



CITY COUNCIL MEETING AMENDED* AGENDA
January 07, 2026 at 5:30 PM
Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order (Outgoing Council)

Roll Call (Outgoing Council)

Pledge of Allegiance

Consent Calendar (Outgoing Council) - action item

1. Approval of Minutes from Council's December 17, 2025, Meeting - **action item**
2. Payables Report/Approval of Bills for Payment - **action item**

Presentation to Outgoing Elected Officials

Oaths of Office and Certificates of Election – 2025 General Election

Call to Order (New Council)

Roll Call (New Council)

Election of Council President - action item

Announcements, Reports and Special Business

3. Proclamation: National Human Trafficking Awareness Day / “Wear Blue Day”

Public Comments

Consent Calendar (New Council) - action item

4. Proposed Resolution: Purchase Order #26-1690 to Pierce Auto for Ram 2500 Tradesman Crew Cab 4x4 - **action item**
5. Proposed Resolution: Purchase Order #26-1710 to Pierce Auto for Ram 1500 Tradesman Quad Cab 4x4 - **action item**
6. Proposed Resolution: Salary Administration Policy Amendments - **action item**
7. Proposed Resolution: Approval to Submit a Letter of Interest for Idaho Department of Environmental Quality’s Sewer Overflow and Stormwater Planning Grant FY27 Updating the 2016 Stormwater Facilities Plan Project - **action item**

Old Business

8. Downtown Revitalization Phase 3 – Draft Public Involvement Plan Update

New Business

9. Proposed Resolution: Bridge Street, LLC, Land Use Agreement - **action item**

Adjourn

**The agenda was amended on January 2 to move the Bridge Street, LLC, Land Use Agreement under New Business, following oaths of office and seating of the new Council.*

Public Participation Options and Information

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



CITY COUNCIL MEETING MINUTES

December 17, 2025 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, December 17, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

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.

PRESENT

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

ABSENT

Councilor Justin Dick

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

Mayor Grimm instructed members of the public who wished to comment during the public comment portion on the agenda to complete a comment sign-up form and hand to staff.

1. Presentation: Roles and Responsibilities of Government, presented by Association of Idaho Cities (AIC)

Mayor Grimm introduced Jonathan Wheatley and Kelley Packer from the Association of Idaho Cities, who provided a presentation on governmental roles and responsibilities and fielded questions from the Council members. Information only; no Council action.

Following the AIC presentation, 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.

Public Comments

Mayor Grimm recited the rules and procedure for public comments 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 recited for the record the amount of bills for payment approval, and Councilor Schreiber removed item #4, Proposed Resolution for Local Highway Technical Assistance Council (LHTAC) FY 2026 Small Urban Grant Program for Improvements on First Ave and Bridge/Church Streets, which was moved to the end of New Business. The Consent Calendar was then approved as amended by a unanimous vote of Councilors present.

Motion made by Councilor Duquette, Seconded by Councilor Ruehle.

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

2. The minutes from Council's December 3, 2025, regular meeting were approved as presented.
3. The bills presented were approved for payment in the amount of \$539,692.06 for regular payables.
4. *(removed from Consent - see New Business)*
5. **Resolution 25-050** Transportation Alternatives Program (TAP) State/Local Agreement for Design and Construction of A024(687) N Boyer Ave SW, E Mtn View to Juniper (Key No. 24687) - approved
6. **Resolution 25-051** Agreement #A26-5200-4 KGT INC for Portable Toilet Rental and Service - approved
7. **Resolution 25-052** Purchase Order #26-1701 to Motorola Solutions for Motorola SVX Body Camera and Microphone and Motorola N70 Portable Radios - approved
8. **Resolution 25-053** Purchase Order #26-1709 to CUES, Inc., for CCTV Inspection Van System Upgrade - approved
10. **Resolution 25-054** Purchase Order #26-1668 to Freightliner Northwest for Cobalt Dump Truck - approved
11. **Resolution 25-055** Purchase Order #26-1669 to Solid Waste Systems, Inc., for loader Mounted Snow Blower - approved
12. **Resolution 25-056** Purchase Order #26-1672 to Pape Machinery for John Deere 544PZT End Loader - approved
13. **Resolution 25-057** Purchase Order #26-1675 to Pape Machinery for John Deere 772 G-Tier AWD Motor Grader - approved

Public Hearing

14. Public Hearing: Consideration of New Fee for James E. Russell Sports Center Corporate Memberships

Mayor Grimm announced that the purpose of the public hearing was to take public testimony for Council consideration of a new fee for corporate memberships at the James E. Russell Sports Center.

Community Planning and Development Director Jason Welker provided a presentation on the proposed fee and fielded questions from the Mayor and Councilors.

Mayor Grimm recited the rules and procedure and then opened the hearing. No one testified, and the Mayor closed the public hearing.

15. Proposed Resolution Amending the City Fees Schedule to add the James E. Russell Sports Center (JERSC) Corporate Annual Pass and Adoption of the JERSC Corporate Annual Pass Policy

Councilor Schreiber moved to postpone this matter until the second meeting in January 2026, and allow for additional public comment opportunity, seconded by Councilor Duquette.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Ruele, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Voting Nay: Councilor Aispuro

Mayor Grimm called for a brief recess at 7:33 p.m., with the meeting reconvening at 7:38 p.m.

Old/Unfinished Business

16. Final Plat: University Park (Place) Subdivision, Phase 4 (*removed from agenda prior to meeting*)

17. Project Update and Council Direction: Cedar St. Reconstruction, Lincoln Ave. to Division Ave.

Project Manager Rachel McKinley provided a presentation with updates on the project and, along with Public Works Director Holly Ellis, fielded questions from Council and the Mayor. City Forester Erik Bush, Certified Arborist John Gaddess, and HMH Project Manager Dan Tadic also provided information on the efforts that would be taken to preserve the existing silver maple tree during the project. Councilors unanimously agreed on a chicane design and efforts to preserve the tree.

Following a brief presentation on travel lane width, Ms. Ellis and Ms. McKinley again fielded questions from Council and the Mayor, as did Utility Supervisor Rod Berget. Councilor Aispuro made a motion to accept the 24-foot land width with 10.5-foot painted travel lanes to provide for traffic calming, seconded by Councilor Ruele. The motion failed, with the majority of Councilors present dissenting, as follows:

Motion made by Councilor Aispuro, Seconded by Councilor Ruele.

Voting Yea: Councilor Aispuro, Councilor Howarth

Voting Nay: Councilor Ruele, Councilor Schreiber, Councilor Duquette

Councilor Ruele then made a motion to recommend an 11-foot travel lane width, seconded by Councilor Schreiber. The motion passed, as follows, with Councilor Howarth dissenting:

Motion made by Councilor Ruele, Seconded by Councilor Schreiber.

Voting Yea: Councilor Ruele, Councilor Aispuro, Councilor Schreiber, Councilor Duquette

Voting Nay: Councilor Howarth

Ms. McKinley provided four options pertaining to sidewalks and multimodal paths on Cedar Street and fielded Council questions. Councilor Ruele made a motion to approve Option #3, providing sidewalks on both the north and south side of Cedar Street, seconded by Councilor Duquette. There were no objections, and the motion passed unanimously by Councilors present.

New Business

18. **Resolution 25-058** Transportation Alternatives Program (TAP) 2026 Application, Superior Street Project

Ms. Ellis provided a presentation on the TAP grant, seeking funding for the Superior Street Project, and fielded questions from Councilors. Motion made by Councilor Ruele to approve the Resolution directing staff to seek grant funding for the Superior Street Project, seconded by Councilor Aispuro. The motion passed by a majority vote of Councilors present, as follows:

Motion made by Councilor Ruele, Seconded by Councilor Aispuro.

Voting Yea: Councilor Ruele, Councilor Aispuro, Councilor Howarth

Voting Nay: Councilor Schreiber, Councilor Duquette

19. Presentation and Council Direction: Consideration of a Commercial Property Assessed Capital Expenditure (C-PACE) Program for the City of Sandpoint

Mr. Welker introduced Don Schultz with PACE Equity, who provided Council with information and fielded questions on the C-PACE Program. Councilor Schreiber made a motion to postpone this agenda item until after the Commercial A zoning revisions are complete, seconded by Councilor Duquette. Motion fails, with the majority of Council dissenting as follows:

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Schreiber

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

Councilor Ruehle then made a motion to direct staff to proceed with the creation of a resolution and a guidebook for consideration of the C-PACE Program, seconded by Councilor Howarth and approved by a majority of Council present, with Councilor Schreiber dissenting.

Motion made by Councilor Ruehle, Seconded by Councilor Howarth.

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

Voting Nay: Councilor Schreiber

4. **Resolution 25-049** Local Highway Technical Assistance Council (LHTAC) FY 2026 Small Urban Grant Program for Improvements on First Ave and Bridge/Church Streets

Ms. McKinley and Mr. Bush provided a brief presentation on the LHTAC Grant Program, seeking funding for improvements on First Avenue and Bridge/Church Streets, and fielded questions from Councilors. Councilor Ruehle made a motion to approve the application for the grant, seconded by Councilor Aispuro and approved by a majority of Council, with Councilor Schreiber dissenting.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.

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

Voting Nay: Councilor Schreiber

Adjourn

With no further business before the Council, the meeting was adjourned at 10:01 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the Deputy City Clerk, were approved by City Council during their meeting held _____, 202__.

Jeremy Grimm, Mayor

Attest: Hayley Keys, Deputy City Clerk



CITY OF SANDPOINT INVOICE REGISTER
PAYABLE DATES OF: 12/18/2025 THROUGH 01/07/2026

Item # 2.

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invoice Amount
Vendor: 95 EXPRESS LLC				
1146	MONTHLY CAR WASH MEMBERSHIP FOR POLICE AND FIRE DEC'25			\$562.50
	POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	540.00	
	FIRE DEPARTMENT - SANDPOINT	SERVICES - AUTOMOTIVE - R&M	22.50	
			Total For: 95 EXPRESS LLC	\$562.50
Vendor: ACCURATE TESTING LABS LLC				
151027	WWTP: REQUIRED MERCURY TESTING (LAB 2025120119)			\$260.00
	WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	260.00	
151380	WTP: COLIFORM PRESCENCE TESTS (LAB 2025120483)			\$150.00
	WATER TREATMENT	TECH SERVICES - LABORATORY	150.00	
151026	WWTP: DISSOLVED CARBON & NITROGEN TESTING (LAB 2025120118)			\$200.00
	WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	200.00	
			Total For: ACCURATE TESTING LABS LLC	\$610.00
Vendor: ALPINE MOTORS COMPANY INC				
164395	PARKS: RAM 1500 OIL CHANGE & TIRE ROTATION (1C6RRFCG8SN676282)			\$46.59
	PARK MAINTENANCE & CAPITAL	SERVICES - AUTOMOTIVE - R&M	46.59	
164369	SPD: 2017 FORD FUSION - OIL CHANGE			\$44.78
	POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	44.78	
164391	PARKS: OIL CHANGE - RAM 1500 (1C6RRFCG6SN676281)			\$47.97
	PARK MAINTENANCE & CAPITAL	SERVICES - AUTOMOTIVE - R&M	47.97	
164321	SPD19 - 2019 TAHOE - BELT & PUMP KIT REPLACEMENT & COOLANT			\$527.64
	POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	527.64	
163589	SPD16-DURANGO-OIL/NEW HEADLAMP/FIX AC			\$1,298.19
	POLICE DEPARTMENT	SERVICES - AUTOMOTIVE - R&M	1,298.19	
			Total For: ALPINE MOTORS COMPANY INC	\$1,965.17
Vendor: ANATEK LABS INC				
2531141	WWTP: BI ANNUAL METALS W HEX CHROM D TESTING			\$810.00
	WASTEWATER TREATMENT	TECH SERVICES - LABORATORY	810.00	
			Total For: ANATEK LABS INC	\$810.00
Vendor: ARCHBRIGHT				

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
DU32162843694	HR SERVICES - BRONZE LEVEL MEMBERSHIP 1/2026-12/2026 CENTRAL SERVICES DEPARTMENT	OTHER PROF SERVICE - HUMAN RESOURCES	2,400.00		
Total For: ARCHBRIGHT					\$2,400.00

Vendor: AT&T MOBILITY II, LLC

DXZ112025	PD IOT CHIP SRVCS - 11.05.25-12.04.25 POLICE DEPARTMENT	TELEPHONE - WIRELESS	404.14		\$629.10
	POLICE DEPARTMENT	TELEPHONE - WIRELESS	41.29		
	POLICE DEPARTMENT	TELEPHONE - WIRELESS	36.80		
	POLICE DEPARTMENT	TELEPHONE - WIRELESS	36.80		
	FIRE DEPARTMENT - SANDPOINT	TELEPHONE - WIRELESS	52.79		
	MAYOR'S OFFICE	TELEPHONE - WIRELESS	36.80		
	BUILDING DIVISION	TELEPHONE - WIRELESS	15.99		
	PARK MAINTENANCE & CAPITAL	TELEPHONE - WIRELESS	4.49		
Total For: AT&T MOBILITY II, LLC					\$629.10

Vendor: AUTO HAUS INC

13191	ST: 644 WIDE SADDLE WIPER & FILTER WRENCH STRAP STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	50.99		\$58.68
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	7.69		
Total For: AUTO HAUS INC					\$58.68

Vendor: AVISTA UTILITIES

11/17/25-12/18/2	MNTHLY UTILITIES - ONTARIO GENERAL GOVERNMENT PROJECTS	ELECTRICITY	83.59		\$83.59
11.13.25-12.22.2	FY26 MONTHLY AVISTA UTILITIES - CITY WIDE ACCT 4707730000 GOVERNMENT BUILDING & GROUNDS DIVISION	ELECTRICITY	3,135.19		\$53,015.66
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	108.74		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	99.85		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	23.79		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	110.04		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	472.53		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	23.37		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	2,311.12		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	20.40		
	GOVERNMENT BUILDING & GROUNDS DIVISION	ELECTRICITY	342.50		
	STREET MAINTENANCE DIVISION	ELECTRICITY	11,108.71		
	PARK MAINTENANCE & CAPITAL	ELECTRICITY	1,509.56		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
	WATER TREATMENT	ELECTRICITY	12,175.69		
	WASTEWATER COLLECTIONS	ELECTRICITY	1,708.19		
	WASTEWATER TREATMENT	ELECTRICITY	13,646.85		
	RECREATION	ELECTRICITY	20.45		
	STREET MAINTENANCE DIVISION	ELECTRICITY	1,113.17		
	CENTRAL SERVICES DEPARTMENT	ELECTRICITY	129.06		
	WATER DISTRIBUTION	ELECTRICITY	553.11		
	GOVERNMENT BUILDING & GROUNDS DIVISION	ELECTRICITY	259.78		
	JAMES E. RUSSELL SPORTS CENTER FACILITY	ELECTRICITY	4,143.56		
Total For: AVISTA UTILITIES			\$53,099.25		
Vendor: BNSF RAILWAY COMPANY					
26000931	U/G WATER PIPELINE XING LEASE 01/01/2026 TO 12/31/2026 CONTRACT BF53818				\$100.00
	WATER TREATMENT	RENTAL OF LAND AND BUILDING	100.00		
Total For: BNSF RAILWAY COMPANY			\$100.00		
Vendor: BONNER COUNTY DAILY BEE					
0000043405	BCB#7480 NOPH 12.17.25 JER FEE PUBLIC HEARING				\$90.64
	JAMES E. RUSSELL SPORTS CENTER FACILITY	ADVERTISING	90.64		
Total For: BONNER COUNTY DAILY BEE			\$90.64		
Vendor: BONNER COUNTY SOLID WASTE					
0062843	WWTP: COMM YARD BAGS				\$20.00
	WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	20.00		
Total For: BONNER COUNTY SOLID WASTE			\$20.00		
Vendor: BOUNDARY TRACTOR YAMAHA					
BTC-2127277	PARKS: THRMSTT, GSKT, CRTRDG - KUBOTA SD BY SD - SPRTS CMLPX				\$80.53
	PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	80.53		
Total For: BOUNDARY TRACTOR YAMAHA			\$80.53		
Vendor: BROWN'S NORTHSIDE					
S172221	ST: AUTO LUBE SPIN - RAM TRUCK				\$9.23
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	9.23		
S172314	ST: ANTENNA SPRINGS, MIRROR WHIP RADIO				\$169.88
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	169.88		
S172066	FIRE: ANNUAL MAINT. PARTS (1132/SUNDBERG)				\$143.87
	FIRE DEPARTMENT - SANDPOINT	VEHICLE & MACH SUPPLIES/PARTS	143.87		
Total For: BROWN'S NORTHSIDE			\$326.00		
Vendor: CANON FINANCIAL SERVICES INC					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
42336042	FY26 DEC 2025 UPSTAIRS/DOWNSTAIRS COPIERS - 5840I AND 5550I				\$551.73
	CENTRAL SERVICES DEPARTMENT	COPIER LEASE	355.00		
	CENTRAL SERVICES DEPARTMENT	PHOTOCOPIES	196.73		
Total For: CANON FINANCIAL SERVICES INC					\$551.73
Vendor: CC VENDOR - WELLS FARGO					
111-9674177-93	AMZN: PAPER, PENS, FOLDERS, CLOROX WIPES, PAPER PRODUCTS FOR COFFE				\$175.82
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	83.56		
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	7.93		
	CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	5.99		
	CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	21.99		
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	15.97		
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	16.62		
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	14.97		
	CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	8.79		
1 7722053-0666	AMZN: SURGE PROTECTORS, BATTERIES, DOUBLE SIDED TAPE, SCRAPER, LABE				\$648.42
	INFORMATION TECHNOLOGY DIVISION	IT SUPPLIES/EQUIPMENT	648.42		
88959434	HOLIDAY INN: T0089 - COREY COON- HOTEL - POST GRAD				\$226.75
	POLICE DEPARTMENT	TRAINING AND TRAVEL	226.75		
056526	EVANS BROTHERS: COM ENGAGEMENT COFFEE 12/13/25				\$32.20
	COMMUNITY DEVELOPMENT ADMINISTRATION	OFFICE SUPPLIES/EQUIPMENT	32.20		
82191	STAPLES: WWTP OFFICE SUPPLIES				\$138.92
	WASTEWATER TREATMENT	OFFICE SUPPLIES/EQUIPMENT	138.92		
094003	STAPLES: CDP OFFICE SUPPLIES 12/12/25				\$123.87
	COMMUNITY DEVELOPMENT ADMINISTRATION	OFFICE SUPPLIES/EQUIPMENT	123.87		
155737423620	SAFEWAY: AUSTIN RETIREMENT PARTY FOOD				\$117.23
	PARK MAINTENANCE & CAPITAL	SUSTENANCE/FOOD	117.23		
1Z2T3LK442177	UPS: EVIDENCE SHIPPING 25-023209				\$22.63
	POLICE DEPARTMENT	POSTAGE	22.63		
00523826	HENS TOOTH : OUTGOING COUNCIL APPRECIATION PICTURE				\$470.00
	CITY COUNCIL	PRINTING AND BINDING	470.00		
1ZE288Y103041	UPS: SHIPPING FOR SONETICS EQUIP				\$15.10
	WATER DISTRIBUTION	POSTAGE	15.10		
110920449090	SAFEWAY: COFFEE BREAK DEC'25- CREAMER, YOGURTS, BAGELS, FRUIT				\$42.02
	CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	42.02		
P35641	METROQUIP: WD: REPAIR SONETICS HEADSET EQUIP				\$521.00
	WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	521.00		
111-2430599-86	AMZN: BOOM TRUCK SAFETY STICKER KIT				\$210.00

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
	WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	215.54		
113-6009432-69	AMZN: CHRISTMAS PARTY'25- PAPER PRODUCTS AND CENTRAL SERVICES DEPARTMENT	TIN CONTAINERS SUSTENANCE/FOOD	104.97		\$104.97
111-6252151-31	AMZN: SHOP FORKLIFT STICKERS WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	15.00		\$45.00
	WASTEWATER COLLECTIONS STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS VEHICLE & MACH SUPPLIES/PARTS	15.00 15.00		
088545	YOKES: COFFEE BREAK DEC'25 DONUTS, CREAM CHEESE, YOGURT, OJ CENTRAL SERVICES DEPARTMENT	SUSTENANCE/FOOD	57.62		\$57.62
774515423620	SAFEWAY: AUSTIN HULL RETIREMENT PARTY CAKE PARK MAINTENANCE & CAPITAL	SUSTENANCE/FOOD	68.97		\$68.97
247442-044203	DOLLAR TREE: A HULL RETIREMENT PARTY SUPPLIES RETURN PARK MAINTENANCE & CAPITAL	SUSTENANCE/FOOD	(7.95)		\$(7.95)
111-4492298-12	AMZN: UPS BATTERY BACKUP & SURGE PROTECTOR INFORMATION TECHNOLOGY DIVISION	IT SUPPLIES/EQUIPMENT	189.99		\$569.97
	WATER TREATMENT	IT SUPPLIES/EQUIPMENT	379.98		
12512101829C0	UPS: RETURN PART FOR 1132 FIRE DEPARTMENT - SANDPOINT	POSTAGE	13.39		\$13.39
32657A	EVANS BROS: COFFEE AUSTIN HULL RETIREMENT PARTY PARK MAINTENANCE & CAPITAL	SUSTENANCE/FOOD	52.90		\$52.90
35534376447739	WALMART - FILE HOLDER - SP39 OEDEWALDT POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	14.14		\$14.14
13987377	TELEFLEX: IO STABLIZER MEDICAL SUPPLIES FIRE DEPARTMENT - SANDPOINT	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	50.00		\$50.00
27978541	DOLLAR TREE: A HULL RETIREMENT PARTY SUPPLIES PARK MAINTENANCE & CAPITAL	SUSTENANCE/FOOD	7.95		\$7.95
003791-044204	DOLLAR TREE: A HULL RETIREMENT PARY SUPPLIES PARK MAINTENANCE & CAPITAL	SUSTENANCE/FOOD	7.50		\$7.50
3965566403	GO DADDY: STANDARD SSL RENEWAL 1 YEAR INFORMATION TECHNOLOGY DIVISION	SOFTWARE/SAAS - DOMAIN SSL	239.98		\$239.98
113-6776909-36	AMZN: IT/BUILDING DEPT- CAR ORGANIZER, PROTECTIVE CASE, FIBER PATCH CA BUILDING DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	77.48		\$127.81
	INFORMATION TECHNOLOGY DIVISION	IT SUPPLIES/EQUIPMENT	50.33		
028993	STAPLES: WD: USB CABLE WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	2.46		\$2.46
024986	STAPLES: WD: RETURN USB CABLE WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	(7.46)		\$(7.46)

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
072105	STAPLES: WD: OFFICE SUPPLIES - DESKPAD, POSTITS PAPER WATER DISTRIBUTION	OFFICE SUPPLIES/EQUIPMENT	109.39		\$109.39
015477	HALLMARK: AUSTIN RETIREMENT CARDS/COUNCIL CARDS CENTRAL SERVICES DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	20.49		\$20.49
1815911	ONE STEP GPS: OBD-II PLUG-IN GPS DEVICE (16) POLICE DEPARTMENT	TECH SERVICES - PUBLIC SAFETY MISC	223.20		\$223.20
112-4707428-81	AMZN: NEW HOLSTER - SP18 SGT. ZIEGLER POLICE DEPARTMENT	UNIFORM & CLOTHING	112.13		\$112.13
113-0189991-15	AMZN: CONCRETE MANUAL FOR BUILDING DEPT BUILDING DIVISION	BOOKS AND PERIODICALS	93.07		\$93.07
102126732	ICC: J PARKER PLANS EXAMINER STUDY GUIDE BUILDING DIVISION	EDUCATION/TRAINING SUPPLIES	79.00		\$79.00
105718	NAP: 7 NAME PLATES FOR EACH COUNCILOR AND MAYOR CITY COUNCIL	OFFICE SUPPLIES/EQUIPMENT	200.00		\$200.00
2 7722053-0666	AMZN: LABEL TAPE, BAT CARTRIDGE, CABLES, TOOL BAG, AIR FILTER, ALCOHOL INFORMATION TECHNOLOGY DIVISION	IT SUPPLIES/EQUIPMENT	348.64		\$348.64
36583635	TEACHABLE: WTP: J. LANDER OPERATOR CERT WATER TREATMENT	TRAINING AND TRAVEL	99.00		\$99.00
113-6992239-58	AMZN: 1099 NEC & MISC FORMS 2025 FINANCE DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	16.94		\$56.53
	FINANCE DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	39.59		
113-3792198-41	AMZN: W-2 TAX FORMS 2025 FINANCE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	32.95		\$32.95
74767530	IDAHO DOPL: DOPLID BENNETT LEEN WATER DISTRIBUTION	TRAINING AND TRAVEL	85.00		\$85.00
086430/6020546	HOME DEPOT: FILTER FOR CITY HALL 12/01/2025 GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	107.96		\$107.96
000031434	LIFELOC TECHNOLOGIES: BREATHALYZER CALIBRATION GAS POLICE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	229.89		\$229.89
18719417	BANK-A-COUNT: BANK DEPOSIT SLIPS (600) FINANCE DEPARTMENT	OPERATIONAL SUPPLIES/EQUIPMENT	84.87		\$84.87
82257	STAPLES : WD: OFFICE CHAIR WATER DISTRIBUTION	OFFICE SUPPLIES/EQUIPMENT	172.45		\$172.45
Total For: CC VENDOR - WELLS FARGO					\$6,151.32

Vendor: CED - SANDPOINT LIGHTING

1120-1022647	WTP: ARC FLASH ASSESSMENT WATER TREATMENT	OTHER PROF SERVICE - ENGINEERING/ARCHITE	22,123.00		\$22,123.00
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Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.
5945-1107808	MEMORIAL: SPLICE TEE KIT (6) PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	147.00	\$147.00
Total For: CED - SANDPOINT LIGHTING				\$22,270.00
Vendor: COLEMAN OIL				
INV-340633	ST: CHV RANDO HD 5 GAL (ST BUCKET TRUCK) STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	88.80	\$88.80
INV-341532	ST: CVX HAVOLINE FULL SYNTHETIC 0W40 12 GAL (RAM) STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	285.72	\$285.72
INV-339740	WWT: CHV HYD OIL AW ISO 46 & NON-CHL BRAKE CLEANER WASTEWATER TREATMENT	CHEMICAL SUPPLIES	372.30	\$372.30
Total For: COLEMAN OIL				\$746.82
Vendor: CONSOLIDATED SUPPLY CO.				
S012707586.001	BEACH: TOILET FLUSH VALVE (2) PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	704.67	\$704.67
S012708400.001	SOLENOID/PISTON (4), CVR FOR FV DC (2) PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	499.68	\$499.68
S012671215.001	WD: STANDPIPE FLANGE WATER DISTRIBUTION	OPERATIONAL SUPPLIES/EQUIPMENT	698.74	\$698.74
Total For: CONSOLIDATED SUPPLY CO.				\$1,903.09
Vendor: CULLIGAN LLC				
11302025	WWTP: MNTHLY H2O & COOLER RNTL - NOV '25 WATER DELIVEREDNOV 25 WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	58.65	\$58.65
05312025 69518	WWTP: MNTHLY H2O & COOLER RNTL - 05/31/2025 WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	26.85	\$26.85
Total For: CULLIGAN LLC				\$85.50
Vendor: EDNETICS INC				
INV-139533	VOIP STD/ANALOG USER CHARGES MNTHLY DEC25 (FY26) INFORMATION TECHNOLOGY DIVISION	TELEPHONE - VOIP	2,813.89	\$2,813.89
Total For: EDNETICS INC				\$2,813.89
Vendor: FASTENAL COMPANY				
IDCOE227048	SHOP: BOLTS, WHEELS GRINDER, CABLE TIES WASTEWATER COLLECTIONS	VEHICLE & MACH SUPPLIES/PARTS	93.47	\$280.41
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	93.47	
	WATER DISTRIBUTION	VEHICLE & MACH SUPPLIES/PARTS	93.47	
Total For: FASTENAL COMPANY				\$2
Vendor: G.W. INC				

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
1312286	SPD: GLOCK GEN 5 G47 (3) & G17 TRADE INS (3) POLICE DEPARTMENT	FIREARMS & AMMUNITION	1,371.00		\$1,371.00
			Total For: G.W. INC		\$1,371.00
Vendor: GALLS LLC					
033534002	SPD: 5.11 STRYKE PANTS (2) - NEW HIRE SP16 POLICE DEPARTMENT	UNIFORM & CLOTHING	189.84		\$199.79
	POLICE DEPARTMENT	UNIFORM & CLOTHING	9.95		
033528067	SPD: HSG DOUBLE PISTOL TACO (1) - SP41121925 POLICE DEPARTMENT	UNIFORM & CLOTHING	55.78		\$55.78
			Total For: GALLS LLC		\$255.57
Vendor: GLAHE & ASSOCIATES INC					
16070	TASK ORDER 2: LEGAL DESCRIPTION AND MAPPING 9-5 PARKING PLANNING DIVISION	TECH SERVICES - PLANNING	2,230.00		\$2,230.00
			Total For: GLAHE & ASSOCIATES INC		\$2,230.00
Vendor: GRAINGER INC					
9740632741	WTP: REDUCING ADAPTER STEEL (2) WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	10.60		\$10.60
9740625380	WTP: NEEDLE VALVE STRAIGHT (1) WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	146.63		\$146.63
9729292244	WTP: NEEDLE VALVE STRAIGHT (1) WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	158.37		\$158.37
			Total For: GRAINGER INC		\$315.60
Vendor: HACH COMPANY					
14794129	WTP: TEST KIT, CN-DT CL2 W/DIG TITR (1) + FREIGHT WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	421.90		\$421.90
			Total For: HACH COMPANY		\$421.90
Vendor: HENRY SCHEIN INC					
50627442	MEDICAL SUPPLIES: 02 RESUS, AIRWAY, CATHETER, MASKS & FREIGHT FIRE DEPARTMENT - SANDPOINT	SAFETY/PPE/MEDICAL SUPPLIES/EQUIPMENT	163.31		\$163.31
			Total For: HENRY SCHEIN INC		\$163.31
Vendor: HERRINGTON & ASSOCIATES PLLC					
120925	CITY ATTORNEY CONTRACT 2ND OPINION NOV-2025 (FY26) LEGAL	OTHER PROF SERVICE - LEGAL - CIVIL	1,224.00		\$1,224.00
			Total For: HERRINGTON & ASSOCIATES PLLC		\$1,224.00
Vendor: HMH ENGINEERING					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
GS025-16-04	HMH CITY ENG SERV THRU NOV-16-2025 (A25-2410-6) PUBLIC WORKS ADMINISTRATION	OTHER PROF SERVICE - ENGINEERING/ARCHITE	6,888.00		
Total For: HMH ENGINEERING					\$6,888.00

Vendor: IDAHO RURAL WATER ASSOCIATION

Q2025-188	WWTP: TUITION & TXTBKS CLASS 2 - RICHARD BAILEY WASTEWATER TREATMENT	BOOKS AND PERIODICALS	100.00		\$1,350.00
	WASTEWATER TREATMENT	TRAINING AND TRAVEL	1,250.00		
Q2025-187	WWTP: TUITION & TXTBKS CLASS 2 - NATE SPARKS WASTEWATER TREATMENT	BOOKS AND PERIODICALS	100.00		\$1,350.00
	WASTEWATER TREATMENT	TRAINING AND TRAVEL	1,250.00		
Total For: IDAHO RURAL WATER ASSOCIATION					\$2,700.00

Vendor: INDUSTRIAL BOLT & SUPPLY INC / IBS

893644-1	WTP: DEUTSCH OPERATIONAL SUPPLIES & FREIGHT WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	495.66		\$495.66
Total For: INDUSTRIAL BOLT & SUPPLY INC / IBS					\$495.66

Vendor: INNOVATE! INC.

SI05778	A25-1920-1 GIS SUPPORT SERVICES - AUG & SEPT'25 INFORMATION TECHNOLOGY DIVISION	TECH SERVICES - GIS SERVICES	6,309.71		\$6,309.71
Total For: INNOVATE! INC.					\$6,309.71

Vendor: INSIGHT DISTRIBUTING INC

0543292-IN	CITY HALL: FOAM HAND WASH CASE (3) GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	229.74		\$229.74
0543295-IN	JER: TOILET PAPER 2PLY 1 CASE JAMES E. RUSSELL SPORTS CENTER FACILITY	FACILITY SUPPLIES	79.80		\$79.80
0543293-IN	FIRE DEPT: TOILET PAPER 2 PLY 1 CASE GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	79.80		\$79.80
0544410-IN	FIRE DEPT: 1 CASE SCOTT SHOP TOWELS GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	43.40		\$43.40
Total For: INSIGHT DISTRIBUTING INC					\$432.74

Vendor: KG & T SEPTIC INC

58211	KG&T PORTABLE TOILET 9/15/25 - 10/31/2025 PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	1,199.07		\$6,249.23
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	269.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	302.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	302.00		
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	293.00		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
	RECREATION	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	247.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	293.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	293.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	538.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	269.00		
	WATER TREATMENT	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	122.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	293.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	1,162.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	605.00		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	29.79		
	PARK MAINTENANCE & CAPITAL	MULTI-PURPOSE WASTE DISPOSAL/PORTALOO	32.37		
Total For: KG & T SEPTIC INC					\$6,249.23

Vendor: KODIAK ADVERTISING

3471	4X4 ALUMACORE SIGN & 2X3 PLASTIC (PUBLIC NOTICES)				\$675.00
	PLANNING DIVISION	PRINTING AND BINDING	300.00		
	PLANNING DIVISION	PRINTING AND BINDING	375.00		
Total For: KODIAK ADVERTISING					\$675.00

Vendor: LAKE CITY LAW GROUP PLLC

43128	LEGAL SERVICES - FY26 OCT'25				\$14,304.72
	LEGAL	OTHER PROF SERVICE - LEGAL - CIVIL	14,304.72		
43638	LEGAL SERVICES - FY26 NOV'25				\$15,305.00
	LEGAL	OTHER PROF SERVICE - LEGAL - CIVIL	15,305.00		
Total For: LAKE CITY LAW GROUP PLLC					\$29,609.72

Vendor: LAND OF CHRISTMAS

12182025	PARKS: GRAND FIR FOR TOWN SQUARE & CITY HALL OFFICE TREE				\$460.00
	PARK MAINTENANCE & CAPITAL	STREET LIGHTING SUPPLIES/EQUIPMENT	380.00		
	PARK MAINTENANCE & CAPITAL	STREET LIGHTING SUPPLIES/EQUIPMENT	80.00		
Total For: LAND OF CHRISTMAS					\$460.00

Vendor: Legacy Heating and Cooling

25163.3	MEMORIAL FIELD: HVAC IMPROVEMENTS A25-5200-9				\$13,836.00
	PARK MAINTENANCE & CAPITAL	CAPITAL CONSTRUCTION SERVICES - BUILDING	13,836.00		
Total For: Legacy Heating and Cooling					\$13,836.00

Vendor: LES SCHWAB TIRE CENTER

10800947494	ST: GRADER MAINT. O RING AND 24" LOCK RING KIT				\$
	STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	95.99		15

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
10800945777	SPD19: NEW TIRES - WRANGLER ATS (2019 TAHOE) POLICE DEPARTMENT	VEHICLE & MACH SUPPLIES/PARTS	607.16		\$607.16
10800945778	SPD19: TIRE SERVICE WORK - WHEEL BALANCE, STEM & DISPOSAL POLICE DEPARTMENT	VEHICLE & MACH SUPPLIES/PARTS	131.88		\$131.88
Total For: LES SCHWAB TIRE CENTER					\$835.03

Vendor: MES SERVICE COMPANY

IN2405798	FIRE: SHIELD HOODED JOB SHIRTS (3) FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	277.25		\$277.25
IN2399490	FIRE: SIZE 34 1.5 BELT & JOB SHIRT 1/4 ZIP FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	27.80		\$110.47
	FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	70.74		
	FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	11.93		
IN2399394	FIRE: MEN'S STATION WEAR PANT 36" (2) FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	333.90		\$345.83
	FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	11.93		
IN2400335	FIRE: UTIL-3 CREW SHIRTS 3 PACK (5) & STATION WEAR SIZE L FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	143.28		\$262.14
	FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	95.52		
	FIRE DEPARTMENT - SANDPOINT	UNIFORM & CLOTHING	23.34		
Total For: MES SERVICE COMPANY					\$995.69

Vendor: NAPA AUTO PARTS

260043	OL FLTR - KUBOTA RTV500 - ALL PARKS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	7.00		\$7.00
260595	TRI BALL REC HITCH - SPRTS CMLX PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	35.00		\$35.00
259941	OIL FLTR - KUBOTA SD BY SD - ALL PARKS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	9.92		\$9.92
260766	PW: WINDOW BLADES FOR 2003 CHEVY TRACKER PUBLIC WORKS ADMINISTRATION	VEHICLE & MACH SUPPLIES/PARTS	28.63		\$28.63
260382	WTP: PEAK -30 ALL IN ONE (6) WATER TREATMENT	VEHICLE & MACH SUPPLIES/PARTS	27.48		\$27.48
261396	TRCK CLNG SPPLS - FIRE DEPT FIRE DEPARTMENT - SANDPOINT	OPERATIONAL SUPPLIES/EQUIPMENT	97.64		\$97.64
260950	PARKS: AR FLTR,S, 10W-30 - LKVV MOWER PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	70.73		\$70.73
Total For: NAPA AUTO PARTS					\$2

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.
Vendor: NORTH 40 OUTFITTERS				
050708/B	PARKS: OIL - MEMORIAL PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	15.98	\$15.98
050718/B	PARKS: RMP PLT ALUM - MEMORIAL TOOLS PARK MAINTENANCE & CAPITAL	TOOLS	45.98	\$45.98
050684/B	ST: HEADLAMP 450 LUMEN (3) STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	179.97	\$179.97
050700/B	WTP: GREASE GUN KIT WASTEWATER TREATMENT	TOOLS	279.00	\$279.00
050720/B	ST: TARP WRENCH STRAPS STREET MAINTENANCE DIVISION	FACILITY SUPPLIES	30.96	\$30.96
050817/B	WWT: BULK FASTENERS WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	12.59	\$12.59
050774/B	ST: STIHL MS 311 20" BAR CHAINSAW, BAR & CHAIN OIL & 1 QT FUEL STREET MAINTENANCE DIVISION	TOOLS	769.99	\$789.47
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	9.49	
	STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	9.99	
050827/B	WWTP: RACHET STRAPS 1" X 10" 4 PACK (3) WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	29.85	\$29.85
050822/B	ST: SHOP AAA BAT, ELEC TAPE, BRUSHES, FLASHLIGHTS 500LM STREET MAINTENANCE DIVISION	FACILITY SUPPLIES	58.33	\$58.33
Total For: NORTH 40 OUTFITTERS				\$1,442.13
Vendor: OXARC INC				
0032473647	WWTP: PAINT PRIMER WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	197.63	\$197.63
0032473275	WWTP: CHLORINE AND PESTICIDE WASTEWATER TREATMENT	CHEMICAL SUPPLIES	6,949.57	\$6,949.57
0032475738	WT: SANDCREEK CHLORINE CYL (6) AND SODA ASH SACK (55) WATER TREATMENT	CHEMICAL SUPPLIES	7,170.59	\$7,220.34
	WATER TREATMENT	CHEMICAL SUPPLIES	49.75	
Total For: OXARC INC				\$14,367.54
Vendor: PAPE MACHINERY INC				
16567780	ST: 644K LOADER HALF CLAMPS/REAR VIEW MIRROR STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	195.99	\$195.99
16581398	ST: 644 - T174203 HALF CLAMP (8) STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	92.80	\$92.80
Total For: PAPE MACHINERY INC				\$2

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
Vendor: PEAK SAND & GRAVEL INC					
113120	ST: STREET SAND (44.84 TONS OF 1/4" MINUS) STREET MAINTENANCE DIVISION	SNOW SUPPLIES/EQUIPMENT	1,121.00		
			Total For: PEAK SAND & GRAVEL INC		\$1,121.00
Vendor: PITNEY BOWES BANK INC PURCHASE POWER					
12092025	POSTAGE REFILL - DECEMBER 2025 (FY26) CENTRAL SERVICES DEPARTMENT	POSTAGE	350.00		
			Total For: PITNEY BOWES BANK INC PURCHASE POWER		\$350.00
Vendor: PREMIER ELECTRIC MOTORS					
12481	WT: SPARE CIRC CIP DRAIN PUMP 15HP (LAKE PLANT) WATER TREATMENT	SERVICES - EQUIPMENT - R&M	11,900.00		
	WATER TREATMENT	SERVICES - EQUIPMENT - R&M	250.00		
	WATER TREATMENT	SERVICES - EQUIPMENT - R&M	10.00		
			Total For: PREMIER ELECTRIC MOTORS		\$12,160.00
Vendor: RODDA PAINT CO - PREVIOUSLY MILLER PAINT					
61006353	PAINT FOR PICNIC TABLES 1 GAL (2) - ALL PARKS PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	116.70		
			Total For: RODDA PAINT CO - PREVIOUSLY MILLER PAINT		\$116.70
Vendor: SAND CREEK CUSTOM WEAR					
11603	SPD: EMBROIDERY ON 5.11 BLK JACKET (M) POLICE DEPARTMENT	UNIFORM & CLOTHING	20.50		
11987	SPD: LETTERING ON 5.11 BLK JACKET (XL) & WOMEN'S (XL) 5.11 POLO (2) POLICE DEPARTMENT	UNIFORM & CLOTHING	41.00		
	POLICE DEPARTMENT	UNIFORM & CLOTHING	20.50		
			Total For: SAND CREEK CUSTOM WEAR		\$82.00
Vendor: SANDPOINT MARINE & MOTORSPORTS					
102707	TRNSMSSN FLD - POLARIS SD BY SD - ALL PARKS PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	19.99		
			Total For: SANDPOINT MARINE & MOTORSPORTS		\$19.99
Vendor: SANDPOINT SUPER DRUG					
35506/1	PARKS: STPLS, NAILGUN, BLK PIPE - MEMORIAL TOOLS PARK MAINTENANCE & CAPITAL	TOOLS	62.61		
35526/1	PARKS: NAME TAGS - RV WORKSHOP CITY BEACH RV PARK	OPERATIONAL SUPPLIES/EQUIPMENT	1.99		
			Total For: SANDPOINT SUPER DRUG		\$ 18

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
Vendor: SANDPOINT URBAN RENEWAL AGENCY					
11302025	NOVEMBER'25 TAX RECEIPTS COLLECTED				\$108,012.91
	UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - DOWNTOW	48,172.52		
	UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NORTH	1,388.00		
	UNCLASSIFIED	SANDPOINT URBAN RENEWAL AGENCY - NORTH	58,452.39		
Total For: SANDPOINT URBAN RENEWAL AGENCY					\$108,012.91
Vendor: SELKIRK PRESS INC					
23131	SPD: INVENTORY REPORT FORMS (TRIPLICATE) (200)				\$114.20
	POLICE DEPARTMENT	PRINTING AND BINDING	114.20		
23153	SPD: BUSINESS CARDS - DEREK CHUBB (250)				\$52.00
	POLICE DEPARTMENT	OFFICE SUPPLIES/EQUIPMENT	52.00		
Total For: SELKIRK PRESS INC					\$166.20
Vendor: SESAC					
10875798	ANNUAL MUSIC PERFORMANCE LICENSE 2026				\$641.00
	CENTRAL SERVICES DEPARTMENT	INSURANCE - FEDERAL COPYRIGHT	641.00		
Total For: SESAC					\$641.00
Vendor: SEW PRO 2					
3540-33	UNIFORM PANTS HEM/ADD PATCHS/ALTER SHIRT - SP18 ZIEGLER				\$54.50
	POLICE DEPARTMENT	UNIFORM & CLOTHING	54.50		
Total For: SEW PRO 2					\$54.50
Vendor: SOUTH FORK HARDWARE (PARKS)					
420423	COMM HALL: BROOM/DUST PAN & MOPS (2) + 60W LED LIGHT BULB				\$114.06
	GOVERNMENT BUILDING & GROUNDS DIVISION	CLEANING SUPPLIES	25.79		
	GOVERNMENT BUILDING & GROUNDS DIVISION	CLEANING SUPPLIES	32.99		
	GOVERNMENT BUILDING & GROUNDS DIVISION	CLEANING SUPPLIES	46.99		
	GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	8.29		
420382	COMMUNITY HALL: TRASH CANS 32 GAL (3)				\$104.97
	GOVERNMENT BUILDING & GROUNDS DIVISION	FACILITY SUPPLIES	104.97		
419922	(2) SPRDR FOR DE-ICE - ROW SNOW REMOVAL				\$313.98
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	313.98		
420029	PARKS: PNT SPPLS & TRP - BEACH				\$52.73
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	52.73		
420041	PARK: LGHT BLBS, PRKNG LT MRKRS, PMP SIPHON - SPORTS CMLPX				\$95.31
	PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	95.31		
420047	PARKS: VHCL WPR BLDS, SPPLS FOR BY WAY SIGN - BY WAY				\$119.96
	PARK MAINTENANCE & CAPITAL	VEHICLE & MACH SUPPLIES/PARTS	51.96		

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd	Item # 2.
420904	PARK MAINTENANCE & CAPITAL CITY HALL: 2PK WHITE POWER STRIP (1) GOVERNMENT BUILDING & GROUNDS DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	80.06		\$16.99
420827	PARKS: 17 OZ IND CHOICE SPRAY PAINT PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	7.69		\$7.69
Total For: SOUTH FORK HARDWARE (PARKS)					\$837.75
Vendor: SOUTH FORK HARDWARE (PUB WKS)					
420856	WWT: PLASTIC PAIL (4), CRSNT WRENCH, WD-40 (2) WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	71.93		\$71.93
420835	ST: YELLOW & SILVER PAINT MARKER STREET MAINTENANCE DIVISION	OPERATIONAL SUPPLIES/EQUIPMENT	10.08		\$10.08
420349	WT: SAND CREEK SMALL DISH DRAINER WATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	10.99		\$10.99
420063	WWTP: BALL VALVE, PVC NIPPLE, ELBOW, SWIVEL, BARB WASTEWATER TREATMENT	OPERATIONAL SUPPLIES/EQUIPMENT	12.55		\$12.55
419300	ST: EYE BOLTS FOR SNOW GRADER STREET MAINTENANCE DIVISION	SNOW SUPPLIES/EQUIPMENT	17.96		\$17.96
Total For: SOUTH FORK HARDWARE (PUB WKS)					\$123.51
Vendor: STANTEC CONSULTING SERVICES INC					
2501974	WWTP ENGR SERVICES THRU NOV 30TH 2025 WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	19,353.00		\$19,353.00
2481509	WWTP ENGR SERVICES THRU OCT 31ST 2025 WASTEWATER CAPITAL PROJECTS	CAPITAL IMPROVEMENTS OTHER THAN BUILDING	39,939.50		\$39,939.50
Total For: STANTEC CONSULTING SERVICES INC					\$59,292.50
Vendor: STONEWAY ELECTRIC SUPPLY					
S104805902.001	RPLCD LGHTS FOR SDPT SGN AT EXIT 95 - BY WAY PARK MAINTENANCE & CAPITAL	OPERATIONAL SUPPLIES/EQUIPMENT	839.89		\$839.89
Total For: STONEWAY ELECTRIC SUPPLY					\$839.89
Vendor: SUN RENTAL CENTER INC					
302002	ALL PARKS: 2" SUB PUMP RENTAL 12/18/25 PARK MAINTENANCE & CAPITAL	RENTAL OF EQUIPMENT AND VEHICLES	36.00		\$36.00
Total For: SUN RENTAL CENTER INC					\$36.00
Vendor: THOMPSON QUALITY FENCE INC					
003675	TRAVERS (TASK 4): BATTING CAGE FENCING PROJECTS - A25-5200-3 PARK MAINTENANCE & CAPITAL	CONSTRUCTION SERVICES - NON CAPITAL	6,508.38		\$6,508.38
Total For: THOMPSON QUALITY FENCE INC					\$6,508.38

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Inv	Item # 2.
Vendor: TORK ELECTRIC INC					
9034	SANDCREEK ACTUATOR VALVE & BUSHING WORK (26-1650) WATER TREATMENT	TECH SERVICES - ELECTRICAL	110.00		\$110.00
9035	PARKS: JONES SQUARE LIGHT POLE & FIXTURES WORK PARK MAINTENANCE & CAPITAL	TECH SERVICES - ELECTRICAL	892.50		\$892.50
Total For: TORK ELECTRIC INC					\$1,002.50
Vendor: USA BLUE BOOK					
INV00908677	WWTP: BAGS, 15'SAMPLER, PIPET FILLER, GLOVES, DELIVERY TUBE, FILER PAPE WASTEWATER TREATMENT	LABORATORY SUPPLIES	1,243.79		\$1,243.79
Total For: USA BLUE BOOK					\$1,243.79
Vendor: VERIZON WIRELESS					
6131489747	WIRELESS PHONE/DATA CHGS - NOV'25-DEC'25 WATER DISTRIBUTION	TELEPHONE - WIRELESS	38.73		\$101.26
	WASTEWATER TREATMENT	TELEPHONE - WIRELESS	38.73		
	WASTEWATER COLLECTIONS	TELEPHONE - WIRELESS	23.80		
Total For: VERIZON WIRELESS					\$101.26
Vendor: WESTERN STATES EQUIPMENT CO					
IN003438453	ST: SHIMS FOR ST GRADER STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	283.60		\$283.60
IN003438428	ST: MIRRORS FOR 938 LOADER STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	253.46		\$253.46
IN003438436	ST: AIR FILTERS FOR 938 LOADER STREET MAINTENANCE DIVISION	VEHICLE & MACH SUPPLIES/PARTS	133.87		\$133.87
Total For: WESTERN STATES EQUIPMENT CO					\$670.93
Vendor: WILLIAMS SCOTSMAN INC					
9025237653	WWTP: MODULAR RENTAL 12/19/2025-01/18/2026 (FY26) WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	785.40		\$1,211.43
	WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	19.64		
	WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	206.26		
	WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	22.00		
	WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	5.00		
	WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	70.00		
	WASTEWATER TREATMENT	RENTAL OF LAND AND BUILDING	103.13		
Total For: WILLIAMS SCOTSMAN INC					\$1,211.43
Vendor: ZIPLY FIBER					

Invoice Number	Invoice Description Department/Division	GL Account Description	Line Item Amount	Invd Item # 2.
3469 12.25.25	3469 - PHONE CHGS - TURTLE ROCK 12.25.25-01.24.26 WATER TREATMENT	TELEPHONE - LANDLINE & OTHER	61.69	\$61.69
6269 12.22.25	6269 - PHONE CHGS - 911 TRANSFER 12.22.25-01.21.26 POLICE DEPARTMENT	TELEPHONE - LANDLINE & OTHER	13.80	\$13.80
6708 12.22.25	6708 - PHONE CHGS - CITY HALL 12.22.25-01.21.26 INFORMATION TECHNOLOGY DIVISION	TELEPHONE - LANDLINE & OTHER	120.15	\$120.15
4008 12.22.25	4008 - PHONE CHGS - CITY HALL 12.22.25-01.21.26 WASTEWATER COLLECTIONS	TELEPHONE - LANDLINE & OTHER	277.41	\$277.41
Total For: ZIPLY FIBER				\$473.05
Payables Total: \$382,524.52				

**City of Sandpoint Payroll Breakdown for DECEMBER 2025
Employee Benefit Compensation Export
From 12/01/2025-12/31/2025**

WAGES Total Employer Amount	MEDICAL Total Employer Amount	DENTAL Total Employer Amount	SUPPLEMENTAL Total Employer Amount	TAXES Total Employer Amount	RETIREMENT Total Employer Amount	Employer Total
548,280.26	101,979.62	42,300.00	12,956.88	36,243.95	72,829.92	776,520.63

Grand Total: \$ 1,159,045.15

Councilor Signature: _____ Date: _____

Councilor Name: JOEL AISPURO



WHEREAS, human trafficking is a grave violation of human rights that involves the recruitment, harboring, transportation, provision, or obtaining of a person for labor or sex through force, fraud, or coercion and affects people in communities across the United States and around the world;

WHEREAS, human trafficking is typically under-reported and victims are often “hidden in plain sight,” making community awareness and vigilance critical tools to identify, report, and prevent this crime;

WHEREAS, the United States Senate designated January 11 as National Human Trafficking Awareness Day to raise awareness of this crime, recognizing its impact on individuals, families, and communities, with numerous federal and nonprofit initiatives encouraging public involvement on this date;

WHEREAS, the Department of Homeland Security Blue Campaign and other partners have designated “Wear Blue Day” on January 11 each year as a focal point during National Human Trafficking Prevention Month in January, encouraging individuals and organizations to wear blue in solidarity with victims and in support of anti-trafficking education and action; and

WHEREAS, increasing public awareness and understanding of human trafficking empowers community members to recognize and report suspected activity to law enforcement and victim support services, including the National Human Trafficking Hotline at 1-888-373-7888, text BEFREE (233733), or through online reporting.

NOW, THEREFORE, I, Jeremy Grimm, Mayor of Sandpoint, Idaho, do hereby proclaim January 11, 2026, as Human Trafficking Awareness Day / “Wear Blue Day” in the City of Sandpoint and call upon all residents, businesses, community organizations, and educational institutions to wear blue on January 11 as a visible sign of unity in awareness and prevention and to support survivors and efforts to end human trafficking in our community and beyond.

Proclaimed this 7th Day of January 2026 in the
City of Sandpoint, Bonner County, Idaho.

_____/s/
Jeremy Grimm, Mayor



AGENDA REPORT

City Council Meeting

TODAY'S DATE: December 29, 2025

MEETING DATE: January 7, 2026

TO: MAYOR AND CITY COUNCIL

FROM: Holly Ellis, Public Works Director

SUBJECT: Purchase Order #26-1690 to Pierce Auto Center for 2026 Ram 2500 Tradesman

DESCRIPTION/BACKGROUND:

The Street Division relies on a fleet of five service pickup trucks to support year-round operations including snow and ice control, pavement maintenance, striping and thermoplastic operations, emergency response, and support of capital and utility projects. These trucks are used daily by field crews to tow equipment trailers, carry tools and materials, and operate in traffic, winter weather, and construction environments.

This purchase order seeks to replace a 2003 service truck that was recently declared surplus after reaching the end of its useful service life and sold through Public Surplus Auction a few months ago. That vehicle had developed frequent mechanical issues, declining winter reliability, and rising maintenance costs, creating operational risk during snow operations and construction seasons. This replacement truck will serve as the Street Division's primary heavy-duty service vehicle, used to tow critical field equipment, including the City's pavement roller and tack trailer, and to operate a front-mounted snow plow for localized winter response.

Purchase Order No. 26-1690 proposes the purchase of a 2026 Ram 2500 Tradesman Crew Cab 4x4 from Pierce Auto Center in the amount of \$51,700. This truck replaces the 2003 unit and will be configured as a primary heavy-duty crew service truck capable of towing the roller and tack trailer, hauling tools and materials, and carrying a plow for cul-de-sacs, residential streets, and smaller snow response needs. Using a properly sized pickup for these locations is more efficient than deploying a large dump truck and full-size plow, reducing fuel use, wear, and congestion while still maintaining effective winter service.

The new truck has modern safety systems, braking, stability control, lighting, and improved winter traction significantly improve safety for operators working in traffic and winter conditions.

Staff reviewed comparable used trucks available from Pierce Auto Center. A 2024 RAM 2500 Crew Cab with 30,914 miles was quoted at \$41,985, and a 2014 RAM 2500 Crew Cab with 103,896 miles was quoted at \$35,985. These used units offer limited savings compared to a new vehicle while carrying substantial mileage, unknown wear, and reduced remaining service life. Given the truck's critical role in snow response and heavy field operations, purchasing new provides the best value, reliability, and warranty protection.

STAFF RECOMMENDATION:

Staff recommends City Council consider approval of Purchase Order No. 26-1690 to Pierce Auto Center for 2026 Ram 2500 Tradesman in the amount of \$51,700.00

ACTION:

City Council approval of Purchase Order No. 26-1690 to Pierce Auto Center for 2026 Ram 2500 Tradesman in the amount of \$51,700.00.

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** Yes, within FY 26 budget.

ATTACHMENTS:

1. Proposed Resolution
2. PO 26-1690 to Pierce Auto Center for 2026 Ram 2500 Tradesman
3. Pierce Auto Center 2026 Ram 2500 Tradesman Quote

No: 26-
Date: January 7, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: PURCHASE ORDER #26-1690 TO PIERCE AUTO FOR RAM 2500 TRADESMAN CREW CAB 4X4

WHEREAS: City staff recommends the purchase of a 2026 Ram 2500 Tradesman to replace the existing 2003 pickup truck currently utilized by the Sandpoint Public Works Department, which is approximately 22 years old and has exceeded its useful service life, with increasing mechanical failures, reduced winter reliability, and higher maintenance costs, creating operational risks during snow events and construction seasons;

WHEREAS: As a replacement to the 2003 unit that was recently declared surplus and sold by Public Surplus auction, the 2026 Ram 2500 will be configured as a primary heavy-duty crew service truck, capable of towing a pavement roller and tack trailer, hauling tools and materials, and carrying a plow for cul-de-sacs and residential streets for small snow response needs;

WHEREAS: The comparable used trucks researched offer limited savings, while also carrying substantial mileage, unknown wear, and reduced remaining service life;

WHEREAS: Given the truck's critical role in snow response and heavy field operations, the purchase of a new truck provides the best value, reliability and warranty protection;

WHEREAS: This purchase is provided as part of the City Council adopted FY2026 City Budget.

NOW, THEREFORE, BE IT RESOLVED THAT: City Council hereby approves Purchase Order #26-1690 to Pierce Auto Center in the amount of \$51,700, a copy of which is attached hereto and made a part hereof as if fully incorporated herein.

BE IT FURTHER RESOLVED THAT: As set forth in the Procurement Process and Signature Authority Policy for Goods, Services, and Construction and further outlined in the City of Sandpoint Procurement Policy, on behalf of the City, the Mayor or his designee is hereby authorized to execute all necessary documents to effect this purchase.

Jeremy Grimm, Mayor

ATTEST:

Hayley Keys, Deputy City Clerk



PURCHASE ORDER
CITY OF SANDPOINT
1123 LAKE STREET
SANDPOINT, ID 83864

DATE	P.O. NO.
10/31/2025	26-1690

Item # 4.

SUPPLIER:
 VENDOR: 004356
 PIERCE AUTO CENTER
 JD PIERCE INC 30 GUN CLUB RD
 SAGLE, ID 83860
 PH: (208) 263-4212 FX: (208) 263-2067
 EMAIL: PAMHAGERMAN@PIERCEAUTOCENTER.COM

SHIP TO:
 CITY SHOP
 2024 INDUSTRIAL DR
 SANDPOINT, ID 83864
 EMAIL: AWILLIAMS@SANDPOINTIDAHO.GOV

Description: CUSTOM BUILT 2026 - 2500 TRADESMAN CREW CAB 4X4

Internal Use Only: THREE CONFIGURATION ESTIMATES RECEIVED FOR THIS CUSTOM BUILT 2026-2500 TRADESMAN CREW CAB 4X4. PEIRCE AUTO CAME IN WITH THE LOWEST PRICE FOR WHAT THE DEPARTMENT IS NEEDING

Item No.	QTY	Unit	Description	Unit Price	Amount
2026-2500 TRADESMAN CREW CAB 4X4	1.00	Units	2026-2500 TRADESMAN CREW CAB 4X4	51,700.00	
			01-3100-7742-0000-31099430	51,700.00	

Total: \$51,700.00

- Subject to the Terms and Conditions Set By the City of Sandpoint*
- 1. Acceptance of this order includes acceptance of all terms, prices, delivery instructions, specifications and conditions.*
 - 2. Purchases may not exceed the total amount of this order without prior approval.*
 - 3. Invoices and Packages must bear the Purchase Order Number above.*
 - 4. All Purchases are subject to a Net 30 payment term.*
- Visit www.sandpointidaho.gov for More Details*

PIERCE AUTO CENTER
 30 GUN CLUB ROAD
 SAGLE ID 83860
 208-263-4212

CUST#: 6433

**RETAIL PURCHASE AGREEMENT
 [MOTOR VEHICLE PURCHASE CONTRACT]**

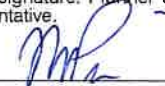
Purchaser's Name(s): CITY OF SANDPOINT Deal #: 6618
 Address: 1123 LAKE STREET SANDPOINT ID 83864 Date: 12/30/2025
 Telephone (1): 208-263-3379 Telephone (2): N/A County: BONNER
 E-Mail: AP@SANDPOINTIDAHO.GOV DOB: N/A
 D.L./State I.D.#: 82-6000258 Issuing State: ID Exp. Date: N/A

The above information has been requested so that we may verify your identity. By signing below, you represent that you are at least 18 years of age and have authority to enter into this Agreement. The Odometer Reading for the Vehicle you are purchasing is accurate unless indicated otherwise. Please refer to the Federal Mileage Statement for full disclosure.

YEAR 2026	MAKE RAM	MODEL 2500	COLOR WHITE	STOCK NO.	
VIN/SERIAL NO.		ODOMETER READING <input type="checkbox"/> Not Accurate		SALESPERSON	
THE VEHICLE IS: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED <input type="checkbox"/> CONSIGNMENT		PRIOR USE DISCLOSURE: <input type="checkbox"/> DEMONSTRATOR <input type="checkbox"/> EXECUTIVE/OFFICIAL (Pre-Driven) <input type="checkbox"/> RENTAL <input type="checkbox"/> PRIOR LEASE <input type="checkbox"/> OTHER			
WARRANTY STATEMENT				CASH PRICE OF VEHICLE	
We are selling this Vehicle to you AS-IS and we expressly disclaim all warranties, express and implied, including any implied warranties of merchantability and fitness for a particular purpose, unless the box beside "Used Vehicle Limited Warranty Applies" is marked below or we enter into a service contract with you at the time of, or within 90 days of, the date of this transaction. Any warranties by a manufacturer or supplier other than our Dealership are theirs, not ours, and only such manufacturer or supplier shall be liable for performance under such warranties. We neither assume nor authorize any other person to assume for us any liability in connection with the sale of the Vehicle and the related goods and services. CONTRACTUAL DISCLOSURE STATEMENT (USED VEHICLES ONLY) The information you see on the window form for this Vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale. <u>Traducción española: Vea Párrafo 13.</u> <input type="checkbox"/> Used Vehicle Limited Warranty Applies. We are providing the attached Limited Warranty in connection with this transaction. Any implied warranties apply for the duration of the Limited Warranty.				47500.00	
				N/A	
				N/A	
				N/A	
				27in TOMMY GATE INSTALLED	4200.00
				N/A	N/A
				N/A	N/A
				DEALER DOCUMENTATION FEE*	N/A
				TOTAL SELLING PRICE	51700.00
				TRADE-IN VEHICLE INFORMATION	27in TOMMY GATE INSTALLED
Year: N/A	Color: N/A				
Make: N/A	Model: N/A				
VIN/Serial No: N/A	Odometer Reading: N/A <input type="checkbox"/> Not Accurate				
Trade-In Allowance: N/A	Balance Owed & Lienholder: N/A				
OTHER MATERIAL UNDERSTANDINGS AND INTEGRATED DOCUMENTS				SUBTOTAL	
<input type="checkbox"/> PLEASE SEE THE DELIVERY CONFIRMATION				51700.00	
Ram 2500 4x4 Crew Cab.				SALES TAX	
				N/A	
				TITLE FEE	N/A
				N/A	
				N/A	
**The Deposit/Down Payment received from you is not refundable, except as set forth in this Retail Purchase Agreement. In the case of a Deposit, we will refrain from selling the Vehicle for <u>N/A</u> days.				TOTAL DUE	
*Dealer Documentation Fee: This fee is not required by Law. It is an optional fee charged by our Dealership to cover our costs for providing administrative and documentary services in connection with this transaction.				51700.00	
<input type="checkbox"/> Please see the Conditional (Spot) Delivery Agreement and Paragraph 16.				DEPOSIT/DOWN PAYMENT**	
YOU AND THE DEALER HAVE AGREED THAT THE MOTOR VEHICLE WILL BE DELIVERED TO YOU PRIOR TO THE PURCHASE. IF FINANCING CANNOT BE ARRANGED ON THE TERMS AND WITHIN THE TIME PERIOD AGREED UPON IN THE MOTOR VEHICLE PURCHASE CONTRACT, THE CONTRACT IS NULL AND VOID.				N/A	
X _____				N/A	
LESS CASH DUE AT DELIVERY				N/A	
AMOUNT TO BE FINANCED (See Paragraphs 12 and 16)				51700.00	

I have read all of the terms and conditions of this Agreement, and agree to them as if they were printed above my signature. I further acknowledge receipt of a copy of this Agreement. This Agreement shall not become binding until signed and accepted by an Authorized Dealership Representative.

Purchaser _____

Accepted by Authorized Dealership Representative 

N/A
 Purchaser _____



AGENDA REPORT

City Council Meeting

TODAY'S DATE: December 29, 2025

MEETING DATE: January 7, 2026

TO: MAYOR AND CITY COUNCIL

FROM: Holly Ellis, Public Works Director

SUBJECT: Purchase Order #26-1710 to Pierce Auto Center for 2026 Ram 1500 Tradesman

DESCRIPTION/BACKGROUND:

The Street Division relies on a fleet of five service pickup trucks to support year-round operations including snow and ice control, pavement maintenance, striping and thermoplastic operations, emergency response, and support of capital and utility projects. These trucks are used daily by field crews to tow equipment trailers, carry tools and materials, and operate in traffic, winter weather, and construction environments.

The Street Division relies on service trucks to support pavement marking maintenance, including paint striping and thermoplastic installation. These operations require towing dedicated striping and thermoplastic trailers, carrying materials and tools, and safely operating in traffic and work zones.

Previously, one of the Street Division's service trucks assigned to this work was a 1993 Chevrolet pickup with more than 90,000 miles on it and was well beyond its useful service life. The vehicle experienced frequent mechanical issues, lacked modern safety features, and was no longer reliable for towing or winter operations. Continued use creates safety risk for employees, creates inefficiencies, and increased the likelihood of breakdowns delaying pavement marking projects and roadway safety improvements. As a result, this truck was declared surplus and sold through Public Surplus Auction a few months ago.

Purchase Order No. 26-1710 proposes the purchase of a 2026 Ram 1500 Tradesman Quad Cab 4x4 from Pierce Auto Center in the amount of \$41,556. This truck will replace the sold 1993 unit and will serve as the primary paint and thermoplastic crew truck, used to tow the City's striping and thermoplastic trailers and support daily pavement marking operations.

The Ram 1500 provides sufficient towing capacity for the paint and thermoplastic trailers while offering improved fuel efficiency compared to heavier trucks. Modern safety systems, improved braking, stability control, lighting, and backup camera significantly improve operator safety when working in traffic and work zones. The vehicle also provides improved winter drivability and reliability for year-round operations.

Comparable used vehicles were reviewed. A comparable crew cab with 98,411 miles was quoted at \$30,471, another with 10,985 miles was quoted at \$49,985, which exceeds the City's new purchase price. The lower-cost used option carries high mileage and reduced remaining life. Purchasing new provides full warranty coverage, known mechanical condition, and the longest service life for a vehicle that will be in daily operational use.

STAFF RECOMMENDATION:

Staff recommends City Council consider approval of Purchase Order No. 26-1710 to Pierce Auto Center for 2026 Ram 1500 Tradesman in the amount of \$41,556.00.

ACTION:

City Council approval of Purchase Order No. 26-1710 to Pierce Auto Center for 2026 Ram 1500 Tradesman in the amount of \$41,556.00.

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** Yes, within FY 26 budget.

ATTACHMENTS:

1. Proposed Resolution
2. PO 26-1710 to Pierce Auto Center for 2026 Ram 1500 Tradesman
3. Pierce Auto Center 2026 Ram 1500 Tradesman Quote

No: 26-
Date: January 7, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: PURCHASE ORDER NO. 26-1710 TO PIERCE AUTO FOR RAM 1500 TRADESMAN QUAD CAB 4X4

WHEREAS: City staff recommends the purchase of a 2026 Ram 1500 Tradesman Quad Cab 4x4 for the Sandpoint Streets Division of the Public Works Department to replace the previous 1993 Chevy pickup truck recently sold through Public Surplus Auction which had over 90,000 miles and exceeded its useful service life, with frequent mechanical issues, lack of modern safety features, and unreliability for towing and winter operations;

WHEREAS: This 2026 Ram 1500 replaces the truck sold at auction and serves as the primary paint and thermoplastic crew truck to tow the City's striping and thermoplastic trailers, supporting daily pavement marking operations;

WHEREAS: Comparable used trucks researched offer limited savings while also carrying substantial mileage, unknown wear, and reduced remaining service life;

WHEREAS: Given the current truck's mechanical issues, safety risks, and inefficiencies, the purchase of a new truck provides the best value, reliability and warranty protection; and

WHEREAS: This purchase is provided for in the City Council adopted FY2026 City Budget.

