



KOOTENAI COUNTY

BOARD OF COMMISSIONERS

Agenda

Business Meeting

December 23, 2025

2:00 PM

451 N. Government Way, Administration Building, Meeting Room 1A/B

A. Call to Order

B. Moment of Silence

C. Pledge of Allegiance

D. Changes to the Agenda (Action)

Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance.

E. Public Comment (Discussion)

F. Approve Meeting Minutes (Action)

1. 11/13/2025 Community Development Minutes
2. 11/18/2025 Business Meeting Minutes
3. 11/19/2025 Elected Officials Minutes
4. 11/25/2025 Business Meeting Minutes
5. 12/02/2025 Status Update Minutes
6. 12/11/2025 Community Development Minutes

G. Approve Consent Calendar (Action)

7. Letter of Denial / House of Prayer Church / AIN 134140
8. Letter of Denial / St. John the Baptist Orthodox Church / AIN 205650
9. Resolution - 2025-89 / Cancellation of Taxes / Northwest Place LLC / 214962

10. Resolution - 2025-90 / Adjust Taxes to Reflect 2025 Casualty Loss / Fire Damage / AIN 125728
11. Resolution - 2025-91 / Adjust Taxes to Reflect 2025 Casualty Loss / Fire Damage / AIN 108926
12. Resolution - 2025-92 / Adjust Taxes to Reflect PTR Credit / Poullos / AIN 205590
13. Order of Decision - CUP25-0009 / Case No. CUP25-0009 / Canyon Elementary School Portable Classrooms
14. BOCC Signatures for Indigent Cases: 12/11/2025 - 12/17/2025
15. Human Resources PAF/SCF Report for 2026 PP1 Week 1

H. Approve Payables List (Action)

16. Payables List for December 15-19, 2025

I. Business

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| 17. Bid-Award Bid#AIP-SP-25 / Rehabilitate Medium Intensity Runway Lights (MIRLS) / Runway 2/20 Lights / Precision Approach Path Indicators (PAPI's) Colvico Inc. / Airport (Action) | Kim Stevenson |
| 18. Construction Contract for AIP-SP-25 / Colvico, Inc. / Airport (Action) | Kim Stevenson |
| 19. ARFF Vehicle Lease / Company Two, LLC / Airport (Action) | Kim Stevenson |
| 20. Financial/Budget: Authorization to Expend Funding - Dock Building Materials for Upper Twin Fixed Pier Project / Parks & Waterways (Action) | Nick Snyder |
| 21. Grant Amendment # 23NONE002-83022 / North Kootenai Water & Sewer District / Idaho Office of Emergency Management (IOEM) \$419,984.63 / Cash and In Kind Match North Kootenai Water & Sewer District Time \$41,998.46 / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 22. Grant Agreement # 25IRAP-Kootenai / Landowners Assistance Grant / Idaho Department of Lands (IDL) \$450,000.00 / No Match Requirement / Office of Emergency Mgmt (Action) | Andrea Littlefield |
| 23. Resolution 2025-93 / FY25 Unanticipated Revenue Resolution / Auditor (Action) | Brandi Falcon |
| 24. Board Approval Request: Approval of Application for Stop Loss Coverage through BCS Insurance Company / Human Resources (Action) | Sylvia Proud |

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| 25. Resolution 2025-94 / Disaster Emergency Declaration / Windstorm / Office of Emergency Mgmt (Action) | Tiffany Westbrook |
| 26. Resolution 2025-95 / Disaster Declaration / Windstorm / (Supersedes 2025-94) / BOCC (Action) | BOCC |
| 27. East Side Fire District Annexation / Figaro & Poehlman Property / Jorgensen Family Trust / BOCC (Action) | Dave Ferguson |
| 28. Advisory Board - Appointment / Robert Chandler / Aquifer Protection District / Term Expiring 12/31/2028 / BOCC (Action) | Sara Masters |
| 29. Advisory Board - Appointment / John Condon / Parks and Waterways Advisory Board / Term Expiring 12/31/2028 / BOCC (Action) | Sara Masters |
| 30. Contract Approval for AV Room Replacement / VIP Production Northwest, Inc / BOCC (Action) | Sara Masters |
| 31. Board Approval Request: Request to Apply for America250 Grant / BOCC (Action) | Sara Masters |
| 32. Board Approval Request: Tax Cancellation AS-62 / AIN 106318 / Anderson / Assessor/Specialized Appraisal Division (Action) | Bela Kovacs |

J. Public Comment (Discussion)

This section is reserved for citizens wishing to address the Board regarding a county related issue. Comments related to future public hearings should be held for that public hearing.

K. Adjourn

To attend this meeting remotely:

- The live meeting can be viewed at <https://www.youtube.com/KootenaiCountyIdaho>
- To participate or listen via telephone dial (339) 207-6050
- Please be sure to keep your devices on mute to limit background noise.