

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

Bonnors 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. We are an inclusive city that welcomes all people, regardless of race, religion, color, national origin, sex, age, disability, sexual orientation, or gender identity and encourages their participation in city government and city programs.

AGENDA CITY COUNCIL MEETING Bonners Ferry City Hall 7232 Main Street 267-3105 March 17, 2020 6:00 pm

PLEDGE OF ALLEGIANCE

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/City Engineer/Economic Development Coordinator/Urban Renewal District/SPOT

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of the March 3, 2020 Council meeting minutes
4. Treasurer's Report

OLD BUSINESS

5. Water/Sewer – Consider Refund Request from Riverside Auto (attachment) {action item}

NEW BUSINESS

6. Electric – Consider Authorizing the Purchase of a New Hydraulic Power Unit for Generator #1 (attachment) {action item}
7. Water/Sewer – Consider Awarding the Bid for the Wilson – Solomon Corridor Project (attachment) {action item}
8. City – Consider Approval of Ordinance #592 and the Publication Summary for De-annexation of Lands Owned by Sukenik, Jordan Trust and Gagnier-Anderson Trust and Have the First Reading by Title Only (attachment) {action item}
9. City – Suspend the Reading Rules and Adopt Ordinance #592 {action item}
10. City – Consider Adoption of Resolution 2020-03-17 to Amend the Bonners Ferry Future Land Use Map (attachment) {action item}
11. City – Consider Adoption of Resolution 2020-03-17A for the Bike and Pedestrian Plan (attachment) {action item}
12. Street – Consider Authorizing the Mayor to Sign the Application for the Arbor Day Grant (attachment) {action item}
13. Planning and Zoning – Discuss Draft Parking Ordinance (attachment)
14. Executive Session Pursuant to Idaho Code 74-206, Subsection 1 (b) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member or individual agent or public school student
15. City – Consider Contract Amendment with Whitebridge Consulting Inc. (attachment) {action item}

ADJOURNMENT

**MINUTES
CITY COUNCIL MEETING
Bonners Ferry City Hall
7232 Main Street
267-3105
March 3, 2020
6:00 pm**

Mayor Dick Staples called the Council meeting of March 3, 2020 to order at 6:00 pm. Present for the meeting were: Council President Rick Alonzo, Council Members Adam Arthur, Valerie Thompson and Ron Smith. Also present were: City Clerk/Treasurer Christine McNair, City Administrator Lisa Ailport, City Engineer Mike Klaus, City Fire Chief Dave Winey, City Police Chief Brian Zimmerman and City Attorney Andrakay Pluid. Members of the public present were: Marty Martinez, Denise Crichton, Craig Kelson, Dave Gray and Eric Lederhos.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Craig Kelson, with the Human Rights Taskforce, said March is national women's history month. Women will be recognized for the political, social and economical contributions they have made. There will be displays in all of the libraries. Craig also thanked all of the women present for their contributions to the community.

REPORTS

Police Chief Brian Zimmerman said the island will be cleaned tomorrow. It is alright to put signs up near the class reunions as long as the signs are removed when the reunion is over.

Fire Chief Dave Winey thanked Brian Zimmerman for the newspaper article recognizing three fire fighters

City Administrator Lisa Ailport said we are looking to fill the seasonal street position. There is a conditional offer for the seasonal water/sewer position. Clare is working on the temporary encroachment permit for the pilot parklet program. The City is currently accepting applications for the head lifeguard position.

City Engineer Mike Klaus said the splash pad concrete work and the well house project started yesterday. The footers are almost ready to pour on the splash pad. Rick asked how big the well house will be. Mike said 20 feet x 34 feet, with two separate rooms

SPOT: Ron Smith said the budget is federal grants funneled down to the state. This year's budget is \$812,000 for operations and \$85,000 for capital. Total budget includes the grant and match money. Bonners Ferry only has a demand route, while Bonner County has a fixed route and a demand route. In 2017 the total for Bonners Ferry was 2,410 boardings, 2018 the total for Bonners Ferry was 2608 boardings, 2019 the total for Bonners Ferry was 2904 boardings. The demand route in local on Tuesdays and Thursdays, on Wednesdays and Fridays the demand route goes to Sandpoint. All of the rides are free to everyone.

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
 2. Approval of Bills and Payroll
 3. Approval of the February 18, 2020 Special Council meeting minutes, February 18, 2020 Council meeting minutes
- Valerie Thompson moved to approve the consent agenda. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

OLD BUSINESS

4. Water/Sewer – Consider Refund Request from Riverside Auto (attachment) {action item}
- Mayor Staples said this will be tabled to allow staff time to respond to the information received last Friday.

5. City – Consider Authorizing the Mayor to Sign the Lease for the Farmers Market for the 2020 Season (attachment) {action item}

Lisa said the Farmers Market agreed with the terms of the current lease. Rick Alonzo moved to authorize the Mayor to sign the lease for the Farmers Market for the 2020 season. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

NEW BUSINESS

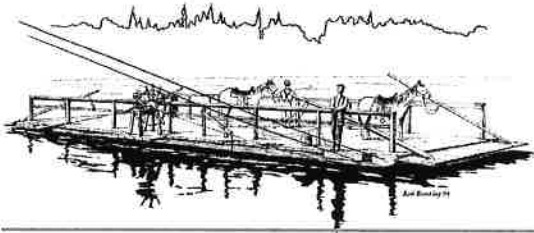
6. Electric – Consider Approval of Ordinance #590 and the Publication Summary for the Moyie Hydro Improvements Bond Election and Have the First Reading by Title Only (attachment) {action item}
Lisa said the ordinance is required for the bond to be placed on the ballot. If the bond is successful the payment will be approximately \$325,000. Lisa said the 9.5% increase last year will cover the anticipated bond payment. Mike said the rate increase will bring in approximately \$480,000. The remaining money, after the bond payment, will fund increasing maintenance and operation costs and other capital projects. Adam said the increase was less than what FCS recommended. Valerie Thompson moved to approve Ordinance #590 and the publication summary for the Moyie Hydro improvements bond elections and have the first reading by title only. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes. Andrakay read the ordinance by title only
7. City – Suspend the Reading Rules and Adopt Ordinance #590 {action item}
Rick Alonzo moved to suspend the reading rules and adopt Ordinance #590. Valerie Thompson seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
8. City – Consider Authorization to Purchase a Box Plow for the Utility Departments for Snow Removal (attachment) {action item}
Lisa said Boundary Tractor has a box plow that the Electric department is interested in purchasing to attach to the backhoe. Water/Sewer is willing to contribute 10%. Adam asked if they will plow the yard with it. Lisa said they will. Rick Alonzo moved to authorize the purchase of a box plow for the utility departments for snow removal in the amount of \$4,800 with a 90% electric /10% water/sewer split. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
9. City – Consider Draft Fee Waiver Policy (attachment) {action item}
Lisa said she recommends a modification to the draft policy, since there is currently a waiver in the water leak policy. Valerie Thompson moved to approve the fee waiver policy as stated with the addition. The policy will read “it is the policy of the City that fees where required by the City for applications, services and special events will not be waived unless otherwise provided for in a policy or change by the Council. Rick Alonzo seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
10. Sewer – Consider Authorizing the Purchase of a Camera System (attachment) {action item}
Mike said the sewer department has budgeted \$120,000 for slip line work. The City spends a lot of money with KG&T to do the camera work. Valerie Thompson moved to authorize the purchase of a camera system for the Sewer department in the amount of \$31,066.49. Adam Arthur seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes
11. City – Consider Authorizing the Mayor to Sign the Memorandum of Understanding with Idaho Transportation Department for Phase II of the Highway 95 Project (attachment) {action item}
Lisa said this will extend the existing current memorandum of understanding through LaBrosse Hill. The only change is the mile marker. Rick Alonzo moved to authorize the Mayor to sign the memorandum of understanding with the Idaho Transportation Department for Phase II of the Highway 95 Project. Ron Smith seconded the motion. The motion passed. Adam Arthur – yes, Valerie Thompson – yes, Rick Alonzo – yes, Ron Smith – yes

ADJOURNMENT

The meeting adjourned at 6:35pm.