NOW, THEREFORE, BE IT RESOLVED THAT: City Council hereby approves Purchase Order #26-1710 to Pierce Auto Center in the amount of \$41,556, a copy of which is attached hereto and made a part hereof as if fully incorporated herein.

BE IT FURTHER RESOLVED THAT: As set forth in the Procurement Process and Signature Authority Policy for Goods, Services, and Construction and further outlined in the City of Sandpoint Procurement Policy, on behalf of the City, the Mayor or his designee is hereby authorized to execute all necessary documents to effect this purchase.

Jeremy Grimm, Mayor

ATTEST:

Hayley Keys, Deputy City Clerk



PURCHASE ORDER
CITY OF SANDPOINT
1123 LAKE STREET
SANDPOINT, ID 83864

DATE	P.O. NO.
12/04/2025	26-1710

Item # 5.

SUPPLIER:
 VENDOR: 004356
 PIERCE AUTO CENTER
 JD PIERCE INC 30 GUN CLUB RD
 SAGLE, ID 83860
 PH: (208) 263-4212 FX: (208) 263-2067
 EMAIL: PAMHAGERMAN@PIERCEAUTOCENTER.COM

SHIP TO:
 CITY SHOP
 2024 INDUSTRIAL DR
 SANDPOINT, ID 83864
 EMAIL: AWILLIAMS@SANDPOINTIDAHO.GOV

Description: 2026 RAM 1500 TRADESMAN QUAD CAB 4X4

Internal Use Only: THREE QUOTES GATHERED AND ATTACHED. MICHAEL WHITE WAS ABLE TO PROVIDE A QUOTE FOR A 2025 RAM 1500 AND IT IS MORE THAN PIERCE'S QUOTE FOR A 2026 RAM 1500. THIS TRUCK IS TO REPLACE THE 2025 RAM 1500 THAT WAS ORIGINALLY PURCHASED FROM DAVE SMITH MOTORS IN OCT 2025 AND HAD TO BE RETURNED. OUR MONEY WAS REFUNDED (\$38,158)

Item No.	QTY	Unit	Description	Unit Price	Amount
CAPITAL VEHICLES	1.00	Units	CAPITAL VEHICLES	41,556.00	
			01-3100-7742-0000-31099430	41,556.00	

Total: \$41,556.00

- Subject to the Terms and Conditions Set By the City of Sandpoint*
- 1. Acceptance of this order includes acceptance of all terms, prices, delivery instructions, specifications and conditions.*
 - 2. Purchases may not exceed the total amount of this order without prior approval.*
 - 3. Invoices and Packages must bear the Purchase Order Number above.*
 - 4. All Purchases are subject to a Net 30 payment term.*
- Visit www.sandpointidaho.gov for More Details*

PIERCE AUTO CENTER
 30 GUN CLUB ROAD
 SAGLE ID 83860
 208-263-4212

CUST#: 6433

**RETAIL PURCHASE AGREEMENT
 [MOTOR VEHICLE PURCHASE CONTRACT]**

Purchaser's Name(s): CITY OF SANDPOINT Deal #: 6619
 Address: 1123 LAKE STREET SANDPOINT ID 83864 Date: 12/30/2025
 Telephone (1): 208-263-3379 Telephone (2): N/A County: BONNER
 E-Mail: AP@SANDPOINTIDAHO.GOV D.L./State I.D.#: 82-6000258 Issuing State: ID Exp. Date: N/A
 Telephone (3): Telephone (4): County: DOB: N/A

The above information has been requested so that we may verify your identity. By signing below, you represent that you are at least 18 years of age and have authority to enter into this Agreement. The Odometer Reading for the Vehicle you are purchasing is accurate unless indicated otherwise. Please refer to the Federal Mileage Statement for full disclosure.

YEAR 2026	MAKE Ram	MODEL 1500	COLOR WHITE	STOCK NO.
VIN/SERIAL NO.		ODOMETER READING <input type="checkbox"/> Not Accurate	SALESPERSON	
THE VEHICLE IS: <input checked="" type="checkbox"/> NEW <input type="checkbox"/> USED <input type="checkbox"/> CONSIGNMENT		PRIOR USE DISCLOSURE: <input type="checkbox"/> DEMONSTRATOR <input type="checkbox"/> EXECUTIVE/OFFICIAL (Pre-Driven) <input type="checkbox"/> RENTAL <input type="checkbox"/> PRIOR LEASE <input type="checkbox"/> OTHER		

WARRANTY STATEMENT		CASH PRICE OF VEHICLE	41556.00
We are selling this Vehicle to you AS-IS and we expressly disclaim all warranties, express and implied, including any implied warranties of merchantability and fitness for a particular purpose, unless the box beside "Used Vehicle Limited Warranty Applies" is marked below or we enter into a service contract with you at the time of, or within 90 days of, the date of this transaction. Any warranties by a manufacturer or supplier other than our Dealership are theirs, not ours, and only such manufacturer or supplier shall be liable for performance under such warranties. We neither assume nor authorize any other person to assume for us any liability in connection with the sale of the Vehicle and the related goods and services. CONTRACTUAL DISCLOSURE STATEMENT (USED VEHICLES ONLY) The information you see on the window form for this Vehicle is part of this contract. Information on the window form overrides any contrary provisions in the contract of sale. <u>Traducción española: Veá Párrafo 13.</u> <input type="checkbox"/> Used Vehicle Limited Warranty Applies. We are providing the attached Limited Warranty in connection with this transaction. Any implied warranties apply for the duration of the Limited Warranty.		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		N/A	N/A
		DEALER DOCUMENTATION FEE*	N/A
		TOTAL SELLING PRICE	41556.00

TRADE-IN VEHICLE INFORMATION			
Year:	Make:	Model:	Color:
N/A	N/A	N/A	N/A
VIN/Serial No:	Odometer Reading:		
N/A	<input type="checkbox"/> Not Accurate		
Trade-In Allowance:	Balance Owed & Lienholder:		
N/A	N/A		

OTHER MATERIAL UNDERSTANDINGS AND INTEGRATED DOCUMENTS		TITLE FEE	N/A
<input type="checkbox"/> PLEASE SEE THE DELIVERY CONFIRMATION		N/A	N/A
Ram 1500 Quad cab 4x4 <u>V6</u> 3.6L.		N/A	N/A
		N/A	N/A
		N/A	N/A

**The Deposit/Down Payment received from you is not refundable, except as set forth in this Retail Purchase Agreement. In the case of a Deposit, we will refrain from selling the Vehicle for <u>N/A</u> days.	*Dealer Documentation Fee: This fee is not required by Law. It is an optional fee charged by our Dealership to cover our costs for providing administrative and documentary services in connection with this transaction.	N/A	N/A
<input type="checkbox"/> Please see the Conditional (Spot) Delivery Agreement and Paragraph 16.		TOTAL DUE	41556.00
YOU AND THE DEALER HAVE AGREED THAT THE MOTOR VEHICLE WILL BE DELIVERED TO YOU PRIOR TO THE PURCHASE. IF FINANCING CANNOT BE ARRANGED ON THE TERMS AND WITHIN THE TIME PERIOD AGREED UPON IN THE MOTOR VEHICLE PURCHASE CONTRACT, THE CONTRACT IS NULL AND VOID.		DEPOSIT/DOWN PAYMENT**	N/A
		N/A	N/A
		N/A	N/A
		LESS CASH DUE AT DELIVERY	N/A
		AMOUNT TO BE FINANCED (See Paragraphs 12 and 16)	41556.00

I have read all of the terms and conditions of this Agreement, and agree to them as if they were printed above my signature. I further acknowledge receipt of a copy of this Agreement. This Agreement shall not become binding until signed and accepted by an Authorized Dealership Representative.

Purchaser _____ Accepted by Authorized Dealership Representative 



AGENDA REPORT

City Council Meeting

TODAY'S DATE: December 22, 2025

MEETING DATE: January 07, 2026

TO: City Council

FROM: Cheryl Hughes, Central Services Director

SUBJECT: Approve Salary Administration Policy Changes

DESCRIPTION/BACKGROUND:

City Council adopted the current Salary Administration Policy in December 2018 with revisions in 2023, March 2025, and October 2025.

One of the updates to the Salary Administration Policy being proposed is to adhere to State of Idaho Administrative Procedures Code as it relates to requirements of having a "Substitute Responsible In Charge" at both the Wastewater and Water Treatment Plants when the Supervisor is not at work and unavailable. This Substitute Responsible In Charge assumes regulatory accountability during the Supervisor's absence and meets the IDAPA Code requirements. This person will receive an additional compensation of \$10.00 per hour when assuming this role as Substitute Responsible In Charge. The IDAPA rules are as follows:

Water Treatment Plant:

IDAHO ADMINISTRATIVE CODE IDAPA 58.01.08

554.01 - Licensed Operator Required. Owners of all community, non-transient non-community, and surface water or groundwater sources directly influenced by surface water must place the direct supervision of their Public Drinking Water Systems (PWS) under the responsible charge of a properly licensed operator at all times. **When the responsible operator is not available, the PWS owner must designate a substitute responsible operator. (7-1-24)**

554.02. - Responsible Charge Operator License Requirement. An operator in responsible charge of a PWS must hold a valid Idaho license equal to or greater than the classification of the PWS where the responsible charge operator is in charge as defined in Section 003.

Wastewater Treatment Plant:

IDAHO ADMINISTRATIVE CODE IDAPA 58.01.16

203.02 - Responsible Charge Operator License Requirement. An operator in responsible charge of a public wastewater system in Idaho must hold a valid license equal to or greater than the classification of the wastewater system(s), including each treatment system and each collection system or each very small wastewater Department of Environmental Quality Wastewater Rules system, as determined by the Department.

203.03 - Substitute Responsible Charge Operator. At such times as the responsible charge operator is not available, a substitute responsible charge operator shall be designated to replace the responsible charge operator.

The additional change being requested is Changing the Title of Section C from “Guidelines” to “Procedures”. Changes within Section C – Procedures is in #11. This section outlines the policy for promotions and moving from one salary grade to a higher salary grade. The current policy allows for a minimum salary increase of 2 ½% nor greater than 5% of the employees current rate and shall not be based on a step-to-step adjustment. Our current hiring practice allows for a general hiring range from Step 1-6, dependent on experience and qualifications of the candidate. But this is only for external candidates. When an internal candidate is promoted into a position, the current Salary Administration policy does not allow for that same flexibility. It does allow for the prior approval of the Director over Human Resources and Mayor and/or City Administrator to hire above the 5% but the policy would be more in line with our general hiring practices if we allow for the salary range to be Step 1-6 and dependent on experience and qualifications, just like for external candidates. Then the Director over Human Resources and Mayor and/or City Administrator approvals would be for any salary above a Step 6 for internal candidate promotions. Budget also is considered when hiring and determining salary but that is separate from what could be allowed given budget availability. The recommended language is as follows (redline of current policy is attached to Agenda Report):

11. Promotion is the advancement from a position in one salary grade to another position in a higher salary grade. When promoted, an employee will receive between a Step 1 and Step 6 on the General City Salary Schedule, with Step 6 being Central Point, whereby the Central Point is for employees who have all the experience, qualifications, and/or education required for the new position and shall at minimum be equivalent to one step higher than the employee’s current salary range at promotion. If the employee’s step increase date (in current position) is within 30 days before or after the promotion, the step increase is given first, and then the promotional increase is calculated. Promotional increases in excess of the Central Point, Step 6, on the City’s General Salary Schedule require prior approval of the Director over Human Resources- and Mayor and/or City Administrator. The effective date of the promotional increase establishes a new annual performance review and step increase date from the effective date of the Promotion. Progressive promotions from a position in a lower salary grade to another position in a higher salary grade, within the same line of progression (i.e. Water Treatment Operator I to Water Treatment Operator II) will follow certification eligibility requirements.

Police - sworn law enforcement personnel promotions will be as follows:

- a. Step 1 – 5 for a promotion with an intermediate certificate and Step 6-10 for a promotion with an advanced certificate. Salary shall at minimum be equivalent one step higher than the current salary range at promotion. The effective date of the promotional increase establishes a new annual performance review and step increase date from the effective date of the Promotion.

Fire employees will follow policy and procedures as outlined in the Collective Bargaining Agreement.

Lastly, in Section D: Training & Development Incentive Program, there is some clarification language being added that can be identified in the attached redline of the policy, attached to this Agenda Report.

The change clarifies adding language that Specialty Pay licenses or certifications are effective if valid or as required by other legal requirements or agencies. Some specialty pay is a legal requirement and not solely based on certification dates.

STAFF RECOMMENDATION:

Staff recommends City Council make a motion to approve the changes to the Salary Administration Policy.

ACTION:

Motion to approve the changes to the Salary Administration Policy.

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

ATTACHMENTS:

- Proposed Resolution
- Salary Administration Policy redlined Sections Summary

No: 26-
Date: January 7, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: SALARY ADMINISTRATION POLICY AMENDMENTS

WHEREAS: The City's current Salary Administration Policy was approved in December 2018, with revisions in 2023, March 2025, and October 2025 with amendments requested at this time adhering to State of Idaho Administrative Procedures Code as it relates to requirements of having a "Substitute Responsible In Charge" at both the Wastewater and Water Treatment Plants, where the employee will receive additional compensation of \$10.00 per hour when assuming this role;

WHEREAS: The current policy allows for a minimum salary increase of 2½% but not greater than 5%, of the employee's current rate on the City's General Salary Schedule and shall not be based on a step-to-step adjustment;

WHEREAS: The City's current hiring practice allows for a general hiring range from Step 1-6, dependent on experience and qualifications, but only for external candidates, where, when an internal candidate is promoted into a position, the current Salary Administration Policy does not allow for that same flexibility;

WHEREAS: The amended policy would allow for that same flexibility for promotion of an internal candidate;

WHEREAS: The amended policy would require approvals of the Director over Human Resources and Mayor and/or City Administrator for any salary above a Step 6 for internal candidate promotions; and

WHEREAS: Although these specific amendments are requested in order to make necessary updates at this time, work is currently underway to streamline the City's various personnel-related policies, with plans for a new comprehensive Employee Handbook and Personnel Policy to be presented for Council consideration in the near future.

NOW, THEREFORE, BE IT RESOLVED THAT: The amendments to the City of Sandpoint Salary Administration Policy herein described and as reflected in the attached document are hereby approved, effective immediately.

Jeremy Grimm, Mayor

ATTEST:

Hayley Keys, Deputy City Clerk

Salary Administration Policy Updates – January 2026: Redlined Changes Summary

Section C: ~~GUIDELINES~~ PROCEDURES

1. Promotion is the advancement from a position in one salary grade to another position in a higher salary grade. When promoted, an employee will generally receive between a Step 1 and Step 6 on the General City Salary Schedule, with Step 6 being Central Point, whereby the Central Point is for employees who have all the experience, qualifications, and/or education required for the new position and shall at minimum be equivalent to one step higher than the employee's current salary range at promotion. ~~the minimum salary for the new position. However, The new salary shall not the new salary shall not be less than 2-1/2% nor more than 5% of the employee's current rate and shall not~~ be based on a step-to-step adjustment. If the employee's step increase date (in current position) is within 30 days before or after the promotion, the step increase is given first, and then the promotional increase is calculated. Promotional increases in excess of the Central Point, Step 6, on the City's General Salary Schedule 5% require prior approval of the Director over Human Resources- and Mayor and/or City Administrator. The effective date of the promotional increase establishes a new annual performance review and step increase date from the effective date of the Promotion. Progressive promotions from a position in a lower salary grade to another position in a higher salary grade, within the same line of progression (i.e. Water Treatment Operator I to Water Treatment Operator II) will follow certification eligibility requirements are limited to one per year from the date of the most recent promotion.

Police - sworn law enforcement personnel promotions will be as follows:

a. Step 1 – 5 for a promotion with an intermediate certificate and Step 6-10 for a promotion with an advanced certificate. Salary shall at minimum be equivalent one step higher than the current salary range at promotion. The effective date of the promotional increase establishes a new annual performance review and step increase date from the effective date of the Promotion.

~~a.~~ Fire employees will follow policy and procedures as outlined in the Collective Bargaining Agreement.

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Section D: Training & Development Incentive Program

The City recognizes that training and professional development provides greater skill and knowledge to employees, which translates to improved job performance. Improved job performance, in turn, means greater efficiency, fewer errors, and better productivity. Only non-exempt, hourly employees are eligible for training and development incentives that are not part of their core job responsibilities and do not provide a promotional opportunity for

obtaining such license or certification.

The well-trained employee acquires an advantage for him- or herself as well. By participating in training, employees can deepen or expand their existing skill set and increase their understanding of the organization. In addition, a well-trained employee may be able to take advantage of internal promotion opportunities. All Specialty Pay must be job related to employee's current classification regular job responsibilities and duties and pre-approved by the Department Director and Director over Human Resources, and Mayor and/or City Administrator.

Specialty pay is effective the beginning of the first full pay period after verification of any valid license and/or certification is received, reviewed and approved by Department Director and the Director over Human Resources Director. Specialty Pay is only effective if applicable licenses and/or certifications are valid or as required by other legal requirements or agencies. Expired licenses and/or certifications need to be renewed for Specialty Pay to resume. If a license or certification expires, the Specialty Pay will be removed and resume once renewed if it is a license or certification that is directly related to the employee's current classification and regular job responsibilities and duties. No Specialty Pay will be paid or reinstated for redundant licenses or certifications that are not an employee's regular job duties or responsibilities. Additionally, any change in legal requirement for Specialty Pay listed below will be removed.

The following is a list of certifications, licenses, and other assignments that are considered eligible for Specialty Pay as well as the associated, predetermined compensation amounts. Additional job-related certifications, licenses, and assignments to an employee's current classification may be requested in writing by the Department Director to the HR Director for review and consideration. The request is subject to final review and approval by the Director over Human Resources and/or Mayor or City Administrator.

1. Public Works Department Specialty Pay. Additional compensation shall be granted to Public Works employees who complete the following Specialty programs:
 - a. Backflow Assembly Tester : Additional compensation of \$0.50 per hour for three Utilities employee who obtains the Backflow Assembly Tester Certification and acts in this capacity as part of their regular job duties. This Specialty Pay is limited to three Utilities employee and selection is determined and approved by the Department Director.
 - b. Water Distribution Operator I, II, III/Wastewater Collection Operator I, II, III – Utilities employees only shall receive additional compensation of \$0.50 per hour to a maximum of \$1.50 per hour.
 - c. Pre-Treatment Operator Duties Certification: Additional compensation of \$1.50 per hour for one Wastewater Treatment Plant employee who is appointed to serve as the obtains—the Pre-Treatment Operator Certification and acts in this capacity as part of their regular job duties

as required by Department of Environmental Quality. This specialty pay is limited to one Wastewater Treatment Plant employee and selection is determined and approved by the Department Director.

Public Works employees receiving Specialty Pay not referenced in this Policy for active certifications as of October 01, 2025 are eligible to continue receiving that Specialty Pay until termination of employment. An active certification must be maintained at all times or the Specialty Pay associated will end and is not eligible for reinstatement.

2. Wastewater Treatment Plant Substitute Responsible In Charge: Additional compensation of \$10.00 per hour will be provided to one designated Substitute Responsible-in-Charge Operator when that employee is assuming regulatory accountability for plant operations during the Supervisor's absence. This designation is made in accordance with Idaho Rules for Public Wastewater Systems (IDAPA 58.01.16.203.02, Responsible-in-Charge and 203.03 Substitute requirements). The employee must hold an active Class IV Wastewater Treatment Operator Certification. This additional compensation only applies when the WWTP Supervisor is not working and is unavailable (On Call and Duty Phone Compensation as outlined in Section XIV – subsection O, of the City's Personnel Policy for required after hours availability for Substitute Responsible In Charge will be in effect. No additional compensation if already on the Duty Phone rotation for the same period as Substitute Responsible in Charge assignment).

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3. Water Treatment Plant – Substitute Responsible-in-Charge: Additional compensation of \$10.00 per hour will be provided to one designated Substitute Responsible-in-Charge operator when that employee is assuming regulatory accountability for plant operations during the Supervisor's absence. This designation is made in accordance with the Idaho Rules for Public Drinking Water Systems (IDAPA 58.01.08.554.02 Responsible In Charge Operator License Requirement). The employee must hold an active Class IV Water Treatment Operator Certification. This additional compensation only applies when the Water Treatment Plant Supervisor is not working and unavailable (On Call and Duty Phone Compensation as outlined in Section XIV – subsection O, of the City's Personnel Policy for required after hours availability for Substitute Responsible in Charge will be in effect. No additional compensation if already on the Duty Phone rotation for the same period as Substitute Responsible in Charge assignment).

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2.4. Police Department Specialty Pay: Additional compensation ranging from \$0.50 to \$1.00 per hour, to a maximum of \$2.50, shall be granted to police department employees who complete the following specialty programs:

- a. Emergency Response Team (ERT): \$0.50/hour
- b. K-9: \$0.50/hour

- c. Polygraph: \$0.50/hour
- d. Instructor: \$0.50/hour
- e. Detective: \$1.00/hour
- f. School Resource Officer: \$1.00/hour
- g. Animal Control Officer/ Animal Abuse Investigator: \$0.50/hour – available only to Community Resource Officers

3-5 Police Department Assignment Pay: Additional compensation of \$1.00 per hour, to a maximum of \$2.50 when combined with specialty pay, shall be granted to police officers who are assigned to the following specialty areas:

- a. Field Training Officer (FTO)
- b. Shift Differential

Assignment pay shall be effective upon assignment and is limited only to hours worked in the performance of assigned specialty area duties.



AGENDA REPORT

City Council Meeting

TODAY'S DATE: December 31, 2025

MEETING DATE: January 7, 2026

TO: MAYOR AND CITY COUNCIL

FROM: Rachel McKinley, Project Manager

SUBJECT: Approval to Submit a Letter of Interest for Idaho Department of Environmental Quality's Sewer Overflow and Stormwater Planning Grant FY27 Updating the 2016 Stormwater Facilities Plan project

BACKGROUND:

The City of Sandpoint's 2016 Stormwater Facilities Plan is a comprehensive guide for managing the city's stormwater infrastructure. This Plan outlines strategies to address water runoff, prevent flooding, and protect water quality in Sandpoint's local waterways. By focusing on both upgrades to existing systems and the implementation of sustainable stormwater solutions, the Plan ensures that the city can effectively manage stormwater while supporting environmental health and community safety. This essential framework helps Sandpoint remain resilient as it continues to grow. This Plan, however, was never adopted and now is out of date.

Federal Aid: Sewer Overflow and Stormwater Planning Grant

The Idaho Department of Environmental Quality (DEQ) administers the State Revolving Fund (SRF), which obligated Bipartisan Infrastructure Law (BIL) funding for drinking water and wastewater systems. DEQ is offering additional funding opportunities under the SRF such as the Sewer Overflow and Stormwater Planning Grant (OSG).

The OSG is intended to address planning needs to address sanitary sewer overflows and municipal stormwater improvements for small (communities with a population under 10,000) or disadvantaged communities. These grants cover 50% of eligible costs. Grant recipients providing the other half.

Projects must follow all applicable DEQ's program requirements and federal initiatives design, procurement, and documentation requirements for the grantee to remain eligible for federal reimbursement.

DESCRIPTION:

This project is to update the 2016 Stormwater Facilities Plan to manage and address existing and future stormwater/flooding issues along with preparing for future Municipal Separate Storm Sewer Systems (MS4) permit requirements.

This grant would support an estimated cost of \$100,000 of professional services and staff time. The FY26 Adopted Annual Budget allocated \$100,000 to update this Plan funded by General and Wastewater funds, which will provide the 50% local match.

Upon approval of this item, staff will complete the Letter of Interest (LOI) form and submit it by the deadline - January 9, 2026.

STAFF RECOMMENDATION:

Authorize staff to submit a Letter of Interest for the Sewer Overflow and Stormwater Planning Grant 2027 of up to \$100,000 to DEQ for Updating the 2016 Stormwater Facilities Plan project.

ACTION:

Move to authorize staff to submit a Letter of Interest for the Sewer Overflow and Stormwater Planning Grant 2027 of up to \$100,000 to DEQ for Updating the 2016 Stormwater Facilities Plan project

WILL THERE BE ANY FINANCIAL IMPACT? Yes **HAS THIS ITEM BEEN BUDGETED?** N/A

ATTACHMENTS:

1. DEQ's FY2027 Grant and Loan LOI Brochure

LINKS:

1. 2016 Stormwater Facilities Plan 2021 <https://www.sandpointidaho.gov/media/3566>
2. Idaho Department of Environmental Quality's Sewer Overflow and Stormwater Planning Grant FY27 form; <https://www2.deq.idaho.gov/admin/LEIA/api/document/download/24057>

No: 26-
Date: January 7, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: APPROVAL TO SUBMIT A LETTER OF INTEREST FOR IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY'S SEWER OVERFLOW AND STORMWATER PLANNING GRANT FY27 UPDATING THE 2016 STORMWATER FACILITIES PLAN PROJECT

WHEREAS: In 2016, the City of Sandpoint developed a comprehensive guide for managing the City's stormwater infrastructure by outlining strategies to address water runoff, prevent flooding, and protect water quality in the local waterways;

WHEREAS: The 2016 comprehensive guide was never adopted and is now out of date;

WHEREAS: The Idaho Department of Environmental Quality (DEQ) administers the State Revolving Fund (SRF), which obligates Bipartisan Infrastructure Law (BIL) funding for drinking water systems, and is offering additional funding opportunities under the SRF, such as the Sewer Overflow and Stormwater Planning Grant (OSG);

WHEREAS: The OSG intends to address planning needs for sanitary sewer overflows and municipal stormwater improvements in small or disadvantaged communities, with grant funding covering 50% of eligible costs and grant recipients covering the other half;

WHEREAS: Projects must follow all applicable DEQ program requirements and federal initiatives design, procurement, and documentation requirements for the grantee to remain eligible for federal reimbursement; and

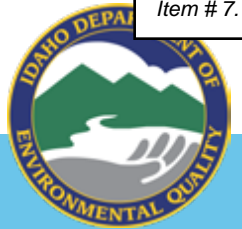
WHEREAS: This grant would support an estimated cost of \$100,000 for professional services and staff time where the FY26 Adopted Annual Budget allocated \$100,000 to update this plan, which will provide the 50% local match.

NOW, THEREFORE, BE IT RESOLVED THAT: City Council hereby authorizes staff to submit a LOI for the Sewer Overflow and Stormwater Planning Grant 2027 of up to \$100,000 to DEQ for updating the 2016 Stormwater Facilities Plan project, a copy of which is attached hereto and made a part hereof as if fully incorporated herein.

Jeremy Grimm, Mayor

ATTEST:

Hayley Keys, Deputy City Clerk



FISCAL YEAR 2027 GRANT AND LOAN FUNDING OPPORTUNITIES

Grants and Low-cost Loan Funding for Idaho's Drinking Water and Wastewater Needs

STATE REVOLVING FUND (SRF) **LOANS**

- Provide low-interest funding for up to 100% of project costs to design and construct new or improve existing drinking water and wastewater facilities.
- Offer below-market interest rates, with **average rates under 2%**.
- Keep repayment money in the state, which is used to fund more projects for Idaho's communities.

SRF's below-market interest rates can save communities money. In fiscal year (FY) 2026, DEQ's favorable loan terms saved Idaho communities over \$52 Million.



PLANNING **GRANTS**

- Provide funding for preparing facility planning documents to upgrade and improve existing drinking and wastewater systems or construct new systems.
- Cover 50% of eligible costs. Grant recipients providing the other half.
- Provide funding for environmental reviews if grantees plan on seeking federal funding.

SUPPLEMENTAL **FUNDING**

DEQ obligated Bipartisan Infrastructure Law (BIL) funding for drinking water lead service lines and drinking water and clean water emerging contaminants. BIL funding grants and loans saved recipients \$35 million in FY26 compared to loans based on market rates.

DEQ offers additional funding opportunities, such as the Sewer Overflow and Stormwater Planning Grant (OSG).



APPLICATION PROCESS

1

DEQ invites communities to submit a letter of interest (LOI) detailing their need for funding mid-October. Completed **LOIs are due in January.**

2

DEQ rates responses and develops a ranked priority list for public comment and board approval.

3

The highest rated projects for which funding is available **July 1st** are invited to submit a grant or loan application.

Submit LOIs to
grants.loans@deq.idaho.gov
by **January 9, 2026.**



GRANT AND LOAN ELIGIBILITY

Drinking Water Systems:

Community water systems and nonprofit noncommunity water systems.

Wastewater Systems:

Government entities and nonprofit corporations that have authority to collect, treat, or dispose of sewage or industrial wastewater.

DEQ RESOURCES

DEQ Contractual Assistance

DEQ provides free technical assistance to small communities to meet the administrative requirements of grants and loans. Email grants.loans@deq.idaho.gov for technical assistance and advice.

LOI Training Opportunity

FY2027 LOI Training
November 4, 2025
2–3 p.m. MST
[Register Here](#)



Website

www.deq.idaho.gov/SRF

REGIONAL OFFICES

Boise

Valerie Greear (208) 373-0550
Valerie.Greear@deq.idaho.gov

Idaho Falls

Tyler Ayers (208) 528-2650
Tyler.Ayers@deq.idaho.gov

Lewiston

AJ Maupin (208) 799-4885
AJ.Maupin@deq.idaho.gov

Coeur d'Alene

Katy Baker-Casile (208) 769-1422
Katy.Baker-Casile@deq.idaho.gov

Pocatello

Andrew Fellows (208) 239-5016
Andrew.Fellows@deq.idaho.gov

Twin Falls

Raphael Erickson (208) 737-3879
Raphael.Erickson@deq.idaho.gov

HAVE QUESTIONS?

Call and discuss the issues facing your system with DEQ's regional office staff and/or your consulting engineer.

MARYANNA PEAVEY

Grants and Loans Bureau Chief
(208) 373-0122
grants.loans@deq.idaho.gov



AGENDA REPORT

City Council Meeting

TODAY'S DATE: December 30, 2025

MEETING DATE: January 7, 2026

TO: MAYOR AND CITY COUNCIL

FROM: Erik Bush PLA, Project Manager, City Forester

SUBJECT: Downtown Revitalization Phase 3 – Draft Public Involvement Plan Update

DESCRIPTION/BACKGROUND:

On December 5, 2012, City Council adopted the Downtown Streets Plan and Design Guide, envisioning Downtown Sandpoint as the “Hub of the Inland Northwest”—a vibrant and welcoming destination for dining, entertainment, shopping, art, and recreation, fostering a strong sense of community throughout the year. The effort to revitalize Downtown Sandpoint began in the early 2000s, with significant contributions from business owners, property owners, community members, consultants, and City representatives working collaboratively to plan, design, secure funding, and implement improvements.

On May 5, 2021, City Council adopted the Multimodal Transportation Plan (MTMP), which refined the concept for completing the third/final phase of the SURA-funded Downtown Revitalization Project. This phase involves a full reconstruction of First Avenue from Church Street to at least Lake Street, as well as short-term improvements identified in the MTMP at Bridge Street and First Avenue.

On November 15, 2023, City Council adopted an additional report recommending improvements to First Avenue to support new development. These improvements include specialty paving, planting beds, street trees, street furnishings, wayfinding, and signage. A new intersection configuration at Bridge Street and First Avenue is also planned to improve pedestrian safety and improve traffic flow. South of Bridge Street, the plan incorporates expanded sidewalks to accommodate a multi-use pathway and angled parking. The Report also envisions a traffic circle at First and Superior, under a phase 4 improvement.

Phases 1 and 2, completed between 2018 and 2021, improved Cedar Street (from Fifth Avenue to First Avenue) and First Avenue (from Cedar Street to Church Street). These improvements, funded by the Sandpoint Urban Renewal Agency (SURA), provided upgraded pedestrian sidewalks, reconstructed roadway, improved stormwater management, improved lighting, tree planting, and enhanced public spaces.

The Professional Services agreement for the design of the Downtown Revitalization Phase 3 project (Resolution 25-048) was executed on December 3, 2025. This phase will align with the Downtown Streets Plan and Design Guide, the Multimodal Transportation Master Plan, and the Comprehensive Plan. The key objectives of this revitalization effort are to enhance downtown connectivity, improve multimodal infrastructure, and support economic growth.

Phase 3 will extend the improvements along First Avenue from Church Street to approximately Lake Street, including portions of Bridge Street. The project scope includes:

- Road reconstruction
- Wider sidewalks to improve pedestrian accessibility.

- Street furniture and landscaping to enhance public spaces and aesthetics.
- Parking upgrades to improve downtown functionality and access.
- Bioretention cells for stormwater treatment before discharge into Sand Creek.
- Incorporation of public art installations to enhance Sandpoint's cultural identity.

A Public Involvement Plan was drafted by Welch Comer is attached to this agenda report. This plan will promote transparency, gather community input, and encourage stakeholder participation throughout the design process. Engagement strategies include public meetings and open houses, stakeholder workshops, online surveys, project website and social media updates, press releases, newsletters, and advisory committee meetings.

STAFF RECOMMENDATION: No action, update only

WILL THERE BE ANY FINANCIAL IMPACT? YES HAS THIS ITEM BEEN BUDGETED? YES;
within FY26 budget.

ATTACHMENTS:

1. Public Involvement Plan

ACTION:

No Action Requested

PUBLIC INVOLVEMENT PLAN (DRAFT)

**City of Sandpoint
Downtown Revitalization**

BACKGROUND

The City of Sandpoint, ID has contracted with Welch Comer and J-U-B Engineers, Inc. (J-U-B) to revitalize the Downtown area. The project will create infrastructure designs from First Ave to Lake and from Lake to Superior. Improvements could include building-face to building-face reconstruction, decorative and functional streetscape, bicycle lanes/paths, parking, and continuity to existing/planned bike facilities and routes within the downtown core, targeted utility upgrades, and decorative street and pedestrian lighting. The Langdon Group (TLG), the public involvement subsidiary of J-U-B, will provide public involvement for the project acting as an unbiased, neutral third party.

PUBLIC INVOLVEMENT GOALS

The public outreach and coordination of stakeholder involvement will include communication with the public and stakeholders that is early, continuous, meaningful, and inclusive throughout the life of the project.

Public Involvement Goals:

- Provide easily accessible information to the public on the downtown revitalization project.
- Engage in meaningful interaction with all impacted and interested members of the public.
- Gather feedback to inform the development of the revitalization plan.
- Work with stakeholders and the public to develop project goals and outcomes which reflect the shared interests and values of the Sandpoint community.
- Inform stakeholders and the public about project timeline and development.

MILESTONES

The major public involvement (PI) tasks will coincide with project milestones. Below are the identified public involvement tasks and estimated schedule. This list is not conclusive, and the schedule is subject to change based on project progress and findings:

Public Involvement Plan; Update	December 2025
Situation Assessment (Key Informational interviews)	February 2026
Public Outreach and Education; Business Owner Coordination	Ongoing
Technical Advisory Group Meetings	February 2026; Summer 2026; Fall 2026
Public Open Houses	March 2026; Summer 2026
Summary of Public Involvement	Late Winter 2026



KEY MESSAGES

All public communication and outreach materials for this project will be based on the following key messages:

- The City of Sandpoint is revitalizing its downtown with consideration towards current infrastructure needs and factors affecting future community planning interests.
- The downtown revitalization will create a safer downtown for all users.
- The downtown revitalization update process includes study and consideration of the elements relevant to downtown planning: property rights, population, transportation, economic development, public services, facilities, and utilities, recreation, special areas, and community design.
- The City and project team desire to understand and identify measures to minimize and mitigate impacts during construction.

COMMUNICATION PROTOCOLS

TLG will prepare all PI materials (unless otherwise noted in this plan) and send to the City for review and approval. Necessary actions and deadlines will be included with all deliverables. TLG will distribute all PI materials via appropriate means – website, email, social media, media, etc. in coordination with City Staff.

TASKS

TASK 1 – Public Involvement Plan

The Public Involvement Plan (PIP) describes the public involvement tasks which support the public information and communication needs of the project. The PIP indicates key messages and communication protocols and provides specific methodologies and anticipated timelines for public involvement tasks. The PIP is considered a living document, that will be updated throughout the process as appropriate and to reach PI goals, and is used for quality assurance by the project team. TLG will prepare a Public Involvement Post Project Summary Report to cohesively document the process, materials, and outcomes.

Deliverables

- Draft PIP document (December 2025)
- Public Involvement Post Project Summary Report (December 2026)

TASK 2 – Situation Assessment (Key Informational Interviews)

TLG will plan, schedule, and conduct up to ten (10) individual stakeholder interviews to collect targeted input on the current community condition as it relates downtown revitalization. TLG will work with the CLIENT to develop an interview guide outlining purposeful questions. The goal of these interviews is to collect a broad baseline of relevant input on the planning process and implementation, including identification of applicable local and regional opportunities and challenges related to short- and long-range planning for the Community of Sandpoint, and to inform the strategy for public involvement, including development of outreach messaging, content, and information delivery. Interviewees will be selected through a collaborative effort with the City, to represent a diverse cross-section of stakeholders, and to capture a wholistic understanding of local context, including local agencies, emergency service providers, community services, local businesses, and key demographic groups. TLG will analyze and synthesize interview findings to identify key themes and insights in a summary report.

Deliverables:

- Conduct up to 10 interviews
- Interview Questions and Guide



- Stakeholder feedback summary report

Schedule:

- Early Winter 2026

TASK 3 – Public Outreach; Business Owner Coordination; Comment Database

TLG will assist CLIENT in developing clear and concise content for distribution and identification of most appropriate communication channels. Informational materials are intended to help raise awareness of the project, and direct members of the public to the city website for more timely project status updates and information regarding public involvement opportunities. This may include fliers/mailers, and media ads. These tactics are dependent on findings from the interviews and are subject to change.

TLG will assist the CLIENT in coordination and communication with affected business owners within the project area. This may include in-person meetings, phone calls, or emails with business owners. TLG will develop and maintain a public comment database to track all business owner and public communications, to ensure comments are recorded and concerns or inquiries are met in a timely manner.

Assumptions:

- TLG will coordinate with City Staff to advertise public events and surveys via existing City communication channels and via the City website

Deliverables:

- Coordination with City Staff and project team on project messaging and educational materials
- Coordination and communication with business owners
- Public Comment Database

Schedule:

- Consistent with project milestones, progress, and opportunities for public input

TASK 4 – Technical Advisory Group (TAG) Meetings

TLG will coordinate with the CLIENT to identify participants, goals, and outcomes for TAG engagement. Participants will be identified based on findings from the Situation Assessment, and in coordination with CLIENT, to include of a cross-section of relevant expert perspectives and key community group liaisons, in order to maximize meaningful feedback and produce a fair and relevant representation of community interests and needs. TAG participants are intended to serve as representatives of their larger interest groups and will be relied upon to help disperse appropriate and applicable project updates. In coordination with J-U-B, TLG will coordinate, plan, and facilitate up to three (3) TAG meetings to assess and receive guidance on project specific topics.

The following are tentative goals for TAG meetings:

- Meeting 1 goal: To convene key technical stakeholders to review relevant project data, processes, and public feedback; to receive guidance from participants; discuss project goals; and prepare for open house / public event.
- Meeting 2 goal: Review public comments from open house/public event, review draft elements of updated revitalization plan, and receive guidance from participants prior to presentation to Planning Commission and City Council.
- Meeting 3 goal: Present and review final draft of materials.

Assumptions:



- TLG will coordinate with CLIENT to identify up to 12 participants to attend TAG meetings.
- CLIENT will be responsible for providing venue and refreshments as needed

Deliverables:

- Agendas for up to 3 TAG meetings
- TAG meeting coordination and facilitation
- Meeting minutes for TAG meetings

Schedule:

- Spring 2026
- Early Summer 2026
- Fall 2026

Task 5 – Public Open House / Community Event(s)

Two (2) public open houses will be conducted to provide the opportunity for the general public to learn about the project, including past City efforts and the planning process, and to seek input from the public on downtown revitalization, community interests, and priorities. To maximize public participation, one or more of the public open houses may be planned in conjunction with an existing public event with historically known high public attendance. TLG will plan the open house logistics in coordination with CLIENT, including reserving venues, layout, set up, and printing of materials. TLG will design open house materials, including invitation flier, and sign-in sheet and will work with the CLIENT to identify and invite stakeholders and the general public through existing relationships and communication channels, such as community calendars, local media, project website, and City website. TLG will organize and summarize open house comments.

Assumptions:

- CLIENT will be responsible for providing venue and refreshments as needed
- CLIENT will be responsible for costs associated with advertising

Deliverables:

- Materials for 2 open houses
- Up to 10 Open House display boards
- Summary of Open Houses

Schedule:

- March 2026
- Fall 2026

Task 6 – Summary of Public Involvement Process and Findings

TLG will comprehensively summarize the public involvement process and findings.

Deliverables

- Public Involvement Summary

Schedule:

- Late Winter 2026



KEY PUBLIC INVOLVEMENT CONTACTS

THE LANGDON GROUP

Hannah Anderson
Public Involvement Specialist
208-770-0500
handerson@langdongroupinc.com

THE LANGDON GROUP

Tracy Ortiz
Public Involvement Support
208-797-1649
tortiz@langdongroupinc.com

J-U-B ENGINEERS

Kevin Smith
Project Manager
208-301-7133
ksmith@JUB.com

DRAFT



AGENDA REPORT

City Council Meeting

TODAY'S DATE: December 15, 2025

MEETING DATE: December 17, 2025

TO: MAYOR AND CITY COUNCIL

FROM: Holly Ellis, Public Works Director

SUBJECT: Property Use Agreement

BACKGROUND/DESCRIPTION:

On August 26, 2020, the City of Sandpoint and Bridge Street, LLC entered into a Real Property Exchange Agreement, authorized under Resolution 20-037. The exchange was finalized on March 2, 2022, under Resolution 22-011 ("Agreement for Exchange of Real Property").

Under this agreement, the City exchanged approximately 0.31 acres of City-owned property at Farmin's Landing (Parcel No. RPS0215000001AA) for additional public right-of-way along Bridge Street. One primary objective of the exchange was to improve pedestrian, bicycle, and vehicular mobility near the intersection of First Avenue and Bridge Street; the primary access to City Beach.

Per the agreement, Bridge Street, LLC was required to remove the existing access ramp to Bridge Street, construct a retaining wall along the new property boundary, share in the cost of constructing public stairs connecting Bridge Street to Farmin's Landing, construct a widened public sidewalk along Bridge Street, and provide a public access easement from Bridge Street to Farmin's Landing. All design and construction work was subject to City approval and inspection to be in alignment with the City's 2021 Parks and Recreation Master Plan, which envisions enhanced access and connectivity to Farmin's Landing. To guarantee performance, Bridge Street, LLC provided \$385,102.50 in security (150 percent of the estimated improvement value). The agreement also included that Bridge Street, LLC provide the City with \$256,592 to support other improvements at Farmin's Landing, including the access stairs and fulfillment of concept identified in the Parks and Recreation Master Plan.

Following completion of the property exchange, title was recorded in March 2022 (Instrument No. 1002959). The City retained ownership of the public right-of-way along Bridge Street and First Avenue. In July 2022, City Council adopted Resolution 22-031, approving Amendment No. 1 to the Exchange Agreement to extend the developer's construction deadlines.

The City has since bid and awarded the Bridge Street Retaining Wall and Sidewalk Project and is moving forward with construction using the secured funds (\$385,102.50 performance security).

Construction of the Bridge Street Sidewalk and Retaining Wall Project requires temporary access onto adjacent private property owned by Bridge Street, LLC. While the permanent improvements will be constructed within public right-of-way, temporary use of private property is necessary to safely and efficiently complete wall construction, sidewalk installation, staging, and related activities.

The proposed Property Use Agreement accomplishes the following:

- Grants the City and its contractors temporary access to the private parcel for construction purposes;

- Authorizes use of the previously secured developer funds to complete the retaining wall and sidewalk improvements;
- Establishes the duration of the temporary easement, which terminates upon project completion or a defined outside date;
- Defines responsibilities for coordination and removal of existing temporary sheet piles that conflict with construction;
- Requires restoration of disturbed private property areas following construction;
- Addresses insurance, indemnification, and prohibition of liens on private property related to the project; and
- Memorializes the City's commitment to maintain existing public access across Farmin's Landing.

The agreement does not convey permanent property rights, nor does it expand the scope of the project beyond what was previously approved. It is a standard and necessary tool to allow construction to proceed while clearly defining responsibilities and risk for both parties

The agreement has been reviewed for consistency with the existing Exchange Agreement and its amendment. Construction costs will be paid using the developer security already held by the City, with any remaining balance returned to the property owner as required. No additional unbudgeted expenditures are anticipated as a result of approving this agreement

STAFF RECOMMENDATION:

Staff recommends that City Council approve the Property Use Agreement with Bridge Street, LLC and authorize the Mayor to execute the agreement on behalf of the City.

ACTION:

Staff recommends that City Council approve the Property Use Agreement with Bridge Street, LLC and authorize the Mayor to execute the agreement on behalf of the City.

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

ATTACHMENTS:

1. Property Use Agreement
2. Aug 26, 2020 Staff Report
3. Aug 26, 2020 Meeting Minutes
4. Resolution 20-037 Real Property Exchange Agreement
5. September 16, 2020 Staff Report
6. September 16, 2020 Meeting Minutes
7. Resolution 22-011 Agreement for Exchange of Real Property
8. Resolution 22-039 Agreement Amendment No. 1

No: 26-
Date: January 7, 2026

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: BRIDGE STREET, LLC, LAND USE AGREEMENT

WHEREAS: On August 26, 2020, the City of Sandpoint and Bridge Street, LLC, entered into a Real Property Exchange Agreement, authorized under Resolution 20-037, and the exchange was finalized on March 2, 2022, under Resolution 22-011 (“Agreement for Exchange of Real Property”);

WHEREAS: Under this agreement, the City exchanged approximately 0.31 acres of City-owned property at Farmin’s Landing (Parcel No. RPS0215000001AA) for additional public right of way along Bridge Street, with the primary objective of improving pedestrian, bicycle, and vehicular mobility near the intersection of First Ave and Bridge St;

WHEREAS: Per the agreement, Bridge Street, LLC, was required to remove the existing access ramp to Bridge Street, construct a retaining wall along the new property boundary, share in the cost of constructing public stairs connecting Bridge Street to Farmin’s Landing, construct a widened public sidewalk along Bridge Street, and provide a public access easement from Bridge Street to Farmin’s Landing, with all design and construction work subject to City approval and inspection to be in alignment with the City’s 2021 Parks and Recreation Master Plan, which envisions enhanced access and connectivity to Farmin’s Landing;

WHEREAS: To guarantee performance, Bridge Street, LLC, provided \$385,102.50 in security (150% of the estimated improvement value) and agreed to provide the City with \$256,592 to support other improvements at Farmin’s Landing, including the access stairs and fulfillment of the concept identified in the Master Plan;

WHEREAS: In July 2022, City Council adopted Resolution 22-031, approving Amendment No. 1 to the Exchange Agreement to extend the developer’s construction deadlines;

WHEREAS: The City has since bid and awarded the Bridge Street Retaining Wall and Sidewalk Project and is proceeding with construction using the secured funds, with the project requiring temporary access onto adjacent property owned by Bridge Street, LLC;

WHEREAS: To this end, a Land Use Agreement has been prepared, which does not convey permanent property rights, nor does it expand the scope of the project beyond what was previously approved, while it is a standard and necessary tool to allow construction to proceed while clearly defining responsibilities and risk for both parties; and

WHEREAS: Staff recommend approval of this agreement to ensure construction costs will be paid using the developer security already held by the City, with any remaining balance returned to the property owner as required.

NOW, THEREFORE, BE IT RESOLVED THAT: The Land Use Agreement with Bridge Street, LLC, 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: On behalf of the City, the Mayor or authorized designee, as provided by the City's Procurement Process and Signature Authority Policy for Goods, Services, and Construction, as further outlined in the City of Sandpoint Procurement Policy, is authorized to sign the Agreement referenced herein.

Jeremy Grimm, Mayor

ATTEST:

Hayley Keys, Deputy City Clerk

PROPERTY USE AGREEMENT

BRIDGE STREET SIDEWALK IMPROVEMENTS PROJECT

This Property Use Agreement ("Agreement") is entered into this ____ day of _____, 2025 ("Effective Date"), by and between: BRIDGE STREET, LLC, a Nevada Limited Liability Company, whose address is 1800 Quail Street, Suite 110, Newport Beach, California 92660 ("Owner"), and THE CITY OF SANDPOINT, a municipal corporation and political subdivision of the State of Idaho, whose address is 1123 Lake Street, Sandpoint, Idaho 83864 ("City"). Owner and City may be referred to individually as a "Party" or collectively as the "Parties."

RECITALS

WHEREAS, on March 7, 2022, the Parties entered into an Agreement for Exchange of Real Property, recorded as Bonner County Instrument No. 1002959 (the "Original Agreement"), whereby the City exchanged City-owned property for property owned by Owner consisting of additional right-of-way along Bridge Street;

WHEREAS, pursuant to Section 6 of the Original Agreement, Owner agreed to perform certain improvements along the Bridge Street right-of-way, specifically:

- a. Remove the existing access ramp to Farmin's Landing and construct a retaining wall along the east boundary of the property acquired by Owner, with an assigned value of \$182,680.00 (the "Retaining Wall Work");
- b. Remove the existing sidewalk and construct a twelve-foot (12') sidewalk adjacent to the southern boundary of the property acquired by Owner, including new curbs, ornamental lights, and street furniture, subject to the final design approval by City, with an assigned value of \$74,055.00 (the "Sidewalk Work"); and
- c. Pay the City \$75,000.00 toward the cost of constructing access stairs to Farmin's Landing;

WHEREAS, to secure performance of its obligations under Sections 6.a and 6.b of the Original Agreement, Owner provided the City with \$385,102.50 at closing, representing 150% of the Retaining Wall Work and Sidewalk Work obligations, to be held in reserve by the City;

WHEREAS, pursuant to Section 6.d of the Original Agreement, the City was to release such funds to Owner upon completion and acceptance of Owner's obligations, but in the event Owner failed to perform its obligations under Sections 6.a or 6.b, the City was entitled to retain the monies and use them to complete any of Owner's obligations in the City's sole discretion and direction;

WHEREAS, on August 1, 2022, the Parties executed Amendment No. 1 to the Agreement for Exchange of Real Property, recorded as Bonner County Instrument No. 1009172, which extended the completion dates for the improvements from May 31, 2023 to August 30, 2023;

WHEREAS, Owner has not performed its obligations under Sections 6.a and 6.b of the Original Agreement by the August 30, 2023 deadline or at any time thereafter;

WHEREAS, the City now intends to construct the Bridge Street Sidewalk Improvements Project (the "Project"), which encompasses, in part, the improvements that Owner was obligated to perform under the Original Agreement, using the funds held in reserve;

WHEREAS, construction of the Project requires temporary use of certain real property owned by Owner and commonly referred to as Bonner County Parcel Nos. RPS3967000001AA and RPS3967000001BA and legally described as Lot 1 of the Replat of a Portion of Lot 8, Block 2, Bridge Addition and a Portion of Kelch's Addition, located in the Northeast Quarter of Section 22, Township 57 North, Range 2 West, Boise Meridian, City of Sandpoint, according to the plat thereof, recorded in Book 20 of Plats, Page 36, Instrument Number 1019475, records of Bonner County, Idaho (collectively, "Owner's Property");

WHEREAS, Owner acknowledges that temporary sheet piles currently occupy the southern property line of Owner's Property along Bridge Street, and Owner agrees to coordinate removal of such sheet piles as necessary for construction of the Project;

WHEREAS, the Parties desire to memorialize Owner's acknowledgment of non-performance, Owner's consent to the City's use of the reserve funds for the Project, and Owner's grant of access to Owner's Property for Project construction;

WHEREAS, the City owns real property commonly referred to as Farmin's Landing and more particularly described as Lot 1 of Farmin's Landing located in the Northeast Quarter of Section 22, Township 57 North, Range 2 West, Boise Meridian, City of Sandpoint, according to the plat thereof, recorded in Book 11 of Plats, Page 96, records of Bonner County, Idaho (the "Farmin's Landing Parcel"), and the Parties desire to memorialize the City's commitment to maintain public vehicular and pedestrian access over the existing paved portion of the Farmin's Landing Parcel as it currently exists;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. ACKNOWLEDGMENT OF NON-PERFORMANCE AND RELEASE OF FUNDS

1.1 Acknowledgment. Owner acknowledges and agrees that:

(a) Owner has not performed its obligations under Sections 6.a and 6.b of the Original Agreement by the deadline established in Amendment No. 1 or at any time thereafter;

(b) Pursuant to Section 6.d of the Original Agreement, the City has the right to retain the \$385,102.50 held in reserve (the "Reserve Funds") and to use those funds to complete the improvements described in Sections 6.a and 6.b of the Original Agreement;

(c) The City is entitled to construct the Project at the City's sole discretion and direction.

1.2 Full Release of Reserve Funds. Owner hereby fully and unconditionally releases to the City any and all interest Owner may have in and to the Reserve Funds. The City is hereby authorized to utilize the Reserve Funds to pay for all costs associated with the Project, including but not limited to design, engineering, construction, inspection, materials testing, project management, and any other costs related to the Project, all at the City's sole discretion and direction.

1.3 No Refund or Accounting. Owner acknowledges and agrees that:

(a) The Reserve Funds shall not be refunded to Owner;

(b) The City has no obligation to provide Owner with an accounting of expenditures from the Reserve Funds; and

(c) Any Reserve Funds remaining after completion of the Project and payment of all Project costs may be retained by the City or applied to related public improvements at the City's sole discretion.

2. GRANT OF ACCESS AND EASEMENT

2.1 Temporary Construction Easement. Owner hereby grants to the City, its contractors, subcontractors, agents, employees, and representatives (collectively, "City's Contractor") a temporary construction easement and right of access over, across, and upon Owner's Property for the purpose of constructing the Project, including without limitation:

(a) Access, ingress, and egress to and from Owner's Property for personnel, equipment, vehicles, and materials;

(b) Grading, excavation, fill placement, and other earthwork activities;

(c) Installation and construction of the retaining wall, pedestrian guardrail, sidewalk, drainage facilities, and related improvements as depicted in the Project construction drawings;

(d) Relocation, protection, or temporary interruption of utilities as necessary;

(e) Staging of equipment and materials;

(f) Removal of construction debris; and

(g) Any and all other activities reasonably necessary or incidental to construction of the Project.

2.2 Access Areas. The areas subject to the temporary construction easement shall include all portions of Owner's Property depicted in the Project construction drawings attached as Exhibit A,

and such additional areas as may be reasonably necessary for construction activities, as determined by the City's Contractor in consultation with Owner.

2.3 Duration of Easement. The temporary construction easement and access rights granted herein shall commence on the Effective Date and shall continue until the earlier of: (i) completion and final acceptance of the Project by the City; or (ii) December 31, 2026, provided that the City may extend this period upon written notice to Owner if necessary to complete the Project.

2.4 Minimize Interference. The City shall direct its Contractor to make reasonable efforts to minimize interference with Owner's use and enjoyment of Owner's Property and any commercial activities conducted thereon. Owner acknowledges and agrees that some interference is inherent and unavoidable during construction of the Project.

3. SHEET PILE REMOVAL

3.1 Existing Sheet Piles. Owner acknowledges that temporary sheet piles currently occupy the southern property line of Owner's Property along Bridge Street, and that such sheet piles must be removed to facilitate construction of the Project retaining wall.

3.2 Coordination of Removal. At Owner's sole expense, Owner agrees to remove the temporary sheet piles that are currently occupying the southern property line of the above list of parcels along Bridge Street. Coordination with the sheet pile owner will be directed by the city's representative as it relates to the construction of this project, as indicated on the project plans.

3.3 Default. If Owner fails to coordinate timely removal of the sheet piles after receiving notice from the City, the City may arrange for removal and seek reimbursement from Owner for the reasonable costs thereof.

4. OWNER'S OBLIGATIONS

4.1 Grant of Access. Owner shall permit the City's Contractor to access Owner's Property as provided in Section 2 above and shall not unreasonably interfere with, obstruct, or hinder construction activities.

4.2 Cooperation. Owner shall cooperate with the City and City's Contractor in connection with construction of the Project, including:

- (a) Coordinating removal of sheet piles as provided in Section 3;
- (b) Responding to reasonable requests for information; and
- (c) Refraining from activities that would interfere with or endanger construction activities.

4.3 Hazardous Conditions. Owner shall promptly notify the City of any known hazardous conditions, environmental issues, or other matters on Owner's Property that may affect construction of the Project or the safety of the City's Contractor.

5. CITY'S OBLIGATIONS

5.1 Retaining Wall. The City agrees to install the proposed retaining wall as outlined in the approved construction drawings along the southern property line of the subject parcel. Attached hereto as Exhibit A.

5.2 Drainage. The City agrees to install foundation drainage for the proposed retaining wall to assist with the mitigation of seasonal groundwater. The City's Contractor may need to coordinate with the owner as the project progresses through construction.

5.3 Guardrail. The City agrees to install pedestrian guardrail along the proposed retaining wall.

5.4 Remove Debris. Upon completion of construction, the City shall cause all construction debris, excess materials, and equipment to be removed from Owner's Property.

5.5 Restoration. The City shall cause any areas of Owner's Property temporarily disturbed by construction activities outside the permanent improvements area to be restored to a condition reasonably similar to their pre-construction condition, including grading, compaction, and re-seeding of disturbed areas.

5.6 Notice. The City shall provide Owner with reasonable advance notice of commencement of construction and substantial completion of the Project.

5.7 Maintenance of Public Access to Farmin's Landing. The City agrees to maintain public vehicular and pedestrian access over the existing paved portion of the Farmin's Landing Parcel as it currently exists. The City shall not close, obstruct, or eliminate such public access without providing alternative reasonable public vehicular and pedestrian over the Farmin's Landing Parcel in and to the northern boundary of Owner's Property. This obligation shall run with the land and bind the City and its successors and assigns for so long as the City owns the Farmin's Landing Parcel. Owner acknowledges that such public access benefits the general public and is not exclusive to Owner's Property.

5.8 No Lien. At no point during or after completion of the Project shall the City, a contractor of the City or any subcontractor of such contractor, lien any portion of the Owner's Property for unpaid work related to the Project.

6. INSURANCE

6.1 City's Insurance. The City shall require its contractors to maintain commercial general liability insurance and automobile liability insurance in amounts customary for projects of this nature.

6.2 Owner's Insurance. Owner shall maintain property insurance covering Owner's Property in amounts adequate to protect Owner's interest. Owner's property insurance shall be primary with respect to any damage to Owner's Property.

7. GENERAL PROVISIONS

7.1 Governing Law and Venue. This Agreement shall be governed by the laws of the State of Idaho. Any action arising under or relating to this Agreement shall be brought in the District Court of the First Judicial District of the State of Idaho, in and for Bonner County.

7.2 Entire Agreement. This Agreement, together with the Original Agreement and Amendment No. 1 (to the extent not superseded by this Agreement) and Exhibit A, constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior negotiations and understandings, including any draft Second Amendment to Agreement for Exchange of Real Property.

7.3 Amendments. No amendment, modification, or supplement to this Agreement shall be effective unless in writing and signed by authorized representatives of both Parties.

7.4 Severability. If any provision of this Agreement is held invalid or unenforceable, the remainder shall continue in full force and effect.

7.5 Notices. All notices required or permitted under this Agreement shall be in writing and delivered to:

If to City:

City of Sandpoint
 Attn: Holly Ellis
 1123 Lake Street
 Sandpoint, Idaho 83864
 Email: hellis@sandpointidaho.gov

If to Owner:

Bridge Street, LLC
 Attn: Managing Member
 1800 Quail Street, Suite 110
 Newport Beach, California 92660
 Email: _____

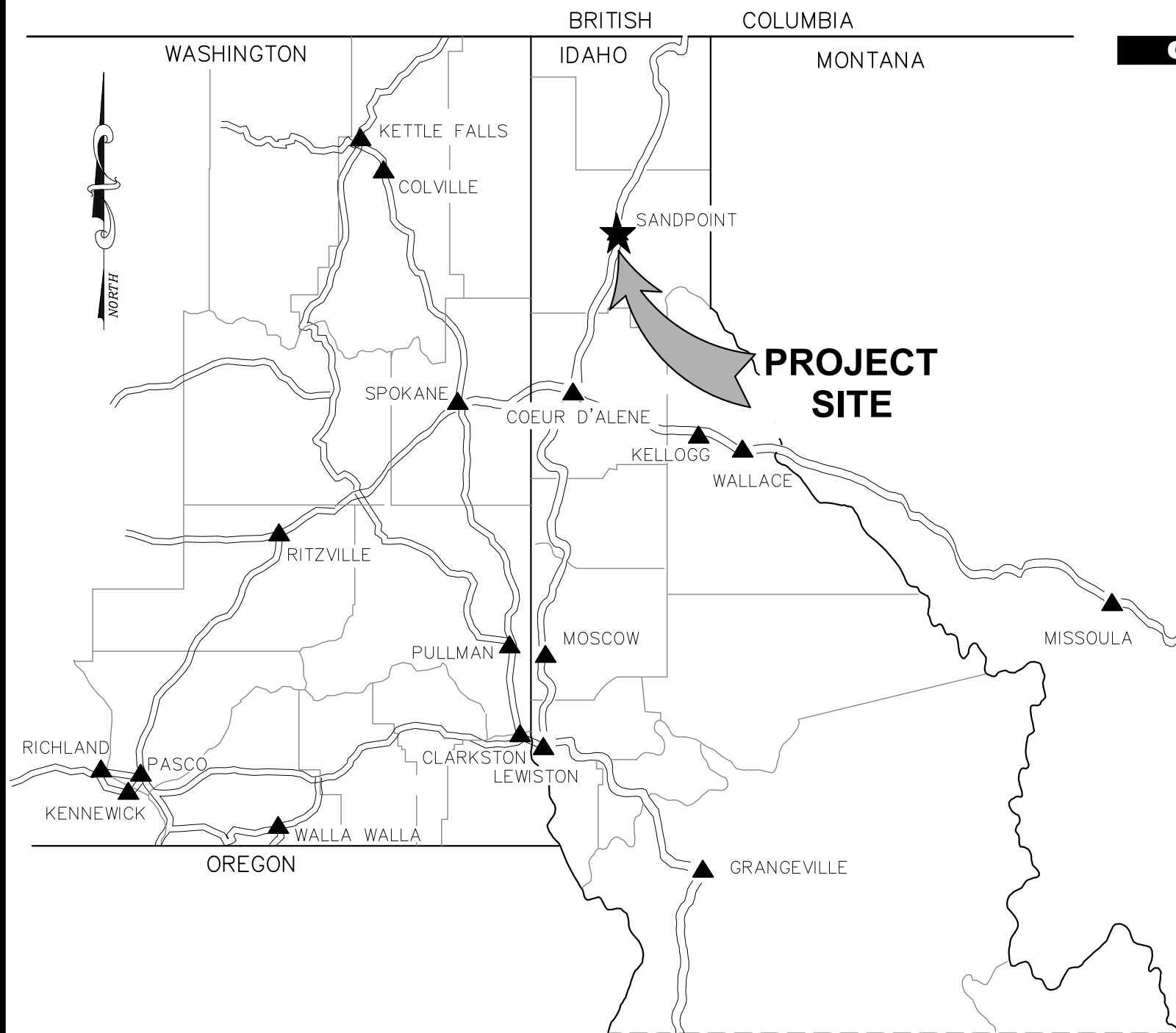
7.6 Binding Effect. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.

7.7 Authority. Each Party represents that the person executing this Agreement on its behalf is duly authorized to do so and has full authority to bind such Party.

7.8 Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original. Electronic signatures shall be deemed original signatures.

7.9 Recording. This Agreement shall be recorded in the real property records of Bonner County, Idaho. Upon completion of the Project, the Parties shall execute a termination document releasing the temporary easement granted herein, provided that the City's obligations under Section 5.7 and 5.8 shall survive such termination and continue in full force and effect.

