

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 accommodation 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. We are a city that welcomes all people.

AGENDA CITY COUNCIL MEETING Bonners Ferry City Hall 7232 Main Street 267-3105 July 11, 2023 6:00 pm

Join video Zoom meeting: <https://us02web.zoom.us/j/176727634>

Meeting ID: 176727634

Join by phone: 253-215-8782

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

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

GUESTS

Todd Bateman- Insurance PowerPoint presentation

REPORTS

Police/Fire/City Administrator/City Engineer/Urban Renewal District/SPOT/Golf/EDC

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approval of minutes from the Joint Meeting April 24, 2023, Regular meeting June 6, 2023, June 20, 2023, Budget Workshop June 16, 2023.

NEW BUSINESS

4. **CITY- {action item}** [attachment] Update on Riverside Road FLAP Project.
5. **CITY- {action item}** [attachment] Consider the draft Memorandum of Agreement from Western Federal Lands (agreement for FLAP grant)
6. **ELECTRIC- {action item}** [attachment]- Consider approval of quote from REL for electrical load study.

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7. **GOLF- {action item}** Consider gifting back Friends of Mirror Lake the green fees raised from the Friends of Mirror Lake Golf Tournament.
8. **GOLF- {action item}** [attachment] Consider operational strategy for golf course.
9. **GOLF- {action item}** [attachment] Consider establishing a Steering/Hiring Committee for recruitment of new golf course management.

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

(f) To communicate with legal counsel for the public agency to discuss the legal ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated. The mere presence of legal counsel at an executive session does not satisfy this requirement;

ADJOURNMENT

INFORMATION

1. 5/23/2023 and 6/27/2023 Golf Minutes

Minutes
SPECIAL CITY COUNCIL MEETING
BOUNDARY COUNTY ANNEX BUILDING
6656 MAIN STREET
April 24, 2023
6:00 pm

NEW BUSINESS

- 1. JOINT COUNTY CITY MEETING TO DISCUSS REGIONAL ISSUES WITH BOUNDARY COUNTY COMMISSIONERS AND CITY OF MOYIE SPRINGS {Discussion only}:
Present were Dick Staples, Ron Smith, Val Thompson, Brion Poston, Rick Alonzo Tim Bertling, Ben Robertson, Wally Cossairt, Michelle Rohrwasser, Glenda Poston, Lester Love, Geoff Hollenbeck, Terry Johnson, Steve Economu, Debbie Rauth, Donna Wilson Funkhouser, Deby Garcia**

Boundary Area Transportation Team (BATT)- Regional Transportation

Commssioner Wally Cossairt noted that he chairs the meeting but did not put the item on the agenda. BATT includes Cities, County, ITD, School District, and Legislators attend as well. They discuss projects and funding for North Idaho. Commissioner Cossairt noted that the meetings are held on Wednesdays at 1:30 usually at the Annex building. This Wednesday it will be at 1:00pm at the Panhandle Health District building. Council member Ron Smith said he will start attending this meeting.

Comprehensive plan- Long Range Planning

Mayor Dick Staples stated that the City of Bonners Ferry just completed revamping the Comprehensive Plan, it was approved at the last meeting. It involved a lot of people in the community who did a really good job of reaching out to the community and getting their input. The idea was to represent the community growth and how we want it to grow. City of Moyie Springs Mayor Steve Economu said that theirs is due but haven't addressed it yet, because they have been so consumed in other projects and they will get to it, but they just haven't had time. County Commissioner Chair Tim Bertling said they have not gone over their Comprehensive Plan as they have just been busy with other things as well. It's been 5 to 10 years since they reviewed their plan. Council member Val Thompson stated that it has been since 2006 that the City of Bonners Ferry had re-done the plan. The cost was paid mostly from a grant the city received from the Blue Cross Foundation that piloted a program. There are other counties looking at that. There could be opportunities. City Administrator Lisa Ailport stated for lack of clarity she was the one who put the item on the agenda. Lisa commented that there was a need to discuss Comprehensive Planning across all sectors. They need to be cohesive. Lisa confirmed that we did receive a grant in the amount of \$50,000.00. Lisa mentioned to Moyie that the Blue Cross Foundation is a great resource for grant opportunities to revise your Comprehensive Plan. Lisa also said the County might look into this as well. Commissioner Chair Tim Bertling said it looks like they want cohesiveness between cities and counties and that is a whole other meeting itself. Lisa Ailport said the point was to let you know that the city has just went through that and that if there is an opportunity to work with the communities around Comprehensive Planning the City is ready to help.

Area of City Impact Agreement

Commissioner Chair Tim Bertling asked if the City of Bonners Ferry is expanding or contracting. Mayor Dick Staples said the mapping changed with the Comprehensive Plan. There has been discussion of shrinking it a bit. In terms of maybe the north end when you get to the Top of the hill where we are probably not going to be providing city services, but there has only been open discussion and has not been brought to the table at all. Commissioner Chair Bertling asked about the south of town and maybe look at the easy access areas that you could provide services to that wouldn't cost a lot of money and provide housing. Mayor Staples stated that many of the services are already south of town. City of Moyie Springs Mayor Steve Economu spoke about their area of impact stating the City of Moyie has had some requests from people to annex are not against annexation. They would like a contractor to get a plan to get the infrastructure up to what it needs to be. They have not grown yet. And are going through a major sewer update with a grant through DEQ. Moyie would like to expand, but until they have the revenue to do it, they are stuck.

Spot Bus

Council member Ron Smith and Commissioner Wally Cossairt are on the board. Council member Ron Smith stated the Spot board meets in Ponderay on the third Thursday each month and a service development committee that meet in Bonners the second Thursday of each month. Dave Sims sits on the board as well. New Director Donna Griffin. They will be visiting Moyie to see if they can bring them on board. Ron Smith listed the routes of the SPOT buses and the number of rides for the first quarter. Numbers went down due to COVID-19. Mr. Smith also explained how every time someone boards the bus, that counts as a ride. Funding for SPOT is through federal grants with matching funds. David Sims reported that smaller areas can apply for funds that are administered through Idaho Transportation Department and can be applied for every 2 years. The annual operating budget is around \$900,000.00 Match amount is around 30% for Boundary and Bonner County. SPOT hit its 1,000,000 ride in February. SPOT has 16 buses in all.

Riverside Road Improvements

Commissioner Chair Bertling said the county is making headway on the Riverside project. In concurrence with the people who own the properties. Title reviews are being done. They are hoping to go out for bids this summer, they are making headway and they plan on starting the project in the spring of 2024. The county has invested so much that they cannot back out or it will cost them a tremendous amount of money. Council member Rick Alonzo stated that this is in conjunction with the FLAP project that has been spinning their wheels for about seven or eight years.

Council member Ron Smith asked about the MacArthur Lake project. It went out for bid this spring. La Riviera got the bid and the engineer estimated \$14,000,000.00 and it came in at \$12,000,000.00. The project will start this year and start with the South approach and will make a temporary bridge between the highway and the dam. Next year they finish the rest of the project.

Issues at the Fairgrounds regarding sales of Alcohol

Lisa Ailport said this item was resolved and thought it was removed.

Speed limit reduction at the city of Moyie Springs to 45 mph

City of Moyie Springs Mayor Steve Economu asked how the speed limit got reduced by the Golf Course. They would like a speed limit reduction in Moyie Springs by the Moyie store from 60 to 45. The city of Moyie Springs has been trying to talk to ITD and said it is like talking to a wall and have gotten nowhere. Commissioner Chairman Tim Bertling said that it is a collaborative effort. It required a speed study as part of the process. Commissioner Chair Bertling suggested getting signatures, getting the mill on board, and maybe they can set a meeting up in June.

Garbage dump station closer to the area of Moyie Springs

City of Moyie Springs Mayor Steve Economu asked about adding a dump site closer to Moyie area. Moyie Springs has grown a lot east of town. Commissioner Chair Bertling said this was discussed in 2011-2012 when Clain Skeen went and had the permit pulled for the power and because there were too many people involved the commissioners decided at that point to not go forward with that. He has spoken with Clain Skeen and George Schutes from ITD and Goerge said that he has no problem contacting the regional office to see what can be done to re-open this. The site is where you turn right at the viewpoint, the old pit and is State ground. The county would be interested in a lease over purchasing the land. The only possible cost might be two part-time employees.

City of Bonners Ferry Local Option Tax- Contingency Plan

Commissioner Ben Robertson mentioned that he had added this item. Ben wanted to know if there was a contingency plan if the tax does not pass. Council member Brion Poston said that this has never been discussed. Council member Ron Smith stated that if it fails is either puts it on to property tax increase of 63% or cut services of which will be mainly law enforcement. May 16th is the day to vote.

Other items

Council member Brion Poston asked if the landfill being closed on Sundays permanent. The county does not plan on looking at this again for now.

Commissioner Chair Bertling wanted to discuss with the city about the approach to the riverside trail system. 9B Trails gets a call every month from a resident that would like to access the area with a wheelchair and wanted to know if the city and the county can maybe help build a trail. Council member Val Thompson mentioned that when the city reached out to the railroad, they were stopped by them. Commissioner Chair Bertling said that if the railroad is worried about their trains, then they should put up a fence or take out the bridge for safety. City Administrator Lisa Ailport discussed how the railroad said in order for us to use the bridge the city had to be the applicant since it is inside city limits and since it is an ITD bridge and they hadn't done upkeep, the city would have to pay a min \$15,000 holding amount so their engineers could review it and tell us what we need to do to improve the bridge so it could be used for pedestrian purposes and bill us for the engineers time plus the cost to do the replacement for the city it was about finding funding. Administrator Ailport also mentioned that city has a water main under that as well.

Public Questions- Adrienne Norris asked the group if the comp plan renewal was a requirement. Administrator Ailport answered that is not a requirement under Idaho code it is only suggested. Ms. Norris mentioned that she had already voiced it to the county but would like to voice it to the city as well. As the economy grows, developers and corporations are watching our area. During COVID we were better off than other areas eating out, shopping and moving around. She is seeing that the county ordinances or fee schedules are set up for corporations or developers and should align with growth. The county is looking at fee schedules and how development impacts and closing certain loopholes.

Commsissioner Ben Robertson asked about the county drilling a well for the fairgrounds and using the well to bring water to the filling station. Administrator Ailport said that there are two different filling stations for potable and non-potable water and under Idaho code testing must take place for potable water.

It has been 2017 since the entities met. Councilman Ron Smith said he would like to do this quarterly with the county, city of Bonners Ferry and City of Moyie Springs.

Next Meeting July 24, 2023, at 6:00 p.m.

Meeting adjourned at 7:03pm

**Minutes
CITY COUNCIL MEETING
June 6, 2023**

Mayor Dick Staples called the Council meeting of June 6, 2023, to order at 6:00 pm. He began the meeting with the pledge of allegiance.

Present for the meeting were: Council Members Valerie Thompson, Ron Smith, Rick Alonzo and Council Member Brion Poston.

Also present were City Administrator Lisa Ailport, City Engineer Mike Klaus, Police Chief Brian Zimmerman, Clerk Treasurer Deby Garcia and City Attorney Andrakay Pluid.

Members of the public present included: Fay Almond, David Clark, Emily Bonsant, and Sharon Lincks

PUBLIC COMMENTS

David Clark wanted to know if the discussion of the local option tax was open for public comment. Mr. Clark wanted to be able to comment after the power point presentation as he was not sure if he would have any comments after he heard it. Mayor Staples said that he could speak at that time.

REPORTS

Police- no report

Fire- not present

City Administrator- Lisa wanted to let council know what staff had been up to behind the scenes preparing for the implementation and service for the Local Option Tax, which includes preparing documents, pulling contracts, talking with businesses, and writing the ordinance. Preparing for budget.

City Engineer- Mike said there is a Grant opportunity through ITD one hundred million across the state. 50% will go to large municipalities over 50,000 and the other 50% will go to those who are under 50,000. The max for a project is \$2,000,000.00. This grant will allow for project development like surveying, engineering, acquisition of land, preparatory of documents that need to be put together. This winter the city adopted a new addendum to our transportation plan and one of the top projects is Ash Street and have talked to the consultant and is one that we can do without a lot of land acquisition and time. In preparation for grant writing, we can do some topo work or make that suggestion that topo would help in this initial design and could get a more robust design package that would show some degree of preparedness. The application is due at the end of July and will be granting within 30 to 60 days after that. Lisa added the Investment the City has made at the Transportation plan level. And that if we are successful with this application will have turned a \$19,000.00 investment and already receiving \$100,000.00 and potentially turning into a \$2,000,000.00 additional. When we do the work, it is likely to see them happen. Lisa thanked the council for taking the leadership role in this.

Urban Renewal District-no report

SPOT- no report

Golf- Manager Ralph Lotspeich reported that the golf course opened 10 days later than last year. Green fee sales went up. Season passes are slow now, but punch cards are expected to increase. Ralph said they have hired a couple of new staff members. Ralph said he noticed when he tried to change the watering plan on the NSN and nothing would work, Ralph called Toro and they said the city didn't re-up the service plan. The computer needs updated which will cost about \$2800.00 and the plan is over \$2100.00 per year. They will not service units over 7 years old. Ralph emailed Lisa and Deby. This needs to happen as soon as possible, and he was able to get it working for now.

The girls team won State an individual Brayden Bayer won the individual. 8 of the 10 kids on the team were part of the junior golf program in one way or another. Ralph said this will be his last year at the golf course.

Posted at City Hall on _____

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll
3. Approve Alcohol Beverage License for Lisa Camara dba Bonners Ferry Craft Brews LLC [attachment]
4. Supplemental Contract with Scree, LLC for Website development - regarding Local Option Tax [Attachment]
5. Minutes from May 2, 2023, Council Meeting
6. Minutes from May 16, 2023, Council Meeting

Ron Smith made a motion to approve the consent agenda.

Rick Alonzo seconded the motion.

Result:	Approve
Moved by:	Ron Smith
Seconded by	Rick Alonzo
Voted Yes	Ron Smith, Rick Alonzo, Brion Poston, Val Thompson
Voted No	
Absent	

PUBLIC HEARING

7. Public Hearing to allow testimony on Eileen Road property as underutilized or not used for public purposes.

Mayor Staples opened the public hearing to allow testimony on the testimony on Eileen Road Property at 6:16 p.m. he had copies of the draft survey available to staff and public and stated that the acreage is 7/10 of an acre less than anticipated. Administrator Ailport let the council know in order to change the minimum bid there would have to be another public hearing since it was addressed at the last council meeting. Lisa informed the council know that it could be put on the agenda for another public hearing to change the minimum bid or if they choose to hold the auction with the minimum bid that was set by council that the city would have to take that amount or above. There is a draft notice of the publication that could be modified to reflect the true acreage.

Mayor Stapes closed the public hearing at 6:20pm.

NEW BUSINESS

8. **CITY {action Item}** [attachment]- Set date for public auction of Eileen Road Property.

The auction will be a live bid and that phone in's will be allowed. Rick asked who the auctioneer would be. Lisa replied that it would be a staff member. Date location and time are just suggestions.

Val Thompson made the motion to hold a live auction for the 12.69 acres of land parcel on Wednesday August 23, 2023, at 5:30 p.m. at 7232 Main Street, Bonners Ferry City Hall with a minimum bid of \$250,000.00 and I recommend publishing a public notice to the respective media outlets, notifying the public of such auction.

Brion Poston seconded the motion.

Result:	Approve
Moved by:	Val Thompson
Seconded by	Brion Poston

Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

9. **PLANNING- {action Item} [attachment]** Consider Annexation file AN07-23, Sharon Links, as deliberations only. Lisa stated that the council has received the file as forwarded to you as an annexation. Recommendation is for approval. This is deliberation only and there is no public hearing and the council has to make a decision based on the information that is presented before you. There are conditions of the approval and there are draft motions on page 7.

Ron Smith made the motion to approve File #AN07-23, requesting a Future Land Use Map designation of Residential Low Density, Residential B zoning, and annexation into the City of Bonners Ferry the subject property, finding that it is in accord with the goals and policies of the adopted City of Bonners Ferry Comprehensive Plan, based upon the findings as listed in the staff report. I further move to direct staff to prepare the mapping and annexation documents for consideration by City Council.

Rick Alonzo seconded the motion.

Result:	Approve
Moved by:	Ron Smith
Seconded by	Rick Alonzo
Voted Yes	Ron Smith, Val Thompson, Brion Poston, Rick Alonzo
Voted No	
Absent	

10. **WATER AND SEWER {action Item} [attachment]**- Consider ordinance 608 for second reading, by Title only. Lisa informed the council that this is a continuation of the first reading that was held at the last city council meeting. In that meeting it was discussed that having the second or third readings by title only and that is an option council can take. Before you go to a second reading there are suggestions on the agenda that lists the suspension of rules. If the council chooses that third reading, they would skip the next section of the agenda. If Council chooses to suspend the rules then a motion would be made after a motion on this item is taken care of.

Rick Alonzo made an amended motion to Consider ordinance 608 for second reading, by Title only.

Val Thompson seconded the motion.

