resolution: Entering into Lease with Lead-Lok, Inc. (City Agreement A25-1600-4) – **action item**

Old/Unfinished Business

- 6.** Proposed Resolution: Waiving Membership Fee to James E. Russell Sports Center for City Employees - **action item**

New Business - none

Executive Session

- 7.** Decision on whether to convene in executive session pursuant to Idaho Code 74-206(1)(f) to communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated - **action item**
- 8.** Executive Session

Reconvene Meeting and Adjourn

Public Participation Options and Information

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



CITY COUNCIL SPECIAL MEETING MINUTES

November 20, 2024 at 3:00 PM

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

Call to Order

The special meeting of the Sandpoint City Council was called to order by Mayor Jeremy Grimm at 3:06 p.m. on Wednesday, November 20, 2024, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

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

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Presentation: Wastewater Treatment Plant Engineering Update

Following introductory remarks from Mayor Grimm, Construction Manager Holly Ellis gave a brief presentation, followed by a project update from the City's consultant, Keller Associates, provided by Engineer/Coeur d'Alene Office Manager Kyle Meschko, Vice President Jim Mullen, and Project Engineer Dallin Stephens, who, along with Mayor Grimm, Ms. Ellis and Wastewater Treatment Supervisor Deven Hull, fielded questions from the Council members.

Information only; no Council action.

Adjourn

With no further business on the agenda, the meeting was adjourned at 4:29 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by City Council during their regular meeting held on _____, 2024.

 Jeremy Grimm, Mayor

 Attest: Melissa Ward, City Clerk



CITY COUNCIL REGULAR MEETING MINUTES
November 20, 2024 at 5:30 PM
Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

The regular meeting of the Sandpoint City Council was called to order by Mayor Jeremy Grimm at 5:30 p.m. on Wednesday, November 20, 2024, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

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

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

Mayor Grimm thanked Councilor Dick for his willingness to represent the City on the SPOT Bus Board. He reminded the public regarding winter street parking rules and announced that City crews are completing annual leaf pickup around town and working on some lift station upgrades. Redesign of the downtown parking lot is moving forward, and generation of bid documents is underway for Downtown Revitalization Phase III.

Councilors provided reports from the City's citizen advisory boards on which they serve as Council liaison.

Department Directors provided reports on projects and activities in their respective departments.

Information only; no Council action.

Public Comments

Mayor Grimm recited the rules and procedure for public comment, followed by an opportunity for comments from the public regarding items included on the agenda and other topics relevant to the business of the City of Sandpoint. Information only; no Council action.

Consent Calendar

Mayor Grimm noted for the record the amount of the bills presented for payment approval, followed by a motion to approve the Consent Calendar as amended with Councilor Duquette's removal of Item 4, Proposed Resolution Accepting USDA/Idaho Department of Lands Grant to be Used in Support of the City's Urban Canopy Maintenance Activities Project.

Motion made by Councilor Dick, Seconded by Councilor Aispuro.

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

1. The minutes from Council's November 6, 2024, meeting were approved as presented.
2. The bills presented were approved for payment in the amount of \$383,727.85 for regular payables.
3. **Resolution 24-080** Awarding Bid and Approving Agreement for Ruth Avenue to Boyer Avenue Sewer Main Replacement Project (City Agreement No. A25-3257-1) approved

Old/Unfinished Business - none

New Business

5. 4/10 Employee Work Schedule Pilot Program

Mayor Grimm presented his proposal for a 6-month pilot program, offering a schedule of 4 10-hour workdays per week for City employees, with City Hall closed on Fridays. Following discussion, questions from Council members fielded by Mayor Grimm, along with suggestions from the Councilors on possible alternatives and a desire for input from the public, this item will come back as Old Business at Council's next regular meeting.

6. Proposed Resolution Waiving Membership Fee to James E. Russell Sports Center for City Employees

Following discussion and questions from Council members fielded by Mayor Grimm and Community Planning and Development Director Jason Welker, this item was postponed to the next regular meeting, with a desire by Council for data on the number of current employees who would use and take advantage of this benefit. Some Council members also expressed a desire for additional public input.

Motion made by Councilor Aispuro, Seconded by Councilor Schreiber.

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

Voting Nay: Councilor Ruehle

4. **Resolution 24-081** Accepting USDA/Idaho Department of Lands Grant to be Used in Support of the City's Urban Canopy Maintenance Activities Project

This item was moved to New Business, following its removal from the Consent Calendar by Councilor Duquette. The City's Urban Forester, Erik Bush, fielded questions from Councilor Duquette, followed by a motion to approve the Resolution.

Motion made by Councilor Schreiber, Seconded by Councilor Ruehle.

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

Adjourn

With no further business on the agenda, the meeting was adjourned at 6:58 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by City Council during their regular meeting held on _____, 2024.

Jeremy Grimm, Mayor

Attest: Melissa Ward, City Clerk



CITY OF SANDPOINT INVOICE REGISTER
PAYABLE DATES OF: 11/21/2024 THROUGH 12/4/2024

Item # 3.

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invoice Amount
Vendor: 95 EXPRESS LLC				
1067	MNTHLY CAR WASH MEMB. NOV'24 - POLICE & FIRE			\$517.50
	POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	562.50	
	FIRE DEPARTMENT - SANDPOINT	SERVICES - AUTOMOTIVE - R&M	22.50	
	POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	(45.00)	
	FIRE DEPARTMENT - SANDPOINT	SERVICES - AUTOMOTIVE - R&M	(22.50)	
			Total For: 95 EXPRESS LLC	\$517.50
Vendor: ACCURATE TESTING LABS LLC				
142466	WWTP: HAZARDOUS CHEM (TM11+CYANIDE) TEST WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	1,000.00	\$1,000.00
142530	WWTP: HAZARDOUS CHEM (TM11+CYANIDE) TEST WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	920.00	\$920.00
142561	WWTP: NITROGEN/ALKALINE/OIL&GREASE TSTNG WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	175.00	\$175.00
142531	WWTP: DISSOLVED CARBON TESTING WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	90.00	\$90.00
142563	WWTP: BI-ANNUAL METALS DAY 3 WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	1,255.00	\$1,255.00
142780	WTP: BACTERIA TESTING - SOUTH WATER TREATMENT	TECH SERVICES - LABORATORY	150.00	\$150.00
142696	WWTP: NITROGEN TESTING WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	50.00	\$50.00
142802	WWTP: NITROGEN TESTING WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	50.00	\$50.00
142469	WWTP: 2 MERCURY TRACE TESTS WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	260.00	\$260.00
142529	WWTP: 2 MERCURY LOW LEVEL TESTS WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	260.00	\$260.00
142532	WWTP: 2 MERCURY LOW LEVEL TESTS WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	260.00	\$260.00
142562	WWTP: 2 MERCURY LOW LEVEL TESTS			\$260.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 3. t
	WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	260.00	
Total For: ACCURATE TESTING LABS LLC				\$4,730.00

Vendor: ALSC ARCHITECTS PS

2023-011-20	DSGN SVCS - TRAVERS RENO THRU 10/31			\$7,651.40
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	7,505.40	
	JAMES E. RUSSELL SPORTS CENTER FACILITY	CAPITAL CONSTRUCTION SERVICES - BUILDING	146.00	
Total For: ALSC ARCHITECTS PS				\$7,651.40

Vendor: AMAZON.COM SALES, INC

1DF1-TVFM-FGL	JER CENTER FLOOR MOP KIT QTY 2			\$79.96
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	79.96	
1Y97-YHCM-4D	JER CENTER PICKLEBALL NETS			\$6,299.30
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	6,299.30	
1WKW-J1JD-1L	JER CENTER OFFICE CHAIR & TABLE CART			\$234.96
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	99.96	
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	125.00	
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	10.00	
1TXD-XRF1-VJC	CREDIT FOR JER CENTER FOLDING TABLE CART-NOT DELIVERED			\$(110.69)
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	(110.69)	
1N7L-TTJV-GW	CREDIT FOR OFFICE CHAIR NOT DELIVERED			\$(99.96)
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	(99.96)	
1VRH-JL73-377T	TV MONITOR WALL MOUNTS (5)			\$231.80
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	231.80	
1L9C-9QVV-19R	RUBBER PARKING CURBS (6)			\$370.44
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	370.44	
1NR3-N3HL-3TL	EXPANDABLE HOSE - JER FLOOR CLEANER			\$29.94
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	29.94	
116Y-PYR6-4H7	RETRACTABLE BELT BARRIERS (10)			\$677.19
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	670.20	
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	6.99	
Total For: AMAZON.COM SALES, INC				\$7,712.94

Vendor: AT&T MOBILITY II, LLC

287339151180X	WIRELESS PHONE/DATA CHGS- OCT'24 -PW			\$1,150.45
	WATER TREATMENT	TELEPHONE - WIRELESS	130.45	
	STREET MAINTENANCE	TELEPHONE - WIRELESS	100.54	
	WASTEWATER TREATMENT	TELEPHONE - WIRELESS	0.00	
	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	794.05	