/Signatures on following page/



CONSTRUCTION DRAWINGS

CITY OF SANDPOINT
BONNER COUNTY, IDAHO

**BRIDGE STREET
SIDEWALK
IMPROVEMENTS**

PROJECT NO. 44050.020

AUGUST 2025



08/06/2025

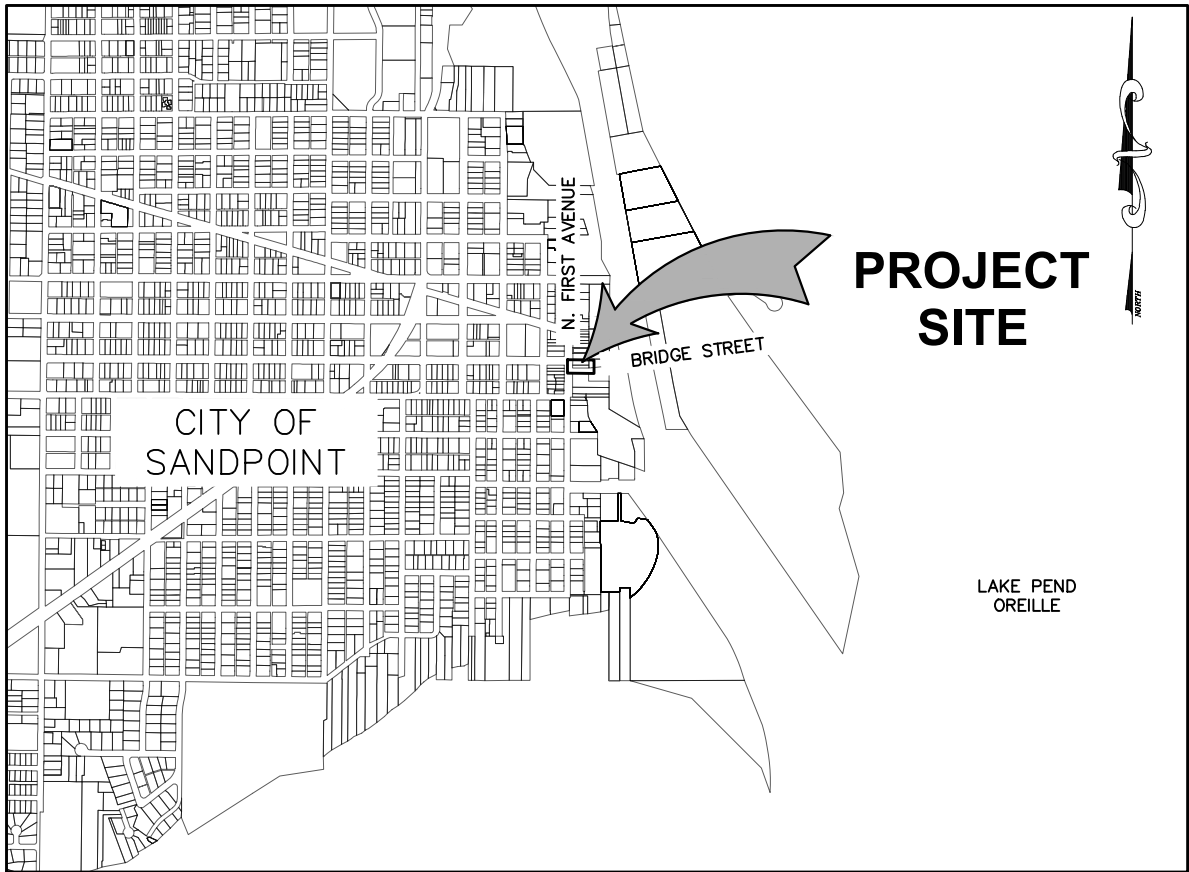
www.welchcomer.com
 208-664-9382
 877-815-5672 (toll free)
 208-664-5946 (fax)
 330 E. Lakeside Ave, Suite 101
 Coeur d'Alene, ID 83814

QAQC PLAN REVIEW		
	REVIEWED BY	DATE
ENGINEERING	PFB	03-19-2025
SURVEY	MLH	08-06-2025
CONST. SVCS.	RT	04-21-2025

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WELCH-COMER

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VICINITY MAP
NTS

CIVIL SHEET INDEX	
SHEET NO.	SHEET TITLE
A1	COVER SHEET
A2	VICINITY MAP, SHEET INDEX, DATUM, GENERAL NOTES
A3	PROJECT GENERAL NOTES
A4	ABBREVIATIONS AND LEGEND
TS1	RETAINING WALL TYPICAL SECTION
C1	OVERALL SITE PLAN
C2	ALLEY APPROACH ENLARGED VIEW
C3	RETAINING WALL PLAN AND PROFILE
DT1	CIVIL DETAILS
DT2	CIVIL DETAILS
DT3	CIVIL DETAILS
DT4	CIVIL DETAILS
XS1	WALL CROSS SECTIONS
XS2	WALL CROSS SECTIONS
XS3	WALL CROSS SECTIONS
XS4	WALL CROSS SECTIONS
XS5	WALL CROSS SECTIONS
XS6	WALL CROSS SECTIONS
XS7	WALL CROSS SECTIONS

GENERAL NOTES:

- ALL WORK SHALL CONFORM TO THE "IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION", (ISPMC) CURRENT EDITION, AND THE CITY OF SANDPOINT STANDARD DRAWINGS AND SPECIFICATIONS. IN THE CASE OF CONFLICT, THE MOST STRINGENT STANDARD SHALL APPLY.
- NO REVISIONS SHALL BE MADE TO THESE PLANS WITHOUT THE APPROVAL OF THE CITY ENGINEER AND ENGINEER OF RECORD. ALL PROPOSED REVISIONS SHALL BE SUBMITTED TO THE ENGINEER OF RECORD FOR REVIEW AND APPROVAL BY THE CITY.
- NO REVISIONS SHALL BE MADE TO THE CITY STANDARD DRAWINGS OR NOTES WITHOUT WRITTEN APPROVAL OF THE CITY ENGINEER. REVISIONS OF CITY STANDARD DRAWINGS SHALL BE CLEARLY IDENTIFIED UPON THE APPROVED DRAWINGS; REVISIONS OR ADDITIONS TO STANDARD NOTES SHALL BE PROVIDED ONLY WITHIN THE SUPPLEMENTAL NOTES.
- ALL SAFETY STANDARDS AND REQUIREMENTS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND COMPLY WITH OSHA.
- EXISTING UTILITIES SHALL BE LOCATED BY CONTACTING CALL BEFORE YOU DIG AT 811, AT LEAST 48 HOURS PRIOR TO STARTING ANY EXCAVATION. THE CONTRACTOR SHALL NOTIFY THE APPROPRIATE UTILITY COMPANIES PRIOR TO STARTING WORK NEAR ANY FACILITIES AND SHALL COORDINATE THEIR WORK WITH COMPANY REPRESENTATIVES.
- WORK SHALL NOT BEGIN UNTIL A PERMIT AND NOTICE TO PROCEED IS ISSUED BY THE CITY AND WRITTEN NOTIFICATION TO ENGINEER OF RECORD.
- THE CONTRACTOR SHALL NOTIFY THE CITY ENGINEERING INSPECTOR AT LEAST 48 HOURS PRIOR TO STARTING WORK OR PROCEEDING WITH NEW PHASES OF CONSTRUCTION. ALL INSPECTIONS SHALL BE SCHEDULED WITH A MINIMUM 24-HOUR NOTICE PRIOR TO TESTING.
- AN APPROVED SET OF IMPROVEMENT PLANS SHALL BE KEPT ON THE JOB SITE AT ALL TIMES.
- THE CONTRACTOR SHALL MAINTAIN THE STREETS, SIDEWALKS, AND ALL OTHER PUBLIC RIGHTS-OF-WAY IN A CLEAN, SAFE AND USEABLE CONDITION. ALL SOIL, ROCK, OR CONSTRUCTION DEBRIS SHALL BE PROMPTLY REMOVED FROM THE PUBLICLY OWNED PROPERTY DURING CONSTRUCTION, AND UPON COMPLETION OF THE PROJECT. ALL ADJACENT PROPERTY; PRIVATE OR PUBLIC, SHALL BE MAINTAINED IN A CLEAN, SAFE AND USEABLE CONDITION.
- TREES NOT IDENTIFIED FOR REMOVAL SHALL BE PRESERVED OR PROTECTED IN AN APPROVED MANNER PRIOR TO COMMENCEMENT OF GRADING OPERATIONS.
- THE ENGINEER OF RECORD SHALL VERIFY THE ADEQUACY OF EROSION AND SEDIMENTATION CONTROL MEASURES PRIOR TO THE START OF CONSTRUCTION, AND AS NECESSARY DURING THE COURSE OF THE PROJECT. EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED IN ACCORDANCE WITH THESE PLANS, AND THE "CATALOG OF STORM WATER BEST MANAGEMENT PRACTICES FOR IDAHO CITIES AND COUNTIES" AS PREPARED BY THE IDAHO DIVISION OF ENVIRONMENTAL QUALITY.
- ALL PROJECTS HAVING THE POTENTIAL FOR RUNOFF DISCHARGE TO ANY SURFACE WATER BODY; SHALL FILE A NOTICE OF INTENT (NOI), WITH THE IDEQ. COPIES OF ANY REQUIRED STORM WATER POLLUTION PREVENTION PLANS (SWPPP) OR NOI SHALL BE PROVIDED TO THE CITY PRIOR TO START OF CONSTRUCTION.
- ALL CONCRETE, UNLESS OTHERWISE SPECIFIED, SHALL BE COMMERCIAL GRADE PORTLAND CEMENT WITH AIR ENTRAINMENT (6.5% +/- 1.5%), AND A MINIMUM 28-DAY COMPRESSIVE STRENGTH OF 3000 PSI.
- ALL UNDERGROUND UTILITY LATERALS SHALL BE INSTALLED AND APPROVED BY CITY ENGINEER AND ENGINEER OF RECORD BEFORE CONSTRUCTION OF CURBS, CROSS GUTTERS, SIDEWALKS OR THE SURFACING OF STREETS.
- SURFACE RESTORATION OF ROADWAY CUTS SHALL COMPLY WITH THE CITY STANDARDS, AND BE PLACED WITHIN 7 DAYS OF THE INITIAL ROADWAY CUT. TEMPORARY PATCHING THAT UTILIZES A MINIMUM OF 2 INCHES OF ASPHALT CONCRETE (COLD MIX) SHALL BE PLACED WITHIN 24 HOURS OF THE INITIAL ROADWAY CUT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL TEMPORARY PATCHING AND SHALL WARRANT ALL PERMANENT PATCHING FOR A PERIOD OF 2-YEARS.
- ALL TRENCHES AND ROADWAY CUTS WITHIN PUBLIC EASEMENTS OR RIGHTS-OF-WAY SHALL BE COMPACTED IN ACCORDANCE WITH SD 301. COMPACTION TEST RESULTS SHALL BE CERTIFIED BY THE ENGINEER OF RECORD AND SUBMITTED TO THE CITY ENGINEER FOR APPROVAL PRIOR TO FINAL ACCEPTANCE OF WORK.
- ALL OPERATIONS CONDUCTED ON THE PREMISES SHALL BE RESTRICTED TO THE HOURS BETWEEN 8:00 A.M. AND 5:00 P.M., UNLESS OTHERWISE APPROVED BY THE CITY. THIS INCLUDES THE WARMING UP, REPAIR, ARRIVAL, DEPARTURE OR RUNNING OF TRUCKS, EARTHMOVING EQUIPMENT, CONSTRUCTION EQUIPMENT OR ANY OTHER ASSOCIATED EQUIPMENT.
- ALL IMPROVEMENTS SHALL BE JOINED OR MATCHED IN A MANNER SATISFACTORY TO THE CITY ENGINEER. THIS INCLUDES ALL UTILITY CONNECTIONS AND NECESSARY SAW CUTTING, REMOVAL, REPLACEMENT, EXTENSION, AND CAPPING ASSOCIATED WITH CURB AND GUTTER, SIDEWALKS, SWALES, ASPHALT, CONCRETE OR OTHER PAVING.
- THE ENGINEER OF RECORD SHALL BE RESPONSIBLE FOR ALL PROJECT INSPECTIONS, INCLUDING MATERIALS TESTING AND QUALITY CONTROL. COPIES OF DAILY REPORTS AND TEST RESULTS SHALL BE MADE AVAILABLE TO THE CITY ENGINEER FOR REVIEW ON A WEEKLY BASIS, FAILURE TO PROVIDE REPORTS MAY RESULT IN SUSPENSION OF CONSTRUCTION. PROJECT CERTIFICATION AND AS-BUILT DRAWINGS SHALL BE SUBMITTED TO THE CITY ENGINEER PRIOR TO FINAL ACCEPTANCE AND IN CONFORMANCE WITH SUBMITTAL STANDARDS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL, IN ACCORDANCE WITH THE M.U.T.C.D., CURRENT EDITION. AT LEAST 72 HOURS PRIOR TO DISRUPTION OF ANY TRAFFIC, TRAFFIC CONTROL PLANS SHALL BE PREPARED AND SUBMITTED TO THE CITY ENGINEERING DIVISION FOR APPROVAL. NO WORK SHALL COMMENCE UNTIL A PERMIT IS ISSUED AND ALL APPROVED TRAFFIC CONTROL IS IN PLACE.
- ALL DISTURBED AREAS OF THE PUBLIC RIGHT-OF-WAY SHALL BE TOP COATED WITH A MINIMUM OF 1 INCH OF TOPSOIL AND SEEDED WITH A DRY LAND MIX OR EQUIVALENT.
- ALL PAVING PROJECTS WILL NEED TO ADHERE TO THE CITY OF SANDPOINT PAVEMENT CUT POLICY.
- DURING THE PREPARATION OF THE CONSTRUCTION DRAWINGS, REVIEW OF AVAILABLE RECORDS AND A FIELD SEARCH WAS CONDUCTED UNDER THE DIRECTION OF A PROFESSIONAL LAND SURVEYOR TO LOCATE EXISTING SURVEY MONUMENTS WITHIN AND ADJACENT TO THE PROJECT CONSTRUCTION LIMITS IN ACCORDANCE WITH IDAHO CODE 55-1613. EXISTING SURVEY MONUMENTS ARE IDENTIFIED WITHIN THE PLANS. MONUMENTS IDENTIFIED AS 'OWNER TO REPLACE' WILL BE REPLACED AT THE EXPENSE OF THE OWNER. ALL OTHER MONUMENTS ARE INTENDED TO BE PRESERVED AND IF DESTROYED THE REPLACEMENT OF SAID MONUMENTS IS THE RESPONSIBILITY OF THE CONTRACTOR. REF (IC 55-1613). IF MONUMENTS ARE REPLACED BY THE CONTRACTOR THE ENGINEER AND OWNER WILL BE NOTIFIED BY THE CONTRACTOR UPON RE-ESTABLISHMENT OF THE MONUMENTS.

HORIZONTAL AND VERTICAL DATUM:

HORIZONTAL DATUM: NAD 83/11 AT GROUND WITH A GRID SCALE FACTOR OF 0.999879810747193
VERTICAL DATUM: NAVD 88, GEOID18

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 Item # 9.



08/06/2025

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 (fax) 208-664-5946

NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 VICINITY MAP, SHEET INDEX, DATUM,
 GENERAL NOTES

PROJ NO: 44050.020
 DESIGNED BY: MG / JT
 DRAWN BY: JT
 CHECKED BY: _____
 DWG: 44050.020CS01.DWG
 DATE: 08-05-2025
 SHEET NO: _____

UNDERGROUND SERVICE ALERT
 ONE-CALL NUMBER
811
 CALL TWO BUSINESS DAYS BEFORE YOU DIG

A2

GRADING AND GEOTECHNICAL NOTES:

- ALL CUTS AND FILLS SHALL BE CONFINED TO THE LIMITS INDICATED WITHIN THE APPROVED GRADING PLANS.
- THE CONTRACTOR SHALL INSURE THAT ALL TEMPORARY SLOPES ARE STABLE AND THAT APPROPRIATE EROSION MEASURES ARE IN PLACE AND MAINTAINED.
- GROUNDWATER OR UNANTICIPATED GEOLOGIC CONDITIONS SHALL BE REPORTED TO THE ENGINEER OF RECORD AND THE GEOTECHNICAL ENGINEER FOR ASSESSMENT AND RECOMMENDATIONS.
- ALL COMPACTION EFFORTS SHALL BE MONITORED AND TESTED BY AN EXPERIENCED SOILS TECHNICIAN, UNDER THE SUPERVISION OF A LICENSED GEOTECHNICAL ENGINEER REPRESENTING THE OWNER.
- ALL MASS GRADING SHALL BE MONITORED, TESTED, AND CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER (GEOTECHNICAL ENGINEER).
- CONTRACTOR IS TO NOTIFY THE GEOTECHNICAL ENGINEER, THE ENGINEER OF RECORD AND CITY ENGINEERING INSPECTOR 48 HOURS PRIOR TO EACH AND EVERY START OR STOPPING OF CONSTRUCTION, EACH TIME A LIFT OF GRADING IS READY FOR INSPECTION, AND EACH AND EVERY TIME THE CONTRACTOR IS REQUESTING GRADING INSPECTION FROM CITY. FAILURE TO NOTIFY MAY RESULT IN CONTRACTOR REMOVING ANY MATERIAL THAT HAS NOT BEEN INSPECTED.
- ALL AREAS SHALL BE STRIPPED OF ORGANIC TOP SOIL AND NON-ENGINEERED FILL; IN ADDITION TO ALL BRUSH, STUMPS, AND ROOTS. ONSITE DISPOSAL OF ORGANIC MATERIALS IS NOT ALLOWED. THE GEOTECHNICAL ENGINEER SHALL REVIEW AND APPROVE ALL STRIPPED AND CLEARED AREAS PRIOR TO PLACEMENT OF FILL. PRIOR TO PLACING FILL, THE CLEARED AREAS SHALL BE SCARIFIED AND COMPACTED.
- FILLS SHALL CONSIST OF WELL GRADED SANDS AND GRAVELS, WITH A MAXIMUM PARTICLE SIZE OF SIX INCHES, AND NO MORE THAN 20% PASSING THE NO. 200 SIEVE. THE GEOTECHNICAL ENGINEER SHALL PRE-APPROVE ALL IMPORT SOIL SOURCES.
- BOULDERS AND COBBLES GREATER THAN 6 INCHES APPEARING IN THE EXCAVATION TO A DEPTH OF AT LEAST 4 INCHES BELOW SUBGRADE SHALL BE REMOVED.
- ALL FILL MATERIAL SHALL BE DRIED OR MOISTENED TO WITHIN 2% OF THE OPTIMUM MOISTURE, PRIOR TO PLACEMENT. LIFTS SHALL NOT EXCEED EIGHT INCHES. ALL FILL SHALL BE COMPACTED TO AT LEAST 90% OF MODIFIED PROCTOR (ASTM D-1557, AASHTO T-180), WITH THE TOP 12 INCHES WITHIN THE ROADWAY PRISM COMPACTED TO 95% OF THE MODIFIED PROCTOR. MATERIAL TOO COARSE TO TEST PER THE SPECIFIED STANDARDS SHALL BE PLACED IN CONTROLLED LIFTS UNDER A PERFORMANCE BASED METHOD, AS OUTLINED WITHIN ISPWC.
- EMBANKMENTS SHALL NOT BE CONSTRUCTED ON FROZEN OR SNOW-COVERED FOUNDATIONS, OR WITH THE USE OF FROZEN MATERIALS.
- EMBANKMENTS CONSTRUCTED ON SLOPES GREATER THAN 5 HORIZONTAL TO 1 VERTICAL SHALL BE KEYED INTO THE UNDISTURBED GROUND WITH HORIZONTAL BENCHES OF SUFFICIENT WIDTH TO ALLOW FOR THE PROPER OPERATION OF COMPACTION EQUIPMENT.
- THE FINAL LIMITS OF CUT AND FILL SHALL BE RECORDED WITH THE BOUNDARY TOPOGRAPHY AND SURVEY BY THE ENGINEER OF RECORD. THE GEOTECHNICAL ENGINEER SHALL SUBMIT A CERTIFICATION OF THE FILL, ALONG WITH COPIES OF OBSERVATIONS AND TESTING.
- IN THE EVENT THAT ANY UNFORESEEN CONDITIONS NOT COVERED BY THESE NOTES ARE ENCOUNTERED DURING GRADING OPERATIONS, THE ENGINEER OF RECORD SHALL BE IMMEDIATELY NOTIFIED IN ORDER TO PROVIDE GUIDANCE TO CONTRACTOR.

STORMWATER DRAINAGE:

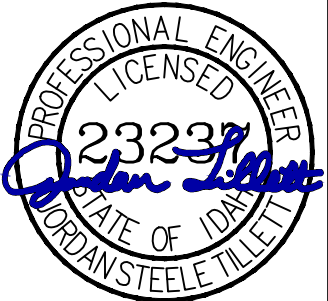
- TEMPORARY EROSION CONTROL AND WATER POLLUTION MEASURES SHALL BE INSTALLED, IN ACCORDANCE WITH THE PLANS AND ACCEPTED BEST MANAGEMENT PRACTICES. ADJUSTMENTS TO ACCOMMODATE DIFFERING FIELD CONDITIONS SHALL BE MADE, AS NECESSARY, THROUGHOUT THE CONSTRUCTION PROCESS. AT NO TIME, WILL SILTS AND/OR DEBRIS BE ALLOWED TO DRAIN INTO AN EXISTING OR NEWLY INSTALLED FACILITY, ENGINEER OF RECORD SHALL BE NOTIFIED.
- SWALES WITHIN AREAS OF MASS GRADING SHALL BE SCARIFIED A MINIMUM OF 24 INCHES PRIOR TO SHAPING, AND AFTER INSTALLATION OF CURB AND GUTTER.
- ALL DISTURBED AREAS SHALL RECEIVE A MINIMUM 1-INCH DRESSING OF TOP SOIL AND BE HYDRO SEEDDED OR SODDED, AS INDICATED ON THE PLANS. SEEDDED AREAS WILL NOT BE ACCEPTED UNTIL THE SEED HAS GERMINATED, AND THE GRASS IS THOROUGHLY ESTABLISHED. SODDED AREAS WILL NOT BE ACCEPTED UNTIL THE ROOTS HAVE TAKEN HOLD, AND THE GRASS HAS RECEIVED TWO CUTTINGS.
- CARE SHALL BE TAKEN TO PREVENT COMPACTION OF THE SUB-GRADE IN THE GRASS INFILTRATION AREAS OF SWALES. IN THE EVENT THE SUB-GRADE SHOULD BE COMPACTED OR INSUFFICIENT PERCOLATION IS OBSERVED, TESTING OF THE SUB-GRADE MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER. IF A SUFFICIENT PERCOLATION IS NOT OBSERVED, THE SUB-GRADE MUST BE REMOVED AND REPLACED, OR SCARIFIED TO A MINIMUM DEPTH OF 24" AND RETESTED.
- TOPSOIL PLACED WITHIN THE SWALES SHALL BE FREE DRAINING, AND PLACED AT A DEPTH GREATER THAN 1-INCH AND LESS THAN 3-INCHES. AT CONCRETE SPILLWAYS, FINISHED TOP SOIL SHALL BE KEPT 1"-2" BELOW THE FINISHED CONCRETE SURFACE. TO PREVENT COMPACTION OF THE SUB-GRADE AND TOPSOIL, WHEELED EQUIPMENT SHOULD NOT BE USED WITHIN THE SWALE AREA. THE MINIMUM PERCOLATION RATE THROUGH A CONSTRUCTED SWALE SHALL MEET DESIGN REQUIREMENTS. TESTING OF PERCOLATION RATES THROUGH A CONSTRUCTED SWALE MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER.
- DRYWELLS SHALL BE INSTALLED TO THE ELEVATIONS INDICATED ON THE PLANS. THE ELEVATION OF THE DRYWELL RIM SHALL BE AT LEAST 0.2 FEET BELOW LOWEST ADJOINING CURB CUT. FINISHED TOP SOIL ADJACENT TO THE DRYWELL SHALL BE AT LEAST 2-INCHES BELOW THE DRYWELL RIM.
- GRASS INFILTRATION AREAS SHALL BE HYDRO SEEDDED WITH 50 LB. / 1,000 SQUARE FEET, CONSISTING OF A MIXTURE WITH EQUAL PORTIONS OF CANADA BLUEGRASS, CRESTED WHEATGRASS, HARD FESCUE AND SHEEP FESCUE. SEEDDED AREAS SHALL BE FERTILIZED WITH A COMMERCIAL FERTILIZER PER THE MANUFACTURES SPECIFICATIONS AND MULCHED WITH "SILVA FIBER PLUS", OR APPROVED EQUAL WOOD FIBER CELLULOSE AT A RATE OF 1 TON PER ACRE.
- ALL SEWER MAINS SHALL BE AIR TESTED IN ACCORDANCE WITH ISPWC, SECTION 501.
- STORM SEWER PIPES AND DRYWELLS SHALL BE SEPARATED A MINIMUM OF 10 FEET HORIZONTALLY FROM DOMESTIC WATER MAINS. CROSSINGS OF WATER MAINS AND SEWER SYSTEMS SHALL HAVE A MINIMUM 18-INCH VERTICAL SEPARATION. ANY ANTICIPATED SEPARATION LESS THAN MINIMUM STANDARDS CONTAINED HEREIN, SHALL CONFORM TO THE IDAHO RULES FOR WASTE WATER, (IDAPA 58.01.16).
- FLOOD TESTING OF ALL SWALES SHALL BE CONDUCTED PRIOR TO FINAL ACCEPTANCE IF REQUIRED BY THE CITY ENGINEER.
- INSTALL SWALE CHECK DAM FOR SWALES EXCEEDING 1.5% SLOPE TO PROMOTE INFILTRATION, WITH A 50' MAXIMUM STATION.

STREETS:

- ALL FILL PLACED WITHIN THE ROADWAY PRISM SHALL BE COMPACTED TO 90% OF THE MODIFIED PROCTOR, WITH THE EXCEPTION OF THE TOP 12 INCHES OF SUB-GRADE THAT SHALL BE COMPACTED TO 95% OF THE MODIFIED PROCTOR (ASTM D-1557).
- PRIOR TO PLACING BASE MATERIAL, THE FOLLOWING SHALL BE COMPLETED:
- ALL PUBLIC UTILITIES SHALL BE INSTALLED, TESTED AND APPROVED.
- THE ENGINEER OF RECORD SHALL CERTIFY AND PROVIDE COPIES OF COMPACTION TEST RESULTS TO THE CITY ENGINEER, FOR ALL TRENCHES AND SUB-GRADE.
- THE LINE AND GRADE OF THE SUB-GRADE SHALL BE INSPECTED AND APPROVED.
- PROOF-ROLL OF THE SUB-GRADE SHALL BE PERFORMED AND OBSERVED BY THE ENGINEER OF RECORD AND CITY ENGINEERING INSPECTOR.
- OBTAIN AUTHORIZATION FROM THE ENGINEER OF RECORD AND CITY ENGINEERING INSPECTOR, TO PROCEED WITH PLACEMENT OF BASE MATERIAL. THE CITY ENGINEERING INSPECTOR SHALL BE NOTIFIED AT LEAST 24 HOURS PRIOR TO PLACEMENT OF BASE MATERIAL.
- CRUSHED AGGREGATE BASE SHALL CONFORM TO THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION, SECTION 802, (TYPE 1) ¾-INCH MAXIMUM AGGREGATE SIZE, AND SHALL BE COMPACTED TO THE FOLLOWING SPECIFICATIONS:
 - ROADWAY: 95%-MODIFIED PROCTOR.
 - CURB BASE AND DRIVEWAY APPROACHES: 92%-MODIFIED PROCTOR.
 - SIDEWALKS OR TRAILS: 90%-MODIFIED PROCTOR.
 - PRIOR TO PLACING ASPHALT CONCRETE, THE FOLLOWING SHALL BE COMPLETED:
 - THE ENGINEER OF RECORD SHALL CERTIFY AND PROVIDE COMPACTION TEST RESULT FOR BASE MATERIAL TO THE CITY ENGINEER.
 - ALL UTILITIES SHALL BE ADJUSTED TO GRADE AND THICKENED COLLARS INSTALLED.
- OBTAIN AUTHORIZATION FROM THE ENGINEER OF RECORD AND CITY ENGINEER TO PROCEED WITH ASPHALT PAVING. THE CITY ENGINEERING INSPECTOR SHALL BE NOTIFIED AT LEAST 24 HOURS PRIOR TO PLACEMENT OF ASPHALT PAVEMENT.
- ASPHALT PAVEMENT SHALL CONFORM WITH IDAHO TRANSPORTATION DEPARTMENT (ITD) SPECIFICATIONS FOR SUPERPAVE. PAVEMENT SHALL BE SP3 PG 58-28 WITH ½" MAX AGGREGATE SIZE. PAVEMENTS WITH A SECTION OF 3" OR LESS MAY BE PLACED WITH 1 LIFT. PAVEMENTS WITH A SECTION GREATER THAN 3" SHALL BE PLACED WITH MULTIPLE LIFTS. MINIMUM LIFT THICKNESS OF 1.5" AND MAXIMUM THICKNESS OF 3".
- NO ASPHALT SHALL BE PLACED ON WET OR FROZEN SURFACES, OR WHEN THE AIR OR GROUND TEMPERATURE IS LESS THAN 40°F. TOP COURSES OR PAVEMENT THICKNESS LESS THAN 2.5 INCHES SHALL NOT BE PLACED WHEN AIR OR GROUND TEMPERATURE IS LESS THEN 50°F, WITHOUT APPROVAL BY THE CITY ENGINEER.
- A TACK COAT SHALL BE APPLIED TO ALL ADJACENT CURBS AND JOINTS, PRIOR TO PLACEMENT OF ASPHALTIC CONCRETE.
- DURING PAVING OPERATIONS, THE ENGINEER OF RECORD SHALL OBSERVE PAVING OPERATIONS, AND PERFORM COMPACTION AND QUALITY CONTROL TESTING.
- THE CITY ENGINEER MAY REQUIRE THE PAVEMENT SECTIONS SHOWN ON THE PLANS TO BE VERIFIED BY "R" VALUE TESTS TAKEN FROM EXPOSED SUB-GRADE.
- EXTRACTION, CORING, AND GRADATION TESTS MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER TO VERIFY PAVEMENT THICKNESS, COMPACTION, AND OR TO VERIFY COMPLIANCE OF MATERIALS TO SPECIFICATIONS.
- FORMS, SUB-GRADE AND STRING-LINE INSPECTION IS REQUIRED PRIOR TO POURING CONCRETE. A MINIMUM NOTICE OF 24 HOURS IS REQUIRED PRIOR TO INSPECTION.
- CONCRETE SHALL NOT BE PLACED ON FROZEN SURFACES, ICE OR SNOW, OR SURFACES WITH A TEMPERATURE GREATER THAN 90°F. UNLESS OTHERWISE AUTHORIZED BY THE CITY ENGINEER, CONCRETE PLACEMENT SHALL BE DISCONTINUED WHEN AIR TEMPERATURES REACH 35°F AND FALLING.
- CURB AND GUTTER SHALL BE CONSTRUCTED WITH FULL DEPTH CONSTRUCTION EXPANSION JOINTS ADJACENT TO CATCH BASINS, AT COLD JOINTS, AND AT ALL RETURNS. WEAKENED PLANE JOINTS ARE REQUIRED EVERY 10 FEET.
- SIDEWALKS SHALL BE CONSTRUCTED WITH FULL DEPTH EXPANSION JOINTS EVERY 20 FEET, AT COLD JOINTS, AND ADJACENT TO STRUCTURES. WEAKENED PLANE JOINTS SHALL BE LOCATED EVERY 5 FEET. JOINTS IN THE SIDEWALK SHALL BE ALIGNED WITH CURB JOINTS, AS NEARLY AS PRACTICAL.

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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS

PROJECT GENERAL NOTES

PROJ NO: 44050.020
DESIGNED BY: MG / JT
DRAWN BY: JT
CHECKED BY:
DWG: 44050.020CS01.DWG
DATE: 08-05-2025
SHEET NO:

A3

N:\Civil3D Projects\44050.020\Production Drawings\44050.020CS01.dwg, 8/6/2025 12:53:06 PM, sandra, 1:2

UNDERGROUND SERVICE ALERT
ONE-CALL NUMBER
811
CALL TWO BUSINESS DAYS BEFORE YOU DIG

LEGEND

	EXISTING SANITARY SEWER MANHOLE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING ECCENTRIC SANITARY SEWER MANHOLE
	EXISTING CLEANOUT
	EXISTING AIR RELEASE VALVE
	EXISTING CATCH BASIN
	EXISTING DRYWELL
	EXISTING DRYWELL
	EXISTING STORM SEWER MANHOLE
	EXISTING STORM SEWER MANHOLE
	EXISTING ECCENTRIC STORM SEWER MANHOLE
	EXISTING SPRINKLER HEAD
	EXISTING FIRE HYDRANT
	EXISTING WELL
	EXISTING YARD HYDRANT
	EXISTING WATER VALVE
	EXISTING CURB STOP
	EXISTING WATER METER
	EXISTING POST INDICATOR VALVE
	EXISTING POWER POLE
	EXISTING GUY WIRE
	EXISTING LIGHT POLE
	EXISTING POWER WARNING SIGN
	EXISTING POWER VAULT
	EXISTING TELEPHONE PEDESTAL
	EXISTING CABLE TV PEDESTAL
	EXISTING JUNCTION BOX
	EXISTING TELEPHONE VAULT
	EXISTING TELEPHONE WARNING SIGN
	EXISTING GAS METER
	EXISTING GAS VALVE
	EXISTING GAS RISER
	EXISTING GAS WARNING SIGN
	EXISTING TELEPHONE MANHOLE
	EXISTING TELEPHONE MANHOLE
	EXISTING MAILBOX
	EXISTING SIGN
	EXISTING UNKNOWN
	EXISTING SHRUB
	EXISTING TREE
	EXISTING BUILDING
	WATER LEVEL

	PROPOSED SANITARY SEWER MANHOLE
	PROPOSED SANITARY SEWER MANHOLE
	PROPOSED ECCENTRIC SANITARY SEWER MANHOLE
	PROPOSED CLEANOUT
	PROPOSED AIR RELEASE VALVE
	PROPOSED DRYWELL
	PROPOSED CATCH BASIN
	PROPOSED CATCH BASIN
	PROPOSED INLET CATCH BASIN
	PROPOSED STORM SEWER MANHOLE
	PROPOSED STORM SEWER MANHOLE
	PROPOSED ECCENTRIC STORM SEWER MANHOLE
	PROPOSED WATER VALVE
	PROPOSED CURB STOP
	PROPOSED FIRE HYDRANT
	PROPOSED DOWN SPOUT
	PROPOSED YARD HYDRANT
	PROPOSED BLOW OFF ASSEMBLY
	PROPOSED SINGLE WATER METER SERVICE
	PROPOSED WELL
	PROPOSED REDUCER
	PROPOSED BENDS/FITTINGS
	PROPOSED IRRIGATION BOX
	PROPOSED GAS METER
	PROPOSED GAS VALVE
	PROPOSED JUNCTION BOX
	PROPOSED GUY WIRE
	PROPOSED UTILITY POLE
	PROPOSED LIGHT
	PROPOSED LIGHT
	PROPOSED TELEPHONE PEDESTAL
	PROPOSED TV PEDESTAL
	PROPOSED SIGN
	PROPOSED MAILBOX
	OWNERSHIP DELINEATION
	DIRECTION AND SLOPE
	FOUND SURVEY MONUMENT
	SURVEY CONTROL MONUMENT
	TEST HOLE
	TYPICAL SECTION REFERENCE
	DETAIL SHEET REFERENCE

	EXISTING EASEMENT
	EXISTING RIGHT-OF-WAY
	EXISTING PROPERTY LINE
	EXISTING FENCE
	EXISTING CURB
	EXISTING CURB AND GUTTER
	EXISTING DITCH
	EXISTING CENTERLINE OF ROAD
	EXISTING SHOULDER
	EXISTING EDGE OR GRAVEL OR DIRT
	EXISTING EDGE OF ASPHALT
	EXISTING CULVERT
	EXISTING WATER LINE
	EXISTING SANITARY SEWER LINE
	EXISTING SEWER STUB
	EXISTING STORM SEWER LINE
	EXISTING BURIED TELEPHONE LINE
	EXISTING OVERHEAD TELEPHONE LINE
	EXISTING BURIED POWER LINE
	EXISTING POWER LINE
	EXISTING OVERHEAD POWER LINE
	EXISTING GAS LINE
	EXISTING BURIED CABLE TV LINE
	EXISTING OVERHEAD CABLE TV LINE
	EXISTING IRRIGATION LINE
	EXISTING 5' CONTOURS
	EXISTING 1' CONTOURS
	EXISTING TREE LINE
	EXISTING TOP OF BANK
	EXISTING TOE OF BANK
	PROPOSED EASEMENT
	PROPOSED RIGHT-OF-WAY
	PROPOSED PROPERTY LINE
	SECTION LINE
	PHASE BOUNDARIES
	PROPOSED FENCE
	PROPOSED SILT FENCE
	PROPOSED CURB
	PROPOSED CURB AND GUTTER
	PROPOSED GRADE BREAK
	PROPOSED DITCH
	PROPOSED CENTERLINE OF ROAD
	PROPOSED SHOULDER
	PROPOSED EDGE OF ASPHALT
	PROPOSED CULVERT

	PROPOSED WATER LINE
	PROPOSED SANITARY SEWER LINE
	PROPOSED SEWER STUB
	PROPOSED STORM SEWER LINE
	PROPOSED BURIED TELEPHONE LINE
	PROPOSED OVERHEAD TELEPHONE LINE
	PROPOSED BURIED POWER LINE
	PROPOSED OVERHEAD POWER LINE
	PROPOSED GAS LINE
	PROPOSED BURIED CABLE TV LINE
	PROPOSED OVERHEAD CABLE TV LINE
	PROPOSED IRRIGATION LINE
	PROPOSED SIDEWALK
	PROPOSED CURB DROP
	PROPOSED SIDEWALK UNDERDRAIN

ABBREVIATIONS

AC	ASPHALT CEMENT PAVEMENT
BOW	BOTTOM OF WALL
C1	CURVE DATA REFERENCE NUMBER
FG	FINISH GRADE ELEVATION
FL	FLOW LINE
FOC	FACE OF CURB
GIA	GRASSSED INFILTRATION AREA
GRD BRK	GRADE BREAK
IE	INVERT ELEVATION
L1	LINE DATA REFERENCE NUMBER
L or LT	LEFT
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY
ROW	RIGHT-OF-WAY
R or RT	RIGHT
SWR	SEWER
TA	TOP OF ASPHALT
TBC	TOP BACK OF CURB
TC	TOP CONCRETE
TFC	TOP FACE OF CURB
TOW	TOP OF WALL
WTR	WATER
XING	CROSSING

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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS

ABBREVIATIONS AND LEGEND

PROJ NO:	44050.020
DESIGNED BY:	MG / JT
DRAWN BY:	JT
CHECKED BY:	
DWG:	44050.020CS01.DWG
DATE:	08-05-2025
SHEET NO:	

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UNDERGROUND SERVICE ALERT
ONE-CALL NUMBER
811
 CALL TWO BUSINESS DAYS BEFORE YOU DIG

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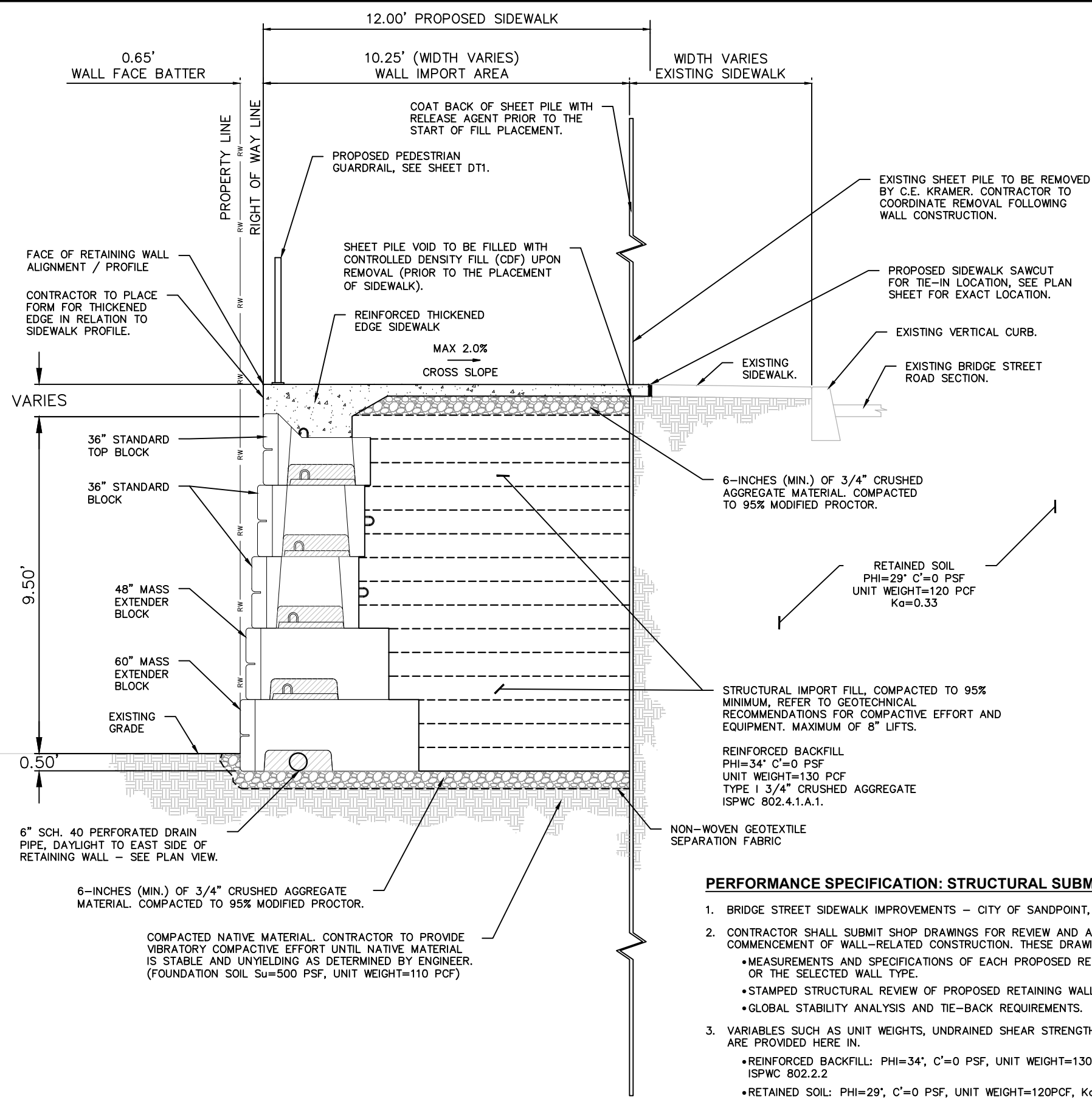
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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 RETAINING WALL TYPICAL SECTION

PROJ NO: 44050.020
 DESIGNED BY: MG / JT
 DRAWN BY: JT
 CHECKED BY:
 DWG: 44050.020\TS01.DWG
 DATE: 08-05-2025
 SHEET NO:

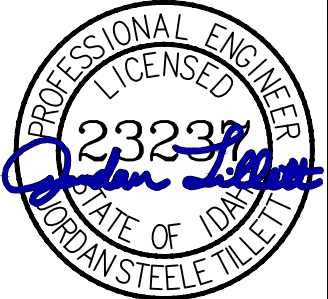
TS1



1
TS1
RETAINING WALL TYPICAL SECTION
 NO SCALE

PERFORMANCE SPECIFICATION: STRUCTURAL SUBMITTALS REQUIRED

- BRIDGE STREET SIDEWALK IMPROVEMENTS – CITY OF SANDPOINT, IDAHO
- CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR REVIEW AND APPROVAL PRIOR TO COMMENCEMENT OF WALL-RELATED CONSTRUCTION. THESE DRAWINGS SHALL INCLUDE:
 - MEASUREMENTS AND SPECIFICATIONS OF EACH PROPOSED RETAINING WALL BLOCS OR THE SELECTED WALL TYPE.
 - STAMPED STRUCTURAL REVIEW OF PROPOSED RETAINING WALL.
 - GLOBAL STABILITY ANALYSIS AND TIE-BACK REQUIREMENTS.
- VARIABLES SUCH AS UNIT WEIGHTS, UNDRAINED SHEAR STRENGTH, AND SOIL TYPE ARE PROVIDED HERE IN.
 - REINFORCED BACKFILL: PHI=34°, C'=0 PSF, UNIT WEIGHT=130 PCF, TYPE I 3/4" ISPCW 802.2.2
 - RETAINED SOIL: PHI=29°, C'=0 PSF, UNIT WEIGHT=120PCF, Ka=0.33
 - FOUNDATION SOIL: Su=500 PSF, UNIT WEIGHT=110 PCF



08/06/2025



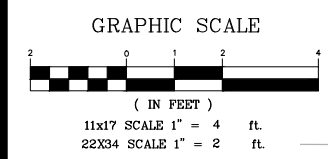
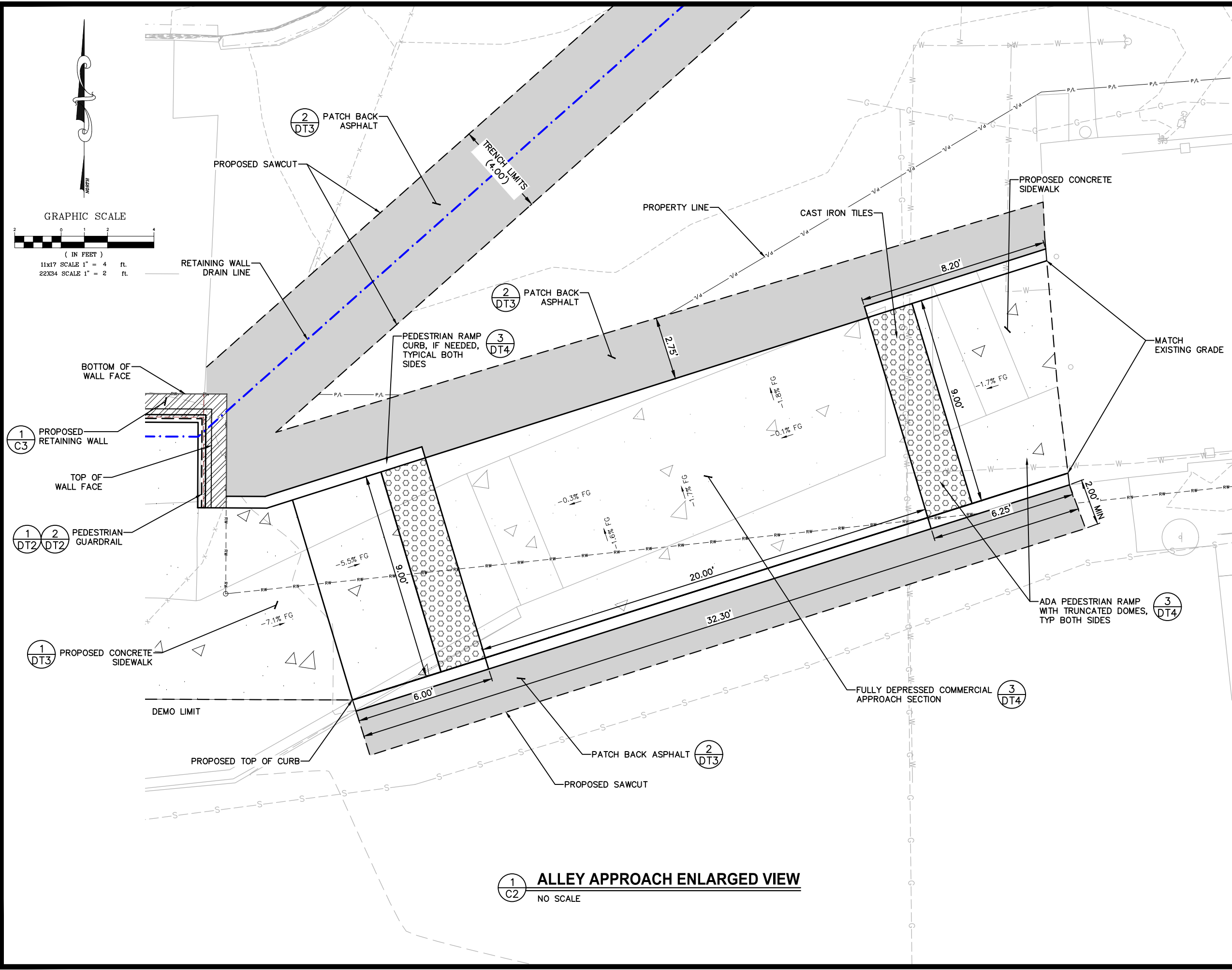
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CITY OF SANDPOINT
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 SIDEWALK IMPROVEMENTS
 ALLEY APPROACH ENLARGED VIEW

PROJ NO:	44050.020
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C2



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(1) C2 **ALLEY APPROACH ENLARGED VIEW**
 NO SCALE

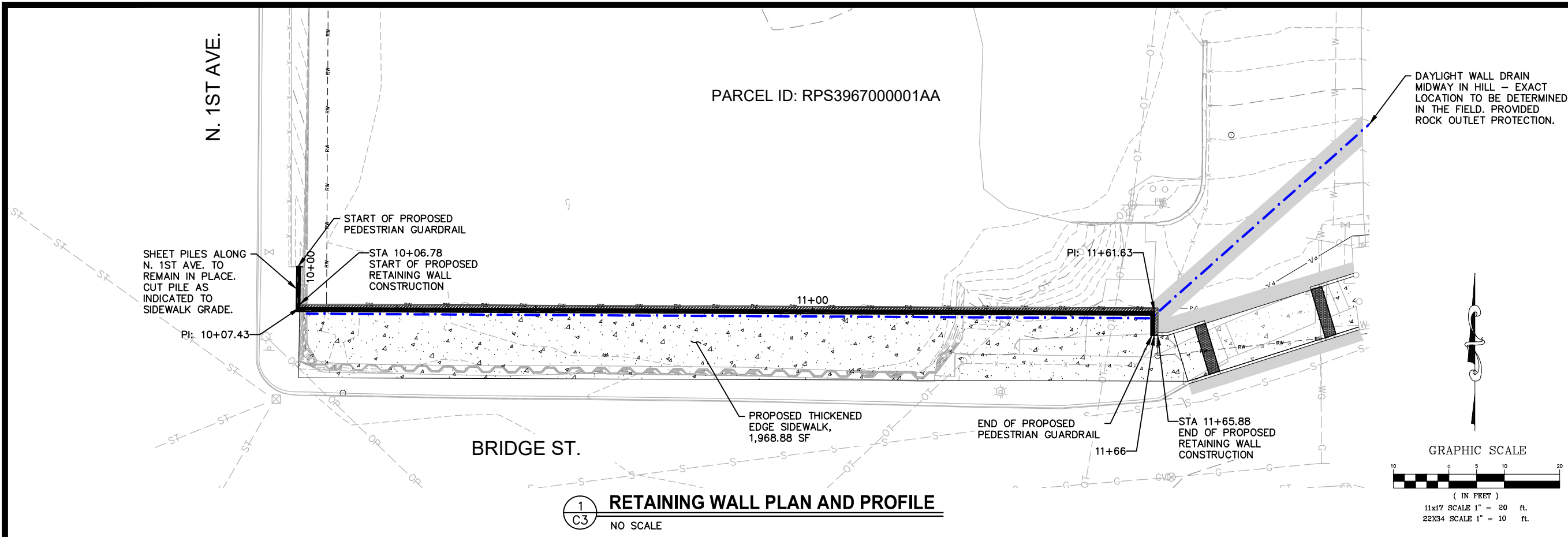


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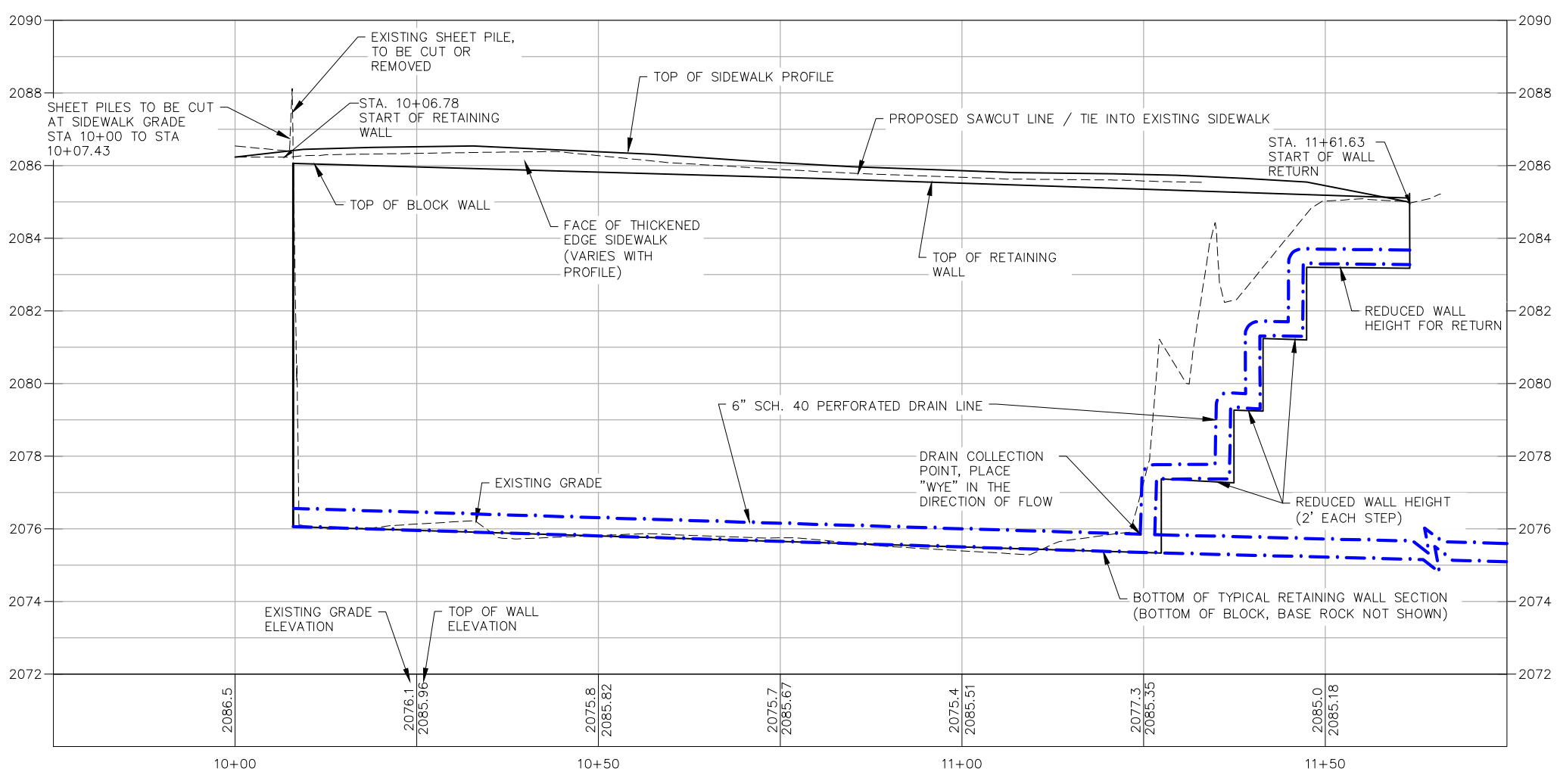


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1
C3 **RETAINING WALL PLAN AND PROFILE**
 NO SCALE



11X17 SCALE:
 HORIZ 1" = 20', VERT 1" = 4'
 22X24 SCALE:
 HORIZ 1" = 10', VERT 1" = 2'

CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 RETAINING WALL
 PLAN AND PROFILE

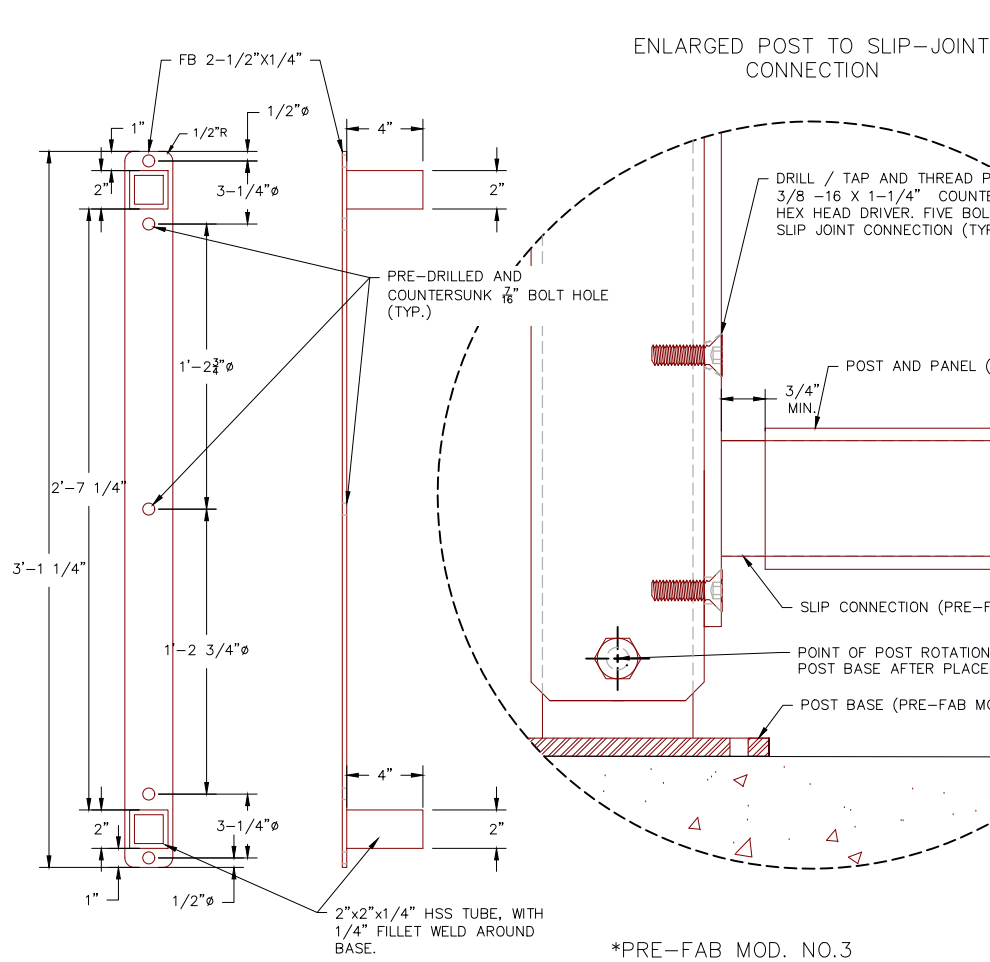
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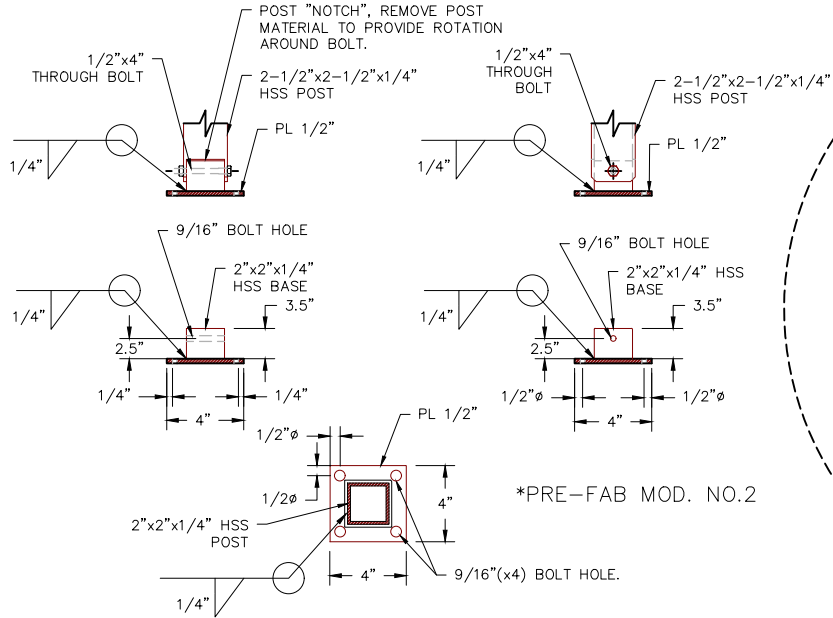
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GENERAL NOTES:

1. CONTRACTOR TO SUBMIT APPROVED STRUCTURAL REVIEW OF **POST BASE CONNECTION DETAIL (5/DT1)** VERIFYING COMPLIANCE WITH IBC/OSHA SAFETY REQUIREMENTS FOR PEDESTRIAN RAIL. (50 PLF TOP RAIL, 200 LBS AT ANY POINT)
2. IF STRUCTURAL MODIFICATIONS ARE REQUIRED TO MEET LOADING REQUIREMENTS OUTLINED ABOVE, CONTRACTOR WILL SUBMIT A CHANGE ORDER INCLUDING COST +15% FOR THE ADDITIONAL FABRICATION AND MATERIALS.

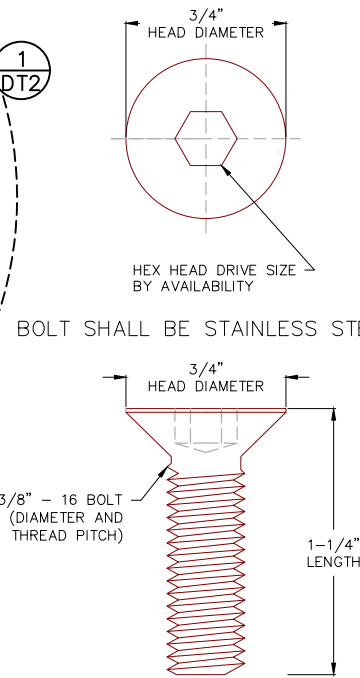


1
DT1
GUARDRAIL SLIP CONNECTION DETAIL
NO SCALE



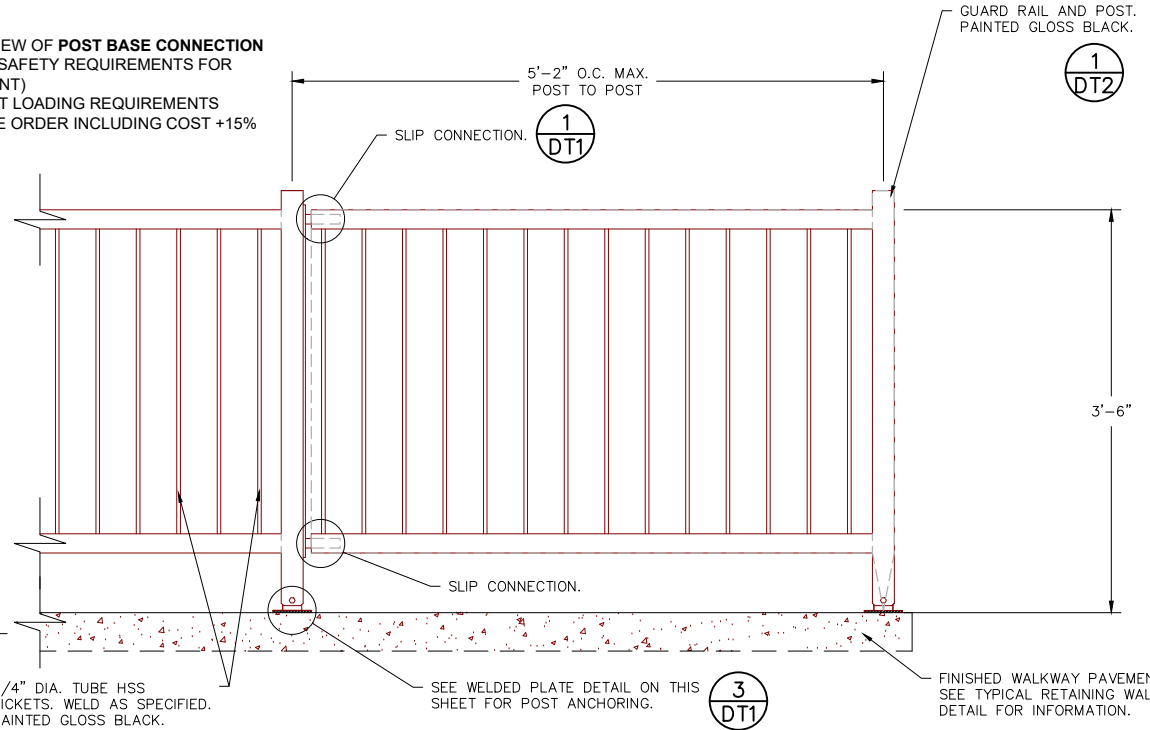
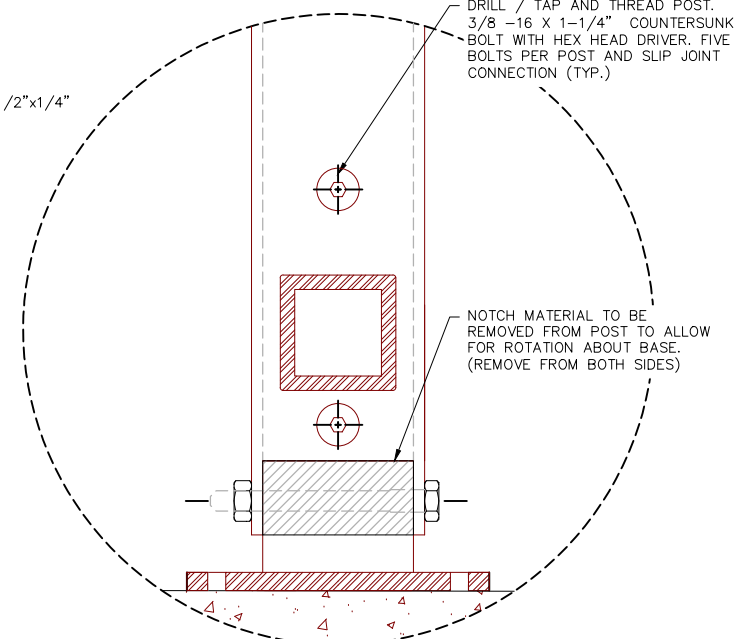
3
DT1
ADJUSTABLE POST BASE DETAIL
NO SCALE

4
DT1

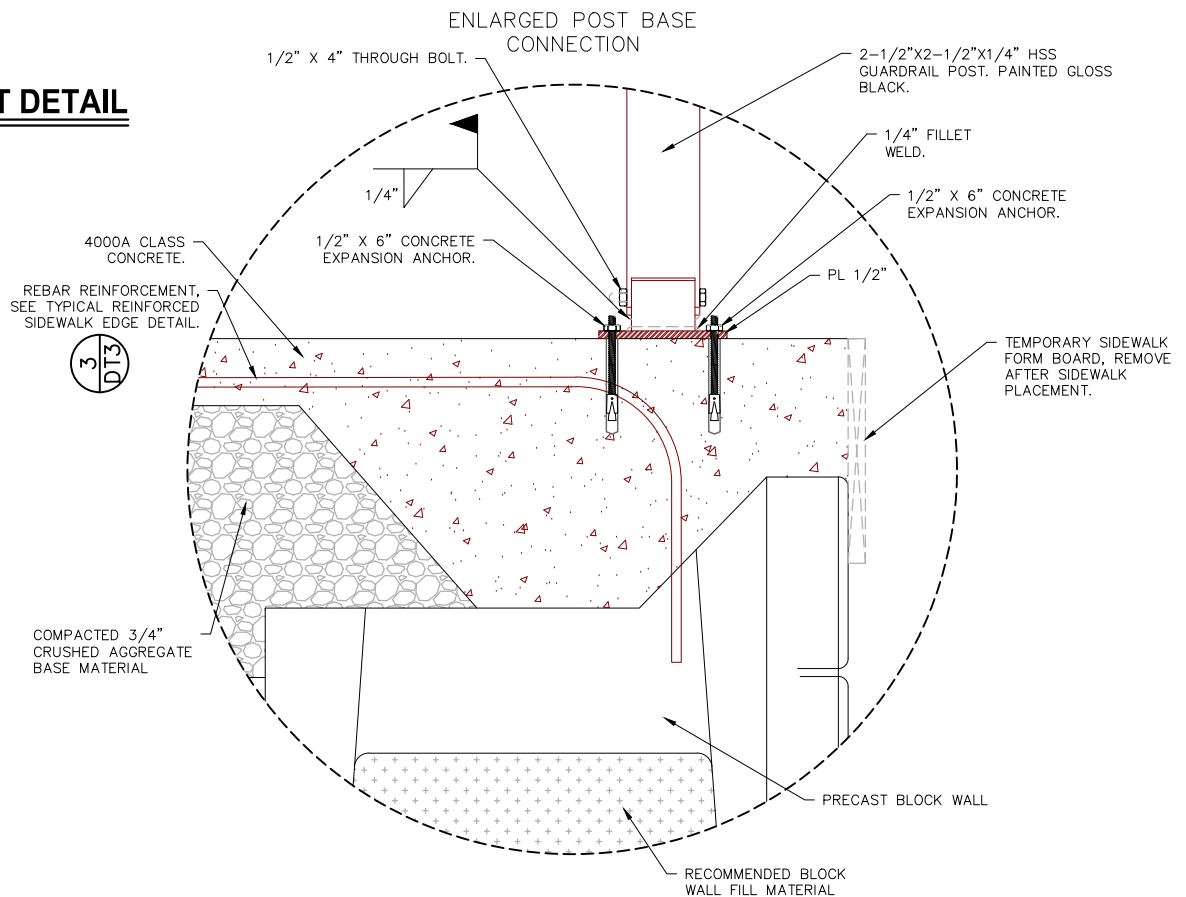


4
DT1
SLIP CONNECTION BOLT DETAIL
NO SCALE

ENLARGED POST NOTCH DETAIL



2
DT1
OVERALL PEDESTRIAN GUARDRAIL DETAIL
NO SCALE



5
DT1
POST BASE CONNECTION DETAIL
NO SCALE

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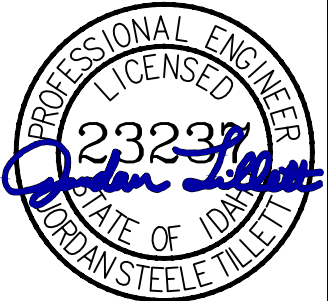
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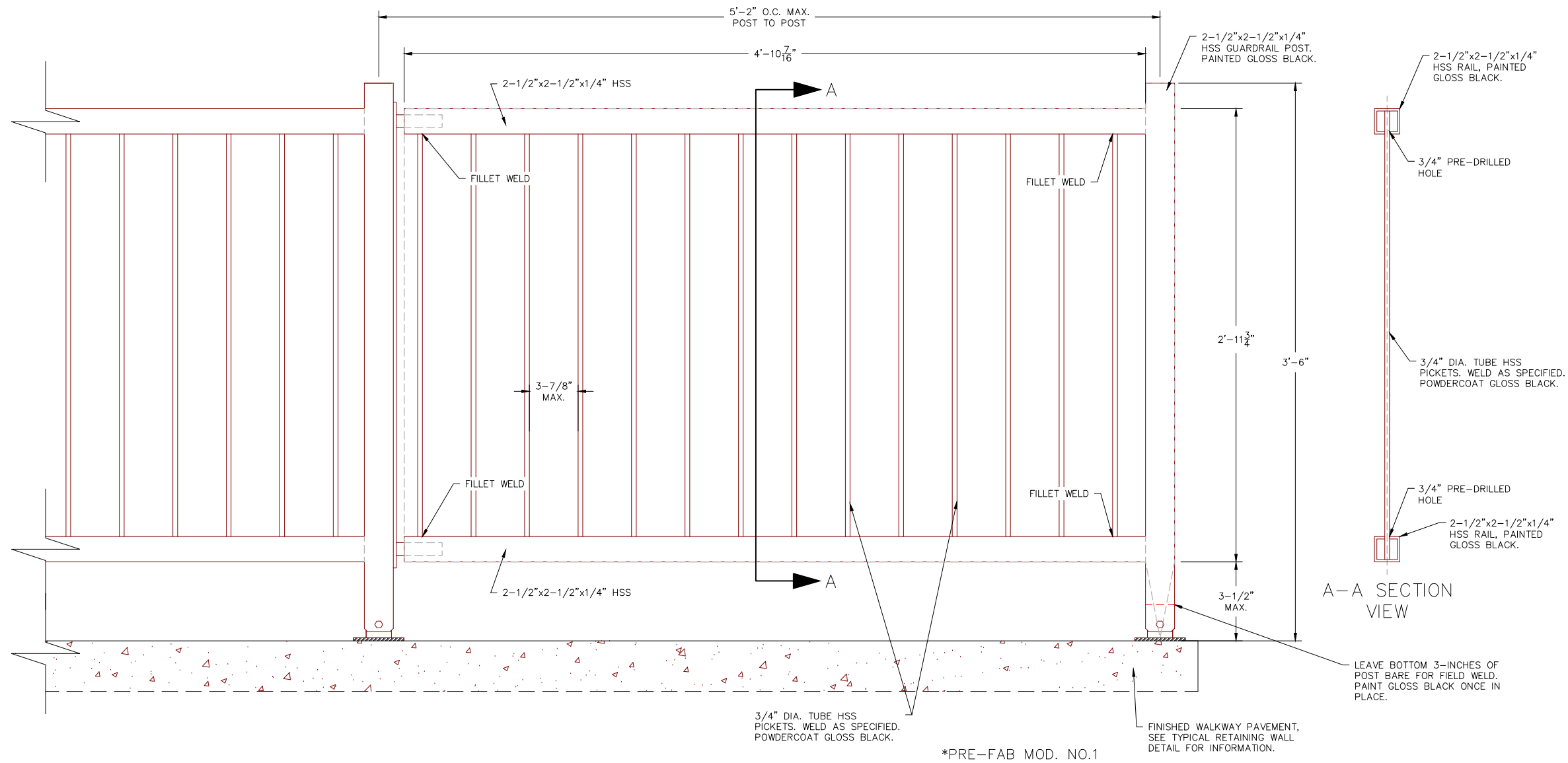
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BRIDGE STREET
SIDEWALK IMPROVEMENTS
CIVIL DETAILS