Result:	Approve
Moved by:	Rick Alonzo
Seconded by	Val Thompson
Voted Yes	Rick Alonzo, Val Thompson, Brion Poston, Ron Smith
Voted No	
Absent	

11. **WATER AND SEWER {action Item}** [attachment]- Consider suspension of rules and adopt ordinance 608, by Title only and authorize publication of the ordinance summary.

Lisa read the ordinance by title only: AN ORDINANCE OF THE CITY OF BONNERS FERRY, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO REPEALING AND REPLACING TITLE TEN, CHAPTERS ONE (1), TWO (2), AND FOUR (4) IN THEIR ENTIRETY, AMENDING CHAPTER THREE (3) TO INCLUDE A NEW SUBSECTION CALLED "ANNUAL SEWER STUDY," AND STRIKING THOSE SECTIONS THAT ARE REDUNDANT IN CHAPTER ONE (1); PROVIDING SEVERABILITY; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

Val Thompson made the motion that we suspend the reading of the rules and adopt ordinance 608, by Title only and authorize publication of the ordinance summary.

Brion Poston seconded the motion.

Result:	Approve
Moved by:	Val Thomspson
Seconded by	Brion Poston
Voted Yes	Ron Smith, Rick Alonzo, Val Thompson, Brion Poston
Voted No	
Absent	

12. **CITY {Discussion only}** Staff presentation of Ordinance 609, Local Option Tax
 Lisa went through her power point on the Local Option tax with a summary of the details of what is included in the ordinance.
 David Clark spoke about how when the local option was proposed that he didn't know it would require adding another employee for enforcement and collecting. One proposal with the shortfalls of monies would be to

eliminate positions but we are adding a position. He likes small government, and this would grow it. It is more work for the vendors, and they are uncompensated for it. It can come at an additional cost for vendors to make sure they are squared away.

Mayor Staples responded that with local taxes you know where that money is going to and he doesn't mind paying that tax because of where it is going for the city's general fund for police and fire. The city really doesn't have a choice as the state said they will not manage it.

Val Thompson added that our staff are working hard to streamline the processes to save money.

Mayor Staples was surprised that amazon sales would be included in this tax with the sales within the city limits.

Council member Brion Poston commented that we aren't sure how this is all going to come together, and it will take a lot of leg work to get started and moving and eventually smoothed out. Somewhere down the road we may not need as many hours of staff to make this happen.

Lisa stated that the difference between what we budgeted and what we receive will have to go into a holding account to keep the levy rate lower. That amount of money that is used will go to foregone.

Rick asked that since we already set our budget, we are still about 90,000. Short and will receive money in August that will potentially make up that shortfall. We will have to re-open our budget and reprogram it to allow for the revenue brought in by the tax in the current budget.

Section 3-8-8

Result:	Approve
Moved by:	Discussion only no motion
Seconded by	
Voted Yes	
Voted No	
Absent	

13. **CITY- {action Item}** [attachment]- Consider Ordinance 609, Local Option Tax ordinance, by Title only.

Andrakay Read the ordinance by title only: AN ORDINANCE OF THE CITY OF BONNERS FERRY, BOUNDARY COUNTY, IDAHO, ADDING A NEW CHAPTER 8, OF TITLE 3 NAMED LOCAL OPTION TAX, PROVIDING FOR DEFINITIONS: PROVIDING FOR THE IMPOSITION OF CERTAIN NON-PROPERTY TAXES, TO WIT: A ONE PERCENT (1%) TAX ON THE SALES PRICE OF ALL PROPERTY SUBJECT TO TAXATION UNDER IDAHO CODE 63-3601, et. seq., IDAHO SALES TAX ACT, EXEMPTING PURCHASES EXCEEDING \$1,000.00 IN ONE INDIVIDUAL TRANSACTION; PROVIDING THAT THIS NON-PROPERTY TAX SHALL BE IN EFFECT STARTING THE 1ST DAY OF JULY 2023 AND ENDING DECEMBER 31, 2033; ESTABLISHING THE PURPOSES FOR WHICH THE REVENUES DERIVED FROM SAID NON-PROPERTY TAXES SHALL BE USED; CREATING A PROPERTY TAX RELIEF FUND; AUTHORIZING THE CITY CLERK TO ADMINISTER, REGULATE, AND COLLECT SAID NON-PROPERTY TAXES;

PROVIDING FOR PERMITS AND ISSUANCE; PROVIDING METHOD FOR PAYMENT OF TAXES, AUDITS, DEFICIENCY DETERMINATIONS; REDETERMINATIONS OF DEFICIENCY, APPEALS, INTEREST ON DEFICIENCY, COLLECTIONS AND ENFORCEMENT; REFUNDS, LIMITATIONS AND INTEREST; PROVIDING FOR RESPONSIBILITY FOR PAYMENT OF TAXES; PROVIDING PERIOD OF LIMITATION ON ASSESSMENT AND COLLECTION; ESTABLISHING SUCCESSOR'S LIABILITY; PROVIDING FOR GENERAL ADMINISTRATION BY CITY; PROVIDING PENALTIES AND PENALTY CHARGES; PROVIDING EXEMPTIONS; PROVIDING CONFIDENTIALITY OF INFORMATION; PROVIDING FOR SEVERABILITY; PROVIDING THAT THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL AND PUBLICATION ACCORDING TO LAW.

Brion Poston made the motion to Consider Ordinance 609, Local Option Tax ordinance, by Title only.

Rick Alonzo seconded the motion.

Result:	Approve
Moved by:	Brion Poston
Seconded by	Rick Alonzo
Voted Yes	Rick Alonzo, Val Thompson, Ron Smith, Brion Poston
Voted No	
Absent	

14. **CITY- {action Item} [attachment]** Consider suspension of rules and adopt ordinance 609, by Title only and authorize publication of the ordinance summary.

Val Thompson made the motion to suspend the reading of the rules and adopt Ordinance 609 by title only and authorize the publication of the ordinance summary.

Brion Poston seconded the motion.

Result:	Approve
Moved by:	Val Thompson
Seconded by	Brion Poston
Voted Yes	Rick Alonzo, Ron Smith, Val Thompson, Brion Poston
Voted No	
Absent	

15. **CITY- {action Item} [attachment]** Consider job description for Deputy Clerk- Local Option Clerk and set hourly rate.

Lisa clarified that the title of the position has changed, and it is on the job description, but did not make it to the agenda. The correct title is Business and Tax Support Clerk. Anyone that applies or moves into the position knows the limitation on the time this position is set for only the 10 years that the Local Option Tax is approved for. This position also will be responsible for answering phones, assisting customers and with that there will be a split with the utilities and that split will be 70% General Fund, 15% Electric, 10% Water, and 5% Sewer. Council had questions about the duties and the need for a full-time position as well as if the position

could be filled within. Lisa explained the need for the position to be full time based on the data from other resort cities. The workload initially will be 100% getting the Local Option Tax in place with businesses but will level out to about 75% of their time with the rest of the time assisting the clerk's office with answering phones and assisting customers.

Ron Smith made a motion adopt the job description for the Deputy Clerk, Local Option Clerk, Business and Tax Support Clerk at the rate listed of \$18.00-\$22.00 per hour with benefits.

Rick Alonzo seconded the motion.

Result:	Approve
Moved by:	Ron Smith
Seconded by	Rick Alonzo
Voted Yes	Rick Alonzo, Brion Poston, Val Thompson, Ron Smith
Voted No	
Absent	

16. **ELECTRIC- {action Item}** [attachment] Consider approval of HDR contract for dam relicensing services.

Mike gave a summary of the contract for the relicensing of the dam. 1999 was the last time we had to go through it. The range is between 600,000.00 and 750,000.00 for the cost. Recommendation is to move forward with the contract with HDR. Mike noted that there were a couple of changes to the contract, and he had given the council the updated version.

Rick Alonzo made the motion to approve the HDR contract for dam re-licensing services in the amount of \$180,000.00.

Ron Smith seconded the motion.

Result:	Approve
Moved by:	Rick Alonzo
Seconded by	Ron Smith
Voted Yes	Val Thompson, Brion Poston, Ron Smith, Rick Alonzo
Voted No	
Absent	

17. **CITY- {action Item}** [attachment] Consider seeking consultant to prepare 5 to10 year strategic plan for the city.

Lisa recommends that we use a consultant to help us plan for a Strategic Plan. They feel with Lisa's knowledge the city could do this in-house. Lisa asked the council to remove this item from the agenda at this time. Lisa will approach the council later with a contract for maybe a leadership consultant. No action taken at this time.

18. **POLICE- {action Item}** [attachment] Request to advertise for the Administrative Assistant position within the Police Department.

Judy Jeske the current Police Secretary is retiring July 14, 2023, and Brian would like to advertise for it and no benefits will be offered with this position. Brian also mentioned that the police department may be losing an officer and would like to maintain a roster of possibilities. Lisa Ailport informed Police Chief Zimmerman that this must happen at a future meeting, or the Mayor and Police Chief can discuss it.

Brion Poston made a motion to request to advertise for the Administrative Assistant position within the Police Department and with an \$9000.00 annual budget with 20 hours per week with no benefit package.

Val Thompson seconded the motion.

Result:	Approve
Moved by:	Brion Poston
Seconded by	Val Thompson
Voted Yes	Val Thompson, Brion Poston, Ron Smith, Rick Alonzo
Voted No	
Absent	

19. **CITY- {action Item}** [attachment] Consider FY 2024 budget workshop dates.

Lisa asked how the council would like the workshops to go forward. We are a little late getting into it and need to get going. Lisa suggested every other week outside of council. Mayor Staples asked if every other Wednesday would work. Val said she will be gone but might be able to call in on the 28th. June 14th, 28th, July 12th at 5:00pm.

Val Thompson made the motion to meet June 14th, June 28th and July 12th at 5:00 pm at City Hall for Budget Workshops as conveyed by Council.

Brion Poston seconded the motion.

Result:	Approve
Moved by:	Val Thompson
Seconded by	Brion Poston
Voted Yes	Val Thompson, Brion Poston, Ron Smith, Rick Alonzo
Voted No	
Absent	

20. **SEWER- {action item}** [attachment] Consider extension of sewer main design contract with HMM Engineering.

Mike Klaus stated that late last year we engaged HMM to look at the feasibility of some crossings for water and sewer given that the highway 95 is tore up on the south side of town and would be a good time to serve some areas that at the time were potential annexation areas and now one is moving forward. The quotes

came in high so they eliminated the southernmost option, the northern one is right across from the forest service it would serve a new area. We worked with ITD to use an existing crossing and lowered it for us. The extension of the contract will be \$3500.00 to develop plan sheets that will be submitted to DEQ so we can install the sewer main. It has entitlement to it. It will bring the total contract to \$10,000.

Rick Alonzo made the motion to extend the current contract with HMH Engineering by \$3500.00 to complete the design of a new sewer main bringing the contract total to \$10,000.00.

Ron Smith seconded the motion.

Result:	Approve
Moved by:	Rick Alonzo
Seconded by	Ron Smith
Voted Yes	Val Thompson, Brion Poston, Ron Smith, Rick Alonzo
Voted No	
Absent	

21. **CITY- {action item}** Consider moving June 20th Council meeting due to Association of Idaho city's conference in Boise.

Lisa talked about how many staff will not be present as well as leadership and that we weren't sure if we even would have a quorum and Monday, is a federal holiday. Lisa will be out that week as well. No change will be made to change the June 20, 2023, meeting will be at the regular scheduled time and date.

No Action taken; meeting will remain on June 20,2023.

ADJOURNMENT

Mayor Staples adjourned the meeting at 7:45pm

**MINUTES
SPECIAL CITY COUNCIL MEETING**

**June 16, 2023
12:00 pm**

Mayor Staples called the meeting to order at 12:05 pm. Present for the meeting was Rick Alonzo, Brion Poston, Ron Smith, Val Thompson was absent. Staff present were Lisa Ailport, Mike Klaus, Brian Zimmerman, Deborah Garcia. No Public was present.

NEW BUSINESS

1. CITY {DISCUSSION ONLY} FY 2024 City Budget Workshop

City Administrator Lisa Ailport stated that this workshop has two parts and is only about general fund today. Lisa provided an excel spreadsheet that is in book form as well as a PowerPoint presentation. Lisa noted that some of the public's frustration with our budget was how hard it was to understand. Lisa displayed the city of Sun Valley that is a resort city, and how they set their budget presentation up and would like to do something similar for the City of Bonners Ferry. The overview today will be revenues and expenses based on the fiscal year and this has nothing to do with carry forward or contingency. Lisa mentioned that the fiscal year 2021 and 2022 are still unaudited with that the numbers and the actuals will change. The shortfall is approximately \$450,000.000 The city has received 80,000.00 from the county to help with the pool operations, we will receive a 100,000.00 grant from LTHAC that is unmatched and will go toward operations cost such as fuel, oil but will not include any labor cost. The revenue for the land sale will be approximately \$250,000.00, \$100,000.00 from the Local Option Tax is low estimation. This adds up to about \$530,000.00, which should be good for the budget. Wages, staffing, increased fuel expenses, Equipment replacement, as well as long range planning for the Police, Fire, and Street Departments were discussed with the presentation.

The next meeting will be July 12, 2023, at 5:00pm

ADJOURNMENT

Meeting adjourned at 2:19 pm

**MINUTES
REGULAR CITY COUNCIL MEETING**

**JUNE 20, 2023
6:00PM**

Council President Rick Alonzo called the Special Council meeting of June 20, 2023, to order at 6:00 pm. Present for the meeting were: Council Members Brion Poston, Valerie Thompson and Rick Alonzo and Ron Smith. Staff present were Lara Tyler, Andrakay Pluid Members of the public in attendance were, Emily Bonsant, Marciavee Cossette, David Clark, and David Sims.

Marciavee commented on how people are pausing and letting people go in and out of traffic during this construction and said that she is happy to be here in Boundary County.

EDC- David Sims updated on the Port Hill border hours. Our congressional delegation has joined the North Dakota and Montana delegation to restore the hours or match what Canada is doing because they are open later than we are. David also reported that Idaho Department of Commerce Director Tom Kealy visited in May. This is the fourth or fifth time he has visited and the only director that has visited Boundary County. Tom toured the IFG Mill in Moyie Springs and learned about what their plans are.

The Moyie Springs sewer project is out for bid, they held a pre-bid meeting today for contractors.

Broadband grants, Idaho has released their capital projects grant fund it federal money that one closes in early July and there are two companies that are submitting projects in Boundary County on is doing some work in Bonners Ferry they are doing fiber to upper and lower Oak St. as well as some areas south of town. The other company is doing a project in rural areas. There will be a fast turnaround time and will know by early August. Downtown businesses one of the businesses that was in the process of selling will have a closing date for the end of this month and another business that was in the process of selling the owner passed away and now that is in probate but is still in process so one of the vacant buildings will be filling soon.

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of Bills and Payroll

Brion Poston made the motion to approve the consent agenda.

Val Thompson seconded the motion.

Result:	Approve
Moved by:	Brion Poston
Seconded by	Val Thompson
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

NEW BUSINESS

3. **STREETS {action Item}** [attachment]- Consider contract with Century West Engineering to assist with grant application for Idaho's strategic initiatives grants for reconstruction of Ash Street.

Council member Brion Poston mentioned that if we get the grant for this it will be a maximum of \$2,000,000.00. Brion asked if anyone knew what the estimated cost was going to be. Val said that the city would be investing \$3500.00 for assistance in the beginning, but there is no match for this grant. Council member Ron Smith

Posted at City Hall on _____

mentioned that a person asked about the sidewalk on Ash St., and he understood that it was the property owner's responsibility to repair or replace it.

Ron Smith made the motion to authorize the mayor to sign the contract with Century West Engineering to develop a grant application for the Fiscal Year 24 strategic initiative program to fund the reconstruction of Ash Street. The amount of the contract shall not exceed \$3,500 without council authorization.

Val Thompson seconded the motion.

Result:	Approve
Moved by:	Ron Smith
Seconded by	Val Thompson
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

4. **PLANNING {action Item}** [attachment]- Consider Resolution 2023-012, a resolution designating a 0.35-acre tract of land associated with file AN07-23 as Residential low density on the official comprehensive plan map.

Val Thompson made the motion to approve Resolution # 2023-012 amending the official Bonners Ferry comprehensive plan Future Land Use Map to designate the land that is the subject of the Sharon Lincks annexation File #AN07-23 as Residential Low Density.

Brion Poston seconded the motion.

Result:	Approve
Moved by:	Val Thompson
Seconded by	Brion Poston
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

5. **CITY {action Item}** [attachment]- Consider Ordinance 610, an annexation ordinance, annexing into city limits a 0.35-acre tract of land and zoning such lands Residential B on the official zoning map, for first reading by Title only.

Val Thompson made the motion to dispense with the rules for reading the ordinance regarding File #AN07-23 on three different days and call for one reading of the proposed ordinance by title alone, pursuant to Idaho Code §50-902.

Ron Smith seconded the motion.

Andrakay did the first reading by title only.

Posted at City Hall on _____

Result:	Approve
Moved by:	Val Thompson
Seconded by	Ron Smith
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

6. **CITY {action Item}** [attachment]- Consider suspension of rules and adopt ordinance 610, by Title only and authorize publication of the ordinance summary.

