CITY OF IDAHO CITY

AGENDA

REGULAR CITY COUNCIL MEETING
Wednesday, October 28, 2026
6:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

Join Team's Meeting
Idaho City Council Regular Meeting | Meeting-Join | Microsoft Teams

AMENDED AGENDA ITEMS IN BOLD
PURSUANT TO IDAHO CODE § 74-204, THE AGENDA FOR THIS MEETING HAS BEEN AMENDED DUE TO CHANGING THE ENGINEERING RFQ TO ENGINEERING SERVICES RFQ EVALUATION RESULTS AND CONSIDERATION OF HIGHEST-RANKED FIRM

CALL MEETING TO ORDER
ROLL CALL TO ESTABLISH QUORUM
PLEDGE OF ALLEGIANCE

I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items, and any contingencies are part of the approval.

A. APPROVAL OF MINUTES: OCTOBER 14, 2026 ***ACTION ITEM***
B. IDAHO CITY EVENT CHECKLIST: ***ACTION ITEM***
C. BILLS/PAYABLES: OCTOBER 15, 2026 THROUGH OCTOBER 28, 2026 ***ACTION ITEM***

II. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters. ***ACTION ITEM***

III. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony. ***ACTION ITEM***

IV. ENGINEER'S REPORT

A. CONSOR UPDATE / PUBLIC WORKS

V. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. ***ACTION ITEM***

A. RESOLUTION 2026-05 AUTHORIZING DESTRUCTION OF RECORDS

VI. OLD BUSINESS

A. LAND TRANSFER TO EBCED ***ACTION ITEM***

VII. NEW BUSINESS

A. ENGINEERING SERVICES RFQ EVALUATION RESULTS AND CONSIDERATION OF HIGHEST-RANKED FIRM *ACTION ITEM*
B. TRUDY JACKSON – REQUIREMENTS FOR DEVELOPING LOT ***ACTION ITEM***
C. P&Z ADMINISTRATOR APPOINTMENT ***ACTION ITEM***
D. IDAHO CITY ESTATES SUBDIVISION #2 STIPULATIONS ***ACTION ITEM***

VIII. COMMITTEE REPORTS

A. PARKS & RECREATION COMMISSION
B. HISTORIC PRESERVATION COMMISSION
C. PLANNING & ZONING COMMISSION
D. IDAHO CITY CHAMBER OF COMMERCE
E. COMMUNITY COMMITTEE
F. BBIA

IX. EMPLOYEE UPDATES

A. PUBLIC WORKS
B. LAW ENFORCEMENT
C. CLERK/TREASURER'S OFFICE
    1. WATER AND SEWER UPDATES, ***ACTION ITEM***
    2. CLEARWATER UPDATE
D. CITY ATTORNEY

X. COUNCIL UPDATES

XI. MAYOR UPDATES

XII. CITIZEN COMMENTS

This section of the agenda is reserved for citizens wishing to address the Council regarding City-related issues that are not on the agenda. To ensure adequate public notice, Idaho Law provides that any item requiring Council action must be placed on the agenda of an upcoming Council meeting, except for emergency circumstances. Comments related to future public hearings should be held for that public hearing. Repeated comments regarding the same or similar topics previously addressed are out of order and will not be allowed. Persons wishing to speak will have 5 minutes. Comments regarding performance by city employees are inappropriate at this time and should be directed to the mayor, either by subsequent appointment or after tonight's meeting, if time permitting.

XIII. UPCOMING MEETINGS

A. NEXT REGULAR MEETING: NOVEMBER 11, 2026

ADJOURNMENT

Questions concerning items appearing on this Agenda or requests for accommodation of special needs to participate in the meeting should be addressed to the Office of the City Clerk, 511 Main Street or call 208-392-4584.

Mayor:
Ryan Heffington
idahocitymayor1@cityofic.org

Council members:
Tom Secor Jr
Ashley M Elliott
Mari Adams
Bobby Mathews

Public Works Director:
Nick Mancera
idahocitypublicworks@cityofic.org
Public Works:
Jaden Howell

City Clerk-Treasurer:
Nancy L Keeton
idahocityclerk@cityofic.org
Deputy Clerk
Kaleb Goodlett
idahocityoffice@cityofic.org

511 Main Street
PO Box 130
Idaho City, ID 83631
(208)392-4584
operating hours
Monday- Friday
8 am – 4:30 pm

CITY OF IDAHO CITY

AGENDA
REGULAR CITY COUNCIL MEETING
Wednesday, October 14, 2026
6:00 P.M
City Hall, 511 Main Street, Idaho City, ID 83631

MINUTES

Join Team's Meeting
Idaho City Council Regular Meeting | Meeting-Join | Microsoft Teams

CALL MEETING TO ORDER: Mayor Heffington called the regular city council meeting to order at 6:06 PM.
ROLL CALL TO ESTABLISH QUORUM: Clerk Keeton called roll. Mathews, Elliott, Adams, Secor in attendance. Mathews joined via Teams.
PLEDGE OF ALLEGIANCE: Mayor Heffington led the pledge of allegiance.

I. CONSENT AGENDA

The consent calendar includes items which require formal Council action, but which are typically routine or not of great controversy. Individual Council members may ask that any specific item be removed from the consent calendar in order that it is discussed in greater detail. Explanatory information is included in the Council agenda packet regarding these items, and any contingencies are part of the approval.

A. APPROVAL OF MINUTES: SEPTEMBER 23, 2026 ***ACTION ITEM***

Councilor Adams made a motion, seconded by Secor, to approve the minutes September 23, 2026. Mathews aye, Secor aye, Adams aye, Elliott abstain. Motion carried.

B. IDAHO CITY EVENT CHECKLIST: ***ACTION ITEM***

C. BILLS/PAYABLES: SEPTEMBER 24, 2026 THROUGH OCTOBER 14, 2026 ***ACTION ITEM***

Councilor Elliott made a motion, seconded by Admas, to approve the bills dated September 24, 2026, through October 14, 2026 in the amount of $69,572.29. Mathews aye, Secor aye, Adams aye, Elliott aye. Motion carried.

II. EXECUTIVE SESSION

Certain City-related matters may need to be discussed confidentially as a matter of law subject to applicable legal requirements; the Council may enter executive session to discuss such matters. ***ACTION ITEM***

III. PUBLIC HEARINGS

Items listed as public hearings allow citizen comment on the subject matter before the Council. Residents or visitors wishing to comment upon the item before the Council should follow the procedural steps. In order to testify, individuals must sign up in advance, providing sufficient information to allow the Clerk to properly record their testimony in the official record of the City Council. Hearing procedures call for presentation by the applicant, submission of information from City staff, followed by public testimony. ***ACTION ITEM***

IV. ENGINEER'S REPORT

Mayor Heffington explained the approval from DEQ came in for the resanding of the sand bays.

V. ORDINANCES AND RESOLUTIONS

Ordinances and resolutions are formal measures considered by the City Council to implement policy which the Council has considered. Resolutions govern internal matters to establish fees and charges pursuant to existing ordinances. Ordinances are laws which govern general public conduct. Certain procedures must be followed in the adoption of both ordinances and resolutions; state law often establishes those requirements. ***ACTION ITEM***

VI. OLD BUSINESS

A. VISITOR CENTER LICENSE AGREEMENT WITH BBIA PROPOSED CHANGES ***ACTION ITEM***

B. VISITOR CENTER LICENSE AGREEMENT WITH IDAHO CITY CHAMBER OF COMMERCE ***ACTION ITEM***

Mayor Heffington combined items A & B above and added that the signed license agreement from the Chamber is in the packet. Discussion on the Agreement and bathrooms ensued. Councilor Elliott asked if the Chamber still intends to use the space and they responded yes. Rhonda Jameson with BBIA went through the proposed changes with Mayor and Council. Most of the proposed changes were not needed due to the Chamber signing their license agreement. Council discussed waiving the monthly rental fee that the BBIA proposed and decided both the BBIA and Chamber should pay the rental fee. Jameson agreed to sign the original agreement and would do so in the next couple of days.

DRAFT

VII. NEW BUSINESS

A. 116 COTTONWOOD ZONING VARIANCE ***ACTION ITEM***

Clerk Keeton explained that AJ Hammond provided an application for zoning variance setbacks and all of the information is in the packet. Hammond explained there is an existing building on one of the property lines, and he would like to remove that building and build a new one in the same place with the change that the snow would be directed to his property and not the neighbors. The opposite property line would have an eight-foot setback that would allow for a walkway and snow to stay on the property and not the neighbors. Discussion on property lines and surveys ensued. Council explained that the minimum setback they would allow is five feet. Councilor Elliott made a motion, seconded by Adams, to approve the 116 Cottonwood zoning variance to five-foot setbacks on the left and right-side contingent on letters from the neighbors. Mathews aye, Secor aye, Adams aye, Elliott aye. Motion carried.

B. MARISA YOUNG – 101 WALULLA VARIANCE AND ZONING AMENDMENT ***ACTION ITEM***

Clerk Keeton explained that Young had been to a P&Z meeting when it had a full commission and they had verbally approved the setback requests. Aaron Bell with Planning and Zoning explained the requested setbacks do not interfere with anything surrounding the property. Councilor Elliott made a motion, seconded by Adams to approve Marisa Young's 101 Walulla variance for setbacks. Mathews aye, Secor aye, Adams aye, Elliott aye. Motion carried.

C. JULISSA SPEER –BULMER - 204 MONTGOMERY – NEXT STEPS ***ACTION ITEM***

Clerk Keeton explained that building permit applications have been submitted and two different options for site plans. Julissa explained the different layouts and the main difference being parking. Discussion on building inspections ensued. Councilor Adams made a motion, seconded by Elliott, to approve the 204 Montgomery option 1 site layout. Mathews aye, Secor nay, Adams aye, Elliott aye. Motion carried.

D. 400 MAIN STREET WATER BILL ADJUSTMENT ***ACTION ITEM***

Clerk Keeton and Nick Mancera explained there was a leak between the city main, and the meter. The previous Public Works Director had Mancera remove the meter in October of 2024 and planned to dig it up and replace the meter in the spring which never happened. Keeton explained that the current city employees were unaware of the situation and this adjustment will rectify the bill for the customer. Councilor Adams made a motion, seconded by Secor to approve the 400 Main Street water bill adjustment in the amount of $2,850.95. Mathews aye, Secor aye, Adams aye, Elliott aye. Motion carried.

E. TRANSPORTAION PLAN ***ACTION ITEM***

Clerk Keeton explained that a transportation plan revolves around streets, but is anything that has to do with or touch the city streets. Could be sidewalks, gutters, street signs, the roads themselves, and possibly water and sewer infrastructure. A transportation plan needs to be in place to qualify for different types of grants. Kristine with Great West Engineering reached out to help with securing a grant to redo the transportation plan.

F. EBCED BUILDING

Chris Collins provided an update of the different projects he is helping with, within the city and County. Collins went on to explain the current status of the EBCED building and options moving forward. An application for Certificate of Appropriateness has been completed. Collins is requesting the city property next to the EBCED building and showed council a plan for potential buildings that could house EBCED and Search & Rescue. If the city was willing to donate the city shop property to EBCED under statute 67-2322, Collins was willing to build the city a new Public Works facility on a different property under the request that it be out of site of the citizens and not downtown. Alex Gross with EBCED explained the Idaho statue 67-2322 that allows governments when there is a public need to transfer property to one another, for, or, for no compensation. Gross went on to explain the process of potentially transferring property. Council all agreed that they wanted to move forward and asked Gross and City Attorney Williams to work out the details.

VIII. EMPLOYEE UPDATES

A. PUBLIC WORKS

Public Works Director Mancera explained interviews have taken place for the part-time position. The excavation for the temporary pump electrical conduit has been completed, and some section have been completed and passed. Next steps would be to install poly water lines. Sand bay cleaning is planned for this Saturday. Fencing at the water plant has begun. Water and sewer connections for Scott Shay and Trudy Jackson have both been completed.

B. LAW ENFORCEMENT

Mayor Heffington explained that he is working Sheriff Turner on a presentation for law enforcement going forward.

C. CLERK/TREASURER'S OFFICE

1. BUDGET UPDATES

Clerk Keeton explained the budget update in the packet. There will still be some more things coming through for fiscal year 25-26.

2. WATER AND SEWER UPDATES, ***ACTION ITEM***

3. CLEARWATER UPDATE

D. CITY ATTORNEY

City Attorney Williams explained the Fire District wants a general warranty, and he would like the city to have a special warranty. The issue in the transfer comes down to whether the city wants to warrant chain of title issues that pre-date the cities acquisition of the property (general warranty), or if the city would prefer to warrant only chain of title issues that exist from the time the city took possession to the present (special warranty). Williams recommended the special warranty for the city and requested direction. Council agreed with the special warranty direction. Williams added that Mayor Heffington came to him with a prospect water source from a local citizen. A draft agreement has been put together, and more information still needs to be gathered, but the deal is looking good and could move forward with Council approval.

DRAFT

IX. COUNCIL UPDATES

Councilor Mathews explained his interactions with Chris Collins and appreciated everything Collins is doing in the city. Council Adams explained that the ambulance district had all of their ambulances break down and Chris Collins worked to get those back up and running. Collins has been very generous and is doing everything he can to help. Councilor Elliott explained that the Friends of Idaho City is officially a non-profit with an EIN and a bank account. There will be a Community Hall clean up on the 17th and Bingo on the 30th. There will be a town hall meeting regarding the Community Hall building coming soon.

X. MAYOR UPDATES

Mayor Heffington explained Idaho City Days went well, and city projects are moving forward. Councilor Elliott added that she worked on the new Comp Plan and sent it out to everyone and asked to look it over.

XI. CITIZEN COMMENTS

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Julissa Spear-Bulmer explained that there are a lot of changes going on in the city and Collins is working to help the community everywhere he can, and encouraged citizens to help anywhere they can. Julissa also thanked council for their willingness to hear people out and be open to change.

XII. UPCOMING MEETINGS

A. NEXT REGULAR MEETING: OCTOBER 28, 2026

ADJOURNMENT 8:20 PM

ATTEST: Date approved:

Nancy L Keeton, City Clerk-Treasurer

Ryan Heffington, Mayor

DRAFT

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Line #	Check/ Claim	Invoice	Vendor #/Name/ #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
28536S		6	MILLER ENTERPRISES									
	3808			198.75								
1	15480	10/18/26	Monthly services	69.56*			10	41500		341		10100
2	15480	10/18/26	Monthly services	79.50*			51	43400		341		10100
3	15480	10/18/26	Monthly services	49.69			52	43500		341		10100
			Total Check:	**198.75**								
28537S		48	IDAHO WORLD PUBLISHING LLC									
	3809			173.76								
Publishing												
1	10075	10/09/26	RFQ - Engineering services	10.17*			10	41500		440		10100
2	10075	10/09/26	RFQ - Engineering services	10.18			20	43200		440		10100
3	10075	10/09/26	RFQ - Engineering services	48.79*			51	43400		440		10100
4	10075	10/09/26	RFQ - Engineering services	35.62*			52	43500		440		10100
5	10073	10/09/26	ORD 396	44.16*			10	41500		440		10100
6	10074	10/09/26	ORD 398	27.84*			10	41500		440		10100
			Total Check:	**173.76**								
28538S		121	DIGLINE									
	3810			12.40								
1	80651	09/30/26	Monthly services	8.68*			51	43400		630		10100
2	80651	09/30/26	Monthly services	3.72			52	43500		630		10100
			Total Check:	**12.40**								
28539S		38	IDAHO DEPARTMENT OF HEALTH AND									
	3811			335.00								
1	20261005	10/05/26	Water tests	335.00			51	43400		681		10100
			Total Check:	**335.00**								
28540S		33	BOISE OFFICE EQUIPMENT									
	3812			66.57								
1	5538803	09/14/26	Copier contract	23.30			10	41500		330		10100
2	5538803	09/14/26	Copier contract	26.63			51	43400		330		10100
3	5538803	09/14/26	Copier contract	16.64			52	43500		330		10100
			Total Check:	**66.57**								
28541S		304	Nelson | Williams									
	3813			1,857.88								
1	73453	09/28/26	Attorney fees	278.68*			10	41500		570		10100
2	73453	09/28/26	Attorney fees	928.94			51	43400		570		10100
3	73453	09/28/26	Attorney fees	650.26*			52	43500		570		10100
			Total Check:	**1,857.88**								
28542S		179	WEX BANK									

Line #	Check/ Claim	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	3814		1,834.10								
1	115539443	09/30/26 Fuel	111.65			20	43200		480		10100
2	115539443	09/30/26 Fuel	372.18			51	43400		480		10100
3	115539443	09/30/26 Fuel	260.53			52	43500		480		10100
4	115539443	09/30/26 Law Fuel	1,089.74*			10	42100		480		10100
		Total Check:	**1,834.10**								
28543S		21 IDAHO POWER									
	3816		3,115.34								
1	10/01/26	act#2202974826 commercial rd	11.40*			20	43200		672		10100
2	10/01/26	act#2204647370 elk crk/placer	11.40*			20	43200		672		10100
3	10/01/26	act#2205733500 street lights	513.09*			20	43200		672		10100
4	10/01/26	act#2206173730 city shop	18.60*			20	43200		675		10100
	30%										
5	10/01/26	act#2206173730 city shop	30.38			51	43400		671		10100
	49%										
6	10/01/26	act#2206173730 city shop	13.03			52	43500		671		10100
	21%										
7	10/05/26	act#2201668064 amphitheater	28.25*			10	41500		930		10100
8	10/05/26	acc#2203080029 hw 21 rodeo are	27.20*			10	41500		930		10100
9	10/05/26	acc#2202255424 skating rink	25.84*			10	41500		930		10100
10	10/05/26	acc#2220462101 220 hw 21 lift	30.38			52	43500		671		10100
11	10/05/26	acc#2205377613 hill rd booster	214.35			51	43400		671		10100
12	10/05/26	acc#2221325844 water tank	96.87			51	43400		671		10100
13	10/05/26	acc#2204493726 3945 hw 21 PH	48.21			51	43400		671		10100
14	10/05/26	acc#2202137416 city pumps	0.00			51	43400		671		10100
15	10/05/26	acc#2202808321 water treatment	943.24			51	43400		671		10100
16	10/05/26	acc#2206171999 city hall	66.40			10	41500		670		10100
	50%										
17	10/05/26	acc#2206171999 city hall	46.48			51	43400		671		10100
	35%										
18	10/05/26	acc#2206171999 city hall	19.92			52	43500		671		10100
	15%										
19	10/05/26	acc#2205634021 207 w comm/emer	25.84*			20	43200		672		10100
20	10/05/26	acc#2206002632 ballfields RR	31.45*			10	41500		930		10100
21	10/05/26	acc#2204467670 rodeo gnd RR	26.12*			10	41500		930		10100
22	10/05/26	acc#2207091329 3847 hw 21 SP	385.91			52	43500		671		10100
23	10/05/26	acc#2204805382 community hall	206.62*			10	41500		673		10100
24	10/05/26	acc#2204647305 main & hw21 VC	136.83			10	41500		674		10100
25	10/05/26	acc#2207764602 3861 HWY 21 RO	157.53			51	43400		671		10100
		Total Check:	**3,115.34**								
28549S		195 CONTROL ENGINEERS									

