

County Resolution 2025-46

Exact from the minutes of a regular meeting
of the County Commission of Bonner County, Idaho
Held on July 29, 2025.

Commissioner Korn, introduced the following Resolution, was read in full, considered, and adopted:

Resolution number 2025-46 of Bonner County, Idaho accepting the Grant Offer of the State of Idaho through the Idaho Transportation Department, Division of Aeronautics, in the maximum amount of \$50,000.00 to be used under the Idaho Airport Aid Program, FS Program number: F25SSZT, Project number: AIP-SP-25 in the development of the Sandpoint Airport; and

Be it resolved by the Chairman and County Commission of Bonner County, Idaho (herein referred to as the County as follows:

Sec. 1. That the County shall accept the Grant Offer of the State of Idaho in the amount of \$50,000.00, for the purpose of obtaining State Aid under FS Program Number: F25SSZT, Project Number: AIP-SP-25 in the development of the Sandpoint Airport; and

Sec. 2. That the Chairman of the Bonner County County Commission is hereby authorized and directed to sign the statement of Acceptance of said Grant Offer (entitled Acceptance) on behalf of the County, the County Clerk is hereby authorized and directed to attest the signature of the Chairman and to impress the official seal of the County on the aforesaid statement of Acceptance; and

Sec. 3. A true copy of the Grant Agreement referred to herein be attached hereto and made a part thereof.

Passed by the County Commission and approved by the Chairman this 29 day of July, 2025.


Asia Williams
Asia Williams, Chairperson

Brian Domke
Brian Domke, Commissioner

Ron Korn
Ron Korn, Commissioner

ATTEST:

Michael Rosedale
Michael Rosedale, County Clerk

CERTIFICATE

I, Michael Rosedale, County Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 2025-46 adopted at a regular meeting of the County Commission held on the 29 day of July, 2025, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the County, this 29 day of July, 2025.

Michael Rosedale
Michael Rosedale, County Clerk

SECRET

THE SECRETARY OF DEFENSE
WASHINGTON, D.C. 20301

TO: THE SECRETARY OF DEFENSE
FROM: [Signature]

SUBJECT: [Illegible]

DATE: [Illegible]

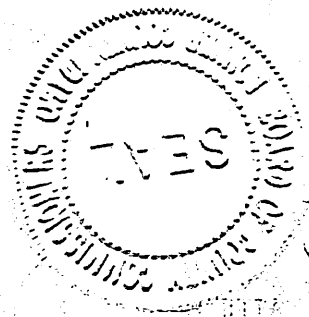
1. [Illegible]

2. [Illegible]

3. [Illegible]

4. [Illegible]

[Signature]



[Signature]

SECRET

5. [Illegible]

[Signature]



Bonner County

AIRPORTS

July 29, 2025

Memorandum

AIRPORTS

Item # 1

To: Commissioners

From: AIRPORTS

Re: Leading Idaho Initiative ITD Airport Aid Program Supplemental Funding Grant Offer for Sandpoint Airport

This grant will fund improvements, specifically insulation and heat, to an existing hangar owned by the county as a first step in making it suitable as a future snow removal equipment (SRE) storage building.

The grant is in the amount of \$50,000 and there is no county match requirement.

I recommend accepting this grant.



APPROVED

Auditing Review: Approved

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.



APPROVED

Funds available 7/29/25

Risk Review: Approved

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: Approved

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____

Original to BOCC

Copy to

A suggested motion would be: **Based on the information before us I move that Bonner County accept this Leading Idaho Initiative grant in the amount of \$50,000 and that the chair sign administratively.**

Recommendation Acceptance: ☒ yes ☐ no

Asia Williams, Chair

Date 7/29/2025



Bonner County

Board of Commissioners

Brian Domke

Asia Williams

Ron Korn

July 29, 2025

Memorandum

AIRPORTS
Item #1A

To: Commissioners

From: AIRPORTS

Re: Resolution for Acceptance of an Idaho Transportation Department Grant

That the County shall accept the Grant Offer of the State of Idaho in the amount of \$50,000.00, for the purpose of obtaining State Aid under FS Program Number: F25SSZT, Project Number: AIP-SP-25 in the development of the Sandpoint Airport; specifically, improvements to an existing hangar in preparation for it to become the snow removal equipment storage facility.

Auditing Review: APPROVED

Email is attached verifying that auditing has verified that the funds to cover this item are within the budget; this is required for any expenditure/budget adjustment request.

Risk Review: APPROVED

If applicable, email is attached verifying that all Risk questions/concerns have been resolved and that it has been approved. This includes new equipment/assets to be insured or contracts requiring insurance for review.

Legal Review: APPROVED

Email is attached verifying that all legal questions/concerns have been resolved and that it has been approved.