Val Thompson made the motion to adopt Ordinance # 610 regarding annexation File #AN07-23 and authorize the publication of the ordinance summary in the Herald in compliance with Idaho Code §50-901A by title only.

Brion Poston seconded the motion.

Result:	Approve
Moved by:	Val Thompson
Seconded by	Brion Poston
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

7. **CITY {action Item}** Consider July 11th for Regular Council meeting, instead of July 4th, due to the holiday.

Brion Poston made the motion to move the meeting that was scheduled for July 4, 2023 to July 11, 2023.

Val Thompson seconded the motion.

Result:	Approve
Moved by:	Brion Poston
Seconded by	Val Thompson
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

8. **CITY {action Item}** Consider closing the city and giving employees Monday, July 3rd off as an extra day off due to holiday on Tuesday, July 4th.

Posted at City Hall on _____

Ron Smith made the motion to give the employees Monday July 3rd off due to the holiday on July 4th.

Val Thompson Seconded the motion.

Result:	Approve
Moved by:	Ron Smith
Seconded by	Val Thompson
Voted Yes	Brion Poston, Val Thompson, Rick Alonzo, Ron Smith
Voted No	
Absent	

ADJOURNMENT

Council Chair Alonzo adjourned the meeting at 6:17pm



**Boundary Economic
Development Council**

PO Box 149
Bonners Ferry, ID 83805 (208) 304-2567

To: Bonners Ferry Mayor and City Council
From: David Sims, BEDC Director
Date: June 30, 2023
RE: Riverside Federal Lands Access Program Grant

The City of Bonners Ferry was awarded a Federal Land Access Program (FLAP) grant in 2019 to improve Riverside Street. At the July 11 City Council meeting I will have a presentation that will cover:

- The 2019 grant application (attached).
- Current status and timeline of the project.
- Current cost estimate and match requirement for the project.

Additionally, Tera King, Resource Analyst for Idaho Forest Group will present to Council IFG's concept for the mill property.

I have also attached a Project Memorandum of Agreement from Western Federal Lands for the city to consider. This document will likely be updated before the council meeting to reflect an updated in-kind match amount for relocating the electric utilities along Riverside Street. This agreement does not need to be approved at the July 11 meeting.

Federal Lands Access Program Project Memorandum of Agreement

Project / Facility Name: ID BOUNDARY 5806(2), Riverside Road Improvement/Enhancement Project

Project Route: Riverside Road

State: IDAHO

County(ies): BOUNDARY

Owner of Federal Lands to which the Project Provides Access: United States Fish and Wildlife Service (FHW), United States Forest Service (FS), and United State Bureau of Land Management (BLM).

Entity with Title or Maintenance Responsibility for Facility: City of Bonners Ferry

Type of Work: The project is to include:

- Preliminary Engineering including environmental surveys and studies to support the engineering design package.
- National Environmental Policy Act (NEPA), including environmental studies to support a NEPA decision
- Contract Administration
- Construction Engineering and Construction

This Agreement does not obligate (commit to) the expenditure of Federal funds nor does it commit the parties to complete the project. Rather, this agreement sets forth the respective responsibilities as the project proceeds through the project development process and construction.

This agreement replaces Federal Lands Access Program Match Agreement dated 2/14/2020 between FHWA-WFL and City of Bonners Ferry.

Parties to this Agreement: City of Bonners Ferry (City) and Federal Highway Administration, the Western Federal Lands Highway Division (FHWA-WFL).

The Program Decision Committee approved this project change on 03/29/2023.

AGREED:

City of Bonners Ferry

Date

Western Federal Lands Highway Division, FHWA-WFL

Date

A. PURPOSE OF THIS AGREEMENT:

This agreement documents the intent of the parties and sets forth the anticipated responsibilities of each party in the development, construction, and continued maintenance of the subject project. The purpose of the agreement is to identify and assign responsibilities for Project Development, Contract Advertisement, and Construction Administration as appropriate for this project, and to ensure continued maintenance of the facility for public use if improvements are made. The parties understand that any final decision as to design or construction will not be made until after the environmental analysis required under the National Environmental Policy Act (NEPA) is completed (this does not prevent the parties from assigning proposed design criteria to be studied in the NEPA process.) Any decision to proceed with the design and construction of the project will depend on the availability of appropriations at the time of obligation and other factors such as issues raised during the NEPA process, a natural disaster that changes the need for the project, a change in Congressional direction, or other relevant factors.

If Federal Lands Access Program (FLAP) funds are used for the development or construction of this project, the City of Bonners Ferry agrees to provide a matching share equal to 7.34% of the total cost of the project, as detailed more fully in Section J below. When agency(cies) other than FHWA-WFL will be expending FLAP funds, the parties agree to execute a separate obligating document. No reimbursement will be made for expenses incurred prior to execution of the obligating document.

B. AUTHORITY:

This Agreement is entered into between the signatory parties pursuant to the provisions of 23 U.S.C. 204

C. JURISDICTION AND MAINTENANCE COMMITMENT:

City of Bonners Ferry has jurisdictional authority to operate and maintain the existing facility and will operate and maintain the completed project at its expense.

D. FEDERAL LAND MANAGEMENT AGENCY COORDINATION:

City of Bonners Ferry has coordinated project development with the United States Fish and Wildlife Service. The United States Fish and Wildlife Service support of the project is documented in the Project Proposal by endorsing the proposal.

Each party to this agreement who has a primary role in NEPA, design or construction should coordinate their activities with the USFS.

E. PROJECT BACKGROUND / SCOPE:

Background:

The proposed project is on Riverside Road, beginning at approximate Milepost (MP) 5.9 and would end at approximate MP 9.6. This project is located at approximate coordinates:

Start 48° 41' 50.77" N, 116° 18' 57.53" W

End 48° 41' 37.17" N, 116° 19' 50.82" W

The overall purpose of this project is to rebuild and widen the paved surface of the roadway, including a widened shoulder towards the river side of the road to accommodate the multiple motorized uses of the road as well as bicycle and pedestrian traffic and to better connect people to the river.

The project will complete an important 0.7-mile multi-modal corridor for Riverside Road, beginning at the intersection of 4th Street in Bonners Ferry and connecting with the Boundary County Riverside Road project (ID Boundary 5806(1)) on the west end of the project. There will be one stretch on the west end of the project where the widened shoulder separates from the roadway and continues as a path which runs under the utility bridge to avoid conflicts with the bridge itself. The path will continue across the boat ramp parking lot, before reconnecting with the roadway near the western end of the project. This project will serve to connect citizens and visitors to the trail system and federal lands for recreational purposes.

Scope:

The overall design concept includes widening on either side of centerline, depending on right-of-way and slope setback requirements, to construct a minimum of 11-foot lanes with a 4-foot paved shoulder to the south and an 8-foot-wide paved shoulder on the north to better accommodate bicycles and pedestrian traffic (total section of 34 feet).

The widened shoulder diverts from the road approximately 500 feet east of the County boat launch on an independent alignment traversing under the cable-stayed utility bridge to avoid conflict with the bridge itself. Beyond this diversion point, the roadway section will transition to tie-in to the new road cross-section for the adjacent Riverside Road project (two 11-foot lanes and two 5-foot paved shoulders).

The new asphalt pavement section is proposed to include 12 inches of sub-base, 4 inches of aggregate base course and a 4-inch asphalt surface for the entire length of the project.

A Pedestrian Railing is provided along the south shoulder at locations adjacent to steep slopes leading to the river. This railing, while aesthetic in nature, also serves to provide some protection for pedestrians against the drop-off.

In locations with ROW constraints to the south, an MSE Wall is provided to allow for widening the roadway to the north (along the river).

F. PROJECT BUDGET:

This is the anticipated budget for the project based on information developed to date. Federal Lands Access Program funds in conjunction with matching funds provided by City of Bonners Ferry (City) will fund this project.

Item	Total	Comments
Preliminary Engineering including scoping and NEPA (PE)	\$700,000	Verify at preliminary phase and update as needed.
Construction (CN)	\$4,223,458	Verify at preliminary phase and update as needed.
Construction Engineering (CE)	\$680,000	Verify at preliminary phase and update as needed.
Construction Modifications (CM) Contingency	\$422,000	Reserved for construction phase.
TOTAL	\$6,025,458	

G. ROLES AND RESPONSIBILITIES:

City of Bonners Ferry (City)

- Will appoint a representative who will be the primary contact for FHWA-WFL’s Project Manager
- Will provide appropriate match to all FLAP funds expended on the project even if the project is terminated prior to completion
- Acquire any rights-of-way and / or easements necessary to complete the project.
- Upon completion of construction, a final inspection will be convened by FHWA-WFL with attendees from City of Bonners Ferry, and if it is determined the project has been constructed in substantial conformity with approved plans and specifications, GHD will provide written confirmation of its acceptance of the constructed project.

FHWA-WFL

- Will provide project management and lead project development.
- Will be responsible for FHWA decisions that may not be delegated.
- Will lead environmental surveys required to reach an FHWA NEPA decision document.
- Will develop 30% Design, 70% Design and Final (95%) contract packages for review and comment.
- Development of the project solicitation (100%) package.
- Provide GHD with construction impact limits and drawings for any right-of-way, easement, or right-of-entry needed for construction.

- Provide ROW survey, legal descriptions/exhibits, and offer packages for City of Bonners Ferry use in acquiring right of way.
- Advertise, award, and provide on-site project engineer and inspection staff to administer construction contract.
- If utility relocation work is required, will identify utilities in conflict with the proposed project and prepare documents needed to coordinate relocation work. WFL will be responsible for utility coordination and providing certification that arrangements have been made to relocate affected utilities.
- Will coordinate with partners on contract modifications during construction.

H. ROLES AND RESPONSIBILITIES – MILESTONE SCHEDULE:

Responsible Lead	Product/Service	Schedule Start/Finish
FHWA-WFL	Kickoff	June 2023
FHWA-WFL	30% Design	Anticipated Spring 2024 (TBD)
FHWA-WFL	70% Design	Anticipated Winter 2025 (TBD)
FHWA-WFL	NEPA documentation	Anticipated Winter 2025 (TBD)
FHWA-WFL	NEPA Decision	30 days after complete & satisfactory documentation is provided
FHWA-WFL	95% PS&E	Anticipated Summer 2025 (TBD)
FHWA-WFL	Advertise/Award	TBD – current programming is for FY2027
FHWA-WFL	Construction	TBD – current programming is for FY2027

I. PROPOSED DESIGN STANDARDS:

Preferred design alternatives will be determined through the NEPA process.

Criteria		Comments
Standard	Roadway Design Manual AASHTO – A Policy on Geometric Design	
Functional Classification	Major Collector	
Surface Type	Asphalt	
Design Volume	740	

Design exceptions to standards, will be documented and sent to the City of Bonners Ferry for concurrence.

J. FUNDING:

The project is funded by the Federal Lands Access Program administered by FHWA-WFL, with matching funds provided by City of Bonners Ferry.

Funding Source	Amount	%	Comments
Federal Lands Access Funds	\$ 5,583,189	92.66%	
Local Matching Share (GHD)	\$ 442,269	7.34%	
Total Projected Costs	\$ 6,025,458		

K. MATCHING SHARE REQUIREMENTS:

The purpose of this section is to document the intent of GHD to meet its match requirement for the subject project as authorized under section 23 USC 201(b)(7)(B).

All FLAP expenditures associated with this project will need to be matched by a Non- Federal source, by other Federal funds other than those made available under Titles 23 and 49 of the United States Code, or by funds made available under 23 U.S.C. 202 and 203. The matching requirement under the FAST Act will be met by GHD.

City of Bonners Ferry has committed to the project. The forms of match shall be those consistent with the 'Federal-Aid Guidance Non-Federal Matching Requirements' and as approved by FHWA-WFL. In the state of Idaho, 7.34% of the total project cost.

This project is authorized to use a Tapered Match. Under this approach, the non-Federal match is imposed over the entire project rather than individual progress payments. Timing of all fund transfers are specified in the Funding Plan. Tapered Match is authorized because it will result in an earlier completion date.

Estimated costs and fiscal year (FY) for the funding are based on the best budgeting and scheduling information known at the time. The final match will be determined based on actual expenditures at the conclusion of project work. Matching cash funds in FHWA-WFL receipt may need to be supplemented, or returned, once actual expenditures are determined. As noted under Modifications, if costs increase over the amount within this agreement, FHWA-WFL will consult with the agency providing Match before granting approval.

Maintain all project records, including source documentation for all expenditures and in-kind contributions, for a period of three (3) years from the date of final acceptance. If any litigation

claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.

The following agencies have agreed to contribute the amounts shown which will reduce the federal share by the same amount. The Funding Plan is as follows:

Agency	Phase	Form	Due	Value	Comments
City of Bonners Ferry	PE	<i>IN-KIND</i>	07/01/2026	\$150,000	Anticipated City-owned electric Utility Relocation
City of Bonners Ferry	CN	<i>CASH</i>	05/01/2027	\$292,269	
Total due				\$442,269	

L. PROJECT TEAM MEMBERS – POINT OF CONTACT:

The following table provides the points of contact for this project. They are to be the first persons to deal with any issues or questions that arise over the implementation of each party’s role and responsibility for this agreement.

NAME / TITLE	ORGANIZATION	TELEPHONE NO. / E-MAIL
Dave Sims, Director	Boundary Economic Development Council	208-304-2567, dsims@boundaryedc.com
Lisa Ailport, City Administrator	City of Bonners Ferry	208-267-4379 Lisa.Ailport@bonnersferry.id.gov
Wendy Schmidt, Project Manager	Federal Highway Administration-Western Federal Lands Highway Division	360-409-0101, wendy.schmidt@dot.gov
Kirk Loftsgaarden, Project Manager Branch Chief	Federal Highway Administration-Western Federal Lands Highway Division	360-619-7512, Kirk.Loftsgaarden@dot.gov

M. CHANGES / AMENDMENTS / ADDENDUMS:

The agreement may be modified, amended, or have addendums added by mutual agreement of all parties. The change, amendment, or addendum must be in writing and executed by all of the parties.

The types of changes envisioned include, but are not limited to, changes that significantly impact scope, schedule, or budget; changes to the local match, either in type or responsibility; change that alter the level of effort or responsibilities of a party. The parties commit to consider suggested changes in good faith. Failure to reach agreement on changes may be cause for termination of this agreement.

A change in composition of the project team members does not require the agreement to be amended.

It is the responsibility of the project team members to recognize when changes are needed and to make timely notifications to their management in order to avoid project delivery delays.

N. ISSUE RESOLUTION PROCEDURES MATRIX:

Issues should be resolved at the lowest level possible. The issue should be clearly defined in writing and understood by all parties. Escalating to the next level can be requested by any party. When an issue is resolved, the decision will be communicated to all levels below.

City of Bonners Ferry	FHWA-WFL	Time
David Sims, Economic Development Director	Wendy Schmidt, Project Manager	15 Days
Lisa Ailport, City Administrator	Kirk Loftsgaarden, Project Manager Branch Chief	15 Days

O. TERMINATION:

This agreement may be terminated by mutual written consent of all parties. This agreement may also be terminated if either the NEPA process or funding availability requires a change and the parties are not able to agree to the change. Any termination of this agreement shall not prejudice any rights or obligations accrued to the parties prior to termination. If Federal access funds have been expended prior to termination, the party responsible for the match agrees to provide a match in the applicable percentage of the total amount expended on the project prior to the termination.