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DATE:	08-05-2025
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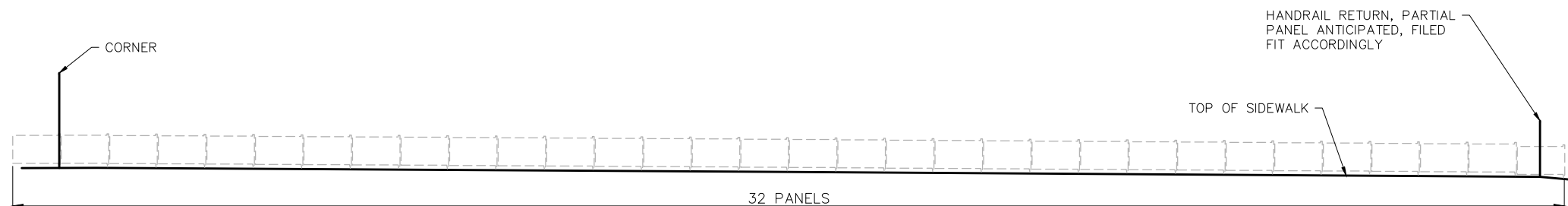
DT1



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1
 DT2 **GUARDRAIL POST AND PANEL DETAIL**
 NO SCALE



2
 DT2 **PROJECTED GUARDRAIL PROFILE DETAIL**
 NO SCALE

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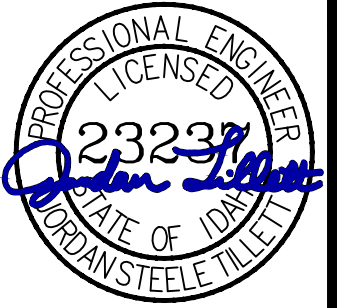
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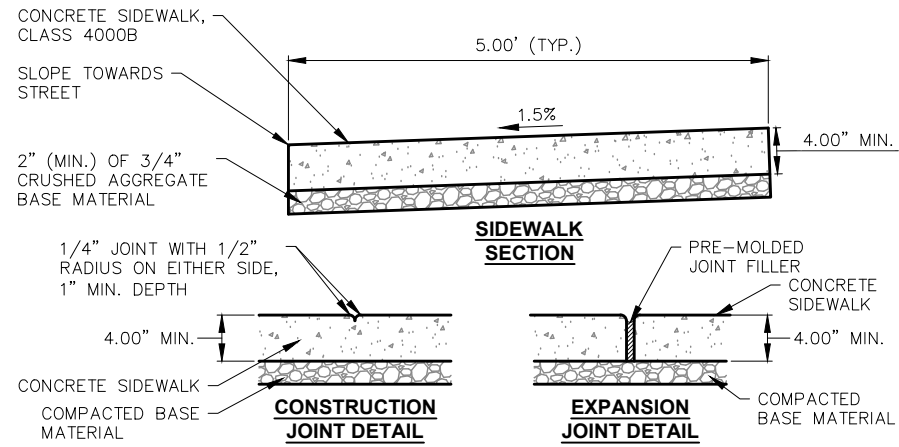
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 SIDEWALK IMPROVEMENTS

CIVIL DETAILS

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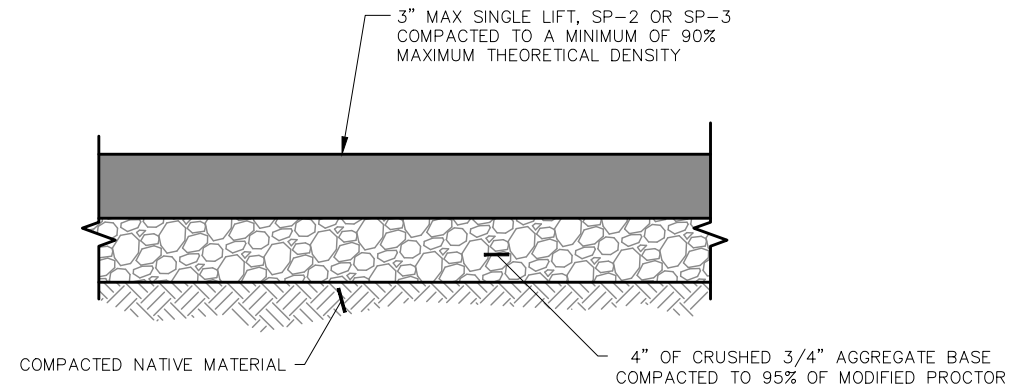
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NOTES:

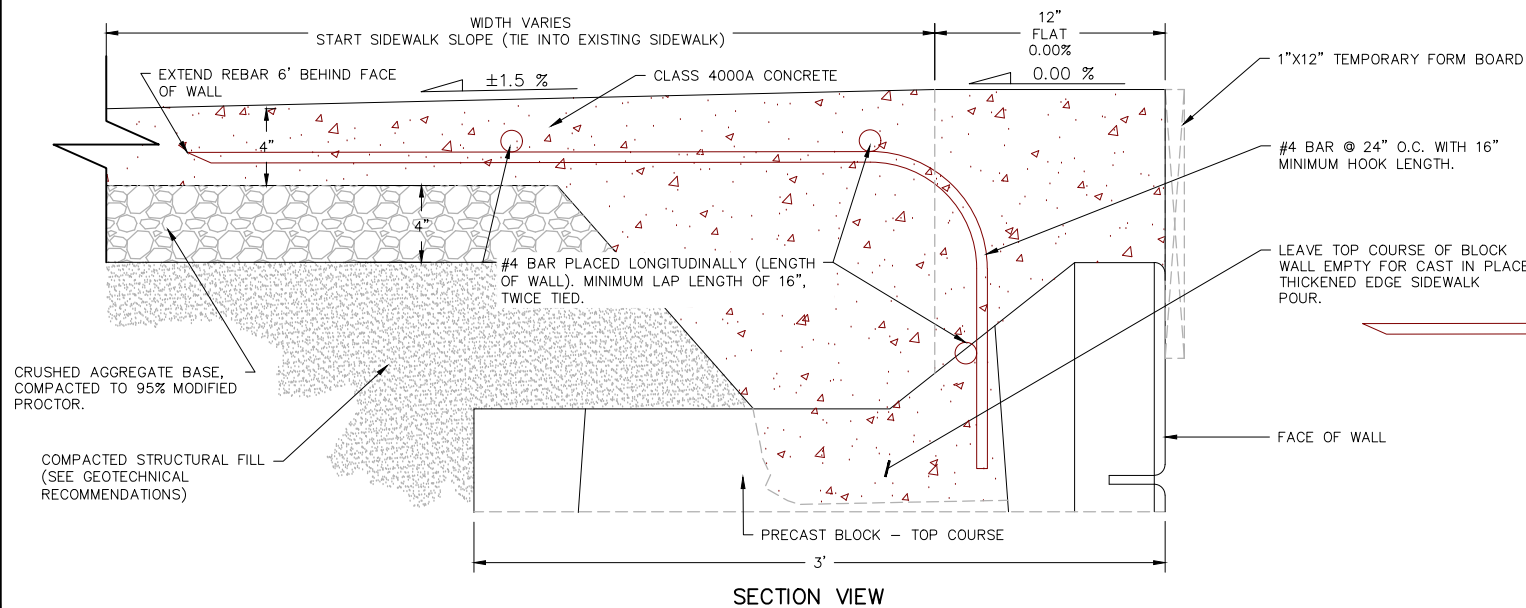
1. ALL 3/4" BASE MATERIAL SHALL TO BE COMPACTED TO A MINIMUM OF 90% MODIFIED PROCTOR.
2. SLOPE SIDEWALK TOWARD STREET IF NOT OTHERWISE SPECIFIED.
3. CROSS SLOPE SHALL NOT EXCEED ±0.5%, UNLESS OTHERWISE SPECIFIED BY ENGINEER.
4. SCORE AT INTERVALS TO MATCH WIDTH OF WALK NOT TO EXCEED 5' SPACING
5. EXPANSION JOINTS SHALL NOT EXCEED 15'
6. EXPANSION JOINT ARE REQUIRED WHEN CONNECTING TO EXISTING CONCRETE SIDEWALK
7. 28-DAY CONCRETE COMPRESSIVE STRENGTH 4000 PSI MIN.
8. MATERIALS AND CONSTRUCTION ACCORDING TO ISPCW SPECIFICATIONS

1
 DT3 **TYPICAL CONCRETE SIDEWALK DETAIL**
 NO SCALE

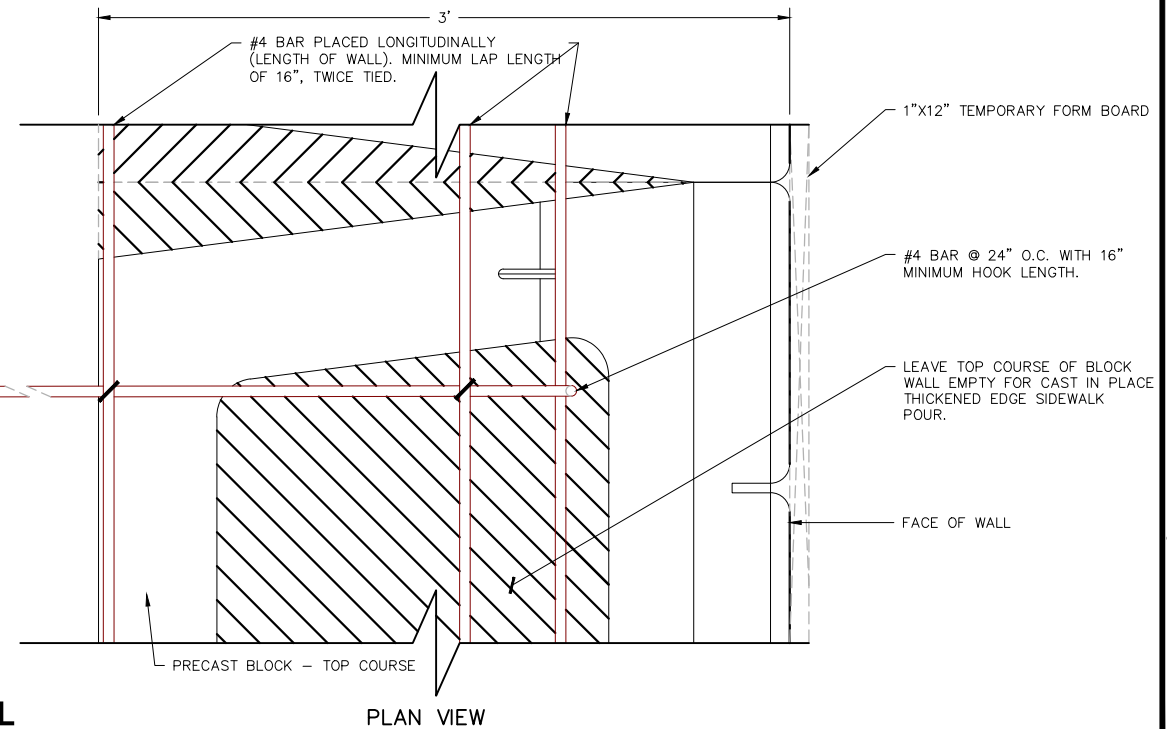


2
 DT3 **ASPHALT PATCH DETAIL**
 NO SCALE

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3
 DT3 **REINFORCED SIDEWALK DETAIL**
 NO SCALE



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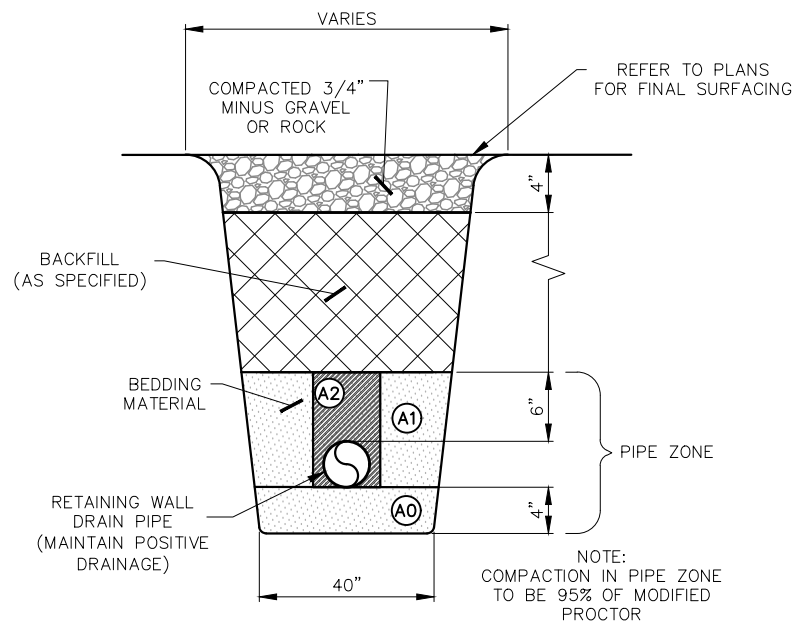
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 BRIDGE STREET
 SIDEWALK IMPROVEMENTS

CIVIL DETAILS

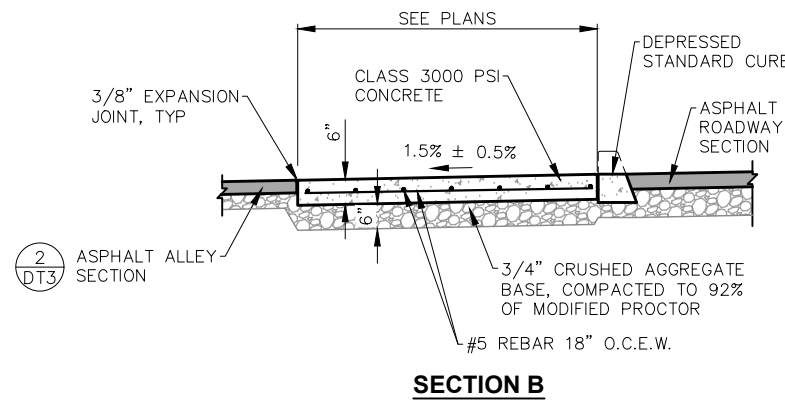
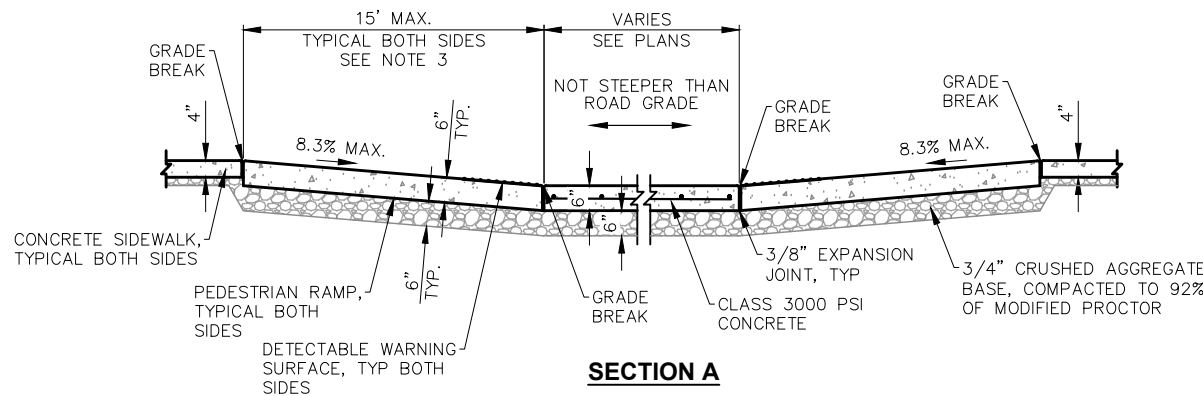
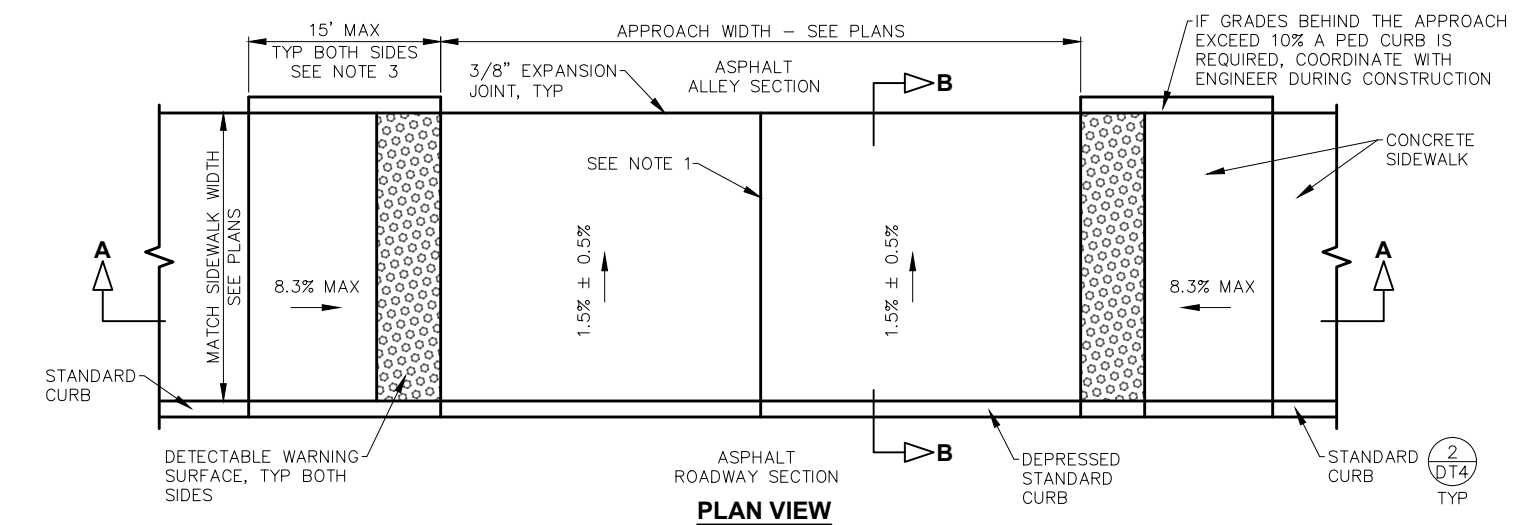
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GENERAL NOTES:

- AREA 0 - COMPACTED TO MINIMUM 92% OF MODIFIED PROCTOR
- AREA 1 - COMPACTED TO MINIMUM 95% OF MODIFIED PROCTOR
- AREA 2 - UTILIZE STATIC COMPACTION EFFORTS OVER PIPE

1
DT4
STORM PIPE TRENCH DETAIL
NO SCALE



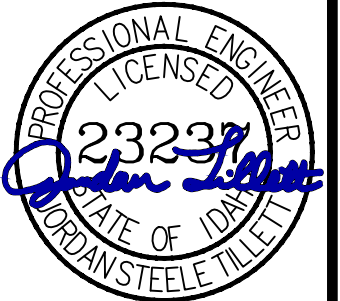
NOTES:

1. WHEN THE DRIVEWAY WIDTH EXCEEDS 15 FEET, CONSTRUCT A FULL DEPTH EXPANSION JOINT WITH 3/8" JOINT FILLER ALONG THE DRIVEWAY CENTERLINE. CONSTRUCT EXPANSION JOINTS PARALLEL WITH THE CENTERLINE AS REQUIRED AT 15 FEET MAXIMUM SPACING WHEN DRIVEWAY WIDTHS EXCEED 30 FEET. SEE DETAIL 1, SHEET DT3.
2. WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE LINE BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
3. THE CURB RAMP MAXIMUM RUNNING SLOPE SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET TO AVOID CHASING THE SLOPE INDEFINITELY WHEN CONNECTING TO STEEP GRADES. WHEN APPLYING THE 15 FOOT MAX. LENGTH, THE RUNNING SLOPE OF THE CURB RAMP SHALL BE AS FLAT AS FEASIBLE.

2
DT4
STANDARD STRAIGHT CONCRETE CURB DETAIL
NO SCALE

3
DT4
FULLY DEPRESSED COMMERCIAL APPROACH AND PEDESTRIAN RAMP DETAIL
NO SCALE

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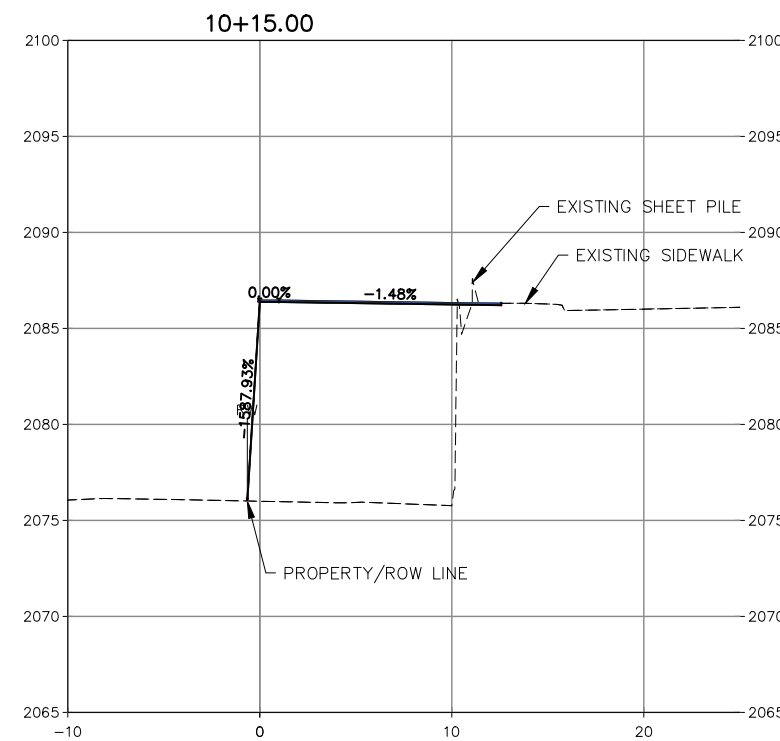
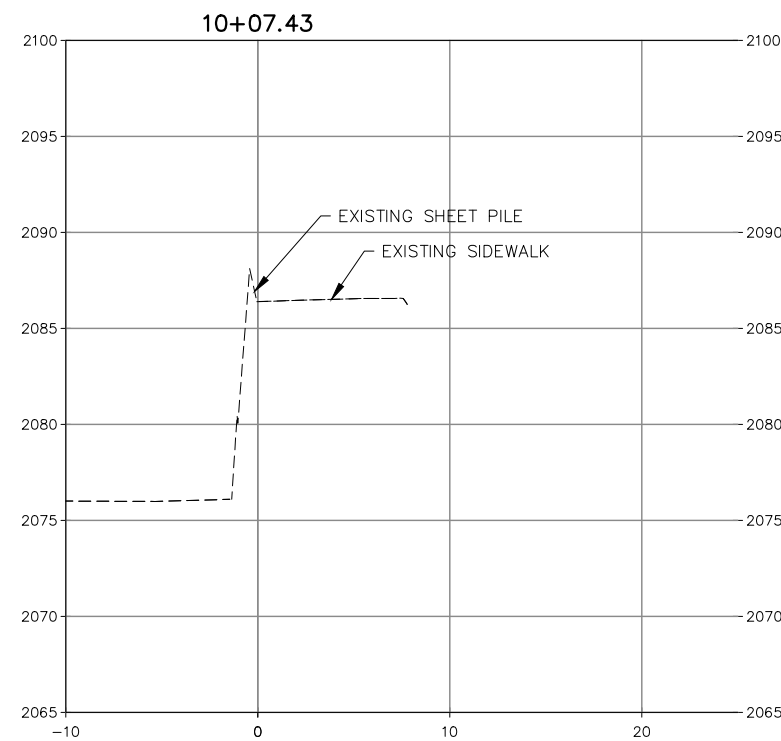
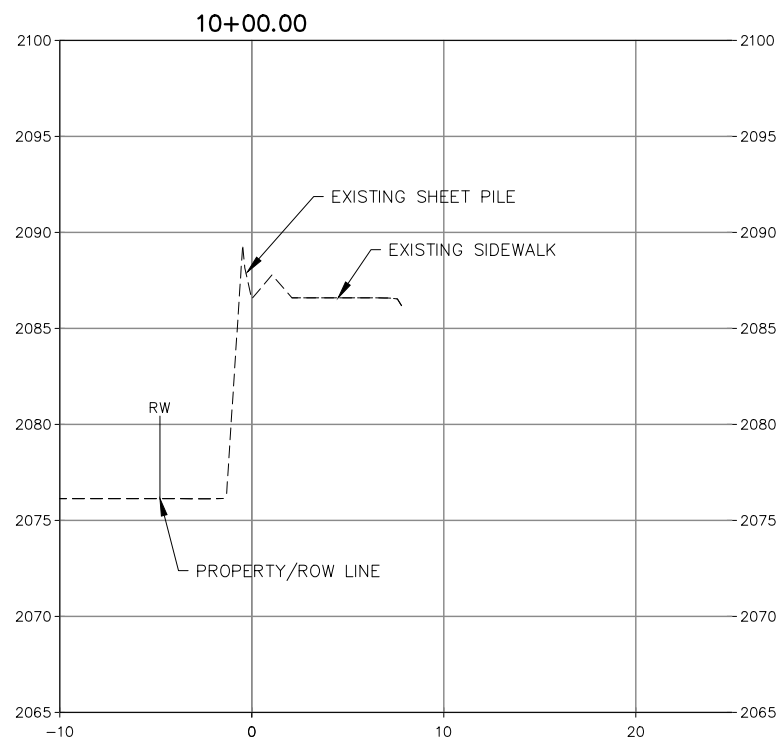
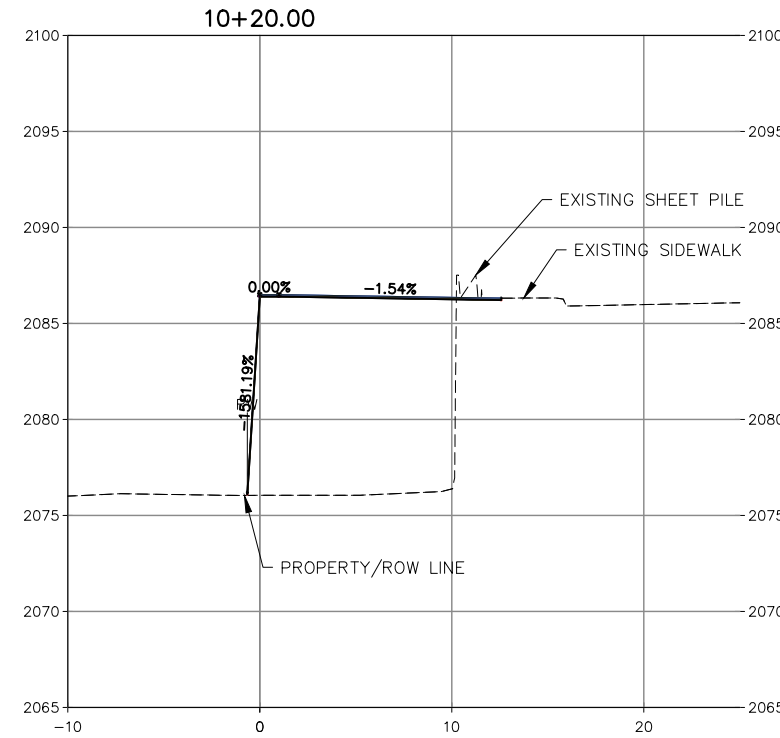
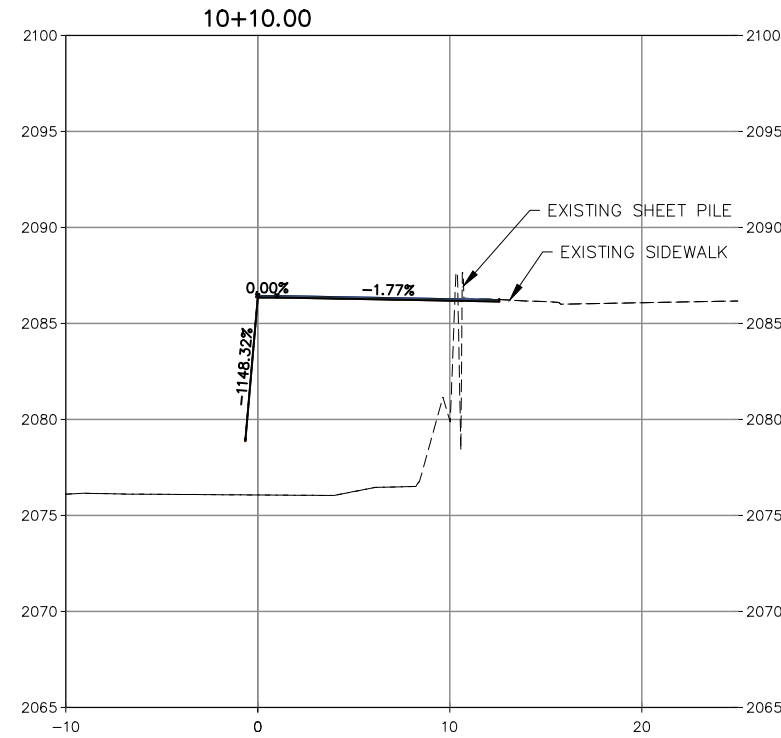
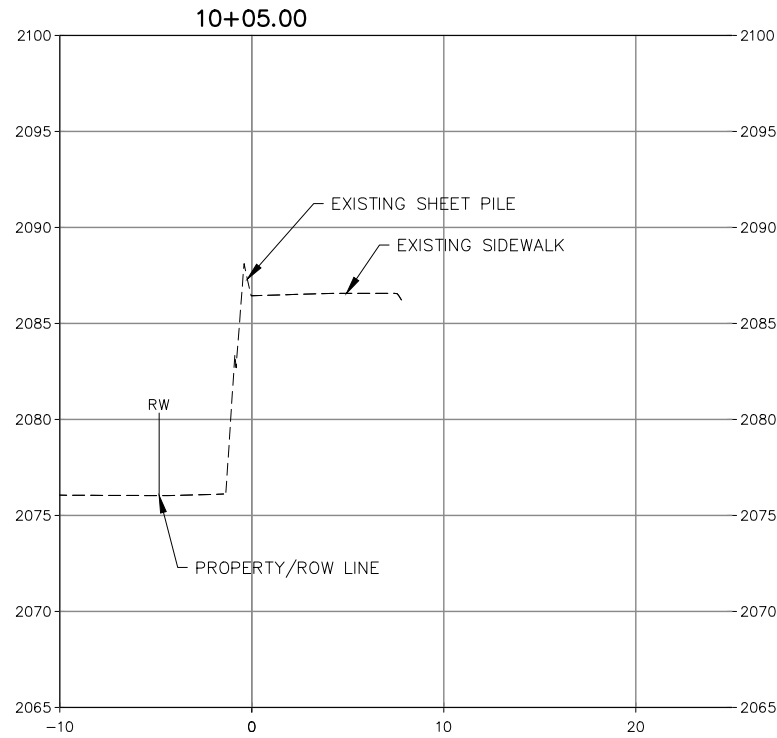
CITY OF SANDPOINT
BRIDGE STREET
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CIVIL DETAILS

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DT4

GENERAL NOTES

1. PROPOSED SITE IMPROVEMENTS AND RELATED GRADING WILL EXTEND TO THE RIGHT-OF-WAY.
2. THE CROSS-SECTIONS PROVIDED ARE BASED ON THE BEST AVAILABLE INFORMATION, AND ARE INTENDED TO BE USED FOR REFERENCE PURPOSES ONLY, THEY SHOULD NOT BE CONSIDERED AN EXACT REPRESENTATION OF PROJECT CONDITIONS.



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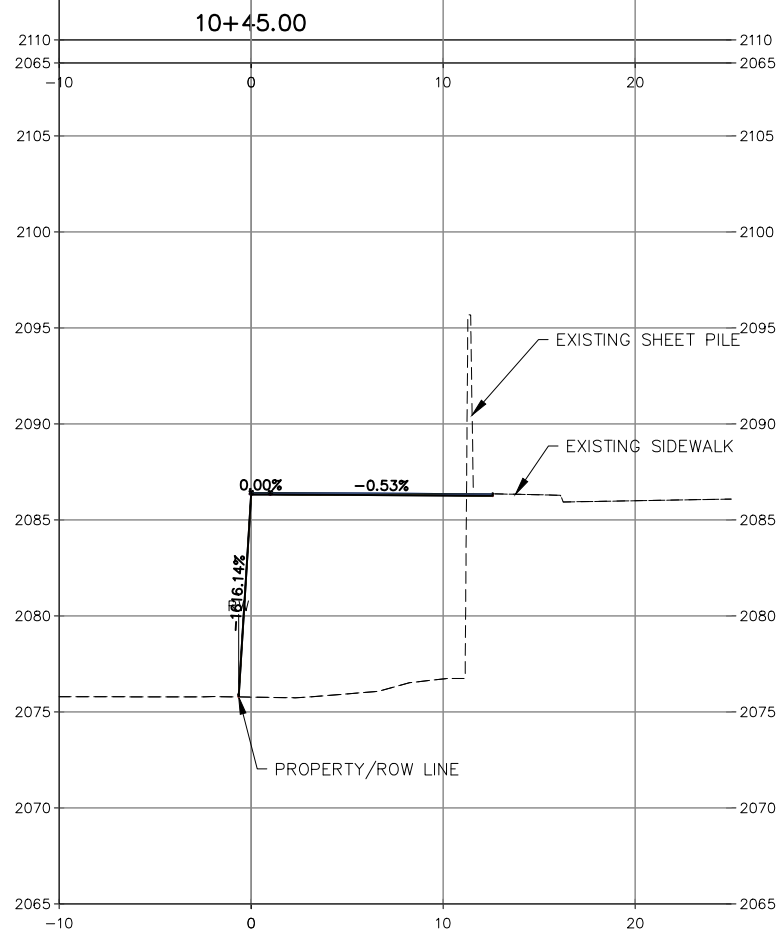
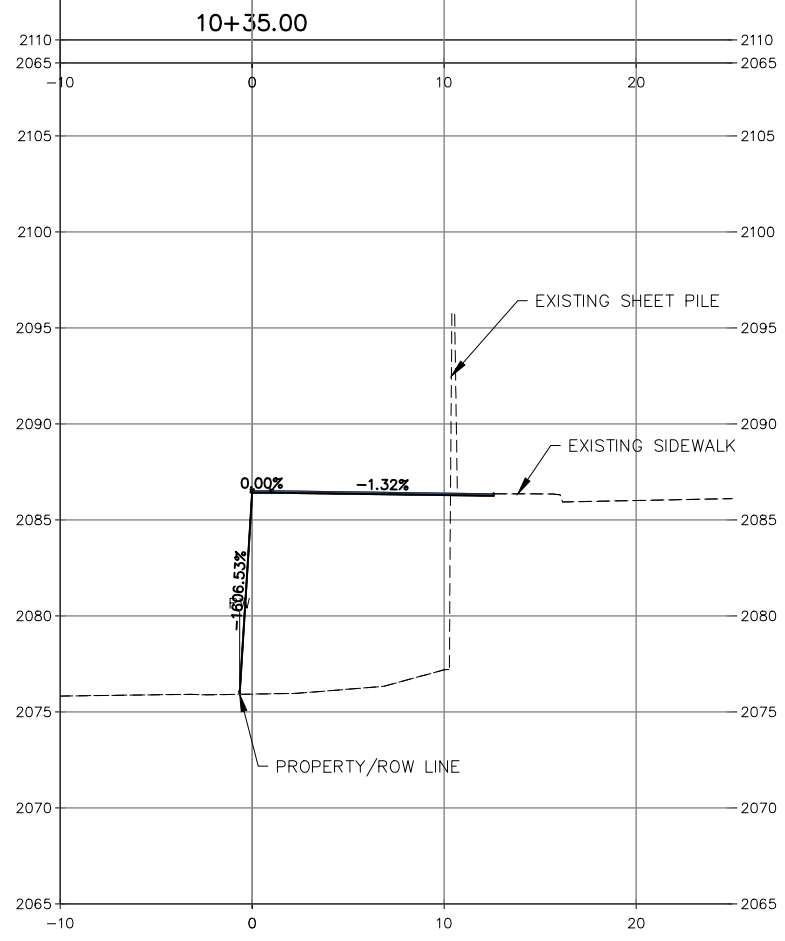
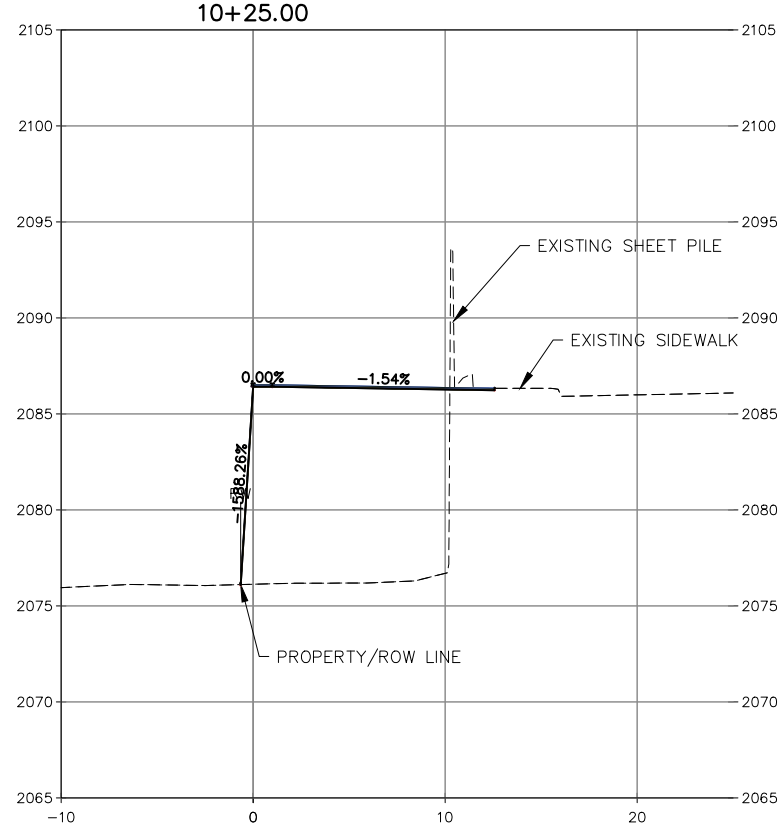
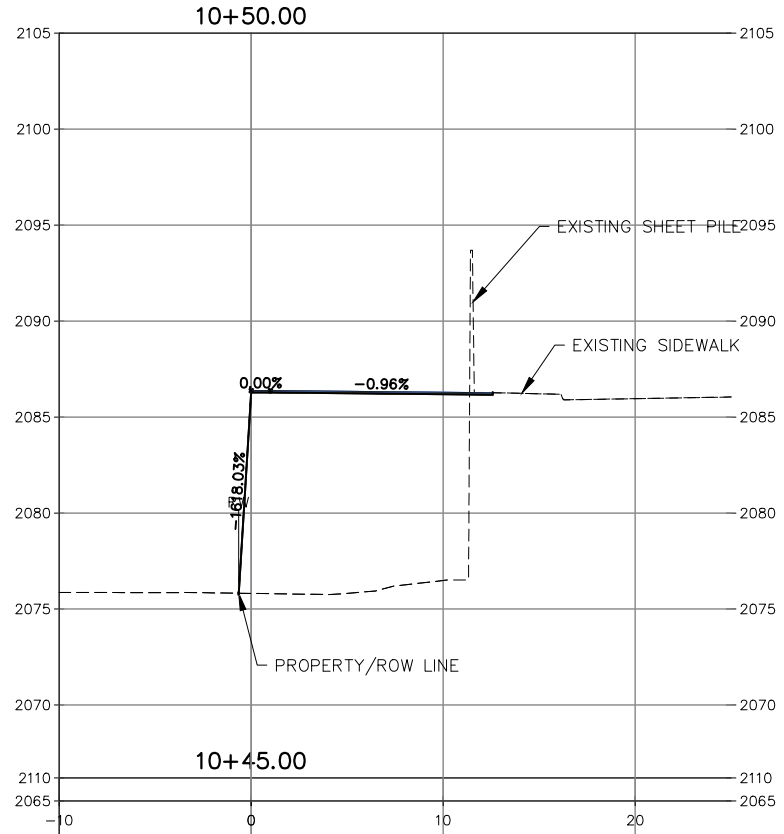
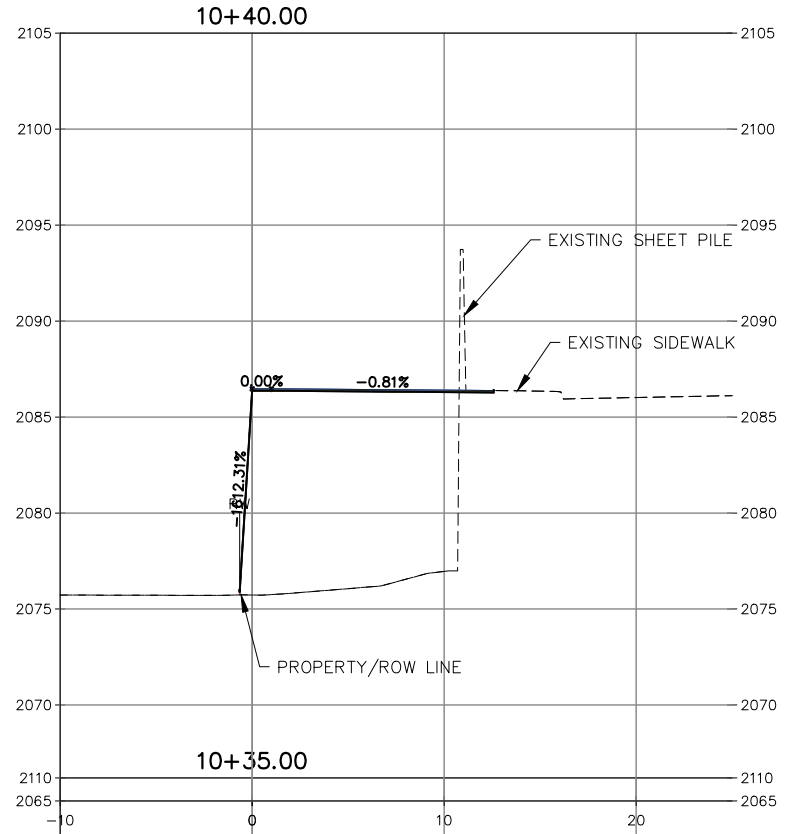
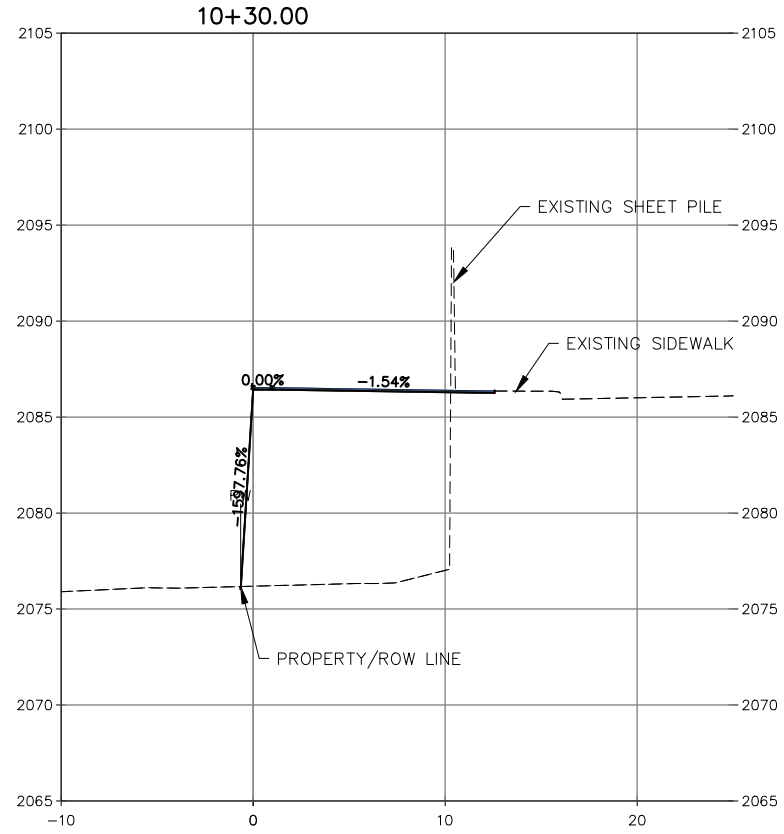
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CITY OF SANDPOINT
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 SIDEWALK IMPROVEMENTS
 WALL CROSS SECTIONS

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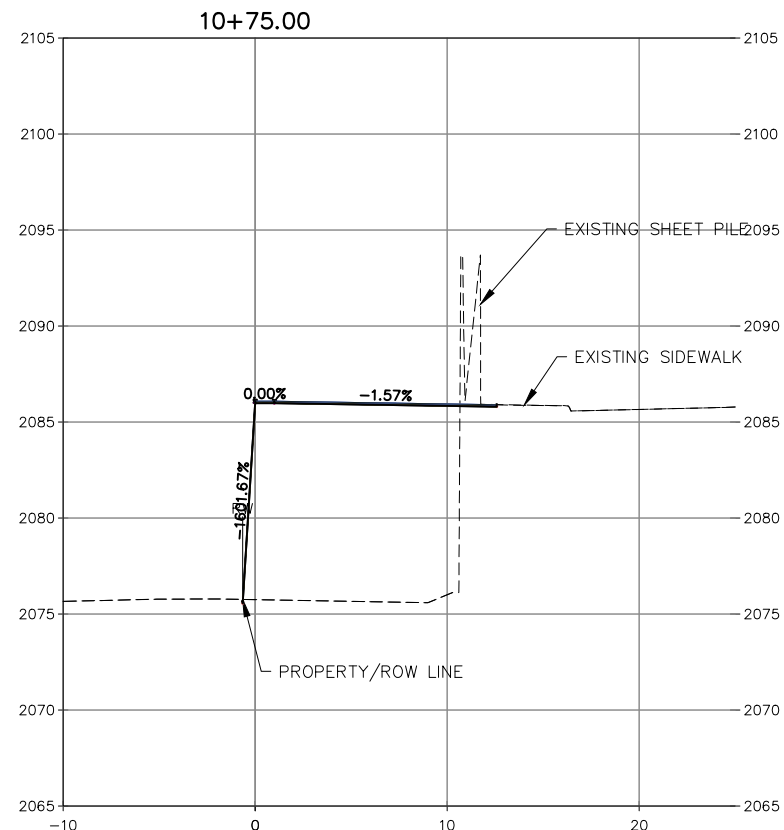
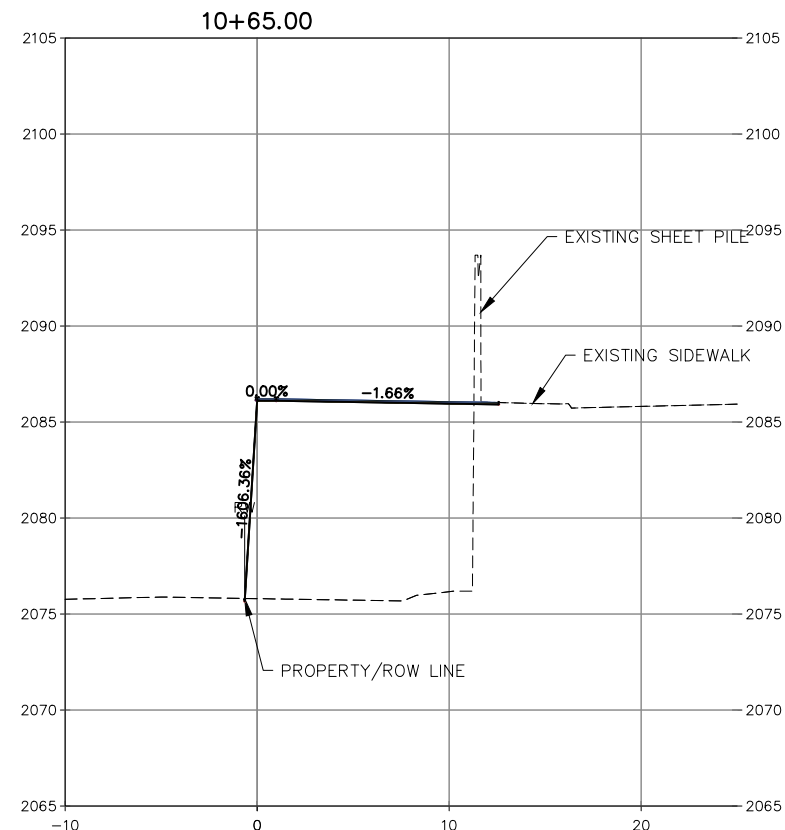
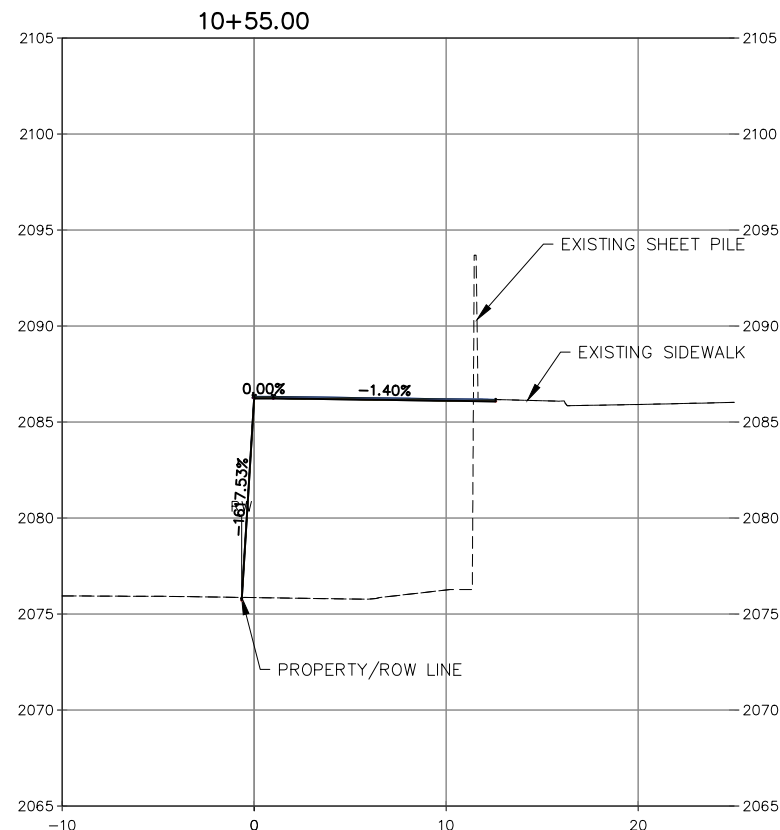
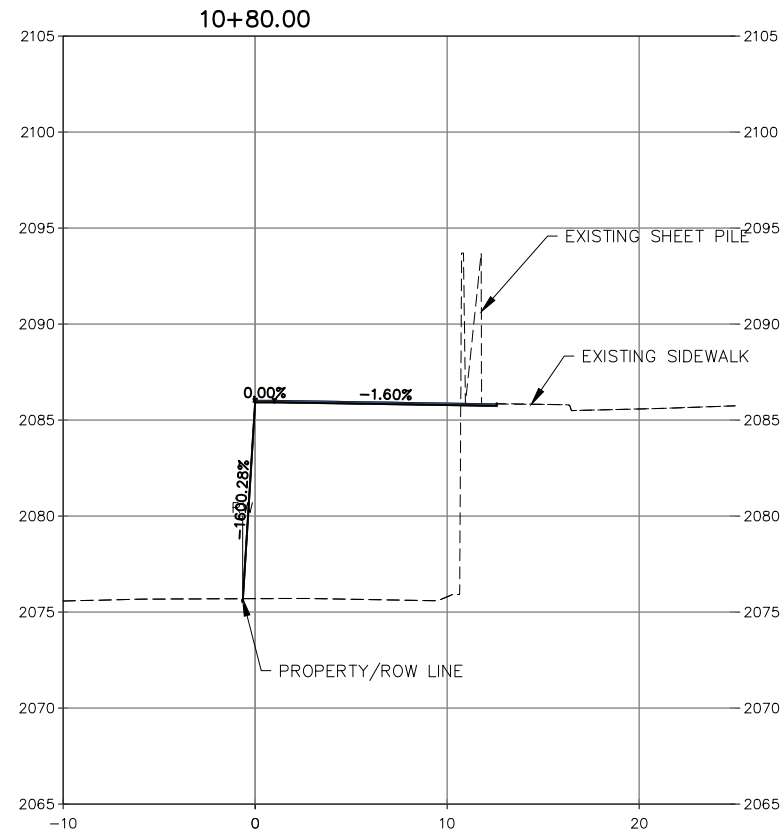
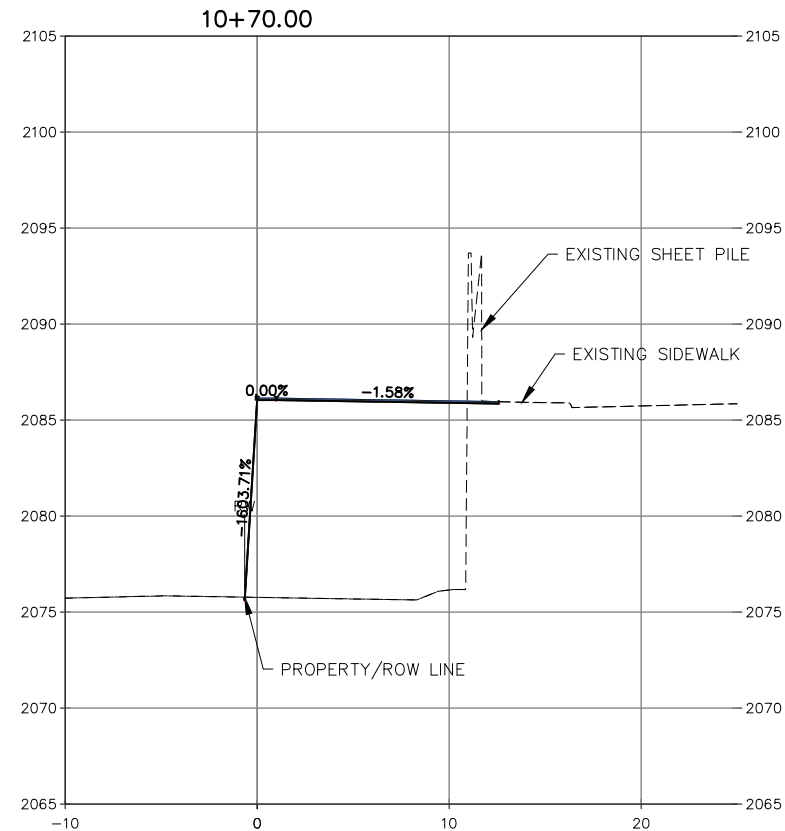
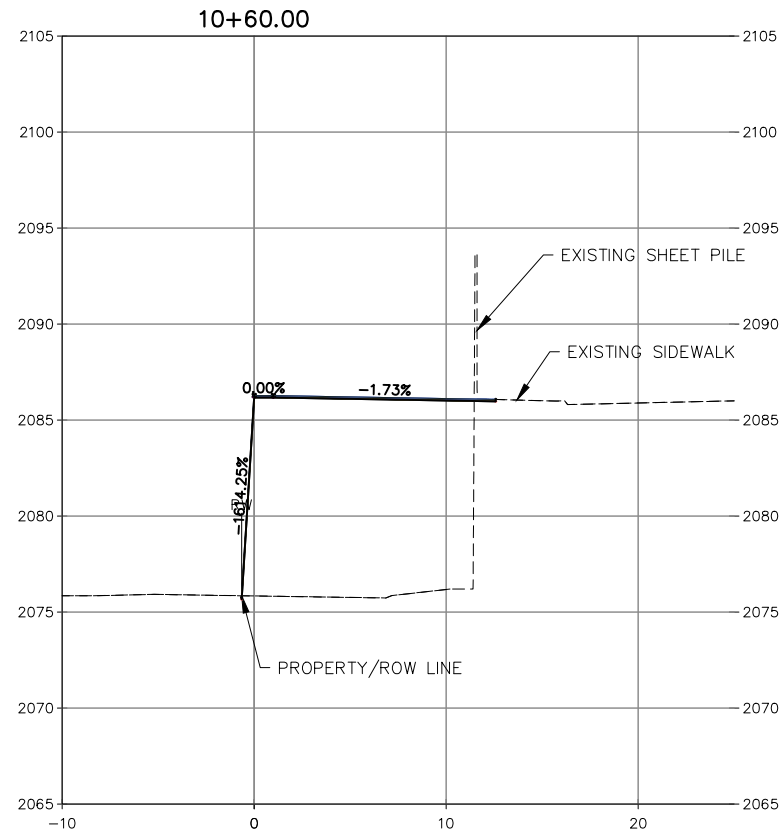
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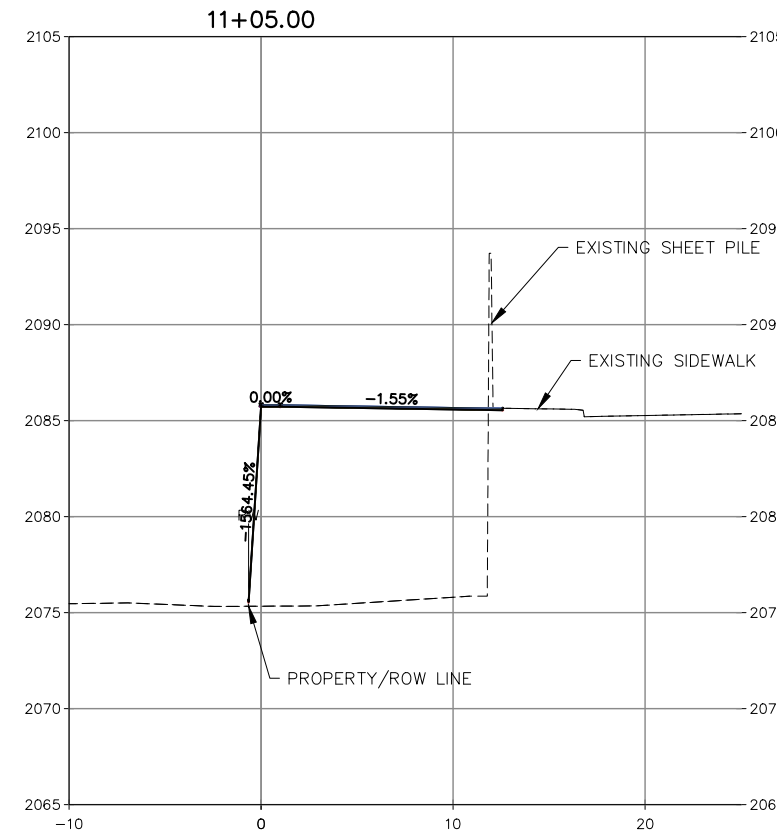
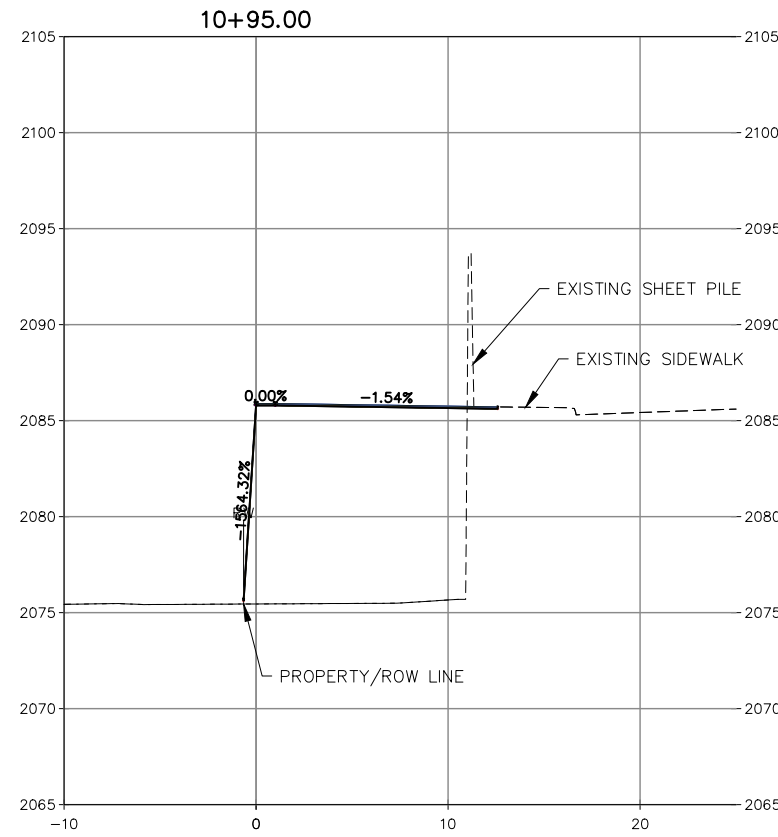
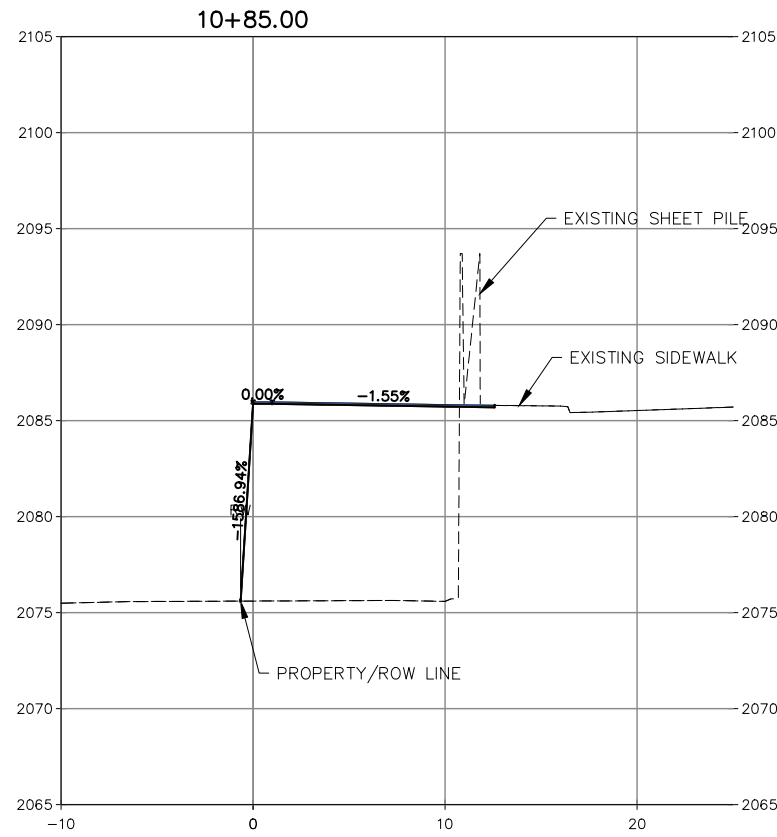
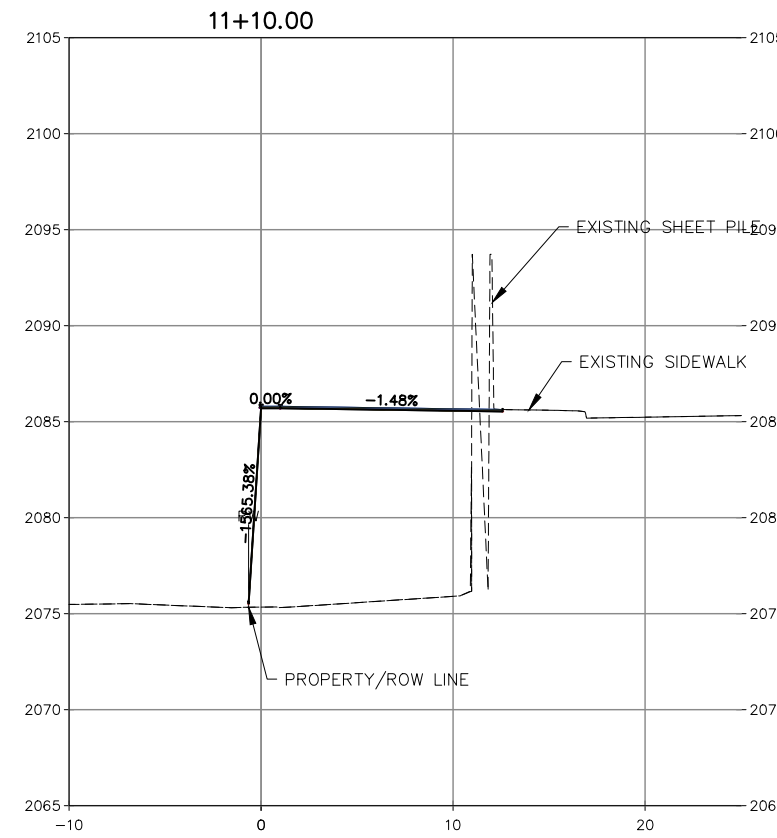
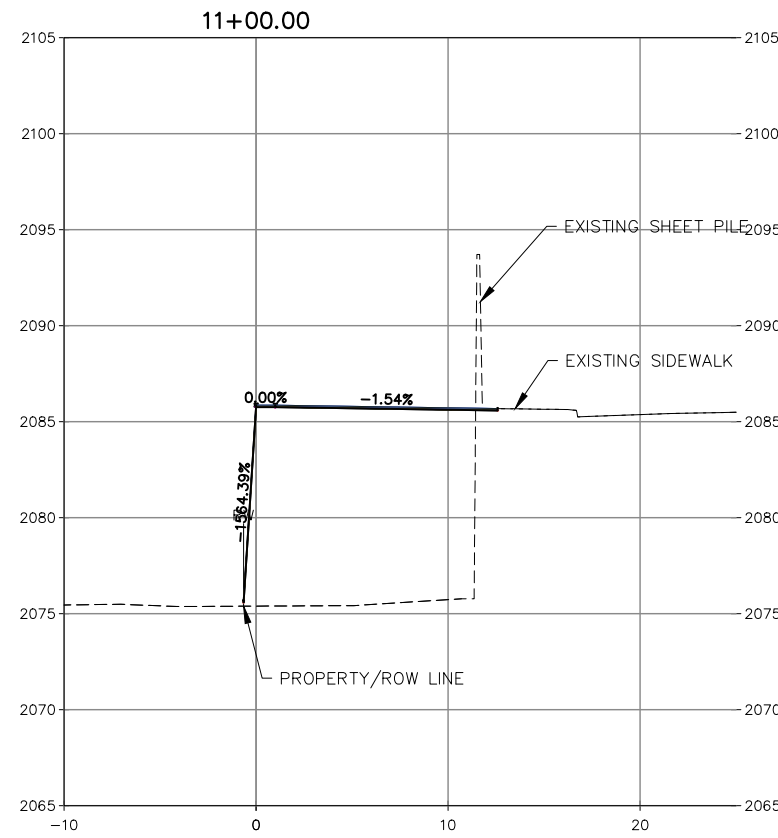
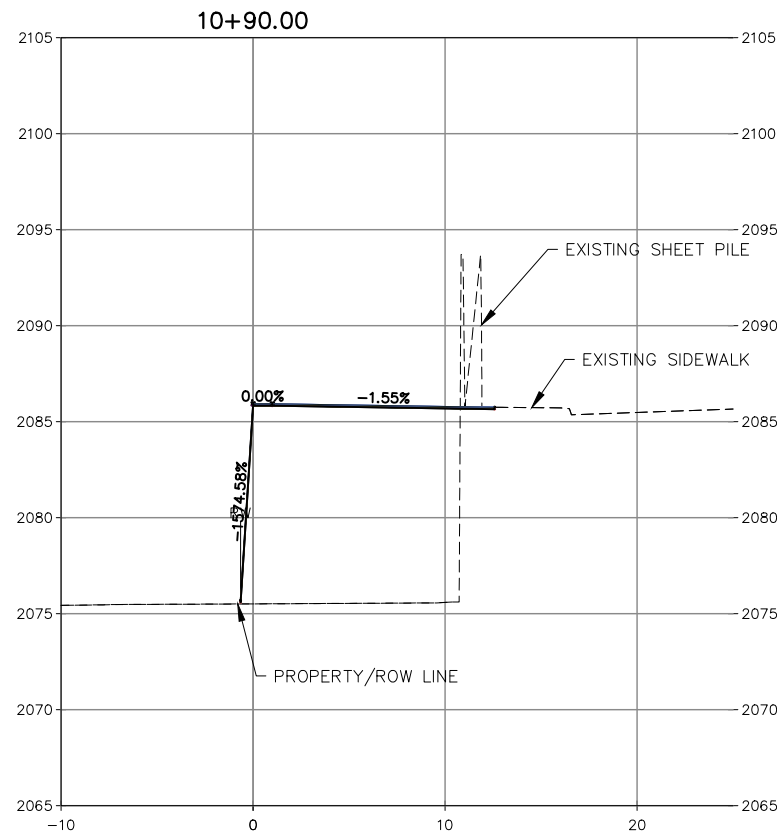
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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS

WALL CROSS SECTIONS

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 SIDEWALK IMPROVEMENTS

WALL CROSS SECTIONS

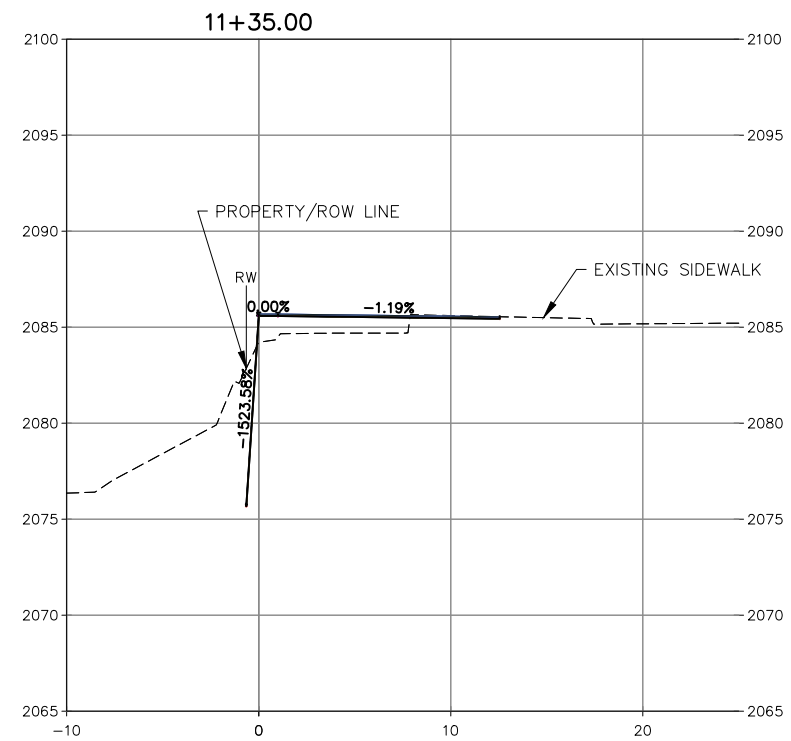
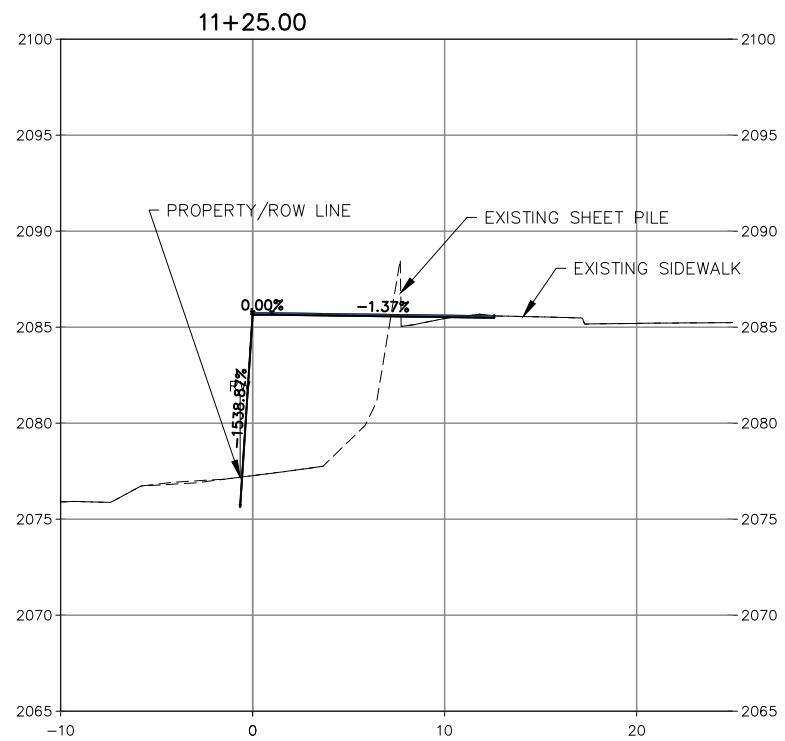
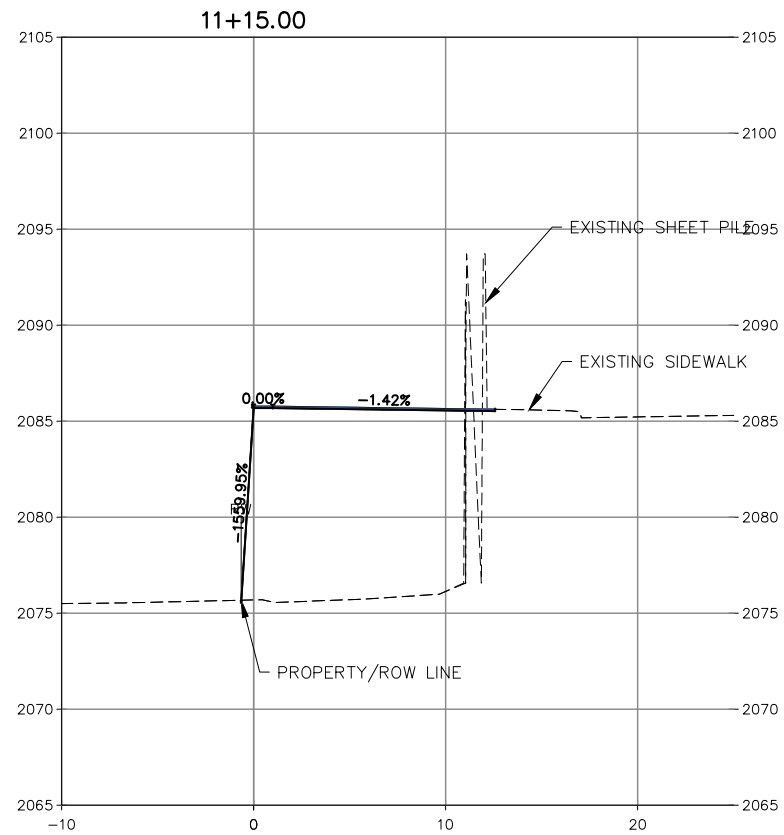
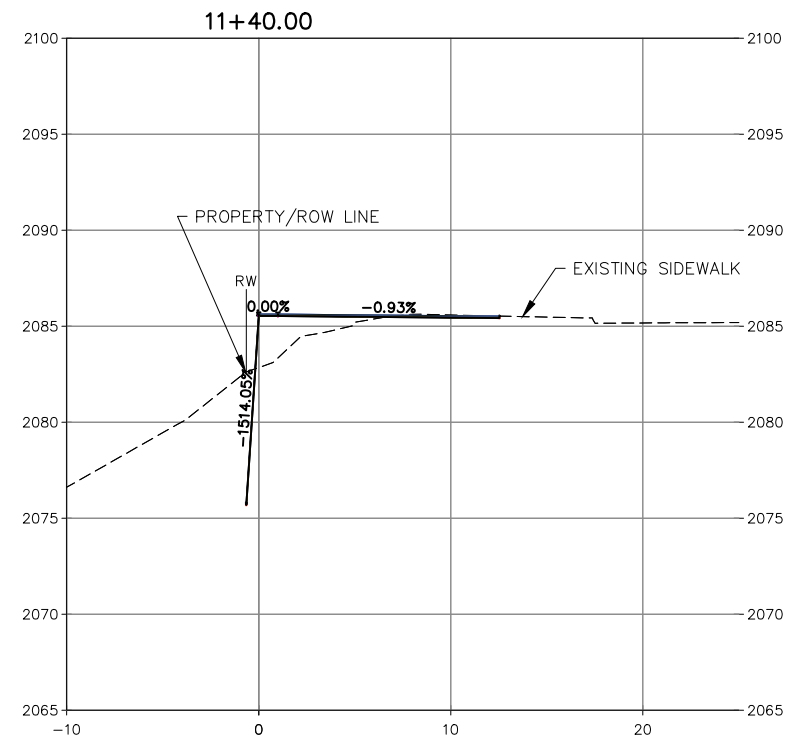
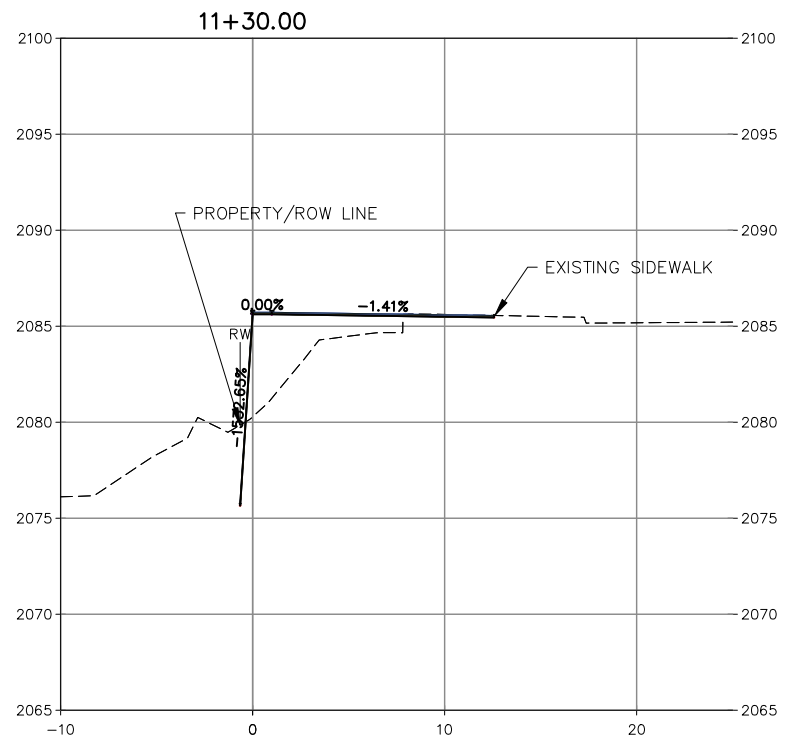
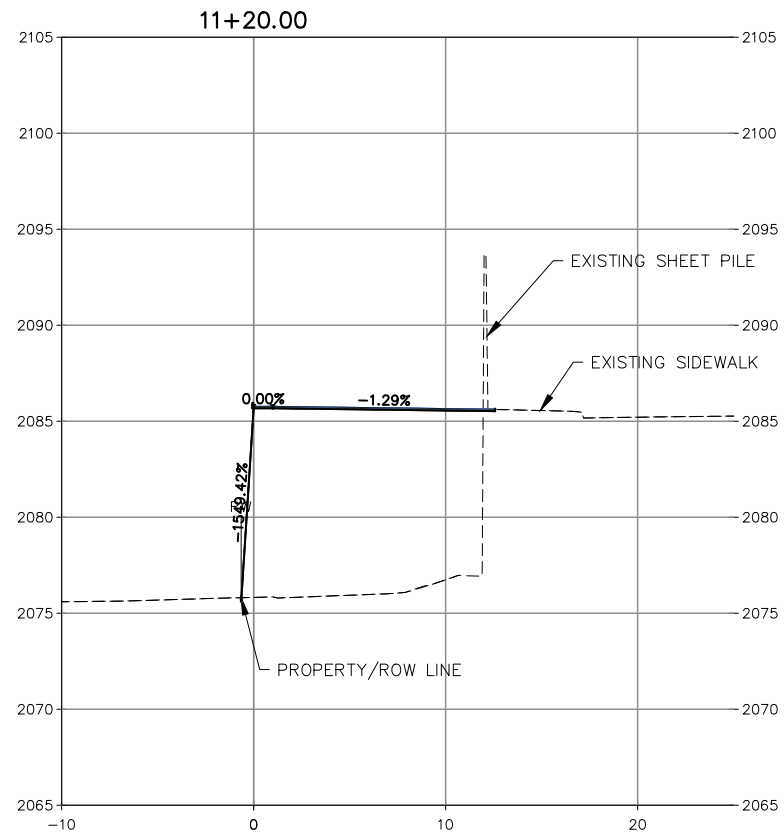
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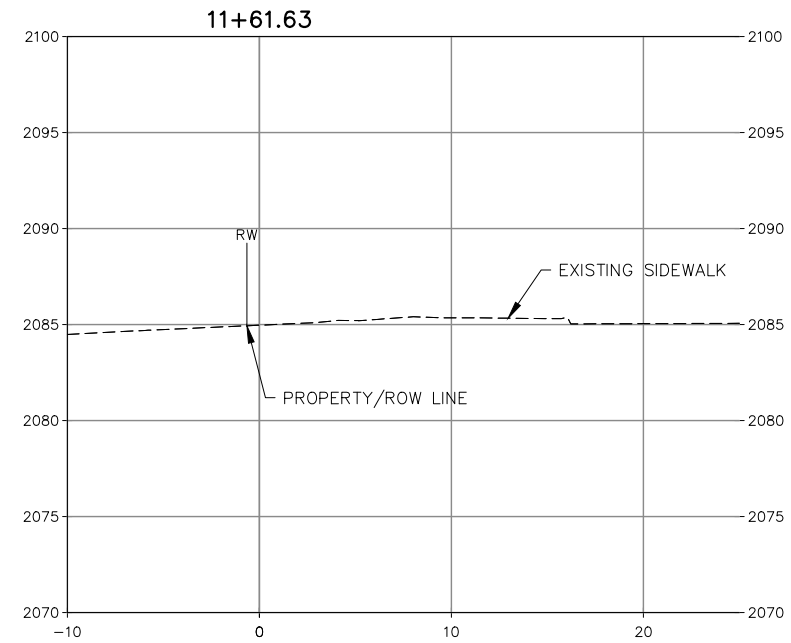
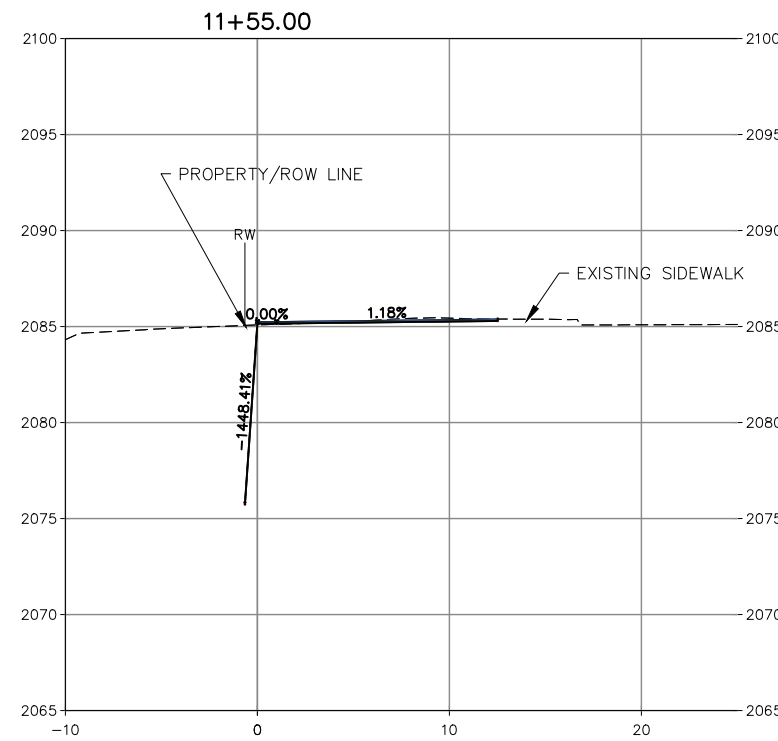
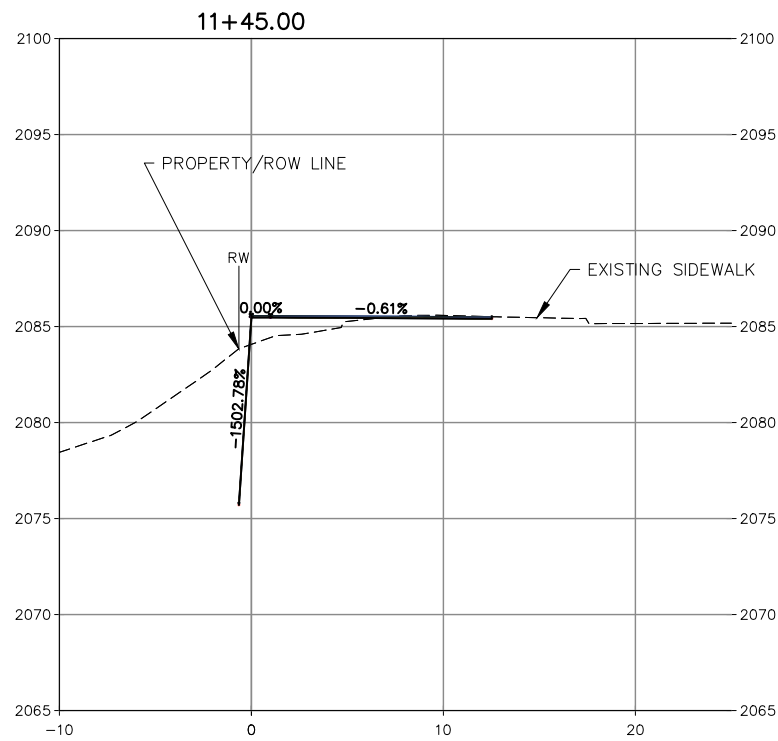
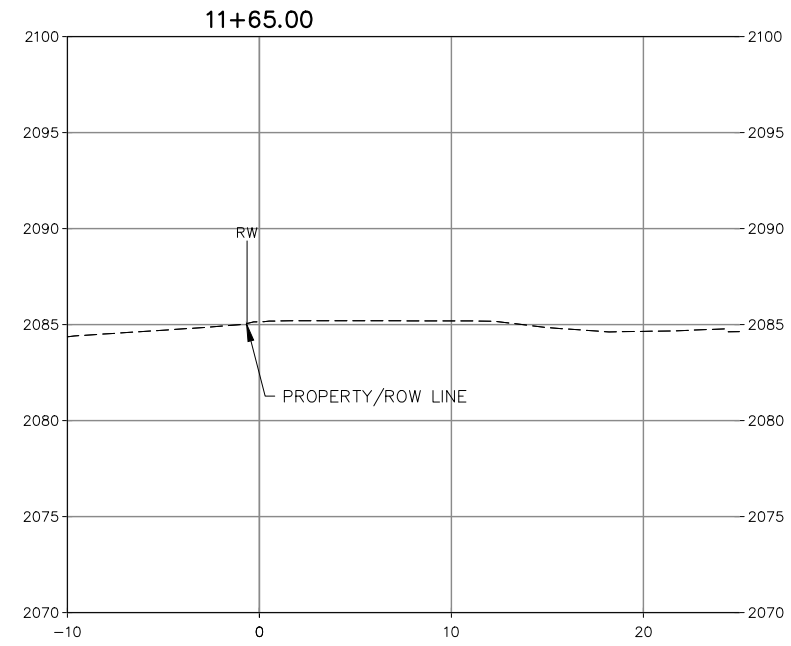
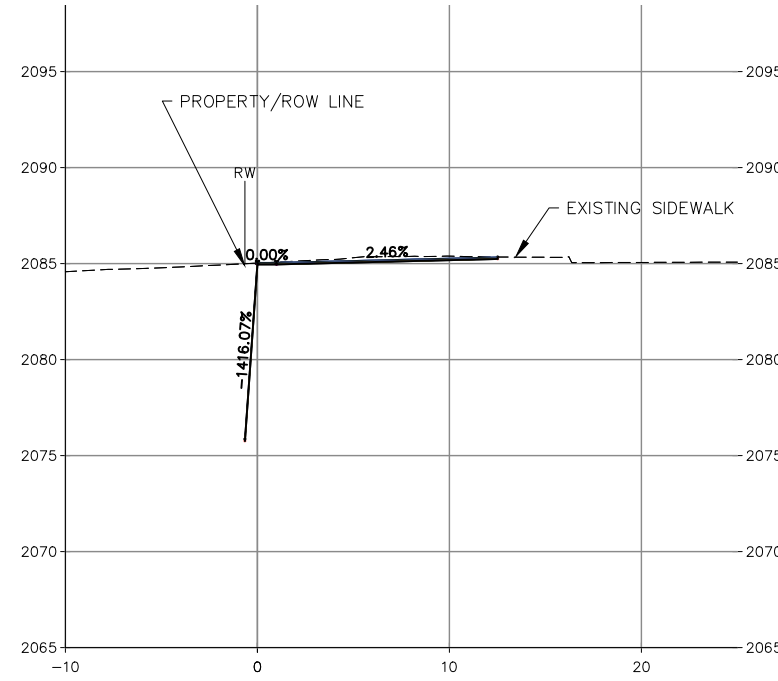
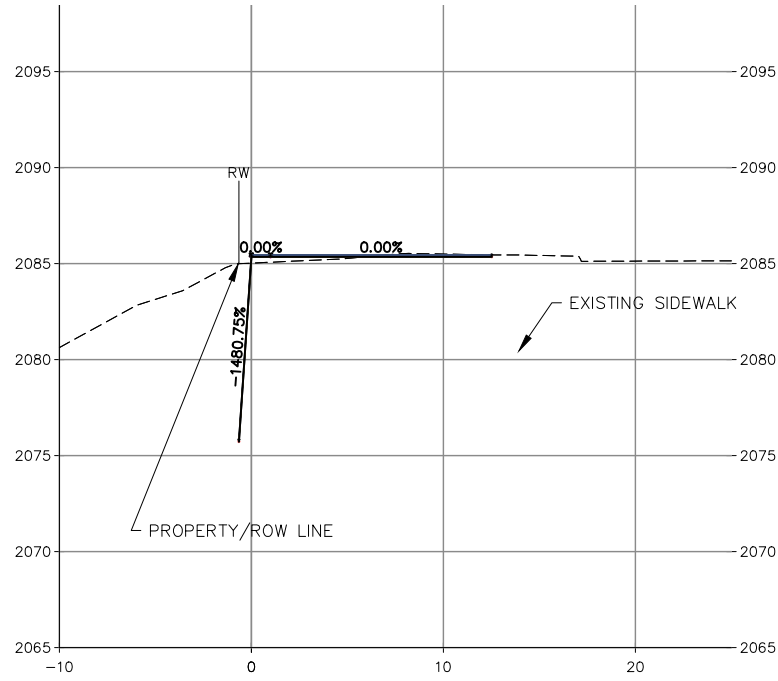


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CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 WALL CROSS SECTIONS

PROJ NO: 44050.020
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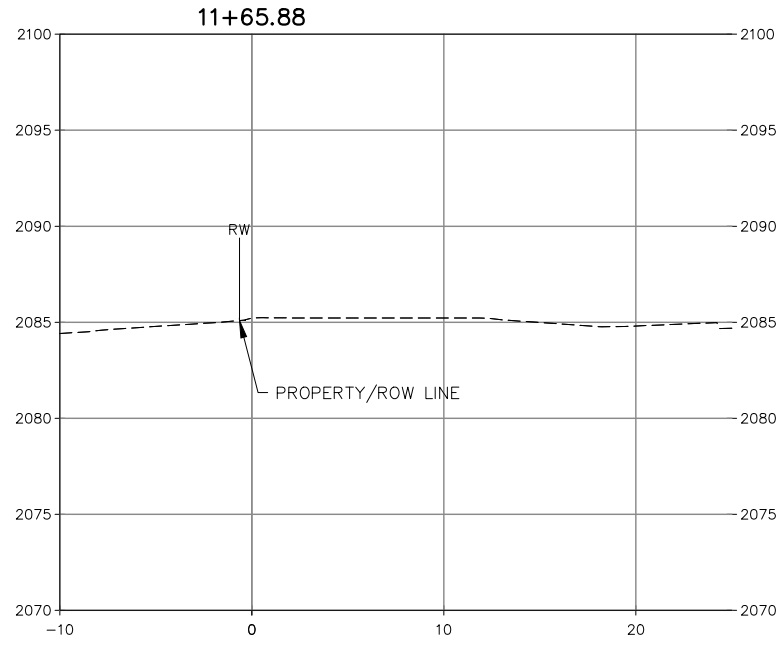
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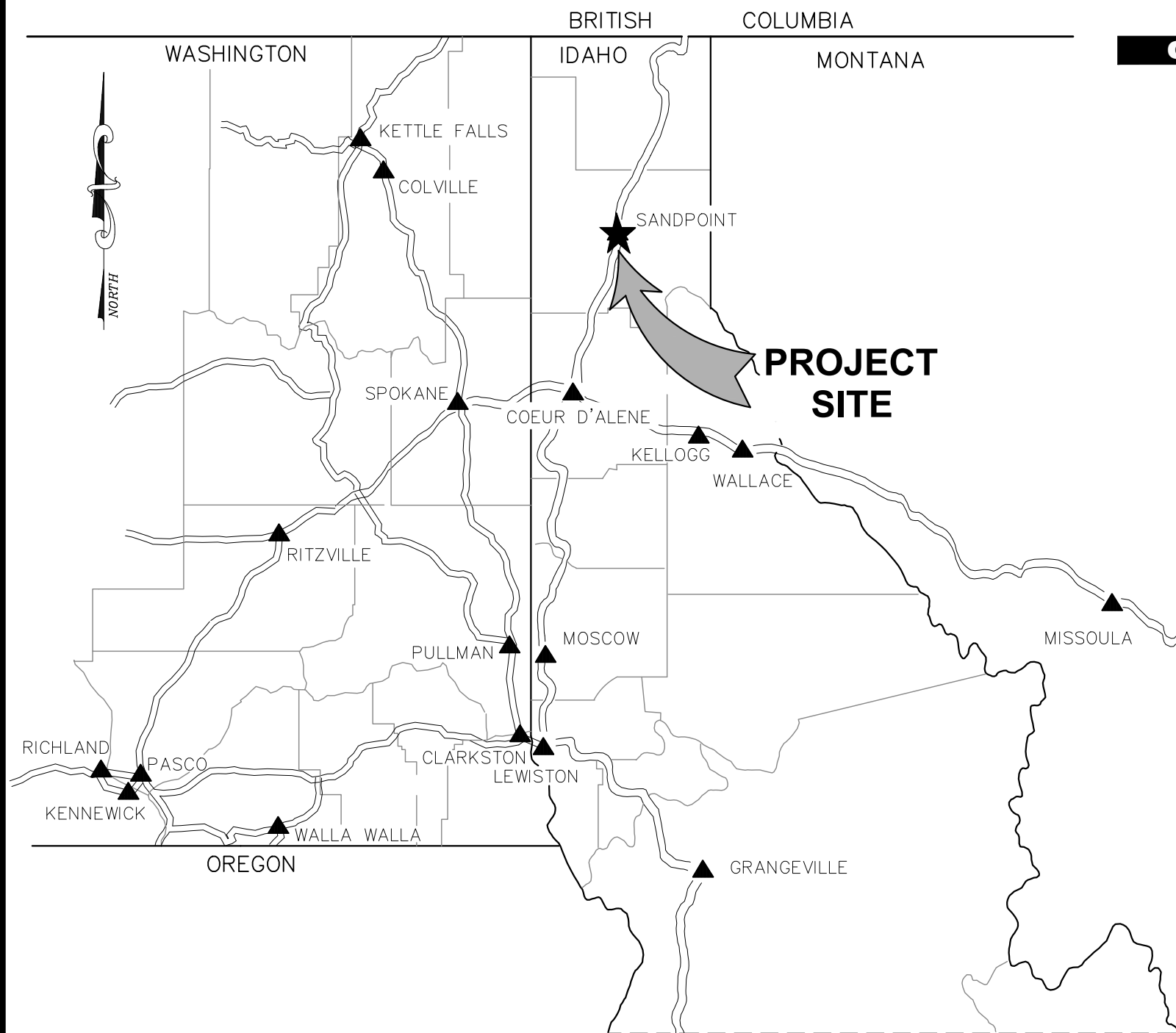
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 BRIDGE STREET
 SIDEWALK IMPROVEMENTS

WALL CROSS SECTIONS

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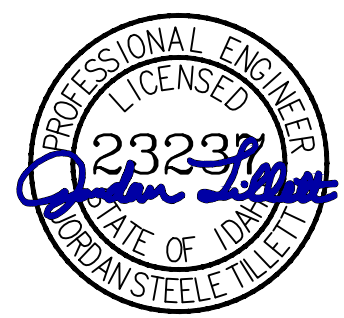
CONSTRUCTION DRAWINGS

CITY OF SANDPOINT
BONNER COUNTY, IDAHO

**BRIDGE STREET
SIDEWALK
IMPROVEMENTS**

PROJECT NO. 44050.020

AUGUST 2025



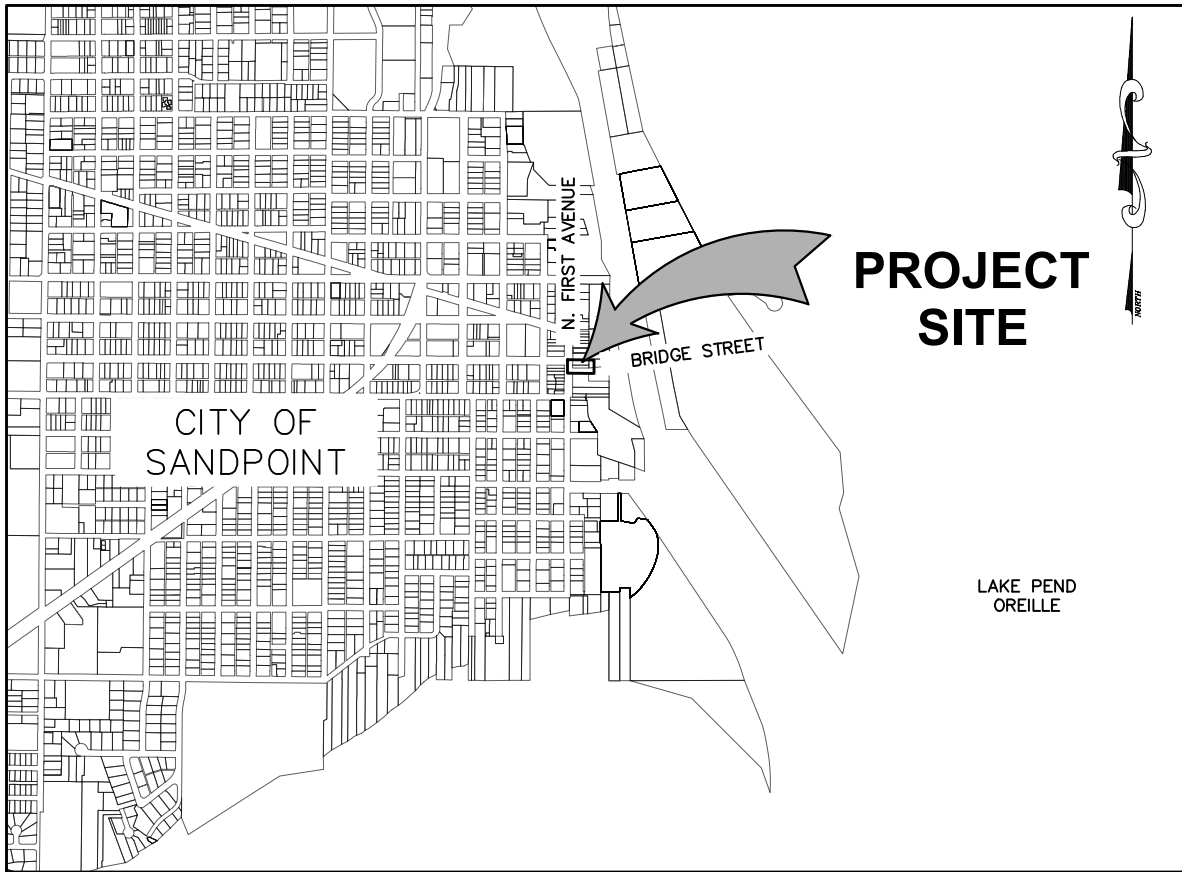
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QAQC PLAN REVIEW		
	REVIEWED BY	DATE
ENGINEERING	PFB	03-19-2025
SURVEY	MLH	08-06-2025
CONST. SVCS.	RT	04-21-2025

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VICINITY MAP

NTS

CIVIL SHEET INDEX	
SHEET NO.	SHEET TITLE
A1	COVER SHEET
A2	VICINITY MAP, SHEET INDEX, DATUM, GENERAL NOTES
A3	PROJECT GENERAL NOTES
A4	ABBREVIATIONS AND LEGEND
TS1	RETAINING WALL TYPICAL SECTION
C1	OVERALL SITE PLAN
C2	ALLEY APPROACH ENLARGED VIEW
C3	RETAINING WALL PLAN AND PROFILE
DT1	CIVIL DETAILS
DT2	CIVIL DETAILS
DT3	CIVIL DETAILS
DT4	CIVIL DETAILS
XS1	WALL CROSS SECTIONS
XS2	WALL CROSS SECTIONS
XS3	WALL CROSS SECTIONS
XS4	WALL CROSS SECTIONS
XS5	WALL CROSS SECTIONS
XS6	WALL CROSS SECTIONS
XS7	WALL CROSS SECTIONS

GENERAL NOTES:

- ALL WORK SHALL CONFORM TO THE "IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION", (ISPC) CURRENT EDITION, AND THE CITY OF SANDPOINT STANDARD DRAWINGS AND SPECIFICATIONS. IN THE CASE OF CONFLICT, THE MOST STRINGENT STANDARD SHALL APPLY.
- NO REVISIONS SHALL BE MADE TO THESE PLANS WITHOUT THE APPROVAL OF THE CITY ENGINEER AND ENGINEER OF RECORD. ALL PROPOSED REVISIONS SHALL BE SUBMITTED TO THE ENGINEER OF RECORD FOR REVIEW AND APPROVAL BY THE CITY.
- NO REVISIONS SHALL BE MADE TO THE CITY STANDARD DRAWINGS OR NOTES WITHOUT WRITTEN APPROVAL OF THE CITY ENGINEER. REVISIONS OF CITY STANDARD DRAWINGS SHALL BE CLEARLY IDENTIFIED UPON THE APPROVED DRAWINGS; REVISIONS OR ADDITIONS TO STANDARD NOTES SHALL BE PROVIDED ONLY WITHIN THE SUPPLEMENTAL NOTES.
- ALL SAFETY STANDARDS AND REQUIREMENTS SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR AND COMPLY WITH OSHA.
- EXISTING UTILITIES SHALL BE LOCATED BY CONTACTING CALL BEFORE YOU DIG AT 811, AT LEAST 48 HOURS PRIOR TO STARTING ANY EXCAVATION. THE CONTRACTOR SHALL NOTIFY THE APPROPRIATE UTILITY COMPANIES PRIOR TO STARTING WORK NEAR ANY FACILITIES AND SHALL COORDINATE THEIR WORK WITH COMPANY REPRESENTATIVES.
- WORK SHALL NOT BEGIN UNTIL A PERMIT AND NOTICE TO PROCEED IS ISSUED BY THE CITY AND WRITTEN NOTIFICATION TO ENGINEER OF RECORD.
- THE CONTRACTOR SHALL NOTIFY THE CITY ENGINEERING INSPECTOR AT LEAST 48 HOURS PRIOR TO STARTING WORK OR PROCEEDING WITH NEW PHASES OF CONSTRUCTION. ALL INSPECTIONS SHALL BE SCHEDULED WITH A MINIMUM 24-HOUR NOTICE PRIOR TO TESTING.
- AN APPROVED SET OF IMPROVEMENT PLANS SHALL BE KEPT ON THE JOB SITE AT ALL TIMES.
- THE CONTRACTOR SHALL MAINTAIN THE STREETS, SIDEWALKS, AND ALL OTHER PUBLIC RIGHTS-OF-WAY IN A CLEAN, SAFE AND USEABLE CONDITION. ALL SOIL, ROCK, OR CONSTRUCTION DEBRIS SHALL BE PROMPTLY REMOVED FROM THE PUBLICLY OWNED PROPERTY DURING CONSTRUCTION, AND UPON COMPLETION OF THE PROJECT. ALL ADJACENT PROPERTY; PRIVATE OR PUBLIC, SHALL BE MAINTAINED IN A CLEAN, SAFE AND USEABLE CONDITION.
- TREES NOT IDENTIFIED FOR REMOVAL SHALL BE PRESERVED OR PROTECTED IN AN APPROVED MANNER PRIOR TO COMMENCEMENT OF GRADING OPERATIONS.
- THE ENGINEER OF RECORD SHALL VERIFY THE ADEQUACY OF EROSION AND SEDIMENTATION CONTROL MEASURES PRIOR TO THE START OF CONSTRUCTION, AND AS NECESSARY DURING THE COURSE OF THE PROJECT. EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE INSTALLED IN ACCORDANCE WITH THESE PLANS, AND THE "CATALOG OF STORM WATER BEST MANAGEMENT PRACTICES FOR IDAHO CITIES AND COUNTIES" AS PREPARED BY THE IDAHO DIVISION OF ENVIRONMENTAL QUALITY.
- ALL PROJECTS HAVING THE POTENTIAL FOR RUNOFF DISCHARGE TO ANY SURFACE WATER BODY; SHALL FILE A NOTICE OF INTENT (NOI), WITH THE IDEQ. COPIES OF ANY REQUIRED STORM WATER POLLUTION PREVENTION PLANS (SWPPP) OR NOI SHALL BE PROVIDED TO THE CITY PRIOR TO START OF CONSTRUCTION.
- ALL CONCRETE, UNLESS OTHERWISE SPECIFIED, SHALL BE COMMERCIAL GRADE PORTLAND CEMENT WITH AIR ENTRAINMENT (6.5% +/- 1.5%), AND A MINIMUM 28-DAY COMPRESSIVE STRENGTH OF 3000 PSI.
- ALL UNDERGROUND UTILITY LATERALS SHALL BE INSTALLED AND APPROVED BY CITY ENGINEER AND ENGINEER OF RECORD BEFORE CONSTRUCTION OF CURBS, CROSS GUTTERS, SIDEWALKS OR THE SURFACING OF STREETS.
- SURFACE RESTORATION OF ROADWAY CUTS SHALL COMPLY WITH THE CITY STANDARDS, AND BE PLACED WITHIN 7 DAYS OF THE INITIAL ROADWAY CUT. TEMPORARY PATCHING THAT UTILIZES A MINIMUM OF 2 INCHES OF ASPHALT CONCRETE (COLD MIX) SHALL BE PLACED WITHIN 24 HOURS OF THE INITIAL ROADWAY CUT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL TEMPORARY PATCHING AND SHALL WARRANT ALL PERMANENT PATCHING FOR A PERIOD OF 2-YEARS.
- ALL TRENCHES AND ROADWAY CUTS WITHIN PUBLIC EASEMENTS OR RIGHTS-OF-WAY SHALL BE COMPACTED IN ACCORDANCE WITH SD 301. COMPACTION TEST RESULTS SHALL BE CERTIFIED BY THE ENGINEER OF RECORD AND SUBMITTED TO THE CITY ENGINEER FOR APPROVAL PRIOR TO FINAL ACCEPTANCE OF WORK.
- ALL OPERATIONS CONDUCTED ON THE PREMISES SHALL BE RESTRICTED TO THE HOURS BETWEEN 8:00 A.M. AND 5:00 P.M., UNLESS OTHERWISE APPROVED BY THE CITY. THIS INCLUDES THE WARMING UP, REPAIR, ARRIVAL, DEPARTURE OR RUNNING OF TRUCKS, EARTHMOVING EQUIPMENT, CONSTRUCTION EQUIPMENT OR ANY OTHER ASSOCIATED EQUIPMENT.
- ALL IMPROVEMENTS SHALL BE JOINED OR MATCHED IN A MANNER SATISFACTORY TO THE CITY ENGINEER. THIS INCLUDES ALL UTILITY CONNECTIONS AND NECESSARY SAW CUTTING, REMOVAL, REPLACEMENT, EXTENSION, AND CAPPING ASSOCIATED WITH CURB AND GUTTER, SIDEWALKS, SWALES, ASPHALT, CONCRETE OR OTHER PAVING.
- THE ENGINEER OF RECORD SHALL BE RESPONSIBLE FOR ALL PROJECT INSPECTIONS, INCLUDING MATERIALS TESTING AND QUALITY CONTROL. COPIES OF DAILY REPORTS AND TEST RESULTS SHALL BE MADE AVAILABLE TO THE CITY ENGINEER FOR REVIEW ON A WEEKLY BASIS, FAILURE TO PROVIDE REPORTS MAY RESULT IN SUSPENSION OF CONSTRUCTION. PROJECT CERTIFICATION AND AS-BUILT DRAWINGS SHALL BE SUBMITTED TO THE CITY ENGINEER PRIOR TO FINAL ACCEPTANCE AND IN CONFORMANCE WITH SUBMITTAL STANDARDS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL, IN ACCORDANCE WITH THE M.U.T.C.D., CURRENT EDITION. AT LEAST 72 HOURS PRIOR TO DISRUPTION OF ANY TRAFFIC, TRAFFIC CONTROL PLANS SHALL BE PREPARED AND SUBMITTED TO THE CITY ENGINEERING DIVISION FOR APPROVAL. NO WORK SHALL COMMENCE UNTIL A PERMIT IS ISSUED AND ALL APPROVED TRAFFIC CONTROL IS IN PLACE.
- ALL DISTURBED AREAS OF THE PUBLIC RIGHT-OF-WAY SHALL BE TOP COATED WITH A MINIMUM OF 1 INCH OF TOPSOIL AND SEEDED WITH A DRY LAND MIX OR EQUIVALENT.
- ALL PAVING PROJECTS WILL NEED TO ADHERE TO THE CITY OF SANDPOINT PAVEMENT CUT POLICY.
- DURING THE PREPARATION OF THE CONSTRUCTION DRAWINGS, REVIEW OF AVAILABLE RECORDS AND A FIELD SEARCH WAS CONDUCTED UNDER THE DIRECTION OF A PROFESSIONAL LAND SURVEYOR TO LOCATE EXISTING SURVEY MONUMENTS WITHIN AND ADJACENT TO THE PROJECT CONSTRUCTION LIMITS IN ACCORDANCE WITH IDAHO CODE 55-1613. EXISTING SURVEY MONUMENTS ARE IDENTIFIED WITHIN THE PLANS. MONUMENTS IDENTIFIED AS 'OWNER TO REPLACE' WILL BE REPLACED AT THE EXPENSE OF THE OWNER. ALL OTHER MONUMENTS ARE INTENDED TO BE PRESERVED AND IF DESTROYED THE REPLACEMENT OF SAID MONUMENTS IS THE RESPONSIBILITY OF THE CONTRACTOR. REF (IC 55-1613). IF MONUMENTS ARE REPLACED BY THE CONTRACTOR THE ENGINEER AND OWNER WILL BE NOTIFIED BY THE CONTRACTOR UPON RE-ESTABLISHMENT OF THE MONUMENTS.

HORIZONTAL AND VERTICAL DATUM:

HORIZONTAL DATUM: NAD 83/11 AT GROUND WITH A GRID SCALE FACTOR OF 0.999879810747193
VERTICAL DATUM: NAVD 88, GEOID18

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CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS

VICINITY MAP, SHEET INDEX, DATUM,
 GENERAL NOTES

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 CHECKED BY: _____
 DWG: 44050.020CS01.DWG
 DATE: 08-05-2025
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UNDERGROUND SERVICE ALERT
 ONE-CALL NUMBER
811
 CALL TWO BUSINESS DAYS
 BEFORE YOU DIG

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GRADING AND GEOTECHNICAL NOTES:

- ALL CUTS AND FILLS SHALL BE CONFINED TO THE LIMITS INDICATED WITHIN THE APPROVED GRADING PLANS.
- THE CONTRACTOR SHALL INSURE THAT ALL TEMPORARY SLOPES ARE STABLE AND THAT APPROPRIATE EROSION MEASURES ARE IN PLACE AND MAINTAINED.
- GROUNDWATER OR UNANTICIPATED GEOLOGIC CONDITIONS SHALL BE REPORTED TO THE ENGINEER OF RECORD AND THE GEOTECHNICAL ENGINEER FOR ASSESSMENT AND RECOMMENDATIONS.
- ALL COMPACTION EFFORTS SHALL BE MONITORED AND TESTED BY AN EXPERIENCED SOILS TECHNICIAN, UNDER THE SUPERVISION OF A LICENSED GEOTECHNICAL ENGINEER REPRESENTING THE OWNER.
- ALL MASS GRADING SHALL BE MONITORED, TESTED, AND CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER (GEOTECHNICAL ENGINEER).
- CONTRACTOR IS TO NOTIFY THE GEOTECHNICAL ENGINEER, THE ENGINEER OF RECORD AND CITY ENGINEERING INSPECTOR 48 HOURS PRIOR TO EACH AND EVERY START OR STOPPING OF CONSTRUCTION, EACH TIME A LIFT OF GRADING IS READY FOR INSPECTION, AND EACH AND EVERY TIME THE CONTRACTOR IS REQUESTING GRADING INSPECTION FROM CITY. FAILURE TO NOTIFY MAY RESULT IN CONTRACTOR REMOVING ANY MATERIAL THAT HAS NOT BEEN INSPECTED.
- ALL AREAS SHALL BE STRIPPED OF ORGANIC TOP SOIL AND NON-ENGINEERED FILL; IN ADDITION TO ALL BRUSH, STUMPS, AND ROOTS. ONSITE DISPOSAL OF ORGANIC MATERIALS IS NOT ALLOWED. THE GEOTECHNICAL ENGINEER SHALL REVIEW AND APPROVE ALL STRIPPED AND CLEARED AREAS PRIOR TO PLACEMENT OF FILL. PRIOR TO PLACING FILL, THE CLEARED AREAS SHALL BE SCARIFIED AND COMPACTED.
- FILLS SHALL CONSIST OF WELL GRADED SANDS AND GRAVELS, WITH A MAXIMUM PARTICLE SIZE OF SIX INCHES, AND NO MORE THAN 20% PASSING THE NO. 200 SIEVE. THE GEOTECHNICAL ENGINEER SHALL PRE-APPROVE ALL IMPORT SOIL SOURCES.
- BOULDERS AND COBBLES GREATER THAN 6 INCHES APPEARING IN THE EXCAVATION TO A DEPTH OF AT LEAST 4 INCHES BELOW SUBGRADE SHALL BE REMOVED.
- ALL FILL MATERIAL SHALL BE DRIED OR MOISTENED TO WITHIN 2% OF THE OPTIMUM MOISTURE, PRIOR TO PLACEMENT. LIFTS SHALL NOT EXCEED EIGHT INCHES. ALL FILL SHALL BE COMPACTED TO AT LEAST 90% OF MODIFIED PROCTOR (ASTM D-1557, AASHTO T-180), WITH THE TOP 12 INCHES WITHIN THE ROADWAY PRISM COMPACTED TO 95% OF THE MODIFIED PROCTOR. MATERIAL TOO COARSE TO TEST PER THE SPECIFIED STANDARDS SHALL BE PLACED IN CONTROLLED LIFTS UNDER A PERFORMANCE BASED METHOD, AS OUTLINED WITHIN ISPWC.
- EMBANKMENTS SHALL NOT BE CONSTRUCTED ON FROZEN OR SNOW-COVERED FOUNDATIONS, OR WITH THE USE OF FROZEN MATERIALS.
- EMBANKMENTS CONSTRUCTED ON SLOPES GREATER THAN 5 HORIZONTAL TO 1 VERTICAL SHALL BE KEYED INTO THE UNDISTURBED GROUND WITH HORIZONTAL BENCHES OF SUFFICIENT WIDTH TO ALLOW FOR THE PROPER OPERATION OF COMPACTION EQUIPMENT.
- THE FINAL LIMITS OF CUT AND FILL SHALL BE RECORDED WITH THE BOUNDARY TOPOGRAPHY AND SURVEY BY THE ENGINEER OF RECORD. THE GEOTECHNICAL ENGINEER SHALL SUBMIT A CERTIFICATION OF THE FILL, ALONG WITH COPIES OF OBSERVATIONS AND TESTING.
- IN THE EVENT THAT ANY UNFORESEEN CONDITIONS NOT COVERED BY THESE NOTES ARE ENCOUNTERED DURING GRADING OPERATIONS, THE ENGINEER OF RECORD SHALL BE IMMEDIATELY NOTIFIED IN ORDER TO PROVIDE GUIDANCE TO CONTRACTOR.

STORMWATER DRAINAGE:

- TEMPORARY EROSION CONTROL AND WATER POLLUTION MEASURES SHALL BE INSTALLED, IN ACCORDANCE WITH THE PLANS AND ACCEPTED BEST MANAGEMENT PRACTICES. ADJUSTMENTS TO ACCOMMODATE DIFFERING FIELD CONDITIONS SHALL BE MADE, AS NECESSARY, THROUGHOUT THE CONSTRUCTION PROCESS. AT NO TIME, WILL SILTS AND/OR DEBRIS BE ALLOWED TO DRAIN INTO AN EXISTING OR NEWLY INSTALLED FACILITY, ENGINEER OF RECORD SHALL BE NOTIFIED.
- SWALES WITHIN AREAS OF MASS GRADING SHALL BE SCARIFIED A MINIMUM OF 24 INCHES PRIOR TO SHAPING, AND AFTER INSTALLATION OF CURB AND GUTTER.
- ALL DISTURBED AREAS SHALL RECEIVE A MINIMUM 1-INCH DRESSING OF TOP SOIL AND BE HYDRO SEEDED OR SODDED, AS INDICATED ON THE PLANS. SEEDED AREAS WILL NOT BE ACCEPTED UNTIL THE SEED HAS GERMINATED, AND THE GRASS IS THOROUGHLY ESTABLISHED. SODDED AREAS WILL NOT BE ACCEPTED UNTIL THE ROOTS HAVE TAKEN HOLD, AND THE GRASS HAS RECEIVED TWO CUTTINGS.
- CARE SHALL BE TAKEN TO PREVENT COMPACTION OF THE SUB-GRADE IN THE GRASS INFILTRATION AREAS OF SWALES. IN THE EVENT THE SUB-GRADE SHOULD BE COMPACTED OR INSUFFICIENT PERCOLATION IS OBSERVED, TESTING OF THE SUB-GRADE MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER. IF A SUFFICIENT PERCOLATION IS NOT OBSERVED, THE SUB-GRADE MUST BE REMOVED AND REPLACED, OR SCARIFIED TO A MINIMUM DEPTH OF 24" AND RETESTED.
- TOPSOIL PLACED WITHIN THE SWALES SHALL BE FREE DRAINING, AND PLACED AT A DEPTH GREATER THAN 1-INCH AND LESS THAN 3-INCHES. AT CONCRETE SPILLWAYS, FINISHED TOP SOIL SHALL BE KEPT 1"-2" BELOW THE FINISHED CONCRETE SURFACE. TO PREVENT COMPACTION OF THE SUB-GRADE AND TOPSOIL, WHEELED EQUIPMENT SHOULD NOT BE USED WITHIN THE SWALE AREA. THE MINIMUM PERCOLATION RATE THROUGH A CONSTRUCTED SWALE SHALL MEET DESIGN REQUIREMENTS. TESTING OF PERCOLATION RATES THROUGH A CONSTRUCTED SWALE MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER.
- DRYWELLS SHALL BE INSTALLED TO THE ELEVATIONS INDICATED ON THE PLANS. THE ELEVATION OF THE DRYWELL RIM SHALL BE AT LEAST 0.2 FEET BELOW LOWEST ADJOINING CURB CUT. FINISHED TOP SOIL ADJACENT TO THE DRYWELL SHALL BE AT LEAST 2-INCHES BELOW THE DRYWELL RIM.
- GRASS INFILTRATION AREAS SHALL BE HYDRO SEEDED WITH 50 LB. / 1,000 SQUARE FEET, CONSISTING OF A MIXTURE WITH EQUAL PORTIONS OF CANADA BLUEGRASS, CRESTED WHEATGRASS, HARD FESCUE AND SHEEP FESCUE. SEEDED AREAS SHALL BE FERTILIZED WITH A COMMERCIAL FERTILIZER PER THE MANUFACTURERS SPECIFICATIONS AND MULCHED WITH "SILVA FIBER PLUS", OR APPROVED EQUAL WOOD FIBER CELLULOSE AT A RATE OF 1 TON PER ACRE.
- ALL SEWER MAINS SHALL BE AIR TESTED IN ACCORDANCE WITH ISPWC, SECTION 501.
- STORM SEWER PIPES AND DRYWELLS SHALL BE SEPARATED A MINIMUM OF 10 FEET HORIZONTALLY FROM DOMESTIC WATER MAINS. CROSSINGS OF WATER MAINS AND SEWER SYSTEMS SHALL HAVE A MINIMUM 18-INCH VERTICAL SEPARATION. ANY ANTICIPATED SEPARATION LESS THAN MINIMUM STANDARDS CONTAINED HEREIN, SHALL CONFORM TO THE IDAHO RULES FOR WASTE WATER, (IDAPA 58.01.16).
- FLOOD TESTING OF ALL SWALES SHALL BE CONDUCTED PRIOR TO FINAL ACCEPTANCE IF REQUIRED BY THE CITY ENGINEER.
- INSTALL SWALE CHECK DAM FOR SWALES EXCEEDING 1.5% SLOPE TO PROMOTE INFILTRATION, WITH A 50' MAXIMUM STATION.

STREETS:

- ALL FILL PLACED WITHIN THE ROADWAY PRISM SHALL BE COMPACTED TO 90% OF THE MODIFIED PROCTOR, WITH THE EXCEPTION OF THE TOP 12 INCHES OF SUB-GRADE THAT SHALL BE COMPACTED TO 95% OF THE MODIFIED PROCTOR (ASTM D-1557).
- PRIOR TO PLACING BASE MATERIAL, THE FOLLOWING SHALL BE COMPLETED:
- ALL PUBLIC UTILITIES SHALL BE INSTALLED, TESTED AND APPROVED.
- THE ENGINEER OF RECORD SHALL CERTIFY AND PROVIDE COPIES OF COMPACTION TEST RESULTS TO THE CITY ENGINEER, FOR ALL TRENCHES AND SUB-GRADE.
- THE LINE AND GRADE OF THE SUB-GRADE SHALL BE INSPECTED AND APPROVED.
- PROOF-ROLL OF THE SUB-GRADE SHALL BE PERFORMED AND OBSERVED BY THE ENGINEER OF RECORD AND CITY ENGINEERING INSPECTOR.
- OBTAIN AUTHORIZATION FROM THE ENGINEER OF RECORD AND CITY ENGINEERING INSPECTOR, TO PROCEED WITH PLACEMENT OF BASE MATERIAL. THE CITY ENGINEERING INSPECTOR SHALL BE NOTIFIED AT LEAST 24 HOURS PRIOR TO PLACEMENT OF BASE MATERIAL.
- CRUSHED AGGREGATE BASE SHALL CONFORM TO THE IDAHO STANDARDS FOR PUBLIC WORKS CONSTRUCTION, SECTION 802, (TYPE 1) ¾-INCH MAXIMUM AGGREGATE SIZE, AND SHALL BE COMPACTED TO THE FOLLOWING SPECIFICATIONS:
 - ROADWAY: 95%-MODIFIED PROCTOR.
 - CURB BASE AND DRIVEWAY APPROACHES: 92%-MODIFIED PROCTOR.
 - SIDEWALKS OR TRAILS: 90%-MODIFIED PROCTOR.
 - PRIOR TO PLACING ASPHALT CONCRETE, THE FOLLOWING SHALL BE COMPLETED:
 - THE ENGINEER OF RECORD SHALL CERTIFY AND PROVIDE COMPACTION TEST RESULT FOR BASE MATERIAL TO THE CITY ENGINEER.
 - ALL UTILITIES SHALL BE ADJUSTED TO GRADE AND THICKENED COLLARS INSTALLED.
- OBTAIN AUTHORIZATION FROM THE ENGINEER OF RECORD AND CITY ENGINEER TO PROCEED WITH ASPHALT PAVING. THE CITY ENGINEERING INSPECTOR SHALL BE NOTIFIED AT LEAST 24 HOURS PRIOR TO PLACEMENT OF ASPHALT PAVEMENT.
- ASPHALT PAVEMENT SHALL CONFORM WITH IDAHO TRANSPORTATION DEPARTMENT (ITD) SPECIFICATIONS FOR SUPERPAVE. PAVEMENT SHALL BE SP3 PG 58-28 WITH ½" MAX AGGREGATE SIZE. PAVEMENTS WITH A SECTION OF 3" OR LESS MAY BE PLACED WITH 1 LIFT. PAVEMENTS WITH A SECTION GREATER THAN 3" SHALL BE PLACED WITH MULTIPLE LIFTS. MINIMUM LIFT THICKNESS OF 1.5" AND MAXIMUM THICKNESS OF 3".
- NO ASPHALT SHALL BE PLACED ON WET OR FROZEN SURFACES, OR WHEN THE AIR OR GROUND TEMPERATURE IS LESS THAN 40°F. TOP COURSES OR PAVEMENT THICKNESS LESS THAN 2.5 INCHES SHALL NOT BE PLACED WHEN AIR OR GROUND TEMPERATURE IS LESS THEN 50°F, WITHOUT APPROVAL BY THE CITY ENGINEER.
- A TACK COAT SHALL BE APPLIED TO ALL ADJACENT CURBS AND JOINTS, PRIOR TO PLACEMENT OF ASPHALTIC CONCRETE.
- DURING PAVING OPERATIONS, THE ENGINEER OF RECORD SHALL OBSERVE PAVING OPERATIONS, AND PERFORM COMPACTION AND QUALITY CONTROL TESTING.
- THE CITY ENGINEER MAY REQUIRE THE PAVEMENT SECTIONS SHOWN ON THE PLANS TO BE VERIFIED BY "R" VALUE TESTS TAKEN FROM EXPOSED SUB-GRADE.
- EXTRACTION, CORING, AND GRADATION TESTS MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER TO VERIFY PAVEMENT THICKNESS, COMPACTION, AND OR TO VERIFY COMPLIANCE OF MATERIALS TO SPECIFICATIONS.
- FORMS, SUB-GRADE AND STRING-LINE INSPECTION IS REQUIRED PRIOR TO POURING CONCRETE. A MINIMUM NOTICE OF 24 HOURS IS REQUIRED PRIOR TO INSPECTION.
- CONCRETE SHALL NOT BE PLACED ON FROZEN SURFACES, ICE OR SNOW, OR SURFACES WITH A TEMPERATURE GREATER THAN 90°F. UNLESS OTHERWISE AUTHORIZED BY THE CITY ENGINEER, CONCRETE PLACEMENT SHALL BE DISCONTINUED WHEN AIR TEMPERATURES REACH 35°F AND FALLING.
- CURB AND GUTTER SHALL BE CONSTRUCTED WITH FULL DEPTH CONSTRUCTION EXPANSION JOINTS ADJACENT TO CATCH BASINS, AT COLD JOINTS, AND AT ALL RETURNS. WEAKENED PLANE JOINTS ARE REQUIRED EVERY 10 FEET.
- SIDEWALKS SHALL BE CONSTRUCTED WITH FULL DEPTH EXPANSION JOINTS EVERY 20 FEET, AT COLD JOINTS, AND ADJACENT TO STRUCTURES. WEAKENED PLANE JOINTS SHALL BE LOCATED EVERY 5 FEET. JOINTS IN THE SIDEWALK SHALL BE ALIGNED WITH CURB JOINTS, AS NEARLY AS PRACTICAL.