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
	PUBLIC WORKS ADMINISTRATION	TELEPHONE - WIRELESS	0.00		
	WATER DISTRIBUTION	TELEPHONE - WIRELESS	85.32		
	BUILDING DIVISION	TELEPHONE - WIRELESS	40.09		
Total For: AT&T MOBILITY II, LLC					\$1,150.45
Vendor: AUTO HAUS INC					
7582	SHOP: GLOVES				\$14.50
	STREET MAINTENANCE	OPERATIONAL SUPPLIES/EQUIPMENT	4.83		
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	4.83		
	WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	4.84		
7571	SHOP/ST: BRAKE CLEANER & GRADER FILTERS				\$46.94
	WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	9.18		
	WASTEWATER TREATMENT	VEHICLE & MACH SUPPLIES/PARTS	9.18		
	STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	28.58		
7659	SC: BOOM TRUCK OIL & SEPARATOR FILTERS				\$104.98
	WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	104.98		
Total For: AUTO HAUS INC					\$166.42
Vendor: B&E ELECTRIC INC					
CS4263	SCADA WATER & WSTWTR UPGRADES 10/1-11/19				\$328,231.68
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,238.00		
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	10,762.36		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	76,857.53		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	94,724.55		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	85,544.32		
	WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	6,438.82		
	WASTEWATER CAPITAL PROJECTS	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	46,346.17		
	WATER TREATMENT	TECH SERVICES - SOFTWARE/SYSTEM SUPPORT	6,319.93		
Total For: B&E ELECTRIC INC					\$328,231.68
Vendor: BAILEY JR., RICHARD					
REIMB 1493638	WWTP: REIMBURSEMENT FOR DOT PHYSICAL				\$175.00
	WASTEWATER TREATMENT	OTHER PROF SERVICE - MEDICAL	175.00		
Total For: BAILEY JR., RICHARD					\$175.00
Vendor: BONNER COUNTY HISTORICAL SOCIETY					
000130	PHOTOS & HISTORICAL INFO FOR JER				\$1,050.00
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	1,050.00		
Total For: BONNER COUNTY HISTORICAL SOCIETY					\$1,050.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
Vendor: BONNER COUNTY SOLID WASTE					
0061580	SHOP: WASHING MACHINE DISPOSAL				\$10.00
	WATER DISTRIBUTION	DISPOSAL (GARBAGE) SERVICES	5.00		
	WASTEWATER COLLECTIONS	DISPOSAL (GARBAGE) SERVICES	5.00		
Total For: BONNER COUNTY SOLID WASTE					\$10.00
Vendor: BROWN'S NORTHSIDE					
S164190	SC: BOOM TRUCK AIR TANK DRAIN VALVE				\$10.42
	WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	10.42		
Total For: BROWN'S NORTHSIDE					\$10.42
Vendor: BS&A SOFTWARE					
156704	QTRLY PERMIT APP SUBMISSION 7/9-10/1				\$254.00
	PLANNING DIVISION	SOFTWARE/SAAS - OTHER/MISCELLANEOUS	127.00		
	BUILDING DIVISION	SOFTWARE/SAAS - OTHER/MISCELLANEOUS	127.00		
Total For: BS&A SOFTWARE					\$254.00
Vendor: CANON FINANCIAL SERVICES INC					
36391154	UPSTAIRS/DOWNSTAIRS COPIER NOV LEASE				\$642.50
	CENTRAL SERVICES DEPARTMENT	COPIER LEASE	355.00		
	CENTRAL SERVICES DEPARTMENT	PHOTOCOPIES	287.50		
Total For: CANON FINANCIAL SERVICES INC					\$642.50
Vendor: CC VENDOR - WELLS FARGO					
EQ-11966	BRIGGS & STRATTON HRZNTL ENGINE - MOWER - ALL PARKS				\$491.50
	PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	491.50		
INV5272	ENTRYWAY FLOOR MATS CHALL & JER CENTER				\$692.00
	GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	88.00		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	604.00		
0164449268314	CHECKED BAG TO SANDPOINT - T0054				\$40.00
	BUILDING DIVISION	TRAINING AND TRAVEL	40.00		
15912	HOTEL CHARGED WRONG ROOM - REFUND NEXT BATCH - T0054				\$13.21
	BUILDING DIVISION	TRAINING AND TRAVEL	13.21		
259725495	GAS FOR RENTAL CAR - T0054				\$27.49
	BUILDING DIVISION	TRAINING AND TRAVEL	27.49		
101898241	ICC BLDG CODES/STANDARDS EXAM - SKON				\$160.00
	BUILDING DIVISION	TRAINING AND TRAVEL	160.00		
114-9573389-53	JER CENTER -FIBER CABLES & TRANSCEIVERS				\$72.06
	JAMES E. RUSSELL SPORTS CENTER FACILITY	IT SUPPLIES/EQUIPMENT	72.06		
RA# DEN-98037	RENTAL CAR - T0054				\$29

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.	t
	BUILDING DIVISION	TRAINING AND TRAVEL	298.09			
00035000200042	COFFEE BRK NOV'24 BAGEL FRUIT YOGURT CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	57.45			\$57.45
CSTRE66872	BIKE RACKS -JER CENTER JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	933.13			\$933.13
113-0451186-33	AMAZON BALACLAVA FOR CRO WRIGHT POLICE DEPARTMENT	UNIFORM & CLOTHING	32.98			\$32.98
9164 3301 3580	TV FOR TRAINING, VEHCL SUPPLS, EVDNCE SUPPLS POLICE DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	378.00			\$421.17
	POLICE DEPARTMENT	VEHICLE & MACH SUPPLIES/PARTS	33.40			
	POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	9.77			
111-5738789-26	AMZN CREDIT-MIDDLE BLOWER TUBE FOR HUSQVARNA OEM -ROW STREET MAINTENANCE	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	(55.66)			\$(55.66)
111-5738789-26	AMZN MDDLE BLWR TUBE FOR HUSQVARNA OEM - ROW STREET MAINTENANCE	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	55.66			\$55.66
111-1918671-70	GULUANT RPLCMNT ROW BLOWERS STREET MAINTENANCE	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	34.99			\$34.99
04E016	COFFEE BRK NOV'24 DONUTS JUICE YOGURT CRM CHSE CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	58.60			\$58.60
30431774962206	WWTP: WINDSHIELD CHIP REPAIR '21 CANYON WASTEWATER TREATMENT	SERVICES - AUTOMOTIVE - R&M	39.95			\$39.95
113-2316471-99	AMZN - PENGUIN CRAFT FOR CAMP SUPPLIES RECREATION PROGRAMS	OPERATIONAL SUPPLIES/EQUIPMENT	15.50			\$15.50
0164448077365	CHECKED BAG TO DENVER - T0054 BUILDING DIVISION	TRAINING AND TRAVEL	40.00			\$40.00
1190579614	SMARTWAIVER-MONTHLY-REC PROGRAMS RECREATION PROGRAMS	SOFTWARE/SAAS - OTHER/MISCELLANEOUS	19.00			\$19.00
114-8688865-83	OFFICE SUPPLIES - PACK TAPE, SIGN SUPPLIES CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	14.98			\$91.96
	PLANNING DIVISION	PRINTING AND BINDING	58.99			
	PLANNING DIVISION	PRINTING AND BINDING	17.99			
111124	IBC & IRC BOOK TABS (2) - T0054 BUILDING DIVISION	TRAINING AND TRAVEL	36.00			\$36.00
H1810-183039	SHOP: GE 4.5CU WASHING MACHINE WATER DISTRIBUTION	FACILITY SUPPLIES	182.67			\$548.00
	WASTEWATER COLLECTIONS	FACILITY SUPPLIES	182.66			
	STREET MAINTENANCE	FACILITY SUPPLIES	182.67			

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 3.	t
1153	CC TERMINALS-2X JER CENTER, 1X KAMI DESK RECREATION PROGRAMS	OPERATIONAL SUPPLIES/EQUIPMENT	445.00		\$1,335.00
	JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	890.00		
114-6741094-73	OFFICE SUPPLIES - COPY PAPER, STAPLER CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	70.98		\$70.98
58431271461607	WWTP: WINDSHIELD REPLACEMENT '21 CANYON WASTEWATER TREATMENT	SERVICES - AUTOMOTIVE - R&M	650.00		\$650.00
00035000200592	2024 HLTH BENEFIT FAIR-WATER, FRUIT, COOKIES CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	41.52		\$41.52
I-0000298879	BLUEBEAM LICENSE SUBSCRIPTION - K LESTER INFORMATION TECHNOLOGY DIVISION	SOFTWARE/SAAS - PDF/BLUEBEAM/AUTOCAD	330.00		\$330.00
00017506 CR	2024 HEALTH BENEFIT FAIR - CREDIT FOR OVERCHARGE CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	(4.18)		\$(4.18)
049761/7042452	THE HOME DEPOT 3 WTR FLTRS - CITY HALL GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	140.92		\$140.92
3166397	GOV ACCNTNG PRINCIPLES - UPDATE TRAINING FINANCE DEPARTMENT	TRAINING AND TRAVEL	135.00		\$135.00
1521185	ONESTEPGPS - NOVEMBER '24 POLICE DEPARTMENT	TECH SERVICES - PUBLIC SAFETY MISC	223.20		\$223.20
19382	JER FFE - LEGS FOR CUSTOM BENCHES JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	1,256.00		\$1,256.00
Total For: CC VENDOR - WELLS FARGO					\$8,301.52
Vendor: CED - SANDPOINT LIGHTING					
1120-1019719	SCADA UPGRADES SERVERS WATER TREATMENT	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	17,592.53		\$35,185.06
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	17,592.53		
Total For: CED - SANDPOINT LIGHTING					\$35,185.06
Vendor: CENTURY WEST ENGINEERING CORP					
249060	WTRMAIN BOYER&CHESTNUT -ENG THRU 10/25/24 WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	4,165.00		\$4,165.00
Total For: CENTURY WEST ENGINEERING CORP					\$4,165.00
Vendor: CHET JACKMAN					
REIMB 111524	BOOT REIMB CHET JACKMAN FY '25 STREET MAINTENANCE	UNIFORM & CLOTHING	125.00		\$125.00
Total For: CHET JACKMAN					\$125.00
Vendor: CHRISTINE KUHLMAN					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 3.
00022	BUILDING OFFICIAL SRVCS OCT '25 BUILDING DIVISION	TECH SVS - SRVY/INSPCT/ASSESS/MONITOR	1,280.00	\$1,280.00
Total For: CHRISTINE KUHLMAN				\$1,280.00
Vendor: CITY OF KETCHUM				
8624	12-MO. LOBBYING SVCS -RESORT CITIES COALITION -DEC'24-NOV'25 CENTRAL SERVICES DEPARTMENT	TECH SERVICES - POLICY	4,000.00	\$4,000.00
Total For: CITY OF KETCHUM				\$4,000.00
Vendor: CLYDE'S TOWING LLC				
12752	TOW VEHICLE FOR DRUG SEIZURE CASE 24-009866 POLICE DEPARTMENT	TECH SERVICES - TOWING & IMPOUND	196.00	\$196.00
Total For: CLYDE'S TOWING LLC				\$196.00
Vendor: COLEMAN OIL				
INV-240569	WWTP: HYDRAULIC OIL WASTEWATER TREATMENT	VEHICLE & MACH SUPPLIES/PARTS	253.40	\$253.40
INV-238305	ST/SC: HYD OIL FOR MAG TRUCK & VAC TRUCK STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	253.40	\$373.76
	WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	120.36	
Total For: COLEMAN OIL				\$627.16
Vendor: CONSOLIDATED SUPPLY CO.				
S012167445.001	2" GALVANIZED CAP - IRRIGATION PARK MAINTENANCE & CAPITAL	IRRIGATION SUPPLIES	16.82	\$16.82
S0121633135.00	WWTP: HOT WTR CIRC PUMP & SUPPLIES WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	410.86	\$410.86
S012166863.001	WD: PIPE REPAIR BAND/CLAMP WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	624.22	\$624.22
Total For: CONSOLIDATED SUPPLY CO.				\$1,051.90
Vendor: CO-OP GAS & SUPPLY CO.				
40115	2.2 GAL PROPANE - BEACH SHOP PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	6.05	\$6.05
32130	SHOP: SOLDERING TIP WATER DISTRIBUTION	TOOLS	6.66	\$19.98
	WASTEWATER COLLECTIONS	TOOLS	6.66	
	STREET MAINTENANCE	TOOLS	6.66	
49211	WWTP: WINDOW CLEANER/FURNACE AIR FLTR WASTEWATER TREATMENT	FACILITY SUPPLIES	43.67	\$43.67
32778	ST: BOLTS & NUTS			\$