INFORMATION

AIC Spring District Meeting: Tuesday, April 21, 2020 in Coeur d' Alene
AIC Annual Conference: Wednesday – Friday, June 10, 2020 – June 12, 2020



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: Mayor and City Council
From: Christine McNair, Clerk/Treasurer
Date: 3-13-20
Re: Riverside Auto

The following are notes from the Riverside Auto account:

January 2018, Wendy called concerned about high water usage and asked if the service line was for both the service shop and the body shop. John Delaney checked the meter and it showed a leak.

Spring 2019, Wendy called concerned about high charges. Christine went over and spoke with Wendy. During the conversation Christine called John Delaney, he came down and we walked around the property. Wendy said there was a leak near a hydrant. John noticed a significant dip in the asphalt between the body shop and the administration building. John said he would get Wendy the number of someone who can tell her where the leak is. John also said if the water is left on the bill will be high.

The attached water read sheets indicate the leak(s) were not resolved until October 2019.

The following is the policy for water leaks:

O. WATER LEAKS

1. When a major water leak is discovered on the customer's lines the City will provide bill relief under the following conditions.
 - a. Only for the billing cycle in which the leak is detected.
 - b. The leak must be external to any structures.
 - c. Not greater than ½ of the amount in excess of the normal water usage, as estimated by the City
 - d. The consumer must notify City Hall within thirty days of the billing date.
 - e. The consumer must provide a detailed explanation, in writing, of the conditions.
 - f. If the leak is caused by customer negligence, the City will not absorb any of the loss.

The current policy does not provide for any relief of sewer charges.

BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM
CUSTOMER WATER READINGS

CITY OF BONNERS FERRY, ID
04:33:55 - 03/02/2020

Customer Name: RIVERSIDE AUTO CENTER INC
Account: 68709-00
Route - Meter: 86-0691 From 7-2014 to 3-2020
Service Address: 6471 BONNER ST SERVICE SHOP
Mtr Id - Type - Size: 57972073 R COM-UNDER 1"

Meter Serial #: 33138305BF
(Readings in Actual Units)

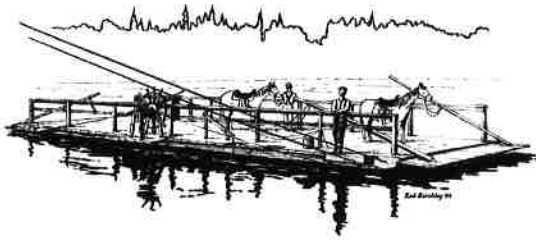
AP-Year	Reading	Reading Date	Monthly Usage	YTD Usage	Reading Type
02-2020	2108	02/06/2020	1400	83430	HANDHELD
01-2020	2094	01/09/2020	1400	83416	HANDHELD
12-2019	2080	12/05/2019	900	83402	HANDHELD
11-2019	2071	11/07/2019	1200	83393	HANDHELD
10-2019	2059	10/09/2019	6400	83381	HANDHELD
09-2019	1995	09/09/2019	6100	83317	HANDHELD
08-2019	1934	08/09/2019	11100	83256	HANDHELD
07-2019	1823	07/09/2019	8400	83145	HANDHELD
06-2019	1739	06/10/2019	14200	83061	HANDHELD
05-2019	1597	05/07/2019	15100	82919	HANDHELD
04-2019	1446	04/04/2019	10600	82768	HANDHELD
03-2019	1340	03/12/2019	16600	82662	HANDHELD
02-2019	1174	02/07/2019	10300	82496	HANDHELD
01-2019	1071	01/09/2019	9700	82393	HANDHELD
12-2018	974	12/10/2018	9900	82296	HANDHELD
11-2018	875	11/08/2018	10400	82197	HANDHELD
10-2018	771	10/10/2018	11100	82093	HANDHELD
09-2018	660	09/10/2018	13800	81982	HANDHELD
08-2018	522	08/08/2018	14400	81844	HANDHELD
07-2018	378	07/09/2018	12400	69424	HANDHELD
06-2018	254	06/07/2018	12600	56826	HANDHELD
05-2018	128	05/10/2018	8500	43335	HANDHELD
04-2018	43	04/13/2018	13500	34835	HANDHELD
03-2018	9908	03/12/2018	11600	24136	HANDHELD
02-2018	9792	02/13/2018	10300	24020	HANDHELD
01-2018	9689	01/16/2018	12800	23917	HANDHELD
12-2017	9561	12/15/2017	12500	23789	HANDHELD
11-2017	9436	11/15/2017	13700	23664	HANDHELD
10-2017	9299	10/16/2017	15900	23527	HANDHELD
09-2017	9140	09/15/2017	19400	23368	HANDHELD
08-2017	8946	08/17/2017	20800	23174	HANDHELD
07-2017	8738	07/17/2017	20500	22966	HANDHELD
06-2017	8533	06/16/2017	15300	22761	HANDHELD
05-2017	8380	05/17/2017	14100	22608	HANDHELD
04-2017	8239	04/18/2017	15500	22467	HANDHELD
03-2017	8084	03/17/2017	17500	22312	HANDHELD
02-2017	7909	02/17/2017	3200	22137	HANDHELD
01-2017	7877	01/18/2017	3700	18937	HANDHELD

**BLACK MOUNTAIN SOFTWARE UTILITY BILLING SYSTEM
CUSTOMER WATER READINGS**

CITY OF BONNERS FERRY, ID

04:33:55 - 03/02/2020

12-2016	7840	12/16/2016	5000	18900	HANDHELD
11-2016	7790	11/17/2016	5900	18850	HANDHELD
10-2016	7731	10/18/2016	6800	18791	HANDHELD
09-2016	7663	09/16/2016	8100	18723	HANDHELD
08-2016	7582	08/16/2016	10200	18642	HANDHELD
07-2016	7480	07/19/2016	8800	18540	HANDHELD
06-2016	7392	06/17/2016	5900	18452	HANDHELD
05-2016	7333	05/17/2016	4100	18393	HANDHELD
04-2016	7292	04/15/2016	2700	18352	HANDHELD
03-2016	7265	03/16/2016	2600	18325	HANDHELD
02-2016	7239	02/17/2016	2500	18299	HANDHELD
01-2016	7214	01/20/2016	3500	18274	HANDHELD
12-2015	7179	12/17/2015	3700	18239	HANDHELD
11-2015	7142	11/17/2015	5000	18202	HANDHELD
10-2015	7092	10/19/2015	6700	18152	HANDHELD
09-2015	7025	09/15/2015	7100	18085	HANDHELD
08-2015	6954	08/14/2015	8200	18014	HANDHELD
07-2015	6872	07/17/2015	11300	17932	HANDHELD
06-2015	6759	06/18/2015	6600	17819	HANDHELD
05-2015	6693	05/19/2015	4800	17753	HANDHELD
04-2015	6645	04/17/2015	2600	17705	HANDHELD
03-2015	6619	03/18/2015	2500	17679	HANDHELD
02-2015	6594	02/18/2015	2500	17654	HANDHELD
01-2015	6569	01/19/2015	3100	17629	HANDHELD
12-2014	6538	12/18/2014	3900	17598	HANDHELD
11-2014	6499	11/18/2014	6300	17559	HANDHELD
10-2014	6436	10/17/2014	7600	17496	HANDHELD
09-2014	6360	09/18/2014	8300	17420	HANDHELD
08-2014	6277	08/19/2014	18400	17337	HANDHELD
07-2014	6093	07/18/2014	9400	17153	HANDHELD



MEMO

CITY OF BONNERS FERRY
CITY ENGINEER

Date: March 12, 2020
To: City Council
From: Mike Klaus, City Engineer
Subject: Electric Department - Generator #1 Hydraulic Power Unit

Each of our four generators at the powerhouses utilize governors that throttle water flow to the turbines. The governor relies on either mechanical, digital, or hydraulic devices to attenuate flow, and the City uses a hydraulic assembly called a hydraulic power unit (HPU). Since these HPU's have moving parts, they eventually wear out and either need rebuilt or replaced completely.

