

Welcome to tonight's City Council meeting!

The elected officials of the City of Bonners Ferry are appreciative of an involved constituency. Testimony from the public is encouraged concerning issues when addressed under the Public Hearing portion of the agenda. Any individual who wishes may address the council on any issue, whether on the agenda or not, during the Public Comments period. Normal business will preclude public participation during the business portion of the meeting with the discretion left to the Mayor and Council. Special accommodations to see, hear, or participate in the public meeting should be made at City Hall within two days of the public meeting.

Vision Statement

Bonners Ferry, "The Friendliest City", strives to achieve balanced growth, builds on community strengths, respects natural resources, promotes excellence in Government, and values quality of life.

AGENDA CITY COUNCIL MEETING Bonners Ferry City Hall 7232 Main Street 267-3105 November 21, 2017 7:00 p.m.

PLEDGE OF ALLEGIANCE

GUESTS

Melinda Brinkman and Barb LePoidevin – Hometown Holidays and Santa Coming to Town

PUBLIC HEARING

PUBLIC COMMENTS

Each speaker will be allowed a maximum of five minutes, unless repeat testimony is requested by the Mayor/Council

REPORTS

Police/Fire/City Administrator/Economic Development Coordinator/Urban Renewal District

CONSENT AGENDA

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Treasurer's Report
4. Approval of November 7, 2017 Council Meeting Minutes

OLD BUSINESS

5. City – Discuss Employee of the Year (attachment)

NEW BUSINESS

6. City – Consider Santa Coming to Town Event on November 24, 2017 as a City Sponsored Event and Approve List of Volunteers (attachment)
7. P&Z – First Reading of Ordinance Amending City Code Title 11, Chapter 2, Section 4 Schedule of Building Height and Lot Area Regulations (attachment)
8. City – Approve Scope of Work for Idaho Smart Growth for the Bike and Pedestrian Plan and Authorize the Mayor to Sign a Contract with Idaho Smart Growth (attachment)

9. City – Approve High Five Grant Funding Request (attachment)
10. Electric – Authorize Mayor to Sign Contract with Kendall Deaton for Tree Trimming (attachment)
11. City – Add PRI Switch to Frontier Phone Service Contract (attachment)
12. City – Approve Catering Permit for Ralph Lotspeich doing business as Mirror Lake Golf Course for the City Christmas Party at the Fairgrounds on December 15, 2017 (attachment)
13. City – Discuss Christmas Party Door Prizes
14. Street – Authorize Mayor to Sign Maintenance Agreement with Idaho Transportation Department for Highway US-95

EXECUTIVE SESSION PURSUANT TO IDAHO CODE 74-206, SUBSECTION 1

- (a) To consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need. This paragraph does not apply to filling a vacancy in an elective office or deliberations about staffing needs in general;
- (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent, or public school student;
- (c) To acquire an interest in real property which is not owned by a public agency;
- (d) To consider records that are exempt from disclosure as provided in chapter 1, title 74, Idaho Code;
- (e) To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations;
- (f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;
- (g) By the commission of pardons and parole, as provided by law;
- (h) By the custody review board of the Idaho department of juvenile corrections, as provided by law;
- (i) To engage in communications with a representative of the public agency's risk manager or insurance provider to discuss the adjustment of a pending claim or prevention of a claim imminently likely to be filed. The mere presence of a representative of the public agency's risk manager or insurance provider at an executive session does not satisfy this requirement; or
- (j) To consider labor contract matters authorized under section 67-2345A [74-206A] (1) (a) and (b), Idaho Code.

ADJOURNMENT

INFORMATION

15. City – Association of Idaho Cities Fall Academy in Coeur d'Alene on December 5, 2017 (attachment)
16. P&Z – Michael D. Youngwirth Withdrawal of Variance File V01-17 Application (attachment)
17. City – Christmas Party on December 15, 2017 at Fairgrounds

Mayor's Exceptional Worker Incentive Program

Purpose:

To recognize and monetarily reward one city employee each year for duty performance which far exceeds job description requirements and whose performance, demeanor and "can-do" attitude provides an example for all city employees to emulate.