2019 Idaho Federal Lands Access Program

Proposal ID #: ID-FY19-
(For WFL Use Only)

(To be completed jointly by Federal Land Manager and State/County/Local/Tribal Government)

Project Name	Riverside Road Improvement/Enhancement Project
Route Name/Number	Riverside Road
Federal Land(s) Accessed (Show on Map)	USFWS Kootenai National Wildlife Refuge (2,774 acres), USFS Panhandle National Forest (198,669 acres), US Bureau of Land Management (BLM Lands, 2,160 acres)
Agency (ies) with Title to Road, Bridge, Trail or Transit System	City of Bonners Ferry
Agency (ies) with Title to Enhancement Facility	
Agency (ies) with Maintenance Responsibility for Road, Bridge, Trail or Transit System	City of Bonners Ferry
Agency (ies) with Maintenance Responsibility for Enhancement Facility	
Type of Proposal	<input checked="" type="checkbox"/> Capital Improvements <input type="checkbox"/> Planning <input type="checkbox"/> Enhancement <input type="checkbox"/> Research <input type="checkbox"/> Transit <input type="checkbox"/> Safety Only
Key Items of Work (check all that apply)	<input checked="" type="checkbox"/> Paving <input checked="" type="checkbox"/> Earthwork <input type="checkbox"/> Major Concrete Structures <input type="checkbox"/> Bridges <input type="checkbox"/> Major Culverts <input checked="" type="checkbox"/> Road Base or Surface Course <input checked="" type="checkbox"/> Roadside Safety Structures <input type="checkbox"/> Planning Study <input checked="" type="checkbox"/> Bicycle/Pedestrian Facilities <input checked="" type="checkbox"/> Safety Enhancements <input type="checkbox"/> Transit Facilities or Operations <input type="checkbox"/> Ancillary Parking Areas, Pullouts/Interpretive Sites <input type="checkbox"/> Major Drainage Improvements <input type="checkbox"/> Other (specify) _____
Proposed Work Summary	<p>The project will complete an important 0.8 mile multi-modal corridor for Riverside Road connecting the intersection of 4th Street in Bonners Ferry to the Boundary County Riverside Road project (ID Boundary 5806(1)). The project will rebuild and widen the paved surface and include a widened shoulder on the river side of the road for bicycle and pedestrian use. The cross-section of the road will be similar to the Boundary County Riverside project and improve service to all modes of users completing a continuous corridor along Riverside Road to the federal lands destinations.</p> <p>The project request will increase the pavement width from 22-feet to 34-feet. The additional width will provide appropriate space for both vehicular and bike/ped facilities within the right-of-way.</p>
Primary Visitor Destinations (Show on Map)	<p>Kootenai National Wildlife Refuge includes an interpretive center, auto and bike/ped tour routes, handicapped access and rest areas. The Panhandle National Forest includes 102 miles of trails accessed from 18 trailheads, 392 miles of road accessing almost 200,000 acres, 20 high mountain Lakes, the Selkirk Crest high peak area, Smith Creek Falls, Snow Creek Falls, Myrtle Falls, Shorty Peak Lookout (rental) and numerous primitive camping areas. BLM lands is open all year round to motorized access including snowmobiles and off road vehicles via Forest Roads 633 and 2411.</p>

High Use Federal Recreation Sites and/or Federal Economic Generators (Show on Map)		<p>Linked directly to the International Selkirk Loop by Riverside Road (US 95 intersection), the Kootenai National Wildlife Refuge (KNWR) was highlighted in a report on "Economic Benefits to Local Communities of National Wildlife Refuge Visitation" which identified that visitor recreation expenditures exceeded \$1.7 million in FY2004 and that in 2011 Refuges in general contributed an average of \$4.87 in total economic output for every \$1.00 appropriated. Visitation at KNWR has more than doubled since the International Selkirk Loop was designated as an All American Road, National Scenic Byway and was selected by Rand McNally as one of the "Best of the Road" driving trips in 2009!</p> <p>Timber from National Forest Lands has been the primary economic generator for the area for many years and this route was originally established for that purpose. Timber sales may again be on the rise and recreation use in the Panhandle of Idaho has increased to the point that reservations are necessary for some uses including trail head parking.</p>						
Project Termini (Location)		Mile Posts		Latitude (Decimal Degrees)		Longitude (Decimal Degrees)		
	Begin	0.1		48.415077		116.185753		
	End	0.90		48.413717		116.195082		
	Nearest Town	Bonners Ferry		Fed Congressional District		1st		
Estimated Total Project Costs		\$2,705,000.00						
Funds Requested from Federal Lands Access Program		\$2,480,000.00						
Project Length (miles)		0.80		County		Boundary County		
Required Local Match (7.34%)		\$198,547.00		From		City of Bonners Ferry		
Other Funding Contributions to Project		\$75,000.00		From		Bonners Ferry Urban Renewal Agency		
Acres of Federal Land Accessed by the Project								
206,603								
Functional Classification of the Roadway (Show official designations of route)		<input type="checkbox"/> National Highway System		<input checked="" type="checkbox"/> Major Collector		<input type="checkbox"/> Local Road		
		<input type="checkbox"/> Arterial		<input type="checkbox"/> Minor Collector				
Traffic Volumes		Current				20 Year Projections		Basis for Projections? (e.g. Transportation Plan, population growth rate...)
		Actual Counts		Estimated				
		Start of Project	End of Project	Start of Project	End of Project	Start of Project	End of Project	
Average Daily Traffic (ADT) on Highway		*440	*440			**740	**740	*current ITD online Traffic Data **Boundary Co. Projections
Seasonal Average Daily Traffic (peak season) (SADT) on Highway				547	547			Boundary County Estimates
% Trucks				5.3	5.3	5.6	5.6	Boundary County Estimates
% Federal Land Related				45	45			Boundary County Estimates
Comments		ITD's Annual Average Daily Traffic counts for the project section are from ITD's GIS web application titled "AADT 1999-Present". The Boundary County Estimates were used since the City's proposed project ends where the currently programmed Boundary County project starts.						
		NBI Structure Number	Dimensions (Overall Length x Width)	Bridge Type			No. of Spans	NBIS Sufficiently Rating (1-100)
+	-	N/A						

Problem Statement: What purpose does this transportation facility serve? What is the need for this project? Who will this project serve (such as skiers, communities, hikers...)? What are the conditions requiring relief? Describe the consequences if these conditions are not addressed. Describe physical and functional deficiencies, anticipated changes in use, safety problems, capacity issues, bridge deficiencies, pavement or surface conditions, etc.

Riverside Road STC-5806 connects US 95 (on the International Selkirk Loop in Bonners Ferry, ID) to Westside Road STC-5804(FH 73), which provides a primary access to many of the National Forest Transportation Systems. Riverside Road is also the primary access to the Kootenai National Wildlife Refuge (KNWR) and its many recreational amenities.

Riverside Road is classified as a major collector, with a high percentage of vehicles accessing federal and industry lands for recreation and natural resource extraction purposes. The current paved width of Riverside Road (±22-feet) is too narrow for the combination of logging trucks, agricultural equipment and vehicular traffic that share the roadway. The existing width and poor surface condition of the roadway increases the risk of accidents for cyclists that have to maneuver into the path of faster approaching vehicles to avoid the deteriorating portions and alligator cracking along the edge of the road.

The adjacent improvement project in Boundary County (ID Boundary 5806(1)) will widen Riverside Road from the western City limit to the KNWR. Completing the road improvements to the portion of Riverside Road within the city limits would provide for a seamless and continuous road system connecting visitors and daily users to the federal amenities the road corridor serves. Riverside Road currently serves many recreational motorized users including hunters, fisherman, hikers, skiers, snowmobilers, refuge visitors, birders, campers and berry pickers who travel many miles to utilize facilities on Federal Lands.

The proposed City cross-section will greatly serve the bicycle and pedestrian community with added amenities along the road system. These amenities include a striped bike path along a widened and paved shoulder and/or a separate shared use path on the northern portion of the right-of-way (Kootenai River side) for the use of both pedestrians and recreational bicyclists. These amenities, while small in size, are anticipated to have a community scale impact to our citizens and visitors by encouraging a trail system that connects people to nature and ultimately to federal lands for recreational purposes.

There is a significant need for more accommodations for non-motorized uses. For example, the High School Cross County team will use the road system for training. Bike enthusiasts and bike clubs will plan group rides or activities along the road. The Rotary Club hosts a yearly community bike ride (Kootenai River Ride), and local schools plan school functions and outings on bikes (such as Selle Valley Carden School). Many of the letters of support acknowledge the road is limited in serving non-motorized users and they cite limited road widths and competition with motorized traffic as reasons for their support of widening the road.

By addressing our recreational users and their mobility needs, we are enabling a wider range of multi-modal users to access our federal lands.

Detailed Description of Proposed Capital Improvement or Enhancement: Describe how the proposed project will address the problem. Describe the overall design concept, scope of work, any unusual design elements, design or operational standards, and any work affecting structures (bridges and major culverts). Include widths, surfacing type, surfacing depth, earthwork needs, roadside safety features, ancillary parking areas, signing improvements, bridge work, guardrail improvements, etc. Include optimum year work should be done and year work needs to be done no later than.

The overall design concept includes widening on either side of centerline, depending on right-of-way and slope setback requirements, to construct a minimum of 11-foot lanes, a 4-foot paved shoulder to include a bike lane on the south and an 8-foot-wide paved side-path/shared use path on the north (total section of 34 feet). The shared use path diverts from the road approximately 500 feet east of the County boat launch on an independent alignment traversing under the sewer bridge and to the boat launch. Beyond this diversion point, the roadway section will transition to match the road cross-section that is currently being designed for Boundary County that consists of 2, 12-foot lanes and 4-foot paved shoulders (total section 32 feet). A new asphalt pavement section is proposed consisting of 4 inches of asphalt over 4 inches of base course and 12 inches of sub-base for the entire project length. Earthwork for the project primarily includes removal of the existing roadway and excavation for the new section. Roadside safety measures are planned around features encroaching into the clear zone and improved signage is planned. Further, a pedestrian railing is planned to protect path users from steeper slopes down to the river.

Riverside Road Project ID Boundary 5806(1) to the west of this proposed work is currently in design. Accelerating this project to the earliest programmable year is desirable for the completion of this critical multi-modal connection.

Detailed Description of Proposed Transit Service: Provide operational details of the proposed service. What are specific destinations the route will serve? Is the service year-round or seasonal? What are the operating dates/service hours/day of week? Describe transit route details, including miles, number of stops, and variability in service operations. Describe any marketing, way finding, or other information that will be disseminated to promote service.

Riverside Road within the City limits of Bonners Ferry is served by the Selkirks-Pend Oreille Transit. The transit service operates as a year-round demand response program that is available for the residents of the City between the hours of 9am and 3pm on wednesdays and fridays. Flyers are posted around the community and information regarding the transit service is periodically provided with utility billing notifications. The transit service also works with social service partners, such as the food bank, senior center, community action network and the community coalition of families.

Riverside Road is also a school bus route that operates 9 months of the year providing pick up and delivery of public school students.	
Detailed Description of Proposed Planning: Describe the details of this planning and the final product that will be developed. Would this planning effort support projects that could be submitted under future Federal Lands Access Program requests for proposals?	
No planning is proposed as part of this project. The City completed a transportation plan in 2019 which identified Riverside Road as the highest ranked priority for reconstruction of an existing roadway within the City.	
Detailed Description of Proposed Research: Describe the type of research and the final product for this effort. Describe the need for the research and how this research enhances safety, access or sustainability.	
N/A	
Right-of-Way Acquisition: Describe which agency (agencies) has title for the project and how that title is documented. Describe which agency (agencies) has maintenance responsibilities for the project. Does new ROW need to be acquired? If so, how much, how many owners, and what is the anticipated time (months) to acquire all needed ROW? How does the applicant plan to acquire the ROW? Will coordination with any railroads be needed? What is your agency's experience acquiring ROW for federally-funded or assisted projects?	
Riverside Road is assumed to have a 50-ft prescriptive right-of-way (25-ft from Centerline) and it is maintained by the City of Bonners Ferry within the project limits. The proposed cross-section is anticipated to fit within the prescriptive right-of-way and the County property near the County boat ramp. The extent of any fill slopes will be determined based upon the final roadway elevation established during design. A title search may need to be performed to determine the width and location of the right-of-way through 3 private property owners and the old mill property adjacent to the roadway.	
Utilities: Identify utilities in the roadway corridor or project site. Would relocation be needed? What agreements exist and who pays for relocation costs?	
The City owns the electrical poles and lines which will need to be relocated. The City is proposing to use the relocation expenses as in-kind match for this project. City sewer lines exist within the project site but are installed at a depth that should not require relocation. Natural gas is provided by AVISTA and the depth of the line is unknown. Relocation of the gas line may need to be performed by AVISTA.	
Project is identified within the following (Check all that apply and show plan name)	
<input checked="" type="checkbox"/> System Transportation Plan	City Transportation Plan
<input checked="" type="checkbox"/> Federal Land Management Plan	2015 IPNF Revised Forest Plan
<input checked="" type="checkbox"/> Regional Transportation Plan	Boundary County Transportation Plan
<input checked="" type="checkbox"/> County Transportation System Plan	The County/City Transportation Plans recommend Riverside Road corridor improvements.
<input type="checkbox"/> Tribal Transportation Plan	
Would the proposal require modification or amendments to any of these plans?	No, the remaining Riverside Road improvements will match up with the proposed cross-section for the corridor improvement project in Boundary County (ID Boundary 5806(1)).

Which of the following environmental and social issues are within the project area?				
	Yes	No	Unknown	Comments
Wetlands	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	See attached wetlands inventory map by the USFW
Threatened & endangered Species	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	According to the USFW list of Threatened or Endangered the following animals are listed in Boundary County: Bull Trout, White Sturgeon, Grizzly Bear, Canada Lynx, Woodland Caribou. The North American Wolverine is proposed threatened. Within the City portion of the FLAP grant, the Kootenai Tribe of Idaho has made habitat improvements within the Kootenai River for the benefit of both White Sturgeon and Bull Trout recovery.
Other Fish & Wildlife Habitat	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The Kootenai River offers habitat to many migratory birds and birds of prey as well as fish and other aquatic animals.
Wildlife Movement Corridors	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The portion of the FLAP project area does not offer any wildlife movement corridors, other than those of migratory birds who use the river system and associated shores during fall and spring migration routes.
Wild & Scenic River	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	According to the Wild and Scenic River Act, no rivers are designated within Boundary County or within the project area.
Non-Attainment Air Quality Areas	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Cultural/Archeological/Historic Sites	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Public Parks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The County maintains a public park located just to the south of Riverside Road. The park is also the location of the Boundary County Fairgrounds, which hosts the Boundary County Fair each year. Facilities at the fairgrounds include basketball courts, tennis courts baseball fields and playground equipment. The park is used frequently during summer and fall months and Riverside road is highly utilized with vehicles for events at the fairgrounds. Recreational bicyclists and pedestrians utilize the county facilities for parking and then ride or walk on Riverside Road.
Wildlife Refuge	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	While the refuge isn't within the project area proposed with this FLAP request, the Kootenai Wildlife Refuge is accessed by this portion of the road. Riverside Road is promoted and used as a designation by visitors and local residents.
Hazardous Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Stream Encroachments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The County maintains a boat launch located on the west end of this project within the city limits. This area also serves as a future relief/amenity area for a pedestrians and recreational bicyclists.
Describe any other environmental or social issues that should be considered that are within the project area: Is the route included in an area receiving special management considerations for water quality, wildlife security, connectivity?				
In addition to the many above mentioned areas and narrative about the project, it is not known if there are any other environmental or social issues regarding the proposed project.				
Describe the range of attitudes, both support and opposition, that this proposed project may receive from organizations, the public and within your own agency: State the basis for this supposition and include coordination efforts and public involvement efforts completed to date. Will this proposal be your agency's priority and will staff resources be dedicated to assure completion?				
We have included endorsements from the local federal land managers, including the U.S. Fish and Wildlife Service, Bureau of Land Management and US Forest Service. Community support for the proposal includes letters of support from the Kootenai Tribe of Idaho,				

Boundary County, Boundary Area Transportation Team (BATT), Bonners Ferry Rotary Club, International Selkirk Loop, Kootenai Valley Resource Initiative and U.S. Army Corps of Engineers.

Public outreach (including stakeholder interviews, technical advisory committee meetings, public surveys and open houses) was a key part of the 2019 City Transportation Plan which led to the top priority ranking for reconstruction priority for this portion of Riverside Road. The importance of improving this critical multi-modal link is at the top of the City's priority list and staff will be dedicated to assist with the successful completion of this project.

The lead agency for project delivery: The lead agency for project delivery will usually be the WFLHD. Project delivery consists of federal environmental compliance, design, construction contract advertisement, and construction contract administration. However the lead agency and participating agencies roles will be considered during proposal evaluation. Decisions regarding lead and participating agency roles will be based on the type of project, project complexity, and how the work is proposed to be delivered. The TAG may approach the project applicants during proposal evaluation to discuss project delivery. The WFLHD will still be responsible for stewardship and oversight of the project to assure compliance with federal requirements.

****Transit Supplemental Questions:** *For Transit Proposals only*, please answer the following: If transit service is currently being provided to this Federal Land Management Agency unit or service has been provided in the past, please provide details about service parameters, ridership, cost per passenger, and any other pertinent information. What revenue will be collected to support the service? Describe fare pricing, discounts, pass programs, etc. Provide number, type, and age of current fleet. What is the daily number of riders estimated currently and/or at project completion? Describe how the proposed transit service will be financially sustainable with current and future sources of funding.

N/A

****Research Supplemental Questions:** *For Research Proposals only*, please answer the following: Please provide details on how this research is broad-based and not narrowly focused on a localized problem. Provide specific examples showing how this research product can be used across multiple agencies.

N/A

Cost Estimate for Capital Improvements and Enhancement Projects

Fill-in estimates for appropriate items. Add items as needed. Use Current Unit Prices.