Line #	Check/ Claim	Vendor #/Name/ Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
	3822		542.50								
1	32580	10/15/26 Engineer services	542.50			51	43400		580		10100
		Total Check:	**542.50**								
285518		257 Boise County									
	3824		525.00								
September Inspections											
1	2026-14	10/22/26 2026-08 Inspection	75.00*			10	41500		405		10100
2	2026-14	10/22/26 2026-08 Inspection	75.00*			10	41500		405		10100
3	2026-14	10/22/26 2026-02 Inspection	75.00*			10	41500		405		10100
4	2026-14	10/22/26 2026-01 Final Inspection	75.00*			10	41500		405		10100
5	2026-14	10/22/26 2026-04 Inspection	75.00*			10	41500		405		10100
6	2026-14	10/22/26 2026-02 Inspection	75.00*			10	41500		405		10100
7	2026-14	10/22/26 2026-04 Inspection	75.00*			10	41500		405		10100
		Total Check:	**525.00**								

# of Claims 10 **Total:** **8,661.30**

Fund/Account	Amount
10 GENERAL FUND	
10100 Checking-Cash in Bank	2,617.16
20 STREET FUND	
10100 Checking-Cash in Bank	702.16
51 WATER FUND	
10100 Checking-Cash in Bank	3,876.28
52 SEWER FUND	
10100 Checking-Cash in Bank	1,465.70
Total:	**8,661.30**

CITY OF IDAHO CITY
Claim Approval Signature Page
For the Accounting Period: 9 / 26

City of Idaho City
PO Box 130
511 Main Street
Idaho City, Idaho 83631-0130

CASH VOUCHERS

Authorized by: _____ Date: _____

Line #	Check/ Claim	Invoice #/Inv Date/Description	Document $/ Line $	Disc $	PO #	Fund	Org	Acct	Object	Proj	Cash Account
28544S		309 Corporate Technologies, LLC									
	3817		795.00								
IT Services											
IT Services											
1	256442	10/15/26 O365 backups	15.00								
						10	41500		350		10100
2	256442	10/15/26 O365 backups	33.75			51	43400		350		10100
3	256442	10/15/26 O365 backups	26.25			52	43500		350		10100
4	256647	10/15/26 IT Services	144.00			10	41500		350		10100
5	256647	10/15/26 IT Services	324.00			51	43400		350		10100
6	256647	10/15/26 IT Services	252.00			52	43500		350		10100
		Total Check:	**795.00**								
28545S		999999 LARRY ABBOTT									
	3818		150.00								
1		10/19/26 Com Hall Dep Refund 101026	150.00			10	41500		360		10100
		Total Check:	**150.00**								
28546S		315 Secor Contracting LLC									
	3819		500.00								
1	329	10/14/26 Manhole Core & pipe tie in	500.00			52	43500		630		10100
		Total Check:	**500.00**								
28547S		177 USA BLUE BOOK									
	3820		457.40								
1	1182414	10/06/26 pH Electrode	457.40			52	43500		630		10100
		Total Check:	**457.40**								
28548S		999999 ELEMENT FENCING, LLC									
	3821		11,180.00								
1	14521	10/20/26 Water Plant Fencing	11,180.00			51	43400		720		10100
		Total Check:	**11,180.00**								
28550S		13 YMC INC									
	3823		1,167.45								
1	0065-26	10/22/26 City Hall HVAC maintenance	610.00			10	41500		623		10100
2	0065-26	10/22/26 Com Hall HVAC maintenance	305.00*			10	41500		621		10100
3	0065-26	10/22/26 Com Hall Thermostat	252.45*			10	41500		621		10100
		Total Check:	**1,167.45**								
		# of Claims 6 **Total:**	**14,249.85**								

Fund/Account		Amount
10 GENERAL FUNE		
10100 Checking-Cash in Bank		1,476.45
51 WATER FUND		
10100 Checking-Cash in Bank		11,537.75
52 SEWER FUND		
10100 Checking-Cash in Bank		1,235.65
	Total:	**14,249.85**

CITY OF IDAHO CITY
Claim Approval Signature Page
For the Accounting Period: 10 / 26

City of Idaho City
PO Box 130
511 Main Street
Idaho City, Idaho 83631-0130

CASH VOUCHERS

Authorized by: _____ Date: _____

CITY OF IDAHO CITY

RESOLUTION NO. 2026-05

A RESOLUTION OF THE CITY OF IDAHO CITY, A MUNICIPAL CORPORATION OF IDAHO, PROVIDING FOR THE DESTRUCTION OF TEMPORARY AND SEMI-PERMANENT RECORDS; AND PROVIDING THAT THIS RESOLUTION BE IN EFFECT UPON ITS PASSAGE AND APPROVAL.

WHEREAS, Idaho Code Section 50-907 outlines rules under which records are to be destroyed; and,

WHEREAS, the City Council deems that certain records of the City of Idaho City are semi-permanent records and are only required to be kept for five (5) years after date of issuance or completion of the matter contained within the record.; and,

WHEREAS, the City Council deems that certain records of the City of Idaho City are temporary records and are only required to be kept for two (2) years after date of issuance or completion of the matter contained within the record.; and,

WHEREAS, records may only be destroyed by resolution of the City Council after regular audit, and advice of the City Attorney; and,

WHEREAS, such resolution shall list in detail the records to be destroyed; and

WHEREAS, the disposition is to be under the direction and supervision of the City Clerk; and,

WHEREAS, the Idaho State Historical Society is empowered under Idaho Code Section 67-4126(8) to require that cities deposit official documents not in current use that are of definite historical importance with the Society for preservation,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Idaho City that the City Clerk is hereby authorized to destroy the records described in "Exhibit A" attached.

PASSED by the **Council** and **APPROVED** by the **Mayor** of the City of Idaho City, Idaho, this _____ day of _____, 2026.

_____
Ryan Heffington, Mayor

ATTEST:

_____
Nancy L Keeton, City Clerk/Treasurer

CITY RECORDS TO BE DESTROYED EXHIBIT A

Semi-Permanent/ Temporary	Record	Location	Schedule of Destruction
	2008-13 Boise County Road & Bridge Plan	1	
	1998 - 2020 Census	1	
	1999 Basin School District Request for Annexation	1	
	Spec. Remodel of Existing City Hall Feb/1986	1	
	City Hall Remodel Architect letters	1	
	2013 Airport trail correspondence	1	
	USDA Agreement Pioneer Fire 2016	1	
	USDA M&M China project 2009	1	
	USDA Mores South Fuel Reduction project 2005	1	
	USDA Gold Panning 1994	1	
	USDA Rural Community Assistance 1999	1	
	USDA Rural Community Assistance 2000	1	
	USDA Invoices 2012	1	
	USDA Agreement for rental of temp emergency facilities 1994	1	
	2005 F250 truck accident 2013	1	
	Insurance 2005-2015	1	
	Insurance 2003-2004	1	
	ITD corresponcence 1994-2011	1	
	ITD Sewer line damage 2012	1	
	ITD sign applications - outdoor advertising	1	
	SICHA 2016-2017	1	
	ITD water tank bill of ale 2009	1	
	Street Sign Grant 2016-2018	1	
	FM-009 Boise National Forest agrrement emergency rent of Comm Hall 2000 &	1	
	Old Employee request for leave 2017-current	1	
	LGIP 17/18 & 18/19	1	
	MISC Correspondence	1	
	2020-21 Business License	1	
	2020-21 Cateering Permit	1	
	2020-21 Dog License & Kennel License	1	
	2020-21 Liquor License	1	
	2020-21 Vendor Permit	1	
	September 2020 and prior claims	2	
	1997 - 1998 meter sheets	2	
	2014 - 2015 meter sheets	2	
	2000-2003 budget reports	2	
	2002-2003 Employee letters / evaluation	2	
	2003 Business License Application	2	
	1993, 2001, 2002 correspondence	2	
	1948 Warrants	3	
	2010 grant applications	3	
	2007 Boise Basin Park sewer & water extension / corespondance	3	
	Idaho Federal Aid project STP-3290(117) (special provisions)	3	
	Construction contracts 2002-2003	3	
	United Pipe Invoices 2006-2008	3	
	Right of way encroachment applications 2006 & 2009	3	
	2020 Adjustments	3	
	Elenor Wolery employee file	3	
	1984 lease agreement (expired)	3	
	FMHA loan info 1991-1992	3	
	Ponderosa Senic Byway info 2001	3	

CITY RECORDS TO BE DESTROYED EXHIBIT A

Semi-Permanent/ Temporary	Record	Location	Schedule of Destruction
	1987 Ice Rink agreement w/ IC Chamber	3	
	Gem Community Grant 2001, 1994	3	
	Idaho City Area Community Development, Inc (inactive)	3	
	Meter Sheets 2015-2019	4	
	Gem Community Grant 2002, 1997	4	
	Bricks project 2003	4	
	Visitors Center grant 1986	4	
	Community Hall Refund Vouchers 10/2017 - 09/2020	4	
	Claims October 2020 through September 2021	4	
	2004-16 Utility Change Order Sheets	5	
	2019 Utility Billing Adjustment Journal	5	
	2018 Utility Billing aged accounts list, payments and adjustments	5	
	2019 Utility Billing payments and adjusments	5	
	2018 Utility Billing aged accounts lists, payments & adjustments	5	
	2003 RV Grant, & Misc grant info	5	
	2011 LHTAC Transportation grant	5	
	2002-2007 Idaho City Estates	5	
	1974-2008 Mores Creek Sewer	5	
	1985 Grant applications	6	
	2015 Planning Grant	6	
	2014 Planning Grant	6	
	2001 Grant & Bond	6	
	2017-2023 Burn Permits	6	
	Water / Sewer Adjustments 2015-2019	6	
	RAC Grant 2007	6	
	ITD 2007 Grant - King Rd.	6	
	2016-17 Dog License	7	
	2016-17 Business License	7	
	Street Repair Donations	7	
	2016-17 Event Checklist	7	
	2016-17 Vendor Permits	7	
	2016-17 Liquor License	7	
	2002-13 AIG	7	
	2012-13 Fire Dept. Audit Materials	7	
	2016-17 ITD Roads & Street Reports	7	
	2002-10 W-2 & 1099 reports	7	
	2016-17 CDBG Grant	7	
	1985 EPA Sewer Grant	8	
	1984 Waste water Treatment info	8	
	2013-15 DEQ request for funs & disbursement	8	
	2012-14 water project public notices - permits - agreements	8	
	2011-13 ID Dept Commerce Block Grant	8	
	2011 Community Block Grant	8	
	2006 Rural Business Enterprise Grant	8	
	1994 Senior Center Block Grant	8	
	2010 Senior Center Grant	8	
	2008 Gem Grant	8	
	2022 Vendor Permits	9	
	2022 Liquor License	9	
	2022 Event Checklist	9	
	2022 Dog License	9	

CITY RECORDS TO BE DESTROYED EXHIBIT A

Semi-Permanent/ Temporary	Record	Location	Schedule of Destruction
	2022 Catering Permit	9	
	2022 Business License	9	
	Claims 10/2021 - 09/2022	9	

STATEMENT OF QUALIFICATIONS

Professional Engineering Services for

On-Call City Engineer Services

City of Idaho City — RFQ #2026-001

Submitted to:
Mayor Ryan Heffington and Members of the City Council
City of Idaho City
PO Box 130, Idaho City, ID 83631
Submission Date: October 16, 2026

Submitted by:

HECO ENGINEERS
32 N Main Street • PO Box 235 • Payette, ID 83661
208 642 3304 • info@hecoengineers.com

HECO ENGINEERS

October 16, 2026

Mayor Ryan Heffington and Members of the Idaho City Council
City of Idaho City
PO Box 130
Idaho City, ID 83631

Submitted via email: info@clearwaterfinancial.biz

Re: RFQ #2026-001 – Statement of Qualifications for On-Call City Engineer Services

Dear Mayor Heffington and Members of the City Council:

HECO Engineers is pleased to submit this Statement of Qualifications to serve as the City of Idaho City's on-call City Engineer. HECO was founded in 1982 with a single purpose: to provide professional engineering services to small Idaho communities that lack the resources to staff a full-time engineer. More than four decades later, that remains the core of our practice. We currently serve as the appointed City Engineer for fifteen Idaho and Oregon communities, and as County Engineer for Payette County and Adams County.

We propose **Jesse Christensen, PE** as Idaho City's City Engineer and primary point of contact. Jesse joined HECO in 2015 and has built his practice around on-call municipal engineering for small Idaho and Oregon communities; he currently serves as City Engineer for multiple appointed municipalities; Nyssa, Burns, Prairie City, Hines, and Jordan Valley. **Andy Gehrke, PE** will serve as backup City Engineer. Andy is the current City Engineer / Engineer of Record for five communities — Cambridge, Grand View, and New Plymouth, Idaho, and Mt. Vernon and Sumpter, Oregon — and brings 27 years of experience planning, funding, and delivering water, wastewater, and street projects for small communities. Both are licensed Professional Engineers in Idaho.

Jesse works from HECO's Nampa office, roughly an hour's drive from Idaho City via I-84 and SH-21, and Andy works from our Payette headquarters. That puts our team within same-day reach of City Hall for Council meetings, site visits, and urgent issues. Behind Jesse and Andy, HECO carries civil, structural, mechanical, and electrical engineering in-house, so the City is never forced to coordinate multiple firms on a single project.

Funding is where small-city engineering succeeds or stalls. HECO has navigated Idaho DEQ State Revolving Fund and planning grant programs, DEQ ARPA, USDA Rural Development, Idaho Department of Commerce CDBG, LHTAC, and ITD on behalf of more than a dozen Idaho cities. As one example, HECO secured $5,425,739 in grant and loan funding for the City of New Plymouth alone. We bring that experience to Idaho City from the first conversation about any project.

HECO acknowledges receipt of **Addendum No. 1** and **Addendum No. 2** to RFQ #2026-001. Consistent with Idaho Code § 67-2320, this submittal contains no fee or pricing information.

We appreciate your consideration and would welcome the opportunity to meet with the City.

Sincerely,
HECO Engineers

John D. Blom, PE, MBA
President

SECTION

1 FIRM DESCRIPTION

HECO Engineers, founded in 1982 as Holladay Engineering Company by Mike Holladay and Vern Brewer, is a multidisciplinary engineering S-Corporation headquartered in Payette, Idaho. HECO was established to serve small communities that lacked the resources to staff a full-time engineer — still our core business today. More than 70% of HECO's work, by dollar volume, comes from existing clients, with some relationships exceeding 90% repeat business.

Firm Information	
Legal structure	S-Corporation
Years in business	Founded 1982 (44 years)
Employees	31 professionals, including 13 licensed engineers
Licensure	Idaho Certificate of Authorization (Idaho State Board of Registration of Professional Engineers and Professional Land Surveyors); HECO engineers are licensed in 20 states
In-house disciplines	Civil, structural, mechanical, and electrical
Main office	32 N. Main Street / PO Box 235, Payette, ID 83661 (backup City Engineer Andy Gehrke)
Office managing this contract and providing primary service to the City (City Engineer Jesse Christensen)	5700 E. Franklin Road, Suite 160, Nampa, ID 83687
President	John D. Blom, PE, MBA, President · 208-642-3304

Areas of expertise. HECO's municipal practice covers the full scope of services in the City's RFQ — water, wastewater, streets, stormwater, drainage, and development review — along with facility planning, preliminary engineering reports, design, bid assistance, funding assistance, and construction management. Because structural, mechanical, and electrical engineering are in-house, projects like well houses, lift stations, tanks, and treatment buildings stay under one firm and one point of contact.

Current municipal and county appointments. HECO is the appointed City Engineer for the following communities and is County Engineer for Payette County (more than 40 years) and Adams County (appointed September 2026):

Idaho	Oregon
Payette, Eagle, Melba, New Plymouth, Cambridge, Grand View, Parma	Mt. Vernon, Sumpter, Burns, Hines (Parks), Monument, Dayville, Seneca, Nyssa, Jordan Valley, Prairie City

Capacity for on-call service. HECO is structured as an on-call firm, not a design firm that takes on on-call work as a sideline — staffing, project tracking, and office locations are organized to serve multiple small-city clients at once, each

with a single, consistent point of contact. The Nampa office, roughly an hour from Idaho City via I-84 and SH-21, is a working distance HECO already manages for several current clients. See Sections 3 and 4 for workload and availability.

National Park Service program experience. HECO's municipal practice is backed by decades of experience managing complex, multi-discipline federal design programs. Since 2002, HECO has held six consecutive IDIQ design contracts with the National Park Service, all personally managed by President John Blom. Over that span, HECO has completed more than 380 task orders across 52 national parks — including sustained, repeat engagements at Golden Gate National Recreation Area (47 task orders), Death Valley National Park (40), Olympic National Park (31), and Yosemite National Park (21) — representing more than $26 million in federal design work. The same in-house civil, structural, mechanical, and electrical engineers proposed for Idaho City carry out this federal work, giving the City access to a technical bench accustomed to managing concurrent, complex infrastructure programs under firm deadlines and tight budgets.

SECTION

2 RELEVANT PROJECT EXPERIENCE

The five municipal relationships below are active or recently completed City Engineer engagements. Each pairs ongoing on-call service with DEQ-regulated water or wastewater work of the kind Idaho City anticipates.

2.1 City of Nyssa, OR – City Engineer

Client	City of Nyssa, Oregon
Lead personnel	Jesse Christensen, PE (City Engineer); Andy Gehrke, PE (Water Master Plan; water treatment plant design)
Funding agencies	Business Oregon/OBDD ARPA grant SR2205 ($3M; Reload Water Facility and New Well); OPRD grants (Parks Master Plan; Lions Park); ODOT Small City Allotment (South Park); OCDBG, OBDD, and Safe Drinking Water RLF (Water System Improvements)
Reference	Jim Maret, City Manager · 541-372-2264 ext. 1 · jmaret@nyssacity.org

HECO serves as City Engineer for Nyssa, providing on-call engineering for water, wastewater, transportation, and land development review, with ongoing task orders including a Mapping/GIS project. Earlier work includes the City's $8.24M Water System Improvements Project (2014–2018). Recent services include:

- **Water System Improvements – New Well (2022–2026).** This project replaced supply the City lost when Well 4 failed in its Snake River wellfield. HECO handled siting, water rights, OHA approval, design of new Well 10, and bidding under both Oregon and Idaho requirements. Construction cost $758,717 in 2026, about $445K under bid, after HECO moved the well site.
- **Parks Master Plan and Lions Park** – prepared the Parks Master Plan (OPRD grant, 2021), then secured the Lions Park construction grant; design completed winter 2023–2024, construction summer 2024. South Park was designed/built separately under an ODOT Small City Allotment grant.
- **Reload Water Facility Improvements (2023)** – designed 2+ miles of new water line serving the Reload facility in the City's Urban Growth Area, providing drinking water, fire protection, and industrial-area access.

2.2 City of New Plymouth, ID – City Engineer

Client	City of New Plymouth, Idaho
Lead personnel	Andy Gehrke, PE (City Engineer); George Murgel, PE, PhD (Engineer of Record, Wastewater Facilities Master Plan)
Funding agencies	Idaho DEQ Drinking Water Planning Grant; DEQ State Revolving Fund; DEQ ARPA; Idaho Commerce CDBG; USDA-RD; LHTAC; ITD
Reference	Beau Ziemer, Public Works Superintendent · (208) 278-5338 · beau@npidaho.com

HECO serves as New Plymouth's City Engineer, providing infrastructure planning, DEQ compliance, and funding support for a community of approximately 1,600 residents. HECO has secured $5,425,739 in grant and loan funding for the City. Recent services include:

- **Water Master Plan** – prepared under IDAPA 58.01.08/DEQ Attachment ENG-01 (DEQ Drinking Water Planning Grant); included a calibrated WaterCAD model and a DEQ SERP Environmental Review Document. DEQ accepted the plan and closed out the grant.
- **Wastewater Facilities Master Plan (2023–2024)** – evaluated the collection and treatment systems for IDAPA 58.01.16 compliance, with full environmental review, positioning the City for ICDBG and DEQ construction funding.
- **Wastewater Pond No. 4 Lining Project** – PER, plans, and specifications for DEQ approval as a significant modification under IDAPA 58.01.16, plus construction oversight, biosolids removal, piping, manholes, and control valving.
- **Water Distribution System Asset Management Plan**, Tank 8 re-coating, and Tank 9 solar-powered mixer.