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 3.
82744	STREET MAINTENANCE WTP: PROPANE	VEHICLE & MACH SUPPLIES/PARTS	58.71	\$12.38
75081	WATER TREATMENT SHOP: CLEANING SUPPLIES / WD: WIRE BRUSH	FACILITY SUPPLIES	12.38	\$43.95
	WATER DISTRIBUTION	CLEANING SUPPLIES	11.32	
	WASTEWATER COLLECTIONS	CLEANING SUPPLIES	11.33	
	STREET MAINTENANCE	CLEANING SUPPLIES	11.32	
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	9.98	
40719	SC: CLEANING SUPPLIES WASTEWATER COLLECTIONS	CLEANING SUPPLIES	7.38	\$7.38
Total For: CO-OP GAS & SUPPLY CO.				\$192.12
Vendor: COREY M OBENAUER				
111924	JER OUTDOOR BENCHES (8) FINAL PAYMENT JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	1,400.00	\$1,400.00
Total For: COREY M OBENAUER				\$1,400.00
Vendor: DONALD LITTLE				
PER DIEM T005	PER DIEM OFFICER LITTLE-INSTRUCTOR DEVELOPMENT T0052 POLICE DEPARTMENT	TRAINING AND TRAVEL	494.50	\$494.50
Total For: DONALD LITTLE				\$494.50
Vendor: DOOLEY ENTERPRISES INC				
69025	FIREARMS 9MM AMMUNITION POLICE DEPARTMENT	FIREARMS & AMMUNITION	2,484.40	\$2,484.40
Total For: DOOLEY ENTERPRISES INC				\$2,484.40
Vendor: DREDGE CONSTRUCTION				
B24-0002	Check Request For Bond: B24-0002 UNCLASSIFIED	PERFORMANCE BOND DEPOSITS	5,000.00	\$5,000.00
Total For: DREDGE CONSTRUCTION				\$5,000.00
Vendor: EPIC LAND SOLUTIONS INC				
1024-1416	ROW ACQ SVCS GN ROAD OCT '24 STREET CAPITAL & PROJECTS	TECH SVS - SRVY//INSPCT/ASSESS/MONITOR	707.97	\$2,123.92
	WATER CAPITAL PROJECTS	TECH SVS - SRVY//INSPCT/ASSESS/MONITOR	707.97	
	WASTEWATER CAPITAL PROJECTS	TECH SVS - SRVY//INSPCT/ASSESS/MONITOR	707.98	
Total For: EPIC LAND SOLUTIONS INC				\$2,123.92
Vendor: FEDERAL EXPRESS				
8-681-76482	WWTP: LAB SHIPPING FEDEX FEES			\$1 12

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
	WASTEWATER TREATMENT	POSTAGE	111.28		
			Total For: FEDERAL EXPRESS		\$111.28
Vendor: GALLS LLC					
029619559	2 PAIR OF TRAINING HANDCUFFS POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	187.18		\$187.18
029632125	1 PAIR TRAINING ULTRA PLUS CHAIN CUFFS POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	62.92		\$62.92
OR27917572	UNIFORM BADGES 3 CAPTAIN, 3 ENGINEER FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	839.95		\$839.95
			Total For: GALLS LLC		\$1,090.05
Vendor: GENERAL FIRE APPARATUS INC					
19763	REPLACE AERIAL LADDER GUIDE PADS -LADDER TRK FIRE DEPARTMENT - SANDPOINT	SERVICES - AUTOMOTIVE - R&M	3,982.90		\$3,982.90
			Total For: GENERAL FIRE APPARATUS INC		\$3,982.90
Vendor: HACH COMPANY					
14258422	WTP: MEMBRANE KIT & TURBIDIMETER DILUTION WATER TREATMENT	LABORATORY SUPPLIES	428.65		\$428.65
			Total For: HACH COMPANY		\$428.65
Vendor: IDAHO DEPT OF ENVIRON QUALITY					
CI8032	WTP: 2ND QTR DRINK WTR ASSESSMENTS FY '25 WATER TREATMENT	TECH SERVICES - REGULATORY AGENCIES	3,674.25		\$3,674.25
			Total For: IDAHO DEPT OF ENVIRON QUALITY		\$3,674.25
Vendor: IDEXX DISTRIBUTION INC					
3163063121	WWTP: LAB SUPPLIES WASTEWATER TREATMENT	LABORATORY SUPPLIES	650.86		\$650.86
			Total For: IDEXX DISTRIBUTION INC		\$650.86
Vendor: INSIGHT DISTRIBUTING INC					
0515320-IN	SHOP: 2 CASES OF PAPER TOWELS STREET MAINTENANCE	FACILITY SUPPLIES	32.93		\$98.80
	WATER DISTRIBUTION	FACILITY SUPPLIES	32.93		
	WASTEWATER COLLECTIONS	FACILITY SUPPLIES	32.94		
			Total For: INSIGHT DISTRIBUTING INC		\$98.80
Vendor: INTERNATIONAL CODE COUNCIL					
Q15.000025823	GOV MEMBERSHIP (POP <50,000) BUILDING DIVISION	LICENSES/DUES & SUBSCR (JOB RELATED)	170.00		\$170.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
Total For: INTERNATIONAL CODE COUNCIL					\$170.00
Vendor: INTERSTATE CONCRETE & ASPHALT					
116406	HYDRANT PERMIT REFUND UNCLASSIFIED	WATER SERVICE CONNECTION	928.16		\$928.16
Total For: INTERSTATE CONCRETE & ASPHALT					\$928.16
Vendor: JAN CLIZER					
	DECCONTRABA CONTRA DANCE BAND FRIDAY DEC 13, 2024 RECREATION PROGRAMS	OPERATIONAL SUPPLIES/EQUIPMENT	225.00		\$225.00
Total For: JAN CLIZER					\$225.00
Vendor: J-U-B ENGINEERS INC					
178934	DSGN SVCS GRT NRTHRN RD 10/1/24-11/2/24 STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	678.43		\$1,507.62
	STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	316.60		
	STREET CAPITAL & PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	226.14		
	STREET CAPITAL & PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	135.69		
	WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	75.38		
	WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	75.38		
Total For: J-U-B ENGINEERS INC					\$1,507.62
Vendor: KALE WHITE					
T0053 PER DIE	T0053 PER DIEM OFFICER WHITE-INSTRUCTOR DVLPMNT TRAINING POLICE DEPARTMENT	TRAINING AND TRAVEL	494.50		\$494.50
Total For: KALE WHITE					\$494.50
Vendor: KELLER ASSOCIATES INC					
0243425	BRIDGE ST DSGN SVCS 10/1/24 - 11/2/24 STREET CAPITAL & PROJECTS	OTHER PROF SERVICE - ENGINEERING/ARCHITE	2,227.50		\$2,227.50
0243418	WWTP PRELIM ENGINEER REPORT 10/1-11/2/24 WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	103,912.30		\$103,912.30
0243417	PROF SVCS WTR PROJ OCT 1 - NOV 2 2024 WATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	8,166.00		\$8,166.00
Total For: KELLER ASSOCIATES INC					\$114,305.80
Vendor: LES SCHWAB TIRE CENTER					
10800866007	SIPE 4 TIRES ON SPD 10 POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	67.96		\$67.96
Total For: LES SCHWAB TIRE CENTER					\$67.96
Vendor: MATTHEW ALAN RICHARDS					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
110124	OUTDOOR BENCHES JER CENTER REMAINING BALANCE JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	300.00		
Total For: MATTHEW ALAN RICHARDS					\$300.00
Vendor: MICHAEL D. TERRELL					
6094	TRAVERS PLAYGROUND & SPLASHPAD DSGN SVCS PARK MAINTENANCE & CAPITAL PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,271.20 1,271.20		\$2,542.40
Total For: MICHAEL D. TERRELL					\$2,542.40
Vendor: MICRONICS ENGINEERED FILTRATION					
2024/F00000843	WWTP: BELT PRESS PARTS -ASH47WX509L WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	1,577.69		\$1,577.69
2024/F00000933	WWTP: BELT PRESS PARTS WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	2,587.26		\$2,587.26
Total For: MICRONICS ENGINEERED FILTRATION					\$4,164.95
Vendor: MILLER PAINT COMPANY INC					
83949648	PAINT SUPPLIES PICNIC TABLES - MEMORIAL PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	123.65		\$123.65
Total For: MILLER PAINT COMPANY INC					\$123.65
Vendor: NAPA AUTO PARTS					
199470	GLASS CLEANER/SHOP TOWELS/FLOOR DRY FIRE DEPARTMENT - SANDPOINT	FACILITY SUPPLIES	22.16		\$22.16
208206	4) FILTERS FOR ZERO TURN MOWER - ALL PARKS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	73.56		\$73.56
208343	OIL FILTER - ALL PARKS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	21.72		\$21.72
208525	SPARK PLUG FOR CHAIN SAW - ALL PARKS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	2.28		\$2.28
Total For: NAPA AUTO PARTS					\$119.72
Vendor: NORTH 40 OUTFITTERS					
046697/B	ST: MAG TRUCK GASKET AND SCREW STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	43.91		\$43.91
046771/B	ST: (2) GRAB HOOKS / SLIP HOOK STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	30.95		\$30.95
046801/B	WTP: SAFETY CONE QTY 6 WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	95.94		\$95.94
046838/B	WINTER GLOVES FOR CRO BARMORE				\$15