Nominations:

Each year, on or about 1 October, each department head, the City Clerk, and the City Manager will submit one individual's name to the City Clerk. These nominees may be any city employee, i.e. nominators are not restricted to individuals in their department or chain of command. Nominees must be full time employees (n/a fire dept., part time, or summer hires). Nominations will be based on that calendar year's performance. If all nominating parties should submit the same name, that individual will receive automatic selection and the election vote will be waived.

Selection:

The city clerk will list, alphabetically, all nominees and post the list for five working days for all ^{full-time} city employees to vote. Individuals who receive multiple nominations will be placed on the voting list only once. Each city employee will write their choice and place it in a container in the care of the City Clerk. A roster will be used to insure all are afforded the opportunity to vote. The City Clerk will tally the votes. If a tie, the City Council will vote. If that results in a tie, the mayor will cast the deciding vote. All voting and results will be confidential.

The Award:

The winner will be awarded \$619.99. The mayor will announce the winner and present the check to the "Exceptional Worker" at the annual City Christmas Dinner party. An employee may not receive the award for more than 2 consecutive years. However, there is no limit to the total number of times an individual may receive the award.

Volunteers for Santa Coming to Town Event on November 24, 2017 from 4:00 p.m. to 5:30 p.m.

Melinda Brinkman

David Brinkman

Lillian Brinkman

Logan Brinkman

Sharlene Delaney

Patti Solt

Mandy Bateman

Barb LePoidevin

Rodney LePoidevin

Patrick LePoidevin

Santa Larry (need to find out his last name)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO AMENDING BONNERS FERRY CITY CODE TITLE ELEVEN, CHAPTER TWO, SECTION FOUR, SCHEDULE OF BUILDING HEIGHT AND LOT AREA REGULATIONS BY MODIFYING SUBNOTE "A" AND REPLACING WITH NEW LANGUAGE REQUIRING A SETBACK FO 20-FEET FROM INGRESS/EGRESS EASEEMTN OR EDGE OF STREET, WHICH EVER IS GREATE. PROVIDING SEVERABILITY; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Planning and Zoning Commission held a public hearing on October 19, 2017, pursuant to the laws of Idaho; and,

WHEREAS, the Planning and Zoning Commission have recommended approval of the amendment to the City Council; and,

WHEREAS, Mayor and City Council have determined that Title Eleven, Chapter Two of Bonners Ferry City Code is appropriate for amendment to the Title;

NOW THEREFORE, Be it ordained by the Mayor and the Council of the City of Bonners Ferry, Idaho, as follows:

Section 1: That Bonners Ferry City Code Title Eleven, Chapter Two, Sub Note "a" is hereby amended to read as follows:

Existing Chapter 2 text has been provided.

Text that is removed is shown with a ~~strikethrough~~; new language is shown with an underline.

Section 11-2-4 SCHEDULE OF BUILDING HEIGHT AND LOT AREA REGULATIONS
Table

- a. In addition to the setbacks listed in the official heights and area regulations table, the front and corner lot setbacks must also be a minimum of 50-20 feet from the ~~street centerline~~ edge of street(s) and ingress/egress easements.

Section 2: PROVISIONS SEVERABLE- The provisions of this Ordinance are hereby declared to be severable if any portion of this Ordinance or application of such provision to any person or circumstance is declared invalid for any reason, such declaration shall not affect the validity of remaining portions of this Ordinance.

Section 3: EFFECTIVE DATE- This Ordinance shall be effective upon its passage and publication in the manner provided by law.

APPROVED by the Mayor and City Council of the City of Bonners Ferry this _____ day of _____, 201____.

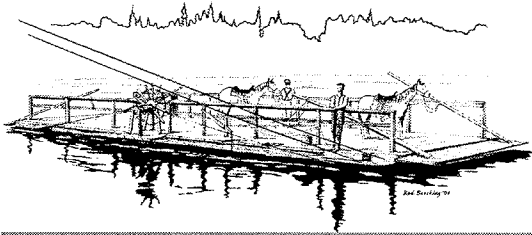
CITY OF BONNERS FERRY, IDAHO

BY: _____

Mayor

Attest:

Clerk, City of Bonners Ferry



CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

MEMO

TO: City Council

FROM: Lisa Ailport, City Planner

DATE: November 21, 2017

RE: Scope and Contract for Idaho Smart Growth – Bike and Pedestrian Plan

The City has been awarded the second application from the National Association of Realtors Smart Growth Action Grants for \$5,000 dollars for the development of phase II of the master bike and pedestrian plan. The application was awarded in early November. Now the City is moving forward with a scope of service with Idaho Smart Growth who would be preparing the plan.