2.3 City of Grand View, ID – City Engineer

Client	City of Grand View, Idaho
Lead personnel	Andy Gehrke, PE (City Engineer; water treatment design); George Murgel, PE, PhD (Lead Engineer, wastewater improvements, 2023–2025); Joe Eixenberger, PE, PhD (Structural, nitrate treatment building)
Funding agencies	DEQ ARPA and Idaho Clean Water SRF ($3,300,000 in ARPA grants and loans for wastewater Phase 1)
Reference	Jon Pennington, Mayor · 208-831-2700

HECO serves as City Engineer for Grand View, a community of approximately 469 residents. Recent work spans both utilities:

- **Water System Improvements** – DEQ-compliant PER for a replacement well (1R), ion exchange nitrate treatment integrated with existing arsenic treatment, and a new 10-inch fire-flow main, following the DEQ-approved Water System Facility Plan (4/18/2022). HECO provided construction administration and RPR through startup and closeout; DEQ approved the Well 1R Completion Report.
- **Wastewater System Improvement Project** – Facility Plan Amendment (DEQ approval 1/2024) and PER (9/2024) addressing unlined ponds discharging to groundwater. Design includes HDPE lining, sludge removal, aeration/lift station upgrades, force main and collection system repairs, with ARPA/DEQ procurement specifications.

2.4 City of Payette, ID – City Engineer

Client	City of Payette, Idaho
Lead personnel	Andy Gehrke, PE (Project Engineer)
Funding agencies	City sewer funds (7th Ave N Lift Station); USDA-RD and ITD on other City projects
Reference	Ray Wickersham, Mayor · (208) 642-6024 · ray@wickersham.us

HECO has served as Payette's City Engineer for more than 20 years and has worked for the City for more than 40, including all residential and commercial plan reviews. Recent on-call task orders include:

- **7th Avenue N Lift Station (2024)** – replaced the City's oldest lift station (1956): PER, design, bid support, and construction engineering/observation, with duplex submersible chopper pumps, a standby generator/ATS, and SCADA-integrated controls.
- **20th Street Reservoir (2025)** – 500,000-gallon prestressed concrete tank replacing a 1920s reservoir. PER, DEQ review under IDAPA 58.01.08, civil/structural/mechanical/electrical design, SCADA, and construction management.
- **Municipal Well No. 25 (current)** – preliminary engineering through final design of a new well and wellhouse, including electrical, SCADA, and treatment.

2.5 City of Parma, ID – City Engineer

Client	City of Parma, Idaho
Lead personnel	John Blom, PE (Engineer of Record)
Funding agencies	USDA Rural Development (Environmental Report and PER prepared to RD requirements)
Reference	Angie Lee, Mayor · (208) 722-5138 · mayor@cityofparmaidaho.org

HECO serves as City Engineer for Parma, supporting water, wastewater, transportation, and development review, with a current Mapping/GIS task order. The centerpiece is the **Wastewater Treatment Plant Improvement Project**, addressing recurring IPDES non-compliance for a lagoon plant serving ~2,160 residents:

- Facility Plan approved by DEQ on August 18, 2025; Environmental Report accepted by USDA Rural Development on August 13, 2025.
- PER under IDAPA 58.01.16.411, signed April 13, 2026. Includes a new lined lagoon, mechanical evaporators, lift station upgrades, and an I&I study.
- Construction cost estimate and funding coordination across DEQ, USDA-RD, and City requirements.

SECTION

3 KEY PERSONNEL

Jesse Christensen, PE will serve as Idaho City's City Engineer and primary point of contact, with Andy Gehrke, PE as backup City Engineer. Both will remain assigned to the City for the term of the agreement; any substitution would be submitted for City review and approval. Full resumes follow this SOQ.

RFQ item	Jesse Christensen, PE – City Engineer	Andy Gehrke, PE – Backup City Engineer
1. Idaho PE licensure	Idaho P-19085 (also Oregon 103769PE)	Idaho P-10963 (also Oregon 74165PE)
2. Municipal engineering experience	11 years with HECO (EIT 2015, PE 2020). City Engineer for Nyssa, OR; on-call advisory, development review, infrastructure planning, and grant work with mayors and councils.	27 years. City Engineer for Cambridge, Grand View, New Plymouth, ID, and Mt. Vernon, Sumpter, OR; infrastructure planning, development review, and funding/compliance work.
3. DEQ / water / wastewater experience	Recycled water irrigation evaluation (Burns, OR); led City communication on Mt. Vernon, OR water compliance (GWUDI); septic, stormwater, and sewer design/approvals on Idaho development projects; grant applications for parks, water, and wastewater.	Water Master Plans (Cambridge, Eagle, Melba, New Plymouth); Wastewater Facility Plans (Cambridge, Melba, New Plymouth); Payette 20th St. Reservoir and 7th Ave N Lift Station; Grand View arsenic/nitrate treatment.
4. Current workload and capacity	HECO can dedicate approximately 25% of Jesse's time to Idaho City on a standing basis, scaling up for active task orders and supplemented by additional HECO staff time as needed.	As backup City Engineer, Andy's time is available on an as-needed basis to support continuity, supplemented by additional HECO staff as task order volume requires.
5. Office location	Nampa, ID	Payette, ID (HECO headquarters)
6. Anticipated availability	Available for routine requests the same business day; see Section 4	Steps in for Jesse on any task order; see Section 4
7. City meetings / site visits	Yes – in person for Council decisions, hearings, and site visits; virtual for routine updates	Yes – same commitment when serving as backup or leading water and wastewater task orders

Supporting Team

Jesse and Andy are supported by HECO's in-house civil, structural, mechanical, and electrical staff, available on a task-order basis:

- **John D. Blom, PE, MBA – Principal-in-Charge / QA-QC, 32 years with HECO.** Contract-level contact for the City; independent QC review; municipal planning, development review, and funding applications.
- **George Murgel, PE, PhD – Senior Environmental Engineer, 48 years.** Water and wastewater treatment; Facility Plans and PERs that position small cities for DEQ, SRF, and CDBG funding.
- **Joe Eixenberger, PE, PhD – Structural Engineer, 12 years.** Tanks, well houses, treatment buildings, culverts, and bridge assessments.

- **Brett Anderson – Electrical Engineer, 41 years.** Well and lift station power, backup generators, controls, and arc-flash studies.
- **Ian Brown – Mechanical Engineer, 33 years.** City facility HVAC and plumbing; pump station ventilation.

Full resumes for each are included in Appendix A.

Subconsultants

No subconsultants are proposed for the core scope; civil, structural, mechanical, and electrical engineering are all performed in-house. For services outside HECO's capabilities — geotechnical investigation, materials testing, special inspection, or specialized environmental/cultural resource studies — HECO maintains relationships with qualified Idaho subconsultants, engaged only as needed per task order and with the City's written approval first.

SECTION

4 AVAILABILITY, RESPONSIVENESS, AND CAPACITY

City Engineer Jesse Christensen works from HECO's Nampa office, roughly an hour from Idaho City via I-84 and SH-21; backup City Engineer Andy Gehrke works from HECO's Payette headquarters. That proximity makes in-person service the default: routine questions get a same-day answer by phone or email, and an engineer can be on site the same day when needed.Response Time Commitments

Request type	Examples	HECO commitment
Routine	Code/development questions, funding inquiries, operator questions	Same-day acknowledgment; full response within **one business day**. New task order requests confirmed in writing within 24 hours with a proposed scope and schedule.
Urgent	Construction issues, regulatory deadlines, late Council items	Same-day response from Jesse or Andy; on site within **24 hours** when needed.
Emergency	Water main break, well/lift station failure, flooding, road washout	Jesse's direct cell phone, **24/7**, with no answering service; phone response within **1 hour**; on site **same day**.
Site visits	Inspections, field reviews, meetings with operators	Scheduled within **2–3 business days**; same-day on short notice when needed.
Council and public meetings	Regular Council meetings, public hearings, agency meetings	In person for decisions, presentations, and hearings; virtual attendance available for routine updates.

Meetings and Site Visits

Jesse will attend City Council meetings whenever engineering items are on the agenda, plus pre-application meetings, pre-construction conferences, and site meetings as requested — in person for decisions and construction milestones, virtually for routine updates. Recommendations to the Mayor and Council are presented as options, costs, and tradeoffs in plain language, not technical reports requiring interpretation. Idaho City is also the Boise County seat, and HECO has submitted qualifications to serve as Boise County Engineer and Surveyor (see Conflict of Interest Disclosure). If both appointments occur, routine presence in Idaho City for County business would let HECO maintain an even higher on-

the-ground cadence for the City, at no added travel cost — the kind of efficiency our multi-client on-call model is built around.

Workload and Staffing Capacity

HECO's 31 professionals, including 13 licensed engineers, work from the Payette and Nampa offices. Most of the firm's in-house technical bench — George Murgel (environmental), Joe Eixenberger (structural), Brett Anderson (electrical), and Ian Brown (mechanical) — works from the same Nampa office as Jesse, so bringing in supporting expertise for a task order doesn't mean coordinating across offices or waiting on travel. John Blom makes staffing assignments personally and monitors workload balance across all active contracts. HECO's Unanet project management system gives managers real-time visibility into staff availability, so a new Idaho City task order is assigned to someone with the capacity to start it. HECO can dedicate approximately 25% of Jesse's time to Idaho City on a standing basis, supplementing with additional HECO time and staff as needed to meet peak demand, urgent requests, or active task order volume.

Continuity of Service

If Jesse is unavailable, Andy Gehrke — already familiar with the City's active task orders through shared project files and regular status coordination — steps in as backup City Engineer. Andy currently serves as City Engineer / Engineer of Record for five communities — Cambridge, Grand View, and New Plymouth, ID, and Mt. Vernon and Sumpter, OR — so the City's backup is itself an experienced small-city engineer, with Principal John Blom providing a third level of continuity. Because HECO serves more than a dozen small cities at once, coverage for vacations, illness, or competing deadlines is routine.

Emergency Response Capability

Small cities cannot wait until Monday morning for a response to a main break or system failure. For utility, drainage, or public works emergencies, the City has Jesse's direct line around the clock. HECO's in-house electrical, structural, and mechanical engineers can be brought in the same day for failures involving pumps, generators, controls, or structures.

SECTION

5 REFERENCES

The following municipal clients can speak to HECO's on-call City Engineer services. Per Addendum No. 2, additional references are included.

Client	Contact	Phone / Email	Services
City of Parma, ID	Angie Lee, Mayor	(208) 722-5138 · mayor@cityofparmaidaho.org	On-call City Engineer; WWTP Improvement Project; Mapping/GIS
City of Payette, ID	Ray Wickersham, Mayor	(208) 642-6024 · ray@wickersham.us	City Engineer (20+ years); 7th Ave N Lift Station; 20th Street Reservoir; Well No. 25
City of New Plymouth, ID	Beau Ziemer, Public Works Superintendent	(208) 278-5338 · beau@npidaho.com	City Engineer; Pond No. 4 Lining; Water Distribution Asset Management Plan
City of Grand View, ID	Jon Pennington, Mayor	208-831-2700	City Engineer; Water System Improvements; Wastewater System Improvements

Client	Contact	Phone / Email	Services
City of Nyssa, OR	Jim Maret, City Manager	541-372-2264 ext. 1 · jmaret@nyssacity.org	City Engineer; Parks Master Plan; Reload Water Facility Improvements

SECTION

6 APPROACH TO CITY ENGINEER SERVICES

HECO's approach is to act as an extension of City staff: one accountable engineer, a predictable task order process, and funding strategy built into every project from the first conversation. That is the model HECO already runs for the small Idaho cities listed in Section 1.

Getting to know Idaho City.

HECO's interest in Idaho City did not start with this RFQ. In September, our team met with the City's Public Works Director to learn about current projects and the challenges City staff are working through, and we have since taken time to familiarize ourselves with Idaho City's infrastructure and ongoing work. That early groundwork reflects how HECO approaches every community we serve: listen first, then plan. It means the City's first task order would begin from an existing understanding of its systems and priorities rather than a blank page.

Water treatment experience. That familiarity extends to the water-source complexities small Idaho communities often face. In Mt. Vernon, Oregon, when the City's water supply was flagged as Groundwater Under the Direct Influence of Surface Water (GWUDI), HECO served as Client Manager for the compliance project, coordinating with the Oregon Health Authority and designing a new filtration building. At Olympic National Park's Kalaloch water system, HECO converted the Park's treatment system from a surface-water source to two new groundwater wells, piloting a chemical-coagulation and filtration process, teamed with treatment manufacturer Tonka Water, to address the wells' iron, manganese, and organic carbon content under state health department standards. And for the City of Nyssa, Oregon, HECO designed an arsenic and manganese treatment facility serving a wellfield on the Idaho side of the Snake River, with design and construction coordinated across both states. HECO understands difficult water supply and treatment systems and has engineered through the regulatory and treatment-process complications that come with it.

Lagoon wastewater experience. Lagoon systems are the backbone of small-city wastewater treatment across rural Idaho and Oregon, and HECO is a go-to resource for them. HECO has designed, rehabilitated, or expanded lagoon treatment systems for the City of Grand View, Idaho (rehabilitation and lining of a three-cell lagoon system, plus a new fourth containment pond, eliminating decades of uncontrolled groundwater discharge); the City of Parma, Idaho (a new lined Lagoon No. 4 with twelve mechanical evaporators to achieve total containment); the City of New Plymouth, Idaho (lining and control improvements to the City's Pond No. 4); the City of Kuna, Idaho (expansion of a new aerated facultative lagoon cell, Lagoon No. 8); the City of Mt. Vernon, Oregon (lagoon system upgrades and collection system replacement to meet water quality standards); the Cities of Burns and Hines, Oregon (evaluation of a shared lagoon system serving both communities); and, for the National Park Service, the Stovepipe Wells developed area at Death Valley National Park (a Title I Preliminary Engineering Report addressing lagoon capacity, hydraulics, and long-term regulatory compliance). That breadth covers nearly every technical issue a lagoon system can raise, liner failure and uncontrolled discharge, sludge accumulation, aeration deficiencies, evaporative containment design, and multi-agency funding and permitting, expertise the City can draw on for routine operations guidance or a full system rehabilitation.

Communication and Coordination with City Staff

- **Single point of contact.** The Mayor, Council, and staff reach Jesse directly by phone or email, not through a receptionist or coordinator.
- **Plain language.** Meeting summaries, cost estimates, and recommendations are written for elected officials, not engineers. Technical detail stays in the design documents.
- **Status updates.** Active task orders get written status updates at key milestones, so the City always knows where a project stands.
- **Proactive advice.** Jesse flags infrastructure risks, new regulatory requirements, and funding windows before they become deadlines, not after. HECO's institutional knowledge pays off directly here: at the City of Payette, that kind of proactive review identified an energy inefficiency at the WWTF and turned it into $39,000 in documented annual savings — without a grant application, just attentiveness to the plant and its operators.

Managing Individual Task Orders

Each task order follows the City's Master Agreement process:

1. **Request.** acknowledged in writing within 24 hours.
2. **Scope proposal.** HECO proposes scope, deliverables, schedule, staff, and budget.
3. **Authorization.** work begins only after written City authorization.
4. **Delivery.** a licensed engineer is accountable for schedule, budget, quality, and communication through closeout.
5. **Closeout.** HECO delivers final documents and confirms City acceptance before closing the order.

Budget and schedule tracking. Budgets are tracked in HECO's Unanet financial management system for real-time cost visibility. Schedules are resource-loaded with critical-path tracking. Hydraulic and modeling work — as used on Payette's 20th Street Reservoir and other water system projects — is performed in WaterCAD, giving the City engineering recommendations grounded in calibrated models, not estimates. HECO notifies the City promptly of any funding, access, or permitting issue that could affect the schedule.

Scope changes. If the City requests work outside an authorized task order, or conditions change, HECO describes the change and its effect on budget and schedule in writing. No out-of-scope work proceeds without the City's written approval.

Cost estimating. HECO prepares construction cost estimates itemized by work package and refines them at each design phase, so the City and its funding agencies can budget with confidence.

Quality Control / Quality Assurance

- QC milestones are built into every task order schedule and design phase.
- Every deliverable gets an independent review by a discipline-qualified reviewer who wasn't the author.
- Civil, structural, electrical, and mechanical designs are coordination-checked before each submittal, resolving conflicts before they reach the City or DEQ.
- John Blom provides principal-level QC review.

Bidding, Construction, and Closeout

HECO's design staff answer bidder questions, prepare addenda, review shop drawings, assist with change orders, and inspect the field against the design — since HECO's own engineers administer construction, field changes get evaluated quickly. At completion, HECO delivers closeout documentation, including O&M manuals and record drawings.

Regulatory and Funding Agency Coordination

HECO evaluates the "fundability" of every project at the concept stage, before design dollars are spent, so scope can be tailored to agency criteria, and manages the funding application process for the City. HECO maintains regular, direct contact with DEQ SRF, USDA-RD, LHTAC, and CDBG program staff through plan review and approval.

HECO's funding track record is documented and verifiable — for example, HECO secured $5,425,739 in grant and loan funding for the City of New Plymouth alone. The table below summarizes HECO's funding-agency experience by program and client.

Funding Agency / Program	HECO Client Experience (Current & Recent)
ID DEQ SRF	Payette, Cambridge, Council, Grand View, Eagle, Melba, Middleton, New Plymouth
ID Commerce – CDBG/EDA	Payette, Cambridge, Council, Emmett, Fruitland, Grand View, Horseshoe Bend, Middleton, New Plymouth, Parma
DEQ ARPA	New Plymouth, Grand View
USDA-RD	Payette, Cambridge, Eagle, Emmett, Grand View, Horseshoe Bend, Middleton, New Plymouth, Melba, Parma
LHTAC	Cambridge, Council, Emmett, Fruitland, Grand View, Melba, New Plymouth, Parma
ITD	Payette, Cambridge, Council, Eagle, Fruitland, McCall, Middleton, New Plymouth, Payette County

Coordination with City Partners

Partner	How HECO coordinates
City operators	Field input on system condition at task-order kickoff; design review for operability
Legal counsel	Technical input on ordinances, agreements, easements, and development conditions; contract term review
Financial advisors (Clearwater Financial)	Cost estimates and funding-eligibility input for rate and financing decisions
Grant administrators	Technical sections, reports, and environmental documents; pay-request support for reimbursements
Contractors	Pre-construction conferences, RFIs, submittals, field observation, change orders, and closeout
Other consultants	Shared data, coordinated schedules, and review of work affecting City infrastructure

CONFLICT OF INTEREST DISCLOSURE

HECO is not aware of any conflict of interest. In the interest of full transparency, HECO has also submitted qualifications to serve as Boise County Engineer and Surveyor. Should both appointments occur, HECO will identify any matter in which City and County interests may diverge, notify both parties promptly, and follow the City's direction, including assigning separate staff where appropriate. HECO has followed this same approach successfully for many years while serving both the Cities of Payette, New Plymouth and Payette County. If any conflict or potential conflict arises after submittal, HECO will notify the City immediately.