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 3.
046832/B	POLICE DEPARTMENT WTP: 3QT SCOOP FOR DE-ICING (WITH TAX) WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	25.98	\$6.41
046852/B	WTP: 3QT SCOOP REFUND ON SALES TAX WATER TREATMENT	SNOW SUPPLIES/EQUIPMENT	6.41	\$(0.42)
046829/B	WD: SHOP TOWELS/ARMORALL PROTECTANT WATER DISTRIBUTION	SNOW SUPPLIES/EQUIPMENT	(0.42)	\$24.96
046831/B	WTP: SNOWBLOWER BATTERY WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	24.96	\$119.99
046815/B	WD: METAL PRIMER RUST STOP SPRAY WATER DISTRIBUTION	SNOW SUPPLIES/EQUIPMENT	119.99	\$39.95
		OPERATIONAL SUPPLIES/EQUIPMENT	39.95	
Total For: NORTH 40 OUTFITTERS				\$387.67
Vendor: NORTH IDAHO VOLLEYBALL CLUB				
0000001839	REFUND U.C. FOR NORTH IDAHO VOLLEYBALL UNCLASSIFIED	DUE TO CUSTOMERS	336.72	\$336.72
Total For: NORTH IDAHO VOLLEYBALL CLUB				\$336.72
Vendor: OXARC INC				
0032212831	WWTP: CHLORINE & SULFUR DIOXIDE -NOV24 WASTEWATER TREATMENT	CHEMICAL SUPPLIES	7,502.34	\$7,502.34
Total For: OXARC INC				\$7,502.34
Vendor: PEAK SAND & GRAVEL INC				
103794	68 TON BOULDERS - SKATE PARK PARK MAINTENANCE & CAPITAL	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	1,756.25	\$1,756.25
103872	3 TON 3/4" BASE - SPRTS CMLPX PARK MAINTENANCE & CAPITAL	TURF/GROUND/TREE/PLANT SUPPLIES/EQUIP	150.00	\$150.00
Total For: PEAK SAND & GRAVEL INC				\$1,906.25
Vendor: REBUILDING & HARDFACING INC				
70054	ST: SNOWPLOW BLADES & FREIGHT STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	3,345.00	\$3,468.00
	STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	123.00	
Total For: REBUILDING & HARDFACING INC				\$3,468.00
Vendor: SANDPOINT URBAN RENEWAL AGENCY				
07112024	JUNE'24 TAX RECEIPTS COLLECTED - PERSONAL PROPERTY TAX SEMI-ANNUAL UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NORTH	10,330.49	\$23,997.76
	UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - DOWNTOW	13,667.27	
Total For: SANDPOINT URBAN RENEWAL AGENCY				\$23,997.76

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
Vendor: SEW PRO 2					
1621-4	CHANGE UNIFORM PATCHES TO SFD FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	205.75		
			Total For: SEW PRO 2		\$205.75
Vendor: SHI INTERNATIONAL CORP					
B19034389	COMPUTER MONITORS & DOCKING STATIONS JAMES E. RUSSELL SPORTS CENTER FACILITY	IT SUPPLIES/EQUIPMENT	471.36		\$4,152.20
	JAMES E. RUSSELL SPORTS CENTER FACILITY	IT SUPPLIES/EQUIPMENT	179.54		
	INFORMATION TECHNOLOGY DIVISION	COMPUTER SUPPLIES/EQUIPMENT	1,885.44		
	INFORMATION TECHNOLOGY DIVISION	COMPUTER SUPPLIES/EQUIPMENT	1,615.86		
			Total For: SHI INTERNATIONAL CORP		\$4,152.20
Vendor: SKYLAR ZIEGLER					
PER DIEM T004	PER DIEM TAC MED INSTRCTR TRAINING T0044 POLICE DEPARTMENT	TRAINING AND TRAVEL	442.00		\$442.00
			Total For: SKYLAR ZIEGLER		\$442.00
Vendor: SMS AUTOMOTIVE & MARINE INC					
2733	DIAGNOSTIC BURNT WIRE SPD 9 POLICE DEPARTMENT	SERVICES - EQUIPMENT - R&M	157.50		\$157.50
2779	REPAIR SYNC/USB SYSTEM SPD 9 POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	438.44		\$438.44
			Total For: SMS AUTOMOTIVE & MARINE INC		\$595.94
Vendor: SOUTH FORK HARDWARE (PARKS)					
391914	ELEC TAPE FOR XMAS LIGHTS - ALL PARKS PARK MAINTENANCE & CAPITAL	STREET LIGHTING SUPPLIES/EQUIPMENT	5.97		\$5.97
392285	BRUSHING, CNNCTR SUPPLIES - LAKEVIEW PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	79.45		\$79.45
392348	SNAP BLADE KNIFE - CITY HALL GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	17.16		\$17.16
392290	NTS & BLTS, TUBE INSERT, COUPLING, - CITY HALL GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	27.58		\$27.58
392638	NUTS & BOLTS - SILVER BOX - PUBLIC ART PEDISTALS COMMUNITY DEVELOPMENT ADMINISTRATION	OPERATIONAL SUPPLIES/EQUIPMENT	21.16		\$21.16
392669	MOUNTING SUPPLIES/SPRY PNT - JER JAMES E. RUSSELL SPORTS CENTER FACILITY	OPERATIONAL SUPPLIES/EQUIPMENT	154.55		\$154.55
392753	TOOLS FOR BEACH SHOP - ALL PARKS PARK MAINTENANCE & CAPITAL	TOOLS	74.15		\$ 17

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
392656	2) NTS & BLTS, 2) CLR BENT PIN - ALL PARKS PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	12.36		\$12.36
Total For: SOUTH FORK HARDWARE (PARKS)					\$392.38
Vendor: SOUTH FORK HARDWARE (PUB WKS)					
392335	SC: CONNECTOR FOR NORTHVIEW LIFT STATION WASTEWATER COLLECTIONS	OPERATIONAL SUPPLIES/EQUIPMENT	6.99		\$6.99
392418	WTP: PIPE TAP -QUICK DISCONNECT FITTINGS WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	14.99		\$14.99
Total For: SOUTH FORK HARDWARE (PUB WKS)					\$21.98
Vendor: SPRAY CENTER ELECTRONICS INC					
5115	ST: MAG TRUCK PUMP ASSEMBLY STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	1,268.87		\$1,268.87
Total For: SPRAY CENTER ELECTRONICS INC					\$1,268.87
Vendor: STEEL LLC					
23109261	CITY HALL- HVAC REPAIRS NOV 2024 GOVERNMENT BUILDING & GROUNDS DIVISION	SERVICES - BUILDING - R&M	597.00		\$597.00
Total For: STEEL LLC					\$597.00
Vendor: TAYLOR & SONS CHEVROLET					
85866	NEW TIRES AND FRONT BRAKES 1101 FIRE DEPARTMENT - SANDPOINT	SERVICES - AUTOMOTIVE - R&M	2,419.84		\$2,419.84
Total For: TAYLOR & SONS CHEVROLET					\$2,419.84
Vendor: TORK ELECTRIC INC					
8209	ON CALL ELECTRICAL SERVICES - STREET SIGNS - FY25 STREET MAINTENANCE	TECH SERVICES - ELECTRICAL	2,462.00		\$2,462.00
8208	JONES SQR BREAKER TROUBLE SHOOTING PARK MAINTENANCE & CAPITAL	TECH SERVICES - ELECTRICAL	270.00		\$270.00
8210	WTP: REMOVED/RE-INSTALLED METER CANS WATER TREATMENT	TECH SERVICES - ELECTRICAL	1,940.00		\$1,940.00
8207	WTP: RPLC HEATER IN RAW WTR BLDNG WATER TREATMENT WATER TREATMENT	TECH SERVICES - ELECTRICAL TECH SERVICES - ELECTRICAL	0.00 400.00		\$400.00
Total For: TORK ELECTRIC INC					\$5,072.00
Vendor: TYLER ALEXANDER					
REIMB 112024	BOOT REIMB TYLER ALEXANDER FY '25 STREET MAINTENANCE	UNIFORM & CLOTHING	125.00		\$125.00
Total For: TYLER ALEXANDER					\$125.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 3.	t
Vendor: UFIT (UNIQUE FITNESS, LLC)					
6B77A7F1-0001	REPLACEMENT WEIGHTS FOR GYM FIRE DEPARTMENT - SANDPOINT	FACILITY SUPPLIES	250.00		\$250.00
			Total For: UFIT (UNIQUE FITNESS, LLC)		\$250.00
Vendor: UMPQUA BANK					
078005043	FIRE 2015 ROSENBAUER LADDER TRUCK ANNUAL PMT 2024 FIRE DEPARTMENT - SANDPOINT	PRINCIPAL PAYMENTS - FIRE ROSENTHAL 2016	36,542.38		\$37,644.34
	FIRE DEPARTMENT - SANDPOINT	PRINCIPAL PAYMENTS - FIRE ROSENTHAL 2016	1,101.96		
			Total For: UMPQUA BANK		\$37,644.34
Vendor: UNIFORMS 2 GEAR INC					
INV/2024/09/059	IDAHO POST ACADEMY- WORKOUT CLOTHING -OFFICER RAZON POLICE DEPARTMENT	UNIFORM & CLOTHING	92.00		\$92.00
			Total For: UNIFORMS 2 GEAR INC		\$92.00
Vendor: UNITED EDUCATION INSTITUTE					
06-12-24-388	WWTP: CDL CLASS B TRAINING -R BAILEY WASTEWATER TREATMENT	TRAINING AND TRAVEL	3,355.00		\$3,355.00
			Total For: UNITED EDUCATION INSTITUTE		\$3,355.00
Vendor: USA BLUE BOOK					
INV00542451	WWTP: 2 CASES PAPER TOWELS WASTEWATER TREATMENT	FACILITY SUPPLIES	117.90		\$117.90
INV00542606	WWTP: LAB -PH BUFFER, GLOVES, WIPES WASTEWATER TREATMENT	LABORATORY SUPPLIES	425.06		\$425.06
INV00540230	WTP: BOLTS W GASKETS WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	3,959.85		\$3,959.85
INV00542648	WTP: NEEDLE VALVE WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	142.74		\$142.74
INV00542867	WTP: (12) PVC THREADED UNION 3/4" WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	174.60		\$174.60
INV00542929	WTP: (12) PVC THREADED UNION 1/2" WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	141.88		\$141.88
			Total For: USA BLUE BOOK		\$4,962.03
Vendor: VERIZON WIRELESS					
9976757146	WIRELESS PHONE/DATA CHGS SEPT21-OCT20 2024 WATER TREATMENT	TELEPHONE - WIRELESS	40.01		\$489.18
	WATER DISTRIBUTION	TELEPHONE - WIRELESS	121.76		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 3.
	WASTEWATER TREATMENT	TELEPHONE - WIRELESS	41.74		
	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	285.67		
Total For: VERIZON WIRELESS					\$489.18
Vendor: WASTE MANAGEMENT OF IDAHO INC					
0235742-1827-9	CITY REFUSE/WASTE CHGS OCT 2024				\$2,390.00
	GOVERNMENT BUILDING & GROUNDS DIVISION	DISPOSAL (GARBAGE) SERVICES	640.00		
	PARK MAINTENANCE & CAPITAL	DISPOSAL (GARBAGE) SERVICES	480.00		
	WASTEWATER TREATMENT	DISPOSAL (GARBAGE) SERVICES	160.00		
	PARK MAINTENANCE & CAPITAL	DISPOSAL (GARBAGE) SERVICES	120.00		
	PARK MAINTENANCE & CAPITAL	DISPOSAL (GARBAGE) SERVICES	480.00		
	GOVERNMENT BUILDING & GROUNDS DIVISION	DISPOSAL (GARBAGE) SERVICES	50.00		
	PUBLIC WORKS ADMINISTRATION	DISPOSAL (GARBAGE) SERVICES	300.00		
	WATER TREATMENT	DISPOSAL (GARBAGE) SERVICES	160.00		
Total For: WASTE MANAGEMENT OF IDAHO INC					\$2,390.00
Vendor: WES ALBIN					
REIMB 112224	BOOT REIMB WES ALBIN FY '25				\$125.00
	WATER DISTRIBUTION	UNIFORM & CLOTHING	62.50		
	WASTEWATER COLLECTIONS	UNIFORM & CLOTHING	62.50		
Total For: WES ALBIN					\$125.00
Vendor: WESTERN STATES EQUIPMENT CO					
CM00178974	SNOW BLOWER: REFUND ONE HEX BOLT				\$(5.36)
	STREET MAINTENANCE	VEHICLE & MACH SUPPLIES/PARTS	(5.36)		
Total For: WESTERN STATES EQUIPMENT CO					\$(5.36)
Vendor: WOOD'S CRUSHING & HAULING INC					
53280	WWTP: ROCK & GRAVEL FOR WET WELLS				\$1,537.62
	WASTEWATER TREATMENT	FACILITY SUPPLIES	1,537.62		
Total For: WOOD'S CRUSHING & HAULING INC					\$1,537.62
Vendor: ZIPLY FIBER					
208-265-5035-03	208-265-5035-032709-5 FOR AUG & OCT				\$133.73
	WASTEWATER COLLECTIONS	TELEPHONE - LANDLINE & OTHER	133.73		
Total For: ZIPLY FIBER					\$133.73