Included with this memo is the Scope of Service prepared by Idaho Smart Growth for all three phases. However, phase III is anticipated to be sought for an additional \$5,000 from the National Association of Realtors in early January. Staff has provided a table below identifying the allocations by funder and by phase. The City's contributions would be supported by the High 5 Grant.

Funders	Phase I	Phase II	Phase III	TOTAL
NAR	\$5,000.00	\$5,000.00	\$5,000.00	\$15,000.00
SAR	\$500.00	\$500.00		\$1,000.00
CITY/High 5	\$5,500.00	\$2,500.00	\$2,000.00	\$10,000.00
Total	\$11,000.00	\$8,000.00	\$7,000.00	\$26,000.00

Proposed Scope of Work: Bonners Ferry, Idaho, Pedestrian, Bicycle Network Plan – with Branding Alternative

Purpose: Bonners Ferry, Idaho, is seeking to develop a bicycle and pedestrian network plan to address the need to provide safe and convenient walking and biking routes for people ages 8 to 80, respond to current walking and biking demand and also encourage residents and visitors to bike and/or walk more. A complete plan will include routes in all parts of town, connections and safe crossings, access to destinations and identification of network directional signage within and around Bonners Ferry as a foundation for future wayfinding. This plan is intended to improve access to active transportation options which have been shown to be beneficial to the health of participants and help stimulate economic development related to bike tourism. The plan will identify priorities and recommend implementation strategies that are realistic and affordable for the city as well as position Bonners Ferry to pursue other grant opportunities for larger projects which they cannot fully address on their own.

Branding: In addition to completing a pedestrian/bicycle network plan for Bonners Ferry this scope proposes to conduct a basic branding exercise to help Bonners Ferry identify iconic ideas or images that signify the community that may be used at Bonners Ferry's discretion in the pedestrian and bicycle directional signage. As follow-up to this scope this brand could be further refined by Bonners Ferry as a wayfinding design theme and built out beyond the bicycle and pedestrian network in the future.

Background: The City of Bonners Ferry is in the midst of updating a series of their foundational planning tools including the Comprehensive Plan and Transportation Plan focused on roadways. As part of that effort they would like to include pedestrian and bicycle transportation needs in the new transportation plan. ISG proposes to develop a separate network plan for walking and biking which will be integrated into the roadway transportation planning effort. Furthermore, Bonners Ferry and Boundary County have recently been awarded separate coordinating grants to build a bicycle route from downtown Bonners Ferry to the nearby wildlife refuge. Bonners Ferry recently made some safe routes to school improvements with a TAP grant they received, and ITD is planning significant improvements for people walking and biking as part of a project to rebuild Highway 95 from Madison south to Pine Island RD. All of these efforts will be considered in the pedestrian and bicycle network plan.

Idaho Smart Growth (ISG) has provided community assistance to over 20 Idaho communities developing pedestrian and bicycle action plans and wayfinding for networks. ISG is currently under contract to assist Bonners Ferry with an update of their Comprehensive Plan. In 2015 Bonners Ferry received technical assistance from New Mobility West to determine design alternatives for the Highway 95 corridor where the ITD project is planned in Bonners Ferry to better serve local traffic and pedestrian and bicycle use alongside the highway users. ISG was a project team member for New Mobility West which included a partial network assessment for pedestrians and bicyclists and identified growing bicycle and pedestrian network demands and opportunities in Bonners Ferry.

Additionally Bonners Ferry is the recipient of a High-Five Community Transformation grant from the Blue Cross Foundation of Idaho for projects aimed at improving the health of youth in the areas of physical activity and access to healthy, affordable foods. Encouraging pedestrian and bicycle use with a comprehensive pedestrian and bicycle network that includes developing low-stress routes, improved facilities and wayfinding is integrally important to that grant purpose.