APPENDIX A

Full Resumes



JESSE CHRISTENSEN, PE

City Engineer | HECO Engineers | **11** Years Experience
Nampa, ID

Jesse began his career with HECO Engineers as an EIT in 2015 and received his PE in 2020. He has built his practice around on-call municipal engineering for small Idaho and Oregon communities, with work spanning grant research and applications, preliminary and final design, regulatory coordination with OHA and DEQ, and construction administration. He also serves as Floodplain Administrator for the City of Jordan Valley. Jesse communicates directly with mayors, councils, and city recorders, and assisted with securing approximately one million dollars in grant funding for two Oregon park projects.

Education. B.S., Civil Engineering, Boise State University, 2015

Licenses/Registrations. Licensed Professional Engineer – Idaho: P-19085; Oregon: 103769PE

Project Experience

City Engineer Experience

City of Nyssa, OR – City Engineer: on-call engineering for water, wastewater, transportation, and land development review

Representative Projects

Recycled Water Irrigation Infrastructure | Burns, OR | Project Engineer

Evaluated the recycled water irrigation infrastructure for the City of Burns, including shared lagoons with the City of Hines, the irrigation pump station, and treated effluent disposal, to ensure compliance with state and local regulations. Discovered the system was operating over capacity and worked with the City to recommend corrective measures. Reviewed and formatted I&I study data for clear presentation to decision-makers.

Park Master Planning & Grant Applications | Nyssa, OR; Mt. Vernon, OR; New Plymouth, ID | Project Engineer

Played a central role in park master plans for three communities, including ADA-accessible play area design, irrigation system resolution, and grant funding presentations. Responsibilities included landscape and irrigation design, future planning, and coordination with city officials to produce fundable plans.

Water Supply Compliance | Mt. Vernon, OR | City Communication Lead

When Mt. Vernon's water supply was flagged as Groundwater Under the Direct Influence of Surface Water (GWUDI), HECO served as Client Manager for the compliance project, coordinating with OHA and designing a new filtration building. Jesse led all City communication throughout.

Ditch Witch of the Rockies | Nampa, ID | Client Manager / Project Engineer (2021–2022)

Civil engineering for a new commercial facility on approximately 5.04 acres: site plan, grading and drainage plan, stormwater report, and construction documents for public and private utility connections, submitted to the City of Nampa, with RFI and submittal review during construction.

Foley Street Sewer Rehabilitation | Burns, OR | Client Manager

Led the Phase I sewer rehabilitation for the City of Burns. This was the first-priority project required under the City's 2025 DEQ Mutual Agreement and Order to reduce infiltration and inflow. Oversaw the DEQ-required preliminary engineering report, which recommended cured-in-place pipe (CIPP) lining for about 6,790 feet of deteriorated asbestos-cement sewer main, plus manhole rehabilitation and service lateral replacement. The estimated project cost is $1.15M, funded through Business Oregon's Special Public Works Fund. Design is underway, with construction planned for 2027.



ANDY GEHRKE, PE

Backup City Engineer | HECO Engineers | **27** Years Experience
Payette, ID

Andy began his career as a consulting engineer in the Northwest in 1999 and has served as project engineer on numerous water, wastewater, stormwater, transportation, and other municipal projects in Idaho and Oregon. Project scopes include facility planning, hydraulic modeling, flow testing, engineering and environmental reports, wells, pumping systems, storage tanks, distribution and transmission systems, chlorination, arsenic treatment, iron sequestration, SCADA planning, wastewater collection, lift stations, primary and secondary treatment, biosolids, aeration, UV disinfection, membrane lined basins and covers, stormwater systems, and street design. He has been responsible for project planning, budgeting, funding applications, preliminary and final design, construction administration, and project close-out. As a city engineer, he addresses a wide range of municipal needs, including infrastructure planning, development review, grant and loan funding applications, and water and wastewater system compliance with State and Federal regulations.

Education. M.Engr., Civil Engineering, University of Idaho, 2010
B.A., Physics, Whitworth College, 1999
B.S., Civil Engineering, University of Idaho, 1998

Licenses/Registrations. Licensed Professional Engineer – ID: P-10963, OR: 74165PE

Project Experience

City of New Plymouth, ID – Water Master Plan, Tank 8 Re-Coating, Tank 9 Solar-Powered Mixer, and Wastewater Facility Plan
City of Grand View, ID – Arsenic Treatment System Design, Nitrate Treatment System Design
City of Cambridge, ID – Water Master Plan and Wastewater Facility Plan
City of Payette, ID – 20th Street 500,000 Gallon Water Reservoir Project, Water CAD Hydraulic Model and 7th Ave N Lift Station Project
City of Eagle, ID – Water Master Plan
City of Melba, ID – Water Master Plan, Wastewater Facility Plan and Preliminary Engineering Report
City of Sumpter, OR – Water System Feasibility Study & Preliminary Engineering Report, Water System Improvements Project
City of Mt. Vernon, OR – Water System Feasibility Study & Preliminary Engineering Report and Wastewater Facility Plan
City of Nyssa, OR – Water Master Plan, Water Treatment Plant Design for Arsenic and Manganese, and Wastewater Collection System Master Plan
City of Huntington, OR – Wastewater Facility Plan
City of Seneca, OR – Wastewater Facility Plan

City Engineer Experience

Andy is currently the City Engineer / Engineer of Record for the following Cities:

City of Cambridge, ID • City of Grand View, ID • City of New Plymouth, ID • City of Mt. Vernon, OR • City of Sumpter, OR



GEORGE MURGEL, PE, PhD

Senior Environmental Engineer | HECO Engineers | **48** Years Experience
Nampa, ID

George has over 48 years of experience in academic and private consulting endeavors. After retiring from a 25-year academic career in civil engineering with an emphasis in water resources and environmental fields, he returned to consulting, joining HECO in 2016. His focus is environmental infrastructure: water delivery and treatment systems, wastewater and stormwater collection systems, and biological treatment systems, including management of their construction. For small Idaho cities, George prepares Facility Plans and PERs that position communities for CDBG, DEQ, and SRF funding. He has also provided infrastructure assessments, design of replacement water and wastewater treatment systems, and construction-phase project management for the US National Park Service (NPS) at parks and monuments in the Western United States.

Education. PhD, Environmental Engineering – 2016

Licenses/Registrations. Licensed Professional Engineer – Idaho: P-11988; also Washington, Arizona, Oregon, Montana, Nevada

Project Experience

Idaho Municipal Projects

Grand View Wastewater Improvements (ARPA/CWSRF) • New Plymouth Wastewater Facilities Master Plan (IDAPA 58.01.16) • Kuna Lagoon No. 8 Expansion

National Park Service Projects

Clover Creek Wastewater Treatment Plant Rehabilitation Project – Phase 2 | SEKI | Project Manager

Rehabilitation Phase Two for the existing activated sludge wastewater treatment plant at the Clover Creek facilities. Prepared preliminary engineering report, cost estimates, and final contract documents for replacement of various treatment system unit processes and equipment. Project also includes replacement of the existing electrical lighting and HVAC systems for the whole plant. Currently performing submittal reviews, responding to RFI's, and coordinating of various disciplines for the Park during the construction phase of the project. Construction cost: $2,397,924

Preliminary and Design Services to Rehabilitate Ash Mountain Wastewater Services | SEKI | Project Civil Engineer

A 2011 Condition Assessment Report addressed existing deficiencies of the treatment plant. In July 2019, HECO performed a site visit and prepared a scoping trip report and updated Class D construction cost estimates to validate PMIS funding for the wastewater systems. Task orders for rehabilitation and replacement of critical components continue in the Ash Mountain and Buckeye Housing areas. Construction cost: $4,659,370

Rehabilitation of Lift Stations, Structural & Treatment Systems at the Grant Grove Wastewater System Treatment Facility | SEKI | Project Engineer

Responsible for the wastewater system site assessment, preliminary design development report, and schematic design report for the alternatives identified in the scoping trip report. Oversaw design coordination for the bid package plans and specifications, and performed all RFI and submittal reviews during construction. Construction Cost: $2,786,128



JOHN BLOM, PE, MBA

Principal-in-Charge / QA/QC | HECO Engineers | **32** Years Experience
Payette, ID

John began his career with HECO Engineers in 1993 and has served as president since 2016. He has been a staff engineer, project engineer, project manager, program manager and President during his career with HECO. He has worked on numerous projects in Idaho, Oregon, Texas, South Dakota, Washington, Wisconsin, and Ohio. The scopes of work on these projects included: water, wastewater, electrical, transportation, architecture, and environmental services. John has vast experience managing multi-discipline teams on federal projects, addressing a wide range of municipal needs such as infrastructure planning, development review, grant and loan funding applications, and water and wastewater system compliance with State and Federal regulations.

Education. BS, Environmental Resource Engineering, Humboldt State University, 1993
MBA, Boise State University, 2000

Licenses/Registrations. Professional Engineer; WA: 40311, WY: PE 15366, NC: 054791, AZ: 51121, ID: P-8985, OR: 59562PE

Project Experience

Kalaloch Water Distribution and Pump Station Project | Project Manager/Project Engineer | OLYM
Project manager and engineer on a multi-phase project that replaced the Kalaloch water distribution system, pump station and treatment system. The distribution system replaced approximately 1,900 LF of 6" water line and rehabilitation of the pneumatic tank operated pump station. HECO designed the rehab of the pump station with all new pumps and piping with consideration for maintaining the pump station in operation during the rehab. The water treatment project includes the design of a redundant unitized water treatment system based on the pilot study conclusions, water treatment building renovations and improvements, and demolition of the existing water treatment plant.

Replace Utility Lines at Ohanapecosh | Project Manager/ Project Engineer | MORA
Project manager and engineer on this project which replaced approximately 15,000 linear feet of deteriorated underground primary electrical power as well as 15,000 linear feet of leaking water transmission line in the Ohanapecosh unit in the southeast corner of the park.

Barnes Point Water Treatment Project | Project Manager/Project Engineer | OLYM
Project manager and engineer on project to rehabilitate and reconstruct the wastewater collection, treatment, and disposal systems at Barnes Point on Lake Crescent, including collection system spot repairs and pipe lining to prevent groundwater infiltration, lift station rehabilitation, treatment building renovation, SCADA monitoring, sludge dewatering, and reconstruction and expansion of the drain field.

Program Manager | National Park Service IDIQ A/E Contracts: Denver Service Center Nationwide (Civil, Environmental & Sanitary Engineering); Pacific West Region (Multi-disciplinary Design); Pacific West Region, Seattle, WA (Civil & Environmental Design)



JOE EIXENBERGER, PE, PhD

Structural Engineer | HECO Engineers | **12** Years Experience
Nampa, ID

Joe has experience performing structural condition assessments, façade and building envelope investigations, and diagnostic field evaluations to identify the causes of structural and material failures in existing buildings. He develops practical repair recommendations and contributes to the design of new structures. Prior to joining HECO, Joe gained experience in structural design and the evaluation of concrete, masonry, and steel systems. Since joining HECO, his design work includes low-rise commercial and residential buildings. His investigative experience spans bridge assessments, historic structures, and residential and commercial buildings, with a focus on structural integrity and performance. Joe also has a background in research, with a focus on the effects of seismic activity on masonry structures.

Education. PhD, Civil Engineering (Structures Emphasis), BYU 2017
MS, Civil Engineering, BYU 2014
BS, Civil Engineering, BSU 2013

Licenses/Registrations. Professional Engineer; GA: PE050412, OR: 95711PE, MS: 34044, WA: 22000791, ID: P-18348, SC: 39592

Project Experience

WDP & Associates | Structural Engineer | Manassas, VA

As a Project Engineer for WDP, Joe performed non-destructive and/or building envelope testing on various structures including parking garages, tunnels, nursing homes, and schools. Due to deficiencies encountered during investigations, Joe worked on the design of repairs of these structures including calculations, preparation of repair drawings and specifications, and submittal review. Joe also assisted in research and writing reports on findings to assist with litigation cases.

NPS Projects

Replace Lost Man Road Bridges | Structural Engineer | REDW
This project was for the replacement of two deteriorated vehicle bridges. As the Structural Engineer, Joe was responsible for the design of the new superstructure for the rehabilitation of the bridges.

OLYM Log Cabins Wastewater | Structural Engineer | Olympic National Park
Joe was responsible for the design to upgrade a storage shed to be used for testing water and storage. In addition, he was responsible for the design of a permanent foundation for the storage shed, concrete pads for storage tanks, propane tank, and generator.

MORA Rehabilitate Ohanapecosh Housing | Structural Engineer | Mount Rainier National Park
Joe was responsible for a condition assessment of 50 year old housing units in Mount Rainier National Park. As part of the project he reviewed existing plans, performed a site visit to perform visual and tactile testing of structural members, and wrote a condition report outlining repairs that were needed.

Visitor Center Rehabilitation | Structural Engineer | LEWI
This project was for the renovation and upgrade of the Visitor Center Vestibule, Public Restrooms, and theater. As the Structural Engineer, Joe was responsible for the evaluation of the existing structure and the design of vestibule expansion and integration into the existing structure. Construction Cost: $1,265,470



BRETT ANDERSON

Electrical Engineer | HECO Engineers | **41** Years Experience
Nampa, ID

Brett joined HECO Engineers in 2017. After completing college in 1985, Brett served in the United States Air Force for 14 years before beginning his electrical engineering career at Hewlett Packard in Boise, Idaho as a project engineer and project manager in 1997. Throughout his 41-year career, Brett has been involved extensively in electrical engineering and associated project management of buildings and systems in the following industries: water and wastewater treatment plant power design, large residential design, commercial building, manufacturing campus design, and electrical infrastructure design.

Education. Electrical Engineering, Auburn University - 1985
Project Management, Indiana Institute of Technology - 1991

Project Experience

Kalaloch Water System Upgrade | OLYM | Electrical Engineer
Increase service size and renovate existing power system to remain. New 400a service with backup generator power.

Arc-Flash Study | YOSE | Project Manager / Electrical Engineer
Project manager/engineer tasked to evaluate the systems and collect field data on the system components. The electrical power system studies included: short circuit study, protective device coordination study, and an arc flash hazard analysis.

Rehabilitation Of Water And Wastewater Systems Developed Area Of Muir Woods National Monument | MUWO | Electrical Engineer
Design new site telecom routing system and design of new pump building.

Rehabilitation Of Lift Stations, Structural & Treatment Systems At The Grant Grove Wastewater System Treatment Facility Services | SEKI | Electrical Engineer
The project rehabilitated critical components of the wastewater collection and treatment system. Construction cost: $2,786,128

Clover Creek Wastewater Treatment Plant Rehabilitation Project Services | SEKI | Electrical Engineer
Rehabilitation for the existing activated sludge wastewater treatment plant at the Clover Creek facilities. Construction cost: $2,397,924

Rehabilitate Ash Mountain Wastewater Services | SEKI | Electrical Engineer
Rehabilitation for the wastewater treatment facilities at Ash Mountain in Sequoia and Kings Canyon National Parks. Construction cost: $4,659,370

Sunrise Maintenance Building Design Services | MORA | Electrical Engineer
Electrical design of new maintenance building and integration of new power feeds to surrounding buildings.

Valley District/Museum Building | YOSE | Electrical Engineer
Complete electrical system renovation to increase safety/ reliability for park personnel and patrons.



IAN BROWN

Mechanical Engineer | HECO Engineers | **33** Years Experience
Nampa, ID

Ian Brown joined HECO Engineers in January 2022. Throughout his 33-year career, Ian has been extensively involved in the mechanical engineering field and associated project management of projects and systems in the following industries: water distribution, large residential design, senior living facility design, surgical center design, retail mall design, commercial building design, restaurant design, industrial plant design, steam system design, process piping design, tool hookup design and facilitation, manufacturing campus design, mechanical infrastructure design, Air Force facility and housing design, airport facilities, private commercial condition assessment of existing facilities, and construction of large irrigation design.

Education. Boise State University

Project Experience

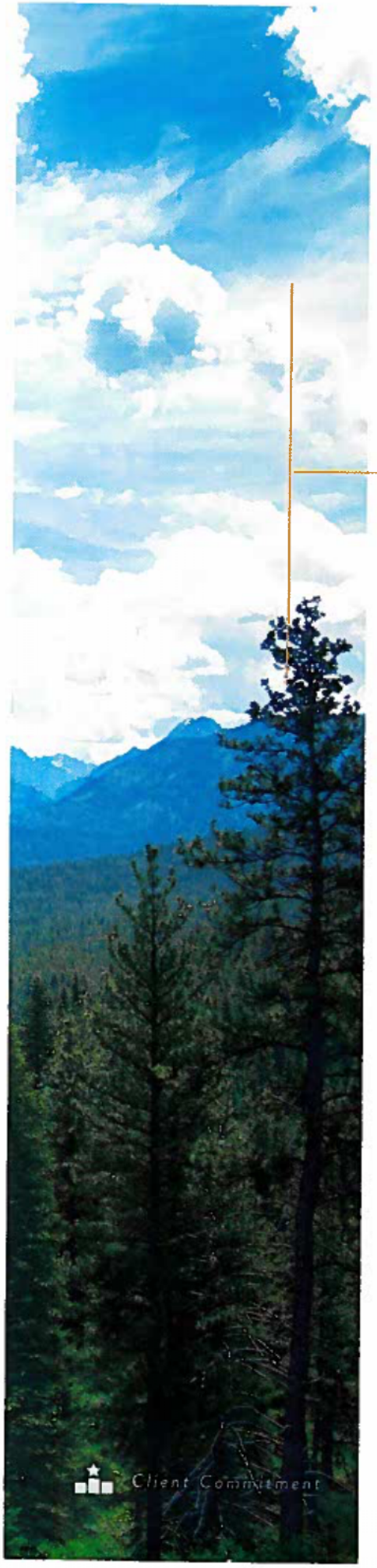
Twin Falls City Hall Renovation | Mechanical Engineer (HVAC & Plumbing) | Twin Falls, ID
Provided HVAC and plumbing system design for the renovation and adaptive reuse of a former retail building into the new Twin Falls City Hall. The project involved complete mechanical redesign to accommodate new municipal office spaces, council chambers, and public service areas within the existing structure. Systems were designed for high efficiency and long-term maintainability, supporting the City's sustainability goals and contributing to the successful revitalization of downtown Twin Falls.

Payette County Courthouse HVAC Upgrade System Design | Project Engineer | Payette, ID
Develop Plans, Specifications and Cost Estimate for HVAC upgrades of the Payette County Courthouse and Sheriff's Office Facility. This work consists of engineering and design of the Sheriff's Office / jail distribution system, and Courthouse HVAC infrastructure changes and critical distribution areas throughout the Courthouse.

Alan Bible Visitor Center HVAC Rehabilitation | Project Engineer | Lake Mead National Recreation Area | NV
Reconfigured ducts for a more efficient layout to reduce electric bills, enhance comfort, and improve indoor air quality; separated the HVAC system from the Building Management System so each unit has an independent dedicated thermostat; and replaced three (3) rooftop air conditioning units.

Andersonville National POW Museum HVAC Rehabilitation | Project Engineer | Andersonville, GA
HECO designed a complete overhaul of the inefficient HVAC system in the National POW Museum, developed to be inconspicuous and fit within the building interiors and the historic cultural viewshed.

Replace and Upgrade Carter Residence and Workshop/Apartment HVAC System | Project Engineer | Jimmy Carter National Historical Park | GA
This project involved the complete redesign of the existing HVAC system to the Carter Residence and Workshop/Apartment. The redesign developed an efficient, updated system that blended in with the historic building structure. The updated functional design allowed for easier maintenance and preservation of the historic site.