To replace the HPU for generator #1 with the same original unit was quoted to cost just under \$44,000. The newest HPU we have is the one utilized by generator #4, which is the simpler version of HPU's. Pat Steven's has put together a parts list to build a new HPU for generator #1 that mimics #4. The approximate cost of the parts for a new HPU is \$10,000. I estimate that the City would need to spend an additional \$5,000 for labor and peripheral electrical parts to complete the project.

I request that the Council approve the proposed project to replace the hydraulic pressure unit for \$15,000.

Please let me know if you have any questions.

Thank you,

Mike



MEMO

CITY OF BONNERS FERRY
CITY ENGINEER

Date: March 12, 2020
To: City Council
From: Mike Klaus, City Engineer
Subject: **Water & Sewer Departments - Wilson-Solomon Utility Corridor Project Bid**

The City received seven bids on March 10, 2020 for the Wilson Solomon Utility Corridor Project. I have attached the bid summary so that you can see how the bids varied. The project is broken into three pieces; the Base Bid, Alternate A, and Alternate B.

The Base Bid is required work that the City must complete before September 5th 2020, by contract with the landowners that dedicated right-of-way to the City. Alternate A provides a base for a future road as well as allows for immediate City access to the utilities that will be installed with this project. Alternate A is optional and would affect the budgets of the water, sewer, and electric departments. Alternate B is for water services that would be paid for by the developer, so has no effect on the City's budget.

The lowest responsive bid received was from Wink Inc., with a Base Bid of \$199,290.00, and Alternate A at \$159,400.00. The total Base Bid plus Alternate A was \$358,690.00. This project was estimated by the engineer to be between \$200,000 and \$260,000. I do recommend awarding the Base Bid and Alternate A to Wink Inc. However, I would like to review with Council the current cash position of each department before making that decision.

I will provide budget information for each utility department at the Council meeting to aid you in making a decision about Alternate A.

Please let me know if you have any questions.

Thank you,

Mike



March 12, 2020

City of Bonners Ferry
7232 Main Street (PO Box 149)
Bonners Ferry, ID 83805

RE: Wilson to Solomon Utility Corridor Project – Evaluation of Bids

Dear Members of the City Council;

On March 10, 2020 sealed bids were opened for the Wilson to Solomon Utility Corridor Project. A total of seven bids were received. Contractors submitting bids were; Wink Inc., Earthworks Northwest, KGT Septic, S & L Underground, Sonray Enterprises LLC, J7 Contracting, and Stewart Contracting.

Wink, Inc. of Bonners Ferry was the lowest bid received with a Base Bid amount of \$199,290.00 for the utility work and the lowest bid received for Alternate A at \$159,400.00 for the gravel access road construction. Both low bid amounts were below the Engineer's Estimate. No mathematical errors were found in the bids and a copy of the full bid tabulation is attached for your review.

The low bid was properly signed and executed and included an Idaho Public Works Contractor license number, a Subcontractors List, Bid Bond in an amount equal to 5% of the bid, and acknowledgement of receipt of Addendum 1. A check of the Idaho Division of Building Safety, Public Works Contractors Licensing Bureau database showed that Wink, Inc. has a valid contractor's license.

Based upon our understanding of the available funds and review of the bid amounts, Century West Engineering recommends that the City of Bonners Ferry award of the construction contract to Wink, Inc for the Base Bid Amount of \$199,290.00. If the City supports the use of additional funds for the construction of the gravel access road, Century West Engineering recommends that the City of Bonners Ferry also consider award of Additive Alternate A to Wink, Inc in the amount of \$159,400.00 for a total contract award of \$358,690.00.

Please call with any questions or comments regarding this bid evaluation.

Sincerely,
CENTURY WEST ENGINEERING CORPORATION

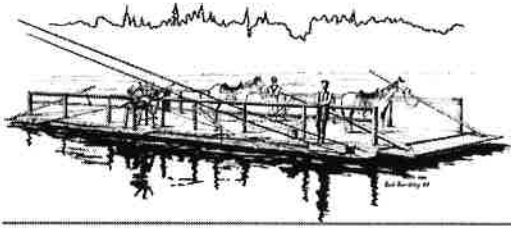
A handwritten signature in blue ink, appearing to read "Ryan J. Luttmann".

Ryan J. Luttmann, P.E.
Senior Project Engineer

Enclosure

City of Bonners Ferry
 Wilson to Solomon Utility Corridor Project
 Bid Opening - March 10, 2020

Bidder	<u>1</u> S&L Underground	<u>2</u> Sonray Enterprises LLC	<u>3</u> J7 Contracting Inc.	<u>4</u> Earthworks Northwest	<u>5</u> Wink Inc.	<u>6</u> KG&T	<u>7</u> Stewart Contracting Inc.
Base Bid	\$ 289,320.00	\$ 257,094.00	\$ 231,756.00	\$ 205,280.00	\$ 199,290.00	\$ 219,021.88	\$ 276,510.00
Alternate A	\$ 175,760.00	\$ 225,780.00	\$ 247,530.00	\$ 202,055.00	\$ 159,400.00	\$ 188,313.95	\$ 210,500.00
Total Base + A	\$ 465,080.00	\$ 482,874.00	\$ 479,286.00	\$ 407,335.00	\$ 358,690.00	\$ 407,335.83	\$ 487,010.00
Alternate B	\$ 23,400.00	\$ 13,000.00	\$ 24,700.00	\$ 13,260.00	\$ 28,600.00	\$ 13,390.00	\$ 41,600.00
Total	\$ 488,480.00	\$ 495,874.00	\$ 503,986.00	\$ 420,595.00	\$ 387,290.00	\$ 420,725.83	\$ 528,610.00



CITY OF BONNERS FERRY

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

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator *LMA*

DATE: March 12, 2020

RE: **AN04-19 Ord. 592 to Deannx lands owned by SUKENIK, JORDAN TRUST, GAGNIER-ANDERSON TRUST**

The property owners petitioned City Council back in November of 2019 to consider de-annexing lands along the eastern property limits of the city. The Council agreed to this request pending completion of the de-annexation agreement, signed by the parties in November.

The annexation agreement required that:

- The Owners shall pay any and all fees associated with the de-annexation process, outlined in paragraph 5.1 herein.- *All fees have been confirmed paid for by the applicant*
- The Owners shall submit applications to Boundary County and receive conditional approval upon de-annexation for the amendment of the county's Future Land Use Map (Comprehensive Plan Map) and official zoning map for the Described Lands. Proof of completion of this condition shall be provided to the City by the Owners. *The County Commissioners approved the acceptance of the lands back into the county and the designations of those lands on their future land use map and zoning map on January 27, 2020.*
- The terms of this agreement shall be null and void two (2) years after the execution of this document by the City unless the conditions have been met and a de-annexation ordinance has been recorded. *The terms of this approval have not expired.*

It is my recommendation that the City Council approve the ordinance and publication summary and direct staff to notify the Boundary County Assessor and the Idaho State Tax Commission of the city boundary changes.

Fiscal Impact Statement: The financial impacts of this decision were discussed at the time of the public hearing wherein the decision by the Council was to approve the de-annexation pending completion of the terms of the agreement.

CITY OF BONNERS FERRY, IDAHO

**DE-ANNEXATION AND
AMENDMENT OF OFFICIAL ZONING MAP
SUKENIK, GAGNIER-ANDERSON TRUST, JORDAN TRUST, FILE #AN04-19**

ORDINANCE NO. 592

AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, DE-ANNEXING AND EXCLUDING CERTAIN LANDS LOCATED WITHIN THE CORPORATE CITY LIMITS OF BONNERS FERRY, IDAHO, AMENDING THE OFFICIAL ZONING MAP OF BONNERS FERRY TO EXCLUDE THE SUBJECT LANDS FROM THE CITY LIMITS, PROVIDING FOR THE FILING OF THIS ORDINANCE WITH THE IDAHO STATE TAX COMMISSION AS REQUIRED BY LAW; PROVIDING SEVERABILITY AND PROVIDING THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

Whereas, Idaho Code §50-225 provides the procedures and authority for cities to exclude or alter the boundaries of their corporate city limits; and

Whereas, landowners Ronald and Leann Sukenik; Naomi E. Jordan (Revocable Trust) and Mark P. Gagnier and Marla R. Anderson (Gagnier-Anderson Living Trust) voluntarily initiated proceedings to de-annex approximately 35.7 acres of land south of the Kootenai River and north of the BNSF right-of-way in Section 26, Township 62 North, Range 1 East, Boise Meridian; and

Whereas, the subject properties are contiguous to unincorporated Boundary County lands to the immediate east; and

Whereas, Bonners Ferry City Council conducted a public hearing on the proposed de-annexation on November 19, 2019, pursuant to public notice requirements of the Idaho Local Land Use Planning Act; and

Whereas, the landowners have completed the conditions of the de-annexation agreement with the City of Bonners Ferry; and

Whereas, the provisions of Idaho Code §50-225, "Exclusion of Territory," require the passage, approval, and publication of an ordinance to complete the de-annexation process.