Distribution: _____ Original to BOCC
_____ Copy to AUDITING, AIRPORTS

A suggested motion would be: **Based on the information before us I move to approve Resolution #2025 - 46 accepting this grant from ITD in the amount of \$50,000**

Recommendation Acceptance: ☒ yes ☐ no

Asia Williams Date: 7/29/25
Asia Williams, Chairwoman



IDAHO TRANSPORTATION DEPARTMENT

Division of Aeronautics
1390 W Gowen Road • Boise ID 83705

(208) 334-8775
itd.idaho.gov/aero

7/7/2025

Asia Williams, Chairperson
Bonner County
1500 Highway 2, Suite 308
Sandpoint, ID 83864

**GRANT AGREEMENT - IDAHO AIRPORT AID PROGRAM
STATE FISCAL YEAR-26 for the Sandpoint Airport
FS PROGRAM NUMBER: F25SSZT**

PROJECT DESCRIPTION: SRW Recon

This grant is in the amount of \$50,000.00 to match \$ 0.00 from the Bonner County.

Dear Chairman,

The Idaho Division of Aeronautics is pleased to offer your airport this matching grant to assist in financing improvements to your airport during State FY-26. Enclosed is an electronic copy of the Grant Offer for the Idaho Airport Aid Program. Please read this letter and Grant Offer carefully.

To properly enter into this agreement, you must do the following:

- Provide authority to execute the grant to the individual signing the grant
- Have the County Commission ratify both the Grant Agreement and the County Resolution
- Authorized representative must execute the grant no later than 7/30/2025
- A final, .pdf copy of the grant will be e-mailed once all parties have signed
- Please have the County Clerk attest to and sign

To ensure proper stewardship of State funds, you are expected to submit payment requests for reimbursement of allowable incurred expenses in accordance with project progress. Should you fail to make draws on a regular basis, your grant may be placed in "inactive" status, which will affect your ability to receive future grant offers.

Each payment request for reimbursement will include the following items:

- Request for Reimbursement letter stating FS Program #, request #, invoice total, and reimbursement requested
- Applicable Invoices/Outlay Reports

I look forward to working with the County on this project. If you have any questions regarding the acceptance of this grant or how to request grant funds, please call me at (208) 334-8784.

Sincerely,

Steffen Verdin

Steffen Verdin
Airport Planning Manager

GRANT AGREEMENT
IDAHO AIRPORT AID PROGRAM
STATE FISCAL YEAR-26

TO: Bonner County, Idaho
(Hereinafter referred to as the "SPONSOR")

FROM: The State of Idaho, acting through the IDAHO TRANSPORTATION DEPARTMENT, DIVISION OF AERONAUTICS
(Hereinafter referred to as the "STATE")

WHEREAS, the SPONSOR has submitted to the STATE an application for assistance from the Idaho Airport Aid Program for development of the Sandpoint Airport, together with the planning proposal or plans and specifications for the project. The STATE approved the application and it is hereby incorporated herein and made a part thereof:

WHEREAS, the Idaho Transportation Board has approved a project for development of the airport consisting of the following described airport development:

Project Description: SRW Recon

FS Program Number: F25SSZT

Project Number: AIP-SP-25

NOW THEREFORE, for carrying out the provisions of the Uniform State Aeronautics Department Act; Title 21 of the Idaho Code, as amended, and in consideration of the SPONSOR acceptance of this offer, as hereinafter provided, the STATE hereby agrees to pay, as its share of the costs incurred in accomplishing the project, not more than 100% of allowable project costs.

This Grant incorporates the following terms and conditions:

1. The STATE affirms that:
 - A. The maximum obligation of the STATE payable under this Grant shall be \$50,000.00.
 - B. This grant expires on June 30, 2028 and the STATE shall have no further obligation after that date.
2. The SPONSOR shall:
 1. Certify the availability of at least \$.00 to match STATE participation in said project.
 2. The Airport Sponsor agrees to comply with the regulations relative to non-discrimination in State assisted programs of the Idaho Transportation Department.
 3. Diligently and expeditiously complete this project by June 30, 2028 and likewise pursue appropriate measures as may be agreed upon by the SPONSOR and the STATE to remedy project delays, including but not limited to litigation or condemnation.

4. Carry out and complete the project in accordance with the plans, specifications, and property map, incorporated herein, as they may be revised or modified, with approval of the STATE.
5. Competitively bid all contracts for construction involved in this project in accordance with bidding procedures outlined in Idaho Statute Title 67, Chapter 28 of the Idaho Code and Title 2 CFR part 200 and may provide solicitation documentation to the STATE.
6. In connection with the acquisition of real property for the project, secure at least two written appraisals by licensed appraisers and not pay in excess of the highest appraisal without the written consent of the STATE or except as directed by a court of competent jurisdiction after a contested trial and a judgment not resulting from agreement between the parties.
7. No State funds will be paid to the SPONSOR in any case until it certifies in writing that it has funds available and will spend at least the amount designated for this project in the Grant Agreement, solely for the project in question.
8. The SPONSOR agrees to hold said airport open to the flying public for the useful life of the facilities developed under this project.
9. The SPONSOR shall grant no exclusive use or operating agreements, to any person, company, or corporation for the use of the airport by any person providing or intending to provide aeronautical services to the public. Failure to abide by such agreement shall automatically obligate the immediate and full return of all State of Idaho money expended on behalf of the project to the State of Idaho.
10. Agrees to fulfill the FAA assurances applicable to this project and follow the requirements in 49 USC 471 Airport Development. (Only applies to FAA funded projects)
11. Agrees to follow and include applicable FAA required contract terms to any associated contracts granted in association with this grant. (Only applies to FAA funded projects)
12. Submit with this accepted Grant Agreement the full name of the local Project Manager/Inspector along with full contact information including work phone number, cell phone number, fax number, email address, and postal mailing address. Also, include a job related contact that will know the whereabouts of and can contact the Project Manager/Inspector quickly for Grant related matters.
13. Use the provided "Project List and Submittals" form to monitor the project's progress. The SPONSOR will submit the form when submittals are made, and provide the completed form, along with the reports, as part of the closeout documents.
14. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.
15. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport.