MEMO

To: Sandpoint City Council
FROM: Mayor Jeremy Grimm
DATE: December 4, 2024
SUBJECT: City Commission, Advisory Committee and Board Appointment(s)

In the packet for the December 4, 2024, meeting, you will find an application from Reid Weber, whom I have appointed to the Planning and Zoning Commission for a three-year term, to expire December 31, 2027. Reid grew up in Sandpoint, is an ardent volunteer for our community on a number of fronts and offers significant experience and expertise that would be of tremendous value to our Commission as they contemplate and navigate the complexities of the City's land use decisions.

Additionally, as you will note on the agenda, I am requesting confirmation of my reappointment of Eric Paull, Chair of the Sandpoint Urban Renewal Agency Board of Commissioners, and Sandpoint Arts, Culture and Historic Preservation (ACHP) Commission Chair Elle Susnis, and Wayne Benner to the Planning and Zoning Commission. Eric brings a wealth of knowledge and historical perspective, having served on SURA, and as Chair of this Board, for many years. Elle is an abundantly civic-minded Sandpoint resident who has served as past Arts Commission Chair and immediately stepped forward at the inception of the ACHP Commission to volunteer and ultimately to serve as Chair of this Commission, as well. Wayne has been a valued member of the P&Z Commission and will bring historical perspective and experience and knowledge from his many years of public service. With gratitude and appreciation for their willingness to continue serving in these roles, I have enthusiastically reappointed these Commissioners for another three-year term through December 31, 2027.

As I'm certain you will undoubtedly agree, we are truly fortunate to have in Sandpoint such dedicated and talented citizens willing to step forward and donate their time and effort to the City in this capacity, and I would appreciate your support in confirming these appointments.



Commission-Committee Application

Volunteer to serve on a Sandpoint City Commission, Committee or Board.

Thank you for your interest in serving on a City of Sandpoint volunteer citizen commission, committee, or board. We appreciate your willingness to serve our community and look forward to reviewing your application. For more information on these boards, including membership qualifications, please see Title 2 of Sandpoint City Code.

Commission / Committee / Board Information

**I would like to serve
on the following
Commission,
Committee or
Board: (?)**

- Planning and Zoning Commission
- Arts, Culture and Historic Preservation Commission
- ADA Advisory Committee
- Urban Forestry Commission/Tree Committee

(At this time, applications are being accepted only for the commissions, committees and boards listed above)

City Residency: * [Click here to confirm that you live within Sandpoint city limits.](#)
For the current vacancy, only City of Sandpoint residents will be considered

**How long have you
resided within
Sandpoint city
limits? ***

Applicant Information

First Name: *

Last Name: *

Phone Number: *

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

Email Address: * [redacted]@gmail.com

Residence Address: * [redacted]

Mailing Address: * Street Address [redacted]

Address Line 2 [redacted]

City Sandpoint

State / Province / Region Idaho

Postal / Zip Code 83864

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 *

Upload

24_09_24_Resume_01 (1).pdf

411.63KB



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

As a licensed architect in Idaho, I've been trained to consider design requirements and parameters at a building scale with an understanding of the Sandpoint building code, and zoning requirements. I've practiced architecture in Sandpoint since obtaining my license in 2020, and prior to that worked in another local firm starting in 2018. Since graduating from the master's program in architecture in Portland, Oregon, I've been working in an architecture office at varying scales from large campus plans to mid-rise design. I also have a certificate in public interest design which prioritizes the public's input and considerations when making design decisions, especially those with less agency. My desire to volunteer and support Sandpoint as a planning and zoning commission member in part comes from growing up in this town and having a passion for seeing this town grow in a well thought out manner and to consider the public's experience. It also stems from valuing design and designing for the public. I formerly volunteered with the Sandpoint Rock Gym for 5 years, as the treasurer and secretary, and I am currently on the Pedestrian and Bicycle Advisory Committee. I work with civil engineers, surveyors and land planners on a regular basis and have an detailed understanding of the design and construction process which provides a more nuanced understanding of items that would go

412 pine st.
Sandpoint, ID 83864

reid@northrootarchitecture.com
208-255-8041

competition

Sandpoint Downtown Waterfront
Design Competition
2023
Phase 2 finalist

Loop PDX Competition
2015

Architect based in Sandpoint, Idaho, who strives to work closely with each client and create an efficient, site specific and quality design.

employment

Owner - Architect

North Root Architecture
10/2020 - Present

- Opened a firm that is continually growing in scale and taking on a variety of residential & commercial projects

Architect in Training

Boden Architecture
10/2017 - 9/2020

- Project management, construction documentation, design and client coordination

Architectural Project Assist

SERA Architects, Inc. Portland, OR
10/2015 - 6/2017

- Worked within a project team developing the drawings, and coordinating with consultants/manufacturers. First hand experience with Portland's design review process.

software

ArchiCAD
Photoshop
InDesign
Bluebeam REVU

experience

- Coordinated a team of designers, as part of a design and build effort to provide housing for houseless women in Portland called the POD Initiative.
- Committee member with the pedestrian & bicycle committee with City of Sandpoint
- Strawbale workshop in Missoula, MT 2024, focused on construction, detailing & waterproofing
- Worked alongside faculty, as student fellow, to design a community center in Inner Mongolia, China for an elderly community. Traveled to the city to help oversee early construction.
- Certificate in Public Interest Design, Portland State University, Oregon

education

Sandpoint High School,
Class of 2008

B.S. Architecture, University of Idaho,
Idaho
GPA: 3.68
Graduated May 2013

Master of Architecture, Portland State
University, Oregon
GPA: 3.7
Graduated June 2015

recognition

Dean's Excellence Award, College of
the Arts, PSU 2015

ARCC King Medal, School of
Architecture, PSU 2015

George Nakashima Design-Build
Award, School of Architecture, PSU
2015



AGENDA REPORT

City Council Meeting

TODAY'S DATE: November 12, 2024

MEETING DATE: December 04, 2024

TO: City Council

FROM: Cheryl Hughes, Central Services Director

SUBJECT: Approve Lease A25-1600-4 with Lead-Lok, Inc.

DESCRIPTION/BACKGROUND:

The City of Sandpoint originally entered into a lease with Lead-Lok, Inc. in August 2014 for the purpose of leasing certain buildings and structures located at the Sandpoint Airport Business Park. After subsequent amendments to the original lease, the lease officially terminates on December 31, 2024.

The address of the building and structures to lease are 804 Airport Way, consisting of approximately 10,640 square feet of space, 814 Airport Way, consisting of approximately 16,178 square feet of space, and 924 Airport Way, consisting of approximately 4,000 square feet of space. The purpose of the lease is to make suitable manufacturing, office, warehouse, and other facilities on the property available for lease, as identified in the map attached to the lease document. There is a portion as identified on the map an area that is designated a City Use area and is not included in the leased area. All other areas in the map identified are part of the lease and includes the real property, loading bays, and parking areas. Lead-Lok's commercial operations is manufacturing of medical disposable products and related warehousing and office functions. Lead-Lok benefits Sandpoint's local and regional economy and provides good jobs to our area. Lead-Lok intends to continue investing in the property over the next 5 year lease term. The intent is to expand the warehouse building, add a fire monitoring system to the 804 building, and upgrade secure access systems to the warehouse and 804 building. In consideration for these valuable upgrades and investments into the property, the annual rent increase will remain 1% per year throughout the term of the lease.