Quantity	Item	Unit Price	Unit	Total
1	Clearing and Grubbing	\$15,000.00	Acres	\$15,000.00
9,000	Roadway Excavation	\$15.00	Cubic Yards	\$135,000.00
1,500	Imported Borrow	\$15.00	Cubic Yards	\$22,500.00
500	Sub-Excavation	\$30.00	Cubic Yards	\$15,000.00
80	Water / Dust Abatement	\$40.00	Gallons	\$3,200.00
11,000	Recycled Asphalt (milling, pulverizing, ripping)	\$5.00	Square Yards	\$55,000.00
3,600	Asphalt concrete pavement	\$85.00	Tons	\$306,000.00
3,700	Aggregate Base (may include stabilization)	\$30.00	Cubic Yards	\$111,000.00
6,800	Aggregate Sub-Base	\$25.00	Cubic Yards	\$170,000.00
	Major Culverts		Each	
	Minor Culverts		Each	
	Retaining Walls		Square Feet	
100	Rip Rap & Slope Protection	\$100.00	Cubic Yards	\$10,000.00
1	Revegetation	\$5,500.00	Acres	\$5,500.00
250	Signing	\$35.00	Square Feet	\$8,750.00
40,000	Pavement Marking	\$0.25	Linear Feet	\$10,000.00
300	Roadside Safety (barriers, guardrail)	\$60.00	Linear Feet	\$18,000.00
	Bridges		Square Feet	
1	Traffic Control	\$40,000.00	Lump Sum	\$40,000.00
1	Utility Relocation	\$150,000.00	Lump Sum	\$150,000.00
Use table on the next page for additional items.				
			Sub-Total	\$1,485,950.00
	Mobilization (As percentage of Sub-Total) Typically 10%. Input estimated percentage in decimal form. For example: 0.10	0.1	Lump Sum	\$148,595.00
	Contingencies(As percentage of Sub-Total)Typically 30%. input estimated percentage in decimal form. For example: 0.30	0.3	Lump Sum	\$445,785.00
Total Estimated Construction Cost				\$2,080,330.00
Estimated Preliminary Engineering Costs (As a percentage of the Total Estimated Construction Cost) Typically 5 to 25 percent, depending upon project scope and complexity. Input estimated percentage in decimal form. For example: 0.15				0.15
	Estimated Right of Way		Acres	
Total Estimated Preliminary Engineering Costs				\$312,049.50
Estimated Construction Engineering Costs (As a percentage of the Total Estimated Construction Cost) Typically 5 to 20 percent, depending upon project scope and complexity. Input estimated percentage in decimal form. For example: 0.10				0.15
Estimated Construction Engineering Costs				\$312,049.50
Total Project Costs				\$2,704,429.00

Cost Estimate for Capital Improvements and Enhancement Projects (Cont.)

Add items as needed. Use Current Unit Prices.

		Quantity	Item	Unit Price	Unit	Total
+	-	1	Temporary Erosion & Sediment Control	\$32,000.00	Lump Sum	\$32,000.00
+	-	1	Permanent Erosion & Sediment Control	\$16,000.00	Lump Sum	\$16,000.00
+	-	6	Guardrail End Treatments	\$3,000.00	Each	\$18,000.00
+	-	2,000	Pedestrian Railing	\$170.00	Linear Feet	\$340,000.00
+	-	100	Specialty Curb at Sewer Bridge	\$50.00	Linear Feet	\$5,000.00
Sub-Total						\$411,000.00

Comments:

In 2017, the City contracted with J-U-B ENGINEERS, INC. to develop estimated quantities and prepare an opinion of probable cost for the proposed project. The unit prices utilized were revisited in 2019, compared to recent bid prices awarded for improvements on US-95 in Bonners Ferry and adjusted based upon engineering judgment with the preparation of this FLAP application.

Costs associated with right-of-way acquisition are unknown at this time and will need to be determined during project design.

Cost Estimate for Transit Projects

Add items as needed. Use Current Unit Prices.

		Quantity	Item	Unit Price	Unit	Total
+	-					
Total Project Costs						

Comments:

Cost Estimate for Planning and Research Projects

Add items as needed. Use Current Unit Prices.

		Quantity	Item	Unit Price	Unit	Total
+	-					
Total Project Costs						

Comments:

Required Local Contribution to Project: Describe the type and source of funds to provide the required 7.34% local match. Describe any soft match, in-kind match, or eligible Federal funds that will be used to satisfy the match requirement.

The City proposes to contribute in-kind match of \$150,000 for the electrical utility relocation for the city owned utility located within the existing right of way along the full length of the project. In addition, the Bonners Ferry Urban Renewal Agency has agreed to contribute \$75,000 of cash towards the project for a combined total of \$225,000 of contribution.

Other Contributions to the Project: Describe any additional contributions secured or being sought to implement the project proposal. Does this opportunity possibly leverage other funds?

How does the project relate to the following evaluation criteria?

1. SAFETY

Improvement of the Transportation Network for the safety of its users.

- a) How many and what type of crashes have occurred on the project site in the last five years? Describe the basis for your information and include reported accidents and anecdotal information. Provide crash data in tables and/or maps showing accident locations.
- b) How would the proposed project improve unsafe conditions at identified crash sites?
- c) How does the proposed project address potentially unsafe locations with conditions such as inadequate sight distance, roadside hazards, poor vertical/horizontal alignment, hazardous intersections, inadequate lane and shoulders widths, etc? How does the proposed project address areas where recreation use may create traffic conflicts with local or through traffic?
- d) How does the project address safety for a wide range of users (freight, destination motorists, touring motorists, bicyclists, pedestrians, public transportation)?
- e) What are the results/recommendations of any road safety audits conducted for the project? If applicable, have data-driven safety analysis tools been used and what were the outcomes? Is the project identified in a strategic safety plan?

A. Over a 6-year period, four reported crashes occurred in the along Riverside to the west of the project area. All four crashes were property damage and identify negotiating road hazards as the reason main reason for the incident. Five crashes were reported just east of the project within the City limits with 3 resulting in property damage and two resulting in injury C accidents. The "Idaho Local Road Crash Data", the 2019 City Transportation Plan and the Boundary County 2015 FLAP applications were used as source documents for the information. In addition, the County's 2015 FLAP application for Riverside Road cited "many near misses and runoffs have been anecdotally reported most of these in winter conditions. Local truckers report that they are constantly being squeezed off of the roadway because of auto traffic hugging the center line due to the lack of shoulders. Folks often have to stop from one direction as a vehicle from the other direction passes a pedestrian or bicyclist."

B. Widening the roadway and shoulders will improve safety for motorists, pedestrians and bicyclists by providing defined corridors for each mode of travel. The additional roadway width and widened shoulders will provide adequate room for the large agricultural equipment that periodically share the roadway with all of the other forms of transportation within this corridor. This portion of Riverside Road currently does not have the width or delineation for the separation between motorized and non-motorized forms of travel and does not adequately serve all modes of transportation equally.

C. Project ID Boundary 5806(1) proposes to take an existing 18-20 foot wide roadway and widen to a 32-foot wide roadway. The portion of Riverside Road within City limits is also similar in width. Widening to 32-34 feet would allow for a shared use road that accommodates more modes of transportation. A wider road, wider shoulder and a multi-modal pathway that follows closely or aligns with the existing road will prevent future conflicts of pedestrians and automobiles as both look to share the corridor.

D. Widening the road will dramatically improve accessibility of the road system by all users. By specifically accommodating recreational users, it will make motorists and non-motorists more aware of each others needs within the corridor and provide a safer, more enjoyable experience .

E. An official road safety audit has not been conducted on the City portion of Riverside Road. The 2019 City Transportation Plan relied upon traffic data in the analysis of the recommended capital improvement projects and this portion of the roadway is identified for needed reconstruction and safety improvements.

2. ASSET IMPROVEMENT

Improvement of the transportation Network.

- a) If the project includes a bridge or culvert, how will the project extend the useful service life? Would the proposal improve the condition factor of one or more elements of bridge or culvert within National Bridge Inventory System (NBIS)?
- b) How will the project improve the structural capacity of the roadway and extend the useful life of the asset?
- c) Is the roadway included in a paved or unpaved surface management system? What is the current condition to the existing surfacing? If the surfacing is pavement, what is the Pavement Condition Index (PCI)? If the surface is gravel, what is the PASER rating? How would the project improve the surface condition?

A. The project does not include a bridge or large culvert identified within the National Bridge Inventory System.

B. The existing bituminous surface treatment surface is showing evidence of alligator cracking and longitudinal edge cracking. The proposed improvements will add a new sub-base and base material, along with a new hot mix asphalt surface and increase the structural capacity of the roadway. A good road is more affordable to maintain than a road that has exceeded its useful life and the City's available maintenance funding will stretch further to extend the useful life of this roadway.

C. The City performs pavement maintenance and management on an annual basis with visual assessments, documenting remaining service life, and conducting surface treatments. The current PCI is less than 30. The proposed improvements would increase the PCI to 100.

3. RECREATION AND ECONOMIC

Development and utilization of the Federal Land and its resources.

- a) Describe any high use Federal recreation sites or Federal economic generators (as determined by the Federal Land Manager) that are accessed by this project. How many visitors access/use the site annually? How does the project enhance access to these sites? How does the proposal improve the visitor experience?
- b) Which Federal Lands are accessed by this project? How much Federal Land (acres) is accessed by the project? If multiple Federal Lands are accessed, itemize acreage by agency.

Enhancement of economic development at the local, regional, or national level, including tourism and recreational travel.

Note: Direct effects of implementing the project, i.e. construction employment will not be scored.

- c) Identify the community or communities economically dependent on the network, and the elements that comprise the economy (e.g. timber, tourism, etc.) How is the economy tied to the transportation network? How will the proposed project improve the transportation network and support the community's economic goals/needs or other economic plan?
- d) If the proposed project is located on a designated federal, state, or county scenic byway, identify the scenic byway and explain the anticipated benefit related to the byway. Would the project meet the needs identified in the Byway's management plan?

A. High use Federal recreation sites include 18 trailheads and 102 miles of trails leading to high peaks, lookouts, and high altitude lakes with primitive camping areas, 1 rental lookout, 1 developed vista, one sportsman access . In addition the 2,774 acre Kootenai National Wildlife Refuge is another high use Federal recreation site.

B. Federal Lands accessed include 198,669 acres USDA Forest Service, 2,774 acres Kootenai National Wildlife Refuge, and 2,160 acres US Bureau of Land Management (BLM).

C. The City of Bonners Ferry has a population of ±2,500 people. The city has been categorized as a timber industry community, which relies heavily on access to state, federal and industry lands. In addition, many people who are moving to or otherwise enjoy use of federal lands do so for recreational purposes, (hiking, biking, skiing, etc.) and for sustenance purposes (firewood, hunting, fishing etc). Riverside road is a major contributor for access to these lands. Riverside Road is classified as a major collector which is capable of providing up to 700 vehicles per lane, per hour. The improvements to the road system will widen and increase the structural capacity of the existing pavement, thereby allowing the timber industry to expand within a corridor that also promotes the tourism growth by addressing the needed bicycle and pedestrian facilities.

D. This project is located on the International Selkirk Loop Scenic Byway with the KNWR being one of the main attractions along the way. This project will complete the corridor improvements and enhances the Byway by greatly improving safety and level of service for all modes of transportation.

4. MOBILITY

Continuity of the transportation network serving the Federal Land and its dependent communities.

- a) Is the road the sole access to the area? Will the proposed project mitigate the potential of the route closing?
- b) How would the proposed project improve the continuity of the transportation network? Which gaps or missing links would the proposed project address? What travel restrictions, bottlenecks, or size/load limits impede travel? What work has been completed on adjacent sections to create route continuity? How would the proposal support federal land related freight?
- c) Does the proposed project connect to a designated route on the Federal Land Management Agency's FLTP inventory? Are there any future improvements planned on the designated route?
- d) Identify all planning documents related to this project. Is the project specifically identified in any of these plans? What is the local or regional priority (high, medium, low) of the project considering the Federal Land, State or County network? How does this proposal fit with the Federal Land Management Plan? How does the proposal fit with the county comprehensive plan? How does the proposal fit with any Transportation System Plans or Corridor Plans? What are the consequences to the transportation system of not addressing these needs?

Mobility of the users of the transportation network and the goods and services provided.

- e) How would the proposed improvements reduce travel time and congestion, increase comfort and convenience for the federal land user?
- f) How would the proposed project improve the choices for alternative modes of travel (pedestrian, bike, bus, or rail)? Would the proposed project make any ADA improvements?
- g) What are the major traffic generators within the Federal Land for this route?

A. There is other access to the area but only by detouring far to the north or south extending the length by at least 20 and as much as 40 miles which is not feasible for all modes of travel.

B. This project fills a 0.8 mile gap of between the City of Bonners Ferry and the current improvements to Riverside Road in the County (ID Boundary 5806(1)). Riverside Road provides almost exclusive access to the Westside Road and Lions Den Road (a 38 mile long corridor maintained by Boundary County that accesses almost all Federal Lands in western Boundary County). This remaining section of Riverside Road to be improved is narrow with no shoulders and will be the last remaining impediment to mobility along the route. The County section is currently in design for widening that will accommodate all modes of transportation. Further along this route, several miles of road have been widened in recent years and one project replacing a one lane bridge with a two lane bridge is now in design (Trout Creek Bridge) while another one lane structure (Fisher Creek Bridge) was replaced with a two lane structure by local forces several years ago.

C. This route provides the main access to the east side of the Selkirk Mountains and public lands managed by USDA Idaho Panhandle National Forests. This route is a major destination point for Forest visitors, the current Land Management Plan is to maintain 51 miles of passenger car roads that meet the Highway Safety Act, 225 miles of roads that are suitable for high clearance vehicles and 53 miles of roads stored for future use. Improvements to the Forest Service roads are completed based on annual and deferred maintenance budgets. Several new bridges, culverts and resurfacing projects have been completed in the last few years on Forest Service roads within the project area. A potential timber sale is starting through the planning process. This timber sale would make improvements to Forest Service roads accessed by this road. Improvements would include bringing roads to standards and installing new culverts and bridges. It is critical from the Forest Service standpoint that the Riverside Road be upgraded due to the volume of mixed use in this area and safety concerns. The route provides a patrol route for U.S. Department of Homeland Security, Border Patrol. The Forest Service in conjunction with the Border Patrol is currently working on several maintenance and reconstruction projects to improve road access along the International Boundary (source - Boundary County 2015 FLAP application).

D. The Boundary County Comprehensive Plan repeatedly focuses on timber, recreation and tourism directly related to the Federal Lands as crucial to the economic survival of Boundary County. The Boundary County Transportation Plan specifically calls out the Riverside Road project and Corridor as does the County's Capital Improvement Plan. The 2019 City Transportation Plan also prioritizes Riverside Road as a major collector which needs reconstruction and pedestrian and bicyclist facilities.

E. Passing vehicles from the opposite direction currently demands a drivers full attention due to the narrow lanes and lack of shoulders. The widened roadway and shoulders proposed will increase comfort when logging trucks and agricultural equipment utilize the roadway. Cyclists that utilize the corridor to access the federal lands will experience comfort in not having to share a lane with the vehicular and truck traffic.

F. Alternative modes of transportation, such as bicycles and pedestrians, are currently at high risk with no clear zone to escape to other than the existing steep side slopes.

G. Traffic generators include destination trips to and from Smith/ Boundary Creek Roads, Trout Creek Road, Ball Creek Road, Myrtle Creek/ Snow Creek Roads, and the Kootenai National Wildlife Refuge.

5. SUSTAINABILITY AND ENVIRONMENTAL QUALITY

Protection and enhancement of the rural environment associated with the Federal Land and its resources.

Note: It is assumed all projects will be constructed in accordance with all environmental regulations.

If applicable, describe how the project:

- a) Contributes to the environmental goals and objectives of the Federal Land Management Agency and/or other applicable land management plans.
- b) Enhances wildlife connectivity, wildlife habitat and/or aquatic organism passage.
- c) Enhances water quality, riparian and/or wetland function.
- d) Uses design, materials or techniques that would exceed the minimum environmental requirements and/or mitigates an existing environmental problem.
- e) Promotes sustainable practices (e.g. reduces greenhouse gas or vehicle miles traveled).

ANSWERS TO 5. AS THEY RELATE TO EACH OF OUR AGENCY PARTNERS

A through E - 1. USFS

A. Environmental goals and objectives identified in the IPNF Revised (2015) Forest Plan include:

"Safe and efficient access for forest resource management, fire management, and other environmental management activities;"

"Minimal impact on resources by the transportation network;" and "Minimum risk of failure" (of roadways and drainage).

This proposal addresses these goals by reducing response time (over 5 miles of project area) to natural disasters that are common in the Selkirk Range including fire, mudslides, and flooding. Risk of failure of the roadway will be reduced by a combination of raising the road bed on the west (Refuge) segment of the project and armoring where needed on the levee portion. This in turn reduces the impacts of the road, i.e. erosion, slides, and sedimentation.

B. The proposed project is not anticipated to affect wildlife connectivity, habitat and/or aquatic organism passage.

C. Limiting the improvements to uplands will maintain water quality and not damage riparian and/or any wetlands (see USFW Wetlands inventory map)

D. The project proposes to be designed to federal standards which includes consideration for all minimum environmental requirements.

E. With a wider users anticipated, reduction of green house gases would be a positive side effect as more people pick bicycles over vehicles. The Forest Plan calls for "easy access to non-motorized recreation opportunities, dispersed recreation opportunities, summer and winter use trails, and smaller, less developed day-use and overnight sites."

A through E - 2. USFWS

According to the "Kootenai River Conceptual Design" dated May 2008 and submitted by Wildland Hydrology Consultants to the Kootenai Tribe of Idaho, "The effects of reservoirs and historical land uses on the Kootenai River have prompted significant change in the physical, biological and ecological river function." These changes have led to the decline of the Kootenai River white sturgeon, now an endangered species. Over the years, the Kootenai Tribe of Idaho has invested a considerable amount of resources to "recover a productive, functional and biologically diverse Kootenai River ecosystem" in order to reverse the sturgeon's decline as well as the decline of burbot, a freshwater ling cod.