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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS
PROJECT GENERAL NOTES

PROJ NO: 44050.020
DESIGNED BY: MG / JT
DRAWN BY: JT
CHECKED BY:
DWG: 44050.020CS01.DWG
DATE: 08-05-2025
SHEET NO:

A3

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UNDERGROUND SERVICE ALERT
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LEGEND

	EXISTING SANITARY SEWER MANHOLE
	EXISTING SANITARY SEWER MANHOLE
	EXISTING ECCENTRIC SANITARY SEWER MANHOLE
	EXISTING CLEANOUT
	EXISTING AIR RELEASE VALVE
	EXISTING CATCH BASIN
	EXISTING DRYWELL
	EXISTING STORM SEWER MANHOLE
	EXISTING STORM SEWER MANHOLE
	EXISTING ECCENTRIC STORM SEWER MANHOLE
	EXISTING SPRINKLER HEAD
	EXISTING FIRE HYDRANT
	EXISTING WELL
	EXISTING YARD HYDRANT
	EXISTING WATER VALVE
	EXISTING CURB STOP
	EXISTING WATER METER
	EXISTING POST INDICATOR VALVE
	EXISTING POWER POLE
	EXISTING GUY WIRE
	EXISTING LIGHT POLE
	EXISTING POWER WARNING SIGN
	EXISTING POWER VAULT
	EXISTING TELEPHONE PEDESTAL
	EXISTING CABLE TV PEDESTAL
	EXISTING JUNCTION BOX
	EXISTING TELEPHONE VAULT
	EXISTING TELEPHONE WARNING SIGN
	EXISTING GAS METER
	EXISTING GAS VALVE
	EXISTING GAS RISER
	EXISTING GAS WARNING SIGN
	EXISTING TELEPHONE MANHOLE
	EXISTING TELEPHONE MANHOLE
	EXISTING MAILBOX
	EXISTING SIGN
	EXISTING UNKNOWN
	EXISTING SHRUB
	EXISTING TREE
	EXISTING BUILDING
	WATER LEVEL

	PROPOSED SANITARY SEWER MANHOLE
	PROPOSED SANITARY SEWER MANHOLE
	PROPOSED ECCENTRIC SANITARY SEWER MANHOLE
	PROPOSED CLEANOUT
	PROPOSED AIR RELEASE VALVE
	PROPOSED DRYWELL
	PROPOSED CATCH BASIN
	PROPOSED INLET CATCH BASIN
	PROPOSED STORM SEWER MANHOLE
	PROPOSED STORM SEWER MANHOLE
	PROPOSED ECCENTRIC STORM SEWER MANHOLE
	PROPOSED WATER VALVE
	PROPOSED CURB STOP
	PROPOSED FIRE HYDRANT
	PROPOSED DOWN SPOUT
	PROPOSED YARD HYDRANT
	PROPOSED BLOW OFF ASSEMBLY
	PROPOSED SINGLE WATER METER SERVICE
	PROPOSED WELL
	PROPOSED REDUCER
	PROPOSED BENDS/FITTINGS
	PROPOSED IRRIGATION BOX
	PROPOSED GAS METER
	PROPOSED GAS VALVE
	PROPOSED JUNCTION BOX
	PROPOSED GUY WIRE
	PROPOSED UTILITY POLE
	PROPOSED LIGHT
	PROPOSED TELEPHONE PEDESTAL
	PROPOSED TV PEDESTAL
	PROPOSED SIGN
	PROPOSED MAILBOX
	OWNERSHIP DELINEATION
	DIRECTION AND SLOPE
	FOUND SURVEY MONUMENT
	SURVEY CONTROL MONUMENT
	TEST HOLE
	TYPICAL SECTION REFERENCE
	DETAIL SHEET REFERENCE

	EXISTING EASEMENT
	EXISTING RIGHT-OF-WAY
	EXISTING PROPERTY LINE
	EXISTING FENCE
	EXISTING CURB
	EXISTING CURB AND GUTTER
	EXISTING DITCH
	EXISTING CENTERLINE OF ROAD
	EXISTING SHOULDER
	EXISTING EDGE OR GRAVEL OR DIRT
	EXISTING EDGE OF ASPHALT
	EXISTING CULVERT
	EXISTING WATER LINE
	EXISTING SANITARY SEWER LINE
	EXISTING SEWER STUB
	EXISTING STORM SEWER LINE
	EXISTING BURIED TELEPHONE LINE
	EXISTING OVERHEAD TELEPHONE LINE
	EXISTING BURIED POWER LINE
	EXISTING POWER LINE
	EXISTING OVERHEAD POWER LINE
	EXISTING GAS LINE
	EXISTING BURIED CABLE TV LINE
	EXISTING OVERHEAD CABLE TV LINE
	EXISTING IRRIGATION LINE
	EXISTING 5' CONTOURS
	EXISTING 1' CONTOURS
	EXISTING TREE LINE
	EXISTING TOP OF BANK
	EXISTING TOE OF BANK
	PROPOSED EASEMENT
	PROPOSED RIGHT-OF-WAY
	PROPOSED PROPERTY LINE
	SECTION LINE
	PHASE BOUNDARIES
	PROPOSED FENCE
	PROPOSED SILT FENCE
	PROPOSED CURB
	PROPOSED CURB AND GUTTER
	PROPOSED GRADE BREAK
	PROPOSED DITCH
	PROPOSED CENTERLINE OF ROAD
	PROPOSED SHOULDER
	PROPOSED EDGE OF ASPHALT
	PROPOSED CULVERT

	PROPOSED WATER LINE
	PROPOSED SANITARY SEWER LINE
	PROPOSED SEWER STUB
	PROPOSED STORM SEWER LINE
	PROPOSED BURIED TELEPHONE LINE
	PROPOSED OVERHEAD TELEPHONE LINE
	PROPOSED BURIED POWER LINE
	PROPOSED OVERHEAD POWER LINE
	PROPOSED GAS LINE
	PROPOSED BURIED CABLE TV LINE
	PROPOSED OVERHEAD CABLE TV LINE
	PROPOSED IRRIGATION LINE
	PROPOSED SIDEWALK
	PROPOSED CURB DROP
	PROPOSED SIDEWALK UNDERDRAIN

ABBREVIATIONS

AC	ASPHALT CEMENT PAVEMENT
BOW	BOTTOM OF WALL
C1	CURVE DATA REFERENCE NUMBER
FG	FINISH GRADE ELEVATION
FL	FLOW LINE
FOC	FACE OF CURB
GIA	GRASSSED INFILTRATION AREA
GRD BRK	GRADE BREAK
IE	INVERT ELEVATION
L1	LINE DATA REFERENCE NUMBER
L or LT	LEFT
PC	POINT OF CURVATURE
PT	POINT OF TANGENCY
ROW	RIGHT-OF-WAY
R or RT	RIGHT
SWR	SEWER
TA	TOP OF ASPHALT
TBC	TOP BACK OF CURB
TC	TOP CONCRETE
TFC	TOP FACE OF CURB
TOW	TOP OF WALL
WTR	WATER
XING	CROSSING

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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
**BRIDGE STREET
SIDEWALK IMPROVEMENTS**

ABBREVIATIONS AND LEGEND

PROJ NO:	44050.020
DESIGNED BY:	MG / JT
DRAWN BY:	JT
CHECKED BY:	
DWG:	44050.020CS01.DWG
DATE:	08-05-2025
SHEET NO:	

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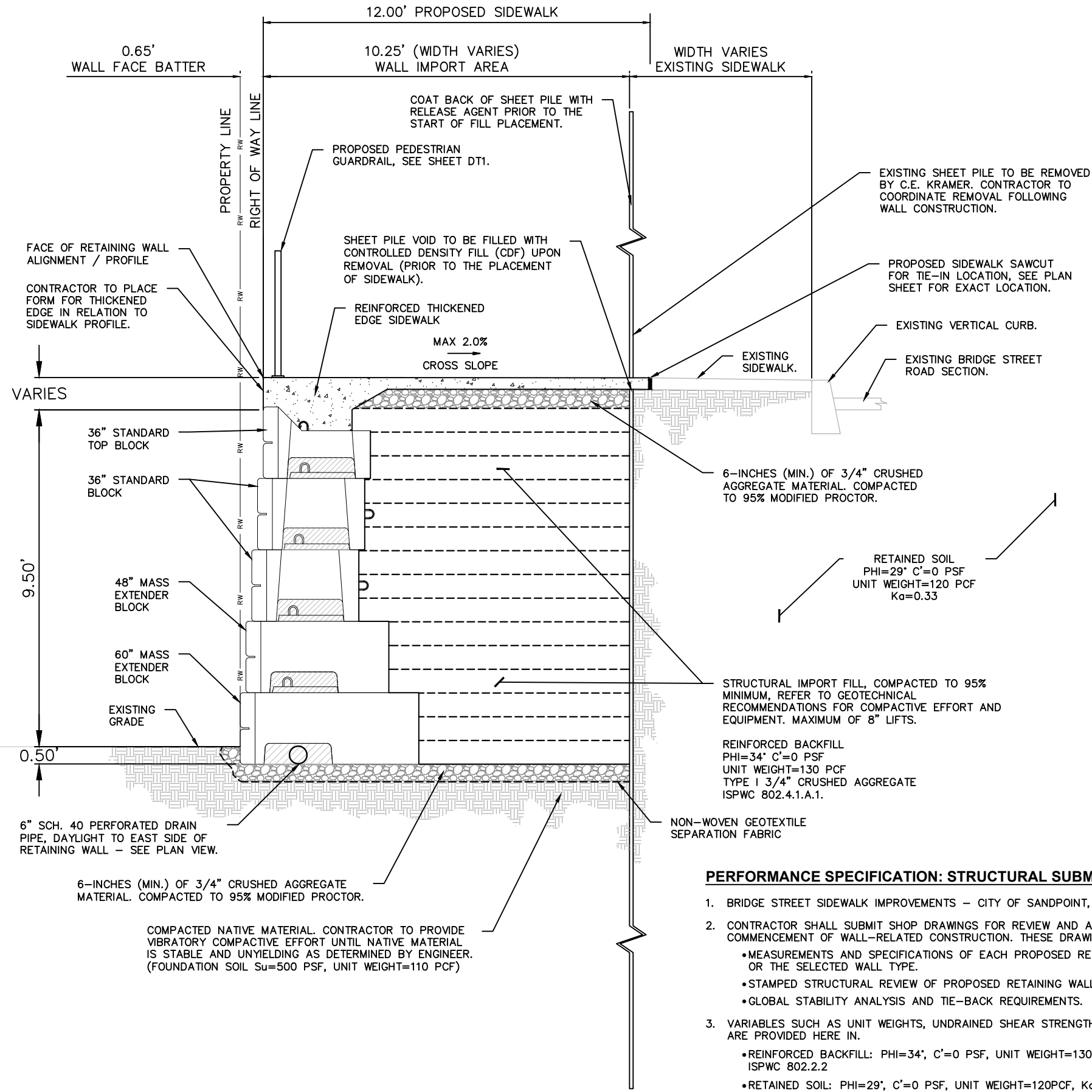
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CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS

RETAINING WALL TYPICAL SECTION

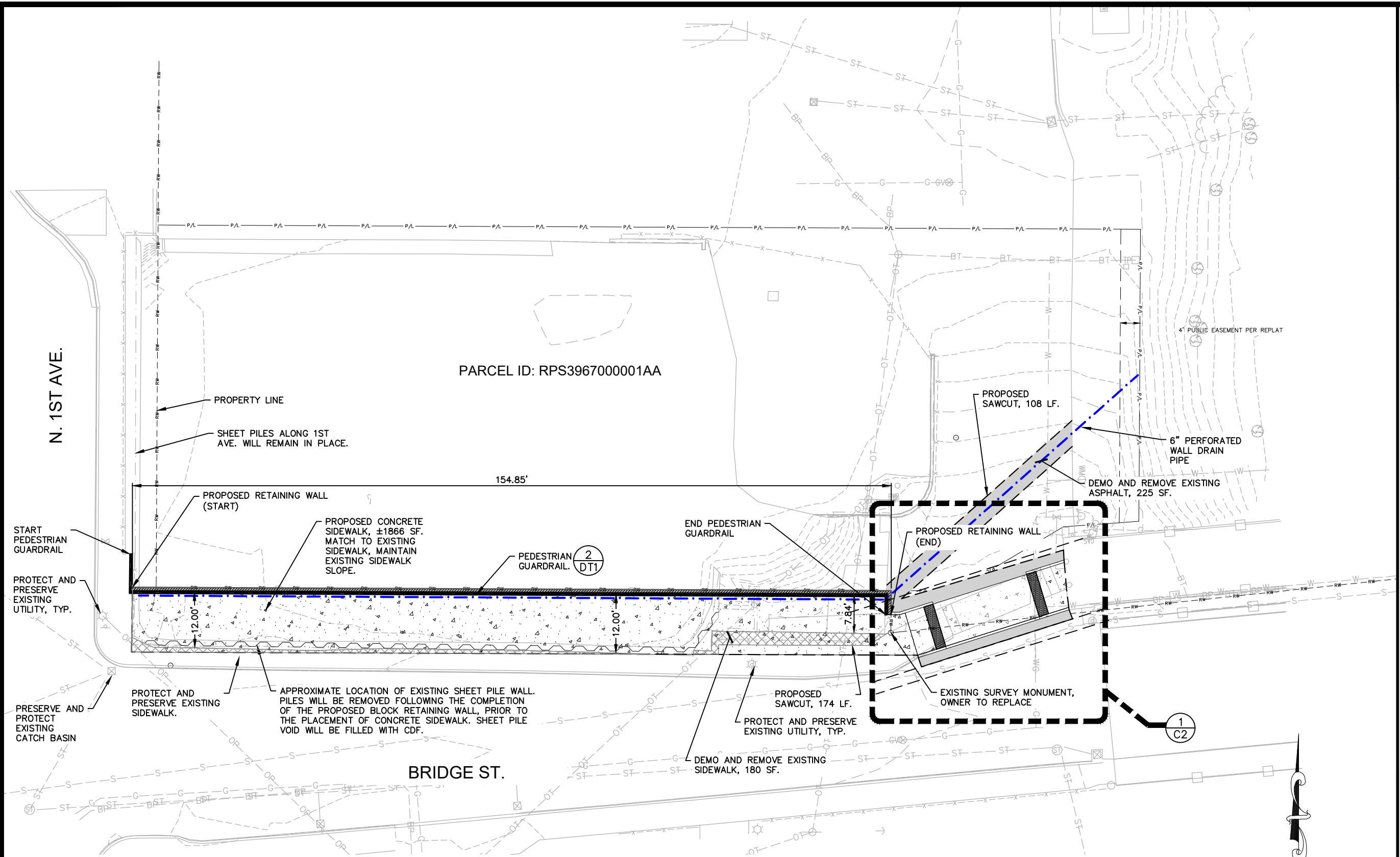
PROJ NO: 44050.020
 DESIGNED BY: MG / JT
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 DWG: 44050.020\TS01.DWG
 DATE: 08-05-2025
 SHEET NO:



1
TS1
RETAINING WALL TYPICAL SECTION
 NO SCALE

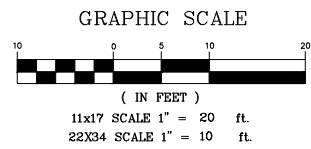
- PERFORMANCE SPECIFICATION: STRUCTURAL SUBMITTALS REQUIRED**
- BRIDGE STREET SIDEWALK IMPROVEMENTS – CITY OF SANDPOINT, IDAHO
 - CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR REVIEW AND APPROVAL PRIOR TO COMMENCEMENT OF WALL-RELATED CONSTRUCTION. THESE DRAWINGS SHALL INCLUDE:
 - MEASUREMENTS AND SPECIFICATIONS OF EACH PROPOSED RETAINING WALL BLOCS OR THE SELECTED WALL TYPE.
 - STAMPED STRUCTURAL REVIEW OF PROPOSED RETAINING WALL.
 - GLOBAL STABILITY ANALYSIS AND TIE-BACK REQUIREMENTS.
 - VARIABLES SUCH AS UNIT WEIGHTS, UNDRAINED SHEAR STRENGTH, AND SOIL TYPE ARE PROVIDED HERE IN.
 - REINFORCED BACKFILL: PHI=34°, C'=0 PSF, UNIT WEIGHT=130 PCF, TYPE I 3/4" ISPCW 802.2.2
 - RETAINED SOIL: PHI=29°, C'=0 PSF, UNIT WEIGHT=120PCF, K_a=0.33
 - FOUNDATION SOIL: S_u=500 PSF, UNIT WEIGHT=110 PCF

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NOTES:

1. ALL CONCRETE SHALL BE 3000 PSI 28-DAY STRENGTH.
2. MAINTAIN 2" MINIMUM CLEAR SPACE AROUND ALL REINFORCEMENTS.
3. ALL REBAR REINFORCEMENTS SHALL BE FREE OF CONTAMINANTS.
4. ALL REINFORCEMENTS SHALL BE A MINIMUM OF 60 KSI STEEL.



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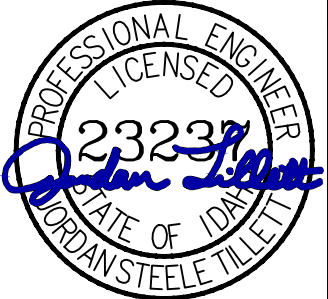
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NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 OVERALL SITE PLAN

PROJ NO: 44050.020
 DESIGNED BY: MG / JT
 DRAWN BY: JT
 CHECKED BY:
 DWG: 44050.020\PL01.DWG
 DATE: 08-05-2025
 SHEET NO:



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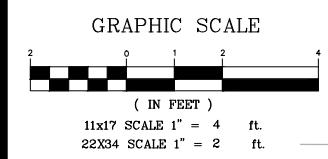
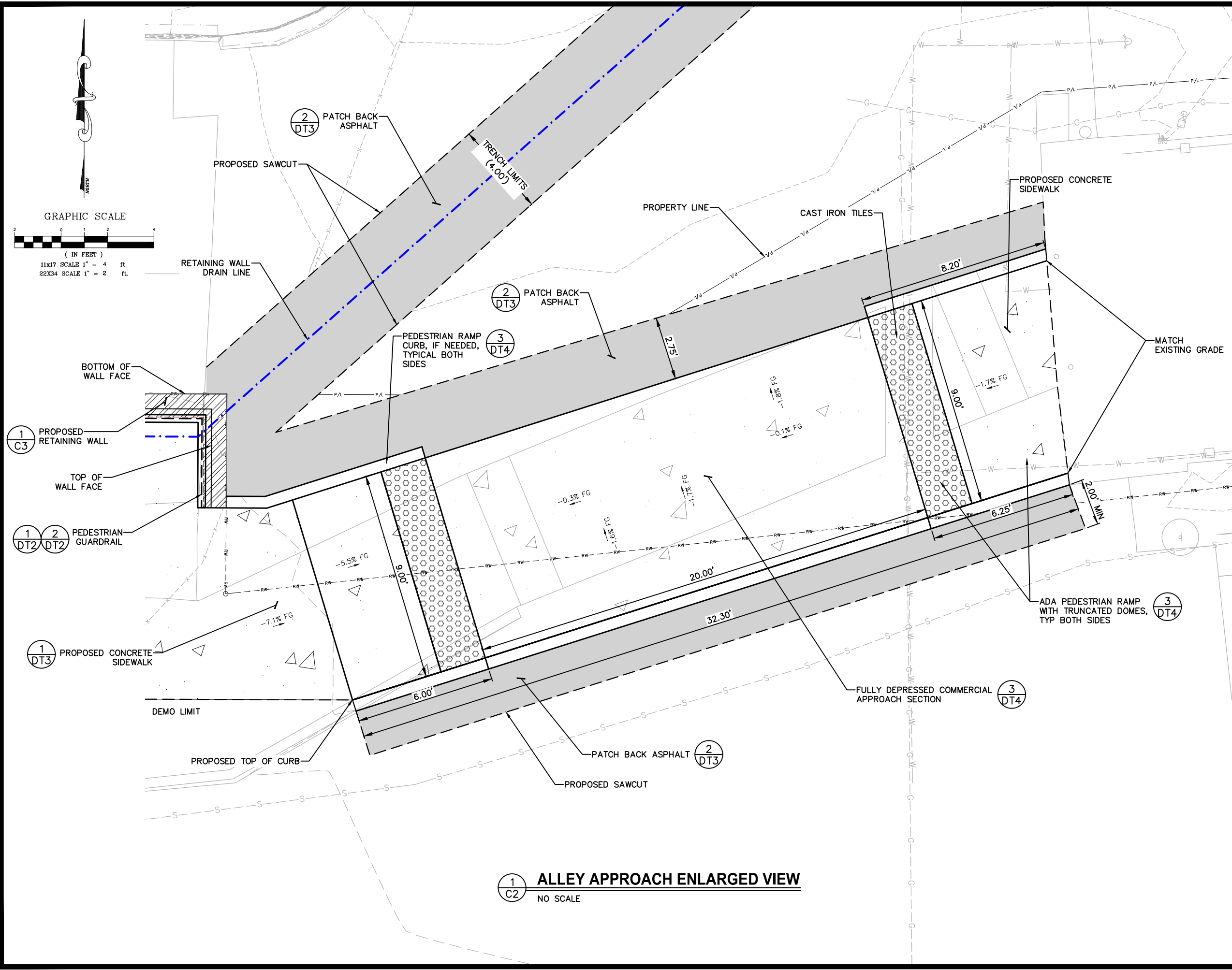


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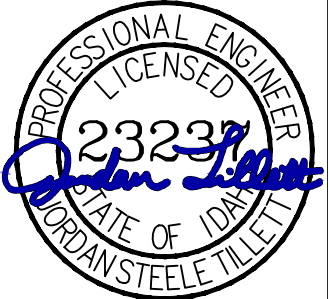
CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 ALLEY APPROACH ENLARGED VIEW

PROJ NO:	44050.020
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DWG:	44050.020PL01.DWG
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1
C2 **ALLEY APPROACH ENLARGED VIEW**
 NO SCALE

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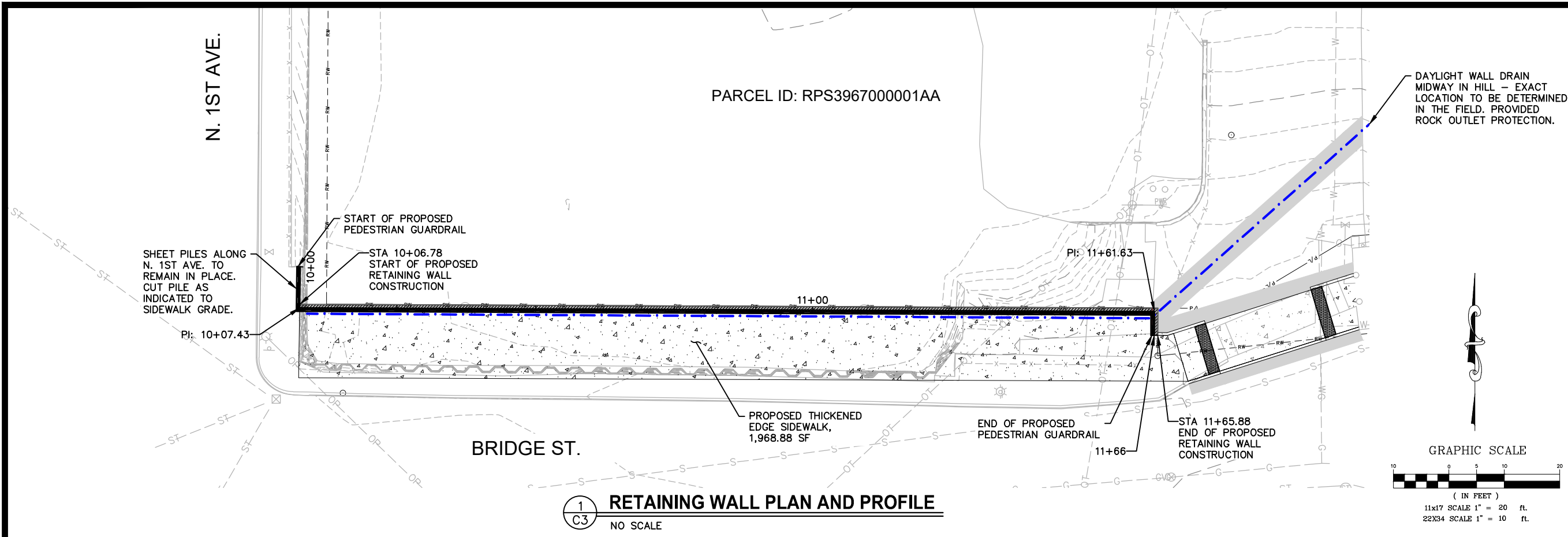


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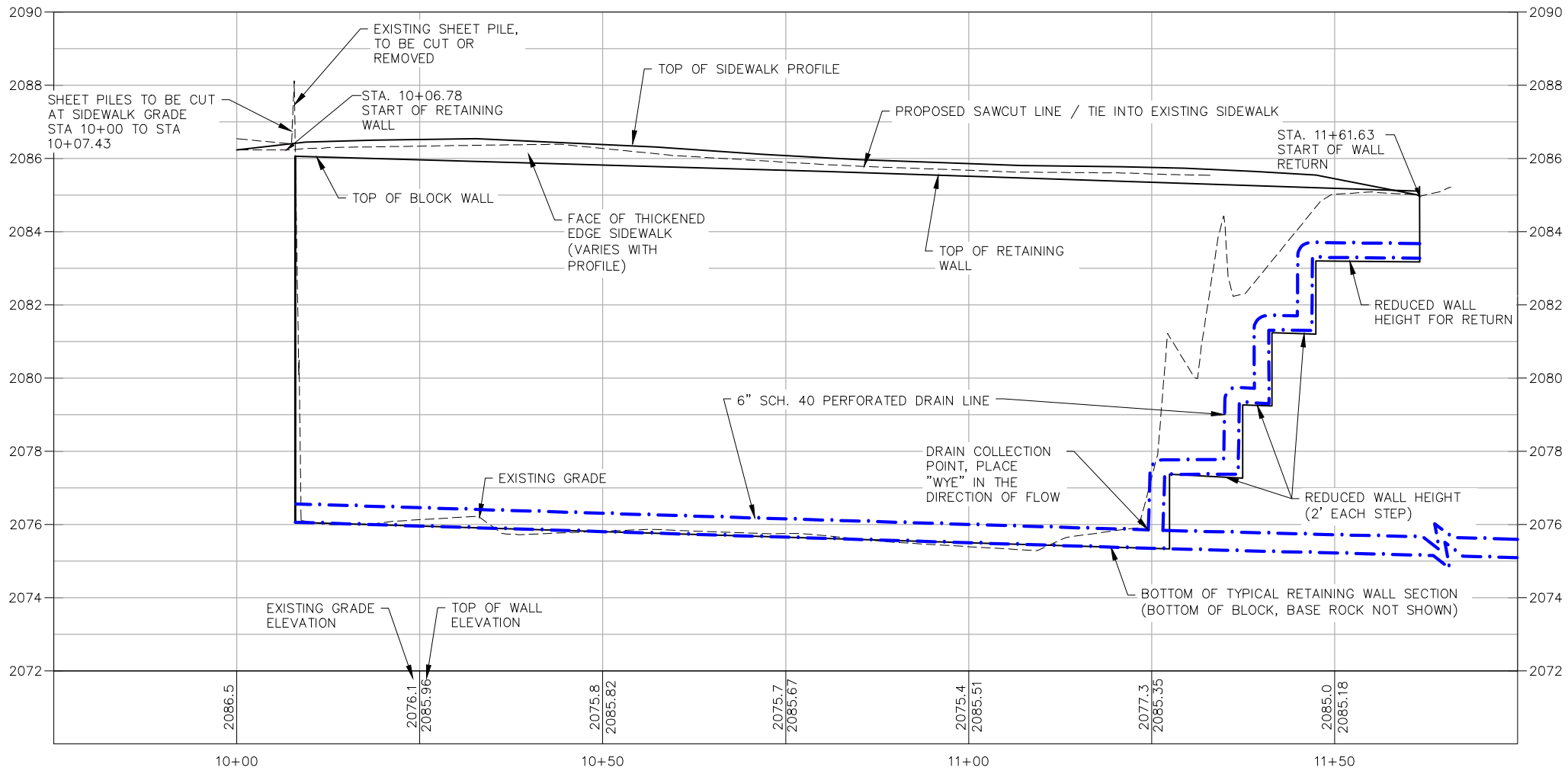


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1
C3 **RETAINING WALL PLAN AND PROFILE**
 NO SCALE



11X17 SCALE:
 HORIZ 1" = 20', VERT 1" = 4'
 22X24 SCALE:
 HORIZ 1" = 10', VERT 1" = 2'

CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS

RETAINING WALL
 PLAN AND PROFILE

PROJ NO: 44050.020
 DESIGNED BY: MG / JT
 DRAWN BY: JT
 CHECKED BY:
 DWG: 44050.020PL02.DWG
 DATE: 08-05-2025
 SHEET NO:

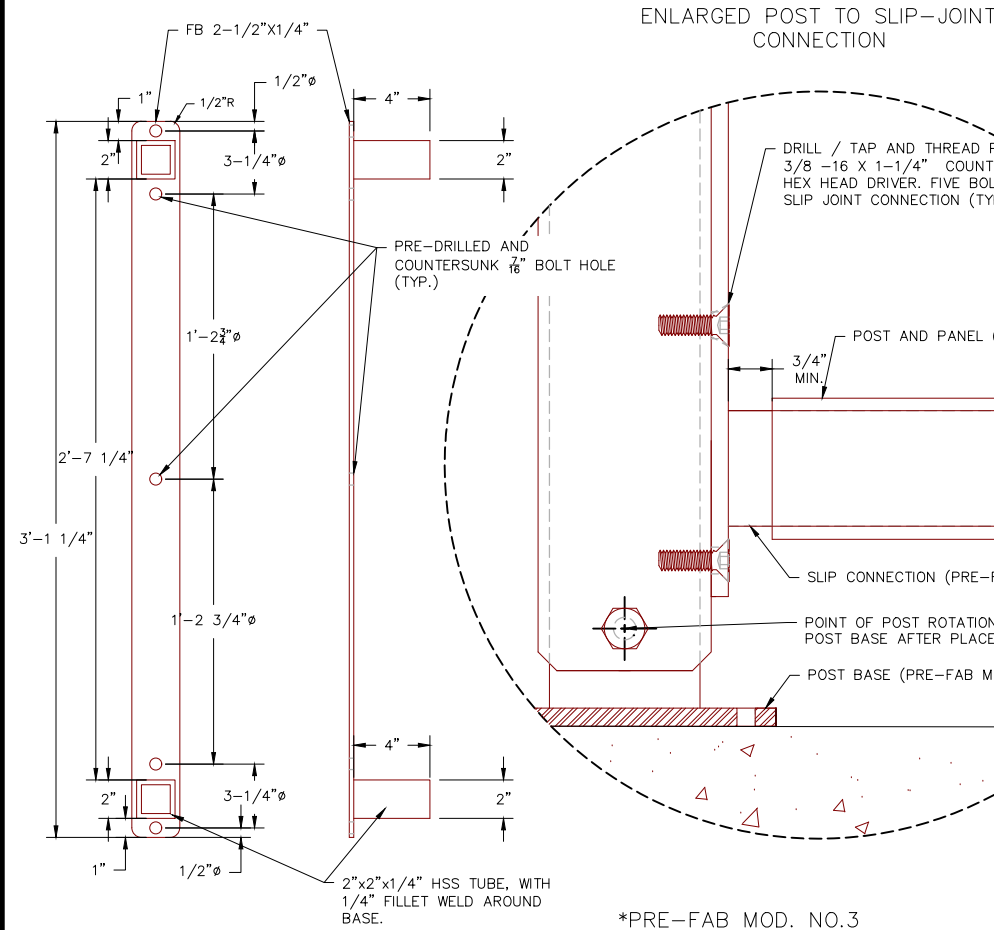
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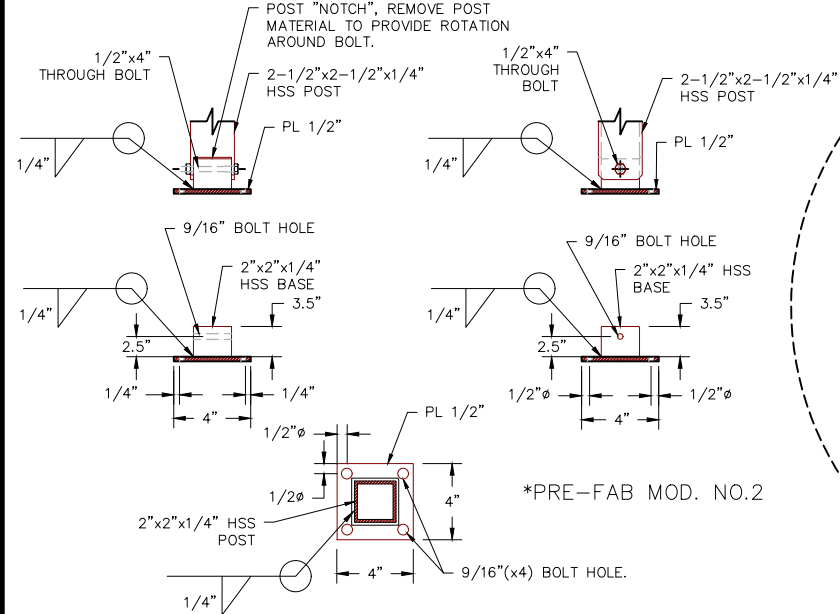
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GENERAL NOTES:

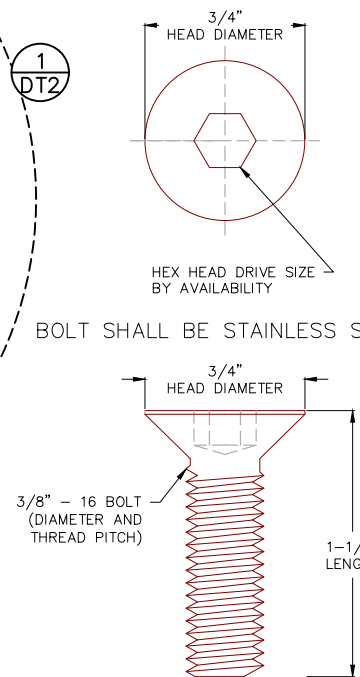
1. CONTRACTOR TO SUBMIT APPROVED STRUCTURAL REVIEW OF **POST BASE CONNECTION DETAIL (5/DT1)** VERIFYING COMPLIANCE WITH IBC/OSHA SAFETY REQUIREMENTS FOR PEDESTRIAN RAIL. (50 PLF TOP RAIL, 200 LBS AT ANY POINT)
2. IF STRUCTURAL MODIFICATIONS ARE REQUIRED TO MEET LOADING REQUIREMENTS OUTLINED ABOVE, CONTRACTOR WILL SUBMIT A CHANGE ORDER INCLUDING COST +15% FOR THE ADDITIONAL FABRICATION AND MATERIALS.



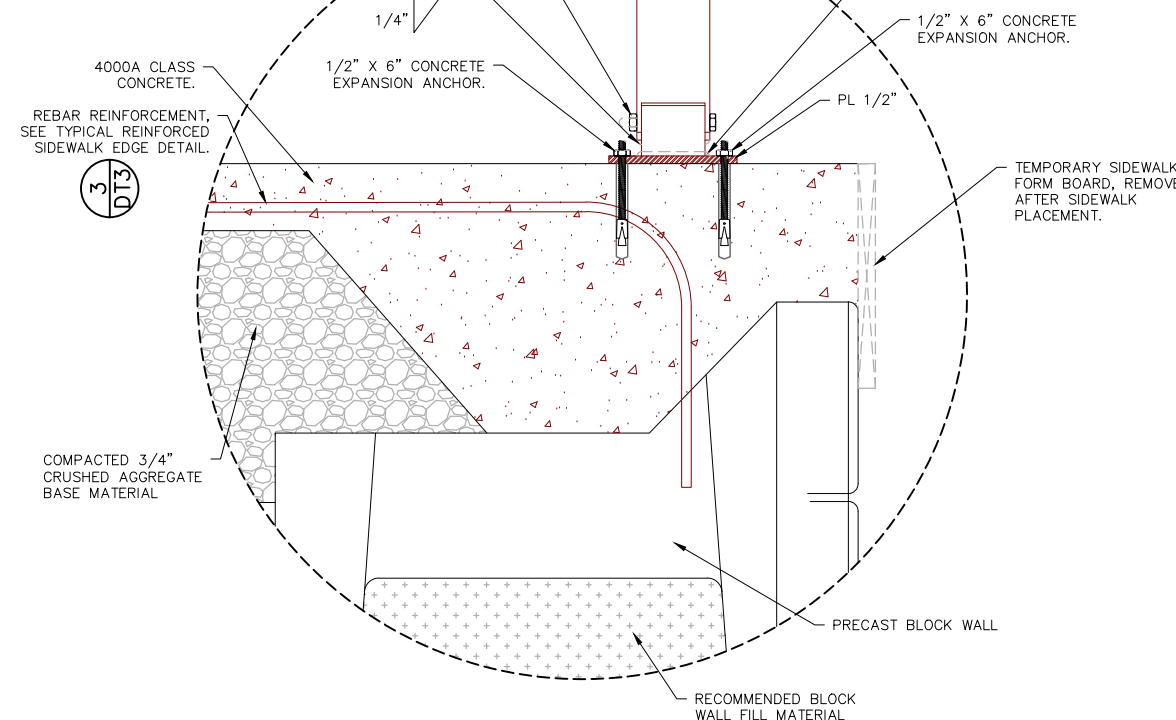
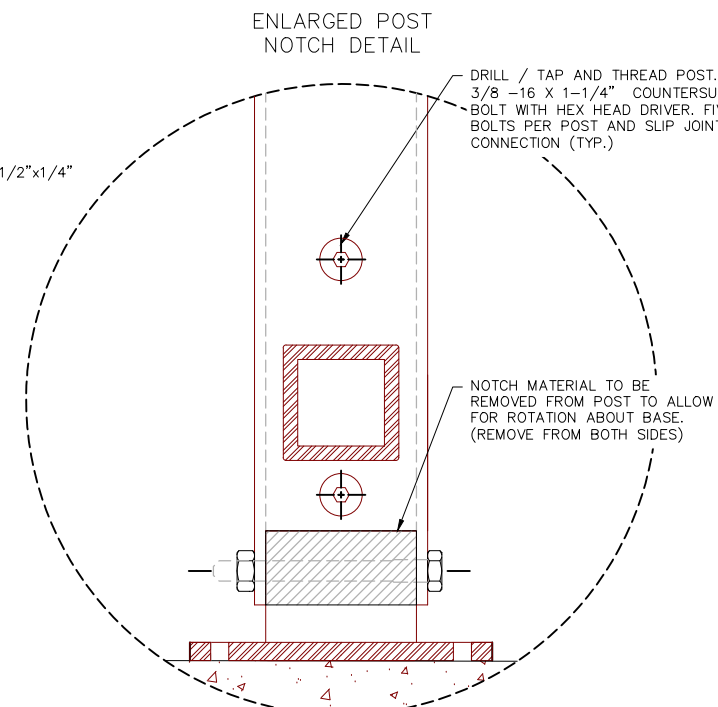
1
DT1
GUARDRAIL SLIP CONNECTION DETAIL
NO SCALE



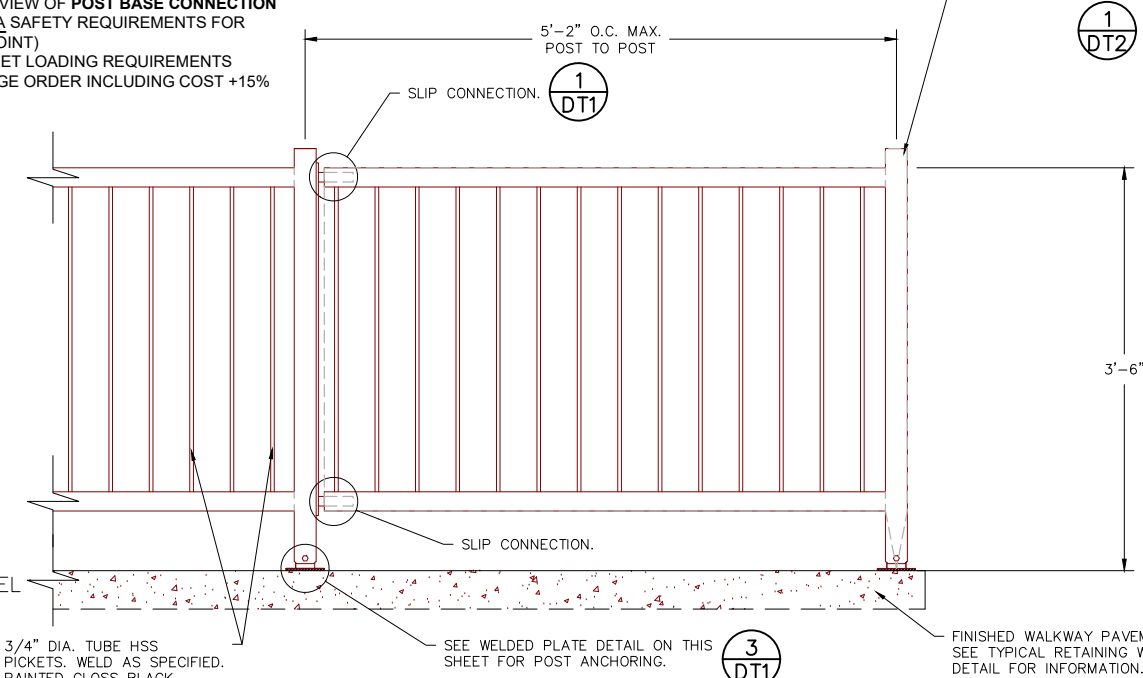
3
DT1
ADJUSTABLE POST BASE DETAIL
NO SCALE



4
DT1
SLIP CONNECTION BOLT DETAIL
NO SCALE

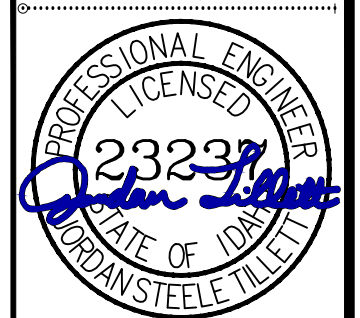


5
DT1
POST BASE CONNECTION DETAIL
NO SCALE



2
DT1
OVERALL PEDESTRIAN GUARDRAIL DETAIL
NO SCALE

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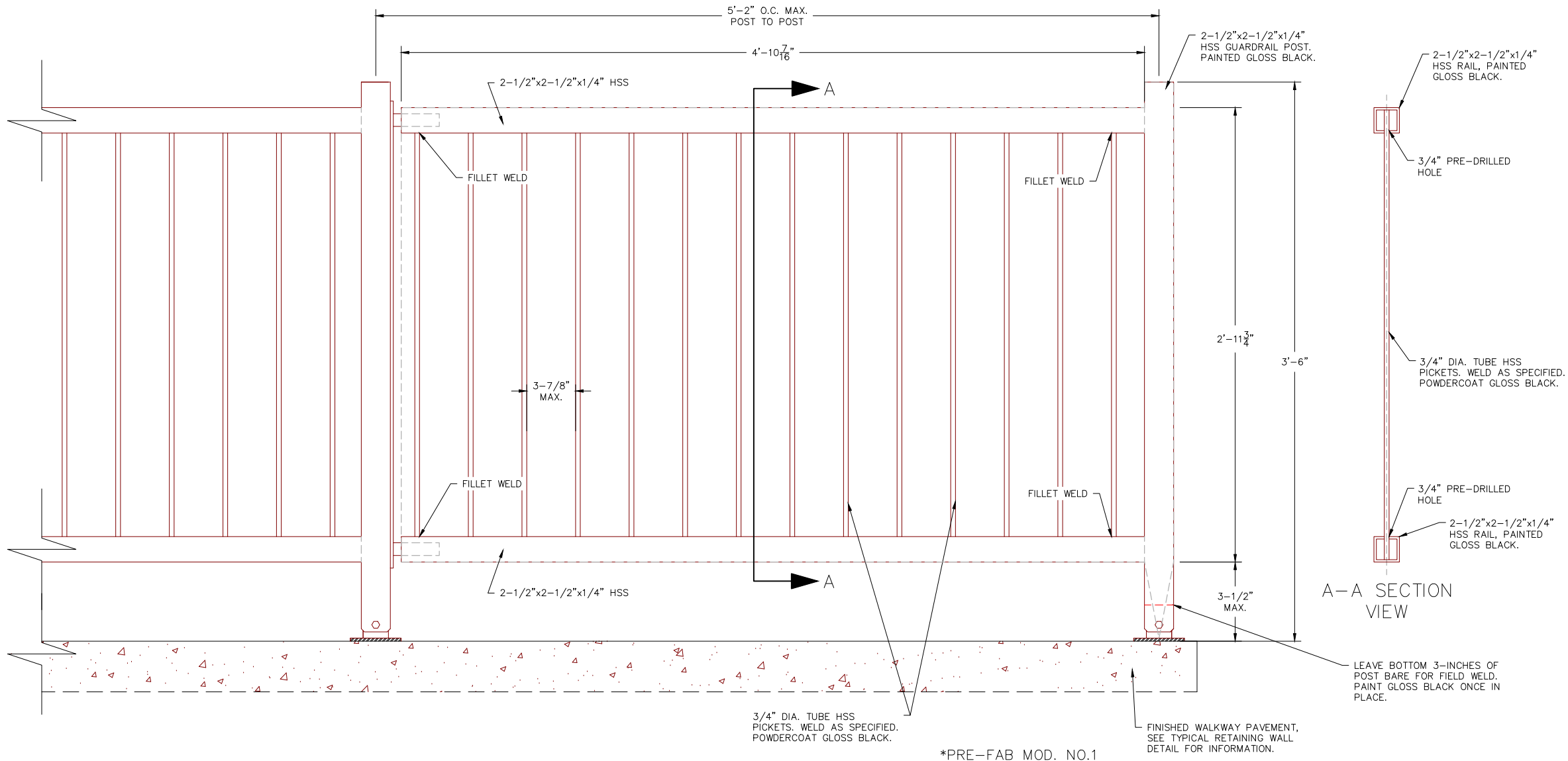
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Coeur d'Alene, ID 83814		REVISION DESCRIPTION

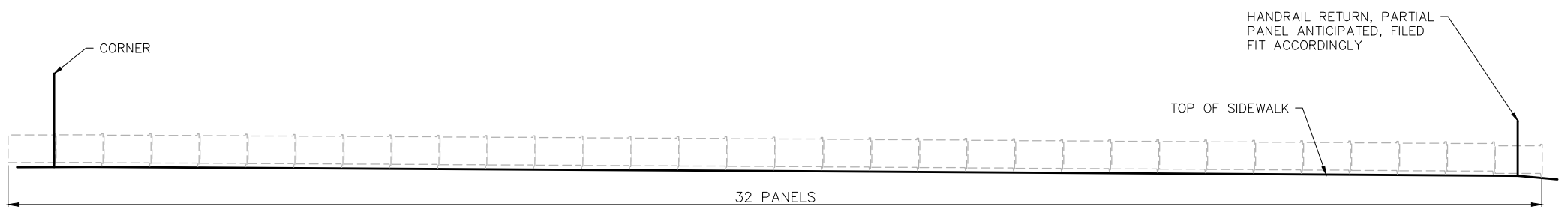
CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS
CIVIL DETAILS

PROJ NO:	44050.020
DESIGNED BY:	MG / JT
DRAWN BY:	JT
CHECKED BY:	
DWG:	44050.020DT01.DWG
DATE:	08-05-2025
SHEET NO:	

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1
DT2
GUARDRAIL POST AND PANEL DETAIL
NO SCALE



2
DT2
PROJECTED GUARDRAIL PROFILE DETAIL
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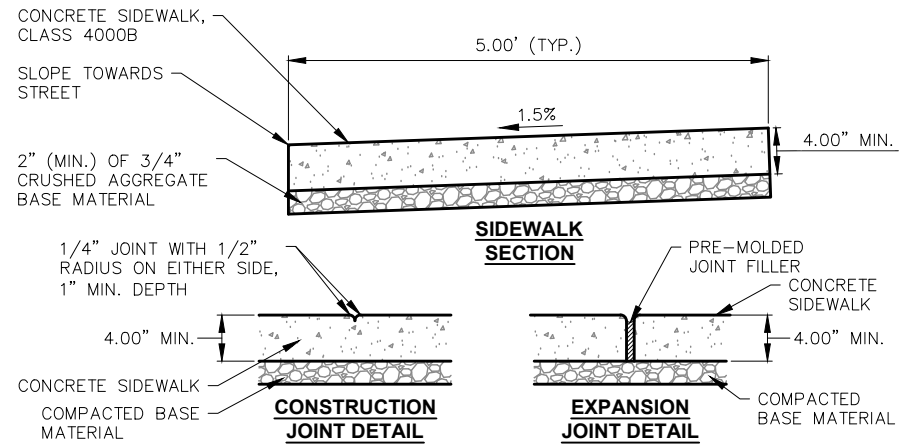
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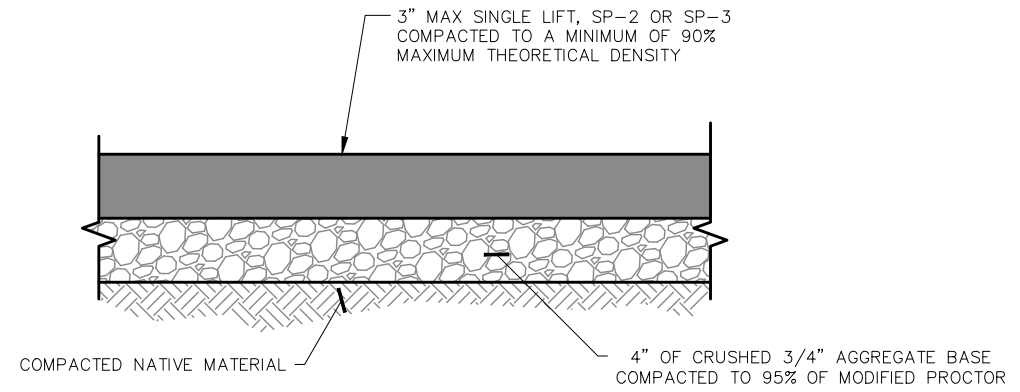
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NOTES:

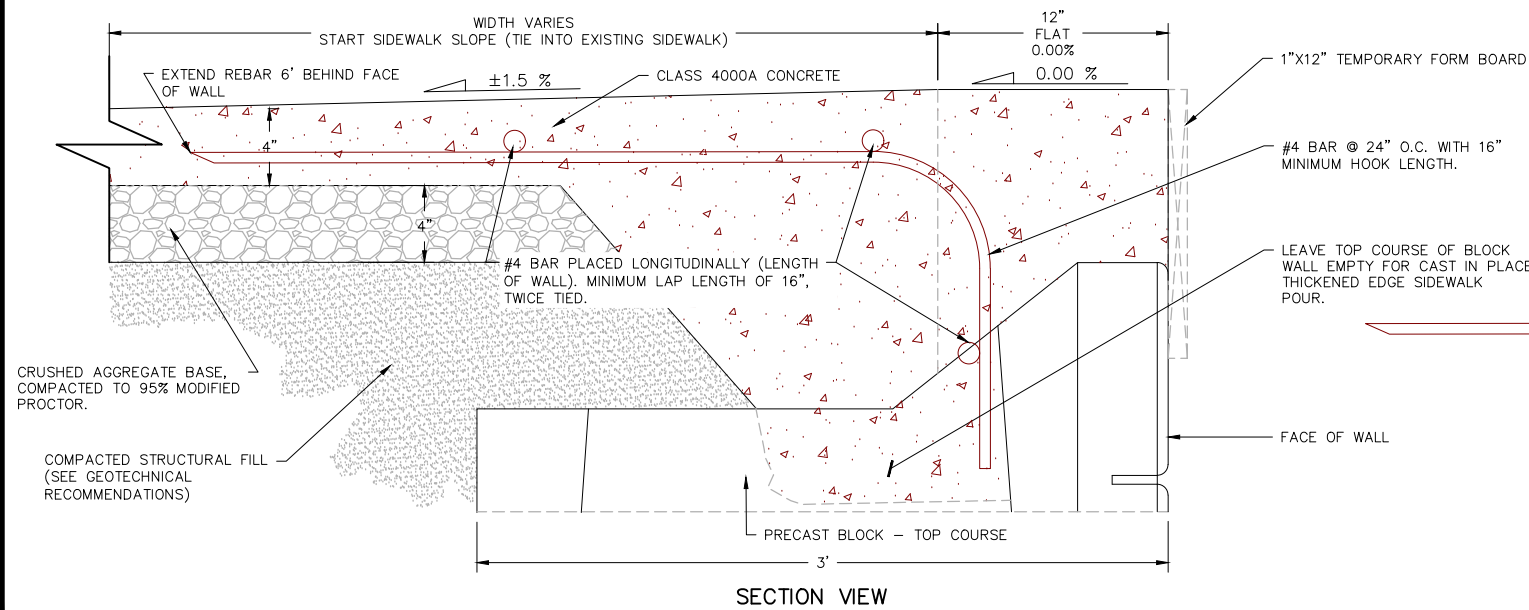
1. ALL 3/4" BASE MATERIAL SHALL TO BE COMPACTED TO A MINIMUM OF 90% MODIFIED PROCTOR.
2. SLOPE SIDEWALK TOWARD STREET IF NOT OTHERWISE SPECIFIED.
3. CROSS SLOPE SHALL NOT EXCEED ±0.5%, UNLESS OTHERWISE SPECIFIED BY ENGINEER.
4. SCORE AT INTERVALS TO MATCH WIDTH OF WALK NOT TO EXCEED 5' SPACING
5. EXPANSION JOINTS SHALL NOT EXCEED 15'
6. EXPANSION JOINT ARE REQUIRED WHEN CONNECTING TO EXISTING CONCRETE SIDEWALK
7. 28-DAY CONCRETE COMPRESSIVE STRENGTH 4000 PSI MIN.
8. MATERIALS AND CONSTRUCTION ACCORDING TO ISPWC SPECIFICATIONS

1
DT3
TYPICAL CONCRETE SIDEWALK DETAIL
NO SCALE

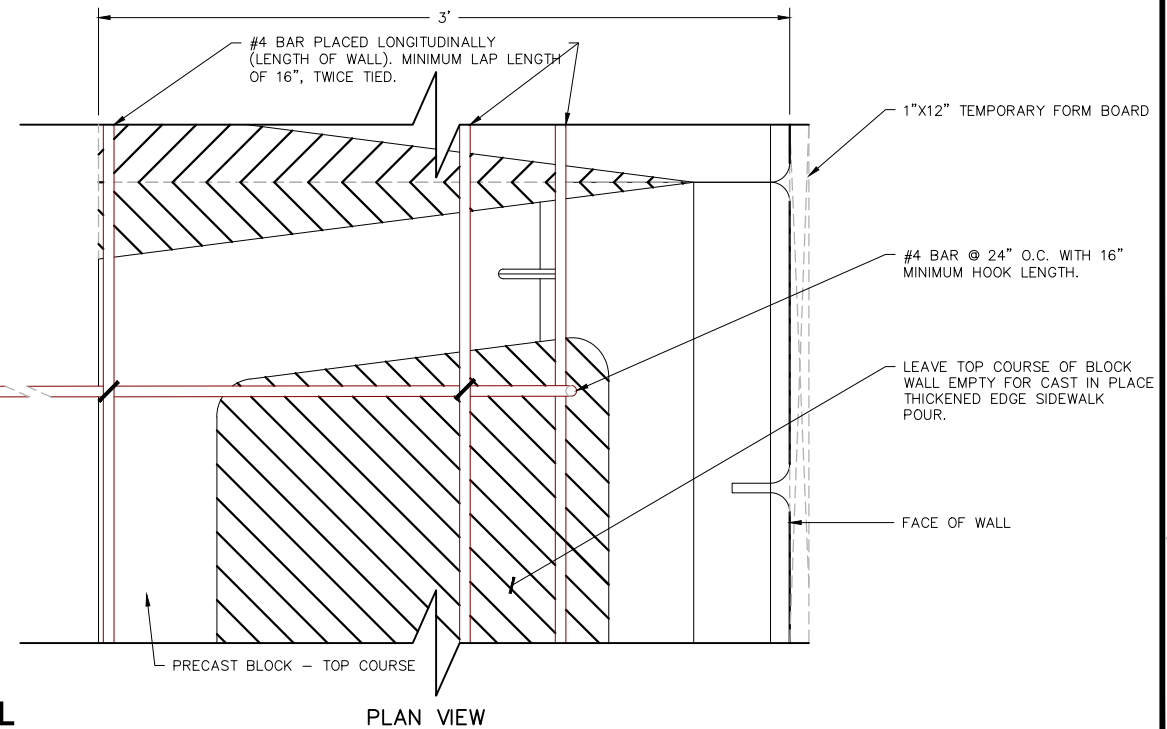


2
DT3
ASPHALT PATCH DETAIL
NO SCALE

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3
DT3
REINFORCED SIDEWALK DETAIL
NO SCALE



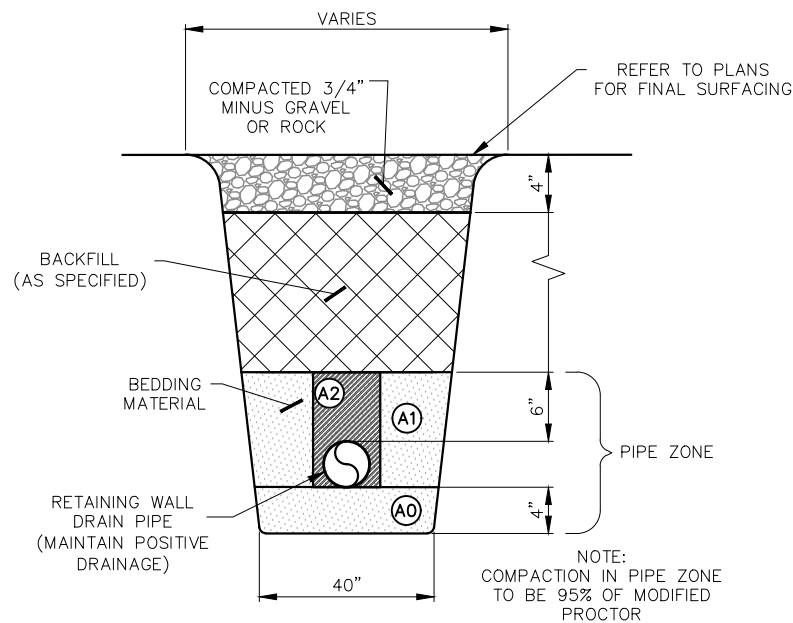
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**BRIDGE STREET
 SIDEWALK IMPROVEMENTS**
 CIVIL DETAILS

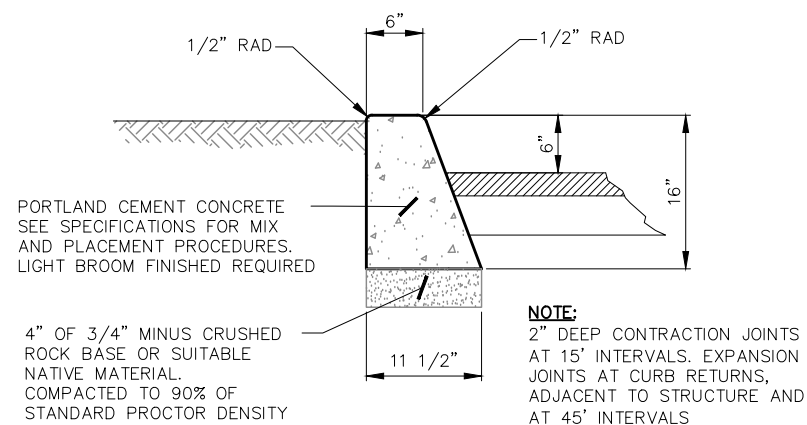
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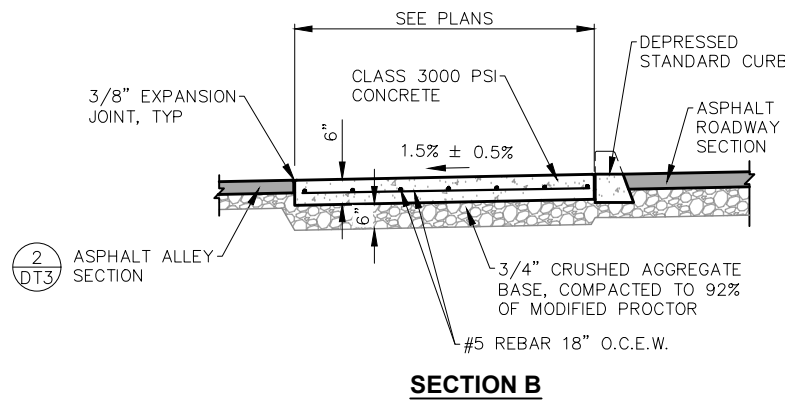
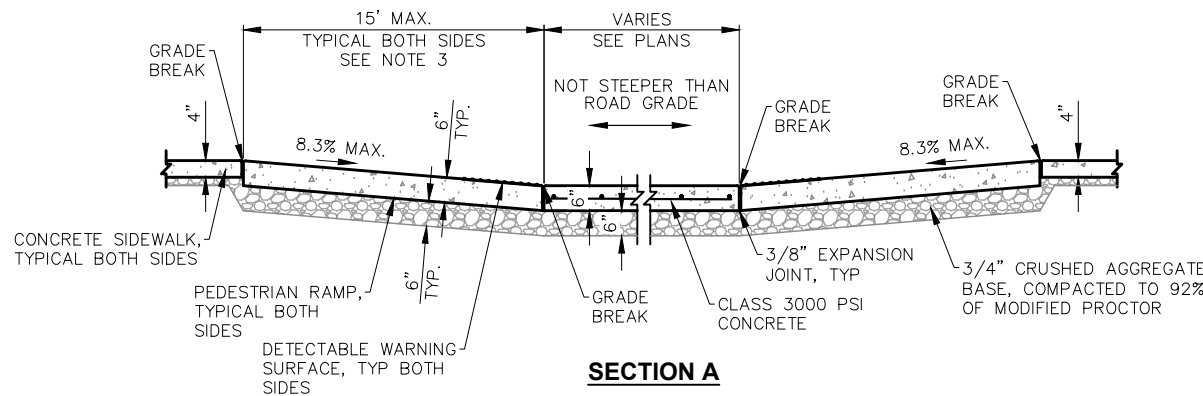
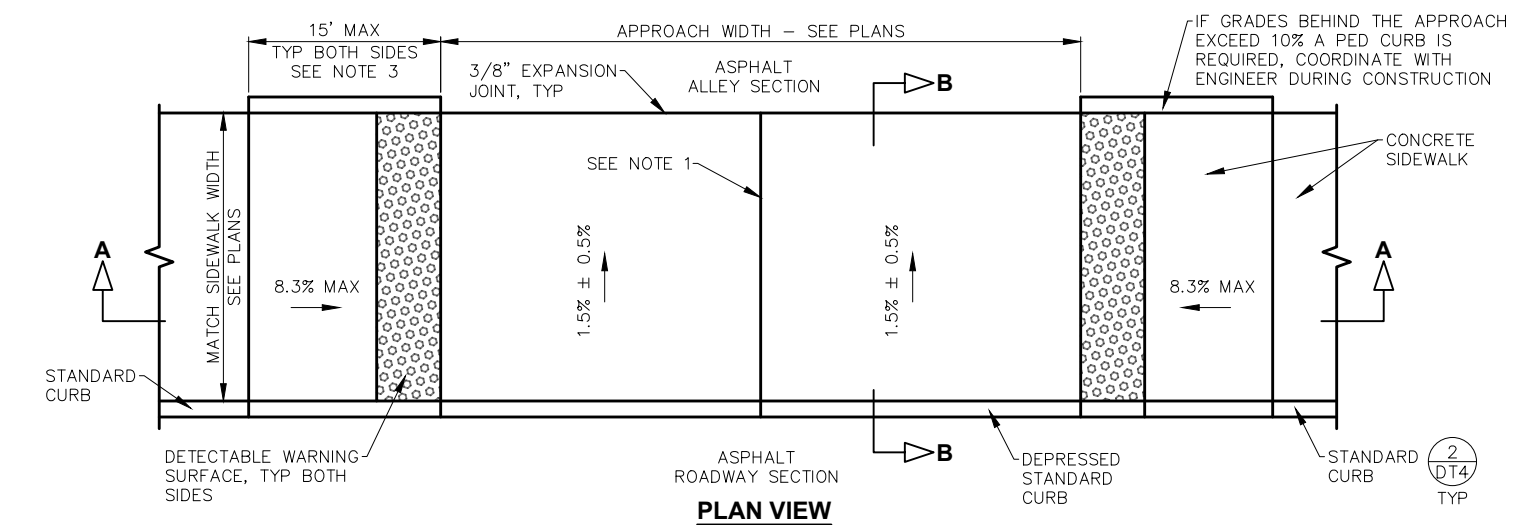
GENERAL NOTES:

- AREA 0 - COMPACTED TO MINIMUM 92% OF MODIFIED PROCTOR
- AREA 1 - COMPACTED TO MINIMUM 95% OF MODIFIED PROCTOR
- AREA 2 - UTILIZE STATIC COMPACTION EFFORTS OVER PIPE

1
DT4
STORM PIPE TRENCH DETAIL
NO SCALE



2
DT4
STANDARD STRAIGHT CONCRETE CURB DETAIL
NO SCALE



3
DT4
FULLY DEPRESSED COMMERCIAL APPROACH AND PEDESTRIAN RAMP DETAIL
NO SCALE

NOTES:

- WHEN THE DRIVEWAY WIDTH EXCEEDS 15 FEET, CONSTRUCT A FULL DEPTH EXPANSION JOINT WITH 3/8" JOINT FILLER ALONG THE DRIVEWAY CENTERLINE. CONSTRUCT EXPANSION JOINTS PARALLEL WITH THE CENTERLINE AS REQUIRED AT 15 FEET MAXIMUM SPACING WHEN DRIVEWAY WIDTHS EXCEED 30 FEET. SEE DETAIL 1, SHEET DT3.
- WHERE "GRADE BREAK" IS CALLED OUT, THE ENTIRE LENGTH OF THE LINE BETWEEN THE TWO ADJACENT SURFACE PLANES SHALL BE FLUSH.
- THE CURB RAMP MAXIMUM RUNNING SLOPE SHALL NOT REQUIRE THE RAMP LENGTH TO EXCEED 15 FEET TO AVOID CHASING THE SLOPE INDEFINITELY WHEN CONNECTING TO STEEP GRADES. WHEN APPLYING THE 15 FOOT MAX. LENGTH, THE RUNNING SLOPE OF THE CURB RAMP SHALL BE AS FLAT AS FEASIBLE.

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LICENSED
23237
Jordan Steele Tillett
STATE OF IDAHO
JORDAN STEELE TILLETT

08/06/2025

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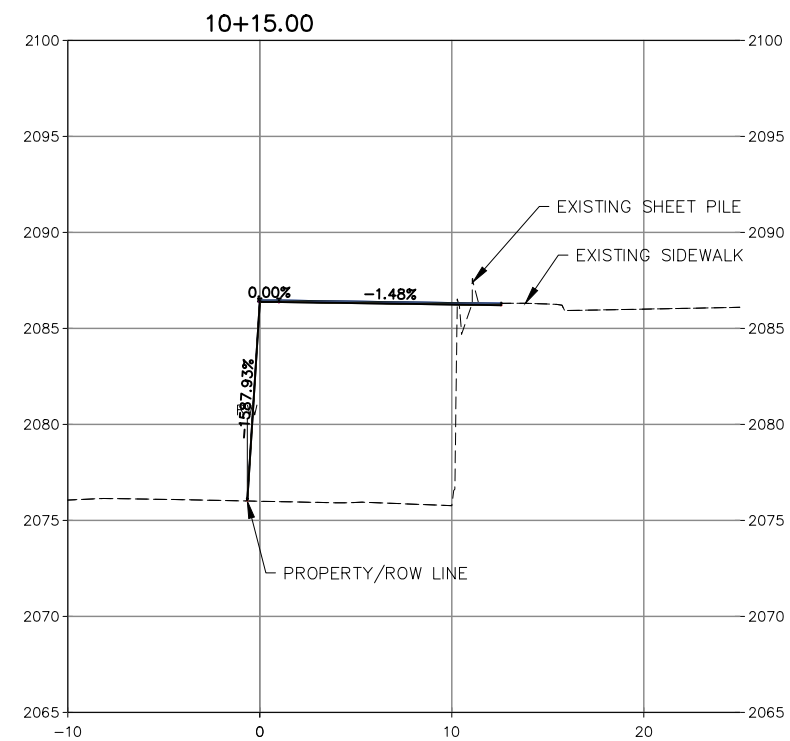
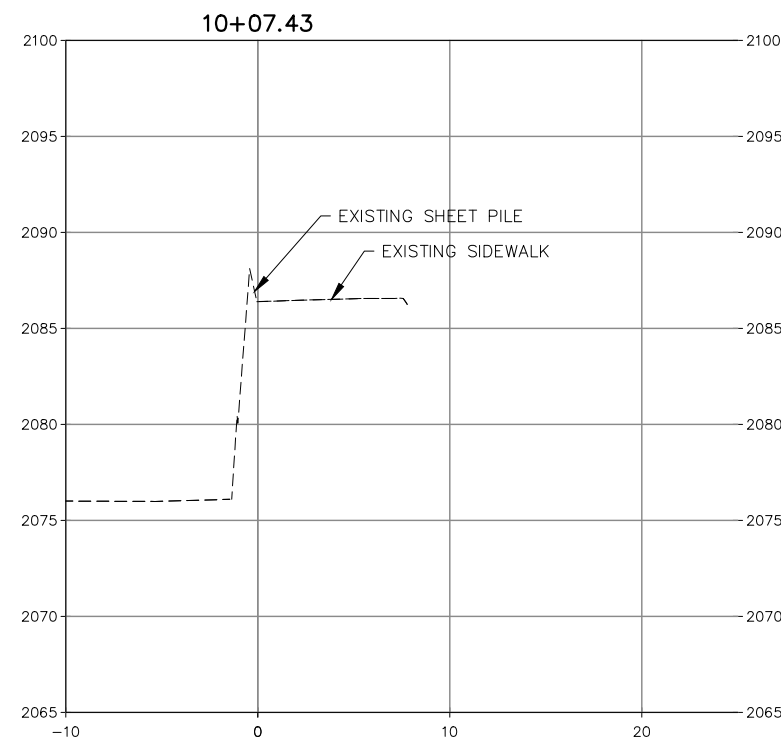
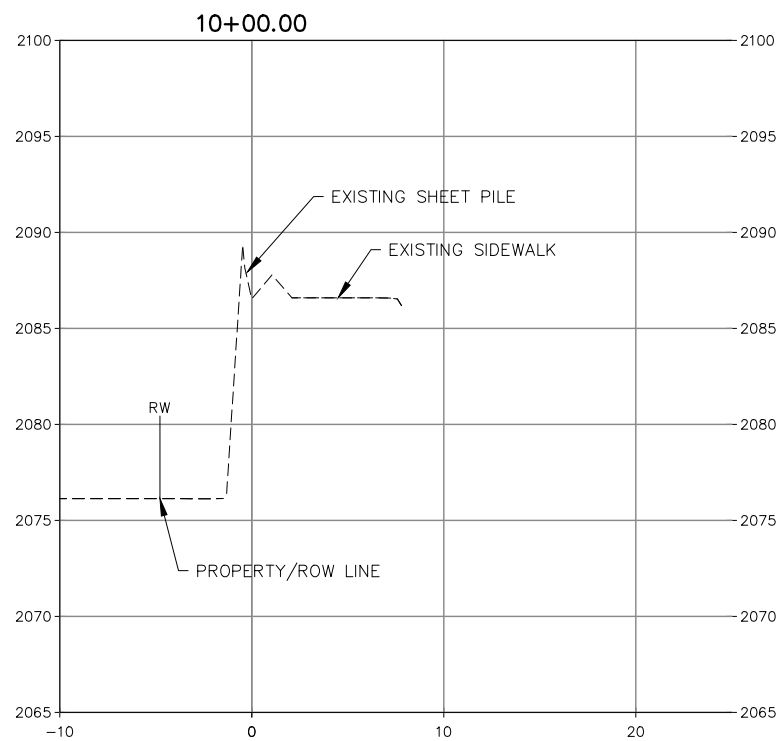
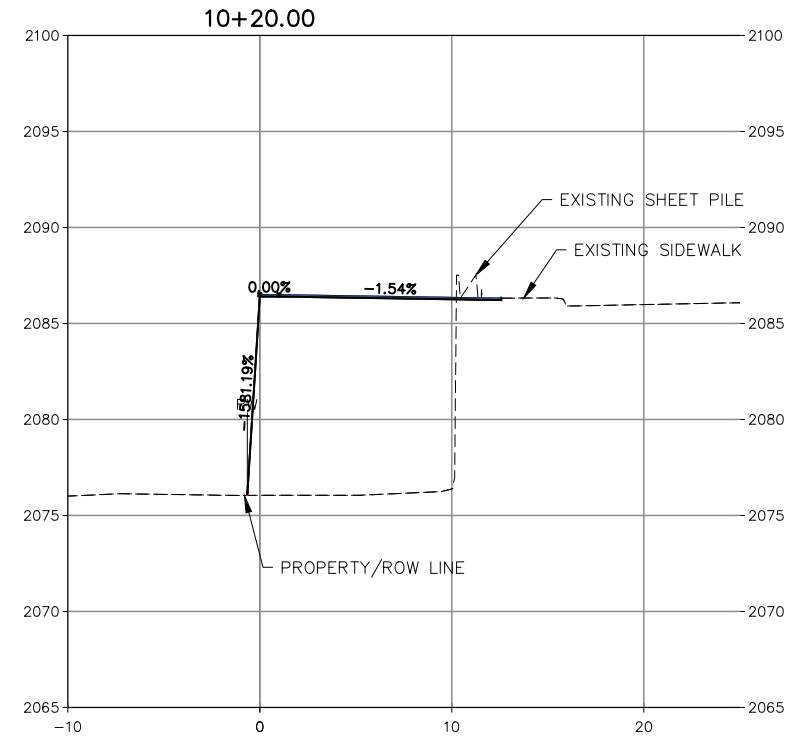
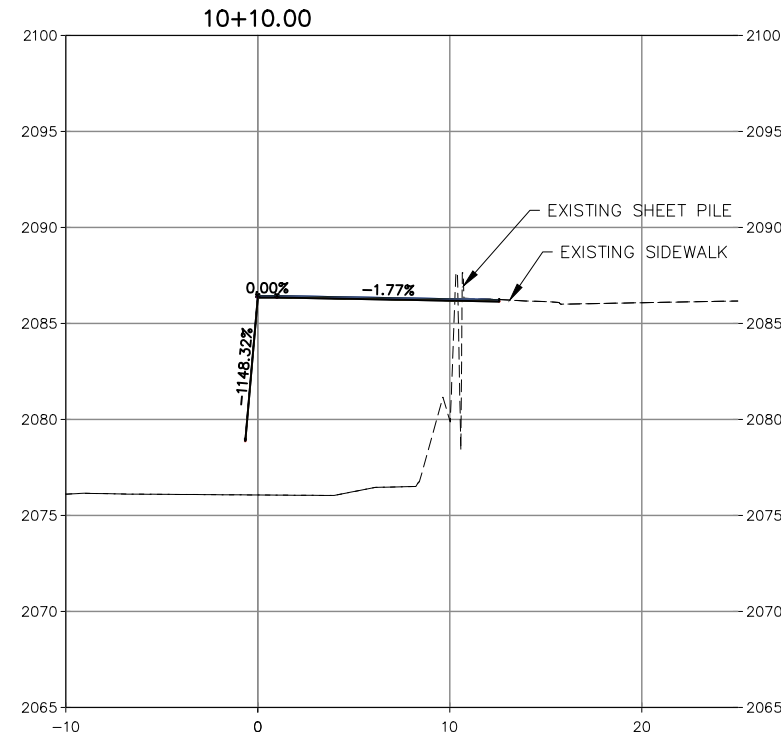
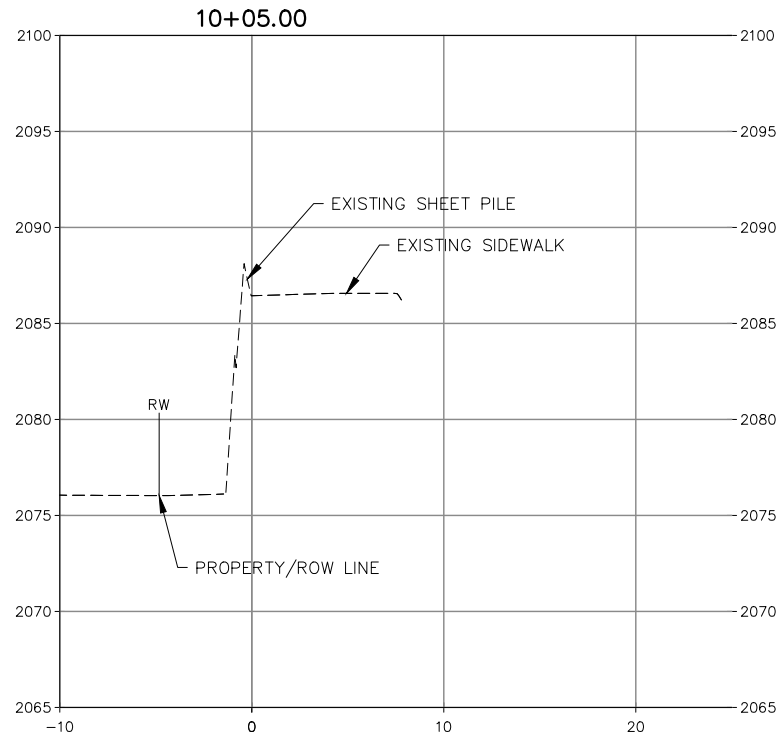
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CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS
CIVIL DETAILS

PROJ NO: 44050.020
DESIGNED BY: MG / JT
DRAWN BY: JT
CHECKED BY:
DWG: 44050.020DT01.DWG
DATE: 08-05-2025
SHEET NO:

GENERAL NOTES

1. PROPOSED SITE IMPROVEMENTS AND RELATED GRADING WILL EXTEND TO THE RIGHT-OF-WAY.
2. THE CROSS-SECTIONS PROVIDED ARE BASED ON THE BEST AVAILABLE INFORMATION, AND ARE INTENDED TO BE USED FOR REFERENCE PURPOSES ONLY. THEY SHOULD NOT BE CONSIDERED AN EXACT REPRESENTATION OF PROJECT CONDITIONS.