Now therefore, Be it ordained by the Mayor and City Council of the City of Bonners Ferry, Boundary County, Idaho as follows:

Section 1. Adoption of De-annexation Ordinance

The lands situated within the city limits of Bonners Ferry, Idaho, adjacent and contiguous to the unincorporated lands within Boundary County, as described in Exhibit A and illustrated in Exhibit B, which are made a part of this ordinance, are hereby de-annexed from the corporate city limits of the City of Bonners Ferry, Idaho.

Section 2: Amendment of the City of Bonners Ferry Official Zoning Map:

The Official Zoning Map of the City of Bonners Ferry, Idaho is hereby amended to exclude said lands from the boundaries of the City that are described in Exhibit A and illustrated in Exhibit B.

Section 3. Severability. The sections of this ordinance are severable. The invalidity of a section shall not affect the validity of the remaining sections.

Section 4. Effective date.

This ordinance shall be in full force and effect upon the passage and publication of the ordinance or ordinance summary in one (1) issue of the official newspaper for the City of Bonners Ferry. The City of Bonners Ferry shall provide the required legal documents and maps to Boundary County, Idaho and the Idaho State Tax Commission, in accord with Idaho Code.

APPROVED by the Mayor and City Council of the City of Bonners Ferry this _____ day of _____, 2020.

BY: _____
Mayor James R. "Dick" Staples

Attest:

Christine McNair, Clerk, City of Bonners Ferry

SUSPENSION OF RULES AND PUBLICATION BY SUMMARY: This ordinance passed under suspension of rules and duly enacted as an ordinance of the City of Bonners Ferry, Idaho and publication of this ordinance by summary in the official newspaper is hereby approved this _____ day of _____, 2020

BY: _____
Mayor James R. "Dick" Staples

Attest:

Christine McNair, Clerk, City of Bonners Ferry






Exhibit - A

Legal Description







That Portion of Government Lots Six (6), Seven (7), and Eight (8), in Section Twenty-six (26), Township Sixty-Two (62) North, Range One (1) East, Boise Meridian, Idaho, lying north of the Burlington Northern & Santa Fe Railroad right-of-way, and being more particularly described as Tax Parcel Numbers 20 through Tax 26, in said Section; containing 35.77 acres more or less, as shown in Record of Surveys filed in Book 1, Pages 79 and 80, and a portion of which is shown in Book 6, Page 100, filed in the Recorder's Office of Boundary County, Idaho.

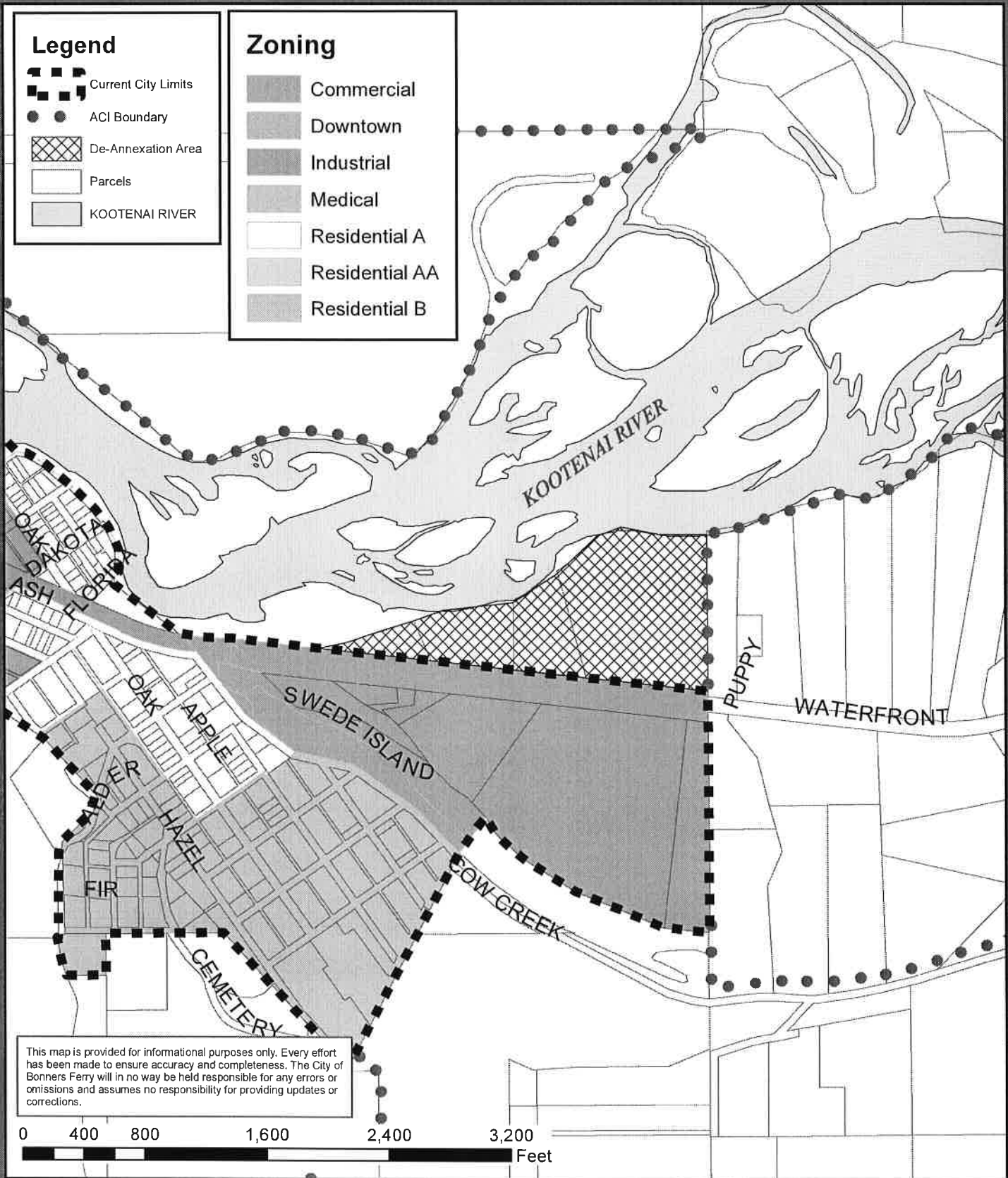


Legend

-  Current City Limits
-  ACI Boundary
-  De-Annexation Area
-  Parcels
-  KOOTENAI RIVER

Zoning

-  Commercial
-  Downtown
-  Industrial
-  Medical
-  Residential A
-  Residential AA
-  Residential B



CITY OF BONNERS FERRY, IDAHO

DE-ANNEXATION MAP
 OFFICIAL ZONING MAP AMENDMENT
 FILE #AN-04-19
 EXHIBIT B



**SUMMARY FOR PUBLICATION OF
CITY OF BONNERS FERRY ORDINANCE NO. 592
REGARDING DE-ANNEXATION FILE #AN04-19
SUKENIK, JORDAN TRUST, GAGNIER-ANDERSON TRUST**

Pursuant to Idaho Code Section 50-901A, the City of Bonners Ferry, Idaho hereby gives notice of the adoption of City of Bonners Ferry Ordinance No. 592 adopted on March 17, 2020. The full title of the ordinance is:

AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, DE-ANNEXING AND EXCLUDING CERTAIN LANDS LOCATED WITHIN THE CORPORATE CITY LIMITS OF BONNERS FERRY, IDAHO, AMENDING THE OFFICIAL ZONING MAP OF BONNERS FERRY TO EXCLUDE THE SUBJECT LANDS FROM THE CITY LIMITS, PROVIDING FOR THE FILING OF THIS ORDINANCE WITH THE IDAHO STATE TAX COMMISSION AS REQUIRED BY LAW; PROVIDING SEVERABILITY AND PROVIDING THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION ACCORDING TO LAW.