STAFF RECOMMENDATION:

Staff recommends City Council approve Lease A25-1600-4 with Lead-Lok, Inc. for a five-year lease of 804, 814, and 924 Airport Way.

ACTION:

City Council to approve Lease A25-1600-4 with Lead-Lok, Inc. for a five year lease of 804, 814, and 924 Airport Way.

WILL THERE BE ANY FINANCIAL IMPACT? Revenue from lease payments HAS THIS ITEM BEEN BUDGETED? Yes

ATTACHMENTS:

Proposed Resolution

A25-1600-4 Lead-Lok, Inc Lease Agreement 2024 - Signed

No: 24-
Date: December 4, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: LEASE AGREEMENT WITH LEAD-LOK, INC.

WHEREAS: Lead-Lok, Inc., a longtime Sandpoint employer contributing to our local and regional economy, manufactures disposable medical products and performs related office and warehousing functions on property leased from the City of Sandpoint at the Sandpoint Airport Business Park;

WHEREAS: The City originally entered into a lease with Lead-Lok in August 2014, with the current lease set to expire on December 31, 2024;

WHEREAS: The space leased to Lead-Lok consists of approximately 10,640 square feet at 804 Airport Way, 16,178 square feet at 814 Airport Way, and approximately 4,000 square feet at 924 Airport Way;

WHEREAS: Aside from a portion of the facilities designated for City use, all other space, from real property to loading bays to parking areas, are included in the lease;

WHEREAS: Lead-Lok has indicated its desire to continue leasing and improving this property, including a warehouse expansion, the addition of a fire monitoring system, and secure access system upgrades; and

WHEREAS: In consideration for these valuable improvements and investments into the property, the annual rent increase is proposed to remain at 1% per year throughout the term of the new five (5) year lease.

NOW, THEREFORE, BE IT RESOLVED THAT: The Lease Agreement between the City of Sandpoint and Lead-Lok, Inc., a copy of which is attached hereto and made a part hereof as if fully incorporated herein, is hereby approved.

BE IT FURTHER RESOLVED THAT: The Mayor or his approved designee is hereby authorized, on behalf of the City, to execute the lease herein described.

Jeremy Grimm, Mayor

ATTEST:

Melissa Ward, City Clerk

**Lease Agreement between
The City of Sandpoint and Lead-Lok, Inc.**

THIS LEASE, effective January 1, 2025 is by and between the City of Sandpoint, Idaho, a municipal corporation of the State of Idaho, (hereinafter, "City") and Lead-Lok, Inc., an Idaho corporation, operating as Nissha Medical Technologies (hereinafter, "Lessee").

WHEREAS City and Lessee originally entered into a lease dated August 13, 2014 for the purpose of leasing certain buildings and structures located at the Sandpoint Airport Business Park, located in Sandpoint, Idaho;

WHEREAS the original lease, including subsequent amendments, terminating December 31, 2024;

WHEREAS the building and structures subject to the lease are known commonly as 814 Airport Way, consisting of approximately 16, 178 square feet of space, 924 Airport Way, consisting of approximately 4,000 square feet of space, and 804 Airport Way, consisting of approximately 10,640 square feet of space (collectively, the "Buildings"); and

WHEREAS the parties wish to set forth their entire agreement relative to Lessee's use and occupancy of the Buildings in this lease ("Lease"), which shall replace and supersede all existing leases and other agreements with respect thereto.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1 - PREMISES

Section 1.01 - Purpose: The parties agree that the primary purpose of this Lease is to make suitable manufacturing, office, warehouse, and other facilities available to Lessee. Each party represents and warrants to the other that the execution, delivery and performance of this Lease and the consummation of the transactions herein contemplated have been duly authorized by all requisite action on the part of such party.

Section 1.02 - Description: The City leases to Lessee, on the terms and conditions stated below, the entirety of the Buildings, together with the adjacent real property, loading bays, parking areas and other facilities, as more particularly shown on Exhibit A, Leased Area, attached hereto and incorporated by reference (hereinafter, "the Leased Premises").

Additionally, the City will have authorization to utilize the area identified on "City Use Area" map on Exhibit A, leased Area, attached hereto and incorporated by reference.

Section 1.03 - Use of Premises:

- (a) The parties agree that there shall be conducted on the Leased Premises described below a commercial operation, primarily being the manufacture of medical disposable

products and related warehousing and office functions, in addition to other lawful use pursuant to Section 4.01 (a).

- (b) City represents and warrants to Lessee that:
- (i) There are no pending or, to City's best knowledge, threatened condemnation proceedings or other governmental, municipal, administrative or judicial proceedings affecting the Leased Premises;
 - (ii) There are no pending or, to City's best knowledge, threatened actions, proceedings or litigation affecting the Leased Premises or the rights and interests of City hereunder;
 - (iii) There are no outstanding notices of, nor, to City's best knowledge, are there any violations of, any law (including environmental laws), regulation, ordinance, order or other requirements of any governmental authority having jurisdiction over or affecting any part of the Leased Premises; and
 - (iv) The roof, foundation and exterior walls of the Buildings, and the heating, ventilation, air conditioning, electrical, mechanical, drainage, plumbing, sewage and other systems serving the Buildings (collectively, the "Building Systems") are in good operating condition as of the date hereof and not in need of any immediate repair or replacement; and (v) The Leased Premises is presently zoned for Lessee's permitted use under this Lease.

Section I .04 - Condition of Leased Premises:

- (a) The parties acknowledge their respective obligations relative to certain Upgrades and potential Additional Upgrades (as such terms are hereafter defined) to be undertaken at the Leased Premises, and the City's obligation to make certain City Improvements and Sidewalk Improvements (as such terms are hereafter defined) to the Leased Premises, as more fully set forth in Sections 3.01 and 7.02 hereof, respectively. All work included in said City Improvements shall be coordinated with the Lessee and its construction management representatives.
- (b) The Lessee agrees that the Leased Premises will be used in a manner consistent with the provisions, terms, and conditions of the Lease and releases the City from any defect in the Leased Premises which results in any limitation of its use by Lessee, except as otherwise expressly provided herein. No representation, statement, or warranty, express or implied, has been made by or on behalf of the City as to such condition, or as to the use that may be made of said Leased Premises except as expressly set forth in this Lease.

ARTICLE II - TERM

Section 2.01 - Term: The term of this Lease shall be for five years, commencing on January 1, 2025 (the "Commencement Date"), and continuing through and including December 31, 2029.

ARTICLE III - RENTAL

Section 3.01 - Rental Rate:

Lessee shall pay an annual rental rate in the amount of \$253,012 to the City for the Leased Premises, equating to a monthly amount of \$21,084.33 for period January 01, 2025 through December 31, 2025. Beginning January 01, 2026 and January 01 in subsequent years, annual rental rates will be increased 1% per year.

In consideration of continued investments into the property, which may include expansion of the warehouse building, addition of fire monitoring systems to the 804 building, and upgrading secure access systems to the warehouse and 804 building, the City agrees to hold the rent increase percentage to 1% annually as outlined above.

Rent shall be payable in equal monthly installments, in advance, on the first day of each month during the term hereof in accordance with this Section 3.01 and made to benefit the City at 1123 Lake Street in Sandpoint, Idaho 83864. All amounts not paid by Lessee within ten (10) days following notice of non-payment from the City shall bear interest at the rate of ten percent (10%) per annum.

ARTICLE IV - RIGHTS OF LESSEE

Section 4.01 - Miscellaneous Rights of Lessee: Lessee is hereby granted the following designated rights, which rights are nonexclusive of the City, granting the same or similar rights to others at the Sandpoint Airport Business Park, and are subject to the rules and regulations of the City of Sandpoint with respect to the use of such Sandpoint Airport Business Park.

The Lessee may use and occupy the Leased Premises for any lawful purposes, except that the Lessee shall not use or occupy, nor permit the Leased Premises or any part thereof to be used or occupied, for any unlawful business, use or purpose, nor for any business, use, or purpose that would reasonably be deemed disreputable or extra hazardous, nor for any purpose or in any manner which is in violation of any present or future governmental laws or regulations. The Lessee shall indemnify the City against all costs, expenses, liabilities, losses, damages, injunctions, suits, fines, penalties, claims and demands, including reasonable attorney fees, arising out of any violation of, or default of this provision.

The parties acknowledge that Lessee has completed upgrades as further outlined in Agreement entered into on January 01, 2016. These upgrades included the air compression system, lighting and HVAC system at the Leased Premises to facilitate manufacturing processes at the Leased Premises ("Upgrades"). Lessee was responsible for making and performing said Upgrades.

The parties acknowledge that Lessee may wish to make certain upgrades to the systems and facilities comprising the Leased Premises, other than and in addition to previous Upgrades ("Additional Upgrades"). Lessee shall receive written authorization for any Additional Upgrades to the facility.

Additional Upgrades shall be made and performed in accordance with all applicable laws, rules and regulations, and this Lease, including any permits required from the City, if any.

The Lessee shall have the right to make all such alterations and improvements to the Leased Premises as reasonably necessary or appropriate, in the Lessee's judgment, for the Lessee's conduct thereon of its business, provided that prior to the commencement of any such alterations or improvements (other than the Upgrades and any Additional Upgrades), the City shall, in each case, have determined that the alterations do not diminish the value of the property and shall have approved in writing the plans and specifications thereto. The Lessee shall have the right to maintain on the Leased Premises appropriate facilities for the conducting of Lessee's business.

ARTICLE V - OBLIGATIONS OF LESSEE

Section 5.01 - Garbage and Waste Removal: Lessee agrees to cause to be removed promptly, at its own expense from the Leased Premises, all waste including garbage and rubbish, and agrees not to deposit the same, except temporarily in connection with collection for removal, on any part of the Leased Premises, the draining system, or other property of the City constituting the Sandpoint Airport Business Park.

5.02 Signing: Lessee shall have the right to install, or cause to be installed, appropriate signs in accordance with the City of Sandpoint sign code. The cost of such installation and operations shall be borne by the Lessee. Lessee shall not erect, install, operate, or cause, nor permit to be erected, installed, or operated upon the Leased Premises any sign or other advertising device without first having obtained any required permit from the City as to size, construction, location, and general appearance.