Improvement of the Riverside corridor - the road and the dike upon which it was constructed, from the Highway 95/US 2 to City of Bonners Ferry city limits and further on to the Kootenai National Wildlife Refuge, would dovetail quite well with the Tribe's riverine project. Improving the public's access along the river would allow for future interpretive opportunities and would significantly improve the public's appreciation of the Kootenai River ecosystem. An increased appreciation would allow for greater protection of this invaluable resource for future generations.

A through E - 3. BLM

The Riverside Road Project would enhance public access to the the BLM managed public lands that require the public to travel both the Riverside and Westside roads. Improving public access is a key component of our 2007 Coeur d'Alene Resource Management Plan (RMP). If the improvements to Riverside Road reduce, over the long term, potential sediment input to the Kootenai River, fish habitat would be benefited. With the improvements to the road, one could say that smaller hybrid and/or electric vehicles would have greater accessibility to the BLM managed public lands in the Selkirks. Better roads would also contribute to greater use by bicyclists and other modes of conveyance that require better roads and bridges.

The Westside Road provides access to approximately 2,160 acres of BLM managed public land.

6. READINESS AND SUPPORT

Project readiness, local support, financial support, capacity and project delivery.

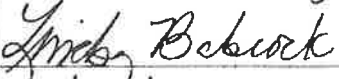

- a) List project support, describe how funding this proposal fits with agency priorities and describe the previous federal investment, if known.
- b) Describe the applicant's share of project costs, type of funds, availability of funds and certainty of funds.
- c) Describe the project readiness, and the preferred project delivery schedule (with the knowledge that construction funding for project will be programmed in an out-year).

A. This project is supported and endorsed by U.S. Fish and Wildlife Service, Bureau of Land Management and US Forest Service. Community support for the proposal includes the Kootenai Tribe of Idaho, Boundary County, Boundary Area Transportation Team (BATT), Bonners Ferry Rotary Club, International Selkirk Loop, Kootenai Valley Resource Initiative and U.S. Army Corps of Engineers. The project is listed as a priority within the 2019 City Transportation Plan and the Bonners Ferry Urban Renewal Agency has dedicated funding for this project. Previous federal investment is currently underway for improvements to this corridor project ID Boundary 5806(1).

B. The City proposes to contribute in-kind match of \$150,000 for the electrical utility relocation for the city owned utility located within the existing right of way along the full length of the project. In addition, the Bonners Ferry Urban Renewal Agency has dedicated \$75,000 of cash towards the project for a combined total of \$225,000 of secured contribution.


C. The adjacent section of this City/County corridor is currently being designed which creates a template that can be implemented within this portion of the corridor. It is anticipated and preferred that construction for this project would be advanced to the earliest construction year to fill in the multi-modal gap that will exist with the completion of project ID Boundary 5806(1).

2019 Idaho Federal Lands Access Program
JOINT ENDORSEMENT - This project is supported and endorsed by
 (add agency endorsements as needed)

Project Name	Riverside Road Improvement/Enhancement Project
Federal Land Agency (ies)	BLM, Coeur d'Alene District
Federal Land Unit Manager's Name	Lindsey Babcock
Title	District Manager (Acting)
Electronic Signature	
Date	3/24/2019
Email Address	lbabcock@blm.gov
Telephone	208-769-5058
Point of Contact	Kurt Pavlat
Title	Field Manager, Couer d'Alene Field Office
Email Address	kpavlat@blm.gov
Telephone	208-769-5038
State, County, Local, or Tribal Government	City of Bonners Ferry
Agency Official's Name	David Sims
Title	Mayor
Electronic Signature	
Date	April 3, 2019
Email Address	dsims@bonnersferry.id.gov
Telephone	208-304-2567
Point of Contact	Lisa Ailport
Title	City Administrator
Email Address	lailport@bonnersferry.id.gov
Telephone	208-267-4379


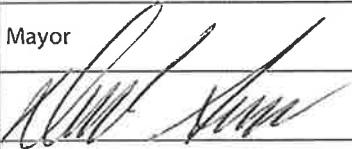
***Signatures (electronic signatures are acceptable) are required for BOTH the Federal Land Management Agency being accessed and the State, County, Local or Tribal Government.

2019 Idaho Federal Lands Access Program
JOINT ENDORSEMENT - This project is supported and endorsed by
 (add agency endorsements as needed)

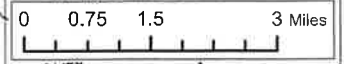
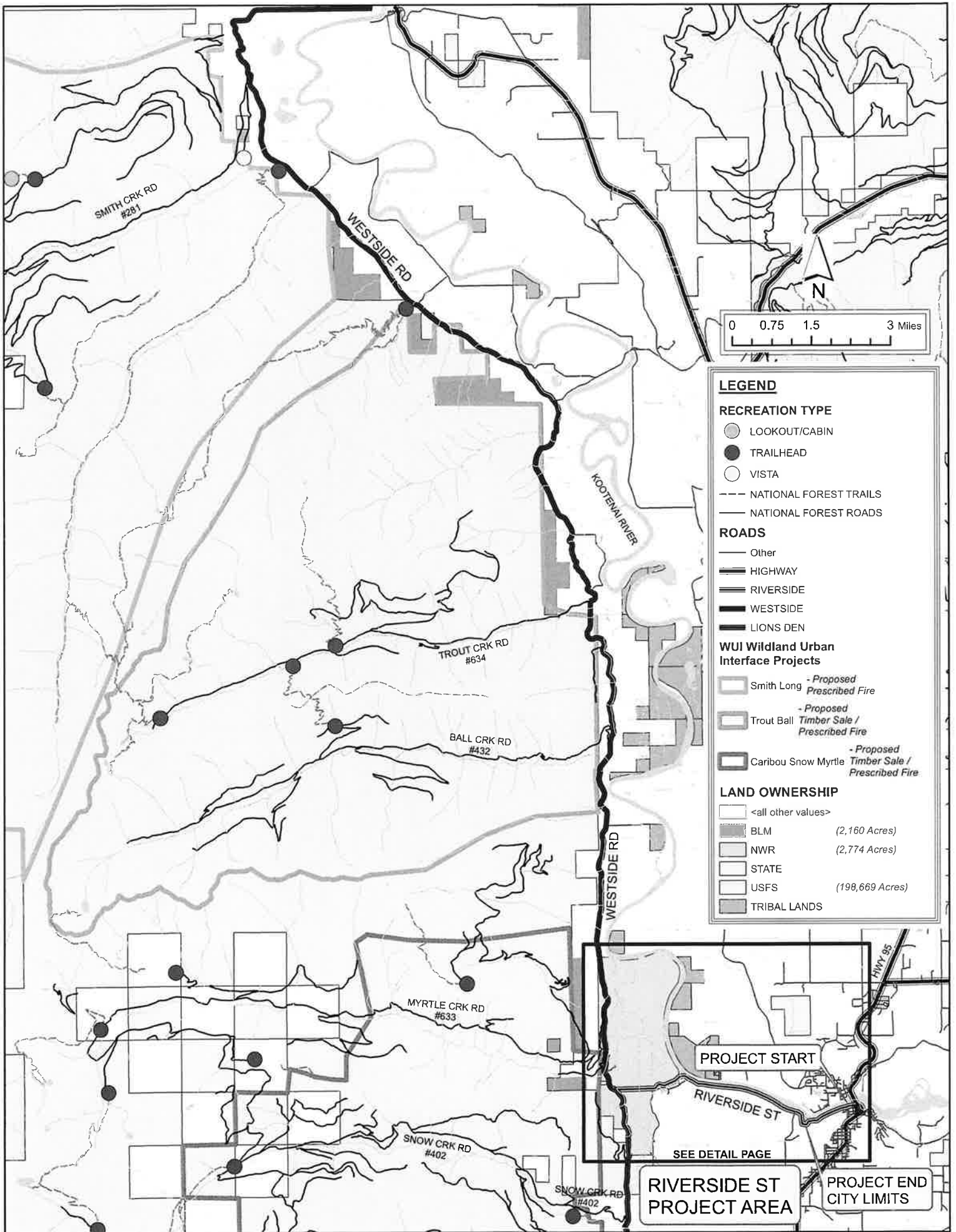
Project Name	Riverside Road Improvement/Enhancement Project	
Federal Land Agency (ies)	USFS Idaho Panhandle National Forest	
Federal Land Unit Manager's Name	Jeanne Higgins	
Title	Forest Supervisor	
Electronic Signature	KIMBERLY PIERSON	Digitally signed by KIMBERLY PIERSON Date: 2019.03.29 08:42:34 -07'00'
Date	3/29/2019 (signed for Jeanne Higgins by Deputy Forest Supervisor)	
Email Address	jmhiggins@fs.fed.us	
Telephone	208-765-7210	
Point of Contact	Kevin Knauth	
Title	District Ranger, Bonners Ferry Ranger District	
Email Address	kevinsknauth@fs.fed.us	
Telephone	208-267-6701	
State, County, Local, or Tribal Government	City of Bonners Ferry	
Agency Official's Name	David Sims	
Title	Mayor	
Electronic Signature		
Date	April 3, 2019	
Email Address	dsims@bonnersferry.id.gov	
Telephone	208-304-2567	
Point of Contact	Lisa Ailport	
Title	City Administrator	
Email Address	lailport@bonnersferry.id.gov	
Telephone	208-267-4379	

****Signatures (electronic signatures are acceptable) are required for BOTH the Federal Land Management Agency being accessed and the State, County, Local or Tribal Government.*

2019 Idaho Federal Lands Access Program
JOINT ENDORSEMENT - This project is supported and endorsed by
 (add agency endorsements as needed)

Project Name	Riverside Road Improvement/Enhancement Project
Federal Land Agency (ies)	US Fish and Wildlife Service
Federal Land Unit Manager's Name	Charlie Stenvall
Title	Refuge Supervisor
Electronic Signature	
Date	4/2/19
Email Address	Charlie_Stenvall@fws.gov
Telephone	503-231-6175
Point of Contact	Eric Bergey
Title	Regional Transportation Coordinator
Email Address	Eric_Bergey@fws.gov
Telephone	503-736-4713
State, County, Local, or Tribal Government	City of Bonners Ferry
Agency Official's Name	David Sims
Title	Mayor
Electronic Signature	
Date	April 3, 2019
Email Address	dsims@bonnersferry.id.gov
Telephone	208-304-2567
Point of Contact	Lisa Ailport
Title	City Administrator
Email Address	lailport@bonnersferry.id.gov
Telephone	208-267-4379

***Signatures (electronic signatures are acceptable) are required for BOTH the Federal Land Management Agency being accessed and the State, County, Local or Tribal Government.



LEGEND

RECREATION TYPE

- LOOKOUT/CABIN
- TRAILHEAD
- VISTA
- NATIONAL FOREST TRAILS
- NATIONAL FOREST ROADS

ROADS

- Other
- == HIGHWAY
- == RIVERSIDE
- == WESTSIDE
- == LIONS DEN

WUI Wildland Urban Interface Projects

- Smith Long - Proposed Prescribed Fire
- Trout Ball - Proposed Timber Sale / Prescribed Fire
- Caribou Snow Myrtle - Proposed Timber Sale / Prescribed Fire

LAND OWNERSHIP

- <all other values>
- BLM (2,160 Acres)
- NWR (2,774 Acres)
- STATE
- USFS (198,669 Acres)
- TRIBAL LANDS