The legal description of the de-annexed lands is:

That portion of Government Lots 6, 7, and 8 in Section 26, Township 62 North, Range 1 East, Boise Meridian, Idaho, lying north of the Burlington Northern & Santa Fe Railroad right-of-way, and being more particularly described as Tax Parcel Numbers 20 through Tax 26, in said Section; containing 35.77 acres more or less, as shown in Record of Surveys filed in Book 1 Pages 79 and 80, and a portion of which is shown in Book 6, Page 100, filed in the Recorder's Office of Boundary County, Idaho.

The ordinance de-annexes these described lands and amends the Official Zoning Map to exclude these lands. This ordinance is effective upon enactment and publication according to law.

The full text of Ordinance No. 592 is available at Bonners Ferry City Hall, 7232 Main Street, Bonners Ferry, Idaho 83805, during regular business hours.

City of Bonners Ferry, Idaho

ATTEST:

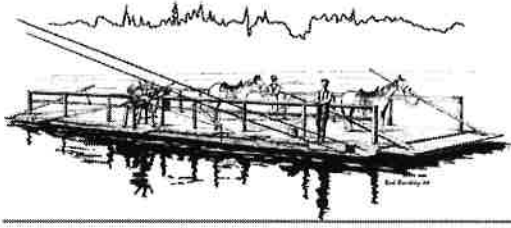
James R. "Dick" Staples, Mayor

Christine McNair, City Clerk

City Attorney Statement Pursuant to Idaho Code Section 50-901A(3)

I, Andrakay Pluid, duly appointed City Attorney for the City of Bonners Ferry, Idaho, certify that the above summary is true and complete and provides adequate notice to the public.

Dated: _____



CITY OF BONNERS FERRY

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

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator *LMA*

DATE: March 12, 2020

RE: Resolution 2020-03-17 To Amend the Future Land Use Map

The attached resolution amends the Future Land Use Map for the City's long range, comprehensive map. A resolution is required to be approved by City Council to amend the future land use map.

It is my recommendation that Council approve Resolution #2020-03-17 to modify the City's future land use map to remove those lands no longer located within city limits.

Fiscal Impact Statement: There are no anticipated fiscal impacts to this decision.

BONNERS FERRY RESOLUTION NO. 2020-03-17

RESOLUTION TO AMEND THE CITY OF BONNERS FERRY COMPREHENSIVE PLAN FUTURE LAND USE MAP TO EXCLUDE FROM THE MAP CERTAIN LANDS THAT ARE TO BE DE-ANNEXED FROM THE INCORPORATED CITY LIMITS.

Whereas, Idaho Code §50-225 provides the procedures and authority for cities to exclude or alter the boundaries of their corporate city limits; and

Whereas, landowners Ronald and Leann Sukenik; Naomi E. Jordan (Revocable Trust) and Mark P. Gagnier and Marla R. Anderson (Gagnier-Anderson Living Trust) voluntarily initiated proceedings to de-annex approximately 35.7 acres of land south of the Kootenai River and north of the BNSF right-of-way in Section 26, Township 62 North, Range 1 East, Boise Meridian; and

Whereas, the subject properties are contiguous to unincorporated Boundary County lands to the immediate east; and

Whereas, Bonners Ferry City Council conducted a public hearing on the proposed de-annexation on November 19, 2019, pursuant to public notice requirements of the Idaho Local Land Use Planning Act; and

Whereas, the landowners have completed the conditions of the de-annexation agreement with the City of Bonners Ferry; and

Whereas, the provisions of Idaho Code §67-6509 (c) provides that “no plan shall be effective unless adopted by resolution by the governing board. A resolution enacting or amending a plan or part of a plan may be adopted, amended, or repealed by definitive reference to the specific plan document. A copy of the adopted or amended plan shall accompany each adopting resolution and shall be kept on file with the city clerk or county clerk.”

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

1: That the City of Bonners Ferry hereby amends the Comprehensive Plan Future Land Use Map to exclude lands as described in Exhibit A and illustrated in Exhibit B, as attached to this resolution.

2. Staff is hereby authorized to place an electronic version on the City website, which is not intended to be relied upon as the official version.

This Resolution is hereby **ADOPTED** and made **EFFECTIVE** by the City of Bonners Ferry this _____ day of _____, 2020.

CITY OF BONNERS FERRY, IDAHO

BY: _____
Mayor

Attest:

Clerk, City of Bonners Ferry






Exhibit - A

Legal Description

That Portion of Government Lots Six (6), Seven (7), and Eight (8), in Section Twenty-six (26), Township Sixty-Two (62) North, Range One (1) East, Boise Meridian, Idaho, lying north of the Burlington Northern & Santa Fe Railroad right-of-way, and being more particularly described as Tax Parcel Numbers 20 through Tax 26, in said Section; containing 35.77 acres more or less, as shown in Record of Surveys filed in Book 1, Pages 79 and 80, and a portion of which is shown in Book 6, Page 100, filed in the Recorder's Office of Boundary County, Idaho.

