



## **AGENDA REPORT**

### **City Council Meeting**

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**TODAY'S DATE:** June 12, 2025

**MEETING DATE:** June 18, 2025

**TO:** Mayor and City Council

**FROM:** Holly Ellis, Public Works Director

**SUBJECT:** North Boyer Road at Little Sand Creek Culvert - Emergency Declaration/Expenditures

#### **DESCRIPTION/BACKGROUND:**

On June 5, 2025, the City was notified by Bonner County of a potential failure of the large, corrugated metal culvert that conveys Little Sand Creek beneath N Boyer Road, at the northernmost extent of Sandpoint City limits. In response, City crews inspected the culvert on June 5 and 6 and found no immediate signs of failure. However, during a follow-up inspection on June 9 and 10, the culvert showed signs of structural compromise, and by June 11, further deterioration was observed, indicating a rapidly worsening condition.

This culvert serves as a critical crossing for an arterial roadway that provides north-south access for residents, Schweitzer Mountain visitors, and emergency services. If left unaddressed, continued deterioration could lead to a full culvert collapse and roadway failure, posing a significant risk to public safety, utilities, and transportation operations. Due to this risk, the City closed N Boyer Road at the Sand Creek crossing on June 11, 2025.

Recognizing the urgency of the situation, staff have been coordinating with JUB Engineers to determine next steps for an emergency repair. The culvert is believed to be several decades old and approaching the end of its service life. Initial assessments suggest that full replacement will be necessary. This effort will likely require design, permitting, and coordination with Bonner County and environmental agencies. To expedite the schedule, staff intend to pursue direct procurement of the culvert.

Staff intend to engage with a local Contractor, who specializes culvert installation, to provide a cost estimate and construction timeframes. The preliminary cost estimate to prepare emergency replacement plans, procurement of materials, and construction is estimated at over \$200,000. Further cost estimates will be refined once a preferred repair alternative is identified. Staff will return to Council with budget updates as appropriate.

An emergency declaration by City Council would enable the Mayor and/City Administrator to execute necessary purchasing documents in an expedited manner.

The City holds a General Fund Emergency Reserve to address unexpected, large-scale events that cause significant damage and require immediate action to protect public health and safety, such as floods, culvert or road washouts, or structural damage from snow, wind, or fire.

#### **STAFF RECOMMENDATION:**

Pursuant to Idaho Code 67-2808(1)(a)(iii), staff recommends City Council declare the North Boyer Road Culvert to be an emergency and authorize the Mayor to execute expenditures as necessary to do emergency work (culvert replacement) to safeguard life, health, and property.

Approve the use of the General Fund Emergency Reserve for the North Boyer Road Culvert emergency work, as outlined in the City's Financial Policies (Resolution 24-006, page 26).

**ACTION:**

Declare the North Boyer Road Culvert an emergency and authorize the Mayor to execute expenditures as necessary to do emergency work (culvert replacement) to safeguard life, health, and property, pursuant to Idaho Code 67-2808(1)(a)(iii).

Approve the use of the General Fund Emergency Reserve for the North Boyer Road Culvert emergency work, as outlined in the City's Financial Policies (Resolution 24-006, page 26).

**WILL THERE BE ANY FINANCIAL IMPACT? YES HAS THIS ITEM BEEN BUDGETED? NO**

Sufficient funds exist within the General Fund Emergency Reserve to complete the work.

**ATTACHMENTS:**

Proposed Resolution

N Boyer Road Closure Detour

Photos