Section 5.03 - Utility Connections: Lessee may contract for connections to public utility services as are available and shall transfer all existing utility accounts into their name.

Section 5.04 - Fire Prevention: Lessee shall exercise due and reasonable care and caution to prevent and control fire on Leased Premises, and to that end shall install suitable fire extinguishers throughout the Leased Premises in accordance with rules and regulations of the City's Fire Chief. All paints and oils shall be stored in suitably protected outbuildings or compartments in accordance with rules and regulations as required by such Fire Chief.

Section 5.05 - Maintaining Clean Premises: Lessee shall provide proper containers for trash and garbage and shall keep the Leased Premises free and clear of rubbish, debris, and litter at all times.

Section 5.06 - Encumbrances and Liens: Lessee shall not encumber the title of the Leased Premises by a mortgage, pledge, lien or otherwise. Lessee also agrees to pay, when due, all sums of money that become due for, or purporting to be for, any labor, services, materials, supplies, utilities, furnishings, machinery, or equipment which have been furnished or ordered with Lessee's consent to be furnished to or for the Lessee in, upon, or about the Leased Premises, except as otherwise expressly provided herein.

Section 5.07 - City Approval of Plans and Specifications: No construction of any kind shall be carried out by Lessee except in accordance with plans and specifications which have received the prior written approval of the City. It is agreed that, for any improvements, new construction, alterations, and remodeling undertaken on the Leased Premises by Lessee (excepting the Upgrades and any

Additional Upgrades), the City shall be held harmless from any costs incurred in providing such facilities. Upon termination of this Lease by the passage of time or otherwise, title to all structures, installations, or improvements of any kind paid for and placed upon the Leased Premises by Lessee, either those in place or immovable, exclusive of all equipment, machines, appliances, furniture, trade fixtures, partitions, installations and other Lessee personal property that is capable of being removed from the Leased Premises without material damage to same (collectively, "Lessee's Personal Property"), shall vest in the City.

Section 5.08 - Taxes: Lessee agrees to pay all lawful taxes and assessments which, during the term or extension thereof, may become a lien, or which may be levied by the State, County, City or any other tax-levy body upon the following: (a) Any taxable interest by Lessee acquired in this Lease; and (b) All taxes on any taxable personal property owned by Lessee in or about the Leased Premises. Upon any termination of this Lease, all taxes when levied, or any lien on any of the above-described personal property or taxable interest therein, shall be paid in full without prorating by Lessee forthwith or as soon as a statement thereof has been issued by such tax-levying body.

Section 5.09 -Utilities: Lessee shall promptly pay any charges for sewer, water, gas, electricity, telephone, and any other utility charge for services provided at the Leased Premises at Lessee's order or consent.

Section 5.10 - Lessee's Repairs and Maintenance: At its expense, Lessee shall be responsible for general landscaping and maintenance of the real property included in the Leased Premises, including snow removal from parking lot, sidewalks, pathways, roof, etc. City shall install snow breaks on roof. City shall not be responsible for roof snow removal and damage or repairs needed as a result of not removing snow load from roof shall be borne by Lessee. The Lessee shall also be responsible for repairs and maintenance costs pertaining to the Leased Premises, excepting maintenance, repair, replacement and other costs that are the responsibility of the City hereunder.

Section 5.11 - Surrender: Lessee shall, on the last day of the term, or upon the sooner termination of the term, peaceably and quietly surrender the Leased Premises to the City, broom clean, including all Buildings, alterations, rebuilding, replacements, changes, or additions placed by the Lessee thereon, in as good condition and repair as at the commencement of the term, and as any new buildings, structures, replacements, additions, or improvements constructed, erected, added, or placed thereon by the Lessee were when completed, all with the natural wear and tear and damage by casualty excepted. Notwithstanding the foregoing, Lessee shall at all times retain all right, title and interest in and to all Lessee's Personal Property, and Lessee may remove the same from the Leased Premises upon expiration or termination of the term.

Section 5.12 — Holding Over: Should Lessee, or any of its successors in interest, hold over the Leased Premises or any part thereof after the expiration of the Lease term, unless otherwise agreed to in writing by City, such holding over shall constitute and be construed as a month-to-month tenancy, and rental for such tenancy will be paid at a rental equal to twice the per-day rental provided herein. In the event City leases all or any part of the Leased Premises covered hereby to a third party lessee for a term commencing upon the expiration of this Lease, and City is unable to deliver possession thereof to said lessee because Lessee is holding over, Lessee shall indemnify City for actual damages incurred by it as a result of such inability to deliver possession.

ARTICLE VI - RIGHTS OF THE CITY

Section 6.01 - Payments by the City Recoverable From Lessee: Upon written notice to Lessee, the City shall have the right, during the term of the Lease, to pay any unpaid taxes, assessments, water, sewer, or other charges owed by the Lessee, pursuant to the terms of this Lease, on the Leased Premises and reversionary interest therein remaining unpaid after the same have become due and payable. The amount paid of such taxes, assessments and charges owed by Lessee shall be deemed to be additional rent due from Lessee at the next rent payment day after any such payment with interest thereon at the rate of ten percent (10%) per annum from the date of payment thereof by the City, until the repayment thereof to the City by the Lessee. The City, at its option, may advance or pay any such charge, but it shall not be obligatory on the City to inquire into the validity of any such charge, provided, however, that, if Lessee shall be actively prosecuting its administrative or legal remedies in protest of any such charge, the City shall not have the right to pay or advance sums referable thereto until such remedies shall have been exhausted.

Section 6.02 - Right of Entry and Inspection: The City reserves the right at any reasonable time mutually agreed to by the parties to enter upon the Leased Premises, either in person or through its designated agents or employees, for the purpose of inspecting the Leased Premises and ascertaining the condition of the same. In any case, City shall have the right to inspect the Leased Premises within 24 hours of the delivery of written notice. The City shall use reasonable good faith efforts not to disturb Lessee's business operations during such entry and/or inspection.

ARTICLE VII - OBLIGATIONS OF THE CITY

Section 7.01 - Quiet Enjoyment: The Lessee, upon the payment of the rent herein reserved, and upon the performance of all of its other obligations under the terms of this Lease, shall at all times during this Lease term, peaceably and quietly enjoy the Leased Premises without any disturbance from the City or from any person claiming through the City. The City reserves the right to display "For Rent" or "For Sale" signs and show the Leased Premises to prospective Lessees or Buyers during reasonable business hours, during the last ninety (90) days of the Lease term and written notification has been provided to Lessee of the non-renewal of lease.

Section 7.02 - City Repairs and Maintenance: The City shall be responsible only for undertaking and paying for (a) all maintenance, repairs and replacements of the exterior walls, exterior doors, roof (unless caused by snow load due to Lessee's lack of removal and therefore would be Lessee responsibility for roof repairs), foundations and underground utilities; (b) all replacements of the Building Systems including HVAC, electrical, and plumbing (if necessary) and for all repairs to these Building Systems costing in excess of \$5,000.00 per repair; and (c) all work and improvements to the Leased Premises required by governmental authorities and/or to comply with applicable laws, rules and regulations, including all environmental remediation and clean-up work not caused by the acts or omissions of Lessee or as required for the business activities of Lessee. The City shall be absolved of any maintenance or repairs where the need for such repairs or maintenance has been caused by the act or omission of the Lessee or that which is required for Lessee's business activities.

ARTICLE VIII - INDEMNITY AND INSURANCE

Section 8.01 - Indemnity: The Lessee shall indemnify and hold the City, 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 the Lessee'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 City, 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 CITY specified in Idaho Code §6-901 through 6-929, known as the Idaho Tort Claims Act.

Section 8.02 - Insurance: Lessee, at its own expense, shall keep and maintain in full force and effect a policy of commercial general liability insurance, including a contractual liability endorsement covering Lessee's obligations under Section 8.01, insuring Lessee's activities upon, in and about the Leased Premises against claims of bodily injury or death or property damage or loss with limits of at least One Million Dollars (\$ 1 Million) per occurrence, Two Million Dollars (\$2 Million) aggregate for injuries to or death of persons, and at least Two Hundred Fifty Thousand Dollars (\$250,000) per occurrence for any damage to property. Each insurance policy shall provide that it is not subject to cancellation or material alteration except after Thirty (30) days prior written notice to the City and Lessee. Lessee shall deliver to the City immediately upon execution of this Lease and upon annual renewal thereafter, copies of policies of such insurance or certificates evidencing the existence and amounts of same. Should Lessee fail to keep in effect and pay for such insurance as required under this Lease, the City may do so, in which event the Lessee shall be required to reimburse the City for the insurance premium paid by the City. If the City receives notice of termination, cancellation or lapse of such insurance, it may elect to notify Lessee to cease operations in the Leased Premises until the City receives copies of policies evidencing that the insurance required under this Lease is in full force and effect.

This City is to be named as Additional Insured on each such policy or policies.

ARTICLE IX – DEFAULT

Section 9.01 - Events of Default:

Default in Rent: Failure of the Lessee to pay any rent or other charge within ten (10) days of notice of non-payment by City to Lessee.

Default in Other Agreements: Failure of the Lessee to comply with any term or condition of this Lease (other than the payment of rent or other charges) within thirty (30) days after written notice from the City specifying the nature of the default with reasonable particularity. In the event the failure is of such a nature that it cannot be completely corrected or remedied within such thirty (30) day period, this provision shall be deemed as having been complied with if Lessee begins correction of the default within the thirty (30) day period and thereafter proceeds, with reasonable effort and in good faith, to effect the remedy as soon as practicable.

Insolvency: Insolvency of Lessee, which may consist of (1) An assignment by Lessee for the benefit of creditors; (2) The filing by Lessee of a voluntary petition in bankruptcy; (3) An adjudication that Lessee is bankrupt or the appointment of a receiver of the properties of Lessee; (4) The filing of an involuntary petition in bankruptcy and the failure of the Lessee to secure a dismissal of the petition within Thirty (30) days after filing; and (5) Attachment or the levying of execution against the

leasehold interest of Lessee, and the failure of the Lessee discharge the attachment, or release the levy of execution within Ten (10) days after such attachment or levy.

Abandonment: The Lessee abandons the Leased Premises for Thirty (30) consecutive days or more, unless such failure is excused under other provisions of this Lease.