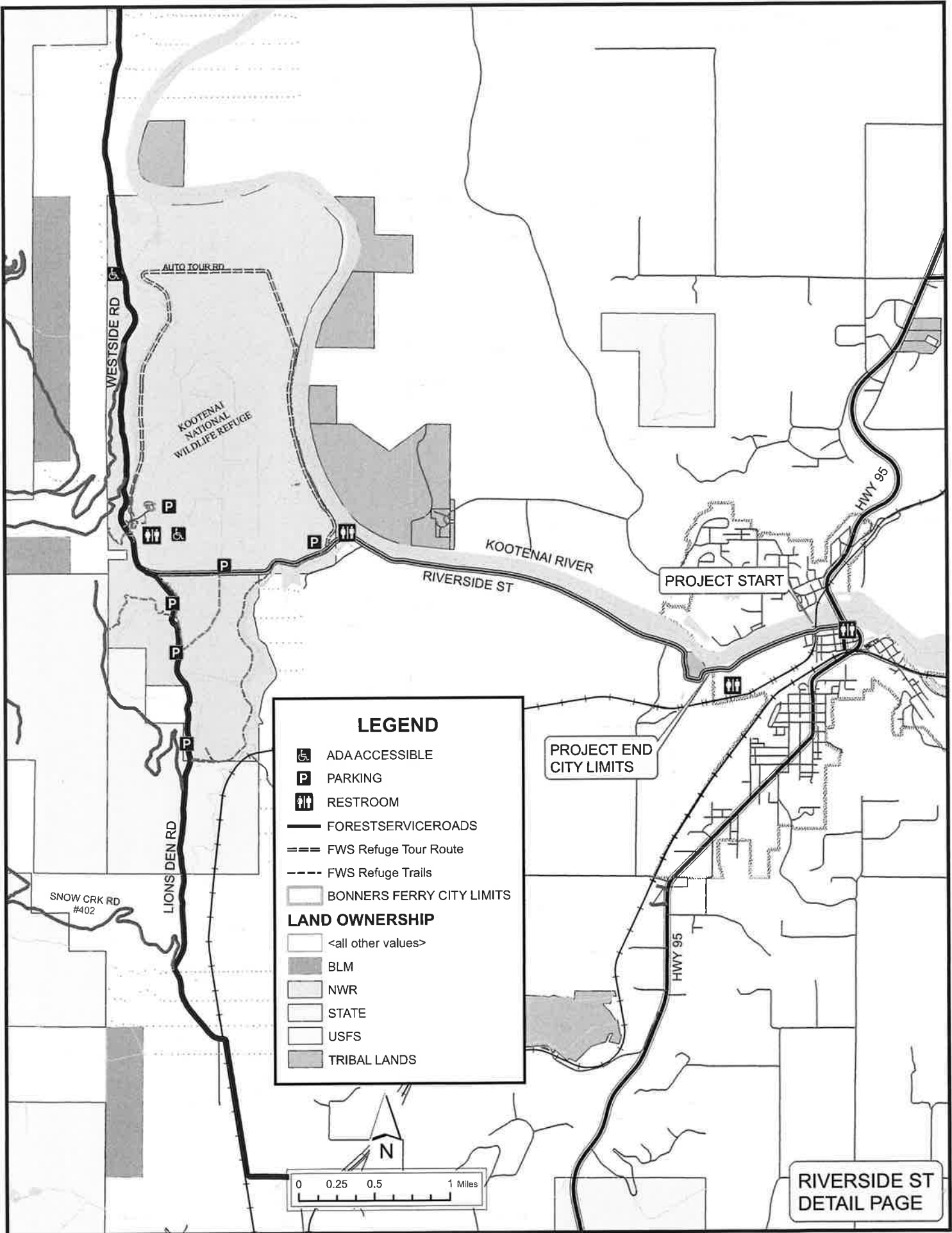
PROJECT START

RIVERSIDE ST

SEE DETAIL PAGE

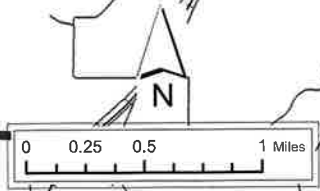
RIVERSIDE ST PROJECT AREA

PROJECT END CITY LIMITS



LEGEND

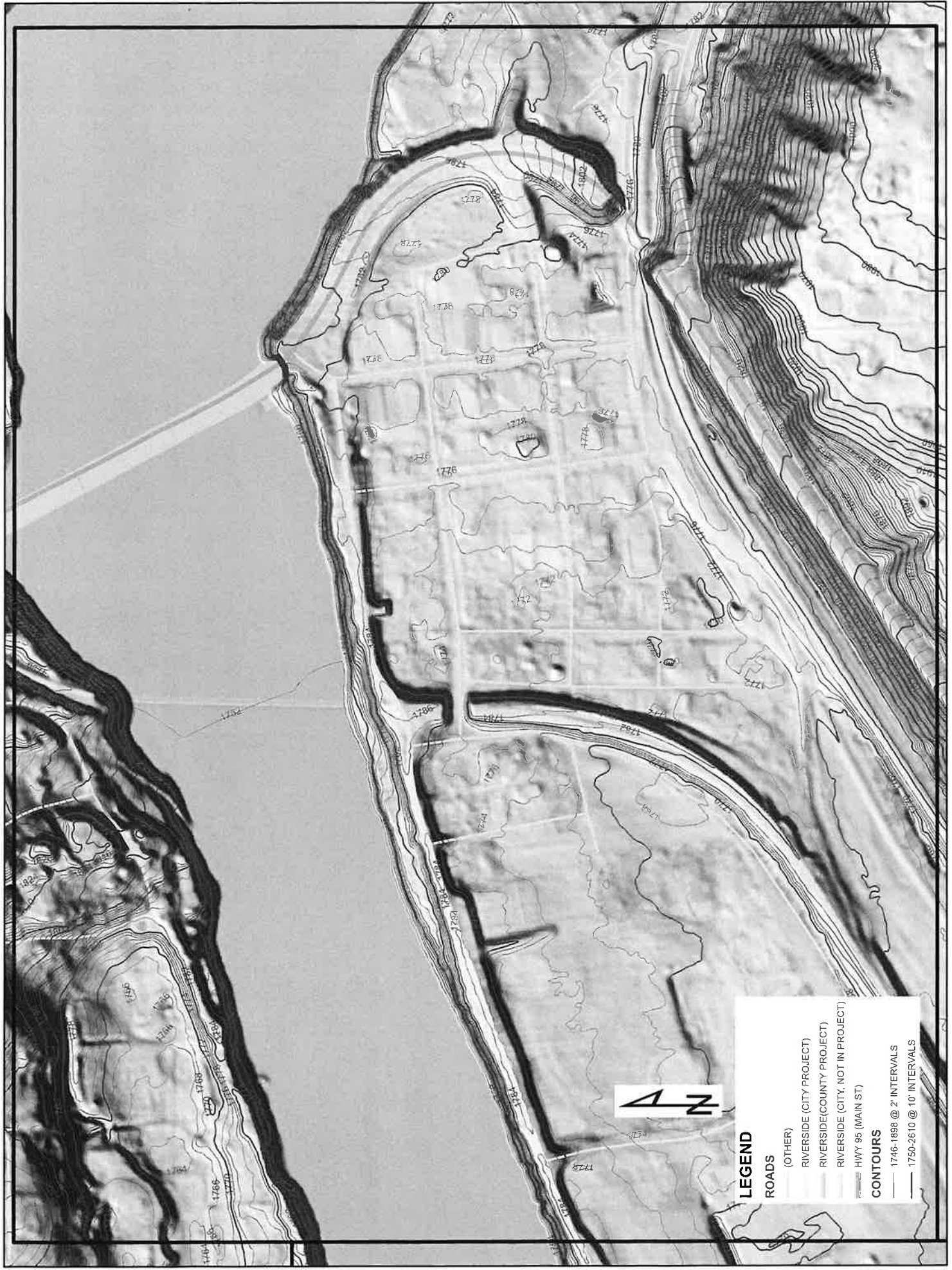
- ADA ACCESSIBLE
- PARKING
- RESTROOM
- FOREST SERVICE ROADS
- FWS Refuge Tour Route
- FWS Refuge Trails
- BONNERS FERRY CITY LIMITS
- LAND OWNERSHIP**
- <all other values>
- BLM
- NWR
- STATE
- USFS
- TRIBAL LANDS



PROJECT END CITY LIMITS

PROJECT START

RIVERSIDE ST
DETAIL PAGE



LEGEND

ROADS

- (OTHER)
- RIVERSIDE (CITY PROJECT)
- RIVERSIDE (COUNTY PROJECT)
- RIVERSIDE (CITY, NOT IN PROJECT)
- HWY 95 (MAIN ST)

CONTOURS

- 1746-1898 @ 2' INTERVALS
- 1750-2610 @ 10' INTERVALS

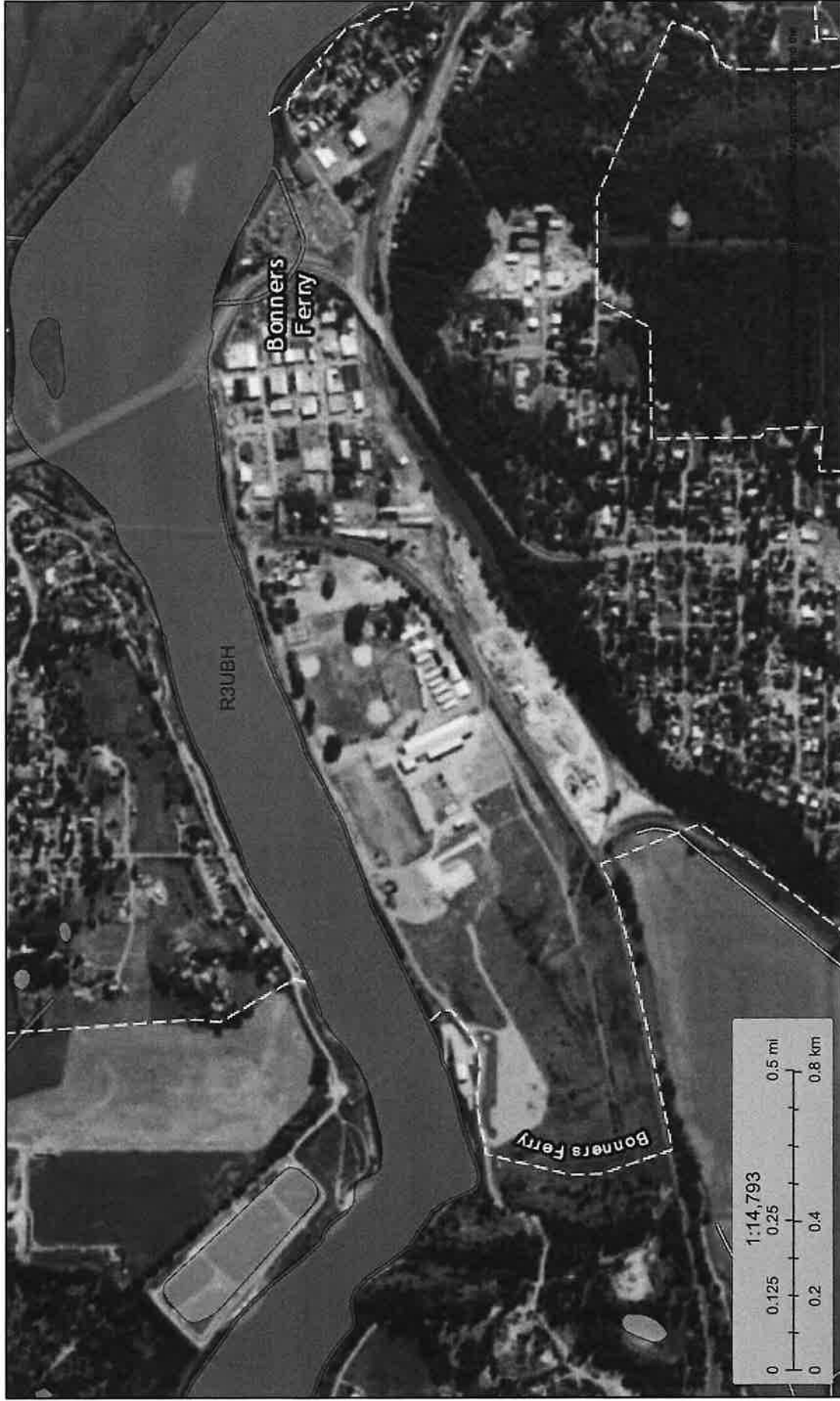




U.S. Fish and Wildlife Service

National Wetlands Inventory

Bonnors Ferry FLAP Wetlands Map



February 15, 2017

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

The Bonners Ferry Riverside Road Improvement Project will widen the paved surface and include a widened shoulder on the river side of the road for bike and pedestrian use. The profile will be similar to the Boundary County Riverside project, which starts at the end of this project. Pictures (1) through (6) are taken beginning with the start of the project (picture (1)) and proceeding to the end of the project (picture (6)).



(1) Start of Project, facing west. Note city electric poles on both sides of roadway.



(2) Traveling west. The Kootenai River is on the north side (ride side in picture) of the road.



(3) Traveling west. Boundary County Fairgrounds south of road (left side of photo).



(4) Traveling west. Note city electric utility poles on west side of roadway.

**City of Bonners Ferry Riverside Road Improvement/Enhancement Project
2019 FLAP Application**

The Bonners Ferry Riverside Road Improvement Project will widen the paved surface and include a widened shoulder on the river side of the road for bike and pedestrian use. The profile will be similar to the Boundary County Riverside project, which starts at the end of this project. Pictures (1) through (6) are taken beginning with the start of the project (picture (1)) and proceeding to the end of the project (picture (6)).



(5) Near the western end of project, facing west. Note the city wastewater bridge.



(6) End of project, facing west.



Example of deteriorating condition of pavement.



Boundary County boat dock facility near the western end of the project.



DEPARTMENT OF THE ARMY
SEATTLE DISTRICT, CORPS OF ENGINEERS
P.O. BOX 3755
SEATTLE, WASHINGTON 98124-3755

REPLY TO
ATTENTION OF

27 March 2017

Emergency Management Branch

Technical Advisory Group
Western Federal Lands Highway Division
610 E. Fifth Street
Vancouver, WA 98661

Dear Technical Advisory Group,

I am writing to provide comments in support of the Riverside Road Project near Bonners Ferry, Idaho that will improve levee safety and reliability as well as provide safe transportation access to the Kootenai National Wildlife Refuge, a popular tourist destination that provides many wildlife and recreational activities for visitors to enjoy. There are many wildlife observation opportunities at the refuge. Visitors can reach the refuge by driving, bicycling, and walking. The Riverside Road Project will improve reliability to the City and Diking District #1 levees and upgrade reliability access to the refuge by making it safe for drivers as well as the bicyclists and walkers. This refuges access route is also the Boundary County Diking District #1 Levee.

Boundary County Diking District #1 has reviewed their required level of protection for their levee and decided they can lower the elevation and widen the road. The Corps supports the decisions of the Diking District. This project would improve the levee, safety, and direct public access to the Kootenai Wildlife Refuge by improving the road. It would encourage safe access in all seasons, even winter, when ice and snow are ever present. The current county access road is narrow; where two-way traffic has a challenge passing on the road due to the narrow topwidth, the sideslopes are steep and high. There is no shoulder or room for bicyclists or walkers on the crest. This project would improve direct public access to the Kootenai Wildlife Refuge and improve the levee by increasing the topwidth and reducing sideslope steepness and would allow safe access in all seasons, even winter, when ice and snow are ever present. It is important for Boundary County and Dike District #1 to conduct operation and maintenance activities on their levee system in order to provide the most reliable flood protection practical to the community. By partnering on this project with Boundary County and the Federal Highway Administration, the City and Diking District #1 would help increase the reliability of their levees, while providing much needed safe public access to the refuge, the Selkirk Loop, the west side of the County, as well as a safe emergency access route.

The City of Bonners Ferry would like to upgrade their levee on Riverside Street within the City limits, maintaining the levee elevation and improving the levee landward side. The Corps supports the efforts of the City and of the Diking District for this improvement project.

Over the last several years, the Army Corps of Engineers has invested significant resources in assisting the City of Bonners Ferry with levee repairs on their city levees, inspections, and technical support in order to help maintain reliable flood control systems upstream, and this project would continue that effort downstream. This is a long term solution that would reduce the flood risk to the community. We encourage levee sponsors to implement solutions to reduce flood risk and increase levee reliability whenever possible.

Sincerely,

for Catherine DesJardin, P.E.
Emergency Management Branch



BATT

Boundary Area Transportation Team

P.O. Box 1418

Bonnors Ferry, ID 83805

208-267-3838

March 27, 2019

David Sims, Mayor
City of Bonnors Ferry
P.O. Box 149
Bonnors Ferry, Idaho 83805

RE: Riverside Road Improvement Project-FLAP

Dear Mayor Sims:

Boundary Area Transportation Team (BATT) wishes to express our support for the application submission by the City for the "Riverside Road Improvement Project" to Western Federal Lands, Federal Lands Access Program (FLAP).

The current condition of Riverside Road does not adequately support non-motorized users who access Federal lands. The project would provide a roadway that would support improved opportunities for bicycle and pedestrian users. The safety of these non-motorized users in conjunction with the motorized users would be benefited greatly by these improvements.

Additionally, these improvements proposed would tie into the improvements the County is doing just outside the City limits, thus, providing a seamless, continuous road system from the City of Bonnors Ferry to the Federal lands that Riverside Road serves.

The Boundary Area Transportation Team supports improvements that increase transportation opportunities and mobility in Boundary County. Members feel this project meets BATT's mission statement of "promoting the coordination, planning, development and maintenance of the transportation infrastructure in Boundary County.

If there is any more BATT can provide to show our support for this project, we will gladly consider it.

Sincerely,

Commissioner Walt Kirby

Chairman Boundary Area Transportation Team

Boundary County Commissioners
Dan R. Dinning, Chairman
Wally Cossairt, Commissioner
Walt Kirby, Commissioner



Telephone (208) 267-7723
Fax: (208) 267-7814
commissioners@boundarycountyid.org

BOUNDARY COUNTY
P. O. Box 419
Bonners Ferry, ID 83805

March 18, 2019

Western Federal Lands Highway Division
610 E. Fifth Street
Vancouver, WA 98661

RE: City of Bonners Ferry Application for Riverside Road Improvement Project (FLAP)

To whom it may concern:

Boundary County supports the City of Bonners Ferry Riverside Road Improvement Project FLAP.

Riverside Road is an important link to the United State Forest Service and Bureau of Land Management properties. The city's project will improve the first section of Riverside Road, ending where Boundary County's FLAP project starts. This will provide a similar road profile throughout the length of the road, increasing the safety for motorized vehicles, pedestrians and cyclists.

We appreciate your consideration for this application.

Respectfully,

BOUNDARY COUNTY
BOARD OF COMMISSIONERS

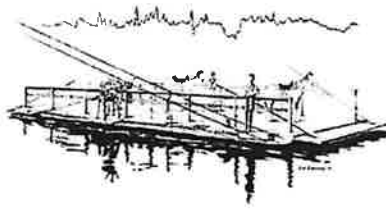

Dan R. Dinning, Chairman


Wally Cossairt, Commissioner


Walt Kirby, Commissioner



CITY OF BONNERS FERRY



Kootenai Valley Resource Initiative

March 18, 2019

RE: Kootenai Valley Resource Initiative Support – City of Bonners Ferry Riverside Road Improvement/Enhancement Project

The Kootenai Valley Resource Initiative (KVRI) is a community-based collaborative effort in the Kootenai River Basin co-chaired by the Kootenai Tribe of Idaho, the City of Bonners Ferry, and Boundary County. It was founded in 2001 to improve coordination of local, state, federal, and tribal programs to restore and maintain social, cultural, economic, and natural resources.

We are writing to express support for the City of Bonners Ferry's effort to garner grant funds for reconstruction of the Riverside Road. Riverside is the necessary connector for Hwy. 95 to the Westside road, which is the primary access to private lands, as well as thousands of acres of Forest Service land. The north end of the Westside road is also the only alternative crossing of the Kootenai River.

Currently, the road is dangerously narrow with no shoulders. The need to construct an "all-season" road that meets County road standards is imperative. With the heavy traffic including truck traffic and many oversized vehicles sharing the road with ATVs and walkers, it is not a question of "if" it is a matter of "when" a situation will occur.

Because much of the road runs along the Kootenai River, Natural resources in the could also be affected; water quality, fish & wildlife recovery, and wetland restoration efforts could be completely negated with a hazardous material spill from the road along the Kootenai River.

The Kootenai Valley Resource Initiative is in complete support and urges funding of the City of Bonners Ferry grant application which would provide the means for capital investment to reconstruct this roadway. This project also has many partners and broad community support.

Sincerely,

Dan Dinning,
Boundary Co. Commissioner
KVRI Co-chair

Gary Aitken Jr.
Chair Kootenai Tribe of Idaho
KVRI Co-Chair

David Sims, Mayor
City of Bonners Ferry
KVRI Co-Chair



Kootenai Tribe of Idaho

P.O. Box 1269
100 Circle Drive
Bonners Ferry, ID 83805
Ph# (208) 267-3519
Fax (208) 267-2960

March 27, 2019

RE: Kootenai Tribe of Idaho Support – Riverside Road Improvement/Enhancement Project

The Kootenai Tribe of Idaho relies upon the City of Bonners, Boundary County and Idaho Transportation Department to provide much of the primary road access to Tribal lands. It is critical to the Tribe that roads to these lands are safe and reliable. The Riverside, US-95, and Westside Roads are on a travel route included in the Tribe's Transportation Plan.

Specifically, Riverside Road connects US 95 to the Westside Road FH-73. Riverside is the necessary connector to the Westside road, which is the primary and only access to several hundred acres of land owned by the Tribe, as well as thousands of acres of Forest Service land where the Tribe has hunting and gathering rights.

Currently, the road is dangerously narrow with no shoulders. The need to construct an "all-season" road that meets current road standards is imperative. With the heavy traffic including truck traffic and many oversized vehicles sharing the road with ATVs and walkers, it is not a question of "if" it is a matter of "when" a situation will occur.

Because much of the road runs along the Kootenai River, Natural resources in the Tribe's Aboriginal Territory would also be affected; water quality, fish & wildlife recovery, and wetland restoration efforts could be completely negated with a hazardous material spill from the road along the Kootenai River.

The Kootenai Tribe is in complete support and urges funding of the City of Bonners Ferry grant application which would provide the means for capital investment to reconstruct their portion of Riverside road. This project also has many partners and broad community support.

Sincerely,

A handwritten signature in cursive script, appearing to read "Gary Aitken Jr.", is written over a faint, illegible typed name.