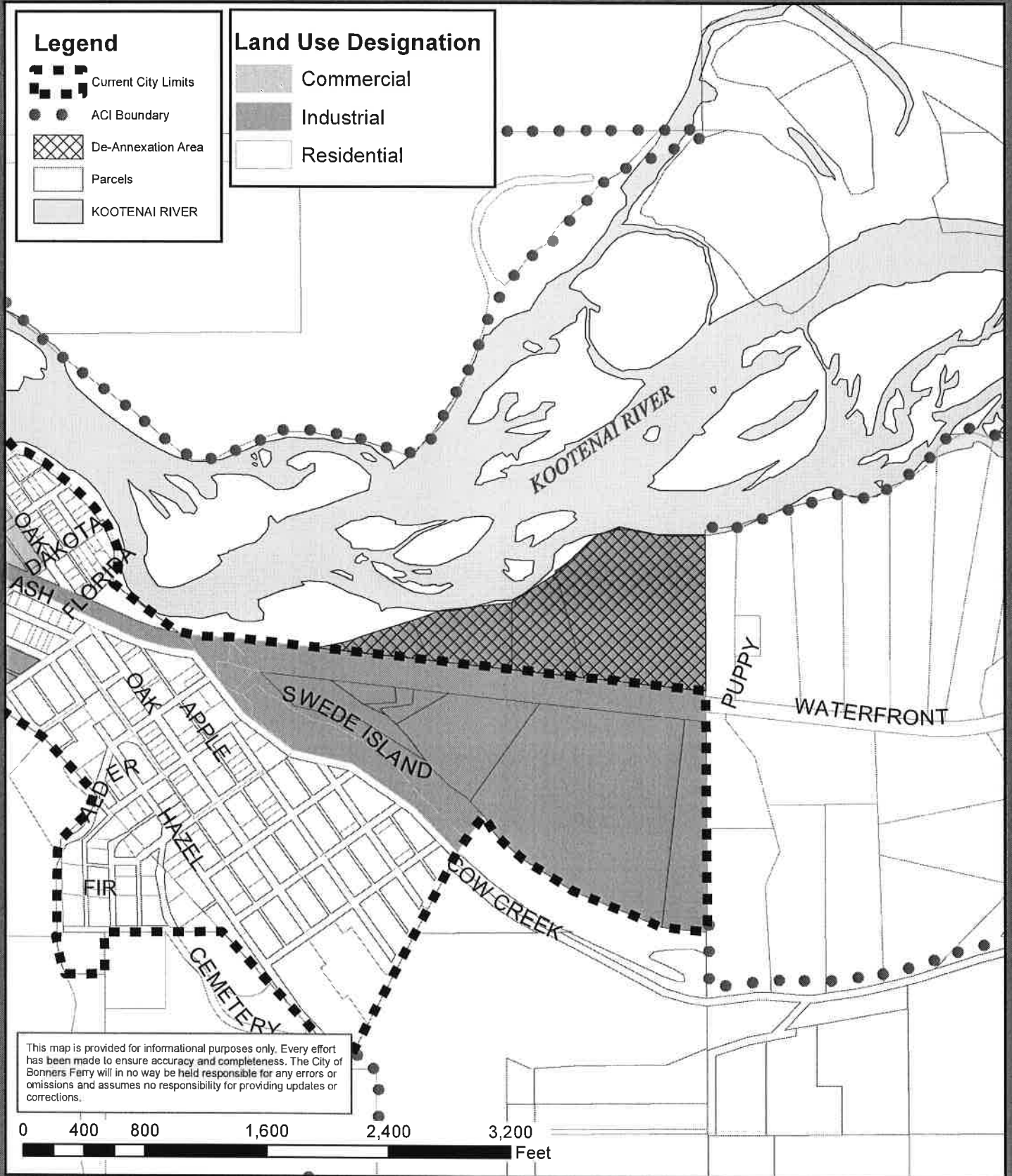


Legend

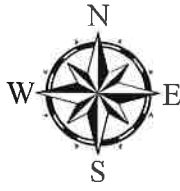
-  Current City Limits
-  ACI Boundary
-  De-Annexation Area
-  Parcels
-  KOOTENAI RIVER

Land Use Designation

-  Commercial
-  Industrial
-  Residential



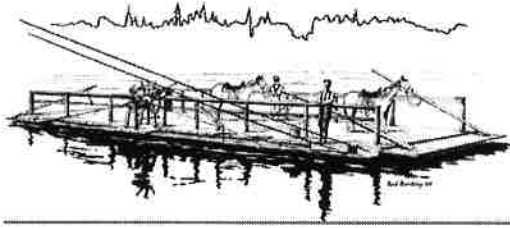
This map is provided for informational purposes only. Every effort has been made to ensure accuracy and completeness. The City of Bonners Ferry will in no way be held responsible for any errors or omissions and assumes no responsibility for providing updates or corrections.



CITY OF BONNERS FERRY, IDAHO

DE-ANNEXATION MAP
 OFFICIAL FUTURE LAND USE MAP AMENDMENT
 FILE #AN-04-19
 EXHIBIT B





CITY OF BONNERS FERRY

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

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator *LMA*

DATE: March 12, 2020

RE: **Pedestrian and Bicycle Plan**

The attached plan and resolution are the culmination of a several year processes to bring forward an integrated and comprehensive assessment of the city's bike and pedestrian needs and to set forth implementation plans to address current and future needs of the city.

Through the planning process, the city has recognized that a bike and pedestrian plan must include detailed consideration of pedestrian and bicycle priorities, and concrete action plans to support walking and cycling throughout the community. This Pedestrian and Bicycle Plan fills that role, with the goal of leading Bonners Ferry to the creation of a safe, comprehensive, inviting, and easy-to-use network that encourages routine walking and biking by residents and visitors of all ages, incomes, backgrounds, abilities and disabilities.

It is my pleasure and recommendation to council that the attached plan and resolution be approved as an addendum to the 2019 Transportation plan.

Fiscal Impact Statement: By adopting this plan there are no financial commitments made or implied. The plan may make the city eligible for future grants and/or funding opportunities wherein staff would be seeking commitment at that time for any financial obligations. The plan its self was funded through by the City, the Blue Cross, High 5 foundation and contribution by the Selkirk Association of Realtors, through the National Association of Realtor community place-making grants.

BONNERS FERRY RESOLUTION NO. 2020-03-17A

RESOLUTION TO ADOPT THE PEDESTRIAN AND BICYCLE PLAN AS AN ADDENDUM TO THE 2019 TRANSPORTATION PLAN.

Whereas, in updating the City’s transportation plan in 2018-2019 Bonners Ferry recognized that a complete plan must include detailed consideration of pedestrian and bicycle priorities, and concrete action plans to support walking and cycling; and

Whereas, the plan’s goal is to lead Bonners Ferry to the creation of a safe, comprehensive, inviting and easy-to-use network that encourages routine walking and biking by residents and visitors of all ages, incomes, backgrounds, abilities and disabilities.; and

Whereas, the plan reviews the existing conditions for walking and cycling in the community, identifying both opportunities and challenges; it proposes a low-stress pedestrian and bicycle network, identifying key links and recommended improvements; it offers a series of policy and practice recommendations; and a proposed system of way-finding and directional signage; and

Whereas, the Council acknowledges that active transportation can improve health. If walking and biking facilities are made easier to use the city is confident that people will use them.

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

1: The attached Pedestrian and Bike Plan, attached hereto, is hereby adopted by reference to the 2019 Bonners Ferry Transportation Plan as an addendum thereto.

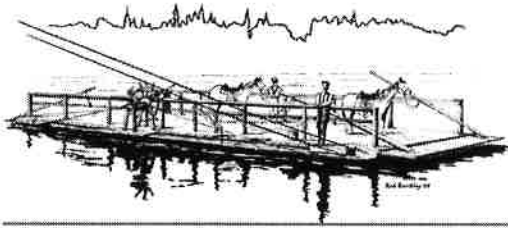
This Resolution is hereby **ADOPTED** and made **EFFECTIVE** by the City of Bonners Ferry this _____ day of _____, 2020.

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

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator *LMA*

DATE: March 12, 2020

RE: **Arbor Day Grant and Proclamation – and Arbor Day Celebration Commitment**

The city is again eligible for the Arbor Day Grant Program “Planting Idaho.” We have been successful in the past in securing 300.00 grants to replace either dying or older street trees in our downtown area. We would again like to submit for this application. If we are successful, there is a match of \$75.00 required.

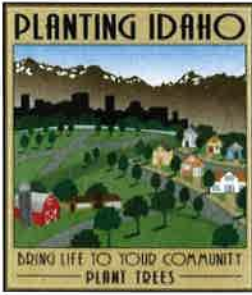
The grant also seeks to know when the community will celebrate Arbor Day, and requires an Arbor Day Proclamation be made by the Mayor.

Working with our Streets Superintendent, we would select, remove or replace trees with locally sourced trees.

It is my recommendation that council authorize the Mayor to sign the application form and sign the proclamation for the 2020 Arbor Day Grant and commit the required match funding of \$75.00.

It is also my recommendation that Arbor Day be celebrated on Earth Day, which is Wednesday, April 22, 2020.

Fiscal Impact Statement: The match funding can be committed through the use of staff time or cash match. We believe we can accommodate the match by the use of in-kind staff labor; therefore there would be no additional expense to the general fund.



2020 Arbor Day Grant Program "PLANTING IDAHO"

Application Form

Community Applying	City of Bonners Ferry				
Contact Person	Lisa Ailport				
Position	City Administrator				
Mailing Address	P.O. Box 149				
City	Bonners Ferry	State	ID	Zip	83805
Phone	208-267-3105		Fax		
Email	lailport@bonnersferry.id.gov				



1. When is your community planning to celebrate Arbor Day?	April 22, 2020
2. Arbor Day Event: Describe the Arbor Day Celebration your community is planning and how this grant will help your community's celebration.	City will plant trees and do a simple dedication ceremony at the site where the new tree is planted
3. Have you considered overhead utilities when selecting tree species for this site?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>



Authorized Signature:
I certify the celebration described in this application is approved and supported by my city government.

Date	Authorized Signature	Title



Return to: Idaho Nursery and Landscape Association
P. O. Box 2065, Idaho Falls, Idaho 83403

OR fax/email to: 208-529-0832 abates@inlagrow.org

Questions? Ann Bates - (208) 681-4769
Website: inlagrow.org

Note: Applications may be returned by mail, fax or email, but must be received in the INLA office no later than March 20, 2020. All applicants will be notified the week of March 23, 2020.