Section 9.02 - Remedies on Default: In the event of a default (following the expiration of any applicable notice and/or cure periods), the City, at its option, may terminate the Lease by notice in writing by certified mail to Lessee to the address provide in this Lease.

Damages: In the event of the termination on default, the City shall be entitled to recover immediately, without waiting until the due date of any future rent or until the date fixed for expiration of the Lease term, the following amounts as damages:

Any excess of: (1) The value of all of the Lessee's obligations under this Lease, including the obligation to pay rent, from the date of default until the end of the term; and (2) The reasonable rental value of the Leased Premises for the same period figured as of the date of default.

The reasonable costs of reentry and reletting, including, without limitation, the cost of any cleanup, refurbishing, removal of Lessee's property and fixtures, or any other expense occasioned by the Lessee's failure to quit the Leased Premises upon termination and to leave them in the required condition, any remodeling costs, attorney's fees, court costs, broker commissions, and advertising costs.

The loss of reasonable rental value from the date of default until a new Lessee or Buyer has been, or with the exercise of reasonable diligence, could have been secured. (iv) The City shall use reasonable good faith efforts to mitigate its damages.

Reentry After Termination: In the event the Lease is terminated by the City upon a Lessee default, Lessee's liability to the City for damages shall survive such termination. In the event this Lease is terminated for any reason, the rights and obligations of the parties shall be as follows:

- (i) Lessee shall vacate the Leased Premises immediately upon the effective date of termination, and shall contemporaneously remove Lessee's Personal Property, perform any cleanup, alterations, or other work required to leave the Leased Premises in the condition required at the end of the term, and deliver all keys to the City.
- (ii) The City may reenter, take possession of the Leased Premises, and remove any persons or property by legal action or by self-help with the use of reasonable force and without liability for damages.

Reletting: Following reentry or abandonment, the City may relet the Leased Premises and in that connection may:

Make any suitable alterations or refurbish the Leased Premises, or both, or change the character or use of the Leased Premises, but the City shall not be required to relet for any use or purpose (other than that specified in the Lease) which the City may reasonably consider injurious to the Leased Premises, or to any which the City may reasonably consider objectionable. Relet all or part of the

Leased Premises, alone or in conjunction with other properties, for a term longer or shorter than the term of this Lease, upon any reasonable terms and conditions, including the granting of some rent free occupancy or other rent concession.

ARTICLE X - GENERAL PROVISIONS

Section 10.01 - Alterations and Improvements: Lessee shall make no alterations to the Leased Premises or make any other improvements thereupon without prior written consent of the City. All alterations, changes, and improvements paid for and built, constructed, or placed on the Leased Premises by Lessee, with the exception of fixtures removable without material damage to the Leased Premises and Lessee's Personal Property shall, unless otherwise provided by written agreement between the City and Lessee, be the property of the City and remain on the Leased Premises at the expiration, or sooner termination, of this Lease.

Section 10.02 - Damage or Destruction of Leased Premises: If all of the Buildings on the Leased Premises are completely or substantially destroyed by fire or other casualty not caused by Lessee, either City or Lessee may terminate this Lease by issuing a notice of termination to the other party. In the case of any other fire or other casualty damage or destruction involving said Buildings, Lessee shall elect to either (a) continue this Lease in effect, in which event City shall promptly repair the damage or destruction at its expense, and the rent payable by Lessee hereunder shall equitably abate during the repair period; or (b) terminate this Lease. Lessee shall communicate such election to City in writing within 30 days of such damage or destruction.

Section 10.03 - Materials Affecting Fire Insurance: Lessee shall not keep or have on the Leased Premises any article or thing of a dangerous, inflammable, or explosive character which might unreasonably increase the danger of fire on the Leased Premises except in accordance with applicable laws, rules and regulations.

Section 10.04 - Assignment of Interests or Rights: Except as expressly provided in this Lease, neither Lessee, nor any assignee or other successor of Lessee, shall in any manner, directly or indirectly, by operation of law or otherwise, sublease, assign, transfer, or encumber any of Lessee's rights in and to this Lease or any interest therein, nor license or permit the use of the rights herein granted in full or in part without the prior written consent of the City.

Section 10.05 - Condemnation: If the Leased Premises or any interest therein is taken as a result of the exercise of the right of eminent domain, this Lease shall terminate as to such portion as may be taken. If Lessee shall reasonably determine that it is no longer feasible to continue operations at the Leased Premises without the portion taken, the Lessee shall have the right to terminate this Lease. The City shall be entitled to that portion of the award as is represented by the real property involved, but Lessee may make a separate claim against the governmental entity exercising the right of eminent domain for Lessee's relocation expenses.

Section 10.06 - Nonwaiver: Waiver by either party of strict performance of any provision of this Lease shall not be a waiver of, or prejudice to, such party's right to require strict performance of the same provision, or of any other provision, in the future. To the extent City's consent or approval is required under this Lease, such consent or approval shall not be unreasonably withheld, conditioned or delayed.

Section 10.07 - Attorney's Fees: Reasonable attorney fees and costs shall be awarded to the prevailing party in any action to enforce or interpret this Agreement, or to declare a termination or forfeiture thereof.

Section 10.08 - Time of the Essence: It is mutually agreed that time is of the essence to the performance of all covenants and conditions to be kept and performed under the terms of this Lease.

Section 10.09 - Notices: All notices required under this Lease shall be deemed to be properly served if sent by certified mail to the last address previously furnished by these parties. Until changed by the parties by notice in writing, notices shall be sent to:

CITY:

City of Sandpoint
City Clerk
1123 Lake Street
Sandpoint, Idaho 83864

LESSEE:

Lead-Lok
Sam Heleba
814 Airport Way
Sandpoint, Idaho 83864

All such notices shall be deemed served upon deposit in the United States Postal Service with postage prepaid.

Section 10.10 - Reservation of Right of Flight: The City reserves the right to itself, and for the City and the public, for the passage of aircraft in the air space above the surface of the Leased Premises, together with the right to cause in such air space such noise as may be inherent to the operation of aircraft. Lessee agrees that Lessee's right to use the Leased Premises for the purposes set forth in this Lease shall be secondary and subordinate to the operation of the Sandpoint/Bonner County Airport.

Section 10.11 - Assurance of Subordination: This Lease shall be subordinate to the provisions of any existing or future agreement between the City and the United States relative to the operation or maintenance of the Sandpoint/Bonner County Airport, the execution of which has been, or may be, required as a condition precedent to the expenditure of federal funds for the development of such airport.

Section 10.12 - Assurance of Nondiscrimination: Pursuant to Title VI of the Civil Rights Act of 1964, and by Part 15 of the Federal Aviation Regulations, Lessee agrees it will not, on the grounds of race, color, or national origin, discriminate or permit discrimination against any person or group of persons in any manner prohibited by Part 15 of the Federal Aviation Regulations, as such law or Regulations may be amended. Pursuant to Sandpoint City Code 5-210 Lessee agrees it will not discriminate against a person based on sexual orientation or gender identity/expression.

Section 10.13 - Consent of the City: Whenever consent or approval of direction by the City is required under the terms of this Lease, the same may be received in writing from the Mayor or authorized representative/designee or the City Council, respectively.

Section 10.14 - Index and Headings: The index, and article and section headings, are for convenience for reference, and are not intended to define or limit the scope of any provisions of this Lease.

1. Section 10.15 - Governing Law: This Lease shall be governed under the laws of the State of Idaho, and the jurisdiction 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.

Section 10.16 - Entire Agreement: This Lease contains the entire agreement and understanding between the parties. There are no oral understandings, terms, or conditions, and neither party has relied upon any representation, express or implied, not contained in this Lease. All prior understandings, terms, or conditions are deemed merged in this Lease, and all existing leases and other arrangements between the parties relative to the Leased Premises are replaced and superseded by this Lease, effective as of the Commencement Date.

Section 10.17 - Modification by Writing: This Lease may not be modified orally, but only by agreement in writing and signed by the party against whom enforcement of any waiver, change, modification, or discharge is sought.


Section 10.18 - Severability: If any provision of this Lease shall be declared invalid or unenforceable, the remainder of this Lease shall continue in full force and effect.

IN WITNESS WHEREOF, the City has caused these presents to be signed, and the Lessee has signed effective the day and year first above written.

CITY OF SANDPOINT:

LEAD-LOK:

Jeremy Grimm, Mayor


11/11/2024

ATTEST:

Melissa Ward, City Clerk

**EXHIBIT A
LEASED AREA**

LEGAL DESCRIPTION

That portion of the North 1/2 of the Northeast 1/4 of the Northwest 1/4, Section 15,
Township 57 North, Range 2 West, Boise Meridian, Bonner County, Idaho, described as
follows:



Item # 5.



No: 24-
Date: December 4, 2024

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: WAIVING MEMBERSHIP FEE TO JAMES E. RUSSELL SPORTS CENTER FOR CITY EMPLOYEES

WHEREAS: The City's new James E. Russell (JER) Sports Center, opening December 1, 2024, offers high-quality fitness facilities and recreation programs;

WHEREAS: The annual JER membership fee is \$400 for Sandpoint residents and \$450 for those who reside outside city limits;

WHEREAS: The Mayor recommends a waiver of the annual membership fee for City employees as a new employee benefit to support and encourage employee health and wellness;

WHEREAS: City employees with the waived membership fee will enjoy access to discounted tennis and pickleball court usage fees, further discounts on summertime rates, promoting year-round recreational engagement, and member rates for all City recreation programs offered at the Center, enabling affordable participation in various fitness and recreational activities;

WHEREAS: Recognizing the unique scheduling and wellness needs of police officers, Sandpoint City Police Department employees will have 24-hour access to the Sports Center for personal health and wellness activities, where, outside of regular operating hours (7 am - 8 pm), police officers will be able to access the facility free of charge for individual use, supporting fitness and stress management during winter months when outdoor options are limited; and

WHEREAS: With approval, this fee waiver would be immediately activated and available for employees to register and begin enjoying this benefit upon opening of the new center.

NOW, THEREFORE, BE IT RESOLVED THAT: The policy outlining the Sandpoint City Employee Membership Fee Waiver at James E. Russell Sports Center, a copy of which is attached hereto and made a part hereof as if fully incorporated herein, is hereby approved.

Jeremy Grimm, Mayor

ATTEST:

Melissa Ward, City Clerk