16. SPONSOR must develop the airport in accordance with current design standards as set forth by the FAA for airport receiving FAA funding or by the Division of Aeronautics for non-federally funded airports.
17. SPONSOR cannot allow any activity or action on the airport that would interfere with its use for airport purposes.
18. SPONSOR must allow all types, kinds, and classes of aeronautical activities use the airport. This includes such activities as parachute jumping and ultralight vehicles. One possible reason for not allowing an aeronautical activity on the airport is if it cannot be conducted safely. The final safety determination is the responsibility of the Idaho Division of Aeronautics. FAA funded airports shall abide by FAA guidance as depicted in the FAA grant assurance 22.
19. SPONSOR must allow people to service their own aircraft according to all applicable Federal Aviation Regulations (FARs). IDAPA 39.04.01
20. All revenue generated on the airport by the Sponsor will be used for airport purposes only.
21. SPONSOR will have proof of ownership or lease of all land upon which any project is proposed in order to protect the investment of public funds.
22. That any Exclusive Operating or Use Agreement in violation of Section I. above shall Automatically Obligate the Immediate and full Return of all State of Idaho money expended on behalf of the Project to the State of Idaho.
23. SPONSOR will have compatible land use and height zoning for the airport to prevent incompatible land uses and the creation or establishment of structures or objects of natural growth, which would constitute hazards or obstructions to aircraft operating to, from, on, or in the vicinity of the subject airport. Idaho Statute 67-6508q
24. SPONSOR will ensure hangars are used primarily for aeronautical purposes. Non-aeronautical items stored in the hangar will not interfere with aeronautical use of the hangar.
25. SPONSOR will maintain a fee and rental structure for services and facilities at the airport, which will make the airport as self-sustaining as possible taking into account such factors as the volume of traffic and economy of collection. The Division of Aeronautics can provide assistance with establishing the structure base.

The allowable costs of the project shall not include any costs determined by the STATE to be ineligible.

The STATE reserves the right to amend or withdraw this offer at any time prior to its acceptance by the SPONSOR.

No project cost reimbursements shall be issued and the STATE shall not be obligated to pay any part of the costs of the project unless the final agreement has been accepted by the SPONSOR as prescribed in writing by the STATE.

Except for those projects receiving both State and Federal Aid (submit copies of FAA Application and Agreement), the following inspection schedule, and reporting system is required:

3. Inspection Schedule and Reporting System:

Inspection Schedule and Reporting System will vary for each project. The SPONSOR must make reports and be subject to inspections on the following schedule:

- A. SPONSOR shall report project commencement date.
- B. SPONSOR shall receive approval prior to any change in the scope of the project.
- C. SPONSOR shall report project completion date and request final payment.
- D. STATE may participate in the final inspection and shall sign off the project as completed.
- E. STATE may arrange for audit of account in accordance with regularly scheduled audit program.

The execution of this instrument by the SPONSOR and ratification and adoption of the project application incorporated herein provides proof of the Sponsors commitment, as hereinafter provided. Said offer and acceptance shall comprise allocation agreement, constituting the obligation and rights of the State of Idaho and the SPONSOR with respect to the accomplishment of the project and the operation and the maintenance of the airport. Such allocation agreement shall become effective upon the SPONSOR acceptance of this offer and shall remain in full force and effect throughout the useful life of the facilities developed under the project but in any event not to exceed twenty (20) years from the date of acceptance.

STATE OF IDAHO, ITD
Division of Aeronautics



By: _____
Thomas Mahoney, Administrator

ACCEPTANCE

THE SPONSOR DOES HEREBY RATIFY AND ADOPT ALL STATEMENTS, representations, warranties, covenants, and agreements contained in the project application and incorporated materials referred to in the foregoing offer and does hereby accept said offer and by such acceptance agrees to all of the terms and conditions thereof.

Executed this 29 day of July, 2025.

By: Asia Williams
Asia Williams, Chairperson
Bonner County, County Commission

ATTEST:

Michael Rosedale
Michael Rosedale, County Clerk

I, Michael Rosedale, County Clerk do hereby certify that the foregoing is a full, true, and correct copy of Resolution No. 2025-46 adopted at a regular meeting of the County Commission held on the 29th day of July, 2025, and that the same is now in full force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and impressed the official seal of the County, this 29th day of July, 2025.

Michael Rosedale
Michael Rosedale, County Clerk