IMPORTANT
You **MUST** also submit a copy of your Arbor Day Proclamation signed by the Mayor with this application.

Idaho Nursery & Landscape Assoc.
P. O. Box 2065
Idaho Falls, Idaho 83403
Arbor Day Grant Program

2020 Arbor Day Grant Program “PLANTING IDAHO”

The Idaho Nursery and Landscape Association (INLA), in cooperation with the **Idaho Department of Lands (IDL)**, **Avista**, **Rocky Mountain Power**, and **Idaho Power**, is pleased to announce a program intended to help communities celebrate Arbor Day, plant appropriate trees for energy conservation and foster a stronger relationship between Idaho communities and the Green and Utility Industries. This year, 35 Arbor Day grants in the amount of \$300 will be awarded for “Planting Idaho”. Funding for this program is provided by the generous contributions of these Idaho utilities that have a large interest in healthy urban forests and having the **right tree planted in the right place**.

All Idaho communities are eligible to participate in the “Planting Idaho” program (unless they have received the grant previously in both 2018 and 2019). Grant funds can only be used for purchasing trees and shrubs and/or related planting and care materials for your community’s Arbor Day celebration. A lottery style drawing will be used to determine who receives each of the 35 available grants. **Applications, along with a signed Arbor Day proclamation, must be received by INLA no later than March 20, 2020 to be considered.** Plant material must be purchased from an Idaho State Nursery & Floral license holder. A list of INLA members will be provided to the grantees so they may purchase quality plant material and receive reliable advice on selection, planting and care; thus, ensuring a significant positive impact on Idaho’s environment.

This is a **reimbursement** grant. Therefore, after being chosen for this grant, an **accomplishment report will be required** and grantee communities must submit copies of paid invoices for plant materials, with check numbers to receive reimbursement. Additionally, a match of 25% (\$75) in cash or in-kind donation is required by the grantee.

Idaho joins most other states in celebrating Arbor Day on Friday, April 24, 2020. However, trees and planting conditions don’t honor calendars – your community may choose to celebrate Arbor Day on a different date.

Questions? Ann Bates – 1-208-681-4769 – abates@inlagrow.org

To fill out the application online go to website: www.inlagrow.org



2020 Arbor Day Proclamation



Bring Life to Your Community!

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving up paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I Dick Staples

Mayor of the City of Bonnors Ferry, Idaho do hereby proclaim

April 22nd as Arbor Day in the City of Bonnors Ferry

and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

Further, I urge all citizens to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

Dated this _____ day of _____ in the year _____

Mayor _____



RUEN-YEAGER & ASSOCIATES, INC.

ENGINEERS ♦ PLANNERS ♦ SURVEYORS

MEMO

To: Bonners Ferry Mayor, City Council, and City Administrator
From: Clare Marley, AICP, Contract Planner
Date: March 11, 2020

Re: **Planning update for March 17, 2020 Council meeting**

Parking ordinance update:

Bonners Ferry Planning and Zoning has been working on an update to the city's parking regulations for several months. An examination of the parking regulations was prompted by staff and city officials' discussion of various parking challenges for businesses in the downtown area and the recent reconstruction of St. Ann's Church. Staff and the Commission also recognized the desire to decrease the loss of valuable commercial land to vacant or under-used parking lots, caused by excessive parking requirements.

The P&Z Commission examined the parking regulations of similar-sized cities in Idaho and standards gathered by the American Planning Association. The Commission also reviewed some zero parking programs detailed in a "Planetizen" on-line webinar. The Planetizen discussion included a story of Sandpoint's decision to eliminate additional off-street parking standards for the downtown core after studying the effects of parking requirements on a new bank headquarters. To meet the parking requirements of that time, the bank either had to pay \$700,000 for "in lieu" parking fees or buy and develop additional land for parking. They chose the later, resulting in the bulldozing of several long-established downtown businesses and a now often empty parking lot.

Bonners Ferry's parking code requires new, substantially altered, and converted buildings to meet modern-day parking requirements. This has been difficult, if not impossible, for start-up businesses in the downtown area, which has limited area to develop additional parking. Staff has worked with individuals with business ventures, such as a small sandwich shop, who were unable to find sufficient off-street parking. They either resorted to shared parking agreements or gave up on their ideas.

The Commission spent several months considering the parking challenges and potential solutions. They have drafted a parking update that would:

- Eliminate off-street parking requirements for commercial uses in the Downtown zoning district and require off-street parking at 50% of the standard space requirements for development or conversion of buildings to residential uses;
- Subtract non-public areas such as hallways, utility areas, foyers, bathrooms and similar portions of buildings from the floor area calculations for parking spaces;
- Allow the city administrator or engineer to interpret regulations where unique situations arise;
- Amend the shared parking provisions to simplify the process;

March 13, 2020

Page 2

- Fix a residential parking requirement that prohibits cars from backing onto roadways;
- Adjust the parking requirement table where current code appears to be higher than comparable city standards elsewhere;
- Allow staff to interpret parking requirements when a use is not listed in the parking table, using the North American Industry Classification System.

Attached is the latest draft of the Off-Street Parking Standards amendment. Prior to scheduling this to hearing, the Commission would like to advise the Council and Mayor of the proposal and receive feedback.

If you need any additional information, please let me know.

ORDINANCE NO. _____

TITLE: OFF STREET PARKING STANDARDS

AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO AMENDING TITLE 11 (ZONING REGULATIONS) CHAPTER 13 (OFF STREET PARKING) TO REDUCE PARKING SPACE REQUIREMENTS BY ADJUSTING FLOOR AREA CALCULATIONS AND MINIMUM PARKING SPACE REQUIREMENTS AND ELIMINATING NON-RESIDENTIAL DOWNTOWN DISTRICT OFF STREET PARKING REQUIREMENTS; TO AUTHORIZE ADMINISTRATIVE CONSIDERATIONS FOR UNIQUE USES AND SITUATIONS, AND TO AMEND SHARED PARKING STANDARDS; AND PROVIDE SEVERABILITY; PROVIDE THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

WHEREAS, the Constitution of the State of Idaho, Article XII, Section 2, the Local Land Use Planning Act, Title 67, Chapter 65, and the Idaho Municipal Corporations Title 50, Chapters 3 and 9 provide authority for the City of Bonners Ferry to adopt ordinances establishing land use standards; and,

WHEREAS, Idaho Code §67-6519 specifically authorizes governing boards to set standards for parking spaces; and

WHEREAS, the City of Bonners Ferry desires to revise parking standards to decrease the loss of valuable commercial land to vacant and under-used parking lots by revising minimum parking space requirements, adopting a simpler process for shared parking agreements, eliminating parking requirements for non-residential uses in the Downtown District and adjusting floor area calculations to exclude storage, utility and non-public areas; and

WHEREAS, the adopted comprehensive plan recognizes the need to “encourage business establishments that will promote the City of Bonners Ferry and surrounding area,” and to “work for the expansion and growth of existing businesses...;” and

WHEREAS, the Planning and Zoning Commission held a duly noticed public hearing on [insert date], in accordance with the Local Land Use Planning Act, Title 67, Chapter 65, Idaho Code and recommended to the City Council [approval/denial] of the Parking Standards ordinance, File #AM??-20; and

WHEREAS, the Bonners Ferry City Council held a duly noticed public hearing on [insert date] to consider the Parking Standards ordinance.

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

SECTION 1: ADOPTION: That Bonners Ferry City Code, Title 11 (Zoning Regulations) is hereby amended to read as follows: (Text to be removed is shown with a ~~strikethrough~~; new language is shown with an underline.)

PART A:

There is hereby added to Section 11-13-2, Application of Provisions, new paragraphs L, M, N, and O, which shall read as follows:

L. Parking Spaces Required. Hallways, storage areas, restrooms, entries, stairways, equipment and utility areas, and other such building service or circulation areas not used or required for business operations, the public, or retail sales space shall not count as floor space for purposes of determining parking spaces required.