Statement of Qualifications for the

CITY OF IDAHO CITY

ON-CALL CITY ENGINEERING SERVICES

October 16, 2026

GreatWest
ENGINEERING

Empowered Employees

Quality Solutions

INTRODUCTORY LETTER

See what's possible.

BOISE
2965 E Tarpon Drive,
Suite 190
Meridian, ID 83642
Ph: (208) 692-5200

BILLINGS
6780 Trade Center Avenue
Billings, MT 59101
Ph: (406) 652-5000

HELENA
250 Helen P Clarke Street
Helena, MT 59601
Ph: (406) 449-8627

GREAT FALLS
702 2nd Street S, #2
Great Falls, MT 59405
Ph: (406) 952-1109

SPOKANE
9221 N Division Street
Suite F
Spokane, WA 99218
Ph: (509) 413-1430

Mayor Ryan Heffington
Members of the Idaho City Council
City of Idaho City
511 Main St.
Idaho City, ID 83631

RE: Request for Qualifications for On-Call City Engineering Services

Dear Mayor Heffington and Members of the Idaho City Council,

Great West Engineering (Great West) is pleased to submit our Statement of Qualifications to provide On-Call City Engineering Services to the City of Idaho City (City). Our company has a decades-long resume supporting small communities as they manage their water, sewer, and infrastructure systems. Our goal has always been to function as a trusted extension of City staff. We bring technical expertise, practical judgment, and funding insight needed to identify priorities, manage risks, evaluate options, and advance cost-effective and meaningful solutions. The Great West business model and our values are built around serving communities just like Idaho City.

The City will be supported by a consistent team of seven seasoned professionals with deep rural Idaho experience: Kasey Ketterling, PE; Levi Howell, PE; Angus Roeper, PE; Frisco Adams, EI; Planning Manager Addison Coffelt; Infrastructure Specialist John Stone; and Funding Advisor Kristina Gillespie-Jaques. Together, this team offers integrated expertise in municipal engineering, infrastructure planning, regulatory coordination, project delivery, public engagement, and funding strategy. The professionals identified in this submittal live and work in the Treasure Valley, and will remain actively engaged throughout the contract, providing the City with direct consistent access to experienced staff and clear accountability from assignment through completion.

Many City staff, leaders, and community members already know Kasey and Kristina through years of working alongside Idaho City to identify infrastructure challenges with practical solutions supported by public financing and grant funding. Those interactions, that often continued over

pie and ice cream at Trudy's Kitchen, have given us an authentic appreciation for the community, its priorities, and the importance of solutions that fit Idaho City.

Great West will provide the reliable partnership Idaho City expects through a community-first approach, continuity of personnel, responsive and accountable senior-level involvement, and nearby resources for emergency response and on-the-ground troubleshooting. The entire team in this proposal works out of our office in Meridian. We will collaborate with City staff, regulatory agencies, contractors, consultants, and funding partners to develop durable, cost-conscious solutions that continue to serve the community long after individual projects are complete.

We plan to leverage our experience and existing relationships to develop a strategic funding plan and prepare competitive funding pursuits from local, state, regional, and federal funding partners, helping the City advance essential infrastructure improvements while minimizing impacts on customer rates.

We appreciate the opportunity to be considered and would be honored to continue supporting Idaho City as its on-call engineering partner. We welcome the opportunity to discuss our team, approach, and qualifications in an interview and look forward to helping the City plan and deliver its next generation of infrastructure improvements. Great West Engineering acknowledges receipt of Addendum No. 1 and Addendum No. 2.

Sincerely,

Great West Engineering, Inc.

Kasey Ketterling, P.E.
Regional Team Manager
(208) 207-7360

Kristina Gillespie-Jaques
Infrastructure Funding Advisor
(208) 992-3044

FIRM DESCRIPTION

Our commitment to the City is to listen to the City's goals, respond to the City's needs, and advocate for the City.

Specializing in: Water Wastewater Funding Administration
Natural Resources Planning Transportation Solid Waste

129 Total Employees

20 Employees in Boise

6,000+ Projects since **1984**

5 Offices

Boise
Spokane
Helena
Billings
Great Falls



Project will be managed out of our Treasure Valley Office: 2965 E Tarpon Drive, Suite 190, Meridian, ID 83642 | **Main Office:** 250 Helen P Clarke St., Helena, MT 59601 | **Company Structure:** C-Corp

FAMILIARITY WITH IDAHO CITY



For several years, Kasey and Kristina have worked closely with Idaho City to advance needed infrastructure projects, support operational and administrative staff, and communicate complex issues clearly to the community. Although that work was completed while they were with other firms, the knowledge and relationships they developed will provide valuable continuity in serving the City today. Our team understands the City's staff, leadership, infrastructure priorities, and decision-making processes, allowing us to contribute immediately without requiring City staff to repeat background information or revisit prior decisions. This continuity will reduce startup time, support informed recommendations, and help keep the City's priorities at the center of each assignment.

ON-CALL ENGINEERING SERVICES



Great West has provided on-call engineering services to public clients for more than 40 years. We understand that an effective City Engineer relationship requires more than technical expertise; it requires responsiveness, continuity, an effective City and Engineer relationship, sound judgment, and an ongoing commitment to the community. Our coordinated municipal services include water and wastewater systems, streets and transportation, drainage, planning, natural resources and environmental services, GIS, construction administration, and inspection. Our current staffing and workload capacity enable us to respond promptly to on-call assignments while providing the depth of expertise and senior-level oversight needed to address both routine and urgent municipal needs. Whether Idaho City needs assistance with a routine technical question, long-range planning, regulatory coordination, an infrastructure improvement, or an urgent operational issue, we will match the assignment with the appropriate expertise while maintaining a consistent understanding of the City's goals, constraints, and priorities.

INTEGRATED FUNDING STRATEGY



Funding is integrated into how we plan, prioritize, and deliver infrastructure projects, particularly for smaller communities that depend on outside financial assistance to complete critical improvements. Great West has secured more than $581 million in grants and more than $1.0 billion in low-interest loans for public infrastructure, helping communities advance needed projects while limiting the financial burden on residents. For Idaho City, we will evaluate potential projects for eligibility through IDEQ, USDA Rural Development, Idaho CDBG, the U.S. Army Corps of Engineers, and other applicable public and nongovernmental programs. We will align project scope, schedule, procurement, and technical decisions with funding eligibility and compliance requirements, while recognizing that awards remain subject to each program's competitive process and agency approval. Building on our prior work with Idaho City's drinking water system, we will pursue practical funding strategies tailored to the City's infrastructure needs and financial capacity.

RELEVANT PROJECT EXPERIENCE

Great West Engineering provides planning, design, and construction services to cities, counties, and districts throughout Idaho. In the past five years, we have delivered hundreds of public infrastructure projects, including water and wastewater upgrades, stormwater improvements, street reconstruction, and grant-supported community development. This experience supports Idaho City's need for a trusted partner to identify priorities, evaluate funding, and guide projects through construction.

TEAM MEMBER PAST CLIENTS

The map to the right highlights our work across Idaho over the past five years, including our proposed team members' experience with previous employers. Together, this experience demonstrates our commitment to Idaho communities and understanding of municipal infrastructure, regulatory coordination, public funding, and local priorities.

This map is followed by five projects demonstrating our experience relevant to Idaho City's needs.
Additional project information is available upon request.



City of Council, Idaho

ON-CALL CITY ENGINEERING SERVICES (2017-CURRENT)

Great West Engineering has proudly served as the City of Council's On-Call Engineer since 2017, providing responsive, multidisciplinary support tailored to the City's evolving needs. Our services have included development plan review, land development ordinance review, preparation of a GIS database for City infrastructure and zoning, and assistance with easement, right-of-way, and property acquisition matters involving City-owned facilities. We also support the City's municipal drinking water and wastewater systems through operational troubleshooting, facility planning, design, construction management, and startup services. Working closely with the City, Great West has helped secure more than $13.1 million in grants and low-interest loans for critical public works projects. Because the secured funding involved federal requirements, Great West also completed the associated environmental reviews, including federal and state agency consultation, cultural resources surveys, and coordination of approvals across multiple agencies. This long-standing partnership demonstrates our ability to provide the City with accessible, efficient, and comprehensive on-call engineering services from project development through implementation.

Funding Awards Include:

- USDA-RD WEP - $5.4M
- IDEQ CWSRF - $2.15M
- IDEQ DWSRF - $1.99M
- IDEQ LIF Grant - $1.67M
- IDEQ LSLR - $1.1M
- USACE 595 - $400,000
- CDBG - $500,000

Lead Personnel:
Kasey Ketterling, PE
Kristina Gillespie-Jaques
Addison Coffelt
Angus Roeper, PE
Frisco Adams, EI
John Stone

Contact: Ashley Scott • City Clerk/Treasurer • (208) 253-4201 • cityclerk@cityofcouncilidaho.org

RELEVANT PROJECT EXPERIENCE

City of Homedale, Idaho

ON-CALL CITY ENGINEERING SERVICES (2016-CURRENT)

Over the past 10 years, the City of Homedale and Great West have collaborated to complete more than $22 million in infrastructure master planning and improvement projects encompassing drinking water, transportation, wastewater, downtown corridor enhancements, and public park facilities. Great West is also regularly engaged to provide development plan review services, including support for seven new commercial and planned residential communities. Throughout these efforts, Great West has provided the City with design, construction management, compliance administration, and community engagement services. The City has also relied on Great West's funding team to secure critical financial resources that reduce the cost burden on individual customers. Securing these funds requires close collaboration with federal, state, and local funding partners, as well as the planning and facilitation of public meetings, advisory committee panels, onsite tours, public hearings, and other outreach activities. These efforts have kept residents, stakeholders, and policymakers informed, engaged, and aligned throughout project planning and implementation. Great West has also coordinated with federal and state legislative, regulatory, and funding entities to build broad-based support for the City's projects.

Funding Awards Include:

- CDBG - $2.128M
- USDA-RD - $11.7M
- IDEQ - $6.153M
- LHTAC - $300,000

Lead Personnel:
Kasey Ketterling, PE
Kristina Gillespie-Jaques
Addison Coffelt
Angus Roeper, PE
Frisco Adams, EI



New Lagoons

Contact: Jacob Hyer • Public Works Supervisor • (208) 972-2160 • jacobh@cityofhomedale.org

City of Carey, Idaho

ON-CALL CITY ENGINEERING SERVICES (2023-CURRENT)

Since 2023, Great West has provided on-call planning and engineering services to the City of Carey, building on an established working relationship and a strong understanding of the community's conditions, priorities, and resources. Services include ongoing planning assistance and development review informed by the City's recently completed Comprehensive Plan, which was prepared by the Great West team. Great West also evaluates the City's water and wastewater systems, identifies infrastructure improvement needs, supports project planning and coordination, and helps translate technical findings into practical next steps. Through close collaboration with City staff, Great West prepared a comprehensive wastewater facility plan and stormwater flow analysis that provided the data needed to define an operationally practical and affordable approach for addressing the community's aging public sewer infrastructure. In addition, our funding specialists continue to identify funding opportunities and support grant and loan applications that advance priority projects. Together, these services provide the City with responsive, coordinated support aligned with its long-term goals and financial capacity.

Funding Awards Include:

- Congressional Earmark - $2.0M
- IDEQ Planning Grant - $50K
- EPA OSG Grant - $50K

Lead Personnel:
Levi Howell, PE
Addison Coffelt
Kristina Gillespie-Jaques



Comprehensive Plan Cover

Contact: Logan Davis • Mayor • (208) 309-4299 • logan.davis@cityofcarey.org

RELEVANT PROJECT EXPERIENCE

Cedar Springs Community Water, Inc.

WATER SYSTEM PLANNING, DESIGN, AND IMPROVEMENTS (2025-CURRENT)

Cedar Springs is a small community of approximately 45 homes located along Lake Pend Oreille that owns and operates its own public drinking water system. The system is currently unable to provide a consistent and reliable water supply to residents. The community relies on two groundwater wells that are no longer producing sufficient yield to meet demand. As a result of these deficiencies, Cedar Springs has been forced to truck water into its existing 10,000-gallon storage reservoir. However, the reservoir is known to be leaking, further reducing system efficiency and increasing operational costs. This reliance on hauled water is financially unsustainable and operationally unreliable. In addition, access to the water system infrastructure is limited and particularly challenging during winter months. Difficult site access creates significant barriers for routine maintenance, emergency repairs, and system improvements, further compromising reliability. To address these issues, several infrastructure improvements are necessary, including evaluation of water supply alternatives, repair or replacement of the storage reservoir, and improvements to site access. Prior to implementation of these improvements, a comprehensive facility plan and environmental review were required. Nearing completion now and moving into design, Great West Engineering helped Cedar Springs secure over $6.75M in grant funding to pay for these improvements.

Funding Awards Include:

- USDA-RD Planning Grant - $40,000
- IDEQ Planning Grant - $40,000
- IDEQ OCCT Grant - $38,900
- IDEQ LSLR Loan - $1.5M (100% Principal Forgiveness)
- IDEQ SRF Loan - $5.25M (99% Principal Forgiveness)

Lead Personnel:
Kristina Gillespie-Jaques
Kasey Ketterling, PE
Frisco Adams, EI

Contact: Stephani Blackburn • Board Chair • (360) 927-5766 • admin@cedarspringscommunitywater.com

Wilderness Ranch Owners' Association, Boise, Idaho

PUBLIC DRINKING WATER SYSTEM PLANNING, DESIGN, AND IMPROVEMENTS (2025-CURRENT)

For more than eight years, Kristina Gillespie-Jaques has supported the Wilderness Ranch Owners Association in planning and implementing critical improvements to its community-owned and operated public drinking water system, which serves more than 600 full-time residents in Boise County. In 2018, the aging system triggered a corrosion control study that confirmed the need to remove lead service lines. The broader need to replace failing facilities also required preparation of a facility plan and environmental review document. Through close collaboration with IDEQ, the community secured $4.5 million in grant and low-interest loan funding, identified priority projects, and completed Phase 1 and Phase 2 improvements. Now a Great West client, the community has also worked with Kristina and the Great West team to identify and design a new crossover booster station and secure a $9.4 million IDEQ State Revolving Fund package for Phase 3 through Phase 5 improvements. Ongoing coordination with IDEQ's engineering and funding teams has helped shape a workable, affordable, and priority-ready project. Construction is scheduled to begin in winter 2026.

**Kristina served as the Client Manager at a previous firm supporting Wilderness Ranch from 2018 to 2024.*

Funding Awards Include:

- IDEQ SRF - $12.4M
- IDEQ OCCT Grant - $1.5M

Lead Personnel:
Kristina Gillespie-Jaques
Kasey Ketterling, PE
Angus Roeper, PE
Frisco Adams, EI
John Stone



▲ *Interior of the New Water Plant Building*

Contact: Kenny Everhart • Public Works Director • (208) 509-0458 • publicworks@wildernessranch.net

KEY PERSONNEL

GreatWest ENGINEERING

Staff Role & Relevant Experience



KASEY KETTERLING, PE | Project Manager/City Engineer

Professional Registrations: PE – ID#P-12246, MT, WA, OR, CA, NV & WY | **Office Location:** Boise

- Regional team manager with capability and authority to designate all necessary resources to the benefit of Idaho City
- Over 24 years of experience with infrastructure design and construction projects
- Significant, recent experience working with small communities as their city engineer
- Career as an Idaho community-focused engineer with a thorough understanding of State and DEQ requirements for water systems
- Excels at clear communication and stakeholder engagement, frequently serving as liaison between elected officials, city staff, technical teams, and the public

Availability
Current Workload: 70%
Available Capacity: 30%
City Meetings/Site Visit Availability: Yes



LEVI HOWELL, PE | Backup Project Manager

Professional Registrations: PE – ID#P-17998, MT, KY | **Office Location:** Boise

- Over 12 years of experience, including planning and design on local and federal projects
- Partners with clients to understand the unique challenges of projects so that the final product meets community expectations
- Uses practical design practices and boots-on-the-ground experience to allow a smooth nexus between design and construction
- Experienced in complicated and difficult permitting that requires heavy coordination between agencies, cities, and designers

Availability
Current Workload: 65%
Available Capacity: 35%
City Meetings/Site Visit Availability:Yes



KRISTINA GILLESPIE-JAQUES | Funding Advisor

Professional Registrations: IDOC Certified CDBG Administrator | **Office Location:** Boise

- Applies existing knowledge of City staff, leadership, priorities, and decision-making processes to contribute immediately and tailor solutions to the City's needs
- Leads funding strategy from project prioritization and financial assessment through application development, award, and compliant implementation
- Translates complex project needs into practical, fundable strategies that deliver measurable value to community stakeholders
- Builds stakeholder trust, community understanding, and public support by aligning elected officials, staff, and residents throughout project delivery
- Mobilizes established relationships with local, state, federal, and nongovernmental funding partners to assemble coordinated financing packages and resolve issues efficiently

Availability
Current Workload: 70%
Available Capacity: 30%
City Meetings/Site Visit Availability: Yes



ADDISON COFFELT | Planning Manager

Professional Registrations: IDOC Certified CDBG Administrator | **Office Location:** Boise

- Senior planner and project manager with experience working with rural communities all over the Pacific Northwest on current and long-range planning processes
- Experienced facilitator that utilizes innovative public outreach strategies to best meet the needs of each community and/or project
- Has a diverse planning background including land use and transportation planning, and NEPA, that allows for a multifaceted approach to planning projects

Availability
Current Workload: 65%
Available Capacity: 35%
City Meetings/Site Visit Availability: Yes

KEY PERSONNEL

Staff Role & Relevant Experience



ANGUS ROEPER, PE | Project Engineer

Professional Registrations: PE – ID#P-23184 | **Office Location:** Boise

- Over seven years of civil engineering experience, including planning and design for multiple water and wastewater projects
- Knowledgeable project engineer with design experience covering all stages of the wastewater collection/treatment process and the drinking water distribution/treatment process
- Experienced providing construction management through multiple water and wastewater construction projects, including coordinating schedules, reviewing pay applications, reviewing submittals, and leading construction meetings

Availability
Current Workload: 60%
Available Capacity: 40%
City Meetings/Site Visit Availability: Yes



FRISCO ADAMS, EI | Staff Engineer

Professional Registrations: EI – ID | **Office Location:** Boise

- Responsive and accessible local project engineer with experience supporting rural Idaho communities through planning, funding, design, construction, and long-term infrastructure management
- Practical problem-solver focused on delivering cost-effective solutions and maintaining project momentum from planning through construction
- Provides technical support for municipal water and wastewater systems, including infrastructure planning, DEQ coordination, hydraulic evaluation, cost estimating, construction administration, and funding-related project development
- Excels in construction administration, contract management, and coordination between owners, contractors, operators, regulatory agencies, and funding partners

Availability
Current Workload: 60%
Available Capacity: 40%
City Meetings/Site Visit Availability: Yes



JOHN STONE | Construction Manager/Constructability Reviews

Professional Registrations: DWD4-11597, Drinking Water Distribution Operator Class IV License
Office Location: Boise

- Oversees installation and rehabilitation projects, including new water infrastructure, meter replacement programs, and fire hydrant upgrades
- Manages field teams, providing supervision and performance oversight to maintain high productivity and accountability
- Champions safety excellence by implementing and reinforcing trench safety practices and conducting training programs that reduce risk and ensure compliance with safety regulations
- Brings hands-on operational insight to project planning, improving constructability, coordination, and long-term system reliability through practical field experience

Availability
Current Workload: 70%
Available Capacity: 30%
City Meetings/Site Visit Availability: Yes

ADDITIONAL SUPPORT

The key personnel presented in this statement of qualifications represent the core team proposed for Idaho City. With over 120 staff members, Great West Engineering also maintains a broader bench of professionals across our service areas, allowing us to provide additional technical resources and specialized expertise for unique projects. As project needs evolve, Great West Engineering can draw upon additional staff with specialized expertise to provide a full suite of services and maintain responsive project support. Great West will counsel closely with the City if additional technical and/or specialized expertise is required to ensure service continuity.