Proposed Scope of Work: Bonners Ferry, Idaho, Pedestrian, Bicycle Network Plan – with Branding Alternative

Phase I - Organize Project; Initial Community Assessment: The first phase will include network analysis to examine the existing network, needed network connections, low-stress routes and major destinations, review existing information and data, organize stakeholders into an advisory workgroup, create a schedule and refine goals and deliverables of the planning assistance. It will also include an initial visioning effort with a workgroup to inform branding.

Task 1: Organization, Initial Assessment – The ISG team will:

- organize the first site visit and workgroup meeting;
- evaluate existing network via maps and utilizing previous experience in Bonners Ferry;
- review basic technical data that is readily available such as traffic and bike/pedestrian counts and pertinent policy and regulations;
- identify stakeholders and schedule interviews and discussions if necessary;

Task 1 Deliverables: initial assessment completed, Site visit planned and preparation completed.

Task Hours: 70 hours

Task 1B: Branding, Organization, Initial vision – The ISG team will:

- identify community members to participate in visioning of a Bonners Ferry brand
- organize a meeting with these stakeholders concurrently with first site visit of pedestrian bicycle network planning effort.

Task 1B Deliverables: Vision meeting group identified and meeting preparation completed.

Task Hours: 6 hours

Task 1 and 1B will require coordination with Bonners Ferry (BF) staff and transportation plan consultants. BF staff will help identify and invite interested community members and provide pertinent data such as lists of current planned projects that may affect or be affected by ped/bike recommendations.

Task 2: On-Site Visit #1 – ISG team will conduct a 2-day on-site visit. The visit will occur concurrently with the transportation plan public outreach and workshop. The visit will include these activities:

- Conduct Interviews if necessary with workgroup;
- Conduct first meeting/workshop with workgroup including a presentation to decision-makers and workgroup on how to create a low-stress network
- Conduct a mapping outreach exercise during the workshop
- Conduct on the ground conditions and route assessment, identify major destinations;
- Determine assets, opportunities and challenges to a walkable/bikeable Bonners Ferry;

Task 2 Deliverables: Prepare for and conduct on-site visit #1, Summarize Phase I occurrences and findings.

Task Hours: 32 hours, travel time 16 hours

Task 2B: Branding, On-Site Visit #1 – ISG team will conduct a visioning exercise with identified community members producing themes for a Bonners Ferry brand.

Task 2B Deliverables: Summarize branding vision

Task Hours: 14 hours

Note: Assumes ped/bike planning and branding will utilize first site visit simultaneously in Task 2.



Proposed Scope of Work: Bonners Ferry, Idaho, Pedestrian, Bicycle Network Plan – with Branding Alternative

Phase II – Develop Draft: The ISG team will develop a draft plan and review that plan with the workgroup. The second phase of the project will begin immediately following Phase I. During this phase the ISG team and workgroup will jointly analyze the data and other information collected in Phase I including existing policies and plans. ISG will share information on possible solutions and develop a draft plan. A second site visit will be planned and conducted to present and refine the draft plan.

Task 3: Ongoing Communication and Planning, Draft Plan – The ISG team will communicate with staff and the workgroup remotely through a series of phone conferences, emails and other media as necessary to review the findings of the data, policies, assessment and site visit; share expertise and information on possible solutions, and discuss/refine the ideas generated to inform a plan draft. ISG will utilize the information to produce a draft pedestrian and bicycle network action plan including routes, connections, strategies, locations for directional signage and destinations that should be signed, a written analysis of opportunities and challenges with solutions and a draft implementation strategy. Community members will vet the early draft to identify flaws or potential improvements. Site visit #2 will be planned and advertised.

Task 3 Deliverables: Final draft plan prepared for community presentation.

Task Hours: 70 Hours

Task 4: On-Site Visit #2 – BF staff and the ISG team will present the final draft plan(s) to community members and leaders for comment. This visit will include an educational workshop to share the information and solutions that the workgroup used to develop the plan. The intent is to provide attendees a thorough overview of how to improve conditions for walking and bicycling in Bonners Ferry and the health and economic benefits that implementing such a plan could provide. This should help daylight any concerns or barriers to implementing the plan. This site visit will also include meetings with city staff, workgroup, the transportation plan consultants and other entities who may have projects that will affect or be affected by the plan to refine implementation strategies and identify barriers. The ISG team will collect all feedback to incorporate into a final plan.