M. Downtown Zone Parking. No off-street parking spaces shall be required for commercial uses within the Downtown District. Residential parking shall be provided at fifty percent (50%) of the spaces required at 11-13-5, Schedule of Parking Requirements.

N. Uses Not Listed. The city administrator or city engineer shall determine the minimum parking requirements for uses not specifically listed in the parking schedule, based upon comparable uses found in the North American Industry Classification System, as amended, modified or superseded.

O. Administrative Considerations. The city administrator or city engineer is authorized to interpret regulations or standards for particular uses or situations not specifically provided in this title, taking into consideration a parking plan submitted by the applicant detailing hours of

operation, proximity to pathways, expected attendance, number of employees, customers, or participants, parking and loading needs, and other such factors.

PART B:

Section 11-13-2, Application of Provisions, Paragraph I is hereby amended to read as follows:

I. Joint Use Parking. Two (2) or more uses may share the same off-street parking area and be credited for the required parking spaces, provided:

1. Principal operating hours and traffic generation of the structures or land uses are not in substantial conflict, to the satisfaction of the city engineer and/or administrator;

2. The off-street parking shall be located not more than six hundred feet (600') from the primary entrance of the structure to the nearest entrance of the parking area;

3. An agreement between the parties for shared parking shall be submitted to the city for review and approved by the city attorney and/or administrator.

4. All shared parking and mutual easements shall be recorded and a copy provided to the city.

5. In the event the joint use agreement is terminated, the parties shall notify the city and comply with the parking requirements in effect or enter into another joint use agreement in compliance with this section within sixty (60) days after the agreement was terminated.

~~I. Principal operating hours of the building, structure or use shall not be in substantial conflict, the off street parking shall be located not more than six hundred feet (600') from the primary entrance of the structure to the nearest entrance of the parking area, and a written agreement involved with the joint use of an off street parking facility shall be approved by the city attorney, executed and submitted to the city council, and recorded after council approval. In the event the joint use agreement is terminated, the parties shall notify the city and comply with the parking requirements in effect or enter into another joint use agreement within sixty (60) days after the agreement was terminated.~~

PART C:

Section 11-13-3, Design and Maintenance, Paragraph C, is hereby amended to read as follows:

C. Access driveways for parking areas shall be located in such a way that any vehicle entering or leaving such area shall be clearly visible by a pedestrian or motorist approaching the access or driveway from a public or private street and designed in such a manner that any vehicle leaving or entering the parking area from or onto a public or private street shall be traveling in a forward motion. One- and two (2)-family residential uses are excluded from the requirement to design access driveways for forward motion travel.

PART D:

Section 11-13-5, Schedule of Parking Requirements, is hereby amended as follows:

11-13-5: SCHEDULE OF PARKING REQUIREMENTS:

For the purpose of this title, the following space requirements shall apply:

<u>Type Of Use</u>	<u>Parking Spaces Required</u>
Residential:	
All residential including multi-family	2 for each dwelling unit <u>1.5 for studio unit (combined living and sleeping space)</u>
Mobile home parks	See subsection <u>11-10-2H</u> of this title
Commercial:	
Automobile service and/or fuel	1 for each 2 gasoline pumps and 2 for each service bay
Bowling alleys	4 for each alley or lane, plus 1 additional for each 100 square feet of the area used for restaurant, cocktail lounge or similar use
Childcare facilities	1 per 6 children, plus 1 for each employee
Dining rooms, restaurants, taverns, nightclubs	1 for each 100 square feet of gross floor area plus 1 for every 2 employees. <u>See subsection 11-13-2L for floor space calculations.</u>
Establishments for the service of food or beverage	1 per 100 square feet of gross floor area. <u>See subsection 11-13-2L for floor space calculations.</u>

Funeral parlors, mortuaries	1 per 4 seats 1 for each 100 square feet of floor area
Hotels, motels	1 for each sleeping room, plus 1 for every 2 employees
Public community centers, auditoriums	1 per 100 square feet of gross floor area. See subsection 11-13-2L for floor space calculations.
Recreational or entertainment, indoors or outdoors.	1 for each 100 square feet of gross floor area plus 1 for every 2 employees. Based upon parking plan review provided at Section 11-13-2
Retail or service establishments	1 for each 250 square feet of gross floor area of the building. See subsection 11-13-2L for floor space calculations.
All other types of business or commercial uses	1 for each 250 square feet of gross floor area permitted in any business district area. See subsection 11-13-2L for floor space calculations.
Institutional:	
<u>Banks/offices</u>	1 for each 250 square feet of floor area of the building. See subsection 11-13-2L for floor space calculations.
Business, technical and trade schools	1 for each 2 students
Churches and other places of religious assembly	1 for each 4-6 seats
Hospitals, nursing homes, and sanitariums	1 for each 250 square feet of gross floor area of the building See subsection 11-13-2L for floor space calculations.
Libraries, museums and art galleries	1 for each 400 square feet of floor area
Medical and dental clinics	1 space for every examination or treating room, 1 space for every 200 square feet of waiting area, and 1 space for each employee
<u>Elementary Schools</u>	2 for each classroom and 1 for every 8 seats in auditorium or assembly hall
<u>High Schools, Junior High</u>	1 space per 15 students and 1 for every 8 seats in auditorium or assembly hall

Industrial:	
Manufacturing	1 space for each 1,000 square feet of gross floor area

Fractional numbers shall be increased to the next whole number.

SECTION 2: PROVISIONS SEVERABLE: The provisions of this Ordinance are hereby declared to be severable and if any provision 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 _____, 2020

This ordinance passed [under suspension of rules] and duly enacted as an ordinance of the City of Bonners Ferry, Idaho on this _____ day of _____, 2020, upon the following roll call vote:

CITY OF BONNERS FERRY, IDAHO

BY: _____
Mayor James R. "Dick" Staples

Attest:

Christine McNair, Clerk, City of Bonners Ferry

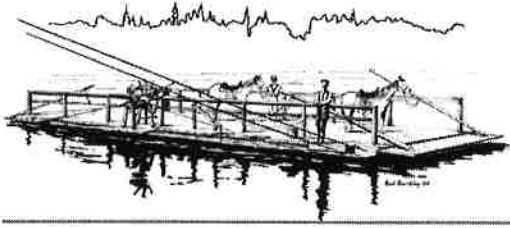
APPROVAL OF ORDINANCE SUMMARY

Publication of this ordinance by summary in the official newspaper is hereby approved by the Bonners Ferry City Council on this _____ day of _____, 2020, upon the following vote:

CITY OF BONNERS FERRY, IDAHO

BY: _____
Mayor James R. "Dick" Staples

Christine McNair, 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

TO: Mayor and City Council

FROM: Lisa Ailport, City Administrator *LMA*

DATE: March 12, 2020

RE: Whitebridge Consulting Contract Addendum

I am asking that Council consider the attached addendum to the Whitebridge Consulting contract to allow the Contractor to continue to work towards addressing some critical IT needs for the City.

I am requesting council approve the attached contract addendum for the continuation of staff initiated IT tasks for up to, and not exceeding \$20,000.00.

Fiscal Impact Statement: The existing proportionate share of these costs by both the general fund and enterprise funds will remain if this contract is extended. Those include:

General Fund: 10%
Water: 20%
Sewer: 20%
Electric: 50%

PROFESSIONAL SERVICES AGREEMENT-
3-17-2020 CONTRACT ADDENDUM

This document is in reference to an agreement dated November 15, 2019 between the parties named below.

BE IT KNOWN, that the undersign parties, for good consideration agree to make the changes and/or addition outlined below. These additions shall be valid as if part of the original contract.

The Contractor is authorized to continue working on IT tasks provided to and by the City Administrator and/or Mayor for an additional cost of up to and not to exceed without prior approval of \$20,000.00.

No other terms or conditions of the contract are negated or changed as a result of this addendum.

DATED this _____ day of _____, 2020.

CITY OF BONNERS FERRY:

Dick Stapes, Mayor

WHITEBRIDGE CONSULTING INC.:

By Kevin Boldt
Owner/President- Kevin Boldt

ATTEST:

Christine McNair, Clerk

Form and content approved by Andrakay Pluid, as attorney for the City of Bonners Ferry.