Gary Aitken Jr., Chair
Kootenai Tribe of Idaho



International Selkirk Loop

PO Box 920 ~ Bonners Ferry, ID 83805
PO Box 2079 ~ Creston, BC V0B 1G0
208 267 0822 ~ 888 823 2626
selkirkloop.org ~ selkirkloop@frontier.com

March 12, 2019

Technical Advisory Group
Western Federal Lands Highway Division
610 E Fifth Street
Vancouver, WA 98661

RE: Riverside Road Improvement/Enhancement Project

Dear Sirs

On behalf of the International Selkirk Loop, I fully endorse the City of Bonners Ferry's application to receive funding for the above project.

The International Selkirk Loop is an All American Road, National Scenic Byway located in Northern Idaho, Eastern Washington, and Southeastern British Columbia. Our mission is to enhance the economies of the communities along our route through the promotion of tourism, thereby creating opportunities for the communities to attract and serve visitors. Hiking and wildlife viewing are top requests from our travelers, which makes the Kootenai National Wildlife Refuge and the National Forest Lands extremely popular stops for travelers on the Loop.

Additionally, road cycling has also become a very popular form of travel around the Loop and these types of travelers seek out alternate routes where possible. The route of choice for many cyclists in this area is Riverside Road. The current road width is very hazardous for cyclists.

Safe access to the Kootenai National Wildlife Refuge and a safe route for automobiles and cyclists is very important and the proposed project will greatly enhance the visitors experience and safety in the area.

The ISL supports the proposed project and recommends its full consideration.

Sincerely

Stephanie Sims
Executive Director

March 12, 2019

Mrs. Lisa Ailport
Bonners Ferry City Administrator
P.O. Box 149
Bonners Ferry, Idaho 83805

RE: Bonners Ferry Riverside Road Improvement/Enhancement Project

To Mrs. Ailport:

Please accept this letter as support by the Rotary Club of Bonners Ferry for the improvements to Riverside Road within the City of Bonners Ferry. The improvements to the road system will enhance residents' and visitors' experiences in Bonners Ferry as they navigate to some of our area s greatest assets, our Federal Lands.

The Rotary Club supports the project enthusiastically as a physical enhancement to our town and to our Federal Lands. As I am sure you are aware, the Wildlife Refuge is an attraction that brings people from all over the US and Canada. Riverside Road takes visitors to this gem in our community. In addition, the local Rotary Club hosts the Kootenai River Bike Ride each year and improving Riverside Drive will add to the safety of riders on that route.

Enhancing the visitor experience to our federal lands will not only bring to the community many financial benefits in the form of tourist dollars, but also many lasting memories that may lead them back to our community.

Rotary offers assistance in any way that supports our mission statement, "Service before Self." If you need additional assistance from our club in this effort, please don't hesitate to ask.

Sincerely,

A handwritten signature in black ink that reads "Ronald Campbell". The signature is written in a cursive style with a large initial "R".

Ronald Campbell
President
Rotary Club of Bonners Ferry



MEMO

CITY OF BONNERS FERRY
CITY ENGINEER

TO: Mayor and City Council
FROM: Mike Klaus, City Engineer
DATE: July 7, 2023
RE: Electric Department Load Study Proposal

Attached is a proposal by Craig Ripplinger to perform a load study of our electric system with the intent of determining grid weaknesses and how to address them. In particular, much of the City's electrical system growth is residential, and mostly outside of City limits. System improvements will be necessary to continue providing good service to all of our customers as we grow.

The City has a current contract with Craig Ripplinger of Ripplinger Engineering Laboratories (REL). Staff recommends City Council approval of the attached proposal from REL for \$6,250 under the conditions of the existing contract. Please contact me with any questions you may have about this recommendation.

Thank you,

Mike

Email remittance from Steve Nelson Golf Chair Item #1

I will recommend that the search be prioritized in this manner: #1 golf operator/pro with responsibilities for all maintenance and golf operations, #2 Separate contractors for greens keeping and golf operations, #3 either city operated or lease option.

Email remittance from Steve Nelson Golf Chair:

Golf Committee to make recommendations for golf course recruitment and future management. I will be recommending that the council create a steering/hiring committee.

I will be proposing the steering committee be comprised of John Youngwirth and GerryAnn Howlett representing the golf committee, Ada Gardner and Ann Bonar representing the Women's golf group and Bill Gutknect and Dave Anderson representing the men' group. Additionally, I will recommend a member of the City Council be on the committee.

**MINUTES
GOLF COMMITTEE MEETING
CITY HALL
March 28, 2023
5:30 pm**

Chairman Steve Nelson called the golf committee meeting March 28, 2023, to order at 5:35pm.

Committee members present were Scott Schopen, Gerry Ann Howlett, John Youngwirth attended via phone.

Members of the public included: Ralph Lotspeich

PUBLIC COMMENTS

No public comments were given.

REPORTS

Golf course manager Ralph Lotspeich reported that the golf course is dryer than it's ever been this time of year. Still some snow on the upper tee on seven, and things are looking good. Ralph plans to open this Saturday. It will be a soft opening and he will be letting people know through email, phone calls, and the website. There is supposed to be a tournament here for the high school next Tuesday April 4, 2023, there will be 2 other schools attending. The high school season has gotten hard as we are now in the 3A division and a couple of the other schools have dropped to a 2A as their enrollment at the school has gone down. So, they will compete with 1A and 2A. 4A and 5A have moved their schedule to the fall so we cannot participate with them and now must travel a long distance to play, which makes for a long day. CDA Stump grinding removed the stumps from the right of three. I emailed Deborah the invoice for Friends of Mirror Lake to pay, the total amount was \$2000.00. Jimmy is working on the gator. Jimmy also made a screen for the pumphouse #18.

CONSENT AGENDA – {action item}

1. Call to Order/Roll Call
2. Approval of minutes from the October 11, 2022, meeting.

John made the motion to approve the minutes.

The motion was seconded.

Result:	Approve
Moved by:	John Youngwirth
Seconded by	Scott Schopen
Voted Yes	Gerry Ann Howlett, John Youngwirth, Scott Schopen
Voted No	
Absent	Linda Hiatt

OLD BUSINESS

1. **Capital projects-** recommendations to City Council

Discussion items only. Steve said that he went to the City Council meeting last fall. There was some confusion as he was there representing the Committee, but the Council thought he was there representing Friends of Mirror Lake, and he was not allowed to speak about anything except the trees. Golf chairman report was not on the agenda. The committee set the priorities of the capital projects that are in the minutes of the last meeting. The items include the pump shed, new utility vehicle, and equipment storage. Steve asked Ralph if anything happened with the pump shed and he said no. Steve asked Ralph if he had any leads on a utility vehicle and that he had said Jimmy had been doing some work on the old one and would limp along for another year. Steve said that they did not talk about equipment storage and that it could be a future visit to the City Council. Gerry Ann asked if the City Council even knew what the committee discuss about. We have had this issue before. Steve asked if the meeting minutes from the committee meeting were given to the City Council in a packet. Deborah responded that she wasn't sure but would check. Later Deborah remembered that the minutes from the October meeting were in the Council packet in November. John asked who is responsible for making sure that approved items are being completed. Is it Ralph, the Mayor, or Lisa? Deborah explained that if you want to get a response from the City Council, you need to be added to the agenda, and that needs to be requested the week before the City Council meets. You can speak during the public comments and the Golf report, but you will not get a response.

2. Tree Removal- recommendations to City Council

Friends of Mirror Lake will continue to work on getting the trees removed, maybe when the ground firms up more. Steve believes it can still be done this year. This winter didn't work out for the logger. John asked if any were a danger, Ralph said the ones to the left of three were and they are taken care of. The tree on five that is diseased did not get removed. The tree on the fourth green to the left with the split is a danger. Scotch pine behind number eight that is dead. Eddy Invernon had talked to the logger that said the trees on nine could be felled and bucked up to a manageable size and pushed up to the highway bank and burned. Gerry Ann asked if it was the highway right away. Steve said they would not be at the highway line but at the base.

NEW BUSINESS

1. Income and Expense final summary

Lisa Ailport prepared an income and expense report that is a little bit incomplete because of changes at the city. There are some good numbers on it. Steve reviewed the numbers and talked about the lower pond dock that was put in. But these numbers are probably close, but they will be completed in the near future. Deborah also let the committee know that Lisa said there could be a swing of about \$10,000.00 plus or minus back into the profit line, but we won't know until the work order for the pump is complete and closed out.

2. Golf course management and transition

Mayor Staples asked for this item to be put on the agenda. This is Ralph's final year under contract. Steve said his concern is what will the City Council want the Golf Committee to do hiring a manager if Ralph decides to not come back. This is an item for discussion what will be expected of the golf committee. Steve asked Ralph if the Golf Committee interviewed him when he was hired, Ralph said yes that the job was put out through the PGA career links. Ralph said that he applied for the job in December 2002. Nine people applied for it and a phone interview was done then Ralph came in person for an interview in February with Russ Docherty, Cal Russel, Brion Poston, Linda Hiatt and Louise Carter. Steve said since Ralph knows the ins and outs of the golf course, the mayor asked if Ralph would be interested if he doesn't renew his contract in working with the new manager and help them get acquainted with the water system and other things. Ralph said that he doesn't know right now. Steve said the city may split the position and have a greens keeper and a course manager like they have had in the past.

INFORMATION

Steve let everyone know that Mayor Staples had included a note of information into the packet about a maintenance schedule that Jimmy Dorhofer, the mechanic for the City of Bonners Ferry, created for the Golf equipment. This is for information only as it is not on the agenda currently. The next Golf Committee meeting will be May 23, 2023, at the Mirror Lake Golf Course at 5:30pm. At that meeting the calendar will be set for the meetings for the rest of the year. Gerry Ann asked about the budget shortfall. Deborah mentioned that the city will run the local option tax in May. John added that some golfers are parking on the side of the road on Deep Creek Loop and golfing. It is a hazard and people are only supposed to park there to carry tools down to fix their carts. Also, the weeds on the sides of the Deep Creek Loop by the cart path need to be kept up with weed eating and mowing. You cannot see and it is a hazard. John said he isn't sure if it's Ralph or the City Street Department who is responsible for maintaining them.

ADJOURNMENT

John made the motion to close the meeting.

The motion was seconded.

Result:	Approve
Moved by:	John Youngwirth
Seconded by	Scott Schopen
Voted Yes	Gerry Ann Howlett, John Youngwirth, Scott Schopen
Voted No	
Absent	Linda Hiatt

Chairman Steve Nelson adjourned the meeting at 6:43pm

**Minutes
Golf Committee Meeting
Mirror Lake Golf Course
May 23,2023
5:30 pm**

Chairman Steve Nelson called the Golf Committee meeting May 23, 2023, to order at 5:35pm.

Committee members present were Scott Schopen, Gerry Ann Howlett, Lara Tyler, Linda Hiatt arrived late.

Members of the public included: Dick Staples and Ralph Lotspeich.

PUBLIC COMMENTS

Dick Staples spoke about the Local option tax passing and the possible outcome of the vote and funds.

REPORTS

Ralph Lotspeich spoke of the late start to the season by 10 days and the higher revenue of green fees and season passes. He was very happy with how things were going. He also spoke of late openings at other golf courses and how hard it's been for them. Spoke of the lack of snow mold this year and was very pleased with the application of fungal spray, the greens are looking beautiful. The High School teams are doing terrific, and the girls won the State Tournament. Ralph spoke about the fundraising briefly, and that there was a good turnout.

Ralph said there has been a 12% increase of tee times online.

CONSENT AGENDA {action item}

1. Approve the March 28,2023 Minutes

Not able to approve minutes as they were not available. Will post online and email to committee.

OLD BUSINESS

1. Income and Expense final Summary

The City of Bonners Ferry is still working on getting a budget to the Committee, they are not available yet.

2. Golf Course Management and Transition

Ralph Lotspeich announced that he will not be renewing his contract for the 2024 Golf Season. He gave some recommendations of how-to possibly move forward and what to look for in the hiring of a new Golf Course Manager.

NEW BUSINESS

1. Set Meeting Calendar {action item}

No motion was made to set the calendar, it will be tabled until the next meeting. The tentative next meeting will be June 27, 2023 at 5:30pm at the Mirror Lake Golf Course.

ADJOURNMENT

Gerry Ann Howlett made the motion to adjourn the meeting. Scott Schopen Seconded.

Result:	Approved
Moved by:	Gerry Ann Howlett
Seconded by	Scott Schopen
Voted Yes	Gerry Ann Howlett, Scott Schopen, Linda Hiatt
Voted No	
Absent	John Youngwirth

Meeting adjourned at 6:58pm.

**Minutes
Golf Committee Meeting
Mirror Lake Golf Course
June27, 2023
5:30 pm**

Chairman Steve Nelson called the Golf Committee meeting June27, 2023 to order at 5:36pm.

Committee members present were John Youngwirth, Julie Williams, Scott Schopen, Gerry Ann Howlett, Lara Tyler, Linda Hiatt arrived late.

Members of the public included: Dick Staples and Ralph Lotspeich.

PUBLIC COMMENTS

Mayor Dick Staples-directing the golf committee regarding the contract, bottom line is once city is done with budget, he is asking for the committee to have some recommendations. The contract needs to be revamped or gone away. 1. City take over golf course 2. city puts it out to bid. He is asking for them to look at or make the contract better by the middle of august. Steve-does the mayor have discretion to change the contract- said he would have to talk to council. Would like to make a steering committee- 1 men's Assoc. 1 women's Assoc, 2 golf committee 1 council member. Base pay for operators is too low, set at \$59,000, before (\$50,000) discussion of raising the base rate by 20%. Would like to start a new job search before discussing rate increase- will need to be brought before council. Would like to have someone in place before the end of the year so that Ralph can train individually. Ralph would like to make sure that the individual is well trained in all aspects of the golf course. Dick went back to the hiring committee. Ralph talked about his hiring process, was pleased with the whole process. Dick stated once again how important this process is. Jerri Ann asked about the 1% local option tax, Dick gave some directive as to how things will be moving forward. There was a talk about the general fund and what is funded. Dick spoke again of what was funded. Dick said it was success by a large margin. Jerri Ann asked again about the general fund, Dick reiterated what was funded.

REPORTS

Ralph Lotspeich spoke junior clinic for the next few days, talked about it's been the busiest session he has ever seen. The course has been packed, getting good reviews on the course. Finally, was able to spray moss on the greens and take care of the algae in the ponds. Secured some ranges balls. Talked about what wonderful staff they have this year, very pleased with it all.

CONSENT AGENDA {action item}

1. Call to Order/Roll Call
2. Approved Minutes for March 28, 2023, and May 23, 2023, meetings.

Linda made the motion to approve the minutes.

The motion was seconded.

Result:	Approved
Moved by:	Lynda Hiatt
Seconded by	Scott Schopen
Voted Yes	Gerry Ann Howlett, John Youngwirth, Lynda Hiatt, Scott Schopen
Voted No	
Absent	

Old Business

1. Set Meeting Calendar

John made the motion to approve the calendar.

The motion was seconded.

Result:	Approved
Moved by:	John Youngwirth
Seconded by	Scott Schopen
Voted Yes	Gerry Ann Howlett, John Youngwirth, Lynda Hiatt, Scott Schopen
Voted No	
Absent	

New Business

1. Review Golf Contract (discussion only)

Ralph- basic contract is pretty good, leaves room for negation to have a new person to come in. it would be nice to have the golf committee in some way more involved, talked about Appendix A and Julie states has been changed slightly since the initial contract was signed. Possible adding health insurance? Maybe revisit redoing Appendix A.

Discussed options for Management of golf course; city operator, lease the course, status que, or split (greens keeper-club house) contract in place? Not possible at this point, 59k is not enough to entice someone to come work at the course, talked about the 20% increase again. Jerri Ann talked about the steering committee- Ralph talked about sending out the RFP's (request for proposal) this is a specific request for preference, as soon as possible.

Raking golf course management: 1. status que 2. Spilt duties 3. Individual 4. City Run

2. Set Date for Golf Contract workshop (action item)

Did not set this, discussed setting up a committee instead.

Would like to set up a hiring/steering committee; there was the consensus that this needed to happen, committee of 5 people.

Asked for a motion that the golf committee propose a steering committee to the city council. To be put on the next agenda.

Scott made the motion.

The motion was seconded.

Result:	Approved
Moved by:	Scott Schopen
Seconded by	John Youngwirth
Voted Yes	Gerry Ann Howlett, John Youngwirth, Lynda Hiatt, Scott Schopen
Voted No	
Absent	

INFORMATION

Steve would like to get on the next city council meeting with the proposal.

John Youngwirth, Jerri Ann Howlett golf committee- Brion Poston proposed from City Council.

ADJOURNMENT

Lynda made the motion to close the meeting.

The motion was seconded.

Result:	Approved
Moved by:	Lynda Hiatt
Seconded by	Scott Schopen
Voted Yes	Gerry Ann Howlett, John Youngwirth, Lynda Hiatt, Scott Schopen
Voted No	
Absent	

Chairman Steve Nelson adjourned the meeting at 7:00pm