AVAILABILITY, RESPONSIVENESS, AND CAPACITY

AVAILABILITY



Great West has a team of engineers, project managers, funding specialists, and planners all working out of the Treasure Valley office. In the last several years our team has grown in experienced leadership and technical support. We are committed to providing consistent and ongoing service from the local office. What this means practically is that for regular, special, and emergency council meetings, immediate field needs, ongoing construction, and general support, a local engineer will be available to assist the community.

From experience, the best model for providing city engineering service is to provide consistent leadership with a consistent support team. The client lead will be coupled with a technical engineer assigned to Idaho City. This model creates the ability for the City to have currently knowledgeable back-up contact when needed. And, in many cases, receive a majority of your services from a lower bill rate professional who works directly under the leader. This partnership provides wisdom and experience and efficient day-to-day service.

RESPONSIVENESS



The team identified in this proposal is based in Great West's Treasure Valley office, which will serve as the primary location for supporting Idaho City. Located within approximately one hour of the City, our local team is positioned to respond promptly to routine requests, attend meetings, provide on-site assistance, and mobilize quickly when urgent needs arise. Because our employees live and work in the region and regularly spend time in the surrounding mountains, they understand the area's geography, seasonal conditions, infrastructure challenges, and community values. This local presence, combined with coordinated staffing and direct access to senior-level expertise, will provide Idaho City with dependable, responsive service from professionals who are invested in the community and familiar with its unique setting.

CAPACITY

Although individual availability percentages provide a snapshot of near-term workload, they do not fully reflect our ability to support Idaho City over the life of the contract. Great West manages capacity at the team level, balancing assignments across qualified staff while maintaining clear accountability through consistent project leadership. We also evaluate new opportunities carefully to ensure we can provide the responsiveness, technical resources, and senior-level involvement each client deserves.



Our decision to pursue this opportunity reflects our confidence that Idaho City is well aligned with our local team's experience, resources, and service approach. We currently have the capacity to begin work promptly and provide responsive support for routine assignments, planned improvements, and urgent needs. Just as important, we will manage staffing with a long-term perspective, coordinating with the City to anticipate upcoming priorities, assigning appropriate backup resources, and expanding support as needs evolve. This approach has enabled us to serve many public clients for years while preserving continuity, strengthening institutional knowledge, and delivering dependable service through changing workloads and project demands.

REFERENCES

The references presented in this proposal represent only a snapshot of Great West's broader portfolio of engineering, planning, and funding services for public clients. They were selected to demonstrate how our team works collaboratively with communities to understand local needs, advance community priorities, meet regulatory requirements, and deliver results that exceed expectations. Each reference can speak about the experience of the team identified in this proposal, including their ability to provide responsive on-call support and successfully deliver public works improvements within the budget and capacity constraints often faced by small communities. Collectively, these examples reflect our commitment to trusted partnerships, practical solutions, reliable project delivery, and long-term value for the communities we serve.

Kenny Everhart
Public Works Director
(Former Idaho City Mayor)
(208) 509-0458
publicworks@wildernessranch.net

Caleb Shumway
Public Works Supervisor
(208) 315-0182
calebpublicworks@gmail.com

Jacob Hyer
Public Works Supervisor
(208) 972-2160
jacobh@cityofhomedale.org

Joshua R. Baird
Public Works Director
(208) 736-2275
jbaird@tfid.org

Julie Good
Mayor
(208) 347-2171
mayor@newmeadowsidaho.us

"In our experience, Great West distinguishes itself through their ability to meet Idaho Department of Environmental Quality and USDA requirements for contracts, reporting, and Preliminary Engineering Report submissions while continuing to listen and address CSCW Inc.'s specific inquiries. Thus far they have exceeded expectations on project timelines, communication, and their ability to adapt to changing system circumstances.

I am confident that Great West Engineering possesses the technical skills, effective management, and knowledge for any project they look to take on. Their involvement significantly reduces project risk and ensures the best possible outcome for all agencies and communities involved."

-Stephani Blackburn
Board Chair | Cedar Springs Water

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APPROACH TO ON-CALL CITY ENGINEER SERVICES

Great West has built its practice around serving as the designated engineer and providing ongoing support to communities. We continually refine our services by seeking and applying feedback from clients, regulators, contractors, and other project partners as work progresses from planning and design through construction. This commitment to listening, learning, and continuous improvement is embedded throughout our company and informs every assignment. The following areas reflect the service and performance standards that distinguish Great West as a trusted community partner.

1 IDENTIFY THE NEED

Identifying system needs is a fundamental step in municipal on-call engineering and consulting services. For example, before a public water system can be repaired, improved, or expanded, the priorities and needs must be clearly understood. This involves listening to the community to clearly understand the priorities. This is our commitment to a City-first communication foundation. Our team can then bring our extensive planning experience to identify operational and capacity needs, evaluate long-term operational impacts, and develop a plan that preserves flexibility while maximizing eligibility and competitiveness across potential funding programs.

2 DEFINE THE PROJECT

Once the needs are identified, we work collaboratively to define a project that addresses immediate priorities, accommodates future growth, and identifies opportunities to improve efficiency through coordinated improvements. For example, when a roadway replacement is planned, we evaluate whether underlying utilities should also be repaired or replaced at the same time to reduce disruption to local businesses and community members, avoiding costly duplicative costs.

3 SCOPE AND ESTIMATE

A well-written scope is a primary guiding document for the City and its engineer. Our scopes clearly define the intent of our work, anticipated deliverables, schedule, and associated level of effort. We will collaborate closely with the City to establish an agreed-upon path forward and individual tracked task orders so the entire team begins with shared expectations and a clear understanding of responsibilities. Great West will commit to management of specific task orders within the mutually agreed upon scope of service.

4 PLAN FOR SUCCESS

Successful projects begin with a strong, actionable plan. We assemble a qualified team whose experience and capabilities are well matched to the specific project, then establish clear benchmarks, deliverables, and responsibilities. The Project Manager will require accountability for meeting key milestones for each scope of work. He will provide quality control and assurance for each task order, reconfirm City-expectations throughout, and address challenges proactively.

5 REGULAR ACCOUNTABILITY

Consistently meeting schedule and budget goals requires clear accountability. The Project Manager meets with the team weekly to plan upcoming work, confirm that the necessary resources are available, and anticipate critical-path tasks before they affect progress. Our managers also coordinate company-wide resources multiple times each month. Every team member understands their responsibilities and is accountable for completing assigned work. Great West reinforces this accountability by mentoring professionals to take greater ownership of the quality and outcomes of their work.

6 FAMILIARITY WITH REGULATORS

Most of Great West's work is completed for municipal clients and is routinely reviewed by permitting and regulatory agencies that Idaho City regularly interfaces with. Our team understands applicable local standards and incorporate regulatory requirements into project planning and design, helping streamline reviews, address concerns early, and reduce avoidable approval delays. Great West will provide early coordination with the City on any scope changes and cost estimating. We will coordinate often with our regulatory and funding agency partners to ensure alignment.

7 KNOWLEDGEABLE FIELD ENGINEERS

Knowledgeable field staff, including our infrastructure specialists, construction managers, and engineers are essential during construction. They help protect the City's interests by observing the work, supporting communication among the City, contractor, and design team, and confirming that construction is completed in accordance with the contract documents and required testing procedures. Their involvement helps resolve issues promptly and keeps the project aligned with its intended goals.

APPROACH TO CITY ENGINEER SERVICES

Great West has over 40 years of successful projects providing engineering for municipal clients. Through this experience we have gained a thorough understanding of how to deliver projects for clients who are required to understand and follow public selection, bidding, and delivery of public infrastructure. We pride ourselves on having developed a repeatable and successful approach. What makes Great West stand out is that we have worked with intention to continually improve these steps to increase efficiency, streamline regulator reviews, and ensure defensible outcomes. The basic project approach is outlined below in the following steps.



WHAT MAKES US UNIQUE

Idaho City isn't just any community, and Great West Engineering isn't just any consultant. We understand that communities similar to Idaho City have distinct values, priorities, and ways of doing business. That's why we've built a company that reflects those same principles: relationships over transactions, long-term commitment over one-time service, and a team that knows Idaho because we're from Idaho. The following qualities are instilled in how we approach projects and what make Great West uniquely suited to serve Idaho City:

IT'S ALWAYS A LONG PLAY. Great West built our company on partnering with small to medium sized communities. Our intention is not only to provide the current project, but to stick with you providing ongoing, customized service. We view every client as a long-term relationship that is worth maturing and protecting.

FUNDING SUCCESS. Great West has a decades long reputation for securing the right funding for a community's project. We start every planning effort with a discussion about the types of funding available and ways to frame your individual needs, increasing application scores and securing grants and low-interest loans. To date Great West has secured over half of a billion dollars in grant funding for our clients and over $1.0B in low interest loan funding.

SOLID ORGANIZATION. In a climate where many companies are being capitalized and organized around investors and market momentum, Great West has taken intentional strides to solidify our current ownership model. A model that is founded around a company owned by the engineers that work for it with an increasing ownership pool that lives in and works for the communities we serve.

ANCHORED IN IDAHO. While Great West was founded in Montana, the Treasure Valley team is built around Idaho natives. Kasey, your Project Manager was born and grew up in Rupert, Idaho. Several other members of our team not only choose to stay in Idaho to work and raise their families, they were born here and understand the foundational values that make Idaho City a special place. The entire team in this proposal works out of our Idaho office and we plan to engineer and support your projects locally.

APPENDIX A: RESUMES



Kasey Ketterling, PE

Project Manager/City Engineer

24 years of experience
2 years with Great West

Education

- Idaho State University, MS, Structural Engineering
- Idaho State University, Pocatello, BS, Civil Engineering

Professional Registrations

- Professional Engineer, ID #P-12246, MT, CA, OR, NV, WA, WY

Professional Affiliations

- IDOPL Public Works Contractors Licensing Board- Chairman
- WEF/PNCWA-Member
- ACEC-Member
- Idaho Rural Water Assn.- Member
- Assn. of Idaho Cities-Member

Kasey serves as Great West Engineering's Water and Wastewater Regional Team Manager for our Idaho team. He is a project manager and team leader with over 24 years of experience in municipal engineering. Kasey built his career serving small and large communities as their designated engineer providing full-service engineering and project specific services. Kasey has managed projects with public drinking water delivery, sewer collection, treatment, and disposal, along with roadway and park structures. He specializes in managing all aspects of a community's project from initial planning, through concept and design - identifying options and funding strategies that culminate in public education that provides for informed decision making. Much of Kasey's strength lies in his ability to communicate well, often functioning as the liaison between community-elected officials, customers, operation staff, and the technical design team. Kasey has considerable experience working with governing councils to bring an understanding of the need for a project, clear definitions on the options, and ultimately, a solution.

FEATURED EXPERIENCE

City Engineer

For over 20 years Kasey has provided consistent and uninterrupted service to cities as their designated city engineer. He routinely attends council meetings with elected officials to accept direction and assignments, provide updates on current projects, report on and strategize about challenges within the system, and assist with future planning. One of the hallmarks of his service is the accountable and accessible relationship he forms with the public works director and system operators. As shown below, he has completed projects for more than 30 communities within the Treasure Valley and surrounding communities. Notably, more than half of these communities designated Kasey as their City/system engineer, requesting ongoing general service for all of their utility systems. Currently he is serving as the City engineer for Homedale and Council, Idaho and the designated engineer for West Mountain Cottages, Cedar Springs, Spring Valley, Avimor and Meadow Creek.

- Avimor CID District Engr.
- Avimor Water Reclamation
- Bellevue, ID
- Cedar Springs, ID
- Chelan, WA
- Council, ID
- Donnelly, ID
- Eagle, ID
- Emmett, ID
- Fruitland, ID
- Gem Co., ID
- Homedale, ID
- Huntington, OR
- Idaho City, ID
- John Day, OR
- Kuna, ID
- Meadow Creek HOA., ID
- Middleton, ID
- Mt. Vernon, OR
- Nampa, ID
- Nyssa, OR
- Parma, ID
- Payette Co., ID
- Peck, ID
- Pioneer Irr. District
- Seneca, OR
- Spring Valley District Engr.
- Twin Falls, ID
- Twisp, WA
- West Mnt. Cottages, ID
- Wilderness Ranch, ID

Cedar Springs Community Water Inc. Facility Plan and PER, Sagle, Idaho

Cedar Springs Community Water, Inc. is a small public drinking water system serving approximately 45 homes along Lake Pend Oreille in Sagle, Idaho. The system has faced significant reliability challenges because its two groundwater wells no longer produce sufficient yield to meet daily demands. To maintain service, the community has relied on hauled water delivered to an existing 10,000-gallon storage reservoir; however, the reservoir is known to be leaking, further reducing system efficiency and increasing operating costs. Limited access to the water system infrastructure, particularly during winter months, also creates barriers for routine maintenance, emergency response, and future improvements. Great West Engineering was retained to prepare a facility plan and environmental information document to identify a feasible, fundable path forward. Under Kasey's leadership, the planning effort evaluated water supply alternatives, reservoir rehabilitation, and access improvements, with an emphasis on improving long-term reliability and affordability for this small community. As the project advances from planning into design, Great West has supported Cedar Springs in securing more than $6.75 million in grant funding to construct the recommended improvements.

Crossover Booster Station PER, Wilderness Ranch Owners' Association, Boise, Idaho

Kasey and his team utilized existing planning documents to develop the preliminary engineering report for a cross-over booster station within Wilderness Ranch. This evaluation included a review of the system demands between the two reservoirs, issues with existing pressure reducing valves, internal functionality including a pre-fill tank to avoid pump cavitation, an evaluation of impacts to individual residents, and a cost approximation. The plan was coordinated with the current operator to result in consistency with other existing systems, buildings, and function. This plan, coupled with additional justification was utilized to assist in securing additional construction funding through DEQ that will allow the construction of this booster station and several other system deficiencies and enhancements. When completed, the Wilderness Ranch system will have addressed historic challenges and potential future growth for the next 20 year planning cycle.

ADDITIONAL EXPERIENCE

- ***Water System Upgrades, Media Replacement, Arsenic Treatment, Intake Upgrades, Idaho City, Idaho**
- **Drinking Water Improvements Project, City of Homedale, Idaho**
- **Drinking Water Improvements Project, City of Council, Idaho**
- ***Booster Pump Station and Well Upgrades, City of Wilder, Idaho**
- ***Water System Pressure Zone Improvement Project, City of Twin Falls, Idaho**
- ***Water & Sewer improvements & RV Park, Eagle Island State Park, Eagle, Idaho**
- ***Water System Improvements Project, City of Eagle, Idaho**
- ***Group F Recycled Water Forcemain, City of Nampa, Idaho**

**Projects completed by Kasey Ketterling while with another firm.*

"Kasey and his team are a great asset to our ability to manage both the Avimor and Spring Valley Community Infrastructure Districts. Their expertise and professionalism is well regarded by our developer clients and government entity partners, which adds significantly to the integrity of our overall district management services."

-Anne Wescott

District Manager | Avimor and Spring Valley Community Infrastructure Districts



Levi Howell, PE

Backup Project Manager

12 years of experience
2 years with Great West

Education

- Montana State University, BS, Civil Engineering

Professional Registrations

- Professional Engineer, ID #P-17998, MT

Professional Affiliations

- Secretary APWA Rocky Mountain Chapter
- Treasurer & Membership Committee Lead, AWWA South West Idaho Subsection
- Idaho Rural Water Assn.- Member
- Assn. of Idaho Cities-Member
- Idaho Assn. of Counties-Member

Levi Howell, PE, is a Project Manager with over 12 years of engineering experience specializing in municipal water and wastewater infrastructure. He has managed a wide range of projects across Idaho and Montana, including treatment plant upgrades, lift station design, reclaimed water systems, and water distribution improvements. His expertise spans the full project lifecycle—planning, funding strategy, permitting, design, bidding, and construction administration. Levi has overseen critical infrastructure work for communities, federal clients like the National Park Service, and private entities such as the Amalgamated Sugar Company. His projects have included complex elements such as Horizontal Directional Drilling river crossings, multi-agency permitting, and system modeling. Known for his collaborative approach and strong technical execution, Levi has successfully delivered projects involving water booster stations, sewer force mains, solids handling systems, and master plans that support growth and system resilience. He maintains close working relationships with Idaho Dept. of Environmental Quality, Idaho Dept. of Transportation, USDA Rural Development and other key agencies, helping communities navigate regulations and funding challenges.

FEATURED EXPERIENCE

Drinking Water System Improvements Project, City of Thompson Falls, Montana

The City of Thompson Falls had experienced frequent waterline breaks, low water pressure, and water loss due to aging infrastructure, along with deficiencies in water storage and source reliability. Levi served as Project Manager for the design and bidding of improvements to address these challenges and oversaw project permitting. The project included replacement of approximately 8,300 linear feet of 6- and 8-inch PVC water main, along with new valves, fire hydrants, pressure reducing valves, and water meters. Improvements also included lining an existing water storage tank, replacement of an aging tank with a new prestressed concrete tank, and the development of a redundant groundwater well. These improvements reduced water loss, improved system pressure, strengthened water storage and supply reliability, and support the City's long-term drinking water needs.

RELATED EXPERIENCE

City Engineer, City of Carey, Idaho

Since 2023, Levi has served as City Engineer for the City of Carey, providing ongoing engineering support as the community addresses aging infrastructure and plans for future growth. Working closely with City staff and leadership, he helps evaluate the City's water and wastewater systems, identify infrastructure deficiencies, prioritize needed improvements, and develop practical solutions that align with the community's operational needs and financial resources. As part of this ongoing relationship, Levi and the Great West team prepared a comprehensive wastewater facility plan and stormwater flow analysis to assess existing conditions and identify a feasible, affordable approach to addressing the City's aging public sewer infrastructure. He also works closely with Great West's planning professionals to coordinate infrastructure improvements with the City's recently updated Comprehensive Plan, development review activities, and long-term community goals. Levi collaborates with the City and Great West's funding specialists to align project priorities with available funding opportunities. These efforts have been supported by funding awards including a $2 million congressional earmark, a $50,000 IDEQ planning grant, and a $50,000 EPA grant. Through this ongoing partnership, Levi provides the City with a consistent, accessible engineering resource who understands its infrastructure challenges and helps advance priority improvements from planning toward implementation.

Well Abandonment and Water Mainline Installation, Hampton Homes HOA, Boise, Idaho

Hampton Homes HOA operates and maintains a private drinking water system in Boise, Idaho, where PFAS concentrations in the municipal well required remediation. Water mains beneath homes also limited access for maintenance and replacement. Levi served as project manager, providing technical expertise, clear public education and information, and consistent support. He also played a key role in coordinating with IDEQ, supporting grant administration, negotiating with Veolia Water, and overseeing construction. With support from Great West, the community secured $2.225M in grant funding to complete the project. Improvements included pressure grouting and abandonment of the existing well and water main, installation of 1,300 feet of 8-inch water main within the existing right-of-way, new service connections from the main to each home, new water meters for 39 residences, and roadway restoration to the centerline.