Task 4 Deliverables: Final draft plan presented, comments and concerns collected, implementation strategies refined and barriers identified.

Task Hours: 32 Hours, 16 travel time hours,

Task 5: Wrap Up – The final draft plan(s) will be edited to reflect the comments including recommended changes and additional implementation strategies identified during the second site visit. The plan will be prepared as a final document ready for consideration for formal adoption and reference by the appropriate jurisdictions and agencies.

Task 5 Deliverables: Final Plan documents prepared for consideration.

Task Hours: 40 hours

Task 6: Project Management – The ISG team will provide any quarterly updates requested, meet by phone with project leaders when called upon, and be accessible for project discussions throughout the schedule.

Task Hours: 20 hours



**Proposed Scope of Work: Bonners Ferry, Idaho,
Pedestrian, Bicycle Network Plan – with Branding Alternative**

Budget

Task	Total Hours	Costs
PHASE I		
1 – Organization, Assessment	70	\$3,850
1B –Organize for vision	6	\$ 330
2 – On-Site Visit #1	48	\$2,640
2B - Visit #1, Visioning	14	\$ 770
Phase I Labor	138	\$7,590
PHASE II		
3 – Communication, Draft Plan	70	\$3,850
4 – On-Site Visit #2	48	\$2,640
5 – Wrap-up	40	\$2,200
6 – Project Management	20	\$1,100
Phase II Labor	178	\$9,790
Direct Expenses	Travel: see below	\$1,800
Total Phase I & II	316	\$19,180
PHASE III		
7B – Develop Brand Alternatives	24	\$1,320
8 – On-Site Visit #3, Implementation	48	\$2,640
8B – On-Site Visit #3, Review Brand Alternatives	6	\$ 330
9B – Refine preferred design	16	\$ 880
Phase III Labor	94	\$ 5,170
Direct Expenses	Travel: see below	\$ 900
Total Phase III		\$ 6,070
Grand Total	410	\$25,250
Contingency	3%	\$ 750
GRAND TOTAL		\$26,000

Note: ISG contract labor rates at \$55/hour include administrative overhead costs

Direct Expenses:

Flights – 4 roundtrip @ \$200 each	= \$800
Rental car 3*\$35 + \$95 fuel = \$200 * 2	= \$400
Hotel Rooms - 2 nights @ \$100	= \$200
Per Diem- 8 Days (2 trips * 2 staff) @\$50/day	= \$400
TOTAL:	= \$1,800



Proposed Scope of Work: Bonners Ferry, Idaho, Pedestrian, Bicycle Network Plan – with Branding Alternative

Phase III – Initial Implementation: On-Site Visit #3 continued outreach – the ISG team will conduct a third on-site visit to be timed to assist with adoption and implementation of the plan as needed. The visit will include public outreach, expert advice and discussion with decision makers on implementation. This follow-up often is necessary to continue the momentum of a plan toward implementation. Real change on the ground is the goal.

Phase III – Develop Brand Alternatives: Following Phase I the ISG team will develop draft alternative graphic sketches utilizing themes identified by the workgroup that convey the vision developed in Task 1B and share these sketches with the workgroup members for comment. These will be presented at the third site visit and the alternatives refined.

Task 7B: Develop Brand Alternatives: Branding ideas will be vetted as graphics with visioning group and visual brand options created.

Task 7B Deliverables: Alternatives identified drafted and presented to workgroup for comments.

Task Hours: 24 hours

Task 8: On-Site Visit #3 and continue outreach – ISG team will conduct a third on-site visit to be timed to assist with adoption and implementation of the plan as needed. The visit will include public outreach, expert advice and discussion with decision makers on implementation. This follow-up often is necessary to continue the momentum of a plan toward implementation. Real change on the ground is the goal.

Alternative 2 task hours: 32 Hours, 16 travel hours

Task 8B: On-Site Visit #3 – ISG team will work with BF staff to present up to three alternative graphic design sketches. These draft brand designs will be reviewed with the visioning group.

Task 8B Deliverables: Brand design sketches reviewed with workgroup

Task Hours: 6 hours

Task 9B: Refine preferred design alternative – A preferred brand design will be refined into a brand template that may be used by Bonners Ferry as they determine.