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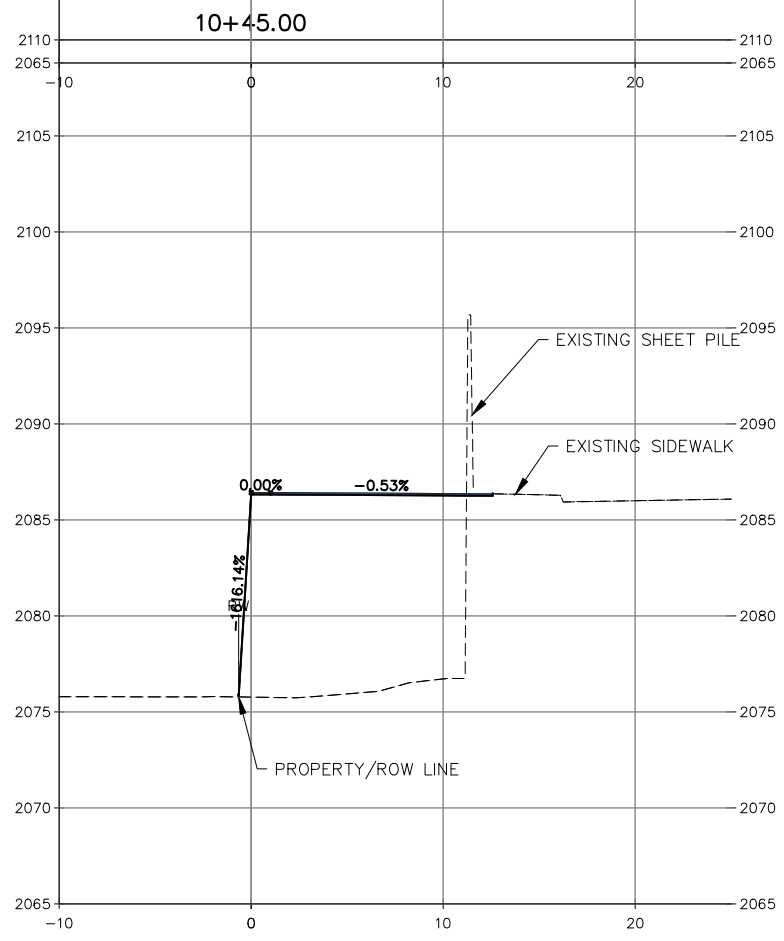
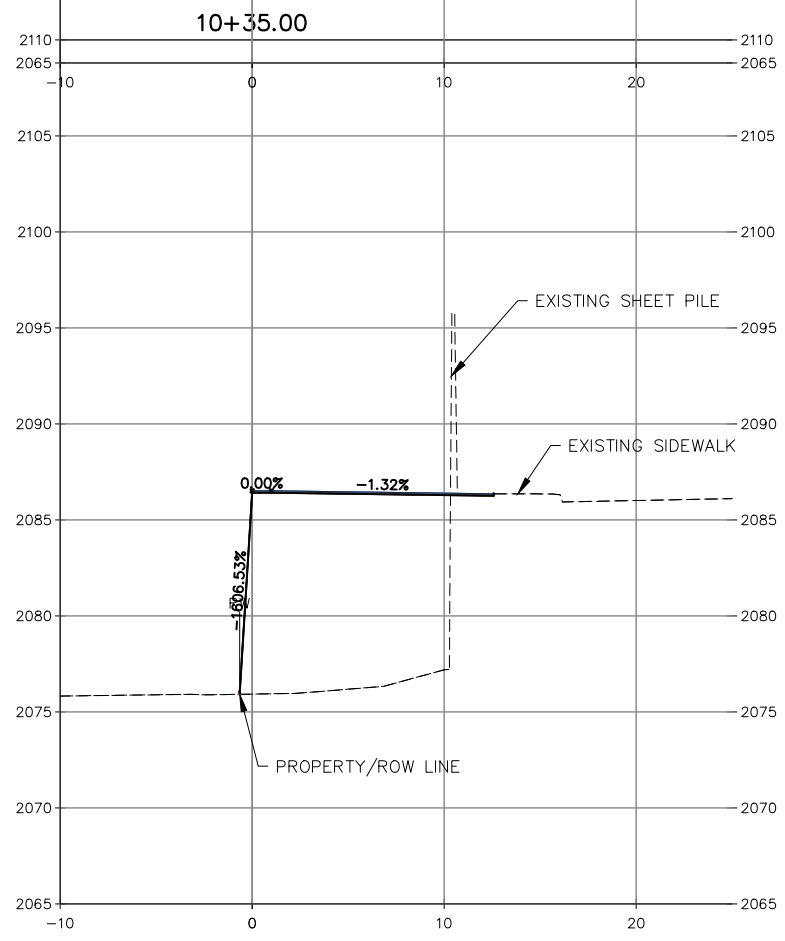
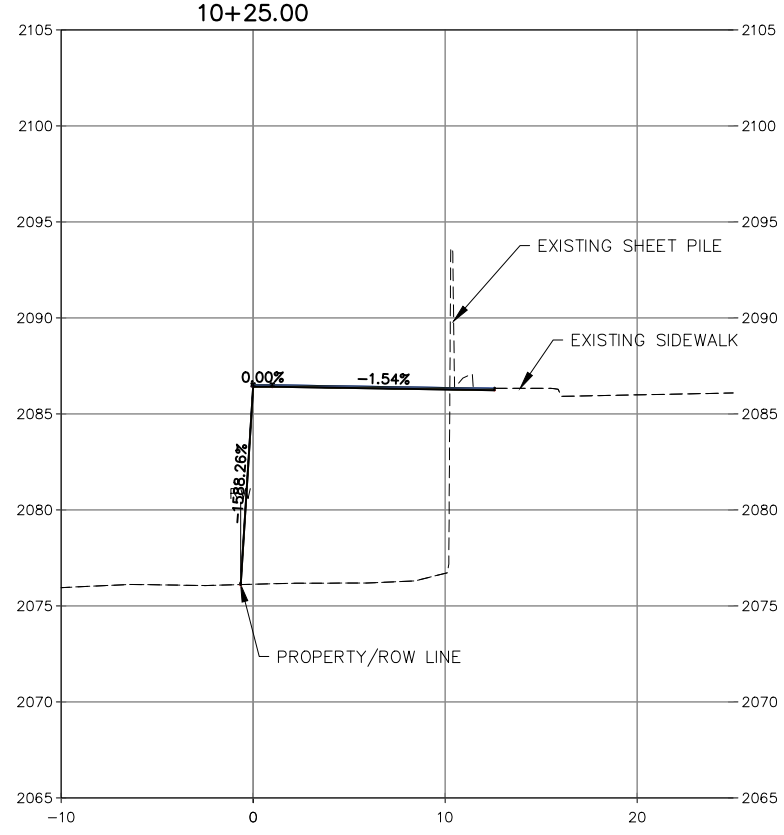
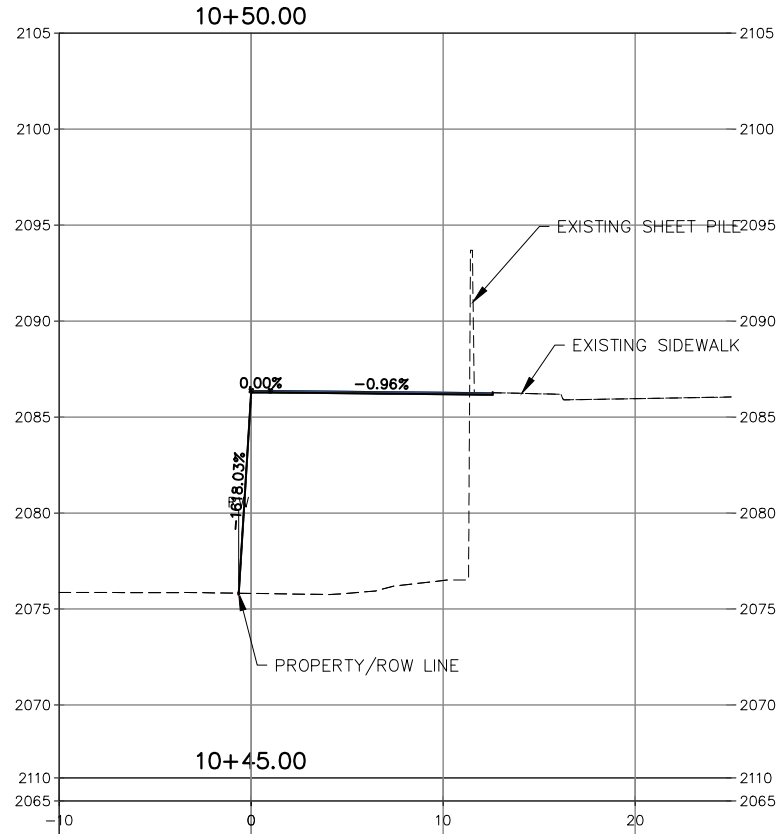
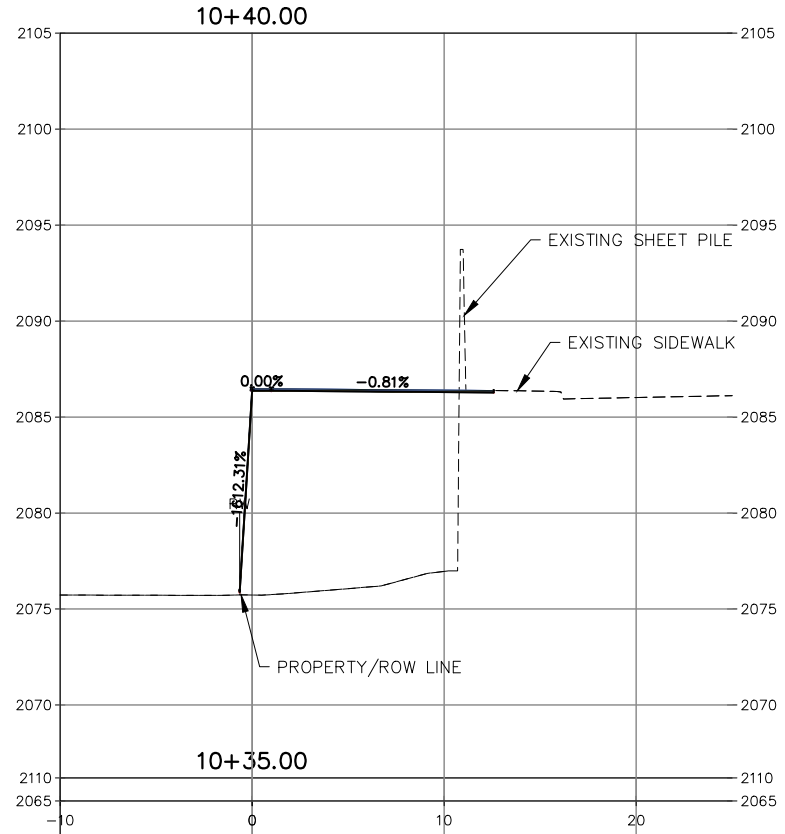
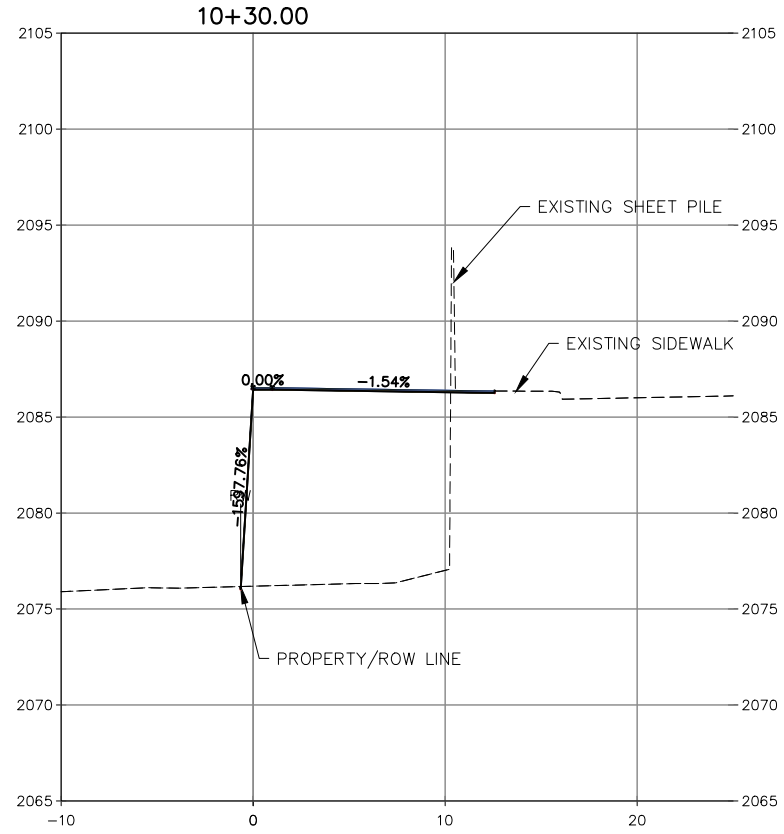
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WALL CROSS SECTIONS

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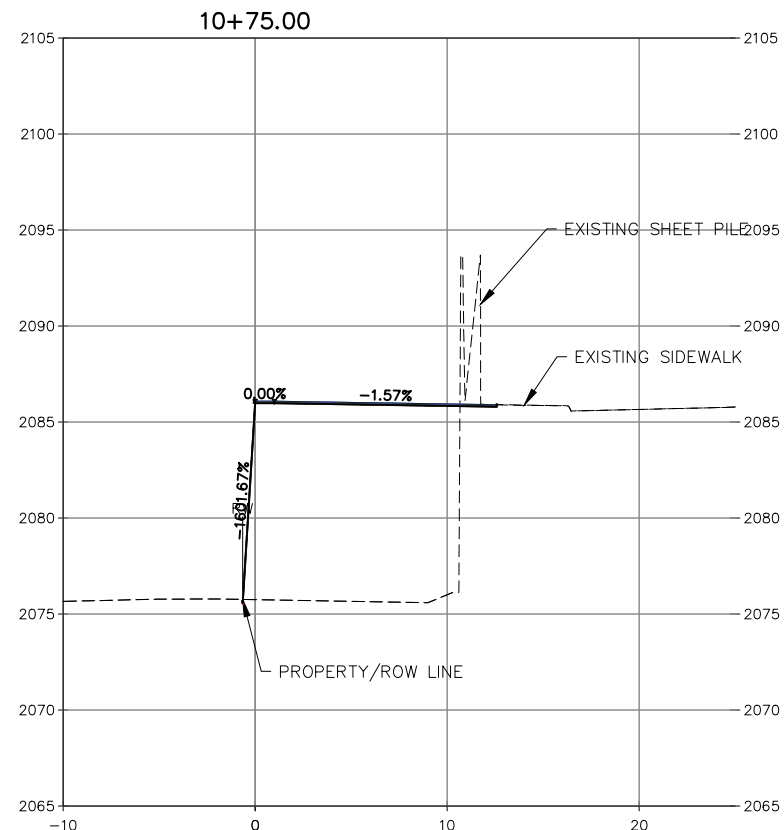
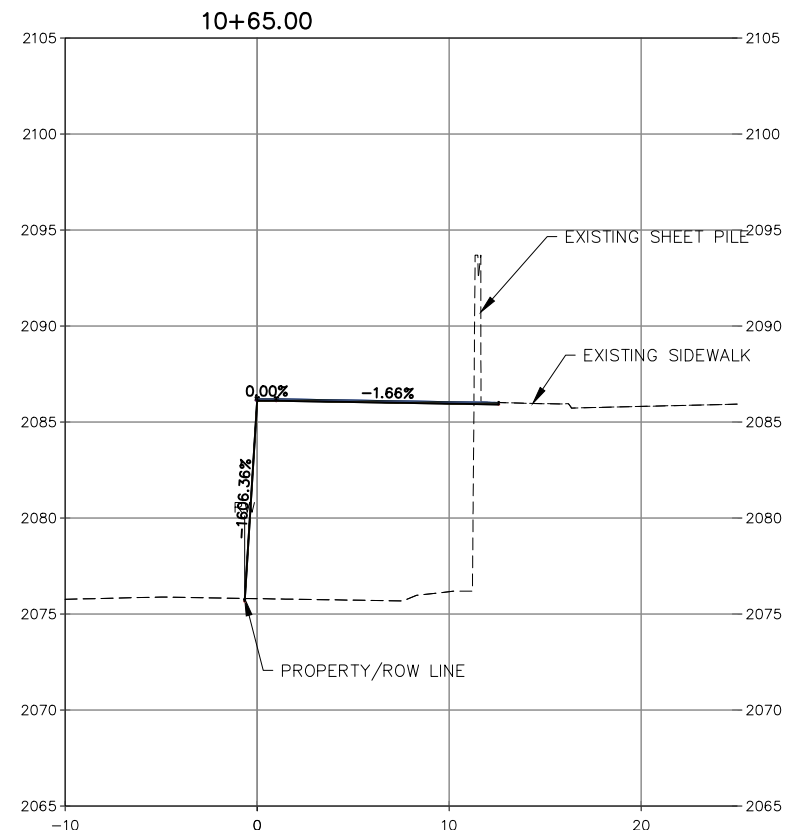
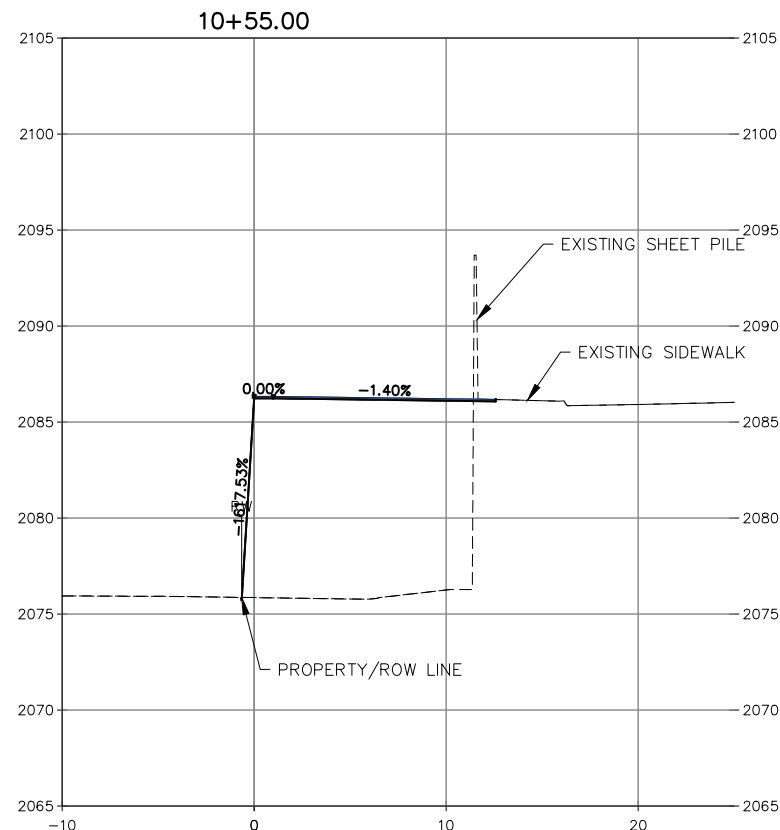
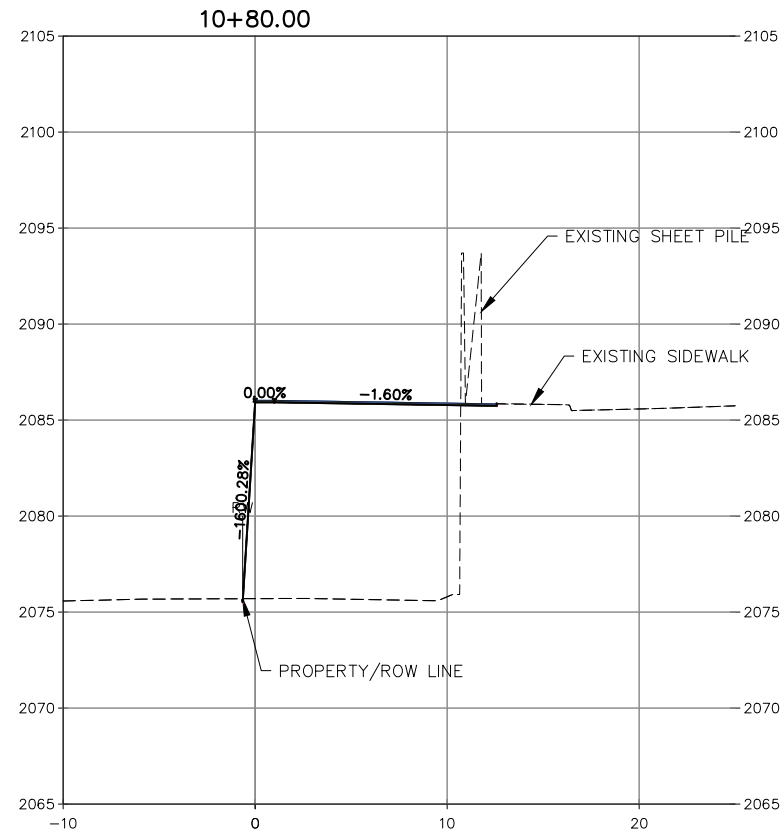
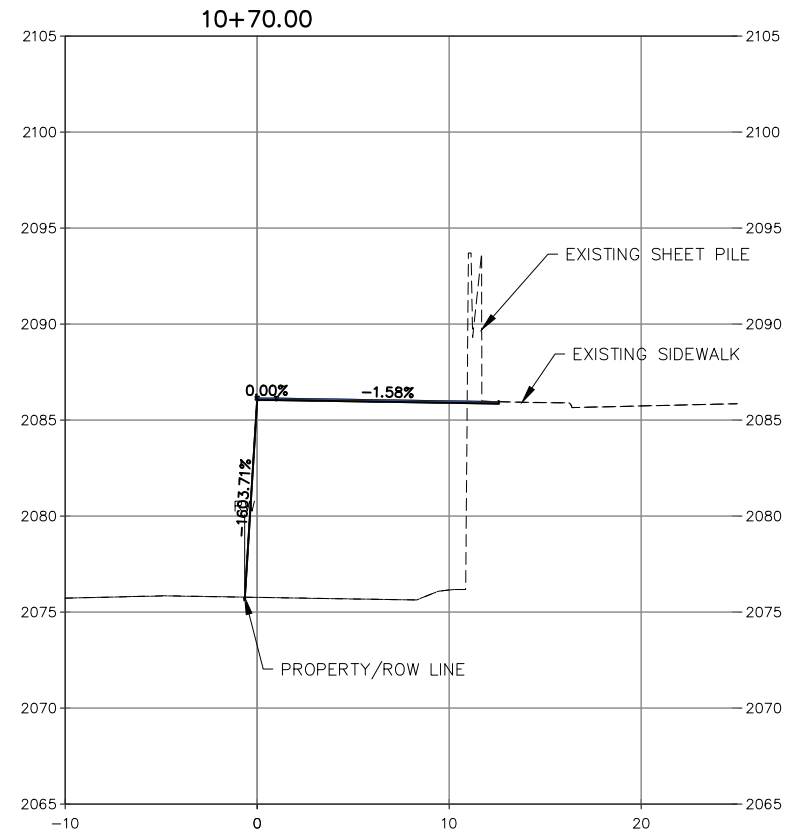
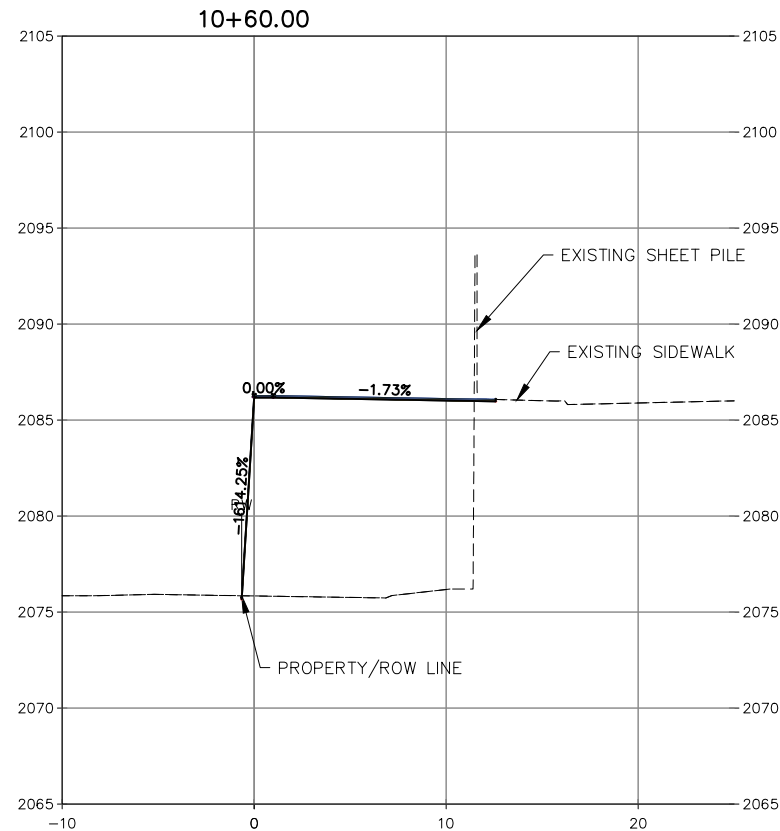
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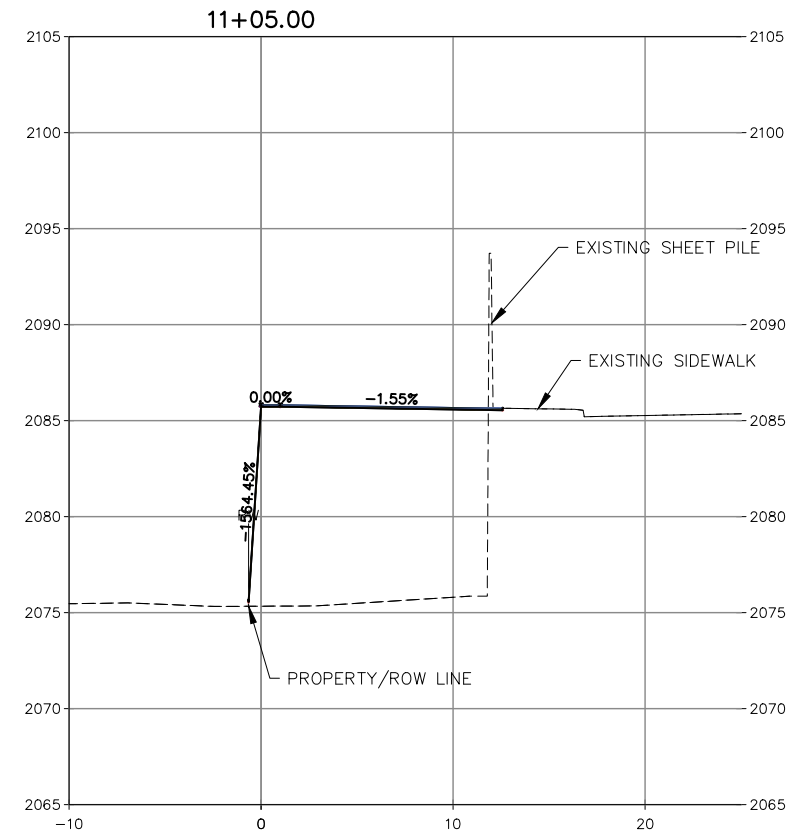
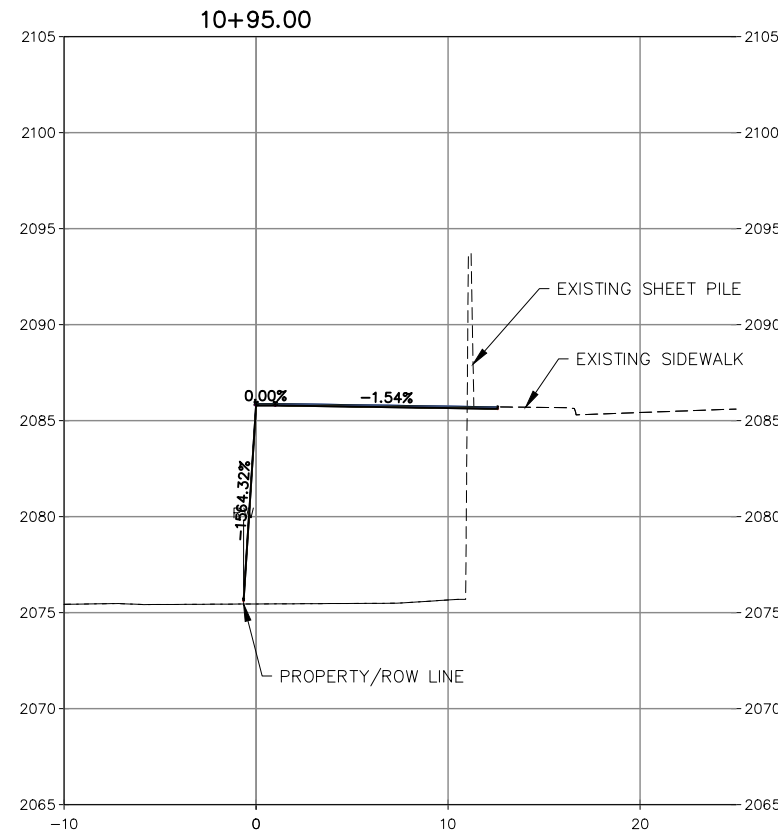
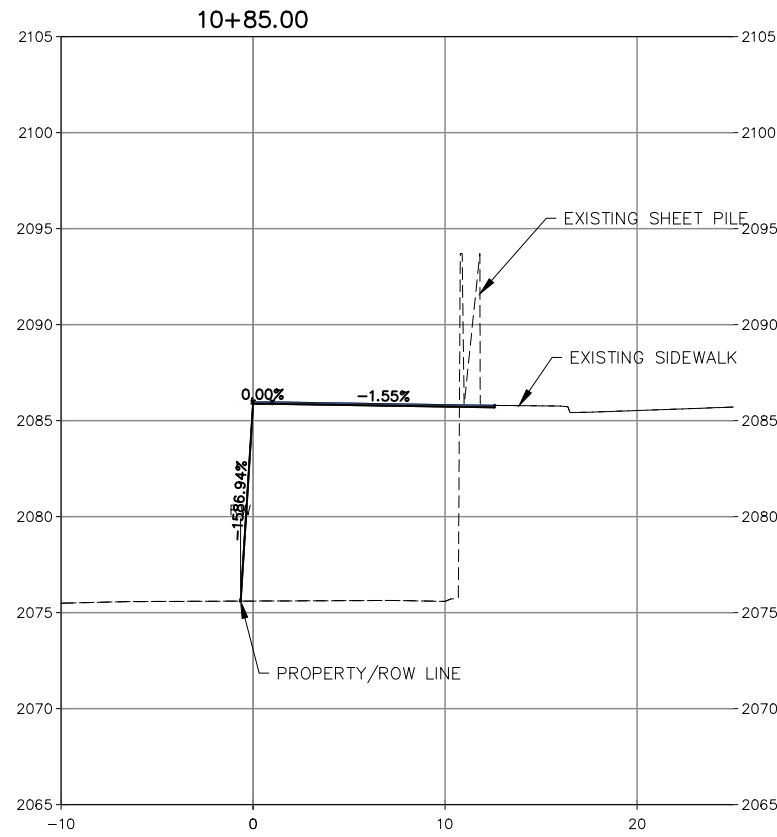
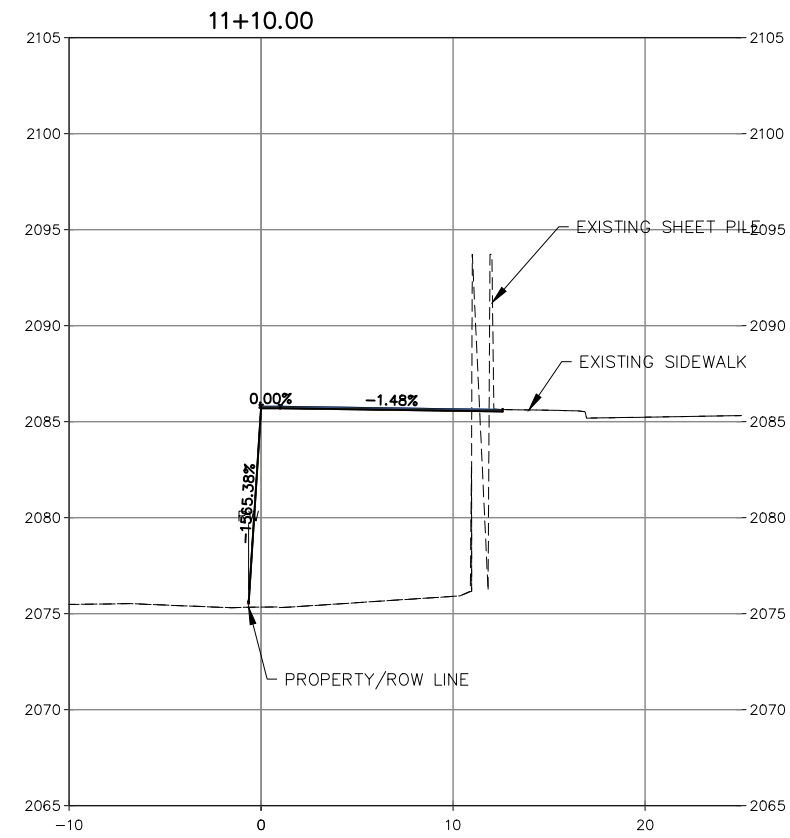
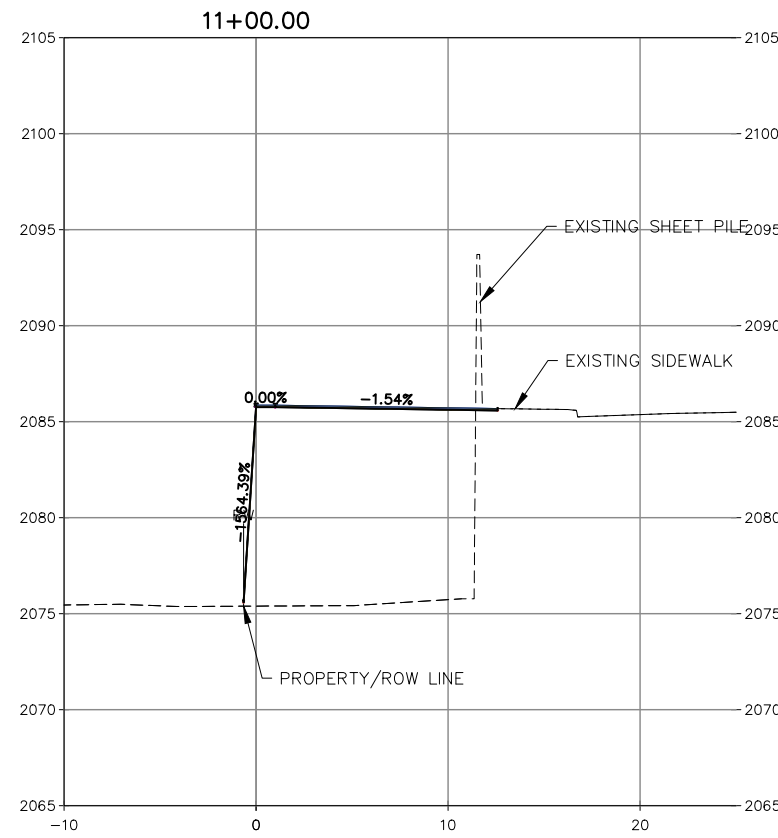
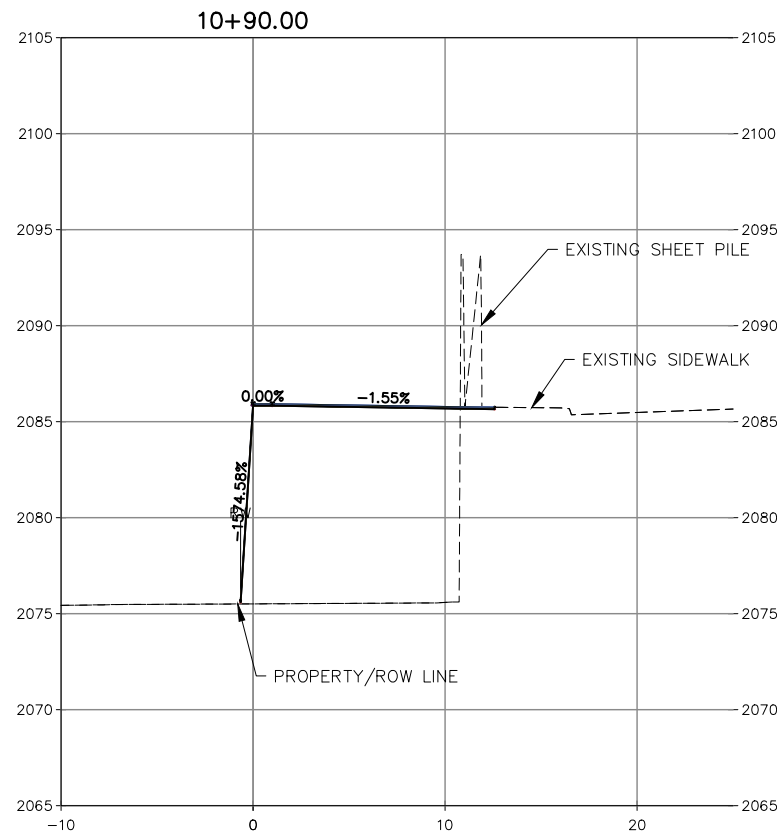
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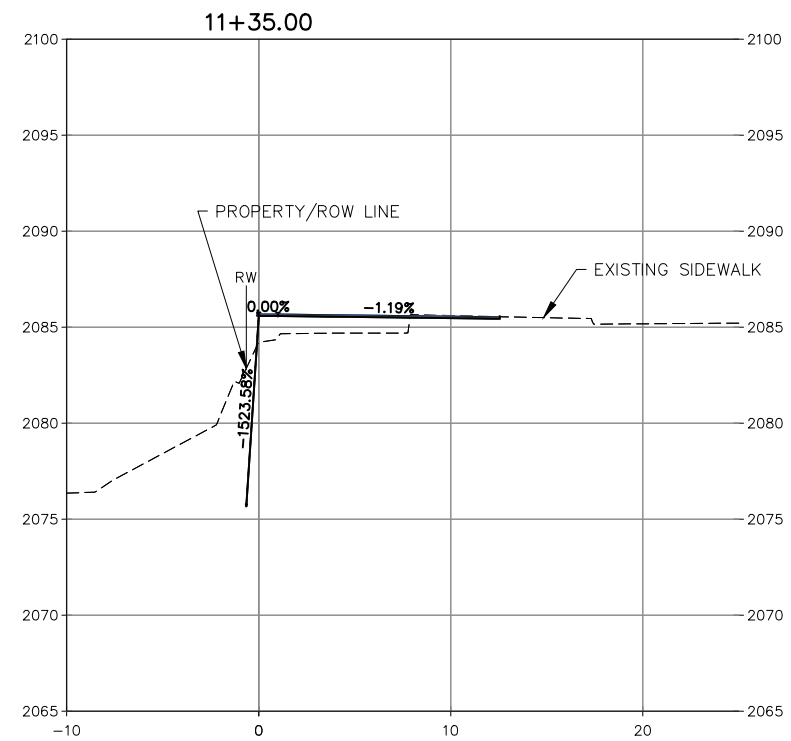
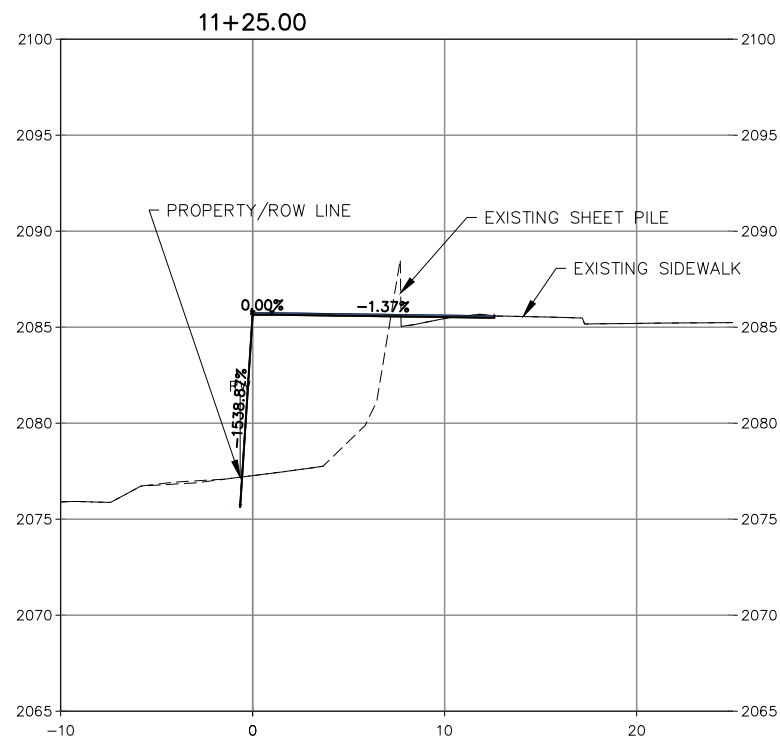
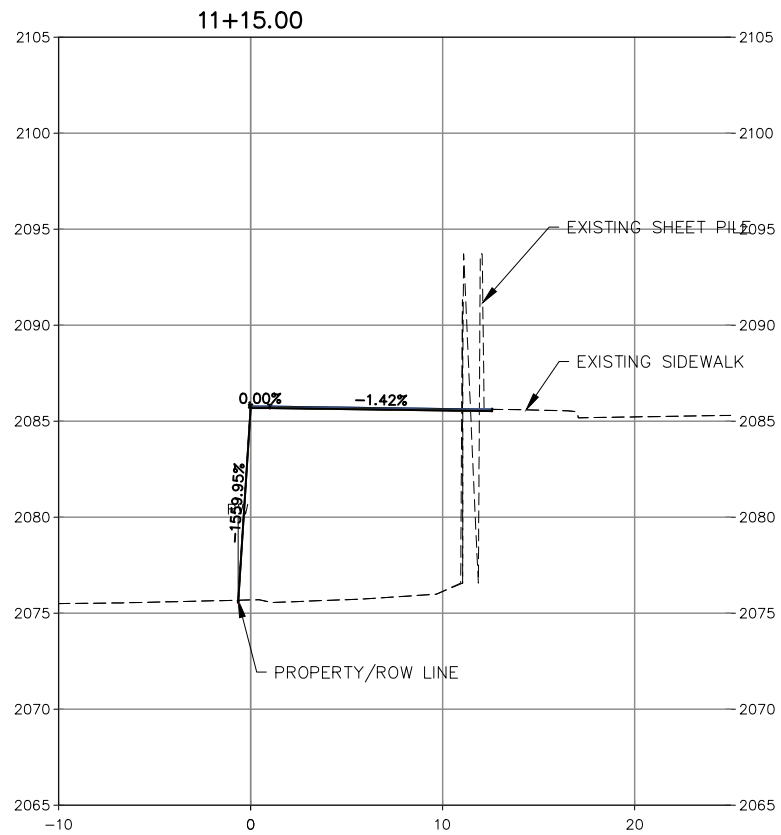
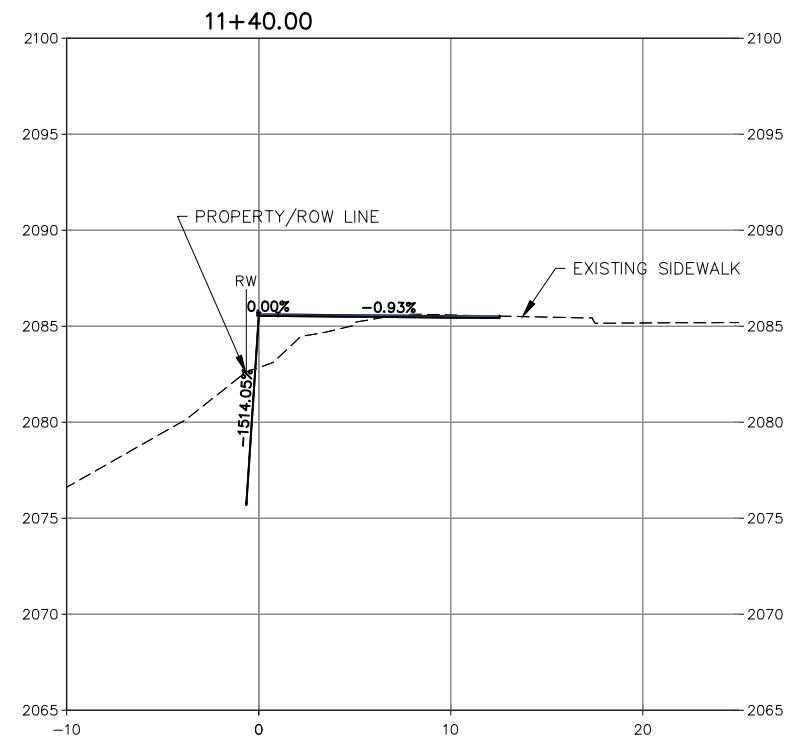
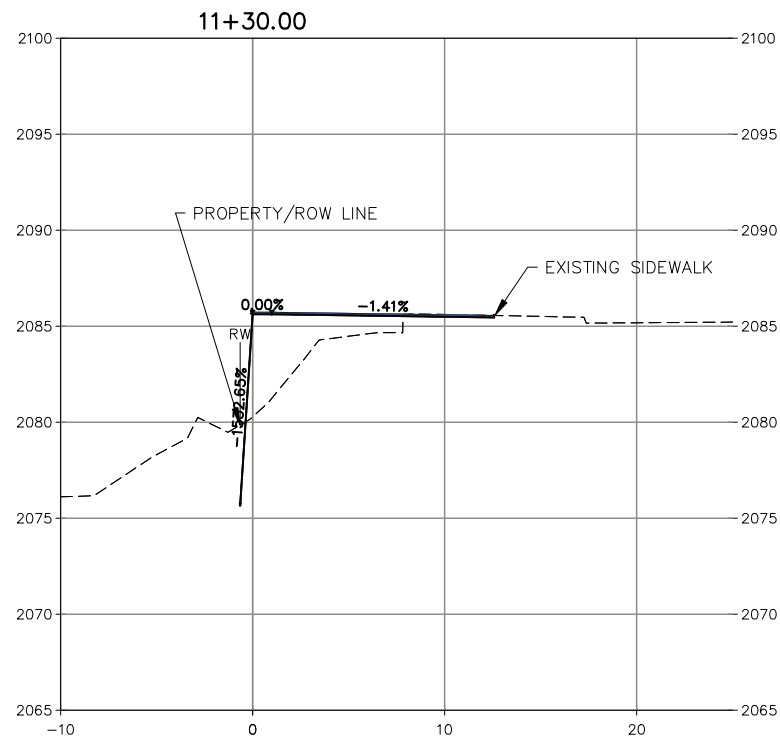
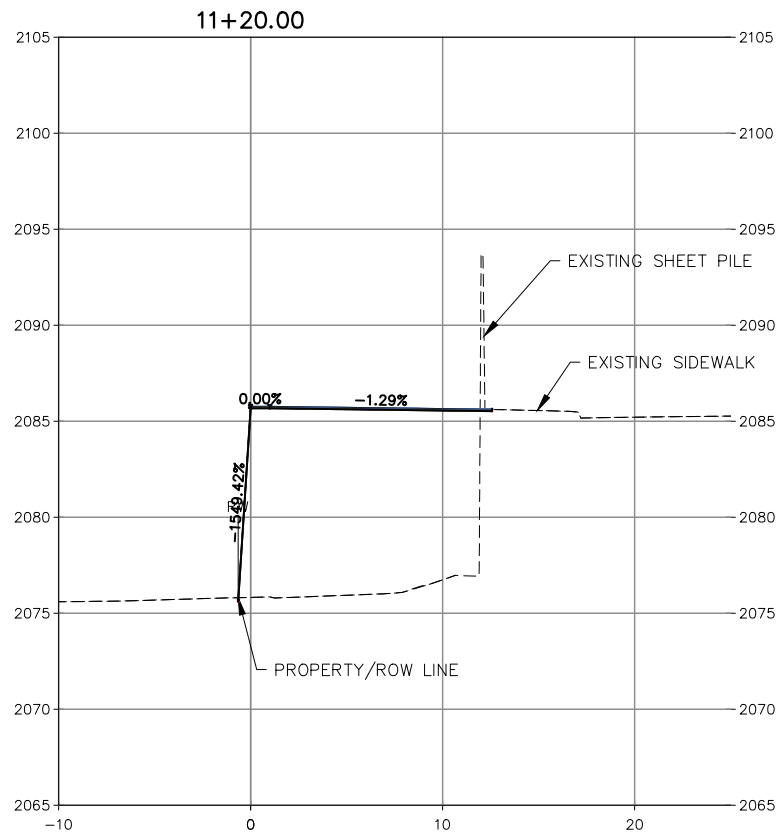
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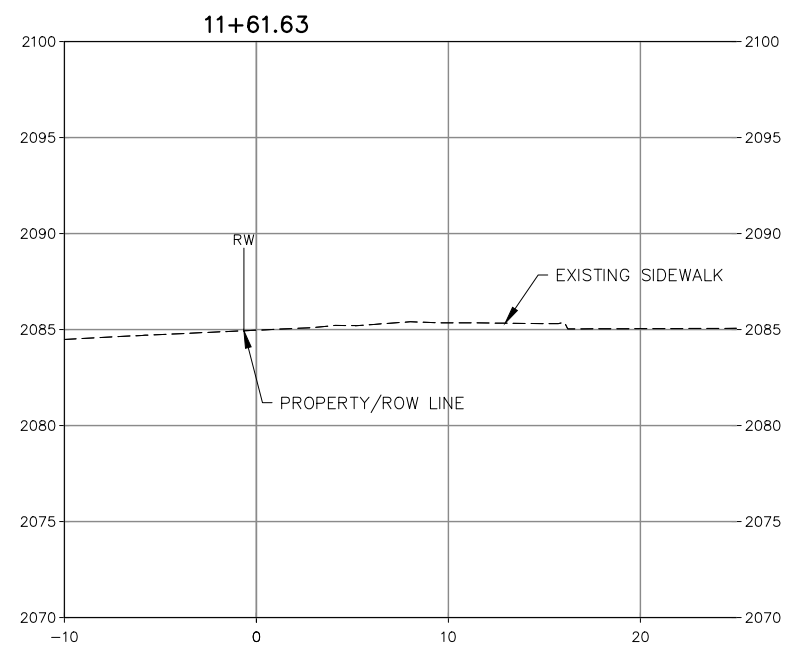
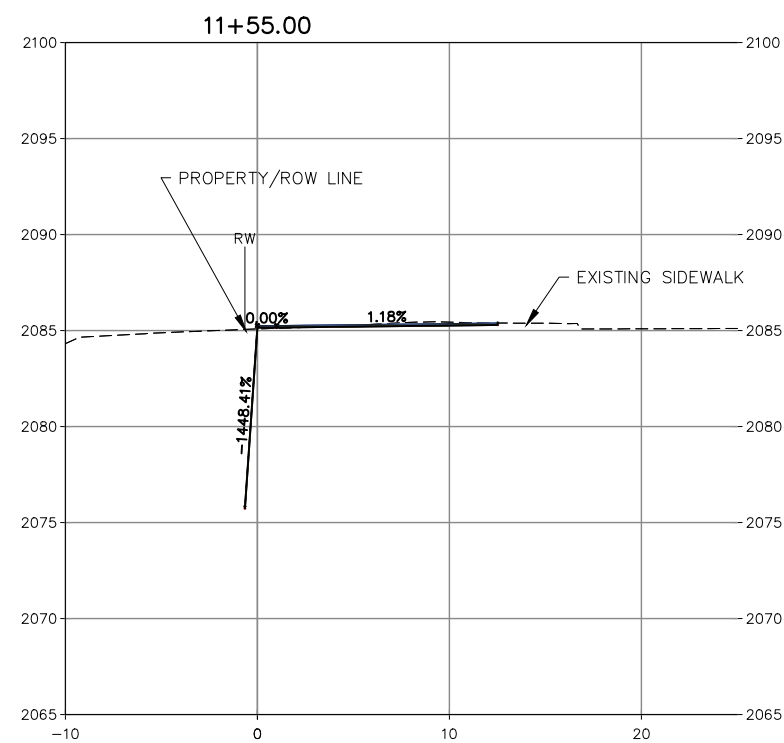
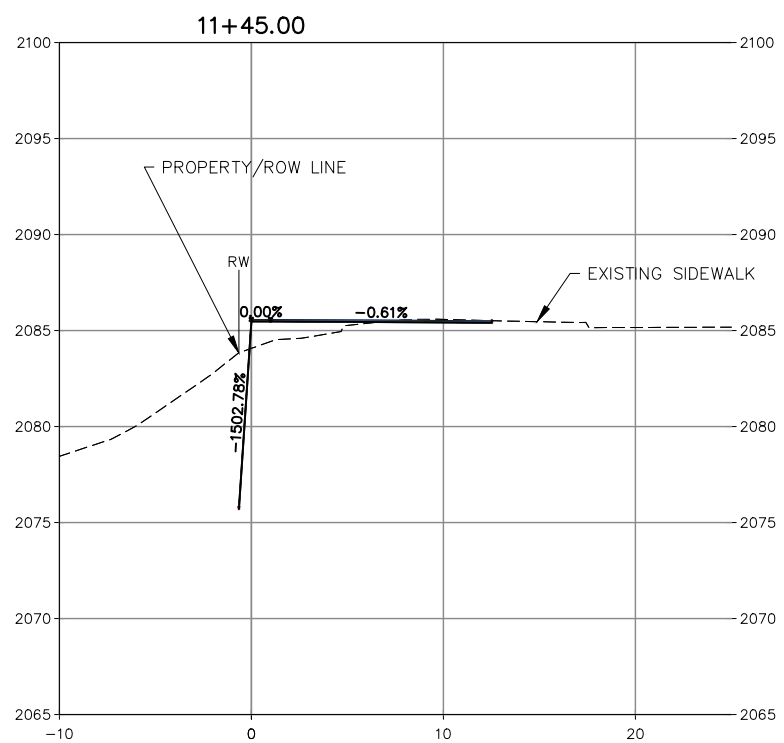
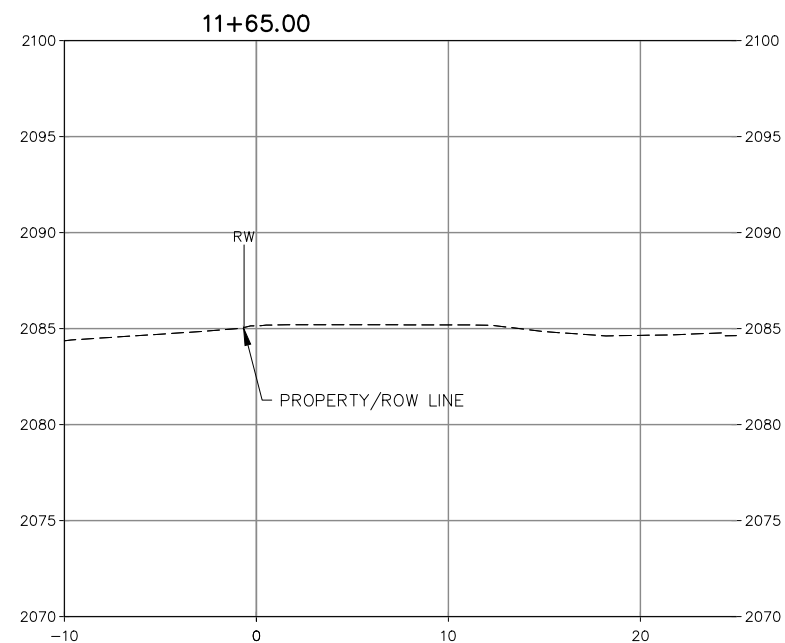
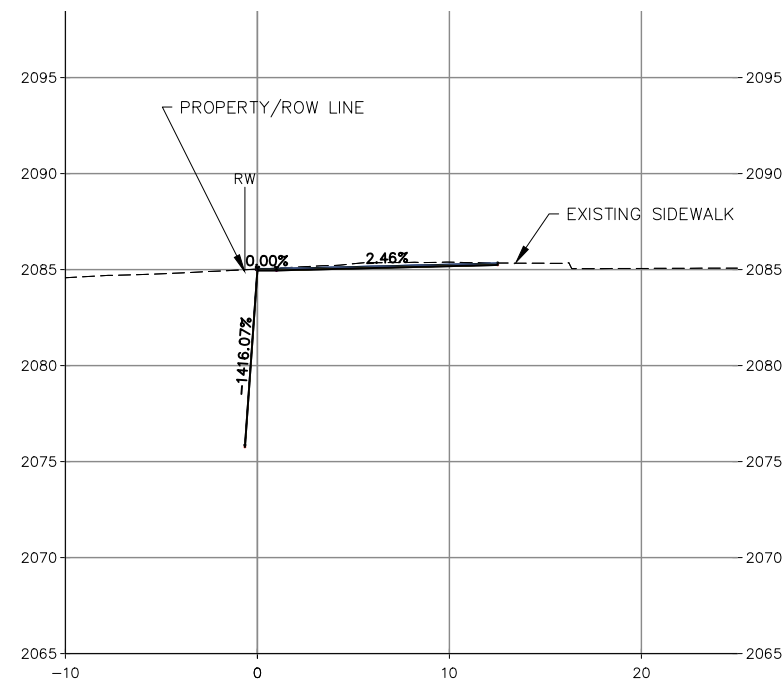
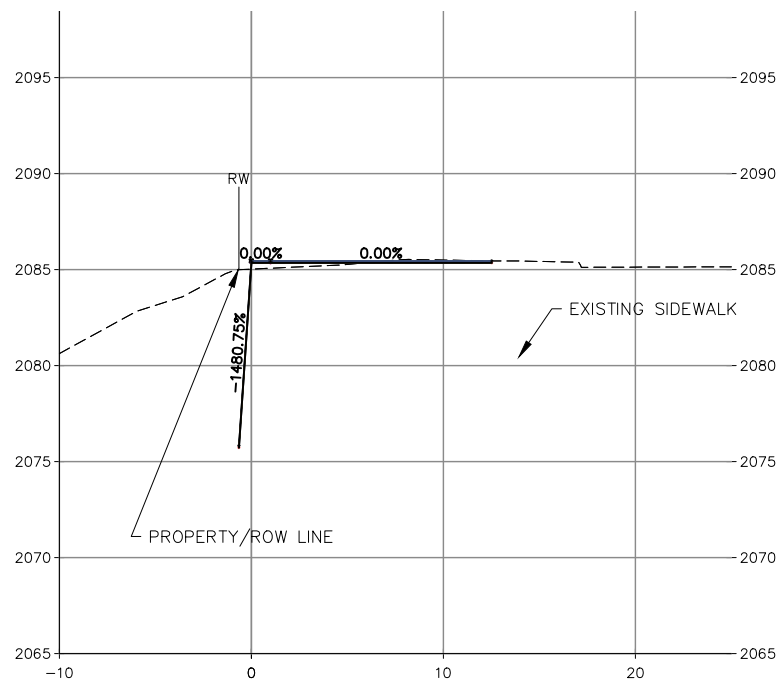


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Item # 9.

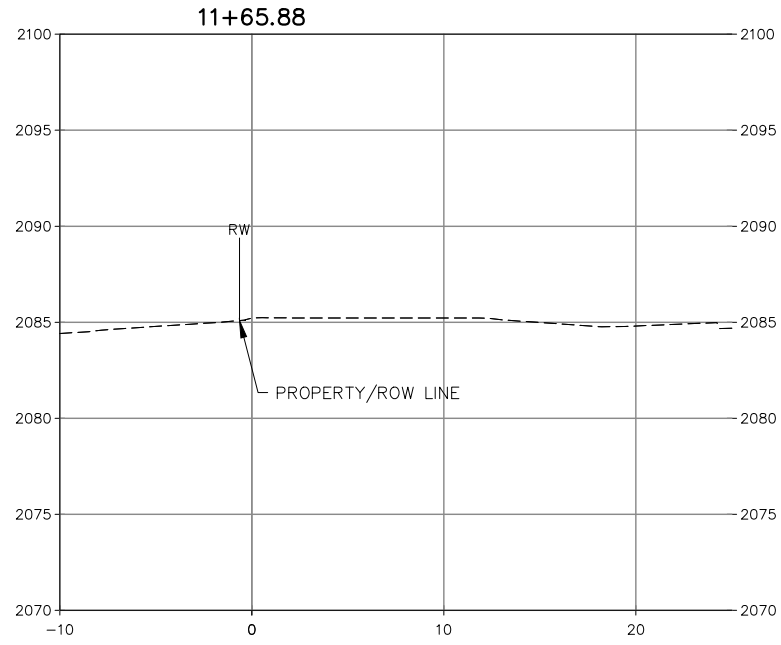
	www.welchcomer.com 330 E. Lakeside Ave, Suite 101 Coeur d'Alene, ID 83814	208-664-9382 (toll free) 877-815-5672 (fax) 208-664-5946	NO. _____ DATE _____ BY _____
	REVISION DESCRIPTION		

CITY OF SANDPOINT
 BRIDGE STREET
 SIDEWALK IMPROVEMENTS
 WALL CROSS SECTIONS

PROJ NO: 44050.020
 DESIGNED BY: MG / JT
 DRAWN BY: JT
 CHECKED BY:
 DWG: 44050.020XS01.DWG
 DATE: 08-05-2025
 SHEET NO:

XS6

N:\Civil3D Projects\44050.020\Production Drawings\44050.020XS01.dwg, 8/6/2025 9:42:42 AM, sandra, 1:2



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Item # 9.

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(toll free) 877-815-5672
(fax) 208-664-5946

NO.	DATE	REVISION DESCRIPTION	BY

CITY OF SANDPOINT
BRIDGE STREET
SIDEWALK IMPROVEMENTS

WALL CROSS SECTIONS

PROJ NO: 44050.020
DESIGNED BY: MG / JT
DRAWN BY: JT
CHECKED BY:
DWG: 44050.020XS01.DWG
DATE: 08-05-2025
SHEET NO:

No: 20-037
Date: August 26, 2020

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: DECLARATION OF VALUE OF PROPERTY

- WHEREAS: The City of Sandpoint owns a parcel of land .31 acres in size ("City Parcel"), described as 22-57N-2W Kelchs Addn All Walkway (Parcel RPS0215000001AA), bounded by the City-owned "Farmin's Landing" parcel to the north (Parcel RPS38710010010A), Sand Creek to the east, Bridge Street to the south, and two parcels of private property to the west, owned by Bridge Street, LLC (north Parcel RPS0038002008DA and south Parcel RPS0038002008CA); and
- WHEREAS: The buildings previously erected on the two privately-owned parcels described above burned in February 2020 and were subsequently demolished; and
- WHEREAS: It is the intention of the current owner of the two parcels, Bridge Street, LLC, that a single, larger multi-use building featuring both commercial and residential use with an estimated value of approximately \$16 million, will be constructed at the site; and
- WHEREAS: Bridge Street, LLC, desires to acquire approximately 3,678 square feet of the City parcel to enable a larger building with improved water access, stairs and a landing, which will provide 1,494 square feet for both public and private benefit; and
- WHEREAS: The City desires to widen the right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge/Church/First; and
- WHEREAS: Bridge Street, LLC, is willing to swap the City approximately 890 square feet along the north side of Bridge Street, which will provide approximately six (6) feet of additional width to the public right-of-way at Bridge Street; and
- WHEREAS: The City desires to implement the conceptual design for the Downtown Waterfront, including the area known as Farmin's Landing, as developed by Bernardo Wills Architects as part of the City's 2021 Parks and Recreation Master Plan. This concept includes the removal of the existing access ramp to Bridge Street and construction of a stairway from Bridge Street to Farmin's Landing, as well as stormwater, landscape, hardscape and other site improvements; and
- WHEREAS: Pursuant to Idaho Code § 50-1401, City Council is empowered to sell, exchange or convey, by good and sufficient deed or other appropriate instrument in writing, any real property owned by the City which is underutilized or which is not used for public purposes; and
- WHEREAS: Pursuant to Idaho Code § 50-1402, whenever City Council proposes to convey, exchange or offer for sale any real property, it shall first declare the value or minimum price, if any, it intends to receive as a result of such conveyance or exchange and may contract for or provide that the property be appraised; and

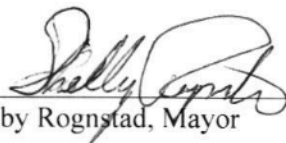
Resolution No. 20-037
August 26, 2020
Page 2 of 2

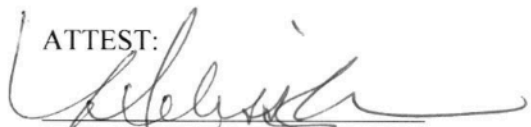
WHEREAS: To that end, a property exchange has been negotiated between the City and Bridge Street, LLC, as follows:

- Bridge Street, LLC, will acquire approximately 3,678 square feet of the City Parcel known as Kelchs Addn All Walkway valued at \$410,000; and
- Bridge Street, LLC, will give the City approximately 890 square feet of additional right-of-way on the north side of Bridge Street valued at \$46,673; and
- Bridge Street LLC, will remove the existing access ramp to Bridge Street and construct a retaining wall valued at \$182,680 where the ramp currently exists in conjunction with the construction of its building foundation wall; and
- The City of Sandpoint will construct stairs connecting Bridge Street to Farmin’s Landing with a connection through the Bridge Street, LLC parcel. The estimated value of this is \$150,000 which will be shared with Bridge Street, LLC contributing \$75,000 towards the project; and
- Bridge Street, LLC, will provide a public easement (east/west for public use and access to the stairs; and
- Bridge Street, LLC, will construct a 12-ft wide sidewalk/pavers as approved by the City adjacent to the property line (258 linear feet), to include new curb, ornament lights and street furniture consistent with City standards. This is valued at \$74,055.
- Bridge Street, LLC, will pay the City of Sandpoint \$181,592 to be used towards construction of the Downtown Waterfront at Farmin’s Landing concept, including the construction of a dock retaining wall and other stormwater and landscape improvements on the City Parcel between the Bridge Street, LLC, parcel and the dock.