ADDITIONAL EXPERIENCE

- **Drinking Water PER and Improvements Project, Hamilton Place Community, Mountain Home, Idaho**
- **Drinking Water Facility Plan and Environmental Project, Malad & Hilton, Boise, Idaho**
- **Drinking Water System Improvements Project, City of Dodson, Montana**
- **American Memorial Park Water Line Replacement, Saipan, U.S. Mariana Islands**
- ***Water System Pressure Zone Improvements Project, City of Twin Falls, Idaho**

**Projects completed by Levi Howell while with another firm.*

"I appreciate the working relationship I have enjoyed with the dynamic duo of Levi Howell and Kasey Ketterling. In my opinion, they are fun (yes, fun!), easy to work with, responsive, competent, and have been a great partner on many of our City projects. When problems sprout up on projects, it's nice to have people like Levi and Kasey you can contact to help work through issues to get them resolved. We plan to work with them on many more projects in the future!"

-Joshua R. Baird

Public Works Director | City of Twin Falls



Kristina Gillespie-Jaques

Funding Advisor

18 years of experience
1 year with Great West

Education

- Boise State University, Bachelor of Arts-Political Science

Professional Certifications

- Idaho Department of Commerce, Certified Block Grant Administrator
- American Water Works Association, Utility Management Certification
- Environmental Finance Center Network, Water Leadership Certification
- Association of Idaho Cities, Water Leadership Certification

Professional Affiliations

- Past President-AWWA Pacific Northwest Subsection
- AWWA Pacific Northwest Subsection-Member
- Water Environment Federation-Member
- National Rural Water Assn.-Member
- Idaho Rural Water Assn.- Member
- Assn. of Idaho Cities-Member
- Council of Infrastructure Financing Authorities-Member

Kristina Gillespie-Jaques is a fifth-generation Idahoan and a key member of Great West's Idaho team, specializing in securing resources for public infrastructure and capital projects. She brings expertise in financial assessments, community engagement, and developing innovative funding strategies. Over her career, Kristina has successfully secured more than $575 million in grants and loans for communities across the Rocky Mountain and Pacific Northwest regions. In addition to identifying and pursuing funding opportunities from both governmental and non-governmental sources, she actively monitors and engages with policymakers at the local, state, regional, and federal levels to keep communities informed of policy trends that impact compliance and funding opportunities.

FEATURED EXPERIENCE

***Drinking Water Improvements Project, City of Idaho City, Boise County, Idaho**

The City faced significant drinking water infrastructure challenges affecting both water quality and supply. Deficiencies included deteriorating surface water intake structures; arsenic and fluoride contamination in groundwater wells; aging treatment, storage, and distribution facilities; and insufficient water rights to meet community needs. Limited revenue bond authority further constrained the City's ability to further finance necessary improvements. Several major seismic and flooding events worsened damage to the surface water and underground piping facilities, reducing the system's ability to meet sustained peak demand and provide adequate fire flow. Working with the community, funding and regulatory agencies, technical assistance providers, and the engineering team, Kristina helped develop a results-driven funding strategy. She supported project narrative development and coordinated with funding, regulatory, and technical partners to assemble financing for the Phase 1 improvements, including a highly competitive national Water Infrastructure Improvements for the Nation (WIIN) grant awarded in 2021. In 2022, she also helped the City secure an Idaho Department of Environmental Quality planning grant for a facility plan amendment that further defined the needed improvements. This planning effort contributed to a successful $3.4 million Leading Idaho Fund grant awarded in 2023 to support completion of the Phase 2 improvements.

APPENDIX A: RESUMES

RELATED EXPERIENCE

Drinking Water Emergency, Facility Plan, Design, and Water Improvement Projects, Funding Services Manager, Cedar Springs Water Community, Sagle, Bonner County, Idaho

Cedar Springs is a small community of approximately 45 homes along Lake Pend Oreille that owns and operates a public drinking water system. Its two groundwater wells no longer produce enough water to meet demand, requiring hauled water to supplement the system's existing 10,000-gallon storage reservoir. Because the reservoir leaks, this temporary measure further reduces system efficiency and increases operating costs. Limited access to system infrastructure, particularly during winter, also complicates routine maintenance, emergency repairs, and planned improvements. The project includes evaluating water supply alternatives, repairing or replacing the reservoir, improving site access, and completing the required facility plan and environmental review. With planning nearing completion and design underway, Kristina has helped Cedar Springs secure more than $5.5 million in grant funding for the improvements.

Drinking Water Improvements and Environmental Projects, Funding Services Manager & Block Grant Administrator, City of Council, Adams County, Idaho

Kristina supports the City of Council with funding strategy and compliance administration, aligning infrastructure priorities identified through comprehensive planning with available state and federal funding. She guides application development, coordinates with City leadership and funding agencies, and serves as the Community Development Block Grant Administrator. In that role, she manages grant schedules, documentation, reporting, agency coordination, and other requirements to maintain compliance across multiple awards. Her leadership provides the City with a coordinated path for advancing critical underground and above-ground infrastructure improvements despite limited local staffing and financial capacity.

ADDITIONAL EXPERIENCE

- **Wastewater Improvements Project, Funding Services Manager & Block Grant Administrator, City of Homedale, Owyhee County, Idaho**
- **Drinking Water Improvements Project (PFAS Remediation), Funding Services Manager, Hampton Homes HOA, Boise, Ada County, Idaho**
- **Drinking Water Improvements Project (PFAS Remediation), Funding Services Manager, Malad & Hilton Water Company, Boise, Ada County, Idaho**
- **Drinking Water Facility Plan, Design, and Water Improvements Projects, Client Manager and Funding Services Manager, Wilderness Ranch Owners' Association, Boise County, Idaho**
- **City Engineer, On-Call Planning & Strategic Funding Support Services, Funding Services Manager, City of Bellevue, Blaine County, Idaho**

**Projects completed by Kristina Gillespie-Joques while with another firm.*

"I fully recommend Great West Engineering and Ms. Kristina Gillespie-Jaques for communities looking to plan, fund, and execute critical water and wastewater infrastructure improvements."

-Kirk Kundrick

Facilities Manager | MeadowCreek POA
Owner | Raven Waterworks, LLC



Addison Coffelt

Senior Planner

10 years of experience
2 years with Great West

Education

» Rider University, BS, Environmental Sciences, 2013

Professional Certifications

» IDOC Certified Grant Administrator

Professional Affiliations

» Women in Transportation International - Member
» American Planning Association-Idaho-Member
» Idaho Assn. of Counties-Member
» Idaho Rural Water Assn.-Member
» Assn. of Idaho Cities-Member

Addison ("Addie") is a Senior Planner and Project Manager with diverse project experience and an emphasis on land use and transportation planning. She is known for her exceptional communication, attention to detail, and ability to work collaboratively with clients, agencies and stakeholders. Her experience includes comprehensive and multi-modal transportation planning, corridor studies, project development reports, urban renewal studies, and zoning and land use entitlement. She is also an experienced public facilitator and a certified grant administrator through the Idaho Department of Commerce, with extensive experience leading community engagement efforts, facilitating public meetings and workshops, and building consensus among residents, stakeholders, elected officials, and agency partners.

FEATURED EXPERIENCE

Comprehensive Plan, City of Council, Idaho

Project Manager. The City of Council completed a full update and rewrite of the City's 1994 comprehensive plan, with the help of a consultant team. The planning process included a three-phase approach and was developed with the help of an established Citizens Advisory Committee and robust public input. The City received supplemental funding from the Blue Cross of Idaho that required health to be woven throughout the plan. This was expressed through various 'spotlights on health' and 'health fun facts' as they relate to each chapter and various required planning elements throughout the document. The Plan resulted in a concise, graphical document with clear implementation strategies to guide future growth and development for years to come.

RELATED EXPERIENCE

On-Call Planning and Zoning Administration, City of Carey, Idaho

Regularly review incoming development applications and assess documentation for compliance on behalf of the City. As the City is looking to update their zoning and subdivision regulations, Great West has been tasked with evaluating inconsistencies in the code and identifying particular sections that require updates.

APPENDIX A: RESUMES

RELATED EXPERIENCE

Comprehensive Plan, City of Carey, Idaho
Project Manager. The City of Carey Comprehensive Plan Update was completed through an iterative process developed by the City and consultant. The planning process was a collaborative effort with notable involvement from city staff, Planning & Zoning Commission, and mayor. The update included a full restructuring and rewrite of the City's 2015 plan, resulting in a document that is clean, concise, and easy to navigate for city staff, developers, and residents alike. This plan was put before the City Council for adoption in April 2026 after an extended public comment period.

Comprehensive Plan, City of Homedale, Idaho
Project Manager. The City of Homedale developed a Comprehensive Plan and Future Land Use Map to guide long-term growth, land use decisions, and community development in accordance with State Statute. The plan evaluated existing conditions, including land use patterns, infrastructure systems, community services, and demographic trends, to establish a cohesive framework for future development. Through a collaborative effort with local stakeholders, elected officials, and staff, the plan identified community goals and implementation strategies to support orderly growth, enhance quality of life, and align public investments with the City's long-term vision.

ADDITIONAL EXPERIENCE

- **Transportation Master Plan, City of Homedale, Idaho**
- **Capital Improvement Plan, Transportation Plan Amendment, City of Council, Idaho**
- **Comprehensive Plan, City of Ashton, Idaho**
- **Zoning Code Amendment and Fee Structure Updates, City of Bellevue, Idaho**
- ***Minidoka County and Cities of Rupert and Paul Multi-jurisdictional Comprehensive Plan, Minidoka County, Idaho**
- ***Meridian Road Extension Corridor Study, Kuna, Idaho**
- ***Comprehensive Plan, City of Fruitland, Idaho**
- ***Comprehensive Plan, Payette County, Idaho**
- ***ITD Statewide Transportation Resiliency Strategy, Idaho Transportation Department, Idaho**
- ***Road and Bridge Transportation Master Plan, Payette County, Idaho**

**Projects completed by Addison Coffelt with another consulting engineering firm.*

"As a new City Clerk, one of my primary goals was to update our outdated regulatory framework. Addie (and Great West) exceeded our expectations in developing a new Comprehensive Plan and is currently providing essential updates to our Surface Transportation Plan."

-Ashley Scott
City Clerk/Treasurer | City of Council



Angus Roeper, PE

Project Engineer

7 years of experience
7 years with Great West

Education

» University of Portland, BS, Civil Engineering

Professional Registrations

» Professional Engineer, ID #P-23184

Professional Trainings

» Nuclear Density Gauge User Training

Professional Affiliations

» Idaho Rural Water Assn.- Member

» Assn. of Idaho Cities- Member

Angus has seven years of engineering experience, all with Great West Engineering, where he is known as an emerging technical leader. His work spans multiple disciplines, including public drinking water, stormwater retention, and land development. Angus supports projects through each phase of delivery, including facility planning, preliminary engineering reports, environmental documentation, water modeling, CAD modeling, design support, bidding assistance, and onsite construction management. He brings strong attention to detail, a practical understanding of constructability, and the ability to translate technical analysis into useful planning and design recommendations. He is also a developing leader in Great West's Boise office, where he mentors younger engineering and technical staff and provides guidance on water modeling and CAD modeling.

FEATURED EXPERIENCE

Drinking Water Facility Planning, Water Model Development, and Bidding Services, City of Homedale, Idaho

Angus supported the City of Homedale's drinking water facility planning and environmental reports by providing detailed technical analysis of the City's water distribution system. During the planning effort, he played a significant role in developing and refining the City's water model, which was used to evaluate existing system conditions, identify distribution system deficiencies, and support recommendations for long-term improvements. His modeling work helped inform alternatives for replacing undersized and aging water mains, improving system capacity, addressing lead and copper service concerns, and planning for future growth. The project also included evaluation of a new well and pump improvements to strengthen the City's water supply reliability. As the project advanced toward construction, Angus was instrumental in supporting the bidding process, helping prepare bid-ready information, respond to contractor questions, and maintain continuity between the planning, design, and construction phases. His contributions provided the technical foundation needed to support the facility plan, environmental review, bidding process, and future implementation of prioritized drinking water system improvements. The improvements are now underway.

APPENDIX A: RESUMES

RELATED EXPERIENCE

Source of Supply Capacity Improvements and Waterline Replacement, Grant Applications, Design and Construction, Juliaetta, Idaho

As the Project Engineer, Angus was responsible for the design of the waterline replacement and served as resident project representative during construction. On February 4, 2018, Juliaetta, Idaho's water system lost pressure and an estimated 300,000 gallons of water, due to a water main break within the Potlatch River. The break was caused by flood-stage flows that crested at 8,490 cfs the day of the break. In comparison, average flows of the Potlatch River at Juliaetta are 500 cfs. Great West Engineering prepared multiple grant applications for the City and was able to obtain funding from USDA-RD and the Army Corps of Engineers. Great West completed an Emergency Water Project Engineering Report in May 2018, which allowed the City to obtain emergency funding to update their water treatment plant, raw water infiltration gallery, install a new wet well pump station, and replace the water main that was damaged during the flooding. The new water main was installed using horizontal directional drilling in solid basalt 10 feet below the river bottom. The city is now able to collect water from the infiltration gallery year round, where historically, the infiltration gallery would be dry from mid July through September.

Water System Improvement, Water Model Development, Meadow Creek HOA, New Meadows, Idaho

A member of the project team, Angus supported the Project Manager by building the water model for the water system improvement project. The project includes replacing large sections of the water distribution system to increase pipe sizes and improve water pressure throughout the system. The project also includes the design of a new well and pump to provide supply for full buildout.

ADDITIONAL EXPERIENCE

- **Wastewater Treatment System Improvements, Letha Sewer District, Idaho**
- **Water System Improvements, Water Model Development, City of Council, Idaho**
- **Drinking Water Improvements Project, Construction Management, City of Homedale, Idaho**
- **Drinking Water Facility Plan and Environmental Project, Meadow Creek HOA, New Meadows, Idaho**
- **Drinking Water System Improvements, Construction Management, Hampton Homes HOA, Boise, Idaho**
- **Drinking Water System Improvements Construction Management, Elk City Water & Sewer District, Elk City, Idaho**
- **Drinking Water Facility Plan and Design Project, Hamilton Homes, LEAP Housing, Mountain Home, Idaho**

"Angus has been an incredible asset during our project. His communication, professionalism, crisis management, and support throughout our entire project has been extraordinary!"

-Katie McDaneld

Chairwoman | Letha Sewer District



Frisco Adams, EI

Staff Engineer

2 years of experience
1 year with Great West

Education

» Boise State University, BS, Civil Engineering

Professional Registrations

» Engineering Intern, ID, 2024

Professional Affiliations

» Water Environment Federation-Member

» Idaho Rural Water Assn.-Member

» Assn. of Idaho Cities-Member

Frisco is an Engineer Intern with more than two years of engineering experience and a growing reputation as a rising technical leader. He is known for his strong attention to detail, clear communication, and ability to explain complex technical information in a practical way to non-engineers, including community members, elected officials, and project partners. He works closely with Great West's senior engineers on facility planning, environmental documentation, public education, public presentations, and the technical and administrative details associated with state and federal funding programs. Through this work, Frisco has developed a strong understanding of how funding requirements influence planning, design, bidding, construction, and project execution. He also brings valuable field and construction management experience, providing attentive construction oversight, holding the contractor accountable to project requirements, and keeping leaders informed.

FEATURED EXPERIENCE

Drinking Water Facility Planning and Preliminary Engineering Report, Cedar Springs Community Water, Inc., Sagle, Idaho

Frisco serves as a project engineer supporting the Cedar Springs Community Water, Inc., drinking water planning effort, including preparation of written facility planning and preliminary engineering report content, development of technical calculations, and research to support improvement alternatives and cost estimating. Cedar Springs is a small public drinking water system serving approximately 45 homes along Lake Pend Oreille in Sagle, Idaho. The system has faced significant reliability challenges because its two groundwater wells no longer produce sufficient yield to meet daily demands, requiring the community to rely on hauled water delivered to an existing 10,000-gallon storage reservoir. The reservoir is known to be leaking, and limited access to system infrastructure, particularly during winter months, creates additional maintenance, emergency response, and construction challenges. Frisco has been instrumental in evaluating these issues, developing planning-level analyses, and preparing cost estimates that support both the facility plan and chlorination treatment Preliminary Engineering Report. He has also played an important role in keeping the Board and system operator informed of project progress, technical findings, and next steps. Frisco helped support the community in its recent grant funding award of $6.75 million to construct the recommended improvements.

APPENDIX A: RESUMES

RELATED EXPERIENCE

Drinking Water Facility Plan and Environmental Project, Meadow Creek Property Owners Association Facility Plan, New Meadows, Idaho

The Meadow Creek Property Owners Association needed an updated Water Facility Plan for compliance with Idaho DEQ. The work included analyzing the existing water system components, usage, and modeling, future demands, system improvement options, and recommendations for optimal system operation. While completing the facility plan, Frisco researched water system design aspects, coordinated water modeling with other design engineers, and coordinated with the system operator and client to achieve the best solution for the community.

Drinking Water Crossover Booster Station Preliminary Engineering Report, Wilderness Ranch Owners' Association, Boise, Idaho

Frisco served as a project engineer for the Wilderness Ranch Owners Association Crossover Booster Station project, leading efforts for the preparation of the Preliminary Engineering Report (PER), hydraulic analyses, alternative evaluation, and planning-level cost estimates. Wilderness Ranch is a public drinking water system serving a rural mountain community in Boise County, Idaho. The project was initiated to address reliability, operational, and water quality concerns associated with an aging crossover transmission system that relied on an open-to-atmosphere pressure break tank. Frisco evaluated existing system performance, developed and compared improvement alternatives, and helped advance a recommended booster station solution designed to improve reliability, redundancy, and water quality protection. His responsibilities included technical report preparation, development of design criteria, hydraulic modeling and analysis, exhibit preparation, and cost estimating. Through his technical analysis and clear communication of engineering concepts, he helped position the project for future design and implementation.

ADDITIONAL EXPERIENCE

- **Drinking Water Improvements Project, City of Council, Idaho**
- **Drinking Water Main Replacement Project (Eastland Section), City of Twin Falls, Idaho**
- **Drinking Water Booster Pump Station and Well Upgrade Project, City of Wilder, Idaho**
- **Drinking Water System Improvement Project, Phase 2, Geraldine, Montana**
- **Drinking Water Improvement Project, City of Chelan, Washington**
- **Water System PER, North Havre County Water District, Havre, Montana**

"It's rare to find an engineer who pairs top-tier technical ability with such strong communication and interpersonal skills. Frisco makes collaboration effortless, keeps the project on track, and is an asset to the team throughout. We are very fortunate to have such a dedicated engineer."

-Caleb Shumway

Public Works Supervisor | City of Council



John Stone

Construction Management & Constructability

40 years of experience
1 year with Great West

John is a seasoned public drinking water operations specialist with extensive experience in water treatment, distribution systems, and regulatory compliance. He excels at leading teams, improving system efficiency, and ensuring the reliable delivery of safe, high-quality drinking water to the communities he serves. John has a strong track record of guiding infrastructure projects, upholding local, state, and federal construction standards, and responding effectively to emergency situations. His leadership provides clear direction and support for teams executing system improvement projects. He remains dedicated to protecting public health, promoting environmental stewardship, and advancing continuous improvements in water systems across Idaho.