Task 9B Deliverables: Brand template produced

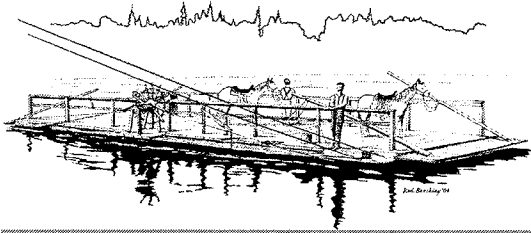
Task Hours: 16 hours

Direct Expenses Phase III:

Flights – 2 roundtrip @ \$200 each	= \$400
Rental car 3*\$35 + \$95 fuel = \$200	= \$200
Hotel Rooms - 1 night @ \$100	= \$100
Per Diem- 4 full days (1 trip, * 2 staff)	= \$200
TOTAL:	= \$900

Note: Change orders or other tasks may be added if requested at Bonners Ferry's expense.





CITY OF BONNERS FERRY

7232 Main Street
P.O. Box 149
Bonners Ferry, Idaho 83805
Phone: 208-267-3105 Fax: 208-267-4375

MEMO

TO: City Council

FROM: Lisa Ailport, City Planner

DATE: November 21, 2017

RE: Motion to Approve High 5 Funding Request

Staff would like the Council to authorize a request to Blue Cross High 5 Foundation for the following projects and allocations:

Community Block Grant Matching Funds--for reconstruction of the City Pool-
\$60,000.00

Master Bike and Pedestrian Plan- \$10,000.00

Total Monies Requested: \$70,000.00

Review of previous expenses and remaining allocations:

The Foundation has provided us with \$10,000 upfront monies to cover both incidental costs, such as printing surveys and purchasing banners and to purchase swag items to give away at local events (Health Fair and County Fair). Funds were also used to support bringing Mark Fenton to Bonners Ferry and cover costs associated with his visit.

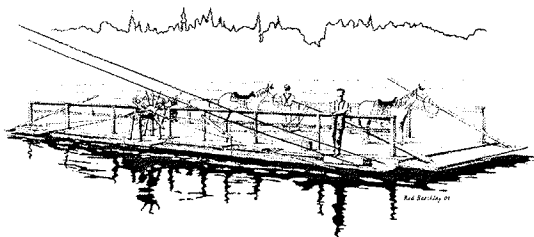
Total Expenditures for supplies and swag= \$2,234.14

Projected Expenditures for Mark Fenton and associated costs= \$5,125.14

Remaining funds= \$2,640.72

Total funds from High 5 Foundation = \$80,000.00 of the allocated \$250,000.00

Remaining Allocated Funds = \$170,000.00



MEMO

CITY OF BONNERS FERRY
CITY ENGINEER/ADMIN

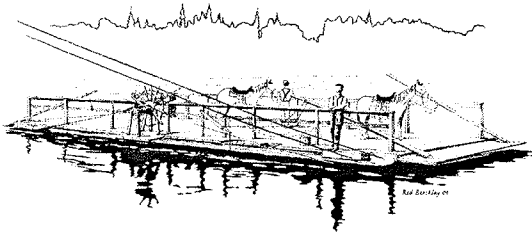
Date: November 17, 2017
To: City Council
From: Mike Klaus, City Engineer/Admin
Subject: **Electric Department - Contract with Deaton for Tree Trimming**

This year the City is trying to get more tree trimming completed around some of our electric lines, and would like to enter a contract with Deaton to do that work. I do not have the quote from Deaton at this time, but hope to have it prior to the Council meeting for your approval.

Please call me with any questions.

Thank you,

Mike



MEMO

CITY OF BONNERS FERRY
CITY ENGINEER/ADMIN

Date: November 17, 2017
To: City Council
From: Mike Klaus, City Engineer/Admin
Subject: **Frontier Phone Service - Add PRI Switch**

In order to move forward on upgrading our phone system, the City will need to change how our system is connected to Frontier. In order to install the new phone system, our new phone server will need to be connected to Frontier via a Primary Rate Interface, or a PRI switch. The PRI switch facilitates the use of an internal phone network, like the one we are purchasing. All of the calls from our system will be routed through the PRI, except for internal calls, which will be routed through our new phone server.