NOW, THEREFORE, BE IT RESOLVED THAT: As outlined above, City Council hereby declares the property values and minimum price the City intends to receive as a result of this exchange of real property.

BE IT FURTHER RESOLVED THAT: As required by Idaho Code § 50-1402, a public hearing regarding this proposed property swap will be scheduled, with notice published at least 14 days prior to the date of the hearing.


Shelby Rognstad, Mayor

ATTEST:

Melissa Ward, City Clerk

Moved by:	Aispuro
Seconded by:	Darling
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	



FINAL / APPROVED	CITY COUNCIL	MINUTES
------------------	--------------	---------

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m. Mayor Shelby Rognstad presiding in Council chambers at Sandpoint City Hall, 1123 West Lake Street, Sandpoint, Idaho.

2. ROLL CALL

Present: Councilors Shannon Williamson*, Deb Ruehle*, Joel Aispuro, Kate McAlister, Andy Groat

Absent: Councilman Darling

**participated remotely*

3. PLEDGE OF ALLEGIANCE

4. ANNOUNCEMENTS

Mayor Rognstad proclaimed September 17-23, 2020, as Constitution Week in Sandpoint.

5. PUBLIC FORUM

No one spoke during public forum.

6. CONSENT CALENDAR

Item Number:	6A APPROVAL OF MEETING MINUTES
Date:	September 2, 2020, Regular Meeting

Item Number:	6B APPROVAL FOR PAYMENT OF BILLS
Bills Total:	\$1,057,599.25 total (\$423,831.28 for regular payables and \$633,767.97 for payroll)

Item Number:	6C RESOLUTION 20-040
Topic:	City of Sandpoint Procurement Policy Update

Motion to approve the Consent Calendar.

Result:	Passed
Moved by:	Aispuro
Seconded by:	Williamson
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

7. OLD BUSINESS

Item Number:	7A PUBLIC HEARING AND DECISION
Topic:	Real Property Swap at First Avenue and Bridge Street

Mayor Rognstad reported that, on August 26, 2020, upon approval of Resolution 20-037, Declaration of Value of Property, City Council declared their intent to exchange City-owned real property at First Avenue and Bridge Street for additional right of way on Bridge Street, as well as other consideration, and scheduled a public hearing to take public testimony on this matter. The Notice of Public Hearing was published in the Bonner County Daily Bee on September 1, 2020.

City Administrator Jennifer Stapleton provided a presentation. She and other members of City staff fielded questions from the Council, and Cliff Davis of Bridge Street, LLC, also provided information.

Mayor Rognstad reported that written comments received regarding this matter were forwarded to City Council, and he announced the order and procedure of the public hearing.

Mayor Rognstad opened the public hearing.

The following testified in favor: City resident Jessica Janssen and Ben Higgs, who is not a resident of the City.

The following members of the public testified that they were neutral to the proposal: City resident Jason Welker, as well as Rebecca Holland, who is not a resident of the City.

No one testified in opposition to the proposal.

With all who wished to speak having testified, Mayor Rognstad closed the public hearing, and Council deliberated, with City staff fielding a question from Mayor Rognstad regarding possible solutions to potential multimodal issues that had been raised.

Motion, after duly considering the public testimony, along with the information that has been provided by City staff, and with all of the necessary steps having been taken under Chapter 14 of Title 50, Idaho Code, that it is in the City's best interest that the parcel of land .31 acre in size owned by the City, described as 22-57N-2W Kelch's Additional All Walkway (Parcel RPS0215000001AA), be offered for exchange and that the City Council do all things necessary to exchange this property for real property and other consideration of equal value, pursuant to the terms that have been negotiated and which shall be a matter of public record.

Result:	Passed
Moved by:	Aispuro
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

Item Number:	7B RESOLUTION 20-041
Topic:	Parks and Recreation Master Plan Adoption

Mayor Rognstad reported that, following the presentation during Council's regular meeting on September 2, 2020, the final Parks and Recreation Master Plan is now presented to City Council for adoption.

Several members of the public spoke regarding the proposed Plan.

Motion to approve the Resolution for adoption of the Parks and Recreation Master Plan.

Result:	Passed
Moved by:	Groat
Seconded by:	McAlister
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

Item Number:	7C RESOLUTION 20-042
Topic:	Extension of Agreement Between the City of Sandpoint and Local 2319, IAFF

Item Number:	7D RESOLUTION 20-043
Topic:	Extension of Interim Fire Chief Appointment

Mayor Rognstad reported a request from the Firefighters Union to extend the current Collective Bargaining Agreement through December 31, 2020, as well as a proposal to extend the appointment of Dale Hopkins as Interim Fire Chief, also through December 31. City Administrator Jennifer Stapleton provided a presentation regarding both of these matters and fielded questions from Council members.

Motion to approve the Resolution for Extension of Agreement Between the City of Sandpoint and Local 2319, IAFF.

Result:	Passed
Moved by:	McAlister
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

Motion to approve the Resolution for Extension of Interim Fire Chief Appointment.

Result:	Passed
Moved by:	Aispuro
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

Item Number:	7E AUTHORIZE PROJECT AND BID ADVERTISEMENT
Topic:	War Memorial Field – Phase II, Preliminary Design and Authorization to Bid

Mayor Rognstad reported that City staff was seeking approval of the preliminary design for Phase 2 of War Memorial Field improvements and authorization to finalize the construction documents and advertise the project for bids. A construction contract will be proposed for award by Council the following month.

City Engineer Dan Tadic provided a presentation and fielded questions from Council members.

Motion to approve the preliminary design for Phase 2 of War Memorial Field Improvements and authorize staff to finalize the construction documents and advertise the project for bids.

Result:	Passed
Moved by:	Williamson
Seconded by:	Aispuro
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

8. NEW BUSINESS

Item Number:	8A RESOLUTION 20-044
Topic:	Award of Agreement No. A20-3257-4, Cured-in-Place Pipe (CIPP) Project 2020, to Planned and Engineered Construction, Inc.

Mayor Rognstad reported that this project will rehabilitate approximately 5,000 linear feet of sanitary sewer pipe utilizing CIPP. Bids were opened on September 3, 2020. This is a budgeted project, with staff recommendation to accept Bid Schedule B – Bid Alternative for \$238,850.

Motion to approve the Resolution awarding Agreement No. A20-3257-4, Cured-in-Place Pipe (CIPP) Project 2020, to Planned and Engineered Construction, Inc.

Result:	Passed
Moved by:	McAlister
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling

Item Number:	8B RESOLUTION 20-045
Topic:	Award of Agreement No. A20-1920-3, Information Technology Contract Support Services, to Exbabylon, LLC

Mayor Rognstad reported that, pursuant to the requirements of Idaho Code § 67-2806 and the City of Sandpoint Procurement Policy, the City advertised and requested proposals for Information Technology Support Services, with a closing date of August 27, 2020. This is a budgeted expenditure, encompassing a three-year agreement with an option to renew for two one-year periods and a not-to exceed price of \$439,900 for the initial three-year term.

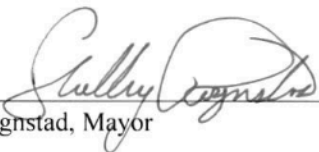
Motion to approve the Resolution to award Agreement No. A20-1920-3, Information Technology Contract Support Services, to Exbabylon, LLC.

Result:	Passed
Moved by:	Groat
Seconded by:	McAlister
Voted Yes:	Williamson, Ruehle, Aispuro, McAlister, Groat
Voted No:	
Abstained:	
Absent:	Darling


5. ADJOURN

Mayor Rognstad adjourned the meeting at 7:32 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 on October 7, 2020.



Shelby Rognstad, Mayor

Attest: 

Melissa Ward, City Clerk

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 08 / 21 / 20

Date of meeting 08 / 26 / 20

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request: Jennifer Stapleton, Sandpoint City Administrator

Address: 1123 Lake Street

Phone number and email address: 208.265.1483; jstapleton@sandpointidaho.gov

Authorized by: [Signature of Jennifer P. Stapleton] name of City official City official's signature (Department Heads, City Council members, and the Mayor are City officials.)

Subject: Consider Real Property Exchange and Declaration and Schedule a Public Hearing

Summary of what is being requested: Request for Council to schedule a public hearing to consider a property swap of a portion (3,678 sqft) of City-owned Parcel RPS0215000001AA for additional property (890 sqft) along Bridge Street and other improvements & payments to improve the downtown waterfront

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? [X] Yes [] No. If yes, in what way? The City will receive both public improvements as well as payment valued at 410,000 towards the Parks Downtown Waterfront Concept, including stormwater improvements

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: Downtown Business Owners, Sandpoint community and visitors. Have they been contacted? [] Yes [] No

3. Is there a need for a general public information or public involvement plan? [X] Yes [] No. If yes, please specify and suggest a method to accomplish the plan: The Parks Downtown Waterfront Concept has been presented to the community and City Council for feedback during multiple workshops, online forums and Council presentations.

4. Is an enforcement plan needed? [] Yes [X] No. Additional funds needed? [] Yes [X] No

5. Have all the affected departments been informed about this agenda item? [] Yes [] No

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

No: 20-
Date: August 26, 2020

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: DECLARATION OF VALUE OF PROPERTY

- WHEREAS: The City of Sandpoint owns a parcel of land .31 acres in size (“City Parcel”), described as 22-57N-2W Kelchs Addn All Walkway (Parcel RPS0215000001AA), bounded by the City-owned “Farmin’s Landing” parcel to the north (Parcel RPS38710010010A), Sand Creek to the east, Bridge Street to the south, and two parcels of private property to the west, owned by Bridge Street, LLC (north Parcel RPS0038002008DA and south Parcel RPS0038002008CA); and
- WHEREAS: The buildings previously erected on the two privately-owned parcels described above burned in February 2020 and were subsequently demolished; and
- WHEREAS: It is the intention of the current owner of the two parcels, Bridge Street, LLC, that a single, larger multi-use building featuring both commercial and residential use with an estimated value of approximately \$16 million, will be constructed at the site; and
- WHEREAS: Bridge Street, LLC, desires to acquire approximately 3,678 square feet of the City parcel to enable a larger building with improved water access, stairs and a landing, which will provide 1,494 square feet for both public and private benefit; and
- WHEREAS: The City desires to widen the right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge/Church/First; and
- WHEREAS: Bridge Street, LLC, is willing to swap the City approximately 890 square feet along the north side of Bridge Street, which will provide approximately six (6) feet of additional width to the public right-of-way at Bridge Street; and
- WHEREAS: The City desires to implement the conceptual design for the Downtown Waterfront, including the area known as Farmin’s Landing, as developed by Bernardo Wills Architects as part of the City’s 2021 Parks and Recreation Master Plan. This concept includes the removal of the existing access ramp to Bridge Street and construction of a stairway from Bridge Street to Farmin’s Landing, as well as stormwater, landscape, hardscape and other site improvements; and
- WHEREAS: Pursuant to Idaho Code § 50-1401, City Council is empowered to sell, exchange or convey, by good and sufficient deed or other appropriate instrument in writing, any real property owned by the City which is underutilized or which is not used for public purposes; and
- WHEREAS: Pursuant to Idaho Code § 50-1402, whenever City Council proposes to convey, exchange or offer for sale any real property, it shall first declare the value or minimum price, if any, it intends to receive as a result of such conveyance or exchange and may contract for or provide that the property be appraised; and

Resolution No. 20-
Page 2 of 2
August 26, 2020

WHEREAS: To that end, a property exchange has been negotiated between the City and Bridge Street, LLC, as follows:

- Bridge Street, LLC, will acquire approximately 3,678 square feet of the City Parcel known as Kelchs Addn All Walkway valued at \$410,000; and
- Bridge Street, LLC, will give the City approximately 890 square feet of additional right-of-way on the north side of Bridge Street valued at \$46,673; and
- Bridge Street LLC, will remove the existing access ramp to Bridge Street and construct a retaining wall valued at \$182,680 where the ramp currently exists in conjunction with the construction of its building foundation wall; and
- The City of Sandpoint will construct stairs connecting Bridge Street to Farmin’s Landing with a connection through the Bridge Street, LLC parcel. The estimated value of this is \$150,000 which will be shared with Bridge Street, LLC contributing \$75,000 towards the project; and
- Bridge Street, LLC, will provide a public easement (east/west for public use and access to the stairs; and
- Bridge Street, LLC, will construct a 12-ft wide sidewalk/pavers as approved by the City adjacent to the property line (258 linear feet), to include new curb, ornament lights and street furniture consistent with City standards. This is valued at \$74,055.
- Bridge Street, LLC, will pay the City of Sandpoint \$181,592 to be used towards construction of the Downtown Waterfront at Farmin’s Landing concept, including the construction of a dock retaining wall and other stormwater and landscape improvements on the City Parcel between the Bridge Street, LLC, parcel and the dock.

NOW, THEREFORE, BE IT RESOLVED THAT: As outlined above, City Council hereby declares the property values and minimum price the City intends to receive as a result of this exchange of real property.

BE IT FURTHER RESOLVED THAT: As required by Idaho Code § 50-1402, a public hearing regarding this proposed property swap will be scheduled, with notice published at least 14 days prior to the date of the hearing.

Shelby Rognstad, Mayor

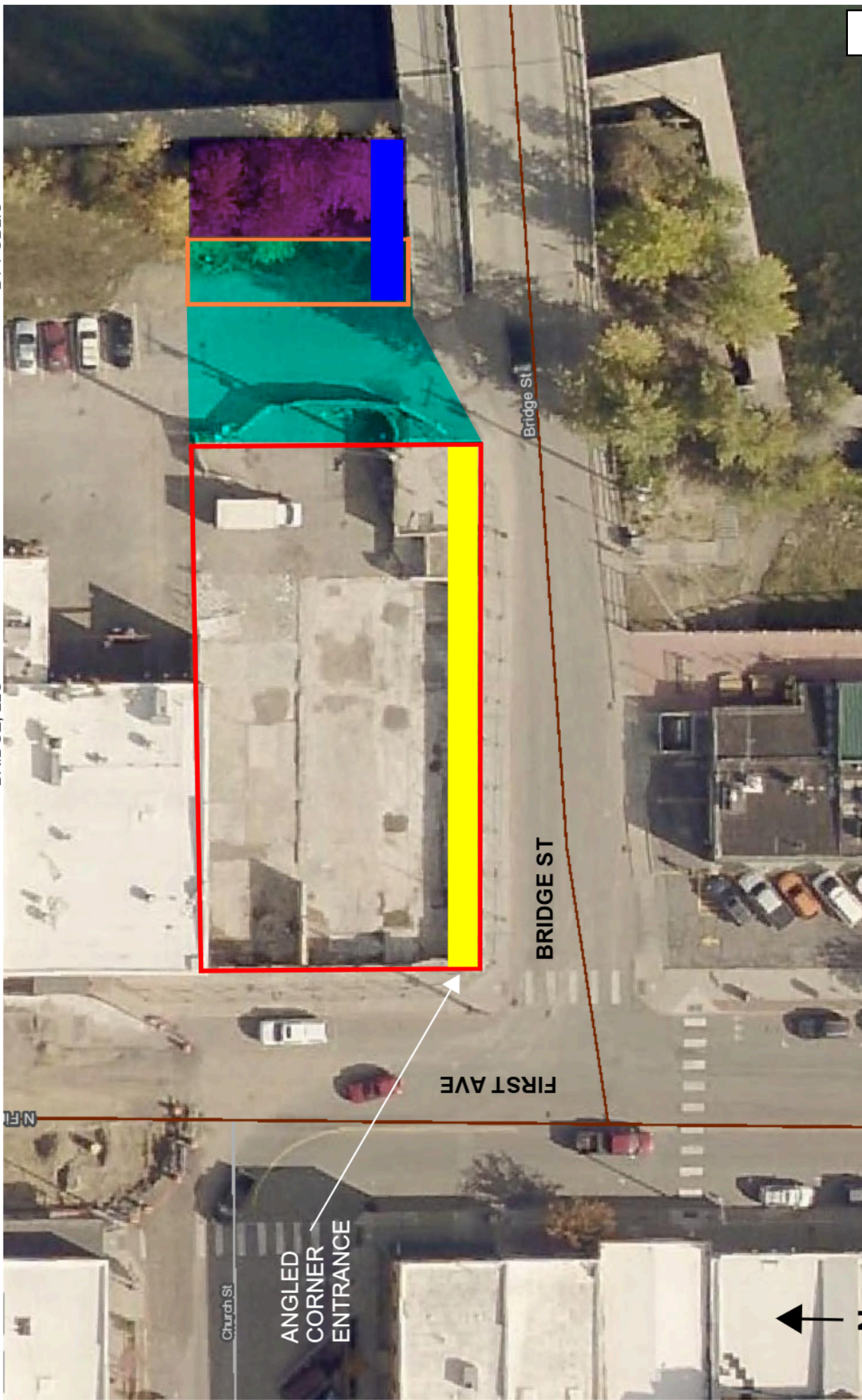
ATTEST:

Melissa Ward, City Clerk

Moved by:	
Seconded by:	
Voted Yes:	
Voted No:	
Abstained:	
Absent:	

SCHEMATIC, PROPOSED CONCEPT

- CURRENTLY OWNED BY BRIDGE, LLC
- OWNED BY BRIDGE, LLC; PROPOSED TO CITY
- OWNED BY PUBLIC, PROPOSED TO BRIDGE, LLC
- FUTURE PUBLIC EASEMENT
- PROPERTY RETAINED BY PUBLIC
- FUTURE PUBLIC STAIRS





ENTRY TO CITY BEACH
BOARDWALK CONNECTION TO BOAT LAUNCH AND CITY BEACH ALONG SHORELINE

POTENTIAL COMMERCIAL SITE FOR CONCESSIONS OR PUBLIC/PRIVATE PARTNERSHIP

BOARDWALK CONNECTION TO CITY BEACH BELOW BRIDGES

UPPER PLAZA GATHERING AREA WITH TERRACED SEAT WALLS
NON-MOTORIZED LAUNCH

STORM WATER TREATMENT AND RETAINAGE THROUGHOUT PLAZA AREA

EXISTING PRIVATE MARINA

STAIRWAY FROM BRIDGE STREET TO WATERFRONT AND INTEGRATED PEDESTRIAN ACCESS TO PLAZA THROUGH PRIVATE OUTDOOR SPACE. SEE CITY MULTIMODAL PLAN FOR REFERENCE

DRIVE ACCESS TO LOWER LEVEL OF BUSINESSES. ORIENT DEVELOPMENT TO PUBLIC SPACE AND WATERFRONT.

POTENTIAL EXPANSION WITH WATERSIDE ORIENTATION, TYPICAL.

PROPOSED COMMERCIAL AND RESIDENTIAL DEVELOPMENT. PARKING ON LOWER LEVEL WITH ACCESS FROM NE CORNER OF STRUCTURE.

ENHANCED INTERSECTION AT BRIDGE ST AND FIRST AVENUE FOR PEDESTRIANS AND CYCLISTS. SAFETY - LOOK TO WIDEN NORTHERN SIDE ON BRIDGE STREET. SEE CITY MULTIMODAL PLAN FOR REFERENCE.

EXPANDED DOCKDECK FOR GATHERINGS

SANDCREEK TRAIL

RAILROAD DEPOT

ACCESSIBLE NON-MOTORIZED LAUNCH

CEDAR STREET BRIDGE

POTENTIAL PRIVATE DEVELOPMENT

HAMMERHEAD AT MAIN STREET AND ACCESS ROUTE ACTS AS TURBOWOUND FOR OVERSIZE VEHICLES. NO FIRE ACCESS REQUIRED.

EXTEND BOARDWALK WITH BOAT TIE UP WITH POTENTIAL CONTINUATION TO HOSPITAL

NEW COMMERCIAL (CONSIDER ACCESS TO BOARDWALK)

POTENTIAL EXPANSION WITH WATERSIDE ORIENTATION, TYPICAL

EXISTING GATEWAY ARCH ENHANCE DRIVE ACCESS AND PUBLIC SPACE

IMPROVE AND RETAIN 20 PUBLIC PARKING STALLS



Item # 9.



Staff Report

To: Mayor and City Council
From: Jennifer Stapleton, City Administrator
Report: September 10, 2020
Meeting: September 16, 2020
Item: Bridge/First Land Swap

General Information

Purpose:	To approve a land swap and associated public improvements between the City of Sandpoint and Bridge Street, LLC
Location:	City of Sandpoint owned .31-acre (13,634-sf) unimproved waterfront parcel RPS021500001AA located on Sand Creek at Bridge Street in Downtown Sandpoint Bridge Street, LLC, owned parcels RPS0038002008CA and RPS0038002008DA totaling .26 acres (11,238-sf). These properties were previously improved with separate commercial buildings which were destroyed in a fire in February 2019.
Attached:	<ol style="list-style-type: none">1. Notice of Public Hearing (Published September 1, 2020)2. Resolution No. 20-037 Declaration of Value of Property

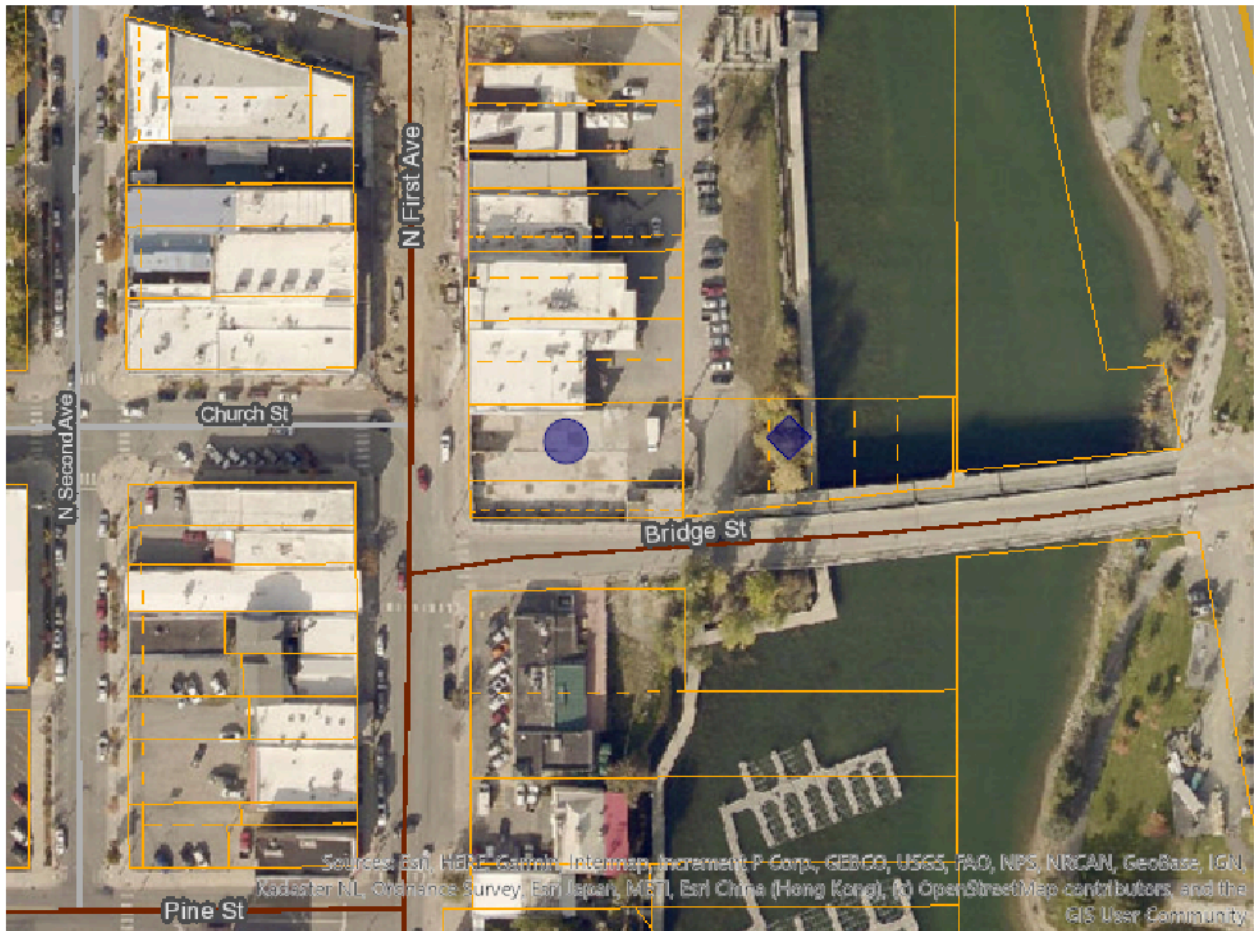
1. Staff Overview

Private Development Proposal

Bridge Street, LLC acquired two parcels (202-206 N. First Avenue) at the corner of Bridge and First Avenue in Downtown Sandpoint in fall 2019 as vacant land. The properties were previously owned by two separate parties and improved with separate commercial buildings which were destroyed in a fire in February 2019. Currently, only the foundations remain and the sites are appropriate for new commercial development which will add to the vibrancy of downtown Sandpoint and contribute to the overall economic vitality of Sandpoint.

Upon acquisition, Bridge Street, LLC approached the City of Sandpoint with a proposal to acquire a portion (3,678 sf) of the City-owned parcel located directly behind 202-206 N. First Ave. to facilitate the construction of a single, larger multi-use building featuring both commercial and residential use with an estimated value of approximately \$16 million. Approximately 1,494 sf would be developed for public/private use and benefit and Bridge Street, LLC would provide the City of Sandpoint a public easement. This area is envisioned as an outdoor patio area connected by one stairway to Bridge Street and another stairway to the remaining waterfront parcel owned by the City of Sandpoint.

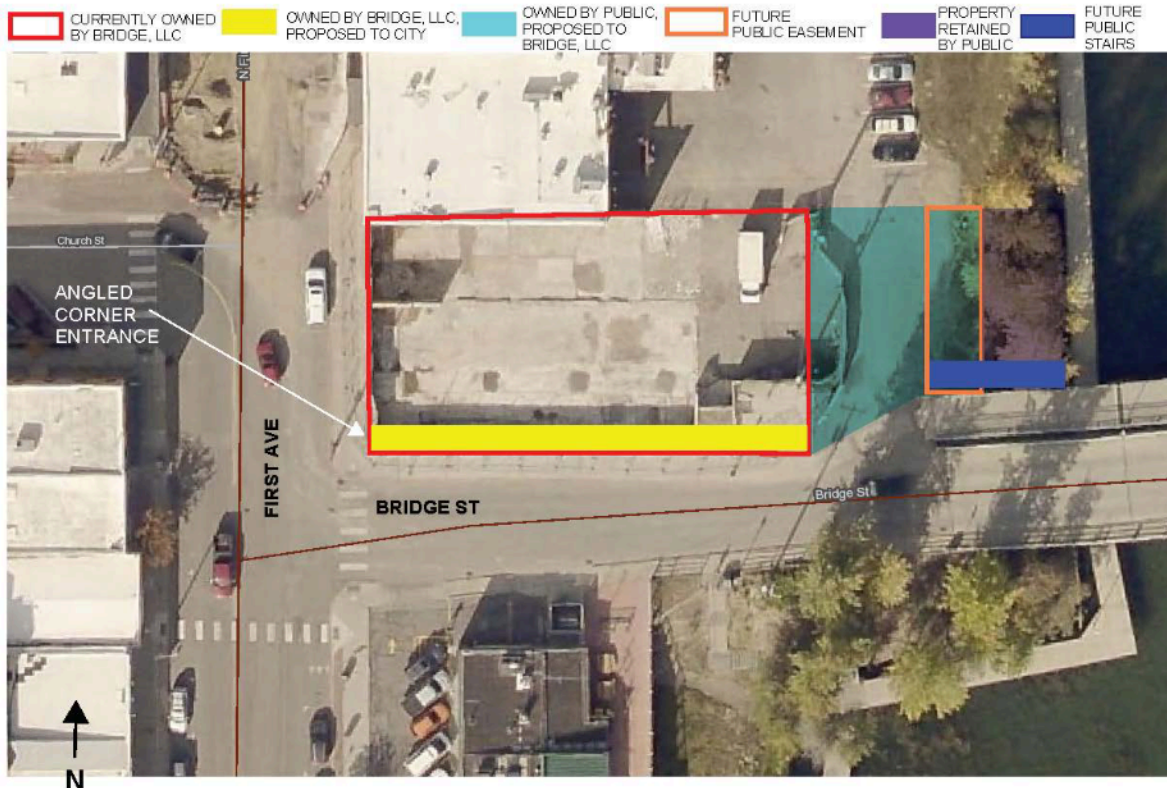
The properties are depicted in the image below. The parcels owned by Bridge Street LLC are labeled with the blue circle. The parcel owned by the City of Sandpoint is labeled with the blue diamond.



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, Mapbox Contributors, and the GIS User Community

In exchange for the acquisition of the 3,678 sf of City land, Bridge Street, LLC offered 889 sf of its property located along Bridge Street for sidewalk or other right-of-way expansion. This would provide approximately six feet of additional width to the public right-of-way along Bridge Street. In addition, Bridge Street LLC will remove the ramp along Bridge Street which provides access to the parking area along Sand Creek and the City-owned parcel commonly known as Farmin’s Landing and construct a retaining wall and stairway from Bridge Street as contemplated in the City Downtown Waterfront Site Concept for the City’s Parks and Recreation Master Plan. Any additional difference in value between the 3,678 sf of City Land and 889 sf of Bridge Street LLC property, including values established for the retaining wall and stairway construction, would be used to support stormwater management improvements (including bank stabilization) and landscaping on the City parcels, including the parcel located to the north along Sand Creek commonly known as Farmin’s Landing.

SCHEMATIC, PROPOSED CONCEPT

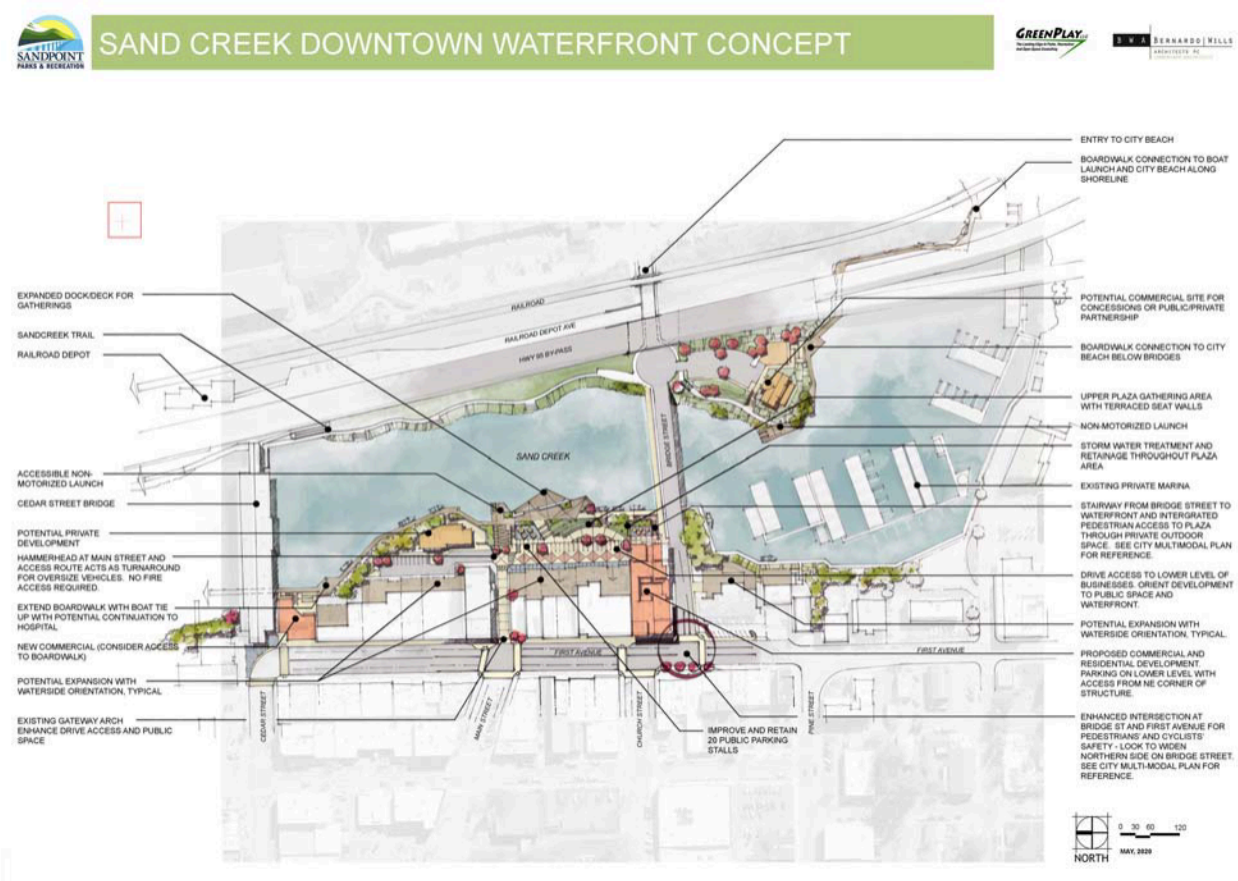


Description of City Parcel RPS0215000001AA

The City-owned parcel is located on the west side of Sand Creek and the north side of Bridge Street, about 170 feet east of the intersection with First Avenue. The site is a .31-acre, or 13,634-sf unimproved waterfront parcel. Approximately 6,649 sf of the parcel is under water, leaving an estimated 6,985 sf, or 51.2% as uplands. Currently, the predominant feature on the

upland portion of the parcel is a public access ramp from Bridge Street. There is a sloped vegetation area to Sand Creek. Zoning allows dense commercial and mixed-use development, although a 25' setback from the high-water mark limits developable area. A city-owned boardwalk along the waterfront is for public use only and is also a pier for boaters during daylight hours.

The Sand Creek Downtown Waterfront Concept contemplates removal of the ramp connecting Bridge Street and construction of a stairway from Bridge Street to the publicly-owned waterfront. This requires construction of a retaining wall.



Declaration of Values

The City of Sandpoint engaged Valbridge Property Advisors of Spokane Valley, Washington to conduct an appraisal on the City-owned parcel RPS0215000001AA and the parcels owned by Bridge Street, LLC identified as RPS0038002008CA and RPS0038002008DA to determine values.

The City also engaged an independent local public works contractor to verify estimated construction values for the construction of the stairs connecting Bridge Street to the public waterfront and Farmin’s Landing, removal of the existing access ramp to Bridge Street and construction of a retaining wall where the ramp currently exists. The value for the 12-ft wide sidewalk/pavers along Bridge Street to include new curb, ornament lights and street furniture consistent with City standards is based upon recent, average bid pricing for similar work.

Based upon the appraisal and estimates provided, the Sandpoint City Council declared the value of the property for this swap in Resolution No. 20-037 as follows:

- Bridge Street, LLC will acquire approximately 3,678 square feet of the City Parcel known as Kelchs Addn All Walkway valued at \$410,000; and
- Bridge Street, LLC will give the City approximately 890 square feet of additional right-of-way on the north side of Bridge Street valued at \$46,673; and
- Bridge Street LLC will remove the existing access ramp to Bridge Street and construct a retaining wall valued at \$182,680 where the ramp currently exists in conjunction with the construction of its building foundation wall; and
- The City of Sandpoint will construct stairs connecting Bridge Street to Farmin’s Landing with a connection through the Bridge Street, LLC parcel. The estimated value of this is \$150,000 which will be shared with Bridge Street, LLC contributing \$75,000 towards the project; and
- Bridge Street, LLC will provide a public easement (east/west for public use and access to the stairs; and
- Bridge Street, LLC will construct a 12-ft wide sidewalk/pavers as approved by the City adjacent to the property line (258 linear feet), to include new curb, ornament lights and street furniture consistent with City standards. This is valued at \$74,055.
- Bridge Street, LLC will pay the City of Sandpoint \$181,592 to be used towards construction of the Downtown Waterfront at Farmin’s Landing concept, including the construction of a dock retaining wall and other stormwater and landscape improvements on the City Parcel between the Bridge Street, LLC parcel and the dock.

Summary of Public Benefit

- Construction of a new multi-use building valued at approximately \$16 million in downtown Sandpoint which will contribute to the revitalization of the downtown core
- Generation of new property tax revenues estimated at approximately \$75,200/year using the FY 2020 property tax levy at \$4.70 per \$1,000 in value
- Generation of approximately \$70,000 in total impact fees to support public safety capital projects, street and pathways projects and parks infrastructure or acquisition as accordance with the City’s Capital Improvement Plans and Development Impact Fees
- Provides funding and construction support for Phase 1 of the Sand Creek Downtown Waterfront Concept. This phase will include engineering design and construction of stormwater improvements, including bank stabilization and landscaping
- Creates public/private outdoor gathering space which contributes to the downtown Sandpoint vitality and character
- Improves pedestrian, vehicular and bicycle access and safety between downtown Sandpoint and City Beach along Bridge Street (City staff will provide a presentation on the initial concept for improvements at the intersection of Bridge/First Avenue

extending along Bridge Street and considering the additional 889 sf of right-of-way the City would gain through this swap.

- Reopening of a business lost to the February, 2019 fire (The Hound) which is a committed tenant in the private development

2. Public Hearing Procedure

Order of Public Hearing:

1. Presentation by city staff and Bridge Street LLC.
2. Opening of the public hearing in which the public may provide testimony. Questions should be asked of the person testifying before leaving the podium. Those wishing to testify are required to fill a signup sheet, which will be provided by the City. The order for those providing testimony should be as follows:
 - a. In favor
 - b. Neutral
 - c. Opposed
3. Final questions may be asked of City staff or representatives of Bridge Street LLC at this time
4. Close the public hearing.
5. Council deliberates (no new information may be provided at this time and questions may be directed only to city staff during deliberations).

3. Motion for Proposed Property Swap

If Approving:

“After duly considering the public testimony, along with the information that has been provided by City staff, and with all of the necessary steps having been taken under Chapter 14 of Title 50, Idaho Code, I move that it is in the City’s best interest that the parcel of land .31 acre in size owned by the City, described as 22-57N-2W Kelch’s Additional All Walkway (Parcel RPS0215000001AA), be offered for exchange and that the City Council do all things necessary to exchange this property for real property and other consideration of equal value, pursuant to the terms that have been negotiated and which shall be a matter of public record.”

If Denying:

“After duly considering the public testimony, along with the information that has been provided by City staff, and with all of the necessary steps having been taken under Chapter 14 of Title 50, Idaho Code, I move that it is not in the City’s best interest that the parcel of land .31 acre in size owned by the City, described as 22-57N-2W Kelch’s Additional All Walkway (Parcel RPS0215000001AA), be offered for exchange at this time.”

**NOTICE OF CITY COUNCIL
ACTION AND
PUBLIC HEARING**

Notice is hereby given that, on August 26, 2020, upon approval of Resolution 20-037, Declaration of Value of Property, the Sandpoint City Council declared their intent to exchange real property owned by the City, described as 22-57N-2W Kelchs Addn All Walkway (Parcel RPS0215000001AA), bounded by the City-owned "Farmin's Landing" parcel to the north (Parcel RPS38710010010A), Sand Creek to the east, Bridge Street to the south, and two parcels of private property to the west, owned by Bridge Street, LLC (north Parcel RPS0038002008DA and south Parcel RPS0038002008CA). In addition to cash payment and other benefits to the City, this exchange will include City acquisition of right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge/Church/First. Before proceeding with this exchange, City Council will hold a public hearing to accept public testimony during their meeting on Wednesday, September 16, 2020, at 5:30 p.m. in the Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Those who wish to testify at the hearing may do so by following the public participation instructions that will be provided on or before September 11, 2020, on the Meeting Agendas page on the City website at <https://www.sandpointidaho.gov/our-government/meeting-agendas> and also on the September 16, 2020, Sandpoint City Council meeting agenda, which will be posted on or before September 11, 2020, on that page. City Council Chambers and City facilities were reopened to the public for meetings beginning in Stage 3 of Governor Little's Idaho Rebounds Plan. Social distancing measures will be followed, and seating is placed at 6-foot separation, therefore limiting capacity. In-person seating is available on a first-come, first-served basis until reduced capacity is reached. If you wish

to address the Council in person, you will be afforded the opportunity. Any individuals who may not be able to be seated will be given the opportunity to present from the podium and allowed entrance to Chambers during the time of their presentation. An option for remote participation online or by phone will also be provided.

To request a copy of the aforementioned Resolution or submit written testimony to be considered at the meeting, please send your request/comments to cityclerk@sandpointidaho.gov. Written comments must be received before 5:00 p.m. on September 10, 2020. If special accommodations are needed to participate in the public hearing please notify the City Clerk at least seven (7) days prior to the meeting by email at the above address or by calling 208-263-3310.
SNP LEGAL 8030
AD#404258
SEPTEMBER 1, 2020

No: 20-037
Date: August 26, 2020

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: DECLARATION OF VALUE OF PROPERTY

- WHEREAS: The City of Sandpoint owns a parcel of land .31 acres in size ("City Parcel"), described as 22-57N-2W Kelchs Addn All Walkway (Parcel RPS0215000001AA), bounded by the City-owned "Farmin's Landing" parcel to the north (Parcel RPS38710010010A), Sand Creek to the east, Bridge Street to the south, and two parcels of private property to the west, owned by Bridge Street, LLC (north Parcel RPS0038002008DA and south Parcel RPS0038002008CA); and
- WHEREAS: The buildings previously erected on the two privately-owned parcels described above burned in February 2020 and were subsequently demolished; and
- WHEREAS: It is the intention of the current owner of the two parcels, Bridge Street, LLC, that a single, larger multi-use building featuring both commercial and residential use with an estimated value of approximately \$16 million, will be constructed at the site; and
- WHEREAS: Bridge Street, LLC, desires to acquire approximately 3,678 square feet of the City parcel to enable a larger building with improved water access, stairs and a landing, which will provide 1,494 square feet for both public and private benefit; and
- WHEREAS: The City desires to widen the right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge/Church/First; and
- WHEREAS: Bridge Street, LLC, is willing to swap the City approximately 890 square feet along the north side of Bridge Street, which will provide approximately six (6) feet of additional width to the public right-of-way at Bridge Street; and
- WHEREAS: The City desires to implement the conceptual design for the Downtown Waterfront, including the area known as Farmin's Landing, as developed by Bernardo Wills Architects as part of the City's 2021 Parks and Recreation Master Plan. This concept includes the removal of the existing access ramp to Bridge Street and construction of a stairway from Bridge Street to Farmin's Landing, as well as stormwater, landscape, hardscape and other site improvements; and
- WHEREAS: Pursuant to Idaho Code § 50-1401, City Council is empowered to sell, exchange or convey, by good and sufficient deed or other appropriate instrument in writing, any real property owned by the City which is underutilized or which is not used for public purposes; and
- WHEREAS: Pursuant to Idaho Code § 50-1402, whenever City Council proposes to convey, exchange or offer for sale any real property, it shall first declare the value or minimum price, if any, it intends to receive as a result of such conveyance or exchange and may contract for or provide that the property be appraised; and

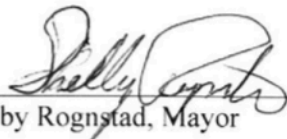
Resolution No. 20-037
August 26, 2020
Page 2 of 2

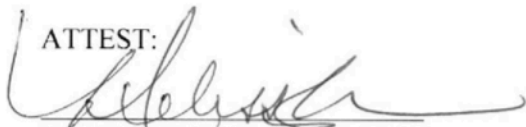
WHEREAS: To that end, a property exchange has been negotiated between the City and Bridge Street, LLC, as follows:

- Bridge Street, LLC, will acquire approximately 3,678 square feet of the City Parcel known as Kelchs Addn All Walkway valued at \$410,000; and
- Bridge Street, LLC, will give the City approximately 890 square feet of additional right-of-way on the north side of Bridge Street valued at \$46,673; and
- Bridge Street LLC, will remove the existing access ramp to Bridge Street and construct a retaining wall valued at \$182,680 where the ramp currently exists in conjunction with the construction of its building foundation wall; and
- The City of Sandpoint will construct stairs connecting Bridge Street to Farmin's Landing with a connection through the Bridge Street, LLC parcel. The estimated value of this is \$150,000 which will be shared with Bridge Street, LLC contributing \$75,000 towards the project; and
- Bridge Street, LLC, will provide a public easement (east/west for public use and access to the stairs; and
- Bridge Street, LLC, will construct a 12-ft wide sidewalk/pavers as approved by the City adjacent to the property line (258 linear feet), to include new curb, ornament lights and street furniture consistent with City standards. This is valued at \$74,055.
- Bridge Street, LLC, will pay the City of Sandpoint \$181,592 to be used towards construction of the Downtown Waterfront at Farmin's Landing concept, including the construction of a dock retaining wall and other stormwater and landscape improvements on the City Parcel between the Bridge Street, LLC, parcel and the dock.

NOW, THEREFORE, BE IT RESOLVED THAT: As outlined above, City Council hereby declares the property values and minimum price the City intends to receive as a result of this exchange of real property.

BE IT FURTHER RESOLVED THAT: As required by Idaho Code § 50-1402, a public hearing regarding this proposed property swap will be scheduled, with notice published at least 14 days prior to the date of the hearing.


Shelby Rognstad, Mayor

ATTEST:

Melissa Ward, City Clerk

Moved by:	Aispuro
Seconded by:	Darling
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

No: 22-039
Date: July 20, 2022

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: AMENDMENT TO AGREEMENT FOR EXCHANGE OF REAL PROPERTY WITH BRIDGE STREET, LLC

WHEREAS: Resolution 22-011 on March 2, 2022, authorized the execution of the Agreement for Exchange of Real Property with Bridge Street, LLC (the LLC), to formalize the terms of a real property exchange with the LLC, where the City exchanged Bonner County Parcel RPS021500001A, a portion of a parcel of land .31 acre in size, described as 22-57N-2W Kelch's Additional All Walkway, for a portion of property owned by the LLC, adjacent to public right-of-way;

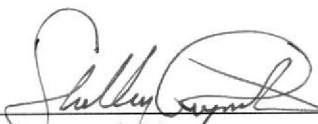
WHEREAS: The City and the LLC have acted in good faith to complete the exchange as outlined in the Agreement, including, in accordance with City Code, effecting a replat prior to closing and recording the Warranty Deeds;

WHEREAS: Although the required replat has now been completed, this process delayed the original closing date of April 15, 2022, with City staff recommending an amendment to the Agreement, reflecting a new closing date of August 1, 2022;

WHEREAS: Additionally, Phase III of the City's Downtown Revitalization Project is now scheduled to commence in September 2023, where the Agreement provides terms that require improvements along the Bridge Street right-of-way that need to be completed no sooner than the commencement of the City multimodal project; and,


WHEREAS: City staff recommends an additional amendment to the Agreement, reflecting new completion dates for the improvements along the public right-of-way from May 30, 2023, to August 30, 2023, to allow for additional design coordination between the two projects.

NOW, THEREFORE, BE IT RESOLVED THAT: On behalf of the City, the Mayor or his designee is hereby authorized to sign Amendment No. 1 to the Agreement for Exchange of Real Property with Bridge Street, LLC, and any other documents necessary to amend this agreement as outlined herein.



Shelby Rognstad, Mayor

ATTEST:



Melissa Ward, City Clerk

Instrument # 1009172
Bonner County, Sandpoint, Idaho
08/01/2022 11:51:16 AM No. of Pages: 5
Recorded for: ALLIANCE TITLE - SANDPOINT
Michael W. Rosedale Fee: \$22.00
Ex-Officio Recorder Deputy cbrannon
Index to: MISC

**COVER FOR AMENDMENT NO. 1 TO THE
AGREEMENT FOR EXCHANGE OF REAL
PROPERTY**

(Recording cover sheet added at the request of the Bonner County recorder's office)

Recording requested by:
City of Sandpoint, Idaho
1123 Lake Street
Sandpoint, Idaho 83864

THIS INSTRUMENT FILED FOR RECORD BY
ALLIANCE TITLE & ESCROW CORP. AS AN
ACCOMMODATION, IT HAS NOT BEEN
EXAMINED AS TO ITS EXECUTION OR AS
TO ITS AFFECT UPON THE TITLE.

City of Sandpoint, Bonner County, Idaho

**AMENDMENT NO. 1 TO THE
AGREEMENT FOR EXCHANGE OF REAL PROPERTY**

Parties: City of Sandpoint and Bridge Street, LLC An Agreement

This Amendment, made and entered into this 29th day of July, 2022, (the "Effective Date"), by and between the CITY OF SANDPOINT, IDAHO a political subdivision of the State of Idaho, 1123 Lake Street, Sandpoint, Idaho 83864 (the CITY), and BRIDGE STREET, LLC, a Nevada Limited Liability Company, of 1800 Quail Street, Suite 110, Newport Beach, California 92660 (BRIDGE STREET);

WHEREAS, the parties entered an Agreement for Exchange of Real Property (Instrument No. 1002959), effective the 7th day of March, 2022, to exchange real property owned by the CITY, for real property owned by BRIDGE STREET, consisting of additional right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge, Church and First Streets;

WHEREAS, in addition to exchange of the parties' respective real properties, BRIDGE STREET agreed to a cash payment to the CITY, as well as committing to perform certain construction work on the property it will acquire, and granting an easement to the CITY for public

access from Bridge Street to other property owned by the CITY; and,

WHEREAS, in accordance with CITY code, the exchange of property could not be completed without the creation and approval of a replat;

WHEREAS, the commencement of the CITY's related Downtown Revitalization, Phase III construction project will not occur until September of 2023;

NOW, THEREFORE, in consideration of the mutual covenants, agreements, representations, and warranties contained in the Agreement, the parties hereby agree as follows:

1. CONSIDERATION: The terms of the original Agreement, Instrument No. 1002959, ('Agreement') remain in full force and effect, except as modified herein.
2. AMENDMENTS: the following terms modify the terms of the original Agreement and constitute consideration for this Amendment No. 1:
 - a. Section 2. CLOSING: delete Section 2, "CLOSING" in its entirety and replace with the following: "Closing of the transaction described herein will occur on or before August 1, 2022, unless otherwise agreed upon by the parties, in writing."
 - b. Section 6.a SPECIAL CONDITIONS: modify Section 6.a "SPECIAL CONDITIONS" by replacing the date "May 31, 2023" with the date "August 30, 2023."
 - b. Section 6.b SPECIAL CONDITIONS: modify Section 6.b "SPECIAL CONDITIONS" by replacing the date "May 31, 2023" with the date "August 30, 2023."


IN WITNESS WHEREOF, the CITY, by and through its Mayor and City Clerk, and the BRIDGE STREET, by and through the Managing Member, have executed this Agreement to be effective the day and year first above written.


DATED this 1 day of AUG, 2022.

CITY OF SANDPOINT

1123 Lake Street
Sandpoint, Idaho 83864

BRIDGE STREET, LLC a Nevada limited
Liability company
1800 Quail Street, Suite 110
Newport Beach, California 92660

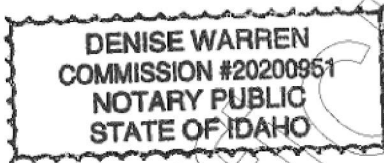

Name: Shelby Rognstad
Title: Mayor

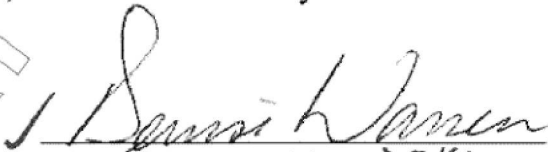
 Manager
Name: Clifford Davis
Title: Manager

STATE OF IDAHO)
County of BONNER) ss.

On this 1 day of AUG, 2022, before me, the undersigned, a Notary Public in and for the said State, personally appeared SHELBY ROGNSTAD, known to me to be the Mayor of Sandpoint, Idaho, the person whose name is subscribed to the above and foregoing WARRANTY DEED, and acknowledged to me that he executed the same on behalf of said City of Sandpoint, Idaho.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the date first above written.

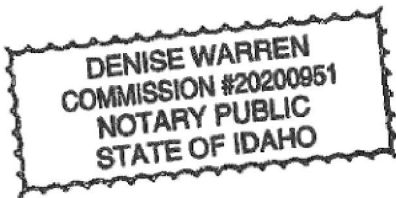



Notary Public in and for: IDAHO
Residing at: Residing In: Athol, ID
Commission expires: Commission Expires: 03/09/2026

STATE OF IDAHO)
County of BONNER : ss.

On this 29 day of JULY, 2022, before me, the undersigned, a Notary Public in and for the said State, personally appeared Clifford Davis, known to me to be the Managing Member of Bridge Street, LLC, the person whose name is subscribed to the above and foregoing WARRANTY DEED, and acknowledged to me that he executed the same on behalf of said Bridge Street, LLC.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the date first above written.



Denise Warren
Notary Public in and for: IDAHO
Residing at: _____ Residing In: Athol, ID
Commission expires: _____ Commission Expires: 03/09/2026

Unofficial Document

No: 22-011
Date: March 2, 2022

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: AGREEMENT FOR EXCHANGE OF REAL PROPERTY WITH BRIDGE STREET, LLC

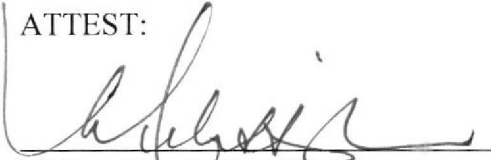
WHEREAS: On August 20, 2020, upon approval of Resolution 20-037, Declaration of Value of Property, City Council declared their intent to exchange City-owned real property at Farmin's Landing for property owned by Bridge Street, LLC, adjacent to public right-of-way on Bridge Street and scheduled a public hearing;


WHEREAS: On September 16, 2020, after duly considering the public testimony, along with the information that had been provided by City staff, and with all of the necessary steps having been taken under Chapter 14 of Title 50, Idaho Code, City Council determined that it was in the City's best interest that the City-owned parcel of land .31 acre in size, described as 22-57N-2W Kelch's Additional All Walkway (Parcel RPS0215000001AA), be offered for exchange and that Council do all things necessary to exchange this property for real property and other consideration of equal value, pursuant to the terms that had been negotiated; and

WHEREAS: For the purpose of effecting this property exchange, an agreement has been prepared and fully reviewed and approved by City Legal Counsel to formalize the terms of the exchange, including but not limited to payment, draft warranty deeds, and timelines for construction, with the Agreement reflecting terms in alignment with the staff report presented on September 16, 2020, where, specifically, the City will obtain a public access easement over and across the property to be acquired by Bridge Street, LLC, dependent upon the City's future approval of a building permit.

NOW, THEREFORE, BE IT RESOLVED THAT: On behalf of the City, the Mayor or his designee is hereby authorized to sign the Agreement for Exchange of Real Property with Bridge Street, LLC, the Warranty Deed reflecting the City of Sandpoint as Grantor, and any other documents necessary to carry out this exchange.


Shelby Rognstad, Mayor

ATTEST:

Melissa Ward, City Clerk

Instrument # 1002959
Bonner County, Sandpoint, Idaho
03/30/2022 12:41:38 PM No. of Pages: 10
Recorded for: CITY OF SANDPOINT
Michael W. Rosedale Fee: \$0.00
Ex-Officio Recorder Deputy 
Index to: MISC



City of Sandpoint, Bonner County, Idaho

AGREEMENT FOR EXCHANGE OF REAL PROPERTY

Parties: City of Sandpoint and Bridge Street, LLC

Property Reference

The City property being exchanged is bounded by the City-owned "Farmin's Landing" parcel to the north, Sand Creek to the east, Bridge Street to the south and two parcels of private property to the west that are owned by Bridge Street, LLC.

The Bridge Street, LLC, property being exchanged will provide for additional right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge, Church and First Streets.

These properties are more particularly described within Exhibits A and B of the document ("Agreement") that is the subject of this recording.

March 30, 2022

Recording requested by:
 City of Sandpoint, Idaho
 1123 Lake Street
 Sandpoint, Idaho 83864

**AGREEMENT FOR EXCHANGE OF REAL PROPERTY
 (AGREEMENT)**

This Agreement is made this 7th day of March, 2022 (the "Effective Date"), by and between the CITY OF SANDPOINT, IDAHO a political subdivision of the State of Idaho, 1123 Lake Street, Sandpoint, Idaho 83864 (the CITY), and BRIDGE STREET, LLC, a Nevada Limited Liability Company, of 1800 Quail Street, Suite 110, Newport Beach, California 92660 (BRIDGE STREET). The CITY and BRIDGE STREET are sometimes referred to herein as a "Party," individually, or collectively as the "Parties."

WHEREAS, ON September 16, 2020, following a public hearing conducted in conformance with Idaho Code Sections 50-1401 et seq., the CITY declared its intent to exchange real property owned by the CITY, described herein as Exhibit A, bounded by the City-owned "Farmin's Landing" parcel to the north, Sand Creek to the east, Bridge Street to the south, and two parcels of private property to the west, owned by BRIDGE STREET, for real property owned by BRIDGE STREET, described herein as Exhibit B, consisting of additional right-of-way along Bridge Street to improve pedestrian, bicycle and vehicle safety and mobility in conjunction with other intersection improvements at Bridge, Church and First Streets; and

AGREEMENT FOR EXCHANGE OF
 REAL PROPERTY
 (AGREEMENT)

WHEREAS, in addition to exchange of the parties' respective real properties, BRIDGE STREET agreed to a cash payment to the CITY, as well as committing to perform certain construction work on the property it will acquire, and granting an easement to the CITY for public access from Bridge Street to other property owned by the CITY.

NOW THEREFORE, in consideration of the mutual covenants, agreements, representations, and warranties contained in this Agreement, the parties hereby agree as follows:

1. TRANSFER OF REAL PROPERTY. The CITY and BRIDGE STREET agree to convey, one to the other, the properties identified in Exhibits A and B, by Warranty Deed, on or before Closing, as identified herein. Title to the properties shall be marketable and insurable except for rights reserved in federal patents, or state deeds, building or use restrictions, building and zoning regulations and ordinances of any governmental unit, and rights of way and easements established or of record. Liens, encumbrances or defects to be discharged by each of the parties shall be paid prior to transfer. Said conveyances shall be in a form similar to the proposed deeds identified as Exhibits C and D to this Agreement.

2. CLOSING. Closing of the transaction described herein will occur on or before April 15, 2022, unless otherwise agreed upon by the parties, in writing.

3. TITLE INSURANCE. Each of the parties shall, at Closing, furnish to one another a title insurance policy, at their own expense, in the amount of the purchase price of their respective properties, from a title insurance company showing marketable and insurable title subject to the liens, encumbrances and defects, if any, elsewhere set out in this Agreement. It is agreed that if the title to either property is not marketable, such failure may constitute a termination of this Agreement, at the option of either party, and the insuring party shall pay for the cost of title insurance.

4. PAYMENT TO CITY. BRIDGE STREET shall, at Closing, pay the CITY the sum of \$256,592.00, said funds to be held in reserve for improvements to be made to the CITY property at Farmin's Landing and Access Stairs.

5. RESERVED EASEMENT TO CITY. As part of the TRANSFER OF REAL PROPERTY described in Section 1 herein, the parties agree that the CITY shall reserve an easement over and across the real property conveyed to BRIDGE STREET, for the purpose of providing public access to Farmin's Landing. The location of the easement shall be determined following completion of the architect/engineering design for construction on property owned and/or conveyed to BRIDGE STREET as part of this Agreement, and in any event, no later than July 31, 2022. Such easement shall allow pedestrian access from Bridge Street northerly approximately 90' to the northern property referred to as Farmin's Landing. Such easement shall be at least 4' wide and not to exceed 12' wide. The final placement of the easement will be determined as not to unreasonably interfere with commercial activities on the subject property.

6. SPECIAL CONDITIONS.

The exchange of property shall further be subject to the following terms and conditions:

a. No later than May 31, 2023, BRIDGE STREET shall, at its sole cost and expense, remove the existing access ramp to Farmin's Landing, and shall construct a retaining wall along the east boundary of the property acquired by BRIDGE STREET identified herein, subject to final design approval by the CITY, which shall serve as the access to access stairs to Farmin's Landing, to be constructed by the CITY. The value assigned to this obligation to be performed by BRIDGE STREET is \$182,680.00.

b. No later than May 31, 2023, BRIDGE STREET shall, at its sole cost and expense, remove the existing sidewalk located on property acquired by the CITY identified herein,

and shall construct a twelve foot (12') sidewalk adjacent to the southern boundary of the property acquired by BRIDGE STREET identified herein, including new curbs, ornamental lights and street furniture, subject to final design approval by the CITY. The value assigned to this obligation to be performed by BRIDGE STREET is \$74,055.00.

c. The CITY shall construct the access stairs to Farmin's Landing. The cost of construction shall be shared by the parties, with BRIDGE STREET to pay the CITY the sum of \$75,000.00, included in the Closing sum provided in Section 4, said funds to be held in reserve by the CITY for construction of the Access Stairs.

d. In order to secure performance of its obligations under this Agreement, BRIDGE STREET shall provide the CITY at Closing with a total amount of \$ 385,102.50. This amount is based upon 150% of the obligations and associated values described in Sections 6.a and 6.b of this Agreement. The CITY shall release funds to BRIDGE STREET upon completion and acceptance by the CITY of BRIDGE STREET's obligations detailed in Section 6.a and 6.b of this Agreement. In the event BRIDGE STREET fails to perform its obligations of Section 6.a or 6.b, the CITY shall retain the monies which may be used by the CITY, to complete any of such obligations following execution of this Agreement, in the sole discretion and at the direction of the City.

6. AUTHORIZATION. BRIDGE STREET acknowledges that it is a limited liability company, organized and in good standing under the laws of the State of Nevada, and has all necessary corporate powers to own its properties and to carry on its business. Further, BRIDGE STREET acknowledges that it has the right, power, legal capacity and authority to enter

into and perform its obligations under this Agreement, and no approvals or consents of any person other than BRIDGE STREET, and its members are necessary in connection therewith.

8. TERMINATION. The parties hereby agree that should either party be unable to perform any of its obligations under this Agreement, on or before the date such performance is required, then this Agreement, and all terms and conditions thereof shall terminate, and be of no further force and effect; provided, that BRIDGE STREET'S obligation to provide a security for performance, as referenced herein shall survive termination of this Agreement and shall remain in full force and effect until such time that all terms and conditions assumed by it under this Agreement are fully performed.

9. JURISDICTION; VENUE GOVERNING LAW. Any action arising out of this Agreement shall be brought in Bonner County, Idaho. This Agreement and the Parties' rights and obligations hereunder shall be governed by and interpreted in accordance with Idaho law.

10. CHANGES. No change in this Agreement shall be effective unless in writing and signed by the parties hereto.

11. ENTIRE AGREEMENT. This Agreement, along with the Exhibits, set forth the entire agreement of the parties and supersedes all prior or preliminary agreements, either oral or in writing.

12. SEVERABILITY. If any provision or condition of this Agreement shall be held by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the Agreement shall not be affected thereby but it shall continue in full force and effect the same as if the invalid or unenforceable provision had not been included in the first instance.

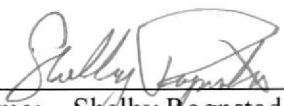
13. RUN WITH THE LAND. This Agreement shall be recorded in the office of the recorder, Bonner County, Idaho, without Exhibits C and D attached hereto, and binding on and

inure to the benefit of the parties hereto and their respective heirs, successors and assigns and shall run with the land.

DATED this 29th day of March, 2022.

CITY OF SANDPOINT
1123 Lake Street
Sandpoint, Idaho 83864

BRIDGE STREET, LLC
1800 Quail Street, Suite 110
Newport Beach, California 92660



Name: Shelby Rognstad
Title: Mayor



Name: Cliff Davis
Title: Managing Member

EXHIBIT A

CITY OF SANDPOINT
To
BRIDGE STREET, LLC

A parcel of land consisting of all of Lot 1 and the Westerly 20.47 feet of Lot 2, in the "Kelch's Addition to Sandpoint" recorded in Book B of Plats at Page 29 (Book 1, Page 40), located in the Northeast Quarter of Section 22, Township 57 North, Range 2 West, B.M., City of Sandpoint, Bonner County, Idaho, more particularly describe as follows:

COMMENCING at the Northeast corner of said Section 22, which falls in a building per CP&F filed September 25, 1984;

Thence, South 05°13'39" West, 2292.53 feet to the Northwest corner of said Lot 1, "Kelch's Addition to Sandpoint" and the **TRUE POINT OF BEGINNING**;

Thence along the North line of said Lot 1, South 89°44'58" East, 30.00 feet to the Northerly common corner between said Lot 1 and Lot 2 of said Addition;

Thence leaving said common corner and along the North line of said Lot 2, South 89°44'58" East, 20.47 feet;

Thence leaving said North line and along a line parallel with the West line of said Lot 2, South 00°18'39" West, 77.00 feet to the South line of said Lot 2;

Thence leaving said parallel line and along said South line, South 83°54'41" West, 20.60 feet to the Southerly common corner between said Lot 1 and Lot 2;

Thence leaving said common corner and along the South line of said Lot 1, South 83°54'41" West, 30.19 feet to the Southwest corner of said Lot 1;

Thence leaving said Southwest corner and along the West line of said Lot 1, North 00°18'39" East, 82.61 feet to the **TRUE POINT OF BEGINNING**, consisting of 4,028 sq. ft. of land, more or less.

Excepting therefrom

Any Rights-of Ways, easements, covenants, conditions, rights, reservations, restrictions, encumbrances or applicable subdivision, building and zoning ordinances and use regulations, of record or in view.

EXHIBIT B**BRIDGE STREET, LLC****To****CITY OF SANDPOINT**

A parcel of land consisting of the South 1 foot of "Lot 8 in Block 2 of Bridge Addition to Sandpoint, Idaho, according to the plat thereof, recorded in Book 1 of Plats, Page 52 (Book B, Page 91), records of Bonner County, Idaho", and "a strip of land 5 feet wide and 150 feet long, lying between the South line of Lot 8 in Block 2 of Bridge Addition and the North line of Bridge Street in said Addition" as described on Warranty Deed Instrument No. 948681, located in the Northeast Quarter of Section 22, Township 57 North, Range 2 West, B.M., City of Sandpoint, Bonner County, Idaho, more particularly describe as follows:

COMMENCING at the Northeast corner of said Section 22, which falls in a building per CP&F filed September 25, 1984;

Thence, South 05°13'39" West, 2292.53 feet to the Northeast corner of said Lot 8 of "Bridge Addition to Sandpoint";

Thence along the East line of said Lot 8, South 00°18'39" West, 54.00 feet to the Southeast corner of the North 54 feet of said Lot 8;

Thence leaving said corner and continuing along said East line, South 00°18'39" West, 20.00 feet to the **TRUE POINT OF BEGINNING**;

Thence continuing along said East line, South 00°18'39" West, 1.00 foot to the Southeast corner of said Lot 8, also being the Northeast corner of "a strip of land 5 feet wide...lying between the South line of Lot 8 in Block 2 of Bridge Addition and the North line of Bridge Street in said Addition" according to said Warranty Deed Instrument No. 948681;

Thence along the East line of said 5 foot strip, South 00°18'39" West, 5.00 feet to the Southeast corner of said strip of land;

Thence leaving said Southeast corner and along the South line of said 5 foot strip, North 89°44'58" West, 150.00 feet to the Southwest corner of said strip of land;

Thence leaving said Southwest corner and along the West line of said 5 foot strip, North 00°18'39" East, 5.00 feet to the Northwest corner of said 5 foot strip, also being the Southwest corner of said Lot 8;

Thence leaving said corner and along the West line of said of said Lot 8, North 00°18'39" East, 1.00 foot;

Thence leaving said West line and along a line parallel with the South line of said 5 foot strip,

AGREEMENT FOR EXCHANGE OF
REAL PROPERTY
(AGREEMENT)

South 89°44'58" East, 150.00 feet to the **TRUE POINT OF BEGINNING**, consisting of 900 sq. ft. of land, more or less.

Excepting therefrom

Any Rights-of Ways, easements, covenants, conditions, rights, reservations, restrictions, encumbrances or applicable subdivision, building and zoning ordinances and use regulations, of record or in view.