Professional Certifications

» WD4-11597, Drinking Water Distribution Operator Class IV License

Professional Affiliations

» Idaho Rural Water Assn.- Member

FEATURED EXPERIENCE

Drinking Water Improvements Project, City of Council, Idaho

Placed into service in the 1960s, the City's public drinking water system has reached the end of its useful life and requires comprehensive, system-wide improvements. The community serves approximately 900 residents across 525 connections, supplied by three groundwater wells within city limits and supported by storage tanks that provide gravity-fed pressure to most of the distribution system. However, portions of the system require additional pressure, which is being addressed through the addition of a new booster pump station. John serves a key role in the ongoing construction project, providing field oversight of critical upgrades designed to improve system performance, reliability, and public health protection. The project includes construction of a new groundwater well and pump, a storage tank, a booster pump station and building, and the replacement of approximately 17,400 linear feet of aging transmission and distribution mains. Leveraging his infrastructure expertise, John performed constructability and standards reviews of the plans and specifications to ensure practical, efficient implementation aligned with industry standards and regulatory requirements. He is currently acting as Resident Project Representative, overseeing day-to-day construction activities, monitoring contractor performance, verifying compliance with specifications, and enforcing safety standards across all phases of work. His involvement ensures improvements are properly constructed to enhance system integrity, operational reliability, and long-term regulatory compliance.

APPENDIX A: RESUMES

RELATED EXPERIENCE

***Emergency Water System and Water System Improvements, Yellow Pine Water Company, Yellow Pine, Idaho**

John collaborated with the engineering team and worked closely with the Yellow Pine Water Users Association's Board of Directors to plan and execute critical system improvements to address the community's drinking water needs. He provided hands-on oversight of infrastructure upgrades, including replacement of aging treatment systems, storage and chlorination facilities, transmission mains, and distribution networks assuring constructability, safety, and operational efficiency in the field. Drawing on extensive experience managing crews and utility operations, he supported coordination with contractors and stakeholders, contributed to easement discussions with local landowners, and helped align field execution with project timelines and regulatory requirements. He also reinforced safety best practices, including trench safety, and ensured work was completed to high standards of quality and compliance.

His role demonstrated the ability to integrate practical field leadership with technical planning, supporting a successful, sustainable infrastructure project that met both operational and community needs.

***Drinking Water Improvements Project, City of New Meadows, Idaho**

The City confronted urgent public health and infrastructure concerns as its aging water system, serving 320 predominantly low-income households, began to fail. A comprehensive planning effort identified critical deficiencies, including a deteriorating storage tank, contamination risks to the community's sole groundwater source, failing transmission lines, and outdated controls that complicated operations and posed safety concerns. John's leadership helped turn a high-risk situation into meaningful, lasting improvements, addressing immediate health and safety issues while strengthening the system's long-term reliability and resilience, advancing critical underground and above-ground infrastructure improvements despite limited local staffing and financial capacity.

ADDITIONAL EXPERIENCE

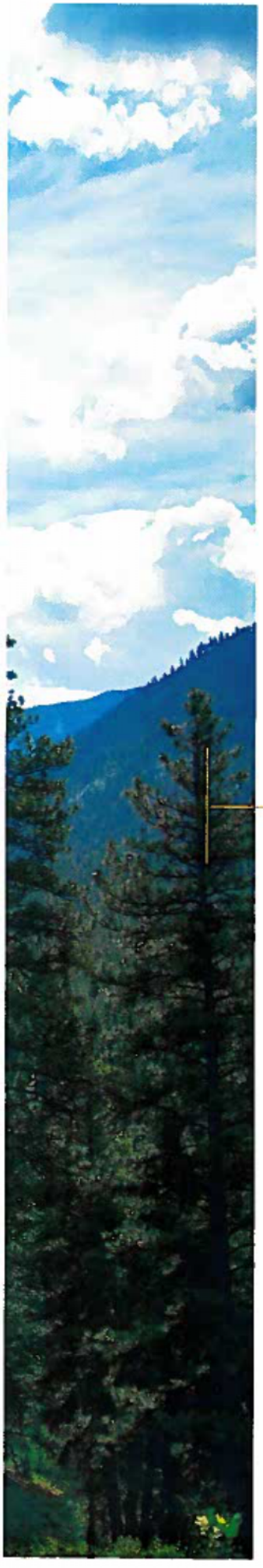
- ***Drinking Water Improvements Project, City of Bellevue, Idaho**
- ***Drinking Water Phase 1 Improvements Project, City of Donnelly, Idaho**
- ***Leak Survey Project, City of Idaho City, Idaho**
- ***Drinking Water Improvements Project, City of Deary, Idaho**
- ***Drinking Water Improvements Project, City of White Bird, Idaho**
- ***Drinking Water Improvements Project, Wilderness Ranch Owners Association, Boise, Idaho**
- ***Drinking Water Improvements Project, Wayside Estates Owners Association, Hayburn, Idaho**
- ***Drinking Water Improvements Project, Fernwood Water & Sewer District, Fernwood, Idaho**

**Projects completed by John Stone with another consulting engineering firm.*

"What John Stone has done for the City of New Meadows has been tremendous. He has demonstrated both his expertise and character by helping the community save money through the valve replacement program and by playing a key role in the development of a new well, booster station, reservoir, and associated infrastructure. John is passionate about doing the job right and is unwavering in his commitment to quality."

-Kirk Kundrick

Facilities Manager | MeadowCreek POA
Owner | Raven Waterworks, LLC



Water/Wastewater

Grant Services

Planning

Natural Resources

Transportation

Stormwater

Solid Waste

Structural

Bridges

GIS

www.greatwesteng.com

BOISE

2965 E Tarpon Dr.,
Suite 190
Meridian, ID 83642
Phone: (208) 692-5200

SPOKANE

10220 N. Nevada St.,
Suite 130
Spokane, WA 99218
Phone: (509) 413-1430

GREAT FALLS

702 2nd Street South,
Suite 2
Great Falls, MT 59405
Phone: (406) 952-1109

HELENA

250 Helen P Clarke St.
Helena, MT 59601
Phone: (406) 449-8627

BILLINGS

6780 Trade Center Ave.
Billings, MT 59101
Phone: (406) 652-5000

GreatWest
ENGINEERING

City of Idaho City, Engineering Services RFQ #2026-001							
	On-call Municipal/City Engineer Experience	Qualifications of Assigned Team	Availability, Responsiveness, and Capacity	Relevant Water, Wastewater, DEQ, & Public Works Experience	Approach to Providing On-Call City Engineer Services	Total	Notes
Great West	3.50	3.50	2.60	2.10	1.80	13.50	Kasey seemed very knowledgeable and shows interest in this community. Great West has roots in this community which is an important attribute when comparing interested engineers.
HECO	3.25	2.75	2.40	1.95	1.80	12.15	Heco has been very communicative, eager, and seem very genuine regarding their interest Idaho City

Criteria	Weight
On-call Municipal/City Engineer Experience	25%
Qualifications of Assigned Team	25%
Availability, Responsiveness, and Capacity	20%
Relevant Water, Wastewater, DEQ, & Public Works Experience	15%
Approach to Providing On-Call City Engineer Services	15%

Points	
5.0	Excellent
4.0	Good
3.0	Meets Minimum Expectations
2.0	Unsatisfactory
1.0	Poor
0.0	No Information Provided

REQUEST TO APPEAR ON AGENDA

Today's Date: 10-22-24

Name: Trudy L Jackson

Subject: See what requirements are to develope my lot.

Will this be an action item? YES Y NO _____

To ensure that you appear on the agenda, please return this form to City Hall no later than <u>ONE WEEK PRIOR</u> to the meeting you wish to appear.

Date of city council meeting you wish to appear on the agenda: 10-28-24

Date of ICHC meeting you wish to appear on the agenda:

Date of ICP&Z meeting you wish to appear on the agenda:

Date of ICP&R meeting you wish to appear on the agenda:

Questions? Please call City Hall at 208-392-4584 or email idahocityclerk@cityofic.org or idahocityoffice@cityofic.org

REQUEST TO APPEAR ON AGENDA

Today's Date: Oct. 22 2026

Name: Clint Hymas

Subject: Need stipulations that will be imposed to finish development / sewer connection / other for Idaho City Estates Subdivision #2.

*Any person involved in decision making process that may have a personal interest in the outcome, I respectfully ask they recuse themselfs.

Will this be an action item? YES X NO _____

To ensure that you appear on the agenda, please return this form to City Hall no later than ONE WEEK PRIOR to the meeting you wish to appear.

Date of city council meeting you wish to appear on the agenda: 10-28-26

Date of ICHC meeting you wish to appear on the agenda:

Date of ICP&Z meeting you wish to appear on the agenda:

Date of ICP&R meeting you wish to appear on the agenda:

Questions? Please call City Hall at 208-392-4584 or email idahocityclerk@cityofic.org or idahocityoffice@cityofic.org

FALL 2026 · ONE-DAY REGIONAL SESSIONS

LOCAL GOVERNMENT TRAINING

A practical day on the laws, ethics, and responsibilities shared by every public body in Idaho.

REGISTRATION NOW OPEN

DATES AND LOCATIONS

November 13 — IDAHO FALLS
Holiday Inn Idaho Falls · 3005 S. Fork Blvd.

Register by **November 4**

November 19 — COEUR D'ALENE
Coeur d'Alene Resort · 115 S. 2nd St.

Register by **November 10**

December 4 — NAMPA
Holiday Inn Nampa · 16245 N. Merchant Way

Register by **November 25**

December 11 — TWIN FALLS
Canyon Crest Event Center · 330 Canyon Crest Dr.

Register by **December 2**

WHO ATTENDS

Open to elected officials, staff, and board members from cities, counties, special taxing districts, and state and local agencies.

REGISTRATION
$70 per attendee

STATE LEGISLATORS
Free of charge

WHY ATTEND

- Stay current on the laws that govern public bodies
- Ask questions of experienced practitioners and legal counsel
- Take home training materials and resources
- Connect with peers from agencies across Idaho

AGENDA HIGHLIGHTS

- Idaho state and local government
- Idaho Open Meetings Law
- Idaho Public Records Act
- Ethics and civility in government
- Liability and protection for public officials

REGISTER NOW
Scan to register for any of the four sessions.

FULL AGENDA
Same agenda at all four regional sessions.

Questions? Contact Savannah at **srenslow@idcounties.org** or 208.514.0413

Local Government Training

Training Provided by IAC Idaho Counties

2026 FALL TRAINING

Local Government Training

Provided by IDAHO ASSOCIATION OF COUNTIES

November 13 // Idaho Falls
November 19 // Coeur d'Alene
December 4 // Nampa
December 11 // Twin Falls

DAY 2: TRANSPARENCY IN GOVERNMENT

Breaks and refreshments will be provided throughout the day. Lunch will be served at 12:00 pm.

7:00 am — **Registration**

8:00 am — **Introduction of Government Transparency**

Day 2 of IAC's Fall County Officials Institute will focus on government transparency with state and local partners. Throughout the day we will spend time discussing the publics right to examine records and participate in open meetings, conflict of interest and ethics in government, public procurement, civility in the public square, and public sector liability.

Idaho Public Records Act (1.0 COI Core)

The Idaho Public Records Law is intended to provide transparency to the public by allowing access to the records of public entities. This session will provide direction to attendees on what records are classified as public, exceptions to the law, and the responsibilities counties have to provide public records.

Idaho Open Meeting Law (1.0 COI Core)

In 1974, the Idaho State Legislature enacted the Idaho Open Meeting Law. It was designed to ensure transparency throughout governmental entities in Idaho. This session will review the law and provide answers to frequently asked questions on this topic.

Ethics in Government (1.0 COI Core)

This session will focus on the three primary statutes governing ethics in government: the Bribery and Corrupt Influence Act, the Prohibition Against Contracts with Officers Act, and the Ethics in Government Act. Attendees will participate in hypothetical scenarios to learn how and when they might encounter ethical "gray areas."

Purchasing by Public Agencies: Bidding & Procurement (1.0 COI Core)

This course will provide a basic overview of the procurement laws in Idaho, recommended procedures and protocols, and resources for counties related to bidding and procurement.

Civility in Government (1.0 COI Core)

To be effective, county officials must be credible in the public's eye. This session focuses on the basics of public speaking and engagement, civility, conflict management, and making decisions in the public eye.

Liability & Protection for Public Officials (1.0 COI Core)

Public entities and elected officials are subject to a wide variety of liability exposures. In this session, you will hear from Idaho Counties Risk Management Program (ICRMP) on insurance coverages and risk management resources they provide to help reduce your risks.

4:00 pm — **Wrap Up/Final Questions**

4:15 pm — **Adjournment**

UTILITY BILLING SYSTEM Report ID: 1086

CITY OF IDAHO CITY

ADJUSTMENTS JOURNAL - Specific Type

For Postdate from 10/01/2026 to 10/26/2026 Ordered by ADJUSTMENT NUMBER from AP and Year 10 - 2026
ALL ADJUSTMENT NUMBERS
ALL ACCOUNTS

10:33:19 - 10/26/2026

ADJUSTMENT TYPES: BILLING CORRECTION CONSUME CORRECTION NO ADJUSTMENT TYPE NSF FEE ON/OFF FEE RE-READ

Adjustment Number / Description	Customer Name / Service	Account	Route - Meter	Type	Amount	Post Date
13860	[redacted]	20143-00	02-143			
ADJUSTMENT	SEWER LATE FEE				-0.13	10/05/2026
COMMENTS: Sewer late fee was charged by mistajke and corrected.				Subtotal for Account 20143-00 :		-0.13
13861	[redacted]	20223-01	02-223.01	BILLING CORRECTION		
ADJUSTMENT	WATER USAGE				-0.08	10/05/2026
COMMENTS: Property sold and check from Title was short by .08 - adjusted to zero				Subtotal for Account 20223-01 :		-0.08
13862	[redacted]	20141-00	02-141	BILLING CORRECTION		
ADJUSTMENT	WATER BASE				-1906.42	10/20/2026
ADJUSTMENT	SEWER				-913.64	10/20/2026
ADJUSTMENT	WATER LATE FEE				-19.66	10/20/2026
ADJUSTMENT	SEWER LATE FEE				-11.23	10/20/2026
COMMENTS: Meter was removed 11/2025 and account was not changed to vacancy. On 10/14/26 Council approved credit on account to correct the over billing in the amount of $2850.95. Account rate has been cahnged to vacancy until such time as customer requests a new meter and repairs are made.				Subtotal for Account 20141-00 :		-2850.95
13863	[redacted]	20139-00	02-139	ON/OFF FEE		
ADJUSTMENT	ON/OFF FEE				70.00	10/20/2026
COMMENTS: No payment on pay agreement - meter was shut off 10/19/26				Subtotal for Account 20139-00 :		70.00

Grand Total of Adjustments: -2781.16

UTILITY BILLING SYSTEM Report ID: 1020 — **CITY OF IDAHO CITY**

PAST DUE 60 OR MORE DAYS — **For target date 10/23/2026** — **12:36:28 - 10/28/2026**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20002-00	02-02	[redacted] Shut off	305 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE			722.69		655.20
	51 - WATER USAGE					
	51 - DEQ - DW1104			230.31		208.56
	52 - SEWER			412.85		374.30
	51 - WATER LATE FEE			419.17		339.65
	52 - SEWER LATE FEE			186.92		149.49
	51 - ON/OFF FEE			140.00		140.00
	51 - OVERPAYMENT					
			Subtotal for Account 20002-00 :	2111.94		1867.20
20031-00	02-31	[redacted] letter	418 ELK CREEK ROAD		RESIDENTIAL	
	51 - WATER BASE			133.01		65.52
	51 - WATER USAGE			23.14		13.04
	51 - DEQ - DW1104			43.50		21.75
	52 - SEWER			86.54		47.99
	51 - WATER LATE FEE			7.86		
	52 - SEWER LATE FEE			4.80		
	51 - ON/OFF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20031-00 :	298.85		148.30
20082-00	02-82	[redacted] Agreement PD 50 10/14/24	110 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE			170.28		102.79
	51 - WATER USAGE			3.45		2.46
	51 - DEQ - DW1104			43.50		21.75
	52 - SEWER			113.41		74.86
	51 - WATER LATE FEE			13.35		
	52 - SEWER LATE FEE			7.49		
	51 - MISC					
	51 - OVERPAYMENT					
			Subtotal for Account 20082-00 :	351.48		201.86
20107-00	02-107	[redacted]	104 KING ROAD		RESIDENTIAL	
	51 - WATER BASE			140.57		73.08
	51 - WATER USAGE			9.86		9.09
	51 - DEQ - DW1104			43.50		21.75
	52 - SEWER			113.41		74.86
	51 - WATER LATE FEE			13.54		5.32
	52 - SEWER LATE FEE			11.23		3.74
	51 - OVERPAYMENT					
			Subtotal for Account 20107-00 :	332.11		187.84
20113-00	02-113	[redacted] Agreement PD 100 10/7/24	201 E WALULLA STREET		RESIDENTIAL	
	51 - WATER BASE			133.01		65.52
	51 - WATER USAGE			0.30		0.07
	51 - DEQ - DW1104			43.50		21.75
	52 - SEWER			107.08		68.53
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20113-00 :	283.89		155.87
20139-00	02-139	[redacted] Shut off	109 COMMERCIAL STREET		RESIDENTIAL	
	51 - WATER BASE			329.57		262.08
	51 - WATER USAGE			19.78		12.74
	51 - DEQ - DW1104			97.35		75.60
	52 - SEWER			188.27		149.72
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
	51 - ON/OFF FEE			70.00		
	51 - NSF FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20139-00 :	704.97		500.14

UTILITY BILLING SYSTEM Report ID: 1020 — **CITY OF IDAHO CITY**

PAST DUE 60 OR MORE DAYS — For target date 10/23/2026 — **12:36:28 - 10/28/2026**

Account	Route - Meter / Fund - Service	Customer Name	Service Address	Balance	User Type	Past Due
20141-00	02-141	[redacted] Credited	400 MAIN STREET		COMMERCIAL	
	51 - WATER BASE			-1606.63		
	51 - WATER USAGE					
	51 - DEQ - DW1*04	New meter will be installed		89.25		59.50
	52 - SEWER			-743.51		
	51 - WATER LATE FEE					
	52 - SEWER LATE FEE					
	51 - OVERPAYMENT					
			Subtotal for Account 20141-00 :	-2262.89		59.50
20163-00	02-163	[redacted] Shut off	2 SUMMERVOLD ROAD		RESIDENTIAL	
	51 - WATER BASE			1050.29		982.80
	51 - WATER USAGE			8.66		8.66
	51 - DEQ - DW1*04			334.50		312.75
	51 - WATER LATE FEE			848.39		749.24
	52 - SEWER LATE FEE					
	51 - ON/OFF FEE			70.00		70.00
	51 - OVERPAYMENT					
			Subtotal for Account 20163-00 :	2309.84		2114.45
20220-00	02-220	[redacted] Letter	311 W WALUL LA STREET		RESIDENTIAL	
	51 - WATER BASE			133.01		65.52
	51 - WATER USAGE			11.02		5.89
	51 - DEQ - DW1*04			43.50		21.75
	52 - SEWER			75.98		37.43
	51 - WATER LATE FEE			11.98		4.84
	52 - SEWER LATE FEE			11.23		7.49
	51 - OVERPAYMENT					
			Subtotal for Account 20220-00 :	286.72		142.92
20318-00	02-318	[redacted] Pending Sale	100 PLACER STREET		RESIDENTIAL	
	51 - WATER BASE			30.21		19.94
	51 - DEQ - DW1*04			65.25		43.50
	52 - SEWER			18.00		11.88
			Subtotal for Account 20318-00 :	113.46		75.32
				Total Balance:		**4530.37**
				Total Past Due:		**5453.40**