Two of the advantages of installing the PRI are that we can facilitate the new VOIP phone system, and this change should save the City several hundred dollars per month. I have been in contact with Frontier about installing this switch and have included an email from them that discusses the costs of service. I am working towards having a contract from Frontier, ready for Council by meeting time. If that is not possible, I will simply go over the potential saving and gauge the Councils willingness to move forward with the proposed change in service.

Please call me with any questions.

Thank you,

Mike

CITY OF BONNERS FERRY
CATERING PERMIT APPLICATION

Owners Name: Ralph Lotspeich

Business Name: Mirror Lake Golf Course

Business Address: 5686 Main St.

Bonnors ferry, ID 83805

State Beverage License Number: 11554

I hereby request a catering permit for the following dates: 12-15-17

from the hours of 5 a.m. p.m. to midnight a.m./p.m. at the

following location: Bo. Co. Fairgrounds

Catering will be done for the following group or organization sponsoring the

event: City of Bonners Ferry

Type of Event: Christmas Party

Wine: Beer: Hard Liquor:

Ralph Lotspeich 11-7-17
Signature of the Licensee Date

Ralph Lotspeich
Printed Name

Address: P.O. Box 3046 Phone: 208.290.7937
Bonnors Ferry, ID
83805

Date Submitted to City Council _____

A non-refundable fee of \$20 per day is required with the application

Please make check payable to: City of Bonners Ferry
P. O. Box 149
Bonnors Ferry, ID 83805



2017

ASSOCIATION OF IDAHO CITIES

FALL DISTRICT ACADEMIES

The Academies provide vital training for new and veteran city elected officials and staff covering:

- Basics of City Government
- Roles & Responsibilities
- Personnel Management Basics
- Idaho's Open Meetings Law
- Ethics & Conflict of Interest
- Idaho's Public Records Law
- Liability Protection for City Officials
- And Much More!

All meetings will be held from 9:00 am - 3:00 pm

District 5 - Chubbuck
Monday, November 27

Idaho Central Credit Union
4400 Central Way
Chubbuck, Idaho

District 6 - Idaho Falls
Tuesday, November 28

Hilton Garden Inn
700 Lindsay Blvd
Idaho Falls, Idaho

District 4 - Twin Falls
Wednesday, November 29

Canyon Crest Event Center
330 Canyon Crest Drive
Twin Falls, Idaho

Distict 2 - Lewiston
Monday, December 4

Red Lion Hotel
621 21st Street
Lewiston, Idaho

District 1 - Coeur d'Alene
Tuesday, December 5

Best Western Plus Coeur d'Alene Inn
506 West Appleway Ave
Coeur d'Alene, Idaho

District 3 - Nampa
Wednesday, December 13

Nampa Civic Center
311 3rd Street South
Nampa, Idaho

VISIT: WWW.IDAHOCITIES.ORG/ACADEMIES FOR ONLINE REGISTRATION

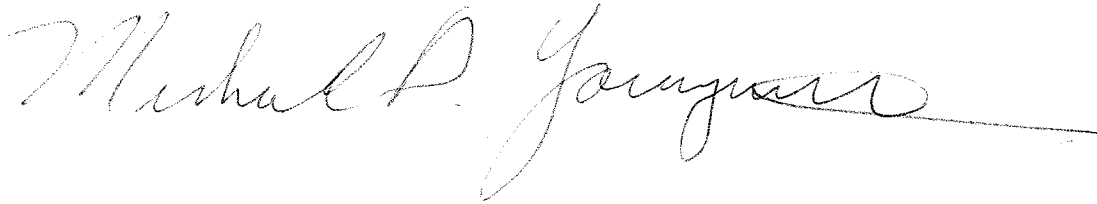
11/16/2017

To: City of Bonners Ferry

Attn: Lisa Ailport

I Michael D. Youngwirth hereby withdraw my application for variance File V01-17 today 11/16/17.

Thank you,

A handwritten signature in cursive script that reads "Michael D. Youngwirth". The signature is written in black ink and includes a long horizontal line extending to the right from the end of the name.

RECEIVED

NOV 16 2017

CITY OF BONNERS FERRY